THE CUNY SCHOOL OF LABOR AND URBAN STUDIES (SLU)
LEAP TO TEACHER (LTT) TUITION ASSISTANCE SCHOLARSHIP
FREQUENTLY ASKED QUESTIONS

ELIGIBILITY

1. WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR THE SCHOOL OF LABOR AND URBAN STUDIES TUITION ASSISTANCE SCHOLARSHIP?

The applicants must:
✔ Be a full-time Paraprofessionals / Teaching Assistant at NYC Department of Education. Verification of Employment from the Human Resources division of the NYC Department of Education is required.
✔ Be either a new or a continuing graduate student in a teacher shortage area at the LEAP to Teacher collaborating CUNY colleges: Brooklyn College, College of Staten Island, Lehman College, and Queens College. Proof of admission and a copy of the undergraduate transcripts for newly admitted students are required.
✔ Meet established financial need criteria providing an adequate explanation (Statement of Financial Need is required), and must file your 2019-2020 Free Application for Federal Student Aid (FAFSA) form and submit your Student Aid Report (SAR) with the SLU LTT Scholarship Application.
✔ Applicants must write a 2-3 paragraph essay that discusses financial hardship and a desire to pursue their education goals.
✔ Meet Satisfactory Academic Progress (SAP) and remain and maintain a minimum overall GPA of 3.0 or better. Outstanding INC grades should be resolved prior to application submission.
✔ Have no past-due semester balances or Bursar Holds.
✔ Be willing to participate in post-award questionnaires and interviews.

Please note: Prior SLU LTT awardees who cancelled their enrollment (i.e., withdrawal) in a qualifying semester may be required to provide additional information to determine eligibility. The scholarship committee will notify the applicant if such material is required.

2. I AM AN INTERNATIONAL STUDENT. AM I ELIGIBLE TO APPLY FOR THE TUITION ASSISTANCE SCHOLARSHIP?

No, not at this time. International students are encouraged to apply for admission to the school and direct funding and other questions to the International Students Office at the CUNY Graduate Center.

3. I HAVE A DACA/TPS STATUS. AM I ELIGIBLE TO APPLY FOR THE TUITION ASSISTANCE SCHOLARSHIP?

Unfortunately, due to federal financial aid guidelines, we are unable to accept applications from students with DACA or TPS status. You can find other resources for students with DACA status on CUNY Dreamers Hub.

4. I HAVE LIMITED TUITION ASSISTANCE FROM DOE OR OTHER RESOURCES. CAN I APPLY FOR THE TUITION ASSISTANCE SCHOLARSHIP TO COVER THE GAP?

YES. However, you should report how much you are receiving or will be reimbursed from each financial resource on your scholarship application.

5. DO I HAVE TO BE A FULL-TIME STUDENT TO QUALIFY FOR THE SLU LTT?

No. The applicant must be an admitted and enrolled student pursuing a master’s degree in a teacher education programs at the SLU’s LEAP to Teacher partnering CUNY colleges (Brooklyn College, College of Staten Island, Lehman College, and Queens College). Continuing students must be registered for at least one class, and new students must have an acceptance letter and in the process of enrolling at the time of application submission.
# APPLICATION

1. **HOW DO I APPLY TO THE SLU TUITION ASSISTANCE SCHOLARSHIP? WHERE DO I GET AN APPLICATION?**
The application information and the application form are posted at the CUNY School of Labor and Urban Studies website. You can access it directly through [this link](#) at the Tuition Assistance application page. Read the guidelines carefully and complete the application thoroughly. Pay attention to deadlines. Incomplete or late applications will not be accepted nor reviewed.

2. **WHOM DO I CONTACT IF I CANNOT DOWNLOAD THE APPLICATION?**
If you cannot download the application, contact the CUNY SLU Helpdesk at ITHelpDesk@slu.cuny.edu.

3. **WHOM SHOULD I CONTACT IF I HAVE FURTHER QUESTIONS ABOUT APPLYING, COMPLETING THE FORM OR NEED ASSISTANCE AND SUPPORT?**
For additional information or support: LTT@slu.cuny.edu, or contact the LTT advisors at your campus. You can find the contact information on LTT website.

4. **CAN I SUBMIT A PAPER APPLICATION?**
No. All applications must be submitted electronically via email as instructed on the application and website by 11:59 p.m. EST, on the deadline. A paper copy of the online form will not be accepted.

5. **WHAT SUPPORTING DOCUMENTS SHOULD I SUBMIT WITH MY APPLICATION?**
- ✔ Proof of employment as a full-time paraprofessional/teacher assistant who is working in NYC public schools. Verification of Employment from the Human Resources division of the NYC Department of Education is required.
- ✔ Proof of admission to the LTT participating college for newly admitted students- Letter of Acceptance with a copy of your official undergraduate transcripts.
- ✔ Statement of the financial need
- ✔ Your 2019-2020 Student Aid Report (SAR) after completing your FAFSA form
- ✔ If you have any specific circumstances, you can submit other documents to support that.

6. **WHERE DO I SEND MY APPLICATION MATERIALS?**
You must submit the completed application to scholarships@slu.cuny.edu. All applications will be acknowledged and confirmed to be complete upon submission. If you do not receive a confirmation email that your complete application has been received within 48 hours after submission, please notify the SLU Scholarship Office at 212-642-2083. Upon review of the student’s eligibility, complete forms, and supporting documentation, the Committee will be convened and the award decision made before the beginning of the semester.

# AWARD DETAILS, NOTIFICATION & TIMELINE

1. **HOW MUCH IS A STUDENT AWARDED?**
The maximum award an applicant can receive is $1000.

2. **HOW MANY SCHOLARSHIPS ARE AWARDED PER SEMESTER?**
20 awards per semester
3. **HOW ARE SCHOLARSHIP RECIPIENTS SELECTED?**
The SLU LTT Scholarship Committee is responsible for selecting recipients based on a combination of students' financial need and academic standing as described in the student's application and as supported by the appropriate documentation (FAFSA).

4. **HOW WILL I KNOW IF I HAVE BEEN SELECTED TO RECEIVE A SCHOLARSHIP?**
The top scholarship applicants will be notified of their status no later than a week before the beginning of the semester.

5. **IF I AM A RECIPIENT, HOW DO I RECEIVE MY SCHOLARSHIP?**
The Scholarship committee will notify the Bursar’s Office of your home College. The Bursar’s Office **MUST** invoice the School of Labor and Urban Studies by providing a copy of your ‘Student Account Statement’. SLU will remit payment directly to your home College and your Bursar’s Office will credit the award to your student account. You will **not receive a check**. SLU Tuition Assistance Scholarship or LTT students are **non-refundable**. If you receive other scholarships or education benefits from another source, SLU Scholarship will only pay for any remaining balance less than $1000.00. If your tuition bill is paid in full by another grant, scholarship or employer benefit, you will no longer meet the ‘Financial Need’ as required by this scholarship and all monies will be returned to the SLU Scholarship fund. To be considered for this benefit in a subsequent semester, you must reapply.

6. **HOW MANY TIMES CAN I RE-APPLY FOR A CUNY SLU TUITION ASSISTANCE SCHOLARSHIP?**
Students who are awarded or denied a CUNY SLU Tuition Assistance are encouraged to re-apply. Applications will be considered in the context of the circumstances of the subsequent use, available funding, and new applications received.

7. **MUST I RETURN ANY PART OF MY SCHOLARSHIP IF I FAIL, DROP OR WITHDRAW FROM A COURSE?**
No. SLU Tuition Assistance Scholarship for LTT students does not have to be repaid if you drop, withdraw or fail a course. However, academic progress and GPA will be factored in to future decisions.

8. **WILL THE CUNY SCHOOL OF LABOR AND URBAN STUDIES TUITION ASSISTANCE SCHOLARSHIP PAY FOR OTHER COSTS OF MY EDUCATION?**
No. The CUNY SLU Tuition Assistance Scholarship cannot be used for:
- Previous debts to the School (including other CUNY colleges)
- Textbooks
- Transportation
- Cost of living

9. **WHAT ACADEMIC STANDARDS MUST I MAINTAIN TO CONTINUE TO RECEIVE THE SLU LTT TAS?**
Recipients of the SLU Tuition Assistance Scholarship must remain in “good academic standing” as defined by CUNY academic guidelines: graduate recipients must maintain a 3.0 Grade Point Average (GPA.)

10. **WHOM DO I CONTACT IF I HAVE FURTHER QUESTIONS ABOUT THE SCHOLARSHIP?**
For further information about this scholarship and/or for assistance in the application process, please contact the LTT site coordinator at your campus or send an email to LTT@slu.cuny.edu.