

**ITEM: 15**

**Florida Gulf Coast University Board of Trustees**  
**June 19, 2008**

**SUBJECT: Policy on Student Tuition Waivers**

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**PROPOSED BOARD ACTION**

Approve amendment to student tuition waiver policy.

**BACKGROUND INFORMATION**

FGCU Board of Trustees policy, 3.32 *Student Tuition Waivers*, on the granting of out-of-state waivers for undergraduate and graduate students was approved in June of 2002. Since that time there has been a need identified to update the undergraduate tuition waiver portion of the policy to more properly allow for the continuing goal of attracting and retaining students to enhance campus diversity and academic quality.

This policy change was first presented at the April 15<sup>th</sup> Board meeting. At that meeting it was recommended that the Faculty Senate be given an opportunity to review the policy. Subsequently the policy was sent to the appropriate Faculty Senate sub committees and comments were received resulting in further changes to the policy.

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**Supporting Documentation Included:** Student Tuition Waiver Policy

**Prepared by:** Director of Admissions Marc Laviolette

**Legal Review by:** General Counsel Vee Leonard (June 3, 2008)

**Submitted by:** Vice President for Administrative Services and Finance Joe Shepard

## POLICY ON STUDENT TUITION WAIVERS

**PURPOSE:** ~~Florida Gulf Coast University uses state-granted budget authority for~~ The purpose of waiving the out-of-state portion of tuition ~~(up to 12 credit hours per student)~~ for certain types of students is to enhance campus diversity and academic quality in an ever-increasing competitive student market.

**POLICY:** Waivers are awarded based on the University's established key selection criteria of recruitment, retention, diversity and service to students who meet certain initial requirements. Awards may ~~be renewed for the duration of one academic year and carry specific criteria for renewal, on a term-to-term basis.~~ The award committee adheres to strict deadlines for acceptance of applications and requests for renewal.

**APPLICATION:** ~~The Office of Enrollment Management (OEM) Admissions is the central receiving and processing location for all undergraduate and graduate student waiver applications under this policy. Undergraduate waivers are awarded in conjunction with the admission process. The Office of Graduate Studies is the central receiving and processing location for Graduate waivers. Graduate students may receive in-state or out-of-state matriculation fee graduate assistant waivers OR in-state or out-of-state graduate assistantships, matriculation fee waivers. Graduate waivers may accompany graduate assistantships. Graduate assistantships are awarded as a stipend or as an hourly rate and may include a work requirement, and may include a stipend and work requirement. For Undergraduate waivers, A waiver committee will be formed to determine and recommend to the University President or designee the purpose, scope and criteria of each waiver category. The Undergraduate Admissions Advisory Committee (UAAC) will serve as the committee to evaluate the scope, initial award criteria and subsequent renewal criteria for the waivers, bearing in mind the primary purpose of the award. The UAAC will be appointed by the President or designee, and is comprised of representatives from the enrollment services offices, college administrators, faculty, the Facilitator of the Faculty Senate Student Affairs Team and students.~~

### PROCEDURE:

#### Undergraduate Student Waivers:

~~Parameters for award and renewal eligibility differ for undergraduate and graduate students. Criteria for award and renewal eligibility for tuition waivers shall be determined by the UAAC and recommended to the President or designee. The criteria shall be subject to review on an annual basis. The President or designee shall also provide the UAAC with the annual allocation of waivers to be awarded. The UAAC will ensure that all awards are disbursed to the students and ensure compliance with federal, state and institutional regulations and will forward all reports to the President or designee. While strong academic credentials will be given proper importance, other factors as determined by the UAAC, may be taken into consideration. Priority for the award of a tuition waiver will be given to new incoming students. Students may receive the waiver until they graduate, provided they meet the renewal criteria.~~

### Undergraduate Student Waivers

#### *Initial eligibility requirements:*

- Be approved for admission to Florida Gulf Coast University as a degree seeking undergraduate student, meet the waiver application deadlines and satisfy the criteria required by the UAAC.

- ✓ Waivers will be awarded to students with a 3.4 grade point average (GPA) or higher and/or to students who have demonstrated talents in visual and performing arts, leadership, civic engagement, or other activities critically related to the FGCU mission.
- ✓ ~~Approval for admission to Florida Gulf Coast University as a full-time degree seeking first-time in college (12 or fewer semester hours completed at time of entry) or transfer (more than 12 semester hours completed at time of entry) student; out-of-state residency status; and a minimum 3.4 grade point average.~~

*Renewal requirements:*

- ~~Meet the renewal criteria including any renewal application deadlines as required by the UAAC.~~

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~~Waiver awards are guaranteed for one term only. To renew, undergraduate students must:~~

- ✓ ~~Continue to meet the established eligibility criteria; send written notification to the OEM that they will be seeking renewal of their waiver for the subsequent term; and submit a 1 to 2-page essay.~~

**Graduate Student Waivers:**

*Initial eligibility requirements:*

- ✓ Be approved for admission to Florida Gulf Coast University as a degree seeking student; submit supplemental application forms; and meet any additional criteria required by the awarding College or Department.

*Renewal requirements:*

- ✓ Waiver awards are guaranteed for one term only. To renew, graduate students must: Send written notification to OEM their College or Department that they will be seeking renewal of their waiver for the subsequent term and meet the conditions for renewal stipulated by the College/Department that sponsors their waivers.

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**ANNUAL REPORT:** Each unit making awards is responsible for submitting an annual report to the OEM ~~verifying compliance with all requirements~~ President's Executive Cabinet by June 30 of each year. ~~OEM will ensure that all awards disbursed to the students and to ensure compliance with federal, state and institutional regulations and will forward all reports to the Dean of Enrollment Management.~~