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Macalester College Student Government
2024-2025 Session

A Bill to Update the GSAT Grant Program

WHEREAS   Macalester College is a liberal arts college committed to academic excellence;

WHEREAS   the College prides itself on sending many students to graduate schools all over the United States;

WHEREAS   seventeen percent of Macalester graduates matriculate at graduate schools right after graduation[1];

WHEREAS   sixty percent of Macalester graduates pursue or obtain an advanced degree within six years of graduating;

WHEREAS   it is in the best interest of the college and its stakeholders to continue the support of Macalester students' dreams of pursuing graduate schools;

WHEREAS   applying to graduate schools is a lengthy, difficult, and financially burdensome process;

WHEREAS   registration fees for graduate school admission tests can be a burden to a student's financial situation;

WHEREAS   it is possible to alleviate the financial pressure by awarding students grants to

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[1] "Class of 2023 - After Macalester."
https://www.macalester.edu/after-macalester/wp-content/uploads/sites/293/CE-Class-of-2023-After-Macalester-Career-Outcomes-Sheet-draft-3-2.pdf

finance their graduate school admission tests because fees pose a significant barrier to their goals of pursuing high levels of education after Macalester;

Be it enacted by the Macalester College Student Government:

SECTION 1: Funding for Graduate School Admissions Tests (GSAT) Grants

1. Starting with the 2025-2026 Budget, the Academic Affairs Committee will be allocated $5250 as an off-the-top expense.
2. The $5250 will be used to fund thirty $175 grants that will be used to help fund the graduate school admissions tests for thirty students.
3. The Academic Affairs Committee, under the guidance of its Chair and at the discretion of the Committee, may also use unused funds to fund other endeavors that relate to increasing access to graduate school education.
4. Based on the success of the program, the AAC, under the guidance of its Chair, will ask campus partners for funding to increase the funds available for grants, in hopes that the contributions from the AAC will go down in the long run.

SECTION 2: Eligibility

1. An applicant must be either a full-time or part-time Macalester College student.
2. Alumni that are auditing classes are not eligible to receive the grant.
3. An applicant must be at least in junior standing, not by the number of credits, but by graduation year, and in good standing with the Office of Student Affairs.
4. The application for the grant will open every Fall and Spring semester with 15 grants available per semester. Both Fall and Spring grant recipients have until the last day of classes in their respective semesters to submit reimbursement forms. The AAC will send communication at the beginning of each semester to announce the opening of the application.
5. The Academic Affairs Committee will process all completed applications and send them to the Financial Aid (FA) Office. The Financial Aid Office will then send back to the AAC a list of 15 applicants who are in most need of the grant.
6. Only one grant is allowed per student during their entire Macalester enrollment.

7. One must fill out an application form online that will be created and administered by the Academic Affairs Committee, prior to being considered for the grant.

SECTION 3: Review Process

1. The AAC will receive a list of potential grant recipients from the Financial Aid Office after the Financial Aid Office has selected the 15 students.
2. The AAC will then send the list to the Office of Student Affairs.
3. The Dean of Students and their staff will check the conduct standing of each potential grant recipient.
4. Any potential grant recipient with an unsatisfactory standing will not be eligible to receive the grant.
   a. If this is the case, then the AAC will request the Financial Aid Office for additional candidates for the grants to undergo the same process until all 15 potential grant recipients are in good standing.
5. The AAC will send communication to the 15 grant recipients.
6. The AAC will send communication to applicants who were not selected.
7. The recipients will be notified within a timely manner to ensure enough time is available to take the tests and/or receive reimbursement within the semester.
8. The Academic Affairs Committee, under the guidance of its Chair, has broad authority to make sound changes to the program as needed based on students' input and changes in school policy.

SECTION 4: Reimbursement Process

1. After the list of grant recipients is finalized, the AAC will deliver this list to the Center for Student Leadership and Engagement (CSLE).
2. A grant recipient may receive the grant by submitting a reimbursement form and attaching the printed receipt of the test registration e-mail to the reimbursement form. The information on the reimbursement form must match the information provided on the grant application form. In addition, the test registration e-mail or any forms of receipt must have payment information that shows the exact cost of the test.
3. The reimbursement form (check request form) must be turned into the CSLE Desk.

4. The forms are available online or available in print at the CSLE Desk.
5. Tests taken before the submission date of the application form will not be considered for reimbursement.
6. During the reimbursement form, the grant recipient will have to fill out a check request form and put down a FOAPAL number that is specifically for the grant reimbursement process.
7. CSLE will process the paperwork and if approved, the grant recipient will receive either a check in the mail or the funds via direct deposit, if the grant recipient had set up direct deposit prior to the process.
8. It is incumbent upon the grant recipients to complete the reimbursement process in a timely fashion within the semester, knowing that the process could take more than several weeks.
9. It is incumbent upon the grant recipients to complete the reimbursement process accurately and only request reimbursement for the amount of the grant that they received.
10. The following tests are eligible for reimbursement by the grant: Medical College Admission Test (MCAT), Law School Admission Test (LSAT), Dental Admissions Test (DAT), Graduate Record Examinations (GRE), Pharmacy College Admission Test (PCAT), and the Graduate Management Admission Test (GMAT).
11. Other tests may be eligible for reimbursement with the approval of the Academic Affairs Committee and its Chair.
12. The AAC will follow up with any recipients of any unclaimed grants before the semester ends.
13. Grant recipients will lose their grants if they do not use them within the semester they were awarded.
14. If an applicant is not chosen for the grant, they may choose to apply again next year.
15. An applicant may not undergo the reimbursement process using a proxy.