

Procedure and Deadlines for Gift/Endowment Funded Scholarships (Merit and Need)

All department gift/endowment scholarship accounts that reference “need” in the Memorandum of Understanding will be treated in accordance with the guidelines established for University and Federal need-based financial aid. Department gift/endowment scholarship accounts decided by a faculty committee that do not specify “need” or “merit” will be used as merit awards. The remaining gift/endowment scholarship accounts that do not specify “need” or “merit” will be used as need based awards. Only students who have a demonstrated financial need based on University guidelines will be eligible to receive need based awards. A student must complete a Free Application for Federal Student Aid (FAFSA) or a Renewal Application by the March 1. See <http://www.unh.edu/financialaid/applying-for-aid> for application information and deadlines.

Students must re-apply for financial aid each year. Therefore, need levels may change from year to year leading to changes in eligibility for aid. Other adjustments may occur as a result of the following situations:

- Student reduces credits
- Change in student’s financial situation creates change in need level
- Student receives resources from an outside source

The following procedure will be followed for gift/endowment Scholarships:

- The Financial Aid Office will provide each Dean’s Office a list of students in the college who are eligible for need based financial aid. Lists will be made available after the first week in March.
- Prior to final decisions, each Dean’s Office will send a list of possible recipients to the Financial aid Office by April 20th. The list will be verified by the Financial Aid Office to ensure a student is eligible for “need” within 2-3 working days from receipt of the list. If there are any students who are no longer eligible for “need”, the Financial Aid Office will notify the Dean’s Office.
- Students should not be informed of an award until after the Financial Aid Office has confirmed that the student is eligible.
- All final scholarship recipient listings for merit and need awards **MUST BE RECEIVED** by the Financial Aid Office by May 1st for the coming academic year. Awards that are based on need that are received after May 1st will **NOT** be processed.

Any award made outside these guidelines and/or communicated to a student not eligible for “need” will be charged to the department/Deans Office account. Questions concerning student eligibility should be directed to Suzy Allen (suzy.allen@unh.edu) in the Financial Aid Office.

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