FACHEX Guidelines for Employees of Other Institutions

Applying Fall 2022 for Fall 2023 Enrollment
(Children of Employees of Other Jesuit Institutions Importing to Fairfield University)

FACHEX Program

Fairfield University is a participant in the Faculty and Staff Children Exchange (FACHEX) Program which is sponsored by 26 Jesuit colleges and universities. Through this program, the dependent children of faculty, administrators and staff who are eligible for tuition remission at their own Jesuit institutions may be granted tuition remission at one of the participating FACHEX schools. The FACHEX website is: **http://www.tuitionexchange.org**.

Procedures for admission to Fairfield University under FACHEX

o   Faculty, administrators and staff should obtain certification of eligibility for FACHEX from their home institution. The FACHEX coordinator will confirm benefits eligibility then notify Fairfield University's FACHEX liaison. **January 1** is the last day Fairfield will accept FACHEX certification for the following fall.

o   Students must apply for admission to Fairfield University within the published deadlines (**November 1** for Early Action; **November 15** for Early Decision I; **January 15** for Early Decision II and Regular Decision). Fairfield allows FACHEX applicants to apply under any of the published admission application deadlines (it is not necessary for FACHEX applicants to apply under Early Action or Early Decision, for example). A FACHEX determination will be made after the student is certified as eligible AND has been accepted for admission. **FACHEX certification does not qualify the student for admission nor does an offer of admission guarantee a FACHEX award.**

o   Applicants requesting FACHEX consideration should file a Free Application for Federal Student Aid (FAFSA) and the CSS/Financial Aid PROFILE by **December 1** for Early Action and Early Decision, and by **January 15** for Regular Decision and Early Decision II. Since FACHEX awards are extremely limited, other forms of financial aid may make it possible to attend Fairfield University if a FACHEX benefit is not offered. **Covering any balance outside of TUIEX should be discussed with the Office of Financial Aid.**

Conditions

o   Award decisions are made by an inter-departmental committee and are primarily based on academic achievement.

- FACHEX benefits are available only to new freshmen **(offers are not extended to students in their sophomore, junior or senior years).** A waitlist will be maintained for freshmen applicants through **May 1**. **A continuing student TUIEX waitlist is not maintained.**

- FACHEX awards are extremely limited in number and, therefore, highly competitive in terms of both space and selectivity. Typically, 10 FACHEX benefits are awarded annually from a pool in excess of 200 benefit applications. Statistics outlining the profiles of students awarded the benefit are not maintained.

- The FACHEX benefit provides the annual cost of full-time undergraduate tuition at Fairfield University. **It does not cover part-time, intersession courses, summer school, graduate tuition, study abroad, room and board, books, travel related expenses, applicable fees or other costs of attending Fairfield University. The maximum number of credits a student make take per semester under the FACHEX benefit is 18. The FACHEX award will void all institutional scholarships and grants previously awarded. However, privately funded scholarships not awarded by Fairfield University will not reduce a FACHEX benefit, nor will Federal need-based aid.**

- After all admission decisions have been made, Fairfield University will inform FACHEX applicants of their status by **April 15.** Students must remain academically eligible to return to Fairfield University and continue to be eligible from their home campus. **Recertification is handled each year in the system shared between FACHEX liaisons.**

Questions may be addressed to Fairfield University's FACHEX-TUIEX liaison:

Kristen Smith, Associate Director of Enrollment Marketing & Communications
kesmith@fairfield.edu
(203) 254-4100, ext. 2696