## SCHOLARSHIP POLICY

**Institutional Scholarships for Domestic and International students**

San Ignacio University Scholarship is open to all applicants who are interested in pursuing a degree. Scholarship is awarded prior to the student’s first semester and carried throughout the student’s academic career (pending on maintaining satisfactory academic progress and complying with the general terms for the scholarships).

**Retention**

To remain eligible, Student must meet the rules and regulations indicated below. (If all the rules and regulations are met, the scholarship will automatically renew and will be posted to student account. Failure to meet the requirement will automatically result in a forfeiture and cancellation of your award.)

* For scholarship purposes, the academic year consists of the fall, spring, and summer semesters.
* You must enroll and maintain full time hours every semester as of the last add and drop period of the semester.
* You must maintain an overall cumulative GPA of 2.00 for Undergraduate students & 3.0 for Graduate students at the end of each academic year.
* You must earn a minimum of 24 credit hours for Undergraduate and 18 credit hours for Graduate students at the end of each academic year.

**General Guidelines:**

* This scholarship may be used in conjunction with other aid. To avoid an over-award of a student’s tuition, eligible fees, a student’s financial aid (if applicable), institutional scholarship, or state grants cannot exceed full cost of the tuition and eligible fees.
* Your award is available until graduation, provided you meet the retention guidelines each semester.
* The intent of the scholarship is to assist the student with tuition.
* Cost of attendance (COA) is defined as “an estimate of the student’s educational expenses for a period of enrollment” pursuant to Title IV. When combined with state aid, federal financial grants or loans, or Federal College Work Study Program and all other aid, university scholarships should not exceed the “cost of attendance.”

**SCHOLARSHIP REQUIREMENTS**

* Accepted and enrolled in a program.
* Transcripts from the previous educational institution (If applicable)
* 3 references letters
* 1 Essay with personal statements.

**Policy**

The scholarship policy is a written contract set by the Office [of Admission](https://admission.usc.edu/admitted-students/scholarship-guide/), which serves as a guide to understanding how your scholarship works. Students should receive and review a copy of the policy when the scholarship is awarded.

All SIU Scholarships are FINAL and must not be changed based on any circumstances. A student who completed a program and wishes to continue with SIU; may however, re-apply for another scholarship. Keep in mind that the percentage of scholarships awarded will differ based on the scholarship a student qualifies for. Please read the policy thoroughly to understand how you may be affected by the terms of your scholarship.

**You must maintain your SIU Academic Standing**

The university expects you to maintain a high level of academic success during your university career. If you are academically disqualified by the SIU Academic Department and Registrar, you will automatically lose your scholarship. Readmission to SIU will not automatically restore your eligibility for your scholarship.

**You must make satisfactory academic progress toward your degree during the academic year.**

If progress is not made, you will be placed on scholarship probation for a maximum of two semesters, during which you must complete a certain number of credits per semester, or the scholarship may be revoked. Students are allowed only one probationary period. If the students have received other need-based financial aid, they will need to maintain satisfactory academic progress (SAP) to continue to receive those awards as well.

To receive your scholarship funds each semester, you must be enrolled as a full-time student (defined as 12+ or more units for credit). ***For mitigating circumstances, please contact the Academic office.***

**You must uphold SIU’s conduct and academic integrity standards**

If the office of Academic finds the students to be responsible for a serious academic or non-academic conduct violation, resulting in your suspension or expulsion from the University, the scholarship award will be revoked.

**LEAVE OF ABSENCE**

Students who take a [leave of absence](https://arr.usc.edu/services/leave-of-absence/generalinfo.html) from the university must notify the appropriate offices/ in writing to protect their remaining scholarship eligibility. Generally, scholarships will be reserved for leaves of absence for no more than 180 days. Students who intend to return to SIU should review the [Leave of Absence Policy](https://arr.usc.edu/forms/20182_LOA_Handbook.pdf). Students who will not return to SIU should follow the university’s [Guidelines for Withdrawal](https://arr.usc.edu/forms/Guidelines_for_Withdrawal_06-2018.pdf).

Students should notify the appropriate Offices of their enrollment plans at least three months prior to their expected return to SIU.

**CHANGE OF PROGRAM OR MAJOR**

New Scholarship will not be awarded to students who change his or her program. The scholarship award may change if the student graduates from one program; and decides to enroll into another. The student may apply for a scholarship for that new program**.**

A change of Major and/or program, or Changes to international student’s status does not equate to a change in scholarship award.

**Repeated credits – impact on scholarship awards**: San Ignacio University scholarships require students to be enrolled as full time. When counting credits to determine scholarship eligibility for that semester**, many repeated classes will be excluded from the scholarship eligible credit count**. A student can be paid on a repeated class if that class was never previously passed. **Previously passed courses are those with grades of C- for undergrads, and B- for graduate or better or “P” if taken pass/fail.**

**COA and Transfer credits:** Students with transfer credits, have two options:

* Receive the transfer credits towards the academic program and apply for a scholarship or
* Received the transfer credits towards the academic Program and the equivalent in funds but will not qualify for a scholarship.

Please see below:

* SIU policy does not permit a student to receive institutional funds in conjunction with other outside funds more than that student’s Cost of Attendance (COA).
* All SIU students are provided an estimated Cost of Attendance (COA). The COA is an estimated calculation of an averaged expenses for student’s tuition and fees, books and supplies, room and board, transportation, and personal expenses for the period of enrollment.
* COA is also referred to as the financial aid budget. This budget is a key component in calculating your financial aid and is initially calculated at full-time enrollment status. The COA is reviewed each year.

**Evaluation Committee:** The evaluation committee is composed of the Dean of Academic Affairs, Academic Coordinator and one selected Student Service coordinator. Scholarship applications must be received at least 30 days prior to the start of the Semester.

**Available Scholarships**

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| **Scholarship Name** | **Criteria** | **4 years Value** | **Basis for selection and Deadline** |
| THE ACADEMIC SCHOLARSHIP | This scholarship is granted to freshmen, transfer, and all continuing students (Domestic and International) according to their GPA. The required entry GPA is 3.0 or higher.  **5 are available each Semester** | 50% | Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Academic Scholarship.  Students awarded this scholarship will be required to perform 75 – 150 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadline: Before the start of the semester.** |
| The Referral Scholarship | The Referral Scholarship is established to offer alumni and current students the opportunity to help a deserving student achieve their higher education goals.  **5 are available each Semester** | 50% | Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Academic Scholarship.  Students awarded this scholarship will be required to perform 75 – 150 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadline: Before the start of the semester.** |
| RAUL DIEZ-CANSECO SCHOLARSHIP | In honor of the Founder of the institution. The scholarship is to be awarded every year and open to all Domestic and International candidates. The purpose of the scholarship is to help prospective students in their journey of academic fulfillment.  **5 are available each Semester** | 70% | Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Scholarship.  Students awarded this scholarship will be required to perform 75 – 150 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadline: Before the start of the semester.** |
| SIU ALUMNI SCHOLARSHIP | This scholarship is to be awarded to any graduate from one of SIU’s programs who enroll in another program. The purpose of the scholarship is to help the graduates of SIU continue in their journey of academic fulfillment.  **7 are available each Semester** | 60% | Students must be a graduate from one of SIU’s programs.  Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Scholarship.  Students awarded this scholarship will be required to perform 60 – 100 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadlines: Before the start of the semester.** |
| SIU FRESHMAN SCHOLARSHIP | Awarded to incoming freshman that has graduated from an approved high school the prior year with a graduating GPA of 2.0 and will be pursuing an Academic Associate and or a Bachelor’s (AA/BA) Degree at SIU.  Specific programs are not eligible for the scholarship. These programs are MBA, ME, and master’s in hospitality management.  **5 are available each Semester** | 45% | Meet academic standards and show proof of High School Diploma from the previous year to study at SIU.  Students awarded this scholarship are required to perform 150 community/university service hours. These hours are a mandatory component as a recipient of an SIU scholarship.  Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadline: Before the start of the semester.** |
| ENGLISH AS A SECOND LANGUAGE SCHOLARSHIP  **For Resident Students** | This Scholarship is to be awarded to any resident student pursuing the ESL program.  This Scholarship is to be awarded to international students pursuing the ESL Program.  This Scholarship is to be awarded to international students experiencing hardship pursuing the ESL Program.  **8 are available each semester.** | 75% | Students awarded this scholarship are required to perform 150 community/university service hours. These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadline: Before the start of the semester.** |
| ENGLISH AS A SECOND LANGUAGE SCHOLARSHIP  **For International Students** | 30% |
| 50% |
| ENGLISH AS A SECOND LANGUAGE SCHOLARSHIP  **For International Students with hardship** |
| SIU ALUMNI FAMILY SCHOLARSHIP | This scholarship is to be awarded to any immediate family member (spouse or children) of an SIU graduate. The purpose of the scholarship is to help the graduate’s family member continue his/her journey of academic achievement.  **3 are available each Semester** | 40% | Students must be an immediate family member (spouse or children) of an SIU graduate.  Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Scholarship.  Students awarded this scholarship will be required to perform 60 – 100 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadlines: Before the start of the semester.** |
| Luciana De La Fuente Scholarship | This scholarship is offered to international students. The purpose of the scholarship is to help make their dream of studying in the U.S. an affordable reality.  **10 are available each Semester** | 30% | Students must be international students.  Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Scholarship.  Students awarded this scholarship will be required to perform 60 – 100 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadlines: Before the start of the semester.** |
| San Ignacio University Employee Scholarship | San Ignacio university provides a scholarship valued at 90% of tuition for all its employees. The scholarship is available for degree-seeking students and can be used for undergraduate and graduate programs.  The purpose of this scholarship is to help Faculty and staff who choose to pursue or continue their education.  **5 are available each Semester** | 90% | Must be Full-time employees who wish to continue their education at SIU.  Recipients of this scholarship must maintain a minimum GPA of 2.0 undergraduate and 3:00 for graduate students every semester to continue to be eligible for the Scholarship.  Students awarded this scholarship will be required to perform 60 – 100 community/university service hours (hours are dependent on the program enrolled in). These hours are a mandatory component as a recipient of an SIU scholarship.  This scholarship is awarded at the time of enrollment and renewed automatically.  **Deadlines: Before the start of the semester.** |