



UNIVERSITY  
ST. THOMAS

# Institutional Scholarships

## Frequently Asked Questions

### 1. How long is my scholarship renewable for?

Students awarded on or after 2005: **9 semesters or 126 credit hours**, whichever comes first

Students awarded prior to 2005: **4 years or 126 credit hours**, whichever comes first

### 2. How many credit hours must I take in order to maintain my scholarship?

Students must enroll in **14 credit hours per semester** in order to maintain their scholarship [refer to Scholarships Terms & Conditions for possible exceptions to this requirement]

### 3. What is the minimum GPA requirement to maintain my scholarship?

Students must maintain a **3.00** GPA. Students who have the VJ Guinan scholarship must maintain a GPA of **3.15**.

### 4. Which GPA will be considered: my current [semester] GPA or my cumulative GPA?

The GPA that must be maintained is your **cumulative GPA**.

### 5. What happens if I do NOT adhere to the GPA and/or credit hour requirements for my scholarship?

At the end of each grading period, the Office of Scholarships and Financial Aid will review the GPA and credit hours of all scholarship recipients. Penalties are as follows:

#### A. Cumulative GPA is below 3.00 [or 3.15 if you have the VJ Guinan]

First offense: Student is placed on **Scholarship Probation**. When a student is placed on probation, their **current [semester] GPA** is monitored for that semester. Cumulative GPA is monitored for the remaining duration of the scholarship, **along with** adherence to 14 credit hours requirement.

Second offense: Student's scholarship is **CANCELLED**. The student can appeal the scholarship cancellation, if eligible.

#### B. Student enrolled in less than 14 credit hours for the semester

First offense: Student is placed on **Scholarship Probation**. Credit hours **and** cumulative GPA are monitored for the duration of the scholarship.

Second offense: Student's scholarship is **CANCELLED**. The student can appeal the scholarship cancellation, if eligible.

#### C. If you are newly admitted and your GPA is below a 2.0 for the Fall semester, your scholarship will be **CANCELLED**.

## 6. What if I cannot take 14 hours? May I appeal that?

You may appeal the 14 hour requirement for scholarships in the cases of certain hardships. You must follow the appeal process; you will be required to maintain 12 hours of enrollment and your scholarship amount will be pro-rated to 12 hours.

## 7. What is the process for appealing a decision to cancel my scholarship?

Obtain a Scholarship Appeal Form from the Office of Scholarships and Financial Aid. Form. It is recommended students answer all questions in full and provide detailed documentation of extenuating circumstances, if applicable. When a student is notified of scholarship cancellation, they will be told the dates of Scholarship Committee meetings and will be expected to have their appeal documentation turned in **ONE WEEK** before the meeting dates; review of appeal is not guaranteed if appeal is not submitted by this time. The schedule for Scholarship Committee meetings are as follows:

Fall Semester: Twice in the summer and the Friday preceding the 12th class day

Spring Semester: Once in January & the Friday preceding the 12th class day

## 8. What happens once I turn in my appeal documentation?

The Scholarship Committee will review the appeal. Due to the fact that each situation is unique, decisions may differ on an individual student basis. Each decision made and any restrictions placed on students will be subject to the Scholarship Committee's decision. When a decision is reached, students will be notified via MAIL and EMAIL within 2 days of the meeting date.

## 9. What happens if my appeal gets approved?

You will be notified of the decision, along with restrictions placed on your academic requirements and suggestions to improve your performance. If there are specific restrictions placed [limit of credit hours, for instance] and you do **NOT** comply, you will **LOSE** your scholarship. All students who have appeals approved by the committee are placed on Scholarship Probation for the remainder of their academic career. If the student does not improve their performance in the semester following their appeal, they will lose their scholarship and NOT have the opportunity to appeal again.

## 10. What happens if my appeal gets denied?

You will be notified and told of any reasons why your appeal was not approved.

## 11. If I lose my scholarship, can it be reinstated if I improve my GPA?

NO. Once you lose your scholarship, it may not be reinstated. You may, however, apply to receive a Continuing Student Scholarship if you raise your GPA above a 3.15.

## 12. Can the amount of my scholarship be increased?

NO. The amount awarded by the Admissions Office cannot be increased.

## 13. Can my scholarship cover my Summer classes?

NO. Scholarships are only awarded for the Fall and Spring semesters.

## 14. Can I file an appeal even if I've previously appealed?

NO. Each student is allowed **ONE** appeal.