



Departmental Scholarship Guidelines

Student Financial Assistance Office
University of Southern Indiana
8600 University Boulevard
Evansville, IN 47712
Phone: 812/464-1767 or 800/467-1965
www.usi.edu/finaid/

The University of Southern Indiana Departmental Scholarship (DS) is intended to promote academic and creative excellence. For selected scholars, the University provides awards which waive a portion of tuition. The DS award will be coordinated with other tuition-specific assistance (if applicable) to ensure that tuition-specific assistance does not exceed total tuition charges. No cash refunds are made to students from tuition-specific assistance.

1. Initially matriculating freshmen who are Indiana residents and graduates of Indiana State Department of Public Instruction commissioned high schools and who meet **one** of the following criteria are eligible for consideration as recipients of this award.
 - A) Earn the Indiana Academic Honors Diploma or Kentucky Pre-College Curriculum (if residing in one of the four Indiana/Kentucky reciprocity counties) and rank in the top quarter of their high school graduating class at the time of application. Class rank is based on an official high school transcript available at the time of admission but not earlier than the 6th semester.

OR

- B) Earn recognition for achievement of excellence in theatre or art and earn a minimum 2.5/4.0 high school grade point average as determined by the USI Admission Office based on an official high school transcript available at the time of admission but not earlier than the 6th semester.

NOTE: Application for admission to USI as a degree seeking student must be completed by March 1 of the student's senior year of high school. Awards are subject to approval by the Office of Student Financial Assistance based on availability of funding.

2. Award recipients must enroll as full-time students during the fall and each successive regular semester following award notification. Exceptions are made to permit fall graduates to enroll in the spring if application for admission is completed by the preceding November 1. Official enrollment is determined on census day (5th day of fall/spring). Failure to comply with enrollment requirements nullifies the award and all future entitlement. Under exceptional circumstances, a student may petition the Director of Student Financial Assistance for a "leave of absence" for one semester and an extension of calendar year limits **or** an exception to the minimum enrollment requirement (only for legitimate medical or academic reasons).

NOTE: DS awards are available for the regular academic year (fall/spring) only.

3. The DS is available for 4 years or until recipients earn their first bachelor's degree or 136 semester hours, whichever comes first.

NOTE: Semester hours earned prior to undergraduate enrollment at USI (ex. AP, CAP, CLEP, IB, etc.) are included in the maximum 136 semester hour limit.

4. Students who decline USI's offer of a DS forfeit all future entitlement to this award. The DS offer is valid only during the next regular (fall/spring) semester of the year in which the award is made and will not be offered a second time.
5. The award may be renewed automatically if the student **enrolls full-time** and **successfully completes a minimum of 27 semester hours each academic year** (fall/spring) and maintains the required minimum cumulative GPA. The Office of Student Financial Assistance will evaluate earned hours and cumulative GPA after two semesters of full-time attendance and at the conclusion of Spring Semester thereafter. Students may make up cumulative GPA or earned hours deficits in the summer term at their own expense. A written appeal for reinstatement of DS eligibility must be sent to the USI Student Financial Assistance Office after the summer grades are officially recorded on the student's transcript.

The required cumulative grade point average (GPA) is as follows:

For students receiving annual awards in excess of \$1,000:

- a. after earning 0 to 61 hours, a cumulative GPA of 2.50/4.0;
- b. after earning 62 to 92 hours, a cumulative GPA of 2.75/4.0;
- c. and after earning 93 or more hours, a cumulative GPA of 3.00/4.0.

For all other students receiving DS awards:

- a. after earning 0 to 61 hours, a cumulative GPA of 2.00/4.0;
- b. after earning 62 to 92 hours, a cumulative GPA of 2.25/4.0;
- c. and after earning 93 or more hours, a cumulative GPA of 2.50/4.0.

NOTE: All participating students must maintain good standing at USI. Students who are dismissed from the University for any reason forfeit all entitlement to the DS.

6. Departmental Scholarships awarded on the basis of talent require participation in programs and activities of the Theatre Department for theatre award recipients. In addition, theatre award recipients must major in theatre. Students who receive talent awards for art must major or minor in Art

NOTE: Students may change majors/minors without affecting the terms of their DS award with the exception of students whose awards based on talent in theatre or art.

7. Appeals Process:

Students may request exceptions to the Departmental Scholarship (DS) Regulations when unusual or mitigating circumstances warrant such action. Appeals must be submitted in writing to the Student Financial Assistance Appeals Committee at USI. Send all correspondence to the Student Financial Assistance Office, University of Southern Indiana, 8600 University Boulevard, Evansville, IN 47712. Decisions of the Appeals Committee are final.