

2016-2017 Institutional Tuition Merit Scholarships

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<h2>2016-2017 Institutional Tuition Merit Scholarships</h2>			Policy Summary	
<p>This policy states the requirements for awarding, disbursement, renewal, cancellation, and reinstatement of institutional tuition merit scholarships.</p>				
Policy Owner	Approval Date	Effective Date		
President	March 2, 2016	March 2, 2016 for 2016-2017 Awards		
Search Terms	Scheduled for Review			
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Policy Statement

SECTION I. REQUIREMENTS APPLICABLE TO ALL INSTITUTIONAL TUITION MERIT SCHOLARSHIPS

1. The application for admission serves as the application for all institutional tuition merit scholarships.
2. A student may receive only one institutional tuition merit scholarship.
3. Institutional tuition merit scholarships can only be applied to Fort Lewis College tuition expenses.
4. Scholarship disbursements are applied to the Fort Lewis College tuition bill by the Controller's Office.
5. A freshman student who has both ACT composite and SAT combined scores at the time of admission receives the benefit of their highest scores.
6. A student may petition for a higher award if their academic credentials have improved. A student must initiate the process and the petition must be filed by the deadline prior to the Fall 2016 or Spring 2017 semester set by the Director of Admission.
7. A student must have accepted the scholarship and its terms and conditions and be enrolled in a minimum of 12 credits by Census Date to be eligible for disbursement.
8. Scholarships will be disbursed at 50% of the annual award each Fall and Spring semester.

SECTION II: ELIGIBILITY CRITERIA FOR INITIAL AWARD

1. Freshman New Mexico Reciprocal Tuition Merit Scholarship
 - A. Because there is a limited number of these awards, meeting minimum eligibility standards does not result in automatic award.
 - B. The minimum eligibility standards are:
 - i. Student must be admitted as a first-time freshman in Fall 2016 or Spring 2017.
 - ii. Student must be a permanent resident of New Mexico.
 - iii. Student must have English and Math scores that qualify for college-level placement.
 - iv. Student must have a cumulative high school grade point average of 3.20 and a minimum ACT composite score of 25 or a minimum SAT combined score of 1110.
2. Freshman Tuition Merit Scholarship
 - A. The minimum eligibility standards are:
 - i. Student must be admitted as a first-time freshman in Fall 2016 or Spring 2017.
 - ii. Student must have English and Math scores that qualify for college-level placement.
 - iii. Student must have a minimum cumulative high school grade point average of 2.80.
 - iv. Student must have a minimum ACT composite score of 20 or a minimum SAT combined score of 890.
3. Transfer New Mexico Reciprocal Tuition Merit Scholarship
 - A. Because there is a limited number of these awards, meeting minimum eligibility standards does not result in automatic award.
 - B. The minimum eligibility standards are:
 - i. Student must be admitted as a transfer student in Fall 2016 or Spring 2017.
 - ii. Student must be a permanent resident of New Mexico.
 - iii. Student must be pursuing his or her first baccalaureate degree.
 - iv. Student must have a minimum cumulative college grade point average of 3.00.
4. Transfer Tuition Merit Scholarship
 - A. The minimum eligibility standards are:
 - i. Student must be admitted as a transfer student in Fall 2016 or Spring 2017.
 - ii. Student must be pursuing his or her first baccalaureate degree.
 - iii. Student must have a minimum cumulative college grade point average of 3.00.
5. A student receiving benefits under Fort Lewis College policy 4-13 Tuition Reduction Benefit Program for Spouses and Dependent Children are eligible for a tuition merit scholarship, but the scholarship will be applied last, after the tuition reduction, up to the cost of in-state tuition.

6. A student receiving full tuition benefits from an external agency is not eligible for an institutional tuition merit scholarship.
7. A student receiving partial tuition benefits from an external agency is eligible for an institutional tuition merit scholarship, but the scholarship will be applied last, after the external agency tuition benefits, up to the cost of tuition, unless an agreement between an external agency and Fort Lewis College, specifies otherwise.

SECTION III: ANNUAL AWARD AMOUNTS

1. Freshman New Mexico Reciprocal Tuition Merit Scholarship
 - A. The award amount is the difference between non-resident tuition and student's share of in-state tuition costs.
2. Freshman Tuition Merit Scholarship
 - A. \$2,000: 2.80-4.00 cumulative high school grade point average, tuition classification of in-state resident, and ACT composite 20-21 or SAT combined score 890-970 **OR** 2.80-2.99 cumulative high school grade point average tuition classification of in-state resident, and ACT composite 20-36 or SAT combined 890-1600.
 - B. \$3,000: 3.00-4.00 cumulative high school grade point average, tuition classification of in-state resident, and ACT composite 22-24 or SAT combined score 980-1100 **OR** 3.00-3.19 cumulative high school grade point average and ACT composite 25-36 or SAT combined 1110-1600.
 - C. \$4,000: 3.2-4.00 cumulative high school grade point average, tuition classification of in-state resident, and ACT composite 25-27 or SAT combined score 1110-1240 **OR** cumulative high school grade point average 3.20-3.49 and tuition classification of in-state resident and ACT composite 25-36 or SAT combined score 1110-1600 or cumulative high school grade point average 2.80-4.00 tuition classification of non-resident and ACT composite 20-21 or SAT combined 890-970 **OR** cumulative high school grade point average 2.80-2.99 tuition classification of non-resident and ACT composite 22-36 or SAT combined 980-1600.
 - D. \$6,000: 3.50-4.00 cumulative high school grade point average, tuition classification of in-state resident, and ACT composite 28-36 or SAT combined score 1250-1600 **OR** cumulative high school grade point average 3.00-4.00, tuition classification of non-resident, and ACT composite 22-24 or SAT combined 980-1100 **OR** cumulative grade point average 3.00-3.19, tuition classification of non-resident and ACT composite 22-36 or SAT combined score 980-1600.
 - E. \$8,000: 3.20-4.00 cumulative high school grade point average, tuition classification of non-resident, and ACT composite 25-27 or SAT combined score 1110-1240 **OR** 3.20-3.49 cumulative high school grade point average, tuition classification of non-resident and ACT composite 25-36 or ACT combined score 1110-1600.
 - F. \$10,000: 3.50-4.00 cumulative high school grade point average, tuition classification of non-resident, and ACT composite 28-36 or SAT combined score 1250-1600
3. Transfer New Mexico Reciprocal Tuition Merit Scholarship
 - a. The award amount is the difference between non-resident tuition and student's share of in-state tuition costs.
4. Transfer Tuition Merit Scholarship
 - a. \$1,500: 3.00-3.49 cumulative college grade point average and tuition classification of in-state resident.
 - b. \$2,000: 3.50-4.00 cumulative college grade point average and tuition classification of in-state resident.
 - c. \$2,500: 3.00-3.49 cumulative college grade point average and tuition classification of non-resident.
 - d. \$3,000: 3.50-4.00 cumulative college grade point average and tuition classification of non-resident.

SECTION IV: RENEWAL CRITERIA

1. Freshman New Mexico Reciprocal Tuition Merit Scholarship and Freshman Tuition Merit Scholarship
 - a. Credit Completion Criterion
 - i. A student receiving the scholarship in the Fall and Spring semesters must earn 30 college-level credits at Fort Lewis College by the end of the Summer semester with grades of A, B, C, D, P or S.
 - a. For the initial award year, a minimum of 24 earned college-level credits by the end of the Summer semester will allow for renewal under probationary status.
 - ii. A student receiving the scholarship only in the Spring semester must earn 15 college-level credits at Fort Lewis College by the end of the Summer semester with grades of A, B, C, D, P or S.
 - a. For the initial award year, a minimum of 12 earned college-level credits by the end of the Summer semester will allow for renewal under probationary status.
 - b. Cumulative Grade Point Average Criterion
 - i. A student receiving the scholarship in the Fall and Spring semesters must have a cumulative grade point average of 2.00 or higher on college-level coursework taken at Fort Lewis College by the end of the Summer semester.
 - a. For the initial award year, a cumulative grade point average below 2.00, so long as the Spring term grade point average is 2.00 or higher, will allow for renewal under probationary status.
2. Transfer New Mexico Reciprocal Tuition Merit Scholarship and Transfer Tuition Merit Scholarship
 - a. Credit Completion Criterion
 - i. A student receiving the scholarship in the Fall and Spring semesters must earn 30 college-level at Fort Lewis College by the end of the Summer semester with grades of A, B, C, D, P or S.

ii. A student receiving the scholarship only in the Spring semester must earn 15 college-level credits at Fort Lewis College by the end of the Summer semester with grades of A, B, C, D, P or S.

b. Cumulative Grade Point Average Criterion

i. A student must have a cumulative grade point average of 2.00 or higher on college-level coursework taken at Fort Lewis College.

SECTION V: LENGTH OF AWARD

1. Institutional tuition merit scholarships are renewable, assuming renewal criteria have been met, up to 120 earned credits or 8 semesters, whichever comes first.
 - A. All earned college-level credits, including credits earned through evaluation of prior learning or transfer, count toward the 120 credit limit.
 - B. The 8 semesters will be counted from the student's first term of attendance regardless of disbursement.
 - C. The length of award will not be extended for a freshman student who was renewed under probationary status in the student's initial award year.

SECTION VI: EVALUATION OF RENEWAL CRITERIA

1. All students receiving institutional tuition merit scholarships, regardless of whether the initial award was in the Fall or Spring semester, will be evaluated for renewal criteria and length of award after the posting of grades by the Registrar for the Spring semester.
 - A. A student not meeting renewal criteria after the Spring semester who is enrolled in Summer courses at Fort Lewis College will be evaluated once grades have been posted by the Registrar for the Summer semester.

SECTION VII: SCHOLARSHIP CANCELLATION

A student will have his or her institutional tuition merit scholarship cancelled if he or she:

1. Does not meet the renewal criteria set forth in Section IV.
2. Does not accept the scholarship and its terms and conditions through the processes established by the Director of Financial Aid by Census Date of the first payment period.
3. Does not meet the disbursement criteria set forth in Section I.
4. Does not attend continuous Fall and Spring semesters after award of the scholarship.
 - A. Enrollment in but subsequent official withdrawal from a semester is considered failure to attend continuously.
 - B. Enrollment in a Summer semester cannot substitute for failure to enroll in a Fall and Spring semester for purposes of meeting the continuous enrollment standard.

SECTION VIII: SCHOLARSHIP APPEALS

1. A student whose scholarship has been cancelled is eligible to appeal to the Scholarship Appeals Committee for reinstatement.
 - A. The Scholarship Appeals Committee voting membership includes the Associate Vice President for Enrollment Management, Chair; Director of Admission; Scholarship Coordinator for the Office of Financial Aid; Scholarship Manager for the Fort Lewis College Foundation, and the Assistant Controller, Accounts Receivable.
2. To appeal, the student must prepare an appeals package. Required documents are:
 - A. Completed and signed Scholarship Cancellation and Award Amount Appeal Form, available on the scholarship website.
 - B. Personal statement.
 - C. Documentation materially relevant to verify the claims in the personal statement.
3. Appeals packages must be submitted as specified on the form.
4. A complete appeals package must be received by the deadline published on the scholarship website.
5. The Scholarship Appeals Committee will review appeals if there is a quorum of three voting members.
 - A. Any voting member who has assisted a student in preparing an appeals package must recuse him or herself from consideration of the appeal.
6. The Scholarship Appeals Committee may consider academic and disciplinary history and standing in making its decision.
7. The Scholarship Appeals Committee may make the following determinations after review of an appeals package:
 - A. Deferred;
 - B. Denied, without option for further appeal;
 - C. Denied, with option to re-appeal after meeting conditions;
 - D. Approved for immediate reinstatement of full scholarship award, with or without conditions;
 - E. Approved for immediate reinstatement of partial scholarship award, with or without conditions.
8. Decisions of the Scholarship Appeals Committee may be appealed through the Associate Vice President for Enrollment Management to the President. The President's decision is final.

SECTION IX: NOTIFICATIONS

1. Notification of Initial Award
 - A. The Director of Admission will notify a student of an institutional tuition merit scholarship award by mail.
 - B. The Director of Financial Aid will notify a student of the award amount, the terms and conditions of the scholarship, and the process and deadline to formally accept the scholarship and its terms and conditions.
2. Notification of Cancellation
 - A. The Director of Financial Aid will notify a student at the end of the Spring semester if their scholarship is being cancelled for failure to meet renewal criteria, unless a student is enrolled in the Summer semester at Fort Lewis College, in which case the notification will occur at the end of the Summer semester.
 - i. The notice will be sent to the student's FLC email account.
 - ii. The notice will include the reason for cancellation and the process to appeal the decision.
 - B. The Director of Financial Aid will notify a student if a scholarship is being cancelled due to receipt of full tuition benefits from an external agency.
 - i. The notice will be sent to the student's FLC email account.
 - ii. The notice will be sent when the Director of Financial Aid has become aware of the external resources. These resources could include, but are not limited to, private tuition scholarships or eligibility for the Native American Tuition Waiver.
 - C. The Director of Financial Aid will notify students of cancellations due to failure to meet disbursement criteria after Census Date of the semester in which the award was offered.
 - i. The notice will be sent to the student's FLC email account.
 - D. The Director of Financial Aid will notify students of cancellation due to failure to accept a scholarship and its terms and conditions by Census Date of the semester in which the award was offered.
 - i. The notice will be sent to the student's FLC email account.
3. Notification of Scholarship Amount Changes After Initial Award
 - A. The Director of Admission will notify a student of a reduction of an institutional tuition merit scholarship amount after notification of the initial award.
 - i. Reductions may occur due to, but not limited to, an admission status appeal decision, discovery of undisclosed transcripts, changes in residency classification, or funding availability.
 - ii. The notice will be sent to the student's FLC email account.
 - B. The Director of Financial Aid will send a revised official award notification with the revised amount to the student's FLC email account.

Reason for Policy

To specify the requirements for award, disbursement, renewal, cancellation and reinstatement of institutional tuition merit scholarships initially awarded for the 2016-2017 academic year.

Responsibilities

For following policy: Freshman and transfer students receiving scholarship awards; Director of Admission, Director of Financial Aid, Scholarship Appeals Committee

For enforcement of policy: Associate Vice President for Enrollment Management

For oversight of policy: President

For notification of policy to campus: Policy Librarian

For notification of policy to students: Director of Financial Aid

For procedures implementing policy: Director of Admission, Director of Financial Aid, Chair of Scholarship Appeals Committee