



Quinebaug Valley Community College

Foundation Workforce Development Fund

Application

Fund Overview

The QVCC Foundation Workforce Development Fund was created with a goal of assisting students who have demonstrated financial needs which may prevent them from enrolling in short-term training programs, and to provide other support for student success. Other student support can include additional expenses such as exam fees or course materials. Annual funding is limited, and if financial support is granted, students will need to document how they intend to cover the balance (if applicable) of their enrollment fee.

Eligibility

To be eligible for funding, students must:

- Enrolled in or plan to enroll in and complete a short-term workforce development course or program during the semester for which they are requesting funding.
- Complete a grant application.
- Submit a narrative explaining their financial need and include how receiving a grant will assist them in their educational and professional pursuits.

Approval / Process

Applications are accepted on a rolling basis and will be reviewed by the Director of Workforce and Community Education. Students will receive communication from our office once a decision has been made.

Application

Name of Applicant: _____ Banner ID: _____

Mailing Address: _____

Phone Number: (Cell) _____ (email) _____

Grant requested for (select one):

- Tuition Assistance
- Book/ Educational Supplies
- Other (please specify) _____

Course / Program: _____ Semester / Year: _____

Dollar amount you are requesting: _____

If you are receiving financial assistance from another source, please specify:

Have you ever received a grant from this fund? If yes, when? _____

Have you sent the narrative to your application? Yes No

Student Signature _____ Date _____

MAIL OR DROP OFF COMPLETED APPLICATION WITH SUPPORTIVE DOCUMENTS TO:

QVCC Workforce Development &
Community Education Office
Student Affairs, C151
742 Upper Maple Street
Danielson, CT 06239

Your completed application and narrative
can also be emailed to:

WorkforceDevelopment@qvcc.edu

Questions may be directed to Patricia Meyer, Director of Workforce Development & Community Education at 860-932-4110 or pmeyer@qvcc.edu.

Office Review

Enrolled / intend to enroll in course noted above.

Narrative received.

Fund amount \$ _____

Approval Signature _____ Date _____