

Southwest Georgia Technical College, Foundation Inc.

Scholarship Policies and Procedures

**Jeffrey Todd Harris Memorial Scholarship
For Paramedic Technology/Emergency Medical Technician**

BACKGROUND

In May 2008, Jeffrey Todd Harris, a Paramedic with the Thomas County EMS, unexpectedly passed away at the age of 37. Jeff was a conscientious and dedicated healthcare professional who was well liked and well respected by his peers and colleagues. In order to honor the memory of Jeff and his dedicated service to the Emergency Medical profession, this scholarship was established in his name by his family and friends.

PURPOSE

One \$500 scholarship will be awarded annually to a student enrolling in the Paramedic Technology degree, diploma or certificate program.

PROCEDURES

A SWGTC Foundation Scholarship Applications (Attachment A) must be completed and is available in the Office of Financial Aid at SWGTC and in the Office of Institutional Advancement.

One \$500 will be awarded annually to an individual who desire a career in the Emergency Medical profession. This scholarship is intended for new students to the program. Applicants must have completed an SWGTC application form and must be formally accepted into their program of study.

Jeffrey Todd Harris Memorial Scholarship Applicants must meet the following criteria:

- Applicant must begin the admissions process at the time of scholarship application, and be formally accepted to SWGTC before scholarship is awarded.
- Scholarship recipients must enroll in SWGTC within six months of award notification.
- Applicants must be a high school graduate or equivalent.
- Applicant must submit proof of admission test scores that indicate the applicant is program-ready for the Paramedic Technology program of their choice. Equivalent SAT test scores will also be acceptable.
- Applicants must submit an essay entitled, "Why I Want to Serve the Emergency Medical Profession."
- A letter of recommendation from a former educator, employer or clergy member must also be submitted for review. This letter should outline the applicant's dependability, determination, character, community service, and desire to pursue

emergency medicine. Letters of recommendation must be on letterhead with a current date and an original signature.

Applicants must submit a copy of their current transcript.

REVIEW PROCESS

The Executive Director of the Southwest Georgia Technical College Foundation has established a committee to review the Jeffrey Todd Harris Memorial Scholarship applications. Members of the committee include the Paramedic or Emergency Medical Technology Instructor, Dean of Instruction for Allied Health programs, and a member of the Paramedic Technology advisory committee.

The Committee will review completed applications and conduct scholarship interviews with candidates before making final recommendations for awards to the Executive Director. The Committee will select the scholarship recipient utilizing the attached evaluation document. Scholarship interviews will only be conducted if the number of scholarship applicants exceeds the number of available scholarships.

Committee members will independently score each application submitted. The applicant receiving the highest average score will be awarded the scholarship.

The primary intent of the scholarship program of the SWGTC Foundation is to assist students with tuition, fees, and book expenses through need-based and merit-based scholarships. For this reason, all scholarship applicants are required to apply for financial aid. Financial aid awards will be considered in the scholarship awards process.

Southwest Georgia Technical College Foundation funded scholarships are to be used at Southwest Georgia Technical College only (Thomas County, Grady County, Mitchell County, and the Valdosta Technical College A.D.N. program) and are not transferrable to other institutions.

Southwest Georgia Technical College Foundation 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 Southwest Georgia Technical College Foundation scholarship funding opportunity.

Scholarship accounts that remain inactive for one year will be adjusted and unused funds will be transferred back to the SWGTC Foundation. Exceptions to this policy will be in cases where the length of time the scholarship can remain in the student's account before usage are outlined in the individual scholarship policy (such as the High School Scholarship and other recruitment-based scholarships).

Approved: July 7, 2008

Revised: October 8, 2008; May 2009; 07/09; 11/09; 7/10

Jeffrey Todd Harris Memorial Scholarship Evaluation

Essay

Followed criteria	= 1 - 5 pts.
Grammatically correct	= 1 - 5 pts.
Defined characteristics	= 1 - 5 pts.
Illustrated personal commitment	= 1 - 5 pts.
Compelling case	= 1 - 5 pts.

Letter of Recommendation

Supports student as recipient	= 1 - 5 pts.
Specific observations	= 1 - 5 pts.
Commonalities with essay	= 1 - 5 pts.

Scholarship Interview

Uses correct grammar	= 1 - 5 pts.
Communicates desire to become a nurse	= 1 - 5 pts.
Dresses appropriately for interview	= 1 - 5 pts.
Answers questions effectively	= 1 - 5 pts.