



Policy

UNIVERSITY POLICY AC-17.02-04/19

TO: University of West Florida Community

FROM: Dr. Martha D. Saunders, President

SUBJECT: Latin American and Caribbean Scholarship Guidelines

Responsible Office: Academic Affairs

I. Purpose:

Guidelines for Latin American and Caribbean Scholarships

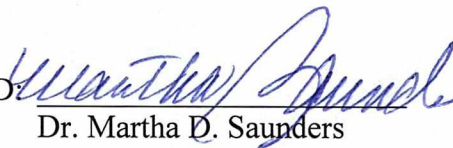
II. Policy:

- A. Section 1009.21(10)(e), Florida Statutes provides that students from Latin America and the Caribbean (LAC) who receive scholarships from the state or federal government shall be classified as residents for tuition purposes for the duration of the LAC scholarship. Any student who receives an LAC scholarship shall attend a Florida institution of higher education on a full-time basis.
- B. Students who are citizens of one of the following countries and territories are eligible for designation as Latin American or Caribbean students: Anguilla, Antigua & Barbuda, Argentina, Aruba, Bahamas, Barbados, Belize, Bermuda, Bolivia, Brazil, British Virgin Islands, Caribbean Netherlands, Cayman Islands, Chile, Colombia, Costa Rica, Cuba, Curacao, Dominica, Dominican Republic, Ecuador, El Salvador, Falkland Islands, French Guiana, Grenada, Guadeloupe, Guatemala, Guyana, Haiti, Honduras, Jamaica, Martinique, Mexico, Montserrat, Nicaragua, Panama, Paraguay, Peru, Puerto Rico, St. Barthelemy, St. Kitts and Nevis, St. Lucia, St. Marteen/St. Martin, St. Vincent and the Grenadines, Suriname, Trinidad & Tobago, Turks & Caicos Islands, Uruguay, U.S. Virgin Islands, and Venezuela.
- C. Initial Eligibility Criteria:
 1. In order to qualify, students must meet the requirements set forth in paragraph II. B. of this policy, must be fully admissible to UWF under the established criteria for undergraduate or graduate programs, and meet other standards as detailed below and in the UWF Catalog.


2. LAC scholarship awards shall be defined using criteria that include merit, financial need, and/or talent. The exact criteria of the awards, as well as the student selection process, will be the responsibility of International Affairs or the department granting the awards. The selection process is competitive and only students who meet the established deadline date will be eligible for consideration.
 3. Only students enrolled on a full-time basis (12 hours per semester for undergraduates and 6 hours per semester for graduate students) will be eligible for consideration.
- D. LAC scholarships will be renewable for the fall and spring terms, if required standards are met, for the duration required for the completion of a degree program, provided that funding is available. LAC scholarships may be awarded for summer terms, provided that funding is available. Students who are awarded an LAC scholarship for the fall and spring terms are not guaranteed a renewal for the summer term. The minimum amount awarded for any LAC scholarship shall be \$500 per semester.
- E. Any department awarding LAC funds shall:
1. Provide information to current and prospective students.
 2. Initiate the process by submitting the LAC Scholarship Form via in MyUWF. This form is routed and approved by all required departments (Financial Aid, Student Accounts, Office of the Registrar, and International Affairs). The form must be submitted each semester.
 3. Send an LAC scholarship letter to the awarded student stipulating the amount and duration of the award. Copies of the letter will be sent to Financial Aid and the Office of the Registrar in order for the residency classification to be changed to “resident” for the duration of the award.
- F. Continuing Eligibility Requirements:
1. Students must maintain eligibility which includes:
 - a. Remaining in full-time status (this does not apply to students who are engaging in student teaching, are participating in the Cooperative Education Program, or are in their final semester of coursework for graduation)
 - b. Maintaining a cumulative Grade Point Average of 2.75
 - c. Continuously meeting the conditions to remain in status for F-1 visa purposes

- d. Complying with all applicable university policies.
- G. LAC students admitted to UWF as “non- residents” for tuition purposes who are subsequently awarded a scholarship will be eligible to compete for LAC scholarships if they meet the scholarship standards, as defined above, and if funding is available in the department through which they have applied.
- H. Students who are awarded a scholarship will receive a letter of the scholarship award documenting the commitment. A copy of the letter will be submitted to the Office of the Registrar, Financial Aid, and International Affairs.
- I. Students who are no longer eligible for the LAC scholarship for any reason will revert to non-resident tuition classification. Where this occurs, the department that awarded the scholarship shall immediately notify the student and the Office of the Registrar, Financial Aid, and International Affairs that the student is no longer receiving the LAC scholarship.
- J. LAC Scholarship funds must be from a state or federal source. UWF Foundation resources or similar donated monies cannot be used to fund this scholarship.
- K. Students (graduate and undergraduate) who are already classified as a resident for tuition purposes or who are already receiving a waiver of the non-resident tuition are not eligible for LAC Scholarship assistance.

APPROVED


Dr. Martha D. Saunders

DATE:


4-17-19

Authority: Section 1090.21, Florida Statutes; BOG Regulation 7.007.

History: Amends and updates SA-08.00-06/01; amended April 2019.