



## Scholarship Disbursement Guidelines

The annual distribution available for awarding student scholarships is determined by the spending policy established by the Foundation's Board of Directors. The current spending policy for scholarship endowments provides a maximum payout of 4% of the prior year-end endowment fund balance, provided net earnings are available.

Restricted scholarship funds are intended to be expended in full and will be awarded annually, unless otherwise designated by the donor.

The Foundation utilizes the following GPA, credit hour and disbursement guidelines for awarding Foundation scholarship funds to students:

### GPA:

The minimum GPA for a Foundation scholarship is 2.5; unless otherwise designated by the scholarship donor agreement. If the student falls below a 2.5 GPA following the fall term, the student will receive a letter of probation indicating they will need to bring up their GPA to a 2.5 upon completion of the spring term, otherwise, they will lose eligibility for renewal (if applicable) and/or any other Foundation scholarship award in future years.

### Credit Hours:

Scholarship awards will be split such that the student receives 50% of the award monies in the fall term and 50% of the award monies in the spring term. Consistent with federal financial aid policies, scholarship funds will be pro-rated according to the following schedule:

- students enrolling for 12 credit hours and above would receive the full scholarship award amount;
- 9 to 11 credit hour enrollment would receive a 75% prorated amount;
- 6-8 credit hour enrollment would receive a 50% prorated award.
- No award monies will be provided to a student with less than 6 credit hours.

Excess scholarship monies may be used during the summer semester of the current award year pending continuous enrollment. These excess scholarship funds are made available to the student at the lower of: 1) the pro-rated scholarship amount noted in the schedule above, or 2) the residual scholarship balance. The total Foundation scholarship disbursement shall not exceed the initial offered award amount.

For example: If a student receives a \$1,000 scholarship and enrolls for 10 credit hours in the fall, then the student is eligible to receive \$375 ( $\$500 \times 75\%$ ) for the fall term. If the student enrolls for 12 hours in the spring semester, the student would receive the full \$500 award. If the student enrolls in 6 credit hours for the summer, the student would be eligible to use the residual scholarship balance of \$125.

Most Foundation scholarships offer the ability for a student to renew the scholarship for a second year, pending they maintain GPA, complete at least 75% of credit hour requirements, and maintain continuous enrollment during the fall and spring semesters. If a student does not enroll in 6 credit hours in the fall semester then the Foundation scholarship will be re-awarded to a new, eligible scholarship recipient.

If a student enrolls in a minimum of 6 credit hours in the fall semester, but maintains some credit hour enrollment in the spring semester, then the student will have the option to utilize scholarship funds in the subsequent summer semester.