**Portraits of Student Success Application Instructions**

1. The following documents must be completed and submitted as indicated below to be considered for inclusion in the Annual Portraits of Student Success publication and to be considered for a scholarship:
	1. Portraits of Student Success and Scholarship Application Form

(This form is to be used for both Portraits of Student Success and Scholarship Applicants)

* 1. Signed Release of Authorization is required to be included in publication.
	2. One Page Personal Statement addressing the following questions:

(500 word maximum. Please use last page of this document for your personal statement)

* + - What challenges have you had to overcome to pursue your degree/certificate?
		- What successes have you had in making progress toward your educational and career goals?
		- How has the Community College CalWORKs program helped you meet your goals?
		- What are your plans to become self-sufficient?
		- In what ways have you been involved in advocacy, student leadership, community service and/or extracurricular activities?
	1. Photo of student, may include family in jpeg (jpeg, jpg.) format.

(Hard copies will not be accepted)

* 1. Please save all documents as a PDF file and name the documents as follows:

***College Name.Last Name.First Name Example: Gavilan College.Smith.Jane***

1. Students must submit all forms directly to their Community College Scholarship office electronically. Please send all forms to the LMC scholarship coordinator at, lgreene@losmedanos.edu
2. Deadline to be included in current year’s publication is December 1st!

**Incomplete applications, old forms and documents that do not adhere to the requested naming convention will not be considered.**

**CalWORKs Scholarship Application Instructions**

1. Eligibility Requirements
	1. Applicant must be a current California Communiyt College CalWORKs student
	2. Applicant must have a current overall GPA of 2.0 or better.
2. The following documents must be completed and submitted as indicated to be considered for a scholarship.
	1. Portraits of Student Success and Scholarship Application Forms completed

(This form is used for both Portraits of Student Success and Scholarship)

* 1. Recommendation Form

(Must be completed by your California Community College CalWORKs Director/Coordinator)

* 1. Signed Release of Authorization Form is required as all scholarship applicants may also be included in the annual Portraits of Student Success publication.
	2. One page Personal Statement addressing the following questions:

(500 word maximum. Please use last page of this document for your personal statement; one essay is required and will fulfill both Portraits of Student Success and Scholarship application requirements.)

1. What challenges have you had to overcome to pursue your degree/certificate?
2. What successes have you had in making progress toward your educational and career goals?
3. How has the Community College CalWORKs program helped you meet your goals?
4. What are your plans to become self sufficient?
5. In what ways have you been involved in advocacy, student leadership, community service and/or extracurricular activities?
	1. Photo of student, may include family in jpeg (jpeg, jpg.) format.

(Hard copies will not be accepted)

* 1. Please save all documents as a PDF file and name the documents as follows:

***College Name.Last Name.First Name Example: Gavilan College.Smith.Jane***

1. Students must submit all forms directly to their California Community Scholarship office. Please send forms electronically to lgreene@losmedanos.edu
	1. Applications received by December 1, 2014 will be eligible for scholarship consideration.
	2. There will be one scholarship award from each region and one statewide winner.
	3. Scholarships will be reviewed on a competitive basis taking the following into consideration: Employment, Extra Curricular Activities, Advocacy, Personal Statement, Overcoming Challenges, Educational Achievement, GPA)

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| **Timeline for Portraits of Student Success and Scholarship Application Process** |
| January through November | Portraits of Student Success submissions are accepted |
| December 1  | Deadline for Portraits of Student Success submissions to be included in current year’s publicaiton. Submit directly to your CCCWA regional representative. |
| January 13th  | Deadline for regional reps to submit directly to CCCWA Portriats committee by email to agutierrez@gavilan.edu for submissions to be included in current year’s publicaiton.  |
| January 13th -February 13th  | CalWORKs Association Board/Scholarship Committee reviews and rates submissions. |
| March 1st-March 8th  | Draft document will be avaialbe on the CCCWA website for review. This will be the college’s and regional representatives opportunity to review for errors. Regional Representatives will have until March 9th to notify the portraits committee of any changes to be made. |
| March 9th-March 13th  | CCCWA Portraits committee will make corrections and send to print. Publication will be given out at annual training in April. |

**Check List**

|  |  |  |
| --- | --- | --- |
|  |  | **Required For** |
| **Completed** | **Forms to complete and submit** | **Portraits** | **Scholarship** |
| [ ]  | Portraits of Student Success and Scholarship Application Form | X | X |
| [ ]  | Scholarship Application Form | N/A | X |
| [ ]  | Recommendation Form | N/A | X |
| [ ]  | GPA Verified | N/A | X |
| [ ]  | Release of Authorization Form | X | X |
| [ ]  | Personal Statement | X | X |
| [ ]  | Photo | X | X |

**Portraits of Student Success and Scholarship Application Form**

Students interested in being included in the Portraits of Student Success Publication and/or applying for a CCCCWA scholarship must complete this form.

First & Last Name

Community College

Are you a current California Community College CalWORKs Student? [ ] YES [ ] NO

Area of Study

Educational Goal: (Check all that apply)

[ ]  AA [ ]  AS [ ]  Certification [ ]  Transfer

Expected Completion Date       Graduation Date

Are you currently working? [ ]  YES [ ]  NO

If so please complete the following:

Name of organization/company

Position/Title

Length of time employed       Number of hours/week

I am submitting documents to be considered and included in: (Check all that apply)

[ ]  Portraits of Student Success Publication

 [ ]  CalWORKs Association Scholarship

**Scholarship Application Form**

This form should be completed by current California Community College CalWORKs students interested in applying for a CCCCWA scholarship award.

First & Last Name

College Name

Work experience in which you have engaged, giving approximate periods, dates, and employer names.

(Add additional pages if necessary)

|  |  |  |
| --- | --- | --- |
| **Employer** | **Dates/Periods** | **Position(s)** |
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Community or School activities in the last three years: Please list all extracurricular activities.

(Add additional pages if necessary).

|  |  |  |
| --- | --- | --- |
| **Organization** | **Dates/Periods** | **Extracurricular Activities** |
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**CCCCWA Student Recognition Recommendation Form**

This form must be completed by the California Community College CalWORKs Director/Coordinator in order for the student to be included in the Portraits of Student Success Publication and/or a CCCCWA scholarship award.

Applicants First & Last Name

Applicant’s Current Overall GPA

CalWORKs Program

Director/Coordinator

College Name

District Name

City/Zip Code

Region

Phone Number

Email Address

Reason for recommending this student:

Click here to enter text.

**CCCCWA Release Authorization Form**

This form MUST be completed by the applicant

Please complete and sign the following statement to authorize the California Community Colleges CalWORKs Association to use your picture and quotes from the CalWORKs Portraits of Student Success Recognition Form and/or CalWORKs Scholarship Application Form.

I, Click here to enter text. hereby give the California Community Colleges CalWORKs Association a free nonexclusive, royalty-free, irrevocable, world-wide license to use my picture and statements submitted on the CalWORKs Portraits of Student Success Recognition Form and/or CalWORKs Scholarship Application Form in any manner that the California Community Colleges CalWORKs Association wishes including: copying, editing, distribution, performance, display, and promotional purposes, and in any medium that the California Community Colleges CalWORKs Association wishes.

I agree to release and discharge the California Community Colleges CalWORKs Association, its Board of Directors, officers, employees and agents from any liability for any use, misappropriation or disclosure of any information, including, but not limited to, all claims for damages for defamation, insult, invasion of privacy or any other claim based upon the use by the California Community Colleges CalWORKs Association.

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Student Signature Date

**Personal Statement**

(500 word maximum, any essays over the work count will be subject to heavy editing)

Click here to enter text.