

**Riverside Community College District**  
**2012 – 2013 Academic Year**  
***Scholarship Application for High School Seniors***  
**“Helping to Build Dreams”**

Welcome to the information page for the Scholarship Application for the 2012-2013 academic year for Riverside Community College District (RCCD) available to current high school seniors. This is your opportunity to apply for scholarship funds to help you attain your educational goals and dreams!

Riverside Community College District offers scholarships for current high school students to attend any college in RCCD during 2012-2013. The colleges within RCCD are: Moreno Valley College (MVC), Norco College (NC) and Riverside City College (RCC). Please read this information carefully, paying close attention to the instructions on how to complete the application and supporting documents. Be sure to plan ahead and start early!

Although your financial need may be considered in determining eligibility, scholarship eligibility is also based on scholastic achievement and other criteria as set forth by the scholarship donors. However, if you are applying for a *need-based* scholarship (where financial need will be considered), you ***must*** complete the 2011-2012 Free Application for Federal Student Aid (FAFSA) prior to submitting your scholarship application. The FAFSA is available on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). You will need to list the Title IV Code of 041735 if you will attend Moreno Valley College, 041761 if you will attend Norco College and 001270 if you will attend Riverside City College. It is highly recommended that you complete the 2011-2012 FAFSA even if you are not applying for need-based scholarships as you may be considered for other scholarships that become available at a later date.

### **How To Apply**

All *complete* scholarship applications must be submitted on or before the application deadline on **Thursday, March 1, 2012, 4:00 pm**. Remember to allow yourself plenty of time to complete the required documents and submit the application to meet the deadline. Please don't wait until the last day to avoid any unforeseen problems. Absolutely no late applications will be accepted!

To apply for the scholarships offered by RCCD, please follow the steps outlined below:

1. Review the list of scholarships for high school seniors offered by RCCD. Read each one to decide which scholarships you are eligible for and want to apply to. You will be required to apply for each scholarship separately. You may apply for as many scholarships as you wish, however, please do not apply for those that you do not meet the criteria.
2. Write your personal essay (please read the detailed directions on how to write your Personal Essay).
  - Be sure to include your name and student ID# or SSN in the heading.
  - Your essay should be no more than 1-2 pages (one page is best).

3. Ask at least one qualified person to complete a Recommendation letter or a Scholarship Evaluation using the Scholarship Evaluation form.
  - This form/letter needs to be completed by an individual who can attest to your current academic strength and potential for success (please read the detailed information regarding obtaining Evaluations or recommendations).
  - Although only *one* Evaluation/recommendation is required, you may submit more than one.
4. Obtain an official copy of your high school transcript. It must be in a sealed envelope; please do not open it.
5. Optional: If you would like the Scholarship Committee and/or Donors to know about your extra-curricular activities and accomplishments, you may also create a resume listing them. You may include things such as student activities, club involvement, sports participation, community involvement, service and volunteer actions, awards and accolades, accomplishments, hobbies, etc.
6. Submitting the scholarship application:
  - Read and follow the instructions carefully to complete the scholarship application and all supporting documents (essay, recommendation).
    - In the section regarding your high school graduation, please be sure to list when you will graduate even though you have not yet graduated (for example: June 2012, and don't forget to list the name and city of your High School).
  - Submit a complete scholarship packet for each scholarship you wish to apply for:
    - Scholarship Application
    - Personal essay
    - At least one Evaluation form or recommendation letter
    - Optional: Activity/Accomplishment resume
    - Optional: 2<sup>nd</sup> or 3<sup>rd</sup> Evaluation form or recommendation letter
  - Submit your complete application packet on or before the deadline of Thursday, March 1, 4:00 pm to your High School Guidance office or the Student Financial Services office at Moreno Valley College, Norco College or Riverside City College.

### **Scholarship Notification**

All students will be notified by mail of their application status by early May, 2012 with a Congratulation/Award letter. Students not selected as scholarship recipients will also be notified by early May, 2012. Notification will be mailed to the address listed on the scholarship application. If your address changes between March 2012 and May 2012, please update your information with the MVC, NC or RCC Admissions & Records office and notify Paula Farish in the Student Financial Services office, Riverside City College at [paula.farish@rcc.edu](mailto:paula.farish@rcc.edu) or (951) 222-8741.

### **Scholarship Disbursement**

The scholarships you are applying for now are for the *2012-2013 academic year*. If you are the recipient of a scholarship, you will be sent a letter in June 2012 with disbursement information. The fall 2012 semester portion of the scholarship will be mailed to the address which is on file with the RCCD Admissions & Records Office near the end of August 2012 upon verification of enrollment at any College in the Riverside Community College District for the fall 2012 semester. Enrollment will be verified in mid-August 2012. If a student enrolls after this time, their scholarship check will be mailed in late-September 2012. Scholarships of \$250 or less will be disbursed all in the fall semester. Scholarships over \$250 will be disbursed half in the fall semester and half in the spring semester on verification of eligibility.

The spring 2013 semester portion of the scholarship will be mailed in mid-February 2013 upon verification of completion of required enrollment during the fall 2012 semester with the GPA required by the scholarship and full-time enrollment at any College in the Riverside Community College District for the spring 2013 semester. Enrollment will be verified in early-February 2013. If a student enrolls after this date, their scholarship check will be mailed in late-March 2013.

If a scholarship recipient does not complete the required enrollment during the fall 2012 semester with the GPA required by the scholarship, it may be awarded to an alternate. However, a letter will be sent to allow the recipient a chance to appeal and explain why the GPA and/or unit requirement was not met during the fall 2012 semester. If a recipient does not enroll for the spring 2013 semester, their scholarship will be awarded to an alternate. If a scholarship recipient will only attend RCCD during the fall 2012 semester and the scholarship awarded is designated for continuing students, the recipient will only receive the fall portion (half) of the scholarship funds.

### In Conclusion...

- It is **your** responsibility to ensure that a complete scholarship application and the required documents are submitted on or before **Thursday, March 1, 2012, 4:00 pm**. No exceptions or extensions will be granted. Incomplete applications will not be eligible for consideration. A complete scholarship application consists of the following:
  - Scholarship Application
  - Required Supporting documents:
    - Personal essay
    - One Evaluation Form or Recommendation letter
  - Optional: Activity/Accomplishment resume
  - Optional: 2<sup>nd</sup> or 3<sup>rd</sup> Evaluation Form or Recommendation letter
- All applications will remain active during the 2012-2013 academic year. Should a new scholarship become available or a recipient becomes ineligible, a current applicant in good standing may be considered for the scholarship. If additional scholarships are made available through the Riverside Community College District Foundation or other donating organizations after the application deadline, your application will be screened for eligibility; therefore, you may be the recipient of a scholarship for which you did not previously apply.
- The information on your scholarship application is recognized to be of a confidential nature and when applying you agree that Riverside Community College District may reveal or forward the contents of your application to the Scholarship Committee members, Scholarship Donors and/or other reviewing committees. Any disclosure of confidential information to individuals not directly associated with the evaluation process is prohibited.
- Please do not wait until the last minute! You are *strongly* encouraged to prepare your required documents (personal essay, evaluations, etc.) in advance and submit your scholarship application **before** the deadline date. Request scholarship evaluation and/or reference letters early to allow plenty of time for completion by the deadline date. *No late applications will be accepted.*
- **Good Luck!** If you have any questions regarding the scholarship process or require assistance in applying, please contact:
  - RCC: Linda Ammeraal at [linda.ammeraal@rcc.edu](mailto:linda.ammeraal@rcc.edu)
  - RCC: Paula Farish at [paula.farish@rcc.edu](mailto:paula.farish@rcc.edu)
  - MVC: Tracy Jelensky at [tracy.jelensky@mvc.edu](mailto:tracy.jelensky@mvc.edu)
  - NC: Nelya Parada at [nelya.parada@norcollege.edu](mailto:nelya.parada@norcollege.edu)

RCCD scholarships are awarded based on criteria established by donors and awards are based on receipt of funding from scholarship donors. Scholarships are made available to the Riverside Community College District from the following sources:

- The Community Foundation Serving Riverside and San Bernardino Counties
- Community organizations and individuals
- Riverside Community College District Foundation
- Riverside Community College District clubs and departments



## **The Riverside Community College District Student Financial Services**

The Student Financial Services Department is here to assist you with your financial needs. Reaching every student by helping them achieve their educational goals and academic success is our priority.

**Moreno Valley College:** It is the mission of the Moreno Valley Student Financial Services Office to assist in removing financial barriers for students seeking to meet their educational expenses.

**Norco College:** The Student Financial Services department at Norco College is committed to providing financial assistance to all students to help them in attaining their educational and professional goals. Our student-centered employees will provide professional knowledge and personalized service to assist students in obtaining the best use of all financial resources available for a successful future.

**Riverside City College:** The Student Financial Services Office at Riverside City College is dedicated to provide current, accurate information and service in a professional manner to all individuals who seek to apply for financial assistance.



## **The Riverside Community College District Foundation**

The Riverside Community College District Foundation was established in 1975 as a tax-exempt fundraising organization for the Riverside Community College District. Its mission was to solicit and administer assets and to make expenditures for the benefit of the Riverside Community College District. The Foundation is comprised of a diverse group of business, civic and community leaders, all of whom share a commitment to the academic excellence of the College.

Since its inception, the Foundation's fundraising efforts have primarily focused on generating financial aid and scholarship assistance for students, and select projects as determined by the RCCD Foundation Board or the Riverside Community College District Board of Trustees. In 1991, the Foundation launched a successful \$1 Million Endowed Scholarship Campaign held in conjunction with the College's 75<sup>th</sup> Anniversary celebration. The Campaign was one of the first of its size at a community college. Today the Foundation's assets have grown to more than \$4 million, and nearly \$600,000 is distributed annually in scholarship support to deserving students.

Establishing a scholarship is a special way to honor or memorialize a friend, a Riverside Community College alumnus, a family member or even your community group while providing support for current and future students. If you would like to learn more about the Foundation's scholarship program or if you are interested in establishing a scholarship, please call the RCCD Foundation office at (951) 222-8626. The RCCD Foundation is a not-for-profit 501(c) 3 organization, and your scholarship gift is tax-deductible to the extent permitted by law.