

The Khadijah Scholarship Award - Appendix

RATIONALE

In times of economic hardship and increased competitiveness in the job market, women who do not possess a high school diploma or college degree find it hard to acquire gainful employment. If forced into the workforce [through divorce, the untimely death of a spouse/parent, or an unexpected change in a spouse's or family's income], their ability to financially support themselves, contribute to their spouse's income or support their family is severely hampered without marketable skills. The need to bring more income into the home continues to remain an urgent reality in the near future.

Lajna Imaillah-USA, under the approval of Khalifutul Masih V^{aba}, seeks to help Lajna members in these situations by offering scholarships to eligible members who apply and are recommended by a scholarship committee. The new skills acquired through post-secondary education/training will advance sisters in the workforce. Special consideration will be given to those sisters who have experienced unexpected or sudden life changes. Applicant must be a US citizen or a US resident.

HOW CAN LAJNA IMAILLAH USA HELP YOU?

Lajna will help adults members returning back to school for study by providing them with:

- Monetary scholarship awards to be used towards tuition.
- Mentoring from a lajna member in their field of study or someone with knowledge of post-secondary education. This mentor maybe one of the scholarship committee members or a willing lajna member anywhere within the United States.

HOW MUCH AND FOR HOW LONG?

While the amount of Khadijah Scholarship awarded will depend on the length of study and the cost of the program, a maximum of up to \$3000.00 will be awarded per eligible applicant for the total duration of the study. Scholarship monies will be paid directly to the Educational Institution on behalf of each recipient. Applicants and recipients of the award should be prepared to submit proof of enrollment, number of credits/semesters, academic progress (transcripts), funding from other sources, tuition per credit/course and total cost of study. Acceptance will depend on the availability of funds.

WHERE CAN I FIND THE INFORMATION?

Information regarding the Khadijah Scholarship, the Application Form, and a listing of suggested areas of study can be found at www.lajnausa.net or <http://www.lajnausa.net/web/khadijah-scholarship>.

For additional information, please contact the Scholarship Committee at 716-982-7386 or email the committee at khadijahscholarship@lajnausa.net

General Educational Development (GED)

5 Content Areas/Tests	Cost	Preparation/Other Info
<ul style="list-style-type: none"> ○ Science ○ Math ○ Soc. Studies ○ LA - Reading ○ LA - Writing (incl. Essay) 	Varies from state to state * Some free	<ul style="list-style-type: none"> ○ Based on individual student readiness ○ Involves the use of Practice Test and books ○ Free classes at Adult Basic Education centers ○ Can re-take any content area missed up to two additional times per year. Scores for content areas already passed will be combined with re-tested areas. ○ Since 1942, 17million people have passed the GED test.
If the test-taker does not speak English? The GED is administered in three languages: English, Spanish and French. Spanish & French speakers who take the GED in their native language, will have to take an additional test to prove that they are proficient in the English language (GED ESL test).		

FEDERAL FUNDS AVAILABLE

Typically, college students fund their education through federal financial aid programs. To apply for federal funds, students must complete the [Free Application for Federal Student Aid \(FAFSA\)](#). Federal aid programs include, but are not limited to, Federal Pell Grants and Federal Student Loans. Since taking office President Obama has increase funding to aid programs through federal stimulus monies. The table below lists *free* aid programs student may qualify for through the completion of a FAFSA:

FEDERAL PROGRAMS	Description	Amount	How to Apply
Pell Grant	Most widely available federal aid program. Awarded based on need (EFC). Never need to be repaid.	Amount varies Minimum \$1,338 Maximum \$5, 350	FAFSA application
Federal Supplemental Educational Opportunity Grant (FSEOG)	Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need. Pell Grant recipients with the lowest expected family contributions (EFCs) will be considered first.	between \$100 and \$4,000 a year, depending on when you apply	FAFSA application
Academic Competitiveness Grant (ACG)	First year of college Pell recipients High School grad after Jan 1, 2006	\$750 for first year \$1300 for 2nd year	FAFSA application
The National Science & Mathematics Access to Retain Talent Grant (National SMART Grant)	Fourth or fifth year Science, technology, computers, critical languages	\$4000 in fourth or fifth year	FAFSA application
TEACH Grant	Students who wish to teach in urban/low income schools.	\$4000 each year	FAFSA application
TAX CREDITS	Description	Amounts	How to Apply
Hope Scholarship (Tax Credit)	Provides students in their first two years of college with a tax credit. Based on Adjusted Gross Income	100% of first \$1,200 in expenses 50% of the next \$1,200 in expenses	Complete an annual federal tax return

Further Recommendations

Most adults returning to college will discover that their education can and will be funded through Federal Aid monies, be they grants or loans. However, one of the many challenges a woman returning to college may face is limited time; especially, if that woman has experience a sudden life change. She may find herself as the single financial provider suddenly having to the face the needs of a family on a single income. In this situation, this woman (or women like her) may be looking for programs that take the shortest amount of time and yield increased income opportunities. Thus, in addition to offering money, Lajna has provided some *suggesting* courses of study. The *suggested* programs reflect shorter periods of study while providing the ability to generate increased hourly or annual income.

Below is a working list of researched programs of study. This list was created using the offerings of local community colleges, often most community colleges provide mirrored programs regardless of their location. Many programs are marketed as one and two year programs, however prerequisites and developmental courses are not often factored into this timeline.

Certificates Of Proficiency			
Job/Occupation	Description	Duration of Study	Type of School
Pharmacy Technician	Pharmacy technicians prepare prescriptions under the direct supervision of a pharmacist. Program that will qualify graduates for entry-level positions in a wide variety of pharmacy practice settings. Median hourly wages of wage and salary pharmacy technicians in May 2008 were \$13.32.	One Year 38-credit-hour program	Community College, Vocational/Technical Schools
Pastry Chef Baking and Pastry Arts	Chefs, head cooks, and food preparation and serving supervisors oversee the daily food service operation of a restaurant or other food service establishment. <i>Chefs and head cooks</i> are usually responsible for directing cooks in the kitchen, dealing with food-related concerns, and providing leadership. They are also the most skilled cooks in the kitchen and use their creativity and knowledge of food to develop and prepare recipes. Median annual wage-and-salary earnings of chefs and head cooks were \$38,770 in May 2008.	One Year 42-credit-hour program	Community College, Vocational/Technical Schools
Chemical/Science Technicians	This program prepares students to work as chemical laboratory technicians with chemists, engineers and environmentalists. Technicians set up, operate, and maintain laboratory instruments, monitor experiments, make observations, calculate and record results, and often develop conclusions. Graduates are qualified for positions as industrial chemical technicians in chemical processing plants and environmental, agricultural, research and manufacturing facilities. Median hourly wages of science technicians in May 2008 vary based on specialization: Nuclear Technicians - \$32.64 to Forest and conservation technicians \$15.39.	One Year and a Half 34-credit-hour program	Community College, Vocational/Technical Schools

Certificates Of Proficiency

Job/Occupation	Description	Duration of Study	Type of School
Cosmetologist	<p>Hairdressers, hairstylists, and cosmetologists offer a wide range of beauty services, such as shampooing, cutting, coloring, and styling of hair. They may advise clients on how to care for their hair at home. In addition, cosmetologists may be trained to give manicures, pedicures, and scalp and facial treatments; provide makeup analysis; and clean and style wigs and hairpieces. Median hourly wages in May 2008 for hairdressers, hairstylists, and cosmetologists, including tips and commission, were \$11.13.</p> <p><u>Associations:</u></p> <ul style="list-style-type: none"> ○ American Association of Cosmetology Schools ○ National Cosmetology Association 	<p>Varies by State (MO=1,500 or 9/10 months) (MD=1,500 or 9/10 months) (VA=1,500 or 9/10 months)</p> <p>State Licensing examination</p>	<p>Cosmetology Schools, Vocation/Technical Schools</p>
Dental Assistant	<p>The dental assistant performs many tasks requiring both interpersonal and technical skills. The duties of a dental assistant include preparing patients for treatment, maintaining and updating treatment records, assisting the dentist during a variety of dental procedures, taking and developing dental X-rays, developing infection control protocol; preparing and sterilizing instruments and equipment; providing direct patient care in both general and specialty dental procedures; providing oral care instruction following dental treatment; performing office management tasks; and a variety of laboratory procedures related to dental treatment. Median annual wages of dental assistants were \$32,380 in May 2008.</p>	<p>One Year (Two Years) 40-credit-hour program</p>	<p>Community College, Vocational/Technical Schools</p>
<p>Food Service Managers / Restaurant Management Caterers</p> <p><i>(See Also Hospitality Studies on Degree Programs List)</i></p>	<p>Food service managers are responsible for the daily operations of restaurants and other establishments that prepare and serve meals and beverages to customers. Besides coordinating activities among various departments, such as kitchen, dining room, and banquet operations, food service managers ensure that customers are satisfied with their dining experience. In addition, they oversee the inventory and ordering of food, equipment, and supplies and arrange for the routine maintenance and upkeep of the restaurant's equipment and facilities. Managers are generally responsible for all administrative and human-resource functions of the business, including recruiting new employees and monitoring employee performance and training. Median annual wages</p>	<p>One Year (Two Years) 39-credit-hour program</p>	<p>Community College, Vocational/Technical Schools</p>

Certificates Of Proficiency

Job/Occupation	Description	Duration of Study	Type of School
	of salaried food service managers were \$46,320 in May 2008.		
Home Energy Auditor/Building Analyst	Building Analyst courses will teach you basic principles of building science to assess energy efficiency in a home while also monitoring conditions that have a direct impact on human health and safety. Median annual wages of wage and salary construction and building inspectors were \$50,180 in May 2008.	Various Courses ranging from 16 hours to 400 hours	Community College, private institutions etc.
Home Health Aides	Home health aides and personal and home care aides help people who are disabled, chronically ill, or cognitively impaired and older adults, who may need assistance, live in their own homes or in residential facilities instead of in health facilities or institutions. Median hourly wages of wage-and-salary personal and home care aides were \$9.22 in May 2008.	75 hours and competency on state exam.	Vocational/Technical Schools
Medical Assistant	Medical assistants perform administrative and clinical tasks to keep the offices of physicians, podiatrists, chiropractors, and other health practitioners running smoothly. The earnings of medical assistants vary, depending on their experience, skill level, and location. Median annual wages of wage-and-salary medical assistants were \$28,300 in May 2008.	1 Year	Vocational/Technical Schools
Medical Transcription	The primary job function of medical transcriptionists is to transcribe dictated medical reports (patient histories, physical examinations, consultation reports, operation reports, discharge summaries) and other clinical diagnostic information. Wage-and-salary medical transcriptionists had median hourly wages of \$15.41 in May 2008.	One Year (Two Years) 42-credit-hour program	Community College, Vocational/Technical Schools
Medical (Records) Billing and Coding	Prepares students for entry-level positions as Medical Billing Specialists, Medical Coders, Claims Examiners, Healthcare Reimbursement Specialists and Health Insurance Specialists. The median annual wage of medical records and health information technicians was \$30,610 in May 2008.	One Year (Two Years) 45-credit-hour	Community College, Vocational/Technical Schools
Nurse (LNP/LVN)	Licensed practical nurses (LPNs), or licensed vocational nurses (LVNs), care for people who are sick, injured, convalescent, or disabled under the direction of physicians and registered nurses.	Year long program with competency on National Council Licensure	Vocational/Technical Schools

Certificates Of Proficiency			
Job/Occupation	Description	Duration of Study	Type of School
	Median annual income \$39,030 in May 2008.	Examination, or NCLEX-PN	
Nurse's Aides	Nursing aides, also known as nurse aides, nursing assistants, certified nursing assistants, geriatric aides, unlicensed assistive personnel, orderlies, or hospital attendants, provide hands-on care and perform routine tasks under the supervision of nursing and medical staff. Median hourly wages of nursing aides, orderlies, and attendants were \$11.46 in May 2008.	75 hours of State-approved training and pass a competency evaluation.	Vocational/Technical Schools
Radiologic Technicians	Radiologic technicians, sometimes referred to as <i>radiographers</i> , produce x-ray films (radiographs) of parts of the human body for use in diagnosing medical problems. In addition to preparing patients and operating equipment, radiologic technologists and technicians keep patient records and adjust and maintain equipment. They also may prepare work schedules, evaluate purchases of equipment, or manage a radiology department. The median annual wage of radiologic technologists was \$52,210 in May 2008.	21-24 months	Vocational/Technical Schools
Textile Occupations	<i>Tailors, dressmakers, and custom sewers</i> alter and repair garments in local neighborhood shops, department stores, or dry-cleaning establishments. Alterations may include hemming pants or dresses, and repairs commonly consist of patching or sewing a torn article of clothing. Some workers may be required to make elaborate custom clothing for special occasions or other unique events. Median hourly wages for <i>tailors, dressmakers, and custom sewers</i> in May 2008 was \$12.01.	Decline rapidly (-10% or lower) over the next 10 years (2008-2018) <u>Manufacturing</u> (76% employed in this sector) <u>Self-Employed</u> (13%)	Master Semestress Sewing Classes at local shops, community schools, etc.) On the job training

Associate Degree Programs			
Job/Occupation	Description	Duration of Study	Type of School
Automotive Technology <i>Associates in Applied Sciences</i>	Designed to prepare students for initial employment in the automotive industry at beginning managerial levels	68-credit-hour program	Community College Vocational/Technical Schools
Dietetic Technician (Food Service or Nutrition Care) <i>Associates in Applied Science</i>	The Dietetic Technology program offers associate degrees in nutrition care and food service management. Median wage in 2008	Two Years (Three Years) 70-to 71-credit-hour program	Community College

Associate Degree Programs

Job/Occupation	Description	Duration of Study	Type of School
	was 12.54/hourly or \$26,080 annually.		
Electrical Engineer <i>Associates in Applied Sciences</i>	Prepares students to serve as technical assistants to scientists and engineers. Graduates will be prepared for employment as assistants to professional engineers, senior technicians in research, development, manufacturing, testing, installation or maintenance of a variety of products. Several areas of concentration (i.e. Computer Engineering Technology)	67-71 credit hour program depending on area of concentraion	Community College
Funeral Service Education (Mortician/Embalmer) <i>Associates in Applied Science</i>	Funeral directors, also called <i>morticians</i> and <i>undertakers</i> , arrange the details and handle the logistics of funerals, taking into account the wishes of the deceased and family members. Together with the family, funeral directors establish the location, dates, and times of wakes, memorial services, and burials. They arrange for a hearse to carry the body to the funeral home or mortuary. Most funeral directors also are trained, licensed, and practicing <i>embalmers</i> . Embalming is a sanitary, cosmetic, and preservative process through which the body is prepared for interment. Median annual wages for funeral directors were \$52,210 in May 2008	Three Years (Three Years) 65-credit-hour program	Community College
Graphic Communications <i>Associates of Fine Arts</i>	A program of study designed for students planning to transfer to a public university or private art school to earn a bachelor's degree in either graphic design or illustration. Median annual wages for graphic designers were \$42,400 in May 2008.	Two Years (Three Years) A 71-credit-hour program	Community College
Hospitality Studies Culinary Arts <i>Associates in Applied Science</i>	The Hospitality Studies program prepares students for careers in the areas of culinary arts and hotel and restaurant management. The Culinary Arts option is designed to meet current and future needs for training food service and food service managerial persons to assume leadership roles in the industry. The curriculum offers a wide range of courses that specifically meet the requirements of the hotels, restaurants and clubs in this field. The	Two Years (Three Years) 69-credit-hour program	Community College

Associate Degree Programs

Job/Occupation	Description	Duration of Study	Type of School
	<p>program features a heavy emphasis on food preparation, from basic to advanced, combined with courses that offer a solid background in the managerial aspects of the industry. Median annual wage-and-salary earnings of chefs and head cooks were \$38,770 in May 2008.</p>		
<p>Nurse (RN) <i>Associates of Applied Science</i></p>	<p>This program prepares students to become registered nurses. Students learn to provide direct care that is based on the nursing process. Median annual wages of registered nurses were \$62,450 in May 2008.</p>	<p>Two Years (Three Years) 68 credit hours</p>	<p>Community College</p>
<p>Photography <i>Associates of Fine Arts</i></p>	<p>A program that can provide freshman and sophomore level classes for students who are preparing for transfer to another college/university art program to complete a BFA. Median annual wages of salaried photographers were \$29,440 in May 2008.</p>	<p>Two Years (Three Years) 68-70 credit hour</p>	<p>Community College</p>
<p>Physician Assistant <i>Degrees vary from Associate, to Bachelor's to Master's Degrees*</i></p>	<p><i>*In 2008 142 education programs for physician assistants were accredited or provisionally accredited 113 of these programs offered the option of a master's degree, 21 of them offered a bachelor's degree, 3 awarded associate degrees, and 5 awarded a certificate. Physician assistants (PAs) practice medicine under the supervision of physicians and surgeons. They should not be confused with medical assistants, who perform routine clinical and clerical tasks. (Medical assistants are discussed elsewhere in the <i>Handbook</i>.) PAs are formally trained to provide diagnostic, therapeutic, and preventive healthcare services, as delegated by a physician. The median annual wage of physician assistants was \$81,230 in May 2008.</i></p>	<p>Varies depending on Program</p>	<p>Universities, Community Colleges, Vocation/Technical Schools</p>
<p>Radiologic Technology (X-Ray Technician) <i>Associate of Applied Sciences</i></p>	<p>Radiologic technicians, sometimes referred to as <i>radiographers</i>, produce x-ray films (radiographs) of parts of the human body for use in diagnosing medical problems. In addition to preparing patients and operating equipment, radiologic technologists and technicians keep patient records and adjust and maintain equipment. They</p>	<p>79-80 credit hour program</p>	<p>Community College Vocational/Technical Schools</p>

Associate Degree Programs			
Job/Occupation	Description	Duration of Study	Type of School
	also may prepare work schedules, evaluate purchases of equipment, or manage a radiology department. The median annual wage of radiologic technologists was \$52,210 in May 2008.		
Sign Language Interpreter <i>Associates in Applied Sciences</i>	The Deaf Communication Studies program at St. Louis Community College is a two-year American Sign Language interpreter education program that provides the instruction and experience needed to interpret between individuals using American Sign Language and English. Wage and salary interpreters and translators had median hourly wages of \$38,850 in May 2008	Two Years (Three Years) 68-credit-hour program	Community College
Teachers Assistant/Aide (SPED)/Substitute <i>Applied Associate of Arts in Teaching</i>	<i>Teacher assistants</i> provide instructional and clerical support for classroom teachers, allowing teachers more time for lesson planning and teaching. They support and assist children in learning class material using the teacher's lesson plans, providing students with individualized attention.. Median annual wages of teacher assistants in May 2008 were \$22,200.	Two Years (Three Years) 64 credits <i>NCLB legislation makes it so that Teaching Assistants/Aids seek either an Associates or complete a state or local exam/assessment.</i>	Community College

Sources:

- [St. Louis Community College's Website \(programs page\)](#)
- [Occupational Outlook Handbook 2010-2011 Edition](#)
- [Regency Beauty School](#)
- [State Licensure Requirements](#) for Cosmetologists
- General Education Development ([GED](#)) test