



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

August 8, 2000

**E-MAIL**

**MEMORANDUM**

**TO:** Presidents  
Chief Academic Officers

**FROM:** H. Martin Lancaster

**SUBJECT: BACCALAUREATE EDUCATION PROGRAM FUNDING - 2000-2001**

This fiscal year, we will continue use of the *Baccalaureate Education Program* funds and provide assistance to faculty who are fully committed to obtaining a baccalaureate degree. We will offer a scholarship award up to \$3,000 each for approved participants. Selected full-time faculty members who take credit courses in Summer 2000, Fall 2000, and Spring 2001 can be reimbursed for tuition, books, labs, and mandatory fees from accredited institutions.

To have appropriate documentation and demonstrate good use of these funds, each applicant must submit a *letter of intent* by **September 12, 2000**, including: 1) an itemized budget of the requested amount, 2) a career plan to complete their degree, and 3) signed supervisory endorsement.

A statewide committee will review all requests and make awards as appropriate. Participant selection will be based upon letters and resources. Recipients/Presidents will be notified by September 20, 2000, and funds will be set aside and allocated to the college. Upon course completion, each individual will be reimbursed by the college upon receipt of appropriate documentation (receipts, grades, etc.).

The original letter of intent should be sent to Bob Allen, Director of Professional Development, 5016 Mail Service Center, Raleigh, NC 27699-5016. This letter must also indicate that a copy has been forwarded to the college president. Should you have additional questions, please call Bob Allen at (919) 733-7051.

HML/BA/jch

C: Bob Allen  
Delores A. Parker  
Kennon Briggs  
Tier A Coordinators

E-mail  
Paper Copy

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Street Address: 200 West Jones ~ Raleigh, NC 27603-1379 ~ 919-733-7051 ~ Fax 919-733-0680

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