

**INSTRUCTIONS**

Please read and complete this application in its entirety. **You must submit the form and required materials in person** to the noncredit registration desk in the Center for Applied Learning and Technology (CALT) building on our Arnold campus. Incomplete applications will not be accepted. Please note that submission does not guarantee award. All decisions are contingent upon the availability of funds.

**STUDENT INFORMATION**

AACC ID NUMBER \_\_\_\_\_

STUDENT'S LEGAL LAST NAME \_\_\_\_\_ STUDENT'S LEGAL FIRST NAME \_\_\_\_\_ MIDDLE INITIAL \_\_\_\_\_ OTHER LAST NAMES USED (IF ANY) \_\_\_\_\_

HOME STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

- CELL
- BUSN
- HOME

- CELL
- BUSN
- HOME

COUNTY \_\_\_\_\_ PRIMARY PHONE NUMBER \_\_\_\_\_ SECONDARY PHONE NUMBER \_\_\_\_\_ BIRTH DATE (MM/DD/YYYY) \_\_\_\_\_

- 2019FAN  2020WIN
- 2020SPN  2020SUN\*

F  M \_\_\_\_\_ PROGRAM CODE (listed on next page) \_\_\_\_\_ TERM (\*June classes only) \_\_\_\_\_

GENDER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_ PROGRAM CODE (listed on next page) \_\_\_\_\_ TERM (\*June classes only) \_\_\_\_\_

**CITIZENSHIP (SELECT ONE) REQUIRED**

- I am a United States citizen.
- I am a U.S. Permanent Resident or Conditional Permanent Resident with an I-551 or I-551C card.
- I have an I-94 Arrival-Departure record showing "refugee," "Asylum Granted," "Parolee," or "Cuban-Haitian Entrant" status.

*\*Original documentation must be submitted in person before any application can be processed.*

**ADDITIONAL INFORMATION**

- Have you previously completed a GED or ESL program through AACC?  YES  NO
- Are you currently working with a case manager at AAADC?  YES  NO
- Are you at least 18 years old?  YES  NO
- Are you a veteran?  YES  NO

**RESIDENCY (SELECT ONE) REQUIRED**

- I have maintained my legal domicile...
    - in Anne Arundel County for at least 3 months.
    - in Maryland for at least 3 months.
    - not in the state of Maryland.
- Note: only Maryland residents are eligible. Preference is given to Anne Arundel County residents.*

**ADDITIONAL INFORMATION (cntd.)**

- Are you an AACC employee or a dependent of an AACC employee?  YES  NO
- Number of members in household including applicant: \_\_\_\_\_
- Gross yearly family income: \_\_\_\_\_

**ETHNICITY/RACE (SELECT ALL THAT APPLY)**

- Hispanic or Latino:  YES  NO
- American Indian or Alaska Native
- Asian
- Black or African-American
- Native Hawaiian or other Pacific Islander
- White

**OFFICE USE ONLY**

*Verification of Complete Application and Required Documentation Submission:*

(Initial & Record Date and Time Received)  
 Good standing (No holds on PERC)

**REQUIRED DOCUMENTATION**

All applicants **must provide** the following to be considered for the CEWD Job Training Scholarship:

- Tax Transcript from **2018 (only)**. Visit <https://www.irs.gov/individuals/get-transcript>
- If you filed under a dependent filing status (under 24 years of age), please include parent's or guardian's tax transcripts.
- If you are currently unemployed, please attach a statement explaining the reason for unemployment.
- If you are married, please include your spouse's tax transcript too.
- You may also submit additional supporting documents (ex: child support, social services, or social security benefits).
- You may also submit a statement explaining extenuating family circumstances with your tax transcript.
- Resume or other document detailing work experience
- Fully completed application with physical signature
- Fully completed Barriers to Employment assessment
- Departmental approval that you have satisfied the prerequisite to enroll in the program listed above (usually an email from coordinator).

**Note: Incomplete applications will NOT be accepted and all academic information will be verified. Award amounts are based on in county rates for courses.**

**SCHOLARSHIP GUIDELINES**

- Students must be 18 years of age or older, and must demonstrate that they are committed to successfully completing their chosen certificate program.
- AACC reserves the right to cancel a scholarship at any time if it is determined that a student does not meet minimum requirements or does not show an interest in successful completion.
- Scholarship recipients will be notified by email with an award letter and next steps.
- Scholarship funds can only be used to pay for noncredit tuition and fees up to the amount awarded for courses within the approved program of study. These classes must have a start date in the current fiscal year (July 1 to June 30).
- Students must be in good standing with AACC Business and Student Services offices to submit.
- Students will not receive refunds of unused scholarship amounts.
- Scholarships will be awarded as funds are available. Funds are limited.
- Attend all classes and complete all course assignments. Students who do not complete and/or pass courses may not be eligible for a future scholarship.
- Complete all required academic assessments, background check, health screen and/or drug test in order to retain a scholarship.
- Scholarship recipients will provide AACC with employment status information for up to 12 months after completion of their approved program.
- Scholarship recipients will write a thank you letter to the donor who funded their scholarship.
- Scholarship recipients will comply with any other requirements specified in the award letter.

**REQUIRED STUDENT SIGNATURE**

I certify that the information I have given on this form is accurate and complete. By proceeding with this application I agree to abide by the Academic Integrity Policy and all other college policies as cited in the college catalog. I understand that Anne Arundel Community College reserves the right to adjust or cancel any scholarship awards based on my failure to comply with the guidelines as listed, and I will be financially responsible for any payments accrued as a result of any adjustments.

*AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days' notice. For information on AACC's compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer at 410-777-1239 or complianceofficer@aacc.edu, the Title IX coordinator at 410-777-2256, or Maryland Relay 711.*

STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Submit all required materials **in person** to: The Instructional Support Center, AACC Center for Applied Learning and Technology (CALT) room 115 on our Arnold campus. [www.aacc.edu/about/locations](http://www.aacc.edu/about/locations)

## CEWD Job Training Scholarship Eligible Certificate Programs

<i>Program Code</i>	<i>Title of CEWD Certificate</i>	<i>Prereqs?</i>	<i>Office Use</i>
<b><u>BUSINESS</u></b>			
CE.ACCT.PRINC-TECH	Accounting Principles Using Technology		MST
<b><u>CASINO AND GAMING INDUSTRY</u></b>			
CE.ACT1BLACKJACK	ACT 1 Blackjack Dealer		JLB
CE.CASINO-CARNIVAL	Carnival Games Dealer		JLB
CE.CASINO-CRAPS	Casino Craps Dealer		JLB
CE.CASINO-PAIGOW	Casino Pai Gow Poker Dealer		JLB
CE.CASINO-POKER.ADV	Casino Poker Dealer		JLB
CE.CASINO-ROULETTE	Casino Roulette Dealer		JLB
CE.DEALER.MINI-BACC	Mini Baccarat Dealer		JLB
<b><u>CHILD CARE</u></b>			
CE.CHILD.LD-TEACH	Lead Teacher 90 Hour Preschool CC Training	Prior Approval	CEP
<b><u>COMPUTERS AND TECHNOLOGY</u></b>			
CE.AUTOCAD	AutoCAD Certified User		AER
CE.E-LEARN-DSGN	E-Learning Instructional Design		MST
CE.ESTL-COMP	Essential Computer Skills for Today's Workforce		AER
CE.INFRAS-LIBR.PREP	IT Infrastructure Library v3 Fndtn Exam Prep		MST
CE.INTRO.MOBL.APP	Intro. to Mobile App Development		AER
CE.PC.TECH	PC Technician		MST
<b><u>CONSTRUCTION AND TRADES</u></b>			
CE.CDL.CLASS-A	Commercial Drivers License: Class A	Prior Approval	AMG
CE.CDL.CLASS-B	Commercial Drivers License: Class B	Prior Approval	AMG
CE.CSTN-EST	Construction Estimating		AER
CE.HVACR-1	HVACR Technician Level One		AMG
CE.WELD-MIG	Welding for Work: MIG		AMG
CE.WELD-STICK	Welding for Work: STICK		AMG
CE.WELD-TIG	Welding for Work: TIG		AMG
<b><u>COSMETOLOGY</u></b>			
CE.NAIL-TEC	Nail Technician	Prior Approval	AMG
<b><u>FOOD AND BEVERAGE MANAGEMENT</u></b>			
CE.BAR.TEND	Bartender		RAS
CE.PROF-COOK	Professional Cooking Skills		RAS
<b><u>HEALTH AND MEDICAL</u></b>			
CE.CNA-GNA	Certified Nursing Assistant/Geriatric Nursing Assistant	Prior Approval	MST
CE.DENTAL-RADIOLOGY	Dental Assisting and Radiology	Prior Approval	LEH
CE.DIETARY.MGR	Dietary Manager	Prior Approval	MST
CE.LIC-NURSE-REFRESH	Licensed Nurse Refresher	Prior Approval	MIC
CE.MEDICINE.AIDE	Medicine Aide	Prior Approval	MIC
CE.STERILE-PROC-TECH	Central Sterile Processing Technician	Prior Approval	LEH
<b><u>TEACHING CERTIFICATIONS</u></b>			
CE.TEACH-ESL	Intro. to Teaching English as a Second Language		JAD
<b><u>VETERINARY ASSISTING</u></b>			
CE.VET-ASST	Veterinary Assisting	Prior Approval	MST

## BARRIERS TO EMPLOYMENT ASSESSMENT

*This assessment is designed to help AACC staff determine your readiness for training and employment. Your answers will be reviewed with a Transition Coordinator during intake who will work with you to address any barriers that may prevent your from being successful while in class and/or on the job.*

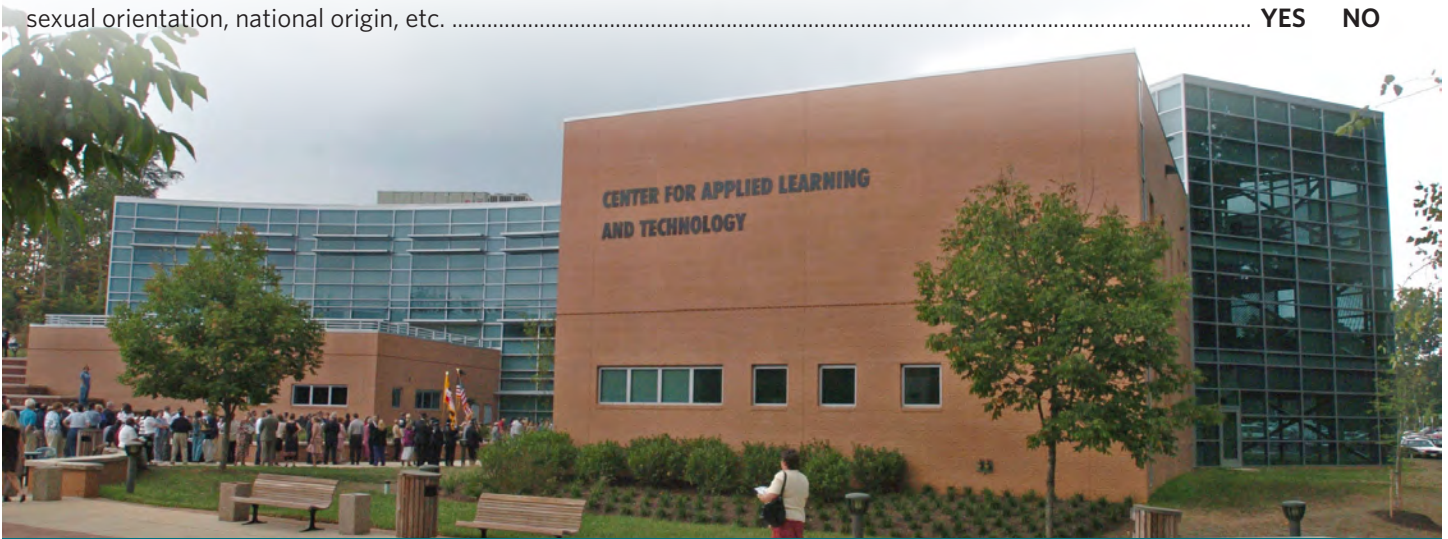
### PERSONAL AND FINANCIAL

*Please Circle One*

- I am proficient in the English Language..... YES NO  
 If not, I have trouble with:   **Reading**   **Writing**   **Speaking**
- English is commonly spoken in my household ..... YES NO
- If fluent in another language other than English, please name the language: \_\_\_\_\_
- I have reliable transportation to/from work or job search ..... YES NO
- I have a current driver's license ..... YES NO
- I have current insurance on my vehicle ..... YES NO
- I have reliable transportation in order to participate in a job search program ..... YES NO
- I have childcare for employment and/or job search..... YES NO  
 If not, I can obtain childcare..... YES NO
- I have enough income to live on and pay rent/utilities, etc. .... YES NO
- My current living situation is secure ..... YES NO  
 If not, I have an eviction/foreclosure   DATE: \_\_\_\_\_
- I have access to healthcare coverage for myself and/or my family..... YES NO
- My credit history is good..... YES NO
- I currently serve/have served in the military ..... YES NO  
 If yes, I have received an honorable discharge..... YES NO  
 I am currently still in the military (active duty or reserves)..... YES NO
- I am in a shelter or a doubled up situation ..... YES NO
- I have been on public assistance for a long time..... YES NO
- I have a condition that may prevent me from securing and maintaining permanent employment..... YES NO

### LEGAL

- I have been convicted of a felony ..... YES NO
- I have been convicted of a misdemeanor ..... YES NO
- I am currently on parole or probation ..... YES NO
- I am currently involved with bankruptcy court or have been in the past..... YES NO
- I have a child support order ..... YES NO  
 If there is an order, I am having a difficult time making the payments ..... YES NO
- I am concerned about employment discrimination based on gender, race, religion, age, sexual orientation, national origin, etc. .... YES NO



**TRAINING AND WORK EXPERIENCE**

*Please Circle One*

- I have a high school diploma or GED ..... **YES** **NO**
- I have a college degree or other advanced education..... **YES** **NO**
- I have a certification and/or I am licensed..... **YES** **NO**
- I have basic reading and/or math skills ..... **YES** **NO**
- I have some beneficial work experience..... **YES** **NO**
- I feel I have marketable job skills..... **YES** **NO**
- I have been fired from a job ..... **YES** **NO**
- I have been laid off from a job in the last 12 months..... **YES** **NO**
- I have applied for unemployment compensation ..... **YES** **NO**
- I am eligible for unemployment compensation benefits..... **YES** **NO**

**JOB SEEKING KNOWLEDGE AND PREPAREDNESS**

- I have knowledge about careers that are available and currently in demand..... **YES** **NO**
- I have completed a career assessment within the last 12 months ..... **YES** **NO**
- I have completed aptitude and abilities assessments within the last 12 months..... **YES** **NO**
- I do know how to find and apply for a decent job ..... **YES** **NO**
- I have a current resume that I can use to get a job..... **YES** **NO**
- I have the necessary computer skills to find and apply for jobs on the internet..... **YES** **NO**
- I am comfortable completing job applications online *with* attachments..... **YES** **NO**
- I have good personal and/or professional references to include on an application..... **YES** **NO**
- I need help listing my personal strengths and weaknesses and discussing my career goals..... **YES** **NO**
- I could use some help with my interviewing skills..... **YES** **NO**

**COMMENTS**

Please use this space to include any additional comments you feel may be helpful. Please indicate any other barriers that were not mentioned in the assessment. Thank you for your input.

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\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature of Parent or Guardian (if under 18)**

