

Class Requirements & Deadlines to Apply – Master’s Students

- You must attend at least one class on the main campus of the eligible institution, a hybrid class, an equip class, class at an extension center, practicum or mentored internship class each semester. A hybrid class must meet on-campus at least once during the semester to qualify. Zoom or other virtual platforms are not considered as on-campus time for Keesee grant purposes. Equip and extension center classes must be endorsed by a Keesee-eligible school, taught in person at an approved location, and taught by a professor approved by the Keesee-eligible school. Practicum/Mentored internships must also be endorsed by the Keesee-eligible school.
- Grants are available for fall and spring break intensives. Grants are also available for J-term/winter term hours. J-term/winter term hours should be counted with spring semester hours when applying for a Keesee grant.
- Grants are not available for students enrolled solely in online classes, independent courses, conferences, workshops, seminars, colloquium classes, Competency Based Theological Education (CBTE) classes, synchronous classes in which you are virtually attending, or individualized courses.

Travel trips for course credit are eligible for a Keesee grant but are treated as an online class.

- Required hours for students in eligible Master’s degree programs:

Full-time students (9 hours or more per semester) may take all courses on-campus, hybrid classes, classes at an extension center, equip classes, practicum or mentored internship courses OR students may take two online courses (6 hours) per semester to be counted toward the 9 hours required to receive the Keesee grant as a full-time student. The remaining course (3 hours) must be taken on-campus, a hybrid class, class at an extension center, equip class, practicum or mentored internship course as defined above. Only required courses toward an eligible degree from an eligible school count as credit for a Keesee grant.

Part-time students may take one online course (3 hours) AND one on-campus course, hybrid course, class at an extension center, equip class, practicum or mentored internship course to receive the Keesee grant. Only required courses toward an eligible degree from an eligible school count as credit for a Keesee grant.

Grants are not available for Master’s students enrolled for less than 5 hours.

- Students must complete the number of hours for which a grant was awarded. Failure to complete your courses (dropping a course) may result in a grant refund being due Keesee Educational Fund.
- Grants **are not** available for fully online degrees.
- Only hours taken and credit earned at a Keesee beneficiary school are eligible for a Keesee grant.
- **Deadlines** – Applications must be submitted by the following deadlines to be considered for a Keesee grant:

Fall/Spring (academic year grant) for REPEAT applicants – **March 1st***

Fall/Spring (academic year grant) for NEW applicants – **April 1st***

Spring Semester Only – **October 1st*** for NEW AND REPEAT applicants

WE DO NOT EXTEND THE DEADLINE FOR APPLYING. IF YOU FAIL TO SUBMIT YOUR APPLICATION BY THE DUE DATE YOU WILL HAVE TO WAIT UNTIL THE NEXT OPEN PERIOD TO APPLY.

**If a deadline falls on a weekend or holiday, applications will be accepted the next Keesee business day.*

You must reapply each year you wish to be considered for a Keesee grant.

Grants are available for a maximum of 8 semesters for Master’s degrees.

Submitting an application does not guarantee approval of a grant. Application approvals/denials do not rest on a single factor, but on the strength of the entire application. Final decisions are at the discretion of the Board of Trustees. If a Keesee grant is awarded, amounts may vary and are not guaranteed to cover all of your expenses. You are encouraged to apply for other funding. The financial aid office of your school can advise you of other available funds.