

chatham UNIVERSITY

Office of Enrollment Management, Financial Aid

Merit Scholarship Policy

Students who receive merit scholarships from Chatham University must maintain at least a **2.0 cumulative** grade point average (GPA) in order for the scholarship to be renewed. Students receiving the 1869 Academic Excellence Scholarship or the President's Circle Scholarship must maintain at least a 3.0 cumulative GPA in order for it to be renewed. Students must be enrolled at least full-time (12 credits) each term to receive any grants or scholarships from Chatham University.

Academic records for students who receive merit scholarships are reviewed by the Office of Financial Aid after the student has completed at least two terms. If after two terms, the student does not have a cumulative GPA of at least a 2.0 or 3.0, depending on the scholarship stipulations, they will be notified in writing that they have not met the scholarship requirements. Students will be notified if their cumulative GPA is below the required threshold, and that they have one additional semester in which they will still receive the merit scholarship. In the letter it is indicated that the student is below the cumulative GPA requirement and they must achieve a cumulative GPA of a 2.0 or 3.0 after the third term. If the student does not achieve the GPA required after the third term, the merit scholarship will not be awarded until the student has achieved the required cumulative GPA.

Students are only permitted to receive financial aid from Chatham University for a maximum of eight terms of full-time study. Chatham University financial aid cannot be used toward study abroad programs. Eligibility for financial aid from Chatham University is also affected when students enrolled in the Accelerated Graduate Program (AGP) shift from undergraduate to graduate, as Chatham grants and scholarships cannot be used toward graduate enrollment.

Please note that if a student is below a 2.00 cumulative GPA or they have not completed 12 credits a term, they will be placed on financial aid probation.

For more information regarding the Merit Scholarship Policy or AGP policy, please contact the Office of Financial Aid at 412-365-2781 or financialaid@chatham.edu.

The Appeal Process

A student whose merit scholarship has been terminated may appeal the decision by:

- 1) Writing a letter explaining the basis for the appeal. The letter should outline the extenuating circumstances that led to the failure to meet the GPA requirements. Please provide supporting documentation from physicians, parents, professors, etc.
- 2) Providing a statement regarding how she will be able to improve her cumulative GPA.

All statements must be submitted to: Director of Financial Aid/Appeal Committee
Chatham University, Woodland Road, Pittsburgh, PA 15232

Upon review of the letter of appeal, the student will be notified in writing of the decision. Appeal decisions are reviewed by the financial aid appeals committee. Filing an appeal is not a guarantee that it will be approved and the scholarship reinstated.