



# SOUTH SUBURBAN COLLEGE

## JOB TRAINING DEPARTMENT

15800 South State Street • South Holland, IL 60473 • (708) 596-2000 Ext. 2530 • Rm. 4461

*"The mission of South Suburban College is to Serve our Students and the Community through lifelong learning."*

## Process for "Rebound" (Tuition FREE Programs)

1. The Job Training Department, located in room 4461, will serve as "first point of contact" and will conduct program orientations, collect documentation and prescreen prospective participants who:
  - a. Must live within South Suburban College (SSC) District 510
  - b. Have become unemployed anytime since January 1, 2008 and are still currently unemployed
  - c. Have filed a claim with the Illinois Department of Employment Security and provide verification of Unemployment or Eligibility Benefits

*(If the individual is ineligible to apply for unemployment insurance due to having worked for a non-profit organization, SSC will accept a letter from the previous employer. The letter must be on company letterhead and list the dates of full-time employment and a statement that the applicant "was not terminated for cause." SSC staff will contact the employer to verify the information).*

- d. Submit an official high school or GED transcript (college transcript if applicable)
- e. Are interested in one of the approved Rebound Programs (classes are subject to availability following the first class purge of the semester)
- f. Are required to sign a Release of Information Authorization Form

**Important note: Rebound students will be responsible for the cost of books, but may be eligible to receive other monetary assistance. Any student aid money must be utilized in advance of the tuition waiver.**

- A. Qualification for a WIA/ITA (Workforce Investment Act/Individual Training Account). A WIA/ITA can only be awarded for programs on the Illinois Statewide List of WIA Certified Training Providers.
- B. Participants will complete and submit the Free Application for Federal Student Aid (FAFSA) to determine award eligibility.

2. If individuals do not meet the eligibility requirements for WIA, Job Training will refer them to the Office of Student Financial Assistance for the FAFSA process. Job Training will issue the students with a referral to identify them as having been prescreened for the Rebound Program.
3. Rebound students will be sent to the Student Help Center for assistance in completing their College Application and then directed to Admissions. After completing the Admissions process, students will be directed to the Testing Center to complete their placement test, orientation and scheduling of their initial semester of classes.
4. Once approved, a Registration staff member will assist in the completion of the registration process. If the students have been identified as WIA or FAFSA eligible, they will be referred back to Financial Aid or Job Training to receive a book voucher.
5. Rebound students will have access to Financial Aid staff for assistance in identifying possible additional tuition assistance in order to continue their education after completion of their Rebound sponsored courses.
6. Rebound students who do not attend classes for two consecutive semesters (excluding summer), will become ineligible for further Rebound funding. Qualified students are entitled to a maximum of three years of Rebound funding as long as the program is offered, starting from their first tuition-free semester (Example: The last Rebound-eligible semester for a student beginning in Fall-2009 would be Summer-2012). Students who have gained full-time employment are entitled to complete one additional tuition-free semester while employed.