

SHORELINE COMMUNITY COLLEGE

# Free Tuition and Support Services for Students



[www.shoreline.edu/FinancialAid](http://www.shoreline.edu/FinancialAid)

Developed by the Workforce Financial Aid Task Force, January 2008

## **GOAL**

**To enable students to access tuition assistance and support services at Shoreline Community College.**

# QUICK REFERENCES

## Tuition Assistance & Support Services for Students Shoreline Community College

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Foss/Building 5000 - Room 5228

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# FOOD STAMP EDUCATION & TRAINING (FSET) PROGRAM

**Job Connections Center**  
**Program Manager**  
**Kim Cambern**  
**Foss/5000 Building**  
**206-546-6961**  
[kcambert@shoreline.edu](mailto:kcambert@shoreline.edu)

## **Eligibility**

Food Assistance recipient, but NOT receiving Workfirst Cash, participating in approved activities eligible for reimbursement. Approved activities include:

- ♦ **Job Search-** This activity can stand alone or be combined with education, training or employment.
- ♦ **English as a Second Language-** This activity can stand alone or be combined with education, training or employment.
- ♦ **Adult Basic Education-** This activity can stand alone or be combined with education, training or employment.
- ♦ **GED-** This activity can stand alone or be combined with education, training or employment.
- ♦ **Vocational Training-** Includes occupational assessment, remedial and entry level job skills training, customized and institutional skill training, and upgrade training.
- ♦ **Work Experience-** Work at a public or private non-profit entity in order to gain skills necessary to enhance chances for employability or required for job placement.
- ♦ **Workfare –** Work at a public or private entity to meet Basic Food work participation requirements. Workfare is volunteer / unpaid work. ABAWDs choosing to perform Workfare must participate for a minimum of 16 hours per month to maintain Basic Food eligibility.
- ♦ **Unsubsidized Employment-** Can be combined with education or training activities. Child care will only be provided to cover the FSET activity unless the participant also qualifies for WCCC under employment guidelines.

## **Services**

- ♦ **Childcare**  
Childcare is provided while parents are in approved activities only.
- ♦ **Transportation**  
Transportation support services are approved for training, job search or other approved non-employment FSET activity. The current program limit for transportation is \$100.00 per participant per month.

- ♦ **Clothing**  
General clothing support services are intended for use when appropriate interview clothing or attire is needed to participate in an approved FSET activity. The current program limit for general clothing is \$200.00 per participant per program year.
- ♦ **Housing**  
Housing assistance may include awards for rental assistance when housing stability is reasonable and directly related to helping FSET participants prepare for self-sufficiency through training or other approved FSET activity.
- ♦ **Utility Shut-off**  
Housing assistance may also cover awards to prevent the shut off of essential utilities such as electricity, water and heating/ cooling.
- ♦ **Personal Hygiene and grooming aids**  
Participants may receive assistance with limited personal hygiene products and services (including hair cuts) necessary to meet an employer's appearance standards to secure employment.
- ♦ **Medical related costs**  
Participants may receive assistance with the cost of eye examinations, vision correction and purchase of eyeglasses. Costs associated with emergency dental work and treatment is also allowed.
- ♦ **Work and training permits and fees**  
Participants may receive assistance with the cost of testing and/or securing permits needed for training or to support job search activities.
- ♦ **Reasonable Accommodation supplies**  
Participants with disabilities may receive assistance with the reasonable purchases of goods or services (including testing) that accommodate the individual's disability.
- ♦ **Work and Training Tools**  
Participants may receive assistance with tools, uniforms, protective clothing required for training.
- ♦ **School supplies and educational costs**  
Participants may receive assistance with textbooks, training materials and reasonable school supplies necessary for training. Participants may receive assistance with tuition, lab fees and other education related costs necessary for training connected to an FSET activity.

<b>ALLOWED COSTS</b>	
Clothing (general)	<i>Suitable for job interviews.</i>
Vision correction	
Dental work	
Course registration fees	
Legal services	
Housing assistance	<i>Including assistance for utility shut off.</i>
<b>DISALLOWED COSTS</b>	
Clothing	<i>Required for starting or retaining employment</i>
Equipment	<i>Required for starting or retaining employment</i>
Test fees	<i>Required for starting or retaining employment</i>
Union fees	<i>Required for starting or retaining employment</i>
Relocation expenses	
Medical Services	<i>Due to exemption status</i>
Mental health treatment	<i>Due to exemption status</i>
Drug and alcohol counseling	<i>Due to exemption status</i>
Automobile purchase	
Automobile insurance	
Automobile ownership / operator taxes	<i>Tag, title or license</i>

**FOOD STAMP ELIGIBILITY  
WASHINGTON STATE**

**Purpose**

This section includes the following information for the Washington Basic Food program (Basic Food):

- Income standards used to determine eligibility for Basic Food;
- Which assistance units must meet the gross and net income tests and which do not; and
- Maximum monthly benefits for Basic Food.

<b>WAC 388-478-0060 What are the income limits and maximum benefit amounts for Basic Food?</b>				
<p>If your assistance unit (AU) meets all other eligibility requirements for Basic Food, your AU must have income at or below the limits in columns B and C to get Basic Food, unless you meet one of the exceptions listed below. The maximum monthly food assistance benefit your AU could receive is listed in column D.</p>				
<b>EFFECTIVE - October 1, 2007</b>				
<b>Column A Number of eligible AU members</b>	<b>Column B Maximum Gross Monthly Income</b>	<b>Column C Maximum Net Monthly Income</b>	<b>Column D Maximum Allotment</b>	<b>Column E 165% of the Poverty Level</b>
1	\$ 1,107	\$ 851	\$ 162	\$ 1,404
2	1,484	1,141	298	1,883
3	1,861	1,431	426	2,361
4	2,238	1,721	542	2,840
5	2,615	2,011	643	3,318
6	2,992	2,301	772	3,797
7	3,369	2,591	853	4,275
8	3,746	2,881	975	4,754
9	4,123	3,171	1,097	5,233
10	4,500	3,461	1,219	5,712
Each Additional Member	+377	+290	+122	+479

## Exceptions

1. If your AU is categorically eligible under [WAC 388-414-0001](#), your AU does not have to meet the gross or net income standards in columns B and C. We do budget your AU's income to decide the amount of Basic Food your AU will receive.
2. If your AU includes a member who is sixty years of age or older or has a disability, your income must be at or below the limit in column C only.
3. If you are sixty years of age or older and cannot buy and cook your own meals because of a permanent disability, we use column E to decide if you can be a separate AU.
4. If your AU has zero income, your benefits are the maximum allotment in column D based on the number of eligible members in your AU.

# OPPORTUNITY GRANT

**Job Connections Center  
Director Opportunity Grant  
Matt Houghton  
206-546-4695  
[mhoughto@shoreline.edu](mailto:mhoughto@shoreline.edu)  
Foss/5000 Building**

One can receive an excellent education for free with the Opportunity Grant (OG). Funds are provided by the State of Washington. The idea of this program is to:

- offer you training to enter the workforce as quickly as possible, or continue your training,
- steer you into a career ladder that can help you be successful and self-sufficient,
- assess and address any barriers that might keep you from being a successful student.

The Opportunity Grant is for students enrolled in Automotive, Phlebotomy, Visual Communication Technology, Education, Manufacturing, Accounting, and Business Technology.

In order to qualify, please be sure to check the eligibility guidelines listed below:

1. Must meet Income Guidelines shown on following table

## **Income Guidelines for Opportunity Grant Recipients**

<b>Family Size</b>	<b>Annual Income</b>	<b>Monthly Income</b>
1	\$ 20,420.00	\$ 1,701.67
2	27,380.00	2,281.67
3	34,340.00	2,861.67
4	41,300.00	3,441.67
5	48,260.00	4,021.67
6	55,220.00	4,601.67
7	62,180.00	5,181.67
8	69,140.00	5,761.67
For each additional member, add	6,960.00	

2. Must be a resident of the State of Washington
3. Must *not* already have an Associates (or higher) degree from the US

Applicants must fill out the Free Application for Federal Student Aid (FAFSA) even if the student knows they will not qualify for federal aid. For instance, those who are in default of federal assistance, those whose incarceration history prevents them from federal aid, or those federally designated non-eligible non-citizens may be eligible for Opportunity Grants. If an applicant shows evidence of current income that matches guidelines, the OG can be issued while the FAFSA is being processed.

Applicants must provide a Course Planning Sheet, signed by an advisory, which accounts for all 45 credits of coursework to be covered by the OG.

Students must maintain an average GPA of 2.0 while receiving the OG.

# WORKER RETRAINING

**Job Connections Center**  
**Program Manager**  
**Kim Cambern**  
**206-546-6961**  
**kcambarn@shoreline.edu**  
**Foss/5000 Building**

## **Eligibility**

To be eligible for the Worker Retraining Program at Shoreline Community College you must be:

- ♦ Eligible for Washington State unemployment insurance or have exhausted your unemployment benefits within the last 24 months; formerly self-employed; a displaced homemaker; or a vulnerable worker in danger of losing your current job
- ♦ A resident of WA state
- ♦ Enrolled in a Professional-Technical program of study
- ♦ Meeting satisfactory progress requirements
- ♦ CAT eligible, if applicable

## **Services**

Along with services open to all Shoreline Community College students, the Worker Retraining Program offers its participants:

- ♦ Grants for tuition and fees
- ♦ Grants for required textbooks
- ♦ Priority registration
- ♦ Referrals and on-campus access to funding sources
- ♦ Advocacy support
- ♦ On-campus access to Employment Security representative
- ♦ Financial Aid assistance
- ♦ Free English, ESL, and Math placement testing
- ♦ Free tutoring
- ♦ One-stop employment service center
- ♦ Job search and resume assistance
- ♦ Assistance with funding applications
- ♦ Signatures for ES progress reports

## **Eligibility Definitions**

### ***Dislocated Worker:***

You have been terminated, laid off, or received a “notice of termination or layoff” and are unlikely to return to your usual occupation or industry because of:

- ♦ A permanent plant closure
- ♦ A substantial layoff
- ♦ Foreign competition
- ♦ Lack of demand for your skills

### ***Displaced homemaker:***

- ♦ Has been dependent on the income of another family member but is no longer fully supported by that income
- ♦ Is the primary organizer of the household and lived in this home
- ♦ Is unemployed or underemployed and experiencing difficulty in obtaining or upgrading employment
- ♦ Has had a recent change in circumstances within the household resulting in a significant loss of income for the household. Recent change could be person moving out, loss of job, reduction in work hours, etc.)
- ♦ Has a household net income at or below the income cut-offs established by the state for awarding Worker Retraining financial aid for the 2002-2003 academic year (175% of the 2002 federal poverty levels)

### ***Unemployed formerly self-employed person:***

You were formerly self-employed, but the economy or a natural disaster has put you out of work. Examples include farmers, ranchers, fishermen, etc. (Probably ineligible for unemployment benefits.)

### ***Vulnerable worker:***

You are currently employed but are vulnerable to losing your job. You can prove your vulnerability by using two of the three determinations:

- ♦ Your current position is in decline and listed as such on the Demand/Decline list.
- ♦ You do not have a degree/certificate of 45 credits or more.
- ♦ You or your employer make a declaration that your job is in jeopardy or vulnerable.

# WORKFIRST PROGRAM

**WorkFirst Program**  
**Director WorkFirst**  
**Barbara Loney**  
**Foss/5000 Building/Room 5211**  
**206-546-6927**  
[bloney@shoreline.edu](mailto:bloney@shoreline.edu)

WorkFirst offers the opportunity to attend Shoreline Community College by paying for tuition, fees and books for low income parents. Whether you want to obtain your GED, increase your job skills, earn a certificate or enter a new career, the WorkFirst staff is available to discuss your educational and employment goals. Parents may enroll in:

- Vocational Education
- Professional Technical Certificate programs
- GED
- Adult Basic Education
- English as a Second Language
- Customized Job Skills Training
- Job Specific Continuing Education Courses
- Supportive Services

In order to qualify you must be:

- The parent of a child 18 years or younger
- Currently receiving DSHS cash assistance (TANF) or meet the income guidelines below
- Working at least part time if not TANF

## Income guidelines

Size of family unit	175 Percent of
1	\$ 17,150
2	23,100
3	29,050
4	35,000
5	40,950
6	46,900
7	52,850
8	58,800

# Federal and State Financial Aid

**Financial Aid Office**  
**5000 Building, Room 5245**  
[www.shoreline.edu/financialaid](http://www.shoreline.edu/financialaid)

*e-mail:* [finaid@shoreline.edu](mailto:finaid@shoreline.edu)  
**(206) 546-4762**  
**FAX: (206) 533-6609**

Financial aid is available to eligible students as determined by Federal and State regulations. Students apply for aid through the online Federal application process (the FAFSA) and the Shoreline CC form Financial Aid Data Sheet. After the Financial Aid office receives the federal application and Data Sheet, other information might be required from students and parents to submit to the office.

Before any financial aid eligibility is determined, all application documents and processes must be completed. Students are notified of their eligibility by mail. Financial Aid funds are awarded based on student eligibility and the availability of funds.

Students who are admitted and complete all steps in the financial aid application process by April 30 will receive the maximum amount of their aid eligibility. Students must apply for aid every academic year.

For a file to be complete:

- a) The FAFSA must be processed by the federal processor;
- b) valid FAFSA results must be received by Shoreline; and
- c) all other documents must be submitted to our office.

Students completing their financial aid files after April 30 should plan to pay for tuition first with their own funds until aid is available to reimburse them.

The option to defer payment of tuition is available through the Financial Aid Office for students who qualify. Other students can request a deferment through Enrollment Services, which requires a payment deposit of 20% or 50%.

Students should have their own funds and plan to pay for their initial expenses (such as books and supplies) as financial aid checks are not disbursed before the second day of classes. After applying towards tuition, remaining funds are available as a check if students have first paid all outstanding debts to the college and registered for enough credits. An Attendance Verification form signed by instructors, and photo I.D., are required to pick up checks at Cashiers.

## **Don't Delay**

It is helpful for students to start the financial aid application process two to three months before they wish to start school or as soon as possible.

Applying online is strongly recommended and much quicker when students and parents use a PIN for their electronic signature, available at [www.pin.ed.gov](http://www.pin.ed.gov). With the PIN, the FAFSA application is completed on the web at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Students may instead download and complete a PDF version of the FAFSA which must then be mailed to the federal processor (*this requires the software application Adobe Acrobat Reader version 6 or higher installed on their computer*). The PDF FAFSA version is at: [www.fsa.ed.gov/fafsa/fafsa\\_options.html](http://www.fsa.ed.gov/fafsa/fafsa_options.html). Students also have the option of requesting a paper FAFSA by calling (800) 433-3243.

## Financial Aid Eligibility

There is no income chart or other simple method for determining whether students qualify for financial aid. All students who need assistance to pay for college are encouraged to apply. Financial aid eligibility is determined by calculating the difference between the cost of attending college and what the student and/or the student's family are expected to contribute. The expected family contribution (EFC) is calculated according to a federal formula, using the information on the completed Free Application for Financial Student Aid (FAFSA) application.

Financial Aid funds are awarded based on student eligibility and availability of funds.

### Cost of Attendance

The cost of attendance is a total of tuition, fees and estimated state averages for books, transportation, rent/food/utilities and other expenses.

### Expected Family Contribution

Federal regulations determine how much money the student and/or the family can be expected to contribute toward the student's cost of attendance. Calculations are based on information reported on the Free Application for Federal Student Aid (FAFSA), using the previous calendar year income and/or other resources listed by the student. The Financial Aid Office may consider exceptional family circumstances (such as loss of income or major medical problems) when determining eligibility.

### Financial Need (eligibility for financial aid)

<u>Federal Formula</u>	<u>Example</u>
Cost of Attendance	\$9,000 ( <i>tuition, fees, books, living, transportation, etc.</i> )
- <u>Expected Family Contribution</u>	- \$3,000 ( <i>EFC based on FAFSA</i> )
= Financial Need	= \$6,000 ( <i>Financial Aid eligibility</i> )

**Three types of Federal and State financial aid**—*students apply for all with the FAFSA, the Shoreline CC Data Sheet and other documents required*

- **Grants**—“gift aid” which do not need to be repaid
- **Loans**—low interest, must be repaid; require an additional form and separate online processes; loans are available not based on financial need, for both student and parents
- **Work Study**—part-time job, on- or off-campus

### Other Types of Financial Assistance

- **Scholarships**—require a separate application process depending on the scholarship source

- Other agency funding—Federal and State regulations require the Financial Aid office to coordinate Financial Aid funds with all other types of funding received by students including: Opportunity Grant, all scholarships; DVR; Work Source funding, Veterans’ Benefits, and all funding from other agencies.

### **Federal Student Financial Aid (Title IV) Basic Eligibility Criteria**

Students must meet the basic eligibility criteria listed below.

1. Demonstrate eligibility based on the Federal FAFSA (except for some loan programs)
2. Is a U.S. citizen or eligible non-citizen with a valid social security number
3. If male and between the ages of 18 and 25, is registered for Selective Service System or can document exemption from the requirement
4. Is enrolled or accepted for enrollment as a regular student in an eligible program (i.e. a program that has been approved for Title IV aid)
5. Has a high school diploma, GED, or passing scores on the ASSET or COMPASS tests
6. Is not currently enrolled in high school
7. Is not disqualified based on a conviction for a drug-related offense
8. Is not in default on a Federal Title IV student loan and do not owe money on a federal student grant
9. Has not borrowed in excess of Federal Student Loan limits
10. Is maintaining satisfactory academic progress

## **Useful Websites**

**FAFSA**—Submit the federal financial aid application or check the status of an application

[www.fafsa.ed.gov](http://www.fafsa.ed.gov)

**PIN**—Registration site (for a Federal Financial Aid PIN number)

[www.pin.ed.gov](http://www.pin.ed.gov)

**eMPN**—Electronic Master Promissory Note)

[www.dlenote.ed.gov](http://www.dlenote.ed.gov)

**Student Loan Entrance Counseling**

[www.mapping-your-future.org](http://www.mapping-your-future.org)

**Student Loan Exit Counseling**

[www.mapping-your-future.org](http://www.mapping-your-future.org)  
(no PIN required) or  
[www.dlssonline.com](http://www.dlssonline.com) (requires PIN)

**Selective Service**

[www.sss.gov](http://www.sss.gov)

**IRS** (Internal Revenue Service)

[www.irs.gov](http://www.irs.gov)

**Phone/Address Directory**

[www.dexonline.com](http://www.dexonline.com)

**Zip Code finder** (US Postal Service)

[www.usps.com](http://www.usps.com)

Shoreline Community College  
**FOUNDATION**

**SCC Foundation**

**Lynn Yaw**

**Administration Building – room 1005**

**206-533-6783**

[lyaw@shoreline.edu](mailto:lyaw@shoreline.edu)

The Shoreline Community College Foundation is dedicated to increasing student access and success at Shoreline Community College. In addition to annual scholarships, the SCC Foundation offers short term loans and emergency grants to students in need that meet certain eligibility criteria.

Scholarships are listed on the SCC Foundation webpage at:

[http://www.shoreline.edu/foundation/foundation\\_forms.htm](http://www.shoreline.edu/foundation/foundation_forms.htm)

Applications for ongoing assistance are available on line. The applications for annual scholarships will be available in February. Most deadlines occur in April. The awards will be for the following school year.

**Basic Guidelines for Emergency Assistance and Loans through the SCC Foundation**

1. Washington State Resident (as defined in the College catalog)
2. Ongoing SCC student
3. Good standing with the college
4. Good standing with Financial Aid
  - Applied for Federal Financial Aid
  - Have received an award letter from the SCC Financial Aid office or documentation of being denied aid.
5. Earn at least a 2.0 GPA each quarter and maintain at least a 2.0 cumulative GPA.
6. Enrolled in a degree seeking program
  - No previous degree(s)

Loans for textbooks, bus passes and parking permits are our most frequent request. For students who stay in contact with our office and pay back their loan on time, we can continue to offer this service in future quarters (providing the above stipulations are met)

Loan dates are set for each individual. Loans are typically due shortly after receiving a financial aid check, but no later than the last day of classes for the quarter in which they were taken out.

Assistance is not typically offered between summer and fall quarter.

Emergency grants are for one time. They are decided on a case by case basis after reviewing the student's financial and personal situation.

**SCHOLARSHIPS OFFERED  
THROUGH**  
*Shoreline Community College*  
**FOUNDATION**

Academic Excellence Scholarship for Graduating High School Seniors  
Academic Improvement Scholarship for Graduating High School Senior  
Beta Sigma Phi –Visual Arts Scholarship  
Carli Edwards Memorial Scholarship  
Dr. Bill Johnson Scholarship  
Eric Niemitalo Scholarship  
Ina Knutsen Scholarship  
Ivan Braga Memorial Scholarship  
Norton Family Automotive Scholarship  
Joseph Schultz Automotive Scholarship  
Joseph Wood Rogers Memorial Mathematics Scholarship  
Ken LaFontaine/First Nations Scholarship  
Ron LaFreniere Business Administration Scholarship  
Shoreline Breakfast Rotary Scholarship  
Margaret Svec Scholarship  
SCC Full-time Continuing Education Scholarship  
SCC Part-Time Continuing Student Scholarship  
VIVA Hispanic Foundation NW Scholarship  
Dr. Co Dental Hygiene Academic Scholarship  
Dr. Co Dental Hygiene Emergency Funds  
Elizabeth Thomas Nursing Scholarship  
Joan Heeter Nursing Scholarship  
Margaret Mallet Nursing Scholarship  
International Study Abroad Scholarship

## **EQUITY & STUDENT CONNECTIONS**

In spring 2007, the College reorganized and created a new unit, **Equity & Student Connections**. This new unit includes the Multicultural Center, Women's Center, and Student Leadership Center (formerly Student Programs). In addition to serving students in distinct ways, these Centers now join forces to enliven the college's commitment to diversity, equity, and student leadership.

Our three Centers will move to the 3<sup>rd</sup> Floor, PUB in early 2008. We want to enrich and expand opportunities for SCC students and invite you to send students our way!

### **The Multicultural Center offers:**

- opportunities to explore cultural identities and to understand, respect and appreciate the diversity within our campus community and society.
- activities, conferences, and workshops that expand multicultural and diversity awareness, promote student activism, and encourage service leadership.
- access to ethnic and cultural organizations and resources, scholarship searches, and opportunities for community involvement.

### **The Student Leadership Center offers:**

- support for student funded clubs and organizations with co-curricular and extra-curricular projects and activities.
- resources for Student Body Association elected representatives to govern in the best interest of SCC students.
- assistance from Campus Ambassadors with planning club and campus sponsored activities.
- opportunities to practice and develop leadership skills.

### **The Women's Center offers:**

- workshops designed for women and men to educate, enlighten and empower.
- connections to organizations that help with basic needs: childcare, housing, healthcare, utilities and domestic violence intervention.
- guidance with scholarship searches and tuition assistance resources.

## EQUITY & STUDENT CONNECTIONS STAFF

**Cathy Chun**

*Special Assistant to the President  
Diversity, Equity and Student  
Leadership*  
(206) 546-4716  
[cchun@shoreline.edu](mailto:cchun@shoreline.edu)

**Kathy Langer**

*Office Assistant  
Equity & Student  
Connections*  
(206) 546-6951  
[klanger@shoreline.edu](mailto:klanger@shoreline.edu)

**Lisa Smith**

*Office Assistant  
Equity & Student Connections*  
(206) 546-4654  
[lsmi@shoreline.edu](mailto:lsmi@shoreline.edu)

## PROGRAM MANAGERS

**Jamie Ardeña**

*Student Leadership Center  
Student Government*  
(206) 546-6973  
[jardena@shoreline.edu](mailto:jardena@shoreline.edu)

**Lorena Melgoza**

*Student Leadership Center  
Student Organizations*  
(206) 546-5821  
[lmelgoza@shoreline.edu](mailto:lmelgoza@shoreline.edu)

**Cecilia Martínez Vásquez**

*Multicultural Center*  
(206) 533-6618  
[cmartinez4@shoreline.edu](mailto:cmartinez4@shoreline.edu)

**Lynette Peters**

*Women's Center*  
(206) 546-4715  
[lpeters@shoreline.edu](mailto:lpeters@shoreline.edu)

# VETERANS INFORMATION

## TUITION SUPPORT (25 - 50%)

### SHORELINE CC VETERANS COODINATOR

**Marge Higby**  
**FOSS Building – Room 5246**  
**(206) 546-4645**  
**FAX (206) 533-5109**  
**E-MAIL: [mhigby@shoreline.edu](mailto:mhigby@shoreline.edu)**

Marge can assist you with the following:

- Eligibility to receive benefits
- Advance pay issues
- Changes in class schedule
- Evaluation of military credits
- Early release from the military

### SHORELINE VETERANS COUNSELOR/ADVISOR

Martin Olsen/FOSS Building – (206) 546-4597  
Appointment number – (206) 546-4559

Marty can assist you with the following:

- Advice on programs and courses
- Educational and career objectives
- Eligibility
- Tutorial assistance

### VETERANS RESPONSIBILITIES TO RECEIVE BENEFITS

- Fill out college application
- Make appointments for registration and math/English placement testing
- Fill out VA application **form 22-1990** and return to Shoreline's Veteran Affairs Office to receive educational benefits
- Notify the Shoreline Veteran's Office after you register **each** quarter
- Pay full tuition by the first day of each quarter – ***Veteran is responsible for payment if VA check has not been received***
- Submit **completed** mid-quarter **statement of understanding** form
- Report any changes in schedule **within 5 working days**
- Maintain a minimum GPA of 1.75
- Submit all other college transcripts within **first two quarters**

**SUMMER QUARTER ONLY**

FULL TIME.....	12 OR MORE CREDITS	FULL TIME	8 CREDITS
¾ TIME.....	9 - 11 CREDITS	¾ TIME	7 DREDITS
½ TIME.....	6 - 8 DREDITS	½ TIME	5 - 6 DREDITS
TUITION ONLY FOR LESS THAN 6 CREDITS			

**MONTGOMERY GI BILL**

<b><u>CHAPTER 30</u></b>	<b><u>2 YEAR ENLISTMENT</u></b>	<b><u>3 YEAR ENLISTMNET</u></b>
FULL TIME	\$873.00	\$ 1,075.00
¾ TIME	\$654.75	\$ 806.25
½ TIME	\$436.50	\$ 537.50

- Rate may be increased if enlistee received kicker, college fund etc.

**SELECTED RESERVE GI BILL**

**CHAPTER 1606 MONTHLY**

FULL TIME	\$309.00
¾ TIME	\$231.00
½ TIME	\$153.00

**SELECTED RESERVE GI BILL**

**CHAPTER 1607 FULL TIME ¾ TIME ½ TIME**

90 + DAYS	\$430.00	\$322.50	\$215.00
1 YEAR +	\$645.00	\$483.75	\$322.50
2 YEAR +	\$860.00	\$645.00	\$430.00

**CHAPER 25 MONTHLY**

FULL TIME	\$860.00
¾ TIME	\$645.00
½ TIME	\$429.00

**FREQUENTLY CALLED NUMBERS**

AUTOMATED MONTHLY VERIFICATION	1-877-823-2378
DEBT MANAGEMENT CENTER	1-800-827-0648
DIRECT DEPOSIT AND ADDRESS CHANGES	1-877-838-2778
DISABLED VETERANS/AMERICAN LEGION	(206) 220-6223
DOWNTOWN VA OFFICE	1-800-827-1000
EDUCATION BENEFITS INQUIRIES	1-888-442-4551
MILITARY EDUCATION INFORMATION HOTLINE	1-800-482-4533
VOCATIONAL REHAB FEDERAL BUILDING	(206) 220-6128
WEBSITE AT	<a href="http://www.gibill.va.gov/muskogee">www.gibill.va.gov/muskogee</a>
TO EMIAL AN INQUIRY TO MUSKOGEE	<a href="mailto:muskrho@vba.va.gov">muskrho@vba.va.gov</a>
WEB AUTOMATED VERIFICATION OF ENROLLMENT (W.A.V.E.)	

[WWW.GIBILL.VA.GOV.WAVE](http://WWW.GIBILL.VA.GOV.WAVE)

**LABOR & INDUSTRY (L&I)  
and  
DEPARTMENT OF VOCATIONAL REHABILITATION  
(DVR)**

**Program Coordinator  
L&I and DVR  
FOSS Building – Room 5229  
Angela Hughes  
206-546-5832  
[ahughe2@shoreline.edu](mailto:ahughe2@shoreline.edu)**

**Eligibility**

Students must present documentation that proves they are current clients receiving assistance from Labor and Industries (L&I) or Department of Vocational Rehabilitation (DVR) and meet the following criteria:

- ♦ Not currently working
- ♦ Not released by your doctor to go back to work
- ♦ Received approval through L&I or DVR to attend school
- ♦ Not taking more than 1 year of schooling

**Services**

Services vary between agencies and/or contractor, main assistance includes:

- ♦ Tuition
- ♦ Fees
- ♦ Books
- ♦ Transportation
- ♦ Living expenses

# English as a Second Language, Adult Basic Education, GED

## ESL

The Basic English as a Second Language program (ESLAB) and Academic English as a Second Language program (ESL) are designed to serve students whose first language is not English. Students begin by taking a placement exam and are then placed in the appropriate level of eight possible levels. All students are then enrolled as soon as possible. ESL classes are offered during all four quarters.

Levels 1-6 are beginning to intermediate ESL classes. Students develop speaking, listening, reading and writing skills necessary to succeed in the workplace and college. These are tuition-free classes.

Levels 7-8 are considered Academic ESL and students focus on skills needed to succeed in advanced college classes, such as listening to lectures and taking notes, reading textbooks, and writing reports and essays.

## ABE/GED

ABE / GED classes are available for students wishing to improve basic skills in these areas. Students are tested to determine level. Classes are held all year, daytime and evenings. GED testing is available on campus. These classes are tuition-free.

There is a \$25 per quarter fee for citizens, immigrants, and refugees for ESL levels 1 – 6, and ABE/GED classes. Students who can show their low-income status are not required to pay that fee.

## ELIGIBILITY REQUIREMENTS

Citizens, immigrants, and refugees must be at least sixteen years old and not enrolled in high school. All participants must demonstrate a need to improve their English skills, as determined by the placement test. International students must meet the eligibility requirements specified by the International Program Office.

## SERVICES & BENEFITS

- Students are evaluated to make sure they are placed in the correct level and program. They continue to receive advising as they advance through the program, including extensive information about transitioning to other college courses and programs.
- ESL students have access to the ESL tech Center where they use software and other audiovisual materials to practice language skills.
- Students are provided information and skills needed to transition successfully to academic programs, professional/technical programs, or employment.

## PROGRAM ACCESS AND CONTACTS

For more information about the ESL program or to schedule a placement exam, contact Debby Hunter at (206) 546-4602, [dhunter@shoreline.edu](mailto:dhunter@shoreline.edu)

## HELPFUL QUESTIONS FOR FACULTY

### Tuition Assistance Key for Students

Below is a series of questions for those who may have the opportunity to talk with a student one-on-one. Please keep in mind you may be asking students for information that they may consider confidential, namely, their income. You may want to prompt the student that you will be asking questions that may seem out of context, but this process is necessary to find out which resource is best suited to them. Your prompts are in **Bold**. *If you don't have time to go through this process, or find it too cumbersome, please refer the student to any of the following folks listed.*

**Are you interested in possible Tuition assistance?**

*If “Yes” – Are you a Veteran?*

*If “Yes” – please see Marge Higby, FOSS, Rm 5246, ext. 4645, [mhigby@shoreline.edu](mailto:mhigby@shoreline.edu)*

**Did you complete High school?**

*If “No” and 21 or younger - refer to Betsy Bain in the CEO office, FOSS, Rm 5222, ext. 7844*

*If “No” and older than 21 - refer to the High School Completion Office, FOSS, Rm 5216, ext. 6964*

*If “Yes” – Are you a Washington Resident? If “No” – send to FA Office*

***If “Yes” – Has someone in your household, including yourself, lost a main source of income?***

*If “Yes” – send to Kim Cambern in Job Connections Center, FOSS, Rm 5228, ext. 6961*

***If “No” – Are you comfortable telling me your approximate annual income?***

*If “No” - show them the tables, and let them write down the appropriate contact information*

*Match student’s income to one of the following tables based on the number of nuclear family members in household.*

#### Income Guidelines for Opportunity Grant Recipients

Family Size	Annual Income	Monthly Income
1	\$ 20,420.00	\$ 1,701.67
2	27,380.00	2,281.67
3	34,340.00	2,861.67
4	41,300.00	3,441.67
5	48,260.00	4,021.67
6	55,220.00	4,601.67

*If the student fits into this chart ( i.e., has less than the amount listed), refer to Matt Houghton in Job Connections Center, Rm 5228, ext. 4695.*

# in household	Gross Monthly Income	Annual
2	\$ 1,996	\$ 23,952
3	2,504	30,048
4	3,011	36,132
5	3,319	39,828
6	4,029	48,348
7	4,534	54,408

*If student fits into this chart (may be eligible for WorkFirst cash) refer to Victoria Lauber in FOSS, Rm 5214, ext. 6957.*

# in household	Gross Monthly Income	Maximum Net Monthly Income
1	\$ 1,107	\$ 851
2	1,484	1,141
3	1,861	1,431
4	2,238	1,721
5	2,615	2,011
6	2,992	2,301
Each Additional Member	+377	+290

*If prospective student fits into this rubric (may be eligible for Food Stamp Employment and Training program) refer to Kim Cambern in Job Connections Center, Rm 5228, ext. 6961.*

*If the student doesn't fit into any of these income guidelines, you may consider one of the following:*

- If the student does not appear to understand you because they are an English Language learner – refer to Aura Rios-Erickson, FOSS, Rm 5210, ext. 4566 or Cecilia Martinez Vasquez, Lower Level - Library, Rm 4106, 206 533-6618.
- The Equity and Student Connections (Women's Center) also has many alternative tuition assistance information resources. See Lynette Peters, Lower Level - Library, Rm 4106, ext. 4715.
- If the student cannot be placed under any of the criteria, please refer them to the Financial Aid Office in the FOSS Building.