

## POLICIES AND PROCEDURES

Subject: Follett Merit Scholarship Reference: G-X-t  
Source: President Eff. Date: September 11, 2015  
Approval Auth.: President Approved: \_\_\_\_\_  
Remarks: Replaces previous policy dated August 16, 2013  
Date: September 10, 2015

### FOLLETT MERIT SCHOLARSHIPS

Scholarships to attend McLennan Community College will be awarded to students who are high school graduates, General Educational Development (GED) Test completers, home schooled students, or current MCC students. Students who have demonstrated scholastic ability and academic potential are eligible to apply for the scholarship.

Transcripts of college and/or high school work completed, application for the scholarship, and other documents must be completed and submitted by the deadline to the President's Office in the Administration Building, room 402 for consideration.

The scholarship will be applied towards tuition and fees based upon availability of funds; \$500 maximum for part-time students and \$1,000 maximum for full-time students per semester. The scholarship will be valid for four consecutive long semesters (for example, fall, spring, fall, spring) as long as the recipient maintains a cumulative grade point average of 3.00 or higher each semester, volunteers in at least 10 hours of validated volunteer activities and completes at least 75% of all courses each semester.

Scholarship recipients will enroll in at least twelve semester hours for full-time students and six semester hours for part-time students each semester. Exceptions to the course load and grade point average requirement may be approved by the President. Except in unusual circumstances approved by the President, the scholarship will be awarded before the semester begins.

The Follett Merit Scholarships will be administered by the President with assistance from the Director of Financial Aid.

### Eligibility Criteria

To be eligible for a Follett Merit Scholarship the student must meet the following criteria:

1. Submit a completed application with two letters of reference and an essay titled "My Future Goals" to the President's Office in the Administration Building, room 402.
2. Complete the FAFSA form online.
3. Interview with the President of the College.
4. Possess at least a 3.0 cumulative grade point average from MCC or be in the upper 20% of the high school class.
5. File a degree plan and sign an intent to graduate from MCC with either a certificate or associate's degree.
6. Enroll for at least six semester hours for part-time students and twelve semester hours for full-time students at MCC.
7. Demonstrate good ethical and moral character. Agree to terms of scholarship agreement by signing the Scholarship Agreement section of the application and complete appropriate paperwork as needed if a scholarship award is made.

#### Procedures for Administering Follett Merit Scholarships

1. Students will contact the President's Office in the Administration Building, room 402 to apply for the Follett Merit Scholarship.
2. When a student is approved for the scholarship, the President's Office will contact the Financial Aid Office to proceed with processing of the scholarship.
3. Before early and regular registration for a semester, the Director of Financial Aid, or designee, will post to the student's financial aid account funding sufficient to cover the costs of this scholarship. The Director of Financial Aid will use discretion in determining the appropriate source of funding to cover individual scholarship costs.
4. The President will determine continued eligibility each semester of each recipient of the scholarship.
5. The President may provide exceptions to the procedures and requirements contained in this policy as deemed appropriate and necessary.