

**Jackson State Community College Diversity Committee
Access and Diversity Scholarship Requirements and Policies**

Application Requirements for One-Year Scholarship

To be eligible for the Access and Diversity (A/D) scholarship, the applicant must

- have a high school diploma or equivalent,
- be fully admitted to JSCC,
- be degree- or technical certificate-seeking,
- be enrolled for at least six credit hours per semester, unless fewer are required for graduation,
- maintain a term and cumulative grade point average of 2.00 or better, and
- do a full application packet with documentation by the deadline for fall awards, or for first-time application in the spring term. Fall awards are renewable for that spring.

In the 2011-12 academic year, the Diversity Committee will consider A/D scholarship funding for students in the following currently underrepresented populations {See Appendix A}:

- Non-traditional program candidates based on gender {See Appendix B}
- Non-native speakers of English
- Students age 25 and older
- Qualified single parents **who have continuously received the scholarship since spring 2010.**

Renewal of Awards

The scholarship recipient's fall semester award will be renewed for the spring semester of the same academic year if the student continues to meet all application requirements and continues to be a member of the targeted group. The recipient must submit by the designated deadline for spring semester the first page of the scholarship application and supporting documentation. Current recipients and new applicants all must do the full application packet with documentation by the deadline for each fall semester they wish to receive funds.

Awards for summer terms must be applied for separately from the fall/spring scholarship. Summer funding is limited and will be considered on a case-by-case basis. Current recipients must only supply the first page of the scholarship application.

Academic progress will be evaluated each semester. Renewal of the award requires a minimum term and cumulative GPA of 2.00. A student who fails to earn the minimum GPAs will be placed on probation for one term and will need to attain the minimum GPAs to remain eligible for renewal.

Academic Progress also will be evaluated each term based on satisfactory completion of enrolled hours. A student who becomes ineligible for the award due to a suspended status may reapply once the term and cumulative GPA are successfully earned.

Scholarship Amount

- JSCC estimates that the cost of a semester's full-time attendance at JSCC is about \$2000, including tuition, fees, books, and transportation costs. This scholarship will cover the student's needs *up to* \$2000, minus any other scholarship or grant monies he/she receives.
- Amounts awarded *per semester*: \$200 minimum/\$2,000 maximum for full-time students (12 or more credit hours) as of the application deadline; and, \$200 minimum/\$1,400 maximum for part-time students (6-11 credit hours) as of the application deadline. If unmet need is less than \$200, the amount awarded will be the unmet need only.
- There will be a six-year limit per student for receipt of this scholarship. If a student takes longer than six years to graduate, the student's scholarship application status will be decided by the Diversity Committee on a case-by-case basis.

Application Process

1. Fill out a current FAFSA.
2. Complete an A/D Scholarship Application, available on the Financial Aid office website under "Forms and Applications."
3. Submit application with required letter of recommendation and documentation by:
 - a. August 1 for Fall/Spring funding;
 - b. December 1 for Spring-only funding;
 - c. May 1 for summer funding. Summer applications must be made separately from Fall/Spring applications.
4. Reapply each fall for the scholarship.

Selection Process

A pool of potential scholarship recipients will be identified from all applications after the Diversity Committee verifies students' information with the Financial Aid, Admissions and Records offices, and based on submitted documentation. Applicants who have financial needs and who fit current criteria as members of targeted underrepresented populations at JSCC will be considered.

The essays written by applicants as part of the application process will be heavily factored into the selection of award winners; therefore, it is in the applicant's best interest to present a well-formed, effective essay. The college's Writing Center in the JSCC Library is available to lend advice.

A scholarship sub-committee of the Diversity Committee will review applications and recommend students who should receive funding and the amounts of funding each should receive. A quorum of the Diversity Committee members must approve the sub-committee's recommendations before the scholarships are awarded.

Preference in awarding available scholarship money will be as follows:

- For fall, all eligible applicants will be evaluated equally.
- For spring and summer, students applying for funding who received funding the prior semester and who still meet the scholarship requirements; followed by
- Other qualifying applicants.

Notification of Scholarship Recipients

Recipients will be notified by letter sent by the Diversity Committee. Scholarship monies awarded will be transferred from a College restricted account to the receiving students' accounts prior to the beginning of each semester.

Default of Scholarship and Repayment

Students may become ineligible to receive the scholarship. In such cases of withdrawal from the College or academic or demographic ineligibility, the student may be responsible for repayment of the scholarship award and may be ineligible to receive scholarship funding in the future. Guidelines for repayment follow:

- If a student withdraws from JSCC before the final class day of a semester, the student must repay *all* Committee scholarship money received for that semester. Until this re-payment is received, a hold will be put on the student's records.
- If a student receives a scholarship award amount designated for a full-time student and later in the semester drops classes to become a part-time student, the student must repay a portion of the scholarship. The amount to be repaid will be decided by the scholarship sub-committee and approved by a quorum of Committee members. Until this re-payment is received, a hold will be put on the final grade records of the student.
- Scholarship money repaid will go back into the Diversity Committee's College restricted account, to be used for other scholarship funding.

Non-Renewal or Reduction of Scholarship

The Committee may decide to decrease or cease funding to a student pending any of the following conditions:

- The student is determined to be in default of FAFSA application requirements.
- The student is in default of A/D scholarship application requirements.
- The student is no longer a member of, or is discovered to have never been a member of, a targeted underrepresented group receiving scholarship funding from the Committee.
- The scholarship fund is too low to continue making awards, or to continue making awards at amounts specified in the *Scholarship Amount* section of these policies.

The Jackson State Community College (JSCC) Access and Diversity (A/D) Scholarship is established and managed by the Diversity Committee. Scholarship funding depends upon money received from various sources, including Tennessee Board of Regents' (TBR) A/D scholarship funds and desegregation money, and funds from JSCC.

The JSCC Diversity Committee exists to provide support to students, faculty, and staff who are members of underrepresented groups on JSCC's campus, in an effort to foster a campus climate that increases not only the recruitment and retention of members of these groups but enhances the collegiate experience for all current, potential, and past members of the campus community.

The A/D scholarship exists to provide financial support for students who are members of *targeted* underrepresented groups. The groups who will be targeted in the upcoming academic year will be identified by the Diversity Committee at the start of the previous academic year in order to focus publicity of the scholarship to targeted group members. For example, the committee will determine in the fall semester of 2010 which groups will be eligible to apply for the A/D scholarship in the 2011-2012 academic year.

The targeted groups will change as the Diversity Committee annually reevaluates the evolving needs of the campus, as the previously targeted groups move toward equitable representation on JSCC's campus. The Diversity Committee has the responsibility, and reserves the right, to determine which students meet Committee's criteria as members of targeted underrepresented groups and are therefore eligible to be considered for scholarship funding.

The "JSCC Diversity Committee Access and Diversity Scholarship Requirements and Policies" will be reviewed and updated yearly, in particular to reflect any changes in population groups for which scholarships will be provided by the Committee.

When new diversity groups are addressed, students who received funding as members of previously targeted groups will be eligible to apply for funding only if they meet application requirements for at least one of the new target populations.

The scholarship terms set forth above are hereby agreed to by the JSCC Diversity Committee and by Jackson State Community College. However, neither the scholarship policies and procedures, applications, nor award letters are to be considered contract documents and all are subject to change without notice.

Appendix A: Establishing Scholarship Criteria

The Diversity Committee at JSCC has targeted three underrepresented or underserved groups to receive Access and Diversity (A/D) Scholarships in the 2011-2012 academic years:

- Students with non-traditional majors (based on gender), see Appendix B,
- Non-native speakers of English, and
- Non-traditional students age 25 and older.

The Committee identified these three groups as candidates for the A/D Scholarship using statistics compiled through internal assessment and tracking. Many of JSCC's major programs are heavily gendered, and non-native speakers of English at JSCC are underrepresented compared to their population in the state of Tennessee. Adult students age 25 and older have decreased as a percentage of the JSCC population and are targeted in the college's Strategic Plan.

To determine which major programs are gendered, the Diversity Committee uses data from the Office of Academic Affairs that tracks students' majors and sexes to identify programs in which at least 65% of students were either male or female. The sex that represented less than 35% of students in the program is considered underrepresented and will be eligible for the A/D scholarship. See Appendix B for eligible majors.

Documentation requirements for the three target populations are distinct:

- Students applying within the non-traditional major by gender populations are not required to provide external documentation. Their eligibility will be determined through JSCC records of their gender and declared major at the application deadline.
- Students applying as non-native speakers of English are required to provide documentation of results from the Test of English as a Foreign Language (TOEFL) or a record showing that they are either a current or former citizen or resident of a country with an official language other than English.
- Students applying as age 25 or older must provide a copy of their valid driver's license or state photo I.D. showing their birth date.

In addition, single parents who received the A/D scholarship as a member of that previously targeted group for the spring 2010 semester may apply for continued scholarship funding in ensuing semesters as long as they enroll in uninterrupted future semesters, not counting summer terms, and meet other required qualifications. Their applications will be considered in the pool with applicants for the three current targeted student groups.

Single parents who apply to continue receiving funding are required to supply current documentation that they are the custodial, single parent.

Appendix B: Gender of Students by Department based on Fall 2010 enrollment
 Qualify in a major with less than 35% representation

Business Dept.

Major	M	%	F	%	Total
Bus. Mgmt	38	44	49	56	87
Office Adm	7	14	42	85	49
Acct.	20	31	45	69	65
Bus. Adm.	82	56	65	44	147

Industrial Tech

Major	M	%	F	%	Total
Electro	30	94	2	6	32
App. Mfg.	4	100	0	0	4
Mach Dsign	0	0	1	100	1

Comm/Fine Arts

Major	M	%	F	%	Total
Art	40	61	26	39	66
Comm	19	66	10	34	29

Engl/Foreign Lang

Major	M	%	F	%	Total
English	12	33	24	67	36

General Studies

Major	M	%	F	%	Total
Gen. Studies	242	44	311	56	553
RODP Gen Studies	5	36	9	64	14

Computer Info Sys

Major	M	%	F	%	Total
Cisco	19	90	2	10	21
Info Assur.	16	67	8	33	24
Network Ad.	73	80	18	20	91
PC Support	6	28	15	72	21
Software D.	23	82	5	18	28
Inf. Systems	26	70	11	30	37

General Tech

Major	M	%	F	%	Total
Gen. Tech.	12	44	15	56	27

Education/PE Dept.

Major	M	%	F	%	Total
Early Child.	7	8	82	92	89
AST	16	12	113	88	129
Education	14	17	66	83	80
Health & PE	35	66	18	34	53

Public Library

Major	M	%	F	%	Total
Pub. Lib.	0	0	1	100	1

Medical Lab Tech

Major	M	%	F	%	Total
Accepted	4	16	21	84	25
Pre-	3	7	40	93	43

EMT/Paramedic

Major	M	%	F	%	Total
Basic	48	54	41	46	89
Paramedic	12	67	6	33	18

Nursing

Major	M	%	F	%	Total
Accepted	74	20	298	80	372
Pre-	104	15	610	85	714
LPN Mobility	5	6	73	94	78

Math

Major	M	%	F	%	Total
Math	8	44	10	56	18

Phys Therapy Asst

Major	M	%	F	%	Total
Accepted	14	31	31	69	45
Pre-	92	36	160	64	252

Natural Science

Major	M	%	F	%	Total
Agric.	37	65	20	35	57
Biology	27	41	38	59	65
Chemistry	7	58	5	42	12
Pre-Engin.	38	86	6	14	44
Phys. Sci.	3	100	0	0	3
Pre-Med.	43	30	101	70	144
Pre-Nurs	6	19	25	81	31

Radiography

Major	M	%	F	%	Total
Accepted	16	30	38	70	54
Pre-	48	23	164	77	212

RODP

Major	M	%	F	%	Total
Profess. St.	2	100	0	0	2
Web	0	0	2	100	2

Respiratory Care

Major	M	%	F	%	Total
Accepted	3	12	21	88	24
Pre-	1	3	36	97	37

Social Sciences

Major	M	%	F	%	Total
Crim Justice	75	55	61	45	136
History	37	79	10	21	47
Pre-Law	15	48	16	52	31
Pol. Sci.	2	40	3	60	5
Psychology	29	26	82	74	111
Sociology	3	21	11	79	14
Social Work	5	6	84	94	89
Public Adm.	3	60	2	40	5
Philosophy	0	0	1	100	1