

Davis Technical College Student Financial Aid - Scholarship and Tuition Waiver Credit Hour Policy

Effective Date: 23 September 2024

1. Purpose

- 1.1.** The purpose of this policy is to ensure scholarships are offered in a fair, equitable and timely manner, and to ensure priority is given to students with the greatest need. The College acting as a steward of public and private funds is dedicated to maintaining the highest degree of integrity in the administration of scholarships and tuition waivers.

2. References

- 2.1.** Technical Education Scholarships, Utah Code Title 53B, Chapter 8, Section 115
- 2.2.** USHE Board Policies R622
- 2.3.** Tuition Waivers, Utah Code Title 53B, Chapter 8, Part 1, Section 101
- 2.4.** Davis Technical College Student Financial Aid Satisfactory Academic Progress Policy
- 2.5.** Davis Technical College High School Fee Waiver Policy

3. Definitions

- 3.1. Financial Aid Offer:** Notification to the student from the Davis Technical College Office of Scholarships and Financial Aid of the approved scholarship or tuition waiver.
- 3.2. Foundation Scholarships:** Scholarship funds generated by the Davis Technical College Foundation. Scholarships may be used for tuition, program fees, inclusive access fees, books, and supplies. Students may not receive direct cash payments from foundation scholarships.
- 3.3. Tuition Waivers:** are used to waive tuition. Waivers may not be used for program fees, inclusive access materials, or books and supplies.

4. Policy

- 4.1.** Students must be enrolled as a certificate-seeking student, in a certificate program to be eligible to receive Davis Technical College scholarships or tuition waivers.
 - 4.1.1.** High school students enrolled as certificate-seeking students, qualify for High School Fee Waivers, if approved for fee waiver through their high school, for the current academic year. Waivers may be applied to the high school registration fee and up to an additional \$250 for other high school fees. Additional amounts may be approved through the Director of Scholarships and Financial Aid.
 - 4.1.2.** For programs that are one academic year or less in length, most students are

Scholarship and Tuition Waiver Credit Hour Policy

awarded scholarships for the length of the program. For programs that are more than one academic year in length, the initial scholarship is awarded for the first academic year of the program and students must reapply to receive additional funding. Awards may consist of both scholarships and tuition waivers.

4.1.3. Students must activate their scholarship by scheduling their class within 60 days of the financial aid offer.

- Exceptions apply to students who are unable to enroll due to a class or program being full or program with a future start date.

4.2. Completion of the Free Application for Federal Student Aid (FAFSA) is part of the scholarship application process.

4.2.1. Undocumented students are not eligible for federal aid, and can provide alternative financial documentation (taxes, paystubs) to be considered for scholarships.

4.3. Students must meet minimum Satisfactory Academic Progress (SAP) standards for their program to be eligible for scholarships and tuition waivers. Students who do not maintain SAP during their program may not be eligible for a subsequent scholarship offer. For students who are applying for their first scholarship that are not meeting SAP, they will be placed on a warning and must be meeting SAP standards to continue to be eligible.

4.3.3. Maintain minimum cumulative progress for program, or 67% whichever is higher.

4.3.4. Does not exceed the 150% maximum timeframe to complete the program.

4.4. Following a scholarship or tuition waiver denial, students may file an appeal, due to extenuating circumstances, with the Office of Scholarships and Financial Aid to have scholarship or tuition waiver approved. Students are limited to one appeal per program.

4.5. Scholarships and tuition waivers are not retroactive and will be paid only for future classes.

4.5.1. Exception to policy can be approved by the Office of Scholarships and Financial Aid for extenuating circumstances.

5. Procedure

5.1. Scholarships and tuition waivers are offered through an application process. The application process consists of completing the FAFSA (for those that are eligible) and in most cases the Davis Tech Scholarship application.

5.2. Suggested scholarship or tuition waiver amounts are outlined on the Davis Technical College Office of Scholarships and Financial Aid Awarding Matrix.

5.2.1. Offers may be adjusted based on a student's individual extenuating circumstance.

5.2.2. If a student's Pell amount does not cover all tuition and fees for a payment period, the Office of Scholarships and Financial Aid will automatically approve

Scholarship and Tuition Waiver Credit Hour Policy

supplemental funds to ensure all tuition and fees are covered for the payment period.

5.2.2.1. Students that are eligible for Pell grant but choose not to use Pell grant at Davis Technical College are only eligible for tuition waivers up to 75% of tuition charges, if funding is available.

5.2.2.2. In extenuating circumstances, the Director of Scholarships and Financial Aid may approve additional funding.

5.3. Students are notified of approved scholarship offers via email.

6. Approval and Notes

Effective Date: 01 July 2023

President's Council Approval Date: 12 June 2023

Revision Date: 06 September 2023

Expanded President's Council Approval Date: 23 September 2024