Dear Grant Applicant:

Thank you for your interest in the Parents for Higher Education (PFHE) Child Care Assistance Program, which provides financial assistance with child care. We are very pleased to offer this service to our students.

Attached is a child care assistance application that includes the eligibility requirements for our program. Please note that students applying for assistance must have completed Fayetteville Technical Community College’s Admissions Process. Approval is based on the greatest need. Therefore, students applying for assistance must have a 2019-2020 Federal Student Aid (FAFSA) application on file with the Financial Aid Office on campus.

Please complete the child care assistance application and return it to Genelle Blue, Early Childhood Educational Center, Room 210 by Friday, June 14, 2019 before 12:00 p.m.

Submit COPIES of all required documents along with your application (See the “Required Documents” on page 2 of application). Applications WILL NOT be accepted without ALL supporting documents.

1. Observe the deadline. Friday, June 14, 2019 before 12:00 p.m.
2. Answer all questions. Incomplete applications will not be processed.
3. Writing and signatures must be legible. Complete application using black ink.
4. If you are a continuing or currently enrolled student, a GPA of 2.0 or better must be maintained. Final consideration for the grant will be withheld until summer semester grades are received.
5. You will be notified about the status of your application by phone and e-mail.

If you are receiving child care assistance through your county’s department of social services, you are ineligible for the PFHE program.

The PFHE program is not able to assist with tuition, books, tools, supplies or transportation.

Important: ALL applicants are required to participate in the Parents for Higher Education orientation session. Please choose from the following:

Friday, June 21, 2019, in the Advanced Technology Center (ATC) 116 from 9:00-10:30 a.m. or 11:00-12:30 p.m.

Or

Tuesday, June 25, 2019, in the Advanced Technology Center (ATC) 116 from 9:00-10:30 a.m. or 11:00-12:30 p.m.

These are the only scheduled times for the orientation session. Child care assistance will not be provided during orientation. The orientation is for adult participants only. Attending the orientation is mandatory for participation in the PFHE program. There will be no make-up orientation session. Please RSVP by June 14, 2019 with date and time you would like to attend. If you have any questions or concerns, please call (910) 678-8486.

Sincerely,

Genelle Oxendine Blue
Family Support Services Associate
Program Coordinator for PFHE
Parents for Higher Education (PFHE) Child Care Assistance Program
Application
2019-2020 Academic Year

Name: ___________________________ Student ID Number or Social Security Number: ___________________________

Date of Birth: ___________________________ Race: _______ Sex: _______ County: ___________________________

Physical Address: ___________________________ Street ___________________________ City ___________________________ Zip ___________________________

Mailing Address: ___________________________ Street ___________________________ City ___________________________ Zip ___________________________

☐ Same as Physical

Home Number: ___________________________ Cell Number: ___________________________ Work Number: ___________________________

E-mail Address: ___________________________

Marital Status: ☐ Single ☐ Married ☐ Separated ☐ Divorced ☐ Widowed

INFORMATION ON CHILDREN LIVING IN THE HOME

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Social Security</th>
<th>Age</th>
<th>Sex</th>
<th>Child Care Needed</th>
<th>Enrolled in Pre K or Head Start</th>
</tr>
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<tbody>
<tr>
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<td>Yes ☐ No ☐</td>
<td>Yes ☐ No ☐</td>
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<td>Yes ☐ No ☐</td>
<td>Yes ☐ No ☐</td>
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</tbody>
</table>

EMPLOYMENT INFORMATION

Yes ☐ No ☐

Currently Employed Last Date Of Employment ___________________________ Current Employer ___________________________ Current Job Title ___________________________ Hours Per Week ___________________________

Last High School Attended: ___________________________

Diploma Received Yes ☐ No ☐

ADDITIONAL INSTITUTIONS ATTENDED

Institution: ___________________________ Last Year Attended: __________ Degree Received Yes ☐ No ☐

Institution: ___________________________ Last Year Attended: __________ Degree Received Yes ☐ No ☐

FTCC STUDENT STATUS

Curriculum: ___________________________ Student Status: ☐ Beginning ☐ Returning ☐ Continuing ☐ Transfer

Projected Graduation Date: Fall 20 _____ Spring 20 _____ Summer 20 _____ Unsure at this time: ☐

INDICATE IF YOU ARE RECEIVING ASSISTANCE FROM THE FOLLOWING SOURCES AND THE AMOUNT RECEIVED

☐ Salary (recipient) $________ ☐ Child Support/Alimony $________ ☐ Assistance from Relatives $________

☐ Salary (spouse) $________ ☐ Social Security Income $________ ☐ WFFA/TANF $________

☐ Unemployment Benefits $________ ☐ Food Stamps $________ ☐ Workforce Development $________

☐ VA Benefits $________ ☐ Section 8 Housing $________ ☐ Other -Specify $________

Total Monthly Income $________ Total Yearly Income $________

☐ Previous PFHE Recipient: Fall 20 _____ Spring 20 _____ Summer 20 _____

I have read and fully understand the information in the Parents for Higher Education (PFHE) Child Care Assistance Application and certify that the above information is true. The required documents are attached, and I hereby grant my permission to have my records with other agencies verified with the information I have provided.

Parent/Student Signature ___________________________ Date ___________________________

Partially funded by

Revised March 2019
What is your alternate plan if you do not receive child care assistance through the Parents for Higher Education (PFHE) Program?  

What other assistance would be of benefit to you?  

<table>
<thead>
<tr>
<th>Required Documents &amp; Statement(s) Certifying Receipt of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Birth Certificate of each child</td>
</tr>
<tr>
<td>☐ Social Security card of each child needing assistance</td>
</tr>
<tr>
<td>☐ Marriage License</td>
</tr>
<tr>
<td>☐ Divorce Decree, Separation Agreement or Death Certificate</td>
</tr>
<tr>
<td>☐ Current verification of no child care assistance from the Department of Social Services (DSS)</td>
</tr>
<tr>
<td>☐ Academic Evaluation</td>
</tr>
<tr>
<td>☐ Student Aid Report (SAR) <em>(From FAFSA Website)</em> (2019-2020 year)</td>
</tr>
<tr>
<td>☐ Proof of monthly income <em>(yours and/or spouse’s pay stubs)</em></td>
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<tr>
<td>☐ Unemployment Benefits</td>
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<tr>
<td>☐ Verification of Child Support</td>
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<tr>
<td>☐ V.A. Benefits</td>
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<tr>
<td>☐ Workforce Development</td>
</tr>
<tr>
<td>☐ Vocational Rehabilitation</td>
</tr>
</tbody>
</table>

Note: If you have no income you must provide a letter of verification from any person that is providing financial assistance for you.

**AGREEMENT--Eligibility Requirements/Responsibilities of the Participant**

I. Eligibility Requirements  
*If you are an adult who is enrolled or will be enrolled in an approved curriculum and has a household income at 200% or below the Federal Poverty Level and meets one or more of the following requirements:*

a. A parent with custody or joint custody of dependent children.

b. A pregnant woman.

c. An unemployed or underemployed homemaker whose primary responsibility is the care of the family but now needs marketable job skills.

d. A displaced homemaker due to death, divorce, separation, or disability of a spouse, and needs job training.

II. Responsibility of the Participant - *The Parents for Higher Education (PFHE) Child Care Program participant is required to:*

a. Attend PFHE orientation

b. Be enrolled in at least 12 or more curriculum credits during the semester (9 hours continuously throughout the semester) with the majority of the curriculum credit hours in a face-to-face setting.

c. Attend all curriculum classes

d. Attend mandatory weekly one-hour group meetings

e. Maintain a cumulative GPA of 2.0 or better

f. Be responsible for your child’s transportation to and from the child care facility

g. Complete the Federal Student Aid (FAFSA) Application Process

h. Apply each academic year to receive child care assistance through PFHE

i. Schedule an *exit interview* before dropping a course and/or withdrawing from school

j. Report the following student changes within five days: name, address, and telephone number

k. Notify the PFHE Coordinator of child’s absence from child care

l. Submit documents according to deadlines set forth

III. Agreement

*I understand the eligibility requirements and responsibilities of the Parents for Higher Education (PFHE) Child Care Assistance Program. I hereby certify my willingness to participate in the program.*

Parent/Student Signature   
Date

For Office Use Only  
Application Approved: ☐ Yes ☐ No

Grant Administrator/Designee Signature   
Date