

Kuns Foundation Scholarship Policy

Description: The Raymond and June Kuns Foundation Scholarship has been designed for MDiv students who plan to serve overseas in a full-time, cross-cultural church ministry context and whose prior ministry experiences reflect this calling.

Who Can Apply: New Students* approved for the Master of Divinity (MDiv) program are eligible to apply for this award.

*Exceptions to award current MDiv students may be made at the discretion of the Kuns Board of Directors should a student's calling change during their studies.

Award: This **need based** award will fund:

- 100% of tuition for all on-campus credit courses (*online courses must be approved before registering*).
- The required textbooks listed on semester booklist (see Book Policy below).
- The General Service Fee
- The required non-credit or credit course TH504 (Orals Prep). (No other audit or non-credit course will be funded by the Kuns award).
- See Financial Aid Current Fee/Tuition Payment Schedule for covered and non-covered fees.

Applicant Requirements:

- Applicant must be admitted into the MDiv program or have already submitted a **completed Application for Admission by the New Student Application deadline**.
- Applicant must submit a Free Application for Federal Student Aid (FAFSA) along with the application's budget worksheet.
- Applicant must be endorsed by a pastoral staff member of their church.
- A personal interview may be required for applicant.

Recipient Requirements:

- This scholarship will be awarded to recipients through their entire MDiv program, based on the timeframe completion requirement of **6 years** for the MDiv*. This award will provide funding in the fall, spring, and summer semesters.
- Recipients must complete a minimum of 18 credit hours per academic year. Exceptions can be made for extenuating circumstances.
- Recipients must also maintain a minimum cumulative GPA of 3.0.
- Recipients must submit the required textbooks reimbursement form within 30 days of the start of the semester (see Book Policy for complete details).
- Recipients are required to submit a "thank you" note addressed to the donor(s) prior to the start of the first semester of their award. Thank you notes should be sealed and submitted to the Financial Aid Office. Failure to submit this note on time may result in the loss of the award for subsequent semesters.
- To retain this award, recipients must submit a renewal questionnaire at the beginning of each academic year. This will be remitted to each recipient by the Financial Aid Office.
- Recipients must be committed to writing the Kuns Foundation once per year upon graduation.

*If more than 6 years are needed, a petition must be submitted to the Kuns Board for consideration and approval.

How to Apply: To apply, students must complete a Kuns Scholarship Application (includes Pastoral Recommendation form & Budget Worksheet) **AND** a Free Application for Federal Student Aid (FAFSA).

Additional Terms and Details:

- This scholarship will be awarded to recipients through their entire program, based on the timeframe completion requirement of 6 years for the MDiv. If additional time is needed, recipients must submit a petition to the Financial Aid Office explaining the reason(s) they wish to seek additional time and how much time they will need to complete their program. This petition must be approved by the Kuns Foundation Board of Directors before additional time will be granted.
- This award is subject to enrollment in a minimum of 18 credit hours per academic year (fall, spring, and summer semesters combined) with a minimum of nine credit hours during fall and spring semesters. Completing 18 hours in fall and spring gives students the opportunity to participate in mission trips in the summer instead of classes. If a trip is not possible, summer class enrollment is strongly encouraged if such enrollment works within the student's summer ministry responsibilities.
- Awards issued for a new incoming student beginning in the spring semester recipient will be subject to enrollment in a minimum of 12 credit hours for the remainder of the academic year (spring and summer semesters combined) with a minimum of 8 or 9 credit hours during the spring semester.
- Students enrolled in less than the minimum required credit hours will forfeit the award for the current and subsequent semesters. Students who do not successfully complete the required credit hours will forfeit the award for subsequent semesters.
- Scholarship will be reduced if the student decreases his/her credit hours prior to the semester's final refundable date. The student will forfeit the entire award if he/she drops below the required credit hour minimum.
- If a failing grade is received an interview with the Financial Aid Director will be required to determine continued eligibility for the scholarship. The Kuns' Board will take part in the final decision.
- If a student receives a failing grade this scholarship **will not pay** for the retaking of the course or any replacement course. This scholarship will pay for the total hours of required courses for the MDiv degree program.
- Students who fall below a 3.0 cumulative GPA and/or are placed on Academic Probation or Disciplinary Probation will become ineligible for the award in the subsequent semesters. An Interview with Financial Aid Director will be required to determine continued eligibility for the scholarship. The Kuns' Board will participate in the final decision once the Financial Aid Director has submitted the results of the student interview with the Kuns Board.
- Students may appeal the loss of their scholarship via an official petition. Student may request an appeal form by contacting the Financial Aid Office. The Kuns' Board will participate in the final decision. Students will be notified of the decision within two weeks of submitting the appeal. All appeal decisions are final.

- Due to the value of this award (100% of tuition) it may not be combined with any other discounts, grants, or scholarships issued by Phoenix Seminary. Acceptance of this scholarship will automatically rescind all other awards recipient may have been offered or accepted.
- This scholarship is awarded without regard to race, gender, ethnicity, or national origin.
- This award is subject to available funding.

BOOK POLICY REQUIREMENTS (approved by Kuns Board):

- This scholarship covers the MDiv program's ***required books only*** (must match ISBN# listed on the *Required Reading List if one is included*).
- When purchasing books students are required to stay as close as possible to the AMZ (Amazon) price listed on the posted *Required Reading List* (located in the AMZ column).
- Due to fluctuations in pricing, there will be an allowance of 30% above the stated AMZ price. If student pays more than this amount, they will be responsible for the additional cost. Also, student will be reimbursed for standard shipping only.
- The Kuns liaison (Financial Aid Director) will verify student receipts to ensure these agreed upon terms between the Seminary and the Kuns Foundation are carried out as stated above.
- Recipients must submit the required textbooks reimbursement form within 30 days of the start of the semester. Student will contact their Student Service Advisor for the reimbursement form to be completed.