

## AWARDS

- Awards are not administered as a part of the university's scholarship program.
- Students may be nominated by faculty, staff and peers for awards.
- The process is independent of the formal university scholarship application and selection process.
- Awards may be cash or tangible items (i.e, books, supplies, etc.).
- Award payments are processed by the sponsoring department or program and are a direct, one-time only, payment to the student in the form of a check.
- The money may be used for any purpose and the recipient will receive an IRS Form 1099.
- Under certain circumstances, award payments may be considered as taxable income.
- By Chancellor's Office policy all student award payments must be reported to the Financial Aid & Scholarship Office (FASO) for possible inclusion as a resource in the calculation of financial aid eligibility.
- Per University Foundation requirements all recipients must have completed a payee data record and an award payment form.
- If the award is made to a graduating senior at the end of their final semester, it will not be considered as a resource for the year just completed.
- University Development is responsible for stewarding endowment funds including those established to provide awards.

## SCHOLARSHIPS

### Financial Aid and Scholarship Office (FASO):

- publicizes and promotes university and private scholarship opportunities;
- coordinates the application and recipient selection process for university scholarships;
- verifies the eligibility of scholarship recipients in compliance with donor requirements;
- enters scholarship awards into the financial aid database for student award identification; coordinates fund transfers from the UF to Student Financial Services (SFIN) in order to disburse scholarship funds to students.

### University Advancement (UA) is responsible for:

- scholarship development and stewardship.

### The University Foundation (UF) administers:

- the university gift and endowment programs which support the scholarship program.
- All recipients must be enrolled full-time at CSU, Chico (12 units for undergraduate and credential, 8 units for graduate) or must be regularly eligible for admission to the university at the time of their selection.
- Recipients must maintain full-time enrollment and meet all requirements as specified by the scholarship criteria, including a minimum GPA of 2.00.
- Graduate, credential and international students may be eligible for certain university scholarships depending on donor-specified requirements.
- Students enrolled only through Regional and Continuing Education and those in adjunct enrollment are not eligible to apply.
- Recipients must have their eligibility verified by the Financial Aid & Scholarship Office (FASO) before any scholarship funds are disbursed.
- Scholarship awards must be used for educational purposes (fees, books, etc.).
- Recipients are selected in the spring for the following fall semester.