

# **Universal Access Community Endowment Scholarship**

## **2018—2019 Eligibility & Participation Guidelines**



*2017-2018 Universal Access Community Endowment Scholarship in Honor of George Black recipient, Leslie Lujan (left), with fellow scholarship recipient Isaac Jara and donors Lt. Col. Carol Hodges (USA Ret'd) and Mrs. Sherry Black.*

## UNIVERSAL ACCESS COMMUNITY ENDOWMENT SCHOLARSHIP ELIGIBILITY AND PARTICIPATION GUIDELINES

Over the last 15 years, the Universal Access Community Endowment Scholarship supported almost **1,600** students. These students were not eligible for federal or state funding-- oftentimes because their income exceeded eligibility limits, yet they still needed financial assistance to



complete their studies and graduate. Since late fall 2014, Galveston College Foundation raised significant sums for the Universal Access Community Endowment and individual scholarships. Thanks to consistent generosity from the Galveston community, area foundations, and businesses, the Universal Access Community Endowment upgraded tuition support annually. Beginning in the fall of 2018 the Endowment Scholarship will provide \$4,620 toward tuition and required fees, along with a one-time \$200 book stipend.

### General Requirements:

- Recipients must be a resident of the Galveston College taxing district for a minimum of 12 months prior to graduation from accredited high schools, successful completion of a General Educational Development (GED), or home schooling prior to enrollment into Galveston College, or otherwise qualified for an in-district waiver under state law. **Student must continue to be a resident of the Galveston College taxing district while enrolled at Galveston College and receiving Universal Access Community Endowment Scholarship funds.** Residency requirements are determined by the Admissions Office and should be contacted for further information.
- All applicants must complete and submit: (1) a Free Application

for Federal Student Aid (FAFSA)\*; (2) a Universal Access Community Endowment Scholarship application; (3) file a degree plan in the Counseling Office; and (4) submit a Galveston College admissions application.

\*The FAFSA is completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

- Renewal applicants must complete: (1) a FAFSA; (2) submit an updated degree plan signed by the Counseling Office; and (3) complete a Universal Access Community Endowment Scholarship application. The plan and application are turned in to the Financial Aid Office at Galveston College.
- A final high school transcript or GED certificate must be submitted to the Admissions Office prior to registration. Forms should be turned in by the **Financial Aid Priority Deadline date** indicated on the Universal Access Community Endowment Scholarship application. Incomplete or insufficient forms will cause processing delays.
- **If the student has received a Federal Pell Grant or any other assistance that satisfies the costs for tuition and fees, the commitment of Universal Access Community Endowment Scholarship will be considered fulfilled.** Other assistance includes Federal Pell Grant, Federal SEOG, Workforce Investment Act, and state financial aid such as TEOG and any 3<sup>rd</sup> party Scholarship/Source that is directly committed to the payment of tuition and fees. If the student receives assistance that is under the total cost of tuition and fees for the academic year or workforce program, Universal Access Community Endowment will pay the difference between the amount received and the cost of tuition and fees up to the established funding limits cited below.
- **Beginning in the fall of 2018, the Galveston College Foundation Universal Access Community Endowment scholarship will institute a new lifetime limit of \$4,620 for full-time and part-time students, which covers tuition and required fees for a 60-credit hour associate degree.** All students must have a degree plan on file. Upon enrollment for the Universal Access Community Endowment award, a student's allocation must be used within a five-year period. A one-time \$200 book-only voucher will be given to each

eligible student and must be used within the first semester it is assessed. The un-used balance will not be forwarded to future semesters.

### **Stewardship Requirements:**

Universal Access Community Endowment Scholarship recipients are required to fulfill the following:

- (1) Write and submit a letter of thanks to the donor in care of the Office of Development and Foundation.
- (2) Attend the President's Reception recognizing donors and scholars held in the Spring.
- (3) Take individual and/or group photographs as needed.
- (4) Participate in Galveston College Foundation activities and events including visits to area schools as needed.

### **Enrollment Requirements:**

- Universal Access Community Endowment Scholarship recipients are required to be enrolled as full-time or part-time students. Students must be enrolled in at least six or more credit hours per semester.
- The applicant must be enrolled and initiate the Universal Access Community Endowment Scholarship, Pell Grant, or any other assistance within 16 months of graduation from high school, receipt of a GED certificate, or completion of home schooling. If a program does not start at the beginning of the fall or spring semester, enrolled students will be eligible for support provided they fulfill the requirements.
- Universal Access Community Endowment Scholarship recipients may enroll in an academic or technical credit program as identified in the Galveston College Catalog or an approved contact hour program of at least 360 hours.
- Universal Access Community Endowment Scholarship will pay up to a total of 18 semester hours of developmental coursework.

## **Satisfactory Academic Progress Responsibilities:**

Universal Access Community Endowment Scholarship recipients are subject to the Galveston College Financial Aid Standards of Academic Progress including the process of appeals related to financial aid probation and suspension. The Director of the Galveston College Foundation will review all Universal Access Community Endowment Scholarship probation and suspension decisions each semester to confirm compliance with the guidelines. Galveston College's definition of satisfactory academic progress for receiving financial aid includes the following components, with some exclusions:

I. **Academic Standard Component**

Galveston College uses the 4.0 grade point average (GPA) system and numerical code:

4.0 = A

3.0 = B

2.0 = C

1.0 = D

**Students are expected to maintain an overall cumulative GPA of 2.0 or above** based on the number of semester hours attempted at Galveston College

II. **Maximum Time Frame Component**

Students may receive consideration for financial aid for up to **90 hours**.

III. **Rate of Completion**

Student's overall completion rate (percentage) of credit hours attempted is expected to be at least 75%.

## **Review Procedures:**

I. **Academic Standards and Incremental Progress**

The Financial Aid Office staff will determine each semester whether the student has successfully completed at least the minimum expected percentage of hours with the required GPA. The Universal Access Community Endowment Scholarship is designed to encourage students to complete their education in an efficient manner, ensuring maximum utilization of the scholarship investment. The following will be considered as semester hours successfully completed:

A through D grades

CR credit

The following shall be considered as semester hours not completed:

F—Failure

I—Incomplete Work\*

NR—In Progress-No Grade Reported Yet

W—Official Withdrawal\*\*

AUDIT—No Credit

NC—No Credit\*\*\*

AWN—Administratively withdrawn for non-attendance/no credit

CR—Credit\*\*\*

CRA—Credit\*\*\*

CRB—Credit\*\*\*

CRC—Credit\*\*\*

NCD—No Credit\*\*\*

NCF—No Credit\*\*\*

\* Incomplete work must be completed on or before the end of the next long-term semester. Work not completed by the end of the next long semester (excluding summers) will automatically be changed to a grade of 'F' or 'NC'. Students with grade of 'I' will not be eligible for 'Honors' until 'I' has been completed.

\*\*The last day to drop a course with a grade of 'W' is noted in the College Calendar.

\*\*\*Developmental courses are not computed in semester or cumulative GPA, effective spring 1988.

For repeated courses, only the latest grade earned is included in cumulative grade point averages, but both courses will remain as a part of the aggregate hours attempted. Universal Access Community Endowment Scholarship will not be available for courses taken by audit or credit hours earned by placement tests.

## II. Time Frame

At the end of each semester, the Financial Aid Office staff will determine the aggregate number of hours the student has attempted. The student must not exceed 150% of the required program hours to graduate from any one degree program. Once a student has attempted 90 hours, he/she is ineligible to receive consideration for Universal Access Community Endowment Scholarship after that semester.

The student may appeal to have the Universal Access Community Endowment Scholarship reinstated by providing supporting documentation.

III. **Developmental Classes**

After a student accumulates a total of 18 (non-credit) semester hours of developmental coursework, developmental coursework may no longer be used to establish eligibility for the Universal Access Community Endowment Scholarship. No exceptions will be made.

**UNIVERSAL ACCESS**  
**COMMUNITY ENDOWMENT SCHOLARSHIP**  
**WARNING/PROBATION/SUSPENSION**

Following the first semester in which the standards of academic progress are not met, the student will be placed on a Warning status. A student who fails to meet the Galveston College Financial Aid Standards of Academic Progress during the semester of attendance while on a Warning status will be placed on suspension and denied further funding. Students who are suspended may become eligible again by bringing themselves into compliance with the requirements at their own expense.



**Appeal Process**

The Universal Access Community Endowment Scholarship makes use of limited private dollars to ensure that all have access to higher education regardless of ability to pay. The recipient is charged with adhering to the rules and restrictions of the Community Endowment. If students lose their Universal Access Community Endowment Scholarship because of failure to meet the requirements stated above, they may appeal their status to the Director of the Galveston College Foundation. The Director may consider appeals only if current endowment funds are available. All appeals must be sent to the Director in writing

by the student within 10 working days from receipt of notification from Galveston College Financial Aid. The Director is restricted to appeals for eligibility based upon the student's failure to meet the requirements listed above. All decisions are final. A student may be allowed by the Director to continue on a probationary status.

The Galveston College Foundation Board of Directors approved these guidelines on January 25, 2018 and reserves the right to change them.



*University Federal Credit Union representatives Amelia Serrano and Geneva Spiller (far left and far right) with UFCU scholars Jesus Ramos, Juan Vela, Raegan Holmes, and Oscar Mendoza (center)*



# **Important Information for Parents & Students**

## **COMPLETING THE FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)**



**Get a Federal Student Aid ID (FSA ID) by logging in to [fafsa.ed.gov](https://fafsa.ed.gov). Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. **IMPORTANT: Only the owner of the FSA ID should create and use the account. Never share your FSA ID.****

Collect the following documents and information:

- 2016 Federal Income tax returns (student and parents). The IRS Data Retrieval tool is designed to provide an easier way to complete the FAFSA. Eligible students (and parents) who have completed their federal tax return may use this tool to automatically populate financial information required on the FAFSA. Using the IRS Data Retrieval tool eliminates errors and verifies reported tax information with IRS reporting. All imported data will be marked with “Transferred from the IRS” on the FAFSA. Students who do not use the FAFSA-IRS Data Retrieval Tool or make changes after importing the data will be required to submit tax information using the alternative methods described.
- 2016 W-2 forms and other records of income. If you work and you file a tax return, you must include this information in the FAFSA.
- Student Social Security number, parents’ Social Security numbers, parents’ marital status (Including step-parent, if remarried), and parents’ date of birth.
- Your Alien Registration Number if you are not a U.S. citizen.
- Information on savings, investments, and business assets for yourself and for your parents.

- If you are married, you need to collect federal tax information or tax returns, including 2016 W-2 information, for yourself and for your spouse.

Complete the FAFSA (Free Application for Federal Student Aid) after October 2017 online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).  
Completing the application online is faster and easier.



**GALVESTON COLLEGE  
SCHOOL CODE: 004972**

**Students may still apply after this date,  
but financial aid and/or award may not  
be processed in time to meet the tuition  
and fee payment.**

**Forms available online.**



*Daughter and mother scholars, Samantha Ojeda (l) (Texas Success Scholarship) and Linda Schultz Miranda (r) (Marionette Beyah Scholarship).*

# UNIVERSAL ACCESS 'TO DO' LIST



- **Apply for Financial Aid by completing the 2018-2019 Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).**
- **Forms/documents to submit to the Financial Aid Office:**
  1. Universal Access Application (<https://www.gc.edu/financial-aid/financial-aid-forms/>)
  2. Degree plan signed by the Counseling and Advising Center. Set an appointment with an advisor by calling 409-944-1220.
  3. Additional documents, if requested by the Financial Aid Office, based on the information provided by FAFSA.
- **Forms/documents to submit to the Admissions Office:**
  1. Final Official High School Transcript, GED, or Homeschool Documentation
  2. ALL Final Official College Transcript(s)
  3. Admissions Application (<https://www.gc.edu/admissions/new-students/>)
  4. Evidence of bacterial meningitis vaccination or exemption. Evidence of the vaccination must be during the 5 years preceding and at least 10 days prior to the first day of the semester in which the student plans to enroll.

All documents must be submitted by the **Priority Deadline (June 9, 2018)** to ensure the Universal Access Scholarship file can be reviewed by the Financial Aid Office prior to the payment deadline date. Missing documentation, incomplete or insufficient forms will cause processing delays.

Office of Development and Galveston College Foundation Contacts:

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Maria S. Tripovich



*2017-2018 Universal Access Community Endowment Scholarship in Honor of Jan Coggeshall recipient Litao Xiao (left) with Mary Moody Northen Endowment donor representative, Mr. Stephen Protz (right).*

It is the policy of Galveston College to provide equal opportunities without regard to age, race, religion, national origin, sex, disability, genetic information or veteran status.