

# Scholarship Guidelines and Application

The NGTC Foundation accepts scholarship applications prior to each semester of the school year. Students must apply/re-apply for foundation scholarships prior to each semester; scholarships are not automatically awarded. Foundation Scholarships are awarded in amounts up to \$375 and are to be used exclusively for tuition, fees or books. ALL foundation scholarship funds will be paid directly to NGTC.

## Eligibility & Selection Criteria:

- Applicant must be **accepted for admission** to North Georgia Technical College.
- Applicant must be **registered for at least ten hours** per semester at time of application
- At the time of application, a student who is currently enrolled and has completed at least one semester must have a grade point average of 2.0 or higher.
- **NOTE: Students receiving PELL Checks (checks for unused PELL Funds) are not eligible for Foundation Scholarship Funds.**
- Student must be in good academic standing to be considered. Students on warning or probation of any kind will not be considered for aid.
- Once eligibility is established, the application will be evaluated by the Foundation Scholarship Committee.
- Completion of the Foundation Scholarship application does not guarantee the awarding of a scholarship. All applicants will be notified whether or not an award has been made.
- **No late or incomplete applications will be considered.**

## How to Apply – What to Submit:

1. Complete the Free Application for Federal Student Aid (FAFSA) Form available at any NGTC Financial Aid office. No application will be considered until a FAFSA Form and all supporting documentation has been completed and returned to the Financial Aid office.
2. Submit a completed NGTC Foundation Scholarship Application Form.
3. Provide a written essay describing a legitimate financial need and how this scholarship will help further your career goals. The essay should be no more than 250 words and may be handwritten or typed.
4. Submit the recommendation form (provided with this application) completed by an instructor (if a currently enrolled student). If not enrolled, the form may be completed by an employer or former teacher.

**Special Note:** Foundation scholarships are funded by gifts made to the NGTC Foundation from individual donors and private businesses. For this reason, funds may not always be available for scholarships from the Foundation.

**Nondiscrimination:** The NGTC Foundation does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status or citizenship status (except in those special circumstances permitted or mandated by law).

**Mail completed Foundation Scholarship application form (along with your essay and letter of recommendation) to:**

Director of Institutional Advancement  
North Georgia Technical College Foundation  
P.O. Box 65  
Clarkeville, Georgia 30523

You may also drop off completed application and attachments to the NGTC Foundation Office in Room 206 in the Mobley Administration Building on the Clarkeville Campus. If you have questions, please phone 706 754-7714 or email to [cbrown@northgatech.edu](mailto:cbrown@northgatech.edu).

# NGTC Foundation Scholarship Application Form

**Please Note:** NGTC Student e-mail will be used to communicate information to scholarship applicants.

Name \_\_\_\_\_ Student ID # \_\_\_\_\_

Mailing Address \_\_\_\_\_ E-mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

When did you first enroll \_\_\_\_\_ Anticipated Graduation Date \_\_\_\_\_

Employer \_\_\_\_\_ Work Phone \_\_\_\_\_  
(if presently working)

Program of Study \_\_\_\_\_  Degree  Diploma  TCC

On which campus do you attend classes?  Clarkesville  Blairsville  Currahee Are you a Dorm Resident?  Yes  No

Are you a US Veteran?  Yes  No Are you a resident of one of the following counties?  Franklin  Stephens  Towns

Are you enrolled in any of the following programs:  Allied Health  EMT  Environmental Horticulture  Photography

Have you applied for or are you currently receiving other types of financial aid?  Yes  No

If yes, please indicate the amount you have been awarded or may receive next semester: HOPE \$ \_\_\_\_\_, PELL \$ \_\_\_\_\_,

WIA \$ \_\_\_\_\_, Vocational Rehab \$ \_\_\_\_\_, Veterans Benefits \$ \_\_\_\_\_, Employee Benefits \$ \_\_\_\_\_,

Other Scholarship(s) please list \_\_\_\_\_ \$ \_\_\_\_\_,

Other \_\_\_\_\_ \$ \_\_\_\_\_, Other \_\_\_\_\_ \$ \_\_\_\_\_

In the space below, please write or type a short essay describing a legitimate financial need and how this scholarship will help further your career goals. The essay should be no more than 250 words.

**Be sure to have an instructor complete the scholarship recommendation form on the following page and ask them to forward it to the Foundation Office by the published scholarship deadline. If you are not a current student an employer or former teacher may complete the form.**

***Please list below the Name and email address of the person you have asked to complete the recommendation form:***

**Name** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Please read the following statement carefully and check the box below indicating agreement:**

I understand that in order to be considered for a scholarship I must: (1) be accepted for admission to North Georgia Technical College, (2) have completed the FAFSA form & all supporting documents and it must be on file with the Financial Aid Office prior to my submitting this application, (3) be registered for 10 credit hours for the semester for which I am applying for aid, (4) be in good academic standing (not on academic warning, probation, or have any holds on my account). I also understand that not returning all necessary forms and attachments by the specified due date will cause this application to be ineligible for consideration for award.

I understand that any scholarship funds awarded to me may be used for tuition, fees, books and pre-approved academic related supplies purchased at the North Georgia Technical College Beyond Books Bookstore. I understand that any funds awarded will be paid directly to North Georgia Technical College and that no checks will be issued to me. I understand that the scholarship will be awarded in an amount up to \$375 and that only the amount billed to the Foundation through the NGTC Business Office will be paid. I understand that Foundation Scholarships are awarded on a semester by semester basis and that I must re-apply each semester if I wish to obtain assistance through the NGTC Foundation.

I give permission to release to the NGTC Foundation Scholarship Committee all my academic history and financial aid information while a student at North Georgia Technical College. This includes all grades at the end of each quarter. Financial aid information will include the amount of grants, loans, scholarships, estimated family contribution, financial aid award letter, and any other information contained in my financial aid file held in the Office of Financial Aid. I understand that my name, if selected for a scholarship, may be publicized. I certify that all information I have provided on this form and in my essay is true and accurate.

By checking this box you certify that you have read and agree to the above statement. This serves as your signature on this document. Unsigned applications will not be considered for scholarship award.

**For Foundation Use Only:** Application Received \_\_\_\_\_ Scholarship granted \_\_\_\_\_ (yes or no) Scholarship Amount \_\_\_\_\_

Duration \_\_\_\_\_ Type (what paid for by Foundation) \_\_\_\_\_ Scholarship Name \_\_\_\_\_



# North Georgia Technical College Foundation Scholarship Recommendation Form

Please complete this form and return it to:  
NGTC Institutional Advancement Office, Attn: Cynthia Brown, PO Box 65, Clarkesville, GA 30523

Name of Scholarship Applicant: \_\_\_\_\_

Recommendation From (your name): \_\_\_\_\_

I am the Applicant's:  Instructor  Employer  Other \_\_\_\_\_

Please indicate the number below that best describes the applicant's qualities in the categories listed:

	1 = Below Average	2 = Average	3 = Above Average	4 = Exceptional
Attendance	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Organizational Skills	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Can Meet Deadlines	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Work Quality	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Communication Skills	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
Dependability	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

Comments: