

A faded, sepia-toned photograph of the Garrett County Courthouse, a large, classical-style building with a prominent dome and columns, set against a backdrop of trees with autumn foliage.

**GARRETT COUNTY
COMMISSIONERS
SCHOLARSHIP PROGRAM**



March 14, 2006

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MESSAGE FROM THE
BOARD OF COUNTY COMMISSIONERS

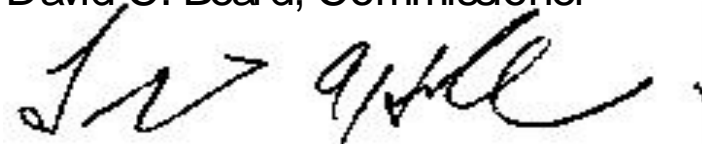
The Board of County Commissioners recognizes that the County's future economic well-being is dependent on having an educated, skilled workforce that is prepared to compete successfully for jobs in an increasingly competitive, global economy. The Board also recognizes that the County's most important asset is its young people. With approval of the Commissioners Scholarship Program, the County Commissioners are sending a clear message that Garrett County values education, cares about its young people, and is committed to developing and maintaining a balanced, diversified economy. The Commissioners Scholarship Program provides all new Garrett County high school graduates equal access to post secondary education and an equal opportunity for advancement. The enclosed document, developed in coordination with the Board of Education and Garrett College, details policies and procedures for the administration of the Commissioners Scholarship Program.



Ernest J. Gregg, Chairman



David C. Beard, Commissioner



Frederick A. Holliday, Commissioner

ABOUT GARRETT COLLEGE

Surrounded by rolling hills and farmlands, Garrett College's sixty acre campus overlooks the town of McHenry, Maryland, near the northern side of Deep Creek Lake and the Wisp Resort.

The College will celebrate its 35th anniversary in the Fall of 2006. Since its opening in 1971, Garrett has grown in all respects, and plans have been made for its continued growth in the future.

Presently the College enrolls over 600 credit and 4,000 noncredit students. It attracts students locally, nationally, and globally. The campus complex consists of classrooms, faculty and administrative offices, a gymnasium, science and computer laboratories, a bookstore, a game room, dining facilities, student government offices, continuing education offices, a Center for Adventure and Outdoor Studies, and residential facilities. Construction of a new library is beginning, and a College Athletic and Community Recreation Center will open in 2009.

Garrett College offers one- and two-year transfer programs as well as associate degrees in Arts and Sciences, Teacher Education, General Studies, and Business. The College is also known for its signature programs in Adventure Sports, Natural Resources and Wildlife Technology, and Juvenile Justice. One-year certificate programs are also offered in specific career areas. Garrett's graduates experience extraordinary success in transfer to four year colleges.

Garrett College is accredited by the Commission of Higher Education of the Middle States Association of Colleges and Schools and by the Maryland Higher Education Commission.



INTRODUCTION

Garrett County, Maryland is experiencing rapid change as it migrates from an economy based on agriculture and natural resources extraction to a more diversified economy based on tourism, commerce, construction, manufacturing, and other industries. This change is happening with such unanticipated speed that the County, which has historically lagged behind Maryland in the post-secondary attainment of its citizens, is now threatened with being unable to supply the skilled workforce necessary to sustain current economic growth and to compete effectively in a global economy. The cost of education and training is for many a barrier to advancement. The Board of Garrett County Commissioners proposes a bold initiative to encourage Garrett Countians to enhance their credentials and skills so that they can be the primary beneficiaries of the county's economic future. With a more highly trained, educated, and skilled workforce, incomes in Garrett County will rise, and more young people will be able to remain in Garrett County, leading prosperous and productive lives.

ABBREVIATIONS

Board of Garrett County Commissioners	Commissioners
Early College Admissions Program	ECAP
Garrett County Board of Education	BOE
Garrett College	GC (sometimes Acollege@)
Garrett College Board of Trustees	Trustees
Garrett County Commissioners Scholarship Program	CSP
Jointly Enrolled Students	JE
Northern Garrett County High School	NHS
Southern Garrett County High School	SHS

GOAL AND OBJECTIVE OF THE PROPOSAL

The goal of this proposal is to encourage Garrett Countians to participate in post-secondary education and training as a means of improving their earning power and quality of life. The immediate objective is to encourage high school graduates to pursue post-secondary educational opportunities by making an education affordable in terms of both time and money. Subsequent phases of the program will allow high school graduates to participate in training aimed at developing trade and vocational skills.

GARRETT COUNTY COMMISSIONERS SCHOLARSHIP PROGRAM (CSP)

CSP is intended insofar as feasible and insofar as beneficial to the student to be part of a full student aid package covering the cost of the tuition and the combined fee at Garrett College. The aid package may include other sources of assistance subject to terms and conditions set forth herein. The tuition rate and the combined fee at Garrett College are published annually in its Catalogue and Schedule of Credit Classes.

EFFECTIVE DATE

CSP shall be effective with the Fall 2006 semester of study at GC.

ELIGIBILITY RULES

To be eligible for CSP, a person must satisfy the eligibility requirements set forth below:

Admissions Requirement

The individual must apply for admission to GC, satisfy its admissions requirements, and be admitted.

High School Standing Requirement

The applicant must be one of the following:

- a. A member of the 2006 graduating class of NHS or SHS as designated by the BOE.
- b. A student who is certified by the BOE as home schooled and whose date of birth falls during a certain period of time as specified annually by the BOE in order to validate equivalency to the high school graduating class of 2006.
- c. A student who is certified by a state-approved non-public school located and operating in Garrett County, who is a documented graduate of its class of 2006, and whose date of birth falls during a certain period of time as specified annually by the BOE in order to validate equivalency to the high school graduating class of 2006.
- d. A person who was a recipient of a General Equivalency Diploma during the BOE's 2005-2006 academic year.
- e. A student registered at SHS or NHS as a full time equivalent student as determined by the BOE and who has been approved to enroll in a designated BOE/GC selective admissions dual enrolled program of study by which Garrett County high school students can earn high school and college credit simultaneously.
- f. A SHS or NHS member of the senior class who is enrolled as a full time equivalent student as determined by the BOE and who has been approved to enroll in a selective admissions mixed schedule of study by which s/he may take courses concurrently at the high school and GC, spending part of the school day or school week at his/her high school and part attending GC.
- g. A student who, subject to the approval of the BOE and GC, is enrolled in GC's selective admissions Early College Admissions Program (ECAP) in order to attend GC full time in the senior year.

Hereinafter the students enrolled in CSP under (e) – (f) above are referred to collectively as “Jointly Enrolled” or “JE” students.

Effective Date of CSP Enrollment

Eligible persons must enroll in CSP for the Fall 2006 semester except under extraordinary circumstances such as but not limited to documented severe illness or death in the family. The decision as to whether to grant an exception shall be at the sole discretion of GC.

Residency

The applicant must be a legally documented resident of Garrett County for a period of two full years prior to September first of the Effective Date of CSP enrollment. The determination of residency status shall be at the sole at the discretion of GC.

Matriculation Status

Only students enrolled in an approved GC credit degree or certificate program are eligible.

Full Time Status Requirement

All students other than eligible JE students must be enrolled full-time at GC (12 credits minimum) during the Fall and Spring semesters and may at their election also enroll for a minimum of 6 credits during each summer session selected and 3 credits during intersessions.

RULES

The following rules apply to CSP and its recipients:

1. Students are required to apply for various forms of financial aid. Grant and scholarship aid which the student receives from any source is applied to the cost of GC's tuition and the combined fee. However, students are not required to apply for loans of any kind. JE and ECAP students who are eligible for GC's 50% tuition waiver as permitted by state law will have that waiver applied to the cost of GC's tuition and combined fee.

To be eligible for CSP, students must complete and timely submit the following:

- \$ GC application form
- \$ CSP application form
- \$ FAFSA free application for federal financial aid
- \$ Guaranteed Access Grant
- \$ Application forms for Maryland financial aid programs
- \$ Gear Up application (if a designated Gear Up participant)

These forms will be available at NHS, SHS, and GC.

2. Applicants must provide documentation to the satisfaction of GC that all eligibility standards have been met. The decision to accept or reject documentation shall be at the sole discretion of GC.
3. Students are not required to maintain continuous enrollment in order to be eligible for CSP. However, students must graduate within three years from the date of original attendance.
4. Students may enroll in approved programs of study articulated between GC and another institution of higher education. However, CSP will only cover the cost of education taken at GC.
5. CSP will only fund courses applicable to the student's chosen program of study.
6. CSP will cover the tuition and the combined fee for required developmental studies with the exception of developmental courses taken by JE students who are ineligible in this regard unless approved by BOE and GC due to special circumstances. The decision to grant an exception shall be at the sole discretion of GC in consultation with the BOE.
7. CSP funding will pay only for required developmental courses and for an additional 64 credit hours of study at the maximum. However, CSP will not pay for any repeated courses whatsoever. Students must self-fund any such courses.
8. Students who are required to be full time yet reduce their course loads to part time status lose their CSP eligibility henceforth except under extraordinary circumstances such as documented severe illness or death in the family. The decision as to whether to grant an exception shall be the sole discretion of GC.
9. To sustain eligibility, CSP participants must earn a minimum 2.0 average in every semester of study including grade equivalents for developmental course work as indicated in the College catalogue. Students who fail to maintain this academic standard become ineligible for the CSP henceforth unless they attain good standing through taking courses on a self-paying basis. Then their eligibility is restored.
10. Any student who has not been determined eligible for CSP by the start of a semester must pay for his or her courses in accordance with GC's standard payment policies but will be reimbursed in the event that eligibility is subsequently established for that semester of study.
11. Subject to student eligibility, CSP shall apply to courses taken during summer sessions and intersessions toward the degree in which the student is matriculated up to a maximum of 8 credits per summer session and 4 credits per intersession.
12. GC and the Commissioners make no warranty either implied or explicit that CSP will be fully funded in any semester of study. The amount of the awards each

semester is dependent on the amount of funds allocated to the program and the number of students qualifying. For example, students might receive the full amount of CSP funding for which they are eligible in the Fall semester of a year but receive only 75% in the Spring semester. GC will announce prior to the start of each semester the percent of funding that CSP will provide so that students can decide whether they wish to enroll.

13. In collaboration with the Board of Education, Garrett College shall act as the regulatory body regarding the proper implementation of the terms and conditions of the CSP as stated herein. The decisions of the college are not subject to appeal.

FINANCIAL AWARDS

Amount of CSP Funding

In general the amount of CSP funding will be the difference between the combined federal, state, and certain other forms of aid for which the student qualifies and the full cost of tuition and the combined fee at GC unless determined otherwise by the Commissioners and GC as stated in section (12) above.

EXAMPLE:

Cost of Student-s Tuition and Combined Fees	\$	1,500
Other Forms of Aid such as but not limited to Pell Grant, Maryland scholarships, private scholarships	\$	1,000
CSP Award	\$	500

Other costs of education include but are not limited to transportation to and from the college, food while on campus, books, special course fees, and supplies. In general the student is responsible for all these supplemental costs although in instances the combination of aid from different sources might be sufficient to cover some of these costs as well. Special course fees cover exceptional costs associated with a particular course. For example, an art course might require special art supplies which the college provides from the collection of the special course fee. These special course fees are published in GC-s course schedule each semester. Textbooks can be expensive. Students should expect to pay about \$50 per course on average, or \$600 per year if taking a full 30 credit annual course load.

Gear Up Scholarships

Some NHS and SHS students are eligible for Gear Up scholarships. These scholarships might fund more than just tuition and the combined fee at GC. In addition, Gear Up is intended to provide scholarship funding for four years of higher education subject to rules which the Maryland Higher Education Commission shall publish. Students who receive Gear Up funding are ineligible for CSP funding. So they must choose between the two programs. GC will provide financial aid counseling to explain to students and their families the financial advantages and disadvantages associated with choosing one program rather than the other. The differences between the two

programs could make an important difference in paying for a student's higher education, so students and their families are encouraged to seek the advice of a college financial aid advisor and to arrive at well thought out decisions. GC will offer financial aid workshops for parents and students in order to help them make the best decisions based on their individual circumstances.

Order of CSP Funding

CSP funding is awarded as follows:

Types of CSP Funding

- ▶ Students who elect Gear Up funding are ineligible for CSP.
- ▶ Any student who receives grant or scholarship aid from federal, state, or other sources equal to or in excess of the cost of GC's tuition and combined fee is ineligible for CSP.
- ▶ Any student who has no grant or scholarship aid from federal, state, or other sources is eligible for a full CSP grant equal to the amount of GC's tuition and the combined fee (except as noted in section 12 above).
- ▶ If a student's combined grant and scholarship aid from federal, state, and other sources other than Gear Up covers part but not all of the cost of GC's tuition and combined fee, then the student shall be eligible for CSP funding in the amount of the difference (except as noted in section 12 above).

Refunds

GC's published refund policy shall prevail concerning the CSP funds. In the event that students drop or withdraw within the published refund period, the percent of refund shall be applied to the CSP funds so that the Economic Development Department of Garrett County will not be invoiced for that amount of the refund.

COLLEGE FUNDING

The funding of the CSP shall be outside and independent of the funding of the college's operating budget just like any other scholarship program whether federal, state, or privately funded. It is a subsidization that the Commissioners make directly to the eligible citizens of Garrett County in order to encourage their earning post-secondary credentials. The college reserves the right to reduce benefits under the program pursuant to Section (12) above if insufficient funds are appropriated to fully fund the program for all eligible participants.

ALLOCATION AND TRANSFER OF FUNDS

Funding to support the CSP will be included in the Department of Economic Development's budget on an annual basis. GC will invoice the Department at the end of each semester with payment to occur within thirty days. After completion of the

annual audit, adjustments will take place as appropriate with money either owed to or from the Department remitted accordingly.

RESTRICTION OF FUNDS

Funds which the Commissioners appropriate to CSP but are unexpended for the intended purpose shall be restored in full to the Commissioners after the college's audit of its financial records has been completed after the close of each fiscal year.

BENEFICIARIES

CSP is a direct benefit to the citizens of Garrett County in the form of enhanced career opportunities, reduced cost of higher education, and increased earning power. Garrett County gains the educated, skilled, and well trained workforce necessary for its continued growth and for the sustainment of its economy.

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