



North Hennepin
Community College

Continuing Education/BPW Scholarship Application

Mail or deliver your completed application packet to:
NHCC Adult Education & Training, 7411 85th Ave. N., Brooklyn Park, MN 55445

To be eligible for this scholarship you must meet all of the following criteria:

- Female student pursuing non-credit education or training
- Cannot be receiving additional funding or reimbursement by another agency, organization or employer.

 Last Name First Name Middle Initial Social Security Number (optional)

Street Address

 City State Zip

 Phone 1 Phone 2 Email Address

CLASS INFORMATION

- Which quarter do you plan to enroll in:
 Fall (Sept.-Dec.) Winter (Jan.-March) Spring (April-June) Summer (July-August)
- What topic(s) are you interested in: *please check all that apply*
 Accounting Administrative College Skills Microsoft Office 2007 Web Design
 Web Development Creative Writing Health & Wellness Human Resource Management
 Project Management Regulatory Affairs Leadership Training & Instructional Development
- Are you planning on enrolling in a certificate program: YES NO

CHECK ALL THAT APPLY (*information shared is for reporting purposes and is not a part of the scholarship judging criteria*)

- This is my first time taking non-credit classes at NHCC I have previously taken non-credit classes at NHCC
 I have previously taken credit classes at NHCC

THIRD PARTY RESOURCES

To be eligible for the BPW Scholarship, you may not be receiving any additional funding or reimbursement by another agency, organization or employer.

- By checking this box, you state that you are not receiving any additional funding or reimbursement for this course(s)

CERTIFICATION AND RELEASE OF INFORMATION

The information contained in the application is true to the best of my knowledge. I understand that misrepresentation or fraudulent information may be grounds for loss of scholarship and/or require repayment. I understand that my application will not be considered if the application packet is incomplete. If awarded a scholarship, I authorize NHCC Foundation to release any non-private information listed in this application to the scholarship donors and print award information including photos in college publications.

I understand that scholarship amounts may vary and that awards are determined by fund availability. I also understand that scholarships must be used no later than June 30th of the current fiscal year.

Applicant's Signature

Date



This scholarship is made available by the generous support of the
Three Rivers Business and Professional Women/MN



Scholarship Application Information

General Information

A complete Application includes all of the following:

1. APPLICATION FORM
2. NARRATIVE

The purpose of a narrative is for you to describe to the selection committee why you should be awarded a scholarship. Limit your narrative to one typed page. On a separate sheet of paper, explain the following:

- Your career goals:
 - how the class(es) will help you, and
 - how a scholarship will help you attain them
 - The significance a scholarship will make based on your personal situation
 - Describe any special financial circumstances that you feel the selection committee should know.
3. LETTER OF RECOMMENDATION
 - Submit one letter of recommendation from professional or educational acquaintances. Personal recommendations from friends or family are not recommended.
 - Submit your letters with your application. Do not have them mailed separately.
 - The letters should be an endorsement of why you should be awarded a scholarship

Application Process

- Scholarships are reviewed twice a year. Deadlines for scholarship consideration are:
 - August 10th and December 10th
- Selection committee and college employees will handle all information about applicants in a professional and confidential manner.
- Scholarships awarded through the NHCC Foundation can only be used at NHCC, unless specifically designated as otherwise in the scholarship description.
- All applicants will be notified in writing of the status of their application, no later than 30 days from the deadline.

Class Registration

- IF YOU HAVE ALREADY REGISTERED AND PAID FOR YOUR CLASS
 - The scholarship will be applied to your student account and a refund check will be issued and mailed directly to you within 30 days of the award.
- IF YOU HAVE NOT REGISTERED FOR A CLASS
 - Registration information will be sent along with your award letter.
 - At the time of registration, your scholarship will be applied to your student account. You are responsible for any remaining balance due on your account at the time of registration.
 - Scholarship must be used no later than June 30th of the current fiscal year.

Questions: Jody Lewis, Assistant to the Dean – 763-424-0747 – cect@nhcc.edu

