Office of Human Resources and Equal Opportunity

Frequently Asked Questions (FAQs)

Dependent Child/Spouse Scholarship Request

What type of employees are eligible for the Dependent Child/Spouse Scholarship Request?
Children and spouses of faculty and staff in FTE (slotted), temporary grant, time-limited, research grant and unclassified positions may apply for a Dependent Child/Spouse Scholarship Request.

The sponsoring staff or faculty member must have been employed for at least 12 months of continuous service.

How do I request the Dependent Child/Spouse Scholarship Request?
Once the child/spouse is registered, please complete and send the Dependent Child/Spouse Scholarship Request to the Office of Human Resources.

Do I have to complete a form each semester?
A form must be submitted each semester that you request the scholarship.

What type of dependents are eligible for the scholarship?

Dependent children must be defined as such based on the South Carolina Public Employee Benefit Authority (PEBA): a subscriber’s natural child, adopted child, stepchild, foster child, a child for whom the subscriber has legal custody, or a child the subscriber is required to cover due to a court order. The child may not be over the age of 25.

Spouses are defined by South Carolina law and common law marriages as defined by PEBA, excluding former spouses.

Is the scholarship available for undergraduate and graduate degrees?

Undergraduate Courses: Dependent children and/or spouses who qualify based on all eligibility requirements may receive a scholarship in an amount equal to a 50% reduction of the in-state tuition rate.

Graduate Courses: Dependent children and/or spouses who qualify based on all eligibility requirements may receive a scholarship in an amount equal to a 30% reduction of the in-state tuition rate.

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The Dependent Child/Spouse Scholarship may only be awarded for degree seeking programs.

**Does a dependent child/spouse have to be enrolled full time at CCU during the academic year?**

Undergraduate students must be enrolled full-time. Full-time is defined as twelve (12) hours in major semesters. During the summer, dependent child/student is not required to take a full load. Exceptions require the approval of the Provost (or designee).

Graduate students must be enrolled full-time. Full-time is defined as nine (9) hours in major semesters (Fall/Spring). During the summer, full time is defined as five (5) hours.

**Are dependent children/spouses eligible for a Dependent Child/Spouse scholarship in summer if they were NOT enrolled at CCU during the preceding spring semester?**

Undergraduate students may not be considered for a Dependent Child/Spouse scholarship in a summer term if they were not enrolled at CCU in the preceding spring semester.

Graduate students may be eligible for a Dependent Child/Spouse scholarship in summer even if not enrolled at CCU in the preceding spring semester.

**What documentation is needed for the Dependent Child/Spouse Scholarship?**

Birth certificates, adoption decrees, marriage certificates, tax forms (with financial figures blacked out), or other official documents citing the relation between the sponsoring employee and the dependent/spouse may be used for documentation.

**Can the Dependent Child/Spouse Scholarship be combined with other scholarships?**

This scholarship will combine with other CCU academic scholarships, LIFE and/or HOPE, up to the cost of attendance.

**What if the sponsoring employee separates from the University?**

The scholarship will not be granted to otherwise eligible dependent children/spouses if the sponsoring employee leaves University employment (regardless of reason for separation) before class(es) start.

The scholarship will not be granted to otherwise eligible dependent children/spouses for any future academic term if the sponsoring employee (faculty member) receives notification of non-reappointment.

If the sponsoring employee leaves University employment during the academic term in which dependent children/spouses have been granted this scholarship, the dependent will not be eligible for the scholarship for future terms.

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Where can I find the Dependent Child/Spouse Scholarship Request form?
The form can be found at www.coastal.edu/forms.

This document is intended to provide general information. It is not a contract and may be updated or modified in whole or in part by the University at its’ sole discretion. Employees are encouraged to review the prevailing policy or other source documents (e.g. faculty manual, PEBA materials, regulations, etc.). For assistance, please contact HREO at 843-349-2036 or email hr@coastal.edu.