

# 2017-2018 Sophomore Achievement Tuition Scholarship

			Policy identification number: <i>To come..</i>	
			File: <b>Enrollment Management Policies &gt; Award of Scholarship</b>	
<h2>2017-2018 Sophomore Achievement Tuition Scholarship</h2>				
<p>Policy Summary</p> <p><b>This policy states the requirements for the award, disbursement, renewal, cancellation, and reinstatement of the Sophomore Achievement Tuition Scholarship awarded in the 2017-2018 academic year.</b></p>				
Policy Owner	Approval Date	Effective Date		
<b>President</b>	<b>March 2, 2016</b>	<b>March 2, 2016 for 2017-2018 awards</b>		
Search Terms	Scheduled for Review			
<b>president, p, a, t, s, sophomore, achievement, tuition, scholarship</b>	<b>Scholarship approved October 12, 2016 to be terminated after 2017-2020 awards.</b>			

## Policy Statement

### Section I: General Requirements

1. Institutional tuition scholarships can only be applied to Fort Lewis College tuition expenses.
2. Scholarship disbursements are applied to the Fort Lewis College tuition bill by the Controller's Department.
3. To be eligible for disbursement, a student must have accepted the scholarship and its terms and conditions following procedures established by the Office of Financial Aid and must be enrolled in a minimum of 12 credits.
4. Scholarships will be disbursed at 50% of the annual award each Fall and Spring semester.
5. The award length for a Sophomore Achievement Tuition Scholarship scholarship is six consecutive Fall and Spring semesters or 120 credits, whichever comes first. The six semesters will be counted from the first term the student was awarded the scholarship regardless of disbursement. All earned college credits, including credits earned through evaluation of prior learning, dual enrollment, or transfer, count toward the 120 credit limit.
6. A student receiving benefits under Fort Lewis College policy 4-13 Tuition Reduction Benefit Program for Spouses and Dependent Children are eligible for a Sophomore Achievement Tuition Scholarship scholarship but the scholarship will be applied last, after the tuition reduction, up to the cost of in-state tuition.
7. A student receiving full tuition benefits from an external agency is not eligible for a Sophomore Achievement Tuition Scholarship scholarship.
8. A student receiving partial tuition benefits from an external agency is eligible for the Sophomore Achievement Tuition Scholarship 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 II: Eligibility Criteria For Initial Award of Sophomore Achievement Tuition Scholarship

1. A student:
  - A. Was admitted as a first-time freshman in Fall 2016.
  - B. Was not awarded a Freshman New Mexico Reciprocal Tuition Merit Scholarship or a Freshman Tuition Merit Scholarship.
  - C. Completed a minimum of 24 college-level credits by end of Summer 2017 semester.
  - D. Must qualify as college-level in English and mathematics under the Colorado Commission on Higher Education policy Section I, Part E, Statewide Remedial Policy by end of Summer 2017 semester.
  - E. Has a minimum cumulative grade point average of 2.00 by end of Summer 2017 semester.

### Section III: Annual Award Amounts

1. \$2,000 Award: In-state resident for tuition classification purposes.
2. \$4,000 Award: Non-resident for tuition classification purposes.

## Section IV: Renewal Criteria

1. Criteria for award in Junior year:
  - A. Completed a minimum of 30 credits during the Fall, Spring, and Summer semesters of the Sophomore year.
  - B. Has a minimum cumulative grade point average of 2.00 by end of Summer 2018 semester.
2. Criteria for award in Senior year:
  - A. Completed a minimum of 30 credits during the Fall, Spring, and Summer semesters of the Junior year.
  - B. Has a minimum cumulative grade point average of 2.00 by end of Summer 2019 semester.

## Section V: Evaluation of Renewal Criteria

1. A student receiving a Sophomore Achievement Tuition Scholarship will be evaluated for the renewal criteria by the Office of Financial Aid after the posting of grades by the Registrar for the Spring semester of the Sophomore and Junior years.
  - A. A student not meeting renewal criteria after Spring semester who is enrolled in Summer courses at Fort Lewis College will be evaluated again once all grades have been posted by the Registrar's Office at the end of the Summer semester.

## Section VI: Scholarship Cancellation

1. A student will have their Sophomore Achievement Tuition Scholarship cancelled if they:
  - A. Do not meet the renewal criteria set forth in Section III.
  - B. Does not meet the disbursement criteria set forth in Section I.
  - C. Does not attend continuous Fall and Spring semesters after award of the scholarship.
    - i. A student who is enrolled in but subsequently officially withdraws from a semester will be considered to have failed to attend continuously.
    - ii. 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 VII: Scholarship Appeals

1. A student whose scholarship has been cancelled may appeal for reinstatement to the Scholarship Appeals Committee.
2. 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 Assistant Controller, Accounts Receivable.
  - A. The Scholarship Appeals Committee must have a quorum of three members to consider an appeal.
3. To appeal, the student must prepare an appeals package. Required documents are:
  - A. Completed and signed Institutional Scholarship Cancellation & Award Amount Appeal Form.
  - B. Personal Statement.
  - C. Documentation verifying the claims in the personal statement.
  - D. A complete appeals package must be received by the Office of Financial Aid by the method and deadline published on the Scholarships website.
4. The Scholarship Appeals Committee may consider academic and disciplinary history and standing in making its decision.
5. The Scholarship Appeals Committee may make the following determinations after review of an appeals package:
  - A. Deferred.
  - B. Denied.
  - C. Denied with invitation to re-appeal after meeting specified conditions.
  - D. Approved for immediate reinstatement of full or partial scholarship, with or without conditions.
  - E. Approved for disbursement of partial scholarship in a Summer semester with conditions.
6. Decisions of the Scholarship Appeals Committee may be appealed to the President through the Chair of the committee. The President's decision is final.

## Section VIII: Notifications

1. Notification of Initial Award:
  - A. The Director of Financial Aid will send an official award notification by letter detailing the award amount, the terms and conditions, and the instructions and deadline for formally accepting the scholarship offer and its terms and conditions.
2. Notification of Changes to Initial Award:
  - A. The Director of Financial Aid will notify a student by email to the student's FLC email account of reductions or cancellations after initial award. Changes may occur due to, but are not limited to, admission status appeal decision, discovery of undisclosed transcripts, changes in residency status, or funding availability.
  - B. The Director of Financial Aid will send a revised official award notification to the student's FLC email account.
3. Notification of Cancellations:
  - A. The Director of Financial Aid will notify a student by email to the student's FLC email account after the Spring semester if their scholarship is cancelled due to failure to meet renewal criteria unless a student is enrolled in the Summer semester at Fort Lewis College, in which case notification will occur at the end of the Summer semester. The notice will include the reason for cancellation and the process to appeal.
  - B. The Director of Financial Aid will notify a student by email to the student's FLC email account if a scholarship is being cancelled due to receipt of full tuition benefits from an external agency. The notice will be sent when the Office 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.
4. Notification of Appeal Decisions
  - A. The Scholarship Coordinator for the Office of Financial Aid will notify a student by email to the student's FLC email account the decision made on a scholarship appeal.

## Reason for Policy

To specify the requirements for award, disbursement, renewal, cancellation, and reinstatement of the Sophomore Achievement Tuition Scholarship initially awarded for the 2017-2018 academic year.

## Responsibilities

**For following the policy:** Students receiving a scholarship award; Director of Financial Aid, Scholarship Appeals Committee

**For enforcement of the policy:** Associate Vice President for Enrollment Management

**For oversight of the policy:** President

**For notification of policy to campus:** Policy Librarian

**For notification of policy to students:** Director of Financial Aid

**For procedures implementing the policy:** Director of Financial Aid