

APCH Shaheen Scholarship Program: 2019-2020 Renewal Guide

To renew your scholarship you must adhere to the following requirements and deadlines:

€ Adhere to APCH Shaheen Scholar Code of Conduct (*scholarship guidebook*)

€ Make satisfactory progress toward degree completion

- Be sure to check your units at the beginning of each term to ensure that you graduate with the allotted time.
 - Semester 15 Unit Minimum: Total of 30 units per year
 - Quarter 15 Unit Minimum: Total of 45 units per year
- Maintain regular communication with the APCH Shaheen Scholarship Program. Must meet with College Pathways Coordinator a minimum of **once** every term (semester/quarter).
- If you have a phone check-in it is your responsibility to call in at the scheduled time.
- Shaheen Scholars are to maintain a 2.5 GPA each term during their academic careers. Failure to do so will result in probation/suspension status with the program

Academic Year Tasks (Check off as you complete)	Due Date
🍏 Submit FALL semester/quarter class schedule	September 1
€ Apply/Renew Toyota ‘MLE’ Scholarship	October 31
€ Submit SPRING semester/WINTER quarter class schedule	
€ Submit proof of Internship/Volunteer Placement (Freshman students are only required to complete Volunteer hours)	December 15
€ Complete the FAFSA or California Dream Act Application	December 31
€ Submit FALL semester/quarter grades	January 8
€ Submit SPRING quarter class schedule (only applicable to those on a quarter system)	March 15
€ Submit WINTER quarter grades /SPRING semester grades	March 30
<u>APPLICATION RENEWAL</u>	
€ Submit Volunteer and Internship requirements Complete 40 hours of volunteer work Complete 80 hours of internship (<i>second year Scholars and above</i>)	May 1
€ Submit a personal reflection 1-2 page, typed, single spaced reflection written in Times New Roman 12 point font	
€ Submit 2 donor thank you letters (Send by June 1st) 1-2 page, typed, single spaced reflection written in Times New Roman 12 point font <i>One letter to the Shaheens and one to APCH, unless otherwise instructed</i>	
€ Submit academic plan completed by your academic school counselor	
€ Submit Student Aid Report (FAFSA or DREAM ACT)	
€ Submit Health Verification Form	
€ Submit ONLINE Renewal Application	
€ Submit proof of 2 Professional Development Workshops	
€ Submit proof of Toyota ‘MLE’ Scholarship application	
€ Submit SUMMER class schedule (if applicable)	
€ Submit the 2019-2020 academic year Financial Aid Award Letter	June 15
€ Submit Unofficial School Transcripts (must contain recent SPRING semester/quarter grades)	June 30
€ Submit proof of Program Attendance Requirement (refer to handbook)	June 30
€ Submit SUMMER grades (if applicable)	August 31

Submit to **DROPBOX**

Submit via **ONLINE Renewal Application AND DROPBOX**