



# Scholarship Application for Continuing Education & Training Workforce Development Programs

July 2016 - June 2017

**Eligibility: APPLICANTS MUST**

- Be in good financial standing with the College
- Successfully complete required assessment exams prior to applying for grant
- Be at least 18 years old
- Be a Maryland resident
- Meet the income criteria and or other mitigating financial circumstances

Size of Family Unit	TOTAL Annual Family Income	
	MAXIMUM – up to 100% tuition	MAXIMUM – up to 50% tuition
1	17,655	35,310
2	23,895	47,790
3	30,135	60,270
4	36,375	72,750
5	42,615	85,230
6	48,855	97,710
7	55,095	110,190
8	61,335	122,670
	Ea add'l \$6,240	\$12,480

### ELIGIBLE CAREER PROGRAMS

**Computer Training**

- A+ Certification
- Computer Fundamentals
- Microsoft Office Power User
- Network+ Certification
- Print Graphic Design CE Certification
- Security +
- Web Graphic Design

**Construction Trade**

- Appliance Repair
- Basic Machine Manufacturing Technology
- Building Maintenance Certificate
- Entry-Level Engineering Technology
- Commercial Truck Driving
- Fiber Optics Certification
- Forklift Certification
- Green Manufacturing CE Certificate
- Heating Ventilation, Air Conditioning & Refrigeration (HVAC)
- Welding

**Professional**

- Bartending
- Child Care Certification
- Floral Design Certification Program
- Hospitality
- HR Essentials
- Nail Technician
- Professional Human Resource Management (PHRM Certification)
- Veterinary Assistant

**Healthcare**

- EKG Technician
- Paramedic
- Histologic Technician
- Medical Administrative Assistant
- Nursing Assistant
- Nurse Refresher
- Phlebotomy Technician
- Physical Therapy Technician

- OTHER Career Track Programs
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**Computer & Construction**

**Submit application and supporting documents to:**

Harford Community College  
Continuing Education and Training  
Attn: Matt Baylis  
401 Thomas Run Road  
Bel Air, MD 21015

**Healthcare Programs & Professional Programs**

**Submit application and supporting documents to:**

Harford Community College  
Continuing Education & Training  
Attn: Dawn Reimer  
401 Thomas Run Road  
Bel Air, MD 21015

**DEADLINE:** Applications must be received 3 weeks prior to the start of the first course within the selected program. The amount of any award is based on income and family circumstances, therefore only signed and dated applications that are complete with financial documentation will be reviewed by the scholarship committee.

**Tell us about you: Your Name:** \_\_\_\_\_ **Student ID Number** \_\_\_\_\_

**Street Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** MD **Zip** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **EMail:** \_\_\_\_\_

**Marital Status:**     Married     Divorced/Separated     Single

**Do you live with your parents?**     Yes     No    **Birth Date:** \_\_\_\_\_

**Number of persons in your household that you or your parents support:** \_\_\_\_\_

*Qualified students will be eligible to receive funding for ONE Workforce Development Program through this scholarship fund.*

**Specific Program of Interest:** \_\_\_\_\_

**Total Funds Requested for tuition and fees: \$** \_\_\_\_\_ **(from the attached worksheet)**

**Scholarship award is based on financial need; therefore applicants must provide the following:**

- 1. A copy of your 2015 Federal Tax Return (1040)**
  - If married and filing separately, you must include spouse's return
  - If under 24 years old, have no children of your own and live with your parent(s), you must include a copy of your parent's tax return
  - If unmarried and residing with a partner, you must provide a copy of the partner's tax return
- 2. Or if you did not file a 2015 tax return, you must request and complete the "CERTIFICATION OF NON-FILING STATUS FORM"**
  - Include supporting documentation or a signed letter from person(s) providing support. (List all other sources of income, ex: child support, Social Security, TCA, In-kind support)
  - W-2's should be submitted with this form
- 3. Student must submit a scholarship narrative - see p4**
- 4. An Interview may be requested by the Harford Community College CET Scholarship Committee.**

*This grant is funded by Harford Community College, and is not federally funded; FAFSA applications do not apply. Continued funding for required courses in any program is contingent upon successful completion of each successive course and available funding. Applicants must reapply if program extends beyond the fiscal year.*

I certify that this information is true and accurate.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

## Program Worksheet

***Please list all of the courses required to complete the program (attach a separate sheet for additional required courses)***

Course Title _____	CRN # _____	Start Date: _____	End Date: _____	Tuition: _____	Fee: _____
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**Total Cost of program/Funds Requested: \_\_\_\_\_**

***Grant money awarded for tuition and fees only. Book charges excluded.***

