INSTITUTIONAL FINANCIAL AID POLICIES

Claremont Graduate University's institutional aid is awarded to selected students on the basis of merit and need upon the recommendation of the faculty and with the approval of the Associate Vice President and Dean of Student Services. Aid may be granted to students enrolled in a degree program in the form of a tuition fellowship, stipend or assistantship. Awards are made annually, though continued financial assistance can be expected contingent upon academic performance. The duration of the award is specified in the award letter. The application deadline each year is February 15 and applications are available from the Student Services Office and department offices.

Award recipients must maintain satisfactory progress. This includes maintaining a cumulative GPA of at least a 3.0 (B) average. Individual departments may require a higher GPA. In addition, students may have no more than two Incompletes (PI and I) on their transcript at any one time. Students who do not meet these standards will be placed on probation. For the full text of the satisfactory progress policy, including the appeal process, refer to the Student Financing section of the CGU Bulletin.

Tuition fellowships awarded for the academic year are usually allocated one-half to the fall semester and one-half to the spring semester and are credited directly to a student's tuition account. Any unused portion of a fellowship award reverts to the fellowship fund and is not automatically carried over to the next semester. Awards in the amount of full tuition or more are granted with the understanding that a student will devote full time to his or her studies. Awards may not be applied to Doctoral Study or Continuous Registration fees and they may be withdrawn on the recommendation of the faculty in consultation with the Dean.

The duties of students awarded assistantships may vary. Specific duties will be outlined by the supervisor named in the award letter. Assistants must complete personnel forms prior to beginning work. Paychecks are disbursed bi-weekly. Stipends, awarded for the academic year, are allocated one-half for the fall semester and one-half for the spring semester and will usually be available for pick-up after registration.
CGU fellowships are made with the understanding that awards may be adjusted due to a change in enrollment status or receipt of aid from an outside source. Students are encouraged to apply for any outside support for which they might be eligible and are required to notify the Student Services Office of any such awards received which cover tuition charges. Information regarding outside fellowships (e.g. from fraternal organizations, foundations, corporations) is available from the Office of Student Financing.

(Revised 1/98)