



I. Title: ASU Need-Based Scholarship Policy (Modification)

Previously, the General Assistance Program (GAP) Scholarship Funds

II. Policy Statement:

The purpose of this policy is to competitively position ASU in the institution's recruitment, retention and graduation strategy in relation to similar approaches implemented by universities within the state. Additionally, this policy will allow more students to be eligible to receive ASU Need-Based Scholarship funds.

III. Scope:

The Need-Based Scholarships policy will affect all undergraduate students in good academic standing at ASU. The ASU Need-Based Scholarships will be used to position ASU by utilizing funds to attract and retain students' academically qualified and remove financial barriers to retain students from entry to graduation. The policy will immediately impact ASU's students upon approval by the ASU Board of Trustees.

Below are the criteria for eligibility.

- Recipients will be awarded on a first-come, first-serve basis and upon availability of funds;
- Recipients FASFA application must be complete for the current academic year;
- Recipients must be making Good Academic Standing;
- Awards will not exceed \$3000 per semester for out-of-state students and \$2000 per semester for in-state students; These amounts may be increased for some students due to special circumstances and must be approved by the Financial Aid Director or his/her designee.
- Recipients must demonstrate financial need;
- Funds will be used for tuition and/or books only.
- Recipients cannot be on financial aid suspension due to failure to make Satisfactory Academic Progress (SAP) during the semester in which they are seeking this financial assistance;

IV. Effective Date:

Immediately upon approval by the ASU Board of Trustees.

V. Audience (Designated Responsibilities and Applicability of ASU Need-Based Scholarships Policy)

The Scholarship Committee will meet each semester to evaluate candidates for scholarships covered by this policy. It is expected that members of the committee shall follow this policy in reviewing applications and awarding ASU Need-Based Scholarships.

The Financial Aid Office will be responsible for disbursing ASU Need-Based Scholarships and the monitoring of funds to ensure they are given to eligible students. The Assistant Vice President for Student Affairs and Enrollment Management will be responsible for providing oversight of the Financial Aid Office and will work collaboratively with the office to conduct audits of distribution of funds to qualified students each term.

The President will provide executive oversight of funds used from the ASU Need-Based Scholarship funds with the support of Institutional Advancement.

VI. Policy Management:

Responsible Office:	The Office of Student Affairs and Enrollment Management and Institutional Advancement
Responsible Officer(s):	The Vice President of Student Affairs and Enrollment Management or the Assistant Vice President of Student Affairs and Enrollment Management; Executive Director of Development
Responsible Executive:	President of Alabama State University

VII. Definitions:

- **Scholarship Committee:** This body will ensure scholarship funds are utilized in accordance with the policy. The structure and membership will be determined by the Assistant Vice President of Student Affairs and Enrollment Management with the approval of the President.
- **Free Application for Federal Student Aid (FAFSA):** The FAFSA is the basic student financial aid application form used by all two and four-year colleges, universities, and career schools for the awarding of federal student aid and most state and college aid. At ASU, the Financial Aid Office administers Title IV aid, which is the aid available to eligible students who completed the FAFSA.
- **Scholarship:** A qualified grant or payment made to support a student's education, which is awarded on the basis of academic achievement. Scholarships are not repaid.
- **Satisfactory Academic Progress:** All students at Alabama State University (ASU) who receive federal financial aid must make satisfactory academic progress toward the completion of their degrees at a pace of progression to ensure completion within the maximum time frame. The University's SAP policy is in accordance with regulations issued by the U.S. Department of Education. Satisfactory Academic

Progress status of students will be determined at least once each year, generally at the end of the spring semester.

VIII. Procedures:

The specific parameters and selection criteria of each scholarship recipient will be selected on an objective and nondiscriminatory basis. The scholarship recipients are selected based on the criteria below:

Criteria and Student Status

Scholarships are available for currently enrolled students, incoming freshman, and college transfers. Only one scholarship will be awarded per student per semester.

All undergraduate students applying for the need-based scholarship must meet the following criteria:

1. Be in good academic and behavioral standing;
2. Students may not receive this assistance more than twice throughout their matriculation at ASU.
3. Students must present evidence that they have exhausted all viable funding alternatives, i.e. federal student loans and the Pell Grant.
4. All applicants must have a Free Application for Federal Student Aid (FAFSA) on file.

IX. Need-Based Scholarship Application:

The scholarship application must be completed in its entirety and submitted as instructed in the application.

Document History

Approved by BOT: October 26, 2017

Modification Approved by BOT: Feb 28, 2019