

# SCHOLARSHIP RETENTION

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Students who are awarded Case Western Reserve University scholarships will have them automatically renew each semester, provided that the student meets the retention criteria established for their scholarship at the time of initial award.

## Duration

A student who meets the standards for scholarship retention may receive scholarship assistance for no more than eight semesters of full-time undergraduate study. The scholarship is awarded for full-time enrollment in regular (fall and spring) semesters.

A scholarship recipient who does a complete withdrawal during a semester will have used up a semester of scholarship eligibility. The recipient will be eligible to receive the scholarship again when they next enroll, provided that their leave of absence does not last more than one semester (as described below).

If a scholarship recipient completes a bachelor's degree in fewer than eight semesters of full-time study at Case Western Reserve University, the scholarship will be terminated upon completion of the degree. In the eighth semester (or in the final semester for a student completing the bachelor's degree in fewer than eight semesters), a recipient may request permission for part-time enrollment with pro-rated scholarship support if completion of the degree does not require full-time enrollment in that final semester. To obtain permission, a student should contact their four-year advisor in Undergraduate Advising Support after registering for their final semester courses to review and confirm that their part-time enrollment would complete remaining degree requirements.

Semesters spent participating in the Cooperative Education Program, the Practicum Program, or on a leave of absence are not counted against a student's eight full-time semesters of scholarship eligibility.

## Leave of Absence Policy

A scholarship recipient may take a one-semester leave of absence during the student's undergraduate career and put the scholarship "on hold" for reactivation upon the student's return to Case Western Reserve University. Requests for a one-semester leave of absence must be submitted in advance to the Undergraduate Advising Support Office.

Requests to reinstate scholarships for leaves of absence longer than one semester must be submitted to the Undergraduate Advising Support Office.

A scholarship is automatically terminated upon a student's transfer to another institution or upon permanent separation from the university.