

SCHOLARSHIPS POLICY

New Student Scholarships

1. The University may make awards annually to new undergraduate students whose academic record is considered worthy of recognition. To be considered for a scholarship, applicants must be admitted to the University and submit the required documentation by the published deadline.
2. Renewable scholarships are awarded to highly qualified entering freshmen or transfer students. Students are selected based upon their academic credentials from high school or prior university, including grades, standardized test scores, and extracurricular activities. Scholarships are available for Fall and Spring semesters only.
3. A scholarship award is intended for the entry term for which the student originally applied. If a student defers enrollment from the original entry date, the deferral policy must be followed (see [Admissions Policy](#)).
4. Undergraduates on scholarship must be attending on a full-time status. Scholarships are not available for part-time students. Students who drop below full-time, for any reason, will lose their scholarship.

Continuing Students Scholarships and Other Richmond Financial Assistance

5. Scholarships are renewable until degree requirements are met, or for a maximum of eight semesters (depending on which comes first). Students must maintain the required Grade Point Average to retain their scholarship from semester to semester.
6. The University requires that all undergraduate students who are recipients of a scholarship maintain a minimum cumulative GPA in order to retain the award provided by the University.
7. Maintaining a scholarship is decided by GPA so there is no direct appeal process against loss of a scholarship other than via an academic grade appeal. Once a student has lost a scholarship there is no process to re-gain it. However, s/he may still be eligible for other awards.
8. If a student withdraws from the University and later returns as a readmitted student their scholarship is not retained.
9. If a student withdraws from all classes for verified medical reasons the scholarship must be repaid and may be processed through completing the appropriate withdrawal or leave of absence procedures. Provided the scholarship for the withdrawn semester has been repaid, the student retains scholarship eligibility for up to one calendar year (equivalent to a Leave of Absence (LoA) Status).

10. Eligibility for Richmond financial assistance will be retained if a student takes an approved Leave of Absence (see [Leave of Absence Policy](#)).
11. Assistance will be rescinded if a student withdraws from the University without following the appropriate policy or if the student does not return at the expiration of the approved leave.

Other Awards

12. The Phi Theta Kappa Scholarship is made available to one undergraduate student who is an outstanding member of the international honorary society of the two-year college. More information is available from the Office of Admissions for North America.
13. Eligible participants for the US Military Veterans' Educational Benefits programme may receive support for their studies at the University, through the VA. For details on the programmes, contact the VA at +1-888-GI-BILL-1. In addition VA students receiving a grant through the GI Bill are eligible to apply for the Richmond GI Bill Scholarship.

VERSION MANAGEMENT

Responsible Department: Finance			
Approving body:			
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