

# McLennan Community College

## POLICIES AND PROCEDURES

|                              |   |                |            |          |  |
|------------------------------|---|----------------|------------|----------|--|
| Reference:                   | G-X-f   | Effective Date | 01/01/2025 |          |  |
| Subject:                     | Guidelines for Administering Private Donor Scholarships (No Recipient Designated) |                |            |          |  |
| Source:                      | President   |                |            |          |  |
| Approval Authority:          | President   | Approval Date  | 01/01/2025 |          |  |
| Approved by Leadership Team: | Eggleston:  | Harmsen:       | McKown:    | Wichman: |  |
| History:                     | Replaced policies dated 02/21/2011, 09/25/2015, and 01/01/2021                    |                |            |          |  |
| Remarks:                     |   |                |            |          |  |

When the donor of a scholarship does not designate a recipient, the Scholarship Committee shall be responsible for the selection of a recipient.

The Associate Director, Operations & Scholarships, of the MCC Foundation shall publicize the availability of these scholarships, as well as procedures for applying for them. Division Chairs and program directors shall be made aware of the scholarships that are available in their areas of responsibility. They shall also be requested to submit recommendations to the Scholarship Committee concerning prospective recipients.

The annual scholarship competition runs October 1 through mid-January for the next academic year. A second scholarship competition takes place May 1-15 to award funds that were not awarded in the first competition. The Scholarship Committee begins meeting immediately after the competition ends to score and award recipients.

### Eligibility Criteria

Scholastic achievement and financial need shall be the criteria for awarding Private Donor scholarships, unless otherwise specified by the donor in the Scholarship Agreement.

The minimum requirements to be eligible for scholarships are as follows:

1. Current or former college students must have a minimum cumulative GPA of 2.5; or
2. Current high school students must have a minimum average of a "B", or 80; or
3. Students who received their GED must meet minimum qualifications.

Financial need shall be determined by the Committee and shall be based on information provided by the applicants in the online application, in conjunction with information received from the Financial Aid department.

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### Guidelines for Granting Scholarships

Applicants are evaluated by the Scholarship Committee based on their online application, which includes a mandatory outline of their educational and career goals, as well as two optional non-family references. Each complete application is reviewed by two committee members and the scores are averaged. The applicants are ranked by score and scholarships are awarded based on the criteria of the scholarship (i.e., major, merit, need, merit/need, etc.).

Except in certain circumstances, scholarships are split between the fall and spring semesters equally. If a student does not maintain the minimum GPA or 6-hour enrollment requirements, the scholarship will not be awarded in the spring semester. Scholarships are not typically awarded for summer sessions.

Students generally do not receive more than one Foundation Scholarship. If a student accepts a Foundation Scholarship and is later chosen to be an Honors College or Presidential Scholar, the Foundation Scholarship will be awarded to another student.

### Guidelines for the Bernard and Audre Rapoport First Generation Scholarship

The criteria for the first-generation program are outlined in the donor's scholarship agreement. Typically, the scholarship is divided between the fall and spring semesters. However, for McLennan scholars, the funds are distributed over four semesters, including Fall, Spring, Summer 1, and Summer 2.

Generally, students awarded the first-generation scholarship are ineligible for other foundation funds. If a student receiving the first-generation scholarship is later selected as an Honors College or Presidential Scholar, the first-generation scholarship will be reallocated to another student.