

# Scholarships, Program Discounts, and Tuition Rate Code Discounts

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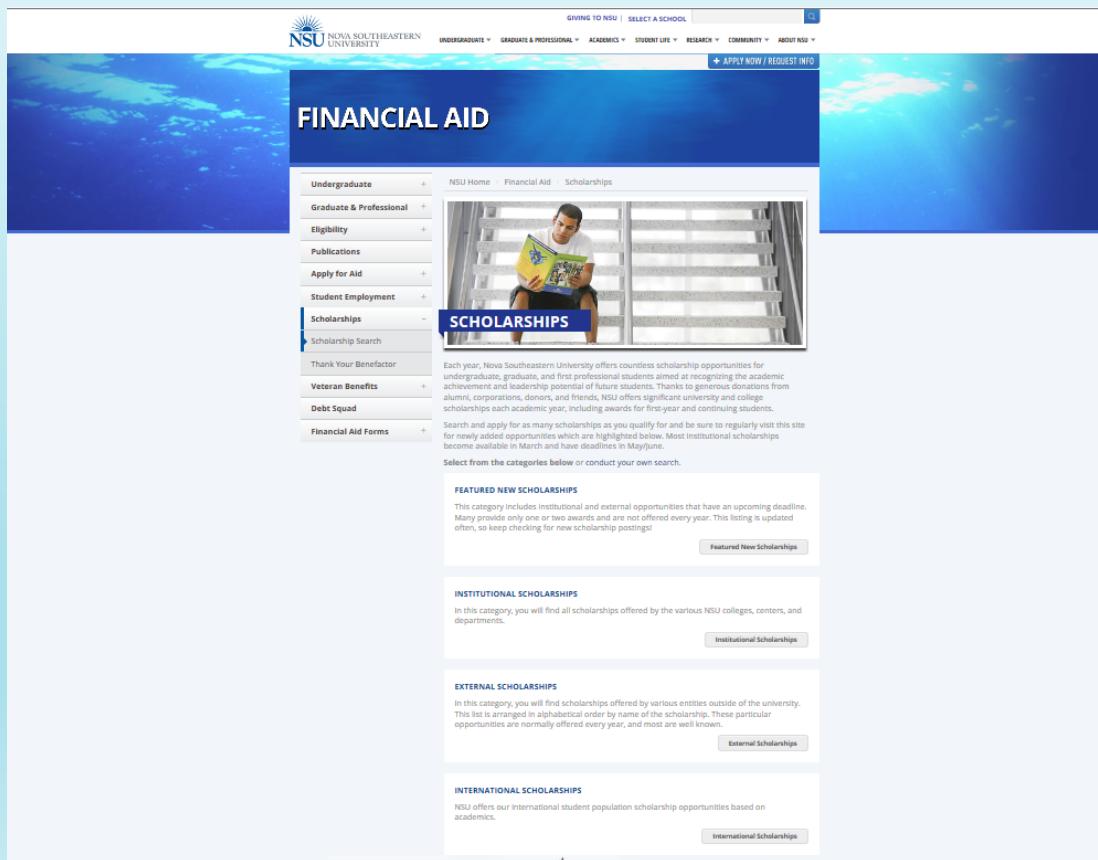


# Presentation Objectives

- State grant programs and requirements
- Fund restrictions and designations
- Institutional scholarships
- Private scholarships
- Military/NHSC scholarships
- Program discounts
- Fee assessment/tuition calc. discounts
- Tuition waivers

# NSU Scholarship Webpage

■ [www.nova.edu/financialaid/scholarships/index.html](http://www.nova.edu/financialaid/scholarships/index.html)



The screenshot shows the Nova Southeastern University (NSU) Financial Aid Scholarship webpage. The header features the NSU logo and navigation links for GIVING TO NSU, SELECT A SCHOOL, UNDERGRADUATE, GRADUATE & PROFESSIONAL, ACADEMICS, STUDENT LIFE, RESEARCH, COMMUNITY, and ABOUT NSU. A prominent blue banner at the top says "FINANCIAL AID". On the left, a sidebar menu includes Undergraduate, Graduate & Professional, Eligibility, Publications, Apply for Aid, Student Employment, Scholarships (which is expanded to show Scholarship Search, Thank Your Benefactor, Veteran Benefits, Debt Squad, and Financial Aid Forms), and a search bar. The main content area features a photo of a student sitting on a bench reading a book. Below the photo, a blue box says "SCHOLARSHIPS". A text block explains that NSU offers scholarships for undergraduate, graduate, and first professional students, and for future students. It also mentions scholarships for alumni, corporations, donors, and friends. A "Select from the categories below or conduct your own search." section includes "FEATURED NEW SCHOLARSHIPS" (with a "Featured New Scholarships" button), "INSTITUTIONAL SCHOLARSHIPS" (with an "Institutional Scholarships" button), "EXTERNAL SCHOLARSHIPS" (with an "External Scholarships" button), and "INTERNATIONAL SCHOLARSHIPS" (with an "International Scholarships" button). The footer contains a small "4" at the bottom center.

# State Grant Program and Requirements

## ■ NSU State Aid Application

- Must be completed for state grants and scholarships
- Student must prove Florida residency for at least 12 months prior to the first awarded semester/term. Purpose of residency cannot be solely to obtain an education.
  - With FAFSA: one proof
  - No FAFSA: two proofs and proof for citizenship
  - Refer to NSU State Aid Application for eligible documentation
- Must be a U.S. citizen, eligible non-citizen, or possess an eligible visa as defined by the state

# State Grant Programs and Requirements

- FSAG: based on need/unmet need
  - EFC <= to 6080
  - Deadline: April 15<sup>th</sup>
  - Award amount: \$2,000
  - 2.0 GPA and 12 credits semester, 9 credits (nursing/health science)
- FRAG:
  - 2.0 GPA and 12 credits semester, 9 credits (nursing/health science)

# State Grant Programs and Requirements –*cont.*

- Florida Bright Futures Scholarship
  - Requires minimum of 6 credits per semester F/W
  - Enrollment is required by the semester add/drop period, not the second part of term.
  - Florida Academic Scholars (ACAD) 3.0 GPA
  - Florida Medallion Scholars (MERIT) 2.75
  - Florida Gold Seal Vocational (VGSS) 2.75

# Florida Bright Futures

- Florida Academic Scholars (FAS) with 2.75-2.99 will renew as Florida Medallion Scholars (FMS).
- A student must reimburse the postsecondary institution for the cost of course(s) dropped or withdrawn after the initial drop/add period. The student will be ineligible to renew his/her Bright Futures award for any subsequent academic year until repayment or a satisfactory arrangement to reimburse the institution is made.
- More information visit [www.floridastudentfinancialaid.org](http://www.floridastudentfinancialaid.org)

# Fund Restrictions/Designations

- Defined: Restricted toward a certain charge
- Restrictions:
  - Undergraduate Scholarships
    - Majority tuition only
  - Student Affairs
    - Room and meals, some have tuition as well  
(RESI, and other GA scholarships)
  - Graduate Scholarships
    - Majority tuition only
  - Program Discounts
    - Strictly tuition only

# Institutional Scholarships

- Majority of scholarships have the following requirements:
  - Full-time status for undergraduates
  - At least part-time status for graduates
  - GPA of at least a 3.0 (undergraduates/graduates), and/or good academic standing as defined by the student's program
  - FAFSA completion
  - Renewal criteria

# Endowed Scholarships (Donor funded)

- Forecasted spendable dollars:

- Received each year in February
- Program offices are notified by email
- Deadline for new academic year awarding will be at the end of May
- Awards are based on the Gift Agreements- applied to direct cost
- Program offices should review their own dates for scholarship applications, scholarship committees, and any interview deadlines for possible adjustments
- Reports are available

# External Scholarships

- Defined: Provided to the university via a check from an outside organization/company.
  - Check payment is usually accompanied by a letter from the organization stating:
    - the student(s) selected
    - term/semester and/or academic year for the funding
    - designation of funds (tuition only/COA)
  - Processing external checks
    - verification
    - registered
    - eligibility (e.g., GPA, fulltime enrollment, financial aid package)
    - check is forwarded to the Bursar's office for posting

Note: Checks are not deposited into an NSU account.  
They are posted directly to the student's account.

# Military Scholarships

- Navy, Army, and Air Force
  - Full tuition and fees
  - Commitment contract
  - Award under codes: NAVY, ARMY, AIRF
  - “Front” the first term/semester awards/paid
  - Bursar bills military and informs the Scholarship Department the bill is paid.

# National Health Service Corp (NHSC)

- Service Commitment Scholarship

- Full tuition and fees
- Bursar's Office receives contract and bills
- When payment is received, the Scholarship Department will award the student.
- HPD Financial Aid assists students with the requirements and certifications needed to apply

# Program Discount

- Defined: Discounts provided by the program office, usually for a one time award.
  - Student must be currently registered for designated term/semester
  - Tuition only
  - Student service fee is never included
  - When providing a tuition discount to an employee, faculty or staff member, or a student for services, you must contact the Tax Director at x25257 as there may be a 1099 form that must be completed.

# Institutional Scholarships and Program Discounts

- Web submission process
- Must get authorization to submit
  - Request new fund code accounts
    - New scholarships (0192), fellowships (0193), endowments (0194), donor related (0195), or program discounts (0191)
  - Request awards
    - Input student, N#, term/semester, and award amount
  - Reversals
    - Student drops or withdraws
  - Audits (statement of funds)
    - Reports available per term/semester and academic year, per program's request

# Fund Code Request Form

**OFFICE OF STUDENT FINANCIAL ASSISTANCE (OSFA)**  
**FUND CODE REQUEST FORM**

This form is used to create fund codes for Banner in order to award a student any type of scholarship or one time discount. The fund code will be used for all new Scholarships and any Program Discounts that are 25% or greater than the total tuition cost. Once this code is created the Office of Student Financial Assistance will notify the undersigned of the new fund code.

**Please allow 5 business days for a response.**

**Award Information**

Name of Award: \*

Type of fund: \*  Institutional Scholarship (NSU Funds) - SCHL - 0192  
 NSU-Endowed Scholarship - ENDW - 0194  
 External Scholarship - EXTN  
 Federal grant - FDRL  
 State grant - STAT  
 Program Discount - PGDS - 0191  
 Donor related/not endowed - 0195

Maximum award amount: \* \$

Award for: \*

Award based on a student's financial need? \*  Yes  
 No  
If yes, FAFSA is required

Account Number to be charged: \*

Endowment account number:

Program/Center requesting Fund Code: \*

**Authorized Contact Information**

Authorized Contact Name: \*

Phone Number: \*

Email address: \*

If you have any questions, please contact [Rae Begley](#) at ext. 27411 or Stacy Pena-Villalobos ext. 27432.

# Award Request Form

 NOVA SOUTHEASTERN  
UNIVERSITY

## REQUEST FOR AWARDING SCHOLARSHIP/PROGRAM DISCOUNTS

Office of Student Financial Assistance (OSFA)  
This form is used when a program or center requests scholarships or program discounts to be awarded. To correctly process your request, please complete all the information below.

**Contact Information**

Name **\***  
 First  Last

Email Address **\***  
 username@nova.edu  Phone Number / Extension **\***

Center/School **\***

**Scholarship/Program Information**

Designation **\***  Choose One  Fund Code **\***

**Student Information**

Number of Students **\***

**Miscellaneous**

Special Notes  
  
750 characters remaining

# **Tuition Fee Assessment (Tuition Calc. Discount)**

- Defined: Rate code associated with a discount amount and placed on the student record under SGASTDN.
- Discount amount is placed in the Resource screen (RPAARSC) for the amount of discount based on the tuition component listed on the student's budget screen (RBAABUD).
- Quality Assurance Reports
- Letters to students for adjusted awards

# Tuition Calc. Discount

Oracle Developer Forms Runtime - Web: Open > RPAARSC - RBAABUD - SGASTDN [Q]

File Edit Options Block Item Record Query Tools Help

General Student SGASTDN 8.4.0.1 (PROD)

ID: [REDACTED] Student Summary Term: [REDACTED] View Current/Active Curricula

Learner Curricula Study Path Activities Veteran Comments Academic and Graduation Status, Dual Degree Miscellaneous

**General Learner**

New Term: 200830 Winter 2008 From Term: 200830 To Term: 999999

Student Status: AS Active

Student Type: B Entering W/Bachelors Degree

Residence: R In state Resident

Fee Assessment Rate: JORLA Orlando-NSU Site

Class: 03 Junior

Student Centric Cycle: [REDACTED]

Full or Part Time:  Full Time  Part Time  None

**Additional Information**

Site: [REDACTED]  
Session: [REDACTED]  
Block: [REDACTED]  
Citizenship: CY U.S. Citizen

**Curricula Summary - Primary**

Priority Term	Program	Catalog	Level	Campus	Rate:	Degree
1 200830	Undergrad SBE Off	200830	Bachelors - Off-Camp	Orlando, FL	Huizenga School - Busi	Bachelor of Science
End:	Outcome Key:	1	Admission Type:	Business - Master's Progra	Admission:	200830
						Matriculation:

**Field of Study Summary**

Priority Term	Type	Field of Study	Department	Attached to Major
1 200830	Major	Business Administration	Huizenga School-Undergraduate	[REDACTED]

Fee assessment rate code, press LIST for valid codes.  
Record: 1/1 ... List of Value... <OSC>

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# Tuition Calc. Discount

Oracle Developer Forms Runtime - Web: Open > RPAARSC - RBAABUD

File Edit Options Block Item Record Query Tools Help

ORACLE

Applicant Budget RBAABUD 8.9 (PROD)

Aid Year: 1011 ID: [REDACTED]

Applicant Budget Mixed Enrollment

Budget Group and Aid Period

Group: UCDOO UG Off Campus- Off Campus  
Aid Period: UNDGRD Fall/Winter/Summer  
Group Lock Indicator

Percent of Full Year: 133.33  
Create Budget  
Delete Budget

Budget Type

Type: CAMP Campus based  
EFC Method: F System Indicator: S  Information Access Indicator

Code	Description	Budget Components Amount	Activity Date	User ID	System Indicator
RB50	Room & Board Summer	5,553	03-FEB-2011	RDLEE	S
TR20	Transportation Fall	1,949	03-FEB-2011	RDLEE	S
TR30	Transportation Winter	1,948	03-FEB-2011	RDLEE	S
TR50	Transportation Summer	1,299	03-FEB-2011	RDLEE	S
TU20	Tuition Fall	5,340	03-FEB-2011	RDLEE	S
TU30	Tuition Winter	5,340	03-FEB-2011	RDLEE	S
TU50	Tuition Summer	5,340	03-FEB-2011	RDLEE	S
	Total:	50,514			

Component Code; press LIST for valid values  
Record: 16/18 | ... | <OSC>

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# Rate Codes and Discounts

- Timely maintenance of rate codes:
  - Entering rate codes prior to the beginning of the eligible term/semester
  - Removal of the code when a student is no longer eligible
    - i.e.: change of program, does not meet eligibility
- Use a percentage as opposed to a specific dollar amount; easier to maintain as tuition charges increase/decrease
  - 10%, 20%, 30%, 40%, 50%
  - Proper marketing when offering a discount to a select group
- Rate codes must be updated and audited each academic year.
  - Tuition rates approved: time to update rate codes and submit them to ESS

# Tuition Waivers (TW)- HR Policy

- Employees hired after July 1, 2010
  - Undergraduate - 100% of two college level courses (per credit hour)
  - Masters- 80% (including HPD programs) of two college level courses (per credit hour)
  - Doctorate - 50% of two college level courses (per credit hour)
- Employees hired prior to July 1st, 2010
  - Credit hours attending and percentage same, until June 30, 2020

# Tuition Waivers (TW)

## ■ Processing

- TW is signed by supervisor, then the supervisor sends the waiver to HR. HR is the approving authority; FA only processes the TW

## ■ Policy

### ○ Dependents

- Failing grades/drops/withdrawals now have no penalty for undergraduate degrees
- Limit of credits are now: 130 total undergraduate credits can be utilized for a TW (includes transfer credits in total count)
- As of last summer- HR sent out an update
- Graduate policy on failing grades/drops/withdrawals stands

### ○ Employees

- Undergraduate and graduate policy on failing grades/drops/withdrawals stands

\*\*Academic good standing: 2.0 GPA/ 70%\*\*

## ■ Notification - via email

- TW returned and copied and imaged

# Tuition Waiver Notification

Dear Student:

No1234567

We regret to inform you that you will be ineligible to receive a tuition waiver for the next applicable term. Your ineligibility is due to one or more of the following reasons:

- You have dropped or withdrawn from a college level course after the initial drop period.
- You have received a grade lower than a 'C' (or a 'Fail' in a 'Pass/Fail' setting), for a college level course to which a tuition waiver was applied.
- You are not in good standing as defined by the program.

The NSU Tuition Waiver Policy for Employees is posted on the Human Resources website at [www.nova.edu/hr/index.html#employees](http://www.nova.edu/hr/index.html#employees).

# Tuition Waiver Notification

- To determine the correct term for which you will be ineligible to receive a tuition waiver, please refer to the chart below:

Term/Semester the employee/eligible family member drops, withdraws after initial drop period, or receives a grade lower than a 'C'	Ineligible Term/Semester (employee/eligible family member loses tuition waiver benefit and will have to attend at his or her own cost)
Fall 2015	Summer 2016
Winter 2016	Fall 2016
Summer 2016	Winter 2017

# Tuition Waiver Notification

- Tuition waiver eligibility notification
- Academic probation notification
- Termination notification
- Reached a total of 130 total credits towards any undergraduate degree (dependent)
- Tuition waiver returned:
  - Not registered
  - Not eligible

# Tuition Waiver Awarding

- EMP and DEP are “reserves” of the tuition component of the employee’s budget listed on RBAABUD (100%, 50%..etc).
- Fund Codes:
  - EML, DED, SPO, DOM
  - GEML, GDED, GSPO, GDOM (developed for Payroll and tax purposes)
  - VETW (vendor waivers-are also taxed)

\*Payroll taxes\*

ALL THE BEST  
**HEROES**  
*are*  
ORDINARY PEOPLE  
WHO MAKE  
*themselves*  
**EXTRAORDINARY**  
- GERARD WAY