

VALLEY COLLEGE
STUDENT CATALOG ADDENDUM
MARCH 2016
REVISED 3-8-2016

The following changes have been made to Valley College Step Up Scholarship. In the Valley College Student Catalog, on page 20: Replace the Valley College Step Up Scholarship section with this text:

VALLEY COLLEGE STEP UP SCHOLARSHIP

This scholarship is intended for students who have either graduated or have transferable credits from a Valley College diploma (or for-credit certificate) program and who enroll in the Valley College Associates degree programs offered online. The applicant is considered a candidate for the scholarship during his or her enrollment in the degree program. The **STEP UP** scholarship is not awarded until the student actually completes the degree program.

Award amounts are as follows:

- * For Graduates: the award is \$4,000 per Associates degree program and is awarded upon successful completion of the total degree program.
- * Students who earned 1 or more credits but did not earn a credential, the award is \$2,000 per Associates degree program. The scholarship is awarded upon successful completion of the total degree program.

Terms and Conditions:

1. Enrollment in a Valley College Associates degree program offered online
2. Must have earned transferable credits in a Valley College diploma/certificate program
3. Complete the scholarship application
4. Failure to complete/graduate from the degree program will lead to forfeit of scholarship

Application Procedure:

1. Meet with the Financial Aid office to discuss financing options including completing a Free Application for Federal Student Aid (FAFSA) and any additional required documents
2. The prospective students may obtain a scholarship application from the Valley College Financial Aid office during the admissions process. Step Up Scholarship Grace Period, if it was discovered during the student's first year of their degree program that they qualified for a Step-Up Scholarship, but did not apply, they may contact the Financial Aid office for a scholarship application.
3. Complete the Scholarship Application which includes an essay question. All information requested on the application must be complete and legible. The application must be signed by the applicant.

Submission Procedure

The completed Scholarship Application must be submitted to the Financial Aid Department. Incomplete application packets will not be accepted. The Financial Aid Advisor will forward all completed applications to the Campus/Executive Director. The Campus/Executive Director will review the scholarship application and recommend the applicant for the scholarship award. The Director of Financial Aid will grant the final approval.