

 UNIVERSITY OF WEST GEORGIA	Last Approved	N/A	Area	Student Life (Procedures)
	Effective	N/A	Chief Or	Chief
	Next Review	N/A	Responsible	Strategic
			Office	Enrollment Mngt Officer

Presidential Out-Of-State Tuition Waiver

Authority for Procedure granted by UWG Policy #8002, [Strategic Enrollment Management](#).

The purpose of this procedure is to provide guidelines for implementing University System of Georgia (USG) Board of Regents (BOR) policy [7.3.4.1, Out-of-State Tuition Waivers](#) regarding the awarding of Presidential Waivers at the University of West Georgia (UWG). Out-of-State Presidential Waivers will be used to advance our strategic plan and priorities by helping to shape new cohorts of students to achieve enrollment goals and increase student retention and completion while encouraging academic achievement. (See [BOR 7.3.4.1](#) for a listing of additional waiver categories including border residents, economic development, employees, military, and other members of a qualifying service).

- 1. **Academic**;
- 2. **Athletic** (limited to one-third (1/3) of the total number of allowable waivers); and
- 3. **International**

A. Eligibility & Selection

To be considered for the Presidential Waiver, applicants must be lawfully present in the United States and meet the following criteria, at a minimum. The total number of Presidential Waivers in any one semester may not exceed 2% of full-time students enrolled in the fall semester immediately preceding the term for which the out-of-state tuition is to be waived. A full waiver of out-of-state tuition counts as one waiver, while a 50% waiver of out-of-state tuition counts as a 0.5 waiver. The percentage of waivers used within the Athletic category shall not exceed one-third (1/3) of the 2% of waivers the University is eligible to award. The available waivers for all categories is based on the data from the fall immediately preceding the award semester. For spring, the fall semester from the same academic year will be used.

Awarding of Presidential Waivers is competitive; meeting the minimum does not imply an automatic award of the waiver. Eligibility and selection criteria are as follows:

1. Academic Waivers

The UWG SEM Strategic Data Analyst has conducted a study to determine what academic profile criteria would represent the 50th percentile. As a result of that analysis, students admitted with less than 30 semester hours of transfer credits (freshman) will be eligible for a waiver if they meet or exceed one of the following cut lines below.

Undergraduate Waiver Eligibility 50th Percentile Groups

Measure	Score
SAT Evidence-Based Reading & Writing (EBRW)	487
SAT Math	470
ACT English/Reading	20
ACT Math	19
High School GPA	3.15
Freshman Index	2500

These measures will be calculated on the prior Fall and Spring semester enrolled class using the Census data files submitted to BOR. These new results will be used to determine waiver eligibility for the following Fall, Spring, and Summer terms.

Students with over 30 semester hours of transfer work are considered transfer students and must have a 2.5 GPA or higher to both receive a new waiver or maintain a currently awarded waiver. As such, these transfer students belonging to non-degree seeking student types may be issued a waiver on a space-available basis at the discretion of the Director of Admissions.

2. Athletic Waivers

Undergraduate and graduate students selected to participate in UWG's intercollegiate athletics program and who have demonstrated the potential to succeed within a particular program of study offered by the institution are eligible. (see [NCAA Student Athlete Eligibility Standards](#)).

The UWG Athletic Department will be allotted up to one-third of the total Presidential Waivers for distribution to undergraduate and graduate students in the upcoming fiscal year. The Athletic Director, in consultation with Athletic Administration and coaches, will assign the waivers to each team proportionally. The Athletic Director, coaches, and Athletic Administration will collaborate to ensure that waivers are assigned where needed and will be reallocated appropriately to cover the needs of each team.

3. International Student Waivers

An international student is defined as a lawfully present non-resident aliens. All degree-seeking international students admitted to the University have demonstrated the potential to succeed within their program of study. Waivers will be awarded at the 100% (full waiver), 75% (.75 Waiver), 50% (.5 Waiver),

and 25% (.25 Waiver) levels. Because grading scales vary by country, it is difficult to establish a precise grade point average for eligibility. UWG's Office of International Student Admissions and Programs (ISAP) evaluates each applicant, utilizing International Credential Evaluation resources from industry leaders like World Education Services and the [American Association of Collegiate Registrars and Admissions Officers](#) (AACRAO) International Credential Evaluation tools. Minimum scores required for consideration for the international out-of-state waiver are available via the International Student Admissions and Programs website.

B. Awarding and Monitoring

The awarding and monitoring of waivers will be tracked by the respective department(s). These departments shall monitor the recipients' academic performance at the end of each academic year to ensure GPA requirements are being met; students are notified of their probationary status or removal from it; and students have not exceeded their nine-semester limit.

For all categories, the President maintains final approval. If extraordinary circumstances arise that justify the awarding of a Presidential Waiver under criteria not specified in this procedure, but consistent with the procedure intent and in support of the University's mission, the President will request a review by the USG Chief Academic Officer. All documentation regarding this approval will be maintained.

1. Academic Monitoring

New and Continuing Students Receiving Academic Out-of-State Waivers

For continuing students, the Undergraduate Admissions Office will coordinate with the Registrar to determine the number of continuing students eligible to receive a waiver each semester and will coordinate outreach to these students. To maintain their waiver in future academic terms, current waiver recipients must be registered for courses for a future academic term by the close of open registration or notify the Admissions Office in writing via email at admiss@westga.edu why they have not registered for classes and that they plan on taking classes in a future semester (example, the student will not be registering because they are doing an internship but wish to keep their waiver for the next available term). Students requesting more than a one-semester "break" are not guaranteed a future waiver and must reenter the selection pool.

Along with maintaining the stipulations above, waiver recipients, while enrolled, must also maintain a cumulative 2.5 GPA and register for 12 or more hours each academic term. If not, the student will be placed on probation for a semester. During probation, the waiver recipient must enroll in 12 or more hours each semester, and if the student's term GPA is not 2.5 or higher, the student will forfeit their waiver the following term. The student will remain on probation until their cumulative GPA equals or exceeds 2.5. Students who forfeit their waiver may reapply for a waiver as part of the regular competitive process for continuing and transfer students once they regain a cumulative GPA of 2.5.

For new freshmen and transfer students, The Undergraduate Admissions Office will invite superior out-of-state students to submit an application for review. Students will be asked to submit an essay or personal statement to be reviewed by the Scholarship Committee. Students submitting an application

before February 1st will be given first access and first priority for out-of-state presidential waivers. After February 1st, out-of-state waivers will be awarded on a first-come-first-serve basis to eligible students until the point at which all waivers have been exhausted.

Graduate students who are granted admission to a face-to-face degree-seeking program may apply for an out-of-state waiver. These waivers are awarded competitively with a recommendation from the graduate program advisor and final approval of the Graduate School. GPA Eligibility Requirements: Applicants must have a 3.8+ undergraduate GPA, OR both a 3.7+ undergraduate GPA and 3.7+ graduate GPA.

Graduate students awarded the waiver for multiple terms must maintain a graduate GPA of 3.0 or higher each semester to remain eligible.

2. Athletic Monitoring

The Athletic Administration staff (*Senior Associate Athletic Director for Student-Athlete Success with support from the Assistant Athletics Director for Academic Excellence*) will monitor student eligibility each semester to ensure that waiver recipients maintain Satisfactory Academic Progress. (see UWG PL 8002, [Satisfactory Academic Progress \(SAP\) Requirements](#))

Students failing to maintain SAP may be granted an appeal for up to two semesters. Students on appeal will be required to work with the Athletic Advising Center during the appeal period to ensure the recovery of SAP.

3. International Student Waivers

ISAP will award and monitor International Waivers. Students who fail to maintain the minimum GPA of 2.5 or other requirements may be subject to a reduction (or loss) of their waiver. GPA and campus involvement will be checked at the start of each term. Students identified as 'at risk' will be notified and encouraged to take advantage of tutoring. If the student fails to bring up their GPA by the end of the term, students will be given a two-semester probationary period to improve their GPA. Waivers will be removed before the start of the next semester for students failing to improve their GPA sufficiently during the prescribed probationary period. Students may reapply for a waiver if they improve their GPA to eligibility requirements.

C. General Note

These procedures are meant to establish compliance with USG policies and standards for awarding and retention of Presidential Waivers. While recipients must meet the minimum standards for initial awarding and maintaining the waivers, the University and the programs therein which are assigned authority to apply use of the waivers to individual students may choose to apply higher standards of eligibility for initial awarding and maintenance of the waivers, and may offer the waivers subject to availability and for any length of commitment providing all minimum standards of eligibility and continuing eligibility are met.

Forms

- [Graduate Student Out-of-State Waiver Request Form](#)
- [International Out-of-State Tuition Waiver Application](#)
- [ISAP Out of State Waivers webpage](#)

Approval Signatures

Step Description

Approver

Date