



COLLEGE OF FINE ARTS RETENTION SCHOLARSHIPS

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The College of Fine Arts will support students who are experiencing financial hardships or family emergencies. The goal of the scholarship is to assist students with unexpected financial need that may cause them to withdraw from school. *\$500-1,000 scholarship.*

Timeline. The timeline for retention scholarships is:

Date	Activity
Any time	Students complete application packets to be submitted to the CFA Dean's Office via email to cofa@utrgv.edu . CFA Dean's Office will forward to the College Leadership Council.
Subsequent CLC meeting	College Leadership Council will confer and make decisions regarding the scholarship request.
Following CLC meeting	CFA Dean's Office will notify student and will arrangements for use of scholarship funds.

Eligibility Requirements

1. All full-time UTRGV College of Fine Arts students in good standing are eligible.
2. A student can only receive one retention scholarship per fiscal year.
3. Student must confirm that they have exhausted other avenues of financial support.
4. Application must include one (1) letter of recommendation from a faculty member that can communicate the academic achievement of the student.



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Preparing the Application Packet

Each candidate should assemble a **single PDF file** that includes all items listed below. The candidate's name and scholarship category should be clearly identified in the file's name (e.g., JaneVaquero_Retention). Packets should be submitted via email to the CFA Dean's Office at cofa@utrgv.edu. All documents are expected to adhere to the page limits specified in these instructions. Candidates that do not follow the guidance outlined in the instructions below are subject to disqualification.

Application Packet Contents

1. Cover Page containing the following information:

- a. Scholarship award category
- b. Full name of student
- c. Major, Expected Graduation
- d. UTRGV email address
- e. Phone number

2. Unofficial Transcript (instructions to access the unofficial transcript can be found at <https://support.utrgv.edu/TDClient/1849/Portal/KB/ArticleDet?ID=108411>)

3. Scholarship/Request (Max. length: Two (2) pages). The request should articulate the financial need in order to prevent students from withdrawing from school, including:

- a. Financial hardship or family emergency and how it is or may be affecting the student's ability to remain enrolled in school.
- b. Confirmation that all other avenues of financial support has been exhausted, including the Student Emergency Fund (<https://www.utrgv.edu/scholarships/student-emergency-fund/index.htm>).

4. Faculty Mentor letter of endorsement (Max. length per letter: One (1) page). The student should request an endorsement letter from one faculty mentor who can speak to personal and academic accolades of the student.