

# **POLICY PROVIDING TUITION AWARD TO STUDENTS ATTENDING SECONDARY SCHOOLING FOR FUTURE CHURCH WORKERS**

## **I. OBJECTIVE OF POLICY**

A. The objective of this policy is to document the process for providing tuition award to post-secondary students preparing to be Future Church Workers. Future Church Worker is defined as Teacher, Pastor, Clergy or Church Staff. This policy specifies:

- 1) who is eligible to receive tuition award from St. Paul Congregation, and
- 2) how that award is to be paid, and
- 3) how the amount of that award is determined; up to \$2000 per student.

## **II. ELIGIBILITY**

A. Tuition award shall be granted only to those eligible students who:

- 1) are members of St. Paul Lutheran Church, and
- 2) are registered full-time students at a LCMS College with a Major in Future Church Work,
- 3) and, have made application for tuition award (turned completed application into the church/school office) no later than **February 28th** of the year in which the award is to start.
- 4) signed agreement sent (email or mailed) to each student, reviewing policy and expectations.

B. Students are to provide a status update each semester to Board of Stewardship including confirmation that the student is continuing with their Major in Future Church Worker. If Student changes major or fails to provide a status update, they will no longer be eligible for the award. The Board of Stewardship will attempt to contact all parties of the student (ie. Student, parents, primary provider) to remind the student about the upcoming tuition assistance.

## **III. YEARLY MAXIMUM TOTAL TUITION AWARD PAYMENT**

As a part of the annual establishment of a congregational budget at the April meeting of the Voters Assembly, a maximum aggregate amount of tuition award payments for the coming fiscal year shall be determined.

## **IV. AMOUNT OF TUITION AWARD**

A. Tuition award will be distributed on behalf of each student provided that this amount in the aggregate does not exceed the maximum aggregate amount of tuition award established by the congregational budget.

B. Applications received after **February 28th** will be given consideration for Tuition Award on a case-by-case basis. Such consideration will further require:

- 1) Appearance by the applicant before the Board of Stewardship at a Special meeting, and
- 2) Approval by the Board of Stewardship.

C. If the foregoing procedures would cause the total aggregate payments for all students to exceed the maximum amount established in the congregational budget, then the amount to be paid on behalf of each student shall be equal to that budgeted total aggregate amount divided by the total number of students eligible for the award.

D. Students will be notified of their award in July or August, prior to start to the fall semester. Board of Stewardship will provide the name of the award recipient to the school and St. Paul

Lutheran Church will provide the payment directly to the student or to the school.

E. If a student does not remain enrolled in college for an entire school year, the amount of the tuition award paid on his or her behalf shall be prorated accordingly.