

FLORIDA	OFFICIAL
POLYTECHNIC	UNIVERSITY
UNIVERSITY	POLICY

Subject/Title: Awarding Additional Aid from Foundation/Institution Funds
FPU Policy Number: FPU-7.00256P
<u> X </u> New Policy ___ Major Revision of Policy ___ Minor Technical Revision of Policy
Date First Adopted: August 24, 2015
Date Revised:
Responsible Division/Department: Office of Financial Aid
Initiating Authority: Dr. Ghazi Darkazalli, Executive VP & Provost

A. APPLICABILITY/ACCOUNTABILITY:

This policy is applicable to all prospective students and students enrolled at Florida Polytechnic University.

B. POLICY STATEMENT:

The University may award additional aid to students who show financial need or academic merit. This policy governs the distribution of additional funds from the Florida Polytechnic University Foundation/Institution to support students attending the University (“additional aid”).

To be eligible to receive consideration for additional aid from the University, a student must:

1. Be enrolled full-time, taking at least 12 credit hours or more in each semester for undergraduate students and 9 credits or more in each semester for graduate students, unless otherwise permitted in writing by the University.
2. Be a degree seeking student.
3. Maintain/Meet a 2.0 cumulative GPA for additional need-based aid.
4. Maintain/Meet a 3.0 cumulative GPA for additional merit-based aid.
5. Complete at least 67% of all attempted credits with a passing grade.
6. For need-based aid, a student must submit a Free Application for Federal Student Aid (FAFSA) and qualify as having financial need determined by:
Cost of Attendance (COA) less the students Expected Family Contribution (EFC), less any grant or scholarship aid provided to the student = Financial Need.
7. A donor or grantee may place additional selection criteria in the gift agreement and such will be considered when awarding the funds related to that gift.

C. PROCEDURES:

1. Application Process:

An enrollment or financial aid representative may submit a request for additional aid on behalf of a student who expresses financial hardship or warrants consideration for additional merit-based aid. Students are not required to submit an application other than the FAFSA for need-based aid unless specifically requested by the Office of Financial Aid or Office of Enrollment Services or unless specifically required by the terms of the gift agreement.

2. Selection Process:

The Office of Financial Aid and Office of Enrollment Services may select students to receive additional funding based on each student's academic merit, and/or financial need as provided in this policy or in the requirements of the gift agreement, and based on the availability of foundation/institution funding for the financial aid award year.

3. Award Term and Conditions:

- (a) Award amounts identified as need-based aid cannot exceed a student's financial need or cost of attendance for the year. If a student is awarded any funds above the student's total cost of attendance, the Office of Financial Aid will reduce the additional aid allocation to bring the student's award within the total cost of attendance.
- (b) The length of time that a student is eligible to receive the additional aid is determined by the enrollment and financial aid staff on a case-by-case basis. Additional aid can be approved for a one- time award or may be renewable for up to 8 semesters.
- (c) The student must meet the minimum cumulative GPA and complete and pass the required amount of attempted courses established in this policy to renew or be eligible for additional aid from foundation/institution funds. Students are evaluated at the end of the spring semester to determine eligibility for renewal in the following Financial Aid Year. The University will cancel any remaining disbursements of additional aid if the student fails to meet the minimum requirements established in this policy, and such additional aid will not be eligible for renewal. If a student does not agree with a decision related to the award or disbursement of his/her additional aid or believes an administrative error has occurred, or the student wants to appeal for reinstatement of additional aid due to extenuating circumstances, the student may file an appeal in accordance with policy FPU-7.0021P Financial Aid Appeals.
- (d) A student who receives aid from an agency outside the University may have his/her additional aid reduced or adjusted to reflect the student's reduced financial need.

POLICY APPROVAL	
Policy No.: FPU-7.00256P	
_____	_____
Initiating Authority	Date
_____	_____
Policies & Procedures Review Committee Chair	Date
_____	_____
President/Designee	Date
Approved by FPU BOT, if required	_____
	Date
EXECUTED SIGNATURE PAGES ARE AVAILABLE IN THE OFFICE OF THE GENERAL COUNSEL	