



College & Career Scholarship Program

Access Academies, our partner middle and high schools, and graduate support directors have provided education, guidance, enrichment, and support to our students since their middle school years. To further support Access Academies' goal of helping our students achieve educational and career success, we created the **College & Career Scholarship Program**. We hope the post-secondary guidance available to students will help them to achieve their degree, license, or credential on time (within six years, or 150% of program length) and with less debt (borrowing no more than \$9,500 each year of enrollment).

As students prepare to graduate from high school and pursue a post-secondary path (2- or 4- year college, trade school, etc.), they will become a part of and receive the benefits of the Access Academies College & Career Program.

General Expectations of the Student

Academic

- **ACT:** High school students must take the ACT or other placement test (SAT, Accuplacer) by the end of the 1st semester of their senior year and share their scores with their College & Career Counselor (CCC). If this is not possible depending on the program, the student must communicate this to their CCC and establish a plan.
- **Applications:** High school students must apply to at least one post-secondary program by December 1 of senior year.
- **Grades:** High school students must keep their GPA at or above a 2.5.
- **Grades:** Post-secondary students must keep their GPA at or above a 2.0.
- **Enrollment:** Post-secondary students should pursue full-time enrollment, usually 12 hours per semester. Scholarships for part-time students will be evaluated on a case-by-case basis.

Financial

- **FAFSA:** Eligible students must complete the FAFSA by February 1 for each year of enrollment beginning in 12th grade and share their logins and SARs with their CCC. If the student and family cannot meet this deadline, they must communicate this to the CCC to establish a plan.
- **Financial Aid:** High school students must apply for at least one scholarship during their senior year, specifically through the Scholarship Central website.
- **Financial Aid:** High school students must share their financial aid award letters for all schools, but especially their final choice school, with their CCC.

Communication

- **Advising:** Students must grant their CCC access to their post-secondary student portal for help with academic and financial advising, and to share their bill information.
- **Advising:** Students must maintain regular contact with their CCC throughout the semester.



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If the expectations are met and maintained by the student, they will receive the following benefits of the College & Career Scholarship Program. Some rewards, such as the fees and yearly gap-funding scholarships, will require additional checklist items specific to grade level and path. If a student fails to complete the requirements for the yearly scholarship, they may still receive help and guidance from the CCC if they ask for it, but they will not receive the funds for that year.

Recognizing that some students will have unique post-secondary plans, Access Academies may evaluate the specific requirements for each year's scholarship (see grid) on a case-by-case basis (e.g. student is ineligible to complete the FAFSA, student's program is less than one year long, etc.).

Submitting a transcript at the end of the academic year **and** meeting the requirements will serve as application for the scholarship. Students cannot receive the scholarship for more than 6 years.

College & Career Scholarship Benefits

Financial Aid

- Access Academies will pay the costs of post-secondary program application fees.
- Students who submit their final grades to the CCC each semester will receive a \$25 gift card. Students who earn a 3.0 semester GPA or better will receive a \$50 gift card, instead.
- Rising freshmen will receive financial aid from Access to cover the costs of their student fees, including housing and enrollment deposits, orientation fee, etc., not to exceed \$500.
- At the beginning of each semester following their first year enrolled in a post-secondary program, students will receive a gap-funding scholarship payable to the school if they have met the requirements for the year before (see the grid on page 3 for details and maximum scholarship amount). If a student must pay for books out of pocket, these costs will be considered in the cost of attendance. If a student qualifies for a \$500 scholarship but the remaining cost of attendance is \$400, a maximum of \$400 will be paid to the school.
- Students can receive the gap-funding scholarship up to 6 years of enrollment, not 6 years out of high school. If a student does not enroll in a program immediately following high school, but chooses to later, their 6 years of eligibility begins when they enroll for the first time.
- Upon graduating from a program, students can receive free loan exit counseling from the CCC to help prepare for the repayment of their student loans. If the student has completed the scholarship requirements, the CCC will make a payment on the student's loans to congratulate them on their accomplishment. If the student does not owe any loans, they will receive a gift card after this exit meeting.

Support and Encouragement

- Students with current addresses on file will receive a care package each semester.
- Students can receive free assistance with the FAFSA and additional paperwork.
- If a student stops enrollment in a program without graduating, they may still receive advising and guidance from the CCC to return to school or find a best fit option.



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Yearly Scholarship Requirements

<p>To be completed during 12th grade</p> <ul style="list-style-type: none"> • Complete the FAFSA by Feb. 1 • Apply for a program by Dec. 1 • Maintain a 2.5 GPA • Take the ACT/ placement test by the fall • Submit award letters to CCC • Apply for at least one scholarship 	<p>Enrollment fees scholarship, if applicable (paid leading up to first enrolled year) 4-year school: up to \$500 2-year school or less: up to \$250</p>
<p>To be completed during 1st enrolled year</p> <ul style="list-style-type: none"> • Complete the FAFSA by Feb. 1 • Maintain full time enrollment • Maintain 2.0 GPA • Join a club and/or work a part-time job • Work with student support services 	<p>First year scholarship (paid during second enrolled year in 2 installments: Aug. & Jan.) 4-year school: up to \$500 2-year school or less: up to \$250</p>
<p>To be completed during previous year</p> <ul style="list-style-type: none"> • Complete the FAFSA by Feb. 1 • Maintain full time enrollment • Maintain 2.0 GPA • Meet with Career Services for resume help • Have an informational interview • Work with student support services 	<p>Second – fourth year scholarship, if applicable (paid during third – fifth year of enrollment in 2 installments per year: Aug. & Jan) 4-year school: up to \$500 2-year school or less: up to \$250</p>
<p>To be completed during previous year</p> <ul style="list-style-type: none"> • Complete the FAFSA by Feb. 1 • Maintain full time enrollment • Maintain 2.0 GPA • Meet with Career Services or advisor to discuss internship/ practicum/ apprenticeship • Work with student support services 	<p>Final year scholarship (paid during final year of enrollment in 2 installments: Aug. & Jan.) 4-year school: up to \$500 2-year school or less: up to \$250</p>
<p>To be completed during final year</p> <ul style="list-style-type: none"> • Maintain full time enrollment • Maintain 2.0 GPA • Meet with Career Services or advisor to discuss post-college plans and job search & interviewing skills • Work with student support services • Have a career-relevant experience (e.g. internship, practicum, job interview) • Attend exit meeting with CCC 	<p>Student loan payment/ gift card (paid to student’s loan servicer during exit meeting with CCC, or mailed a gift card) 4-year school: \$500 2-year or less: \$250</p>



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Frequently Asked Questions

Q: How do I submit proof that I completed the requirements?

- **ACT:** send your score to CCC
- **FAFSA:** send your Student Aid Report (SAR) or login to CCC
- **College Application:** forward email confirmation or other correspondence to CCC
- **Grades:** submit unofficial transcript or grade report to CCC
- **Award Letters:** forward a copy or send a picture/screenshot of them to CCC
- **Scholarship Application:** forward email confirmation or other correspondence to CCC
- **Full-time enrollment:** send a copy of your college schedule to CCC
- **Club involvement or part-time job:** send a brief message to CCC outlining your involvement and time commitment
- **Working with support services:** send a brief message to CCC outlining the experience and what you found helpful or unhelpful
- **Meeting with Career Services** send a brief message to CCC outlining the experience, what you found helpful or unhelpful, and any documents you worked on (resume, etc.)
- **Career-relevant Experience:** send a brief message to CCC outlining your role and time commitment

Q: When will the scholarship check be sent to my school?

During the first month of the semester, or earlier if all requirements are completed. There is a check processing time of 3 business days, so don't wait until the last minute to send required materials. We will not send the check for the upcoming semester until we have a copy of your schedule and student ID. We split the full amount into two semesters. If you qualify for a \$500 scholarship, \$250 will be sent to your school in the fall and \$250 will be sent in the spring.

Q: What happens if I take a break from school?

You will only receive the scholarship funds if you are enrolled for the upcoming semester, but you can still be involved with the program. You can work with the CCC to find the best fit for you, whether that entails a school transfer, a job-training program, or another path.

Q: How often should I check in with the CCC?

It is the student's responsibility to communicate with the CCC about scholarship requirements. Submitting the necessary documents or messages will serve as check-ins. Students can expect to check in with the CCC at least once or twice per semester. The CCC will also send an e-newsletter every other week containing tips and reminders.

Q: What if I have an extenuating circumstance that prevents me from completing a requirement?

We evaluate special circumstances on a case-by-case basis. Communicate these needs with the CCC.



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Contract

I commit myself to being a responsible student. I understand my post-secondary success depends on me and the effort I put forth. To receive the support and benefits beyond high school graduation, I must live up to all the commitments outlined in this program handout, and my College & Career Counselor will do the same. I understand that signing this document does not guarantee that I will receive the scholarship; I will only receive the scholarship if I fulfill the requirements each year. This contract will remain in effect from this day until graduation from my post-secondary program, up to six years of support.

I hereby affirm that I agree to the terms outlined in this scholarship/coaching agreement.

 Student Printed Name

 College ID

 Student Signature

_____/_____/_____
 Today's Date

 College & Career Counselor Signature

_____/_____/_____
 Today's Date

Internal Use

School: _____

Semester	1	2	3	4	5	6	7	8	9	10	11	12	Final
Amount													



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Student Authorized FERPA Third-Party Release Form

In accordance with the **Family and Educational Rights and Privacy Act of 1974 (FERPA)**, you, the student, must sign this statement if you wish to authorize the release of information contained in your educational records to a third-party organization. By signing this form, you consent to allow your **College & Career Counselor** at **Access Academies** to access your specified educational record(s) for coaching purposes.

I, _____ (name), consent to the release of my information at

_____ (post-secondary institution). This release allows for verbal and written access as requested by myself and/or Access Academies. This information will only be shared with Access Academies staff. This release is for all of the following records:

- Academic records, including grades, transcripts, and schedules;
- Financial records, including information pertaining to award letters, Satisfactory Academic Progress (SAP), and the Free Application for Federal Student Aid (FAFSA);
- Personally identifying information, such as student ID.

Authorized Party: Access Academies (College Access and Success Organization)

Address: 3500 Lindell Blvd, Fitzgerald Hall #200, St. Louis, MO 63103

I hereby affirm that I have read this release form and give permission for the release of my information to Access Academies. All permissions granted will stay in effect until I revoke them in writing.

Student name printed

____/____/_____
Date of Birth

Student signature (if over 18)

____/____/_____
Today's Date

Parent or Guardian signature (if under 18)

Today's Date