

2018-19

Bright Futures Student Handbook

Chapter 1: Initial Eligibility Requirements



Chapter 1: Initial Eligibility Requirements

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The Bright Futures Scholarship Program is governed by the following statutes and rule.

Florida Statutes	s. 1009.53 – s. 1009.538
State Board of Education Rule	6A-20.028

These eligibility requirements are subject to change with each legislative session.

Florida Financial Aid Application (FFAA)

Students must **APPLY** for the scholarship by submitting the *Florida Financial Aid Application* (FFAA) no later than August 31 after high school graduation. If a student does not apply for the scholarship by the deadline, a student **cannot** receive the scholarship! All eligibility requirements must be met by high school graduation, but scores of ACT[®]/SAT[®]/P.E.R.T. tests taken through June 30 are accepted for evaluation purposes.

After submitting the FFAA, **the student is responsible for tracking application and award status online** and keeping the Office of Student Financial Assistance (OSFA) informed of any demographic or institutional changes. Students are responsible for ensuring that funding for an academic year is accurate by contacting their institution's financial aid office.

The Bright Futures Scholarship will renew automatically each year (up to the scholarship limit) if the student maintains the required GPA and earns the required credit hours. See Chapter 3: 'Renewing Your Award' for more details.

General Requirements

- Be a Florida resident and a U.S. citizen or eligible noncitizen, as determined by the student's postsecondary institution.
- Complete the *Florida Financial Aid Application* (FFAA) no later than August 31 after high school graduation.
- Earn a standard Florida high school diploma or its equivalent from a Florida public high school or a registered Florida Department of Education (FDOE) private high school; or complete a home education program.
- Not have been found guilty of, or pled nolo contendere to, a felony charge, unless the student has been granted clemency by the Governor and Cabinet sitting as the Executive Office of Clemency.
- Be accepted by and enroll in a degree or certificate program at an eligible Florida public or independent postsecondary institution.
- Be enrolled for at least 6 non-remedial semester credit hours (or the equivalent in quarter or clock hours) per term.
- If not funded in the academic year immediately following high school graduation, apply within two years of high school graduation to have your award reinstated.

(Please refer to 'Reinstatement Requirement' section of Chapter 3 for more information regarding the reinstatement process.)

(Please refer to the 'Deferment of the Scholarship' section at the end of this chapter concerning students who enlist in the military or engage in a full-time religious or service obligation after graduation.)

Specific Requirements for the Scholarships

Florida Academic Scholars (FAS)

Florida Medallion Scholars (FMS)

Florida high school students who wish to qualify for the Florida Academic Scholars (FAS) award or the Florida Medallion Scholars (FMS) award must meet the following initial eligibility requirements:

- Graduate high school from a Florida public high school with a standard Florida high school diploma ([high school graduation requirements](#)), graduate from a registered Florida Department of Education private high school, earn a [GED](#), complete a [home education](#) program, or graduate from a non-Florida high school ([OOS](#));
- Complete the required high school coursework;
- Achieve the required minimum high school grade point average (GPA);
- Achieve the required minimum score on either the ACT[®] or SAT[®] college entrance exam; and
- Complete the required number of service hours.

Type	16 High School Course Credits ¹	High School Weighted GPA	College Entrance Exams (ACT [®] /SAT [®]) ²	Service Hours
FAS	4 - English <i>(three must include substantial writing)</i> 4 - Mathematics <i>(at or above the Algebra I level)</i> 3 - Natural Science <i>(two must have substantial laboratory)</i>	3.50	29/1290	100 hours
FMS	3 - Social Science 2 - World Language <i>(sequential, in same language)</i>	3.00	26/1170	75 hours

¹ The required coursework aligns with the State University System admission requirements found in regulation [6.002](#).

² SAT[®] score requirement is applicable to both the former SAT[®] and the redesigned SAT[®] introduced in 2016.

High School Course Credits

For both scholarships, the required coursework aligns with the State University System admission requirements. The world language requirement can be met by demonstrating proficiencies based on scores on [Credit-By-Exam Equivalencies](#) or other university approved means. Otherwise, the high school transcript must include a world language “completer” course to show that the world language requirement has been met. Please refer to the [Bright Futures Course Table](#) for specific information on which courses count toward FAS/FMS requirements.

High School GPA

Evaluation for Bright Futures includes an unrounded, weighted high school GPA (calculated to two decimal places) in the 16 college-preparatory credits. The following courses are weighted .25 per semester course or .50 per year course in the calculation of the GPA: Advanced Placement (AP), Pre-International Baccalaureate (Pre-IB), International Baccalaureate (IB), Honors, Pre-Advanced International Certificate of Education (Pre-AICE), Advanced International Certificate of Education (AICE) or academic Dual Enrollment. For example, whereas an ‘A’ equals 4 quality points for an un-weighted course, an ‘A’ would equal 4.5 quality points for a weighted course.

If necessary, students may use two additional credits from courses in the above academic areas, or from AP, IB, or AICE fine arts courses to raise their GPA.

College Entrance Exams

Students must meet the scores set in statute for either the SAT[®] or ACT[®] (see chart on page 3).

- The SAT[®] combined score is the sum of the best Reading (Critical Reading or Evidence-Based Reading and Writing) and Math section scores from any test sitting of the SAT[®].
- The ACT[®] composite score is the average of the best section scores across the four subject area sections from any test sitting: English, Math, Reading and Science. Composite scores ending in 0.50 will be rounded up to the next whole number.
- The ACT[®]/SAT[®] exams may be taken an unlimited number of times through June 30 of the student’s graduation year (or through January 31 for mid-year graduates).
- Students will be evaluated based on official test scores from the Florida Department of Education (FDOE) repository. To ensure OSFA obtains official test scores:
 - Ensure demographics on your test registration and high school transcript match; and
 - Request your official test scores be sent to one of Florida’s 12 state universities, Florida state colleges, or public high schools when registering for the ACT[®]/SAT[®].

Service Hours

Students must complete service hours during high school and by high school graduation. Service hours may include, but are not limited to, a business or governmental internship, work for a nonprofit community service organization, or activities on behalf of a candidate for public office. Except for credit earned through service-learning courses, the student may not receive remuneration or academic credit for the service work performed. The hours must be documented in writing, and signed by the student, the student's parent or guardian, and a representative of the organization.

Each district school board and the administrators of a nonpublic school must establish approved activities **and** the process for documentation of service hours. The student must identify a social or civic issue or professional area, develop a plan for personal involvement in addressing the issue or learning about the area, and through papers or other presentations, evaluate and reflect upon the experience.

Other ways to qualify

Students who have demonstrated academic merit through a recognition program may be eligible for Bright Futures without having to meet one or more of the requirements. Note: Both AICE and IB Diplomas must be earned prior to high school graduation (August 31). Confirmations may come from AICE and IB as late as September. Please refer to the table below for how to qualify based on one of the merit recognition programs.

Merit Recognition Program	College Entrance Exams (ACT®/SAT®)	Service Hours	Bright Futures Award
National Merit® Finalists and Scholars		100 hours	FAS
		75 hours	FMS
National Hispanic Scholars		100 hours	FAS
		75 hours	FMS
Advanced International Certificate of Education (AICE) - Diploma		100 hours	FAS
		75 hours	FMS
International Baccalaureate (IB) - Diploma		100 hours	FAS
		75 hours	FMS
AICE - Curriculum	29/1290	100 hours	FAS
	26/1170	75 hours	FMS
International Baccalaureate (IB) - Curriculum	29/1290	100 hours	FAS
	26/1170	75 hours	FMS

AICE Curriculum

Complete a minimum of 12 AICE credits* identified by the University of Cambridge International Examinations (CIE) in three academic areas as follows:

- Two credits from Group 1 – Mathematics and Sciences
- Two credits from Group 2 – Languages
- Two credits from Group 3 – Arts and Humanities
- Six additional credits in any combination from the above three Groups, or from Group 4 (Global Perspectives).

*Students earn one credit by completing one AICE full credit course and another credit for taking the corresponding AICE examination.

IB Curriculum

- Complete a minimum of 10 credits identified by the International Baccalaureate Organization:
 - Two credits each in three of the following areas and one credit each in the remaining three areas: Language Arts, World Language, Social Studies, Science, Mathematics and Arts/Electives. (Each of these credits must be an IB or AP course. Pre-IB courses do not meet IB curriculum requirements.)
 - One credit in Theory of Knowledge
- Complete the Creativity, Action, Service (CAS) requirement
- Complete an extended essay.

Gold Seal Vocational Scholars (GSV)

The Florida Gold Seal Vocational Scholars (GSV) award may be funded if enrolled in a career education or certificate program. Florida high school students who wish to qualify for the Florida Gold Seal Vocational Scholars (GSV) award must meet the following initial eligibility requirements:

- Achieve the required weighted minimum 3.0 GPA in the non-elective high school courses;
- Take at least 3 full credits in a single Career and Technical Education program;
- Achieve the required minimum 3.5 unweighted GPA in the career education courses;
- Achieve the required minimum score on the ACT[®], SAT[®], or Florida Postsecondary Education Readiness Test (P.E.R.T.) exams (see table below); and
- Complete 30 service hours.

College Entrance Exams

Exam types cannot be combined; a student must qualify based on each sub-test score for a single exam type. Sub-test scores from different test dates may be used to meet the test requirement. Scores taken through June 30 of the student's senior year (for a regular graduate, or January 31 for a mid-year graduate) will be accepted for Bright Futures evaluation. There is no limit to the number of times a student may retake the test prior to June 30 of the student's graduation year.

Request test scores be sent to one of Florida's 12 state universities, Florida state colleges (public community colleges), or public high schools when the student registers for the ACT[®]/SAT[®] so that test scores will be sent to the FDOE repository.

Exam Type	Sub-test	Required Score
ACT [®]	Reading	19
	English	17
	Mathematics	19
SAT [®] (Prior to March 1, 2016)	Critical Reading	440
	Mathematics	440
SAT [®] (March 1, 2016 and thereafter)	Reading Test	24
	Writing and Language Test	25
	Math Test	24
P.E.R.T. (Only applies to the GSV Scholarship)	Reading	106
	Writing	103
	Mathematics	114

Required test scores follow those established by [State Board Rule 6A-10.0315](#).

Service Hours

Students must complete service hours during high school and by high school graduation. For additional information, refer to **Service Hours** under Florida Academic and Florida Medallion Scholarships found on [page 4](#).

Gold Seal CAPE Scholars (GSC)

The Florida Gold Seal CAPE Scholars award (GSC) may be funded if enrolled in a career education or certificate program. Upon completion of an associate in science degree program that articulates to a bachelor of science degree, a GSC Scholar may also receive an award for a maximum of 60 credit hours toward a bachelor of science degree program. Upon completion of an associate in applied science program, a GSC Scholar may also receive an award for a maximum of 60 credit hours toward a bachelor of applied science degree program.

Florida high school students who wish to qualify for the Florida Gold Seal CAPE Scholars award must meet the following initial eligibility requirements:

- Earn a minimum of 5 postsecondary credit hours through CAPE industry certifications which articulate for college credit; and
- Complete 30 service hours.

Service Hours

Students must complete service hours during high school and by high school graduation. For additional information, refer to **Service Hours** under Florida Academic and Florida Medallion Scholarships found on [page 4](#).

Non-Traditional Students

Students Participating in a Home Education (HE) Program

All students participating in a home education program must be **registered with the district** for grades 11 and 12. If the student was not registered with the district home education office for grades 11 AND 12, but has the required transcripts and test scores, he/she may be able to apply as a Florida [GED Diploma](#) recipient.

Florida home-educated students must meet the following initial eligibility requirements:

- Meet the [General Requirements](#) for Bright Futures;
- Submit a timely *Florida Financial Aid Application*;
- Earn required minimum test scores: and
- Complete the minimum number of service hours.

Required Documentation

- **Florida Financial Aid Application (FFAA)** – Students must submit a completed FFAA online during the final year in a home education program (no later than August 31). After submitting the FFAA, **the student is responsible for tracking application and award status online** and keeping OSFA informed of any demographic or institutional changes.
- **Exam Scores (ACT[®]/SAT[®])** – Students may test through June 30 of the final year in a home education program (or through January 31 of the final year for a mid-year applicant). Submit scores in one of the following ways:
 - Request test scores be sent to one of Florida’s 12 state universities or Florida state colleges (public community colleges) when the student registers for the ACT[®]/SAT[®] so the scores will be sent to the FDOE repository.
 - Mail an official copy (no photocopies) of the test scores in the original sealed envelope to the attention of ‘Home Ed’ at the address at the end of this chapter.
- **Service Hours** – Documentation of service hours must be submitted to the district home education office where the student is registered. The district will certify the hours to FDOE through an electronic process. Service hours must be performed during high school and completed by high school graduation.

The FDOE provides the following guidelines for students in a home education program:

- Service hours may not be hours that benefitted the student financially or materially, or be service to family members, defined as parents, grandparents, siblings, aunts, uncles, cousins, nieces, nephews, and spouses, including all step relations.
- The agencies where the service hours were earned must provide documentation on agency letterhead of the number of hours and dates of service completed.

Home-educated students do not need to provide a student transcript. The test score and service hour requirements are provided in the table found on [page 3](#).

General Educational Development (GED) Students

Documentation outlined below is required for the initial eligibility evaluation of students who earn a Florida high school equivalency diploma (commonly known as the Florida GED diploma) and wish to be evaluated for a Florida Bright Futures Scholarship.

To be determined eligible for the scholarship, GED students must meet the high school coursework and grade point average requirements before taking the GED exam. Eligibility for a scholarship will be determined in the academic year in which the GED is earned. For additional information on the GED, applicants may wish to visit DOE's [website](#) regarding the GED.

Required Documentation

- **Florida Financial Aid Application (FFAA)** – Students must submit a completed FFAA online during the final year prior to taking the GED (no later than August 31). After submitting the FFAA, **the student is responsible for tracking application and award status online** and keeping OSFA informed of any demographic or institutional changes.
- **Exam Scores (ACT[®]/SAT[®]/P.E.R.T.)** – Test scores taken through the end of June of the academic year in which the student takes the GED exam will be admissible. Please note, P.E.R.T. scores are only applicable to the Florida Gold Seal Vocational Scholarship. Submit scores in one of the following ways:
 - Request test scores be sent to one of Florida's 12 state universities or Florida state colleges (public community colleges) when the student registers for the ACT[®]/SAT[®] so that test scores will be sent to the FDOE repository.
 - Request a school counselor submit test scores on the high school transcript.
 - Mail an official copy (no photocopies) of the test scores in the original sealed envelope to the attention of 'GED' at the address at the end of this chapter.
- **Transcripts** – Submit (in any combination) an official transcript to the FDOE by the student's Florida public high school, FDOE-registered private high school, Florida Virtual School and/or dual enrollment coursework from a Florida state college or university. The required coursework must be completed and the minimum grade point average earned before the Florida GED exam is taken.
- **GED** – Florida GED diploma will be verified by the FDOE. Please follow the GED verification process outlined by the FDOE GED [website](#). The GED office will email the diploma verification directly to OSFA.Transcripts@fldoe.org.
- **Service Hours** – Documentation of service hours must be submitted to the FDOE-OSFA. Service hours must be performed during high school and completed by the GED date. The hours must not have been service to family members. The agency or agencies where the service hours were earned must provide documentation of the number of hours and dates of completed service.

Mail supporting documentation to the attention of 'GED' to the address at the end of this chapter.

Out-of-State (OOS) Students

Eligibility Criteria: A Bright Futures Scholarship requires a standard Florida high school diploma, unless the student earns a high school diploma from a non-Florida school while living with a parent or guardian who is on A) military or B) public service assignment away from Florida.

Program Requirements (no substitutions):

1. Meet the **General Requirements** for the Florida Bright Futures Scholarship Program.
2. Have one parent who is a Florida resident and is: A) serving active duty in the military or B) on public service assignment away from Florida during the student's last year of high school.
3. Submit a completed *Florida Financial Aid Application (FFAA)* online during the last year in high school (no later than August 31).
4. Submit official high school transcript(s).
5. Submit **ACT**[®]/**SAT**[®] test scores.
6. Submit documentation for OOS assignment.
7. Submit Proof of Dependency.
8. Submit Documentation of Service Hours.

Select [Florida Bright Futures Scholarship Program and the Out-of-State Student](#) for a manual with further explanation of required documentation.

Mid-Year Graduates

A mid-year graduate is a student who graduates September 1 through January 31 of an academic year **and** seeks funding for the spring academic term following graduation. Students who graduate early but do not seek funding until a subsequent academic year are not considered mid-year graduates for Bright Futures.

The student graduating early and seeking funding for the spring term must submit the *Florida Financial Aid Application* (FFAA) by August 31 PRIOR TO the intended graduation date. There are NO EXCEPTIONS to this application deadline. The student must meet the scholarship requirements in effect for the academic year in which he/she graduates. (Example: A December 2018 graduate must meet the 2018-19 scholarship eligibility requirements as well as the general program requirements as outlined earlier in this document.)

Service hours completed by high school graduation and test scores for test dates through January 31 will be considered in a mid-year graduate's Final Evaluation. A student's Final transcript evaluation MUST include a graduation date.

If determined eligible as a mid-year graduate, a student may receive funding for the spring term, if enrolled. *These students will be evaluated for renewal of their scholarships at the end of the next academic year of funding.*

If a student does not graduate mid-year as planned and wishes to apply as an end-of-year graduate, the student must submit a new FFAA after the new application opens on October 1.

Sending Electronic Transcripts

If the student's high school is able to send secure electronic transcripts (or if the high school contracts with a third-party transcript service), an official transcript may be emailed to: OSFA.Transcripts@fldoe.org.

We do not accept unofficial or photocopied transcripts. Only official transcripts sent to the FDOE via this secured method from the originating school or transcript service may be used in an official evaluation for the Bright Futures Scholarship Program.

NOTE: *Public high schools automatically send student transcripts to FDOE for BF evaluations.*

Notification of Eligibility

Early Evaluations (7th Semester) – Postings may begin in March

All students whose transcripts are submitted electronically to the FDOE for an official early evaluation (based on academic progress in the middle of the last year of high school and test scores for tests taken by January 31) will receive an eligibility or ineligibility determination, with the award status notification posted to their online account.

Students cannot lose an award based on early evaluation unless they fail to earn a standard Florida high school diploma from a Florida public or FDOE-registered private high school.

Final Evaluations (8th Semester) – Postings may begin in July

All students whose final transcripts are submitted (following the student's last term in high school) will receive an award status notification (eligibility or ineligibility determination) posted to their online account.

NOTE: Students awarded an IB or AICE Diploma will receive notifications of eligibility determination in early fall after a list of IB and AICE Diploma recipients has been received by these respective organizations.

The Process

The award (or ineligibility) determination will be posted to a student's online Financial Aid Recipient History (FARH) screen and is viewable by the student. Login credentials will be sent to the student after the FFAA is submitted and, as applicable, enable a student to either view or update:

- Award status (eligibility determination);
- Demographic information;
- Postsecondary institution;
- Amount disbursed each semester;
- Spring renewal GPA;
- Hours remaining for the year and for the scholarship; and
- Correspondence posted and/or sent from the FDOE.

Deferment of the Scholarship

Students who enlist in the military, or engage in a full-time religious or service obligation lasting at least 18 months may defer the commencement of their scholarship. The 2-year eligibility period and 5-year renewal period will commence upon separation from active duty or the religious or service obligation. Please see the *Reinstatement* section of Chapter 3 for more information. The religious or service obligation provision is only valid for initial funding and does NOT allow a student extension of time if they have already received a disbursement.

Website Addresses

Florida Financial Aid Application (FFAA)	https://www.FloridaStudentFinancialAidsg.org/ua/sawstua_uaf orm.asp
Track Application and Award Status	https://www.FloridaStudentFinancialAidsg.org/home/ApplyHere.asp
High School Graduation Requirements	http://www.fldoe.org/academics/graduation-requirements/
State University System admission requirements found in regulation 6.002.	http://www.flbog.edu/documents_regulations/regulations/6%20002_finalversion.pdf
National Merit® Finalists and Scholars	http://www.nationalmerit.org/
National Hispanic Scholars	https://collegereadiness.collegeboard.org/psat-nmsqt-psat-10/scholarships-and-recognition/national-hispanic-recognition-program
Advanced International Certificate of Education (AICE) - Diploma	http://www.cie.org.uk/programmes-and-qualifications/cambridge-advanced/cambridge-aice-diploma/
International Baccalaureate (IB) - Diploma	http://www.ibo.org/diploma/
ACT®	http://www.actstudent.org/
SAT®	https://sat.collegeboard.org/home
P.E.R.T.	http://www.fldoe.org/schools/higher-ed/fl-college-system/common-placement-testing.shtml
Florida Bright Futures Scholarship Program and the Out-of-State Student	http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFOOSGuide.pdf
FDOE GED Website	http://www.fldoe.org/academics/career-adult-edu/hse
Industry Certifications	http://www.fldoe.org/academics/career-adult-edu/career-technical-edu-agreements/industry-certification.shtml
Secure Upload of Documentations to OSFA	https://fldoe.sharefile.com/r-r8992dcdb99948c7a

OSFA Mailing Address

Attn: **GED *or* Out-of-State Applicant**

You may send documents via mail or electronically upload them to:

Florida Department of Education
Office of Student Financial Assistance
Florida Bright Futures Scholarship Program
325 West Gaines Street, Suite 1314
Tallahassee, FL 32399-0400

[Click Here](#) to upload documents securely to OSFA.

2018-19

Bright Futures Student Handbook

Chapter 2: What You Need to Know Now
that You are Eligible



Chapter 2: What You Need to Know Now That You are Eligible

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The Bright Futures Scholarship Program is governed by the following statutes and rule.

Florida Statutes	s. 1009.53 – s. 1009.538
State Board of Education Rule	6A-20.028

These requirements are subject to change with each legislative session.

College Notification

Notification of a student's award will be made available to eligible postsecondary institution(s) via a secured internet directory of eligible students when a student's award status is official.

If the eligible Florida postsecondary institution the student plans to attend is different from the one listed on the student's Florida Financial Aid Application (FFAA), the student will need to update his or her institution online. This may be accomplished by logging into the online account and accessing the [Financial Aid Recipient History](#) screen or by calling Customer Service at 888-827-2004.

A list of eligible postsecondary institutions is available for viewing on the Office of Student Financial Assistance (OSFA) [website](#).

Postsecondary Enrollment Requirements

- Earn a standard Florida high school diploma or its equivalent.
- Be a Florida resident and a U.S. citizen or eligible noncitizen, as determined by the student's postsecondary institution.
- Enroll as a degree- or certificate-seeking student at an eligible Florida postsecondary institution after high school graduation.
- Enroll for a minimum of six non-remedial semester hours (or the equivalent in quarter or clock hours) per term in a program of study by the end of the drop/add period.

(A student who has fewer than six total hours remaining on his/her scholarship or needs fewer than six hours to complete the first associate or baccalaureate degree, may enroll and receive funding for less than six hours.)

- If not funded in the academic year immediately following high school graduation, apply within two years of high school graduation to have the award reinstated.

(Please refer to 'Reinstatement Requirement' section of Chapter 3 for more information regarding the reinstatement process.)

Length of the Scholarship Award

Students graduating high school in 2012-13 and thereafter who did not receive funding immediately following high school graduation must apply within two years after high school graduation to reinstate the award. A Florida Academic Scholar (FAS) or Florida Medallion Scholar (FMS) may receive funding for up to five years from high school graduation for a maximum of 120 semester hours (or equivalent) toward the completion of a certificate or a first baccalaureate degree. This also applies to students in 3/2 programs who are classified as an undergraduate. Extended hours of funding are available to FAS and FMS students enrolled in a single program of study requiring more than 120 hours by submitting the following application, "[Extended Hours Application](#)."

Please refer to the following table for program length specifications.

High School Graduation Year	Number of FAS/FMS Hours Funding Available	Number of GSC/GSV Hours Funding Available ¹	Number of Years to Reinstate an Initial Award	Duration of Funding Available ²
2012-13 and thereafter	100% of program of study	100% of program of study, up to: <ul style="list-style-type: none"> • 72 hours (<i>AS, AAS, CCC, or PSAV's</i>) • 60 hours (<i>ATD's</i>) 	Within 2 years of graduating from high school	Up to 5 years from high school graduation

¹ Beginning with the 2016-17 high school graduates, students who earn a Gold Seal CAPE (GSC) award and attain an AS or AAS degree may receive an additional 60 hours of funding toward a qualifying BS or BAS degree program.

² For students graduating high school in 2010-11 and thereafter, if annual renewal requirements were not met due to a verifiable illness or other documented emergency (as reported by the postsecondary institution), an exception of one academic year to the renewal timeframe may be granted if a course of study is not completed after five academic years.

Award Amounts

Florida Academic Scholars (FAS) will receive an award to cover 100% of tuition and applicable fees and \$300 for both fall and spring semesters for additional educational expenses. Students attending a public institution will have tuition and applicable fees covered. Students attending a nonpublic institution will receive a comparable amount as noted in the [Private Award Chart](#). FAS students can receive an award during the summer sessions to cover tuition and applicable fees, beginning with the 2018 summer term.

Florida Medallion Scholars (FMS) will receive an award to cover 75% of tuition and applicable fees. Students attending a public institution will have tuition and applicable fees covered. Students attending a nonpublic institution will receive a comparable amount as noted in the [Private Award Chart](#). FMS students can receive an award during the summer sessions to cover tuition and applicable fees, beginning with the 2019 summer term.

The applicable fees for both FAS and FMS include activity and service fee, health fee, athletic fee, financial aid fee, capital improvement fee, campus access/transportation fee, technology fee and tuition differential fee.

Other award recipients will receive a fixed cost per credit hour based on award level, institution type, and credit type as outlined in the table below.

2018-19 Bright Futures Scholarship Per Hour Award Amounts			
	Credit Hour Award		Clock Hour Award
	Semester	Quarter	
Gold Seal Vocational Scholars (GSV) & Gold Seal CAPE Scholars (GSC)			
Career Certificate Program (PSAV)	\$39	\$26	\$1.30
Applied Technology Diploma Program (ATD)	\$39	\$26	\$1.30
Technical Degree Education Program (AS, AAS, CCC)	\$48	\$32	\$1.60
Bachelors of Science (BS)* Bachelors of Applied Science (BAS)*	\$48	\$32	
* GSC recipients who earn a qualifying A.S. or A.A.S degree may receive an award toward a qualifying B.S. or B.A.S. degree.			

A disbursed Florida Academic Scholar in each district is awarded an additional per credit hour award for fall and spring. Academic Scholars who attend in the fall following high school graduation are ranked on the product of their Bright Futures weighted GPA and their best college entrance exam score.

2018-19 Academic Top Scholars			
	Semester	Quarter	Clock
Per Hour Award Amounts	\$44	\$29	\$1.47

Scholarship Funding

Students do not receive funds directly from the Florida Department of Education. The financial aid office at the eligible Florida postsecondary institution the student attends is responsible for calculating the award and disbursing the funds after the end of the drop/add period each term.

The institution determines if study abroad is covered by Bright Futures. The study must be approved by the institution and be a part of the student's program of study.

Scholarship Restrictions/Limitations

- A maximum of 45 semester hours (or the equivalent in quarter or clock hours) may be funded in one academic year.
- All hours are paid at the undergraduate level.
- No remedial course work is funded.
- Gold Seal awards (GSC/GSV) may only be used at postsecondary institutions that offer an applied technology diploma, technical degree education program (associate in science-A.S. or associate in applied science-A.A.S.), or a career certificate program. GSC recipients who earn a qualifying A.S. or A.A.S degree may be funded for a qualifying B.A. or B.A.S. bachelor's degree.

Summer Funding

Bright Futures awards are available for Florida Academic Scholars beginning with the summer 2018 term and are available for Florida Medallion Scholars beginning with the summer 2019 term.

University of Florida Pilot for the Spring and Summer Terms

Bright Futures awards are available for both Florida Academic Scholars and Florida Medallion Scholars enrolled in the spring/summer term at the University of Florida. This student cohort of Florida Academic Scholars is eligible to receive Bright Futures scholarship funding for the fall 2018 term for off-campus or online coursework, rather than on-campus coursework.

Dropping or Withdrawing from Course(s) after Drop/Add

A student must reimburse the postsecondary institution for the cost of course(s) dropped or withdrawn after the initial drop/add period. The student will not be eligible to renew his/her Bright Futures award for any subsequent academic year until repayment or a satisfactory arrangement to reimburse the institution is made. After repayment, those hours are returned to the student's hours remaining for funding purposes.

Due to verifiable illness or emergency, a student may make an appeal to the home postsecondary institution for hours dropped or withdrawn after the last day of the drop/add period.

Same-term Funding at Two Different Postsecondary Institutions

If a student plans to take coursework at a postsecondary institution other than the student's home postsecondary institution (where the student is enrolled as degree- or certificate-seeking), he/she must notify the financial aid office at his/her home institution. The home postsecondary institution is the one from which Bright Futures funds are disbursed and grades and hours reported for that term. Both the home postsecondary institution and the institution where the student is enrolled as a transient student must be eligible Bright Futures institutions.

Use of the Scholarship for a Partial Academic Year

A student may choose to enroll and receive Bright Futures funding for only one term during the academic year. Renewal criteria include completion of a minimum of 12 semester hours (or the equivalent) per term funded for a full-time student or a prorated number of credit hours for a part-time student and the minimum institutional cumulative GPA requirement (see renewal requirements in Chapter 3).

Transferring the Scholarship between Institutions

Awarded students may receive Bright Futures funding only at eligible Florida postsecondary institutions. A student may login to access the online system or call OSFA Customer Service at 888-827-2004 to transfer the scholarship to another eligible Florida postsecondary institution. To receive timely disbursements, OSFA must be notified of institution changes by August 15 for Term 1 (fall), December 15 for Term 2 (spring), and February 15 for Term 3.

Graduate School Funding

A FAS or FMS scholarship recipient, who graduates with a baccalaureate degree in seven or fewer semesters, or in 105 semester hours or fewer, may receive funding for one semester of graduate study, not to exceed 15 credit hours paid at the undergraduate rate. Graduate school funding must be used within the applicable scholarship length.

Website Addresses

Financial Aid Recipient History	https://www.FloridaStudentFinancialAidsg.org/disb/SAWMELGaudit.asp
Eligible Postsecondary Institutions	https://www.FloridaStudentFinancialAidsg.org/admin/SAWELIGPSI_ByProg.asp
Extended Hours Application	http://www.FloridaStudentFinancialAid.org/SSFAD/pdf/BF_EXTHRS_Application.pdf
Private Award Chart	http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/PrivateAwardsBF.pdf
Secure Upload of Documentations to OSFA	https://fldoe.sharefile.com/r-r8992dcdb99948c7a

OSFA Mailing Address

Florida Department of Education
Office of Student Financial Assistance
Florida Bright Futures Scholarship Program
325 West Gaines Street
Suite 1314
Tallahassee, FL 32399-0400

2018-19

Bright Futures Student Handbook

Chapter 3: Renewing Your Award



Chapter 3: Renewing Your Award

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Renewal Requirements

A student who receives funding during the current academic year is **automatically** evaluated for renewal at the end of the spring term and does not submit a renewal application. The student's institution sends the Office of Student Financial Assistance (OSFA) each student's GPA and hours earned. Eligibility notifications are then posted to each student's online Financial Aid Recipient History (FARH). A spring/summer cohort student at the University of Florida who receives funding during the current academic year (spring and summer) is evaluated for renewal at the end of the summer term.

Students who do not meet the annual minimum renewal GPA requirement in their first year of funding will be permitted a one-time restoration in a subsequent summer or academic year renewal period (end of spring term). Students who do not meet the minimum earned hours requirement or who fail to meet the minimum GPA requirement **after** their first year of funding will NOT be permitted a restoration opportunity.

Summer grade and hours earned after spring evaluation may only be used to meet the scholarship renewal requirements if the student has a one-time restoration opportunity available. A student must ask a financial aid officer at the home postsecondary institution (that reported his/her spring renewal grade and hours) to submit a summer grade and hours update to the Bright Futures office indicating the adjusted cumulative GPA and hours.

Grade Point Average (GPA) Requirement

The renewal cumulative GPA requirements are outlined in the table below.

	Florida Academic Scholars (FAS) ¹	Florida Medallion Scholars (FMS)	Florida Gold Seal Vocational Scholars (GSV)
Minimum Cumulative GPA (unrounded and unweighted)	3.0	2.75	2.75

¹ Academic Top Scholars (ATS) renewal eligibility is based on the FAS annual renewal requirement.

Credit Hour Requirement

A student who receives funding during the current academic year (fall through spring) is **automatically** evaluated for renewal at the end of the spring term. The annual credit hour renewal requirement for the Bright Futures Scholarship Program is the measure of the number of credit hours a student must earn based on the student’s enrollment type per term. The enrollment type of a student is based on credit hours funded after the institution’s drop/add period.

The table below shows standard scenarios for required credit hours per a student’s enrollment type, but does not represent all possible enrollment scenarios. Therefore, OSFA encourages students to use the **Bright Futures Credit Hour Interactive Tool**, located on the [Bright Futures Home Page](#). This tool allows students to customize the credit hour requirement to their individual enrollment scenario per term.

Annual Bright Futures Credit Hour Renewal Requirement by Term Course Load

Term 1 Hours Funded	Term 2 Hours Funded	Annual Earned Hours Requirement
Full-Time (12 or more)	Full-Time	12 + 12 = 24
	Three-Quarter Time	12 + 9 = 21
	Half-Time	12 + 6 = 18
Three-Quarter Time (9-11)	Full-Time	9 + 12 = 21
	Three-Quarter Time	9 + 9 = 18
	Half-Time	9 + 6 = 15
Half-Time (6-8)	Full-Time	6 + 12 = 18
	Three-Quarter Time	6 + 9 = 15
	Half-Time	6 + 6 = 12

(For example: A student who is funded **full-time** in Term 1 and funded **three-quarter time** in Term 2 is required to earn a minimum of **21** credit hours by the conclusion of the spring term.)

Renewal into a Different Scholarship Type

- Florida Academic Scholars (FAS) with 2.75-2.99 GPA at the end of the renewal period will renew as Florida Medallion Scholars (FMS). If the GPA is improved above a 3.0 in a subsequent renewal period, the student will restore as a FAS, using the **one-time restoration** opportunity.
- A student who earns the FMS, Gold Seal CAPE Scholars (GSC), or Gold Seal Vocational Scholars (GSV) award in high school may not renew to the FAS award.
- A GSC or GSV award may not renew to the FMS.

Reinstatement Requirements

Reinstatement / Restoration Online Application

An eligible student who did not receive funding during the previous academic year and would now like to apply for scholarship funding is a reinstating student.

- If a student did not receive award funding in the academic year immediately following his/her graduation from high school, the student must apply within two of high school graduation to reinstate the award.
- Once a student has received funding for a minimum of one term and met annual renewal requirements, he/she is eligible to apply for reinstatement up to five years from high school graduation.

Applying for Reinstatement

- A student must complete a *Reinstatement/Restoration Application* available on the OSFA website by selecting **State Grants, Scholarships & Applications**, and then ***Reinstatement/Restoration Application*** within the **Applicant Quick Links** menu (or use the direct link above). Please note that the academic year for which a student is applying is at the top of the application. New applications are available in February each year.
- For students who did not receive funding during the academic year immediately following high school graduation, the deadline for submission of the *Reinstatement/Restoration Application* for both fall and spring (or equivalent) of the year in which the student is seeking funding is May 30. However, OSFA recommends that applications be submitted online by July 1 for a timely fall disbursement or by December 15 for a timely spring disbursement.
- For students who did not receive funding during two academic years immediately following high school graduation, submission of a *Reinstatement/Restoration Application* is required by August 31 for a disbursement during the immediate subsequent academic year.
- If determined eligible for reinstatement, the student will receive the Bright Futures award (Florida Academic Scholars, Florida Medallion Scholars, Gold Seal CAPE Scholars or Gold Seal Vocational Scholars) for which he/she was last eligible prior to reinstatement.

Students Who Enlist in the Military

An initially eligible student who enlists active duty in the United States Armed Forces after high school graduation and wishes to begin using the Bright Futures award must:

- Complete and submit a [Reinstatement/Restoration Application](#) online;
- Submit an official copy of the DD Form 214 to verify time served active duty; and
- Commence the remainder of the two-year reinstatement period upon the date of separation from active duty.

A student who is receiving a Florida Bright Futures Scholarship and discontinues his/her education to enlist in the United States Armed Forces must commence the remainder of the renewal period upon the date of separation from active duty. To reinstate the scholarship, the student must:

- Complete and submit a [Reinstatement/Restoration Application](#) online; and
- Submit an official copy of the DD Form 214 to verify time served active duty.

The DD Form 214 should be mailed or uploaded to OSFA security using the information at the end of this chapter.

Students Who Engage in a Full-time Religious or Service Obligation

An initially eligible student who engages in at least 18 months of a full-time religious or service obligation immediately after high school graduation and wishes to begin using the Bright Futures award must:

- Complete and submit a [Reinstatement/Restoration Application](#) online;
- Complete and submit the [Religious or Service Obligation Reporting Form](#); and
- Complete and submit the required documentation listed below.

The religious or service obligation provision is only valid for initial funding and does NOT allow a student extension of time if the student has already received a disbursement.

Additional Documentation

For students returning from a [Religious Service Obligation](#), submit to OSFA, on the organization's signed letterhead, details of the duration and purpose of the service obligation.

For Returning [Peace Corps](#) Volunteers, provide a copy of your **Description of Service (DOS)**.

For Returning [AmeriCorps](#) Volunteers, provide a copy of your completed AmeriCorps **Future Plans or Early Termination Request** (CNCS Form V-732).

All required documents should be mailed or uploaded to OSFA security using the information at the end of this chapter.

Restoration Requirements

A one-time restoration opportunity is available under limited circumstances.

- A scholar who did not meet at least the 2.75 GPA renewal requirement, but DID meet the hours renewal requirement during the first year of funding (end of spring term or end of summer term for spring/summer cohort students) has a one-time opportunity to restore the scholarship.
- A scholar who was initially eligible for an FAS award, but then dropped to FMS award eligibility due to not meeting the 3.0 renewal GPA requirement has a one-time opportunity to restore to FAS.

Students seeking to use the one-time restoration opportunity should ensure they understand their home postsecondary institution's policies concerning what courses are considered in the cumulative GPA and how cumulative GPAs are calculated. The institutional cumulative GPA for Bright Futures is unrounded and unweighted to two decimal places.

Restoration requirements can be satisfied by using one of the following options:

- Take summer classes that your institution will apply towards your cumulative GPA based on their institutional policies (or fall term classes for spring/summer cohort students) and request that the financial aid office submit a summer grade and hours update to the Bright Futures office indicating the adjusted cumulative GPA and hours; or
- Raise cumulative GPA above the renewal requirement before the fall term for which the student is seeking funding (or spring term for spring/summer cohort students) and submit a [Reinstatement/Restoration Application](#).

A student who fails to meet the **minimum earned hours** requirement in ANY academic year renewal period (end of spring term or end of summer term for spring/summer cohort students), will **NOT** be permitted a restoration opportunity. Restoration cumulative GPA requirements are outlined in the table below.

	Florida Academic Scholars (FAS)	Florida Medallion Scholars (FMS)	Florida Gold Seal Vocational Scholars (GSV)
Minimum Cumulative GPA (unrounded and unweighted)	3.0	2.75	2.75

Applying for Restoration

If a student's last status was ineligible for not meeting renewal requirements and the student did not receive funding during the previous academic year, the student will need to submit a [Reinstatement/Restoration Application](#).

- New applications are available in February each year.

- The financial aid office at the Florida postsecondary institution where the student last attended as degree- or certificate-seeking must certify online the postsecondary institutional cumulative GPA and/or earned hours that will determine his/her eligibility to restore.
- A student who last attended an out-of-state postsecondary institution must request that his/her official transcript be submitted to OSFA at the address at the end of this chapter.
- The deadline for submission of the *Reinstatement/Restoration Application* for both fall and spring (or equivalent) of the year in which the student is seeking funding is May 30. However, OSFA recommends that applications be submitted online by July 1 for a timely fall disbursement or by December 15 for a timely spring disbursement.

Appeals Process

A student may request a Postsecondary Institutional Appeal due to verifiable illness or circumstance beyond student's control if annual renewal requirements were not met.

- For students graduating high school in 2010-11 and thereafter, if annual renewal requirements were not met due to a verifiable illness or other documented emergency (as reported by the postsecondary institution), an exception of one academic year to the renewal timeframe may be granted if a course of study is not completed after five academic years.
- The student may request that the financial aid office at the home postsecondary institution he/she attended conduct a review of the courses included in the cumulative GPA.
- In the case of illness or emergency beyond the student's control, the student may provide pertinent documentation regarding the illness or emergency to the appropriate home postsecondary institution.
- The home postsecondary institution will review the student's request and send recommendation of approval/denial to OSFA. Appeal request guidelines may be obtained through the financial aid office of a student's home postsecondary institution.
- An institutional academic progress appeal is to be filed within 30 days of the date of the ineligibility notice sent to the student or by the date established by the institution's financial aid office, whichever is later. Ineligibility notices are posted to the student's Financial Aid Recipient History web screen during the summer following spring evaluation.

Website Addresses

Reinstatement/ Restoration Application	https://www.FloridaStudentFinancialAidsg.org/ua/SAWREINREST.asp
Financial Aid Recipient History	https://www.FloridaStudentFinancialAidsg.org/disb/SAWMELGaudit.asp
Eligible Postsecondary Institutions	https://www.FloridaStudentFinancialAidsg.org/admin/SAWELIGPSI_ByProg.asp
Bright Futures Credit Hour Interactive Tool	http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFCreditHourTool.xlsx
Secure Upload of Documentations to OSFA	https://fldoe.sharefile.com/r-r8992dcdb99948c7a

OSFA Mailing Address

Florida Department of Education
Office of Student Financial Assistance
Florida Bright Futures Scholarship Program
325 West Gaines Street
Suite 1314
Tallahassee, FL 32399-0400