

GPS Institutional Aid Application

2016-2017 Academic Year



Directions: Read this page and complete attached form. Complete the application only if you are eligible. Please note if you are a current GPS aid recipient you must file a new application for consideration each academic year. SLD students must also complete the SLD Supplemental Aid Application. **GPS institutional aid is not automatically renewed. PLEASE NOTE: PRIORITY FILING DEADLINE IS MARCH 15, 2016**

A. The GPS Institutional Aid Programs

1. **Graduate Assistantship:** Exists to enhance students' academic experiences by giving them an opportunity to work closely with a specific faculty member or administrator on a well-defined academic activity. Graduate Assistants receive an annual tuition grant that is up to 50% of the tuition. In addition, Graduate Assistants are required to work up to either 200 hours or 400 hours during the academic year on the well-defined academic activity. For this work, Graduate Assistants are paid at a rate of \$12 per hour. *(Please note that these amounts and hours do not apply to any School of Leadership and Development Programs.)* **Current GPS Graduate Assistants must submit this application to be considered for renewal.**
2. **Graduate Employment:** Exists to provide graduate students with employment opportunities while they are in the midst of their program of study. These employment opportunities can be either "administrative/clerical" in nature or "focused on a well-defined academic activity." For this work, students are paid at a rate of \$9 per hour for administrative/clerical work or \$12 per hour for work that is focused on a well-defined academic activity. Under this program, the maximum award is 300 hours of employment for the academic year (an average of 10 hours per week based on two 15-week semesters). Graduate employees working the maximum 300 hours can earn up to \$2,700 for administrative/clerical work or \$3,600 for work focused on a well-defined academic activity. **Current GPS Graduate Employees must submit this application to be considered for renewal.**
3. **Graduate Grant:** Exists to provide financial assistance to graduate students. These awards are awarded annually to students who demonstrate a high potential for success in their chosen field of study. **Current GPS Grant recipients must submit this application to be considered for renewal.**

B. Eligibility Requirements for GPS Institutional Aid

1. The applicant must be:
 - Fully accepted graduate student
 - Degree seeking
 - Have a cumulative GPA of at least 3.0 (3.25 for assistantship)
 - Enrolled in one of the majors listed on the application
2. The following students are not eligible to receive aid from this program:
 - A provisionally accepted student
 - A student who is only enrolled in a certification program
 - A student who is receiving another form of GPS Institutional Aid
 - The employee or spouse who is eligible for the Eastern University Faculty/Staff Discount
3. Returning students who currently have GPS Institutional Aid are required to make Satisfactory Academic Progress (SAP) as defined in the Financial Aid section of the current *Graduate Programs Course Catalog*. This information is also available on-line in the graduate section of the Financial Aid Web Page. All students receiving aid from the University or through the Federal Subsidized or Unsubsidized Stafford Loan Program must meet these standards when progress is reviewed in May of each year.

SEND COMPLETED APPLICATION TO:
Office of University Admissions for Graduate & Professional Studies
1300 Eagle Road • St. Davids, PA 19087

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4. Returning students who currently have GPS Institutional Aid are required to make Satisfactory Academic Progress (SAP) as defined in the Financial Aid section of the current *Graduate Programs Course Catalog*. This information is also available on-line in the graduate section of the Financial Aid Web Page. All students receiving aid from the University or through the Federal Subsidized or Unsubsidized Stafford Loan Program must meet these standards when progress is reviewed in May of each year.
5. Notes for SLD Applicants:
 - The amount of your award will be based upon experience and need.
 - Grants are allocated for:
 - Students in the Africa residency program
 - Students in the domestic program who:
 - Are international (not including Canada)
 - Have at least one child
 - Are part of the Dual Degree Partnership with Palmer Seminary
 - Fellowships are allocated for:
 - Students from the US and Canada who are a part of the domestic program
 - Mission Year Students

C. GPS Institutional Aid Application Process

1. All applicants are to submit a completed & signed GPS Institutional Aid Application. (Please keep a copy for your records.) If you are applying for a Graduate Assistantship or Graduate Fellowship please submit a current resume and cover letter specifically focusing on past research experience.
 - SLD applicants must also submit the SLD Supplemental Application for Institutional and Donor-Supported Aid to substantiate financial need.
 - The College of Education requests additional application materials. Please check their website for further information.
2. GPS Institutional Aid Applications are due by the March 15th priority deadline. Aid will be awarded on a rolling basis. Due to the limited amount of funds, the sooner the application is received, the better the chances are for an award. Students who apply after the deadline will be considered only if funds remain available.
3. If the applicant is selected as a recipient of GPS Institutional Aid, notification of the award will be made to the student in writing. Students will also receive a *Financial Aid Award Notice* listing the scholarship amount for the academic year.

D. GPS Institutional Aid Important Information

1. GPS Institutional Aid is not automatically renewed for subsequent academic years and can be discontinued if the student does not fulfill the requirements of the assigned position.
2. A GPS Institutional Aid Recipient, who changes their enrollment, must notify the GPS Financial Information Coordinator immediately. The award may be adjusted as a result of the change in enrollment status. In addition, the grant is NOT GUARANTEED after a semester or more of absence from the academic program in which the student was enrolled.
3. **IMPORTANT STAFFORD LOAN NOTE:** A student wishing to supplement GPS Institutional Aid with a student loan must file the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov using a Personal Identification Number (PIN) as the signature. A PIN may be obtained at www.pin.ed.gov. In addition, a Federal Stafford Loan Master Promissory note and Entrance Loan Interview must be completed at www.aessuccess.org. For further information or clarification, please contact the Office of Financial Aid at 610-341-5842.

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Directions: Please complete, sign and submit form. Please note that Provisionally Accepted students and Certification only students (receiving a certification and not a Master's Degree) are NOT ELIGIBLE for GPS Institutional Aid, and should NOT SUBMIT THIS APPLICATION.

A. AID INFORMATION

I am applying for the following GPS Institutional Aid Programs:

- | | |
|--|--|
| <input type="checkbox"/> Graduate Assistantship | <input type="checkbox"/> Graduate Employment |
| <input type="checkbox"/> Part Time (6 credits) | <input type="checkbox"/> Graduate Grant |
| <input type="checkbox"/> Full Time (9 credits & EDU Students Only) | |

I am a: ☐ current GPS Institutional Aid recipient applying for a renewal

I am a: ☐ new applicant for GPS Institutional Aid

B. PERSONAL INFORMATION

Student's Name: _____
First Name Middle Initial Last Name

Home Address: _____ SSN _ _ _ / _ _ / _ _ _
Street Address

City State Zip (If known) Student ID# _____

Home Phone: (____) _____ Work Phone: (____) _____

E-mail Address: _____ Cell Phone: (____) _____

B. ENROLLMENT INFORMATION (Please check appropriate box)

I am a graduate student pursuing the following degree program: _____

By my signature below, I CERTIFY THAT I HAVE READ the "Eligibility Requirements" and "Criteria" for the GPS Institutional Aid. I CERTIFY THAT ALL OF THE INFORMATION ON THIS FORM AND ATTACHMENTS IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

If asked by an authorized official of Eastern University or any institution or organization awarding me student aid on the basis of the information contained on this application, I agree to supply proof of the information that I have given on this form. I realize that if I do not supply the proof when asked, I may be denied aid. *I agree to notify the Office of Student Aid of any changes to this information and/or any additional assistance that I will receive for educational expenses.*

I also certify that I will use any Federal Title IV and/or Eastern funds I receive during the award year covered by this application solely for expenses related to my attendance at Eastern University.

Student Signature: _____ Date: _____

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