

TENNESSEE
Promise

**School
Resource Guide
2016 - 2017**

www.TNPromise.gov



Two years ago, we launched Tennessee Promise, a program that provides high school graduates the opportunity to attend a community or technical college free of tuition and mandatory fees. Two cohorts of Tennessee Promise students have now entered higher education with a commitment from the state of Tennessee to help get them to and through a college.

Tennessee Promise is part of our larger Drive to 55, an initiative to ensure that 55 percent of our population holds a certificate or degree by 2025. Attaining this goal is key to our state's workforce readiness and economic future.

The Tennessee Promise application will be open to the Class of 2017 from August 1st until November 1st. I encourage you to talk with your students about what Tennessee Promise can mean for them, how they can apply, and where to find resources to help them succeed in college.

Over the past two years, we have seen that you, our school counselors, have played a critical role in students applying for Tennessee Promise and completing the steps to receive the scholarship. We hope this guide will provide you with the information you need to continue succeeding in your work.

Thank you for the work you do on a daily basis to ensure students succeed in high school and beyond.

Sincerely,

Bill Haslam

Governor of Tennessee





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..... S E C T I O N 1

About Tennessee Promise

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OVERVIEW OF TENNESSEE PROMISE

What is Tennessee Promise?

Tennessee Promise is a financial aid program offering Tennessee high school graduates two years of tuition-free community or technical college. The program began with the high school graduating Class of 2015. It provides eligible students a last-dollar scholarship, meaning the scholarship will cover tuition and mandatory fees not covered by the Pell grant, the Tennessee Education Lottery Scholarship (TELS), or the Tennessee Student Assistance Award (TSAA).

While removing students' financial burden is key, a critical component of Tennessee Promise is the individual guidance each participant will receive from a mentor as the student enters higher education. Three organizations, the Ayers Foundation, REDI, and tnAchieves serve as local partners and administer the mentorship component of the program.

Student Eligibility

To be eligible to receive a Tennessee Promise Scholarship, a student must:

- Be a Tennessee resident as defined by the Tennessee Board of Regents
- Complete the Tennessee Promise application at www.TNPromise.gov
- Be able to complete the FAFSA, qualify for in-state tuition, and possess a valid Social Security number
- Graduate from an eligible Tennessee high school, complete a Tennessee home school program, or, prior to reaching 19 years of age, obtain a GED or HiSET diploma
- Enroll in an eligible postsecondary program at an eligible college and attend full-time the fall after graduation (students attending a TCAT may enroll the summer following their high school graduation)
- Meet all deadlines and requirements before enrolling

Additional information about student eligibility can be found on page 7.

Program Requirements

In order for students to participate in the program, they must meet several requirements and deadlines:

- **November 1:** Deadline to apply for the Tennessee Promise scholarship at www.TNPromise.gov
- **January 17:** Deadline to complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov

- **Before March 1:** Attend first mandatory meeting coordinated by partnering organization (some meetings may happen as early as October)
- **Before May 1:** Attend second mandatory meeting coordinated by partnering organization
- **In the spring:** Apply to and register for classes at an eligible institution (partnering organizations may recommend applying by February 15)
- **July 1:** Deadline to complete and report 8 hours of community service (*May 1 community service deadline for students enrolling at a TCAT the summer after high school graduation*)
- **August 1:** If selected for FAFSA verification, provide the necessary documentation to institution so verification can be completed (*Your partnering organization may ask you to provide documentation by July 15*)

Once in the program, students must do the following to retain their scholarship:

- Enroll full-time and maintain a 2.0 GPA at a community college or four-year institution or satisfactory academic progress at a Tennessee College of Applied Technology
- Complete and report 8 hours of community service per term enrolled (by July 1 for fall semester, December 1 for spring semester, May 1 for summer semester)
- Complete the FAFSA by the January deadline every year of the program
- Complete the Tennessee Promise renewal application by July 1 prior to the academic year

Administration of Funds

The Tennessee Promise scholarship is administered by the Tennessee Student Assistance Corporation (TSAC), while meetings, mentoring, and community service portions of the program are coordinated by the local partnering organization. Once a student applies for Tennessee Promise through www.TNPromise.gov, his or her respective partnering organization will be responsible for contacting the applicant regarding program requirements and mentor assignments.

Students will never directly receive cash from Tennessee Promise. Once Pell, TELS, and TSAA have been applied, TSAC will send scholarship funds covering the remaining costs of tuition and mandatory fees directly to institutions for students who have met all eligibility requirements.

Partnering Organizations

Tennessee Promise's mentoring component distinguishes the program from any other state financial aid program across the country. Partnering organizations, designated by the mayor of each Tennessee county, will work with TSAC to administer Tennessee Promise, including the provision of student mentoring. Partnering organizations will:

- *Provide mentoring services*
- *Conduct required Tennessee Promise meetings for students**
- *Provide notification to TSAC when Tennessee Promise participants have met all scholarship requirements*
- *Establish local Tennessee Promise advisory councils to build a network of advocates for the program*

A list of approved Tennessee Promise partnering organizations is located below.

**Only partnering organizations can conduct the required meetings. Counselors and school staff are encouraged to attend the meetings.*

Community Service

Community service is an important component of Tennessee Promise. A student participating in the program must perform and report 8 hours of community service per academic term, prior to July 1 for the fall semester, December 1 for the spring semester, and May 1 for the summer semester. Partnering organizations must provide students with community service guidelines in advance and are responsible for documenting and reporting that students meet the service requirement.

For their community service, students may choose an activity benefiting their community, provided it fits within the guidelines set by their partnering organization and it does not fall into one of the following categories:

- *Community service performed prior to the Tennessee Promise application deadline of the student's senior year (November 1, 2016 for the Class of 2017)*
- *Work resulting in payment or remuneration of any kind*
- *Religious persuasion or proselytizing*
- *Work directly benefiting family members*

For more information on community service requirements or opportunities, contact your county's local partnering organization.

PARTNERING ORGANIZATION INFORMATION

tnAchieves

Krissy DeAlejandro

krissy@tnachieves.org

865-621-9223

Ayers Foundation

Susan Rhodes

susan.rhodes@theayersfoundation.org

931-589-3660

Regional Economic Development Initiative (REDI)

Lisa Hankins

lhankins@swtdd.org

731-668-6450

TENNESSEE PROMISE SCHOLARSHIP PROGRAM

Summary of Rules and Regulations

The Tennessee Promise Scholarship Program rules were adopted by the Tennessee Student Assistance Corporation in order to implement Public Chapter 900, the Tennessee Promise Scholarship Act of 2014.

The Tennessee Promise Scholarship:

- Provides financial assistance to offset tuition and mandatory fees associated with pursuing postsecondary education after all other gift aid has been credited to tuition and mandatory fees. "Gift aid" is defined as Pell, TELS, and TSAA awards.
- Shall not include fees charged for online courses, specific programs of study, books, or supplies, even if such fees are considered necessary for enrollment.

Tennessee Promise Scholarship Program Participants Must:

- Complete the Tennessee Promise Scholarship award application no later than the November deadline of their senior year of high school for the initial year of enrollment. For each successive year, the renewal application must be submitted no later than July 1 prior to the academic year.
- File a Free Application for Federal Student Aid (FAFSA) or renewal FAFSA, available at www.fafsa.gov, in each year of program participation. Students enrolled in a two-year or four-year college must file the FAFSA by the January deadline for fall enrollment or by November 1 for spring and summer enrollment. Students enrolled at a TCAT must complete the FAFSA by the January deadline for summer and fall enrollment or by November 1 for spring enrollment.
- Be a Tennessee resident as defined by Tenn. Comp. R. & Regs. 0240-02-02, as promulgated by the Board of Regents.
- Graduate from an eligible Tennessee high school or home school program beginning in the spring of 2015 or obtain a GED or HiSET diploma prior to reaching 19 years of age. Eligible high schools are defined in T.C.A. § 49-4-902 and an eligible home school student is defined in T.C.A. § 49-4-708.
- Maintain continuous, full-time enrollment each academic term at an eligible postsecondary institution as defined in T.C.A. § 49-4-708 beginning in the fall term immediately following graduation or attainment of a GED or HiSET diploma; except that a student enrolling in a Tennessee College of Applied Technology (TCAT) may enroll in the summer prior to the fall term.
- Maintain a minimum cumulative grade point average of 2.0, as determined by the eligible postsecondary institution, at the end of each academic year if enrolled in an associate degree program, or maintain satisfactory academic progress as defined by a TCAT if enrolled at a TCAT.

- Prior to the initial fall enrollment, attend two mandatory meetings organized by a county's partnering organization.
- Complete and report 8 hours of community service each term while participating in the program. Service shall be performed prior to the beginning of each academic term (by July 1 for fall semester, by December 1 for spring semester, and by May 1 for summer semester), including the initial fall semester, in which the scholarship is received.
- Complete a diploma or associate degree prior to reaching a terminating event. Transfer students may continue to receive the award if able to complete the diploma or degree at the new institution prior to a terminating event.
- Comply with United States Selective Service System requirements for registration, if such requirements are applicable to the student.
- Be in compliance with federal drug-free rules and laws for receiving financial assistance and not be incarcerated.
- Not be in default on a federal Title IV or Tennessee educational loan and not owe a refund on a federal Title IV or a Tennessee student financial aid program.
- Meet the following criteria to be granted a personal or medical leave of absence from the scholarship program:
 - Allowable medical or personal reasons may include illness of the student; illness or death of an immediate family member; extreme financial hardship of the student or student's immediate family; fulfillment of a religious commitment encouraged of members of that faith; fulfillment of required military service; the program of study at a TCAT only begins in the spring or summer academic term or openings are unavailable for the fall academic term; full-time attendance at an eligible four-year institution while waiting for admission to an eligible postsecondary program; or other extraordinary circumstances beyond the student's control where attendance by the student creates a substantial hardship. In the event an institution denies a student's request for a medical or personal leave of absence, the student may appeal the decision in accordance with these rules. The appeals process is explained at:
<http://www.tn.gov/collegepays/article/TELS-Program-and-TN-Promise-Scholarship-Appeals-and-Exceptions>

Tennessee Promise Scholarship Termination Criteria:

A student shall be eligible for the Tennessee Promise Scholarship until the occurrence of the first of the following events:

- The student has earned a diploma or associate degree; or
- The student has attended five semesters, exclusive of approved leaves of absence. An approved leave of absence shall not count against the five semester limit.
- If a student is authorized to attend less than full-time, the institution shall determine the limit on number of semesters for that individual student.

GLOSSARY

Associate degree: An undergraduate academic degree awarded by community colleges, bachelor's degree-granting colleges, and universities upon completion of a course of study usually lasting two years or 60 credits.

Certificate program: A sequence, pattern, or group of academic credit courses that focuses on an area of specialized knowledge or information and has specifically defined outcomes. Many programs are designed for working students who wish to upgrade their skills or gain additional certification in a particular area.

Community college: A non-residential, non-profit college offering certificate and associate degree programs.

Community service: Any service which benefits the community and neither results in payment or compensation, nor directly benefits family members. Partnering organizations will provide specific guidelines for community service to students receiving the scholarship, and students must complete and report their 8 community service hours before the start of each academic term.

Eligible student: A Tennessee resident who graduates from an eligible Tennessee high school, completes a Tennessee home school program, or, prior to reaching 19 years of age, obtains a GED or HiSET diploma can apply for Tennessee Promise. To meet all requirements of the application process, students must be able to complete the FAFSA, qualify for in-state tuition, and possess a valid Social Security number. Students will apply in the fall of their high school senior year and begin working with a mentor and attending mandatory meetings in their counties in the spring of their senior year.

Eligible institution: Any of Tennessee's 27 colleges of applied technology, 13 community colleges, or any HOPE eligible independent or public four-year university offering an associate degree or certificate.

Full-time student: A student enrolled in and attending a minimum of at least 12 semester hours or enrolled in a full-time program at a TCAT.

Free Application for Federal Student Aid (FAFSA): The form that must be completed in order to qualify for any type of governmental financial aid for higher education.

Last-dollar scholarship: For the purpose of Tennessee Promise, a last-dollar scholarship pays the remaining tuition and mandatory fees after Pell, TELS, and TSAA funds have been awarded.

Mandatory meeting: A meeting organized and held by the partnering organization and attended by students, parents, and mentors. Various college topics including financial aid, application process, and FAFSA completion will be discussed at these meetings.

Mentor: A mentor serves to help students navigate the college application and matriculation processes. Tennessee Promise partnering organizations administer the mentoring portion of the scholarship. At a minimum, a volunteer mentor must be at least 21 years of age and pass a background check. Partnering organizations will host mandatory student meetings in each county where mentors and students will interact. All mentors must be trained by a partnering organization prior to mentoring Tennessee Promise students.

Partnering organization: A partnering organization is an organization that will work with TSAC and postsecondary institutions to administer the Tennessee Promise program. Partnering organizations will be responsible for providing mentoring services, conducting meetings for students regarding various college topics (financial aid, application process, FAFSA completion, etc.), and approving/reporting community service performed by students. These organizations will operate independent of state funding. Partnering organizations will also establish local Tennessee Promise advisory councils to advocate for the program in each county.

Tennessee College of Applied Technology (TCAT): Tennessee institutions which provide technical training for workers to obtain the technical skills and professional training necessary for advancement in the job market. Students completing a program at a TCAT can receive diplomas and industry certifications.

Tennessee Education Lottery Scholarship (TELS): Scholarships funded by the Tennessee Education Lottery, including the Tennessee HOPE Scholarship, Tennessee HOPE Access Grant, Aspire Award, the General Assembly Merit Scholarship (GAMS), and Wilder-Naifeh Technical Skills Grant. Detailed information regarding TELS, TELS eligibility, and a full list of TELS scholarships and grants can be found at: www.tn.gov/collegepays

GLOSSARY, CONT.

Tennessee Student Assistance Award (TSAA): A need-based, state grant program available to Tennessee residents who are enrolled (or accepted for enrollment) at least half-time at public or eligible non-public postsecondary institutions in Tennessee.

Tennessee Student Assistance Corporation (TSAC):

TSAC is a state agency that provides financial assistance for postsecondary educational opportunities to Tennessee residents and other students who have established eligibility in accordance with program guidelines. TSAC administers Tennessee Promise, with assistance from the partnering organizations.

Tennessee Reconnect: An initiative aimed at helping adults earn a postsecondary credential that includes scholarships and information resources. Through the TCAT Reconnect scholarship, Tennessee adults will be able to attend and earn a certificate at one of Tennessee's 27 TCATs completely free of tuition and mandatory fees.

Tennessee Transfer Pathways (TTPs): Advising tools designed to help community college students plan for transferring to Tennessee public universities or select Tennessee private colleges or universities to complete their baccalaureate degree. The TTPs also constitute an agreement between community colleges and four-year colleges/universities confirming that community college courses meet major preparation requirements.

Tuition and mandatory fees: Tuition and mandatory fees include credit hour charges, activity fees, and other associated institutional fees that are charged to all enrolled students. Tennessee Promise does not cover fees for online programs, specific programs of study, books, supplies, or additional fees associated with individual courses.

TENNESSEE PROMISE 2016-2017 TIMELINE

<p>November 1</p>	<p>Students MUST complete the application for Tennessee Promise by November 1. The application is available on www.TNPromise.gov.</p>
<p>January 17</p>	<p>Students must file the 2017-2018 FAFSA at www.fafsa.gov by January 17, 2017. The FAFSA application opens on October 1, 2016; 2015 tax information will be used to complete the FAFSA.</p>
<p>Before March 1 & Before May 1</p>	<p>Partnering organizations will host mandatory meetings for students. Dates for the meetings will be set by the partnering organizations. Meetings may begin as early as October.</p>
<p>In the Spring</p>	<p>Students must apply to and register for classes at an eligible college program prior to the beginning of classes. Applying and registering early ensures students will meet all deadlines from the institution. (Partnering organizations may recommend applying by February 15.)</p>
<p>July 1</p>	<p>Students must complete and report 8 hours of community service prior to the beginning of each semester, including the initial fall semester. The deadline is July 1 for fall semester, December 1 for spring semester, May 1 for summer semester. Partnering organizations will provide guidelines and verify service hours. (<i>May 1 community service deadline for students enrolling at a TCAT the summer after high school graduation.</i>)</p>
<p>August 1</p>	<p>If you are selected for FAFSA verification, you must provide the necessary documentation to your institution by August 1 so verification can be completed. (<i>Your partnering organization may ask you to provide the documentation by July 15.</i>)</p>

TENNESSEE PROMISE INSTITUTIONS

TENNESSEE COLLEGES OF APPLIED TECHNOLOGY (TCATs)

Tennessee College of Applied Technology- Athens
Athens, TN
www.tcatathens.edu

Tennessee College of Applied Technology- Chattanooga
Chattanooga, TN
www.chattanoogaastate.edu/tcat

Tennessee College of Applied Technology- Covington
Covington, TN
www.tcatcovington.edu

Tennessee College of Applied Technology- Crossville
Crossville, TN
www.tcatcrossville.edu

Tennessee College of Applied Technology- Crump
Crump, TN
www.tcatcrump.edu

Tennessee College of Applied Technology- Dickson
Dickson, TN
www.tcatdickson.edu

Tennessee College of Applied Technology- Elizabethton
Elizabethton, TN
www.tcatelizabethton.edu

Tennessee College of Applied Technology- Harriman
Harriman, TN
www.tcatharriman.edu

Tennessee College of Applied Technology- Hartsville
Hartsville, TN
www.tcathartsville.edu

Tennessee College of Applied Technology- Hohenwald
Hohenwald, TN
www.tcathovenwald.edu

Tennessee College of Applied Technology- Jacksboro
Jacksboro, TN
www.tcatjacksboro.edu

Tennessee College of Applied Technology- Jackson
Jackson, TN
www.tcatjackson.edu

Tennessee College of Applied Technology- Knoxville
Knoxville, TN
www.tcatknoxville.edu

Tennessee College of Applied Technology- Livingston
Livingston, TN
www.tcatlivingston.edu

Tennessee College of Applied Technology- McKenzie
McKenzie, TN
www.tcatmckenzie.edu

Tennessee College of Applied Technology- McMinnville
McMinnville, TN
www.tcatmcminnville.edu

Tennessee College of Applied Technology- Memphis
Memphis, TN
www.tcatmemphis.edu

Tennessee College of Applied Technology- Morristown
Morristown, TN
www.tcatmorristown.edu

Tennessee College of Applied Technology- Murfreesboro
Murfreesboro, TN
www.tcatmurfreesboro.edu

Tennessee College of Applied Technology- Nashville
Nashville, TN
www.tcatnashville.edu

Tennessee College of Applied Technology- Newbern
Newbern, TN
www.tcatnewbern.edu

Tennessee College of Applied Technology- Oneida/Huntsville
Huntsville, TN
www.tcatoneida.edu

Tennessee College of Applied Technology- Paris
Paris, TN
www.tcatparis.edu

Tennessee College of Applied Technology- Pulaski
Pulaski, TN
www.tcatpulaski.edu

Tennessee College of Applied Technology- Ripley
Ripley, TN
www.tcatripley.edu

Tennessee College of Applied Technology- Shelbyville
Shelbyville, TN
www.tcatshelbyville.edu

Tennessee College of Applied Technology- Whiteville
Whiteville, TN
www.tcatwhiteville.edu

TENNESSEE COMMUNITY COLLEGES

Chattanooga State Community College
Chattanooga, TN
www.chattanoogaastate.edu

Cleveland State Community College
Cleveland, TN
www.clevelandstatecc.edu

Columbia State Community College
Columbia, TN
www.columbiastate.edu

Dyersburg State Community College
Dyersburg, TN
www.dsc.edu

Jackson State Community College
Jackson, TN
www.jsc.edu

Motlow State Community College
Tullahoma, TN
www.msc.edu

Nashville State Community College
Nashville, TN
www.nsc.edu

Northeast State Community College
Blountville, TN
www.northeaststate.edu

Pellissippi State Community College
Knoxville, TN
www.pstcc.edu

Roane State Community College
Harriman, TN
www.roanestate.edu

Southwest Tennessee Community College
Memphis, TN
www.southwest.tn.edu

Volunteer State Community College
Gallatin, TN
www.volstate.edu

Walters State Community College
Morristown, TN
www.ws.edu

Tennessee Promise at Four-Year Institutions:

In order to use the Tennessee Promise scholarship at a four-year college or university, students must enroll in an associate degree program at that school – not a bachelor’s degree program. A list of associate degree programs at each eligible four-year institution across the state is below for your reference. Students enrolling in a health sciences program will only begin receiving funds once admitted into the actual program of study.

At a four-year institution, the Tennessee Promise scholarship will not be last-dollar, meaning it will not cover all tuition and fees. The amount of funding you will receive will be based on the average amount of tuition and fees at a community college, which is estimated to be \$4,000. As a last-dollar scholarship, Tennessee Promise will provide whatever amount remains after your Pell, HOPE, and TSAA funds are applied. For example, if you were to receive \$3,000 in HOPE funds, but no other federal or state financial aid, Tennessee Promise would provide \$1,000 to cover the remaining amount that you could apply toward tuition and fees at a four-year school.

PUBLIC UNIVERSITIES WITH ELIGIBLE TWO-YEAR PROGRAMS*

Austin Peay State University
Clarksville, TN
www.apsu.edu

- Chemical Engineering Technology
- Engineering Technology
- Liberal Arts
- Management Technology

Tennessee State University
Nashville, TN
www.tnstate.edu

- Dental Hygiene
- Nursing

PRIVATE COLLEGES WITH ELIGIBLE TWO-YEAR PROGRAMS*

Aquinas College

Nashville, TN

www.aquinascollege.edu

- Liberal Arts
- Nursing

Baptist College of Health Sciences

Memphis, TN

www.bchs.edu

- Pre-Health Studies

Bethel University

McKenzie, TN

www.bethelu.edu

- General Studies

Bryan College

Dayton, TN

www.bryan.edu

- Business Administration
- Liberal Arts

Carson-Newman University

Jefferson City, TN

www.cn.edu

- Liberal Arts

Christian Brothers University

Memphis, TN

www.cbu.edu

- Business Studies
- General Studies
- Psychology

Cumberland University

Lebanon, TN

www.cumberland.edu

- Business
- Criminal Justice
- Education
- General Studies

Hiwassee College

Madisonville, TN

www.hiwassee.edu

- Agri-Business Technology
- Allied Health
- Business
- Dental Hygiene
- Education
- Forestry Technology
- Liberal Arts
- Music
- Science

John A. Gupton College

Nashville, TN

www.guptoncollege.edu

- Funeral Services

Johnson University

Knoxville, TN

www.johnsonu.edu

- Biblical Studies
- Intercultural Studies

Lane College

Jackson, TN

www.lanecollege.edu

- Communications
- General Business
- Religion
- Sociology

LeMoyne-Owen College

Memphis, TN

www.loc.edu

- General Studies (A.A.)
- General Studies (A.S.)

Lincoln Memorial University

Harrogate, TN

www.lmunet.edu

- Nursing
- Veterinary Health Sciences
- Veterinary Medical Technology

Martin Methodist College

Pulaski, TN

www.martinmethodist.edu

- General Studies

South College

Knoxville, TN

www.southcollegetn.edu

- Accounting
- Business Administration
- Criminal Justice
- Health Science
- Medical Assisting
- Network Administration and Security
- Paralegal Studies
- Pharmacy Technician
- Physical Therapy
- Teaching

Southern Adventist University

Collegedale, TN

www.southern.edu

- Accounting
- Auto Service
- Business Administration
- Construction Management
- Culinary Arts
- Engineering Studies
- General Studies
- Graphic Design
- Media Technology
- Nursing
- Personal Selling
- Pre-Dental Hygiene
- Pre-Nutrition & Diabetes
- Pre-Physical Therapy
- Pre-Speech Language Pathology & Audiology
- Religion

Trevecca Nazarene University

Nashville, TN

www.trevecca.edu

- Business Administration
- Christian Ministry
- General Studies
- Information Technology
- Mathematics
- Praise & Worship
- Professional Communication

Tusculum College

Greeneville, TN

www.tusculum.edu

- General Studies

Welch College

Nashville, TN

www.welch.edu

- General Studies
- Biology: Pre-Nursing
- Business
- Early Childhood
- Ministry

*These institutions offer two-year programs which are eligible for Tennessee Promise during the 2017-2018 academic year. Students must be admitted to the associate degree program before they can participate in Tennessee Promise. Four-year programs at these institutions are not eligible.

Programs are current as of April 2016. Please visit www.TNPromise.gov for the most current list.

..... S E C T I O N 2

Implementing Tennessee Promise

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IDEAS FOR PROMOTING TENNESSEE PROMISE IN YOUR SCHOOL

Integrating Tennessee Promise into Events

Tennessee Promise Pep Rally/Kickoff

A Tennessee Promise kickoff event or pep rally is a great way to inform your students of Tennessee Promise and to encourage a college-going culture in your school. This event can include just your seniors or your entire student body; it's also a great opportunity to invite community members, mentors, your county's partnering organization, teachers, and parents to help build school-wide excitement and enthusiasm around going to college.

Your kickoff event should be representative of your school and students. Some activity ideas are:

- *Invite a motivational speaker or alumnus of your school to talk to students about college.*
- *Host a panel of recent graduates to discuss their successful transition into college.*
- *Ask communications students at your high school or local university to make a video about Tennessee Promise.*
- *Introduce members of your school's staff and your partnering organization's staff who can help students through the college-going process.*
- *Ask your school's staff and other staff to wear college gear.*

Path to College Event: College App Week

College Application Week is one of the Path to College events, a series of statewide events sponsored by CollegeforTN.org and the Tennessee Higher Education Commission. The goal of College App Week is to build excitement and enthusiasm around the college application process and provide every graduating senior with the opportunity to apply. Though there is a focus placed on first-generation students and students who may not otherwise apply to college, all students, from kindergarten to 12th grade, are encouraged to participate and start making their college plans.



College App Week is a great time to talk to your seniors about Tennessee Promise and encourage all students who are interested in a certificate or two-year program to apply for the Tennessee Promise Scholarship! Consider marking the Tennessee Promise application page (www.TNPromise.gov) as a "Favorite" or "Bookmarked" page on the computers being used during College App Week to allow students to quickly navigate to and complete the application after they have completed their college applications.

If you would like to register your school as a College App Week location and receive the College App Week Site Coordinator Handbook and College App Week promotional materials, you can find more information and the registration link here: <http://www.tn.gov/gearuptn/article/college-app-week>

If you have any questions about College App Week, please contact Mary Laphen (mary.laphen@tn.gov, 615-253-1155).

Path to College Event: TN FAFSA Frenzy

TN FAFSA Frenzy is the State of Tennessee's FAFSA completion initiative designed to provide educators and students with resources to complete the Free Application for Federal Student Aid (FAFSA) and take an important step in the college-going process. The initiative is designed to bring together professional resources from across the state and provide a one-stop-shop for free resources for financial aid events.

TN FAFSA Frenzy was developed and organized through a partnership between state agencies and college access organizations that administer financial aid and college access programs across the state.

The following agencies and organizations came together to develop resources for TN FAFSA Frenzy and assist with events held across the state:

- Tennessee Department of Education
- Tennessee Higher Education Commission
- Tennessee Student Assistance Corporation
- tnAchieves*
- Ayers Foundation*
- Regional Economic Development Initiative (REDI)*

To register and find more information on TN FAFSA Frenzy, visit the Path to College page:

<http://www.tn.gov/gearuptn/topic/path-to-college>

In-School Promotion Ideas

Get the Word Out

Use your school's morning announcements to promote Tennessee Promise. Particularly, as deadlines or meetings are approaching, remind your students about scholarship requirements. If your school has a morning news program, coordinate with the producers to feature segments on Tennessee Promise. Once students have been accepted and assigned a mentor, invite students and their mentors to give brief interviews. Pitch an article on the scholarship to your school newspaper. Topics could include encouraging students to apply for the scholarship or a feature of Tennessee Promise students and mentors.

Feature Alumni

Encourage recent alumni of your high school to come back to your school for a panel to talk about their experiences at a community college or Tennessee College of Applied Technology (TCAT). Featuring recent alumni, who students will trust to "tell it like it is," can be a powerful tool in encouraging students to go to college. Connect with your school newspaper or school news program to interview the recent alumni about their college experiences.

Push Cards

TSAC will deliver push cards to your school in August; please distribute to all seniors as soon as possible. You can distribute the cards at senior assemblies or any other time where seniors are gathered.

Host Homeroom Workshops

Teachers can host workshops during homeroom to talk to seniors about Tennessee Promise and apply for the scholarship. These workshops are a great opportunity for teachers to talk to students about the importance of college, answer questions they have about college and the application process, and share their own college experiences.

Communicate

Hand out the Tennessee Promise information cards to students and their parents. You should have enough information cards to provide them to both seniors and their parents. Give cards out at a school-wide event, send them home with report cards, or hand them out in homerooms. You can also have a stack of them available in your school's front office.

Send letters or e-mails about Tennessee Promise to all parents, students, and school staff. See the templates provided on pages 33, 34, and 35.

You can also host a family information night to talk to students and families who want to learn more about Tennessee Promise. Invite your local partnering organization and/or a TSAC outreach specialist to speak at the event.

Individual Meetings with Targeted Students

If you have students that you believe would especially benefit from Tennessee Promise or additional college information, set up individual meetings with them to discuss the scholarship. Work with your partnering organization to check that these students are meeting all requirements.

Sample Tennessee Promise Promotion Timeline

August	<ul style="list-style-type: none">• Send out Tennessee Promise emails and letters (see pages 33, 34, and 35 for templates).• Distribute Tennessee Promise information cards to seniors and their families.• Host a Tennessee Promise Kickoff (see page 15 for kickoff ideas).
September	<ul style="list-style-type: none">• Host an alumni panel featuring students in two-year programs.• Feature Tennessee Promise stories in the student newspaper.• Host a family night to give parents and families more information about Tennessee Promise.
October	<ul style="list-style-type: none">• Include Tennessee Promise in your College Application Week activities.• Host homeroom workshops leading up to the Tennessee Promise application deadline.• Go through the process of obtaining a Federal Student Aid (FSA) ID, which students will need to complete the FAFSA by January 17.
November/ December/ January	<ul style="list-style-type: none">• Encourage students to participate in TN FAFSA Frenzy and file their FAFSA before January 17.• Pitch the student newspaper with profiles of Tennessee Promise mentors.• Attend the partnering organization meetings with your students and introduce yourself to mentors.
April/May	<ul style="list-style-type: none">• Host a College Signing Day to recognize students' postsecondary plans.

COMPLETING THE TENNESSEE PROMISE APPLICATION

1. Visit www.TNPromise.gov and click the “Apply Now” button.
2. You’ll be taken to the Tennessee Student Assistance Corporation Student Portal. Click the “Create a Log In” button. (If you already have a TSAC Student Portal account, log in and skip to step 5. Dual Enrollment Grant students will already have a username and password.)
3. Create your account by filling out all of the required fields. Then click the “Create My Account” button (see pages 20-21).
4. Once you have created your account, [log in to your TSAC Student Portal account](#).
5. On the TSAC Student Portal homepage, click on the green “Apply for Scholarships” button at the top left of the page.
6. Click on the “[Tennessee Promise Scholarship Award](#)” link to begin the application.
7. Follow the prompts to [fill out the Tennessee Promise Scholarship application](#). Click “Submit” when you are finished.
8. When you complete the application, you will get a confirmation screen. **Only when you get an email confirmation will your Tennessee Promise application be complete.**

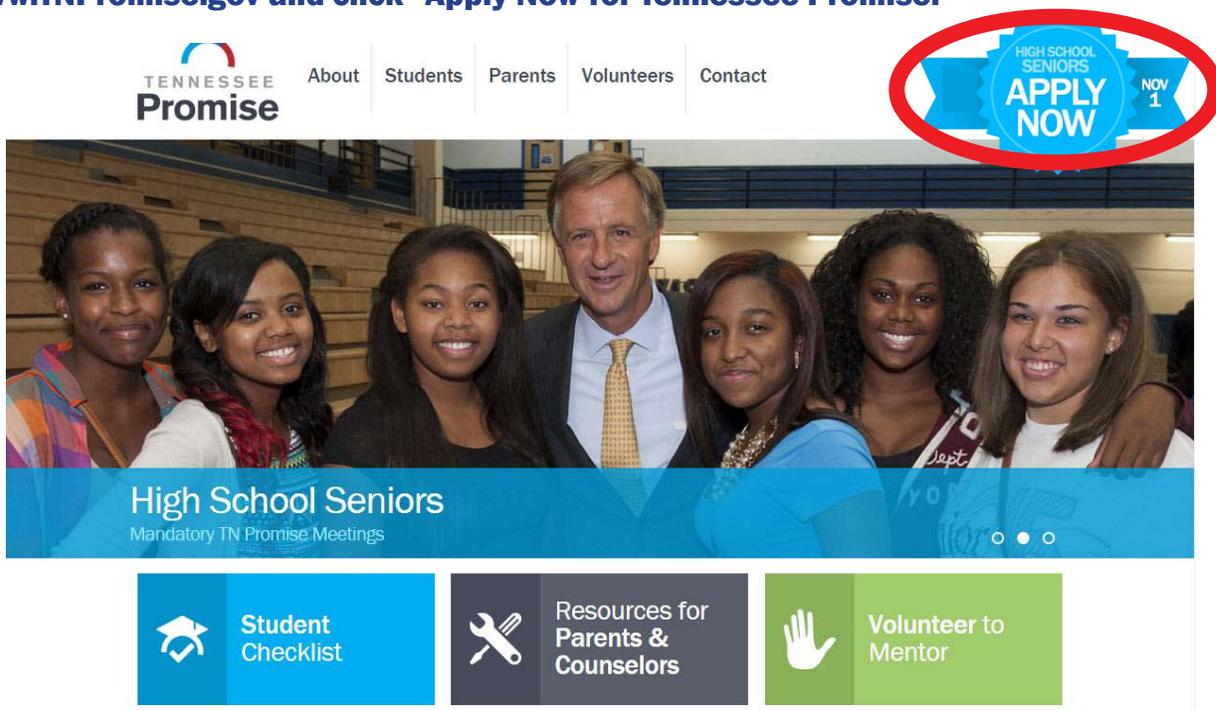
Information you will need for the Tennessee Promise application:

- | | |
|--|---|
| <input type="checkbox"/> Full name: _____ | <input type="checkbox"/> High school name: _____ |
| <input type="checkbox"/> Social Security Number (SSN): _____ | <input type="checkbox"/> Graduation date: _____ |
| <input type="checkbox"/> Full home address: _____ | <input type="checkbox"/> Tennessee Promise-eligible school you are interested in attending: _____
(NOTE: You must also fill out an application to that institution.) |
| <input type="checkbox"/> County: _____ | <input type="checkbox"/> TSAC Student Portal account username: _____ |
| <input type="checkbox"/> Home phone number: _____ | <input type="checkbox"/> TSAC Student Portal account password: _____ |
| <input type="checkbox"/> Cell phone number: _____ | |
| <input type="checkbox"/> Date of birth: _____ | |
| <input type="checkbox"/> Email address: _____ | |

TSAC PORTAL ACCOUNT CREATION & TENNESSEE PROMISE APPLICATION INSTRUCTIONS

Students apply for Tennessee Promise through the Tennessee Student Assistance Corporation Student Portal, where they can access updated and personalized information about their application(s) for state financial aid. They can check the status of their awards, contact TSAC with questions, or update their profile information. To register for an account and access the portal:

Visit www.TNPromise.gov and click “Apply Now for Tennessee Promise.”



Create a log-in.



Complete the form, “check” the box to accept the terms and conditions, and click “create my account.”

The screenshot shows a web browser window with the URL 'Register Computer'. The page header includes the 'COLLEGE PAYS' logo with the tagline 'We can get you there.' and the 'TENNESSEE STUDENT ASSISTANCE CORPORATION' name. Below the header is a blue bar with 'TSAC Student Portal' and a sub-header 'Create Your Account'. The main content area contains a registration form with the following fields and instructions:

- User Name:** [input field] *Your User Name must be 6 to 25 alpha numeric characters with no blank spaces.*
- First Name:** [input field]
- Middle Initial:** [input field]
- Last Name:** [input field]
- SSN:** [input field] *(999999999)*
- Date of Birth:** [input field] *(MMDDYYYY)*
- Email Address:** [input field]
- Re-enter Email Address:** [input field]
- Phone Number:** [input field] *(9999999999)*
- Password:** [input field] *Passwords are case sensitive, must be 6-25 characters, must include letters and numbers, and cannot be the same as the User Name.*
- Re-enter Password:** [input field]

At the bottom of the form area, there is a link for 'Challenge Questions Selection and Answers'. The browser status bar at the bottom shows 'Done', 'Internet | Protected Mode: On', and a zoom level of '125%'.

Next, click “Click here to log in.” Note: this page only confirms creation of an account, *NOT* submission of a Tennessee Promise application.

The confirmation page features the same header as the registration page. Below the header is a blue bar with 'TSAC Student Portal' and a sub-header 'Account Created'. The main content area contains the following text:

You have successfully created your account. However, you have not applied for a TSAC grant or scholarship program. To apply for a TSAC grant or scholarship (including the Tennessee Promise Scholarship) or view your financial aid summary, select the link below.

[Click here to log in.](#)

Enter the username created and click “Log In”. Log in to the system and answer any challenge questions or other information required to log in.



The screenshot shows the login page for the Tennessee Student Assistance Corporation (TSAC). At the top, there is a blue banner with the "COLLEGE PAYS" logo on the left and the text "TENNESSEE STUDENT ASSISTANCE CORPORATION" on the right. Below the banner is a dark blue bar with "TSAC Student Portal" in white. Underneath is a "Log In" section with a "User Name:" label and an empty text input field. To the right of the input field is a link: "Forgot your username? Click here". Below the input field are two buttons: "Log In" and "Create a Log In". At the bottom of the login section, there is a red warning message: "Mobile devices may not be fully supported. It is recommended that you use a laptop or desktop computer with Internet Explorer (Version 6 minimum) to create an account and/or submit an online application." Below this message is a "Go To TSAC" button.

Once completely logged in, click “Apply for Scholarships” to access online applications for Tennessee Promise, the Dual Enrollment Grant, Ned McWherter Scholars, etc.



The screenshot shows the dashboard of the TSAC Student Portal after a user has logged in. The top banner is identical to the login page. Below the banner is a dark blue bar with "TSAC Student Portal" and a link for "Terms of Use". Underneath is a horizontal menu with five green buttons: "Apply for Scholarships", "Send Email to TSAC", "View Lottery FAQs", "Account Management", and "View Financial Summary". The "Apply for Scholarships" button is circled in red. Below the menu is a warning message: "To protect your personal information, be sure to 'Log Out' when you are finished." Below this message is a "Log Out" button.

Hello, James.

You currently have no Financial Aid information or loans with TSAC. Please choose from the menu options above.

From the list of scholarships, click on “Tennessee Promise” to access the application.



SSN: XXX-XX-6631

In order to complete the online application process you must have access to a printer, and ADOBE Acrobat Reader in order to view and print your application.



Exit

Scholarship	Application Start Date	Application Deadline Date
Ned McWhorter Scholars Program	1/2/2016	2/16/2016
Dependent Children Scholarship Program	1/2/2016	7/15/2016
Tennessee Teaching Scholars Program	1/2/2016	4/15/2016
Minority Teaching Fellows Program	1/2/2016	4/15/2016
Christa McAuliffe Scholarship Program No Funding Available	1/2/2016	1/2/2016
Tennessee Graduate Nursing Loan Forgiveness Program	1/2/2016	3/1/2016
Math & Science Teachers Loan Forgiveness Program 2015 - 2016	N/A	N/A
Math & Science Teachers Loan Forgiveness Program 2016 - 2017	N/A	N/A
GEAR UP TN Bridge Award 2015 - 2016	N/A	N/A
GEAR UP TN Scholarship Award 2015 - 2016	N/A	N/A
GEAR UP TN Scholarship Award 2016 - 2017	N/A	N/A
Helping Heroes Grant 2015 - 2016	N/A	N/A
Helping Heroes Grant 2016 - 2017	N/A	N/A
Dual Enrollment Grant Fall 2015		
Dual Enrollment Grant Spring 2016		
Tennessee Promise Scholarship Award 2016 - 2017	8/17/2015	
Dual Enrollment Grant Spring 2017		
Dual Enrollment Grant Summer 2017		

Complete the full page of the scholarship application. Watch for error messages in red (these will typically catch formatting issues, such as incorrect formatting for social security numbers.)

Application Information Section

Application Date 03/08/2016

Student Information Section

Last Name

First Name James

Middle Initial

Address

City State

Zip Code

County

Home Phone (Use format 999-999-9999)

Cell Phone (Use format 999-999-9999)

Date of Birth

Gender

Race

Email Address

Confirm Email Address Student Email Addresses must match.

Parent/Guardian's First Name

Parent/Guardian's Middle Initial

Parent/Guardian's Last Name

Parent/Guardian's Phone Number (Use format 999-999-9999)

Parent/Guardian's Email Address

Watch for formatting and error messages. The application will not submit until these have been corrected.

Tennessee Promise Scholarship Anticipated Institution

College/University

High School Information Section

Please select your student type and enter your anticipated high school or home school graduation date or the attainment date of your GED/HISET diploma.

- High School
- Home School
- GED or HISET

High School Graduation Date (Use format MM/DD/YYYY)

Certification Statement and Consent to Release Information

I certify that the information reported in my Tennessee Promise Application and on any other document or writing completed by me in connection with my Application is true, correct, and complete to the best of my knowledge. I understand that under penalty of perjury any false statements intentionally made may result in prosecution for violation of Tennessee Code Annotated § 39-16-702 and in the permanent loss of my Tennessee Promise Scholarship.

I authorize the Tennessee Student Assistance Corporation (TSAC), as the designated State of Tennessee agency responsible for administering the Tennessee Promise scholarship program, to release my Application information to the postsecondary institution selected in my application and to my designated Tennessee Promise Partnering Organization. Application information may include student contact information, attendance at required Tennessee Promise meetings, completion of community service, state and federal financial aid eligibility, FAFSA data, postsecondary enrollment status, academic status, and residency and location information required by my postsecondary institution and Partnering Organization to ensure timely receipt of Tennessee Promise benefits. Such information may also be used by TSAC, the Tennessee Higher Education Commission, and their contractors for statistical research and will be held in strict confidence. I further certify that I have read and understand the applicable program rules and regulations.

Continue Cancel

Once the application has been submitted, a confirmation will appear. **The Tennessee Promise application is not complete until this screen appears.**

Application Confirmation

Thank you for applying for the Tennessee Promise Scholarship program. Your application has been received by the Tennessee Student Assistance Corporation. You may print a copy of this application for your own records. Please do not mail this application to TSAC or to your college/university.

TSAC and your Partnering Organization will be working with you throughout the Tennessee Promise Scholarship process. You can update your application and check your eligibility for the Tennessee Promise Scholarship by periodically visiting the Student Portal.

An email confirmation will be sent immediately after the application submission is complete.

From: TSAC <TSAC@guarantorsolutions.com> Sent: Tue 3/8/2016 11:05 AM
 To: James Snider
 Cc:
 Subject: **Tennessee Promise Scholarship confirmation

Congratulations! Your application has been received by the Tennessee Student Assistance Corporation (TSAC). This email confirms that you have successfully applied for the Tennessee Promise Scholarship. We encourage you to save this email as proof of application for the program.

TSAC, your Partnering Organization, and your Institution will be working with you throughout the Tennessee Promise Scholarship process. You can update your application through December 31st and check your eligibility for the award by periodically visiting the TSAC Student Portal. If you have questions or need additional information, please call 1-800-342-1663.

Sincerely,
 Tennessee Promise

The information contained in this message is confidential proprietary property of Nelnet, Inc. and its affiliated companies (Nelnet) and is intended for the recipient only. Any reproduction, forwarding, or copying without the express permission of Nelnet is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to this e-mail.

To check on the status of an application (and confirm its completion), click on “View Financial Summary.”

Hello, James.

FFELP Summary Information

Our records do not reflect any loans under your Social Security number and date of birth.

Grant and Scholarship Program Information

If the school displayed is not correct, follow this link to process an institution transfer request:
[Click here to process an institution transfer request for Academic Year 2016-2017.](#)

Institution	Term	Award	Status	Paid Date	Current Application Status
AUSTIN PEAY STATE UNIVERSITY					ApplicationReceived

Grant and Scholarship Payment Information

No Grant or Scholarship Payments Found.

TENNESSEE PROMISE APPLICATION ROSTER REPORTS SCHEDULE

To assist counselors in keeping up to date with your students who have applied for Tennessee Promise, the Tennessee Student Assistance Corporation will send each high school counselor an updated roster on the following dates leading up to the application deadline. If you do not receive an email with an updated Tennessee Promise application roster on or before the following dates, please contact Jason Seay at TSAC (jason.seay@tn.gov or 615-253-7459).

Schedule of Tennessee Promise Student Roster Emails from TSAC

1st List	Week of September 12, 2016
2nd List	Week of October 10, 2016
3rd List	Week of October 24, 2016
4th List	Week of October 31, 2016
Final List	Week of November 7, 2016

..... S E C T I O N 3

Resources

.....



Requirements of Tennessee Promise

November 1

Apply to Tennessee Promise at www.TNPromise.gov

January 17

Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov

By March 1 & May 1

Attend mandatory meetings coordinated by partnering organization

(Meetings may begin as early as October)

In the Spring

Apply to and register for classes at a community or technical college

(Your partnering organization may ask you to apply by February 15)

July 1

Complete and report 8 hours of community service

(May 1 community service deadline for students enrolling at a TCAT the summer after high school graduation)

August 1

If selected for FAFSA verification, provide the necessary documentation to institution so verification can be completed

(Partnering organizations may ask for verification documentation to be submitted by July 15)

What is Tennessee Promise?

Tennessee Promise offers up to five semesters of tuition-free community or technical college to Tennessee high school graduates. The program provides eligible students a last-dollar scholarship, which covers tuition and mandatory fees not covered by the Pell grant, TELS, and TSAA. Students will also be assigned a partnering organization and mentor who will provide guidance and assistance as the student enters higher education. Students must participate with a partnering organization to access Tennessee Promise dollars.

Who is eligible for Tennessee Promise?

To be eligible to receive a Tennessee Promise Scholarship, a student must:

- Be a Tennessee resident as defined by the Tennessee Board of Regents
- Graduate from an eligible Tennessee high school, complete a Tennessee home school program, or, prior to reaching 19 years of age, obtain a GED or HiSET diploma
- Complete the Tennessee Promise application at www.TNPromise.gov by November 1
- File and complete the FAFSA by January 17
- Apply to and enroll full-time in a community college, college of applied technology, or eligible program in the fall term after graduation from high school
- Meet all deadlines and requirements before enrolling

What are the service requirements?

Community service is an important component of Tennessee Promise. A student participating in the program must perform and report eight hours of community service prior to each semester. The deadline for the fall semester is July 1, spring semester is December 1, and summer semester is May 1.

Any service performed by a student which benefits the community may be counted, except:

- Community service performed prior to the Tennessee Promise deadline (November 1) of a student's senior year
- Work resulting in payment or remuneration of any kind
- Religious persuasion or proselytizing
- Work directly benefiting family members

How are funds distributed?

Students will never directly receive cash from Tennessee Promise. Once Pell, TELS, and TSAA have been applied, scholarship funds covering the remaining costs of tuition and mandatory fees will be sent directly to institutions for students who have met all eligibility requirements.

FAFSA CHECKLIST

What information do I need when I fill out the FAFSA?

You should have the following information and documents with you as you complete the **2017-18** Free Application for Federal Student Aid (FAFSA):

- Student's Social Security number
- Parent(s)' Social Security number(s) if, per FAFSA, student is dependent
- Student's driver's license number if student has one
- Student's Alien Registration Number if student is not a U.S. citizen
- 2015 tax information (if required to file) for student (and spouse, if married) and parent(s) if, per FAFSA, student is dependent
 - To complete and submit the 2017-18 FAFSA in January, use most recent tax return information (i.e., 2015 tax returns) from the IRS Data Retrieval tool.
- Records of untaxed income, such as child support received and veterans noneducation benefits, for student and parent(s) if, per FAFSA, student is dependent
- Information on checking and savings account balances, investments, and business and farm assets for student and parent(s) if, per FAFSA, student is dependent
- Student's Federal Student Aid (FSA) ID
- Parent's FSA ID

Once you have submitted the FAFSA:

- If you are selected for FAFSA verification, you must provide the necessary documentation to your institution by **August 1** so verification can be completed. Verification is an important part of the financial aid process and failing to complete a verification request could delay receipt of funds or cause you to become ineligible for Tennessee Promise. *Contact your specific college, university, or TCAT to determine when verification information is needed.*

FAQs

Student Eligibility and Requirements

Who is eligible for Tennessee Promise?

A high school senior, beginning with the Class of 2015, who graduates from an eligible Tennessee high school, completes a Tennessee home school program, or, prior to his or her 19 birthday, obtains a GED or HiSET diploma. Students will apply by the November deadline of their high school senior year and begin working with a mentor and attending mandatory meetings in their counties.

What information will students need to fill out the application?

For the Tennessee Promise application, students will need their full name, social security number, date of birth, full address, county, email address, home phone number, cell phone number, school name, graduation date, and an idea of which community college, college of applied technology, or eligible four-year institution they would like to attend.

If students and their families haven't filed taxes by January 17, can they still file the FAFSA before the Tennessee Promise deadline?

Yes. Students can file the FAFSA anytime between October 1 and January 17 and still be eligible for Tennessee Promise. Beginning this year, students and families can now file the FAFSA using "prior-year" tax information, meaning that 2015 tax information can be used for the 2017-2018 FAFSA. Students can use the IRS Data Retrieval tool when filling out the FAFSA to gather 2015 tax information.

Some students may also be asked to verify their FAFSA information. If a student is selected for verification, he or she must provide the necessary documentation to the institution by August 1. Some partnering organizations may ask students to provide verification documentation by July 15.

How long after high school graduation will students have in order to be eligible for Tennessee Promise?

To be eligible for the scholarship, a student must enroll in an eligible postsecondary program and attend full-time in the fall term following graduation from an eligible high school or homeschool program, or completion of a GED or HiSET diploma, provided that the HiSET diploma was earned before the student reached nineteen years of age.

Are GED recipients eligible for Tennessee Promise?

Yes. Students who complete a GED or HiSET diploma must enroll full-time in an eligible postsecondary program in the fall after they receive their diploma, provided that the diploma was earned before the student reached nineteen years of age.

Do non-U.S. citizens qualify for Tennessee Promise?

To be eligible, students must be able to complete the FAFSA, qualify for in-state tuition, and possess a valid Social Security number.

The DACA number is NOT a valid entry on the Tennessee Promise application.

A student must complete the Free Application for Federal Student Aid (FAFSA) for which the student's U.S. citizenship or eligible non-citizenship status has been confirmed by the federal government.

Note: This option is only available for the following individuals:

- i. U.S. citizens
- ii. U.S. permanent residents (with an I-151, I-551, or I-551C permanent resident card); or
- iii. Individuals who have an Arrival/Departure Record (I-94) showing one of the following designations:
 - Refugee;
 - Asylum Granted;
 - Cuban-Haitian Entrant (Status Pending);
 - Conditional Entrant (Valid only if issued before April 1, 1980);
 - Victims of Human Trafficking (T-2, T-3, or T-4 visa); or
 - Parolee (who meets certain conditions)

What other scholarships are available for students not eligible for Tennessee Promise, such as students who graduated prior to 2015?

Additional information on scholarships available to students who don't qualify for Tennessee Promise can be found at:

www.tn.gov/collegepays

Tennessee Reconnect is an adult initiative aimed at helping adults earn a postsecondary credential. As part of the Reconnect initiative, Tennessee adults can use the TCAT Reconnect scholarship to attend and earn a certificate at a Tennessee College of Applied Technology (TCAT) completely free of tuition and mandatory fees. For more information on Tennessee Reconnect and TCAT Reconnect, visit: www.TNReconnect.gov.

How do students renew the scholarship?

Once in the program, students must do the following to retain their scholarship:

- *Maintain a 2.0 GPA if at a community college or eligible program at a four-year institution or satisfactory academic progress at a TCAT*
- *Complete a renewal application at www.TNPromise.gov by July 1 prior to the academic year*
- *Complete and report 8 hours of community service per semester enrolled, to be completed before start of the term*
- *Complete the FAFSA by the January deadline each year the student participates in the program (see page 7 for FAFSA deadlines)*

Partnering organizations will work with students to ensure they get full information about renewing Tennessee Promise each year, including approval and verification of community service hours.

Funding

How does the last-dollar scholarship work?

Tennessee Promise is a last-dollar scholarship that funds any remaining tuition and mandatory fees at TCATs, two-year, and four-year schools offering associate degrees once Pell, TELS, and TSAA have all been applied.

Students who attend a four-year public or independent university offering an associate degree will receive a last-dollar scholarship not to exceed the average tuition and mandatory fees at Tennessee public community colleges. The average annual tuition at the public community colleges in 2015-2016 was \$4,121.

What costs does Tennessee Promise cover?

Tennessee Promise only covers remaining tuition and mandatory fees after Pell, TELS, and TSAA have been applied. Tennessee Promise funds cannot be used for books or other indirect costs, such as transportation, books, living expenses, etc.

Does Tennessee Promise cover remedial education?

Yes. Tennessee Promise will cover remedial classes if a student should need to take them.

How will the funds be administered?

Students will never directly receive cash from Tennessee Promise. Once Pell, TELS, and TSAA have been applied, the Tennessee Student Assistance Corporation (TSAC) will send the funds covering the remaining costs of tuition and mandatory fees directly to institutions for students who have met all eligibility requirements.

Institutions and Programs

What institutions accept Tennessee Promise?

Students can use Tennessee Promise at any of Tennessee's 27 TCATs, 13 community colleges, or any HOPE eligible independent or public four-year university offering an associate degree or certificate.

For a list of eligible institutions, please see pages 11, 12, and 13.

Can Tennessee Promise be used toward a four-year program?

No. Tennessee Promise funds can only be used toward an associate degree, diploma, or a certificate. However, the Tennessee Transfer Pathways ensure that students can apply credits from an associate degree or certificate to easily transfer to a four-year program at a public institution without duplicative course requirements. To learn more about the Tennessee Transfer Pathways, visit: www.tntransferpathway.org

Can students transfer to a four-year program or institution once they have completed their degree or certificate through Tennessee Promise?

Yes. The Tennessee Transfer Pathways ensure that students may follow a prescribed curriculum that is universally transferable, marked by clarity, and available for students to review on the first day of enrollment.

Currently, there are dozens of approved transfer pathways, spanning multiple disciplines and accepted at all public institutions in Tennessee. Additionally, many private institutions accept these pathways. More information about participating institutions can be found at: www.tntransferpathway.org/transfer-campus

Partnering Organizations and Mentors

What is the role of the partnering organizations?

Partnering organizations will work with TSAC and the postsecondary institutions to administer Tennessee Promise. Partnering organizations will:

- *Provide mentoring services*
- *Conduct the required meetings for students*
- *Approve and report community service performed by students*
- *Provide notification to TSAC when Tennessee Promise participants have met all scholarship requirements*
- *Establish local Tennessee Promise advisory councils to advocate for the program in the county*

A list of approved partnering organizations for Tennessee Promise is on page 6.

How are the partnering organizations selected?

County mayors and executives determine which eligible partnering organization administer Tennessee Promise in their counties.

How does a student get a mentor?

Each student who completes the initial Tennessee Promise application on www.TNPromise.gov will be assigned a mentor. Partnering organizations will be responsible for reaching out to students to match them to a local mentor.

Who are the mentors?

Depending on which partnering organization is working with a county, mentors will either be paid employees of the partnering organization or volunteer mentors from the local community. Volunteer mentors must be at least 21 years of age and pass a background check prior to being assigned to a student. The mentors are recruited from the local community and are all trained by the partnering organization prior to meeting their students.

What is the role of the mentor?

The role of the mentor is to help reduce the barriers associated with college access by encouraging students and reminding them of requirements and deadlines. Mentors are asked to be in touch with their students at least once per month, either in person or via phone, text message, or email.

SAMPLE TEXT FOR COMMUNICATION TO STUDENTS



As a senior at [high school name], you may be eligible for the Tennessee Promise Scholarship, which provides two years of tuition-free education at a community college or college of applied technology. Tennessee Promise is a last-dollar scholarship, which means it will cover all costs of tuition and mandatory fees after all gift aid (Pell, TELS, and TSAA) has been applied. As a Tennessee Promise student, you will be paired with a partnering organization and a mentor who will support you during the college application process. Students must participate with the partnering organization to access Tennessee Promise dollars.

Students can apply for Tennessee Promise by November 1 at www.TNPromise.gov. Beyond the application, you must meet the following deadlines and requirements:

1. Apply by November 1. You can apply for Tennessee Promise at www.TNPromise.gov.
2. File the **2017-2018** FAFSA by January 17. You must file your Free Application for Federal Student Aid (FAFSA) by January 17 at www.fafsa.gov.
3. Attend the two mandatory meetings set by your partnering organization. The first meeting will likely take place before March 1 (even as early as October) and the second meeting will likely take place by May 1. You are required to attend both mandatory meetings coordinated by [insert mentoring organization name: [tnAchieves/Ayers Foundation/REDI](#)].
4. You will need to complete and report 8 hours of community service for each semester you receive Tennessee Promise funding, including prior to your first semester of college. The deadline for your first 8 hours of community service is July 1. (*May 1 community service deadline for students enrolling at a TCAT the summer after high school graduation.*)
5. Apply to and register for classes at an eligible program. Before the fall semester begins, you will need to apply to a community college, college of applied technology, or eligible program at a four-year institution. Partnering organizations may ask you to apply to an eligible college program by February 15. Scholarship funds will be paid directly to the school once your enrollment is confirmed. (*Note: At a four-year institution, the Tennessee Promise scholarship will not be last-dollar, meaning it will not cover all tuition and fees. The amount of funding a student receives will be based on the average amount of tuition and fees at a community college, which is estimated to be \$4,121.*)

Additionally, some students may also be asked to verify their FAFSA information. If you are selected for verification, you must provide the necessary documentation to your institution by August 1st to ensure you remain eligible for Tennessee Promise. Your partnering organization may ask you to provide the documents by July 15th.

For more information on Tennessee Promise and to apply, please visit www.TNPromise.gov.

Remember, if you do not complete the Tennessee Promise application and all other requirements, but still choose to attend a community college or college of applied technology, you will be responsible for all tuition and mandatory fees not covered by other scholarships or financial aid.

If you have any questions about Tennessee Promise, please contact [partnering organization contact name] at [phone number] or [email address].

SAMPLE TEXT FOR COMMUNICATION TO PARENTS/FAMILIES



As a senior at [high school name], your student may be eligible for the Tennessee Promise Scholarship, which provides two years of tuition-free education at a community college or college of applied technology. Tennessee Promise is a last-dollar scholarship for tuition and mandatory fees, meaning it will cover costs not met from Pell, TELS, or TSAA. As part of the program, your student will be paired with a partnering organization and mentor who will support them during the college application process. Your student must participate with a partnering organization to access Tennessee Promise dollars.

Students can apply for Tennessee Promise by November 1 at www.TNPromise.gov. To be eligible for the scholarship, students must meet the following deadlines:

1. Apply by November 1. Your student can apply for Tennessee Promise at www.TNPromise.gov.
2. File the **2017-2018** FAFSA by January 17. Students must file the Free Application for Federal Student Aid (FAFSA) by January 17 at www.fafsa.gov. For families who have not yet filed taxes for the prior year, estimates can be used on the FAFSA and updated once taxes have been filed.
3. Attend mandatory meetings set by the partnering organization. The first meeting will likely take place before March 1 (even as early as October) and the second meeting will likely take place by May 1. Your student will be required to attend both mandatory meetings coordinated by [insert mentoring organization name: **tnAchieves/Ayers Foundation/REDI**]. The meetings will be held at the high school.
4. Your student will need to complete and report 8 hours of community service for each semester they receive Tennessee Promise funding, including prior to his or her first semester. The deadline for the first 8 hours of community service is July 1. (*May 1 community service deadline for students enrolling at a TCAT the summer after high school graduation.*)
5. Apply to and register for classes at an eligible program. Before the fall semester begins, your student must apply to a community college, college of applied technology, or eligible program at a four-year institution. Some partnering organizations may ask students to apply to an eligible college program by February 15. Scholarship funds will be paid directly to the school once his or her enrollment is confirmed. (*Note: At a four-year institution, the Tennessee Promise scholarship will not be last-dollar, meaning it will not cover all tuition and fees. The amount of funding a student receives will be based on the average amount of tuition and fees at a community college, which is estimated to be \$4,121.*)

Some students may also be asked to verify their FAFSA information. If students are selected for verification, they must provide the necessary documentation to their institution by August 1st to ensure they remain eligible for Tennessee Promise. Partnering organizations may ask that the documentation is provided by July 15th.

For more information on Tennessee Promise and to apply, please visit www.TNPromise.gov.

Remember, if your student does not complete the Tennessee Promise application and all other requirements, but still chooses to attend a community college, college of applied technology, or two-year program at an eligible four-year institution, he or she will be responsible for all tuition and mandatory fees not covered by other scholarships or financial aid.

If you have any questions about Tennessee Promise, please contact [partnering organization contact name] at [phone number] or [email address].

SAMPLE TEXT FOR COMMUNICATION TO TEACHERS



In Tennessee, graduating seniors have the opportunity to attend a community college or college of applied technology free of tuition and mandatory fees under Tennessee Promise. The scholarship covers two years of tuition and mandatory fees at a Tennessee community college, Tennessee College of Applied Technology (TCAT), or an eligible two-year program at a four-year college or university. Tennessee Promise is a last-dollar scholarship to cover costs not met by Pell, TELS, or TSAA. As part of the program, students will be paired with a partnering organization and mentor who will support them during the college application process. Students must participate with a partnering organization to access Tennessee Promise dollars.

Talk to your students about Tennessee Promise and encourage them to apply for the scholarship. For students planning to attend a two-year program or college of applied technology, Tennessee Promise will provide them with a valuable scholarship and a meaningful mentorship opportunity.

To be eligible for the scholarship, students must meet the following deadlines:

1. Apply by November 1. Students can apply for Tennessee Promise at www.TNPromise.gov.
2. File the **2017-2018** FAFSA by January 17. Students must file the Free Application for Federal Student Aid (FAFSA) by January 17 at www.fafsa.gov.
3. Attend mandatory meetings set by the partnering organization. The first meeting will likely take place before March 1 (even as early as October) and the second meeting will likely take place by May 1. Students are required to attend these mandatory meetings coordinated by **[insert mentoring organization name: tnAchieves/Ayers Foundation/REDI]**. The meetings will be held at the high school.
4. Students will need to complete and report 8 hours of community service for each semester they receive Tennessee Promise funding, including prior to their first semester. The deadline for the first 8 hours of community service is July 1. *(May 1 community service deadline for students enrolling at a TCAT the summer after high school graduation.)*
5. Apply to and register for classes at an eligible program. Before the fall semester begins, students need to apply to a community college, college of applied technology, or other eligible program at a four-year institution. Some partnering organizations may ask students to apply to an eligible college program by February 15. Scholarship funds will be paid directly to the school once his or her enrollment is confirmed. *(Note: At a four-year institution, the Tennessee Promise scholarship will not be last-dollar, meaning it will not cover all tuition and fees. The amount of funding a student receives will be based on the average amount of tuition and fees at a community college, which is estimated to be \$4,121)*

Some students may also be asked to verify their FAFSA information. If students are selected for verification, they must provide the necessary documentation to their institution by August 1st to ensure they remain eligible for Tennessee Promise. Partnering organizations may ask that the documentation is provided by July 15th.

For more information on Tennessee Promise, please visit www.TNPromise.gov.

If you have any questions about Tennessee Promise, or if any of your students have questions, please contact **[partnering organization contact name]** at **[phone number]** or **[email address]**.