

## Tuition/ Scholarship Category Review Process for Enrolled Students<sup>1</sup>

The final scholarship category review process takes place after the summer makeup exams results are out at the conclusion of every academic year according to the cumulative GPA.

The outcome of the review process would fall into one of the following three scenarios:

### I. Upgrading of 'B' or 'C' Categories

1- Students from B/ C categories will be upgraded to A or B scholarship categories effective the following academic if their cumulative GPA at the end of a given academic year falls between the following ranges:

- i. 0.7 – 1.5 "A" Scholarship Category
- ii. 1.51 – 2.5 "B" Scholarship Category

• Besides the above criteria, this scenario is also subject to adherence to the University's code of conduct and common sense discipline.

2. How the tuition fees are calculated?

- a. For students with No Financial Aid: The fees of new category applies as of the new academic year, and as long as the students keeps or improves his/ her academic performance
- b. For students with Financial Aid:
  - i. If the amount due after the Financial Aid Grant is more than that of the new category: Pay the amount of the new category
  - ii. If the amount due after the Financial Aid Grant is less than that of the new category: Pay the amount due after the FA Grant (in other words, student will pay whichever amount that is less)

### II. Maintaining Category Level

- 1- Students will maintain their A / B category so long they keep a cumulative GPA of 3.5 or better, while keeping **good conduct and discipline at the University**.
- 2- In case of misconduct, the student may immediately lose his /her academic scholarship and financial aid grant without any warnings,

and may be charged the actual tuition category, which corresponds to their current cumulative GPA if they are in the A or B categories.

### III. Downgrading of 'A' or 'B' Scholarship Categories

1. In case of scoring a cumulative GPA which is less than **3.5** (i.e. 3.51-5.0) at the conclusion of a given academic year:
  - i. Students will receive a warning letter that they must improve their performance. (replace with: they have to improve their academic performance in order to maintain tuition and academic category)
  - ii. The category downgrading action will be on hold for one year (in other words a student will be given an one-year chance to improve the GPA back to 3.5 or better, in order to maintain original category)
2. After one year if an 'A' or 'B' category student maintains a low academic performance (i.e. a cumulative GPA less than **3.5**), the following will be applied:
  - i. 'A' category students will be downgraded to 'B' category for the following academic year
  - ii. 'B' category students will remain in 'B' category for the following year.
  - iii. A letter will be sent to the 'A' students that if they continue their low performance (ie 3.51 – 4.0), their tuition category may be further downgraded to C category, and will have to pay the full amount of the C category in the following academic year.
  - iv. For the Students maintaining a low academic performance of 3.7 or less, they will be placed on **academic probation** for one academic year. Their academic status will be reviewed at the end of the one year period. Failure to get out of probation as per the terms in the letter sent to the student may result in having to change the study program, or in more adverse situations, the student may be dismissed from university.
  - v. Any financial aid grants that the student may be receiving will be discontinued

In case of **misconduct**, the student may immediately lose his /her academic scholarship and financial aid grant without any warnings, and may be charged the actual tuition category, which corresponds to their current cumulative GPA if they are in the A or B categories.