Trinity Valley Community College’s Workforce Education provides many student support services which can include work-study positions, tutoring, computer labs and even financial support through federal assistance programs. Our participation in Texas Workforce Commission (TWC) programs - such as the Workforce Innovation & Opportunity Act (WIOA) and the Texas Higher Education Coordinating Board Perkins V: Strengthening Career & Technical Education for the 21st Century Act - provides eligible students access to financial assistance through textbook, transportation, childcare and computer equipment assistance programs.

Grant funding awards are based upon budgeted federal funds through the Perkins V: Strengthening Career & Technical Education for the 21st Century Act, approved by the Texas Higher Education Coordinating Board, per college semester.

Student participants can apply for additional childcare assistance from the Texas Workforce Commission WIOA grant. Contact your local Workforce Solutions office for more information. Excessive absences of a child from a childcare facility will result in cancellation of Carl Perkins V Grant childcare assistance.

All grant awarded funding for textbook, childcare and computer equipment assistance programs are paid directly to the approved vendor providing the assistance - students are not reimbursed grant funds.

**Carl Perkins V Grant Student Support Assistance Eligibility Requirements:**

**Student Must:**
- Major in a Workforce Education program in an Associate of Applied Sciences degree, Workforce Education certificate, Continuing Education or Occupational Skills Award (See TVCC catalog or course list below for program eligibility)
- Enrolled part-time (six (6) or more semester credit hours)
- Enrolled in courses according to the student-selected degree plan
- Have and maintain a 2.5 GPA

**Carl Perkins V Grant Student Support Assistance Application Process:**

- Apply and be enrolled in TVCC as a student;
  - Turn in TVCC admissions application to registrar’s office (and other required documents)
  - Must have a Workforce Education major
- Complete the on-line current FAFSA
  - Select TVCC as attending institution
  - Consult with financial aid office for questions/concerns, and acknowledge that Pell Grant eligibility is the criteria used for Carl Perkins Grant Services awards
- Submit the Carl Perkins V Grant Student Support Assistance Application, and all required eligibility documentation, by the appropriate semester application deadline
- Upon approval of the application, all required Student Support Assistance contracts must be signed prior to any grant funds being dispersed

**Upon Award of Carl Perkins V Grant Student Assistance, Approved Students Must:**

- Have and maintain a 2.5 GPA
- Maintain part-time (six (6) semester credit hours) enrollment - without excessive absences
- Contact Workforce Education administration (workforceed@tvcc.edu), BEFORE dropping any courses
  - If you drop below six (6) hours your grant benefits will be discontinued, or
  - If you drop all of your courses during a semester, you will need to successfully complete six (6) semester hours towards degree completion BEFORE you are eligible to reapply for the grant
- Have Satisfactory Academic Progress to qualify for continual grant assistance funding
**CHILDCARE Assistance Program Details:**

- Limited to three (3) dependents per family; infant to 12 years old
- Cover class days only; no holidays *(required documentation of class schedule)*
- All reimbursement is paid directly to the designated state-licensed care facility, or state-licensed family home, at a weekly rate based on the age of the child(ren) & days in class. Any remaining amount due the childcare facility is the responsibility of the student participant. Payment for services is monthly, after student submittal of required Statement of Charges & childcare provider invoice for the month.

**Childcare Assistance Rates (subject to change):**

- Infants to age 1 -------------------------------- $65.00
- Ages 1 to 2 ---------------------------------- $60.00
- Ages 2 and up to Kindergarten ---------------- $50.00
- After school care (12 years old and under) ---- $40.00

Childcare funding from other sources (i.e. CCS) must be reported prior to the application process.

**TRANSPORTATION Assistance Details:**

- Limited to students who drive 20 or more miles, from their home address to the school campus, to attend classes and/or clinicals
- Is based on a round-trip calculation from home address to school campus/clinical location
- Reimbursed at $0.10 per mile, with maximum award of $500 per semester
- Requires submission of MapQuest map/GoogleMap from home address to school campus/clinical location
- Requires submittal of a mileage travel log documentation - logs must be:
  - Completed entirely, and correctly, each month
  - Submitted to workforceed@tvcc.edu by the last business day of the month
  - Failure to turn in a travel log sheet by the last business day of the month may forfeit payment until the end of the next month (30 days)
  - Recording of the exact round-trip mileage, as stated on signed contract, is required
  - Reimbursement checks are mailed to the student participant, by the Business Office, at the address stated on the mileage travel log and the Transportation Contract
  - Mileage reimbursement rate is subject to change

**COMPUTER LAPTOP LOANER AND MIFI HOTSPOT LOANER Assistance Details:**

- Limited to laptop equipment and/or Mifi Hotspot equipment inventory available
- Requires signing of the Laptop Loaner and/or Mifi Hotspot Program Policy
- Provides a laptop *(configured to provide the same functionality as other TVCC student computers)* and/or Mifi hotspot to student for use off campus
- Check-out duration for the equipment under the grant is for the approved semester ONLY - i.e. Fall, Spring, or Summer *(equipment may be turned in early)*
- Devices will be checked out from the TVCC Athens, Palestine or Terrell Campus Learning Resource Centers (LRC) upon approval of eligibility; devices must be returned to the same check out location
- All issues/support help with any borrowed devices under the grant must be reported to the IT Service Desk immediately by contacting tvcc@service-now.com
TEXTBOOK Assistance Details:

- Limited to the number of Workforce Education program textbooks available
- **Maximum award is $625 per semester**
- Requires signing of the Textbook Assistance Policy Contract
- Textbooks will be checked out upon approval of participant grant eligibility
- Participants will return textbooks to the Workforce Education office after final exams are completed, by designated deadline
- If participant drops the class, the textbook will be immediately returned to the Workforce Education office (student will be charged for textbooks not returned)

TOOLS Assistance Details (Applies to Court Reporting Program):

- Limited to the number of Workforce Education program tools inventory available
- Requires signing of the Tools Assistance Policy

For Additional Information:

Contact Workforce Education: (903) 675-6232
Email: WorkforceEd@tvcc.edu
Visit Us at the Athens Campus
Baugh Technology Building, TC#121
Eligible Workforce Education Degrees and Certificates 2022-2023 School Year

- Accounting AAS
  - Accounting Certificate
  - Accounting QuickBooks OSA
- Associate Degree Nursing (ADN) AAS
  - LVN-to-ADN Nursing Transition AAS
  - Paramedic-to-ADN Nursing Transition AAS
  - Vocational Nursing Certificate – Palestine
  - Vocational Nursing Certificate – Terrell HSC Campus
- Automation & Controls AAS
  - Automation & Controls Certificate
  - CAD/CAM-CNC Certificate
  - Machining Certificate
  - CAD/CAM-CNC OSA
- Certified EKG Technician OSA
- Computer Science Emphasis Management Information Systems (MIS) AAS
  - Computer Science Emphasis in Computer Information Systems Certificate
  - Computer Science Business Technology Certificate
- Fundamentals of Cyber Security AAS
  - Fundamentals of Cyber Security Certificate
- Computer Science Information Systems Support & Administration AAS
  - Computer Science Fundamentals of Cloud Computing Certificate
  - Computer Science Networking and Information Security Certificate
  - Game Design OSA
  - Computer Science PC Support OSA
  - Computer Science Networking & Security OSA
  - Computer Science System Administrator OSA
- Court Reporting OSA
- Cosmetology Operator Certificate
  - Manicure/Nail Technology Certificate
  - Esthetician Certificate
  - Eyelash Extension Certificate
- Criminal Justice AAS
  - Criminal Justice Certificate
  - Law Enforcement Certificate
- Drafting and Design Technology AAS
  - Basic Drafting Certificate
  - Advanced Drafting Certificate
  - Computer Aided Drafting OSA
- Early Childhood Development AAS
  - Early Childhood Education Certificate
  - Early Childhood Administrator Educator Certificate
Eligible Workforce Education Degrees and Certificates 2022-2023 School Year

- Electrical Lineworker Certificate
- Emergency Medical Technology AAS
  - Emergency Medical Technology Certificate
  - RN-to-Paramedic Enhanced Skill Certificate
  - Emergency Medical Technology OSA
- Fire Science AAS
  - Fire Officer Certificate-TCFP Fire Officer I & II
  - Fire Inspector and Investigation Certificate-TCFP Inspector And Investigator
  - Fire Rescue Operations Certificate
- General Business AAS
  - Business Technology Certificate
- Heating, Ventilation & Air Conditioning (HVAC) AAS
  - Heating, Ventilation & Air Conditioning (HVAC) Certificate
- Legal Assistant Technology AAS
  - Legal Assistant Technology Certificate
- Management AAS
  - Small Business Entrepreneurship Certificate
  - Entrepreneurship OSA
- Office Technology AAS
  - Office Technology Certificate
  - Administration Technology Applications OSA
- Office Technology/Medical Administrative Assistant AAS
  - Medical Office Management Certificate
- Pharmacy Technician AAS
  - Pharmacy Technician Certificate
- Ranch Management AAS
  - Ranch Management Certificate
  - Beef Cattle Manager Certificate
  - Ranch & Feedyard Operations Certificate
- Skilled Care Clinical Medical Assistant Certificate
  - Skilled Care Clinical Medical Assistant OSA
  - Skilled Care Phlebotomy OSA
  - Skilled Care Nurse Aide for Health Care OSA
  - Skilled Care Patient Care Technology Certificate
- Surgical Technology AAS
- Truck Driving CDL OSA
- Welding Technology AAS
  - Welding Certificate
  - Pipe Welding Certificate
  - TIG Welding Certificate
  - Welding Instructor OSA