

<b>Policies of the University of North Texas</b>	Chapter 10
<b>2.2.14 Faculty/Staff/Retiree/Dependent Educational Scholarship</b>	<b>Fiscal Management</b>

**Policy Statement.** The University is committed to promoting development and assisting faculty and staff in pursuing higher education for themselves and their dependents.

**Application of Policy.** All Employees, Retirees, and Eligible Dependents of UNT System and its Component Institutions

**Definitions.**

1. **Dependent.** “Dependent” means the legal spouse of an employee; unmarried child under 26 years of age including the natural child of an employee; a legally adopted child; a stepchild, foster child, or other child who has a legally recognized parent-child relationship with the employee; or any child, regardless of age, who lives with or whose care is provided by an employee on a regular basis if the child is physically or mentally disabled to such an extent as to be dependent on the employee for care and support.
2. **Spouse.** “Spouse” means a person in a legally recognized union of two individuals in a marital relationship, including a common law marriage as recognized by the law of the State of Texas.

**Procedures and Responsibilities.**

**Faculty/Staff/Retiree Criteria:**

1. Scholarship amounts are to be based on the number of semester credit hours enrolled for the semester/session. The total amount of the scholarship includes the board designated tuition and mandatory fees assessed. Applications must be submitted each semester of enrollment to be considered for eligibility.
2. The individual must be:
  - a) A full-time nine or twelve month faculty or staff member of all current and future components of the UNT System as well as the UNT Foundation, Professional Development Institute (PDI), or UNT Alumni Association who is employed on a 100% basis and who is enrolled in either TRS or ORP or,
  - b) A part-time (50% - 99%) faculty or staff member who has been employed for a minimum of five years (years do not have to be continuous) in at least part-time regular, benefits eligible employment at all current and future components of the UNT System, or,

- c) A retiree of all current and future components of the UNT System under TRS or ORP programs.
3. Individuals who meet applicable requirements for admission in good standing to the university are eligible. Individuals who are continuing students must have a minimum 2.0 undergraduate cumulative grade point average or a 3.0 graduate (includes post-baccalaureate) cumulative grade point average to be eligible.
4. The individual must not have any delinquent outstanding debt (e.g. returned checks, tuition, student loans and applicable fees) with the University at the time the scholarship application is processed and the award is applied to the student's account.
5. Except as stated in item #4 above, an individual must be eligible under these criteria as of the 12th class day of the respective long session, or the 12th class day equivalent for other semesters/sessions.

**Dependent Criteria:**

1. The spouse/parent/guardian of the dependent must meet the criteria stated in 1, 2, 4, & 5 above. In the event of the death of the Faculty/Staff/Retiree, the dependent will remain eligible for the scholarship for two semesters following the death of the Faculty/Staff/Retiree. All other eligibility requirements must be met.
2. The individual must meet the definition of a “dependent” as set forth in this policy.
3. Dependents who are new or former students and who meet applicable requirements for admission in good standing to the university are eligible. Dependents who are continuing students must have a minimum 2.0 undergraduate cumulative grade point average or a 3.0 graduate (includes post-baccalaureate) cumulative grade point average to be eligible.
4. A dependent must be eligible under these criteria as of the 12th class day of the respective long session or the 12th class day equivalent for other semesters/sessions.

The educational scholarship form is available from Student Accounting and University Cashiering Services located in the Eagle Student Services Center, Room 105 or is available online at [essc.unt.edu/saucs](http://essc.unt.edu/saucs).

**Responsible Party:** Student Accounting & University Cashiering Services

**References and Cross-references.**

UNT System Board of Regents Order, February 11-12, 2010

**Forms and Tools.**

<http://essc.unt.edu/saucs/forms.html>

Approved: 1/94

Effective: 9/17/15

Revised: 7/02; 10/11; 5/12; 1/13; 9/15