

INTER AMERICAN UNIVERSITY OF PUERTO RICO

Vice Presidency for Academic and Student Affairs
and Systemic Planning
Associate Vice Presidency for Student Affairs

NOTIFICATION OF SCHOLARSHIPS FOR TALENTED STUDENTS -- VPASASP

April, 2004



SCHOLARSHIPS FOR TALENTED STUDENTS, VPASASP

I. CONCEPT

The Scholarships for Talented Students project is part of the Institutional Scholarship Program of IAUPR and is attached to the student development component of the Vice Presidency for Academic and Student Affairs and Systemic Planning (VPAAEPS). Scholarships will be destined to provide economic incentives to talented students, who aspire to complete their graduate studies in any discipline at the masters or doctorate level in any academic unit of the system or in any accredited institution.

The Scholarships project will be administered by the Associate Vice Presidency for Student Affairs. The Program forms part of a strategy to promote graduate studies among the student population as an option to improve students' competitiveness in the local and international employment market. In this manner, it will also help improve the profile of our graduates and their professional standing.

II. DESCRIPTION OF THE SCHOLARSHIP

- a. **Partial** economic aid for students with high academic achievement and an economic need, who wish to complete a program of studies at the graduate level **that leads to an academic degree**. The amount of the Scholarship is \$1,500.00 minimum and \$3,000.00 maximum annually.
- b. The main criteria to qualify for the scholarship are the following:
 - academic merits.
 - co-curricular learning and development activities outside the classroom (student leadership, internships, exchanges and institutional teams).
 - economic need.
- c. The scholarship will partially cover the annual registration costs of the graduate courses in which the scholarship grantee registers.

- d. The scholarship will be applied for and approved annually, with the endorsement of the chief executive officer of each academic unit. It will be granted for a maximum of four (4) consecutive years.
- e. The grantee will be required to collaborate in the VPASASP's Support Project for First Year Students and also in the area of Promotion and Recruitment activities. This participation should preferably occur during the academic year in which the aid is received.
- f. Renewal
 - 1. Renewal of the scholarship is not automatic.
 - 2. Student may receive the scholarship for a maximum of four (4) consecutive academic years, provided they maintain their academic grade index.
- g. The number of scholarships to be granted annually will depend on available funds.

III. ELIGIBILITY CRITERIA

Students applying for the Scholarship, must meet the following requirements:

- a. Be active students who are candidates for graduation from Inter American University of Puerto Rico (IAUPR), or be recent graduates of IAUPR. (They must have approved a minimum of 50% of their studies program at IAUPR).
- b. Have been admitted to a graduate program leading to an academic degree in any academic unit of IAUPR or in another accredited institution.
- c. Have a minimum general academic index of 3.50 at the undergraduate or graduate level.
- d. Have participated in activities: (1) Co-curricular –leadership and student development; (2) learning and development outside the classroom (internships, exchanges and institutional teams).
- e. Have economic need.

- f. Demonstrate how the graduate studies program is in harmony with their professional projections. (Essay required. Instructions are given below).
- g. Endorsement of the academic unit.

IV. APPLICATION PROCEDURE

Students must:

- a. Complete the official Scholarship application on a typewriter or computer.
- b. Submit the following documents with the application:
 - 1. Evidence of admission to the graduate program.
 - 2. Evidence of registration in the Program in those cases where students are taking graduate studies.
 - 3. An essay in which students specify their professional projections and how their graduate studies will contribute to obtain their goals (3-6 pages, double-spaced, with letter size (font) # 12).
 - 4. An official transcript of credits.
 - 5. Evidence of having participated in co-curricular learning and development activities outside the classroom.
 - 6. Evidence of: (1) **economic need** – parents' or student's income tax form; – (2) **registration costs**.
 - 7. Two (2) letters of recommendation from professors.
 - 8. Active IAUPR students and recent graduates from IAUPR must have the written endorsement of the Dean of Studies or Dean of Division, Dean of Students and of the Chief Executive Officer of the academic unit where they are studying or from which they have graduated.

V. PROCEDURE FOR NOMINATING CANDIDATES

The Chancellor or Dean of a Professional School should:

- a. Nominate the candidates for the Scholarship on the date indicated by the VPASASP and submit these together with the specified documents.
- b. Each academic unit may nominate as many candidates as it wishes for the Scholarship provided they meet the requirements.

VI. PROCEDURE FOR EVALUATING AND APPROVING SCHOLARSHIPS

- a. The VPASASP will establish the deadline for the academic units to nominate the candidates by means of a notification that will be sent no later than **the last week of March of each year**. The nominations will be requested for **the last week of May**.
- b. The candidates will be evaluated by a Committee designated by the VPASASP, composed of several members of the work team of this Vice Presidency and of one external member by invitation.
- c. The VPASASP will notify the Chief Executive Officer of the academic unit, in **June** of each year, of the scholarships approved. The student will receive a copy of the notification.

VII. PROCEDURE FOR GRANTING SCHOLARSHIPS

In order to receive the scholarship, students must:

- a. Submit a written communication to the VPASASP accepting the scholarship.
- b. Present a progress report at the end of each academic term to the VPASASP containing: (1) a 3-5 page narrative summary of their academic and co-curricular experiences as graduate students; (2) official transcript.

The Vice Presidency must:

1. Arrange for the payment of the scholarship at the beginning of each academic term.