



2012-2013 Scholarship Application Instructions

Application Filing Period: Beginning January 2 thru March 1, 2012 at 4:00 p.m.

Please Note: *Some donors award scholarships are based upon ethnicity, gender, educational/career goals, organization affiliations, etc. The more information you provide, the more scholarships you might qualify to receive.*

CRITERIA FOR APPLYING

- **You Must Have a Mendocino College Student ID** to apply for a Scholarship. If you do not have one, go to www.cccapply.org/apply/. An ID number will be emailed to you within 24 hours. If you do not have web access, apply at our Admissions offices in Ukiah, Lake or Willits.
- Key in online or type the application, and fill out completely—please be neat and thorough. Applications available online at www.mendocino.edu. Click on For Students, then Scholarships.
- Except for transfer scholarships, all scholarships awarded are for enrollment at Mendocino College and cannot be used at other colleges or universities. Failing to enroll or dropping all classes after enrolling nullifies eligibility and the award must be repaid to donor.

GENERAL INFORMATION

A **Complete Application Packet** includes all of the following documents. (If any of the following are missing, your application will be deemed incomplete and your application will not be considered):

- **Scholarship Application form.**
- **Student Essay** (One page only).
- **Two Recommendation Forms/Letters.** At least one recommendation **MUST BE FROM AN INSTRUCTOR** unless you are a re-entry student (out of high school or college 5 or more years). The other letter can come from an instructor, employer or other relevant source (you may substitute a form with a letter of recommendation).
- **Signature Page** – signed and dated.
- **High school seniors MUST INCLUDE a copy of their HIGH SCHOOL TRANSCRIPTS.**
- **Fill Out One Complete Application Packet** – you will be eligible for any Mendocino College scholarships in which you meet the donors' scholarship recipient criteria.

ELIGIBILITY INFORMATION

Scholarships are usually awarded based on some or all of the following criteria:

- Academic achievement and career or educational goals
- Grade point average
- Financial need
- Full-time (12 or more units) or Part-time status (11 or fewer units), as determined by the donor
- Service to the college, community groups, campus clubs, volunteerism & honors/awards

WHAT HAPPENS AFTER YOU APPLY

Scholarship selection committees screen applications to choose the most qualified student(s) for each award. Successful scholarship applicants are notified by mail upon completion of the scholarship applicant screening process. Most scholarship monies are not released until after the Fall semester has started because proof of enrollment at Mendocino College is required in most cases.

Exceptions are transfer scholarships or educational expenses scholarships where the scholarship donor elects to present an award check at the annual awards ceremony or mails it to the recipient.

QUESTIONS or ADDITIONAL INFORMATION

Please contact: Lana Eberhard, Scholarship Coordinator

Mendocino College, Center for the Visual and Performing Arts, Room 5110, 1000 Hensley Creek Road, Ukiah, CA 95482

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