

**REGIONAL MARITIME UNIVERSITY**  
**PART A**

**RULES AND REGULATIONS GOVERNING THE ISSUANCE OF SCHOLARSHIPS**

1. The Scholarship Committee reserves the right to review or cancel awards due to changes in financial standing, academic and programme status;
2. All scholarship sponsored students must be in good academic standing with the disciplinary committee in the case of continuing students
3. All awards are tentative and subject to legislative or statutory appropriation, final verification of academic records and acceptance to the University.
4. Full-time enrollment in a regular diploma or top-up degree programme is required.
  - a. For undergraduate students, the scholarship applicant must enter the institution with a grade of at most:
    - An aggregate of 9 – for SSSCE candidates applying for degree programs
    - An aggregate of 10 – for WASSCE candidates applying for a degree programmes
    - An aggregate of 12 – for students wishing to enroll in Diploma programmes
    - A distinction for Diploma students wishing to be enrolled for a top-up degree programmes
    - NACO – Aggregate 10
    - International Baccalaureate (IB) with a minimum note of 10/20 in each of the relevant subjects
  - b. For continuing undergraduate students, the applicant should have a **CGPA of 3.6** or above to be considered for a scholarship.
  - c. A student with **CGPA of 3.0 or 2.5** (will be considered under demographic factors and special circumstances outlined in rules and regulations governing the issuance of financial aid) may apply for Financial Aid (Refer to page 2/2 on the requirements for Financial Aid)
5. It is essential to complete all registered credit hours in one's programme for scholarship renewal/reapplication
6. Failure to maintain a CGPA 3.6 or above may result in forfeiture of scholarship. Grades are subject to review on semester basis.
7. Notify the scholarship office of any intentions to withdraw from the university before the end of the semester.

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## **RULES AND REGULATIONS GOVERNING THE ISSUANCE OF FINANCIAL AID**

Financial aid refers to funding which is intended to support students pay for their educational expenses. It is a bailout for students who faces extreme financial challenges.

To qualify for financial aid, a student must prove beyond doubts that he/she is:

- in extreme financial need (income, assets, number of family members)
- exceptionally brilliant
- other personal circumstances

The qualification for financial aid at the university shall depend on any of the following factors:

1. Financial need: a financial aid programme, especially need based aid, consider the financial situation of the student and their family. This takes into account family income, assets, and the number of family members in college
2. Academic performance: financial aid is merit based and require a certain level of academic achievement, such as CGPA 3.0 or 2.5 (will be considered under demographic factors and special circumstances)
3. Enrolment status: typically, students must be enrolled at least one semester in a degree/diploma or certificate programme at the University to qualify for financial aid
4. Students of Member States: financial aid to students from the Member States of the university shall be a priority
5. Demographic factors: the financial aid is targeted towards specific groups, such as first generation tertiary students, minorities or students with disabilities
6. Special circumstances: the financial aid programme considers unique personal or family circumstances, such as being an orphan or ward of the state, having a single parent, or facing significant medical expenses
7. University service: a beneficiary may be required to render voluntary service towards the University's beautification project under the supervision of Head of Department/Head of Business Development Centre

**Note: Recommendation of your Head of Department is added advantage. The financial aid is to cover one-time tuition fee only.**

### **ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED FOR AN INTERVIEW SESSION**

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## **PART B**

### **SUPPORTING DOCUMENTS**

The following are examples of documents that can be used to support applications:

- National Identification Card/Passport for all applicants.
- Official pay slip or payroll record of parents/guardians or the applicant.
- Recent school receipts/ bills of siblings of school-going age.
- Tax return receipts– IRS, VAT, tabletop hawking receipts, etc.
- Birth Certificates (of siblings).
- Death Certificate or Burial permit (in case of death of a parent).
- Pension letter for retired parents/guardians.
- Bank Statements / Ghana Cocoa Board Farmers Association Passbook.
- SSNIT contribution statements.
- Money transfer receipts.
- National Health Insurance receipts (showing premium paid).
- Evidence of other dependents of parents/guardians.
- Any other supporting documents that you believe will assist in processing your application.

### **PLEASE NOTE**

Your eligibility for the **Scholarship/Financial Aid** must be based on accurate information. In doing so, together, we can ensure that the right students get scholarships/financial aid and that the integrity of Regional Maritime University is preserved.

Misrepresentation in any form or manner shall render an application null and void. Any awards made based on a misrepresentation shall be withdrawn or refunded by the applicant, and in addition, he/she may be prosecuted. You must respond fully to all the questions on the form that applies to you. You may be asked for additional information.

You must submit a completed application form with all the supporting documentation to:

1. **Office of the University Registrar, Regional Maritime University**
2. **Chairman, Scholarship Fund Management Committee (SFMC) (Chairman same as the Deputy Registrar for Academic Affairs)**
3. **Officer in charge of admission at the Academic Registry**
4. **PDF all documents to [scholarship@rmu.edu.gh](mailto:scholarship@rmu.edu.gh)**

### **DEADLINE**

The application submission deadline with relevant supporting documents is **31<sup>st</sup> July, 2025 (Continuing Students) and 27<sup>th</sup> February, 2026 (Fresh Students), at 1600hrs Ghana time.**

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