

SUNY Polytechnic Institute
Merit-Based Scholarship Policy for Graduate Students
Effective Fall 2022 and beyond

The following requirements pertain to all graduate students enrolled at SUNY Polytechnic Institute (“SUNY Poly” or the “College”) with scholarship awards. Merit scholarships for graduate students are provided for a maximum of two full terms.*

(* Fall and spring are referred to as full terms.)

I. Academic Requirements:

- Students must be matriculated in a graduate program and be enrolled full-time (at least 9 credit hours) in courses required for their degree each full term that they are receiving the scholarship.

II. Renewal Requirements:

- For renewal eligibility, the Financial Aid Office will review the academic records of all graduate scholarship recipients at the end of each full term after grades are posted and academic history is updated to reflect cumulative grade point averages (GPA).
 - Students with a cumulative GPA of 3.0 or higher will maintain their scholarship award for the following full term.
 - Students receiving a scholarship renewal must register for coursework no later than four weeks after their assigned advance registration time slot, and pay their bill by the posted due date.
 - Students with a cumulative GPA of less than 3.0 will lose their scholarship award for the following full term.
 - Students will receive notification of scholarship revocation from the Financial Aid Office via their SUNY Poly email account within three weeks after final grades have been posted.

III. Reinstatement Request Process:

- Students who lose their scholarship for failing to meet the cumulative GPA requirement can request scholarship reinstatement for their third full-time, full term of study upon completion of their second full-time, full term of study with a cumulative GPA of 3.0 or higher.
 - The request for reinstatement must be emailed by the student (not a student representative, parent or guardian) to the Graduate Admissions Office (graduate@sunypoly.edu).
 - The deadline to request fall term reinstatement is July 1; the deadline to request spring term reinstatement is January 1.

IV. Withdrawal, Medical Leave and Suspension:

- Students who drop below full-time enrollment or request a full withdrawal at any point during a full term will lose their scholarship award for the current and future terms. This includes students who stop attending classes and are therefore considered to have withdrawn. These students may be liable for charges based on the [SUNY Withdrawal Policy](#).
- Students who withdraw with a documented and approved medical leave and who have reached full tuition liability will be allowed to retain their scholarship during the term in which they have withdrawn and will

be considered to have used a term of eligibility. Students with a documented and approved medical leave without tuition liability will not receive a scholarship and will not lose a term of eligibility.

- These students may have their scholarship award reinstated upon their return as a full-time student by contacting the director of financial aid after they have registered for classes. The reinstatement of the scholarship is conditional upon the student being in compliance with all other scholarship requirements.
- Students involved in a student conduct matter will maintain their scholarship during the pendency of the student conduct process. At the conclusion of the student conduct process, any student suspended or expelled from SUNY Poly will lose their award for the current and all future terms. Scholarship awards will be pro-rated to date of a final determination. Students suspended or expelled from SUNY Poly for conduct matters will be responsible for any resulting charges on their account (consistent with SUNY Poly policy as documented in the [SUNY Poly Student Handbook](#).
 - Suspended students can appeal for award reinstatement only after: (a) completing one additional term of full-time study at the College without their scholarship award; and (b) providing documentation that they are in good standing and in compliance with all conduct-related sanctions at the time that the appeal form is submitted. [Financial Aid Reinstatement Appeal Form](#).

V. Miscellaneous Provisions:

- SUNY Poly reserves the right to revoke any scholarship award at any time for a student who has not met any of the criteria set forth in the then existing applicable policy.
- The total amount of a student's scholarship combined with other aid awards may not exceed the yearly cost of attendance. Scholarships may be reduced to comply with this provision.
- While this updated Merit-Based Scholarship Policy for Graduate Students is effective beginning Fall 2022, it may be updated from time to time. If changes are made, a notice will be sent to students who are affected. Any scholarship determinations will be based on the then existing policy (including any future changes).
- **All scholarship awards are contingent upon the availability of funding.**