

**The Kiwanis Club of Thomasville, Inc.
Southwest Georgia Technical College Scholarship
Scholarship Policies and Procedures**

BACKGROUND

The Kiwanis Club of Thomasville, Inc. (Kiwanis) established a Scholarship at Southwest Georgia Technical College (SWGTC) for the benefit of financially disadvantaged students in September, 2007. Effective October 2010, the scholarship amount will be increased to \$750 and will be awarded quarterly, up to four awards per calendar year until such time as SWGTC converts to the Semester System and then the awards will be issued three times per year.

PURPOSE

To assist students who have been enrolled for at least one quarter at SWGTC, and have completed a minimum of 12 quarter hours at SWGTC and who do not qualify for any financial aid assistance, either through the Hope Scholarship or Grant program, Pell or any other scholarships or awards, with tuition, books, fees and required education related expenses such as uniforms, tools, or health examinations.

PROCEDURES

Applicants must be enrolled in a program of study at SWGTC as a regular admit student for at least one quarter and have passed a minimum of 12 hours at SWGTC prior to receiving this scholarship.

Applicants must complete a SWGTC Scholarship Application. Applications will be available from the SWGTC Foundation, Student Affairs or from Kiwanis.

Applicants must compose an essay titled, "How awarding this scholarship to me will make a difference." (Maximum 250 words)

Applicants must obtain at least one letter of recommendation from a nonfamily member. The letter should communicate that person's observations of the student's potential in their career path and address the student's work ethics.

Applicants must have a minimum GPA of 2.0 at SWGTC and must submit a copy of their transcript.

Applicants must not be in receipt of, or qualify for, any other financial aid, scholarships, or awards.

REVIEW PROCESS

The Kiwanis Club of Thomasville, Inc. designates the College Counselor, Retention/ Special Pops Specialist and a Kiwanis Board of Directors appointed Kiwanis representative to review all Kiwanis Scholarship applications. This committee will review all applications which meets the above specifications AFTER all other scholarships and awards have been awarded.

The committee will review all applicable applications and will provide Kiwanis with the evaluations of each applicant and their recommendations in order of financial need.

Upon selection of the scholarship recipient, the President of the Kiwanis Club of Thomasville will prepare a letter advising of the awarding of the scholarship and inviting the recipient to attend a Kiwanis Club meeting where the award will be presented.

The recipient must attend a Kiwanis Club meeting in order to be eligible to receive the award. At the Kiwanis Club meeting the recipient will be recognized and receive a letter from the Kiwanis Club which will be presented to the Business Office of SWGTC acknowledging Kiwanis' commitment to reimburse SWGTC up to the amount of the award upon receipt of an invoice from the Business Office.

The primary intent of the scholarship program of Kiwanis is to assist students with tuition, fees and book expenses through need-based scholarships. For this reason, all scholarship applicants are required to apply for financial aid. Financial aid awards will be considered in the eligibility of scholarships. Applicants must not be in receipt of, or qualify for, any other financial aid, scholarships or awards.

Kiwanis funded scholarships are to be used at Southwest Georgia Technical College Campuses only (Thomas County, Grady County and Mitchell County) and are not transferrable to other institutions.

Kiwanis scholarships are intended for approved educational related expenses only, as set forth in the scholarship policies. Any fraudulent use of scholarship funds or misrepresentation of expense to gain reimbursement will result in termination of scholarship funding and ineligibility to apply for future Kiwanis or Foundation scholarship funding opportunities.

Approved: September 10, 2007

Revised: July 7, 2008, August 2008, October 2008; July 2009; 11/09;06/10