



SCHOLARSHIP GUIDELINES

COTNER COLLEGE

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To the limit of available resources, it is the intention of Cotner College, d/b/a Cotner College Educational Ministries, to provide scholarship assistance principally, but not exclusively, to members and staff of the congregations of the Christian Church (Disciples of Christ) in Nebraska. In instances where the funds are designated to be awarded to individuals from a particular denomination, church body, school, area, etc., such designations will be honored. Cotner also holds certain scholarship funds with priority use for members and staff of the Nebraska Conference of the United Church of Christ.

Generally speaking, there are six categories of scholarship assistance: 1) graduate scholarships for seminary and graduate school; 2) undergraduate scholarships for college, vocational and technical education; 3) lay scholarships for the Education for Leadership Ministries program (ELM); 4) clergy scholarships for continuing education; 5) lay scholarships for continuing education; and 6) targeted scholarship assistance for particular events and emphases within the purpose and program of the Christian Church (Disciples of Christ) in Nebraska.

I. FUNDING PRIORITIES AND LIMITS

- A. In general, scholarship assistance will be granted only to the limit of annually available resources as determined by the projected interest income from endowed scholarship funds.
- B. Within the six scholarship categories, preference will be given to scholarships for graduate seminary assistance and clergy continuing education assistance; secondary priority will be given to undergraduate students intending careers in Christian service.
- B. All undergraduate and graduate scholarships will be limited to students attending accredited institutions of higher education as determined by the Association of Theological Schools and other appropriate accreditation agencies.
- C. Scholarship applicants are normally expected to pay part of the total cost and the applicant's home congregation is normally expected to pay part of the total cost.
- D. Normally, only one major grant will be made to any individual during a calendar year. Additional grants may be made, but priority will be given to those applying for the first time during that calendar year.

II. PUBLICATION

Unless a scholarship applicant specifically denies publication of his/her name, Cotner College may use the scholarship recipient's name and the name of her/his home church in news releases which may be published in publications of the Christian Church (Disciples of Christ) in Nebraska and/or in publications of the Nebraska Conference of the United Church of Christ). Such publication is to keep the congregations informed of the good news of scholarships awarded and the availability of Cotner's scholarship mission.

III. GRADUATE SCHOLARSHIP ASSISTANCE

- A. Graduate scholarships will be limited to \$600.00 per annum, payable in semester allocations, with a maximum term of four years
 1. To aid students with financial planning, scholarship commitments will be made for the academic year with a preliminary commitment offered for the following academic year. It will be the intent of the program to offer stable funding for the duration of the student's studies up to four years.
 2. Supplementary scholarship assistance may be offered in cases of financial need and/or as fund balances allow.
- B. Preference shall ordinarily be given to students attending accredited seminaries related to the Christian Church (Disciples of Christ) and seminaries having affiliate relationship (e.g., through "foundation houses") with the Christian Church (Disciples of Christ).
- C. Preference shall ordinarily be given to students expressing intention to return to Nebraska for service to the churches in Nebraska.
- D. Scholarship assistance will be contingent upon satisfactory academic and professional progress, as demonstrated through official transcripts and/or letters of recommendation and certification.

IV. UNDERGRADUATE SCHOLARSHIP ASSISTANCE

- A. Undergraduate scholarship assistance will be limited to \$425.00 per annum, payable in semester allocations, with a maximum term of five years.
 1. To aid students with financial planning, scholarship commitments will be made for the academic year with a preliminary commitment offered for the following academic year. It is the intent of the program to offer stable funding

for the duration of the student's studies up to five years.

2. Supplementary scholarship assistance may be offered in cases of financial need and/or as fund balances allow.
- B. Preference may be given to those students attending colleges and universities related to the Christian Church (Disciples of Christ.)
- C. Preference may be given to those students intending careers in Christian service, especially the ordained ministries of the Christian Church (Disciples of Christ), and intending to return to service in the Christian Church (Disciples of Christ) in Nebraska.
- D. Scholarship assistance will be contingent upon satisfactory academic and professional progress, as demonstrated through official transcripts and/or letters of recommendation and certification.

V. ELM SCHOLARSHIP ASSISTANCE

- A. Lay scholarships for the Education for Leadership Ministries program will be limited to \$400.00 per annum, payable in semester allocations, with a maximum term of three years.
 1. To aid students with financial planning, scholarship commitments will be made for the academic year with a preliminary commitment offered for the following academic year. It will be the intent of the program to offer stable funding for the duration of the student's studies up to three years.
 2. Supplementary scholarship assistance may be offered in cases of financial need and/or as fund balances allow.
- B. Scholarship assistance will be contingent upon satisfactory academic progress.

VI. CLERGY CONTINUING EDUCATION SCHOLARSHIP ASSISTANCE

- A. Scholarship assistance will be limited to a maximum of \$350.00 per annum, as funds allow according to the probable number of applications. Ordinarily, no more than two events during a calendar year will be funded for any individual.
- B. The grantor reserves the right to be selective regarding programs and events for which scholarships are awarded.
- C. Scholarship recipients are encouraged to make their learning available to others. Recipients may be invited to make a presentation to the wider church.
- D. Applicants are expected to use a portion of their own resources, where possible, to supplement scholarship funds; the applicant's congregation is expected to establish continuing education guidelines in accordance with recommendations of the Pastoral Leadership Commission and the Regional Assembly, and to encourage use of these resources in addition to scholarship funds.

VII. LAY CONTINUING EDUCATION SCHOLARSHIP ASSISTANCE

- A. Scholarship assistance will be limited to a maximum of \$250.00 per annum, as funds allow according to the probable number of applications.
- B. The grantor reserves the right to be selective regarding programs and events for which scholarships are awarded.
- C. Scholarship recipients are encouraged to make their learning available to others. Recipients may be invited to make a presentation to the wider church.
- D. The applicant and the applicant's congregation are encouraged to use a portion of their resources in addition to scholarship funds.

VIII. TARGETED SCHOLARSHIP ASSISTANCE

- A. The Cotner College Board may choose to "target" particular programs, events, and emphases for scholarship assistance.
 1. Such programs, events and emphases will be in accordance with the purposes and programs of the Christian Church (Disciples of Christ) in Nebraska.
 2. Some of these events, programs and emphases may have specific amounts designated for publicity and recruitment purposes.
- B. Normally, the expenditure for targeted programs will not exceed \$2,000.00 per annum, and will relate to a program emphasis of the Cotner Board.
- C. Additional amounts from the general budget of the Cotner Board may be designated to function as scholarship funds.

IX. PROCEDURES

- A. Application forms may be secured from and must be returned to Cotner College, 237 South 70th Street, Suite 221, Lincoln, Nebraska 68510.
- B. In consultation with the Cotner Board chair, the staff will serve as the scholarship committee, except as staff or their families are applicants, in which case, the Board chair and two other members of the Board will serve as the scholarship committee.
- C. References will be checked in cases where the applicant is not known to the Board chair and the staff.
- D. Undergraduate and graduate scholarships are renewable upon receipt of a satisfactory transcript showing passing grades in all courses at the end of each quarter or semester. A failing grade in any course for two quarters or semesters may cancel the scholarship.
- E. Revisions to the guidelines may be recommended and approved as needed. It is intended that these guidelines are for guidance and that they are not rigid or inflexible.