

UAM OPERATING PROCEDURE 510.3  
RE: Fifth Year Institutional Scholarship

June 12, 2008

Revised: July 1, 2011

In order to assist students in the completion of a first higher education degree, UAM will offer a Fifth Year Institutional Scholarship. Upon written recommendation from an academic unit head, students will receive consideration, based upon the following criteria:

A student must have been a continuous recipient of an eight-semester institutional award, with identified satisfactory program/degree progress each term (a minimum completion of 12 academic hours per term, with required grade point average for the designated institutional award.)

The recommended student must be within 30 semester hours of completion of the first declared undergraduate degree at the end of the anticipated graduation term and the expiration of the institutional award, based upon verification by a degree audit.

The recommended student must submit a statement for consideration, which includes the reason for requesting the fifth-year consideration; evidence of need; evidence of campus involvement; future goals and plans; a copy of an official degree audit with number of hours needed to complete the first declared undergraduate degree; an official transcript.

Recommendations and information must be sent to the Scholarship Chair no later than April 30 each year.

If the fifth-year scholarship is awarded, it will be limited to tuition and mandatory campus fees for up to 15 academic hours per term for up to two additional semesters or the actual amount of the initially awarded institutional scholarship (the lesser of the two amounts will be the actual award.)

A student may receive the fifth-year scholarship for no more than two continuous semesters. Two summer terms will count as one semester. If a student elects to attend only one summer term, it will count as one semester. The award will only be available for the immediate terms following the expiration of the existing institutional award and will not be held for any continuing terms.

Renewal for the second term will be based upon the same academic requirements (hours/gpa) of any institutional scholarships.

Selected students will receive email notification with specific details by June 15.

The Scholarship Chair may request exceptions to the above criteria from the Executive Council when special circumstances are encountered. Such circumstances must be documented in a written request to the Executive Council.