



Procedures Manual

Number: FIN-238

Policy Number (if applicable):

Office of Primary Responsibility: Office of Fiscal Services

Title of Procedure: Athletics Scholarship Procedure

Effective Date:

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Reviewed Date: 05/04/2021

Purpose: Hocking College provides for a limited number of scholarships to promote program retention, persistence, and graduation rates among its student athletes. This procedure will outline the number of available scholarships and the process for awarding those scholarships.

Goals and Scholarships

Each sport must meet expectations in order to qualify for awarding scholarships. Sports which do not meet goals will have their number of scholarships reduced or eliminated at the discretion of Cabinet at its annual review. The annual review of actual results vs goals will occur each May after spring graduation.

Three primary measures of success will be defined in this procedure but other factors as deemed relevant by cabinet may be taken into consideration during its annual review of performance.

Roster Goal – The roster goal will be measured as number of “seat ready” athletes on the Fall 15-day enrollment report. Teams should have at least met its roster goal for number of athletes. Athletes who are not “seat ready” will not be counted toward the roster goal.

Retention Goal – The retention goal will be measured based on Fall to Fall retention. There will be an expectation that the retention rate will improve by 2% each year.

Graduation Goal – The graduation goal will be measured based on athletes graduating within 100% of the degree completion timeframe of their initial enrollment. There will be an expectation that the graduation rate will improve by 2% each year.

| SPORT | ROSTER GOAL | RETENTION GOAL | GRADUATION GOAL | PER SEMESTER \$ VALUE OF SCHOLARSHIPS AWARDED ANNUALLY |
|---------------|--------------------|------------------------------|------------------------|---|
| FOOTBALL | 120 | 2% Annual Improvement | | \$24,000 (i.e. \$96,000 over 4 semesters) |
| VOLLEYBALL | 16 | 2% Annual Improvement | | \$4,000 (i.e. \$16,000 over 4 semesters) |
| WOMENS BB | 15 | 2% Annual Improvement | | \$4,000 (i.e. \$16,000 over 4 semesters) |
| MENS BB | 28 | 2% Annual Improvement | | \$6,000 (i.e. \$24,000 over 4 semesters) |
| CROSS-COUNTRY | 20 | 2% Annual Improvement | | \$4,000 (i.e. \$16,000 over 4 semesters) |
| BASEBALL | 25 | 2% Annual Improvement | | \$6,000 (i.e. \$24,000 over 4 semesters) |
| SOFTBALL | 15 | 2% Annual Improvement | | \$4,000 (i.e. \$16,000 over 4 semesters) |
| ARCHERY | 20 | 2% Annual Improvement | | \$4,000 (i.e. \$16,000 over 4 semesters) |
| CHEER | 10 | 2% Annual Improvement | | \$2,000 (i.e. \$8,000 over 4 semesters) |
| EQUESTRIAN | 12 | 2% Annual Improvement | | \$2,000 (i.e. \$8,000 over 4 semesters) |
| ESPORTS | 20 | 2% Annual Improvement | | \$4,000 (i.e. \$16,000 over 4 semesters) |
| TOTAL | 301 | 2% Annual Improvement | | \$64,000 (i.e. \$256,000 over 4 semesters) |

Scholarship Amounts

The maximum scholarship amount is up to \$2,000 per athlete per semester (\$8,000 over 4 semesters).

All scholarships are for four semesters. Money set aside for scholarship students who do not utilize their award for four semesters (i.e., those who do not complete or lose eligibility) will not be re-awarded (i.e., the funds will be returned to the College's general fund).

Scholarship Eligibility

Athletes must have and maintain the following qualifications to be eligible for a scholarship:

- Must live on campus in College residence halls for the duration of the scholarship
- Must have a high school GPA of 2.5 or higher
- Must maintain a 2.5 College GPA and make satisfactory academic progress toward degree for the duration of the scholarship
- Must be a resident of Ohio (subsidy eligible) for the duration of the scholarship
- Must remain in good standing with team and college (No judicial issues, etc.)
- Must maintain continuous enrollment at Hocking College

Process to Award Scholarships

Coaches will provide recommendations to the Financial Aid Office for proposed scholarship awardees (see exhibit A). Any proposed athlete MUST have completed an application and FAFSA in order to be considered for a scholarship.

Financial Aid will review the proposal with the Fiscal Office to ensure that the student qualifies and that the team has an available scholarship to award. If approved, the Financial Aid Office will prepare and provide to the coach an Award letter (see exhibit B).

Scholarships will be accepted by the student when all of the requirements outlined in the letter are met. If a scholarship is not accepted by the student, it may be re-awarded.

Eligibility Review

At the end of each semester, Financial Aid will conduct a review to ensure that student continue to meet qualifications for scholarship.

All students who no longer meet eligibility requirements will be notified and future awards will not be placed on their account.

Exhibit A
Request for Student to be Considered for Athletic Scholarship

Name of Student: _____

Student ID #: _____

Per Semester Amount of Scholarship: \$ _____

Sport: _____

Planned Semester to Start: _____

Coach Name (printed)

Coach Signature

Date

Exhibit B Scholarship Award Letter

<Date>

<Name>

<Address>

<Address>

Dear <Name>,

Congratulations! This letter is to formally offer you an athletic scholarship in the amount of \$<>. Your scholarship will be awarded at \$<> per semester for up to four semesters.

We look forward to having you on our team and in our classrooms. For you to accept the scholarship, we need you to complete the following items by no later than <date>:

_____ Complete registration for classes

_____ Acknowledge the following conditions by signing and returning a copy of this letter

Conditions:

- I understand that to qualify for this scholarship I must:
 - Live on campus in College dormitory for the duration of the scholarship
 - Have a high school cumulative GPA of 2.5 or higher
 - Maintain a 2.5 GPA and make satisfactory academic progress toward degree for the duration of the scholarship
 - Be a resident of Ohio for the duration of the scholarship
 - Remain in good standing with the team and the College. Any violations of Hocking College or Team policies may result in the termination of my scholarship.

Congratulations again,

Signature

Name

By signing here, I accept the scholarship and the conditions above _____