

South University – Columbia

Procedures for monitoring the expenditure of lottery funds for AY 2024-25

Section I: South Carolina Hope Scholarship - Determining Eligibility:

When the financial aid advisor (FAA) meets with a new potential student, the FAA will review the official high school transcript of the student. The FAA will determine if the student completed High School requirements in the State of South Carolina and if the student received a 3.0 or higher UGP (Uniform Grading Policy), this triggers the checklist review. If the student does not meet either of these requirements, the student is not eligible for the South Carolina Hope Scholarship.

Students are encouraged to order a copy of their official high school transcript prior to meeting with a financial aid advisor. If the official high school transcript is not received prior to the financial aid advising appointment, the FAA will not be able to review for eligibility of the scholarship at that time.

South Carolina Hope Scholarship Requirements:

1. Be a US Citizen or legal permanent resident
2. Complete South Carolina High School requirements via official high school transcript
3. Receive a 3.0 or higher UGP on transcript
4. Enroll in a 4-Year program of study
5. First-year college student with no prior college enrollment
6. Attend and maintain Full-Time enrollment in disbursement eligible term/quarter. Full Time consists of 12+ program credits. Transitional/Remedial Math and English do not count towards enrollment status.

Checklist Review: To determine if the student meets the above requirements, the FAA will start the SC Life/Hope Scholarship Checklist (attached).

The FAA will then work with the student to determine the following:

- **US Citizen or Legal Permanent Resident:** The FAA will determine if the student is a US Citizen or Legal Permanent Resident based on the student's school application.
 - If not, the student will not be eligible for SC Hope Scholarship.
 - If yes, FAA will move forward with the review.
- **Program:** The FAA will review the student's preferred program of study for a 4-year program.
 - If not a 4-year program, the student is not eligible for the SC Hope Scholarship.
 - If yes, FAA will list the program of study on the checklist.
- **South Carolina Resident:** The FAA will review if the student is a state resident
 - If no, the student is not eligible for the SC Hope Scholarship.
 - If yes, The FAA will collect a copy of the Driver's License or State ID and one of the following:
 - Statement of full-time employment;
 - Designating South Carolina as state of legal residence on military record;
 - Possession of a valid South Carolina driver's license, or if a non-driver, a South Carolina identification card. Failure to obtain this within 90 days of the establishment of the intent to become a South Carolina resident will delay the beginning date of residency eligibility;

- Possession of a valid South Carolina vehicle registration card. Failure to obtain this within 45 days of the establishment of the intent to become a South Carolina resident will delay the beginning date of residency eligibility;
 - Maintenance of domicile in South Carolina;
 - Paying South Carolina income taxes as a resident during the past tax year, including income earned outside of South Carolina from the date South Carolina domicile was claimed;
 - Ownership of principal residence in South Carolina; or
 - Licensing for professional practice (if applicable) in South Carolina.
 - If the student is a dependent of the parent that is registered to the vehicle, the FAA will collect a copy of the vehicle registration, a copy of the parent's driver's license matching the registration, and a copy of the driver's license or state ID of the student.
- **South Carolina High School Graduate:** The FAA will select that the student has met graduation requirements per the official high school transcript.
 - If not, student will not be eligible for the SC Hope Scholarship.
 - If yes, FAA will select Y (yes) on the checklist and move forward with review.
- **Preview Awards:** The FAA will ask student if the student has received SC Hope or SC Life previously at any other schools attended.
 - If no, FAA will select no previous awards and move forward with SC Hope Scholarship review and initial section 1.
 - If yes, FAA will select yes to previous awards and move to the SC Life scholarship review.
- **Previous College Experience:** the FAA will review National Student Loan Data System (NSLDS), Common Origination and Disbursements (COD), and student's transcript requests to determine if student has attended college previously.
 - If no, FAA will select no to previous college experience and leave college section blank. FAA will continue with the SC Hope Scholarship review and initial section 2.
 - If yes, FAA will select yes to previous college experience, notate all schools attended and the award years of attendance. FAA will continue with the SC Life Scholarship review.
- **High School UGP:** the FAA will add student's UGP to checklist and initial section 3.
- **Hope Eligibility:** The FAA will select the Hope Eligibility option and provide the checklist and supporting documentation to the Director of Financial Aid.
- **Director of Financial Aid Review:** The DFA will review the checklist and supporting documentation to make the determination of eligibility. If SC Hope Scholarship is eligible, DFA will sign off on checklist and collect SC Hope Affidavit (completed and signed) by the student.

South Carolina Hope Scholarship - Awarding:

Current 4-Year Programs offered at South University – Columbia campus

Bachelor of Science in Nursing (Pre-requisite phase 0-90 credits) – 10-Week Term Structure
 Bachelor of Science in Nursing (Professional phase 90-180 credits) – 11-Week Quarter Structure
 Bachelor of Science in Nursing (RN to BSN) – 10-Week Term Structure
 Bachelor of Science in Healthcare Management – 10-Week Term Structure
 Bachelor of Science in Criminal Justice – 10-Week Term Structure
 Bachelor of Science in Health Sciences – 10-Week Term Structure

Bachelor of Science in Public Health – 10-Week Term Structure
Bachelor of Arts in Psychology – 10-Week Term Structure
Bachelor of Science in Information Technology – 10-Week Term Structure
Bachelor of Business Administration – 10-Week Term Structure

Terms/Quarters used for Disbursement

Fall 2024 – 1 Full Time Disbursement of \$934 (\$2800 / 3)

- Fall 2024 Term A (10-week structure): 8/13/2024 – 10/21/2024
- Fall 2024 Term B (10-week Structure): 9/17/2024 – 11/25/2024
- Fall 2024 Quarter (11-week structure): 9/28/2024 – 12/14/2024

Winter 2025 - 1 Full Time Disbursement of \$933 (\$2800 / 3)

- Winter 2025 Term A (10-week structure): 10/22/2024-1/6/2025
- Winter 2025 Term B (10-week Structure): 11/26/2024 – 2/10/2025
- Winter 2025 Term C (10-week structure): 1/7/2025 – 3/17/2025
- Winter 2025 Quarter (11-week structure): 1/11/2025 -3/29/2025

Spring 2025 – 1 Full Time Disbursement of \$933 (\$2800 / 3)

- Spring 2025 Term A (10-week structure): 2/11/2025 – 4/21/2025
- Spring 2025 Term B (10-week structure): 3/18/2025 – 5/26/2025
- Spring 2025 Term C (10-week structure): 4/22/25 – 6/30/2025
- Spring 2025 Quarter (11-week structure): 4/5/2025 – 6/21/2025

South Carolina Hope Scholarship – Invoicing:

Director of Financial Aid will:

1. Compile completed checklists, supporting documentation, and affidavits for each eligible student.
2. Prepare Invoice for each eligible Term/Quarter to include number of scholarship recipients, description of scholarship, unit price and total.
3. Prepare list of scholarship recipients and attached to the Invoice.
4. Submit to state commission via invoices@che.sc.gov.

South Carolina Hope Scholarship Eligibility Monitoring:

Director of Financial Aid will:

1. Review each student's enrollment status when the term/quarter is complete to ensure that the awarded student earned the scholarship award.
2. DFA will process a refund if the student does not maintain Full-Time Enrollment throughout the completion of the term/quarter.

Section II: South Carolina Life Scholarship - Determining Eligibility:

When the financial aid advisor (FAA) meets with a new potential student, the FAA will review the official high school transcript of the student. The FAA will determine if the student completed High School requirements in the State of South Carolina and if the student received a 3.0 or higher UGP (Uniform Grading Policy). If the student does not meet either of these requirements, the student is not eligible for the South Carolina Life Scholarship.

Students are encouraged to order a copy of their official high school transcript prior to meeting with a financial aid advisor. If the official high school transcript is not received prior to the financial aid advising appointment, the FAA will not be able to review for eligibility of the scholarship at that time.

South Carolina Life Scholarship Requirements:

1. Be a US Citizen or legal permanent resident
2. Complete South Carolina High School requirements via official high school transcript
3. First Year SC Life Recipient must meet 2 of the 3 following criteria:
 - a. Receive a 3.0 or higher UGP on the transcript
 - b. Score at least 1100 on the Scholastic Assessment Test (SAT) or an equivalent ACT score of 24.
 - c. Rank in the top thirty percent of the graduating class of high school diploma candidates only. The rank must be based on UGP only. Ranking percentages must be reported to two decimal places (minimum) and may not be rounded.
4. If the student was an SC Hope recipient in first year, they can progress to SC Life Scholarship after completing their first year with at least 45 quarter hours and a 3.0 cumulative GPA.
5. Meet requirements for year progression (only 4 years of eligibility from when the student first begins college):
 - a. Progress from year 1 to year 2: 45 Quarter Credits with a 3.0 cumulative GPA
 - i. Must complete in continuous years
 - b. Progress from year 2 to year 3: 90 Quarter Credits with a 3.0 cumulative GPA
 - i. Must complete in continuous years
 - c. Progress from year 3 to year 4: 135 Quarter Credits with a 3.0 cumulative GPA
 - i. Must complete in continuous years
6. Enroll in a 4-Year program of study
7. Attend and maintain Full Time enrollment in disbursement eligible term/quarter. Full Time consists of 12+ program credits. Transition/Remedial Math and English do not count towards enrollment status.

Checklist Review: To determine if the student meets the above requirements, the FAA will start the SC Life/Hope Scholarship Checklist (attached).

The FAA will then work with the student to determine the following:

- **US Citizen or Legal Permanent Resident:** The FAA will determine if the student is a US Citizen or Legal Permanent Resident based on the student's school application.
 - If not, the student will not be eligible for SC Life Scholarship.

- If yes, FAA will move forward with the review.
- **Program:** The FAA will review the student's preferred program of study for a 4-year program.
 - If not a 4-year program, the student is not eligible for the SC Life Scholarship.
 - If yes, FAA will list the program of study on the checklist.
- **South Carolina Resident:** The FAA will review if the student is a state resident
 - If no, the student is not eligible for the SC Hope Scholarship.
 - If yes, The FAA will collect a copy of the Driver's License or State ID and one of the following:
 - Statement of full-time employment;
 - Designating South Carolina as state of legal residence on military record;
 - Possession of a valid South Carolina driver's license, or if a non-driver, a South Carolina identification card. Failure to obtain this within 90 days of the establishment of the intent to become a South Carolina resident will delay the beginning date of residency eligibility;
 - Possession of a valid South Carolina vehicle registration card. Failure to obtain this within 45 days of the establishment of the intent to become a South Carolina resident will delay the beginning date of residency eligibility;
 - Maintenance of domicile in South Carolina;
 - Paying South Carolina income taxes as a resident during the past tax year, including income earned outside of South Carolina from the date South Carolina domicile was claimed;
 - Ownership of principal residence in South Carolina; or
 - Licensing for professional practice (if applicable) in South Carolina.
 - If the student is a dependent of the parent that is registered to the vehicle, the FAA will collect a copy of the vehicle registration, a copy of the parent's driver's license matching the registration, and a copy of the driver's license or state ID of the student.
- **South Carolina High School Graduate:** The FAA will select that the student has met graduation requirements per the official high school transcript.
 - If not, the student will not be eligible for SC Life Scholarship.
 - If yes, FAA will select Y (yes) on the checklist and move forward with review.
- **Preview Awards:** The FAA will ask the student if they have received SC Hope or SC Life previously at any other schools attended.
 - If no, FAA will select no previous awards and move forward with the SC Life Scholarship review and initial section 1.
 - If yes, FAA will select yes to the field of award type the student used previously, notate when the last disbursement was received, and move forward with SC Life Scholarship review and initial section 1.
- **Previous College Experience:** the FAA will review National Student Loan Data System (NSLDS), Common Origination and Disbursements (COD), and student's transcript requests to determine if student has attended college previously.
 - If no, FAA will select no to the previous college experience and leave the college section blank. FAA will continue with the SC Life Scholarship review and initial section 2.
 - If yes, FAA will select yes to previous college experience, notate all schools attended and the award years of attendance. FAA will continue with the SC Life Scholarship review and initial section 2.

- **High School UGP, SAT/ACT, and Ranking:** the FAA will add the student's UGP to checklist, add SAT/ACT scores if provided, and/or add ranking from official high school transcript. FAA will then initial section 3.
- **First Year SC Life Eligibility:** The FAA will select the Life Eligibility option and provide the checklist and supporting documentation to the Director of Financial Aid.
- **Second through Fourth Year SC Life Eligibility:** The DFA will request a GPA calculation from the academic counselor (AC) to determine completed quarter credits and cumulative GPA for all schools attended to ensure students meet the requirements for year progression. The AC will provide GPA calculation and initial Section 4.
 - Progress from year 1 to year 2: 45 Quarter Credits with a 3.0 cumulative GPA
 - Must complete in continuous years
 - If the student completed 21 or more quarter hours of math and science courses, FAA will review for the Life Enhanced Scholarship.
 - Progress from year 2 to year 3: 90 Quarter Credits with a 3.0 cumulative GPA
 - Must complete in continuous years
 - Progress from year 3 to year 4: 135 Quarter Credits with a 3.0 cumulative GPA
 - Must complete in continuous years
- **Director of Financial Aid Review:** The DFA will review the checklist and supporting documentation to make a final determination. If SC Life Scholarship is eligible, DFA will sign off on the checklist and collect SC Life Affidavit (completed and signed) by the student.

South Carolina Life Scholarship - Awarding:

Current 4-Year Programs offered at South University – Columbia campus

*Same as listed above for SC Hope Scholarship.

Terms/Quarters used for Disbursement

Fall 2024 – 1 Full Time Disbursement of \$934 (\$2800 / 3)

- Fall 2024 Term A (10-week structure): 8/13/2024 – 10/21/2024
- Fall 2024 Term B (10-week Structure): 9/17/2024 – 11/25/2024
- Fall 2024 Quarter (11-week structure): 9/28/2024 – 12/14/2024

Winter 2025 - 1 Full Time Disbursement of \$933 (\$2800 / 3)

- Winter 2025 Term A (10-week structure): 10/22/2024-1/6/2025
- Winter 2025 Term B (10-week Structure): 11/26/2024 – 2/10/2025
- Winter 2025 Term C (10-week structure): 1/7/2025 – 3/17/2025
- Winter 2025 Quarter (11-week structure): 1/11/2025 -3/29/2025

Spring 2025 – 1 Full Time Disbursement of \$933 (\$2800 / 3)

- Spring 2025 Term A (10-week structure): 2/11/2025 – 4/21/2025
- Spring 2025 Term B (10-week structure): 3/18/2025 – 5/26/2025
- Spring 2025 Term C (10-week structure): 4/22/25 – 6/30/2025
- Spring 2025 Quarter (11-week structure): 4/5/2025 – 6/21/2025

South Carolina Life Scholarship – Invoicing:

Director of Financial Aid will:

1. Compile completed checklists, supporting documentation, and affidavits for each eligible student.
2. Prepare Invoice for each eligible Term/Quarter to include the number of scholarship recipients, description of scholarship, unit price and total.
3. Prepare list of scholarship recipients and attach to the invoice.
4. Submit to state commission via invoices@che.sc.gov.

South Carolina Life Scholarship Eligibility Monitoring:

Director of Financial Aid (DFA) will:

1. Review each student's enrollment status when the term/quarter is complete to ensure that the awarded student earned the scholarship award.
2. DFA will process a refund if student does not maintain Full-Time Enrollment throughout the completion of term/quarter.

Section III: South Carolina Life Enhancement Scholarship

To qualify for the Life Enhancement Scholarship, the student must:

1. Meet all of the eligibility requirements for the SC Life Scholarship
2. Be enrolled full-time in the Bachelor of Nursing (BSN) program. (No longer enrolling in the Doctor of Pharmacy program).
3. The student has successfully completed at least 21 quarter hours of instruction in mathematics, and in life and physical science courses in any combination by the end of the student's first year of enrollment in college (based on the initial date of college enrollment).

Terms/Quarters used for Disbursement

Fall 2024 – 1 Full Time Disbursement of \$934 (\$2800 / 3)

- Fall 2024 Term A (10-week structure): 8/13/2024 – 10/21/2024
- Fall 2024 Term B (10-week Structure): 9/17/2024 – 11/25/2024
- Fall 2024 Quarter (11-week structure): 9/28/2024 – 12/14/2024

Winter 2025 - 1 Full Time Disbursement of \$933 (\$2800 / 3)

- Winter 2025 Term A (10-week structure): 10/22/2024-1/6/2025
- Winter 2025 Term B (10-week Structure): 11/26/2024 – 2/10/2025
- Winter 2025 Term C (10-week structure): 1/7/2025 – 3/17/2025
- Winter 2025 Quarter (11-week structure): 1/11/2025 -3/29/2025

Spring 2025 – 1 Full Time Disbursement of \$933 (\$2800 / 3)

- Spring 2025 Term A (10-week structure): 2/11/2025 – 4/21/2025
- Spring 2025 Term B (10-week structure): 3/18/2025 – 5/26/2025
- Spring 2025 Term C (10-week structure): 4/22/25 – 6/30/2025
- Spring 2025 Quarter (11-week structure): 4/5/2025 – 6/21/2025

All other procedures such as invoicing and monitoring, are the same as listed in the SC Life Scholarship section.

Section IV: South Carolina National Guard College Assistance Program (SCNGCAP)

The student applies during the application window for the SCNGCAP program. South University's School Certifying Official receives the final list of approved service members and will provide the list to the Director of Financial Aid.

The Director of Financial Aid will ensure enrollment for each approved recipient and will package the student per amounts and dates listed below:

Full Time Enrollment is equal to \$5500 total award divided by 3 terms.

\$1834 for Fall, \$1833 for Winter, and \$1833 for Spring.

Three Quarter Enrollment is equal to \$5500 total award times 75%, divided by 3 terms.

\$1375 for Fall, \$1375 for Winter, and \$1375 for Spring.

Half Time Enrollment is equal to \$5500 total award times 50%, divided by 3 terms.

\$917 for Fall, \$917 for Winter, and \$916 for Spring.

Students that did not receive a Fall, Winter, or Spring disbursement can receive their third disbursement in the Summer term.

Fall 2024 – 1 Full Time Disbursement of \$1834 (\$5500 / 3)

- Fall 2024 Term A (10-week structure): 8/13/2024 – 10/21/2024
- Fall 2024 Term B (10-week Structure): 9/17/2024 – 11/25/2024
- Fall 2024 Quarter (11-week structure): 9/28/2024 – 12/14/2024

Winter 2025 - 1 Full Time Disbursement of \$1833 (\$5500 / 3)

- Winter 2025 Term A (10-week structure): 10/22/2024-1/6/2025
- Winter 2025 Term B (10-week Structure): 11/26/2024 – 2/10/2025
- Winter 2025 Term C (10-week structure): 1/7/2025 – 3/17/2025
- Winter 2025 Quarter (11-week structure): 1/11/2025 -3/29/2025

Spring 2025 – 1 Full Time Disbursement of \$1833 (\$5500 / 3)

- Spring 2025 Term A (10-week structure): 2/11/2025 – 4/21/2025
- Spring 2025 Term B (10-week structure): 3/18/2025 – 5/26/2025
- Spring 2025 Term C (10-week structure): 4/22/25 – 6/30/2025
- Spring 2025 Quarter (11-week structure): 4/5/2025 – 6/21/2025

Summer 2025 – 1 Full Time Disbursement of \$1833 (\$5500 / 3)

- Summer 2025 Term A (10-week structure): 5/27/2025 - 8/11/2025
- Summer 2025 Term B (10-week structure): 7/8/2025 – 9/15/2025
- Summer 2024 Quarter (11-week structure): 6/28/2025 – 9/13/2025

South Carolina NGCAP– Invoicing:

School Certifying Official will:

1. Prepare Invoice for each eligible Term/Quarter
2. Submit to state commission via invoices@che.sc.gov.

South Carolina NGCAP Eligibility Monitoring:

School Certifying Official (SCO) will:

1. Review each student's enrollment status when term/quarter is complete to ensure that the awarded student earned the scholarship award.
2. SCO will process refund if student does not maintain enrollment throughout completion of term/quarter.

Attachment I: SC Hope/Life Checklist

Name: _____ ID: _____ Program: _____

SC Resident: Y N

SC High School graduate: Y N

Preview Awards: H _____ L _____ FC _____

Previous College Experience: Y N FC _____

College YR. (NSLDS)/ Transcripts

College	Year
1.	
2.	
3.	
4.	

Proof of Residency

1. _____
2. _____ FC _____

High School UGS/GPA: _____ SAT/ACT: _____ Ranking: _____

GPA Calculation Attach

Transcript Attached AC _____

Grade Level	Term of Eligibility			
	Freshmen 1 st Year	Sophomore 2 nd Year	Junior 3 rd Year	Senior 4 th Year
Credit to Complete	45 Qtr. Hrs.	90 Qtr. Hrs.	135 Qtr. Hrs.	180 Qtr. Hrs.
Terms of eligibility Remaining	12	9	6	0
Used				
Remaining Uses				

Hope Eligibility

Life Eligibility

Enhance Eligibility

DOSF Sign: _____

Certification Complete FC sign: _____