

# **GUIDELINES**

## **LCC FUTURE TEACHER'S CLUB PROFESSIONAL DEVELOPMENT SCHOLARSHIP**

**PURPOSE:** This program fund is intended to encourage future teachers to engage in professional development activities.

**SCHOLARSHIPS:** A number of scholarships will be awarded annually from a LCC Foundation Scholarship fund for the Future Teachers Club to subsidize the cost of conference fees and/or travel. The maximum stipend for attending a Michigan conference will be \$50.00 per student. For out of state conference/travel, one stipend of up to \$500 will be awarded to apply to fees, travel and lodging.

### **ELIGIBILITY REQUIREMENTS:**

- Current active member of the LCC Future Teacher's Club (FTC)
- Completion of application form at least one month prior to event
- Minimum GPA of 3.0
- Letter of recommendation from an LCC instructor

### **APPLICATIONS MUST INCLUDE:**

1. Completed application form
2. Current LCC transcripts
3. Official description/publication of the event for which funding is requested including costs.
4. A copy of the official registration form with fees required.
5. Letter of support from an LCC instructor for you, the student, as well as for the specific conference that you would like to attend.

#### **Note:**

Funds will be disbursed for each event as they occur until all funds are disbursed. If several students apply for the same event, applications will be selected by a subcommittee of FTC officers and members of the Liberal Studies Education Coordinating Committee. Applicants will be ranked according to the following criteria:

- The applicant has not already received an FTC Professional Development Scholarship in the current academic year.
- GPA
- Level of participation in FTC
- Potential benefit of the conference
- Letter(s) of recommendation

### **All application materials must be received at least one month prior to the event.**

Submit all materials to Dr. Sophie Jeffries, Coordinator of Teacher Preparation, A&S 110 in person or by mail to:

Lansing Community College  
Dr. Sophie Jeffries, Coordinator of Teacher Preparation  
5000-Liberal Studies Division  
PO Box 40010  
Lansing, MI 48901-7210

**Application for  
Future Teacher's Club  
Professional Development Scholarship  
Lansing Community College**

MUST BE SUBMITTED NO LATER THAN ONE MONTH PRIOR TO EVENT

Name: \_\_\_\_\_ Date: \_\_\_\_\_

LCC Student #: \_\_\_\_\_ Email: \_\_\_\_\_

LCC Major: \_\_\_\_\_

Intended Transfer institution: \_\_\_\_\_

GPA: \_\_\_\_\_

FTC: Please describe FTC activities you have participated in. Include a photocopy of your FTC punch card if applicable.

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Amount Requested: \_\_\_\_\_

Conference Title: \_\_\_\_\_

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Date(s) of Attendance: \_\_\_\_\_

Location: \_\_\_\_\_

Why do you believe this conference will support your career goals?

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Support letter attached from: \_\_\_\_\_

**AGREEMENT**

In exchange for this professional development scholarship, I agree to submit an essay describing my experiences no later than two weeks following the event. I understand that the essay may be shared with other FTC members.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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