



# 2018-2019 AmeriCorps Processing Form

Return, mail or fax this completed form to the Financial Aid Office: **Brookhaven** 972-860-4375; **Cedar Valley** 972-860-5230; **Eastfield** 972-698-309; **El Centro** 214-860-2637; **Mountain View** 972-682-7038; **North Lake** 972-273-3240; **Richland** 972-238-3761

**Request for Funds** – You may request an AmeriCorps award through [my.americorps.gov](http://my.americorps.gov)

Scanning:  
Doc Category: Gift Aid  
Doc Type: Award Notice  
Status: New  
Award Year: 2018

\_\_\_\_\_  
Last Name, First Name, Middle Initial

\_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Primary Contact Number

**Continuing Education (CE) courses** – Awards will be made for tuition only unless you provide documentation to the Financial Aid Office (FAO) about additional fees, books and/or supplies associated with the CE course in which you are enrolled. You are responsible for providing this documentation to FAO by taking this form to the CE Department to complete and sign off on.

	Course/Section No.	Course Title	Semester	Course Start Date	Course End Date	Course Amount
	<i>Ex: PFBB 1013 71602</i>	<i>Ex: Plumbing I A</i>	<i>Ex: Fall</i>	<i>Ex: 01/16/18</i>	<i>Ex: 05/22/18</i>	<i>Ex: \$325</i>
1						\$
2						\$
3						\$
	<b>SUPPLIES:</b>					\$
	<b>TOTAL AMOUNT APPROVED:</b>					\$

**Credit courses (CR)** – Awards will be made up to the cost of attendance (COA). If we do not have a Free Application for Federal Student Aid on file for you, the COA will be determined at the in-district, living at home COA.

	Course/Section No.	Course Title	Semester	Course Start Date	Course End Date	Course Amount
	<i>Ex: PFBB 1013 71602</i>	<i>Ex: Plumbing I A</i>	<i>Ex: Fall</i>	<i>Ex: 01/16/18</i>	<i>Ex: 05/22/18</i>	<i>Ex: \$325</i>
1						\$
2						\$
3						\$
	<b>SUPPLIES:</b>					\$
	<b>TOTAL AMOUNT APPROVED:</b>					\$

- Awards are not based on grades except for the grade of N.
- Awards cannot exceed eligibility.
- You must be enrolled in the course during the semester/pay period of disbursement.
- You can be reimbursed for one prior semester of enrollment within the current award year.
- You are not required to select a program of study.

## Terms and Conditions:

- I have read, understand and accept DCCCD's AmeriCorps processing instructions as listed above.
- I understand that I must follow financial aid procedures to accept and activate my award on [eConnect](#) before any award can be paid toward my classes.
- I understand that if I pay my CE tuition from personal resources, I may only receive reimbursement if the class has not ended

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date