

**POLICY TITLE**

**Transfer Out-of-State Fee Scholarship**

**POLICY NUMBER**

***2-002***

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| **Responsible Unit:**  Enrollment Management  **Responsible Official:**  Associate Vice-Chancellor for Enrollment Management  **Policy Classification:**  Enrollment Management – Admission & Recruitment | **Effective Date:**  **Last Reviewed Date:**  May 9, 2019  **Origination Date:**  May 9, 2019 |

1. **POLICY STATEMENT AND RATIONALE**

The Transfer Out-of-State Fee Scholarship Policy establishes criteria for the out of state fee waiver scholarship. Effective Spring 2019, we are proposing a Policy for Transfer Out-of-State Students Fee Waiver Scholarship that includes the following:

* Satisfy the admission requirements.
* Have a 2.5 cumulative grade point average to be considered.
* Complete and submit a Free Application for Federal Student Aid (FAFSA) for need assessment.
* Complete the out-of-state fee waiver application after being admitted to the university, and submit it with required documents.
* Have and maintain a minimum of 15 credit hours each semester and maintain a cumulative GPA of 2.50, to be evaluated at the end of each spring semester; and
* Transfer students with an Associate Degree must have a “C” or better in both College English and Math.

There is currently no policy on the out of state fee waiver for transfer students. This policy will bring resolution to parents and transfer students who want to attend Southern University Baton Rouge.

1. **POLICY SCOPE AND AUDIENCE**

This policy applies to the Vice-Chancellor for Student Affairs & Enrollment Management, Office of Admission & Recruitment, Office of the Registrar, and Office of the Bursar in the review and application of out of state fee waiver scholarships to the Baton Rouge campus.

1. **POLICY COMPLIANCE**

The Office of Admission & Recruitment will be responsible for reviewing all applicable candidate applications to ensure compliance with the policy in awarding scholarships. The Office of the Vice-Chancellor for Student Affairs & Enrollment Management will be responsible for reviewing all appeals for receipt of the out of state fee waiver scholarships to ensure compliance with the policy guidelines.

1. **POLICY DEFINITIONS**

The following are terms used in the policy:

**Transfer Student**

A transfer student is anyone who has attended another college or university after graduating from high school and wishes to enroll in an undergraduate degree program at Southern University Baton Rouge campus.

**Fee Waiver**

A fee waiver is a waiver or removal of a university out of state fees.

**Scholarship**

A grant or payment made to support a student's education, awarded on the basis of academic or other achievement.

1. **POLICY IMPLEMENTATION PROCEDURES**

Upon approval by the Board of Supervisors, the Admission & Recruitment will review all eligible out of state student applications and apply to eligible student financial aid and student accounts.

1. **POLICY RELATED INFORMATION**

We are responding to the current President's Legacy Scholarship which establishes the policy and process for out of state fee waivers, but does not provide guidance for transfer out of state students with regard to the fee waiver.

1. **POLICY HISTORY AND REVIEW CYCLE**

This is a new policy designed to replace the Legacy scholarship created in 2015. The review cycle will be consistent with the system five-year review cycle.

1. **POLICY URL**

This section identifies the Southern University System website where the system policies are archived at [www.subr.edu](http://www.subr.edu).

1. **POLICY APPROVAL**

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***Ray L. Belton, Ph.D.******Effective Date of Policy***

*President-Chancellor, Southern University and A&M College System*

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***The Honorable Domoine D. Rutledge, Esq.,*** ***Effective Date of Policy***

*Chairman, Southern University System Board of Supervisors*