



**NORTHEASTERN**  
— TECHNICAL COLLEGE —

## **South Carolina LIFE Scholarship Policy and Procedure**

The Legislative Incentive for Future Excellence (LIFE) Scholarship was established to provide financial assistance to South Carolina residents attending public colleges and universities within the state. Northeastern Technical College will use this procedure along with the Life Scholarship Regulations.

### **Eligibility Requirements**

- Must be a US Citizen or legal permanent resident.
- Must be a legal South Carolina resident at the time of high school graduation and college enrollment.
- Graduate from an eligible South Carolina high school or recognized home school association or program as defined in the State Statute.
- Must be enrolled full-time (12 or more non-remedial credit hours).
- Eligible students enrolled in a certificate program can only receive the Life Scholarship for two semesters.

### **Academic Requirement**

Two-Year Institution – Must have a 3.0 SC UGP GPA

### **Application Process**

- Complete the Life Scholarship Affidavit
- The Administrative Assistant and the Administrative Specialist reviews Affidavits for first-time recipients of the scholarship.
- The student has 24/7 access to their Offer Letter through their Self-Service account.

### **Award Amount and Distribution**

- Once awarded, the student will receive a mailed copy of the Offer Letter and Life Scholarship Notification Letter.
- Funds will be disbursed directly to the institution and applied toward the student's tuition and fees.

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#### **Office of Student Financial Assistance**

1201 Chesterfield Highway, Cheraw, SC 29520 - (843) 921-6991 - [finaid@netc.edu](mailto:finaid@netc.edu).

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- The LIFE Scholarship covers up to the cost of tuition but does not exceed \$5000 per academic year for full time students. The student will be awarded \$2500 for fall enrollment and \$2500 for spring enrollment.
- Transfer students from another eligible South Carolina institution may still be eligible for the LIFE Scholarship, provided that they meet all eligibility and renewal requirements. The student must provide an academic transcript from the previous college and the Office of Student Financial Assistance will determine the student's eligibility for the award.

## **Monitoring and Continued Eligibility**

- The Administrative Assistant and Administrative Specialist will review the student's GPA and credit hours completed at the end of each academic year to determine the student's eligibility for renewal.
- The student must have a cumulative 3.0 GPA and earned 30 credits hours of non-remedial credits by the end of the academic year to be considered for renewal. The Life Scholarship is awarded for fall and spring semester. If the student first enrollment after high school starts during the spring semester, then the student will need 15 qualifying hours of non-remedial credits and a cumulative 3.0 GPA by the end of the academic year.
- The student must complete and sign a new Life Scholarship Application for renewal.
- The student will not receive the LIFE Scholarship for courses from which the student was withdrawn and the student's last day of attendance is before the financial aid census date which is the day after the hundred percent refund of each module.
- The Administrative Assistant and Administrative Specialist will monitor drop/add forms and ensure awards are adjusted accordingly.
- The Administrative Assistant and Administrative Specialist conduct an internal audit every semester to ensure that awarded students are eligible.

## **Transmittals of Awards**

- The OSFA will run transmittals (FATR) with the update immediate status and the Accounts Receivable Coordinator and/or the Accounting Manager will post the awards to the student's accounts by running FATP.
- The award status is monitored by the Administrative Assistant and Administrative Specialist throughout the semester and academic year.

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### **Invoicing**

The Accounts Receivable Coordinator will produce the invoice and the Accounting Manager will approve the invoice for submission by the deadline.

### **Office of Student Financial Assistance Staff**

- Financial Aid Director
- Administrative Specialist
- Administrative Assistant
- FA Solutions (Third Party Servicer)

### **Business and Finance Office Staff**

- Accounting Manager
- Accounts Receivable Coordinator

This policy is effective August 12, 2024. It will be reviewed annually by the Office of Student Financial Assistance to ensure compliance with state regulations and funding availability. Revisions may be made as necessary based on changes in state law or institutional practices.

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## **South Carolina National Guard College Assistance Program (SCNG CAP) Policy and Procedure**

The South Carolina National Guard Assistance Program (SCNG CAP) offers financial assistance to members of the South Carolina Army and Air National Guard. Northeastern Technical College will use this procedure along with the SCNG CAP Regulations.

### **Eligibility Requirements**

- Must be an active member of the South Carolina Army or Air National Guard in good standing
- Have valid tuition and fee expenses from an eligible institution
- Maintain satisfactory progress as defined by the institution
- Be a U.S. Citizen or legal permanent resident
- Be a legal resident of South Carolina
- Be admitted, enrolled, and classified as a degree-seeking full-time or part-time student at an eligible institution in South Carolina
- Satisfy additional eligibility requirements as may be promulgated by the Commission.
- Students may not receive SCNG CAP at more than one institution for the same period of enrollment.

### **Application Process**

- Applicants must submit an SCNG CAP application through the South Carolina Commission on Higher Education (CHE) website by the designated deadline each year.

### **Award Amount and Distribution**

- The Administrative Assistant and Administrative Specialist will review the iSecurity database to check for eligible students. Once the students have been identified, the award amount will be applied to their account.
- The SCNG CAP provides up to \$5500 per academic year. Awards will be prorated based on the students' enrollment status.

### **Monitoring and Continued Eligibility**

The Administrative Assistant or Administrative Specialist will update the SCNG database, each semester by the deadline, to report enrollment status, Standards of Academic Progress, award amount, etc.

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## **Transmittals of Awards**

- The OSFA will run transmittals (FATR) with the update immediate status and the Accounts Receivable Coordinator and/or the Accounting Manager will post the awards to the student's accounts by running FATP.
- The award status is monitored by the Administrative Assistant and Administrative Specialist throughout the semester and academic year.

## **Invoicing**

The Accounts Receivable Coordinator will produce the invoice and the Accounting Manager will approve the invoice for submission by the deadline.

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## **South Carolina Lottery Need-Based Grant - Policy and Procedure**

To adhere to Federal and State mandated guidelines and ensure the most effective aid packages for students attending Northeastern Technical College, the Office of Student Financial Assistance will utilize the following strategy for awarding the S.C. Need-Based Grant funds:

### **Initial Eligibility**

The South Carolina Need-Based Grant (NBG) is derived from a calculated need as determined through the Free Application for Federal Student Aid (FAFSA). This program is designed to provide additional financial assistance to South Carolina's needy students.

To be eligible for the NBG, the student must:

1. Be a legal resident of South Carolina.
2. Complete the Free Application for Federal Student Aid (FAFSA) each academic year and meet all eligibility requirements annually.
3. Demonstrate a financial need as established for Title IV programs when determining eligibility for federal student financial aid.
4. Be enrolled at least half-time as an undergraduate student in the associate, baccalaureate or Title IV eligible one-year program, authorized by CHE at an eligible two-year or four-year public college or university in South Carolina. (Students that have obtained a two-year or four-year degree are NOT eligible for the South Carolina Need-Based Grant).
5. Certify that he/she has no criminal record, has never been convicted of a felony, and is of good moral character by submitting an affidavit to the institution testifying to the fact.
6. Certify that he/she does not owe a refund or repayment on a State Grant, a Pell Grant, or a Supplemental Educational Opportunity Grant and is not in default on a loan (verification obtained from the FAFSA).
7. Maintain a cumulative GPA of 2.0 ("C") or above

Dual enrollment students are not eligible for the South Carolina Need Based Grant Award.

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### **Application Process**

- Complete a Free Application for Federal Student Aid (FAFSA). Dual enrollment students can complete the FAFSA Waiver.
- Complete the verification process and all required documents.
- Once the student completes the verification process and the required documents, the student's account will be reviewed by the Administrative Assistant and Administrative Specialist in the Office of Student Financial Assistance to determine eligibility for the award.

### **Award Amount and Distribution**

The NBG program provides an opportunity for flexibility with the awarding procedures. Therefore, within the parameters as set forth by guidelines issued by CHE, the Office of Student Financial Assistance, at NETC, will utilize the following strategies to assist as many students as possible during the academic year:

A. The NBG awards can be awarded across three semesters (fall, spring, and summer). The maximum award a student can receive for full-time enrollment is \$3,500 and \$1,750 for part-time enrollment per academic year.

B. Must enroll in at least 6 semester hours

C. Based on yearly funding, some students may receive a partial award. Award decisions are determined annually and are not guaranteed.

D. In an effort to assist as many students as possible, priority awarding will be given to students who are not receiving other forms of financial assistance. The OSFA reserves the right to cancel the SC Need Based Grant award if a student is not eligible for the award. The student should contact the Office of Student Financial Assistance immediately upon receiving additional financial assistance not listed on the offer letter.

<b>ENROLLMENT STATUS</b>	<b>MAXIMUM AWARD AMOUNT</b>	<b>FALL AWARD AMOUNT</b>	<b>SPRING AWARD AMOUNT</b>
<b>FULL-TIME</b>	\$3500	\$1750	\$1750
<b>PART-TIME</b>	\$1750	\$875	\$875

<b>ENROLLMENT STATUS</b>	
<b>FULL-TIME</b>	12 or more credits
<b>PART-TIME</b>	Less than 12 credits

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**Monitoring and Continued Eligibility**

- Maintain satisfactory academic progress
- Must annually earn at least a cumulative 2.0 GPA on a 4.0 scale. Please note that the cumulative GPA must be at least a 2.0 by the end of summer of each academic year.
- A grade of “D” is considered passing as long as a student’s overall GPA is at least a 2.0.
- Cannot exceed more than 8 full-time equivalent semesters
- The Administrative Assistant and Administrative Specialist will review the student’s GPA, credit hours completed, and graduated programs as of the end of each academic year to determine the student’s eligibility for renewal.
- The student will not receive South Carolina Need-Based Grant for courses from which the student was withdrawn and the student’s last day of attendance is before the financial aid census date which is the day after the hundred percent refund of each module.
- The Administrative Assistant and Administrative Specialist will monitor drop/add forms and ensure awards are adjusted accordingly.
- The Administrative Assistant and Administrative Specialist conduct an internal audit every semester to ensure that awarded students are eligible.

Students must successfully complete the following number of semester hours based on enrollment status for fall and/or spring:

<b>ENROLLMENT</b>	<b>DURATION</b>	<b>MUST EARN A MINIMUM OF:</b>
FULL-TIME	BOTH SEMESTERS	24 SEMESTER HOURS
PART-TIME	BOTH SEMESTERS	12 SEMESTER HOURS
FULL-TIME, PART-TIME	ONE SEMESTER FULL-TIME & ONE SEMESTER PART-TIME	18 SEMESTER HOURS
FULL-TIME	ONE SEMESTER	12 SEMESTER HOURS
PART-TIME	ONE SEMESTER	6 SEMESTER HOURS

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