

CIC-TEP SCHOLARSHIP EXPORT POLICY

Eligibility:

Daemen College is a member of The Council of Independent Colleges Tuition Exchange Program, CIC-TEP. This network of nearly 440 colleges and universities provides a tuition free scholarship to full time employees and their family members. The CIC Scholarship program is generally available to all full time employees, their spouses and dependents (according to the IRS definition of dependent) the semester after their date of hire.

Awards vary widely among institutions from year to year. The number of applications received, the openings an institution has budgeted for, the method of selecting applicants, and other factors all influence the chances of being accepted. The importing institution (attending college) sets the policies for awarding Tuition Scholarships.

Duration and Coverage:

Students are eligible for the CIC-TEP benefit for a total of eight semesters (consecutive or non-consecutive). Students must maintain good academic and social standing and satisfactory academic progress to maintain their scholarship. If the qualifying employee drops below full-time employment, benefits will automatically terminate at the end of the current term.

Flexible Study Options:

In addition to full-time undergraduate study, students may enroll in part-time, graduate, and on-line programs. Graduate study is limited to employees and spouses.

Scholarship Value:

The CIC Scholarship covers the full cost of tuition for students at all participating institutions. Students are responsible for all non-tuition expenses such as room, board, and fees.

CIC Scholarships are currently non-taxable to the employee for undergraduate attendance.

Application Process:

The student must determine if the College they wish to attend participates in the CIC-TEP by searching the [participant list](#) on their website.

The CIC scholarship candidate must apply for admission to the college they wish to attend, complete the Financial Aid Form if required by that college or desired by the student, and complete the [CIC Tuition Exchange Program Student Application](#).

Students should complete the scholarship application as soon as they begin their senior year.

The Export Liaison / Employee Engagement Office confirms eligibility; the Import Liaison (attending college) determines admission and approves the scholarship.

Scholarship Renewal:

Students are required to reapply each year for their scholarship by completing the [CIC Tuition Exchange Program Application Form](#). The Exporting Liaison Officer / Employee Engagement Office verifies continued eligibility of the student/parent through the CIC-TEP Online Portal.

Students must maintain good academic standing and follow the social rules and regulations of the importing institution to maintain their scholarship.

The Export Liaison / Employee Engagement Office confirms eligibility; the Import Liaison (attending college) determines admission and approves the scholarship.

Transfer Students:

Students are required to reapply for the scholarship by completing the [CIC Tuition Exchange Program Application Form](#) and follow the application process for admission to the new college.

The Export Liaison / Employee Engagement Office confirms eligibility; the Import Liaison (attending college) determines admission and approves the scholarship.