

# 2018-2019 Freshman Finish in Four Institutional Tuition Merit Scholarships

	<p>Policy identification number: <b>To come...</b></p> <p>File: <b>Enrollment Management Policies &gt; Award of Scholarship</b></p> <p><b>2018-2019 Freshman Finish in Four Institutional Tuition Merit Scholarships</b></p> <p>Policy Summary</p> <p><b>This policy states the requirements for the award, disbursement, renewal, cancellation, and reinstatement of Freshman Finish in Four Institutional Tuition Merit Scholarships with initial award in the 2018-2019 academic year.</b></p>
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Policy Owner	Approval Date	Effective Date
<b>President</b>	<b>November 29, 2017</b>	<b>November 29, 2017 for 2018-2019 Awards</b>

Search Terms	Scheduled for Review
<b>president, p, freshman, f, scholarships, s, merit, m, tuition, t</b>	<b>Fall 2018</b>

## Section I: Requirements Applicable to Freshman Finish in Four

1. The application for admission serves as the application for the Freshman Finish in Four Institutional Tuition Merit Scholarship, hereafter FITM scholarship.
2. Students must be admitted as a first-time freshman in the Augmester 2018, Fall 2018 or Spring 2019 semester to be eligible for a FITM scholarship.
3. Students must qualify as college-level in English and mathematics under the Colorado Commission on Higher Education policy Section I, Part E, Developmental Education.
4. Students receiving the Freshman New Mexico Reciprocal Scholarship cannot also receive a FITM scholarship.
5. FITM scholarships can only be applied to Fort Lewis College tuition expenses.
6. FITM scholarship disbursements are applied to the Fort Lewis College tuition bill by the Controller's Office.

7. A freshman who has both ACT composite and SAT combined scores at the time of admission will receive the benefit of their highest score.
8. A freshman may petition for a higher FITM scholarship award if their academic credentials have improved. A student must initiate the process and the petition must be filed by the deadline publicized on the Office of Financial Aid website
9. 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.
10. FITM scholarships will be disbursed at 50% of the annual award each Fall and Spring semester.
11. A student receiving benefits under Fort Lewis College policy 4-13 Tuition Reduction Benefit Program for Spouses and Dependent Children are eligible for a FITM scholarship but the scholarship will be applied last, after the tuition reduction, up to the cost of in-state tuition.
12. A student receiving full tuition benefits from an external agency is not eligible for a FITM scholarship.
13. A student receiving partial tuition benefits from an external agency is eligible for the FITM 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.
14. An employee eligible for tuition benefits under 4-6 Staff Study Privileges policy who is also eligible for a FITM scholarship will have their FITM scholarship applied first.

## **Section II: Eligibility Criteria for Initial Award of a Freshman Institutional Tuition Merit Scholarship**

1. Freshman Finish in Four Tuition Merit Scholarship
  1. The Freshman Finish in Four Tuition Merit Scholarship includes those merit scholarships marketed as Western Undergraduate Exchange scholarships.
  2. The minimum eligibility standards are:
    1. Must have a cumulative high school grade point average of 3.00 or higher.
    2. Must have a minimum ACT English score of 18 or SAT Evidence-Based Reading and Writing score of 470 AND a minimum ACT Mathematics score of 19 or SAT Mathematics score of 500.
      1. SAT score ranges presented in this policy are from the “new” SAT implemented March 2016. Scores from the “old” SAT are eligible following the concordances presented in Math Course Pathways and Placement Criteria and Composition Course Sequences and Placement Criteria policies. No other concordances will be accepted.

## **Section III: Annual Award Amounts**

1. Freshman Finish in Four Institutional Tuition Merit Scholarship annual award amounts are \$3,000-\$10,000, depending on tuition classification and academic credentials.

1. \$3,000 Award: In-state resident for tuition classification purposes; ACT English score 18 and higher or SAT Evidence-Based Reading and Writing score 470 and higher AND ACT Mathematics score of 19 and higher or SAT Mathematics score of 500 or higher; minimum cumulative high school grade point average of 3.00 – 3.49.
2. \$4,000 Award: In-state resident for tuition classification purposes; ACT English score 18-23 or SAT Evidence-Based Reading and Writing score 500-590 AND ACT Mathematics score of 19-24 or SAT Mathematics score of 470-590; minimum cumulative high school grade point average of 3.50 and higher.
3. \$5,000 Award: In-state resident for tuition classification purposes; ACT English score 24 and higher or SAT Evidence-Based Reading and Writing score 600 or higher AND ACT Mathematics score of 25 or higher or SAT Mathematics score of 600 or higher; minimum cumulative high school grade point average of 3.50 and higher.
4. \$6,000 Award: Non-resident for tuition classification purposes; ACT English score 18 and higher or SAT Evidence-Based Reading and Writing score 470 and higher AND ACT Mathematics score of 19 and higher or SAT Mathematics score of 500 or higher; minimum cumulative high school grade point average of 3.00 – 3.49.
5. \$8,000 Award: Non-resident for tuition classification purposes; ACT English score 18-23 or SAT Evidence-Based Reading and Writing score 470-590 AND ACT Mathematics score of 19-24 or SAT Mathematics score of 500-590; minimum cumulative high school grade point average of 3.50 and higher.
6. \$10,000 Award: Non-resident for tuition classification purposes; ACT English score 24 or higher or SAT Evidence-Based Reading and Writing score of 600 or higher AND ACT Mathematics score of 25 or higher or SAT Mathematics score of 600 or higher; minimum cumulative high school grade point average of 3.50 and higher.

## **Section IV: Renewal Criteria**

The renewal criteria for the Freshman Finish in Four Tuition Merit Scholarship are:

1. Credit Completion Criterion
  1. 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 (including +/- grades).
    1. For the initial award year, a minimum of 24 earned college-level credits by the end of the Summer semester will allow for renewal.
  2. A student receiving an award only in Spring semester must have earned a minimum of 15 credits at Fort Lewis College by the end of Summer 2019 with grades of A, B, C, D, P or S (including +/- grades).
    1. For the initial award year, a minimum of 12 earned college-level credits by the end of the Summer semester will allow for renewal.
2. Cumulative Grade Point Average

1. A student must maintain 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 8 semesters.
2. The length of award will not be extended for a freshman student who completes fewer than 30 credits in the initial award year. All earned college-level credits, including credits earned through evaluation of prior learning, dual enrollment, or transfer count toward the 8 semester limit.
3. The 8 semesters will be counted from the student's first term of attendance regardless of disbursement.

## **Section VI: Evaluation of Renewal Criteria**

1. A student receiving a FITM scholarship, regardless of whether the initial award was in Fall 2018 or Spring 2019, will be evaluated for renewal criteria by the Office of Financial Aid after posting of grades by the Registrar for the Spring semester.
2. A student not meeting renewal criteria after Spring semester who is enrolled in Summer courses at Fort Lewis College or has Study Abroad transcripts that have not been received will be evaluated after the posting of grades by the Registrar for the Summer semester.

## **Section VII: Scholarship Cancellation**

1. A student will have their FITM scholarship cancelled if they:
  1. Do not meet the renewal criteria set forth in Section IV.
  2. Has exceeded the award length set forth in Section V.
  3. Does not accept the scholarship through processes established by the Director of Financial Aid by Census Date of the first payment period.
  4. Does not meet the disbursement criteria set forth in Section I.
  5. Does not attend continuous Fall and Spring semesters after award of the scholarship.
    1. A student who is enrolled in but subsequently officially withdraws from a semester will be considered to have failed to attend continuously.
    2. 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 after initial award for any of the requirements stated in Sections I, IV or V may appeal for reinstatement to the Scholarship Appeals Committee.
2. To appeal, the student must prepare an appeals package. Required documents are:
  1. Completed and signed Institutional Scholarship Cancellation & Award Amount Appeal Form.
  2. Personal Statement.
  3. Documentation verifying the claims in the personal statement.
    1. Program and Degree Plan when indicated on the Scholarship Appeal Form.
  4. A complete appeals package must be received by the Office of Financial Aid by the method and deadline published on the Scholarships website.
3. The Scholarship Appeals Committee may consider academic and disciplinary history and standing in making its decision.
4. The Scholarship Appeals Committee may make the following determinations after review of an appeals package:
  1. Deferred.
  2. Denied.
  3. Denied with invitation to re-appeal after meeting specified conditions.
  4. Approved for immediate reinstatement of full or partial scholarship, with or without conditions.
  5. Approved for disbursement of partial scholarship in a Summer semester with conditions.

## **Section IX: Notifications & Reminders**

1. Notification of Initial Award:
  1. The Director of Financial Aid will send an email notification to the student's Admission Application email address (ADAP) with the announcement of the tuition merit scholarship.
  2. 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:
  1. 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. This notification will direct the student to their WebOpus account to view changes to their 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.
3. Notification of Cancellations:
  1. 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 or has Study Abroad transcripts pending, 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.

2. 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:
  1. 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.
5. Notification of Changes in Terms and Conditions:
  1. The Director of Financial aid will notify students of any changes to terms and conditions approved by the President.
6. Reminders:
  1. The Director of Financial Aid will send an email to the FLC email address to all students who have not accept their merit scholarship. This reminder will be sent prior to the census date deadline for each term.
  2. The Director of Financial Aid will send out an email to the FLC email address that informs students of the credit completion requirements as well as the award length limits. This email will be sent prior to registration for each term.
  3. The Director of Financial Aid will send out an email to the FLC email address that reminds students who are not registered full time that they must register by census date or their scholarship will be cancelled.

## **Section X: Reason for Policy**

To specify the requirements for award, disbursement, renewal, cancellation, and reinstatement of freshman institutional tuition merit scholarships initially awarded for the 2018-2019 academic year.

## **Section XI: Responsibilities**

**For following the policy:** Students receiving scholarship awards, 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:** Controller, Director of Financial Aid, Associate Vice President for Enrollment Management

## **Section XII: Cross Referenced Policies**

1. Colorado Commission on Higher Education (CCHE) Developmental Education Policy
2. [Math Course Pathways and Placement Criteria](#)
3. [Composition Course Sequences and Placement Criteria](#)