



## KVCC Child Care Grant Application Procedure — You must reapply each semester.

- Obtain a KVCC Child Care Grant Application from the Financial Aid Office or KVCC Children’s Campus main office.
- Complete Student section of the KVCC Child Care Grant Application Form.
- Meet with KVCC Children’s Campus Director to complete Children’s Campus section of the application form.
- Once the Student and Children’s Campus sections of the KVCC Child Care Grant Application Form are complete, file with the Texas Township Campus, Financial Aid Office.
- Complete your Financial Aid file. This includes the following:
  1. Needs analysis summary (Free Application for Federal Student Financial Aid - FAFSA or KVCC Financial Aid Needs Analysis Worksheet)
  2. KVCC Child Care Grant Application Form
- **You must also register for classes before your Child Care Grant Application is reviewed.**
- KVCC Child Care Grant funds are awarded based on documented need. Award amounts are based on enrollment status and the number of eligible dependents. Maximum award amounts will be the lesser of documented need or scheduled award amount. Awards will be made on a funds available basis. Scheduled award amounts are as follows:
 

<u>Enrollment Status</u>	<u>Number of Credit Hours</u>	<u>Maximum Award</u>
Full Time	12 or more credit hours	\$600.00
Three-Quarter Time	9-11 credit hours	\$450.00
Half-Time	6-8 credit hours	\$300.00
Less than Half-Time	1-5 credit hours	\$50 per credit hour
- You will be notified in writing of the outcome of your application for child care funds. Child Care awards will cover one semester of enrollment. **You must reapply each semester.**
- If you are awarded Child Care funds you must understand the following:
  1. You must be enrolled at KVCC and attending class(es).
  2. KVCC Child Care funds are KVCC Children’s Campus exclusive.
  3. KVCC Child Care funds will be paid directly to the KVCC Children’s Campus.
  4. Receipt of these funds does not influence future consideration for program funds.
  5. Satisfactory Academic Progress is a program eligibility requirement (see SAP policy).

Note: Applicants are encouraged to file the Free Application for Federal Student Aid so you can be considered for other financial aid.

We encourage you to become familiar with KVCC’s Valley Information Portal (VIP) system. This will enable you to check your financial aid information periodically through VIP for any changes to your financial aid eligibility.

**Kalamazoo Valley Community College**  
 Financial Aid Office — Texas Township Campus — Room 4530 — 6767 West O Avenue  
 P.O. Box 4070 — Kalamazoo, MI 49003-4070 — Phone: 269-488-4340 — Fax: 269-488-4120  
 E-mail address: [finaid@kvcc.edu](mailto:finaid@kvcc.edu) — Web site: [www.kvcc.edu](http://www.kvcc.edu)

## KVCC Child Care Grant — Application Form 2009 - 2010

You must reapply each semester.

### Student Section

Semester requested: (check only one):    Fall                       Winter                       Summer

Student \_\_\_\_\_ Valley ID # V \_\_\_\_\_

Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Funding requested for the following dependents:

Name \_\_\_\_\_ Age \_\_\_\_\_      Name \_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_      Name \_\_\_\_\_ Age \_\_\_\_\_

Days and times care needed:  
\_\_\_\_\_

Have you completed the Free Application for Federal Student Aid (FAFSA)?    Yes                       No

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

### KVCC Children's Campus Section

Is student receiving other child care assistance? Yes                       No

If yes, please explain: \_\_\_\_\_

Number of eligible dependents \_\_\_\_\_ Space is available for number of dependents \_\_\_\_\_

Date of visit \_\_\_\_\_ Authorizing signature \_\_\_\_\_

### Financial Aid Office Section

Needs Analysis:            FAFSA                       Other

Cost \_\_\_\_\_ - EFC \_\_\_\_\_ - OFA \_\_\_\_\_ = Need \_\_\_\_\_

Enrollment Status

Award Calculation

Full-time (12 or more credit hours)                      = \$600.00 x \_\_\_\_\_ Dependents                      = \_\_\_\_\_                      Total award

¾ time (9 -11 credit hours)                                      = \$450.00 x \_\_\_\_\_ Dependents                      = \_\_\_\_\_                      Total award

½ time (6 - 8 credit hours)                                      = \$300.00 x \_\_\_\_\_ Dependents                      = \_\_\_\_\_                      Total award

<½ time (1 2 3 4 5 cr. hrs.) x \$50.00 = \$\_\_\_\_\_ x \_\_\_\_\_ Dependents = \_\_\_\_\_                      Total award

Applicant Eligible    Yes                       No                       Amount of Award \_\_\_\_\_

FAO Signature \_\_\_\_\_ Date \_\_\_\_\_

Distribution: White – FAO

Yellow – FSO

Pink – Children's Campus