

January 20, 2016

Dear GED Student,

Congratulations on your efforts in Lane's GED Preparation Program. By completing your GED, you have taken an important step on the pathway to higher education and a successful career.

I hope you will consider making Lane Community College a part of the journey. To help, Lane offers a GED Tuition Waiver to outstanding graduates of Lane's GED Preparation Program. Successful applicants are eligible for a six-credit tuition waiver that can be applied toward classes taken at Lane Community College. In order to be eligible for the waiver, you must be a **first time credit student at LCC**, and:

- Complete the GED in English or Spanish
- Attend Lane's GED Preparation classes at least 40 hours in a 10-week period, and complete pre- and post-testing
- Complete a college preparation class at Lane Community College
- Score at least 68 on Lane's reading college placement test
- Meet all other criteria to enroll as a credit student at Lane Community College

The attached GED Tuition Waiver application is designed to ensure your successful transition to credit classes. It includes the ABSE Scholarship Application, an Academic Plan to be completed with a Lane Advisor or Counselor, and an ABSE Instructor Reference. It also includes a checklist to help you assemble the required application materials. A completed application packet provides you with the tools needed to launch your college career.

Students must apply for the waiver within three terms of completing their GED, and must enroll in classes within two terms of being granted the waiver. Application deadline is the Wednesday, of the last week of each term.

If you are uncertain whether college is the right "next step" for you, you should schedule an appointment with one of Lane's Academic Advisors (541)463-3200. They would be happy to discuss your career and educational options.

Please feel free to contact our department at (541)463-5214 with any questions you have about the tuition waiver.

Sincerely,

Grant Mathews
Dean, Adult Basic and Secondary Education Department

GED TUITION WAIVER APPLICATION

Checklist

Your application must include: (Items Must Be In Order Listed)

- ❑ **This Completed GED Tuition Waiver Application Checklist**
- ❑ **Proof of GED completion**
If you know your access code, you can print a copy of your GED transcript from <https://ged.com/login>. Otherwise, contact the testing center where you took the GED test. If you took the GED test at Lane Community College, can contact the Testing Office at 541-463-5324.
- ❑ **Completed Lane Community College ABSE Scholarship Application including four short essays** (enclosed)
Please note: The Lane Community College ABSE Scholarship Application is required as part of the GED Tuition Waiver application. However, you will not be automatically considered for any scholarships based on the ABSE Scholarship Application. If you wish to be considered for an ABSE scholarship, submit a copy of the Scholarship Application to the appropriate scholarship committee according to the scholarship's guidelines and deadlines. Ask your instructor for more information about available scholarships.
- ❑ **Completed Academic Plan including First Year Plan**
The Academic Plan guides you through the process for becoming a credit student at Lane Community College, including admissions, placement testing, and financial aid. It also includes a First Year Plan, which must be signed by a Lane Community College Academic Advisor or Counselor. A complete Academic Plan includes: (1) Lane placement test scores, (2) plan for completion of a Lane college preparation class, (3) copy of the Student Aid Report from the FAFSA application process, and (4) First Year Plan.
- ❑ **ABSE Instructor Reference (form provided)**
- ❑ **Sign this checklist and deliver the application materials to Building 11 Room 201, or mail to:**
Adult Basic and Secondary Education
Attn: GED Tuition Waiver
4000 E 30th Ave
Eugene, OR 97405

Deadline: Current year application review dates are the Friday, of the last week of each term. Applications are due in our office (Building 11, Room 201) by Wednesday, of the last week of each term.

Questions: Call (541)463-5214

I certify that, to the best of my knowledge, the information provided on this application is complete and accurate. I have read and understand the GED Tuition Waiver guidelines and the criteria for eligibility to receive the waiver. I certify that I _____ (print name) have reviewed all of the application materials in this submission, and have attached the items on this checklist in the order specified above. I understand that if this submission is missing any of the above required materials, my application may be disqualified without further explanation. Furthermore, I give approval for Lane Community College to publicize information on the recipients of the GED Tuition Waiver, including name, biographical summary based on the contents of my GED Tuition Waiver application, and photographs.

Signature: _____

Date: _____

Lane Community College 2015/2016 ABSE Scholarship Application

Application for: ☐ GED Tuition Waiver

APPLICANT INFORMATION

1. LEGAL NAME

Student's Last Name First Name Middle Initial

Other names that may appear on academic records

Lane Student ID# (if available) L Date of Birth (MM/DD/YYYY)

2. MAILING ADDRESS AND PHONE

Street Number

City State County Zip Code

() Telephone Number E-Mail

3. CONTACT INFORMATION *(Parents or legal guardians, spouse or other individual who knows where you can be reached.)*

This contact is my: ☐ Parent ☐ Spouse ☐ Other (list relationship)

Last Name First Name

Street Number

City State County Zip Code

() Telephone Number E-Mail

ACADEMIC INFORMATION

4. ACADEMIC GOALS

Are you currently enrolled at Lane? ☐ No ☐ Yes

If Yes, what is your current, cumulative **Lane grade point average** (GPA)? How many credits have you earned?

In which Lane program are you currently enrolled or will start?

☐ Career and Technical program ☐ Lower division collegiate transfer program ☐ Other

What degree or certificate do you plan to receive at Lane?

What is your educational objective?

What is your career objective?

5. HIGH SCHOOL INFORMATION

APPLICANT NAME:

Do you or will you have a (circle one) high school diploma or GED? ☐ No ☐ Yes If Yes, Year received

What is your **high school cumulative grade point** average or GED average score?

List the high school and city you graduated from or GED program you prepared through

2015/2016 ABSE Scholarship Application – Page 2 of 2

6. PROVIDE THE NAMES AND CONTACT INFORMATION FOR TWO REFERENCES.

List names of two individuals who would be willing to be contacted as a reference for you. Academic or professional references are preferable. Please list phone numbers for each reference and identify their relationship to you.

Reference Name #1: _____ Phone #: _____

Relationship to you: _____

Reference Name #2: _____ Phone #: _____

Relationship to you: _____

Voluntary Personal Information

Some scholarship funds come from private sources which are designated for specific students. To be considered for these special scholarships, additional documentation may be required. Answering these questions is voluntary.

Gender: ☐ Male ☐ Female

Are you, the applicant, a single, custodial parent? ☐ Yes ☐ No If so, list the ages of your child/children _____

Are you a member of SELCO Community Credit Union? ☐ Yes ☐ No

Have you participated in Lane's Saturday Circus or Headstart? ☐ Yes ☐ No

Are you a child or grandchild of a Kimwood employee? ☐ Yes ☐ No

Are you a child, grandchild, or great-grandchild of a former Kienow employee? ☐ Yes ☐ No

Did you attend school in the Blachly School District or have family who live in the Blachly School District? ☐ Yes ☐ No

Are you a U.S. Citizen? ☐ Yes ☐ No Are you a resident of Oregon? ☐ Yes ☐ No

Ethnic Identity: ☐ African-American ☐ Native American/Alaskan Native ☐ Asian/Pacific Islander ☐ Caucasian (not Hispanic) ☐ Latino

☐ Hispanic ☐ Bi/Multi racial (please specify) _____ ☐ Other (please specify) _____

Have you applied for federal financial aid and listed Lane Community College? ☐ Yes ☐ No

Have either of your parents (or guardians) graduated from college? ☐ Yes ☐ No

7. ATTACH YOUR FOUR SHORT ESSAY QUESTIONS – REQUIRED FOR ALL APPLICANTS.

Please answer the following essay questions. Each essay should be no more than 150 words. Put your name on each page of your essays. **Note:** These essays are the same as those required for the 2013/2014 Oregon Student Assistance Commission (OSAC).

1. Explain your career aspirations and your educational plan to meet these goals.
2. Explain how you have helped your family or made your community a better place to live. Please provide specific examples
3. Describe a personal accomplishment and the strengths and skills you used to achieve it.
4. Describe a significant change or experience that has occurred in your life. How did you respond and what did you learn about yourself from that experience?
5. Tell us about your paid work history. What jobs have you held in the past five years and how many hours did you work at each job? What were your main responsibilities? List any special accomplishments or recognition
6. Besides working and attending classes, what activities are you involved with? Is there a special passion you have for these activities? Summarize time spent on each activity. Highlight leadership roles, special accomplishments or recognition received.

8. PLEASE SEE SCHOLARSHIP APPLICATION CHECKLIST FOR A COMPLETE LISTING OF ALL MATERIALS THAT MUST BE INCLUDED WITH YOUR APPLICATION PACKET/S.

I certify that, to the best of my knowledge, the information provided on this application is complete and accurate. I have read and understand the scholarship guidelines and the criteria for eligibility to receive the scholarship. I authorize Lane Community College to furnish copies of this application, essay and other attachments to, as well as exchange financial aid eligibility information with, any of the scholarship committee members and/or donors. I hereby give approval for Lane Community College to publicize any scholarship award I receive, listing my name, hometown, name and amount of the scholarship, and biographical summary. Further, unless a written statement to the contrary is filed with the Foundation Office, all scholarship recipients give authorization to Lane Community College to publish photographs of themselves for promotional purposes.

Signature _____ Date _____

Student Name: _____

Student ID / LNumber: _____

GED TUITION WAIVER ACADEMIC PLAN

1) If needed, apply or reapply for admission to Lane Community College.

If you have never been admitted to take credit classes at Lane, you can apply online at <http://www.lanecc.edu/es/admissions.html> or obtain a paper admissions form from Enrollment Services. If you are returning to study at Lane as a credit student after being gone for four terms or more, complete the readmission process online at <http://www.lanecc.edu/es/readmission.html> or obtain a paper readmission application from Enrollment Services.

2) Complete placement testing in reading, writing and math.

You must make an appointment for Lane's placement testing. You may schedule testing at Lane's main campus by going online to <http://www.lanecc.edu/testing/>, at the Cottage Grove campus by calling (541)942-4202, or at the Florence campus by calling (541)997-8444.

After taking your placement tests, record your scores here:

Reading Comprehension score: _____

Sentence Skills score: _____

Accuplacer Arithmetic score (optional): _____

3) Complete or enroll in one of the following college preparation classes:

Everything You Want to Know About College (offered by ABSE): Call (541)463-5214 for information about this free ABSE class.

Effective Learning (EL115) or *College Success (CG100)*: You may use your tuition waiver to pay for either of these 3-credit classes.

☐ I have successfully completed *Everything You Want to Know About College*, instructor signature here: _____

☐ I have successfully completed *Effective Learning* or *College Success*, attach transcript to this application

☐ I am currently taking one or more of these classes

☐ I plan to enroll in one or more of these classes during my first term at Lane, and have included this class in my First Year Plan. *Please note that preference will be given to students who have completed a college preparation class prior to applying for this waiver.*

4) Complete the Free Application for Federal Student Aid (FAFSA) and attach a copy of your SAR (Student Aid Report) to this application.

Apply online at www.fafsa.ed.gov. If you need assistance to complete the FAFSA, call or visit Enrollment Services at main campus (541-463-3100, Building 1); the front counter at the Downtown Center; or LCC Cottage Grove by appointment (541-942-4201). You can also find information online at <http://www.lanecc.edu/finaid/applyingforaid.htm>.

5) Meet with an Academic Advisor to complete the First Year Plan.

The First Year Plan is an overview of the classes that you intend to take during your first year of college, and how you plan to pay for those classes. Planning is essential for college success. You may be unsure about your future coursework, or your plans may change as you progress academically – your First Year Plan will help you to evaluate your options and adjust to change.

The Plan must be signed by a Lane Community College Academic Advisor or Counselor and submitted with your application materials by the application deadline.

The following page, "How to Complete the First Year Plan," provides you with information and resources to help you complete the Plan.

How to Complete the First Year Plan

1) Work with an Academic Advisor or Counselor to plan your coursework.

Meet with an advisor to discuss which classes you will take during your first year at Lane. You may contact the ABSE Advisor or select an advisor based on your intended course of study by calling 463-3200, visiting Building 1 Room 103, or going online to <http://www.lanecc.edu/stuser/acadv.htm>. Your Plan must cover 3 terms unless you plan to complete a program that is less than 3 terms in duration. The completed Plan must be signed by your Academic Advisor / Counselor.

2) Estimate expenses associated with your selected coursework.

- **Tuition Expense:** The GED Tuition Waiver covers 6 credits of resident tuition, which must be used within two terms of applying for the Waiver. The resident tuition rate currently \$99.50 per credit for 2015-16 school year, see <http://www.lanecc.edu/es/credittuition.html> for updates. Residents of Oregon, California, Idaho, Nevada, and Washington qualify for resident tuition rates. Tuition rates are higher for non-residents and for some career and technical programs. See <http://www.lanecc.edu/es/residency.html> for information on residency requirements.
- **Class Fees:** See the Class Schedule (<http://www.lanecc.edu/schedule/>) or contact the Department for information on fees associated with a specific class
- **Technology Fee:** Currently \$5 per credit hour, see <http://www.lanecc.edu/es/feesandexpenses.html> for updates
- **Books & Materials:** Average \$100 per course for most courses
- **Other Lane CC Fees:** These fees are paid once each term, and vary depending on which campus you're attending. See <http://www.lanecc.edu/es/feesandexpenses.html> for information and updates.

| Fee | Main Campus | Outreach/Distance Learning |
|---|-------------|----------------------------|
| Transportation | \$27.00 | \$5.00 |
| Student Health Fee | \$12.00 | \$0.00 |
| Student Activity | \$56.00 | \$0.00 |
| 1 st Time Credit Enrollment <i>Assessed the first term student enrolls in credit classes</i> | \$30.00 | \$30.00 |

- **Estimated other expense:** Consider other major expenses associated with going to school, like transportation and childcare
- **Sample Class Schedule and Expense Estimate Worksheet**

| TERM 1: <u>FA2013</u> | | | | | | |
|-----------------------------|---------|--|---------------|------------------------|--|----------------|
| Class | Credits | Tuition (\$0 if applying tuition waiver) | Class Fees | Technology Fee | Books & Materials | Class Total |
| EL 115 – Effective Learning | 3 | \$99.50 | \$0 | \$15 | \$100 | \$413.50 |
| WR 115 – College Writing | 4 | \$99.50 | \$0 | \$20 | \$100 | \$518.00 |
| PE 183G – Fitness Ed Center | 1 | \$99.50 | \$42 | \$5 | \$0 | \$146.50 |
| | | | | | Other Lane CC Fees | \$125.00 |
| | | | | \$5 per credit | other expense | \$450.00 |
| | | | | | Total Estimated Expense | \$1652.50 |
| | | | | Average \$100/class | Estimate of child care & transportation expense | |

3) Complete the Financial Plan.

- Consider ABSE's *William & Betty Forest Scholarship*, *Shining Star Scholarship*, and the *Ducheesneau Family Scholarship*. Contact your ABSE instructor to discuss eligibility, or apply online: <http://www.lanecc.edu/foundation/scholarshipopps.htm>
- Review the results of your FAFSA application to determine your Expected Family Contribution (EFC)
- Go to Career and Employment Services in Building 1, Room 102 to discuss scholarship and employment opportunities. You can also view the CES website (<http://www.lanecc.edu/ces/>) for information on their employment services and scholarship resources.

GED Tuition Waiver Academic Plan – First Year Plan

Student Name: _____ **Student LNumber:** _____

My Goal is: ☐ Career Pathway ☐ AAOT ☐ AA ☐ Non-Credit Cert

What is the estimated cost of the program?

Will I be able to pay back students loans?

How long will take to complete the program?

How many graduates complete the program?

What are the chances of getting a job in this field of study? _____

Have you applied for any scholarships?

What are financing options to pay for the program?

Have you attended a New Student Academic Advising Session or Women In Transition Orientation?

Class Schedule and Expense Estimate Worksheet

| Term 1: _____ Class | CRN# | Credits | Additional Fees | Prerequisites |
|--------------------------------|-------------|----------------|------------------------|----------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| Term 2: _____ Class | CRN# | Credits | Additional Fees | Prerequisites |
|--------------------------------|-------------|----------------|------------------------|----------------------|
| | | | | |
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| | | | | |

| Term 3: _____ Class | CRN# | Credits | Additional Fees | Prerequisites |
|--------------------------------|-------------|----------------|------------------------|----------------------|
| | | | | |
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| | | | | |
| | | | | |
| | | | | |

How do you plan to pay for college?

Advisor Signature (required): _____ **Date:** _____

ABSE INSTRUCTOR REFERENCE

Name of Applicant _____

Name of Instructor _____

In a brief statement, please answer the following questions about the above-named applicant.

1. Why are you nominating/supporting this individual for this award?

2. Please describe the personal qualities this candidate has demonstrated (include such things as dependability, initiative, and study habits), and include some indication of how hard the student worked to attain his/her goal.

3. What has the student demonstrated in class that leads you to believe the student will be successful in college? What supports or obstacles outside of class helped or hindered the student in achieving his/her educational goal?

4. Describe student's academic growth and, if related to academic performance, his or her personal growth while attending GED classes.

5. Additional comments:

Signature: _____

Date: _____

ABSE INSTRUCTOR REFERENCE, page 2

6. For GED Tuition Waiver applications only:

Provide the following information about the student's ABSE attendance and assessment.

Start date: _____ End date: _____ Hours of attendance: _____

List all assessments that the students has completed within the last 12 months.

| Reading | | | Math | | |
|---------|------|-------|------|------|-------|
| Date | Form | Score | Date | Form | Score |
| | | | | | |
| | | | | | |
| | | | | | |

7. The student has met all of the following requirements of the GED Tuition Waiver:

- ☐ Student attended at least 40 hours in a 10-week period
- ☐ Student completed a pre- and post-test in CASAS

Signature: _____

Date: _____