



Concurrent Enrollment Scholarship Text Request Instructions

7/14/21

Order at least two weeks before classes start.

Please follow directions below exactly, or the process will be slowed. District 49 provides college loaner texts for Concurrent Enrollment (CE) college students whose families qualify through one of the processes below:

☐ If you already participate in Free & Reduced Lunch (FRL):

Email and attach a copy of the FRL Approval Letter to Shonda Green, Coordinator of Concurrent Enrollment: skgreen@d49.org

- Include **phone number** and **screenshot of the student's course(s) registration from college website**; include **student's full name, S#,** and **list of courses with section numbers and campuses.**
- Then see numbers 5 through 7 below for the rest of the process.

☐ If you do not currently participate in FRL, and your school provides food services, you may qualify by applying at the D49 Nutrition Services:

1. Go to <http://www.d49.org/domain/235>.
2. Bottom of page, click "Apply for Meal Assistance Program" link.
3. Complete the application (you *need* username and password if already in the D49 system; if new to the system, you will need your D49 Student ID number to register as a new user).
4. If you receive a Letter of Approval via email from Nutrition Services, email a copy to Shonda Green, Coordinator of Concurrent Enrollment: skgreen@d49.org.
5. **Include phone number** and a **screenshot of the student's course(s) registration from the college website. Include student name, S#,** and **list of courses with section numbers and campuses.**
6. Mrs. Green will contact you via email or phone, notifying you that texts are in and where to pick them up. **Do not write in the textbooks.**
7. When the semester ends, attach a post-it note with name, and return all books to the CE Office at Creekside, 3850 Pony Tracks Drive, 80922. If damaged the student will be assessed a fee.

☐ If you attend a school that does not participate in FRL, apply for scholarship texts by completing the Family Economic Data Survey (FEDS): <https://d49familysurvey.sdms2.com/>. Then follow steps 4-7 above.

For questions about the FRL Program, contact Jackie Sieben, Free and Reduced Lunch Processor, at 719.494.8965 or jsieben@d49.org.

For questions about scholarship college texts, contact Shonda Green at skgreen@d49.org

It is our privilege to serve you!