The following regulations are submitted as guidelines for the distribution of
the above-named scholarships at Monroe County Community College.

I. General

A. The scholarships shall be known as instructional scholarships.

B. Sixteen scholarships per year will be made available for these
purposes or a total of thirty-two over each two-year period.

(1) Three scholarships to full-time students participating in
Art, Drama, or Journalism.

(2) Thirteen scholarships to students enrolled full-time in
designated programs.

(a) Designated programs are those programs where it is felt
that scholarships are necessary to encourage students
into the programs.

(b) Recommendations for designated programs shall be
received from each division by December 1 of each year.
The Vice President of Instruction will make the final
determination and allocation. Notification to the
divisions of designated programs will be in December.

(c) A full-time student is a student enrolled for 12 or
more credit hours during the fall and winter semesters.
During the spring and/or summer session, one or more
courses constitutes a full-time student.

(d) The unused portion of a terminated scholarship may be
reassigned to another student recommended by the
Academic Dean responsible for the program. The
reassignment must be approved by the Vice President of
Instruction.

C. Scholarships shall provide for full payment of tuition,
registration fee, laboratory fees and technology fees. Excluded
are extraordinary fees.

D. If the scholarship student decides not to participate (those
awarded a scholarship in Art, Drama, or Journalism) or changes
his/her program status (for those awarded scholarships in
designated programs) the scholarship benefits will be terminated
for that student.

E. Scholarship for any one individual will not be extended beyond two
academic years. An academic year consists of a summer, fall,
winter, and spring semester.
II. Selection of Scholarship Recipients
   A. Academic and performance record will be reviewed and considered.
   B. The candidate must enroll and follow the prescribed course of study in one of the designated programs, and if in Art, Drama, or Journalism, must participate in the area for which the scholarship has been awarded.
   C. The candidate must provide written recommendation from a high school teacher or counselor regarding his/her interest and potential for success in the program. Students who have been out of school for three or more years will be required to provide a recommendation appropriate to their background as determined by the Academic Dean.

III. Retention of Scholarship
   A. Scholarship students must attain a cumulative MCCC grade point average of 2.2 or better by the end of the spring semester of the freshman year for renewal.
   B. Enroll in a minimum of 12 credit hours in both the fall and winter semesters and successfully complete a total of 24 credit hours during the academic year including the spring semester. Enrollment in the spring semester is optional if the student fulfills the 24 credit hour minimum completion during the fall and winter semesters.

IV. Scholarship Committee
   A. The Vice President of Instruction will be responsible for awarding scholarships in respective instructional areas upon recommendation of the faculty members and division administrators responsible for nomination of the candidates.
   B. Scholarship committee will be established to review yearly the regulations and make recommendations to the Vice President. The ad hoc committee members will be appointed annually by the Vice President.
   C. The administrators of each area will administer the scholarship program consistent with the adopted regulations.

V. Any exceptions to these rules and regulations must be approved in writing by the Vice President of Instruction.
Rules and Regulations
For Awarding Instructional Scholarships – Procedure 3.11(e), page 2

5-20-74; revised 7-24-78, 4-28-80, 6-1-87, 11-91, 6-97; 11-22-99; 7-03