



OCL

STUDENT LEADER

SCHOLARSHIP

CODE

This Edition Amended: 2/10/2026

Section 1: Mission Statement

The Office of College Life (OCL) Student Leader Scholarship (SLC) is designed to recognize and reward outstanding student leaders who have demonstrated exceptional commitment and dedication to improving the student experience at De Anza College. This scholarship represents our commitment to recognizing and rewarding the hard work and dedication of student leaders who go above and beyond in their efforts to make De Anza College a better place.

We hope to encourage and support the development of student leaders who possess the vision, initiative, and perseverance to drive positive change on campus.

Section 2: The Scholarship Budget

The scholarship budget will be supported by student fees and administered through the De Anza Student Government (DASG) Senate.

Section 3: Eligibility

The OCL Student Leader Scholarship will be available to the following student leaders at De Anza College:

- DASG Executive Officers (excluding the De Anza College Student Trustee)
- DASG Internal Officers
- DASG Program Liaisons (unless they are already being paid through their program)
- Inter-Club Council (ICC) Officers (excluding the Chairperson who is included with the DASG Executive Officers)
- Mentors@De Anza Lead and Senior Mentors

Section 4: General Requirements for DASG Officers

Scholarships are optional and awarded based on merit and accomplishments. The DASG Advisors and DASG President shall review the performance and growth of the DASG scholarship candidates on a quarterly basis (In the case of the President, the DASG Advisor and Student Trustee shall confer). The ICC Advisor will be included for the ICC Chairperson evaluation. All advisors will have the opportunity to provide feedback on the Chairs of their committees.

Considerations will include, but are not limited to:

- DASG Senate meeting attendance
- Leadership training attendance for all sessions (spring, fall, and other)
 - Includes pre-training requirements and submission of relevant documents
 - ♣ Submission of Packets
 - ♣ Submissions of Reflections
 - ♣ Online Training Modules
 - ♣ Completion of Assessments

♣ Etc.

- DASG Committee meeting attendance
 - President: Finance Committee
 - Other Executive Officers: Executive Advisory Committee
 - Internal Officers: Individual Committees
- Chairing DASG Meetings
 - President: Senate and Executive Advisory Committee
 - Chairs: Individual Committees
 - Internal Officers: N/A
- Shared Governance Group meeting attendance
- Office Hours attendance
- Field Hours completion
- Regular attendance at DASG-sponsored events
- Completion of special projects and committee projects
- Submission of Quarterly Goals (personal growth goals, a program or event you want to implement, etc.)
- Quarterly Self-reflection
- Demonstrate professional standards (timely communication, engagement in meetings, being punctual, maintaining a positive attitude, etc.)
- Be in good standing with their academics and student conduct
- Submission of Required Peer Feedback Forms
- Peer Feedback from Other Senators
 - Chairs will provide feedback for Internal Officers
 - President and Internal Officers will provide feedback for Chairs
 - Senators will provide feedback for President
- Submission of a Scholarship Report Form

Upon review of meeting these qualifications, as well as a holistic review of leadership growth (Dependent on the self-reflection and comparison of quarterly performance), senators shall be eligible to receive the scholarship.

Section 5: General Requirements for ICC Officers

Scholarships are optional and awarded based on merit and accomplishments. The ICC Advisor and ICC Chairperson shall review the performance and growth of the ICC scholarship candidates on a quarterly basis, and all ICC Officers are encouraged to evaluate each other. Considerations will include, but are not limited to:

- ICC meeting attendance
- Leadership training attendance for all sessions (spring, fall, and other)
 - Includes pre-training requirements and submission of relevant documents

- ♣ Submission of Packets
- ♣ Submissions of Reflections
- ♣ Online Training Modules
- ♣ Completion of Assessments
- ♣ Etc.
- Shared Governance Committee meeting attendance (if applicable)
- ICC Committee meeting attendance
- Office Hours attendance
- Field Hours completion
- Regular attendance at ICC-sponsored events
- Completion of special projects and committee projects
- Submission of Quarterly Goals (personal growth goals, a program or event you want to implement, etc.)
- Quarterly Self-reflection
- Demonstrate professional standards (timely communication, engagement in meetings, being punctual, maintaining a positive attitude, etc.)
- Be in good standing with their academics and student conduct
- Submission of Required Peer Feedback Forms
- Peer Feedback from Other Officers
 - Chairs will provide feedback for Vice Chairs
 - Vice Chairs will provide feedback for Chairs
 - ICC Officers shall provide feedback for Chairperson
 - Chairperson shall provide feedback for Officers
- Submission of a Scholarship Report Form

Section 6: General Requirements for Mentors@De Anza

Scholarships are optional and awarded based on merit and accomplishments. The Mentors@De Anza Advisor and Lead Mentor shall review the performance and growth of the Mentors@De Anza scholarship candidates on a quarterly basis, and Officers are encouraged to evaluate each other. Considerations will include, but are not limited to:

- M@DA Senior Mentor meeting attendance
- Leadership training attendance for all sessions (spring, fall, and other)
 - Includes pre-training requirements and submission of relevant documents
 - ♣ Submission of Packets
 - ♣ Submissions of Reflections
 - ♣ Online Training Modules
 - ♣ Completion of Assessments
 - ♣ Etc.
- M@DA Committee meeting attendance

- Office Hours attendance
- Regular attendance at M@DA-sponsored events
- Completion of special projects and committee projects
- Quarterly Goals Submitted (personal growth goals, a program or event you want to implement, etc.)
- Quarterly Self-reflection
- Demonstrate professional standards (timely communication, engagement in meetings, being punctual, maintaining a positive attitude, etc.)
- Be in good standing with their academics and student conduct
- Submission of Required Peer Feedback Forms
- Feedback from Other Officers
 - M@DA Chairs must evaluate their M@DA Vice Chair(s)
 - M@DA Vice Chairs must evaluate their M@DA Chair
 - The M@DA Lead Mentor must evaluate the M@DA Chairs
 - The M@DA Chairs must evaluate the M@DA Lead Mentor
- Submission of a Scholarship Report Form

Section 7: Conflict of Interest

The Student Leadership Scholarship shall be conducted in such a way as to prevent conflicts of interest. All potential conflicts of interest discovered will be made public. To this end, all evaluators (DASG President) must publicly disclose all campus groups and personal connection with the scholarship applicant. Where appropriate, the evaluator shall recuse themselves from voting on a decision for such scholarship.

Section 8: Payment

Scholarships are awarded quarterly excluding summer. Scholarship award amounts are subject to change and are currently as follows:

Awardee	Maximum Quarterly Award Amount
DASG President	\$1,500
DASG Executive Officers	\$1,000
DASG Internal Officers	\$500
DASG Program Liaisons	\$500
ICC Chairs	\$750
ICC Vice Chairs	\$500
Lead Mentor	\$300
Senior Mentors (Chairs)	\$200
Senior Mentors (Vice Chairs)	\$175

The allocation of funds for each position is directly proportional to the weekly demand placed on that particular role. This ensures that the distribution of resources is based on a fair and equitable assessment of the workload and responsibilities associated with each position.

Award Amounts are broken down by sections (Training, Meeting Attendance, Office Hours, Field Hours, Events, etc.) and items per section (Meeting, Hour, Event, Assessment, Form, Packet, etc.)

Section 9: Timeline

General Timeline		
Goal Form Sent Out 1st Day of Each Quarter		
Goal Form Due 2nd Friday of Each Quarter		
Peer Review and Report Forms Sent Out 9th Monday of Fall and Winter Quarters		
Peer Review and Report Forms Due 10th Friday of Fall and Winter Quarters		
Peer Review and Report Forms Sent Out 7th Monday of Spring Quarter		
Peer Review and Report Forms Due 8th Friday of Spring Quarter		
Quarter	Item	Relative Date
Fall	Goal Form Sent Out	1st Day
Fall	Goal Form Due	2nd Friday
Fall	Peer Review and Report Forms Sent Out	9th Monday
Fall	Peer Review and Report Forms Due	10th Friday
Winter	Goal Form Sent Out	1st Day
Winter	Goal Form Due	2nd Friday
Winter	Peer Review and Report Forms Sent Out	9th Monday
Winter	Peer Review and Report Forms Due	10th Friday
Spring	Goal Form Sent Out	1st Day
Spring	Goal Form Due	2nd Friday
Spring	Peer Review and Report Forms Sent Out	7th Monday
Spring	Peer Review and Report Forms Due	8th Friday

Section 10: Disputes

Should there be any disputes, the applicant can email the lead of their respective Program (DASG, ICC, or M@DA) and all their respective Advisors within seven (7) days of the released decision. An appeal meeting shall be arranged, and additional support documents shall be submitted for reconsideration.

- Adopted: 5/17/2023
- Amended: 10/11/2023
- Amended: 11/15/2023
- Amended: 1/8/2025
- Amended: 7/1/2025
- Amended: 2/10/2026