

City Colleges of Chicago Scholarship Qualification Process

(For non-U.S. citizens who are ineligible for Federal Student Aid)

Use of This Process

Use the Scholarship Qualification Process only if you are a non-U.S. citizen and ineligible for Federal Student Aid. U.S. citizens and eligible non-citizens (such as permanent residents or I-94 card holders) should not use this process. Questions should be directed to the Financial Aid Office at your College. Forms needed to complete the process:

- Scholarship Eligibility Request Form (completed by you).
- FAFSA On The Web Worksheet 2012 – 2013 (completed by you; available in English and Spanish). **DO NOT MAIL THIS FORM** (please see below).
- Financial Need Certification Form (completed by you).
- Affidavit of Eligibility for Scholarships (completed by the Financial Aid Office).

Purpose

The purpose of this document is to provide the necessary forms and instructions to qualify students who are non-U.S. citizens and ineligible for Federal Student Aid so they may apply and be considered for certain City Colleges scholarships that do not have a U.S. citizenship requirement.

Notices

- This is NOT a scholarship application.
- A determination of “qualified” DOES NOT mean that you will be awarded a scholarship. A determination of “qualified” only means that you are qualified to submit a scholarship application and can be considered for a scholarship award.
- To apply for a scholarship, you must submit a scholarship application, available at http://apps.ccc.edu/files/CCC_Scholarship_Application_in_WORD_format.doc.
- Scholarship requirements are subject to change without notice.
- Scholarships are subject to the availability of funds.

Scholarship Criteria

You must meet all criteria of the scholarship for which you are applying. In addition, you must be “qualified” under the Scholarship Qualification Process for ineligible non-citizens.

Instructions

1. Select one or more City Colleges of Chicago scholarships (<http://apps.ccc.edu/ScholarshipApplications.asp>) for which you are qualified (based upon the scholarship criteria).

2. Fill out and sign the required forms and provide the required supporting documentation.
Note: incomplete forms or forms which lack the required supporting documents will not be processed.
 - A Scholarship Eligibility Request Form is included in this document.
 - A FAFSA On The Web Worksheet 2012 – 2013 is available in English or Spanish on the scholarship documents page (<http://apps.ccc.edu/ScholarshipApplications.asp>). **NOTE:** **DO NOT MAIL THIS FORM. SUBMIT YOUR COMPLETED FORM AND SUPPORTING DOCUMENTATION TO THE FINANCIAL AID OFFICE AT YOUR COLLEGE FOR PROCESSING.**
 - A Financial Need Certification Form is included in this document. This form must be attached to your FAFSA On The Web Worksheet 2012 – 2013 prior to submitting them to the Financial Aid Office at your College.
3. Submit your completed and signed forms and supporting documentation to the Financial Aid Office at your College. The Financial Aid Office will evaluate your information and provide the results stating whether you are “qualified” or “not qualified” to apply for a scholarship.
4. If qualified, you may request the Financial Aid Office to forward a copy of your Affidavit of Eligibility for Scholarships form and financial assessment documents directly to the scholarship committee. Submit your scholarship application in accordance with the instructions for the scholarship.

Questions

Questions should be directed to the Financial Aid Office at your College.

City Colleges of Chicago Scholarship Eligibility Request Form

(For students ineligible for Federal Student Aid)

Complete and sign this form to request to establish your eligibility for a City Colleges of Chicago scholarship. You must submit any documentation required by your College (for example, a valid Illinois high school or GED transcript). Documents previously provided and on file at your College may be used.

Eligibility

I, the undersigned, am applying for eligibility for a City Colleges of Chicago scholarship as a student at (specify your College) _____ and I declare the following:

Check YES or NO boxes:

Yes **No** I have graduated from an Illinois high school or have attained the equivalent thereof, such as an Illinois High School Equivalency Certificate, issued by the Illinois State Board of Education, resulting from my taking the Tests of General Educational Development (GED).

Yes **No** I have attended high school in Illinois for three or more years.

Provide information on all school(s) you attended in grades 9 – 12*

School	City	State	Dates:	
			From – Month/Year	To – Month/Year

* **Note:** Documentation of high school attendance and/or graduation (or its equivalent) is required by the City Colleges of Chicago. Documents previously provided and on file at your College may be used.

Affidavit

I, the undersigned, declare under penalty of perjury under the laws of the State of Illinois that the information I have provided on this form is true and accurate. I understand that this information will be used to determine my eligibility to apply for a City Colleges of Chicago scholarship. I hereby declare that, if I am an alien without lawful immigration status, I have filed an application to legalize my immigration status or will file an application as soon as I am eligible to do so. I further certify that I am not currently nor have I ever been an international student attending any U.S. institution of higher education under a Certificate of Eligibility for Nonimmigrant Student Status (USCIS Form I-20). I understand that if any of the information provided on this form is found to be untrue, my scholarship will be immediately revoked and I will be liable for repayment of all scholarship awards I have received and may be subject to disciplinary action by the College.

Print full name (as it appears on your student records)	Student identification number
Print full mailing address (number, street, city, state, postal code)	Email address(s)
	Phone number(s)
Signature	Date

For official use only	
<input type="checkbox"/>	Qualified
<input type="checkbox"/>	Unqualified
Initials:	Date:

City Colleges of Chicago Financial Need Certification Form

IMPORTANT: Fill out a FAFSA on the web Worksheet 2012 – 2013 which can be found at <http://apps.ccc.edu/ScholarshipApplications.asp> and attach it to this form prior to submitting it to the Financial Aid Office at your College.

Name: _____		
<small>Last</small>	<small>First</small>	<small>MI</small>
Student ID number: _____	College: _____	Academic year: _____
Permanent address:		
_____		_____
<small>Street address</small>	<small>Apartment number</small>	
_____	_____	_____
<small>City</small>	<small>State</small>	<small>Postal code</small>
Phone(s): _____ - _____ - _____	Email address(s): _____	
_____ - _____ - _____		

Name and amount(s) of any other financial assistance and/or scholarships you have been awarded:

Name of Scholarship	Amount	Date/Semester

I, the undersigned, hereby certify under penalty of perjury under the laws of the State of Illinois that the information provided ("Information") on this form and on my FAFSA On The Web Worksheet 2012 – 2013 (attached) is true and correct. I understand that this Information will be used to determine my eligibility for a City Colleges of Chicago scholarship, and I have not knowingly withheld any facts that could otherwise jeopardize consideration of my application. Pursuant to the Family Educational Rights and Privacy Act of 1974, as amended (FERPA), I hereby authorize the City Colleges of Chicago to release the scholarship application information provided by me, as well as other official City Colleges of Chicago information regarding my academic progress and status, for the purpose of evaluating my eligibility as a scholarship recipient. I understand that if any of the provided Information is found to be untrue, my scholarship will be immediately revoked and I will be liable for repayment of all scholarship awards I have received and may be subject to disciplinary action by the College.

Signature of applicant

Date

Printed name of applicant

For official use only	
<input type="checkbox"/>	Qualified
<input type="checkbox"/>	Unqualified
Initials:	Date:

City Colleges of Chicago Affidavit of Eligibility for Scholarships

Name:		
_____	_____	_____
Last	First	MI
Student ID number:	College:	Academic year:

Use the following checklist to determine overall eligibility. Each condition below must be satisfied in order for the student to be qualified to apply for a City Colleges of Chicago scholarship. It is important to note that a determination of eligibility DOES NOT mean that the student will be awarded a scholarship. Eligibility only means that the student is qualified to submit a scholarship application and can be considered for a scholarship award.

Scholarship Eligibility Request

- Student checked "Yes" to having graduated from an Illinois high school or having obtained an Illinois High School Equivalency Certificate (GED) and provided a valid Illinois high school or GED transcript to document graduation, **OR**
- Student checked "Yes" to having attended high school in Illinois for three or more years and provided a valid Illinois high school transcript(s) to document years of attendance.
- Student provided all required information and signed the form (including affidavit).

Financial Need Assessment & Certification

- Student provided all required information on a FAFSA On The Web Worksheet 2011 – 2012 and supporting documentation (IRS Form 1040, W2s, 1099s, SSI letter, Public Aid Card, pay check stubs, etc.).
- The Financial Aid Office used the student supplied information on the FAFSA On The Web Worksheet 2012 – 2013 to run an INAS Simulation in PSSA (or equivalent) and calculate an Estimated Family Contribution (EFC). The Financial Aid Office printed out the Student Income/Assets and the Parents Income/Assets pages.
- Student provided all required information and signed the Financial Need Certification Form.

I, the undersigned, certify that the above named student is

- Qualified to apply for a City Colleges scholarship**
- Not qualified to apply for a City Colleges scholarship**

_____ Signature, Financial Aid Director	_____ Date	_____ Signature, College President	_____ Date
_____ Printed Name		_____ Printed Name	

All original documents must be filed and available for inspection at the College. Upon student's request, a certified copy of this document together with a printout of the Student Income/Assets and the Parents Income/Assets pages from a PSSA INAS Simulation (or its equivalent) should be forwarded to the scholarship committee.

For official use only	Certified copy	
Name of scholarship	Authorized signature (sign and print)	Date