JACKSONVILLE STATE UNIVERSITY
Manual of Policies and Procedures

POLICY NUMBER: III:04
DATE: December 3, 2014

REVISION DATES:

SUBJECT: Scholarships

APPROVED: William A. Meehan, President

PURPOSE
The purpose of this policy is to specify the process for awarding scholarships.

POLICY
Students may qualify for more than one institutionally-funded award/scholarship. Under no circumstances will multiple institutional scholarships result in a cash payment to the student.

When the sum of multiple institutional scholarships is in excess of the cost of enrolled hours, conversion of an institutional scholarship can be made to pay for institutional charges (limited to university housing and/or meals). Students who receive scholarships from non-institutional funding sources may receive excess funds available from the non-institutional funding source.

No modification will be made to an athletic scholarship without consulting the JSU Assistant Athletic Director for Compliance.

PROCEDURE FOR AWARDING TUITION ASSISTANCE AND SCHOLARSHIPS
Jacksonville State University employee Tuition Assistance will be applied first and under no circumstances be converted to cover any charges other than tuition.

Institutionally-funded academic scholarships are defined as those scholarships awarded based on ACT/SAT first-time freshman awards and the JSU Presidential Transfer Scholarships. The ACT/SAT scholarships include: Elite Honors, Elite, Faculty, Gamecock, Gem of the Hills, Camellia, Magnolia, Mimosa, Valedictorian and Leadership
Scholarships.

Example #1: A student receives an academic scholarship, which pays tuition (up to 16 hours), and is also offered a tuition Band scholarship (or other institutionally funded scholarship). Payment application will give the Band scholarship priority to pay tuition first. Once tuition is paid, the remaining amount in the academic scholarship fund can be converted to housing and/or meals. (See conversion limits specified below.)

Example #2: A student receives an institutional scholarship, which pays partial tuition (1-11 hours) and is also entitled to Tuition Assistance of 50%. Tuition Assistance will be applied first and other institutional tuition scholarship/s will be applied to the remaining balance. The student is responsible for any balance remaining on the student account.

Scholarship conversions are limited to the following:
(1) Housing will be limited to the double occupancy rate.
(2) Meals will be limited to the residential meal plan. If not residing in university housing, the meals will be limited to a non-residential commuter meal plan.

**RESPONSIBILITY**

The policy is the responsibility of the Vice President for Student Affairs.

**EVALUATION**

This policy will be reviewed bi-annually by the Scholarship Committee.