



Regulations

Number: UWF/REG – 4.010
Title: Student Financial Aid

- (1) The University of West Florida is committed to the principle that every student who applies for financial aid will be given full consideration for all available financial aid based upon their eligibility. The University seeks to provide an environment that encourages students to apply for financial aid. The staff is dedicated to assisting students and their families with the tools to find financial resources to pay for their educational expenses. The annual review of the University's award priorities is intended to ensure that all funds are disbursed through fair and equitable practices.
- (2) The Office of Financial Aid shall be the single office of the University designated to coordinate the collection of data for all programs of financial aid for use in university system and state information systems. The Office of Financial Aid is responsible for coordinating the distribution of all need-based and merit-based scholarships awarded by the Office of Undergraduate Admissions, all undergraduate and graduate departments, and donors external to the University. The Office of Financial Aid works to ensure that financial aid awards comply with federal, state, and institutional laws, guidelines and policies. Information concerning institutional need-based financial aid programs may be obtained from the Office of Financial Aid.
- (3) Financial need and academic merit are given primary consideration in the awarding of financial aid to students. Federal funds are awarded and distributed based on federal guidelines and regulations.
- (4) University need based funds are awarded on a first-come first served basis to eligible students who apply for financial aid by completing the FAFSA and the University Application for Financial Aid. In order to receive aid, students must be degree-seeking, be cleared for admission, be making satisfactory academic progress and provide complete and accurate information. Financial aid award packages will vary based on financial need and availability of funds.
- (5) Need based scholarships are awarded to students who meet the criteria in subparagraph (4) and who show academic promise.
- (6) Merit based scholarships are awarded to students based on their academic performance. These scholarships are determined by the Office of Undergraduate Admissions and specific academic departments.

- (7) Athletic/Talent scholarships are awarded to students who have demonstrated special athletic, artistic, or musical talents. These scholarships are determined through specific departments.
- (8) All University offices and departments must report any and all financial aid awards made to students to the Office of Financial Aid, in a timely manner. This is so the award can be taken into consideration in terms of a student's total award package, so awards can be properly administered, and so the information can be included in the University's report to the Board of Governors and the Department of Education.
- (9) Financial Aid Policy and Advisory Committee. This regulation establishes a financial and policy committee, the purposes of which are:
 - a) To recommend University policy on matters related to institutional financial aid programs;
 - b) To recommend program objectives consistent with the University's mission and master plan; and
 - c) To facilitate the conduct of financial aid activities.

The President or designee shall appoint the chair of the committee. The Vice President for Academic Affairs shall appoint at least five (5) members to serve on the committee including representatives from the offices of undergraduate admissions, financial aid, student affairs and enrollment, and one at-large member. Committee member terms are generally for three (3) years. This Committee will regularly review amounts of funds available to be awarded as financial aid, review the projected student population and needs, and review the requirements of applicable law and policy, adjusting the University award priorities and expenditure plans accordingly.

- (10) Financial Aid Appeals Committee. This committee reviews appeals by students who have been notified that their financial aid will be discontinued due to ineligibility.
- (11) Institutional resources used to fund financial aid awards include, but are not limited to, state lottery funds, financial aid fees collected as a component of tuition, differential tuition dedicated to financial aid, funds provided by University of West Florida Foundation, Inc., interest earnings from designated University accounts, and any other federal, state, institutional, foundation and other aid programs that are locally administered.

Authority: Article IX, Sec. 7, Fla. Constitution, Fla. Board of Governors Regulations 1.001, 3.009. History: New 12/10/10; substantive revisions March 2021.