Deadline: March 22, 2019

**Carroll County Training Consortium**

***2019 - RENEWABLE TECHNOLOGY SCHOLARSHIPS-CHECKLIST***

The Carroll County Training Consortium provides renewable technology scholarships to individuals in the Carroll, Gallatin, Henry, Oldham, Owen, and Trimble county areas (others may apply). The scholarship is a full-tuition scholarship that is automatically renewed each year subject to satisfactory academic progress. The rules pertaining to selection of applicants and requirements of recipients are included in this packet on pages 3 thru 8.

Please read and follow the instructions.

Submit your packet in this order:

1. Complete the application (page 2 of this packet). All information in the application must be complete. KEES award amounts should be obtained from the high school counselor or KHEAA website: <https://www.kheaa.com/website/kheaa/kees?main=2>. Be sure both you and your High School Counselor sign the application. (if applicable)
2. Submit one (1) letter of reference from a teacher or employer.
3. Submit one (1) letter of reference from a community member other than a teacher.
4. Copy of High School Transcripts (*Must show all grades through Dec. 2018*) (If a current student).
5. High School Attendance Record-9th grade-Dec. 2018. (if a current student).
6. Any College (post-secondary) transcripts including dual-credit college courses
7. ACT, SAT, Accuplacer,, KYOTE College Readiness Scores
8. National Career Readiness Certificate (NCRC), MSSC, or any other certifications/certificates earned (if acquired).
9. Documentation, SAR Report, showing FASFA for 2019-2020 has been completed and JCTC school code 006961 was included. (may submit up to 10 school codes on FASFA)
10. Apply for the Kentucky Work Ready Scholarship (pending release for 2019-2020)
11. A two (2) page typed (double spaced, Times New Roman, 12 point font size) essay describing: 1. Academic and career objectives. Why did you choose the program plan selected on the application? 2. Reason for applying for this scholarship/financial need. 3. Any other information related to your application.
12. Attach a professional resume with application.
13. Keep pages 3 – 7 of this application packet for your records. If selected for the scholarship these rules will be used to maintain your eligibility, and also include information about the selection process.
14. Be sure your application is complete and includes all required materials. Incomplete applications will lose scoring points.
15. NEW: An interview may be required for final selection to determine program interest
16. NEW: Selected scholarship recipients may be asked to participate in at least one promotional effort to help promote the opportunities.

Submit application and required materials by hand or mail to:

**Jefferson Community & Technical College**

**Attn: Lisa Stethen  
Coordinator of Academic Programs**

**1607 Hwy 227**

**Carrollton, KY 41008**

2019 - Renewable Technology Scholarship Application

Name Date: \_\_\_\_\_\_\_\_

Last First MI

Home Address

Street or P.O. Box City State Zip

Home Phone Cell Phone \_\_\_\_\_\_\_\_\_\_\_ (Must provide a contact number)

Date of Birth Gender Male Female

Name of high school attended

High School Graduation Date (Month/Year)

Program you plan to study: (Please Check Only One)

Applied Process Technologies (Chemical Refinery Operator Option)

Applied Process Technologies (Power Plant Operator Option)

Engineering and Electronics Technology - Electronic Specialization

Engineering and Electronics Technology – Mechanical Specialization

Engineering and Electronics Technology – Robotic & Automation Specialization

Computer Information Technology – Network Administration Track

General Occupational/ Technical Studies (Millwright/multi-skill trade)

Welding Associate of Applied Science

**List any community activities, honors, or employment recognition:**

Free write

**Attach a two (2) page typed essay, as described on checklist (page 1)**

**I agree to apply for the Work Ready Scholarship for 2019-2020 upon release: \_\_\_\_\_initial**

**I am interested in seeking a paid coop/intern in my field of study: \_\_\_\_\_\_\_\_\_\_\_\_\_ (yes/no)**

**KEES Award/Other Scholarship Money**  $

To find visit: KHEAA website: <https://www.kheaa.com/website/kheaa/kees?main=2> set up an account and retrieve KEES info.

**Counselor Signature**

## APPLICANT

**SIGNATURE**

**Rules pertaining to all CCTC Scholarship Recipients / Applicants**

**Introduction – About the CCTC Scholarship**

The CCTC Renewable Technology Scholarship is designed to provide students with the opportunity to earn an Associate of Applied Science degree (AAS) in one of three programs related to industry needs in Carroll County and surrounding areas. **These programs include Engineering & Electronics Technology (Electronics, Mechanical or Robotics and Automation Specialization), Applied Process Technologies (Chemical /Refinery Operator or Power Plant Operator option), Computer Information Technologies Network, General Occupational Technical Studies, and Welding**. This scholarship is made possible through generous donations by local businesses and industries.

This is a full tuition scholarship that is automatically renewed each semester (subject to the terms outlined in the scholarship rules).

**Scholarship Rules:**

**Section I – Selection of Recipients**

1. Eligible applicants include any high school senior that wishes to earn an Associate in Applied Science (AAS) in the Engineering & Electronics Technology, Applied Process Technology or Computer Information Technology fields at Jefferson Community and Technical College Carrollton Campus.
   1. The Engineering & Electronic Technology major includes the following specializations:
      1. Electronics Specialization
      2. Mechanical OR
      3. Robotics and Automation
   2. The Applied Process Technologies major includes the following specializations:
      1. Chemical /Refinery Operator Option
      2. Power Plant Operator Option
   3. The Computer Information Technologies major includes the following specializations:
      1. Network Administration
2. Eligible applicants should submit the required materials to Lisa Stethen on behalf of the CCTC either in person, or by mail. **All submissions must be made to the following person and location. *DO NOT SUBMIT YOUR APPLICATION TO YOUR HIGH SCHOOL COUNSELOR, Send to Address Below*:**

**Jefferson Community & Technical College**

**Attn: Lisa Stethen  
Coordinator of Academic Programs**

**1607 Hwy 227**

**Carrollton, KY 41008**

1. Students applying for the scholarship must submit their application no later than the specified deadline of their senior year. Applications not received by the specified deadline will not be considered.
2. **Student selection is based on the following criteria**
   1. Academic Performance
      1. Grades
      2. College Readiness Scores-ACT, SAT, COMPASS, KYOTE
      3. National Career Readiness Certificate (NCRC) ACT WorkKeys, MSSC Certification, or any other certifications or certificates earned.
   2. Attendance Record
   3. Financial Need
   4. Citizenship
   5. Demonstrated commitment to career goals
      1. This commitment can be demonstrated by club membership, organizational memberships, internships and cooperative education.
   6. County of residence
      1. Students from Carroll, Gallatin, Henry, Owen, Oldham, and Trimble counties will be considered for scholarship awards prior to considering students outside these areas.
3. The CCTC reserves the right to request an in-person interview with any or all applicants in conjunction with the selection process.

**Section II – Tuition Payments—**

Students awarded the CCTC scholarship will receive up to full tuition payment (not including books) at Jefferson Community and Technical College Carrollton Campus. This scholarship may only be used at Jefferson Community and Technical College Carrollton Campus. All payments for student tuition are subject to the rules of Section II.

1. To be eligible for tuition under the CCTC scholarship, the student must complete the FAFSA (Free Application for Federal Student Aid) [www.fasfa.gov](http://www.fasfa.gov) **using school code 006961**. The FAFSA will determine the student eligibility for financial aid (grants) both at the federal and state levels.

**The student (and student’s parents) must complete the FAFSA application prior to submitting the scholarship application**. This will determine eligibility for any grants prior to the beginning of the student’s first semester in college.

* 1. FAFSA applicants will receive a SAR (Student Aid Report). A copy of the student aid report must be filed with the CCTC each year to show proof of application for financial aid funds. Scholarship funds will not be released until a copy of the SAR is on file with the CCTC.
  2. Any financial aid awards will be applied to the student’s tuition prior to scholarship payment.

1. **Students must apply for the Work Ready Scholarship upon release by KHEAA (May-July)**
2. Students must complete the FAFSA application each year by the month of March to renew or re-apply for financial aid awards for the upcoming year.
   1. Failure to re-apply each year for renewal of financial aid awards and submit the student aid report will result in tuition payment being delayed until the financial aid report has been submitted.
3. **KEES awards will be applied to student’s tuition prior to CCTC scholarship payment.**
4. **All other scholarships, whether recurring or one time, will be applied to the student’s tuition and fees prior to CCTC scholarship billing.**
5. The CCTC Scholarship is not a cash award scholarship. All payments made by the CCTC toward tuition will be made directly to JCTC.

Exception: Students, who have grants, scholarships and earned KEES awards covering 100% of tuition, and therefore no cost to the CCTC, may be eligible for up to $300 in book reimbursement cost with the submission of receipts. Payout will be toward the end of the semester.

**Section III – Academic/Enrollment Standards for Scholarship Recipients**

1. The scholarship will be automatically renewed each semester for a maximum of 4 years or as long as the student meets satisfactory academic progress standards outlined below.
   1. During the first semester the student must maintain a cumulative GPA of 2.0 or higher.
      1. Failure to maintain a cumulative GPA of 2.0 will result in forfeiture of the scholarship.
   2. At the end of the first year of attendance (end of the spring semester) the student GPA will be evaluated. The student GPA must be 2.5 or higher at the end of the first year, and remain at or above 2.5 during the second year, and each year thereafter to receive 100% of their scholarship.
      1. If the student GPA falls between 2.0 and 2.49 at the end of the first year or anytime thereafter, the student scholarship will be funded at 50% of the student’s eligible tuition for each semester where the GPA is between 2.0 and 2.49
         1. Once the student cumulative GPA raises to 2.5 or above the scholarship will again be funded at 100% of the eligible tuition unless the cumulative GPA falls below 2.5 again.

**Exception to this rule: Dow sponsored scholarship/coop students must maintain a 3.0 or higher GPA.**

1. In order to maintain scholarship eligibility, all CCTC scholarship students must maintain **full-time** student status.
   1. Full-time status is defined as being enrolled for 12 credit hours or more per semester during both Fall and Spring semesters.
   2. Students are encouraged to attend classes during the summer semester to accelerate their graduation; however the summer semester is not a requirement.
   3. Failure to maintain full-time status without prior approval of the CCTC will result in forfeiture of the scholarship.
      1. Exceptions to the full-time rule are sometimes necessary when a student is approaching the end of their program of study. In cases such as this, permission to be less than full time may be granted at the discretion of the CCTC.
   4. Any break in enrollment (such as taking a Fall or Spring semester off) will result in forfeiture of the scholarship.
   5. Failure to enroll in the first semester following the award of the scholarship will result in forfeiture of the scholarship.
   6. Exceptions to the enrollment rules are made only in cases of extreme hardship and are decided on a case by case basis by the Carroll County Training Consortium Scholarship Subcommittee.
      1. Any student wishing to request a break in enrollment due to a significant hardship must contact the Carroll County Training Consortium in writing explaining their situation, and why the student believes he/she should be allowed a break in enrollment. The request for a break in enrollment must be made **prior to the break.**

**Section IV – Course Repeat Policy**

1. The CCTC scholarship will allow a student to repeat one course during their academic career and cover the cost of the course repeat. This means if a student fails a course (and still maintains the required cumulative GPA) or withdraws from a course, then that course can be repeated and covered by the scholarship. (Students must maintain full time status of 12 credit hours minimally.)
2. Once a student has repeated one course, regardless of the reason for the repeat, the student will be financially responsible to pay for any additional repeats.
3. Exceptions to this policy apply when a student enrolls in a class, but withdraws early enough to receive a 100% refund. Refund dates are set on a semester by semester basis and published by Jefferson Community and Technical College. Students should refer to the JCTC Academic Calendar to follow withdrawal dates.
4. If a student needs to repeat a 2nd (or any additional) course(s), the student will have to pay the tuition according to the tuition payment policies of the college.
5. Any student having tuition due based on the above rules must pay their share of the tuition by the college tuition deadline (Refer to Academic Calendar for the tuition deadline date).

**Section V – Advising**

1. All CCTC scholarship recipients will be assigned an advisor at JCTC. This advisor is typically the Coordinator of Academic Programs for the Carrollton Campus.
2. Scholarship students **must** consult with their advisor prior to enrolling for classes every semester. The advising process ensures that the student is taking classes that are within the approved program area, and staying on track for graduation.
3. Any course taken outside the approved program of study will not be covered by the CCTC scholarship. Students wishing to take courses outside the approved program of study will be responsible for the tuition for those courses, and must pay the tuition for those courses by the college tuition deadline (See Academic Calendar for deadline).
4. Scholarship students must **consult with their advisor prior to dropping any class at any time**. Failure to consult with the assigned advisor will result in the student being held financially responsible for the tuition for the dropped course.
5. If a student decides to withdraw from the college (drop all courses) the student must **consult with their advisor and the CCTC prior to withdrawing from the college**. Failure to do so will result in the student being held financially responsible for that semester’s tuition.

**Section VI – Withdrawal from College (Voluntary Forfeiture of Scholarship)**

1. If a student decides to withdraw from the college and stop going to classes at any time, the student must contact the CCTC in writing. Failure to notify the CCTC of withdrawal from the college will result in the student being held financially responsible for any incurred tuition.
   1. Proper withdrawal from the college requires that the student visit the campus and speak with their advisor and complete a withdrawal form. Without this form the student will continue to be enrolled in the college and will receive failing grades for any classes they were enrolled in during that semester and as a result be financially responsible for the tuition for that semester.

**Section VII – Attendance / Code of Conduct**

1. Regular attendance is a critical part of a student’s success and is **expected** of all scholarship recipients.
2. If there is a situation that will interfere with regular class attendance, the student should contact their instructor and advisor immediately.
3. Failure to attend classes will result in forfeiture of scholarship.
4. All scholarship students are subject to the student code of conduct while enrolled at Jefferson Community and Technical College. A copy of the code of conduct is available on the JCTC website at: <http://www.jefferson.kctcs.edu/downloads/Pdf%20documents/ccstudentconduct.pdf>
5. Scholarship recipients will be expected to participate in promotional and recruitment activities of future CCTC potential scholarship recipients.

**Section VIII – Revision of Rules**

1. The Carroll County Training Consortium reserves the right to review scholarship rules, and make changes or revisions at any time.
2. The current revision of scholarship rules will apply to all students either in the process of applying for, or currently receiving the scholarship.
3. The current copy of scholarship rules can be obtained by contacting the CCTC or by contacting the student’s designated advisor at Jefferson Community and Technical College.

**Section IX – Equal Opportunity Statement**

1. The Carroll County Training Consortium is an equal opportunity organization. The CCTC does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, pregnancy, HIV/AIDS, genetic information, veteran status or any other legally protected classification in its programs and activities.

Point of Contact:

If you need to contact a representative of the CCTC with questions as an applicant or current scholarship recipient please use the contact information below:

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**Jefferson Community & Technical College**

**Attn: Lisa Stethen  
Coordinator of Academic Programs**

**1607 Hwy 227**

**Carrollton, KY 41008**

**502-213-5209**

[**Lisa.stethen@kctcs.edu**](mailto:Lisa.stethen@kctcs.edu)