

AGC of East Tennessee Scholarship Application Review Procedures

1. APPLICATION REVIEW.

The AGC of East Tennessee Education Committee will review applications and make recommendations to the AGC of East Tennessee Board of Directors.

2. SCHOLARSHIP APPLICATIONS.

Committee members are asked to keep notes on the applications they review. **It should be noted here that the committee's consensus was that GPA alone would not be a determining factor in rejecting or accepting a particular application** -- the applicant could have a low GPA, but his/her grades could be on an improving trend over the past year. GPA must be considered as one of the many factors in the applicant's overall background, but not the most important.

3. VOTING PROCEDURES.

There must be **unanimous** agreement among the committee members present for the applicant to be selected for an interview for a scholarship. After an applicant has been selected, a one-on-one interview will be scheduled with the applicant with at least one committee member and a member of the AGC staff. During the voting procedure, staff is responsible for tracking which application(s) is recommended, how much money they are eligible to receive, and a running total of funds.

Once an applicant is interviewed by the AGC of East Tennessee Education Committee and the applicant is selected, the application(s) is forwarded, based upon the recommendation of the Education Committee, to the AGC of East Tennessee Board of Directors. Staff will provide a summary of the funds available in the scholarship funds.

4. SUMMARY.

- Applications will be received at the AGC of East Tennessee office.
- Applications will be reviewed by the AGC of East Tennessee Education Committee.
- Selected applicants will be notified and scheduled for an interview with at least one member of the Education Committee and a member of the AGC of East Tennessee staff.
- After the interview, the interviewing committee member and staff member will report back to the Education Committee.
- After approval by the AGC of East Tennessee Board of Directors, based upon the recommendation of the AGC of East Tennessee Education Committee and the AGC staff, the scholarship applicant will be notified of the committee's decision and the amount of the scholarship award.

Any comments or suggestions about these procedures are always welcome. Thank you.