

**TITLE 135  
PROCEDURAL RULE**

**WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE  
EDUCATION**

**SERIES 33  
TECH SCHOLARS SCHOLARSHIP PROGRAM**

**§135-33-1. General.**

1.1. Scope. - The West Virginia Council for Community and Technical College Education (Council) consistent with provisions of West Virginia Code §18B-2B-6, adopts the procedures and guidelines for the administration of the Tech Scholars Scholarship Program.

1.2. Authority. - West Virginia Code §18B-2B-6

1.3. Filing Date. – August 21, 2012

1.4. Effective Date. – September 21, 2012

**§135-33-2. Purpose.**

2.1. The purpose of this rule is to set forth provisions for the administration of grant funding, the application process, the determination and awarding of grants, and the performance evaluation criteria for the Tech Scholars Scholarship Program. The purpose of the Tech Scholars Scholarship Program is to strengthen the quality of the State's technical workforce by providing scholarship funding to attract and graduate more students from applied technology programs that lead to employment in high-demand, high-wage occupations.

**§135-33-3. Grant Eligibility.**

3.1. Under the provisions of this policy, community and technical colleges, and any other institution so designated by West Virginia Code as a community and technical college, are eligible to apply for grant funding to support the Tech Scholars Scholarship Program.

3.2. To be eligible for a grant under this policy, a community and technical college must:

3.2.a. Have a compact approved by the West Virginia Council for Community and Technical College Education (Council);

3.2.b. Include strategies in the institutional compact to improve the quality of the workforce in the geographic region served by the college; and

3.2.c. Agree to all terms, conditions and deliverables as specified in the application for proposal and this policy.

**§135-33-4. Program Provisions.**

4.1. Under these provisions, eligible community and technical colleges may partner with employers to provide funding for the Tech Scholars Scholarship Program that provides opportunities for students to enroll and graduate from applied technology programs that, at a minimum, meet the following:

4.1.a. Must be applied technology programs in which documentation can be provided to validate the program prepares students for employment in high-demand, high-wage occupations that have a beginning salary not less than \$12.00 per hour and progressing upward over a three-year period and have documented evidence of high-demand for new employees; and

4.1.b. Must lead to an industry recognized credential, a Certificate in Applied Science, an Associate in Applied Science, and on a selected basis an Associate in Science in an applied technology program.

4.2. To be eligible to receive funding to provide scholarships under this program, a community and technical college must have commitments from employers or other private sources to match dollar-for-dollar the grant amount requested. In-kind contributions are not permitted to meet the dollar match requirements, and the grant shall not be used to match donations to the general scholarship fund.

4.3. Funding from the grant must be directed to providing scholarships for a specific applied technology program or programs.

4.4. Funding provided by private donors may fund scholarships for non-resident students, and state funding shall be used to fund scholarships for resident students only. Resident students are those meeting the college's criteria for classification as an in-state resident.

4.5. Community and technical colleges shall develop criteria for awarding Tech Scholar scholarships that include but are not limited to student eligibility, amount of the award, time period, and requirements for retaining the scholarship.

**§135-33-5. Grant Application.**

5.1. The Chancellor of the West Virginia Council for Community and Technical College Education shall provide grant applications to all eligible institutions with any stated deadline for submission.

5.2. The Chancellor shall appoint a review committee comprised of Council staff and/or other appropriate individuals to review grant applications and make recommendations to the Council for funding.

5.2.a. To expedite the grant approval process, the Council may delegate to the Chancellor the authority to act upon the review committee's recommendations and report to the Council those actions at the next scheduled meeting of the Council.

- 5.3. Each proposal for Tech Scholars scholarship grant funding shall:
- 5.3.a. Identify the specific applied technology program or programs to receive scholarship funding
  - 5.3.b. Specify goals to be achieved through scholarship funding
  - 5.3.c. Specify criteria to be used to award scholarships
  - 5.3.d. Identify the specific amount of funding being requested
  - 5.3.e. Identify employer partners or other private sources providing funding for the dollar-for-dollar match requirement
  - 5.3.f. Provide letters of commitment from employer partners or private donors indicating specific funding amounts committed for scholarships
  - 5.3.g. Provide letters from employers indicating a need exists for graduates of the applied technology programs being impacted and the extent of the need, the beginning wage of graduates and the potential wage earnings after three years of employment
  - 5.3.h. Identify the number of students to receive scholarships, the anticipated amount for each award and the duration of the scholarship.
  - 5.3.i. Provide program data including but not limited to the current enrollment, number of graduates over the past five years, if applicable, fall-to-fall retention rates and job placement rates of graduates for the impacted applied technology programs.

**§135-33-6. Accountability and Reporting Requirements.**

- 6.1. The community and technical college receiving a grant under the provisions of the Tech Scholars Program shall submit to the Chancellor all requested accountability data and budgetary reports including but not limited to:
- 6.1.a. Annual and final reports detailing program expenditures;
  - 6.1.b. A final report on goals achieved, number of students served, number of program completers, number of completers placed in employment and other information deemed necessary by the Council to evaluate the performance of the scholarship program.