

# GOVERNORS STATE UNIVERSITY

## College of Business and Public Administration

### Tuition Waiver Application

*The College of Business and Public Administration awards up to nine tuition waivers each semester.*

*The university tuition waiver categories are:*

*Undergraduate student tuition waiver (3)*

*Graduate student tuition waiver (3)*

*Minority graduate student tuition waiver for underrepresented groups (3)*

In order to be eligible for a CBPA tuition waiver, an applicant must meet the following criteria:

1. Be accepted as a degree-seeking student in the College of Business and Public Administration.
2. Be in Academic Good Standing with a GPA of 2.5 for undergraduates and 3.25 for graduates at the time that the application is submitted and evaluated.
3. Enroll in a minimum of six (6) credit hours during the semester for which the waiver is awarded; graduate students may enroll in a maximum of nine (9) credit hours.
4. Maintain Academic Good Standing with a GPA of 2.5 for undergraduates and 3.25 for graduates for the duration of the award to be eligible for any subsequent waiver.
5. Must be a U.S. citizen and a resident of the state of Illinois.
6. May not be receiving any other financial aid or be in default on any loan, nor owe a refund on a grant under Title IV programs.
7. Must successfully complete at least 75 percent of course work attempted.
8. Must be available to assist with administration of the Student Evaluation of Instruction (SEI) process and be available to assist with two College events per term (to be determined).
9. Tuition waivers are available for a maximum of two semesters.

#### **How to Apply:**

All applications must be accompanied by an essay (typed, minimum of two pages, double spaced) stating educational and career goals and why the applicant should be awarded a tuition waiver. A minimum of two letters of recommendation must accompany this application, with at least one from a working professional or a faculty member in the applicant's field.

The essay should include information on both short and long-term goals and how the applicant's course of study will help them achieve these goals. The applicant may include other pertinent information in the essay, including but not limited to: evidence of leadership, evidence of service to the community, evidence of financial need, and evidence of outstanding scholarship.

Please include two printed copies of the essay: Place your name on one copy of the essay. On the second copy, do not provide your name or any identifying information. This copy will be used for the actual blind evaluation.

All application materials must be submitted in a single packet, prior to the deadline for each semester. Incomplete application packets will not be considered. Applications received after the deadline will not be considered.

Applications must be submitted to the CBPA Academic Advising Office, Room G281.

#### **Selection Criteria for CBPA Tuition Waivers:**

All applications will be evaluated by a College committee, based on the merit of the application and supporting documentation. Committee recommendations will be made to the Dean.

