



# Short-Term Certificate Grant Application

The Ohio Department of Education (ODHE) awarded Central Ohio Technical College (COTC) funds under the Short-Term Certificate Grant Program in 2018 to provide grants to students enrolled in certificate programs to meet the in-demand needs of Ohio based business and industries. This grant is designed to support students with demonstrated financial need in obtaining a certificate they can complete in one year or less while providing a **one-time** grant of up to \$2000 (**minus any grants, scholarship, or outside aid**) to assist with tuition in one of these short-term certificates. This grant is to be used only for tuition and fees (does not include the cost of books and supplies) and is a limited fund that will be awarded until funds are exhausted.

**To be considered, interested students must:**

- Submit the Short-Term Certificate Grant Application.
- Plan to enroll in one of the following certificates at COTC:
  - State Tested Nurse Aide (STNA)
  - Emergency Medical Technician
  - Addiction Studies Certificate
  - Peace Officer Basic Training
  - Phlebotomy Certificate
  - Short-term Medical Coding Certificate
  - Fire with EMT Certificate
  - Patient Care Technician
  - Industrial Electrician
  - Expanded Function Dental Auxiliary (EFDA)
- Certify that you have a financial need for this grant. Financial need may be because of unemployment or underemployment (working in low paying or low skill jobs) or simply lacking resources to fully meet all your current expenses.

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

COTC ID#: \_\_\_\_\_

Phone #: \_\_\_\_\_

COTC Email Address: \_\_\_\_\_

**CERTIFICATION:** I certify that all statements made in this application are true, complete, and accurate to the best of my knowledge.

- **By checking the box and signing below, you are certifying that you have financial need for this grant.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Electronic Signatures will not be accepted.**

**TO RETURN THIS FORM:** Students may upload all forms and documents in the **Student Assistance Portal**. Select the "Assistance" icon in the upper right-hand corner of the screen, followed by "Submit Financial Aid Documents" from the drop-down menu. Or you can **Fax to:** 740-364-9533 (or) **Mail to:** COTC, Student Financial Services, 1179 University Dr, Newark OH 43055 or **Email to:** [nwk-studentfinancialservices@mail.cotc.edu](mailto:nwk-studentfinancialservices@mail.cotc.edu)

**Direct questions to:** Faith Phillips at [phillips.495@mail.cotc.edu](mailto:phillips.495@mail.cotc.edu)