

Eligibility: MDiv students

Award: This award will pay:

- 100% of tuition for all on-campus credit courses (*online courses must be pre-approved before registering*). This Policy will be sent to all recipients in a separate email.
- The required textbooks listed on semester booklist (see Book Policy).
- The General Service Fee
- Technology Fee
- The required non-credit or credit course TH514 (Orals Prep). (No other audit or non-credit course will be funded by this award).
- Contact the Financial Aid Office for additional details on the Current Fee/Tuition Payment Schedule.

Recipient Requirements:

- Recipient must complete a minimum of 18 credit hours per academic year. Exceptions will be made if there are extenuating circumstances. A petition for pre-approval must be submitted to the Financial Aid Office before the semester begins.
- Recipient must maintain a minimum cumulative GPA of 3.0.
- Recipient must submit the required textbooks reimbursement form within 30 days of the start of the semester (see Book Policy for complete details).
- Recipient must submit to the Financial Aid Office (FAO) a thank you email addressed to the Kuns Board of Directors once notified they have received this award. The award **will be** credited to the recipient's student account once the thank you email is received by the Financial Aid Office. Failure to submit this note *may* result in the recipient's forfeiting the entire award.
- To retain this award, recipients must submit a renewal questionnaire in the spring of each year to update them on what they have been doing, will be doing, and their personal growth during the year. This will be remitted to each recipient by the Financial Aid Office.
- Recipient must be committed to writing the Kuns Foundation once they graduate.

Additional Terms and Details:

- This scholarship will be awarded to recipients through their entire program, based on the timeframe completion requirement of 6 years for the MDiv. If additional time is needed, recipients must submit a petition to the Financial Aid Office explaining the reason(s) they wish to seek additional time and how much time they will need to complete their program.
- This petition must be approved by the Kuns Foundation Board of Directors before additional time will be granted.
- This award is subject to enrollment in a minimum of 18 credit hours per academic year (fall, spring, and summer semesters combined). Summer class enrollment is strongly encouraged if such enrollment works within the student's summer ministry responsibilities.

The KUNS Scholarship Student Policy & Guidelines – Missions Emphasis

- Students enrolled in less than the minimum required credit hours will forfeit the award for the current and subsequent semesters. Students who do not successfully complete the required credit hours will forfeit the award for subsequent semesters.
- If a student has extenuating circumstances that causes them to take less hours in the year, they may contact the Financial Aid Office and request a Petition Form for approval to take less hours.
- Scholarship will be reduced if the student decreases his/her credit hours prior to the semester's final refundable date. The student will forfeit the entire award if he/she drops below the required credit hour minimum.
- If a failing grade is received an interview with the Financial Aid Director will be required to determine continued eligibility for the scholarship. The Kuns' Board will take part in the final decision once the Financial Aid Director has submitted the results of the student interview with the Foundation's Board.
- If a student receives a failing grade this scholarship **will not pay** for the retaking of the course or any replacement course. This scholarship will pay for the total hours of required courses for the MDiv degree program.
- Students who fall below a 3.0 cumulative GPA or are placed on Academic Warning/Probation and/or Disciplinary Probation will become ineligible for the award in the subsequent semesters. An Interview with Financial Aid Director will be required to determine continued eligibility for the scholarship. The Kuns' Board will take part in the final decision once the Financial Aid Director has submitted the results of the student interview with the Kuns Board.
- Students may appeal the loss of their scholarship via an official petition. Student may request an appeal form by contacting the Financial Aid Office. The Kuns' Board will participate in the final decision. Students will be notified of the decision within two weeks of submitting the appeal. All appeal decisions are final.
- Students may reapply once the probation has been lifted. Please contact the Financial Aid Office for details on the reapplication process.
- Due to the value of this award (100% of tuition) it may not be combined with any other discounts, grants, or scholarships issued by Phoenix Seminary. Acceptance of this scholarship will automatically rescind all other awards recipient may have been offered or accepted.
- Scholarship will be reduced if the student decreases his/her credit hours prior to the semester's final refundable date. The student will forfeit the entire award if he/she drops below the required credit hour minimum.
- Phoenix Seminary's policy is to award scholarships to cover tuition only. Should an award create an overage on the student's account, the award will be reduced to cancel out any overage.
- This scholarship is awarded without regard to race, gender, ethnicity, or national origin.
- This award is subject to available funding.

BOOK PURCHASING POLICY REQUIREMENTS AND PROCESS:

- This scholarship covers your MDiv program's ***required books only*** (must match exact title, edition #, etc. on the *Required Reading List on your syllabi*).
- The Seminary uses Amazon pricing for book purchases.
- Due to fluctuations in pricing, there will be an allowance of 30% above the stated AMZ price. If you pay more than this amount, you will be responsible for the additional cost.
- You will be reimbursed for standard shipping only. Be sure to keep your receipts so you can send a copy to the seminary for reimbursement.
- Recipients must submit the required textbooks reimbursement form within 30 days of the start of the semester. Contact Financial Aid for the reimbursement form to be completed.
- **Recipient must sign and date signature page on the *following page*** to finalize the acceptance of this scholarship.

The KUNS Scholarship Student Policy & Guidelines – Missions Emphasis

I have read the Kuns Policy in its entirety, and I agree to all the guidelines and terms set forth in this document.

In addition, I accept the Satisfactory Academic terms and guidelines outlined in this policy and recognize that this scholarship may be rescinded due to Unsatisfactory Academic Progress.

Signature of Applicant _____ Date _____

Please sign with pen and date this confirmation page and scan & return to the Financial Aid Office. No docu-signed submissions please.