

## Conditions and Instructions

### Douglas Education Center “STAR” Scholarship

*Please read the following:*

***Scholarship applications must be completed and submitted by the appropriate deadline.***

- There will be nine (9) scholarships offered for new students each award year (July 1<sup>st</sup> – June 30<sup>th</sup>), beginning with the Fall semester and continuing to the Spring and Summer semesters. Scholarships will not be carried forward to future award years in the event that all nine (9) are not awarded. All STAR scholarships are designated for students attending the Cosmetology Program and the Esthetician and Nail Technologist Program at Douglas Education Center. Two (2) of the scholarships may be designated for students who apply to the Esthetician and Nail Technologist Program AND have or will have completed the Cosmetology Program at Douglas Education Center by the time the Esthetician and Nail Technologist Program begins. However, if there are not sufficient applicants of this type or if applicants of this type are not deemed recipients of the award, the scholarship committee may award them as they deem appropriate. Esthetician and Nail Technologist applicants who have completed the Cosmetology Program at Douglas Education Center will be judged separately because of their professional training.
- The total monetary amount of each scholarship will be 25% of the tuition. ***The total scholarship amount will be applied at 25% of the tuition cost of each semester of the Program.***
- The total value of each scholarship per program is as follows:
  - \$4,275.00 - Cosmetology Program
  - \$1,413.00 - Esthetician and Nail Technologist Program
- To be considered for the scholarships, applicants must submit the following scholarship requirements:
  - Completed DEC Enrollment Application
  - STAR Scholarship Application
  - Two-part Interview process which includes the following:
    - Either hairstyling (for those who are enrolled in the Cosmetology Program; or
    - nail art (for those who are enrolled in the Esthetician and Nail Technologist Program. You must complete the skill that best applies to your program of enrollment (see above) and you may not opt for the other skill. All skills will be done on a mannequin or mannequin hand. All supplies will be provided. There is a twenty (20) minute time limit.
    - Two-part Questionnaire: One portion will be written and one portion will be verbal. The questionnaire will be provided during the interview.

- As previously noted, those applying for Esthetician and Nail Technologist Program who have completed the Cosmetology Program at Douglas Education Center will be judged separately from applicants who have not completed the program.
- The deadline to submit scholarship applications is as follows:

<i>Fall Semester:</i>	<i>August 1</i>
<i>Spring Semester:</i>	<i>December 1</i>
<i>Summer Semester:</i>	<i>April 1</i>

**Scholarship applications must be completed and submitted by the deadline for award consideration. Submit your application to the STAR Scholarship Committee, 130 Seventh Street, Monessen, PA 15062.**

- Recipients must continue to maintain Satisfactory Academic Progress as described in the school catalog in order to remain eligible from semester to semester. A minimum of 80% attendance per semester is required to remain eligible for the scholarship. The scholarship is renewable for no more than the total number of semesters required to complete the applicable program and is non-transferable. A withdrawal from school or unapproved leave may cause the recipient to forfeit the remainder of the scholarship. A withdrawal calculation will be performed on this fund source using a pro rata basis and award amounts will be rounded up to the next whole dollar. Calculations of other forms of aid will be handled in accordance with federal/state/institutional refund policies. Scholarships are to be used in the semester initially awarded and cannot be transferred to another semester if the student does not start school. Scholarships cannot be redeemed for cash or transferred to another student. Scholarships are intended for use only at Douglas Education Center.
- The Scholarship Committee shall consist of three (3) administrative staff members of Douglas Education Center not affiliated with the enrollment or financial aid processes, and two (2) members of the cosmetology faculty. Interviews will be conducted by at least three (3) of the five (5) committee members. Determination of the scholarship awards shall take no longer than two (2) weeks of the deadline dates. Scholarships will be awarded based on talent shown in the skill performed as well as responses to the questionnaire which will be both verbal and written communication. Applicants will be judged on answers to the questionnaire as well as their communication skills.
- *Recipients* of the scholarships will be contacted with the decision and will need to accept or decline the award within ten (10) days of the offer. Douglas Education Center reserves the right to award any unclaimed scholarships in the following semester to applicants meeting the scholarship criteria.
- Scholarship conditions apply to all applicants and recipients.