Corvallis Rural Fire Protection District
Locke Scholarship Policy

Purpose

The purpose of this policy is to set the procedures for the award and administration of the Locke Scholarship Program. The Corvallis Rural Fire Protection District may provide scholarships to qualified students assigned as intern firefighters at the Locke Fire Station and under the Corvallis Fire Department Volunteer Program. Scholarships are to encourage professional and academic development of these intern firefighters. Interested parties may submit an application to the Corvallis Fire Department Lieutenant in charge and overseeing the operation of the Locke Fire Station.

Eligibility

To be eligible for a Locke Scholarship an applicant must:
1. Be a member in good standing of the Corvallis Fire Department Volunteer Program before and during the time an award is made.
2. Reside at the Locke Fire Station.
3. Be admitted to participate in a degree program at an accredited college or colleges.
   Exception: Interns will be eligible for up to $2,100.00 in scholarship reimbursement for an EMT class, held at the Locke Fire Station, provided through a cooperative effort with Lane Community College. The intern must complete the class, apply for and obtain his/her EMT certification with the State of Oregon, then he/she may request a reimbursement scholarship. If the intern then applies for 4 college credits through Lane Community College, he/she will be entitled to an additional $600 scholarship. These reimbursement exceptions will not be added to the $2,400 term scholarship limit or $9,600 yearly scholarship limit.
4. For term and semester system colleges and universities: Maintain a 2.0 or better grade point average on a 4.0 G.P.A. scale (C or better on a grade system), in each course taken, once admitted to an accredited college or university.

Interns at Locke Fire Station who voluntarily or involuntarily separate from the Corvallis Fire Department Volunteer Program or fail to maintain the “eligibility requirements” listed above may owe a reimbursement of their full scholarship to the Corvallis Rural Fire Protection District for the term/semester affected. This is to be judged and determined by the Corvallis Rural Fire Protection District Board.

Scholarship Amounts and Timing of Awards

Scholarships will be awarded on a “credit hours taken” basis. Interns enrolled in twelve (12) or more credit hours per term will receive a scholarship award of $2,400.00, up to four (4) terms and/or a limit of $9,600.00 scholarship award per calendar year. Interns enrolled in less than twelve (12) credit hours will be awarded a prorated amount at $200.00 per credit hour. (Example: An intern enrolled in ten (10) credit hours will receive an award of $2,000.00) Interns must take a minimum of two (2) credit hours to apply for a scholarship during any one term. Scholarship awards will not be made for courses that have been repeated when an award was earned during past terms.

For the semester system: Interns enrolled in twelve (12) or more credits per semester will receive a maximum scholarship award of $3,200.00, up to three (3) semesters and/or a limit of $9,600.00

February 24, 2015 - Ragsdale - Keeper of Policy
Corvallis Rural Fire Protection District

Locke Scholarship Policy

Scholarship award per calendar year. Interns enrolled in less than twelve (12) credit hours will be awarded a prorated amount at $266.67 per credit hour. (Example: An intern enrolled in ten (10) credit hours will receive an award of $2,666.70) Interns must take a minimum of two (2) credit hours to apply for a scholarship during any one semester. Scholarship awards will not be made for courses that have been repeated when an award was earned during past semesters.

Scholarship awards will be distributed at the end of each term/semester and will be based on an intern’s official enrollment in college level courses. Interns who begin their residency at the Locke Fire Station after the school term/semester starts will receive an award on a prorated basis. (Example: An Intern who begins his/her residency five and a half (5 1/2) weeks into an eleven (11) week term will receive half (1/2) of the scholarship amount determined by the formula in the paragraph above.)

Courses where a field internship is a requirement, in addition to classroom time, will be added together for the length of the class. This consideration is important when an intern leaves the volunteer program at Locke Fire Station before completing the course. The length of the course will be determined by the week of beginning classes until the final week of the in-the-field internship. Repays of scholarship will be determined by the intern’s final grade and/or the prorated time the intern is living at the Locke Fire Station during the class or classes taken.

Interns may appeal to the station lieutenant for an early award of a scholarship. This is an exception to the timing requirements. If in agreement, the lieutenant will then take the appeal to the Corvallis Rural Fire Protection District Board or its designated member(s) for a personal review. (Example: Some students may need to pay their tuition for the next term/semester well in advance of the reporting of grades for the completed term/semester. This practice has already been established as an exception to the rule. Another exception would be a hardship situation.) Before an intern can receive an advance on a scholarship, he/she must go before the Corvallis Rural Fire Protection Board or its designated member(s) and state their case. (Appearing for a personal case review is a one-time event and will carry forward to future scholarship advances.) The intern will sign a promissory note for each advancement of scholarship funds. The note will become null and void after the successful reporting of term/semester grades and compliance with the standards above.

**Reporting Requirements**

Interns will be expected to report to the lieutenant any credit hours that they add, drop, withdraw from or fail to pass during the term/semester.

At the end of each term/semester, interns will provide a copy of their final grades to the Locke Fire Station Lieutenant for review and compliance with the standards set above. The lieutenant will then report the grades to a selected Corvallis Rural Fire Protection District Board Member before scholarships for that term/semester will be awarded.

The undersigned hereby applies to be a participant in the Corvallis Rural Fire Protection District’s Locke Scholarship Program. I affirm that I am admitted to and in good standing with the Corvallis Fire Department Volunteer Program and understand the conditions of the Locke Scholarship Policy set forth above:

February 24, 2015 - Ragsdale - Keeper of Policy
Corvallis Rural Fire Protection District
Locke Scholarship Policy

Dated: ______________________

Print Name: __________________________
Intern
Signature

Print Name: __________________________
Corvallis RFPD Board Member
Attest: __________________________
Signature