



## Executive Order on the Establishment of the EmpowerED Scholarship Program

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**By the authority vested in me as the Student Body President of Indiana University Bloomington and the Chief Executive Officer of Indiana University Student Government, it is hereby ordered as follows:**

**Section 1. Policy.** It is the policy of the Indiana University Student Government to support equitable access to educational resources by providing equitable financial assistance to IU Bloomington students. The EmpowerED Scholarship aims to remove barriers to essential out-of-pocket course materials to ensure academic success for all students.

**Section 2. Definitions.** For the purposes of this executive order, the following definitions shall apply:

- (a) “Eligible Student” means any student enrolled part-time or full-time at Indiana University Bloomington, whether as an undergraduate or graduate student, who meets the eligibility criteria outlined in Section 3.
- (b) “Scholarship” refers to the financial assistance awarded through the EmpowerED Scholarship Program to cover the cost of required course materials.
- (c) “Required Course Materials” means items designated by a course syllabus as essential for participation and academic success in the course.
- (d) “Out-of-pocket expense” refers to any expense that is not included in or covered by tuition, course fees, or other university-provided funding sources. These costs must be incurred directly by the student.

**Section 3. Eligibility Criteria.**

- (a) To qualify for the EmpowerED Access Scholarship, an applicant must: (1) Be an Eligible Student currently enrolled in the course for which they are applying; (2) apply during the semester in which the course is being taken; (3) demonstrate financial need only sufficient enough to qualify for the scholarship and ensure room exists within their Cost of Attendance; (4) the item must be an out-of-pocket expense; and (5) the item must be required for course participation and success.

**Section 4. Application Process.**

- (a) The application form shall collect the following information: (1) University ID; (2) course name, course code, and class number; (3) instructor’s name and contact information; and (5) a copy of the course syllabus. The application may

collect additional information as necessary; however, such collection shall not be unduly burdensome to the applicant.

- (b) The application period shall remain open for three (3) weeks at the beginning of each 8-week course period (weeks 1-3 and weeks 8-10 of each semester). This timeline may be adapted by the Department of Academic Affairs, in consultation with the President, as necessary to ensure equitable access to this scholarship.
- (c) Applications may be submitted for one or more required course materials within a single application.
- (d) Applications may be submitted for one or more courses within a single application.

**Section 5. *Review and Award Process.***

- (a) Applications will be reviewed by members of the IUSG Executive Branch, including representatives from the Department of Academic Affairs, or other individuals designated by the President. At least two reviewers must evaluate each application. The President may implement a blind review process, as deemed necessary, to mitigate any potential conflicts of interest.
- (b) Reviewers must complete Data Protection & Privacy and FERPA training, along with any other training required for handling sensitive student information.
- (c) Scholarships will be awarded on a first-come, first-served basis, prioritizing first-time recipients over repeat applicants.
- (d) IUSG reserves the right to: (1) Limit the total number of scholarships or the total monetary amount awarded to any individual student to ensure equitable distribution; or (2) award partial scholarships or deny applications in cases of insufficient funds or failure to meet eligibility requirements.
- (e) Reasons for denial may include, lack of eligibility, insufficient documentation, or exhaustion of funds.
- (f) The Department of Academic Affairs, in consultation with the President, is authorized to implement a policy, as necessary, requiring the submission of a detailed receipt post-award for data gathering purposes. The receipt may include but is not limited to, an itemized list of items purchased, the date of purchase, proof of payment, and the vendor's name. Failure to submit the receipt upon request shall not serve as grounds for the revocation of a scholarship.

**Section 6. *Disbursement and Notifications.***

- (a) Approved funds will be awarded as scholarships and disbursed directly to the student's Bursar account.
- (b) Students will receive an email notification either confirming the award of the scholarship or explaining the reason for denial.

**Section 7. *Impartiality.***

- (a) All applications shall be evaluated impartially without regard to the applicant's identity, background, or affiliations.

- (b) Reviewers must adhere to principles of fairness, transparency, and confidentiality throughout the review process.

**Section 8. *Implementation.***

- (a) This program shall be implemented in coordination with the Office of Student Life Finance and other relevant university units to ensure compliance with federal and institutional financial aid policies.
- (b) Sensitive student information not essential for determining eligibility or disbursing funds will be handled with the utmost discretion and shared with as few individuals as necessary.

**Section 9. *General Provisions.***

- (a) Nothing in this order shall be construed to impair or otherwise affect the authority granted by law to an executive department or agency, or the head thereof, or that of any IUSG entity.
- (b) This order shall be implemented in a manner consistent with applicable law and subject to the availability of appropriations.
- (c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against Indiana University, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

**Section 10. *Effective Date.*** This order is effective immediately upon signature.



Cooper Tinsley  
Student Body President  
Indiana University Student Government

12 January 2025