**TUITION EXCHANGE (TE) AND COUNCIL OF INDEPENDENT COLLEGES (CIC) IMPORT POLICY FOR DAEMEN COLLEGE**

**ELIGIBILITY**-The Tuition Exchange Scholarship Program and the Council of Independent Colleges Program are offered to undergraduate students for full-time study at Daemen College. All applicants must be certified as eligible by his/her sponsoring institution and must meet the admissions criteria of Daemen College. Daemen College will accept applications from both freshman and transfer students.

**VALUE OF SCHOLARSHIPS**-The value of a Tuition Exchange Scholarship or the Council of Independent College Scholarship is equal to the College tuition and fees. Scholarships may be used for summer school credit if mandated by the students’ curriculum.

**SELECTION CRITERIA**-Tuition Exchange import scholarships are not limited by Tuition Exchange but Daemen College prefers to maintain a balance between the number of students it imports and those it exports. Tuition Exchange Scholarships are awarded on the basis of a student’s academic credentials. In order to remain in the Program, a TE Scholarship recipient must maintain academic and behavioral standards outlined in the Student Handbook, and be current in payment of charges not covered by the TE Scholarship. The Council of Independent Colleges import scholarships are awarded based upon the above criteria without the import/export balance requirement.

**DEADLINE FOR ACCEPTING SCHOLARSHIP**-In general, students are notified of acceptance into either the TE or the CIC Program shortly after they have been accepted by the College. Because the College maintains a waiting list, awardees must notify the College, in writing, that they accept or decline the scholarship, within thirty days of acceptance to the College or awarding of the scholarship, whichever is later.

**SCHOLARSHIP RENEWAL**-Students currently in the TE or CIC Programs are given priority for renewing their scholarships. Each year, they must make sure their sponsoring Liaison Officer submits, by January 15th, their Application/Certification Forms for Renewal of their TE/CIC Scholarship for the next academic year.

 If a student is denied a TE or CIC Scholarship because of lack of space in the Program, and he/she elects to attend Daemen College, that student will be given priority for the next TE/CIC Scholarship available, provided other criteria listed under the Selection Criteria have been met.

**FINANCIAL AID**-Students eligible for TE/CIC Scholarships are required to apply for financial aid. TE/CIC Scholarships will be reduced by the amount of TAP awarded to the student. TE/CIC Students are eligible for College grants and/or student employment opportunities.

**CONTACT INFORMATION** - Questions regarding TE/CIC Scholarships at Daemen College should be addressed the Office of Employee Engagement, Daemen College, 4380 Main St., Amherst, NY 14226; HR@Daemen.edu. In addition, the Admissions Department of the College(s) you apply to are a good source of information.