

## **NFLL Scholarships for Full-Time, Credit MCC Students**

### **Process**

- I. NFLL President makes a motion to NFLL Council to approve funds for scholarships (number of scholarships and amount).
  - a. MCC Financial Aid prefers that we offer annual scholarships (payment can be made each semester).
  - b. Motion should be made to NFLL Council by early February so we align with the MCC process.
- II. NFLL Council approves the funds available for the scholarship(s)
- III. Ad-hoc Scholarship Committee appointed by NFLL President (include NFLL members and one non-NFLL member)
  - a. Committee reviews the scholarship criteria and rubric. Any changes are proposed to the Council.
  - b. Once the criteria and rubric are approved, Committee lets Financial Aid office know.
- IV. NFLL President informs Financial Aid office (currently Adela Bob) that we would like to offer scholarship(s)
- V. Ad-hoc Committee works closely with MCC Financial Aid office
  - a. Initial action by MCC Financial Aid
    - i. Announces availability of the scholarship(s)
    - ii. Lists scholarship criteria and application information with deadline
    - iii. Criteria established by MCC and NFLL
      1. The criteria should be reviewed annually by NFLL President and AdHoc Scholarship Committee.
    - iv. Screens applicants and forwards them to NFLL committee
  - b. Applications reviewed by the Scholarship Committee and ranks them
    - i. Committee agrees on top three (number is determine by funds)
    - ii. Financial Aid notifies students and makes arrangements for payment
  - c. Financial Aid monitors registration and checks

- d. Financial Aid monitors grades to verify qualification for renewal.
  - i. The scholarship is available to be paid each semester. A recipient receives half of the scholarship for the fall semester and then Financial Aid verifies they are still qualified to receive the second half of the payment for the Spring semester, using the criteria outlined for scholarship eligibility.
- VI. Established traditions of NFLL
  - a. Scholarship Committee invites recipient(s) to speak at the NFLL General meeting.
  - b. Include an article about the recipient(s) in the New Frontiers News newsletter.
  - c. Consider the applicant(s) for a renewal of the scholarship(s)