

2002-2003 ACADEMIC YEAR HOPE REGULATIONS

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HOPE Scholarship Program Overview

Georgia's HOPE Scholarship Program is entirely funded by the Georgia lottery and administered by the Georgia Student Finance Commission. It provides scholarship and grant assistance to residents of Georgia attending eligible Georgia postsecondary institutions. The purpose of the program is to increase academic achievement, to keep the best and brightest students in Georgia, and to expand educational opportunities beyond high school to all Georgians.

The program includes four components:

- Students with a "B" average who are seeking a degree at a Georgia public postsecondary institution may obtain a HOPE Scholarship to cover tuition, mandatory fees, and receive a book allowance.
- Students with a "B" average who are seeking a degree at an eligible private college may obtain a HOPE Scholarship in the amount of \$3,000 per academic year.
- All legal residents of Georgia, regardless of their grade average, may receive a HOPE Grant to cover tuition, mandatory fees, and a book allowance to seek a technical certificate or diploma at a Georgia public institution.
- GED recipients may receive \$500 toward their educational costs at eligible postsecondary institutions.

Since the inception of the HOPE Scholarship Program in September of 1993, nearly 600,000 students have received benefits totaling over \$1.5 billion. Eligible students may receive HOPE funds to attend any of the 34 Georgia University System colleges and universities, or one of the 35 private colleges and universities, or a unit of the Georgia Department of Technical and Adult Education, which comprises 34 institutions. Georgia's HOPE Scholarship Program has received national and international attention and recognition.

For more information on Georgia's HOPE Scholarship Program, please visit our Web site at www.gsfc.org.

I.

**HOPE SCHOLARSHIP REGULATIONS
FOR
DEGREE-SEEKING STUDENTS
ATTENDING PUBLIC INSTITUTIONS**

A. HOPE SCHOLARSHIP ELIGIBILITY REQUIREMENTS FOR DEGREE-SEEKING STUDENTS ATTENDING PUBLIC INSTITUTIONS

To be eligible to receive a HOPE Scholarship covering tuition, mandatory fees, and providing for a book allowance, a student must meet the following eligibility requirements.

UNIVERSITY SYSTEM RESIDENCY

1. A student attending a Georgia University institution and who is seeking a HOPE Scholarship as a freshman (1st tier) meets the residency requirements for purposes of HOPE eligibility if he or she would have met the requirements to be classified as a legal resident of Georgia for in-state tuition, under Board of Regents policy, at the time of his or her high school graduation and at the time of enrollment at a Georgia University System institution. The student may have graduated from an out-of-state high school. For example, the dependent child of military personnel who are legal residents of Georgia stationed outside of Georgia.
2. A student attending a Georgia University System institution who is seeking a HOPE Scholarship as a freshman (1st tier) meets the residency requirements for purposes of HOPE eligibility if he or she receives an out-of-state tuition waiver from the Georgia University System institution he or she is attending, and the student graduated from a Georgia high school in 1993 or later. For example, the dependent child of military personnel stationed in Georgia would be eligible.
3. A student attending a Georgia University System institution who is entering the HOPE Scholarship Program as a sophomore (2nd tier), junior (3rd tier) or senior (4th tier) meets the residency requirements for purposes of HOPE eligibility if he or she met the requirements to be classified as a legal resident of Georgia, under Board of Regents policy, at the time he or she first enrolled at a Georgia postsecondary institution to seek a degree and met the residency requirements for the 12-month period prior to his or her most recent enrollment at a Georgia postsecondary institution, or if the student graduated from a Georgia high school in 1993 or later and has met the residency requirements for the prior 12 months. A student who receives an out-of-state tuition waiver is not classified as a legal resident of Georgia and therefore does not meet the residency requirements for purposes of HOPE eligibility.
4. Once a dependent student attending a Georgia University System institution has been correctly determined to meet the residency requirements for purposes of HOPE and begins receiving HOPE, the student will continue to meet the residency requirements, even if his or her parents/legal guardians stop being legal residents of Georgia or the

student no longer qualifies for an out-of-state tuition waiver. (If the institution requires the student to begin paying out-of-state tuition, HOPE will only cover the in-state tuition and fee charges). If the student has a break-in-enrollment and establishes residency in another state, then he or she must re-establish Georgia residence for one year before becoming eligible for HOPE again.

DEPARTMENT OF TECHNICAL AND ADULT EDUCATION

1. A student attending a Georgia Department of Technical and Adult Education (DTAE) institution who is seeking a HOPE Scholarship as a freshman (1st tier) meets the residency requirements for purposes of HOPE eligibility if he or she would have met the requirements to be classified as a legal resident of Georgia for in-state tuition, under DTAE policy, at the time of his or her high school graduation and at the time of enrollment at a Georgia DTAE institution. The student may have graduated from an out-of-state high school. For example, the dependent child of military personnel who are legal residents of Georgia stationed outside of Georgia.
2. A student attending a Georgia DTAE institution who is seeking a HOPE Scholarship as a freshman (1st tier) meets the residency requirements for purposes of HOPE eligibility if an out-of-state tuition waiver is granted from the DTAE institution he or she is attending and the student graduated from a Georgia high school. For example, the dependent child of military personnel stationed in Georgia would be eligible.
3. A student attending a Georgia DTAE institution who is entering the HOPE Scholarship Program as a sophomore (2nd tier), junior (3rd tier) or senior (4th tier) meets the residency requirements for purposes of HOPE eligibility if he or she met the requirements to be classified as a legal resident of Georgia for in-state tuition, under DTAE policy, at the time he or she first enrolled at a Georgia postsecondary institution to seek a degree and met the residency requirements for the 12-month period prior to his or her most recent enrollment at a Georgia postsecondary institution, or if the student graduated from a Georgia high school in 1993 or later and has met the residency requirements for the prior 12 months. A student who receives an out-of-state tuition waiver is not classified as a legal resident of Georgia and therefore does not meet the residency requirements for purposes of HOPE eligibility.
4. Once a dependent student attending a DTAE institution has been correctly determined to meet the residency requirements for purposes of HOPE and begins receiving HOPE, the student will continue to meet the residency requirements, even if his or her parents/legal guardians stop being legal residents of Georgia or the student no longer qualifies for an out-of-state tuition waiver. (If the institution requires the student to begin paying out-of-state tuition, HOPE will only cover the in-state tuition and

fee charges.) If the student has a break-in-enrollment and establishes residency in another state, then he or she must re-establish Georgia residency for one year before becoming eligible for HOPE again.

CITIZENSHIP

To be eligible as a freshman, a student must be a U.S. Citizen or a Permanent Resident Alien who meets the definition of an eligible non-citizen under federal Title IV requirements for the 12-month period prior to high school graduation. To be eligible to enter HOPE as a sophomore (2nd tier), junior (3rd tier) or senior (4th tier), a student must be a U.S. Citizen or a Permanent Resident Alien who meets the definition of an eligible non-citizen under federal Title IV requirements for the 12-month period prior to the term for which the student is requesting the HOPE Scholarship.

ENROLLMENT

1. There is no minimum number of hours of enrollment required for eligibility. Full-time enrollment is not a requirement.
2. A student must be attending a branch of the University System of Georgia or a branch or affiliated branch of DTAE.
3. A student must be admitted, enrolled and classified as an undergraduate student in a matriculated status. One exception to the undergraduate status is detailed in the section entitled "Length of Scholarship Eligibility."

TUITION AND MANDATORY FEES

1. The HOPE Scholarship covers tuition and HOPE-approved mandatory fees, rounded up to the nearest whole dollar. HOPE Scholarship funds awarded for tuition and fees can only be applied to tuition and fees, not other expenses such as room and board.
2. If a student is receiving student financial aid from a source other than HOPE and that aid is applied to the student's tuition and fee charges, then the student's HOPE Scholarship award for tuition and fees must be reduced by that amount.
3. A student's HOPE Scholarship for tuition and fees is not reduced if the student is receiving financial aid from sources other than HOPE that is applied to educational expenses other than tuition and fees, even if the student's total aid exceeds his or her cost of attendance budget.
4. A student cannot receive HOPE Scholarship payment for course work that does not appear on his or her academic transcript.

BOOK ALLOWANCE

1. A student who meets all of the eligibility requirements for a HOPE Scholarship to seek a degree at a Georgia public institution is also eligible for a book allowance.
2. A student is eligible for the book allowance regardless of his or her eligibility for other types or sources of financial aid.
3. The institution will allow a book allowance payment of \$100 per quarter/\$150 per semester if the student is at least half-time (six or more hours). A student who is enrolled for less than half-time will receive \$50 per quarter/\$75 per semester. The book allowance must be used to purchase books and/or supplies for the student's course of study.

FRESHMAN (1ST TIER) ELIGIBILITY

1. To be eligible for the HOPE Scholarship as an entering freshman (1st tier), a student must be a 1993 or later high school graduate. He or she must have graduated from an eligible high school as a HOPE Scholar.
2. For the Class of 1993 through the Class of 1999, HOPE Scholars must have graduated from an eligible high school with a minimum of a 3.0 cumulative grade point average on a 4.0 scale or an 80 numeric average meeting the college preparatory curriculum, or a 3.2 average on a 4.0 scale or an 85 numeric average in the general or career/technical curriculum tracks. All course work taken in high school (9th through 12th grades) are used to calculate the grade average.
3. For the Class of 2000, HOPE Scholars must have graduated from an eligible high school with a minimum of a 3.0 cumulative grade point average on a 4.0 scale or an 80 numeric average in the college preparatory core-curriculum subjects, or a 3.2 average on a 4.0 scale or an 85 numeric average in the career/technology core-curriculum subjects. The subjects counted and the number of units to be used in the grade average calculations for the college preparatory curriculum are as follows: English Language Arts – 4 units, Mathematics – 3 units, Social Studies – 3 units, Science – 3 units and Foreign Language – 2 units. The subjects counted and the number of units to be used in the grade average calculation for the career/technology curriculum are as follows: English Language Arts – 4 units, Mathematics – 3 units, Social Studies – 3 units, Science – 3 units.
4. Beginning with the Class of 2001, HOPE Scholars must have graduated from an eligible high school with a minimum of a 3.0 cumulative grade point average on a 4.0 scale or an 80 numeric average in the college preparatory core-curriculum subjects, or a 3.2 average on a 4.0 scale or an 85 numeric average in the career/technology core-curriculum

subjects. The subjects counted and the number of units to be used in the grade average calculations for the college preparatory curriculum are as follows: English Language Arts – 4 units, Mathematics – 4 units, Social Studies – 3 units, Science – 3 units and Foreign Language – 2 units. The subjects counted and the number of units to be used in the grade average calculation for the career/technology curriculum are as follows: English Language Arts – 4 units, Mathematics – 3 units, Social Studies – 3 units, Science – 3 units.

5. Beginning with the high school graduating Class of 2005, regardless of whether a student graduates with the college preparatory or career/technology diploma, if he or she earns a failing grade in a core curriculum course that is used for HOPE eligibility and later repeats the course, the two grades are averaged together for purposes of HOPE.
6. Home study students who completed their home study requirements in 1997 or later and students who graduated from an ineligible high school in 1997 or later may receive HOPE retroactively for the 1st tier if they earn a 3.0 cumulative grade point average after attempting 30 semester or 45 quarter college credit hours and meet all other HOPE eligibility requirements. Students who graduate from an eligible high school are not eligible for a retroactive HOPE award, as provided for by this provision.

SOPHOMORE (2ND TIER) ELIGIBILITY

1. If the student has attempted 30 semester/45 quarter hours but not more than 60 semester/90 quarter hours, he or she must have a cumulative grade point average of at least 3.0 at the end of the school term in which the 30 semester/45 quarter hours were attempted to be eligible for a HOPE Scholarship.
2. Eligibility as a freshman (1st tier) is not a requirement.
3. A non-traditional student may enter the HOPE Scholarship Program beginning with the 2nd tier if he or she meets all other requirements for the 2nd tier.

JUNIOR (3RD TIER) ELIGIBILITY

1. The student must have attempted at least 60 semester/90 quarter credit hours but not more than 90 semester/135 quarter hours. The student must also have a cumulative grade point average of at least 3.0 at the end of the term he or she attempted at least 60 semester/90 quarter hours. Eligibility as a freshman (1st tier) or sophomore (2nd tier) is not a factor. A non-traditional student may enter the HOPE Scholarship Program at either point if he or she meets all other requirements.

2. A student who was a HOPE recipient seeking a degree during his or her freshman year (1st tier), but failed to earn a 3.0 cumulative grade point average at the end of the term he or she attempted at least 30 semester/45 quarter hours, can regain HOPE eligibility if his or her cumulative grade point average is 3.0 at the end of the term he or she attempted at least 60 semester/90 quarter hours.

SENIOR (4TH TIER) ELIGIBILITY

1. The student must have attempted at least 90 semester/135 quarter credit hours but not more than 127 semester/190 quarter hours. The student must also have a cumulative grade point average of at least 3.0 at the end of the term he or she attempted at least 90 semester/135 quarter hours. Eligibility as a freshman (1st tier), sophomore (2nd tier) or junior (3rd tier) is not a factor. A non-traditional student may enter the HOPE Scholarship Program at this point if he or she meets all other requirements.
2. A student who was a HOPE recipient seeking a degree during his or her freshman year (1st tier), but failed to earn a 3.0 cumulative grade average at the end of the term he or she attempted at least 30 semester/45 quarter hours, can regain HOPE eligibility if his or her cumulative grade point average is 3.0 at the end of the term he or she attempted at least 90 semester/135 quarter hours.
3. A student who was a HOPE recipient seeking a degree during his or her sophomore year (2nd tier), but failed to earn a 3.0 cumulative grade average at the end of the term he or she attempted at least 60 semester/90 quarter hours, can regain HOPE eligibility if his or her cumulative grade point average is 3.0 at the end of the term he or she attempted at least 90 semester/135 quarter hours.

SATISFACTORY ACADEMIC PROGRESS

A student must maintain satisfactory academic progress in a course of study in accordance with the standards and practices used for federal Title IV programs by the postsecondary institution at which the student is enrolled. To determine student eligibility, the institution must apply the same satisfactory progress policy as used for federal Title IV programs.

SELECTIVE SERVICE REGISTRATION

A student must meet federal Title IV Selective Service registration requirements. The requirement to register applies to males who were born on or after January 1, 1960, are at least 18, are citizens or eligible non-citizens, and are not currently on active duty in the armed forces.

DEFAULT AND REFUND

A student must not be in default on a federal Title IV or State of Georgia educational loan nor owe a refund on a Title IV or State of Georgia student financial aid program. If the student has repaid the defaulted loan or refund in full, he or she is eligible to receive HOPE assistance beginning with the term in which repayment was made in full, but not for previous terms.

DRUG-FREE ACT

A student is ineligible if, in accordance with the Drug-Free Postsecondary Education Act of 1990, he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs. A student is ineligible to receive a HOPE Scholarship from the date of conviction to the completion of the next academic term. Institutions are not required to obtain criminal justice records of HOPE applicants.

INCARCERATED STUDENTS

A student who is seeking a degree at a Georgia public institution is not eligible to receive HOPE payments while incarcerated, even if all other eligibility requirements are met. Upon release, the student may begin receiving payments if he or she meets all other eligibility requirements. The credit hours attempted while incarcerated will count toward the length of eligibility limitations.

POSTSECONDARY CUMULATIVE GRADE POINT AVERAGE

1. The postsecondary cumulative grade point average used to determine HOPE eligibility for a renewal student, a student entering HOPE at the 30 semester/45 quarter, 60 semester/90 quarter, or 90 semester/135 quarter hour checkpoint, or a transfer student must be calculated by the institution the student is attending, and must be based on all college credit hours attempted after high school graduation.
2. Just as credit hours attempted prior to high school graduation do not count toward the 127 semester/190 quarter hour limit, the grades for those classes are not included in the HOPE cumulative grade point average.
3. Credit hours earned by examination are not included.
4. All other college credit hours attempted (hours attempted while seeking a degree) at all postsecondary institutions the student attended and their corresponding grades must be included in the HOPE cumulative grade point average, regardless of what hours are accepted by the institution the student is currently attending even if the course was repeated or if the course was "forgiven" by the institution.

5. Credit hours attempted as part of a diploma or certificate program of study are not considered to be college credit hours and therefore should not be counted, unless those hours are accepted toward a degree.
6. Learning support, remedial courses and Independent Study are paid by HOPE and are included in the 127 semester/190 quarter hour limit and all corresponding grades must be included in the HOPE cumulative grade point average.
7. Students who obtain a grade change should notify the financial aid office within 30 days of the grade change. If the grade change makes the student eligible for HOPE, the student can be awarded retroactively in the current award year. If the grade change affects the student's eligibility from the previous award year, the HOPE award can be adjusted in the current award year.
8. Credit hours attempted that appear on a student's transcript as an "incomplete" should be included when determining 30 semester/45 quarter, 60 semester/90 quarter, and 90 semester/135 quarter hour checkpoints, but not in the calculation of quality points when determining the grade average. The student's HOPE Scholarship should be awarded or denied at the checkpoint, based on the grade average at that point. If the student was denied, but later becomes eligible when the grade for the "incomplete" is eventually reported, the student is eligible to receive HOPE payment retroactively within the award year and to be awarded until the next checkpoint. Retroactive HOPE awards for previous award years should be added to the current award year. If the student was awarded, but later becomes ineligible when the grade for the "incomplete" is eventually reported, then future HOPE awards must be canceled until the next checkpoint and the student and the Authority must be notified by the institution that the student owes a repayment of the HOPE funds received since the previous checkpoint. The student owes the repayment even if it was awarded in a previous award year. The institution will be held harmless by the Authority for the repayment.
9. The HOPE grade point average should be calculated by the office that is normally responsible for calculating the institution's grade point average and attempted hours. The institution should calculate the HOPE grade point average to the hundredth decimal, for example 2.99.

TRANSFER STUDENTS

1. A student transferring from one HOPE-eligible public institution to another is eligible for a HOPE Scholarship if all eligibility requirements continue to be met.

2. A student transferring from a HOPE-eligible private college or university to a HOPE-eligible public institution is eligible for a HOPE Scholarship if he or she meets all the requirements, just as if he or she had been attending a HOPE-eligible public institution.
3. A student transferring from an out-of-state institution or a Georgia institution that is not HOPE-eligible to an eligible public institution is eligible for a HOPE Scholarship if he or she meets all requirements, just as if the student had been attending a HOPE-eligible public institution.

LENGTH OF SCHOLARSHIP ELIGIBILITY

1. The student may receive HOPE Scholarship awards through the term that he or she attempts at least 30 semester/45 quarter credit hours and is eligible for a HOPE Scholarship; and
2. If the student maintains a 3.0 grade average after the term that he or she attempted 30 semester/45 quarter credit hours, the student may receive HOPE Scholarship awards for 31 semester/46 quarter through 60 semester/90 quarter hours attempted; and
3. If the student maintains a 3.0 grade average after the term that he or she attempted 60 semester/90 quarter hours, the student may receive the HOPE Scholarship awards for 61 semester/91 quarter through 90 semester/135 quarter hours attempted; and
4. If the student maintains a 3.0 grade average after the term that he or she attempted 90 semester/135 quarter hours, the student may receive the HOPE Scholarship for 91 semester/136 quarter through 127 semester/190 quarter hours attempted; and
5. A student may receive the HOPE Scholarship for a total of 127 semester/190 quarter credit hours attempted. The 127 semester/190 quarter hours includes remedial and all regular college credit courses attempted after high school graduation. If a student enters the term with less than 127 semester/190 quarter hours attempted and enrolls for more than 127 semester/190 quarter hours, he or she is eligible for payment for the full number of hours enrolled for that term. One exception to the 127 semester/190 quarter-hour cap is for the student enrolled in a specific undergraduate degree program that is designed to be more than 127 semester/190 quarter hours in length. That student is eligible for a total of 150 semester/225 quarter hours attempted, or the number of hours required for graduation, whichever is less, if he or she has a 3.0 average after the term in which 127 semester/190 quarter hours were attempted. The student is eligible for payment for the full number of hours enrolled the final term. Regardless of the number of hours attempted, once the student has earned a bachelor's degree, he or she is ineligible for a HOPE Scholarship to seek another degree.

6. A student who meets all other requirements for senior (4th tier) eligibility except that he or she is classified at the professional level rather than as an undergraduate is eligible if he or she was accepted into the professional level program of study prior to receiving a bachelor's degree. Such student is held to the 150 semester/225 quarter-hour cap.

TRANSIENT STUDENTS

A transient student is eligible to receive HOPE payment if all other eligibility requirements are met. Both the home institution and the host institution must be eligible Georgia institutions participating in the HOPE Program. The host institution awards HOPE funds to the transient student based on certification of eligibility from the home institution. The HOPE award should be the amount the student would normally receive at the host institution if he or she were a regular student, rather than a transient student. The host institution reports HOPE payment for transient students to the Authority in the same manner in which it reports HOPE payments for regular students. Upon return to the home institution, the host institution shall provide information necessary for the home institution to determine continued HOPE eligibility.

DISTANCE LEARNING STUDENTS

A Distance Learning student is eligible to receive HOPE payment if all other eligibility requirements are met. The institution offering the Distance Learning course work must be an institution participating in the HOPE Program. Students taking course work through more than one institution during the same term are eligible to receive HOPE payment from each institution. The payment process for Distance Learning students is the same as for transient students. Distance Learning students are eligible to receive HOPE payment from each institution to cover the tuition charged by the institution, HOPE approved-mandatory fees for Distance Learning students, and the HOPE book allowance. The only HOPE-approved mandatory fee for Distance Learning students attending DTAE institutions is the Registration Fee. The only HOPE-approved mandatory fee for Distance Learning students attending Georgia University System institutions is the Technology Fee.

STUDY ABROAD PROGRAMS

A student enrolled in a matriculating status at a HOPE-eligible institution in Georgia may qualify for HOPE payment while participating in a Study Abroad program. Study Abroad programs or International-Intercultural Studies program are college credit-earning programs of study that include travel outside the United States. The student's HOPE-eligible home institution must approve the Study Abroad program for credit toward the student's degree program prior to the student's departure. The HOPE

award for tuition should be the amount the student would normally receive at the home institution for an equal number of credit hours attempted. Only HOPE-approved fees normally charged to Study Abroad students are covered by HOPE. Study Abroad students are eligible to receive the HOPE book allowance if they meet all other normal requirements for the book allowance. HOPE payment must take place through the HOPE-eligible home institution, unless the student is participating in a Study Abroad program via another HOPE-eligible institution, then the process described in the above TRANSIENT STUDENTS section may be followed as an alternative. The HOPE-eligible home institution may coordinate the Study Abroad program through institutions that are not eligible to participate in the HOPE program. For example, the student's HOPE-eligible home institution may have an arrangement with an out-of-state institution's Study Abroad Program.

ALTERNATIVE STUDY PROGRAMS

A student enrolled in a matriculating status at a HOPE-eligible institution in Georgia may qualify for HOPE payment while participating in an Alternative Study program. Alternative Study programs are college credit-earning programs of study that include travel outside the State of Georgia but within the United States. Alternative Study programs may be in conjunction with postsecondary institutions in other states. For example, a HOPE-eligible institution may have an arrangement with a postsecondary institution in another state in which a group of their students spend the summer term at the out-of-state institution to take advantage of unique resources available to that institution. The HOPE-eligible home institution must approve the Alternative Study program for credit toward the student's degree prior to the student's departure. The HOPE award for tuition should be the amount the student would normally receive at the home institution for an equal number of credit hours attempted. Only HOPE-approved fees normally charged to Alternative Study students are covered by HOPE. Alternative Study students are eligible to receive the HOPE book allowance if they meet all other normal requirements for the book allowance. HOPE payment must take place through the HOPE-eligible home institution.

HOURS LIMITATION

1. If the student is otherwise eligible to participate in the HOPE Scholarship, but is not paid because his or her tuition and fees are already covered by other aid, the credit hours attempted that term still apply to the hours limitation. Regardless of the amount of payment the student receives for a term or the number of credit hours for which he or she has paid, the total number of credit hours attempted for that term will be applied to his or her credit hours total.
2. Credit hours for duplicate courses attempted will count toward the credit hour limit.

3. Any credit hours attempted or earned before high school graduation (i.e., hours exempted by examination, advanced placement credit hours or joint enrollment hours) do not count against the credit hour limit. If the institution is not readily able to identify such credits, then the institution may rely on the student to advise the institution of credit hours attempted prior to high school graduation, subject to verification.
4. Courses that are audited are not paid for by HOPE nor counted as hours attempted and are not considered to be college credit.

LEARNING SUPPORT

A student who is seeking a degree and is required to participate in learning support (remedial) course work is eligible to receive HOPE payment for such course work. Learning support credit hours shall count toward the 127 semester/190 quarter hour limit.

CONTINUING EDUCATION

HOPE funds cannot be applied to the costs of continuing education courses.

ASSOCIATE AND BACHELOR OF APPLIED SCIENCE PROGRAMS

Students transferring from certificate/diploma programs into Associate of Applied Science (AAS) or Bachelor of Applied Science (BAS) degree programs receive a “block” of credit hours for course work taken in the certificate/diploma program, rather than on a course-by-course basis. In order to determine the number of hours attempted for purposes of HOPE eligibility, the value of the “block” of credit hours is dependent upon the number of hours the student is required to complete in order to receive an AAS or BAS degree.

MILITARY PERSONNEL CALLED TO DUTY

Students who are members of the U.S. Armed Services, National Guard, or Armed Forces Reserve receiving funds from the HOPE Scholarship Program that are called to emergency military duty during a school term that is already in progress should not have their HOPE eligibility negatively impacted.

1. If the college, university or technical college the student attends allows the student to totally withdraw and receive a grade such as “WM” for “military withdrawal” or the institution totally removes all grades for that term and corresponding credit hours from the student’s records, then such grades and all corresponding credit hours will not be taken into consideration for purposes of determining future HOPE eligibility. In this situation, public institutions should return the full amount of the tuition

and HOPE-approved fee charges to the HOPE account. If the HOPE book allowance has already been disbursed to the student, then the full amount of the book allowance must be refunded by the student to the institution upon the student's return to school.

2. If the college, university or technical college the student attends allows the student to have the option of receiving a letter grade such as "I" for "incomplete," or "IP" for "in progress," then those grades would not be calculated in the grade point average for purposes of HOPE until the coursework is completed, but the corresponding attempted credit hours would be counted toward HOPE eligibility beginning with the term in which they appear on the academic transcript. In this situation, the refund policy provided for in these regulations should be applied.
3. Upon the student's return from emergency military duty, his or her HOPE eligibility will resume as if no break in enrollment had occurred. However, if the student owes a refund for the HOPE book allowance, it must be repaid in-full before he or she can receive additional HOPE funds.
4. If the president of the Department of Technical and Adult Education institution the student attends considers requests for exceptional equitable relief from students who are not members of the military but are otherwise unusually and detrimentally affected by the emergency activation of members of the military, then the accommodations described above may also apply to such students.

B. HOPE SCHOLARSHIP APPLICATION AND AWARD PROCESS FOR DEGREE-SEEKING STUDENTS ATTENDING PUBLIC POSTSECONDARY INSTITUTIONS

HIGH SCHOOL ELIGIBILITY LIST

All eligible Georgia high schools are requested annually to submit a list of academically eligible seniors to the HOPE Scholarship Program. The list calls for the students' names, social security numbers, addresses, grade averages, and curriculum tracks. The preliminary list includes the grade averages as of the end of the Fall quarter or semester. The preliminary list should be submitted to the HOPE Scholarship Program by the last day of February. The final list with the final grade averages at graduation should be received by June 30.

APPLICATION PROCESS

1. An applicant must complete either the Free Application for Federal Student Aid (FAFSA), the HOPE Scholarship and Grant Application (Appendix A), or the e-HOPE (electronic application) in order to be considered for a HOPE Scholarship. Regardless of a student's family income, he or she is not required to complete the FAFSA in order to apply for a HOPE Scholarship.
2. Eligible postsecondary institutions may allow the completion of the HOPE Scholarship and Grant Application to be optional for a renewal student if the renewal student completed the HOPE Scholarship and Grant Application for a previous year and was eligible to receive HOPE based on the HOPE Scholarship and Grant Application data.
3. Once a student has submitted an e-HOPE (electronic application), it is maintained indefinitely on the Georgia Student Finance Commission's database. Institutions can access a student's e-HOPE data for the lifetime of the student's postsecondary education.
4. Some institutions may also require that students complete the institution's application for financial aid. A student should check with the institution he or she plans to attend for the appropriate form(s).

APPLICATION DEADLINE

A student must complete the application process through the institution's financial aid office before the end of Spring Term 2003 in order to be paid for the 2002-2003 award year.

PRELIMINARY LIST TO INSTITUTIONS

In March, the Authority electronically makes available to the postsecondary institutions a preliminary list of high school graduates and their grade averages as of the end of Fall Term. Institutions may use this information to estimate HOPE Scholarships when packaging financial aid. Institutions must identify the HOPE Scholarship on student financial aid award letters.

FINAL LIST TO INSTITUTIONS

The Authority will make available the data from the final high school list to postsecondary institutions during the summer in order to notify the institutions of eligibility changes from the preliminary list to the final list. Students who were eligible according to the preliminary list, but not eligible according to the final list because of changes in their grade average and/or curriculum track, are ineligible to receive payment. Their HOPE Scholarships must be canceled.

INELIGIBLE STUDENT PROCEDURE

If later evidence not available at the time of awarding indicates that a student should not have received the HOPE Scholarship, then all future HOPE awards must be canceled. The institution will be held harmless in a State of Georgia audit for the first quarter/semester payment to an ineligible student, if the student's file is appropriately documented. The institution must notify the student and the Authority of a refund due. The student will be ineligible for student aid from the State of Georgia until the refund is paid.

PAYMENT OF REFUND

When a student owes a refund, he or she shall pay the institution and the institution will pay the Authority. This procedure does not apply in cases of an audit exception.

C. PROCEDURES FOR AUTHORIZING AND DRAWING FUNDS

AUTHORIZATION OF FUNDS

Prior to the beginning of the award year, the Authority will notify each institution of its authorization of funds for each school term.

DRAW DOWN AND DISBURSEMENT

The institution may draw upon the amount of its authorization each term, but no sooner than 13 days prior to the first day of classes for that term. The institution may not draw down more than the authorization for a term.

REPORT OF AWARDS TO AUTHORITY

1. Within 45 days of the first day of classes for any term, the institution must submit to the Authority a report of the students who were paid for the term, the dollar amount paid, and credit hours attempted. The report must be in the format required by the Authority.
2. If necessary, the Authority will adjust each institution's authorization to match the amount actually paid and allow an additional draw down. The institution may submit supplemental payment reports to the Authority for a term and the Authority will adjust the authorization to match the additional amount needed. The institution can then draw down the needed amount.

SUMMER TERM DRAW DOWN

1. The award year begins with the Summer Term. The earliest an institution can draw down funds is July 1 for the Summer Term.
2. Legislative enhancements to the HOPE Program become effective beginning with the Summer Term immediately following the legislative session that enacted the enhancements.

RECONCILIATION

1. After the completion of the award year, each institution will print a reconciliation report that provides payment records for the award year.
2. The institution must conduct a complete student-by-student reconciliation with the Authority and submit a Reconciliation Certification Form to the Authority by July 15 following the completion of the award year.
3. The Authority will provide the institution with a letter to confirm that reconciliation is complete and final for the award year.

4. The institution must return to the Authority any HOPE funds not utilized according to the final reconciliation within thirty (30) days of completing the reconciliation process.

D. REFUND POLICY

If the student officially withdraws, drops out, drops hours, is expelled, or otherwise fails to complete a period of enrollment, and is entitled to a refund, a portion of such refund may need to be returned to the HOPE fund. If the student was awarded a HOPE Scholarship, the school must determine the amount of the refund for tuition and fee charges, and return that amount to the HOPE fund. The remainder of the HOPE award for tuition and fees is retained by the school to cover the school's cost for the portion of the school term that the student was enrolled. The HOPE award should cover the actual tuition and fees charged to the student after the school's refund policy was applied, plus the HOPE book allowance. The HOPE book allowance awarded to the student is not included in the HOPE refund calculation. Refund procedures are as follows:

HOPE-ONLY REFUND

If a refund is due and the student received HOPE funds only (no federal aid), then such amounts must be refunded to HOPE, rounded to the nearest dollar, by applying the institution's refund policy to the student's original HOPE award for tuition and HOPE-approved mandatory fees. The book allowance is not part of the refund calculation.

TITLE IV AND HOPE REFUND

If the student received federal Title IV funds in addition to HOPE funds, the school must follow the Title IV Return of Funds policy for any federal aid received. To determine the refund to HOPE, the school must then follow their institutional refund policy, if different from Title IV Return of Funds policy. If all or part of the student's Title IV aid was disbursed directly to the student, the school may not have funds on hand to refund HOPE. In this case, the school must bill the student for the refund. The notice to the student must show all financial aid received, the amount earned by the student, and the amount to be returned by the student to the school. The bill to the student should not just indicate a HOPE refund due by the student. The school should leave the HOPE award on SURFER at the original award amount less any refund paid by the school. The school must notify the Authority of the amount of refund due HOPE, and the Authority will put a refund due on the student's record. This will prevent the student from receiving any additional scholarships or grants from the Authority until the refund is paid.

II.

**HOPE GRANT REGULATIONS
FOR
DIPLOMA/CERTIFICATE-SEEKING STUDENTS
ATTENDING PUBLIC INSTITUTIONS**

A. HOPE GRANT ELIGIBILITY REQUIREMENTS FOR DIPLOMA/CERTIFICATE SEEKING STUDENTS ATTENDING PUBLIC INSTITUTIONS

Non-traditional students, General Education Development (GED) recipients, recent high school graduates and home study students are eligible to receive a HOPE Grant to cover tuition, HOPE-approved mandatory fees, and a book allowance to seek a technical diploma or certificate at a public postsecondary institution in Georgia if they meet the following eligibility requirements.

RESIDENCY

1. A student who is attending a Georgia public technical college and is classified as a legal resident of Georgia for purposes of in-state tuition under the rules of the Georgia Department of Technical and Adult Education (DTAE) will be considered a legal resident of Georgia for purposes of the HOPE Program. If out-of-state tuition is waived by the institution, according to DTAE policy, and the student (and his or her parents if he or she is a dependent student) physically lives in the State of Georgia, then the student meets the residency requirements of the HOPE Program.
2. A student who is attending a Georgia University System institution and is classified as a legal resident of Georgia for purposes of in-state tuition under the Board of Regents policy will be considered a legal resident of Georgia for purposes of the HOPE Program. If out-of-state tuition is waived by the institution, according to the Board of Regents policy, and the student (and his or her parents if she or she is a dependent student) physically lives in the State of Georgia, then the student meets the residency requirements of the HOPE Program.
3. Once a dependent student attending a Georgia University System or DTAE institution has been correctly determined to meet the residency requirements for purposes of HOPE and begins receiving HOPE, the student will continue to meet the residency requirements, even if his or her parents/legal guardians stop being legal residents of Georgia or the student no longer qualifies for an out-of-state tuition waiver. (If the institution requires the student to begin paying out-of-state tuition, HOPE will only cover the in-state tuition and fee charges.) If the student has a break-in-enrollment and established residency in another state, then he or she must re-establish Georgia residency for one year before becoming eligible for HOPE again.

CITIZENSHIP

A student must be a U.S. Citizen or a Permanent Resident Alien who meets the definition of an eligible non-citizen under federal Title IV requirements for the 12-month period prior to the term in which the grant is sought.

ENROLLMENT

1. There is no minimum number of hours of enrollment required for eligibility. Full-time enrollment is not a requirement.
2. A student must be attending a branch or affiliated branch of DTAE or a branch of the University System of Georgia.
3. A student must be admitted, enrolled, and classified as an undergraduate student in a matriculated status leading to a technical certificate or diploma. The certificate or diploma program of study must be approved by DTAE or be a comparable program of study approved by the Board of Regents. The certificate or diploma program must be awarded and issued by the institution.
4. Generally, the HOPE Grant will only cover certificate or diploma level courses that are a part of the student's program of study. The only exceptions are degree level courses that have direct and specific correlation to required courses in the student's certificate or diploma program. For example, English 191 (degree level course) can be taken in place of English 091 (diploma level course), if approved by the institution. The HOPE Grant will not cover degree level courses used to fulfill general elective requirements for a certificate or diploma program.

TUITION AND MANDATORY FEES

1. The HOPE Grant covers tuition and HOPE-approved mandatory fees, rounded up to the nearest whole dollar. HOPE Grant funds awarded for tuition and fees can only be applied to tuition and fees, not other expenses such as room and board.
2. If a student is receiving student financial aid from a source other than HOPE and that aid is applied to the student's tuition and fee charges, then the student's HOPE Grant award for tuition and fees must be reduced by that amount.
3. A student's HOPE Grant for tuition and fees is not reduced if the student is receiving financial aid from sources other than HOPE that is applied to educational expenses other than tuition and fees, even if the student's total aid exceeds his or her cost of attendance budget.

BOOK ALLOWANCE

1. A student who meets all of the eligibility requirements for a HOPE Grant to seek a certificate or diploma at a Georgia public institution is also eligible for a book allowance.
2. A student is eligible for the book allowance regardless of his or her eligibility for other types or sources of financial aid.
3. The institution will allow a book allowance payment of \$100 per quarter/\$150 per semester if the student is at least half-time (six or more hours). A student who is enrolled for less than half-time will receive \$50 per quarter/\$75 per semester. If a student is enrolled in two programs of study (certificate or diploma) within the same term, he or she should only receive one book allowance award based on the total hours of enrollment. The book allowance must be used to purchase book and/or supplies for the student's course of study.

SATISFACTORY ACADEMIC PROGRESS

A student must maintain satisfactory academic progress in a course of study in accordance with the standards and practices used for federal Title IV programs by the postsecondary institution at which the student is enrolled. To determine student eligibility, the institution must apply the same satisfactory academic progress policy as used for federal Title IV programs.

SELECTIVE SERVICE REGISTRATION

A student must meet federal Title IV Selective Service registration requirements. The requirement to register applies to males who were born on or after January 1, 1960, are at least 18, are citizens or eligible non-citizens, and are not currently on active duty in the armed forces.

DEFAULT AND REFUND

A student must not be in default on a federal Title IV or State of Georgia educational loan nor owe a refund on a Title IV or State of Georgia student financial aid program. If the student has repaid the defaulted loan or refund in full, he or she is eligible to receive HOPE assistance beginning with the term in which repayment was made in full, but not for previous terms.

DRUG-FREE ACT

A student is ineligible if, in accordance with the Drug-Free Postsecondary Education Act of 1990, he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs. A student is ineligible to receive HOPE payment from the date of

conviction to the completion of the next academic term. Institutions are not required to obtain criminal justice records of HOPE applicants.

INCARCERATED STUDENTS

A student who is seeking a certificate or diploma at a Georgia public institution is not eligible to receive HOPE payments while incarcerated, even if all other eligibility requirements are met. Upon release, the student may begin receiving payments if he or she continues to meet all other eligibility requirements.

TRANSFER STUDENTS

A student transferring from one HOPE-eligible public institution to another is eligible for HOPE if all eligibility requirements for diploma/certificate-seeking students continue to be met.

LENGTH OF GRANT ELIGIBILITY

1. An eligible student may receive a HOPE Grant for all course work required by the institution for a program of study leading to a certificate or diploma, including remedial studies or learning support course work.
2. Recipients of the HOPE Grant are not limited by the number of certificate or diploma programs of study for which they can receive payment.
3. HOPE funds cannot be applied to course work exempted by examination.

TRANSIENT STUDENTS

A transient student is eligible to receive HOPE payment if all other eligibility requirements are met. Both the home institution and the host institution must be eligible Georgia institutions participating in the HOPE Program. The host institution awards HOPE funds to the transient student based on certification of eligibility from the home institution. The HOPE award should be the amount the student would normally receive at the host institution if she or she were a regular student, rather than a transient student. The host institution reports HOPE payment for transient students to the Authority in the same manner it reports HOPE payments for regular students. Upon return to the home institution, the host institution shall provide information necessary for the home institution to determine continued HOPE eligibility.

DISTANCE LEARNING STUDENTS

A Distance Learning student is eligible to receive HOPE payment if all other eligibility requirements are met. The institution offering the Distance Learning course work must be an institution participating in the HOPE

Program. Students taking course work through more than one institution during the same term are eligible to receive HOPE payment from each institution. The payment process for Distance Learning students is the same as for transient students. Distance learning students are eligible to receive HOPE payment from each institution to cover the tuition charged by the institution, HOPE-approved mandatory fees for Distance Learning students, and the HOPE book allowance. The only HOPE-approved mandatory fee for Distance Learning students attending DTAE institutions is the Registration Fee. The only HOPE-approved mandatory fee for Distance Learning students attending Georgia University System institutions is the Technology Fee.

JOINT ENROLLMENT AND DUAL ENROLLMENT

A high school student who is seeking a diploma or certificate, and who meets all eligibility requirements permitting enrollment at an eligible public postsecondary educational institution on a joint enrollment or dual enrollment basis, is eligible to receive a HOPE Grant if he or she is not receiving funding through Postsecondary Options for those courses. Students receiving funding through Postsecondary Options are not eligible to receive the HOPE book allowance or HOPE funds for tuition, fees, or any other educational expenses.

LEARNING SUPPORT

A student who is seeking a diploma or certificate and is required to participate in learning support (remedial) course work is eligible to receive HOPE payment for such course work.

CONTINUING EDUCATION

HOPE funds cannot be applied to the costs of continuing education courses.

MILITARY PERSONNEL CALLED TO DUTY

1. Students who are members of the U.S. Armed Services, National Guard, or Armed Forces Reserve receiving funds from the HOPE Scholarship Program that are called to emergency military duty during a school term that is already in progress should not have their HOPE eligibility negatively impacted.
2. If the college, university or technical college the student attends allows the student to totally withdraw and receive a grade such as “WM” for “military withdrawal” or the institution totally removes all grades for that term and corresponding credit hours from the student’s records, the public institution should return the full amount of the tuition and HOPE-approved fee charges to the HOPE account. If the HOPE book allowance has already been disbursed to the student, then the full

amount of the book allowance must be refunded by the student to the institution upon the student's return to school.

3. If the college, university or technical college the student attends allows the student to have the option of receiving a letter grade such as "I" for "incomplete," or "IP" for "in progress," then the refund policy provided for in these regulations should be applied.
4. Upon the student's return from emergency military duty, his or her HOPE eligibility will resume as if no break in enrollment had occurred. However, if the student owes a refund for the HOPE book allowance, it must be repaid in-full before he or she can receive additional HOPE funds.
5. If the president of the Department of Technical and Adult Education institution the student attends considers requests for exceptional equitable relief from students who are not members of the military but are otherwise unusually and detrimentally affected by the emergency activation of members of the military, then the accommodations described above may also apply to such students.

B. HOPE GRANT APPLICATION AND AWARD PROCESS FOR DIPLOMA-AND/OR CERTIFICATE-SEEKING STUDENTS ATTENDING PUBLIC POST-SECONDARY INSTITUTIONS

APPLICATION PROCESS

1. An applicant must complete either the Free Application for Federal Student Aid (FAFSA), the HOPE Scholarship and Grant Application (Appendix A), or the e-HOPE (electronic application) in order to be considered for a HOPE Grant. Regardless of a student's family income, he or she is not required to complete the FAFSA in order to apply for a HOPE Grant.
2. Eligible postsecondary institutions may allow the completion of the HOPE Scholarship and Grant Application to be optional for a renewal student if the student completed the HOPE Scholarship and Grant Application for a previous year and was eligible to receive HOPE based on the HOPE Scholarship and Grant Application data.
3. Once a student has submitted an e-HOPE (electronic application), it is maintained indefinitely on the Georgia Student Finance Commission's database. Institutions can access a student's e-HOPE data for the lifetime of the student's postsecondary education.
4. Some institutions may also require that students complete the institution's application for financial aid. A student should check with the institution he or she plans to attend for the appropriate form(s).

APPLICATION DEADLINE

A student must complete the application process through the institution's financial aid office before the end of Spring Term 2003 in order to be paid for the 2002-2003 award year.

INELIGIBLE STUDENT PROCEDURE

If later evidence not available at the time of awarding indicates that a student should not have received the HOPE Grant, then all future HOPE awards must be canceled. The institution will be held harmless in a State of Georgia audit for the first quarter/semester payment to an ineligible student, if the student's file is appropriately documented. The institution must notify the student and the Authority of a refund due. The student will be ineligible for student aid from the State of Georgia until the refund is paid.

PAYMENT OF REFUND

When a student owes a refund, he or she shall pay the institution and the institution will pay the Authority. This procedure does not apply in cases of an audit exception.

C. PROCEDURES FOR AUTHORIZING AND DRAWING FUNDS

AUTHORIZATION OF FUNDS

Prior to the beginning of the award year, the Authority will notify each institution of its authorization of funds for each school term.

DRAW DOWN AND DISBURSEMENT

The institution may draw upon the amount of its authorization each term, but no sooner than 13 days prior to the first day of classes for that term. The institution may not draw down more than the authorization for a term.

REPORT OF AWARDS TO AUTHORITY

1. Within 45 days of the first day of classes for any term, the institution must submit to the Authority a report of the students who were paid for the term and the dollar amount paid. The report must be in the format required by the Authority.
2. If necessary, the Authority will adjust each institution's authorization to match the amount actually paid and allow an additional draw down. The institution may submit supplemental payment reports to the Authority for a term and the Authority will adjust the authorization to match the additional amount need. The institution can then draw down the needed amount.

SUMMER TERM DRAW DOWN

1. The award year begins with the Summer Term. The earliest an institution can draw down funds is July 1 for the Summer Term.
2. Legislative enhancements to the HOPE Program become effective beginning with the Summer Term immediately following the legislative session that enacted the enhancements.

RECONCILIATION

1. After the completion of the award year, each institution will print a reconciliation report that provides payment records for the award year.
2. The institution must conduct a complete student-by-student reconciliation with the Authority and submit a Reconciliation Certification Form to the Authority by July 15 following the completion of the award year.
3. The Authority provides the institution with a letter to confirm that reconciliation is complete and final for the award year.

4. The institution must return to the Authority any HOPE funds not utilized according to the final reconciliation within thirty (30) days of completing the reconciliation process.

D. REFUND POLICY

If the student officially withdraws, drops out, drops hours, is expelled, or otherwise fails to complete a period of enrollment, and is entitled to a refund, a portion of such refund may need to be returned to the HOPE fund. If the student was awarded a HOPE Grant, the school must determine the amount of the refund for tuition and fee charges, and return that amount to the HOPE fund. The remainder of the HOPE award for tuition and fees is retained by the school to cover the school's cost for the portion of the school term that the student was enrolled. The HOPE award should cover the actual tuition and fees charged to the student after the school's refund policy was applied, plus the HOPE book allowance. The HOPE book allowance awarded to the student is not included in the HOPE refund calculation. Refund procedures are as follows:

HOPE-ONLY REFUND

If a refund is due and the student received HOPE funds only (no federal aid), then such amounts must be refunded to HOPE, rounded to the nearest dollar, by applying the institution's refund policy to the student's original HOPE award for tuition and HOPE-approved mandatory fees. The book allowance is not part of the refund calculation.

TITLE IV AND HOPE REFUND

If the student received federal Title IV funds in addition to HOPE funds, the school must follow the Title IV Return of Funds policy for any federal aid received. To determine the refund to HOPE, the school must then follow their institutional refund policy, if different from Title IV Return of Funds policy. If all or part of the student's Title IV aid was disbursed directly to the student, the school may not have funds on hand to refund HOPE. In this case, the school must bill the student for the refund. The notice to the student must show all financial aid received, the amount earned by the student, and the amount to be returned by the student to the school. The bill to the student should not just indicate a HOPE refund due by the student. The school should leave the HOPE award on SURFER at the original award amount less any refund paid by the school. The school must notify the Authority of the amount of refund due HOPE, and the Authority will put a refund due on the student's record. This will prevent the student from receiving any additional scholarships or grants from the Authority until the refund is paid.

III.
HOPE SCHOLARSHIP REGULATIONS
FOR
DEGREE-SEEKING STUDENTS
ATTENDING PRIVATE COLLEGES AND UNIVERSITIES

A. HOPE SCHOLARSHIP ELIGIBILITY REQUIREMENTS FOR DEGREE-SEEKING STUDENTS ATTENDING PRIVATE COLLEGES AND UNIVERSITIES

The HOPE Scholarship for degree-seeking students attending private colleges and universities began with the Fall Term of 1996. To be eligible to receive a HOPE Scholarship of \$3,000 per academic year, a student must meet the following eligibility requirements.

GEORGIA RESIDENCY

1. A student attending an eligible Georgia private college or university and who is seeking a HOPE Scholarship as a freshman (1st tier) meets the residency requirements for purposes of HOPE eligibility if he or she met the requirements to be classified as a legal resident of Georgia for the Georgia Tuition Equalization Grant (TEG) at the time of his or her high school graduation and at the time of enrollment at an eligible institution. The student may have graduated from an out-of-state high school. For example, the dependent child of military personnel who are legal residents of Georgia stationed outside of Georgia.
2. A student attending an eligible Georgia private college or university who is seeking a HOPE Scholarship as a freshman (1st tier) meets the residency requirements for purposes of HOPE eligibility if he or she graduated from a Georgia high school and is the dependent child of military personnel stationed in Georgia.
3. A student attending an eligible Georgia private college or university who is entering the HOPE Scholarship as a sophomore (2nd tier), junior (3rd tier), or senior (4th tier) meets the residency requirements for purposes of HOPE eligibility if he or she met the requirements to be classified as a legal resident of Georgia for TEG at the time he or she first enrolled at a Georgia postsecondary institution to seek a degree and met the residency requirements for the 12-month period prior to his or her most recent enrollment at a Georgia postsecondary institution, or he or she graduated from high school in Georgia in 1996 or later and has met the residency requirements for the prior 12 months.
4. Once a dependent student attending an eligible Georgia private college or university has been correctly determined to meet the residency requirements for purposes of HOPE and begins receiving HOPE, the student will continue to meet the residency requirements, even if his or her parents/legal guardians stop being legal residents of Georgia. If the student has a break-in-enrollment and established residency in another state, then he or she must re-establish Georgia residency for one year before becoming eligible for HOPE again.

CITIZENSHIP

To be eligible as a freshman, a student must be a U.S. Citizen or a Permanent Resident Alien who meets the definition of an eligible non-citizen under federal Title IV requirements for the 12-month period prior to high school graduation. To be eligible to enter HOPE as a sophomore (2nd tier), junior (3rd tier) or senior (4th tier), a student must be a U.S. Citizen or a Permanent Resident Alien who meets the definition of an eligible non-citizen under federal Title IV requirements for the 12-month period prior to the term for which the student is requesting the HOPE Scholarship.

ENROLLMENT

1. A student must be attending an eligible Georgia private college or university.
2. A student must be classified as full-time (12 hours) for two weeks following the last day of the institution's drop/add period. To be considered full-time, a student must be registered for and attending classes through 14 days after the drop/add period.
3. A student must be admitted, enrolled, and classified as an undergraduate student in a matriculated status. One exception to the undergraduate status is detailed in the section entitled "Length of Scholarship Eligibility."

AWARD DETERMINATION AND AMOUNT

1. A student must apply for TEG by completing the Georgia Tuition Equalization Grant Application.
2. The standard HOPE Scholarship award at a private college or university is \$3,000 per academic year. The standard awards per term are as follows:

<u>System</u>	<u>Quarter System</u>	<u>Semester</u>
Summer	\$1,000	\$1,500
Fall	\$1,000	\$1,500
Winter	\$1,000	-----
Spring	\$1,000	\$1,500

The standard awards are reduced under the following circumstances. If the actual tuition and mandatory fees charged the student are less than the standard HOPE award plus the TEG award, then the HOPE award must be reduced to equal the tuition and mandatory fee charges. If a

student is receiving financial aid from a source other than HOPE and that aid is applied to the student's tuition and fees charged, then the student's HOPE Scholarship award must be reduced by that amount. The HOPE award must be applied to tuition and mandatory fees charges, not other expenses such as room and board.

3. A student's HOPE Scholarship is not reduced if the student is receiving financial aid from sources other than TEG that are applied to educational expenses other than tuition and fees, even if the student's total aid exceeds his or her cost of attendance budget.
4. A student cannot receive HOPE Scholarship payment for course work that does not appear on his or her academic transcript.

FRESHMAN (1ST TIER) ELIGIBILITY

1. To be eligible for the HOPE Scholarship as an entering freshman (1st tier), a student must be a 1996 or later high school graduate. He or she must have graduated from an eligible high school as a HOPE Scholar.
2. For the Class of 1996 through the Class of 1999, HOPE Scholars must have graduated from an eligible high school with a minimum of a 3.0 cumulative grade point average on a 4.0 scale or an 80 numeric average meeting the college preparatory curriculum, or a 3.2 average on a 4.0 scale or an 85 numeric average in the general or career/technical curriculum tracks. All course work taken in high school (9th through 12th grades) are used to used to calculate the grade average.
3. For the Class of 2000, HOPE Scholars must have graduated from an eligible high school with a minimum of a 3.0 cumulative grade point average on a 4.0 scale or an 80 numeric average in the college preparatory core-curriculum subjects, or a 3.2 average on a 4.0 scale or an 85 numeric average in the career/technology core-curriculum subjects. The subjects counted and the number of units to be used in the grade average calculations for the college preparatory curriculum are as follows: English Language Arts – 4 units, Mathematics – 3 units, Social Studies – 3 units, Science – 3 units and Foreign Language – 2 units. The subjects counted and the number of units to be used in the grade average calculation for the career/technology curriculum are as follows: English Language Arts – 4 units, Mathematics – 3 units, Social Studies – 3 units, Science – 3 units.
4. Beginning with the Class of 2001, HOPE Scholars must have graduated from an eligible high school with a minimum of a 3.0 cumulative grade point average on a 4.0 scale or an 80 numeric average in the college preparatory core-curriculum subjects, or a 3.2 average on a 4.0 scale or an 85 numeric average in the career/technology core-curriculum subjects. The subjects counted and the number of units to be used in

the grade average calculations for the college preparatory curriculum are as follows: English Language Arts – 4 units, Mathematics – 4 units, Social Studies – 3 units, Science – 3 units and Foreign Language – 2 units. The subjects counted and the number of units to be used in the grade average calculation for the career/technology curriculum are as follows: English Language Arts – 4 units, Mathematics – 3 units, Social Studies – 3 units, Science – 3 units.

5. Beginning with the high school graduating Class of 2005, regardless of whether a student graduates with the college preparatory or career/technology diploma, if he or she earns a failing grade in a core curriculum course that is used for HOPE eligibility and later repeats the course, the two grades are averaged together for purposes of HOPE.
6. Home study students who completed their home study requirements in 1997 or later and students who graduated from an ineligible high school in 1997 or later may receive HOPE retroactively for the 1st tier if they earn a 3.0 cumulative grade point average after attempting 30 semester or 45 quarter college credit hours and meet all other HOPE eligibility requirements. Students who graduate from an eligible high school are not eligible for a retroactive HOPE award, as provided for by this provision.

SOPHOMORE (2ND TIER) ELIGIBILITY

1. If the student has attempted 30 semester/45 quarter hours but not more than 60 semester/90 quarter hours, he or she must have a cumulative grade point average of at least 3.0 at the end of the school term in which the 30 semester/45 quarter hours were attempted to be eligible for a HOPE Scholarship.
2. Eligibility as a freshman (1st tier) is not a requirement.
3. A non-traditional student may enter the HOPE Scholarship Program beginning with the 2nd tier if he or she meets all other requirements for the 2nd tier.

JUNIOR (3RD TIER) ELIGIBILITY

1. The student must have attempted at least 60 semester/90 quarter hours but not more than 90 semester/135 quarter hours. The student must also have a cumulative grade point average of at least 3.0 at the end of the term he or she attempted at least 60 semester/90 quarter hours. A non-traditional student may enter the program if he or she meets all the requirements for the 3rd tier.
2. A student who was a HOPE Scholarship recipient seeking a degree during his or her freshman year (1st tier), but who failed to earn a 3.0

cumulative grade point average at the end of the term he or she attempted at least 30 semester/45 quarter hours, can regain HOPE eligibility if his or her cumulative grade point average is 3.0 at the end of the term he or she attempted at least 60 semester/90 quarter hours.

SENIOR (4TH TIER) ELIGIBILITY

1. The student must have attempted at least 90 semester/135 quarter hours but not more than 127 semester/190 quarter hours. The student must also have a cumulative grade point average of at least 3.0 at the end of the term he or she attempted at least 90 semester/135 quarter hours. Eligibility as a freshman (1st tier), sophomore (2nd tier) or junior (3rd tier) is not a factor. A non-traditional student may enter the HOPE Scholarship Program at this point if he or she meets all other requirements.
2. A student who was a HOPE recipient seeking a degree during his or her freshman year (1st tier), but failed to earn a 3.0 cumulative grade average at the end of the term he or she attempted at least 30 semester/45 quarter hours, can regain HOPE eligibility if his or her cumulative grade point average is 3.0 at the end of the term he or she attempted at least 90 semester/135 quarter hours.
3. A student who was a HOPE recipient seeking a degree during his or her sophomore year (2nd tier), but failed to earn a 3.0 cumulative grade average at the end of the term he or she attempted at least 60 semester/90 quarter hours, can regain HOPE eligibility if his or her cumulative grade point average is 3.0 at the end of the term he or she attempted at least 90 semester/135 quarter hours.

SATISFACTORY ACADEMIC PROGRESS

A student must maintain satisfactory academic progress in a course of study in accordance with the standards and practices used for federal Title IV programs by the postsecondary institution at which the student is enrolled. To determine student eligibility, the institution must apply the same satisfactory progress policy as used for federal Title IV programs.

SELECTIVE SERVICE REGISTRATION

A student must meet federal Title IV Selective Service registration requirements. The requirement to register applies to males who were born on or after January 1, 1960, are at least 18, are citizens or eligible non-citizens, and are not currently on active duty in the armed forces.

DEFAULT AND REFUND

A student must not be in default on a federal Title IV or a State of Georgia educational loan nor owe a refund on a federal Title IV or State of Georgia student financial aid program. If the student has repaid the defaulted loan or refund in full, he or she is eligible to receive HOPE assistance beginning with the term in which repayment was made in full, but not for previous terms.

DRUG-FREE ACT

A student is ineligible if, in accordance with the Drug-Free Postsecondary Education Act of 1990, he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs. A student is ineligible to receive a HOPE Scholarship from the date of conviction to the completion of the next academic term. Institutions are not required to obtain criminal justice records of HOPE applicants.

INCARCERATED STUDENTS

A student who is seeking a degree at an eligible Georgia private institution is not eligible to receive HOPE payments while incarcerated, even if all other eligibility requirements are met. Upon release, the student may begin receiving payments if he or she meets all other eligibility requirements. The credit hours attempted while incarcerated will count toward the length of eligibility limitations.

POSTSECONDARY CUMULATIVE GRADE POINT AVERAGE

1. The postsecondary cumulative grade point average used to determine HOPE eligibility for a renewal student, a student entering HOPE at the 30 semester/45 quarter, 60 semester/90 quarter, or 90 semester/135 quarter hour checkpoint, or a transfer student must be calculated by the institution the student is attending, and must be based on all college credit hours attempted after high school graduation.
2. Just as credit hours attempted prior to high school graduation do not count toward the 127 semester/190 quarter hour limit, the grades for those classes are not included in the HOPE cumulative grade point average.
3. Credit hours earned by examination are not included.
4. All other college credit hours attempted (hours attempted while seeking a degree) at all postsecondary institutions the student attended and their corresponding grades must be included in the HOPE cumulative grade point average, regardless of what hours are accepted by the institution

the student is currently attending even if the course was repeated or if the course was “forgiven” by the institution.

5. Credit hours attempted as part of a diploma or certificate program of study are not considered to be college credit hours and therefore should not be counted, unless those hours are accepted toward a degree.
6. Learning support, remedial courses and Independent Study are paid by HOPE and are included in the 127 semester/190 quarter hour limit and all corresponding grades must be included in the HOPE cumulative grade point average.
7. Students who obtain a grade change should notify the financial aid office within 30 days of the grade change. If the grade change makes the student eligible for HOPE, the student can be awarded retroactively in the current award year. If the grade change affects the student's eligibility from the previous award year, the HOPE award can be adjusted in the current award year.
8. Credit hours attempted that appear on a student's transcript as an “incomplete” should be included when determining 30 semester/45 quarter, 60 semester/90 quarter, and 90 semester/135 quarter hour checkpoints, but not in the calculation of quality points when determining the grade average. The student's HOPE Scholarship should be awarded or denied at the checkpoint, based on the grade average at that point. If the student was denied, but later becomes eligible when the grade for the “incomplete” is eventually reported, the student is eligible to receive HOPE payment retroactively within the award year and to be awarded until the next checkpoint. Retroactive HOPE awards for previous award years should be added to the current award year. If the student was awarded, but later becomes ineligible when the grade for the “incomplete” is eventually reported, then future HOPE awards must be canceled until the next checkpoint and the student and the Authority must be notified by the institution that the student owes a repayment of the HOPE funds received since the previous checkpoint. The repayment is owed by the student even if it was in a previous award year. The institution will be held harmless by the Authority for the repayment.
9. The HOPE grade point average should be calculated by the office that is normally responsible for calculating the institution's grade point average and attempted hours. The institution should calculate the HOPE grade point average to the hundredth decimal, for example 2.99.

TRANSFER STUDENTS

1. A student transferring from one HOPE-eligible private institution to another is eligible for a HOPE Scholarship if all eligibility requirements continue to be met.

2. A student transferring from a HOPE-eligible public institution to a HOPE-eligible private institution is eligible for a HOPE Scholarship if he or she meets all the requirements, just as if he or she had been attending a HOPE-eligible private institution.
3. A student transferring from an out-of-state institution or a Georgia institution that is not HOPE-eligible to an eligible private institution is eligible for a HOPE Scholarship if he or she meets all requirements, just as if the student had been attending a HOPE-eligible private institution.

LENGTH OF SCHOLARSHIP ELIGIBILITY

1. The student may receive HOPE Scholarship awards through the term that he or she attempts at least 30 semester/45 quarter credit hours and is eligible for a HOPE Scholarship; and
2. If the student maintains a 3.0 grade average after the term that he or she attempted 30 semester/45 quarter credit hours, the student may receive HOPE Scholarship awards for 31 semester/46 quarter through 60 semester/90 quarter hours attempted; and
3. If the student maintains a 3.0 grade average after the term that he or she attempted 60 semester/90 quarter hours, the student may receive the HOPE Scholarship awards for 61 semester/91 quarter through 90 semester/135 quarter hours attempted; and
4. If the student maintains a 3.0 grade average after the term that he or she attempted 90 semester/135 quarter hours, the student may receive the HOPE Scholarship for 91 semester/136 quarter through 127 semester/190 quarter hours attempted; and
5. A student may receive the HOPE Scholarship for a total of 127 semester/190 quarter credit hours attempted. The 127 semester/190 quarter hours includes remedial and all regular college credit courses attempted after high school graduation. If a student enters the term with less than 127 semester/190 quarter hours attempted and enrolls for more than 127 semester/190 quarter hours, he or she is eligible for payment for the full number of hours enrolled for that term. One exception to the 127 semester/190 quarter-hour cap is for the student enrolled in a specific undergraduate degree program that is designed to be more than 127 semester/190 quarter hours in length. That student is eligible for a total of 150 semester/225 quarter hours attempted, or the number of hours required for graduation, whichever is less, if he or she has a 3.0 average after the term in which 127 semester/190 quarter hours were attempted. The student is eligible for payment for the full number of hours enrolled the final term. Regardless of the number of

hours attempted, once the student has earned a bachelor's degree, he or she is ineligible for a HOPE Scholarship to seek another degree.

6. A student who meets all other requirements for senior (4th tier) eligibility, except that he or she is classified at the professional level rather than as an undergraduate is eligible if he or she was accepted into the professional level program of study prior to receiving a bachelor's degree. Such student is held to the 150 semester/225 quarter-hour cap.

TRANSIENT STUDENTS

A transient student is eligible to receive HOPE payment if all other eligibility requirements are met including full-time enrollment at the host institution. Both the home institution and the host institution must be eligible Georgia institutions participating in the HOPE Program. The host institution awards HOPE funds to the transient student based on certification of eligibility from the home institution. The HOPE award should be the amount the student would normally receive at the host institution if he or she were a regular student, rather than a transient student. The host institution reports HOPE payment for transient students to the Authority in the same manner in which it reports HOPE payments for regular students. Upon return to the home institution, the host institution shall provide information necessary for the home institution to determine continued HOPE eligibility.

DISTANCE LEARNING STUDENTS

A Distance Learning student is eligible to receive HOPE payment if all other eligibility requirements are met, including full-time enrollment status at one institution. The institution offering the Distance Learning course work must be an institution participating in the HOPE Program.

STUDY ABROAD PROGRAMS

A student enrolled in a matriculating status at a HOPE-eligible institution in Georgia may qualify for HOPE payment while participating in a Study Abroad program. Study Abroad programs or International-Intercultural Studies program are college credit-earning programs of study that include travel outside the United States. The student's HOPE-eligible home institution must approve the Study Abroad program for credit toward the student's degree program prior to the student's departure. The HOPE award should be the amount the student would normally receive at the home institution. HOPE payment must take place through the HOPE-eligible home institution, unless the student is participating in a Study Abroad program via another HOPE-eligible institution, then the process described in the above TRANSIENT STUDENTS section may be followed as an alternative. The HOPE-eligible home institution may coordinate the Study Abroad program through institutions that are not eligible to participate in the HOPE program.

For example, the student's HOPE-eligible home institution may have an arrangement with an out-of-state institution's Study Abroad Program.

ALTERNATIVE STUDY PROGRAMS

A student enrolled in a matriculating status at a HOPE-eligible institution in Georgia may qualify for HOPE payment while participating in an Alternative Study program. Alternative Study programs are college credit-earning programs of study that include travel outside the State of Georgia but within the United States. Alternative Study programs may be in conjunction with postsecondary institutions in other states. For example, a HOPE-eligible institution may have an arrangement with a postsecondary institution in another state in which a group of their students spend the summer term at the out-of-state institution to take advantage of unique resources available to that institution. The HOPE-eligible home institution must approve the Alternative Study program for credit toward the student's degree prior to the student's departure. The HOPE award should be the amount the student would normally receive at the home institution. HOPE payment must take place through the HOPE-eligible home institution.

HOURS LIMITATION

1. If the student is otherwise eligible to participate in the HOPE Scholarship, but is not paid because TEG and/or other aid already cover his or her tuition and mandatory fees, the credit hours attempted that term still apply to the hours limitation. Regardless of the amount of payment the student receives for a term or the number of credit hours for which he or she has paid, the total number of credit hours attempted for that term will be applied to his or her credit hours total.
2. Credit hours for duplicate courses attempted will count toward the credit hour limit.
3. Any credit hours attempted or earned before high school graduation (i.e., hours exempted by examination, advanced placement credit hours, or joint enrollment hours) do not count against the credit hour limit. If the institution is not readily able to identify such credits, then the institution may rely on the student to advise the institution of credit hours attempted prior to high school graduation, subject to verification.
4. Courses that are audited are not paid for by HOPE nor counted as hours attempted and are not considered to be college credit.

LEARNING SUPPORT

A student who is seeking a degree and is required to participate in learning support (remedial) course work is eligible to receive HOPE payment for such

course work. Learning support credit hours shall count toward the 127 semester/190 quarter hour limit.

CONTINUING EDUCATION

HOPE funds cannot be applied to the costs of continuing education courses.

ASSOCIATE AND BACHELOR OF APPLIED SCIENCE PROGRAMS

Students transferring from certificate/diploma programs into Associate of Applied Science (AAS) or Bachelor of Applied Science (BAS) degree programs receive a “block” of credit hours for course work taken in the certificate/diploma program, rather than on a course-by-course basis. In order to determine the number of hours attempted for purposes of HOPE eligibility, the value of the “block” of credit hours is dependent upon the number of hours the student is required to complete in order to receive an AAS or BAS degree.

MILITARY PERSONNEL CALLED TO DUTY

1. Students who are members of the U.S. Armed Services, National Guard, or Armed Forces Reserve receiving funds from the HOPE Scholarship Program that are called to emergency military duty during a school term that is already in progress should not have their HOPE eligibility negatively impacted.
2. If the college or university the student attends allows the student to totally withdraw and receive a grade such as “WM” for “military withdrawal” or the institution totally removes all grades for that term and corresponding credit hours from the student’s records, then such grades and all corresponding credit hours will not be taken into consideration for purposes of determining future HOPE eligibility. Private institutions should return the full amount of the HOPE award for that term to the HOPE account.
3. If the college or university the student attends allows the student to have the option of receiving a letter grade such as “I” for “incomplete,” or “IP” for “in progress,” then those grades would not be calculated in the grade point average for purposes of HOPE until the coursework is completed, but the corresponding attempted credit hours would be counted toward HOPE eligibility beginning with the term in which they appear on the academic transcript. In this situation, the refund policy provided for in these regulations should be applied.
4. Upon the student’s return from emergency military duty, his or her HOPE eligibility will resume as if no break in enrollment had occurred.

5. If the president of a HOPE-eligible private college or university the student attends considers requests for exceptional equitable relief from students who are not members of the military but are otherwise unusually and detrimentally affected by the emergency activation of members of the military, then the accommodations described above may also apply to such students.

B. HOPE SCHOLARSHIP APPLICATION AND AWARD PROCESS FOR DEGREE-SEEKING STUDENTS ATTENDING PRIVATE COLLEGES AND UNIVERSITIES

HIGH SCHOOL ELIGIBILITY LIST

All eligible Georgia high schools are requested annually to submit a list of academically eligible seniors to the HOPE Scholarship Program. The list calls for the students' names, social security numbers, addresses, grade averages, and curriculum tracks. The preliminary list includes the grade averages as of the end of the Fall quarter or semester. The preliminary list should be submitted to the HOPE Scholarship Program by the last day of February. The final list with the final grade averages at graduation should be received by June 30.

APPLICATION PROCESS

1. All applicants for the HOPE Scholarship at private colleges must apply for the Tuition Equalization Grant (TEG) program.
2. The Tuition Equalization Grant (TEG) program application also serves as the application for the HOPE Scholarship for students attending private colleges and universities. No other form or application is necessary, although the college or university may require students to complete the institution's application for financial aid. A student should check with the institution he or she plans to attend.

APPLICATION DEADLINE

A student must complete the application process through the institution's financial aid office before the end of Spring Term 2003 in order to be paid for the 2002-2003 award year.

PRELIMINARY LIST TO INSTITUTIONS

In March, the Authority electronically makes available to the postsecondary institutions a preliminary list of high school graduates and their grade averages as of the end of Fall Term. Institutions may use this information to estimate HOPE Scholarships when packaging financial aid. Institutions must identify the HOPE Scholarship on student financial aid award letters.

FINAL LIST TO INSTITUTIONS

The Authority makes available the data from the final high school list to postsecondary institutions during the summer in order to notify the institutions of eligibility changes from the preliminary list to the final list. Students who were eligible according to the preliminary list, but not eligible according to the final list because of changes in their grade average and/or

curriculum track, are ineligible to receive payment. Their HOPE Scholarships must be canceled.

INELIGIBLE STUDENT PROCEDURE

If later evidence not available at the time of awarding indicates that a student should not have received the HOPE Scholarship, then all future HOPE awards must be canceled. The institution will be held harmless in a State of Georgia audit for the first quarter/semester payment to an ineligible student, if the student's file is appropriately documented. The institution must notify the student and the Authority of a refund due. The student will be ineligible for student aid from the State of Georgia until the refund is paid.

PAYMENT OF REFUND

When a student owes a refund, he or she shall pay the institution and the institution will pay the Authority. This procedure does not apply in cases of an audit exception.

C. PROCEDURES FOR AUTHORIZING AND DRAWING FUNDS

AUTHORIZATION OF FUNDS

Prior to the beginning of the award year, the Authority will notify each institution of its authorization of funds for each school term.

DRAW DOWN AND DISBURSEMENT

The institution may draw upon the amount of its authorization each term, but no sooner than 13 days prior to the first day of classes for that term. The institution may not draw down more than the authorization for a term.

REPORT OF AWARDS TO AUTHORITY

1. Within 45 days of the first day of classes for any term, the institution must submit to the Authority a report of the students who were paid for the term, the dollar amount paid, and credit hours attempted. The report must be in the format required by the Authority.
2. If necessary, the Authority will adjust each institution's authorization to match the amount actually paid and allow an additional draw down. The institution may submit supplemental payment reports to the Authority for a term and the Authority will adjust the authorization to match the additional amount needed. The institution can then draw down the needed amount.

SUMMER TERM DRAW DOWN

1. The award year begins with the Summer Term. The earliest an institution can draw down funds is July 1 for the Summer Term.
2. Legislative enhancements to the HOPE Program become effective beginning with the Summer Term immediately following the legislative session that enacted the enhancements.

RECONCILIATION

1. After the completion of the award year, each institution will print a reconciliation report that provides payment records for the award year.
2. The institution must conduct a complete student-by-student reconciliation with the Authority and submit a Reconciliation Certification Form to the Authority by July 15 following the completion of the award year.
3. The Authority will provide the institution with a letter to confirm that reconciliation is complete and final for the award year.

4. The institution must return to the Authority any HOPE funds not utilized according to the final reconciliation within thirty (30) days of completing the reconciliation process.

D. REFUND POLICY

If the student officially withdraws, drops out, drops hours, is expelled, or otherwise fails to complete a period of enrollment, and is entitled to a refund, a portion of such refund may need to be returned to the HOPE fund. If the student was awarded a HOPE Scholarship, the school must determine the amount of the refund, and return that amount to the HOPE fund. The remainder of the HOPE award is retained by the school to cover the school's cost for the portion of the school term that the student was enrolled. Refund procedures are as follows:

HOPE-ONLY REFUND

If a refund is due and the student received HOPE funds only (no federal aid), then such amounts must be refunded to HOPE, rounded to the nearest dollar, by applying the institution's refund policy to the student's original HOPE award.

TITLE IV AND HOPE REFUND

If the student received federal Title IV funds in addition to HOPE funds, the school must follow the Title IV Return of Funds policy for any federal aid received. To determine the refund to HOPE, the school must then follow their institutional refund policy, if different from Title IV Return of Funds policy. If all or part of the student's Title IV aid was disbursed directly to the student, the school may not have funds on hand to refund HOPE. In this case, the school must bill the student for the refund. The notice to the student must show all financial aid received, the amount earned by the student, and the amount to be returned by the student to the school. The bill to the student should not just indicate a HOPE refund due by the student. The school should leave the HOPE award on SURFER at the original award amount less any refund paid by the school. The school must notify the Authority of the amount of refund due HOPE, and the Authority will put a refund due on the student's record. This will prevent the student from receiving any additional scholarships or grants from the Authority until the refund is paid.

IV.
HOPE GRANT REGULATIONS
FOR
GED RECIPIENTS SEEKING POSTSECONDARY EDUCATION

A. HOPE GRANT ELIGIBILITY REQUIREMENTS FOR GED RECIPIENTS SEEKING POSTSECONDARY EDUCATION

To be eligible to receive a HOPE Grant of \$500, a General Education Development (GED) recipient must meet the following requirements.

GED RECIPIENT AFTER JUNE 30, 1993

A student must be a recipient of the GED awarded by the Georgia Department of Technical and Adult Education (DTAE) after June 30, 1993.

RESIDENCY

1. A student who is attending a Georgia public technical college and is classified as a legal resident of Georgia, for purposes of in-state tuition under DTAE rules, will be considered a legal resident of Georgia for purposes of the HOPE Program. If out-of-state tuition is waived by the institution, according to DTAE policy, and the student (and his or her parents if he or she is a dependent student) physically lives in Georgia, then the student meets the residency requirements of the HOPE Program.
2. A student who is attending a Georgia University System institution and is classified as a legal resident of Georgia, for purposes of in-state tuition under Board of Regents policy, will be considered a legal resident of Georgia for purposes of the HOPE Program. If out-of-state tuition is waived by the institution, according to Board of Regents policy, and the student (and his or her parents if he or she is a dependent student) physically lives in Georgia, then the student meets the residency requirements of the HOPE Program.
3. A student who is attending a HOPE-eligible private Georgia college and is classified as a legal resident of Georgia for purposes of the Tuition Equalization Grant (TEG) will be considered a legal resident of Georgia for purposes of the HOPE Program.

CITIZENSHIP

A student must be a U.S. Citizen or a Permanent Resident Alien who meets the definition of an eligible non-citizen under federal Title IV requirements for the 12-month period prior to the term in which the grant is sought.

ENROLLMENT

1. A student must attend a branch of the University System of Georgia, a branch or affiliated branch of DTAE, or a HOPE-eligible private Georgia college or university.

2. A student must be admitted, enrolled, and classified as an undergraduate in a matriculated status toward a degree at an eligible private or public institution or a diploma/certificate at an eligible public institution. Full-time enrollment is not required at a public or private institution.

SATISFACTORY ACADEMIC PROGRESS

A student must maintain satisfactory academic progress in a course of study in accordance with the standards and practices used for federal Title IV programs by the postsecondary institution at which the student is enrolled. To determine student eligibility, the institution must apply the same satisfactory academic progress policy as used for federal Title IV programs.

SELECTIVE SERVICE REGISTRATION

A student must meet federal Title IV Selective Service registration requirements. The requirement to register applies to males who were born on or after January 1, 1960, are at least 18, are citizens or eligible non-citizens, and are not currently on active duty in the armed forces.

DEFAULT AND REFUND

A student must not be in default on a federal Title IV or a State of Georgia educational loan nor owe a refund on a federal Title IV or State of Georgia student financial aid program. If the student has repaid the defaulted loan or refund in full, he or she is eligible to receive HOPE assistance beginning with the term in which repayment was made in full, but not for previous terms.

DRUG-FREE ACT

A student is ineligible if, in accordance with the Drug-Free Postsecondary Education Act of 1990, he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs. A student is ineligible to receive HOPE payment from the date of conviction to the completion of the next academic term. Institutions are not required to obtain criminal justice records of HOPE applicants.

INCARCERATED STUDENTS

An incarcerated student is eligible to earn a HOPE/GED voucher during incarceration, but is not eligible to receive payment while incarcerated. Upon release, he or she can be issued a new voucher for the full 24 month eligibility period.

LEARNING SUPPORT

A student who is seeking a degree, diploma or certificate and is required to participate in learning support (remedial) course work is eligible to receive HOPE payment for such course work.

HOPE PAYMENT

1. A student is not eligible to receive HOPE/GED payment if he or she began seeking a degree at a postsecondary institution or received HOPE Scholarship payment prior to receiving a GED diploma. A recipient of a HOPE/GED voucher cannot return to high school and become a HOPE Scholar nor can he or she receive HOPE/GED payment if a high school diploma was received. Home study students who completed their home study requirements in 1997 or later and students who graduated from an ineligible high school in 1997 or later who receive a HOPE/GED voucher payment and then retroactively receive a HOPE Scholarship for their freshman year (1st tier), must refund the \$500 HOPE/GED voucher.
2. A student is eligible to receive HOPE/GED payment and a HOPE Grant while seeking a diploma or certificate at a public institution during the same term.
3. The HOPE/GED voucher is valid for 24 months from the issue date. Once the voucher has expired, payment can only be made with written permission from the Georgia Student Finance Authority, hereafter referred to as the Authority.

B. HOPE GRANT APPLICATION AND AWARD PROCESS FOR GED RECIPIENTS SEEKING POSTSECONDARY EDUCATION

GED VOUCHER

All persons receiving a General Education Development (GED) from the Georgia Department of Technical and Adult Education (DTAE) after June 30, 1993, and thereafter will receive a HOPE/GED voucher.

GED VOUCHER PAYMENT

1. The voucher may be submitted to a HOPE-eligible postsecondary Georgia institution at the time of the student's enrollment. In return, the student's account will be credited for \$500 to cover any costs of attendance as defined in these regulations. The voucher expires after 24 months from the date it is issued. The expiration date is extended by an additional 28 months for a total of 52 months for a student who serves on active duty in the military during this time. Extensions are also granted by the Authority if the student is incarcerated and for other special circumstances.
2. Assistance for a GED recipient may be carried forward from the first school term. If the student's cost of attendance budget cannot absorb \$500 for the student's first term, the institution should draw only the amount needed. The remainder of the \$500 will be reserved for the student's future use.
3. Receiving GED voucher payment does not prevent the student from receiving a HOPE Grant for seeking a diploma or certificate at a public institution. Degree-seeking students may receive a HOPE Scholarship after attempting 45 quarter/30 semester, 90 quarter/60 semester, 135 quarter/90 semester hours, if all other requirements are met, even if he or she was previously paid for a GED voucher.

VOUCHER NON-TRANSFERABLE

The recipient of the voucher will be clearly identified by name and social security number on the voucher. The voucher can only be used by that person and is not transferable.

C. PROCEDURES FOR AUTHORIZING AND DRAWING FUNDS

AUTHORIZATION OF FUNDS

Prior to the beginning of the award year, the Authority will notify each institution of its authorization of funds for each school term, including funds for General Education Development (GED) vouchers.

DRAW DOWN AND DISBURSEMENT

The institution may draw upon the amount of its authorization each term, but no sooner than 13 days prior to the first day of classes for that term. The institution may not draw down more than the authorization for a term.

REPORT OF AWARDS TO AUTHORITY

1. Within 45 days of the first day of classes for any term, the institution must submit to the Authority a report of the students who were paid for the term and the dollar amount paid. The report must be in the format required by the Authority.
2. If necessary, the Authority will adjust each institution's authorization to match the amount actually paid and allow an additional draw down. The institution may submit supplemental payment reports to the Authority for a term and the Authority will adjust the authorization to match the additional amount needed. The institution can then draw down the needed amount.

SUMMER TERM DRAW DOWN

1. The award year begins with the Summer Term. The earliest an institution can draw down funds is July 1 for the Summer Term.
2. Legislative enhancements to the HOPE Program become effective beginning with the Summer Term immediately following the legislative session that enacted the enhancements.

RECONCILIATION

1. After the completion of the award year, each institution will print a reconciliation report that provides payment records for the award year.
2. The institution must conduct a complete student-by-student reconciliation with the Authority and submit a Reconciliation Certification Form to the Authority by July 15 following the completion of the award year.
3. The Authority provides the institution with a letter to confirm that reconciliation is complete and final for the award year.

4. The institution must return to the Authority any HOPE funds not utilized according to the final reconciliation within thirty (30) days of completing the reconciliation process.

D. REFUND POLICY

If a student officially withdraws, drops out, drops hours, is expelled, or otherwise fails to complete a period of enrollment, and is entitled to a refund, a portion of such refund may need to be returned to the HOPE fund. If the student was awarded a HOPE GED Grant, the school must determine the amount of the refund, and return that amount to the HOPE fund. The remainder of the HOPE award is retained by the school to cover the school's cost for the portion of the school term that the student was enrolled. Refund procedures are as follows:

HOPE-ONLY REFUND

If a refund is due and the student received HOPE funds only (no federal aid), then such amounts must be refunded to HOPE, rounded to the nearest dollar, by applying the institution's refund policy to the student's original HOPE award.

TITLE IV AND HOPE REFUND

If the student received federal Title IV funds in addition to HOPE funds, the school must follow the Title IV Return of Funds policy for any federal aid received. To determine the refund to HOPE, the school must then follow their institutional refund policy, if different from Title IV Return of Funds policy. If all or part of the student's Title IV aid was disbursed directly to the student, the school may not have funds on hand to refund HOPE. In this case, the school must bill the student for the refund. The notice to the student must show all financial aid received, the amount earned by the student, and the amount to be returned by the student to the school. The bill to the student should not just indicate a HOPE refund due by the student. The school should leave the HOPE award on SURFER at the original award amount less any refund paid by the school. The school must notify the Authority of the amount of refund due HOPE, and the Authority will put a refund due on the student's record. This will prevent the student from receiving any additional scholarships or grants from the Authority until the refund is paid.

V.
HOPE PROGRAM
APPEAL AND EXCEPTION PROCESS

A. APPEAL AND EXCEPTION PROCESS

If a student wishes to appeal a determination of eligibility made by an institution or the HOPE Scholarship administrative staff or to request an exception to the regulations, then he or she must follow the HOPE appeal and exception process.

HOPE SCHOLARSHIP COMMITTEE

The HOPE Scholarship Committee is comprised of three citizens who are members of the Georgia Student Finance Authority's Board of Directors, three institutional financial aid directors (one from a public institution, one from a private institution and one from a public technical college), a representative of the Board of Regents, a representative of the Georgia Department of Technical and Adult Education, and a representative of the Georgia Foundation of Independent Colleges, and one at-large representative named by the Chairman of the Authority's Board of Directors. The Committee's decision is final.

FILING AN APPEAL OR EXCEPTION

In order for an appeal or exception to be considered, the student must write a request for an appeal or an exception to the HOPE Scholarship office within 45 days of receiving notice of denial. If additional information is requested from the student, it must be provided within the time frame specified by the Committee. In any event, all documentation must be received by the HOPE Scholarship office at least 21 days prior to the Committee's scheduled meeting in order to be considered at that meeting. The Committee normally meets on a quarterly basis. The Committee decides cases based only on documentation provided, rather than personal presentations. A student and his or her parents are permitted to attend the Committee meeting while the student's case is being considered but only as observers, not participants.

B. APPEALS

The HOPE Scholarship Program regulations are applied to each student considered for a HOPE Scholarship or Grant by appropriate officials of the postsecondary institutions the student is attending or by the administrative staff of the HOPE Scholarship office. If a student believes that a HOPE rule or regulation was not correctly applied in their case, the student has the right to file an appeal with the HOPE Scholarship Committee. The Committee will review the case and determine whether the regulations were applied correctly.

C. EXCEPTIONS

In exceptional cases, the HOPE Scholarship Committee may grant a HOPE award to a student who fails to meet the requirements for receiving HOPE. The Committee has sole discretion to grant an exception based on the circumstances presented by the student who is requesting an exception. No student obtains a right to have his or her request for an exception heard by the Committee. The following are examples of exceptions that may be considered by the Committee; however, no student obtains a right to a HOPE award under any of these circumstances. Rather, the Committee will review the circumstances to determine if, in its sole judgment, a student should receive HOPE payment despite not having fulfilled the technical requirements for receiving the award.

POSTSECONDARY CUMULATIVE GRADE POINT AVERAGE

1. A student who fails to meet the postsecondary cumulative grade point average renewal requirements may receive a renewal of the HOPE Scholarship by an exception being granted by the Committee if special conditions caused the student's postsecondary cumulative grade point average to fall below the required average. These special conditions may include a serious and extended illness or injury that adversely affected the student's grades. Such illness or injury must be verified by a physician's report that includes details regarding the duration and extent of the student's disability. Information from the student's Academic Dean must also be provided, corroborating the medical documentation and describing any opportunities that were available to the student to receive an Incomplete and to make-up or re-take class work. It is the student's responsibility to see that all necessary documentation is provided.
2. Other special conditions may also be considered. In some cases, the death or serious and extended illness or injury of an immediate family member could in some cases justify an exception to the 3.0 grade point average renewal requirement. Again, such cases must be medically documented and corroborated by the student's Academic Dean. Natural disasters and other traumatic events may also warrant exceptions, if sufficiently documented.
3. If an exception is granted to a student who does not have the required 3.0 grade point average, he or she may receive HOPE payment for one full-time term. After completing one full-time term, the student's cumulative grade point average must be at least a 3.0 in order to continue receiving HOPE.

EARLY ADMISSION

1. The HOPE Scholarship Regulations state that in order for a student to be eligible to receive a HOPE Scholarship to seek a degree, he or she must have graduated from an eligible high school as a HOPE Scholar. Students who are accepted into an eligible postsecondary institution on early admission or prior to high school graduation are generally not eligible for a HOPE Scholarship. Exceptions may be granted on a case-by-case basis if sufficient documentation is provided that convinces the Committee that the student has achieved the academic equivalent of graduating from high school as a HOPE Scholar. Such documentation should include the following:
 - a. A letter from the student (not a parent or guardian) requesting an exception to the HOPE regulations and including details of the student's circumstances. The letter should include a list of honors, awards, or recognition the student has received.
 - b. A letter from the high school principal or headmaster that recommends the student for early admission and for an exception for the HOPE Scholarship. The high school must be approved as an accredited high school that is eligible to identify HOPE Scholars. The letter should include the principal's evaluation of the student's maturity level, the length of time the student attended that high school, the projected high school grade average at graduation, a description of the course work needed to complete the college preparatory track requirements, and any other supporting information that may be pertinent.
 - c. An official copy of the student's high school transcripts, beginning with the 9th grade and including all high schools attended.
 - d. An official copy of the student's postsecondary academic transcript if he or she has participated in a joint enrollment program. Also, letters of recommendation from officials of the postsecondary institution should be provided.
 - e. A letter from the admissions office of the college the student will be attending, verifying acceptance of the student as an early admission student.
 - f. An official copy of the student's SAT or ACT scores. PSAT scores will not be considered.
2. Once a student begins receiving HOPE payment, all college credit hours attempted thereafter and corresponding grades are considered when determining HOPE renewal and eligibility.

HIGH SCHOOL GRADE AVERAGE AND CURRICULUM TRACK

The Committee will not consider requests for exceptions to the high school grade point average or curriculum track requirements. The grade point average and curriculum track are determined by the high school at graduation. It would be inappropriate for a postsecondary institution or the Georgia Student Finance Authority (or a committee thereof) to interfere with, adjust, or change the high school's determination.

MISCELLANEOUS REQUESTS FOR EXCEPTIONS

Other miscellaneous requests for exceptions may be considered on a case-by-case basis. The Committee has sole discretion to determine when and how to handle special cases. All decisions by the Committee are final.

VI.

HOPE PROGRAM DEFINITIONS

DEFINITIONS

“Academic Year” means a period of time, usually eight or nine months, during which a full-time student would normally be expected to complete the equivalent of two semesters, three quarters, or 900 clock hours of instruction.

“Accrediting Agency” means an association or agency recognized and approved by the Authority to function as an evaluator of the quality of the educational institutions and programs as described in these regulations.

“Audit Student” means a student who enrolls in a course for personal development and who does not earn college credit or a grade for the course.

“Authority” means the Georgia Student Finance Authority.

“Authorization” means a maximum amount of funds that a particular institution may draw down from the Authority for a school term.

“Award Year” means four consecutive quarters or three consecutive semesters that begins with the Summer Term and ends with the Spring Term.

“Book Allowance” means HOPE funds provided to students to purchase books and/or supplies for their course of study.

“Board” means Board of Directors of the Georgia Student Finance Authority.

“Carnegie Unit” means one unit of credit for a minimum of 150 clock hours of instruction.

“Certificate” means a credential indicating satisfactory completion of training in a technical program of study offered by a postsecondary educational institution; it is not an associate or baccalaureate degree.

“Clock Hour” means a period of time which is the equivalent of either (1) a 50 to 60 minute class, lecture, or recitation, (2) two hours of laboratory, shop training, or internship requiring outside preparation, (3) two hours of outside preparation related to (1) and (2); or (4) three hours of laboratory, shop training, or internship not requiring outside preparation.

“Continuing Education” means courses and programs that do not lead to a certificate, diploma or degree that are designed for personal development and are an extension of the traditional on-campus learning process.

“Cost of Attendance” means the expenses, both direct and indirect, incurred by a student and the student’s family to finance the cost of receiving a postsecondary education. These expenses include tuition, fees, room, meals, books, supplies, transportation, and personal expenses.

“Credit Hours Attempted” means the number of quarter or semester hours for which a degree-seeking or diploma/certificate-seeking student attending a postsecondary institution is enrolled, regardless of whether the student earns the hours or completes his or her courses(s). Credit hours that appear on a student’s official academic transcript are considered to be “attempted” regardless of whether or not a letter grade was received. The number of credit hours attempted is used to monitor the length of the student’s eligibility for the HOPE Scholarship. Credit hours attempted as part of a diploma or certificate program are only counted in a degree program if those hours are accepted for the degree.

“Degree” means a two-year associate degree or four-year bachelor’s degree conferred on students by a postsecondary educational institution upon completion of a unified program of study at the undergraduate level.

“Dependent Student” means a student who does not meet the definition of an independent student.

“Diploma” means a credential indicating satisfactory completion of training in a technical program of study offered by a postsecondary educational institution, which is not an associate or baccalaureate degree.

“Disbursed” means the student’s account was credited or a check was predated and available for the student to pick up from the institution.

“Distance Learning” means an educational process that is characterized by the separation, in time or place, between instructor and student. It may include courses offered principally through the use of television, audio, or computer transmission, such as open broadcast, closed circuit, cable, microwave, or satellite transmission; audio or computer conferencing; video cassettes or discs; or correspondence.

“DTAE Institution” means the Georgia Department of Technical and Adult Education.

“Dual Enrollment” means an arrangement between a high school and a postsecondary institution wherein a student enrolls in postsecondary classes and earns Carnegie units of credit that count toward high school graduation requirements and hours of postsecondary credit.

“e-HOPE” means the electronic application for the HOPE Scholarship or HOPE Grant that can be accessed through the GSFC web site.

“Early Admissions” means a program in which a high school student enrolls as a full-time postsecondary student and pursues a postsecondary degree in lieu of a high school diploma or simultaneously fulfilling the requirements for obtaining a high school diploma.

“Eligible High School” means any private or public secondary educational institution in the State of Georgia that is authorized to grant high school diplomas and is fully accredited by the Southern Association of Colleges and Schools, the Georgia Accrediting Commission, the Georgia Association of Christian Schools, the Association of Christian Schools International, the Georgia Private School Accreditation Council or the Accrediting Commission for Independent Study. If the institution is not located in the State of Georgia, then it must be accredited by the Southern Association of Colleges and Schools or one of the following regional agencies: New England Association of Schools and Colleges, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, Northwestern Association of Schools and Colleges, Western Association of Schools and Colleges, or the Alabama Independent School Association.

“Eligible Postsecondary Institution” means any branch of the University System of Georgia, any branch or affiliated branch of the Georgia Department of Technical and Adult Education (DTAE), or any private independent, non-profit college or university located in Georgia, and which is accredited by the Southern Association of Colleges and Schools. The definition also includes any proprietary institution of higher education located in the State of Georgia which: is a baccalaureate degree-granting institution; is accredited by a regional accrediting agency recognized by the U.S. Department of Education; is not a Bible college; admits as regular students only persons who have a high school diploma, a General Education Development (GED) diploma, or a degree from an accredited postsecondary institution; has been reviewed and approved for operation and for receipt of Tuition Equalization Grant funds by the Georgia Nonpublic Postsecondary Education Commission; has been in existence for at least ten years; and whose students are eligible to participate in the Federal Pell Grant program. All eligible institutions must also be approved by the U.S. Department of Education to participate in federal Title IV programs and be actively participating in at least the Federal Pell Grant program. Additionally, private colleges and universities must also be eligible to participate in the Tuition Equalization Grant Program.

“FAFSA” means Free Application for Federal Student Aid.

“Federal Title IV Programs” means student financial aid programs administered by the U.S. Department of Education that are authorized by Title IV of the Higher Education Act of 1965.

“Full-Time Student” means a matriculated student attending an eligible postsecondary educational institution who is enrolled for the equivalent of at least 12 quarter or semester credit hours, or a minimum of 25 clock hours per week.

“GED” means General Education Development diploma awarded by the Georgia Department of Technical and Adult Education.

“High School Cumulative Grade Point Average” means the average of a graduating high school senior’s grades from Grades 9 through 12 classes, calculated on a 4.0 or numeric scale, as reported by the high school. A 4.0 grading scale is determined as one on which an unweighted “A” equals 4.0. Class grades may be weighted or unweighted, depending on the policy of the high school. Grades must not be rounded.

“High School Curriculum Track” means the course of study, i.e., college preparatory, from which the student plans to graduate or has graduated.

“High School Graduating Class” means a group of students receiving their high school diploma within a specific school year. Students are considered members of a specific graduating class based on when they graduated from high school rather than when they began high school. Students who graduate within a school year are considered to be members of the same graduating class. A school year, at the high school level, begins with the Fall term and ends with the Summer term. Students receiving their high school diplomas during the Fall term of 2002, the Spring term of 2003, or the Summer Term of 2003 are considered to be members of the high school graduating Class of 2003.

“Home Institution” means the institution in which the student is normally enrolled and is in a matriculating status working toward a degree or diploma/certificate. The home institution must be a Georgia HOPE-eligible institution.

“HOPE” means Helping Outstanding Pupils Educationally.

“HOPE Scholar” means a Georgia high school graduate or legal resident of Georgia who graduated out of state who was a member of the 1993 high school graduating class, or any graduating class thereafter; and who graduated meeting the HOPE Scholarship academic requirements for the year in which he or she graduated; and who is on the Authority’s list of students who are academically eligible for a HOPE Scholarship.

“Host Institution” means the institution the student is temporarily attending as a transient student.

“Independent Student” means a student who was born before January 1, 1979; is a veteran of the U.S. Armed Forces (Army, Air Force, Navy, Marine Corps, or Coast Guard); will be enrolled in a graduate or professional program (beyond a bachelor’s degree) in 2002-2003; is legally married on the date the student signs the application; is an orphan or ward of the court (or has been a ward of the court until reaching the age of 18); or has legal dependents other than a spouse.

“Joint Enrollment” means an arrangement between a high school and a postsecondary institution wherein a student enrolls in postsecondary classes while still attending high school.

“Legal Resident of Georgia” means a United States Citizen or eligible Permanent Resident Alien who is domiciled in the State of Georgia and meets residency requirements of the governing body of the institutions attended, as specified in Sections I.A, II.A, III. A. and IV.A of these Regulations.

“Made Available” means the student’s account was credited or a check was predated and available for the student to pick up from the institution.

“Mandatory Fees” means HOPE-approved fees charged by the institution to every student enrolled at that institution, regardless of their program of study. Examples of HOPE-approved mandatory fees are: activity, athletic, health and transportation. Technology fees are eligible for HOPE payment at University System institutions, but not DTAE institutions. The maximum technology fee eligible for HOPE payment at University System institutions is \$75.00 per semester at research institutions and \$38 per semester at two and four-year institutions. University System institutions with a technology fee during 1999-2000 of \$75 per semester will continue to have a \$75 per semester technology fee. Mandatory facilities fees at University System institutions, other than those already approved or requested as of the March 7, 2000 meeting of the Board of Regents, are excluded from HOPE payment.

“Matriculated Status” means the student is a recognized candidate for an appropriate degree, diploma, or certificate at an eligible postsecondary educational institution.

“Military Personnel” means an active member of the Armed Forces of the United States, including members of the Army, Navy, Air Force, Marine Corps, and Coast Guard.

“Non-Traditional Student” means a student attending a postsecondary institution who graduated from high school prior to 1993, or any other student who did not meet the requirements to receive the HOPE Scholarship immediately after high school graduation.

“Parent” means the natural mother or father, stepparent, adoptive parent, and/or legal guardian who a court has directed to provide financial support to the student.

“Permanent Resident Alien” means a student who meets federal Title IV requirements as a permanent resident alien or eligible non-citizen.

“Postsecondary Cumulative Grade Point Average” means the calculation of those grades earned at the postsecondary level to establish eligibility for the HOPE Scholarship beyond the freshman year (1st tier). The postsecondary

cumulative grade point average is calculated on a traditional 4.0 scale, to the hundredth decimal, without rounding. A traditional 4.0 scale is defined as 4.0 = A, 3.0 = B, 2.0 = C, 1.0 = D, and 0 = F.

“School Term” means a typical school semester or quarter.

“TEG” means the Tuition Equalization Grant which is a State of Georgia program that provides grants to residents of Georgia who are undergraduate students and who are full-time students attending an eligible private college or university in Georgia.

“Transient Student” means a visiting student enrolled in another institution who is granted temporary admission for the purpose of completing work to transfer back to the home institution; one who expects to return to the institution in which he or she was previously enrolled.

“Tuition” means the charges to a student for instruction without regard to other fees such as technology, activity, athletic, health, etc.

“Undergraduate Student” means a student who is in attendance at an eligible post-secondary institution and who is in the process of obtaining either a diploma/certificate, an associate degree, or a bachelor’s degree.

VII.
HOPE PROGRAM INDEX

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**VIII.
APPENDIX**

(HOPE SCHOLARSHIP AND GRANT APPLICATION)