



Professional Development

Note:

- Applications must be submitted and approved prior to the start of classes. First Impressions cannot back pay tuition.
- You can find the application form here: <https://forms.gle/sB93E8PzgrDCWtAYA>

Where to start

1. Fill out and send the Professional Development application form to First Impressions (FI). <https://forms.gle/sB93E8PzgrDCWtAYA>
2. Email Meg Franges to notify the application has been submitted: mfranges@co.routt.co.us
3. After your application is approved, you will receive your scholarship agreement letter. **Please read your agreement letter carefully as it states the provisions of your scholarship.**
4. After you sign the agreement letter, please make sure to return it to FI. *** Be sure to get your director's signature on the application.
5. After FI receives your signed scholarship agreement letter:
 - IF you are attending CMC: FI will send you a 3rd-party-billing-form which you need to take with you when you register. CMC will bill FI at the end of the semester. Also, have a copy of your third party billing form to create an online account for purchasing your book, if buying a textbook for class. If you purchase your textbook(s) on your own, please provide a copy of your receipt showing the method of payment to FI for your 90% reimbursement.
 - IF you are attending CNCC: Send your birthdate/student id number to FI for FI to complete the CNCC third billing form on your behalf. CNCC will bill FI at the end of the semester. Please apply for the Colorado Opportunity Fund online with CNCC's registration office.

135 6th Street, Steamboat Springs, CO 80477

E-Mail: mfranges@co.routt.co.us

Phone: 970-870-5270



- IF you are attending any other accredited school,
 - You are responsible for initially paying the bill. At the end of the semester and after FI receives a copy of your transcript and a paid invoice, FI will reimburse you for the tuition and book costs up to \$1200 per semester (as stated in the scholarship agreement letter), OR
 - Send FI the bill along with a copy of your grade and FI will pay the college directly.
 - Please sign up for the Colorado Opportunity Fund if available at your college.

- 6. The provisions of the Professional Development scholarship state that:
 - FI will pay for your tuition and book costs if you receive a letter either grade of A, B or C or passed. Every semester, you are responsible for 10% of the tuition and book costs. Please submit your book receipts to FI, if you do not buy the textbooks through the college.
 - The maximum payment for a semester is \$1200 depending/pending on funding. The FI grant review committee may make exceptions to this rule.

- 7. At the end of the semester, you must provide FI with grades for all classes that FI is paying for (an online printout is fine).

- 8. If you have any questions at any time during the process, please do not hesitate to contact us.

Check out this other opportunities!

- [Career Advance Colorado \(cncc.edu\)](http://cncc.edu)
- [Scholarships and Grants - Early Childhood Council Leadership Alliance \(ECCLA\) \(ecclacolorado.org\)](http://ecclacolorado.org)

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