



## Joint Presidential Scholarship

### REQUIREMENTS

1. Employees interested in the Joint Presidential Scholarship must first make application to the program to be assured of their acceptance into the program before applying for the scholarship. Acceptance to the program is a necessary condition to applying for the scholarship. Please visit <http://www.keuka.edu/asap/> for more information on the graduate and undergraduate programs and their entry requirements.
2. Employees admitted into an “ASAP” program and interested in a Joint Presidential Scholarship must request consideration in a letter to their supervisor and division head stating as follows:
  - Employee’s educational and career goals and relatedness of degree to present job or toward qualification for a job with Monroe Community College
  - How the scholarship will help the employee meet these goals
  - Why the employee believes s/he is deserving of the scholarship
3. The employee’s supervisor and division head must write a letter:
  - Supporting the employee’s application for the Joint Presidential Scholarship
  - Attesting to the employee’s ability to complete the program requirements and motivation to succeed in the program
  - Considering the developmental prospect for the employee’s long-term service to Monroe Community College
4. The employee’s division head submits the documentation outlined above to the Interim Assistant to The President, Strategic Initiatives.
5. Any employee awarded the Joint Presidential Scholarship must maintain a grade point average of 3.0 for each course and satisfy all major requirements of the program cohort to maintain eligibility for the scholarship.
6. Past Recipients of the Joint Presidential Scholarship will not be eligible.

### **APPLICATION DEADLINE: April 28, 2017**

### **CRITERIA FOR SELECTION**

1. Applicants must be a full-time employee of Monroe Community College with at least two years’ full-time, continuous service
2. Length of service will be a factor in selection
3. Only employees in good performance standing will be eligible to apply
4. Developmental prospect for the individual’s long tem service to Monroe Community College will be considered

### **SELECTION PROCESS**

The Interim Assistant to the President, Strategic Initiatives and the Assistant to the President for Human Resources and Organizational Development will assemble an advisory group to review applications and make a recommendation to the Presidents of MCC and Keuka College for scholarship recipients.