



TEXAS A&M INTERNATIONAL UNIVERSITY

University Scholarship Committee Conflict of Interest and Confidentiality Statement

Each faculty or staff member that reviews scholarship applications must submit this form annually to the Committee Chair prior to receiving or reviewing scholarship applications.

A conflict of interest can occur when an action of a university member reviewing and/or recommending a scholarship award results in a direct financial benefit to a person closely affiliated with the university member. A conflict of interest may also occur if a university member exerts influence to select a recipient without considering objective criteria for the scholarship.

University committee members are often asked to serve because of their knowledge of local communities or connection with schools and colleges. In some cases, scholarship donors may act in an advisory capacity to a scholarship committee as well. Therefore, they may personally know the applicant, their family, or maybe related. University members must be able to make independent decisions on behalf of the Office of Financial Aid and Texas A&M International University without potential or perceived influence caused by a conflict of interest. They must evaluate the eligibility of all applicants without bias and make selection recommendations based on the established objective criteria for the scholarship.

University/selection committee members should avoid any situation where personal and business relationships could have, or give the appearance of having, influence the member's judgment in matters under consideration.

In the event of a conflict of interest or potential conflict of interest, the committee member shall declare the conflict to the Chair of the committee and not review the application and/or leave the meeting until deliberations on the applicant are complete. The member shall not influence the discussion or decision-making process where there is a potential conflict of interest.

As a member of the selection committee, I confirm that:

1. I have received, read and understand the Scholarship Handbook for University Departments applicable to Texas A&M International University scholarships.
2. I will maintain confidentiality in all selection committee discussions.
3. I affirm that the donors, donor advisors, or their family members do not directly or indirectly control this selection committee.
4. The review and decision to award a scholarship on objective criteria reasonably related to the purposes of the scholarship. Distribution of scholarship applications to a broad class of eligible individuals and no individual is earmarked to receive a scholarship award.
5. I affirm that I will not recommend any scholarship to a student who is my employee or family member.

I understand that Conflict of Interest Policy set forth above and agree to adhere to this policy.

Signature: _____

Date: _____

Printed Name: _____

Office of Financial Aid

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