



**UNIVERSITY POLICY AC-17.03-11/24**

**TO:** The University of West Florida Community  
**FROM:** Dr. Martha D. Saunders, President  
**SUBJECT:** Latin American and Caribbean Scholarship Guidelines  
**RESPONSIBLE OFFICE:** Academic Affairs

**I. Purpose:**

Florida law provides that students from Latin America and the Caribbean can be classified as Florida residents for tuition purposes under certain circumstances. This policy creates guidelines for awarding Latin American and Caribbean (“LAC”) scholarships and reclassifying as temporary Florida residents qualifying students attending the University of West Florida (the “University”).

**II. Policy:**

**A. Classification of Residency for Tuition Purposes**

Section 1009.21(10)(e), Florida Statutes, provides that students from Latin America and the Caribbean who receive scholarships from the state or federal government shall be classified as Florida residents for tuition purposes for the duration of the scholarship. Pursuant to Florida Board of Governor’s (“BOG”) Regulation 7.007, the minimum award for the scholarship is \$500 per semester.

Students who are no longer eligible for the scholarship for any reason will revert to non-resident tuition classification. If 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.

**B. Designation as Latin American or Caribbean Students**

In accordance with BOG Regulation 7.007, students who are citizens 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. Maarten/St. Martin,

St. Vincent and the Grenadines, Suriname, Trinidad & Tobago, Turks & Caicos Islands, Uruguay, U.S. Virgin Islands, and Venezuela.

C. Scholarship Eligibility

1. In order to qualify, students must:

- a. Meet the requirements of Section 1009.21, Florida Statutes;
- b. Apply and be admitted to the University;
- c. Be enrolled on a full-time basis; and
- d. Maintain eligibility as detailed in this policy and in the Catalog.

Latin American and Caribbean scholarships shall be awarded based on criteria that include merit, financial need, and/or talent. The department granting the award is responsible for the student selection process.

Awarded students who drop from courses and fall below full-time status are not maintaining eligibility for the scholarship. They will no longer be classified as residents for tuition purposes.

D. When requirements are met, the scholarships may be renewable for fall and spring terms for the duration required to complete a degree program, provided that funding is available. Scholarships may be awarded for summer terms if funding is available, but students are not guaranteed an award for summer terms.

E. Individual departments may establish their own eligibility requirements for awards, ensuring they align with overarching institutional policies and standards.

F. Any department awarding scholarship funds pursuant to this policy shall:

1. Provide information to current and prospective students.
2. Submit the LAC Scholarship Form via MyUWF. The form will be routed and approved by the required departments (Financial Aid, Student Accounts, Office of the Registrar, and International Affairs). The form is required to be submitted each semester.
3. Once the Office of the Registrar approves the award, the student's information will be updated to indicate the student is a temporary resident in order for the residency classification to be changed for the duration of the award.

G. Continuing Eligibility Requirements

Students must maintain eligibility by remaining in full-time status unless engaging in student teaching, participating in the Cooperative Education Program, or in their final semester of coursework. Students who are in their final semester may receive the scholarship even if not enrolled full-time so long as an application for graduation is on file.

Students who qualify for Latin American and Caribbean scholarships and are initially admitted as “non-residents” for tuition purposes may be subsequently awarded a scholarship if they meet the scholarship standards and if funding is available from the awarding department.

H. Scholarship funds must be from a state or federal source. UWF Foundation resources or similar donated monies cannot be used to fund this scholarship except in instances where these funds may be used as matching funds.

I. Students who are classified as residents for tuition purposes or who are receiving a waiver of non-resident tuition are not eligible for Latin American and Caribbean scholarship assistance.

**Approved by:** Signed by:  
*Martha Saunders* \_\_\_\_\_ **Date:** 11/13/2024  
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Dr. Martha D. Saunders

**Authority:** §1009.21, Florida Statutes  
BOG Regulation 7.007

**Cross Ref.:** None

**History:** Approved June 2001; amended April 2019 and November 2024

**Last Review:** November 2024