

Policy Manual (DRAFT)



Title: Foundation Scholarship Funds	Number: 6Hx2-6.20
Legal Authority: Fla. Statutes 240.319 (2) 1001.64 (8)	Page: 1 of 1

GENERAL STATEMENT

In accordance with Florida Statute, 1001.64(8), the Board of Trustees has authority for policies related to student financial assistance. The President is authorized to establish procedures for the award and disbursement of Foundation scholarship funds in accordance with donor criteria. The Broward Community College Foundation shall be responsible for the administration-allocation of Foundation funds designated for aid to students. The Foundation will transfer scholarship funds to the Student Financial Services office along with the appropriate documentation, such as the name of the scholarship, the amount of the award, and the donor criteria. The Student Financial Services office shall be responsible for awarding those funds in accordance with donor criteria provided by the Foundation. The Accounts Receivable office shall prepare an invoice for the awarded funds and the Foundation shall transfer funds to the College. Upon request, the Foundation will provide each donor with a report of their his/her scholarship account.

THE POLICY and THE STUDENT

Foundation scholarships shall be awarded by the Office of Student Financial Services in accordance with Policy 6Hx2-5.11 and in accordance with donor criteria.

THE POLICY and THE FACULTY AND STAFF

Faculty and staff are required to comply with applicable Federal, State and College rules relative to Foundation scholarship funds and the awarding of student aid.

IMPLEMENTATION and OVERSIGHT

The Foundation has responsibility for reimbursing the College for scholarship disbursements, obtaining donor criteria and reporting the use of donated scholarship funds to the donor.

The Chief Financial Officer has responsibility for the implementation and oversight of this policy.

VIOLATION OF POLICY

Violations of this policy occurring at the Foundation shall be investigated by the Vice President for Development with assistance from the Vice President for Human Resources and Equity to determine an appropriate course of action, up to and including termination. Violations of this policy occurring at the college shall be investigated by the Chief Financial Officer with assistance from the Vice President for Human Resources and Equity to determine the appropriate course of disciplinary action, up to and including termination.

AGENDA ITEM VII-H

FEB 24 2003

ENCLOSURE 17

History: Revised as Policy Issued as Policy 6.32 on September 21, 1982; revised on December 16, 1986; revised on March 19, 1991; revised and re-numbered on June 18, 1997

Approved by the Board of Trustees	Date 6/18/97	President's Signature	Date 6/18/97
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