

POLICIES AND PROCEDURES

Subject: Presidential Scholarship Reference: G-X-n
Source: President Eff. Date: June 10, 2003
Approval Auth.: President Approved: _____
Remarks: Replaces previous policy dated February 9, 2001.

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PRESIDENTIAL SCHOLARSHIPS

Scholarships to attend McLennan Community College shall be awarded to approximately twenty students who are high school graduates, or General Educational Development (GED) Test completers, or current MCC students. Students who have demonstrated scholastic ability (B average or higher) and academic potential shall be eligible to apply for a scholarship.

Transcripts of college and/or high school work completed, applications for the scholarship, and other documents shall be completed and submitted to the Office of Financial Aid before February 15. The Scholarship Committee and the President of the College shall participate in the selection of the recipients before May of each year.

The scholarship shall pay for tuition, fees and required textbooks. The scholarship shall be valid for four consecutive long semesters (for example, fall, spring, fall, spring) after the recipient begins using it. The recipient shall begin using the scholarship no later than the fall semester following receipt of the scholarship.

Scholarship recipients shall enroll in at least twelve semester hours each semester. A cumulative grade point average of 3.00 shall be required to maintain eligibility for the scholarship. Exceptions to the course load and grade point average requirement may be approved by the Director of Financial Aid or the College President.

The MCC Presidential Scholarships shall be administered by the Director of Financial Aid under the supervision of the Vice President of Student Services.

Eligibility Criteria

To be eligible for a Presidential Scholarship the student shall meet the following criteria:

1. Be a citizen of the United States.

2. Demonstrate scholastic ability as evidenced by a high school cumulative grade point average of 80 or above or a GED Standard Average Score of 50 or above. Grades received in college level courses will also be considered.
3. Enroll in at least twelve semester hours of college level credit courses each semester.
4. Provide two letters of recommendation for a scholarship from a teacher, counselor, principal, or a community leader.
5. Write and submit with the application for the scholarship a description of personal and educational goals, career aspirations, and a personal plan for achieving these goals
6. Agree to meet with the President of the College periodically during each long semester.
7. Agree to serve as an ambassador for the President of the College at designated events.
8. Scholarship recipients must complete the Free Application for Federal Student Aid, unless exempted by the College President.

Procedures for Administering Presidential Scholarships

1. During the last week of January the Director of Financial Aid shall prepare and send a letter to each high school counselor and principal informing them of the availability of the scholarship and the opportunity to apply. Applications for the scholarship shall be sent to each counselor with a request to publicize the availability of the scholarship. Additionally, the Director of Financial Aid, or his designee shall, request the Office of Public Information to publicize the availability of the scholarship, the criteria for selection and the time period when applications will be received.
2. The Chairman of the Scholarship Committee (Senior Financial Aid Specialist) shall prepare for the Scholarship Committee each student's application documents and shall submit them to the Scholarship Committee before April of each year.
3. The Scholarship Committee shall review the documents and submit the documents of qualified applicants to the President of the College. The President of the College will review the documents and conduct interviews with selected scholarship applicants.
4. The President's Office shall notify all recipients by letter of their scholarship award and shall encourage them to attend McLennan Community College. Admissions Specialists shall follow up with a telephone call to offer assistance to each scholarship recipient.
5. Before early and regular registration for a semester, the Director of Financial Aid, or his designee, shall post to the student's financial aid account funding sufficient to cover the costs of this scholarship. The Director of Financial Aid shall use discretion in determining the appropriate source of funding to cover individual scholarship costs.

6. The Director of Financial Aid and the College President shall determine continued eligibility each semester of each recipient of the scholarship.
7. The College President may provide exceptions to the procedures and requirements contained in this policy as deemed appropriate and necessary.