



## FACHEX Program at Marquette University – Entry Term Fall 2018

Marquette University is pleased to participate in the Faculty and Staff Children Exchange (FACHEX) Program which is sponsored by twenty-seven Jesuit colleges and universities. Through this program, dependent sons and daughters of faculty, administrators and staff eligible for tuition remission at their home Jesuit institution *may* be granted tuition remission at another participating institution. Eligibility for the FACHEX program does not mean an award is guaranteed at Marquette. Marquette University awards FACHEX based upon a competitive review of all certified applicants, utilizing the student's entire freshman application file, which includes high school academic record, standardized test scores, and leadership/service activities and essay. The information below is pertinent for students entering the Fall 2018 Marquette University freshman class.

### **Procedures & Timeline for Incoming FACHEX Consideration and Enrollment at Marquette University:**

- 1. Request FACHEX certification from your home institution's liaison officer by December 1, 2017:** Contact the FACHEX liaison officer at your home institution to request certification of your eligibility. The liaison officer will submit this certification electronically to Marquette's Office of Admissions (to the attention of Tara Mullarkey). **This certification must be submitted to Marquette University by December 15, 2017.**
- 2. Apply for freshman admission to Marquette University by December 1, 2017:** A completed application for freshman admission must be received (postmarked) by Marquette's freshman application deadline of December 1, 2017. Marquette offers a free online application at [www.marquette.edu/explore](http://www.marquette.edu/explore). A completed freshman application consists of the application, official high school transcripts and ACT and/or SAT test scores. Review of freshman applications begins in mid September 2017 with admission decisions and notifications mailed on a rolling basis through December 2017. A student must be admitted to Marquette University in order to be considered for a FACHEX award. Please note that FACHEX certification does not automatically qualify you for admission nor does an offer of admission mean that a FACHEX award will be extended.
- 3. File the Free Application for Federal Student Aid (FAFSA) as soon as possible after October 1, 2017:** We recommend submission of the FAFSA [www.fafsa.ed.gov](http://www.fafsa.ed.gov) by February 1, 2018. While applying for financial aid is not required for FACHEX consideration, financial aid programs may assist FACHEX award recipients with housing costs or make it financially possible to attend Marquette University if not offered a FACHEX award.
- 4. FACHEX Review and Notification – March-May 2018:** FACHEX awards are competitive and merit-based. Decisions for these awards are based entirely on the credentials included in the student's admission application to Marquette University. Initial FACHEX award notifications are typically made in early March of the senior year. Admitted students not offered a FACHEX award will be placed on a FACHEX wait list and will continue to be reviewed for additional FACHEX awards if they become available throughout the spring. As a reference, for each of the past five years additional FACHEX awards *have* become available after the initial award offer(s) were made in March and were offered to students originally placed on the FACHEX wait list from April through May.
- 5. Submit Tuition & Housing Deposit by May 1, 2018:** If you plan to enroll at Marquette, the non-refundable \$500 tuition and housing deposit must be submitted by the May 1, 2018 enrollment deposit deadline. If a student submits a deposit and then receives a FACHEX award, the tuition deposit will be credited toward other Marquette student fees.
- 6. Accept or Decline FACHEX Award.** If a FACHEX award is extended to you, please notify Marquette as soon as possible of the decision to accept or decline the FACHEX award. Information on how to accept/decline the FACHEX award and the appropriate deadlines will be included with the FACHEX award letter.

(continued)

## Recent History of Marquette University FACHEX Award Offers:

Entry Term	Number of FACHEX Eligible Certifications Received	Number of FACHEX Incoming Freshman Awards Offered
Fall 2013	74	6
Fall 2014	91	8
Fall 2015	84	10
Fall 2016	110	9
Fall 2017	82	5

### General Information about Marquette University FACHEX Awards:

FACHEX awards are not automatically granted nor guaranteed to eligible sons and daughters of employees of participating Jesuit institutions. FACHEX awards are selected upon competitive and merit-based review.

Marquette University gives preference for FACHEX awards to new freshman applicants. Students currently attending Marquette University without a FACHEX award who remain eligible/become eligible for the FACHEX program during the course of their enrollment will be placed on a waiting list for any available awards not filled by new freshmen applicants. A letter of certification stating eligibility must be received by the Incoming FACHEX Coordinator (meeting same deadlines as freshman applicants) to be placed on this waiting list.

**For FACHEX Award Recipients - Terms and Conditions for FACHEX Award Continuation:** The FACHEX award is applicable to any of Marquette's seven undergraduate colleges.

FACHEX award recipients must remain eligible to return to Marquette University each semester, maintain continuous, full-time enrollment at Marquette University, enroll in and complete at least 12 credits each semester, maintain a minimum 2.0 grade point average each semester, remain in good academic and disciplinary standing with the university, and meet university Satisfactory Academic Progress standards.

The parent/guardian who serves as the eligible employee for the FACHEX award recipient must remain eligible for the benefit at his/her employing institution and have a letter of certification submitted to Marquette annually.

FACHEX award recipients are expected to complete their undergraduate degree in four years (8 semesters) and are not ordinarily eligible for tuition remission for longer than four years. The exception to this would be students enrolled in the College of Engineering who choose to pursue a university approved Co-op.

The FACHEX award covers the additional tuition fee if students enroll in more than 18 credits per semester. FACHEX awards do not apply toward part-time, summer studies, or graduate studies, nor does it cover student fees, room, meal-plan, books or other school-related expenses.

The FACHEX award may apply toward some study abroad programs held off the Marquette University campus. Please consult with the Office of International Education and the Office of Student Financial Aid for information on eligible study abroad programs.

FACHEX award recipients who interrupt their continuous, full-time enrollment at Marquette University may have their award reinstated dependent on the number of openings at the time of return to Marquette, however, reinstatement of the award is not guaranteed and granted upon appeal and review by the Office of the Provost.

---

For additional information, contact:

Tara Mullarkey, FACHEX Coordinator – Incoming Awards  
Marquette University, Undergraduate Admission Office

Phone: 414-288-7016

Email: tara.mullarkey@marquette.edu

Fax: 414-288-3764

Mailing Address: PO Box 1881 Zilber Hall 136

Milwaukee WI 53201-1881

Updated 8/2017