

ST. LUKE A.M.E. CHURCH

Commission on Christian Education

Education Scholarship & Continuing Semester Stipend Program

Policy • Guidelines • Application

Initial Award	\$500 after an approved application and verified proof of enrollment
Continuing Stipend	\$100 each subsequent eligible semester, with verified proof of enrollment

Maximum participation period: up to four (4) consecutive years, subject to continued eligibility and available CCE funds.

I. Program Policy and Guidelines

Purpose. The St. Luke A.M.E. Church Commission on Christian Education (CCE) Education Scholarship & Continuing Semester Stipend Program is designed to encourage and support students who are actively pursuing postsecondary education or career preparation. The program provides a one-time initial scholarship followed by smaller continuing semester stipends to eligible students who remain enrolled.

Eligibility

- The applicant must be enrolled in an accredited or recognized technical school, vocational/trade program, college, or university.
- The student may be pursuing a certificate, diploma, associate degree, bachelor's degree, master's degree, doctoral degree, or other approved undergraduate or graduate credential.
- For the initial \$500 award, the student must submit a completed St. Luke A.M.E. Church CCE application and current, verifiable proof of enrollment.
- For each continuing \$100 semester stipend, the student must submit current proof of enrollment (National Student Clearinghouse) for that specific semester. This does not include summer school.
- Awards may continue for a maximum of four (4) consecutive years from the student's initial approved semester.
- The student must remain in good standing with the educational institution and comply with all CCE submission requirements.
- Awards are subject to the availability of CCE scholarship funds and final approval by the Commission on Christian Education.
- The applicant must be a member of St. Luke AME Church or a child / grandchild of a St. Luke AME Church member. The applicant also must be actively involved in at least one youth auxiliary / group / commission (ex. Youth Ushers, Youth Choir, YPD, etc).

Award Structure

Award Stage	Amount	Required Submission	Frequency
Initial Semester	\$500	Completed application + verified proof of enrollment	One time
Subsequent Eligible Semesters	\$100	Verified proof of enrollment for the current semester	Each eligible semester
Maximum Program Period	—	Continued eligibility	Up to 4 consecutive years

Acceptable Proof of Enrollment

- Official enrollment verification from the institution;
- Current semester class schedule showing the student's name and institution;
- Registrar or student portal enrollment document showing current-term enrollment; or
- Another official institutional document approved by the CCE that clearly verifies current enrollment.
- Deadline for Submission of Proof of Enrollment - Fall - October 31st & Spring - March 31st. This will incorporate institutions that offer semester or 8-week classes.

Program Administration

- The CCE may request clarification or additional documentation before an application or stipend request is approved.
- Incomplete, unverifiable, altered, or late documentation may delay or prevent payment.
- Students are responsible for submitting proof of enrollment each semester; continuing stipends are not automatic.
- A student who withdraws, is not enrolled for a semester, or does not submit proof of enrollment will not receive a stipend for that semester. The CCE will determine whether a break in enrollment affects the four-year consecutive eligibility period.
- Submitting false or misleading information may result in denial, termination of eligibility, and a request to return funds, as appropriate.
- The CCE should maintain a confidential record of applications, approvals, proof of enrollment, and payments.
- The CCE may revise these guidelines when necessary. Any changes should be communicated before they are applied to future awards.
- Eligible Terms - Fall (August - December) & Spring (January - May) Summer School is not included.

II. Initial Scholarship Application

Applicant Instructions: Complete all sections and attach current proof of enrollment. Please print clearly or type. Submit application via email to mainoffice@stlukeamefay.org and CC CamNewman2001@gmail.com.

Applicant Name: _____

Date of Birth: _____

Phone: _____

Email: _____

Mailing Address: _____

City / State / ZIP: _____

Educational Information

Institution / Program: _____

Institution City & State: _____

Program Type: ☐ Technical/Vocational ☐ Certificate/Diploma ☐ Associate ☐ Bachelor's ☐ Master's
☐ Doctoral ☐ Other: _____

Major / Area of Study / Trade: _____

Degree or Credential Sought: _____

Current Classification / Year: _____

Expected Graduation / Completion Date: _____

Current Semester / Term: _____

Church / CCE Information

Are you a member of St. Luke A.M.E. Church? ☐ Yes ☐ No

Are you a child or grandchild of a St. Luke A.M.E. Church member? Circle YES or NO

If yes, ministry/auxiliary involvement (if applicable):

Length of membership/participation (if applicable):

Short Response

In 150–250 words, briefly describe your educational/career goals and how this scholarship support will assist you.

Required Attachment Checklist

- ☐ Current verified proof of enrollment
- ☐ Completed and signed application
- ☐ Short response completed
- ☐ Other documentation required by CCE policy, if applicable: _____

Applicant Certification

I certify that the information provided in this application is true and complete. I understand that I must submit verified proof of enrollment for the initial award and for each subsequent semester in which I request the \$100 continuing stipend. I understand that funding is subject to eligibility, verification, CCE approval, and available funds.

Applicant Signature: _____ **Date:** _____

III. Continuing Semester Stipend Request

Use this short form after the initial \$500 scholarship has been approved. Submit one form with verified proof of enrollment for each eligible semester for which the \$100 stipend is requested.

Student Name: _____

Institution / Program: _____

Semester / Term: _____ Academic Year: _____

Expected Graduation / Completion Date: _____

Current Email: _____ Phone: _____

☐ I have attached verified proof of enrollment for the semester listed above.

I certify that I am currently enrolled for the semester identified above and that the attached documentation is accurate.

Student Signature: _____ **Date:** _____