

Policy for Evaluation of Requests for Deferral
of Richmond Scholar and Presidential Scholar Merit Awards for Enrolled Students

Policy Background:

Students enrolled at the University of Richmond might request deferral of their merit scholar award for a variety of reasons including personal development and health and well-being. Student personal and medical leaves can be important tools to help scholarship recipients make the most of the time they spend enrolled and active at UR. At the same time, granting student requests to defer use of scholarship monies from one semester or year to another affects the total pool of funds available for the recruitment of new students each academic year. Therefore, a policy is needed whereby student requests for merit scholarship deferral can be reviewed in a systematic, fair, and equitable manner that balances the needs of current students with the ability to benefit future scholarship recipients.

Student Requests for Deferral:

Enrolled students wishing to request a deferral of their merit award should submit a Petition for Deferral to the Office of Scholars and Fellowships no later than the Monday before the first day of classes of the first semester in which they request to defer. The Petition for Deferral should be emailed to scholarsoffice@richmond.edu and will be reviewed by the Director and Faculty Director of the Richmond Scholars program. In the petition, students should describe the length of the requested deferral, rationale, and proposed activities during the deferral period.

It is important to note that not every deferral request may be granted based upon current circumstances. Scholars are encouraged to consult with OSF Staff as they plan their requests.

Evaluation Criteria – Deferral during Medical Withdrawal:

Deferral of merit scholarship awards will be granted for students taking medical withdrawals provided that the student follows the policies and procedures of the Richmond or Westhampton College Dean's Offices for requesting the medical withdrawal and re-admission to the University.

Evaluation Criteria – Deferral during Personal Withdrawals:

Requests for Deferral due to personal withdrawals will typically be evaluated based on the academic or professional merits of the student's reason for withdrawal and proposed activities during the deferral period using the criteria below. Requests within a given period will be considered relative to one another in terms of these criteria.

- 1) The Directors will first consider the extent to which a requested deferral would **allow access to University of Richmond sponsored educational opportunities**. Examples of such situations include instances in which a student's personal circumstances (e.g., death or illness of a family member) or global conditions (e.g., access to instruction for an international student unable to return to the U.S.; study abroad if this experience was cancelled) in a given semester would substantially impact access to UR sponsored opportunities. Student seniority may also be considered in determining the extent to which a deferral would impact access to a University sponsored opportunity.

- 2) In granting remaining deferral requests, the Directors will next consider the extent to which a deferral would **promote access to non-University sponsored educational, professional, or personal opportunities** during the period of withdrawal. Examples may include internships, work experience, research opportunities, or other non-UR sponsored educational experiences.

Scholars should be aware of possible implications of withdrawing from the University in the Fall and re-enrolling in the Spring, including sequencing of courses and housing. Specifically, although some awards cover on campus housing costs and/or guarantee housing, students **cannot be guaranteed on campus housing in the Spring if they withdraw for the Fall semester.**



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