Momentum Incentive Program Terms and Conditions
Last Revision Date: 10/29/2019

By opting into the Momentum Incentive Program (Program) the student understands and agrees to the following:

1. Definitions
   a. **Tuition Freeze**
      Tuition freeze refers only to the per credit tuition fee and is referred to as the guaranteed tuition rate; other fees are excluded from this Program.

   b. **Tuition Freeze Period**
      For students eligible to participate in the Program, the tuition freeze period begins with the second academic year. This freeze will continue for the planned length of the academic profile, as prescribed by the Penn College catalog, unless extended as set forth below, provided the student meets all requirements of the Program as define in section 3.

   c. **Continuous Enrollment**
      Continuous enrollment is defined as a student being consecutively enrolled in fall and spring semesters in courses creditable toward a baccalaureate degree or combined baccalaureate/master’s degree. A break in continuous enrollment occurs when a student is not enrolled in consecutive semesters at Penn College. Not attending summer terms does not constitute a break in enrollment. Once a break in continuous enrollment occurs, the requirements of the Program are not met and participation in the Program ends.

2. **Program**
   The Program is a tuition freeze program designed to guarantee a student, who meets specific eligibility requirements, that the rate of tuition, as approved by the Pennsylvania College of Technology’s (Penn College) Board of Directors, will remain constant during the tuition freeze period, provided the student complies with all requirements of the Program.

3. **Eligibility to Participate in the Program**
   a. Student must be a full-time, first time, fall start baccalaureate or combined bachelor/master degree seeking student.

   b. Student must opt-in to the Program electronically via their student dashboard
c. Student must be eligible to enroll in a baccalaureate degree or combined baccalaureate/master’s degree, meaning the student must not test into MTH004 and/or RDG001. Students testing into ENL001, MTH005, MTH006, or RDG111 will need to satisfy this developmental coursework by the end of the student’s first year in the Program, which includes summer semesters.

d. If a student with developmental coursework defers admission to remediate, enrolls in the next fall semester, and meets other eligibility requirements, he or she may opt into the Program.

4. Requirements to Remain Eligible for the Program
   a. Student must maintain a minimum 3.0 cumulative GPA
   
   b. Student must complete a minimum of thirty (30) credits per year, which includes fall, spring, and summer semesters. Credits may be completed at Penn College or another accredited institution in accordance with Penn College transfer policy.
   
   c. Student must be continuously enrolled at Penn College during the tuition freeze period.
   
   d. Student must be in good financial standing with Penn College throughout participation in the Program.

5. Students Not Eligible for the Program
   a. Any student who fails to meet the eligibility requirements listed in section 3 will be immediately removed from the Program, thereby ending the tuition freeze period. The per credit tuition cost for any additional academic semesters converts to the amount of the approved tuition for that semester.
   
   b. Students participating in or utilizing any of the following benefits are not eligible for the Program:
      i. Students using the Penn State employee/employee dependent tuition discount
      ii. Students using the ROTC Bald Eagle Battalion employee/employee dependent tuition discount
      iii. Students using the Penn College employee/employee dependent tuition waiver
      iv. Students under the Lycoming-Penn College Tuition Exchange agreement

6. Extension of the Tuition Freeze Period
   a. No later than one semester prior to the expiration of the tuition freeze period, a student may request an extension, beyond the planned length of the academic profile as prescribed by the Penn College catalog. This request must be in writing to the Assistant Dean of Academic Operations.
b. The Appeals Committee (Committee), administered by the Assistant Dean of
Academic Operations, will evaluate requests for extension. Each case will be
evaluated on its own merits to determine whether an extension should be granted
and, if so, the nature and duration of any extension. The appeal must fall within
extenuating circumstances established by the Committee as described below.

c. If the Committee finds that the student cannot complete the academic
profile/degree within the tuition freeze period due solely to a lack of available
mandatory or required courses or space in required or mandatory classes provided
by Penn College, Penn College will provide the student with an opportunity to take
the necessary course or courses at the guaranteed tuition rate.

d. Other circumstances will be considered for an extension of the tuition freeze period,
depending on the validity and impact of the circumstances including:
   i. Illness or injury of the student
   ii. Disability that necessitates a reduced course load as a reasonable
       accommodation
   iii. Medical Leave of Absence
   iv. Victim of violence or crime while enrolled

e. If the Committee determines that the student has provided sufficient
documentation of extenuating circumstances, which were outside the control of the
student and prevented the student from completing the student’s academic profile
during the assigned tuition freeze period, the Committee will determine the
appropriate period of time or number of courses to extend the guaranteed tuition
rate.

f. Any student who takes longer than their tuition freeze period to graduate due to
service in the United States Armed Services will be given an automatic extension of
the tuition freeze period based on the number of academic terms impacted by the
student's military service absence.

g. The decision of the Committee is final.

7. Amendment and Termination
   a. Penn College reserves and has the right to terminate the Program at any time and to
      modify or amend the Program at any time and from time to time.

   b. Program termination will be prospective only and will not affect students who are
      participating in the Program at the time of its termination.

   c. Modifications may or may not affect students who were then participating in the
      Program. That determination will be made by Penn College at the time the Program
      is modified, based on the nature of the modification and other circumstances.