

# Important Information for Palmetto Fellows Scholarship Applicants

Early Awards Deadline: DECEMBER 15

Late Awards Deadline: JUNE 15

**(All application materials must be in receipt of the Commission office by 5:00 pm of the established deadline date. If the deadline falls on a Saturday, Sunday or holiday the deadline is the preceding Friday)**

**Pages 1-3 are for the student/parent/guardian to retain.**

The student must sign and return pages 4 and 5 to the school counselor to be included with the submission of the student's other required application materials.

The purpose of the Palmetto Fellows Scholarship Program is to recognize the most academically talented high school seniors in South Carolina and to encourage them to attend college in the State. Students must meet both general and academic requirements to be eligible for the Scholarship.

## Initial Eligibility Requirements for the Program:

- **Graduate from high school** or complete a home school program as prescribed by law;
- **Attend** and be enrolled as a **full-time** degree-seeking student at an eligible South Carolina **four year** public or private college or university the fall term **IMMEDIATELY** following high school graduation;
- **Be a U.S. citizen or permanent resident** (green card holder) at the time of high school graduation and be a legal resident of South Carolina as defined in applicable State statutes governing the determination of residency for tuition and fee purposes at the time of high school graduation;
- **Have not been convicted of any felonies or been convicted of any second or subsequent alcohol or drug-related misdemeanor offenses** within the past academic year by submitting a signed affidavit to the Financial Aid Office at the institution at which the student is enrolled.

**Out-of-State institutions, private schools, home school associations, and home schools:** Must contact the Commission on Higher Education to determine if your school is able to use rank as a criteria or if the Alternate Criteria must be used for students from the out-of-state school. A rank report for the school year being used for eligibility is required to be submitted for home schools, private/independent schools, and out-of-state schools.

**Federal Privacy Act Information**  
Public Law 93-579, referred to as the Federal Privacy Act, became effective September 27, 1975.

Section 7b of this law requires any Federal, State, or local agency that requests an individual to disclose his/her social security number to inform the individual whether that disclosure is mandatory or voluntary, by which statutory or other authority the number is solicited, and what uses could be made of it. The Commission requests that each applicant for its student aid programs submit a social security number.

This Commission uses a student's social security number for the following purposes:

- To serve as a unique number for applicant and recipient identification in processing forms used in the application and in collating resulting data;
- To report awards to educational institutions on enrollment rosters; and;
- To report the number of awards to the comptroller who issues checks.

**Description of South Carolina Residency for Tuition and Fee Purposes\*:**

Generally, to be a resident of South Carolina, one must reside in South Carolina with the intention of remaining in the State indefinitely. One cannot be a resident of South Carolina if one resides in the State solely for securing an education or if one recognizes some other state or foreign jurisdiction as one's true home.

\*Please Note: While the verification of academic eligibility for the Palmetto Fellows Scholarship is completed by CHE, each eligible applicant is subject to verification of SC Residency at the institution they choose to attend. The determination of resident status made at the institution may impact eligibility for the Palmetto Fellows Scholarship.

For more information regarding the Palmetto Fellows Scholarship go to [www.che.sc.gov](http://www.che.sc.gov)

# Academic Eligibility Criteria of the Program:

## For high schools that rank and use the SC Uniform Grading Policy:

High School Counselors must submit an **electronic application through CollegeNet (applyweb)** for each student by **the established deadline**. Students must meet one of the following sets of academic criteria in order to be eligible to apply for Palmetto Fellows Scholarship.

### Early Award October-December 15

### Late Award April-June 15

**Score at least 1200 on the SAT (math and evidenced-based reading & writing) or 27 on the ACT through the November national test administration of year of graduation.** In order to determine the highest combined score, the score on the SAT must be calculated by using the highest Math score combined with the highest Evidenced-Based Reading & Writing score. The ACT composite score must be at one test sitting. Commission on Higher Education (CHE) Codes: **SAT 4313 and ACT 6326** *Students who are registered for the November SAT/ACT test administration may want to have their scores sent directly to CHE using the aforementioned codes. Score reports **MUST** be received by the established Early Award deadline date in order to be considered for the Early Award. Scores received after the deadline will not be used for the Early Award application.*

**Earn a cumulative 3.50 GPA on the SC UGP at the end of the **junior** year.** Grade point averages must be reported with at least two decimal places and may not be rounded; and

**Rank in the top six percent of either the end of the **sophomore or junior** year based on the SC UGP.** The number eligible may be rounded up to a whole number if the top six percent does not yield a whole number of students. *Two students may not occupy the same rank. In the event of a tie, the high school/home school association is responsible for determining the legitimate rank for each eligible applicant.*

**Score at least 1200 on the SAT (math and evidenced-based reading & writing) or 27 on the ACT through the June national test administration of the year of graduation.** In order to determine the highest combined score, the score on the SAT must be calculated by using the highest Math score combined with the highest Evidenced-Based Reading & Writing score. The ACT composite score must be at one test sitting. Commission on Higher Education (CHE) Codes: **SAT 4313 and ACT 6326.** *Students who are registered for the June SAT/ACT test administration **MUST** have their scores sent directly to CHE using the aforementioned codes. Score reports **must** be in receipt of the Commission office by July 31.*

**Earn a cumulative 3.50 GPA on the SC UGP at the end of the **senior** year.** Grade point averages must be reported with at least two decimal places and may not be rounded; and

**Rank in the top six percent of either the end of the **sophomore, junior, or senior** year based on the SC UGP.** The number eligible may be rounded up to a whole number if the top six percent does not yield a whole number of students. *Two students may not occupy the same rank. In the event of a tie, the high school/home school association is responsible for determining the legitimate rank for each eligible applicant.*

**\*\*\*SUBMITTED TRANSCRIPTS & RANK REPORTS (if Rank Report is required), REGARDLESS OF ACADEMIC YEAR, MUST DISPLAY A JUNE 15<sup>TH</sup> DATE CALCULATED OR EARLIER.**

**Any date after June 15<sup>th</sup> will NOT be accepted. \*\*\***

## Alternative Criteria

For schools that **DO NOT RANK** as a policy **AND** for students qualifying without regard to rank:

- Score at least 1400 on the SAT or 32 on the ACT through the November (EARLY AWARD) or June (LATE AWARD) national test administration of their year of graduation. In order to determine the highest combined score, the score on the SAT must be calculated by using the highest Math score combined with the highest Evidenced-Based Reading & Writing Score. The ACT composite score must be at ONE test sitting. CHE Codes: **SAT 4313 and ACT 6326** *(Students who are registered for the June SAT/ACT test administration **MUST** have their scores sent directly to CHE using the aforementioned codes. Score reports for the LATE AWARD **must** be in receipt of the Commission office by July 31; AND*
- Earn a cumulative 4.00 GPA on the UGP at the end of the Junior (EARLY AWARD) or Senior (LATE AWARD) year. Grade point averages must be reported with at least two decimal places and may not be rounded.

## Scholarship Notification AND Next Steps



The Commission on Higher Education makes the determination of academic eligibility for the Palmetto Fellows Scholarship.

For the **EARLY AWARD**, students will be notified in Mid-March of their application status through the students' e-mail designated on the electronic application.

For the **LATE AWARD**, students will be notified in Mid-August of their application status through the students' e-mail designated on the electronic application.

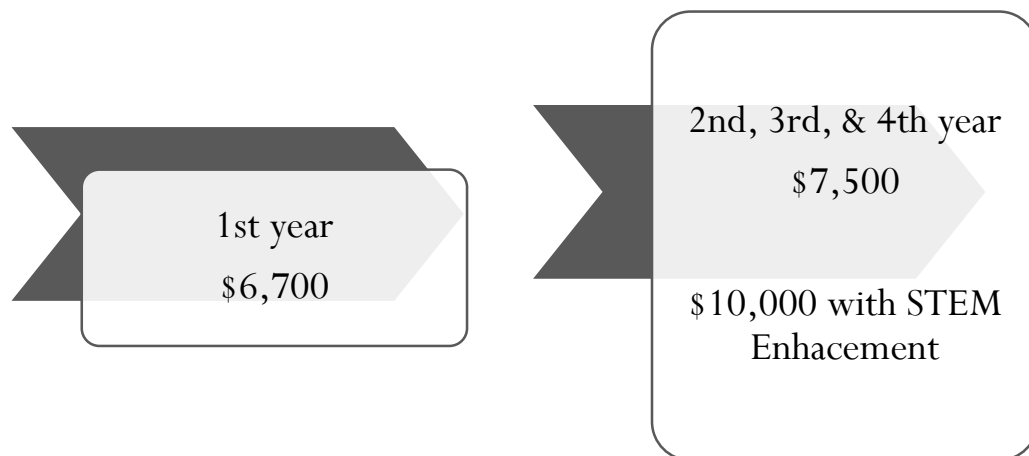
**MANDATORY:** If you are notified as meeting the academic requirements as a Palmetto Fellow, you must complete the Designation Form that will be e-mailed to you upon notification of academic eligibility. Submit the completed Designation indicating the institution you plan to attend in Fall. **This form is required to be submitted even if the student is attending an out-of-state institution.**

A listing of eligible institutions will be listed on the Designation Form.

Failure to return the form **MAY** affect the timing of your award disbursement.

# Annual Award Amount

Under current Palmetto Fellow Scholarship Regulation



Up to eight terms of full-time study leading to the first bachelor's degree. In order to determine the exact award amount, all other sources of gift aid must be applied toward the cost-of-attendance before calculating the scholarship amount. Renewal decisions will be made annually.

Scholarship recipients may be eligible to receive an additional \$2,500 beginning their sophomore year. To do so, 1) recipients must earn 14 credit hours in an approved mathematics or life and physical sciences or a combination of both by the end of the first year of college enrollment; 2) declare an approved major in mathematics or science. For eligible majors, courses and institutions, visit the Commission's website at:

<http://www.che.sc.gov/Students,FamiliesMilitary/PayingForCollege/WhatFinancialHelpIsAvailable/MathandScienceScholarshipEnhancements.aspx>

## Requirements for Renewing the Palmetto Fellows Scholarship Each Year

At the end of each academic year, the financial aid office at the home institution is responsible for determining a Palmetto Fellows Scholarship recipient's eligibility status and determining their scholarship award. Each year a recipient is required to:

1. Earn at least a cumulative **3.0 institutional grade point average** (GPA) for graduation purposes each academic year (includes fall, spring and summer terms);
2. Take and earn a **minimum of 30 credit hours** for graduation purposes at the end of **each academic year** (includes fall, spring and summer terms). *Any exempted credits (i.e., AP, CLEP), credit hours earned before high school graduation (i.e., dual enrollment credit hours), and credit hours earned the summer term immediately following high school graduation cannot be used toward the required annual credit hours;*
3. **Maintain residency** for tuition and fee purposes under residency statutes of South Carolina; and
4. **Complete a Scholarship Affidavit/** Certification form each year at your institution.
5. **Be a continuously enrolled full-time student** at an eligible public/private four year institution (excluding summer)

Applicant's Name \_\_\_\_\_

SSN \_\_\_\_\_

High School \_\_\_\_\_

Student Email \_\_\_\_\_

School Counselor Signature \_\_\_\_\_

School CEEB Code \_\_\_\_\_

Please  
Initial by  
EACH  
statement

### Certification and Authorization of Applicant



I attest to the fact that all of the information furnished in the application is true and accurate and that I am a resident for tuition and fee purposes under residency statutes of South Carolina. As a Palmetto Fellows Scholarship candidate, I authorize the Commission to release my name, ethnicity, gender, social security number, email address, mailing address and high school as an applicant for the Palmetto Fellows Scholarship to the colleges and universities in the State. If I am selected as a Palmetto Fellow, I authorize the Commission to use my name, ethnicity, gender, social security number (educational institutions only), e-mail address, mailing address, high school and postsecondary institution in any publication or as requested by the General Assembly (written and/or electronic) about the Palmetto Fellows Scholarship Program. I also authorize the college or university to furnish the Commission on Higher Education information about all other financial aid that I am receiving or will receive during all academic years in which I am awarded the Palmetto Fellow Scholarship.

If I have been notified as being conditionally accepted as a Palmetto Fellow by the Commission, I understand that **I must submit a Designation Form to the Commission naming the institution I plan to attend the Fall term after high school graduation. If I fail to submit this form, I understand that the scholarship funding may be affected.** I understand that if I am notified by the Commission as a conditional candidate, the condition is based on meeting the general eligibility criteria for State scholarships and Grants. I understand that in order to receive the Scholarship: **1) SC residency and US Citizenship/legal permanent residency must be verified by the institution at the time of initial college enrollment and at the beginning of each academic year; and 2) I must attend an eligible SC four-year institution\*.** I understand that if I fail to attend a four-year institution the fall term IMMEDIATELY upon high school graduation and/or do not remain continuously enrolled at a four-year institution, or it is determined at any point that I no longer meet SC or US citizenship/legal permanent residency requirements, the Scholarship will be forfeited. If awarded the Scholarship, I also authorize the college that I attend to act as my agent to receive and hold Palmetto Fellows Scholarship Program funds until the funds are applied to my educational expenses. I understand in order to receive funding, I must complete a state scholarship certification/affidavit through the college's financial aid office each academic year. The college also has permission to forward official transcripts to the Commission on Higher Education to validate that scholarship renewal criteria have been met or as supporting documentation for an appeal.

\*If I plan on attending an out-of-state institution, I understand I will not be awarded the Palmetto Fellows Scholarship. However, I understand that I may reapply for the award if I later transfer to an eligible institution and all fall and spring terms after high school graduation will be deducted from my maximum terms of eligibility. **The cumulated GPA and credit hours required each academic year for continued eligibility must be maintained.** All reapplications will be subject to approval by the Commission on Higher Education.

\_\_\_\_\_ **To renew the Scholarship:** I understand that I must: **1)** earn at least a 3.0 cumulative GPA at my home institution by the end of the academic year; **2)** earn a minimum of 30 credit hours for graduation purposes by the end of the academic year; and **3)** sign a Scholarship affidavit/certification provided by the financial aid office at my institution by the institution deadline. The academic year begins with the fall term and ends with the immediately succeeding summer term. Exempted credit hours (i.e. AP, IB, and CLEP), credit hours earned before initial college enrollment cannot be used to meet the annual credit hour requirement. I also understand that I must sign an affidavit each year provided by the institution’s financial aid office. Additionally, the Scholarship may be transferred to another eligible institution in South Carolina upon receiving prior approval from the Commission on Higher Education. I have read the information regarding the Palmetto Fellows Program and understand the policies and procedures. I agree to adhere to the current regulation (which can be found at [www.che.sc.gov](http://www.che.sc.gov) ), including any changes made during my college matriculation.

\_\_\_\_\_ I also agree that any information regarding my application and the application process may be shared or discussed with my parents or legal guardians. I understand that I must provide written documentation to my designated college/university of any private scholarships, grants, or monetary awards.

\_\_\_\_\_ I have read the information regarding the Palmetto Fellows Scholarship Program and agree to adhere to any policies or regulations as approved by the Commission on Higher Education.

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Signature of Applicant Telephone Number Date

I hereby swear (or affirm) that the information pertaining to the applicant provided in this application is true.

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Signature of Parent or Legal Telephone Number Date  
Guardian if applicant is under 18 or not married.

**RETURN THIS SIGNATURE PAGE WITH ANY NECESSARY SIGNATURES TO YOUR SCHOOL COUNSELOR IMMEDIATELY**

**PREVIOUS FORMS WILL NOT BE ACCEPTED**