



The Metropolitan Council on Early Learning (MCEL) manages several scholarship programs, including the Fern Webster and Local Investment Commission (LINC) scholarship funds. These scholarships help people who are working in early learning develop their skills and advance their careers.

Professional development scholarships pay the full cost of tuition, fees and books for one year as you work to complete a Child Development Associate credential (CDA) or Associate's Degree in child development. You must attend an accredited college within driving distance of metropolitan Kansas City.

### **To Be Considered for a Scholarship:**

- Your application must be complete and all supporting documentation must be turned in with it.
- You must be at least 18 years old.
- You must be seeking an early education credential or degree (CDA, AAS or AA).
- You must work in a licensed Center or Family Child Care Home (FCCH) that is working toward quality improvement by participating in the Quality Rating System or Accreditation programs.
- You must work at least 25 hours per week in the center or FCCH. You must work with children from birth to age five and/or work as a center/FCCH director, assistant director, teacher or teacher's assistant.
- You must have been working at the center/FCCH for a minimum of 30 days.
- You must include transcripts from all colleges attended.
- You must complete and submit Federal Financial Aid forms to the Federal Financial Aid Office and include a completed copy with your application.
- Your Center/FCCH director must complete and sign the employment section of this application.

### **Tell us about yourself:**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address (if any): \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth (Month/Day/Year): \_\_\_\_\_

Sex:  Male  Female

Race:  American Indian or Alaskan Native  Asian or Pacific Islander

Black, not of Hispanic origin  Hispanic  White, not of Hispanic origin

<b>MCEL office use only</b>
_____
<b>LC</b>
_____
<b>BM</b>
_____
<b>FW</b>
_____
<b>DOE</b>
_____
<b>Other</b>



## Tell us about your education:

*Note: You must attach transcripts for all colleges you attended after high school.  
A photocopy of an official transcript is acceptable.*

Check the highest level of education you have completed:

- High School Diploma       CDA       AA or AS Degree       Graduate Degree  
 GED       Some College       BA or BS Degree

If you have a degree, what was your major? \_\_\_\_\_

What credential do you plan to earn? (Example: CDA, AAS) \_\_\_\_\_

Are you currently enrolled in early childhood classes?       Yes       No

If yes, at what school? \_\_\_\_\_

How many credit hours do you plan to take each semester?

Spring \_\_\_\_\_ Summer \_\_\_\_\_ Fall \_\_\_\_\_

### Please have your academic advisor complete this section:

How many credit hours has this applicant earned towards degree? \_\_\_\_\_

How many hours are left? \_\_\_\_\_

When is it estimated that the degree will be completed? \_\_\_\_\_

Please attach a degree plan for the full course of study. (Note that all classes must be required for degree or fulfill an elective required for degree.)

Signature of Academic Advisor: \_\_\_\_\_

Date: \_\_\_\_\_ School: \_\_\_\_\_

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\_\_\_\_\_ **MCC** \_\_\_\_\_

\_\_\_\_\_ **KCKCC** \_\_\_\_\_

\_\_\_\_\_ **JCCC** \_\_\_\_\_

\_\_\_\_\_ **Other** \_\_\_\_\_

*You must apply for federal financial aid. Please attach a copy of your completed Free Application for Federal Student Aid (FAFSA) and your award letter if you have been awarded aid. (See your school's financial aid office for help.)*

*MCEL's policy is that any other grants or scholarships you receive may be used first to pay for books and then applied toward tuition and fees. Scholarship funds awarded through MCEL's programs will be applied to the remainder of the tuition and fees.*



## Tell us about your employment:

Current Employer: \_\_\_\_\_

Work Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

Current Position/Title: \_\_\_\_\_

Hours worked per week: \_\_\_\_\_ Age of children cared for: \_\_\_\_\_

How long have you been in this position? \_\_\_\_\_ Current hourly wage: \_\_\_\_\_

List previous work experience in pre-kindergarten early childhood care and education. Include the number of years worked, the positions you held, and the age group you worked with (such as infant, toddler, preschool, etc.)

Employer	Position Held	Yrs./Mos. Employed	Age of Children

Has there ever been a confirmed case of child abuse or neglect made against you?  Yes  No

Have you ever been convicted of a felony?  Yes  No

### **Please have your Center Director/Family Child Care Owner complete this section:**

I, \_\_\_\_\_, have reviewed the completed MCEL Scholarship Application and can verify that the applicant is employed at my center/family child care home for \_\_\_\_\_ hours a week.

Signature : \_\_\_\_\_ Date: \_\_\_\_\_



## Tell us about your commitment:

***Please complete the following.***

If I am awarded an Early Childhood Professional Development Fund scholarship, I understand and agree to the following conditions:

- I meet all criteria for eligibility as outlined in this application.
- I will remain working in an early learning setting with children birth to age five for six months after receiving the scholarship.
- I will notify the Metropolitan Council on Early Learning in writing of any changes in my address or employment, and will complete all scholarship update forms.
- I agree to cover the other costs associated with attending school, such as child care and transportation.
- I understand that in the event that I drop a class while participating in the scholarship program, any refund due will be paid to the Metropolitan Council on Early Learning and not to me. I will be responsible for any tuition fees for the dropped hours and must make arrangements to reimburse MCEL for any non-refundable tuition charged for dropped classes.
- I understand that if any of the information in this application or subsequent scholarship renewal forms is found to be false, it will be grounds for loss of the scholarship.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Checklist:

Be sure to attach the following items to this application:

- Copy of your completed college application for admission and placement tests (if any).
- One copy of your transcript from every college you have attended.
- A signed Release of Information form.
- A degree plan developed by your academic advisor.
- A copy of your completed Free Application for Federal Student Aid (FAFSA).

**Incomplete applications will not be considered.**

## Please mail your application and attachments to:

**MCEL Professional Development Fund  
Metropolitan Council on Early Learning  
Mid-America Regional Council  
600 Broadway, Suite 200  
Kansas City, MO 64105**

### Questions?

**Call Laura Reinsel at 816/701-8312,  
or email [lreinsel@marc.org](mailto:lreinsel@marc.org)**