Scholarship Administrative Policy

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Policy Description	General Introduction and Overview		
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Created By	Scholarship Committee		
Approved By	Board of Directors		
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Introduction

- **1.1.** This policy serves as a directive to ensure appropriate distribution of scholarship monies to provide post-secondary educational financial assistance for Cleveland County Firefighters' Association (CCFA) members and/or their dependent children.
- **1.2.** Scholarship awards are based upon the applicant's community involvement, leadership roles, honors, awards, certificates, certifications, employment, financial score, scholastic achievement, varsity sports, and references. Specific questions regarding the above information are included in each application category. Scholarship recipients are notified in May following the application period. Official announcements will be posted on the CCFA website the 1st of May and recipient introductions will occur at the CCFA July Quarterly Meeting.

2. Overview

- **2.1.** The CCFA sponsors scholarships in the four Cleveland County Schools (CCS) high school districts. These districts are Burns, Crest, Kings Mountain, and Shelby.
 - **2.1.1.** The scholarship districts align with the CCS high school districts. An applicant who applies for more than one district shall be disqualified.
 - **2.1.2.** Scholarship awards are granted to high school students (graduating senior) seeking either an associate degree or bachelor's degree.
- **2.2.** The total scholarship awards per district totals \$500.00.
- 2.3. The maximum dollar amount of scholarships awarded per year is \$2,000.00.
- **2.4.** The Scholarship Administration Policies applies to all scholarships awarded by the CCFA.
- **2.5.** All scholarship recipients must be an active member, or be the dependent child of an active, retired, or deceased member of the CCFA at the time of the application submission.
- **2.6.** All the areas of the scholarship application must be completed. Items that do not apply to the applicant shall be marked N/A. Applications with incomplete information or blank spaces will be disqualified.
- **2.7.** Applicants must attend a regionally accredited institution of higher education recognized by the U.S. Department of Education including colleges, universities, community colleges, and technical institutes.
- **2.8.** Scoring is based on the information provided on or with the application. No other scoring factors shall be considered. The members of the Scholarship Committee will independently review all information submitted on or with the application.

3. Scholarship Scoring

- **3.1.** The high school scholarships shall be awarded based on the highest recorded high school district score; among the qualified applications received by the CCFA by the application deadline.
 - **3.1.1.** One, \$500.00 scholarships, will be awarded for the Burns High School District.
 - **3.1.2.** One, \$500.00 scholarships, will be awarded for the Crest High School District.
 - **3.1.3.** One, \$500.00 scholarships, will be awarded for the Kings Mountain High School District.
 - **3.1.4.** One, \$500.00 scholarships, will be awarded for the Shelby High School District.

4. Scholarship Crossovers

- **4.1.** Scholarships that are not awarded during the initial scoring and screening process shall be crossed over to another CCS high school district.
- **4.2.** The following shall be used for crossover scholarships.
 - **4.2.1.** No qualifying application from the Burns High School District; award the highest remaining score not previous awarded.
 - **4.2.2.** No qualifying application from the Crest High School District; award the highest remaining score not previous awarded.
 - **4.2.3.** No qualifying application from the Kings Mountain High School District; award the highest remaining score not previous awarded.
 - **4.2.4.** No qualifying application from the Shelby High School District; award the highest remaining score not previous awarded.

5. Scholarship Score Tiebreaker

5.1. Should a tie score occur among high school scholarship applications, the scholarship shall be awarded to the applicant with the lowest Expected Family Contribution (EFC) score.

6. Scholarship Applications

6.1. Incomplete scholarship applications and non-submittal of all required documentation shall be grounds for disqualification from the application process.

Revision History		
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0	TBD	

Description Adoption