



SCHOLARSHIP POLICY

The funds allocated for MOU/Scholarship varies for different categories. The fund is recommended by Marketing department and Bursar to the Pro-Chancellor which is then submitted for approval by BOT (Board of Trustees). The funds for corporate, government, embassies/consulates, and schools vary from 15% discount to 50% discount on Tuition fee only or as per approval of VC. For 100% scholarship allocation pre approval of Pro-Chancellor and BOT is required.

The process of utilization of scholarship fund begins with the letter of recommendation from the organization with whom MOU has been signed. The prospective student is entitled for 10%, 15%, 25%, 50% scholarship depending on numbers of students from the same organization. The organization can also recommend the percentage of the scholarship to be awarded on need base. The MOU clearly defines the total allotted scholarship amount along with number of students who will be eligible for the award of 15% or 25% scholarship. In certain MOU's, scholarships worth 50% may also be given and the same is awarded for few major beneficiaries in the country that can recommend high numbers of students. The 50% scholarship proposal has to be approved by VC and 100% scholarship if any to be approved by PRO-C before submitting to any organization. The prospective students need to submit the following:

- a. Copy of high school transcript for Undergraduate Programs
- b. Recommendation letter from the organization
- c. Proof of Identity – International passport copy or Nigeria National ID or Driver's License

The general guidelines governing scholarship are as follows:

- a. Scholarship granted to the student is based on SUN policy and procedure and is subject to change or revoke at any given point.
- b. Student is eligible only for one type of scholarship throughout the study period. Student applying for TOC or DIRECT ENTRY are not eligible for any scholarship.
- c. In case of any revision in the Fee Structure, the Scholarship will be applicable on the revised.
- d. No encashment of scholarships.
- e. Students enrolled into the program will have to complete the program. However, if they wish to cancel the admission in between, the fees accrued till the date of cancellation shall be payable excluding scholarship or fee waiver granted. Student is liable to clear any outstanding fee before release of any academic or non-academic records.
- f. Student will be issued a fee payment plan at the time of application and admission where after completing all formalities and admission criteria as per policy & procedure the scholarship will be applied.
- g. In case there is any increase in the Fee structure, revised Fee payment plan will be issued and uploaded in student's profile on the portal. It is student's responsibility to review and comply with the revised fee payment plan after receiving the general circular notifying the same.
- h. The scholarship will be awarded on the below criteria at the time of application and subject to submission of the documents mentioned below, noncompliance as per timelines will forfeit the scholarship applied
 - i. Copy of High School Certificate for undergraduate program before commencement of the batch.
 - ii. Valid JAMB score as per admission criteria before commencement of the batch.
 - iii. Valid Identification Document before commencement of the batch (International passport copy or Nigerian National ID).



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- iv. Scholarship recommendation letter signed by Authorize Signatory must be submitted within 30 days of closing of admission.
- v. Continuing students must complete the registration process before commencement of the next semester as per timelines and ensure payment of fee including the tuition fee, miscellaneous fee as per the published fee structure.