

**2011-12 North Dakota Academic Scholarship
North Dakota Career and Technical Education Scholarship**

The amount of each scholarship is \$750 per semester, \$500 per quarter, or \$1,500 for the academic year based on full-time enrollment in an accredited higher education institution in North Dakota, both public and private. The scholarships are renewable provided the student maintains a 2.75 grade point average based on a 4.00 scale reviewed each semester. The student must be enrolled in a minimum of 12 hours the first two terms and 15 hours each term thereafter. Students may qualify for either the North Dakota academic Scholarship or the North Dakota Career and Technical Education Scholarship. The students may be eligible for up to \$6,000 within six academic school years (do not have to be consecutive years) of undergraduate study after graduation from high school. **Application deadline will be June 7 of each year, with high school graduates notified of their eligibility for either scholarship by June 30. No late applications will be accepted.**

An accredited institution of higher education is a post-secondary institution offering at least a 2-year degree regardless if all programs are 2 years or more in duration. A student may use either the North Dakota Academic Scholarship or the North Dakota Career and Technical Education Scholarship at the following institutions:

STATE UNIVERSITIES

Dickinson State University
Mayville State University
Minot State University
North Dakota State University
University of North Dakota
Valley City State University

TWO-YEAR COLLEGES

Bismarck State College
Cankdeska Cikana Community College
Fort Berthold Community College
Lake Region State College
Dakota College at Bottineau
North Dakota State College of Science
Sitting Bull College
Turtle Mt. Community College
Williston State College
United Tribes Technical College

PRIVATE COLLEGES

Jamestown College
MedCenter One College of Nursing
Trinity Bible College
University of Mary
Rasmussen College

2011-12 Graduates

Minimum Diploma Requirements

1. 4 units of English language arts from a sequence that includes literature, composition, and speech;
2. 3 units of mathematic
3. 3 units of science, including:
 - o 1 unit of physical science
 - o 1 unit of biology
 - o 1 unit (or 2 half-units) of any other science
4. 3 units of social studies, including:
 - o 1 unit of US history
 - o ½ unit of US government and ½ unit of economics; OR
 - o 1 unit of problems of democracy; AND
 - o 1 unit (or 2 half-units) of any other social studies, which may include civics, civilization, geography and history, multicultural studies, ND studies, psychology, sociology, and world history;
5. 1 unit of physical education; OR
½ unit of physical education and ½ unit of health
6. 3 units of:
 - a. Foreign languages;
 - b. Native American languages;
 - c. Fine arts; or
 - d. Career and technical education courses;
7. Any 5 additional units

ND Academic Scholarship Eligibility Requirements

1. North Dakota resident student
2. Graduate from a high school in North Dakota or from a high school in a bordering state according to provisions set forth in ND Century Code 15.1-29
3. Complete the following course requirements:
 - a. 4 units of English language arts from a sequence that includes literature, composition, and speech
 - b. 3 units of mathematics, including 1 unit of Algebra II and 1 unit of mathematics for which Algebra II is a prerequisite
 - c. 3 units of science, including 1 unit of physical science and 1 unit of biology
 - d. 3 units of social studies, including 1 unit of US History, 1 unit of problems of democracy or ½ unit of US Government and ½ unit of economics, and 1 unit or two ½ units of any other social science
 - e. 1 unit of physical education or ½ unit of physical education and ½ unit of health
 - f. 2 units of the same foreign language, or Native American language, or sign language
 - g. 1 unit selected from foreign languages, Native American languages, American sign language, fine arts, or Career and Technical Education
 - h. Any 5 additional units, 1 of which must be in the area of fine arts or Career and Technical Education
4. Fulfill any 1 unit requirements set forth above by means of an advanced placement course and examination OR fulfill any ½ unit requirement above by means of a dual credit course
- 5a. Obtain a grade of at least “C” in each unit or ½ unit in all courses enrolled and obtain a cumulative grade point average of at least 3.0 on a 4.0 grading scale (non-weighted grading scale) for all courses enrolled
OR
- 5b. Obtain a grade of “C” in each unit or ½ unit and obtain a cumulative grade point average of at least 3.0 on a 4.0 grading scale (non-weighted grading scale) based ONLT on the 22-units defined in sections 3 and 4 above
6. Receive a composite score of at least 24 on ACT

ND Career and Technical Education Scholarship Eligibility Requirements

1. North Dakota resident student
2. Graduate from a high school in North Dakota or from a high school in a bordering state according to provisions set forth in ND Century Code 15.1-29
3. Complete the following course requirements:
 - a. 4 units of English language arts from a sequence that includes literature, composition, and speech
 - b. 3 units of mathematics, including 1 unit of Algebra II and 2 units of any other mathematics
 - c. 3 units of science, including 1 unit of physical science and 1 unit of biology
 - d. 3 units of social studies, including 1 unit of US History, 1 unit of problems of democracy or ½ unit of US Government and ½ unit of economics, and 1 unit or two ½ units of any other social science
 - e. 1 unit of physical education or ½ unit of physical education and ½ unit of health
 - f. 1 unit selected from foreign languages, Native American languages, American sign language, fine arts, or Career and Technical Education
 - g. 2 units of a coordinated plan of study recommended by the Department of Career and Technical Education. The coordinated plans of study may be viewed at:
<http://www.nd.gov/cte/programs/career-dev/plans-of-study.html>
 - h. Any 5 additional units, 2 of which must be in the area of Career and Technical Education
- 4a. Obtain a grade of at least “C” in each unit or ½ unit in all courses enrolled and obtain a cumulative grade point average of at least 3.0 on a 4.0 grading scale (non-weighted grading scale) for all courses enrolled
OR
- 4b. Obtain a grade of “C” in each unit or ½ unit and obtain a cumulative grade point average of at least 3.0 on a 4.0 grading scale (non-weighted grading scale) based ONLT on the 22-units defined in section 3 above
5. Receive a composite score of at least 24 on an ACT or a score of at least “5” on each of 3 WorkKeys assessments to include Reading for Information, Locating Information, and Applied Mathematics

***** **Deadline for taking the ACT or the WorkKeys assessments is FEBRUARY 11, 2012** *****

National ACT test dates in the 2011-12 school year are:

September 10, 2011

December 10, 2011

October 22, 2011

February 11, 2012

WorkKeys Test Dates and Sites: Testing schedules at high schools, colleges and universities is posted at
<http://www.dpi.state.nd.us/resource/act/act.shtm>

*** **Deadline for scholarship application is June 7, 2011. Applications are submitted online and may be accessed at**
<http://www.dpi.state.nd.us/scholarship>

FAQ's

Who is eligible for scholarship application?

1. Students earning a GED are not eligible for scholarship application.
2. Home educated students who obtain a diploma from their local school district are eligible for scholarship application with verified documentation of all eligibility requirements.
3. Students receiving a diploma from the ND Center for Distance Education are eligible for scholarship application with verified documentation of all eligibility requirements.

Instructions to Schools Regarding GPA Calculations ND Academic and ND Career and Technical Education Scholarships

In what courses does the student have to earn a "C" or better?

The student must earn a "C" or better in all courses required for the 22-credit diploma, including the specific courses identified in the scholarship requirements. The grade must be no lower than a "C" REGARDLESS of the grading system used in the school. Weighted grading systems assign a different point value to letter grades in the calculation of GPA, but the weighted systems do not change the grade. **A "B" is a "B" and a "D" is a "D" regardless of whether the school is using a weighted or non-weighted grading system. If a student has a grade lower than a "C" in any course required for the scholarship, regardless of the weighting system used in calculating GPA, the student is ineligible for the scholarship.**

If a student earns a C- in a class, is the student eligible?

What point value is assigned to the C- when calculating GPA?

If a C- has a point value of 2.0 on a 4.0 scale, this would satisfy the scholarship criteria.

If a C- has a point value below 2.0 on a 4.0 scale, this would NOT satisfy the scholarship criteria.

May a school use a weighted grading system?

Yes, a school may use a weighted grading system (assigning a point value higher than 4.0 to specific course work).
However, for scholarship eligibility, the GPA must be recalculated using a non-weighted, 4.0 grading scale.

How is the GPA calculated for scholarship eligibility in schools with non-weighted or weighted grading systems?

When calculating GPA for scholarship eligibility, grades must be converted to point values based on a non-weighted 4.0 scale.

For schools using non-weighted grading, the point conversions would be:

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

For schools using a weighted 5.0 grading scale for example, the point conversions would be:

- A = 4 points
- B = 3 points
- C = 2 points
- D = 1 point
- F = 0 points

May a school use +’s and –’s when reporting grades? How are these considered when calculating GPA?

A school may use +’s and –’s when reporting grades. A grade point value must be assigned to every gradient of grade with the maximum point value of 4.0 assigned to an A or A+.

What are the procedures for verifying GPA eligibility for the scholarship program?

Automatic Grade and GPA Eligibility:

Students with an 8th-semester cumulative GPA of 3.0 or higher with no grades lower than a C in any course, *regardless of the number of credits earned*, satisfy the grade and GPA requirements.

Appeal of Grade and GPA Eligibility:

A student with an 8th semester cumulative GPA lower than 3.0 or with some grades lower than a C, may file a scholarship appeal showing that 22 credits of high school work qualify the student. Considering only the 22 credits required by the State, which include specific course scholarship required courses, the student has no grades lower than a C and a recalculated GPA of 3.0 or higher.

1. If a student earns a grade lower than a “C” in any course required by the State and for scholarship eligibility, the student may retake the course for a higher grade. If the student earns a “C” or better after retaking the course, the student will be eligible for scholarship application under these criteria. The GPA will be recalculated using the higher grade. A grade of “C” has a grade point value of 2.00 on a 4.00 scale.
2. A “Pass/Fail” grade does not meet application requirements. Any “Pass” grade must be converted to a letter grade and this grade must be documented on the official transcript.
3. **GPA’s must be calculated on a 4.00 scale. Weighted grading is not permitted for application purposes.**
4. A cumulative GPA of at least a “B” requires a calculated cumulative GPA to be 3.00 or higher based on a 4.00 grading scale. GPA must be rounded to the nearest hundredth for eligibility purposes. For example, a grade point average of 3.56825 is rounded to 3.57. However, an average of 3.599875 is rounded to 3.6.

Does the student taking an AP course have to score a “3” or higher on the AP exam?

Students must take an AP exam but they do NOT have to score a “3” or higher on the exam.

If a school does not offer AP classes, where may a student get these classes?

Advanced Placement courses are available through the North Dakota Center for Distance Education. ND CDE has an extensive offering of AP courses available for all North Dakota students. With the ability to enroll in these courses year round, ND CDE can provide an option for these students and schools at anytime. If you have any questions about ND CDE’s AP course offerings, please contact: Brian Becker, Academic Advisor – North Dakota Center for Distance Education – 701-231-6060 – www.ndcde.org

What is considered a “dual credit” course?

A “dual credit” course is defined as a one-semester college course taken through a two- or four-year institution of higher education for which the student earns ½ unit of high school credit. The course must be documented on the student’s official high school transcript and the earned grade calculated into the student’s cumulative GPA.

Note: A student will receive .5 units of high school credit for completion of a 3 or 4 semester hour college course and will earn 1 unit of high school credit for completion of a 5 or 6 semester hour college course.

For an institution awarding quarter credit, a high school will award .5 units of credit for a 4 – 6 credit quarter college class and will award 1 unit of credit for a 7+ quarter credit quarter college class.

How will a dual credit course be recorded?

The course will be listed on the high school transcript. It is recommended it be designated as a dual credit course, perhaps with “DC” written prior to the course name. Principals will verify completion of a dual credit course when they verify eligibility.

A student takes a dual credit class at their high school and chooses not to pay the course fee in order to receive college credit for the course. Does this count as a dual credit course for the Academic scholarship?

No. The student must receive both high school and college credit for the course.

If a district permits students to take Algebra I or the first year of a foreign language, may these classes count toward scholarship eligibility.

The courses taken during the 8th grade must be identical in content to the same course taught in the high school. If this is so, the course must be posted on the high school transcript with the grade earned and credit awarded. This ensures satisfaction of scholarship eligibility.

Does a student have to use the score from the state-administered ACT/WorkKeys assessments for scholarship eligibility?

No. A student may use the score(s) earned on the state-administered assessment but if a student does not score 24 or higher on the ACT or does not earn three “5’s” on the WorkKeys assessments during that administration, he or she may use a qualifying score from another testing date.

How does a student apply for a scholarship?

Students may apply online from March 1 – June 7, 2011. The web address is:

<http://www.dpi.state.nd.us/scholarship>

This site will open to a page requesting the student enter his or her North Dakota login and password. Most likely, the student will not have these. On the right side of the page, the student clicks on “Register Now” and fills out all of the requested information. Once submitted, the student will receive an email at which time they will activate the login and password by clicking on the link provided. The student will then go back to the website address listed above, enter his or her login and password which takes the student to the application. The student completes and submits the application.

Requirements for Scholarship Renewal

1. Student must be enrolled as a full-time student (12 or more credit hours the first two terms and 15 or more hours each term thereafter) in an accredited higher education institution in North Dakota, both public and private.
2. Student must maintain a 2.75 cumulative GPA based on a 4.00 scale, reviewed each semester.
3. If a student’s cumulative GPA falls below 2.75, the student will have a one-time, one-term probationary period during which time the GPA must rise to a minimum 2.75. The scholarship will be paid during the term immediately following the term in which the GPA falls below 2.75. If at the end of the probationary term, the GPA is not at 2.75, the scholarship is forfeited. If at the end of the probationary term, the GPA is at 2.75, the scholarship will continue to be paid. If the GPA falls below 2.75 for a second term, the scholarship is forfeited.

4. Scholarship award is \$750 per semester, or \$500 per quarter (Rasmussen College) for a \$1500 academic year allocation. A student does not have to be enrolled in consecutive semesters. However, the scholarship is valid only for 6 academic years after the student's graduation from high school. The total value of the scholarship is \$6000.
5. The scholarship may not be applied to graduate studies. Exceptions include courses of study (5-year programs such as engineering, architecture, pharmacy) wherein a student moves into the graduate program in the third year of course work without delineation between an undergraduate and graduate program of study.
6. Priority funding will be given in the following order:
 - 1) Ongoing Student – a student attending college/university who satisfies the requirements for the continuation of award money;
 - 2) New Awardee – a student attending college/university in the fall semester immediately following high school graduation;
 - 3) Stop-Gap Student – a student who started attending college/university in the fall semester immediately following high school graduation but did not enroll in consecutive semesters;
 - 4) Deferral Student – a student who deferred the scholarship and did not attend college/university immediately following high school graduation.

What is the timeline for the application process?

**2011-12 Scholarship Application Process
ND Academic Scholarship
ND Career and Technical Education Scholarship**

March 1 Application available online at <http://www.dpi.state.nd.us/scholarship>

June 7 Deadline for receipt of applications

Students complete application and remit online

Students eligible via WorkKeys assessments must send a copy of score reports to the address listed below. Students eligible via ACT score do not need to send score reports.

ND Department of Public Instruction
Attn: ND Scholarship Programs, Connie Mittleider
600 E. Boulevard Avenue, Dept. 201
Bismarck, ND 58505-0440

May 14 – June 17 Principals verify scholarship eligibility via STARS

June 30 Notification emails sent to applicants

July 15 Deadline for students to indicate acceptance or deferment of the scholarship award and submit email to DPI

July List of awardees is generated by DPI and sent to the ND University System. Money is transmitted to respective colleges and universities.

August 7 Deadline for verification of junior summer school graduation

Can a graduating senior who is awarded a scholarship, sit out the first year or two after high school graduation and still receive scholarship money when the student commences college?

Yes. Students awarded scholarship money will receive a notification email by June 30. At this time, the student must indicate acceptance or deferment of the scholarship. Students deferring the scholarship need to know that the money must be used within 6 years of high school graduation and has a maximum value of \$6000. For example, a student who sits out 4 years prior to starting college will receive \$3000 total (\$1500 per year for two years) for undergraduate work.

A senior ND resident student applies and is granted a ND Scholarship and attends college out of state for one year. The student returns to ND as a college sophomore. Is the student eligible to use the scholarship he or she was granted as a senior?

Yes. The student would indicate deferment of the scholarship on his or her notification letter. The scholarship may be used when the student starts college/university in North Dakota, pending availability of funds.

A senior is eligible but does not apply for a scholarship. The student attends college out of state for one year and then returns to ND. Upon his or her return to ND as a college sophomore, may the student apply for the scholarship?

No. Students must apply for the scholarship from March 1 – June 7 of their senior year in high school.

May a student be awarded both the Academic Scholarship and the Career and Technical Education Scholarship?

No. A student may be eligible for both scholarships but may be awarded only one scholarship.

If a student is awarded the Career and Technical Education Scholarship, does he or she have to attend a technical school?

No. The student may attend any of the colleges and universities listed on page 1 of this document.

If a student earns the career and Technical Education Scholarship, does he or she have to pursue a program of study in the career and technical field while in college?

No. The student may pursue a degree in any field of their choice.

May a senior graduating early in December/January get scholarship money for the spring semester at college or university?

No. The early graduate should apply in the spring of the school year in which he or she graduated. The money will be available in the fall.

May the scholarship money be used for room and board or is it just for tuition?

The scholarship money may be used for expenses associated with attendance, including room and board, tuition, books, etc.

If a student takes College Algebra as a dual credit class, does this satisfy two criteria for the Academic Scholarship – a dual credit class and a math class for which Algebra II is a prerequisite?

Yes. If the College Algebra dual credit class is a one semester class, yielding $\frac{1}{2}$ unit of high school credit, the student must earn another $\frac{1}{2}$ credit of math to satisfy the requirement of one full unit of math for which Algebra II is a prerequisite.

On the same note, if a student takes an AP Calculus class, this would satisfy two requirements for scholarship eligibility – an AP class and a math class for which Algebra II is a prerequisite. (Note: The student must take the AP exam for any AP course used for scholarship eligibility.)

Similarly, if a student takes a foreign language class as a dual credit class, this could be used for two eligibility requirements – units of foreign language and dual credit class.

What math classes may be used for the Academic Scholarship to satisfy the requirement that Algebra II is a prerequisite?

Mathematics Courses Satisfying the Academic Scholarship Requirement for Mathematics Course for Which Algebra II is a Prerequisite

11034 College Algebra
11061 Calculus
11121 Analytic Geometry
11150 Probability and Statistics
11160 Trigonometry
11181 Advanced Mathematics (Senior Mathematics)-(Pre-calculus)
11580 Advanced Placement Statistics
11581 Advanced Placement Calculus AB
11582 Advanced Placement Calculus BC
(11181) Discrete Math
(11181) Finite Math

What classes are considered Fine Arts?

Fine Arts

Fine art describes an art form developed primarily for aesthetics and/or concept rather than utility. Today, the fine arts commonly include visual and performing art forms, such as painting, sculpture, music, dance, theatre, architecture, photography and printmaking.

Courses, with respective course codes, that satisfy the Fine Arts requirement for the diploma and the ND Academic and ND Career and Technical Education Scholarships are listed herein.

Art Courses

02011 Art History
02020 Art
02021 Fundamental of Art
02022 Color & Design
02024 Crafts
02025 Drawing
02026 Painting
02028 Printmaking
02029 Sculpture
02050 Commercial Art
02060 Photography
02580 Advanced Placement Art History
02581 Advanced Placement Studio Art (Drawing Portfolio)
02582 Advanced Placement Studio Art (2-D Design Portfolio)
02583 Advanced Placement Studio Art (3-D Design Portfolio)

Music Courses

12020 History and Appreciation
12030 Music Theory
12039 Supervised Individual Study: Musicology
12040 Vocal Music (Chorus)
12048 Voice Classes
12049 Supervised Individual Study: Vocal Music
12051 Instrumental Music (Band)
12052 Instrumental Music (Orchestra)
12057 Strings
12058 Instrument Classes
12059 Supervised Individual Study: Instrumental Music
12580 Advanced Placement Music Theory

English/Language Arts Courses

05037 Drama (Literature)

05061 Theater Arts

05063 Advanced Theater Arts

Physical Education Courses

08034 Dance

Clarification of ACT/WorkKeys Administration

When and where will the state-administered ACT/WorkKeys assessments be administered for 2011-12 graduates?

April 24, 2012, with a make-up date of May 8, 2012. The tests will be administered in each respective high school by school personnel. Smaller schools may work within their respective REAs to establish central testing sites.

Who will administer the ACT/WorkKeys assessments?

School personnel are responsible for the administration of the tests. Each school will select three individuals with specific responsibilities relative to the testing.

1. Test Supervisor: Primary contact for all communications, oversees all facets of test administration, receives materials, is responsible for conducting standardized and secure test administrations at the site, returns materials to ACT, assists in training of staff, must complete "ACT Supervisor Profile."
2. Back-up Supervisor: Meets same criteria as Test Supervisor, assists Test Supervisor, serves in the event Test Supervisor is unable to fulfill duties on test day, must complete "ACT Supervisor Profile."
3. Test Accommodation Coordinator (TAC): Serves students who need test accommodations, submits requests for accommodations and coordinates the testing of students approved for accommodations. Serves as primary contact for all communications about the ACT accommodations administration, receives accommodations test materials, is responsible for conducting standardized and secure test accommodations administrations and the prompt return of accommodations test materials to ACT.

May one person be assigned more than one position – Test Coordinator, Backup Test Coordinator, Test Accommodations Coordinator?

The Test Coordinator and Backup Test Coordinator must be two separate individuals. However, one of these individuals may also operate as the Test Accommodations Coordinator.

How long are the tests?

The ACT is approximately hours in length and is comprised of five components: Math, Reading, English, Science, and Writing. **Testing must start no later than 9:00 a.m. and be completed by noon.**

Each WorkKeys test is 45 minutes in length but 55 minutes should be allowed for instructions and transitional activities between tests. The three components are: Reading for Information, Locating Information, and Applied Mathematics.

May a student take both the Act and the WorkKeys tests on April 24?

No. A student must declare in the fall which test he or she will take on April 24. The deadline for declaration is November 1. A student may take one of the tests on April 24 and choose to pay for the other assessment and take it at another time.

May a student take the ACT or Workkeys test with accommodations?

Only ACT approved accommodations will be allowed on the ACT. Students must apply directly to ACT for approval of accommodations. School personnel will assist students in accommodation(s) application. Deadline for ACT to receive applications for accommodations is January 27.

Accommodations on the WorkKeys assessments are allowed and may be determined by the site based on the student's IEP or 504 plan.

Tests for students with accommodations will be administered in the two week window between April 24 and May 8.

Is there a fee for applying for accommodations?

No, not for the state-mandated assessment. Instructions will come from ACT regarding when students may apply for accommodations on the ACT. This should be around the beginning of November.

Do all special education students have to take either the ACT or the WorkKeys on April 24?

Most students with an IEP or 504 are able to take the ACT or WorkKeys assessments. Students taking the Act may apply for accommodations through ACT. Students taking the WorkKeys assessments may use accommodations as recommended by the site IEP or 504 team. It is not necessary for WorkKeys students to apply for accommodations to ACT. However, if a student requires a special form of the WorkKeys test (large print, Braille, etc.), these must be requested from ACT.

Special education students who could not perform on either assessment even with accommodations may be exempt from testing. This exemption must be noted in the IEP.

Is a pre-test session required for the ACT and the WorkKeys?

A pre-test session is required for students taking the ACT. This session will take approximately one hour and must be scheduled prior to April 24. No pre-test session is required for students taking the WorkKeys tests.

Do North Dakota University System colleges/universities waive the college admission application fee for students who qualify for a fee waiver for ACT test taking purposes?

No

May scores from the WorkKeys assessments be used to satisfy college admission requirements?

No. The WorkKeys assessments aid in predicting career readiness. The ACT is a predictor of readiness for college studies. In-state universities require ACT scores for admission.

If a student scores less than a 5 on one WorkKeys assessment, may they retake only that one assessment or do they have to take all three tests over again?

The student may retake only the one test with a score less than 5.