Trinity Valley Community College
Continuing & Workforce Ed Financial Aid Application

Student Information:

Name:_____ **SS # or TVIN #:**_____

Address:_____

                              City/State   Zip

Home Ph:_____ **Work Ph:**_____ **E-mail:**_____

Class Name:_____ **Class #**_____ **Class Date:**_____

Grants may be awarded for a percentage of the student's tuition balance or a specific dollar amount. (currently 85% not to exceed $550 per course.) Students are responsible for the remaining cost of tuition at the time on enrollment. (Students are also responsible for class materials such as textbooks, supplies, etc…) ***Grant awards are on a first come-first serve basis. Awards are not guaranteed until the registration is complete and the balance of the tuition is paid.***

Note: Grants are dependent upon the student eligibility as verified by providing documentation of financial need and the availability of funds. Examples of accepted forms of documentation may include; Current Medicaid eligibility, free or reduced lunch eligibility, Head Start eligibility, and FAFSA Student Aid Report (SAR). The grant funds are available for approved non-credit workforce training classes only. (Failure to pass any TVCC class may prevent future eligibility for grant funds.) Should TVCC not hold a class , only the class only the portion paid by the student will be refunded. This refund cannot apply to material or books not purchased from TVCC or to TVCC books and/or materials which are opened and or used. TVCC Bookstore refunds are at the discretion of the bookstore.

The TVCC Community Services Foundation Scholarship is not based solely on financial need. Students who do not qualify for TPEG or the Community Service Grant, may qualify for this Scholarship. To apply for the Community Services Foundation Scholarship, a student should first complete the FAFSA application. If the student does not qualify for federal financial aid, the student would then need to complete the Foundation Scholarship application instructions on the reverse side of the form.

STEPS:
1. Complete Community Services Financial Aid Application and provide approved documentation of financial need. NOTE: Students using the FAFSA Student Aid Report must have completed the Free Application for Federal Student (FAFSA) at www.fafsa.ed.gov and provide a copy of the Student Aid Report (SAR). (If using SAR for eligibility, additional documentation may be required from the TVCC financial aid office). Return the application form and documentation to TVCC Community Service office for final approval. Funds are not awarded until the remaining tuition is paid.
2. Additional financial aid may be available to a student meeting other qualifications. Please contact the Community Service office to see if you might qualify for additional assistance.
3. Complete class Registration Form.
4. Pay any remaining tuition balance. Enrollment is complete when tuition balance is receipted.

Student's Signature:_____ **Date**:_____

For office use only: Financial need has been determined by one of the following (documentation must be attached)

_____**TANF Eligible**   _____**Head Start Eligible**   _____**FAFSA SAR**   _____**Other(list)**_____

Signature of TVCC representative verifying eligibility:_____

Date:_____   **For semester:**   ☐Fall 201__   ☐Spring 201__   ☐Summer 201__

Continuing & Workforce Ed Office Use Only:

Amount Awarded$_____   ☐$_____ **due from**_____ **Source**

                                                     ☐**Student Balance**$_____

Eligible for: _____**TPEG**   _____**C.S. Grant**   _____**Foundation**   **Other**_____
                     (4410-083)   (2970-053)   (9514-000)   (_____list acct code)

Approved by:_____ Date:_____

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This scholarship is provided by the Trinity Valley Community College

Conditions of the scholarship award:

- Award limits: This scholarship may be awarded as a percentage of class cost (up to 85% or for a specific dollar amount (not to exceed $550). The student is responsible for the remaining tuition is receipted by the college. The student is responsible for books materials and other costs associated with class. Scholarships are awarded for one class at a time.

- Funds are limited and are awarded on a first come first serve basis. Students are encouraged to apply early. AAs stated in #1 above-awards are not guaranteed until the remaining tuition is receipted.

- Scholarships are awarded on committee recommendations.

- This scholarship is dependent upon student eligibility and the availability of funds. (Students may be required to provide proof of having completed course/program entry requirements for the specific course to be taken prior to scholarship approval.)

- The student must have successfully completed all other TVCC courses attempted (credit and non-credit), must document that they have successfully completed high school or GED. Other verification of experience, certification, course eligibility, prerequisites, etc… may be required, depending on the course selected.

- This scholarship is available for workforce development courses only. (Personal enrichment courses are not eligible.)

Students Must Submit

1) An **application letter** (written by the student) explaining why they want the scholarship. (This is not limited to, but can include financial need statements, career goal statements, personal information for the readers to get to know the applicant past work/school experiences, level of commitment of the student, etc…)

2) Submit **two signed letters of recommendation.**

3) Provide copy of **High School Diploma or GED.**

4) Provide **transcripts of any TVCC coursework.**

5) Return **all of the above to the Community Service office.**

6) **Register** for the class and **pay** the balance of the tuition. Scholarship is not awarded until student's balance of tuition is paid

Students will be notified if they are awarded this scholarship. Scholarships are available on a first come first served basis and only if funds are made available from the Foundation.

Should TVCC not hold the class, only the portion of tuition paid by the student will be refunded. This refund policy cannot apply to materials or books not purchased from TVCC or to TVCC books and/or materials which are opened and/or used. TVCC Bookstore refunds are at the discretion of the bookstore.