Scholarship Disbursement and Alternates

The scholarships you are applying for now are for the 2016-2017 academic year. If you are selected to be the recipient of a Riverside Community College District scholarship(s) you will be offered the scholarship opportunity on the Scholarship website. You will then need to accept the scholarship opportunity and disbursement information will be provided.

Scholarship Disbursement for Continuing Students
For students awarded a continuing scholarship, the fall 2016 semester portion of the scholarship will be disbursed upon verification of enrollment at any College in the Riverside Community College District for the fall 2016 semester. 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 upon verification of eligibility.

RCCD Scholarships are disbursed to your financial aid disbursement card (the same way other financial aid is disbursed). Please be sure to follow the directions to activate the card when you receive it.

The scholarship funds are disbursed according to the financial aid disbursement schedule. The scholarship funds are generally disbursed during the first week of the semester after enrollment in the required number of units is verified. If you are not yet enrolled in the required number of units approximately two weeks before the semester begins, the funds will be disbursed on the next financial aid disbursement date after you enroll in the required number of units and the classes have started. If you add classes during the first week of the semester, most likely your funds will be disbursed on the next disbursement date. The Financial Aid Disbursement Schedule is located on the Financial Aid page on your college website.

The spring 2016 semester portion of the scholarship will be disbursed in mid-February 2017 upon verification that you completed the required number of units during the fall 2016 semester with the GPA required by the scholarship and you have enrolled in units at any College in RCCD for the spring 2017 semester.

If, as a scholarship recipient, you do not complete the required number of units during the fall 2016 semester with the GPA required by the scholarship and/or you do not enroll in units for the spring 2017 semester, your scholarship will be awarded to an alternate. In most cases, if you will only attend RCCD for the fall 2016 semester and the scholarship awarded is designated for continuing students; you will only receive the fall portion (half) of the scholarship funds.

Scholarship disbursement dates may be dependent upon receipt of funds from the scholarship donor. If the funds are not received in time for the first disbursement, they will
be disbursed on a future disbursement date according to the Financial Aid Disbursement Schedule.

We understand circumstances and plans can change after you have been awarded a scholarship. If you were unable to enroll in the required number of units for your scholarship during the current semester or if you were awarded a scholarship as a student continuing at RCCD (based on the information provided on your scholarship application) and you instead transfer to a four-year university for the 2016-2017 academic year, please notify Paula Farish in the Student Financial Services office, Riverside City College at paula.farish@rcc.edu or (951) 222-8741.

You may or may not be eligible for the scholarship depending on the donor’s criteria regarding the required units and/or enrollment status. Some scholarships have strict enrollment requirements or are designated only for continuing or transfer students. We will do our best to be sure all scholarships are disbursed while adhering to the donors’ criteria and wishes.

**Scholarship Disbursement for Transfer Students**

If you are awarded a scholarship designated for transferring students, the funds will be sent directly to your four-year institution in late August, 2016. So that we have record of where to send the scholarship funds, you will be required to email your transfer information to Paula Farish at paula.farish@rcc.edu. The following information must be included in the email:

- Your name and MVC, NC or RCC student ID#,
- Name of the university you will be transferring to,
- Name and address of the office at the transfer university that accepts outside scholarship funds

Please note, if you do not enroll in at least 6 units at the transfer university, the scholarship funds will be returned to Riverside Community College District and awarded to an alternate recipient.

If you were awarded a scholarship as a student transferring from RCCD based on the information provided on your scholarship application and you had planned to transfer but now will be continuing at RCCD, please notify Paula Farish in the Student Financial Services office, Riverside City College at paula.farish@rcc.edu or (951) 222-8741. You may or may not be eligible for the scholarship depending on the donor's criteria. Some scholarships are strictly designated only for continuing or transfer students.

Scholarship disbursement dates may be dependent upon receipt of funds from the scholarship donor. If the funds are not received in time for the first disbursement, they will be disbursed on a future disbursement date according to the Financial Aid Disbursement Schedule.

**Alternate Selection and the Appeal Process**

All scholarship applications will remain active during the 2016-2017 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 of January 8, 2016, your application will be screened for eligibility; therefore, you may be the recipient of a scholarship for which you did not previously apply.

After the fall semester, the units completed and the current cumulative GPA are reviewed for all recipients of continuing scholarships. If you, as a recipient of a scholarship, do not meet the donor’s requirements for each scholarship, you will be ineligible to receive the spring portion of your scholarship. If you have documentable extenuating circumstances, you may submit a Scholarship Appeal.

If you become ineligible for the spring portion of your scholarship, a Scholarship Appeal form will be sent to you at the beginning of the spring semester with a letter explaining why you did not meet the scholarship criteria to receive the spring disbursement. Recipients may submit a Scholarship Appeal for the following reasons:

- They are not able to enroll in the required number of units for the fall and/or spring semesters.
- They did not complete the required number of units during the fall semester with the GPA required by the donor.

The Scholarship Appeal form must be submitted to the Student Financial Services office at your home college. It must also include a current Student Educational Plan (SEP), official documentation of the extenuating circumstances, and a statement explaining the situation.