

Beyond Emancipation

Book Money A to Z



Everything
you need to
know about

**Alameda County's
Book Money.**



updated: 11/22/10



Beyond Emancipation
675 Hegenberger Rd., Suite 100
Oakland CA 94621

ILSP Hegenberger Partners

Alameda County ILSP	Casey Family Programs
Beyond Emancipation	Foster Youth Alliance
Pivotal Point Youth Services	Fred Finch Youth Center

Services and support is available at our Hegenberger office for current and former foster youth, as well as youth who lived in group homes or residential treatment programs. Youth from both the child welfare and probation systems are welcome to check with us to discuss their goals and needs and to learn about the services and resources that are available to help them.



BUS:

The 45 and 73 AC Transit bus lines stop right in front of the building.

BART:

BART to the Coliseum station, catch the 50 bus or walk eight minutes across San Leandro St. west up the entrance ramp to 675 Hegenberger Road.

Am I eligible?

Alameda County has a program to award textbook grants or stipends (Book Money) to former foster and probation youth who meet the qualifications. The chart below shows the qualifications necessary to receive Book Money. By reading this chart you can determine your eligibility. Keep in mind that there are several other sources of money for books if you do not meet the requirements for a Book Money stipend.

Were you in a foster home or group home or a residential treatment center after age 16?	Yes you may qualify	No You may be more qualified than you think. See page 12 to find ways to get money for text books
Was your court case in Alameda County?	Yes you may qualify	No Another county, see page 11 for other resources
Do you have a high school diploma or GED?	Yes you may qualify	No See page 10 for how to get assistance
Are/were you taking a full time class load?	Yes you may qualify	Not Sure? See page 6 to determine if you have a full class load
Are you between the ages of 18-23?	Yes you may qualify	No



How much money can I get?

First Time Recipients

If you are eligible and enrolled fulltime (12 units), you will receive a \$500 grant. If you have a disability and are enrolled in DSPS services, you may be enrolled in 8 units.

If you are enrolled part-time, you will receive a \$250 grant. See the next page for more information.



Returning Recipients

The amount of your grant is based on your GPA and whether you took a full or part-time schedule last semester.

If you were a student in Fall 2010 (or the last time you were enrolled in classes), your next grant will be:

- \$1,000 if you have a 3.5 GPA or above; \$500 if you were part-time the previous semester
- \$800 if you have a 3.0 to 3.49 GPA; \$400 if you were part-time the previous semester
- \$650 if you have a 2.5 to 2.99 GPA; \$325 if you were part-time the previous semester
- \$500 if you have a 2.0 to 2.49 GPA; \$250 if you were part-time the previous semester

Students earning less than a 2.0 GPA are not eligible for the Book Money grant. If you have a GPA lower than 2.0, you are eligible to receive a **stipend check**, written directly to your college bookstore for the exact amount of your textbooks.

Note for returning recipients: If you began the semester as a full-time student, but dropped classes to become a part-time student, you **will not** have to return book money. However, during the upcoming semester you will receive the part-time grant or stipend **even** if you are once again taking a full-time schedule.



What is a full-time class schedule?

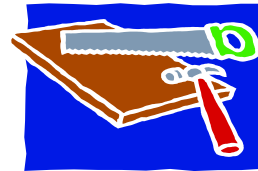
If you are enrolled in **12** or more units, you are a full-time student.

Exception: If you are enrolled in Disabled Students Programs and Services (DSPS), a program for helping with students with learning disabilities, 8 units is considered a full time schedule. If you have proof of your participation in DSPS at a California community college, California State University, or University of California, you will receive the full grant for taking 8 units and a part-time stipend for taking 4 units.

Part-time students

You are eligible to receive a part-time book grant if you are enrolled in 6 to 11 units.

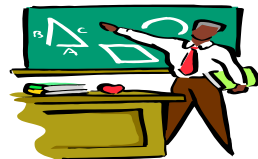
Exception: If you are enrolled in Disabled Students Programs and Services (DSPS), you are eligible for a part-time grant if you take 4 units.



What happens if I drop classes during the semester?

The amount of book money you receive is based on your GPA **and** units you took during the **previous** semester. If you drop classes before your school's deadline for dropping, you may end up with fewer than the required units for a full time schedule.

You are not expected to return any Book Money if you drop or fail classes. However, the next semester that you apply for Book Money, you will be awarded a part time grant or stipend **even if** you begin the following semester with a full class load.



What paperwork do I need?

First Time Recipients

You must apply for Spring 2010 book money between December 15, 2010—February 28, 2011.

You will need to fill out two forms to apply Book Money:

- **Book Money Application Form** (this page has a Beyond Emancipation logo)
- **Permission to Release Records Form** (this page has an ILSP logo)

How to get these forms:

- Download them from www.beyondemancipation.org.
- Pick up copies at the front desk at Alameda County ILSP
- Ask for them when you visit Beyond Emancipation

Returning Recipients

Even if you have received a textbook grant in a previous semester, you will need to fill out another application form and **Permission to Release Records Form**.

The rest of the paperwork you will need will be on the web site of your college or trade school.

Download and print the following:

- **Your schedule of classes**
- **A transcript** (unofficial is okay) that shows your last semester grades and your cumulative GPA (the grade point average that is calculated from the time you begin studies at your college).
- If you are eligible for the stipend (meaning you filled out Section C on the application), you must also submit **a list of the textbooks for your current classes** showing prices (print from your college bookstore web site).



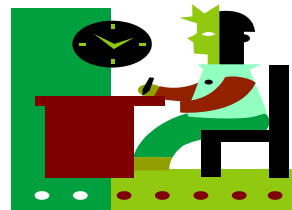
Proving your eligibility

Proving your eligibility as a new student

Please fill out a complete application or ask your B:E case manager for a WOC letter. Even if you are a former foster youth, please note that your county matters.

Proving your eligibility as a returning student

You must qualify each semester you receive Book Money. In order to be eligible for Book Money, you need to show that you completed at least a part-time schedule the previous semester. If you do not meet the requirements for the Book Money grant program, see page 12 for how to get help with buying textbooks. In addition to a class schedule, you are also required to submit an unofficial copy of your college transcript to determine if you qualify for the book money grant or the book money stipend.



Turning in the paperwork

Ways to turn in your completed application, **with all necessary documents:**

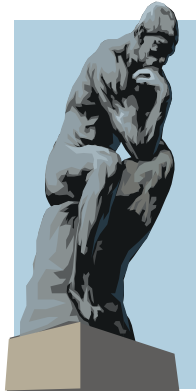
- In person at the ILSP front desk. A secure dropbox is available for complete applications.
- By fax. Fax all of your Book Money documents to 510-667-7639. Write a first page cover sheet with Attention: Beyond Emancipation, Sara Goldware, Courtney Ralph, or Neina Reyes on the cover. Include your phone number.
- By mail. You may mail your documents to the following address:

Beyond Emancipation
Attn: Sara Goldware or Courtney Ralph
675 Hegenberger Road, Suite 100, Oakland, CA 94621



Getting your Book Money

Waiting for the check



Book Money checks are issued by Alameda County and usually take at 14 business days (sometimes two weeks) to arrive. The same day your check arrives at the B:E office, you will receive a phone call, email or text message informing you to pick up your check.

Exception: If you live outside the area, you will receive a phone call, voicemail or text message informing you that your check is being sent to you by mail.

Please do not call to ask "Where is my check?" If you have not received notice that your check has arrived within two weeks of submitting your application, please email alamedabookmoneyprogram@gmail.com or contact one of B:E's education specialists.

Receiving the check

Upon receiving your check, you will be asked to sign and date the check stub and to include the last four digits of your Social Security Number. **To ensure the security of your check, you may be asked to show a picture I.D.**



What if I don't have a high school diploma or GED ?

Not having a high school diploma or a GED is an obstacle you can overcome. It is possible to enroll in a community college and take courses without having finished high school or having earned a GED. If you do not have a high school diploma or GED, you may still be eligible for book money in the form of a **stipend check** written directly to your college bookstore.

Is there any financial assistance for students who are still need to complete their high school diploma or want to earn a GED?

Yes, California residents needing to finish a high school diploma can attend most public adult schools free of charge. However, taking the GED test usually costs \$130 unless preparation and test taking are part of a funded job training program. ILSP can help with these costs!

ILSP will pay the fee for you to take your GED!

In order to receive assistance, bring printed information about when and where you will take the written test and how much it will cost to the ILSP office. If you pay for the test yourself and save your receipt, ILSP will issue you a reimbursement check. If you want ILSP to pay for the test, simply bring the information to ILSP at least two weeks before the testing date. You will be issued a check that is made out to the school or organization that is offering the GED testing.



What if I earn my GED or high school diploma while I am enrolled in community college?

If you complete the requirements for your diploma or pass the GED while you are attending a community college, you become eligible for a Book Money grant as soon as you can show evidence of having completed these requirements.

See page 12, if currently enrolled in college classes before you have earned a GED or high school diploma.



I was in foster care in another county in California ... am I eligible for Book Money?

Your jurisdictional county is the county where your parent(s) lived when you were placed in foster care. Even if you lived in a foster or group home in Alameda County, the county that provides you with textbook stipends and other ILSP services is your jurisdictional county.

Listed below are contacts for some ILSP coordinators in nearby counties who can tell you the requirements and benefits of their ILSP programs.

Contra Costa County

Timothy Hamp, Assistant ILP Coordinator
1875 Arnold Drive, Suite 200
Martinez, CA 94553-4068
(925) 957-2403 or Toll-free: (866) 994-ILSP
(925) 957-2427
thamp@ehsd.cccounty.us



San Francisco County

Arlene Hylton, Program Director
Independent Living Skills Program
225 Valencia Street
San Francisco, CA 94103
(415) 934-4202 & (415) 934-4228
Arlene.Hylton@sfgov.org

San Joaquin County

Cynthia Hebert, ILP Coordinator
San Joaquin County
(209) 468-1028 & (209) 468-1108
heberc@cws.state.ca.us



San Mateo County

Marion Liberona, ILP Coordinator
County of San Mateo Human Services Agency
400 Harbor Boulevard
Belmont, CA 94002
(650) 802-3325 & (650) 593-2063
MLiberona@co.sanmateo.ca.us

Santa Clara County

Marisela Martinez, MSW, ILP Supervisor
373 W. Julian Street
San Jose, CA 95110-2335
(408) 975-5719 & (408) 975-5831



**I was in ILSP in Alameda County
but do not qualify for the book money grant.**

**Are there other ways to get money
for textbooks ?**

Yes, if you were eligible for Independent Living Skills services from Alameda County, you can receive funds to cover the cost of textbooks even if you do not qualify for the Book Money grant program.

See if any of these examples represent your situation:

- I plan to take summer school classes and there is no book money program for summer school.
- My GPA was less than 2.0 last semester, but I am still attending the same college as before.
- I dropped two of my classes and ended up taking only less than 6 units last semester.
- I do not have a high school diploma or GED.

There are two ways to get textbook funding for situations that are not part of the book money program:

Method #1 - Book Money Stipend: Get a check that is payable to your college bookstore (up to \$400)

What you do - Fill out the Spring 2010 Book Money Application, including Section C. Be sure your application includes the following:



- Your class schedule
- A printout that shows the price of the books you will need for the courses included on your schedule

Method #2 - Get a reimbursement check made out to you (up to \$400.00)

What you do - buy your textbooks and save the *original* receipts (make a photocopy for your records). Bring the following to the ILSP front desk:

- Your class schedule
- Your receipts
- Your contact information

You will receive a phone call, text message, or email as soon as the check arrives.



Will I get Book Money if I go to a private vocational school?

Receiving assistance with textbook purchases requires that the school you plan to attend is accredited. **The only accreditation that Alameda County accepts for awarding Book Money and textbook grants is by the Western Association of Schools and Colleges (WASC).**

You can get Book Money grants or reimbursement if you attend any one of these Bay Area trade and vocational schools that have their **WASC accreditation**:

- + Heald College
- + Western Career College
- + Everest College
- + Alameda Beauty College
- + Academy of Art University
- + Wyotech
- + Paris Beauty School



There are many other nearby schools that do **NOT** have WASC accreditation. **You cannot receive book money if you attend one of these schools.** Some of these include:

- + Expressions
- + Some cosmetology schools
- + Medical assisting and phlebotomy programs at schools not listed above
- + National Holistic Institute
- + Culinary academies including California Culinary Academy

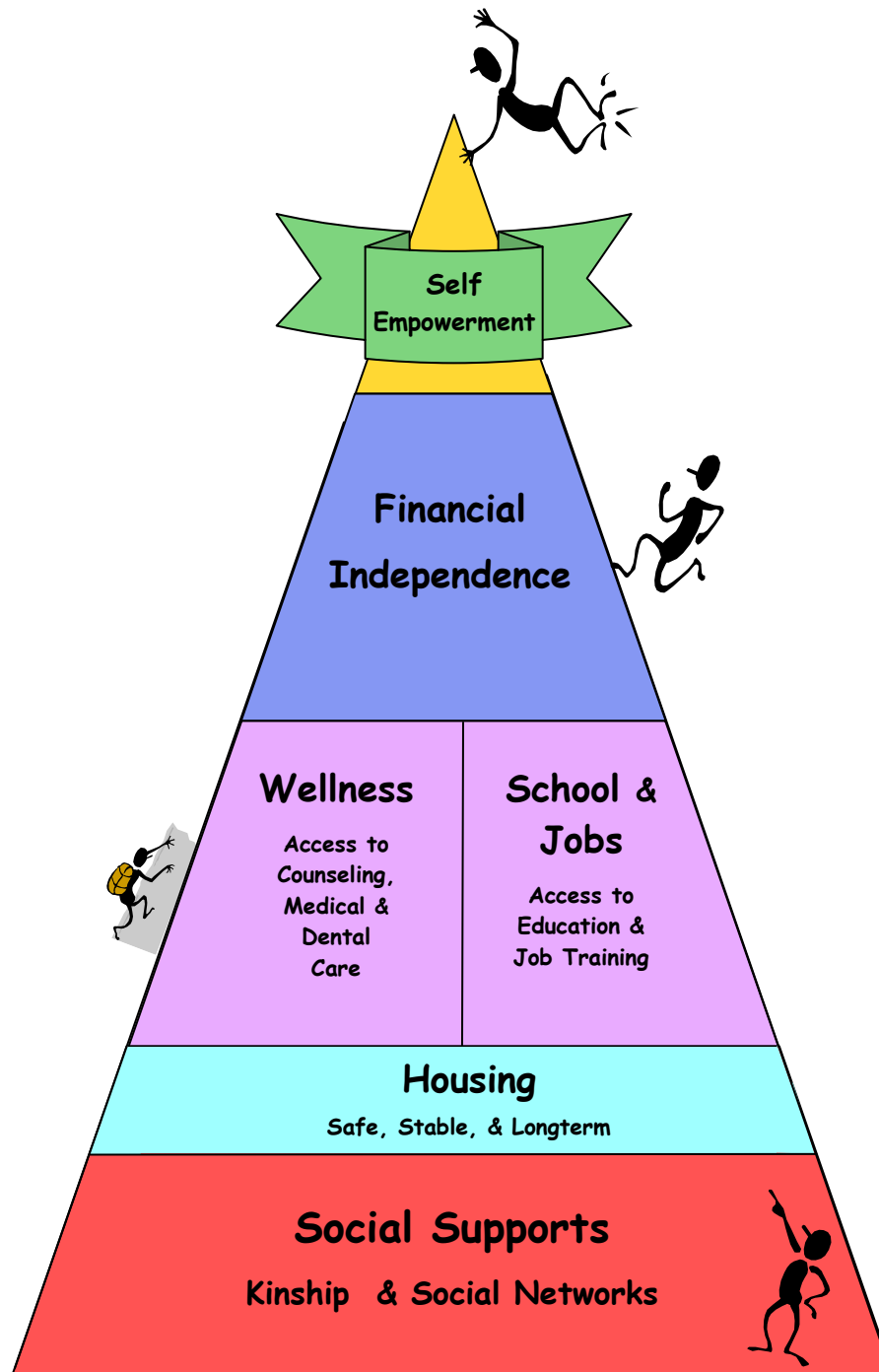
A simple way to determine the accreditation of the school you want to attend:

Call the school you want to attend and ask to speak to someone in the financial aid office. If there is no one who can answer financial aid questions, it is unlikely that the school is **WASC** accredited.

If you can speak to someone in financial aid, tell them that you are eligible for a Pell Grant and ask if the school will be able to apply your grant to their tuition. If the school is unable to access federal financial aid, you will not get financial assistance either for tuition or for textbooks.

Remember: You may be offered a loan for tuition, but loans must be paid back - with interest - at a time when you may not be earning much money. **Be extremely careful about going into debt by taking on student loans. Explore WASC accredited programs first!**



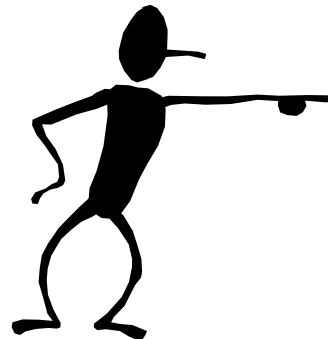




Beyond Emancipation is Alameda County's primary provider of aftercare services to youth from the child welfare and probation systems. Our mission is to help these young people make successful transitions into adulthood and independent living. B:E provides a wide range of services to assist youth during the challenging time of transitioning to self-sufficiency.

Courtney Ralph
Education Specialist
(510) 667-7804

Sara Goldware
Education Specialist
(510) 667-7627



Beyond Emancipation
675 Hegenberger Road, Suite 100
Oakland, CA 94621

Main: (510) 667-7694
Fax: (510) 667-7639

beyondemancipation.org