

HCC Fall 2010 Scholarship Application Form

FOR OFFICE USE ONLY

Score _____

Application in database _____

Scholarship Award _____

Hours Enrolled _____

Application Deadline: Monday, May 3, 2010

Type or print all information except for signatures. Submit completed application to the Financial Aid Office. Please read the attached Scholarship Application Checklist.

Application must be complete or it will not be considered.

PERSONAL DATA

Name _____ Social Security Number _____
Last First Middle Student ID # _____

Employment Status/# hours week _____ Marital Status _____ Number of Children _____ Phone No. _____

Address _____ City _____ State _____ Zip _____

Email _____ Race _____ US Citizen? _____ Sex Female Male

Degree program/anticipated graduation date _____ Career goal _____

Please check the scholarship type(s) for which you are applying (you may apply for both).

Merit-based: Financial need is not considered.

Need-based: Financial need is a consideration. Applicants must also complete and submit a Free Application for Federal Student Aid (FAFSA). For more information regarding the FAFSA, call (252-536-7223) or visit the HCC Financial Aid Office on campus in Room 302. You may also visit www.fafsa.ed.gov online or call 1-800-4FED-AID (1-800-433-3243).

Check all that apply:

- Related to a member of Roanoke Valley Home Builders Association
- Home electric service is provided by Halifax Electric Membership Corp.
- Participant in HCC Student Support Services Program
- Related to an HCC employee - Name of employee & your relationship _____

- Member of White Oak Baptist Church
- Visually impaired or related to a member of RR Lions Club
- Employee of Halifax Linen
- Related to employee of Halifax Linen/relationship _____
- Former military service – list branch /dates _____

Note: For the following two areas, the applicant must have one letter of recommendation from the chief or training officer demonstrating that the applicant is in good standing or is a child of a member in good standing.

Child of an active member of a fire, rescue, or EMS department Active member of a fire, rescue, or EMS department

HIGH SCHOOL/GED DATA

High School Last Attended _____ Graduation Date: Month _____ Year _____

GED Award Date: Month/Year _____ GED Score _____ GED received at HCC? Yes No

COLLEGE DATA

Colleges Attended (including HCC) _____ Dates _____ Degree _____
_____ Dates _____ Degree _____

OTHER FINANCIAL AID RECEIVED

Are you receiving other grants or scholarships for this year? Include Pell Grant, Job Link assistance, WIA, Voc. Rehab., & V.A.

Yes No Pell/JobLink Pending List all awards:

AWARDS _____ AMOUNTS _____

ATTACHMENTS: MUST BE COMPLETE

1. **Signed Personal Statement:** State on an attached sheet of paper why you are applying for a scholarship. Include a statement about your financial need and any unusual family or personal circumstances that may affect your financial status. Also include in your statement your educational goals and any participation in volunteer and/or civic activities.

2. **Enclose two sealed letters of recommendation from non-family members.** The recommendations should describe attributes of your character and will remain confidential. (If you have completed one semester at Halifax Community College, one letter must be from a Halifax Community College faculty member who has taught you recently.)

ACADEMIC TRANSCRIPT

I hereby authorize the HCC Registrar to provide a current HCC and/or high school transcript to the HCC Financial Aid Committee to be used in determining scholarship eligibility. **A minimum 2.000 GPA is required.** (Note: If you have outstanding balances due at HCC, including library fines or parking tickets, your transcript will not be released.) If the applicant does not have an HCC transcript, the applicant must provide the most recent high school, GED, or college transcript with this scholarship application form.

Signature of Applicant _____ Date _____

To be completed by HCC staff.			
Class Rank _____	GPA _____	Hours Completed _____	
Application Complete _____	Applicant Statement _____	Transcript _____	Recommendations _____

****Incomplete and/or late applications will not be considered****
Scholarship applications remain on file for one year.

**Halifax Community College Foundation, Inc.
Scholarship Application Checklist**

DEADLINE: Monday, May 3, 2010

**Submit to:
HCC Financial Aid Office
100 College Drive
Post Office Drawer 809
Weldon, NC 27890**

Please read this information carefully before submitting your application.

1. Scholarship applicants must have a minimum GPA of 2.0.
2. Your application must be COMPLETE or it will NOT be considered! An application is complete when all of the following conditions have been met:
 - The application form is completed, signed, and submitted.
 - All required transcripts/GED documentation is submitted.
 - All letters of recommendation are signed and submitted.
(**Note: We strongly encourage you to follow up with those who have agreed to send letters on your behalf to ensure this is done prior to the deadline.**)
 - The applicant's personal statement is submitted.
3. **Transcripts**
The Financial Aid Committee requests the most recent copy of your high school, GED, or other college/university transcript be attached to your scholarship application. It is your responsibility to make sure that a copy of your transcript is attached. **If you have an HCC transcript and it is the most recent transcript, the Financial Aid Committee will request a copy from the HCC Registrar for you.**
4. Applicants who wish to be considered for a need-based scholarship must also submit the FAFSA (Free Application for Federal Student Assistance). This form is available in the HCC Financial Aid Office, Room 302. For more information on the FAFSA visit their website at www.fafsa.ed.gov. To request a paper application call 1800-4-FED-AID (433-3243). **Allow enough time to receive and complete the application by the deadline.**
5. Your **personal statement** is very important. You may choose to either type or handwrite this statement. However, if you choose to handwrite, please assure that the writing is neat and legible. It is also important to check to ensure correct grammar and spelling. The care you take in creating and submitting this statement is a reflection on you.

Your **personal statement** must include the following:

- Why you are applying for a scholarship
 - Emphasis on your dedication to your education and career goals
 - If you wish to be considered for need-based scholarships, explain your need or any unusual financial circumstances.
 - Extracurricular activities such as volunteer work, church and civic involvement, and or employment.
 - Leadership roles
6. You must submit **two letters of recommendation** from non-family members. If you have completed at least one semester at HCC during the past year, at least one of these letters must come from an instructor who taught you. **These letters must be SIGNED and presented in sealed envelopes.** Otherwise, they will not be considered. We have included guidelines on writing letters of recommendation that you should share with those who will submit letters on your behalf.
 7. Scholarships are awarded in two installments (1st half in Fall, 2nd half in Spring). If you are awarded a scholarship, you must pay close attention to the criteria pertaining to that award (such as required GPA, number of credit hours, etc.) so that you will be eligible to receive the 2nd half of your award in Spring). Audited hours are not credit hours and will not be considered as credit toward full time.
 8. High School students who participate in the Dual/Concurrent Enrollment Program and the Huskins Program **must** pass those courses in order to qualify for a scholarship at HCC.
 9. **For further information, contact the HCC Foundation Office at 536-7239 or 538-4319.**

HALIFAX COMMUNITY COLLEGE FOUNDATION, INC.
Scholarship Letters of Recommendation Guidelines

(Two letters of recommendation are required)

Note to the student: If you completed at least one semester at HCC during the past year, at least one letter must be from an instructor who taught you.

We recommend letters from individuals who have a professional relationship with the applicant (teacher, employer, etc.) or from HCC employees who have first-hand knowledge of the applicant's characteristics. Letters should NOT be from family members.

**Please share the following information
with the persons writing your recommendations.**

Letter writers must

- Include their name, address, and phone number
- **Sign the letter of recommendation**

Letters should describe any of the following areas about which the individual has first-hand knowledge.

- Academic ability
- Attitude and professionalism
- Leadership ability (in clubs, church, etc.)
- Character and good citizenship traits
- Examples of public service and volunteer efforts
- Level of financial need

Feel free to include any additional information that may be beneficial to this process.

Please provide an honest recommendation in a sealed envelope to:

HCC Foundation, Inc.
Attn: Scholarship Committee
100 College Drive
Post Office Drawer 809
Weldon, NC 27890

All recommendations remain confidential.

If you have questions, contact the HCC Foundation Office at 536-7239 or 538-4319.