



**VALLEY
COLLEGE**
VALLEY COLLEGE STUDENT CATALOG ADDENDUM

Information regarding other Valley College Scholarship (WV) and Valley College Grants (Ohio) opportunities may be found on Pages 21-27 in the Student Catalog.

Allied Health Diploma Step-Up Scholarship
Scholarship Deadline – September 23, 2019

The Allied Health Diploma Step Up scholarship is intended for qualified graduates, from the Valley College Medical Administrative Assistant (MAA) or Medical Front Office, Billing and Coding (MFOBC) diploma programs, who enroll in the Valley College Business Administration or Health Services Administration Associate of Applied Business degree programs or the Valley College Business Administration or Health Services Administration Bachelor of Science programs offered online. This scholarship is designed to encourage the graduate to further their education and develop additional technical, communication, and managerial skills that can lead to more employment opportunities. The applicant is considered a candidate for the scholarship during his or her enrollment in the Associate or Bachelor degree program.

Timing of award and award amount is as follows:

- **Business Administration:** The award is up to \$10,000 for this degree program and it is awarded upon successful completion of the total degree program. * The scholarship has no cash equivalency. *The College will apply the remaining scholarship monies at the completion of the program to any outstanding balance in the Associate's or Bachelor's program first and then to any remaining balance due for any previous Valley College program.
- **Health Services Administration:** The award is up to \$10,000 for this degree program and it is awarded upon successful completion of the total degree program. * The scholarship has no cash equivalency. *The College will apply the remaining scholarship monies at the completion of the program to any outstanding balance in the Associate's or Bachelor's program first and then to any remaining balance due for any previous Valley College program.

Terms and Conditions:

1. Enrollment in a Valley College Business Administration or Health Services Administration Associate or Bachelor degree program offered online during the period of May 12, 2019 to September 23, 2019.
2. Must have started either the MAA or MOFBC Diploma program between the periods of March 1, 2017 to February 28, 2018 and graduated from that program at Valley College during the period of September 27, 2017 to December 4, 2018.
3. Complete the scholarship application including an essay question by the September 23, 2019 deadline.
4. This scholarship cannot be combined with any other Valley College scholarships.
5. Failure to complete/graduate from the degree program for any reason will lead to forfeiture of the scholarship award.

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.
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 Director. Even though the Online programs are administrated through the Martinsburg campus, the Campus Director at the enrolling campus will review the scholarship application and recommend the applicant for the scholarship award. The Director of Financial Aid will grant the final approval.