



# Reference Guide

## BASIC EXCELSIOR ELIGIBILITY REQUIREMENTS

- ◆ NYS residency
- ◆ US Citizen or eligible non-citizen
- ◆ Meet income eligibility limits
- ◆ Graduate from US high school or pass ATB test
- ◆ Maintain continuous enrollment-no breaks in attendance
- ◆ Sign contract agreeing to reside in NYS for length of time award was received

### Do I qualify to receive the Excelsior Scholarship?

- ⇒ Students who have attended college prior to applying for Excelsior must have earned 30 degree applicable credits per year
  - The yearly 30 credit requirement begins with the first semester of college attendance
- ⇒ Students pursuing Bachelor's degrees must complete their degrees in 4 consecutive years

### How to maintain award eligibility

- ⇒ Enroll in at least 12 credits per term that are applicable to your program of study
- ⇒ Complete at least 30 credits per year that are applicable to your program of study
  - Courses taken during winter or summer sessions can count toward the 30 credit requirement

### Course Compliance

- ⇒ Only courses **required** to earn your degree are applicable to your program of study
  - General education requirements
  - Major courses
  - Elective credits necessary to reach minimums required for degree completion
- ⇒ Transfer Evaluations must be completed to determine course compliance
  - Courses transferred must be applicable to current program of study

### Catching up on credits

- ⇒ Earning a Bachelor's Degree in four years requires completion of at least 30 degree applicable credits per year
- ⇒ Students lacking required credits can earn additional credits to get back on track for timely degree completion in order to receive Excelsior in future terms
  - Credit catch-up only applies to students who have never received an Excelsior award
- ⇒ College credit(s) earned prior to matriculation in a degree program can contribute to enrollment requirements, if applicable to degree program

### Questions?

- ⇒ Transfer evaluation
  - Transfer Center - [transfercenter@baruch.cuny.edu](mailto:transfercenter@baruch.cuny.edu)
- ⇒ Residency/Citizenship
  - Undergraduate Admissions - [residencyunit@baruch.cuny.edu](mailto:residencyunit@baruch.cuny.edu)
- ⇒ Ability to Benefit (ATB) test
  - Office of Testing and Evaluation - [testing.evaluation@baruch.cuny.edu](mailto:testing.evaluation@baruch.cuny.edu)
- ⇒ Course compliance
  - Office of the Registrar - [excelsior@baruch.cuny.edu](mailto:excelsior@baruch.cuny.edu)
- ⇒ Payment disbursement questions
  - Office of the Bursar - [bursar@baruch.cuny.edu](mailto:bursar@baruch.cuny.edu)

## Helpful links

**Make sure to check the HESC website for any updates/revisions to Excelsior policies.**

### NYS HESC:

<https://www.hesc.ny.gov/pay-for-college/financial-aid/types-of-financial-aid/nys-grants-scholarships-awards/the-excelsior-scholarship.html>

### Excelsior FAQ:

<https://www.hesc.ny.gov/pay-for-college/financial-aid/types-of-financial-aid/nys-grants-scholarships-awards/the-excelsior-scholarship/excelsior-scholarship-faqs.html>