

## **AUBG Named Scholarships Policy**

### **Definition and Purpose of Named Scholarships**

1. Named Scholarship is a form of externally-funded support awarded to any first-year or returning AUBG students, conditional on a submitted application to the Scholarship Committee.
2. The Scholarship Committee consists of seven AUBG faculty and staff members, including the Committee Chair. Staff members of the Scholarship Committee are appointed by the AUBG President, while faculty members of the Scholarship Committee are selected at Faculty Assembly.
3. Named Scholarships are intended to honor specific qualifications and characteristics stated by the donor to AUBG.
4. Students receiving other forms of financial support offered by AUBG are eligible and can apply for Named Scholarships as well.

### **Notice of Availability**

1. A full list of all Named Scholarships available to continuing students is published on the AUBG website approximately two weeks prior to the start of each Spring and Fall break for the following two semesters respectively. Applicants may submit applications no later than the first day of classes after the applicable Spring or Fall break prior to which the scholarships were announced.
2. A full list of all Named Scholarships available to entering students is published on the AUBG website each February for the following academic year.
3. The criteria and application deadlines for each scholarship will be listed with each notice of availability.

### **Eligibility**

1. Unless otherwise specified, students must be full-time and reasonably expected to be continuing their studies at AUBG for the duration of the applicable scholarship period. A leave of absence during the period for which a Named Scholarship has been awarded would result in scholarship cancellation.
2. Students who already have full tuition support from another scholarship source are not eligible for Named Scholarships.
3. Students must be in good academic standing.
4. Unless otherwise specified in the scholarship announcement, students can not apply if they are in their final semester of study during the scholarship application process.
5. If a Named Scholarship does not have GPA requirements, then first-year students are eligible to apply as soon as they are admitted and confirmed.
6. First-year students are eligible to apply for any Named Scholarships in their second semester of study, based on the GPA from their first semester.

### **Entering Students**

1. Applicants who have been accepted to AUBG as first-year students are automatically considered for any available Named Scholarships.

Version: 005

Effective: Spring 2020

Last Updated: 12/12/2019

### **Application and Selection Process**

1. A student may apply for any number of Named Scholarships.
2. All applications are due by the date, specified in the announcement.
3. Named Scholarships have fixed durations (usually one academic year or two consecutive semesters).
4. The amount of the awarded scholarship will be applied to the recipient's tuition fee for the next two upcoming semesters. In the event that the recipient has only one semester left prior to graduation at the time of scholarship application, the whole annual amount of the scholarship will be applied as a credit to his/her last semester bill, up to the amount of the net tuition due by the student to AUBG.

### **Administration of Named Scholarships**

1. Awards are not final until the selected recipient signs the award letter agreeing to the terms and conditions of the scholarship, and writes and delivers a signed donor letter of appreciation to the Development Office.
2. Unless otherwise specified in the announcement, all scholarships will be applied to the students' tuition obligation, up to the amount of the net tuition due. If the amount of a scholarship award is larger than the tuition amount owed by the recipient, AUBG will not disburse cash, nor use any outstanding scholarship amounts to cover tuition obligations for any future periods beyond the period of validity of the awarded scholarship. Any remaining balance of the scholarship shall be returned to the scholarship pool.
3. The Scholarship Committee shall avoid awarding more than one Named Scholarship simultaneously to any individual continuing student as much as possible. In cases in which a student is deemed to be the best-qualified applicant for more than one Named Scholarship, the Scholarship Committee should award to that student the most generous Named Scholarship, and award the less generous Named Scholarship to some alternative applicant.
4. The Scholarship Committee shall, as much as possible, avoid awarding one and the same Named Scholarship repeatedly to the same recipient, unless the respective scholarship donor has explicitly allowed for that.
5. Continuing students can apply for available Named Scholarships every semester and may be awarded a Named Scholarship for the next two semesters, even if they are still receiving a previously awarded Named Scholarship. In such cases of overlapping scholarships, newly awarded students do not have to choose between scholarships but will receive both.
6. AUBG has the right to revoke scholarships if the applicable required GPA is not maintained, or if any of the information provided by the applicant at the time of application is determined to be false or intentionally misleading.

Approved by: \_\_\_\_\_

  
(signature)

10/02/2020

**David Evans**  
**President**