Purpose:
The Grant Aid Policy serves as an instrument to manage the Score Factors outlined in the TRIO-SSS Grant Aid Packet at Laredo College. This policy will work as a “set of rules” for all parties, especially because participants are competing for scholarship funds. Participants will be scored by their participation; these categories hold weight-value worth a total of 100 points. The following guidelines will ensure that the scoring system is fair and unbiased, which in effect will help during the selection and ranking phase.

Eligibility Requirements:
- Participants MUST be a U.S. Citizen or Permanent Resident
- Participants MUST demonstrate a need for Pell in the current academic year. It is the responsibility of the participant to report any changes on their Financial Aid packages, as such, any increase in their federal financial aid (Work Study or additional scholarships) can disqualify students from the SSS scholarship. Note: The Financial Aid Office will reject scholarships with amounts that exceed the unmet need.
- Grant Aid-seeking participants MUST have an SSS Application on file and verified at the time that the Grant Aid application is accepted. Back-dating SSS Applications using the Grant Aid application date will not be accepted.
- Participants MUST have less than 60 Earned Hours at the time that the Grant Aid application is accepted. This will include Earned Hours, but not limited to degree change, transfer hours, and/or CLEP exams at LC. Participants with more than 60 Earned Hours at the time of the Grant Aid Application are not eligible.

The following categories carry weight-value for ranking:
1. Semester Course Load Completion – Fall (including Second Start Fall), Wintermester, and Spring (possible 10 points)
   Staff will ensure that participants maintain the necessary course load to be in compliance. Participants MUST maintain their course load past the 12th class day. Participants who change their semester hours after the 12th class day will have points modified. Staff will ensure that the student transcript is printed and available at mid-semester. Course load hours must be completed at LC. Participants cannot split course load hours with another institution during the semester for points. Note: Participants can meet with the SSS Counselor to develop a course schedule.

2. Good Academic Standing (possible 10 points)
   The cumulative (or overall) GPA will be used to determine the academic standing. Grades “A” thru “F” will be computed for college-level coursework. Grades “A_DV” thru “NP_DV” will be computed for developmental courses.

3. TRIO SSS/CLASS Services (possible 10 points)
   Tutoring contacts MUST be verified by the SSS Coordinator using Smarthinking, TutorTrac and/or LabTrac. The purpose of this category is to promote tutoring services (professional, peer, online-assisted). Participants should not deter from visiting other departments for tutorial assistance, but to earn points the students must use CLASS Services. Participants will earn points based on the amount of time they spend with the Tutor Coordinators, Tutors, Smarthinking, and during independent study using CLASS Services (must be academic material to earn points). Independent study MUST be verified by staff before student seeks to study on their own.
4. **Counselor Contacts (possible 10 points)**
   The purpose of this category is to promote: Advisement, Personal Counseling, Early Alert, Grad/Transfer, and Financial Aid application assistance. Participants should not deter from visiting other departments for assistance. However, to earn points for this scholarship, students **MUST** meet with the SSS Counselor at least once.

5. **Workshop Participation (possible 10 points)**
   Participants **MUST** attend either two Workshops or one Workshop and a Meet and Greet with the SSS Director. Applicants are encouraged to attend the Résumé/Cover Letter, Leadership Workshop, Job Interview and/or the Financial Literacy Workshop. Attendance will be verified by TRIO staff. Participants are encouraged to participate in events that are not coordinated by these offices. However, to promote the SSS Program and help increase the participation in overall campus activities, points will ONLY be awarded for participating in the SSS Workshops. No make-ups or substitutions from previous year activities will be accepted. Participants are encouraged to meet with the Director of TRIO SSS, Elda Gutierrez. Meetings will be coordinated in advance by TRIO staff.

6. **Title IX Requirement (10 points)**
   Participants **MUST** complete this requirement to be eligible for grant money. The online module can be completed at home.

7. **TRIO Statement (10 points)**
   Participants are encouraged to write a 1-page statement reflecting an academic goal. Participants can also write a personal testimony about what TRIO has done for them (Must be double-spaced, 12 font New Times Roman).

8. **Email Contacts (possible 10 points)**
   Participants are encouraged to send a minimum of 5 emails with TRIO staff and/or official LC representative. This is a good opportunity for participants to receive information on Campus Events and/or Program Activities. Points will only be awarded for online services that are academic in nature. Only LC email accounts and emails through Canvas are allowed, no points will be awarded for using personal emails (**MUST** be two to three sentences).

9. **Social Media Educational Engagement (possible 10 points)**
   Participants are encouraged to “Like” and follow TRIO on Facebook and other social media outlets, and are encouraged to post a review on Facebook. This is a good opportunity for participants to stay connected and engaged.

10. **Participant Feedback (possible 10 points)**
    Participants are encouraged to complete a brief survey. The survey will be issued electronically.

*All parties agree to submit accurate and true information to the best of their knowledge. Any information that is found to be exaggerated or false will render the participant ineligible for the SSS Grant Aid Scholarship. All information must be submitted to the SSS Director for verification purposes by the deadline. TRIO Staff will maintain supervision of the scoring process. It is the responsibility of the student to earn points through hard work and effort. It is the responsibility of the staff to encourage and motivate participation. Any alteration, modification, and/or falsification of information will disqualify a student. Thus, it is the responsibility of all parties to ensure that all of the information is accurate and true to the best of their knowledge.*

__________________________________   _________________________________
Student Signature      Date

__________________________________   _________________________________
TRIO Student Support Services Staff     Date