

**Paris Junior College  
Connect Program  
Application Guidelines**

An applicant for Perkins grant funds through the Connect Program must submit the application for assistance by the priority deadline. Applicants who submit their applications **after** the priority deadline will only be considered if funds are available. **Incomplete** applications will not be considered, nor will the student be notified of missing documentation.

The applicant must complete a Free Application for Federal Student Aid (FAFSA) at the PJC Financial Aid Office, with a designated Financial Aid Advisor at the Paris campus, Greenville center, or Sulphur Springs center, or on line at <http://www.fafsa.ed.gov/index.htm>. An applicant must establish unmet financial need as determined by the PJC Financial Aid office in order to meet Connect Program requirements for financial assistance. Awards are based on unmet financial need. An applicant is ranked for services first by unmet need categories and then by the date and time the application was received. Designated PJC personnel will document the date and time the application was received.

**Eligibility Requirements for the Connect Program:**

- Must have submitted an application for admission to PJC.
- Must have completed a FAFSA and been determined to have an unmet need by the PJC Financial Aid office.
- Must be a declared technical/vocational major on the official college records at the PJC Records Office (applicant must check to determine if their major listed is a technical/vocational major before applying for services. If not, applicants must officially change their majors at the Records Office). A student whose major is nursing and he/she has not been accepted into the nursing program must list his/her major as pre-nursing.
- Must have signed and submitted the Connect Program application with all documentation submitted by the appropriate deadline.
- Must sign all Connect Program contracts prior to funds being dispersed.
- Must be registered in at least nine (9) hours of technical/vocational courses or general academic courses on the students' targeted Associate of Applied Science degree or Certificate program (Exceptions to the required number of hours must be approved by the technical/vocational division chair of the major area).
- Must demonstrate satisfactory progress by maintaining at least a 2.0 cumulative grade point average.
- Must attend mandatory meetings and special workshops as assigned.
- Must be one of the following categories: Student with Disabilities, Economically Disadvantaged Student, Student Training for Non-Traditional Major for their gender (example: men in nursing or women in welding), and Student with Limited English Proficiency.
- Must submit a copy of signed official degree plan (Students may speak with a counselor/advisor at the Paris campus, Greenville center, or the Sulphur Springs center to obtain a degree plan.).

**Childcare Assistance** is limited to three dependents per family. Childcare assistance is paid directly to the designated licensed care facility or registered family home at a weekly rate. Child care is limited as explained in the chart below. Childcare funding from other sources such as CCMS must be reported. Childcare funding cannot be awarded from another source and the Connect Program at the same time. Excessive absences of a child from daycare will result in cancellation of funds. Payment is made at the beginning of each month. If a student is awarded childcare assistance, the student will be provided with a Childcare Award Agreement form, Monthly Student Progress reports, Childcare Agreement form, Attendance Logs, and invoices. The childcare provider must sign and return one copy of the Childcare Award Agreement and retain a copy. The student is required to submit all forms to the childcare facility/registered family home. The childcare facility/registered family home must return the signed forms to the Connect Program administrator within two weeks of copies being provided to the student. If signed copies are not returned within ten business days, the student will no longer be eligible for services. Consequently, childcare assistance will be suspended and the student will be placed on a waiting list.

At the end of each month, the childcare provider must either fax or mail the invoice and the child's Attendance Log to the Connect Program. The Connect Program administrator will not request any payment until the childcare facility/registered family home submits the monthly invoice and Child Attendance Log, and the student submits his/her Monthly Progress report. Students choose their own childcare providers and can change childcare providers during the year if the student notifies the Connect Program administrator of the change. However, childcare assistance will be cancelled if the student does not pay all charges to the initial childcare provider before changing childcare providers. Paris Junior College, the Connect Program, or the Connect Program administrators assume NO responsibility regarding the quality of childcare or liability should something happen to a child at any day care facility or registered family home. The Connect Program does not pay childcare for holidays, scheduled days off or between semester childcare. In addition, the Connect Program does not pay for childcare registration fees, supply fees, or other miscellaneous fees. If the childcare provider charges a rate lesser than the allowable amounts listed below or the child attends the facility less than the maximum amount, then PJC will pay the lesser of the two rates. All payments are made on the condition that the requisite funds are available to PJC to make such payments, and PJC retains the right to discontinue payments at any time for any reason. Paris Junior College will send notification to the childcare provider in writing or by email if payments are to be discontinued.

**Unmet Need (as determined by the PJC Financial Aid Office)**

Category	Unmet Documented Financial Need	Amount of Childcare Assistance Provided: Per Child, Per Week
1	\$9,000 and Above	\$40 (contingent upon available funds)
2	\$7,000 -- \$8,999	\$30 (contingent upon available funds)
3	\$4,000 -- \$6,999	\$20 (contingent upon available funds)
4	\$2,000 -- \$3,999	\$10 (contingent upon available funds)
After and before school care is half of the student's eligible amount. In addition, to be eligible for this care, the student must be enrolled in courses on their official degree plan of cosmetology, health occupations, jewelry, or horology. The Connect Program <b>does not pay</b> childcare for children who are above the age of 12. The rates are subject to change.		

An applicants is ranked for services first by unmet need categories and then by the date and time the application is received. Designated PJC personnel will document the date and time the application was received. Priority ranking is extended to those applicants who received childcare assistance the previous semester and are in good standing within the Connect Program guidelines. However, Paris Junior College does not guarantee continuation of childcare assistance from semester to semester. Each semester, all applicants must meet Connect Program guideline requirements in order to be considered for services.

**Textbook** loans are available to eligible Connect Program participants on a limited, first-come, first-served basis on unmet need as determined by the PJC Financial Aid Office. Students with the largest amount of unmet need, as determined by the PJC Financial Aid Office, will be served first. Applicants will be considered for textbook loans based on the following breakdown of unmet financial need:

**Unmet Need (as determined by the PJC Financial Aid office)**

Category	Unmet Documented Financial Need	Textbook and/or Amount of Voucher (if textbook is not available from the Lending Library)
1	\$9,000 and Above	1 Textbook (\$200 Voucher Limit, contingent upon available funds)
2	\$7,000 -- \$8,999	1 Textbook (\$150 Voucher Limit contingent upon available funds)
3	\$4,000 -- \$6,999	1 Textbook (\$125 Voucher Limit contingent upon available funds)
4	\$2,000 -- \$3,999	1 Textbook (\$100 Voucher Limit contingent upon available funds)
Applicants may be awarded additional textbooks from the lending library depending on availability of textbooks.		

Applicants are ranked for services first by unmet need categories and then by the date and time the application was received. Designated PJC personnel will document the date and time the application was received as well as sign the application. Paris Junior College does not guarantee the continuation of textbook assistance from semester to semester. Each semester, students must meet Connect Program guidelines in order to be considered for services.

Applicants will initially be provided textbooks from the Lending Library (current books on hand at the end of the semester). If an applicant qualifies for a textbook loan and the needed textbook is not available from the lending library, the applicant will be provided with a voucher to take to the College Store to purchase a book. The voucher will specify the specific textbook title and maximum amount to be spent on the textbook. **Under no condition can the cost of the textbook exceed the maximum monetary allowance of the voucher.** After all available funds designated for textbooks have been dispersed; a second textbook may be issued from the lending library to students (based on the unmet need categories).

Some applicants from the Paris campus will be provided with a voucher to take to the College Store to secure a textbook. The student must return the unopened book to the Connect Program located in the Counseling/Advising Center, Alford Building, where the book will be stamped with the Connect Program designation and a textbook rules sticker will be placed on the inside cover of the book. Applicants must return the pink copy of the College Store invoice to the Connect Program administrator. The name of the course will be recorded on the front cover of the book and the spine of the book. The title of the book(s) will be listed on the textbook inventory. A hold will be placed on the student's academic record until the loaned textbook(s) is returned to the Connect Program at the end of the semester. Applicants who want to register early for the next semester must seek permission from the Connect Program administrator to gain permission for an advisor to override the hold for registration purposes.

An applicant may encounter a circumstance beyond his/her control such as theft of a book. However, regardless of the circumstance, if an applicant is provided with a textbook from the Connect Program, the applicant is responsible for replacing the textbook with the current version of the textbook. Students are not permitted to sell or lend a textbook provided by the Connect Program.