

Graduate Tuition Incentive Scholarship Policy

A. Purpose

To provide tuition support for graduate students pursuing their first master's degree.

B. Scope of Policy

This policy applies to all graduate students, who fulfill the following criteria: 1) are pursuing a first master's, 2) are unconditional status, 3) have an official Program of Study on file, 4) are a Texas resident and 5) are receiving no other form of financial aid (excluding loans).

Unconditional admission refers to: a) beginning graduate students who have satisfactory GRE scores and an undergraduate GPA of 3.0 or better, or b) any graduate student who has completed 12 semester credit hours with a graduate GPA of 3.0 or better.

C. Application Process

The Application form is available in the Office of Graduate Studies or online at the Graduate Studies website. Students will be informed of a decision by letter of award from the Financial Aid Office.

D. Policy

1. Students may apply for tuition assistance for up to three credit hours per semester for a total of nine hours per fiscal year. Graduate students may be eligible to receive up to 18 credit hours of scholarship support towards a master's degree through this program.
2. New students (1st semester), who have unconditional admission status may be eligible for up to 6 credit hours their first semester. A Program of Study is not required for 1st semester students. Continuing students will be limited to 3 credit hours per semester.
3. To be awarded a Graduate Tuition Incentive Scholarship, courses must be in the student's official Program of Study (POS).
4. After approval, the Office of Graduate Studies will notify the Financial Aid Office who will process payment transfer through the Business Office. **Tuition assistance pays only for tuition; students are responsible for fees.**

Payment Deadline: Summer I - June 03, 2009/Summer II – July 08, 2009

5. Scholarship awardees who have paid their tuition are eligible for a tuition reimbursement.
6. Students who receive a graduate tuition scholarship and drop a course or withdraw from the institution may be responsible for reimbursing the office of Graduate Studies.
7. The Graduate Tuition Incentive Scholarship Account will have a specific budget amount per fiscal year. Grade point average and timelines in meeting the above criteria will be used to allocate the limited funds available for these awards. Applicants must apply each semester.

E. Review

This policy will be reviewed by the Dean of Graduate Studies prior to each application period.



Graduate Tuition Scholarship Application

Deadline: Return to the Office of Graduate Studies by 5:00 p.m.,
May 1st. 2009.

Registration statement of charges must be attached to this application

Payment Deadline: Summer I: June 3rd, & Summer II: July 8th 2008

Name _____ Date _____

Email: _____ I.D. # _____

Address: _____ City: _____ Zip Code: _____

What is your Program of Study? _____

Phone Number (H) _____ (W) _____ (C) _____

In order to determine eligibility, please review the attached Policy and answer the following:

I am seeking my first Master's degree? Yes ___ No ___

I have been granted Unconditional admission status as of Spring 2008? Yes ___ No ___

I have a signed Program of Study (POS) on file with the Office of Graduate Studies? Yes ___ No ___

I am a Texas resident? Yes ___ No ___

You are not eligible for this scholarship if you are receiving other scholarship aid.

I certify that all the information provided above is accurate. I understand that students who receive a graduate tuition scholarship and drop a course or withdraw from the institution will be responsible for reimbursing the University.

Signature _____ Date: _____

FOR OFFICE USE ONLY – DO NOT WRITE IN THIS AREA

Request status: ___ Approved	___ Not Approved	Number
Comments: _____		
Authorization: _____		
Graduate Office	Date	

Keep a copy for your records

The Office of Graduate Studies is located at:
The University of Texas at Brownsville and Texas Southmost College
80 Fort Brown
Brownsville, Texas 78520
Champion Hall, 1st Floor (Corner of May St. and Gorgas Dr.)
Phone Number: (956) 882-6552/ Fax: (956) 882-7279
E-mail: graduate.school@utb.edu

Graduate Tuition Assistance

Nepotism Question for Scholarship Applicants:

State law requires that each student identify any relation to a current Board of Regents member or Board of Trustees member. A student who is related to a current member of the University of Texas Regents or the Texas Southmost College Board of Trustees is prohibited from receiving scholarships unless the scholarship is awarded exclusively based on academic merit or is an athletic scholarship. It is a Class B misdemeanor to file a false statement.

Please review a list of current members of The University of Texas System Board of Regents at <http://pubs.utb.edu/utbtsc/UTsystemLeadership.htm> and the a list of current members of The Texas Southmost College Board of Trustees at <http://blue.utb.edu/vppa/tsc.html> and then select the most appropriate answer below indicating your relation to any of the UT System Board of Regents members or TSC Board of Trustees members.

- Not related to a UT System Board of Regent member
- Not related to a TSC Board of Trustee member

If related to either a member of The University of Texas System Board of Regents and/or The Texas Southmost College Board of Trustees, please check the relationship from the following list:

- UT System Board of Regents' or TSC Board of Trustees' mother, father, daughter or son
- UT System Board of Regents' or TSC Board of Trustees' brother, sister, grandparent or grandchild
- UT System Board of Regents' or TSC Board of Trustees' great-grandchild, uncle (brother of parent), aunt (sister of parent), nephew (son of brother or sister), or niece (daughter of brother or sister)
- UT System Board of Regents' or TSC Board of Trustees' spouse; spouse's child; spouse's mother or father; child's spouse; or parent's spouse
- UT System Board of Regents' or TSC Board of Trustees' spouse's brother or sister; spouse's grandparent; spouse's grandchild; brother or sister's spouse; grandparent's spouse; or grandchild's spouse

I hereby certify that I have answered this statement to the best of my knowledge.

Signature: _____

Date: _____