



# 2017-2018 Scholarship Application Instructions

Application Filing Period: Beginning January 2 thru March 1, 2017 at 4:00 p.m.

**Please Note:** *Some donors award scholarships based on ethnicity, gender, educational/career goals, organization affiliations, volunteerism, etc.*

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## CRITERIA FOR APPLYING

1. **You must have a MENDOCINO COLLEGE STUDENT ID to apply.** If you do not have one, go to <http://www.mendocino.edu/admissions> and follow the instructions. An ID number is emailed to you. If you do not have web access, apply at our Admissions offices in Ukiah, Lakeport, Willits or Fort Bragg
2. Fill out the scholarship application online at [www.mendocino.edu/student-services/financial-aid/scholarships](http://www.mendocino.edu/student-services/financial-aid/scholarships)
3. Print the scholarship application. Sign it and date it.
4. Except for transfer scholarships, *all scholarships awarded through this program are for enrollment at Mendocino College and cannot be used at other colleges or universities.*
5. Failing to enroll or dropping all classes after enrolling nullifies your scholarship eligibility and any 2017-2018 Mendocino College scholarship funds you have received must be repaid to the donor.

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## GENERAL INFORMATION

A Complete Scholarship 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):*

1. Scholarship Application form (pages 1 and 2).
2. **Student Essay (page 3).** The essay can be on separate sheet of paper, but CANNOT BE WRITTEN BY HAND and is limited to one page and 12 pt. font.
3. **Extra Curricular Activities and Signature Page** — signed and dated. **APPLICATIONS REQUIRE A WET SIGNATURE.** No digital or typed signatures.
4. **Two Recommendation Forms/Letters.** At least one recommendation MUST BE FROM A CURRENT INSTRUCTOR/FACULTY MEMBER unless you are a new re-entry student (out of high school or college 5 or more years). The SECOND recommendation can be from an instructor, employer or someone who knows you well (other than a family member).
5. **HIGH SCHOOL SENIORS ONLY:** Graduating high school seniors who apply **MUST INCLUDE** a copy of their **HIGH SCHOOL TRANSCRIPTS.**

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## ELIGIBILITY INFORMATION

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

1. Academic achievement and career or educational goals
2. Grade point average
3. Financial need
4. Enrollment status (number of units in which you are enrolled) as determined by the donor
5. Service to the college, community groups, campus clubs, volunteerism & honors/awards

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## WHAT HAPPENS AFTER YOU APPLY

1. Your application will be reviewed by Scholarship Selection Committees
2. Successful scholarship applicants are notified by mail once a selection has been made
3. Most scholarship funds are mailed just before or shortly after the Fall semester begins
4. Transfer scholarships require proof of enrollment at a 4-year college/university

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## 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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