

## SA 9. SCHOLARSHIP AND FINANCIAL ASSISTANCE POLICY

<b>Title:</b>	Scholarship and Financial Assistance Policy
<b>Policy Number:</b>	SA 09/09 .2015
<b>Effective Date:</b>	September 1, 2015
<b>Issuing Authority:</b>	University Administrative Board

### 1. RATIONALE

The objective of the Financial Support and Scholarship (FSS) Program at RHU is to reward students who have achieved academic excellence and to offer support to students with strong potential for academic success to pursue post-secondary higher education that would not be possible otherwise. Under this policy, scholarships will be granted to students who meet the eligibility criteria without any form of discrimination. Available scholarship funds come from a variety of sources as outlined below.

This policy covers all forms of financial support and incentives that RHU offers to its students – Financial Assistance, Scholarships and Tuition reduction. Financial Assistance aims to partially relieve the financial burden on students for whom tuition fees are onerous. Scholarships may be awarded to students with a proven promising scholastic potential. Tuition reduction may be offered to various RHU students who meet specific eligibility requirements. Support recipients must also have outstanding character and strong potential for contribution to community advancement.

### 2. FINANCIAL ASSISTANCE (FA)

RHU seeks to broaden access to University education by providing partial support to students who have limited financial resources to fund their own education but have the potential to succeed. While the main criteria in awarding FA is financial need, financially challenged students with strong scholastic aptitude will be given a higher priority. FA awards may cover up to 30% of the fall and spring semesters' tuition fees. If the financial conditions of an applicant is deemed dire, the 30% ceiling may be increased upon the recommendation of the Financial Assistance Committee (FAC). They may be renewed upon evidence of continuing need and meeting scholastic achievements. Criteria are as follows:

- a. Meet the admission criteria (for new students);
- b. Has a current CGPA of at least 70 (for current RHU students);
- c. Provide evidence of financial need;
- d. Has exemplary character and a strong sense of community.

The rate of FA awarded depends on the severity of financial difficulties and the level of scholastic achievement. Cost of books, housing, coop fees, and fees of other services are not covered under the financial assistance provisions and remain the responsibility of the award recipient.

A current RHU student must submit an FA application by the deadlines announced in the RHU calendar. Decisions will be announced one month before the start of the fall semester. New students may apply for FA after payment of enrollment fees and decision is made within two weeks of the interview with the applicant. FA Applications must be submitted through the Student Affairs Office (SAO).

A FA Committee shall be formed to review applications and recommend to the president the rate to be granted to each applicant deemed eligible. The Financial Assistance Committee shall be composed of the Vice President for Finance and Administration (Chair), Director of Student Affairs Office, Director of Admissions Office, Registrar, and an Academic Dean.

Recipient of a FA must attain a minimum average of 70 at the end of the semester the grant is awarded for it to continue into the following semester. Otherwise the grant is automatically revoked.

If a student is deemed eligible to receive FA but his/her average is less than 70 at the start of the fall semester, s/he shall benefit from the FA in the spring semester if s/he attains a CGPA of 70 or above at the end of the fall semester.

FA is normally available to undergraduate students only. However, under certain circumstances and upon the President's approval Financial Aid may also be granted to graduate students.

### 3. MERIT-BASED SCHOLARSHIPS

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The aim of the Merit Scholarship Program is to promote academic excellence and create a positive competitive environment among students. Any number of scholarships may be supported by individuals or families as an act of philanthropy. Award recipients are selected on the basis of scholastic abilities as well as character, integrity, leadership, and potential contribution to the community.

The Merit Scholarship Program awards, each year, scholarships to undergraduate students, including those in the Intensive English, with a promising scholastic potential as evidenced by their scholastic achievement. Students are not required to apply to receive these scholarships. Available scholarships under this program are introduced below.

Cost of books, housing, coop fees, and fees of other services are not covered under the financial assistance provisions and remain the responsibility of the award recipient.

#### New Students

A first year student is eligible to receive a scholarship that covers up to 100% of the tuition, depending on the average attained in the Lebanese Baccalaureate National Exam or the grade average of the secondary school cycle. Note that 100% is granted for exceptional applicants only.

This scholarship may be renewed annually for the fall and spring semesters and for the number of years required to complete a bachelor degree provided that the student attains a cumulative GPA (CGPA) of 83 and above. In case the CGPA falls below 83 but remains above 80, the scholarship shall be cut into half. If the CGPA falls below 80 the student loses the scholarship.

If a scholarship recipient fails to attain the scholarship continuation average noted above and lose the scholarship, s/he will be given one chance to reclaim the original scholarship if the scholarship continuation average is regained within one semester of losing the scholarship, otherwise the only scholarship the student is eligible to receive thereafter is the Merit scholarship that is Academic Achievement Scholarship noted below.

A Merit Scholarship recipient must attain a minimum **average of 75** at the end of the semester the grant is awarded for it to continue into the following semester. Otherwise the grant is automatically revoked.

#### Academic Achievement Scholarship

Continuing undergraduate students shall be awarded a scholarship for one year on the basis of the CGPA calculated at the end of the summer semester as follows:

- 35% if GPA is 95% or above
- 25% if GPA is 90% or above
- 15% if GPA is 85% or above

In addition to satisfying the CGPA requirement, the candidate must also satisfy the following criteria:

- a. Had completed at least 30 credits of required courses (excluding remedial and freshman courses)
- b. Had not violated university rules and policies
- c. Had maintained exemplary character and a sense of community
- d. All outstanding fees are paid within the university set deadlines

A student is eligible to receive this scholarship for the minimum number of years required to complete a bachelor degree, excluding coop fees and tuition fees of repeated, remedial and freshman courses.

Students who complete the freshman year at RHU and attain a GPA of 85 or above are eligible for a 15% academic scholarship for the sophomore year.

A student who has earned a Bachelor Degree at RHU and ranked top of graduating class in his/her program of study shall be awarded a 50% scholarship to pursue a graduate degree at RHU provided that the student has attained a CGPA of 80 or higher and that the eligibility criteria b-d above are met.

#### Competition Scholarships

RHU holds several annual competitions for prospective University students. Currently held competitions include: Robotics Competition, Graphic Design Competition, Computer Science Competition, Public

Speaking competition, Essay and Short Story Competitions, and Athletic Competitions. Members of the winning teams are granted 25% to 50% scholarship if admitted to any RHU program of their choice. This scholarship may be renewed annually and for the minimum number of years required to complete a bachelor degree provided that the recipient attains a CGPA of 83 and above. In case the CGPA falls below 83 but remains above 80, the scholarship is cut into half. If the CGPA falls below 80 the student loses the scholarship. Recipient of an athletic scholarship must maintain a CGPA of 70 or above to retain the scholarship. To maintain the scholarship the student must also satisfy the following:

- a. Had not violated university rules and policies;
- b. Had maintained exemplary character and a sense of community;
- c. All outstanding fees are paid within the university set deadlines.

#### **4. DONOR SPONSORED SCHOLARSHIPS**

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Cost of books and housing, and fees for the coop fees and other services are excluded from the grant and remain the responsibility of the recipient unless explicitly stated in the scholarship agreement.

##### **<Namesake> Scholarship**

This type of scholarship(s) is created through a gift from a donor to honor a person or a family. The gift covers a pre-specified percentage of the tuition fees of a set number of recipient student(s) in honor of the scholarship's namesake. The scholarship amount, the number of recipients and the eligibility criteria are set in coordination with the scholarship sponsor.

##### **<Institution> Scholarship**

Any private or public institution may provide any number of scholarship awards. The institution sets the amount and the criteria under which the scholarships are awarded.

##### **RHU Alumni Scholarship**

The RHU Alumni Association grants annually three scholarships to eligible students on the basis of their academic achievements. To be eligible for this scholarship, the recipient satisfies the following criteria:

- Promotes and contributes to positive campus life conditions;
- Engages in volunteering activities within the community;
- Maintains a GPA of 80 or above;
- Other criteria set by the Alumni Association.

#### **5. SIBLINGS TUITION DISCOUNT**

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A sibling discount is awarded to a student if one or more of his/her siblings are attending RHU. The award covers 10% of the highest tuition to be paid by any of the siblings provided that other outstanding fees are paid within university set deadlines.

#### **6. FREE HOUSING**

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Students who come from remote areas in Lebanon may be eligible for free on campus housing provided a financial need is proven.

#### **7. REVIEW AND APPROVAL**

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**OFFICER RESPONSIBLE:** VP for Academic Affairs

**AUTHORITY:** University Administrative Board

**POLICY REVIEWED BY:** Board of deans, academic units, registrar, office of finance, director of students affairs.

**EFFECTIVE DATE:** May 18, 2015

**REVISION HISTORY:** February 22, 2016; June 14, 2016; August 10, 2016; May 30, 2017; February 5, 2018.

**RELATED POLICIES:** Student Rights and Responsibilities; Duties and Responsibilities of a Faculty member.

**FINAL APPROVAL BY THE PRESIDENT:**

Signature: 

Date: January 1, 2018

## Appendix: Merit Scholarship Criteria for 2017-2018

### 1) Holders of the Lebanese Baccaalaureate or its equivalence (French Baccaalaureate, IB, IGCSE)

Scholarships Criteria - Private Schools	Scholarships Criteria - Public School
20% (AVE12-12.99)	25% ( AVE12-12.99)
25% (AVE 13-13.99)	30% ( AVE13-13.99)
30% (AVE 14-14.99)	35% ( AVE14-14.99)
35% (AVE 15-15.99)	40% ( AVE15-15.99)
40% (AVE 16-16.99)	45% ( AVE16-16.99)
45% (AVE17-17.99)	50% (AVE 17-17.99)

Applicant who attains a rank in the official Lebanese exam, an additional percentage is added as such:

- Good: 5%
- Very Good : 10%
- Excellent: 15%

Applicants applying with GCC Official Certificates will follow the above criteria but cutting three ranges backwards.

### 2) IUT Students Joining a BE degree

IUT CGPA	+10 points	Scholarship Percentage
$75\% \leq x \leq 79.99\%$	$85\% \leq x \leq 89.99\%$	15%
$80\% \leq x \leq 84.99\%$	$90\% \leq x \leq 94.99\%$	25%
$x \geq 85\%$	$x \geq 95\%$	35%

### 3) Students completing Freshman at RHU

A student who had completed his/her freshman year at RHU and attained an average of 85 and above is eligible for a 15% merit scholarship for the sophomore year.