

Pamlico Community College's Child Care Program

Eligibility Requirements, Policies, and Procedures

I. Eligibility Requirements

- Students applying for child care assistance must demonstrate financial need.
- Students must be enrolled a minimum of six (6) credit hours. However, students who are enrolled full-time (12 hours or more) will be given priority. Students enrolled exclusively in internet classes are given last priority for child care assistance.
- Students must earn and maintain a cumulative GPA(Grade Point Average) of 2.0 or higher and maintain satisfactory progress

II. How to Apply

- Submit a completed application along with a letter from your local Department of Social Services documenting how much, if any, child care you are receiving from their department. The student is required to provide updated information to the college of any changes to DSS status.
- Submit a current academic schedule.

III. What does Child Care Cover?

- The Child Care Grant may cover a student's daycare cost for a maximum of two (2) children and up to \$650 per child per month at any licensed in-home or daycare facility within the local area.
- Daycare costs that exceed \$650 per child per month are the responsibility of the student.
- The Child Care Grant does not cover Registration costs or costs that the student may incur due to not providing proper notification to removing their child from a daycare facility.
- In order to receive child care, the covered child **must be** your dependent.
- The Child Care Grant will cover during the Fall and Spring semesters, providing available funding.

IV. What is the length of time that the Child Care Grant is awarded?

- The Child Care Grant will be awarded for a full academic year beginning the Fall Semester of each academic year. However, the Spring award is conditional upon the successful completion of the Fall Semester and successfully registering as a student.
- If you make any adjustments to your schedule such as add or withdrawals, you must notify the Child Care administrator.

These funds are contingent upon the NC Legislature.



PAMLICO
COMMUNITY COLLEGE
DISCOVER TOMORROW'S POSSIBILITIES

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Telephone (252) 249-1851

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CHILD CARE SERVICES APPLICATION

APPLICATION REQUIREMENTS:

- All parent applicants must apply for child care services through their local Department of Social Services.
- All parent applicants must complete a Free Application for Federal Student Aid (FAFSA) for the appropriate academic year.
- Bring in a copy of the DSS application for child day care services. If funds are depleted, bring in documentation of eligibility status.
- Bring in a copy of child day care voucher from DSS, if you received one.
- Complete the attached PCC application form. **Answer every question on the application completely.** If you need to explain any of your answers, feel free to attach additional sheets.

Completed applications and required documents may be submitted via in-person, email, or mail.

Email to:
finaid@pamlicocc.edu

Mail to:
Pamlico Community College
c/o Office of Financial Aid
PO Box 185
Grantsboro, NC 28529

ELIGIBILITY PRIORITY INFORMATION AND REIMBURSEMENT

FIRST PRIORITY will be given to single parents.

SECOND PRIORITY will be given to married students with demonstrated need for child care. Need will be determined by the Expected Family Contribution (EFC) Code from the Federal Student Aid Report from their Pell Grant.

REIMBURSEMENT will be made only for state-approved day care service provided by an eligible provider for as long as child care funds are available and the student remains eligible for child care assistance.

Pamlico Community College Child Grant **APPLICATION:**

Section 1 – General Information:

Name: _____ PCC Student ID #: _____

Address: _____ Date of Birth: _____

City: _____ State: _____ Zip: _____

Telephone #: (Home) _____ (Mobile) _____

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

Have you been admitted to PCC? ____ Yes ____ No

Section 2 – Financial Information:

Are you currently employed? ____ Yes ____ No

If yes, Employer's Name: _____

Job Title: _____

Work Hours _____ Full time/Part Time (Circle one)

Work Number _____

Section 3 – Child Care Provider Information:

Child Care – What is the name of the child care facility to be used?

Address of Provider: _____

Provider's Name: _____ Telephone # _____

Monthly Cost _____ Weekly Cost _____ Daily Cost _____

Child/Children's Name and Age being served: _____

CERTIFICATION AND WAIVER OF PRIVACY RIGHTS

I certify that all information supplied is true and accurate to the best of my knowledge. I hereby waive my rights under the Privacy Acts and Confidentiality Provisions and give my consent to Pamlico Community College, its Agents, and its Contractors to examine any confidential information. Further, I hereby grant permission and authorize any Bank, Employer, Utility Company, Fuel Company, Veterans Administration, Department of Social Services, Social Security Administration, and other Public and/or Private Institutions to disclose to Pamlico Community College and/or its Agents full information regarding my past and or present financial situation in order to determine whether they are able to assist. I further grant my permission for Pamlico Community College to discuss and explore the financial aspect of my care.

Signature of Applicant

Date



FOR OFFICIAL USE ONLY

Approved _____ Yes DSS documented portion of student contractor fee.
 _____ No Comment _____

Approved _____ Yes Child care services for student ineligible for child care through DSS.
 _____ No Comment _____

Signature of Child Care Coordinator _____

Pamlico Community College does not discriminate in its educational programs, activities, or employment on the basis of sex, age, disability, race, color, national origin, sexual orientation or religion.