



## **ACADEMIC SUPPORT PROCEDURES-SECTION 400**

**NUMBER: 409A**

**SUBJECT: UTAH TECHNICAL COLLEGE SCHOLARSHIP PROCEDURE**

**LAST REVIEWED: 4/23/2020; 4/23/2021**

**EXECUTIVE COMMITTEE APPROVAL: 4/27/2020; 4/26/2021**

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### **409.1 UTECH SCHOLARSHIP GENERAL INFORMATION**

1. For students in programs that lead to High Demand Occupations\*
2. Students who have graduated from high school with a diploma are eligible for the scholarship. Proof of graduation is required.
3. Student must be making satisfactory progress in current CTE program at high school or at MTECH, if enrolled.
4. Students must be enrolled at least half time (12 hours).
5. The award may cover tuition, program fees and required textbooks. Awards are not retroactive.
6. Students are eligible for up to 12 months following graduation
7. The scholarship may be deferred for up to 3 years under certain circumstances. Deferment requests must be submitted in writing to the Vice President of Administrative Services, and approved by the Scholarship committee.
8. MTECH will prioritize awards for underserved populations
9. There are 3 application periods per year- Spring, Summer, and Fall. The application is accessed and completed through Scholarship Universe, an online financial aid software program that is found on mtec.edu.
10. Deferrals may be granted at the discretion of the college for military service, humanitarian/religious service, documented medical reasons, or exigent reasons.

### **409.2 MTECH PROGRAMS CURRENTLY ELIGIBLE FOR TECHNICAL COLLEGE SCHOLARSHIP**

1. Advanced Emergency Medical Technician
2. Automated Manufacturing
3. Automotive Technology
4. Central Sterile Technician
5. Commercial Truck Driving
6. Culinary I & II
7. Custom Design & Fabrication
8. Dental Assisting
9. Diesel Technology
10. Digital Media
11. Emergency Medical Technician (both standard and accelerated programs)
12. Information Technology-Support Technician
13. Medical Assistant

14. Medical Billing
15. Medical Billing & Coding
16. Medical Coding
17. Mobile Development
18. Nurse Assistant (summer or accelerated programs only)
19. Pharmacy Technician
20. Phlebotomy
21. Practical Nursing
22. Precision Machining
23. Surgical Technology
24. Web Programming & Development
25. Welding Technology: Level 1
26. Welding Technology: Level 2

#### **409.3 PROCEDURES REGARDING STUDENT PROGRESS**

- 3.1 Students must be making satisfactory progress in their MTECH program, or they will lose the scholarship. Satisfactory progress is defined as a minimum of 70% progress in NorthStar at the end of each month enrolled in program.
- 3.2 Students not in compliance will be sent an email notice after the end of the month, notifying them of low progress and risk of losing the scholarship. The student will have 30 days to bring up their progress to the 70% minimum requirement.
- 3.3 If the student fails to bring up progress by the 30-day deadline, they will be notified by email that the scholarship has been withdrawn. The student then becomes responsible for all tuition and other costs from that point forward.
- 3.4 Student Services will work with the students to get the balance paid.

#### **409.4 LOSS OF SCHOLARSHIP**

- 4.1 When a scholarship is withdrawn, all monies are returned to the scholarship fund.
- 4.2 Dropped or withdrawn students desiring to re-enroll must appeal to the school. If they are approved to re-enroll, they must submit a Request for Policy Variance to the Scholarship committee to be re-approved for scholarship funds.