

**INDIANA UNIVERSITY SCHOOL OF JOURNALISM**

**GUIDELINES FOR FOUR-YEAR SCHOLARSHIPS**

**FOR THE 2009-10 ACADEMIC YEAR**

INDIANA UNIVERSITY  
SCHOOL OF JOURNALISM  
media careers that matter

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## **GUIDELINES FOR FOUR-YEAR SCHOLARSHIPS IN THE INDIANA UNIVERSITY SCHOOL OF JOURNALISM**

### **OVERVIEW**

Because of the generosity of donors to the Indiana University School of Journalism (“School”), four-year scholarships are now available to eligible incoming freshmen at Indiana University. Currently the School has one four-year scholarship, the J.M. Druck Scholarship. Guidelines have been developed to outline the School’s policies governing these scholarships.

### **ADMISSIONS**

A four-year scholarship may be awarded to incoming freshmen who have been admitted to Indiana University (through University Division) and have indicated on their IU admission application that they intend to major in journalism. Upon acceptance to Indiana University, students interested in pursuing a four-year scholarship in the School will need to complete a separate application for a four-year scholarship, which can be obtained from the School or on the Web site at <http://www.journalism.indiana.edu/academics/scholarships.php>. Selection of four-year scholarship recipients is determined by the Scholarship Committee of the School.

The School does have a direct admission program for incoming freshmen. Students are usually admitted to the School of Journalism at the end of their freshman year, but the Druck Scholar will be directly admitted to the School of Journalism

In addition to course requirements, recipients of four-year scholarships will be encouraged to participate in student media activities that will engage them with the media. Some of these opportunities include the Indiana Daily Student (campus newspaper), the Arbutus (campus yearbook), Public Relations Student Society of America (student organization), the Society for Professional Journalists (student organization), WIUX (student radio) and News Forum (campus broadcast).

Once admitted to the University and the School, students will keep the scholarship for eight semesters (through their senior year) provided they:

- continue in the course work required for the completion of a Bachelor of Journalism Degree,
- enroll in a minimum of 12 credit hours per semester,
- maintain the minimum grade point average as determined by the School’s Scholarship Committee, and
- meet the criteria for the scholarship eligibility as outlined in the donor’s gift agreement.

If a four-year scholarship recipient chooses to major in a degree other than journalism, then the scholarship will no longer be available to the recipient, unless otherwise stipulated in the donor’s gift agreement. If a four-year scholarship covers all expenses – as is the case for the J.M. Druck Scholarship – then recipients are not eligible for additional scholarship support from other Indiana University programs.

## **ACADEMIC RESPONSIBILITY**

A four-year scholarship recipient is expected to maintain academic standards as outlined by the gift agreement establishing the scholarship, and by the overall scholarship standards of the School. The recipient must complete at least 12 credit hours and achieve a semester GPA of 2.0 or higher in order to maintain scholarship funding. A recipient will lose a four-year scholarship and be placed on academic probation under the following conditions, unless otherwise stated in the gift agreement governing the terms of the scholarship:

- if the recipient's cumulative GPA falls below 2.0 on a 4.0 scale,
- if the recipient's semester GPA is below 2.0 on a 4.0 scale,
- if the recipient receives a grade below a C- in a journalism course, or
- if the recipient's enrollment falls below 12 credit hours in any given semester without the consent of the Associate Dean for Undergraduate Studies ("Associate Dean").

Funding may also be suspended without the intervening stage of probation if, in the Associate Dean's judgment, the recipient's performance in the most recent semester has been exceptionally poor.

A recipient who loses financial support may petition for reinstatement of the scholarship if the recipient successfully completes at least one semester, taking no fewer than 12 credit hours, and achieves a GPA of 2.0 or higher for the semester. Once those conditions have been met, the recipient may submit a written statement of petition to the Associate Dean, who will discuss it with the Dean and the Scholarship Committee of the School. The Associate Dean may then recommend one of the following options: denial of reinstatement; requirement of a further semester on probation without support; or reinstatement with immediate restoration of support.

## **PRIMARY EXPENSES COVERED BY A FOUR-YEAR SCHOLARSHIP**

In order of priority, the annual income available for four-year scholarships shall be used for the following priorities, provided that funding is available and that the donor's gift agreement permits such expenditures:

### **TUITION AND FEES**

The scholarship will cover full tuition for undergraduate study and all mandatory and course-related fees for journalism majors, for a period not to exceed eight (8) semesters. The scholarship does not cover non-mandatory fees such as locker rentals, library fines, parking fees, event tickets or late fees.

A recipient is required to enroll in a minimum of 12 credit hours per semester and a maximum of 18 credit hours per semester. If a recipient chooses to register for more than 18 credit hours, approval from the Associate Dean is required. The Associate Dean will want assurance that such a heavy course load makes good academic sense and that the recipient is taking advantage of media opportunities on campus.

In the event that a recipient is unable to complete a semester for medical or emergency reasons, no reimbursement is required; however, the semester will count toward the total of eight (8). Temporary leave from the School may be given, pending approval by the Associate Dean.

### **LIVING STIPEND**

The scholarship will pay a living stipend for the fall and spring semesters to cover the cost of a double-room contract with a full meal plan in the University residence halls. At this time, incoming freshmen are required to live in University housing, unless the students are Bloomington-area residents. After their freshman year, students may opt to live off campus or join a fraternity or sorority. Many of the residence halls offer special opportunities, such as language floors, the Global Village in Foster, the Wellness Center in Briscoe, and the Collins Living-Learning Center. For more information about these and other opportunities, visit <http://www.rps.indiana.edu/>. If a recipient lives off campus or in a sorority or fraternity house, a living stipend equivalent to campus dormitory arrangements will be assessed based on the above calculation. If off-campus living arrangements are made, the recipient will need to notify the School's Business Office so the living stipend can be applied to the recipient's bursar's account.

### **BOOKS**

A reimbursement will be provided to cover the cost of textbooks and classroom materials. Original receipts must be provided to the School's Business Office to receive reimbursement.

## **SECONDARY EXPENSES COVERED BY A FOUR-YEAR SCHOLARSHIP**

In order of priority, the annual income available for four-year scholarships shall be used for the following items, provided that funding is available and that the donor's gift agreement permits such expenditures:

### **INTENSIVE FRESHMAN SEMINARS and HIGH SCHOOL JOURNALISM INSTITUTE**

If a recipient wishes to enroll in the IU Intensive Freshman Seminars (offered through IU) or the High School Journalism Institute (offered through the School), the scholarship will pay the tuition, books and fees, followed by room and board. Both programs take place in the summer before the recipient's freshman year at IU.

### **SUMMER COURSE WORK**

The recipient may choose to enroll in summer courses, perhaps to complete an additional major, to fulfill requirements, to free up time during the school year for study abroad, or to take advantage of an internship that is offered during the school year. The scholarship will cover summer tuition and fees after the sophomore or junior year on any IU campus, but it does not supplement the annual living stipend to cover room and board. The recipient must receive approval from the Associate Dean, who will consult with the Business Office, for summer tuition reimbursement. The deadline for summer course scholarships is April 1. If a recipient withdraws from summer courses after the 100 percent refund period, the individual may be required to reimburse the scholarship fund for any forfeited tuition and fees.

### **STUDY ABROAD**

Any time after a recipient's freshman year, and no later than the spring semester of the senior year, a recipient may study abroad in a formal overseas studies program administered by IU or one affiliated with IU. The study abroad should further the recipient's education goals and be directly related to journalistic interests. If a recipient wishes to pursue study abroad, these plans must be discussed and approved by the Associate Dean, who will confirm financial arrangements with the School's Business Office.

When study needs are not met by an IU-administered or IU-affiliated program, the Associate Dean, in consultation with the Office of Overseas Study, may approve enrollment in a non-IU program. For programs during the academic year, the course load each semester must be at least 12 credit hours, and for summer programs at least six (6) credit hours. (Certain short-term summer programs carrying only three (3) credit hours may be approved by the Associate Dean.)

Because of academic commitments on campus, some students may find it difficult to schedule an entire academic year abroad. Others choose to engage in two shorter-term experiences in different locations. Depending on the student's interests, need and opportunities, the following options may be considered:

- a full academic year abroad (consecutive fall and spring semesters),
- two non-consecutive single-semester programs (not necessarily in the same country),
- a single-semester program and one summer program (not necessarily consecutive and not necessarily in the same country), or

- two summer programs (not necessarily in the same country).

Adjustments to the scholarship award will be made to account for study abroad, provided that additional funds are available. If funds are available and approval is granted by the Associate Dean, it is the recipient's responsibility to see that all arrangements come together: applying for the study abroad program, covering the non-refundable deposit, making travel arrangements through the School's Business Office and updating contact information with Indiana University.

Even with the help of scholarship support, living abroad usually costs more than living in Bloomington. Scholarship support will help defray costs but may not cover all expenses.

Scholarship support includes:

- tuition and fees as specified by the IU Office of Overseas Study,
- reservation deposit (students pay this initially and are later reimbursed),
- room and board at rates specified by the IU Office of Overseas Study, and
- one round-trip airfare between the United States and the place of study.

The scholarship does not pay for the following expenses (unless they are covered within the required tuition and fees for the program):

- local transportation (bus, taxi, subway, train, rental car, etc.),
- personal travel,
- passports, photographs, student travel cards,
- entrance fees, theater and museum tickets, cultural events, travel guides, and
- renting of appliances, computers or furniture.

Travel arrangements must be made through the School's Business Office.

In the event that a recipient withdraws voluntarily from a study-abroad program, the individual will be required to reimburse the scholarship fund for a pro-rated portion of the living expenses, tuition and fees. If withdrawal from the program occurs for medical or other emergency reasons, the recipient may petition the Associate Dean for a waiver of the reimbursement requirement.

Checklist for Study Abroad:

- Visit the IU Office of Overseas Study (Franklin Hall, Room 303, 812.855.9304) and identify the desired program.
- Discuss academic plans with the Associate Dean, who must approve the study abroad program.
- Discuss initial financial arrangements with the School's Business Office.
- Apply for the program.
- Submit the reservation deposit to the study abroad program.
- Request reimbursement from the School (through the scholarship) for the reservation deposit.
- Make travel arrangements through the School's Business Office.
- Complete financial arrangements with the School's Business Office.

## **SUMMER EXPERIENCES GRANT**

If funds are available, four-year scholarships may provide a one-time \$1,750 grant for a summer project, which must be approved by the Associate Dean. Summer grants may be used to conduct research, pursue internships, volunteer for community service or undertake other projects that will further a recipient's media experience. The project may last from a few weeks to the entire summer, and it may be scheduled during any of the summers following the recipient's freshman, sophomore or junior year. A recipient may apply for one-half of the grant for one summer, and the other one-half for a subsequent summer. To receive the grant, the recipient should consult with the Associate Dean, who will request a written proposal describing the project. The School's Director of Career Services, can also help identify suitable experiences. Whatever the project, it must be carefully planned and must be supervised by a faculty member, an employer, a research director or some other mentor.

Summer grant proposals must be submitted to the Associate Dean by March 1. Once the proposal is approved and all required paperwork is submitted, arrangements will be made to apply the grant to the recipient's bursar's account. Upon completion of the project, the recipient is required to submit a brief report describing the experience to the Associate Dean. This report may be used in School publications to promote the scholarship and the experience.