



Policy on Scholarships for Broomfield Early Childhood Council:

These policies will need to be reviewed, signed, and submitted with the application to the Broomfield Early Childhood Council.

Purpose:

To provide scholarships for child care providers wishing to increase their formal education in Early Childhood Education.

Goal:

Create a stronger workforce for early childhood education and to increase the capacity of leadership positions within child care education.

Allocation:

This scholarship currently provides funds based on the recommendation from the scholarship committee. Each scholarship may differ in value based on the need.

Requirements:

- Applicant must live in Broomfield or work in a child care center or home located in Broomfield;
- Applicant must be a Colorado resident for over one year to be eligible;
- Applicant must work a minimum of 24 hours in an ECE setting;
- A letter of recommendation must be included from a Director if working in a Center. Or a letter of recommendation from a parent of a child in your home care;
- Submit completed application to BECC by required due date;
- Only perspective students of entry level course work accepted (classes to be taken at community college, ECE 101-ECE 280);
- Applicants who have not completed 0-12 credit hours (which is typically 0-3 classes) of ECE, must take classes in a classroom setting through a community college. Must demonstrate a need to be excepted from this.
- If an applicant has previously completed more than 12 credit hours of ECE, online courses may be taken, however, the scholarship may only cover partial tuition. Applicant must pay the difference;
- The course must be passed with a grade of C or better;
- A professional development plan created in the Professional Development Information System (PDIS) is required.



Process:

- Application distributed through marketing channels
- Applications collected and reviewed by BECC scholarship committee (minimum of three people)
- Scholarship committee will award scholarships
- Award letters will be sent to award recipients
- BECC will communicate directly with college or professional development course to receive invoice for tuition (student does NOT pay this bill)
- Student will attend all classes and complete required coursework
- Written confirmation that class has been successfully completed will be submitted to BECC
- The scholarship is awarded for one semester at a time. Should the student want to participate in additional scholarship opportunities, re-application is required. Letter or recommendation will not need to be resubmitted.

Procedure for award recipient:

- Upon award of scholarship, the BECC will provide direct payment to the school for the tuition. Student will not have to handle the billing or the payment process. Submit all billing; information to the BECC promptly, a minimum of 10 days before the payment deadline;
- Purchase any necessary textbooks required for the class and submit proof of purchase to BECC for reimbursement of a maximum of \$50 per semester
- Upon successful completion of class, the student will send written confirmation in the form of an unofficial transcript that the class has been completed satisfactorily with a grade of C or better.

Conditions of scholarship:

If the class is not completed or is not passed with a satisfactory grade of C or better, applicant will repay all expenses including tuition and books within 30 days to the Broomfield Early Childhood Council.

I have read and understand all policies on the Scholarship Procedure and agree to abide by all procedures and conditions.

Applicant Name (print)

Date



Applicant signature