



# KENTUCKY STATE UNIVERSITY POLICIES AND PROCEDURES

## ACADEMIC SCHOLARSHIPS

### 1. Academic Scholarship Policy

Changes in guidelines and procedures for scholarships shall be recommended by academic units, schools, and/or colleges and submitted to the Scholarship Committee for review and submission to the President for approval. Kentucky State University commits to maintaining scholarship programs of financial assistance. All academic scholarship awards shall be processed by SFA for compliance with the following University policies:

1. All scholarship and grant-in-aid recipients **must have a completed Free Application for Federal Student Aid (FAFSA) on file by January 15th.**
2. Each continuing academic scholarship recipient must maintain at least full-time enrollment and maintain the specified cumulative grade-point average (GPA) based on the individual scholarship program.
3. All academic scholarship candidates must be enrolled full-time and earn at least 30 semester credit hours per academic year at KSU.
4. Each continuing academic scholarship recipient **must maintain full-time status during each semester and successfully complete a minimum total of 30 non-repeated semester credit hours (unless otherwise stated) during each academic year.** For the purpose of Scholarships, an academic year is defined as the fall and spring semesters only.  
**Example a:** Fall 15 hours + Spring 15 hours  
**Example b:** Fall 12 hours + Spring 18 hours
5. Each academic scholarship candidate must have at the time of award no less than a 3.0 cumulative GPA on a 4.0 scale and a minimum 21 ACT composite score, unless otherwise stated. Individual scholarship programs may require higher academic GPAs and/or test scores.
6. Scholarship awards may be reduced or terminated if the recipient fails to meet the requirements outlined for renewal of the specific scholarship. Not meeting the hour requirement will automatically disqualify the student from receiving a renewal. It is the student's responsibility to monitor his/her own academic progress and to comply with the stated criteria for renewal.

7. Award recipients will not be eligible for scholarship awards for the semester(s) during which they participate in University coordinated co-op training if they are being paid by an outside source for the training. The Office of Financial Aid must be notified in writing by the student of his/her intent to participate in co-op training as early as possible but no later than two weeks before the start of the semester in which the co-op training will occur.
8. Renewable scholarships will only be awarded for a maximum of 4 years (8 semesters). Students are not eligible to appeal scholarships after completing the maximum number of years.
9. Scholarship awards will be credited to the student's account upon enrollment and completion of the FAFSA application. For annual awards, one-half of the award will be disbursed at the fall registration and one-half at the spring semester registration. Unless otherwise stated in the description of the scholarship, summer scholarship awards are not available. Summer grades and credit hours earned by summer scholarship recipients will not be used to increase cumulative GPA and credit hour totals for the preceding academic year (fall and spring). Students, however, have the right to appeal through the Scholarship Committee.
10. No student will be awarded total scholarship assistance from University funds which exceeds the value of the award. Outside monies awarded and/or financial aid awards combined with institutional scholarship awards cannot exceed the estimated expense budget as determined by SFA. Scholarship monies may be reduced or terminated in those specific cases to make sure that students stay within their financial aid cost of attendance budget. Institutional scholarships do not generate a refund.

### **Kentucky State University Foundation Scholarships**

Kentucky State University Foundation Scholarship application forms can be obtained from the Office of Financial Aid (Academic Services Building 349; 502-597-5960; [www.kysu.edu/financial-aid](http://www.kysu.edu/financial-aid) ). Graduating high school seniors must have a minimum cumulative GPA of 3.0 and a 21 ACT/SAT equivalent. Returning students must have a minimum cumulative GPA of 2.5 and 30 semester credit hours per academic year.

### **2. Entities Affected**

- Financial Aid
- Bursar
- Academic Affairs

### **3. Policy Owner/Interpreting Authority**

Provost/Vice President of Academic Affairs  
Financial Aid Office

### **4. Related Policies**

*List number(s) and name(s) of related policies or manuals*

### **5. Statutory or Regulatory References**