

Scholarship Policy, 2008-2010

To advance the values and mission of Manhattanville College, the Duchesne Center offers a renewable scholarship opportunity for *incoming freshmen*. Scholarship awards are in the amount of \$2,000 each academic year. In awarding these scholarships, Manhattanville builds on student experiences in leadership, community service, and social experience gained in high school; expands student's repertoire of those skills and arenas; and affirms a strong commitment to its core values.

As a Duchesne Scholar, you will work with a Duchesne Scholarship Advisor during your undergraduate experience at Manhattanville. At the beginning of each semester during Scholarship Advising Week (refer to Scholarship Program calendar), an advisor is available to assist you in signing up for volunteer and service opportunities to balance your academic schedule and meet your specific goals.

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RENEWAL POLICY

In order for your scholarship to be renewed each year, the following criteria must be met EACH semester:

1. You must complete at least 30 service hours - minimum 20 through the Duchesne Center - and a reflection essay/project. A minimum of 20 hours must be completed through the Duchesne Center, including mandatory events such as the Service Leadership Conference, Culture Shock! Week, Global Week, Fall & Spring mini-reflection gatherings and the Duchesne Recognition Dinner. Hours must be reported on line within 20 days of completing the service or project. Hours not reported within 20 days will be forfeited. Independent Service Placements (ISP) must be submitted using the ISP form and accompanied with appropriate signatures and verification letters. If you do not submit hours by the given deadlines (refer to Scholarship Program Calendar), you will forfeit those service hours and possibly jeopardize your scholarship at the end of the semester. You are responsible for keeping track of submitted hours.
2. You must maintain a minimum 3.0 semester/cumulative grade point average (GPA). If your semester/cumulative GPA is below the requirement, your scholarship will be reduced and you will be placed on scholarship probation for the following semester. During that period, you must bring your semester GPA to 3.0 or you will lose your scholarship at the end of the semester.
3. You must uphold Manhattanville College conduct and academic integrity standards. Your scholarship will be automatically revoked if you are found responsible, through the Student Handbook and Code of Community Conduct, for a serious academic or non-academic violation.

PROBATION POLICY

If you fail to meet any deadlines (refer to Scholarship Program Calendar) or satisfy other conditions, you will immediately be placed on scholarship probation for one semester. You will be allowed probation status only ONCE during your four-year scholarship program. The Financial Aid Office will be notified and will reduce/withhold your Duchesne scholarship money from your semester bill, as indicated below, if program requirements have not been satisfied at the end of the probation term.

	If you completed between	AND/OR your academic GPA is	Your scholarship will be reduced by
Level 1	21 and 29 service hrs	2.99 – 2.75	\$ 500.00
Level 2	15 and 20 service hrs	2.74 – 2.5	\$1,000.00
Level 3	0 and 14 service hrs	2.49 and below	* Revoked *

** Failure to submit a reflection project/essay by the given deadline is an automatic Level 2 probation. **

REFLECTION GUIDELINES

Your reflection essay/project is due at the end of the Fall and Spring semesters by the given deadlines and is expected to be a manifestation of your greatest creativities, energies, and abilities. Your final reflection essay/project will be evaluated

in comparison with other Duchesne Scholars based on a scale from 0 (below average) to 5 (exceptional). The mandatory mid-semester reflection gatherings will celebrate past semester achievements and learning experiences, as well as provide the opportunity to “savor the moment.” Duchesne electronic resources will guide you through mid-semester and end-semester reflections in a continuous process of self-discovery and change.

Why Reflect? We do not learn from doing, we learn from thinking about what we do. Reflection is a crucial part of service, which allows you to look back on, think critically about, and learn from your service experience. Reflection may include acknowledging and/or sharing of reactions, feelings, observations, and ideas about anything regarding the activity. Reflection can happen through writing, speaking, listening, reading, drawing, acting, and any other way you can imagine (Adopted from Service Reflection Toolkit from Northwest Service Academy, Metro Center, Portland, OR).

In addition to the traditional reflection essay you may select from the following reflection projects that are described in greater detail at www1.mville.edu/duchesne/reflection:

- Case Study Report
- Critical Events Journal
- Scrapbook
- Power Point Presentation
- Public Service Announcement
- Interview Volunteers/ Clients/ Community Partners
- Interview Faculty
- Letter to Community Org.
- Letter to Politician
- Project Website

STUDY ABROAD POLICY

Duchesne Center Scholars studying abroad must successfully complete one of the requirements below in order to remain in good standing. Since your Duchesne advisor should approve the type of service for options 1 and 2, students are responsible for informing the Assistant Director of their plans for fulfilling scholarship requirements BEFORE leaving campus the semester prior to studying abroad.

- Option #1** Complete 30 hours of community service during the summer before your term abroad and submit a 3-page reflection paper on your experience. Possible service placements include Camp AmeriKids (Summer Counselor), and Camp de Fambul (Mentor). Please contact Duchesne Center staff for suggestions on other summer service opportunities.
- Option #2** If you are able to complete 30 hours during winter break or have completed more than the 30 hours required during the Fall semester before going abroad in the Spring, those hours can be carried over. In other words, if you completed 60 hours in the Fall, you may apply them to the Spring. Option 2 applies only to students studying abroad.
- Option #3** Choose a social problem or social justice issue in the country you will be visiting, research it, and write a 5-page paper to be submitted to the Duchesne Center at the end of the study abroad term. This option will give you an opportunity to study an issue you may not have had an opportunity to explore in your study abroad program and is an appropriate extension of our mission to educate socially responsible global leaders. You will have a wealth of potential topics to explore in any country you visit. For example, if you are studying abroad in South Africa you may want to research the effect of HIV/AIDS on society. If you're studying in Mexico you could look at the Chiapas uprising or the effects of NAFTA on the economy, and if you're studying in a European country you may want to look at increasingly tough immigration laws and the “Fortress Europe” phenomenon and its effects on society.

CAMPUS RESOURCES

Academic Advising | provides academic counseling/support and offers study abroad opportunities.

Academic Resource Center | support the academic needs of all students, through individual tutoring, group Supplemental Instruction sessions, and a variety of workshops.

Counseling Center | provides comprehensive, confidential mental health services.

Center for Career Development | helps students make the important decisions that integrate academic studies with planning for a career.

Office of International Student Services | assists international students with their academic, cultural, and immigration needs.

Student Activities | provides opportunities for student engagement through clubs and organizations.