

Santa Fe College – Continuing Education

Open Door Grant Program – Scholarship Application

Program Description

The **Open Door Grant Program** is a state-funded financial aid program that supports individuals pursuing career and technical education at Florida College System institutions.

At Santa Fe College, this funding is available for current workers and future employees who enroll in eligible Continuing Education programs that lead to a credential, certificate, or degree.

- Awards can cover **up to 100%** of an eligible Santa Fe College Continuing Education course listed for this grant.
- Any federal or state aid applied to your student account will reduce the Open Door Grant award amount(s).
- Per state rules, awards will be “locked in” on Santa Fe College’s semester-based Last Day to Drop with a Refund for the current term.
- Deadlines: Applications are due by the Last Day to Drop with a Refund for each Parent Term and B Term.

Important:

If the course is not completed (including withdrawal, failure, or stopping attendance), you will be responsible for the full payment of the course and may forfeit opportunities for future Santa Fe College Continuing Education scholarships and grants, including the Open Door Grant.

Eligibility Summary

To be eligible, students must:

1. Be enrolled in an eligible Continuing Education course as listed for the Open Door Grant.
2. Not have full educational costs covered by other federal or state sources.
3. Have official In-State Residency status / be a Florida resident for at least one year for non-educational purposes, as per s. 1009.21, F.S.
4. Certify intent to pursue employment, credentialing, and/or licensure after program completion.
5. Apply by the **Last Day to Drop with a Refund** for the Parent or B Term, whichever is closest.
6. Certify the accuracy of all eligibility information, subject to penalties for falsification under s. 837.06, F.S.

Open Door Grant – Application Form

Please print clearly. Incomplete applications may delay processing.

Section 1 – Applicant Information

Full Name: _____

SFID (if known): _____ Date of Birth: _____

Phone Number: _____

Email Address: _____

Mailing Address:

Street: _____

City: _____ State: _____ ZIP: _____

Section 2 – Residency Information

To qualify, you must meet Florida in-state residency requirements for at least one year for non-educational purposes.

1. **Have you lived in Florida for the past 12 consecutive months for non-educational purposes?**
☐ Yes ☐ No
 2. **Are you able to provide documentation of Florida residency if requested (e.g., lease, Florida driver's license, utility bill)?**
☐ Yes ☐ No
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Section 3 – Course Information

Term (e.g., Spring 2026 Parent / B Term): _____

Course Title: _____

Course Code: _____

Course Start Date: _____

Course Delivery Method (check one):

☐ In-Person ☐ Live Virtual ☐ Hybrid

Section 4 – Employment & Salary Information

1. Current Employment Status (check one):

- ☐ Employed full-time ☐ Employed part-time
☐ Unemployed ☐ Self-employed
☐ Other: _____

2. Current Employer (if applicable):

3. Job Title / Position:

4. How long have you been in this position?

5. Work Schedule (average hours per week):

6. Current Salary / Wages (check one and complete):

- ☐ Hourly Rate: \$ _____ per hour
☐ Weekly Pay: \$ _____ per week
☐ Monthly Gross Income (before taxes): \$ _____ per month
☐ Annual Gross Income (before taxes): \$ _____ per year

7. Household Information (for financial need consideration):

- Number of people in your household: _____
- Estimated total household gross income per year: \$ _____

8. Industry or field you currently work in or hope to enter:

9. How will this course help you with employment, credentialing, or licensure?

10. Do you intend to seek employment, promotion, credentialing, and/or licensure after completing this program?

☐ Yes ☐ No

Section 5 – Other Financial Assistance

1. Are you currently receiving any federal or state financial aid or third-party funding (e.g., Workforce, WIOA, VR, VA, CareerSource, other scholarships) that helps pay for this course?

☐ Yes ☐ No

If yes, please list source(s):

2. Will these funds completely cover your tuition and fees for this course?

☐ Yes ☐ No ☐ Not sure

Section 6 – Acknowledgements & Student Agreement

Please read and initial each statement:

_____ I acknowledge that I am enrolled (or in the process of enrolling) in an eligible Santa Fe College Continuing Education course that qualifies for the Open Door Grant.

_____ I understand that any federal or state aid applied to my account will be used first and may reduce my Open Door Grant award.

_____ I confirm that my educational costs are not fully covered by other federal or state sources.

_____ I certify that I have been a Florida resident for at least one year for non-educational purposes, as outlined in s. 1009.21, F.S.

_____ I intend to pursue employment, credentialing, and/or licensure after completing this program.

_____ I understand that my Open Door Grant award will be “locked in” on Santa Fe College’s Last Day to Drop with a Refund for the term.

_____ I understand that this application must be submitted no later than the Last Day to Drop with a Refund for the Parent Term or B Term, whichever is closest.

IMPORTANT FINANCIAL RESPONSIBILITY

_____ I understand that if I do not complete the course (including withdrawal, failure, or stopping attendance), I will be responsible for payment of the full cost of the course, and I may forfeit eligibility for future Santa Fe College Continuing Education scholarships and grants, including the Open Door Grant.

_____ I understand that providing false or misleading information may result in denial, cancellation, or repayment of funds and may result in penalties under s. 837.06, F.S.

Section 7 – Certification & Signature

By signing below, I certify that:

- The information provided in this application is true, complete, and accurate to the best of my knowledge.
- I authorize Santa Fe College to review my enrollment, residency, and financial aid information to determine my eligibility for the Open Door Grant.

Student Signature: _____ **Date:** _____

Submit Completed Application To:

Santa Fe College – Continuing Education
Attn: Open Door Grant
Santa Fe College
Blount Hall
530 W. University Avenue
Gainesville, FL 32601
Email: Tamika.Powell@sfccollege.edu
☎ Phone: 352-395-5896

For Office Use Only

Date Received: _____

Term / Parent Term: _____

Eligible Course Verified: ☐ Yes ☐ No

Residency Verified: ☐ Yes ☐ No

Other Aid Reviewed: ☐ Yes ☐ No

Award Amount Approved: \$ _____

Processed By: _____