

Financial Assistance

Types of Financial Assistance

Prospective students may wish to seek financial assistance from a range of sources. Types of financial assistance include:

Private Loans

Private loans may be available from a number of lenders. Not every lender will recognize the Process Work Institute as a qualifying institution.

Federal Loans

PWI does not presently hold the Title IV designation in the U.S. and does not qualify for student loan programs.

Institutional Loans

PWI does not grant institutional loans to students.

Work-Study

PWI may occasionally have a limited number of work-study opportunities to assist students in financial need. Work-study positions, if available, are allocated based on the student's financial need and their ability to provide services needed to PWI. Financial need is evaluated using the same procedures as all institutional financial aid, and students seeking work-study should follow the application procedures detailed below. Students awarded work-study positions are assigned PWI responsibilities appropriate to their skills, and receive a compensation award equivalent to \$17 per hour, to be applied only toward their tuition costs.

Payment Plans

PWI does offer monthly payment plans if a student requests this. Up to three installments per quarter are available. Each payment is due by the first day of each month in the quarter. Students seeking to establish a monthly payment plan should contact the director of administration for further information.

Outside Scholarships

Outside scholarships received by the director of administration on behalf of a student will be applied to the student account. Total scholarship amount cannot exceed total program costs. If any outside scholarships are offered to PWI in the name of "any and all students," the financial aid committee will decide to whom these will be awarded based on a completed application and need.

Tuition Reduction Scholarships

PWI grants tuition reduction scholarships based on need. The total percentage amount of tuition scholarships granted is agreed upon twice yearly by the financial aid committee prior to the beginning of each cohort. Tuition reduction scholarships can be no greater than 10% of the overall expected cumulative tuition due for all students in a single cohort. This information is made clear on the PWI website under the applications section. Factors that are considered in tuition reduction scholarships are primarily related to financial need and include factors such as currency exchange. Prospective students may seek tuition reduction scholarships using the procedures outlined below.

Institutional Financial Aid

The term "institutional financial aid" refers to any scholarship or grant awarded by the Process Work Institute.

As PWI is a tuition funded non-profit organization, we are able to offer a limited amount of institutional aid for each program. These reductions are provided to support students who have financial hardship. The award amounts will vary based on the applicant's financial needs as well as the ability of the Institute to fund the awards. The awards are determined by the financial aid committee which consists of two faculty members plus the dean of programs, and the school president. All awards are represented by a tuition discount for each year of the full program if granted prior to the start of the program or for one academic year if granted during the course of the program. In cases where a student applies during the course of the program, they will need to reapply each subsequent year to be considered.

In cases where a student applies prior to beginning the full program, awards will be given for the duration of the degree program and will be automatically renewed each year provided the student maintains satisfactory academic progress.

Applications for tuition reduction can occur at any time. However, students must submit all required materials at least two months prior to the beginning of the program (for awards for the full program) or the next academic year (for a one year award). To apply for a scholarship students should submit the following materials to the registrar at PWI:

- An essay describing the applicant's situation and how a tuition reduction will be of assistance.
- Financial documentation demonstrating the applicant's financial situation and demonstrating why it would be a hardship to pay the tuition amount.

Financial documentation includes:

- completed tax forms for one year prior to the application date
- a statement about saving accounts and investment accounts including property owned, specifying types of accounts, and approximate amounts in the accounts.

Applicants will be informed prior to the beginning of the program/academic year if their application has been successful and the award amount they will receive each academic year or the next academic year.

The awards will be granted based upon the essay and a demonstrated financial need. Unfortunately, PWI cannot guarantee an award to all applicants. The award depends on the number of applicants and the ability of the Institute to fund the applications.

If a student experiences financial hardship during the program, they are encouraged to contact the administration office at PWI to determine if special funding arrangements or payment plans can be arranged to assist during the time of financial hardship.

PWI is in the process of accreditation which may increase access to financial assistance. However, all students should plan on funding their educational program through personal means and agreements with PWI for institutional aid, including scholarship awards.