



# Full Time Employee/Dependent Scholarship Application

For full time employees and their dependents enrolled in Grayson College courses

**Applicant's****Name:***Last**First**Middle***Address:***Street**City**State**Zip***Phone:****Email:****Employee Name:****Department:****Position:****Semester for Request  
(Fall/Spring/Summer):****Major:****Date Semester Begins:****Dependent Eligibility Verification  
Document Type:****Are courses dual credit?**

Yes

No

**List Grayson College courses you are enrolled in:**

Course Name	Course Number	Hours of Credit

Tax-free educational assistance benefits include payments for tuition, fees and similar expenses, books, supplies, and equipment. The payments may be for either undergraduate- or graduate-level courses.

**Required Signatures:***Employee**Date**Employee Dependent**Date**Immediate Supervisor**Date**Human Resources Representative**Date*



## Employee / Dependent Scholarship

### Employee/Dependent Scholarship Eligibility Guidelines:

- Employee must be full time and have completed a minimum of 90 days of full time employment with Grayson College.
- Dependent must be a spouse or dependent child of a full time employee who has completed 90 days of full time employment. Verification documents may be required.
- Course enrollment must be degree-seeking or certification courses.
- Course enrollment must be in the student's approved course sequencing/degree plan for the appropriate GC certificate/degree.
- Recipient of award meets the criteria of Grayson's admissions and SAP requirements. See College policy for requirements.

### The following Career-Ready programs are eligible for partial scholarships:

- Commercial Truck Driving
- Industrial Maintenance Technician
- Patient Care Technician (PCT)
- Mental Health Technician
- Certified Clinical Medical Assistant (CCMA)
- Certified Nurse Aide (CNA)
- Certified Phlebotomy Technician
- Pharmacy Technician

A copy of the student's current class schedule and transcripts (not official), must be attached in order to be considered.

The form and attachments must be turned into HR for approval. Once approved, completed forms will be submitted to the Financial Aid department for processing. The program funds will be applied first before any other aid or scholarships. This scholarship only applies to tuition unless the exceptions apply below:

If the student's tuition is waived, for example Dual Credit students, then the amount of the tuition can be applied to other expenses in this order starting with #2:

1. Tuition
2. General Fees
3. Internet Fees
4. Lab Fees
5. Out of District Fees

This scholarship may not cover all fees. The maximum amount awarded will be equal to the tuition amount. This scholarship will not cover non-funded course expenses. Any leftover funds will not be applied to the next semester or paid out to student. The College will follow current IRS guidance on taxable benefits.

**Please see Employee Transfer Scholarship for courses at other institutions.**