South Carolina
Commission on Higher Education
Access | Affordability | Excellence

Palmetto Fellows Scholarship
Late Award Workshop
2024-2025

Public and Independent High Schools
and Home School Associations

2024-2025 Palmetto Fellows Application Timeline

June 15, 2024
Early Application Opens

For students graduating in the Class of 2025.

Email was sent on June 18th after 23-24 transcripts were finalized.

March 2025
Testing Cutoff

Last test administration that will be accepted for an Early Application:
ACT: February 8, 2025
SAT: March 8, 2025

May 15, 2025
Late Application Opens

For students graduating in the Class of 2025.

June 30, 2025
Late Application Closes

Application must be submitted online by student before 11:59pm.
No Late Submissions.

Palmetto Fellows Notification emails start being sent to applicants as applications are processed.

September 2024

Application must be submitted online by student before 11:59pm.
No Late Submissions.

April 15, 2025
Early Application Closes

Last test administration that will be accepted for a Late Application.
SAT: June 7, 2025
ACT: June 14, 2025
Scores must be sent directly to CHE using these codes:
SAT: 4313
ACT: 6326
Scores must be received by July 15, 2025.

June 2025
Testing Cutoff

SC Commission on Higher Education,
1122 Lady St, Suite 400, Columbia, SC 29201
https://che.sc.gov/

PFS Year-Round Processing

- **Class of 2025 Early Application –** Opened 6/18/2024 – Closed on 4/15/2025.
- **Class of 2025 Late Application –** Opens 5/15/2025 – will close at 11:59pm on 6/30/2025.
- Early Application and Late Applications are two separate apps, cannot be moved from Early to Late. Outstanding Early Apps have been finalized as Ineligible. Students would need to submit a Late App.
- Early Application is <u>ONLY</u> for students who have **ALREADY MET QUALIFICATIONS**. No PENDING applications during the Early Application period.
- CHE will review applications continuously to determine eligibility for the PFS. ***Late application requires a final 12th grade GPA = means transcripts must be finalized before submitting documents.***

PFS Year-Round Processing

- Decisions will then be uploaded into CHE data system and student email notifications sent. The PFS Portal (for Financial Aid Offices) is real time to the CHE data system, so the students will show in the portal immediately after they are loaded into the CHE data system.
- Estimated processing time from date of application/required materials received at CHE to decision release: **1 month**

1) A student cannot apply or earn the PFS once they have graduated high school
2) Mid-year graduates must have application submitted prior to graduating
3) Late award is awarded LATE - usually after tuition bill is due. Please let students and parents know.

Palmetto Fellows Scholarship Eligibility Requirements

For schools that have an official policy on rank that has been reviewed by Commission staff for compliance with the established regulations:

- Rank in the top 6% at the end of the 10th, or the 11th, or the 12th grade academic year;

and

- Earn a 1200 SAT/25 ACT; and
- Earn a 3.5 cumulative SC UGP GPA

OR

<u>Alternative Criteria</u> (without regard to rank)

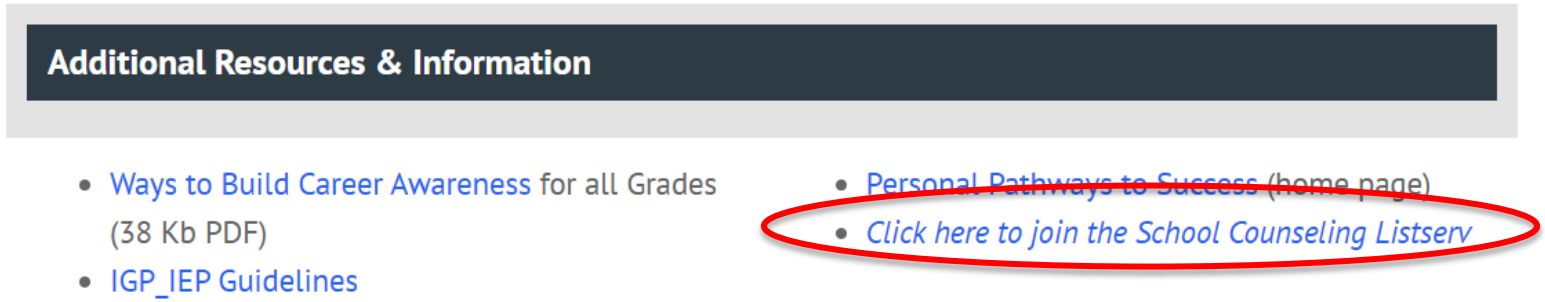
- Earn a 1400 SAT/31 ACT; and
- Earn a 4.0 cumulative SC UGP GPA

Superscore!

APPLICATION CYCLE OPENS

The day the application period (Early/Late) opens, CHE will send an email to all PFS Point Of Contacts (POCs) as well as post to the SC DE's School Counselor Listserv.

- Staffing Changes: Please use our new subscribe feature on our website for your PFS POCs changes/additions.
- SC DE's School Counselor Listserv: https://ed.sc.gov/instruction/career-and-technical-education/education-and-economic-development-act-eeda/career-specialist-services/



NEW Subscribe to CHE Updates

SC.GOV

Online Services | Agency Listing

The deadline for Activating, Creating, and Establishing College Credit in SC for Prior Military Learning training registration is Aug. 31. Learn more and register on our Military CPL Training page!

Subscribe to CHE updates via email | Staff Directory | Events and Meetings

South Carolina Commission on Higher Education

Search CHE Site

Join Our Email Distribution Lists for CHE Updates and Information

If you're interested in joining our email distribution lists, please select the group(s) that you'd like to join. By subscribing, you'll receive updates, information, and important announcements from the Commission on Higher Education (CHE) regarding these specific areas.

* Last Name

* Affiliated School or Organization

Primary Phone

Primary Phone Number

Select which of the following you would like to receive information for:

- [ ] CHE Higher Ed News and Press Releases
- [ ] Committee on Access & Equity and Student Services
- [ ] High School Counselor
- [ ] Admissions Directors
- [ ] Financial Aid Directors
- [ ] Financial Aid Officers
- [ ] Institutional Need-based Grant Contacts
- [ ] Institutional Tucker Hipps Contacts
- [ ] Palmetto Fellows High School Contacts
- [ ] Residency Officers
- [ ] Retention Officers

Submit

Let’s Walk Through the Palmetto Fellows Digital Application Process

Student Starts Application

Once the student has been identified as being PFS eligible:

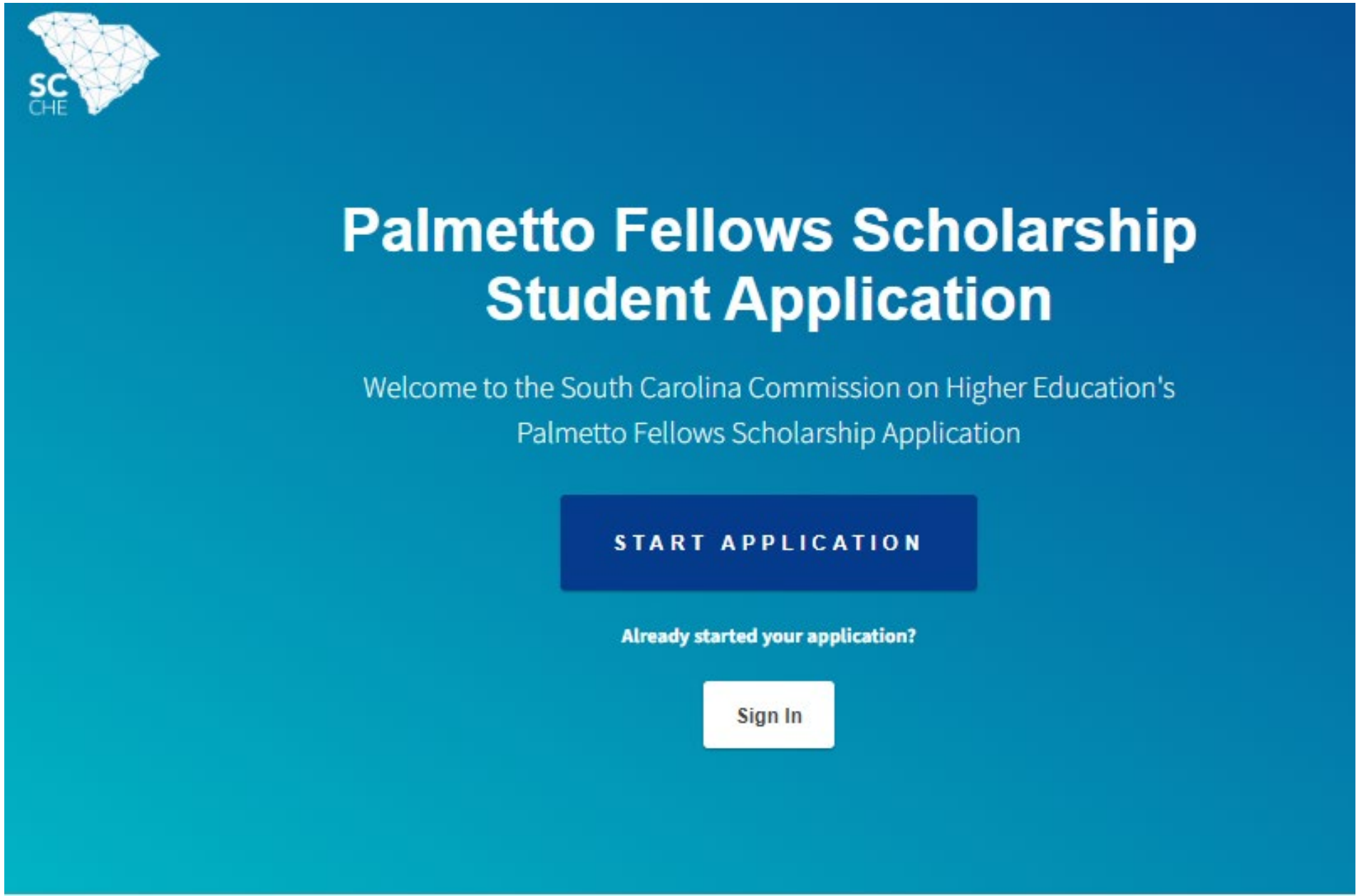
- email the student the Late Application invite or print and hand this to them.

---> Will be on the HS Counselor Resource webpage under Scholarship Information on 5/15/25.

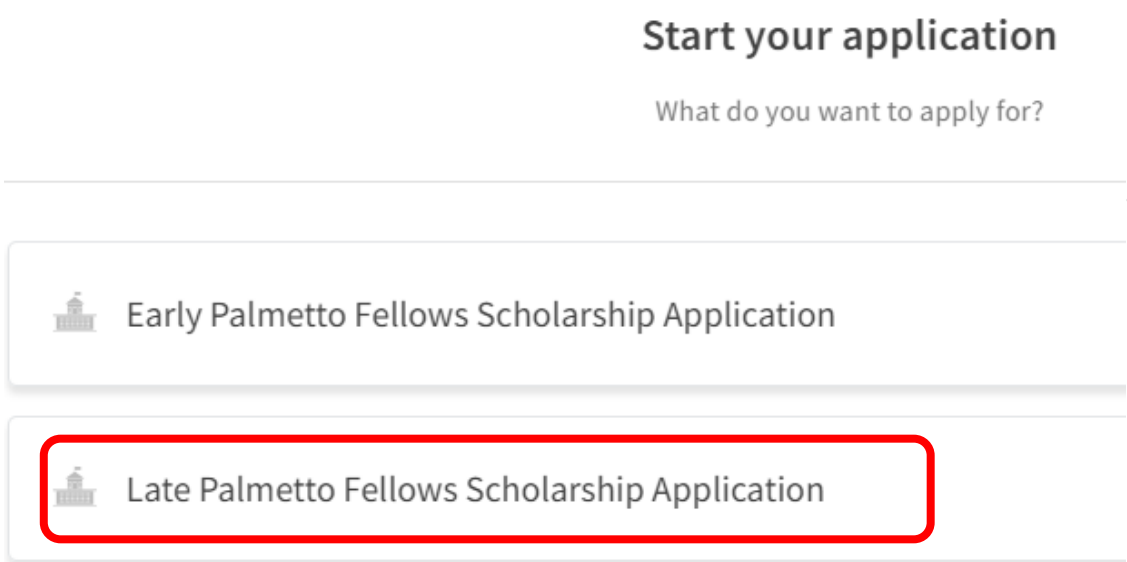
This is a fillable pdf. We would encourage schools to use a counselor who will be available to complete the application request.

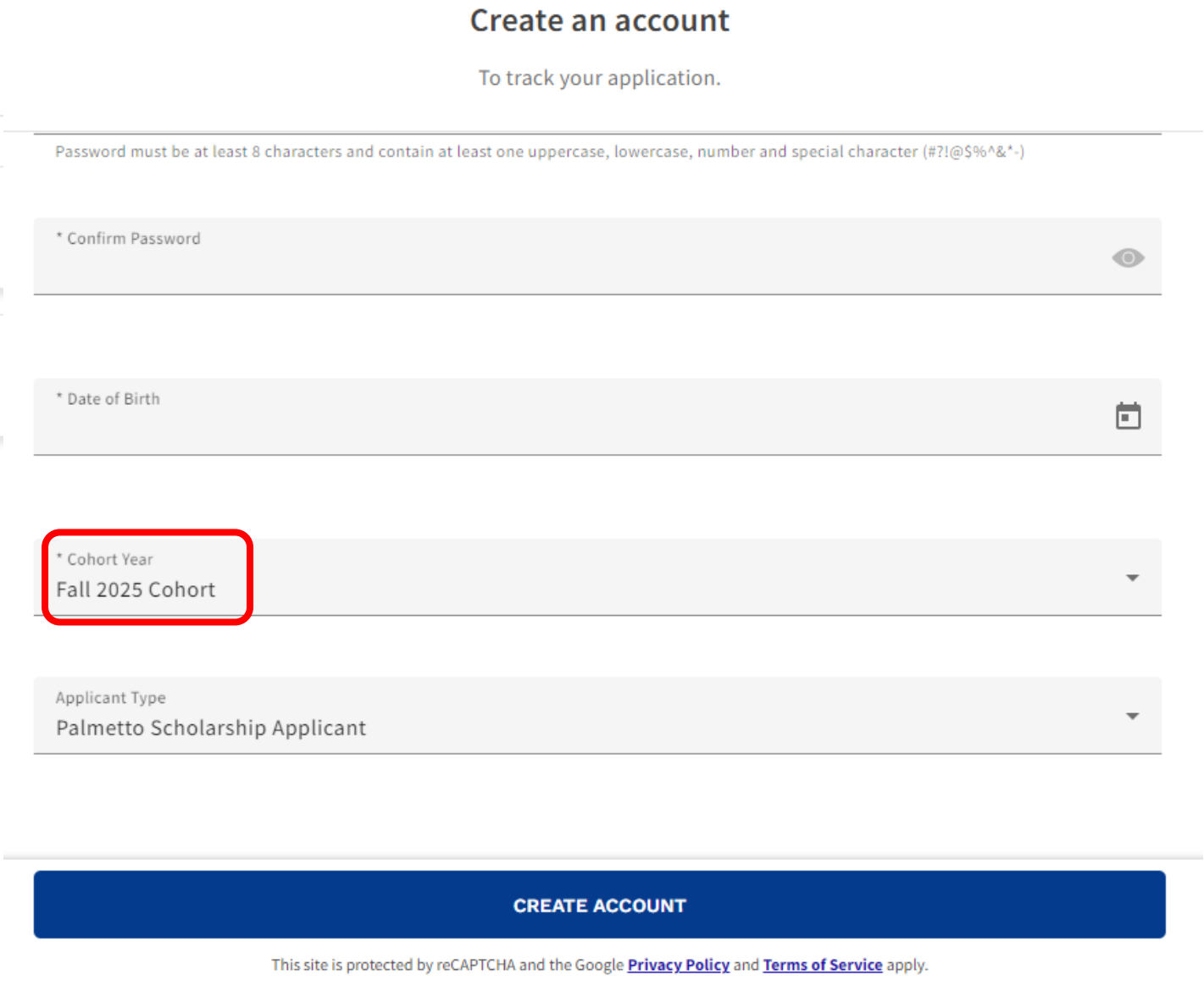
Student Starts Application

Student application site: apply.che.sc.gov



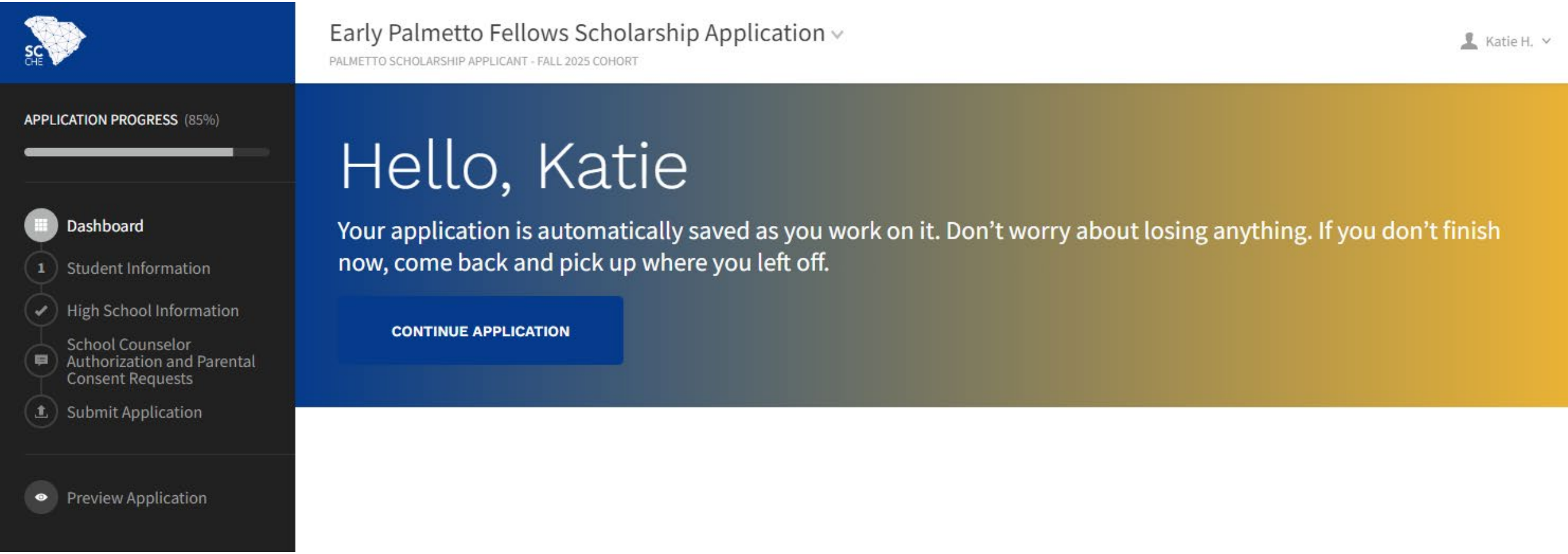
Student Starts Application





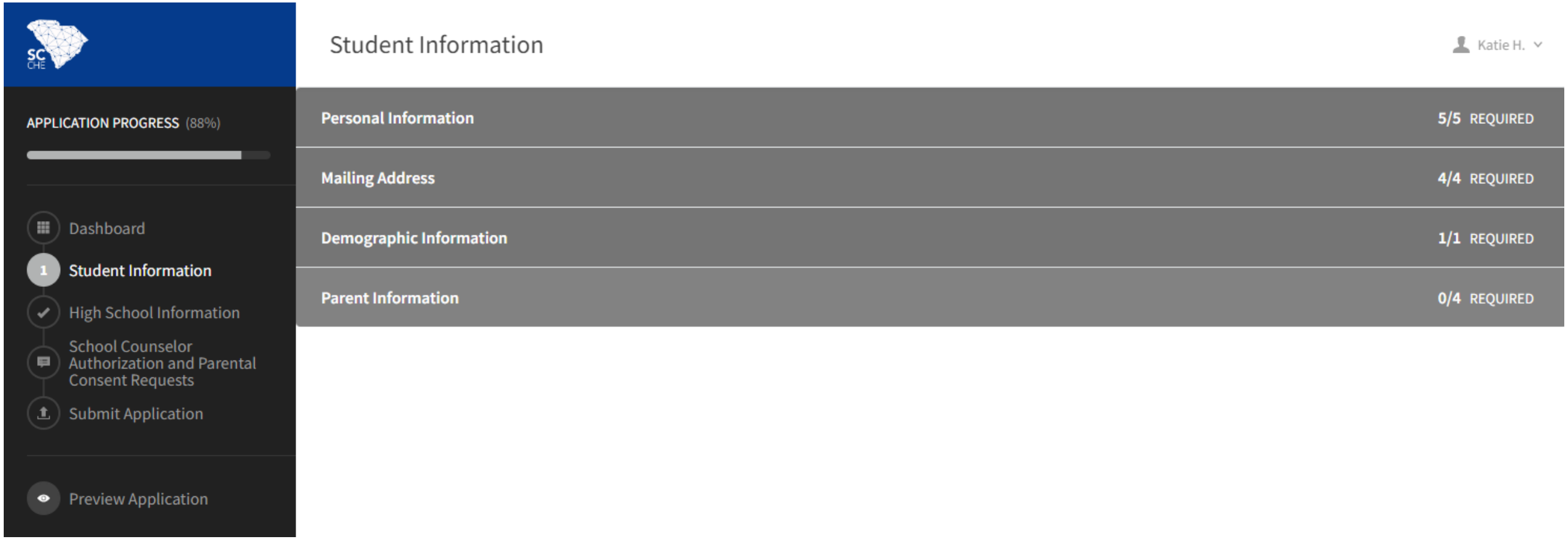
Student will create an account, and this is where they will see/access their dashboard.

Student Dashboard



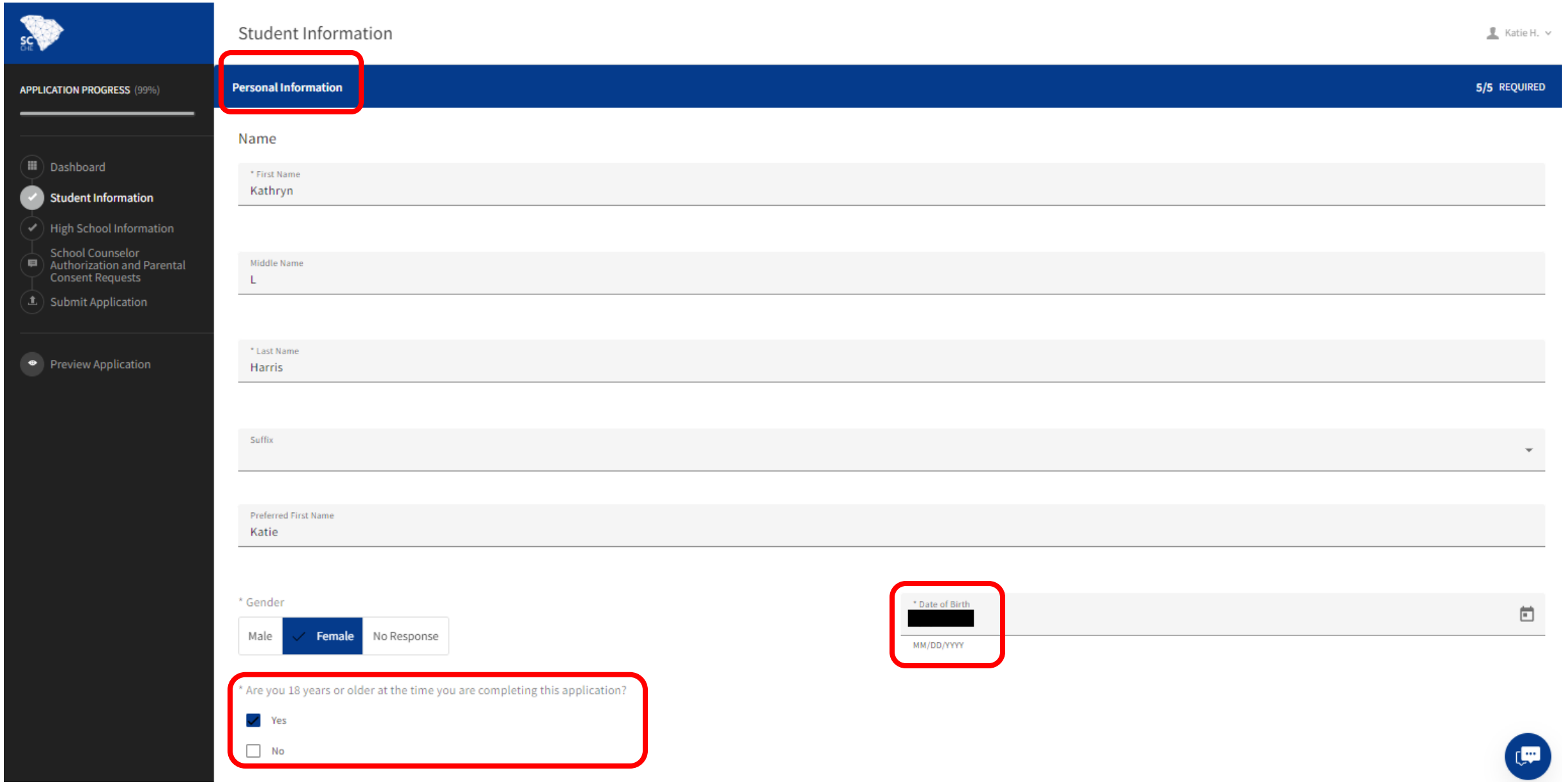
Student can see/check their application status, see outstanding items on their checklist, etc. from their dashboard.

Student Application

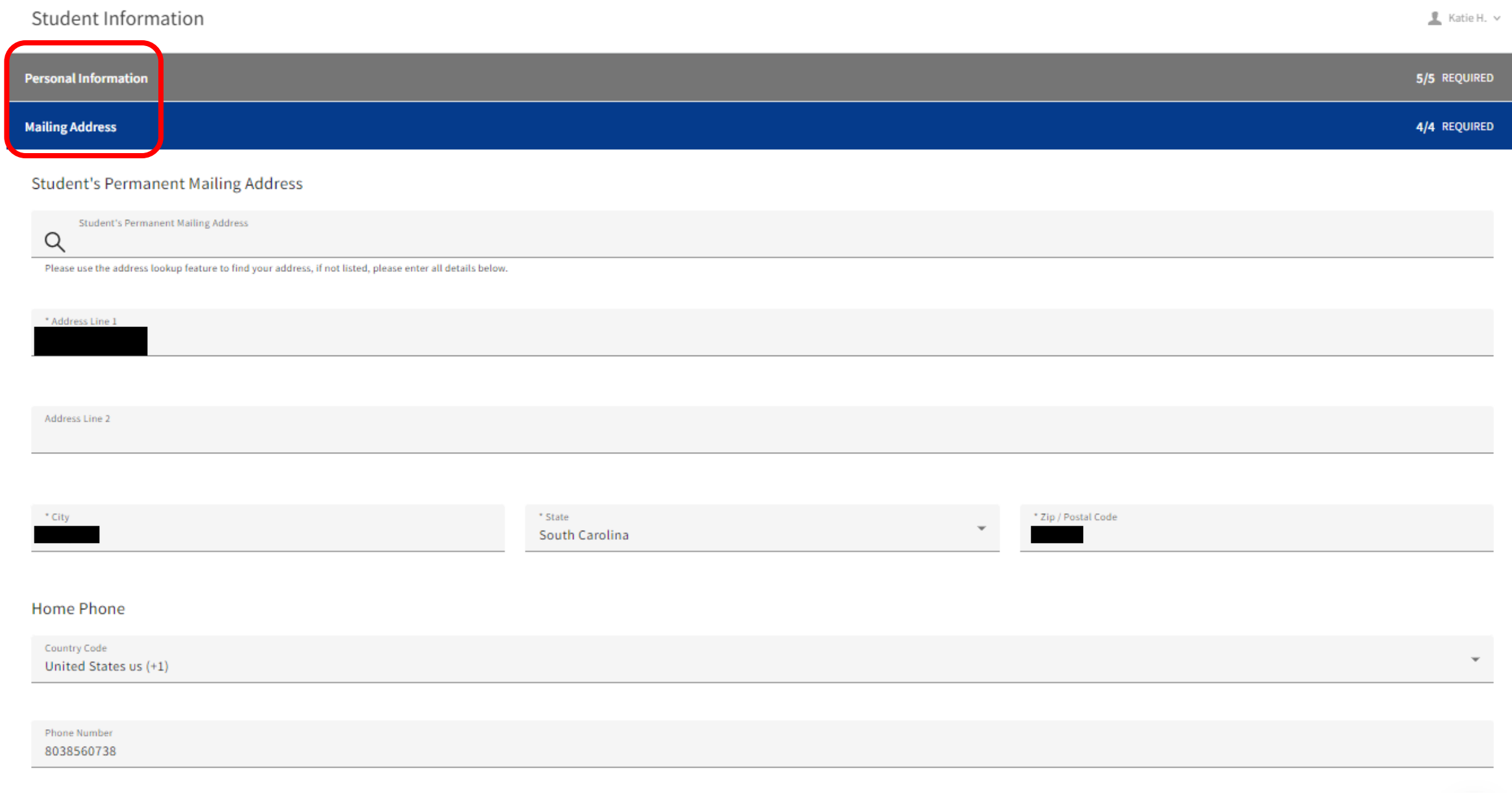


4 sections of information that the student will enter (dob, SSN, etc.), address, ethnicity and parental information.

Student Application



Student Application



Student Application

Student's Cell Phone

Country Code
United States us (+1)

Phone Number
[redacted]

Application - Opt in for SMS

- (●) Yes
- ( ) No

I would like updates about my application sent to me via text/SMS messaging. (Standard message charges apply.)

Students can opt-in for texts regarding their application and future scholarship requirements.

Student Application

Student Information

Katie H.

Personal Information	5/5 REQUIRED
Mailing Address	4/4 REQUIRED
Demographic Information	1/1 REQUIRED

* Social Security Number

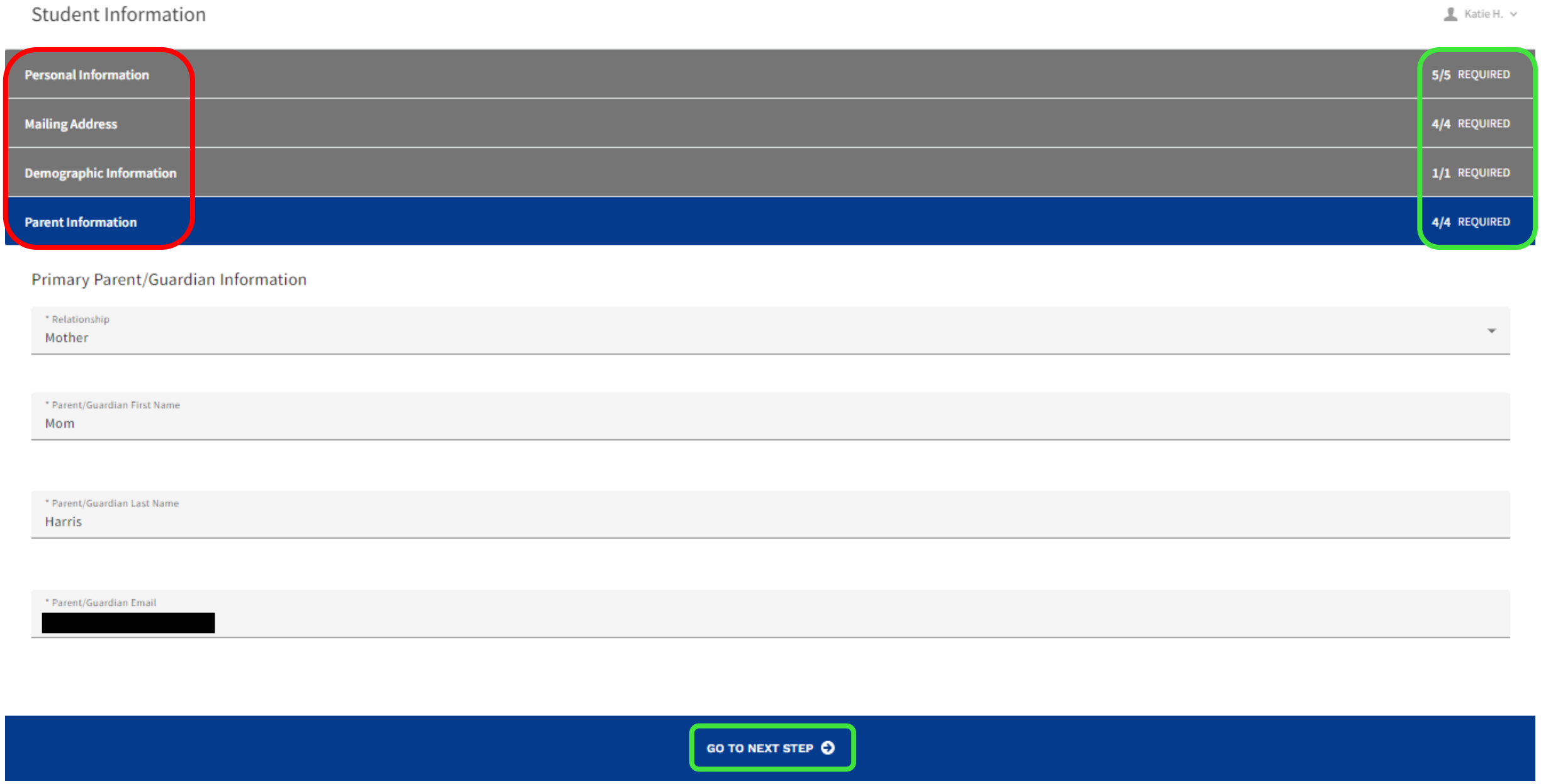
[redacted]

Please enter your full Social Security number. Incorrect Social Security numbers will delay the application process.

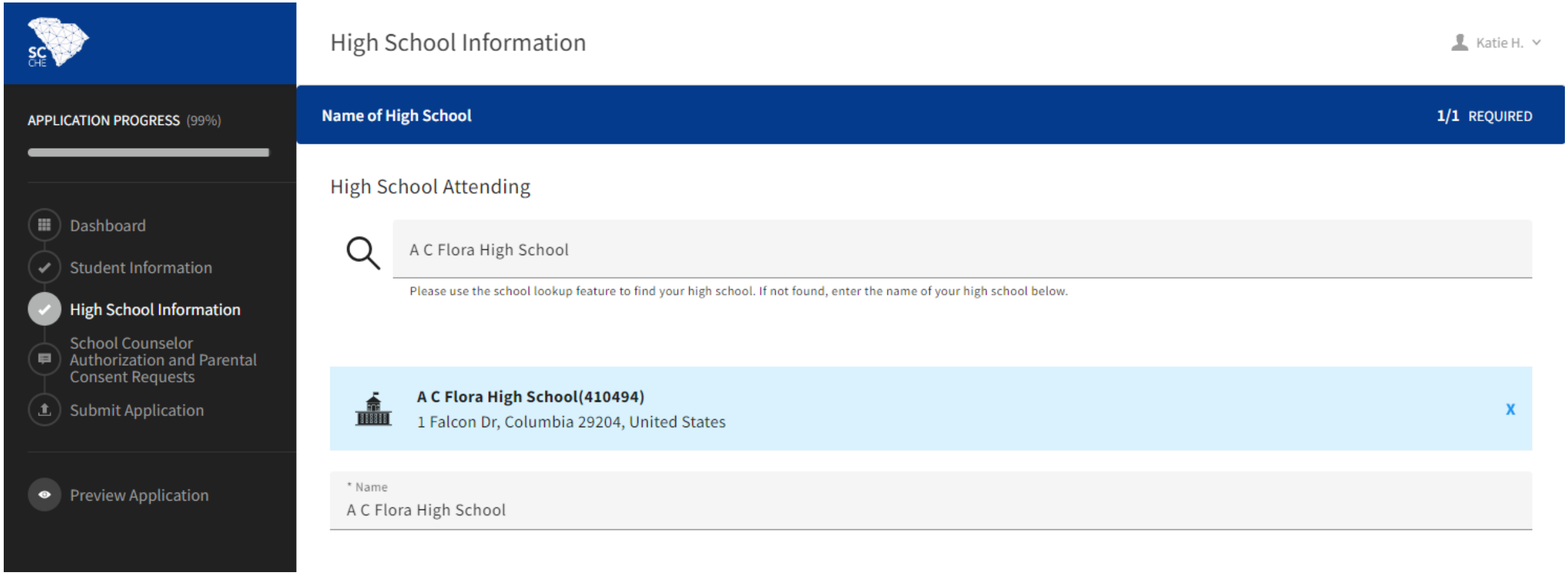
Please indicate your Ethnic Origin (required):

- [ ] American Indian or Alaskan Native
- [ ] Asian or Pacific Islander
- [ ] Black/African-American
- [ ] Hispanic or Latino
- [ ] White/Non-Hispanic
- [ ] Unknown

Student Application

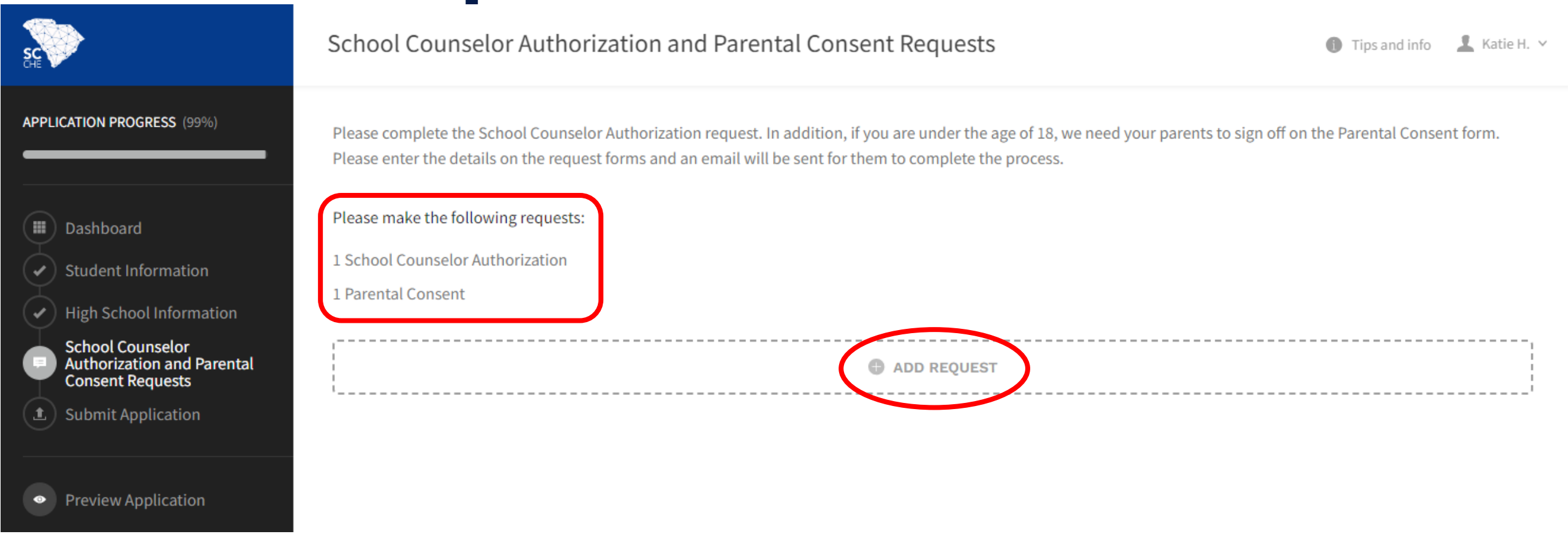


Student Application



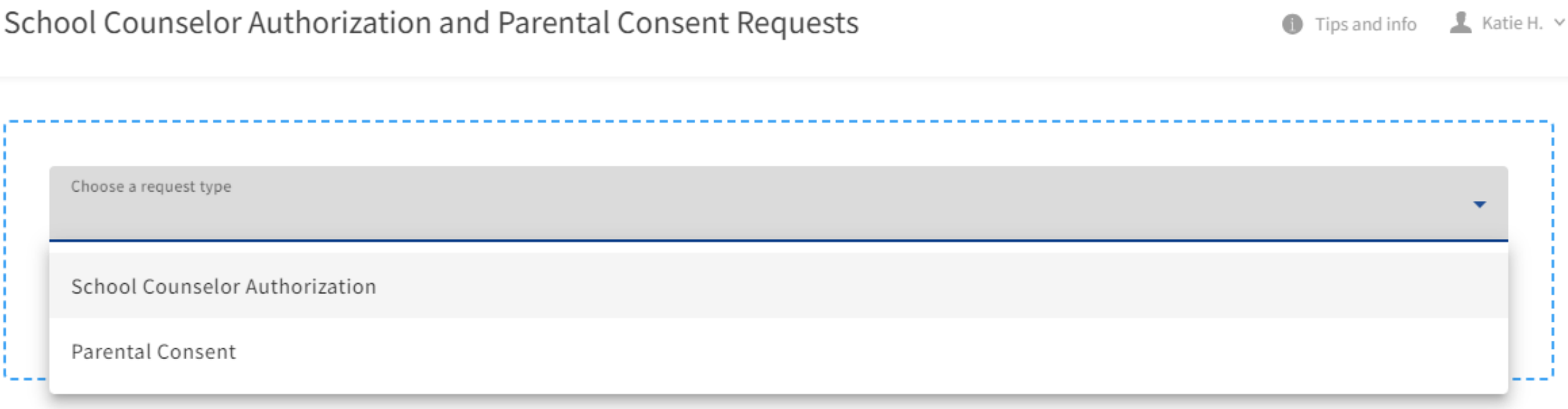
School lookup feature to find High School, if school isn't found, student can manually enter high school or home school information.

School Counselor Authorization/Parental Consent Requests



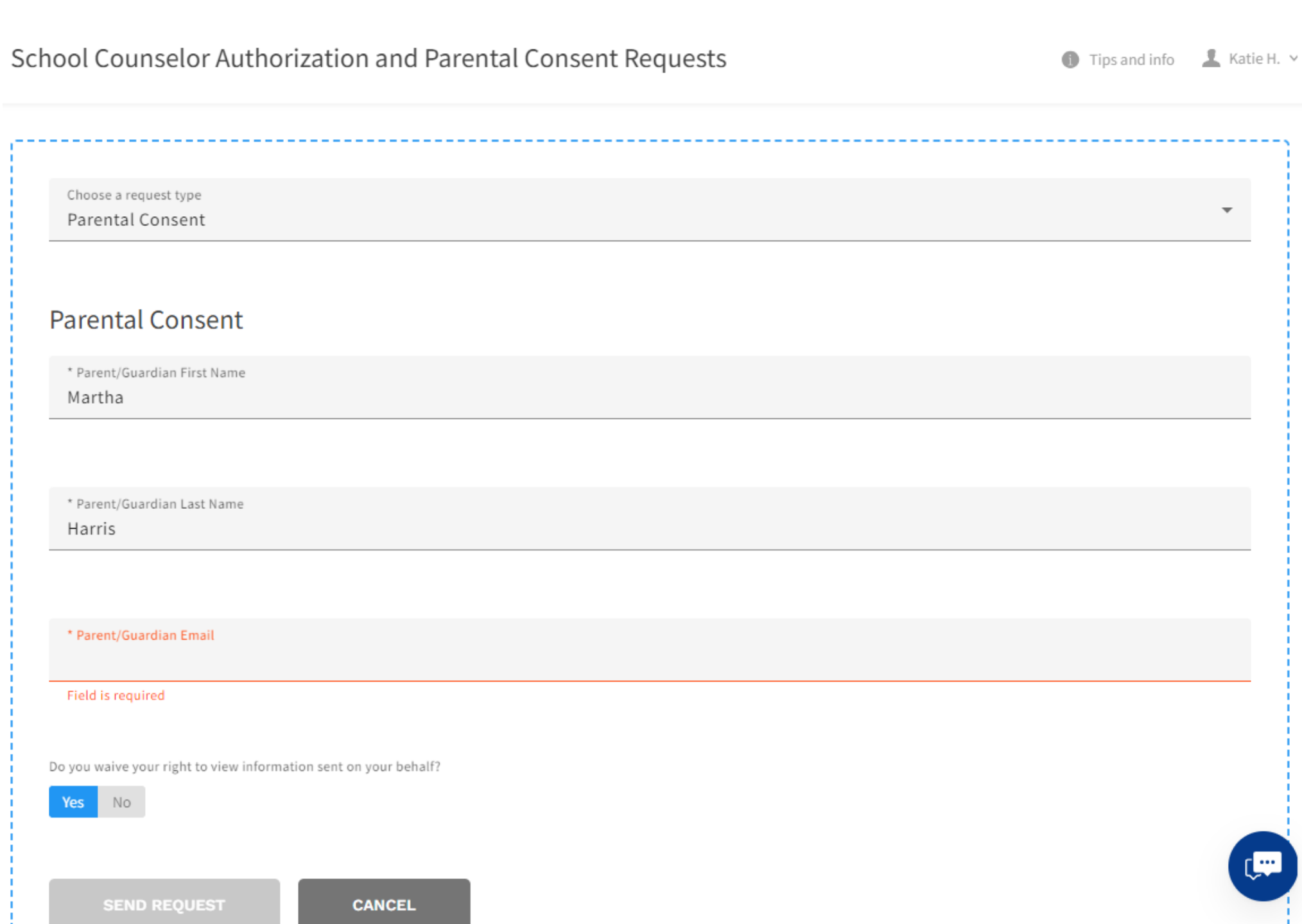
Parental Consent is only needed if student is under 18-based off dob student entered and under 18 question-will only show if under 18.
School Counselor Authorization is required for every application.

School Counselor Authorization/Parental Consent Requests



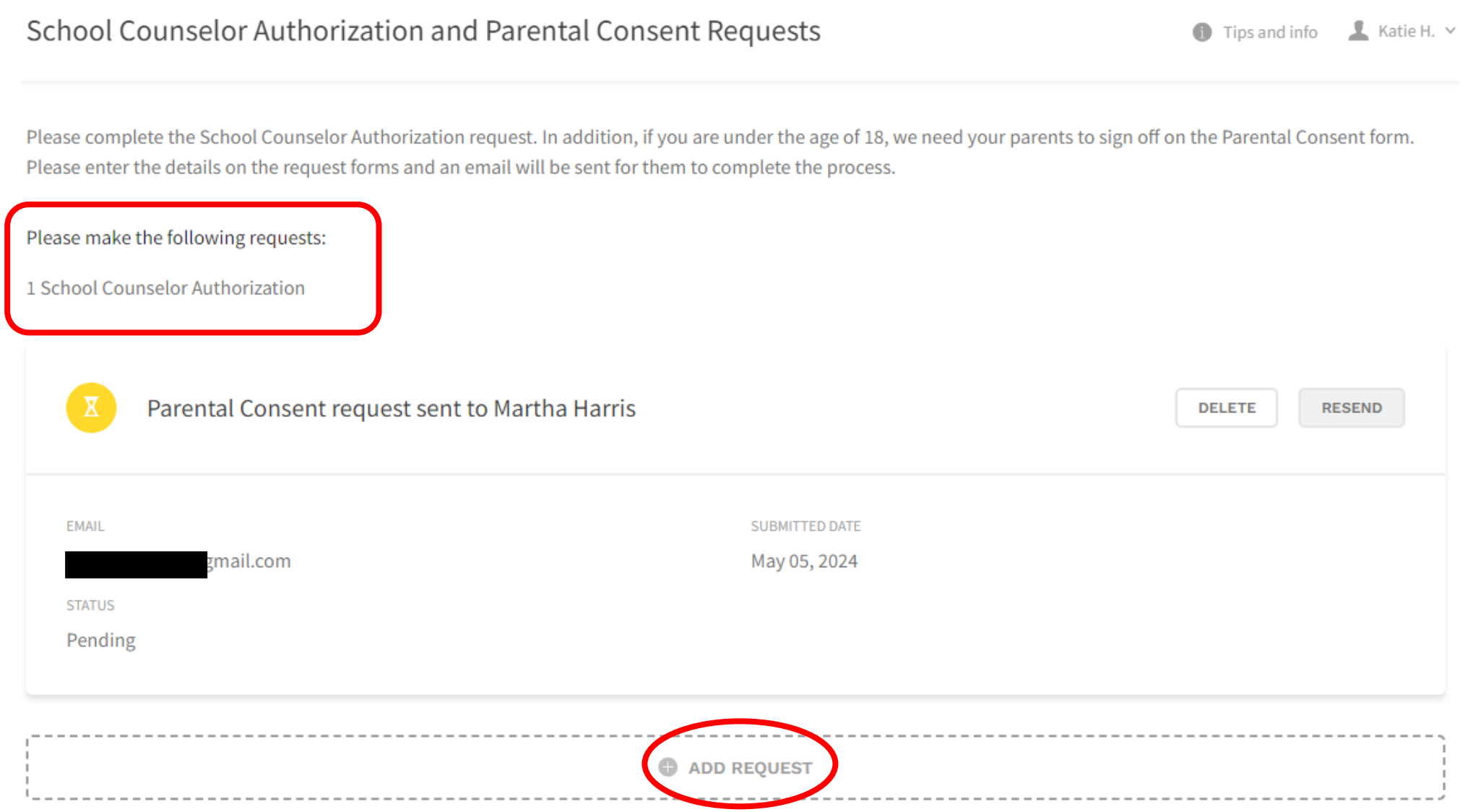
Parental Consent is only needed if student is under 18-based off dob student entered-will only show, if under 18.
School Counselor Authorization is required for every application.

Parental Consent Request

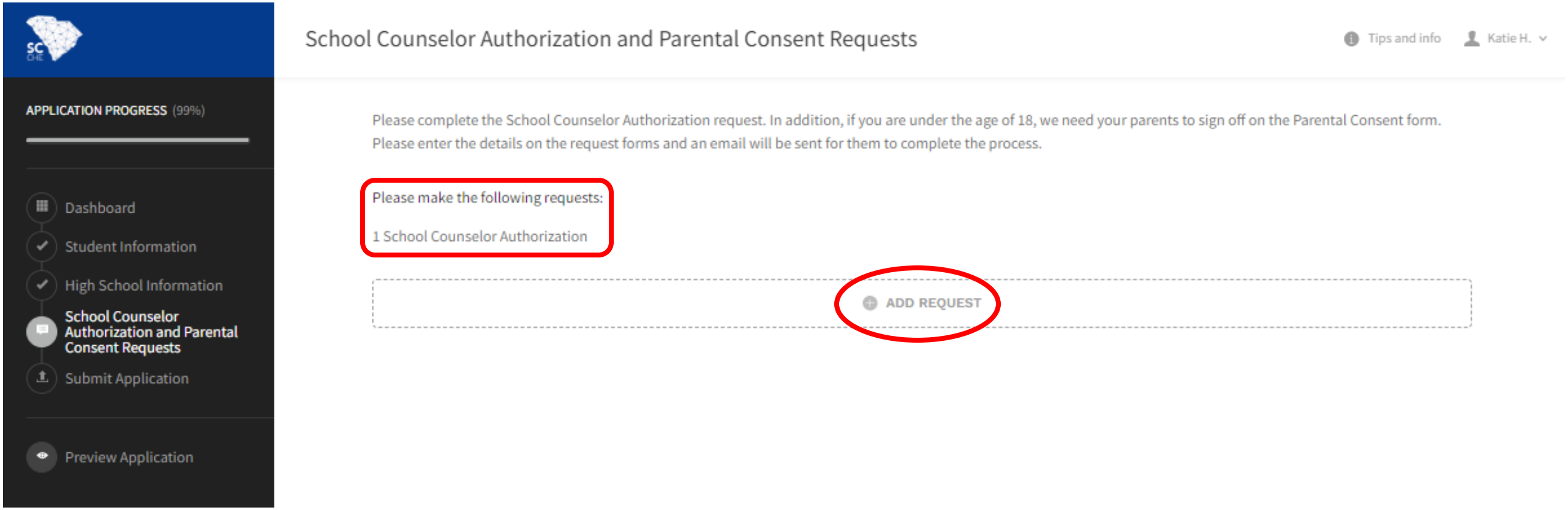


Parental Consent Request

Once parental consent is done, student will need to complete the School Counselor Authorization.



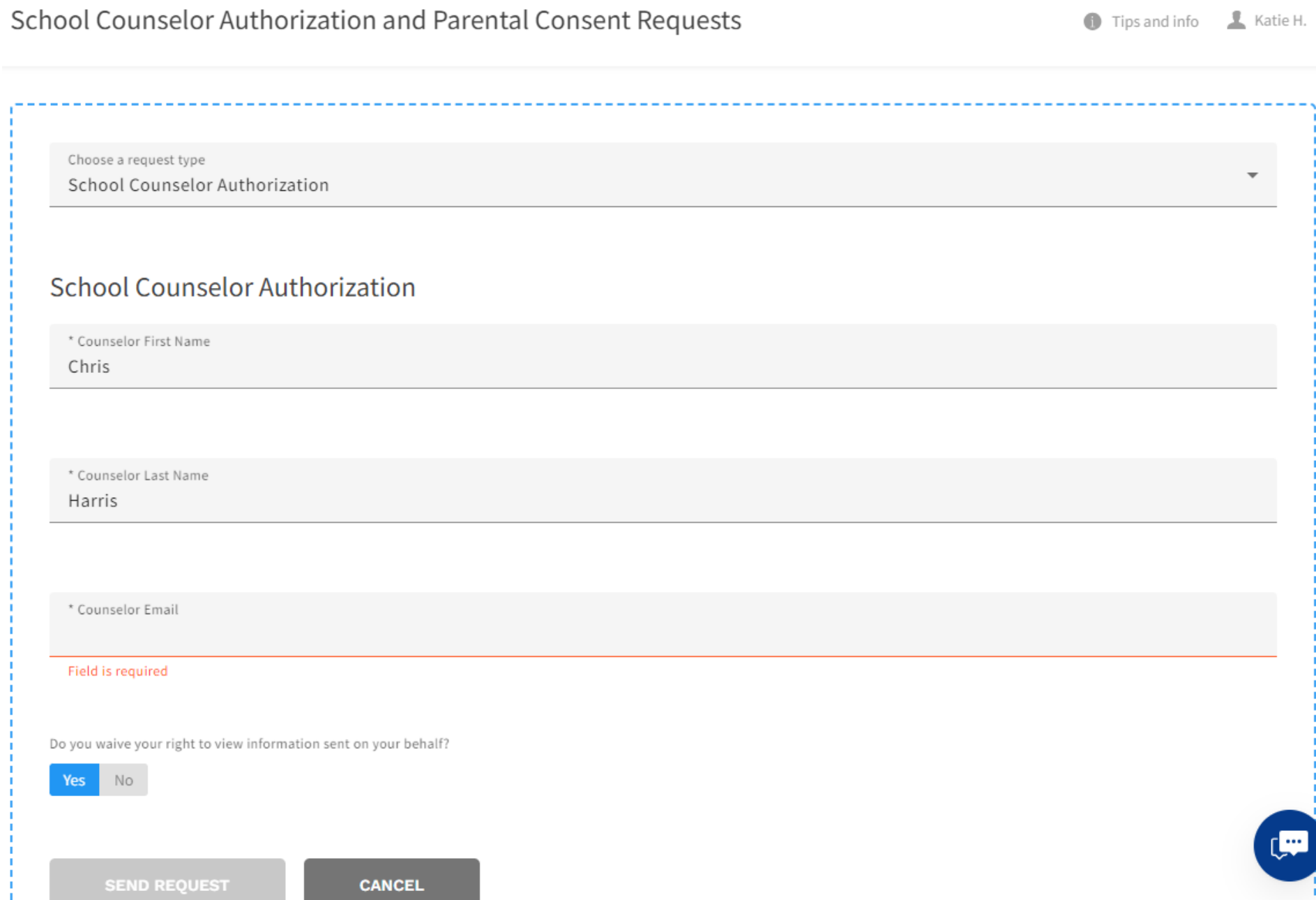
School Counselor Authorization Request



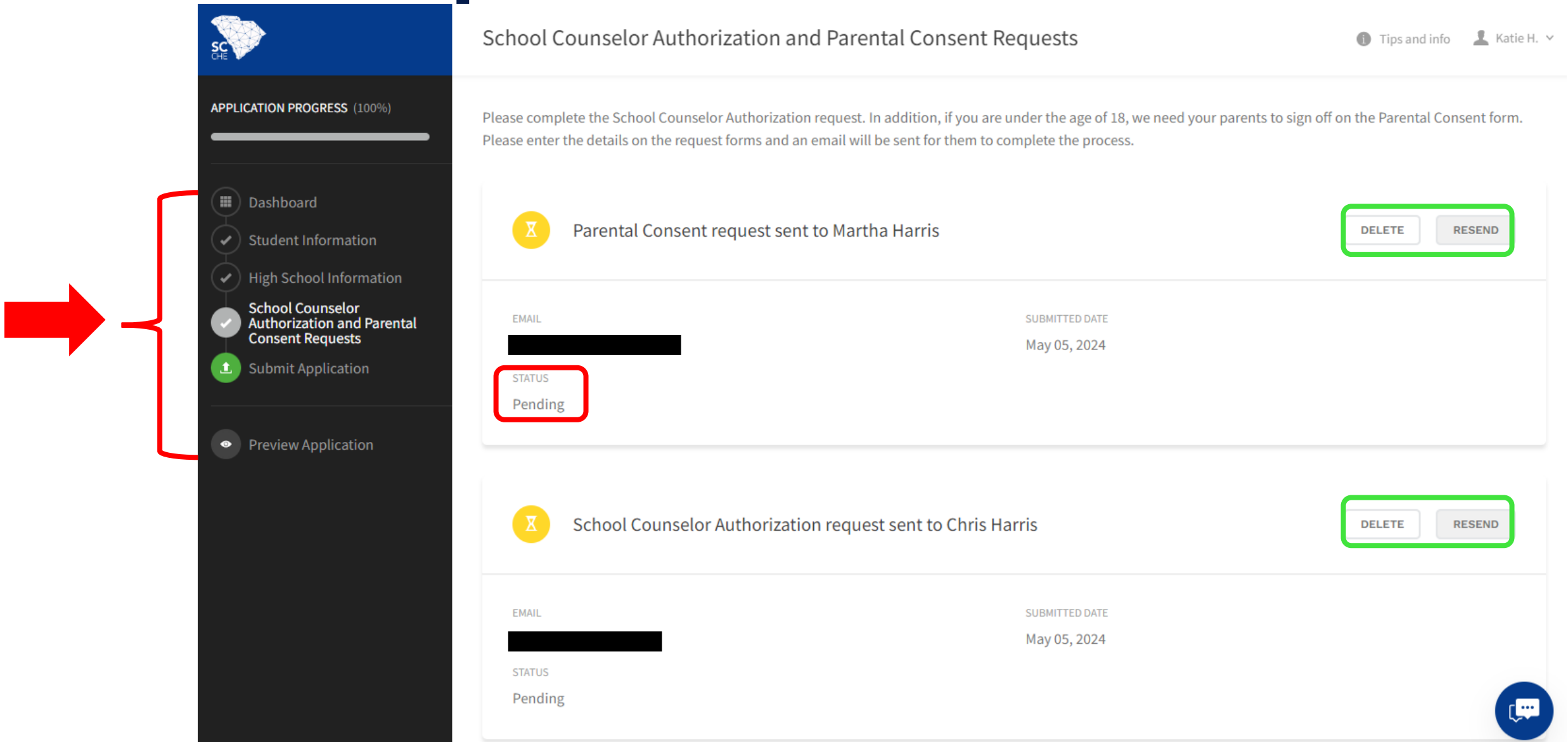
Student is 18 and does not need a Parental Consent Request.
School Counselor Authorization is required for every application.

School Counselor Authorization Request

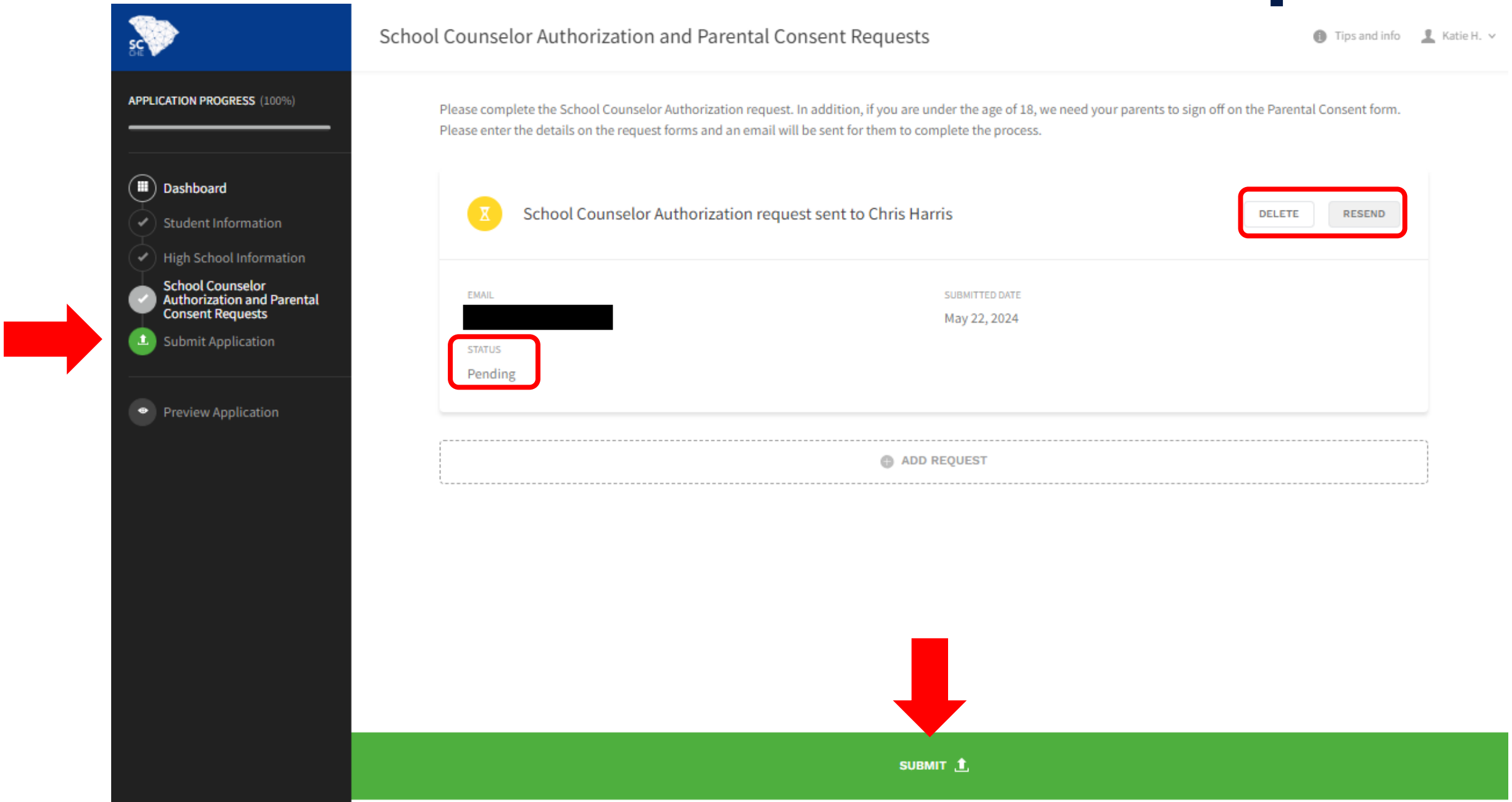
★ PFS Application invite comes into play – student will enter High School Counselor's Name and email from the invite here.



School Counselor Authorization/Parental Consent Requests



School Counselor Authorization Request



Student Application

Legal items that require initials now, will all be check boxes for the student prior to submitting their application.

Almost done.

Review the following and sign your application.

☐ * I attest to the fact that all of the information furnished in the application is true and accurate and that I am a resident for tuition and fee purposes under residency statutes of South Carolina. As a Palmetto Fellows Scholarship candidate, I authorize the Commission to release my name, ethnicity, gender, social security number, email address, mailing address and high school as an applicant for the Palmetto Fellows Scholarship to the colleges and universities in the State. If I am selected as a Palmetto Fellow, I authorize the Commission to use my name, ethnicity, gender, social security number (educational institutions only), e-mail address, mailing address, high school and postsecondary institution in any publication or as requested by the General Assembly (written and/or electronic) about the Palmetto Fellows Scholarship Program. I also authorize the college or university to furnish the Commission on Higher Education information about all other financial aid that I am receiving or will receive during all academic years in which I am awarded the Palmetto Fellow Scholarship.

Field is required

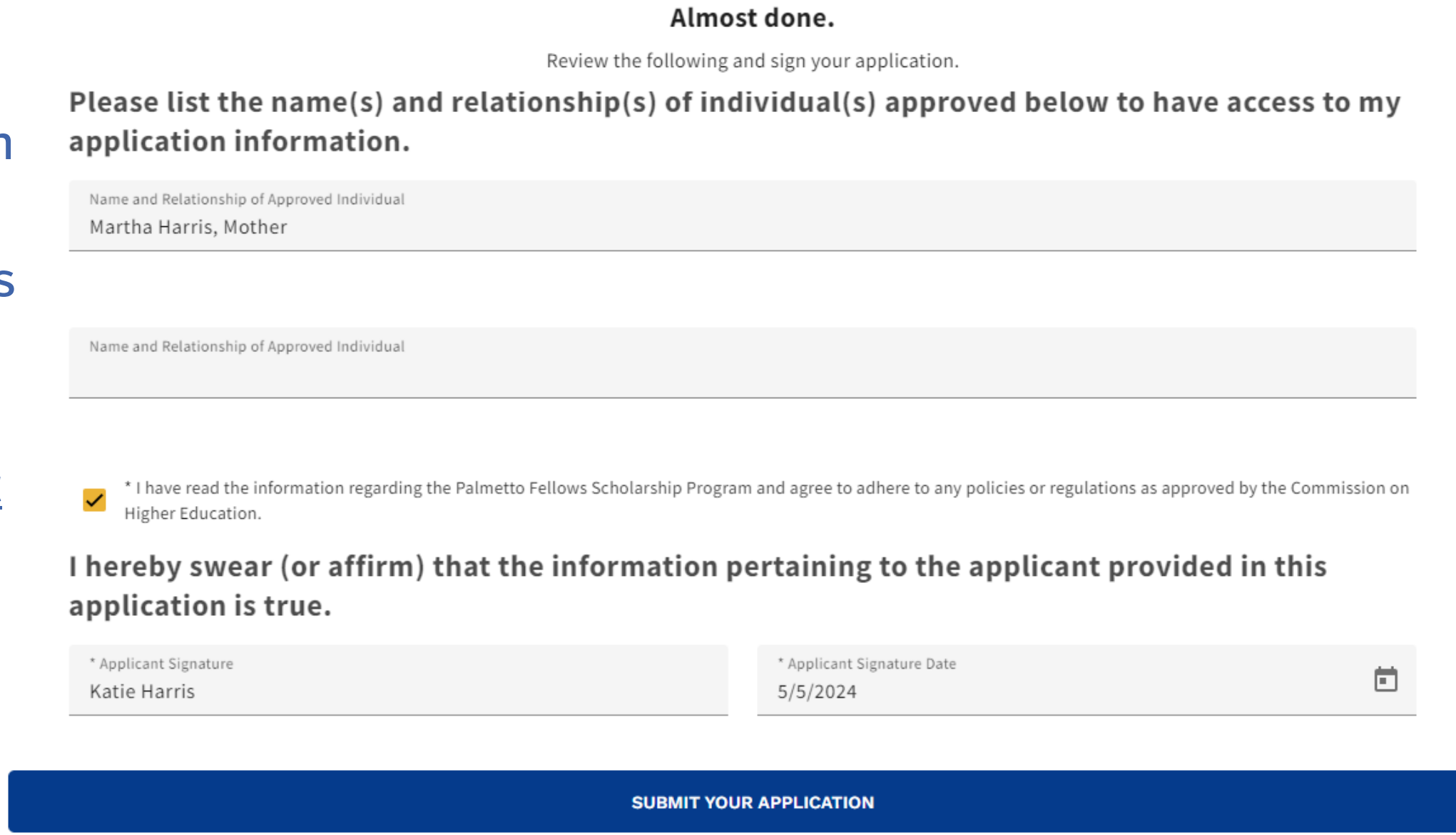
☐ * If I have been notified as being conditionally accepted as a Palmetto Fellow by the Commission, I understand that I must submit a Designation Form to the Commission naming the institution I plan to attend the Fall term after high school graduation or that I will utilize a Gap Year. If I fail to submit this form, I understand that the scholarship funding may be affected. I understand that if I am notified by the Commission as a conditional candidate, the condition is based on meeting the general eligibility criteria for State scholarships and Grants. I understand that in order to receive the Scholarship: 1) SC residency and US Citizenship/legal permanent residency must be verified by the institution at the time of initial college enrollment and at the beginning of each academic year; and 2) I must attend an eligible SC institution*. I understand that if I fail to attend an eligible SC institution the fall term IMMEDIATELY upon high school graduation and do not complete the requirements to utilize a Gap Year, and/or do not remain continuously enrolled at an eligible SC institution, or it is determined at any point that I no longer meet SC or US citizenship/legal permanent residency requirements, the Scholarship will be forfeited. If awarded the Scholarship, I also authorize the college that I attend to act as my agent to receive and hold Palmetto Fellows Scholarship Program funds until the funds are applied to my educational expenses. I understand that if I chose to utilize a Gap Year that during the Gap Year, if I enroll, earn and/or attempt to earn any credit hours from an accredited institution, the Scholarship will be forfeited. I understand in order to receive funding, I must complete a state scholarship certification/affidavit through the college's financial aid office each academic year. The college also has permission to forward official transcripts to the Commission on Higher Education to validate that scholarship renewal criteria have been met or as supporting documentation for an appeal.

☐ * *If I plan on attending an out-of-state institution, I understand I will not be awarded the Palmetto Fellows Scholarship. However, I understand that I may reapply for the award if I later transfer to an eligible institution and all fall and spring terms after high school graduation will be deducted from my maximum terms of eligibility. The cumulated GPA and credit hours required each academic year for continued eligibility must be maintained. All reapplications will be subject to approval by the

SUBMIT YOUR APPLICATION

Student Application

Students can give permission for us to speak with individuals about their application - this should not be the HS Counselor.



Almost done.

Review the following and sign your application.

Please list the name(s) and relationship(s) of individual(s) approved below to have access to my application information.

Name and Relationship of Approved Individual
Martha Harris, Mother

Name and Relationship of Approved Individual

* I have read the information regarding the Palmetto Fellows Scholarship Program and agree to adhere to any policies or regulations as approved by the Commission on Higher Education.

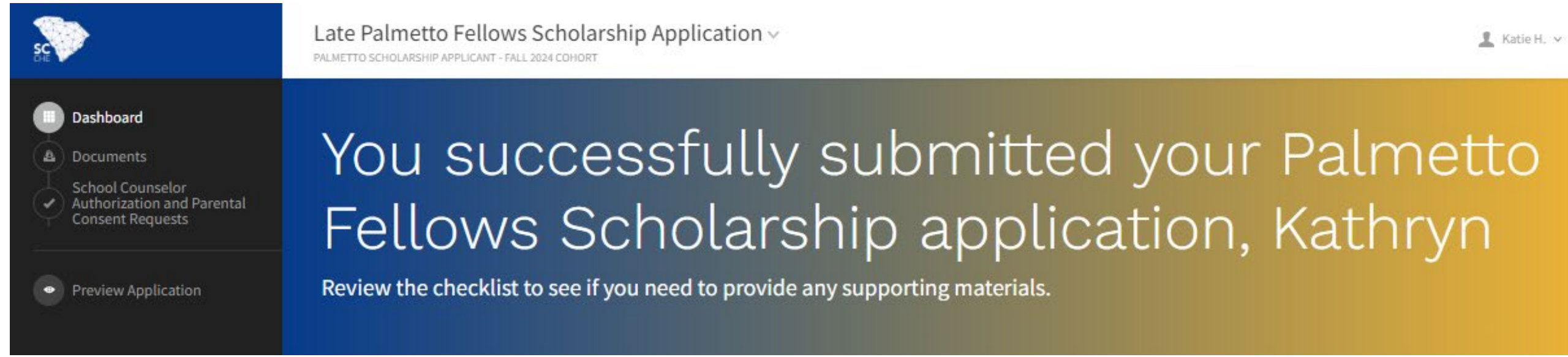
I hereby swear (or affirm) that the information pertaining to the applicant provided in this application is true.

* Applicant Signature
Katie Harris

* Applicant Signature Date
5/5/2024

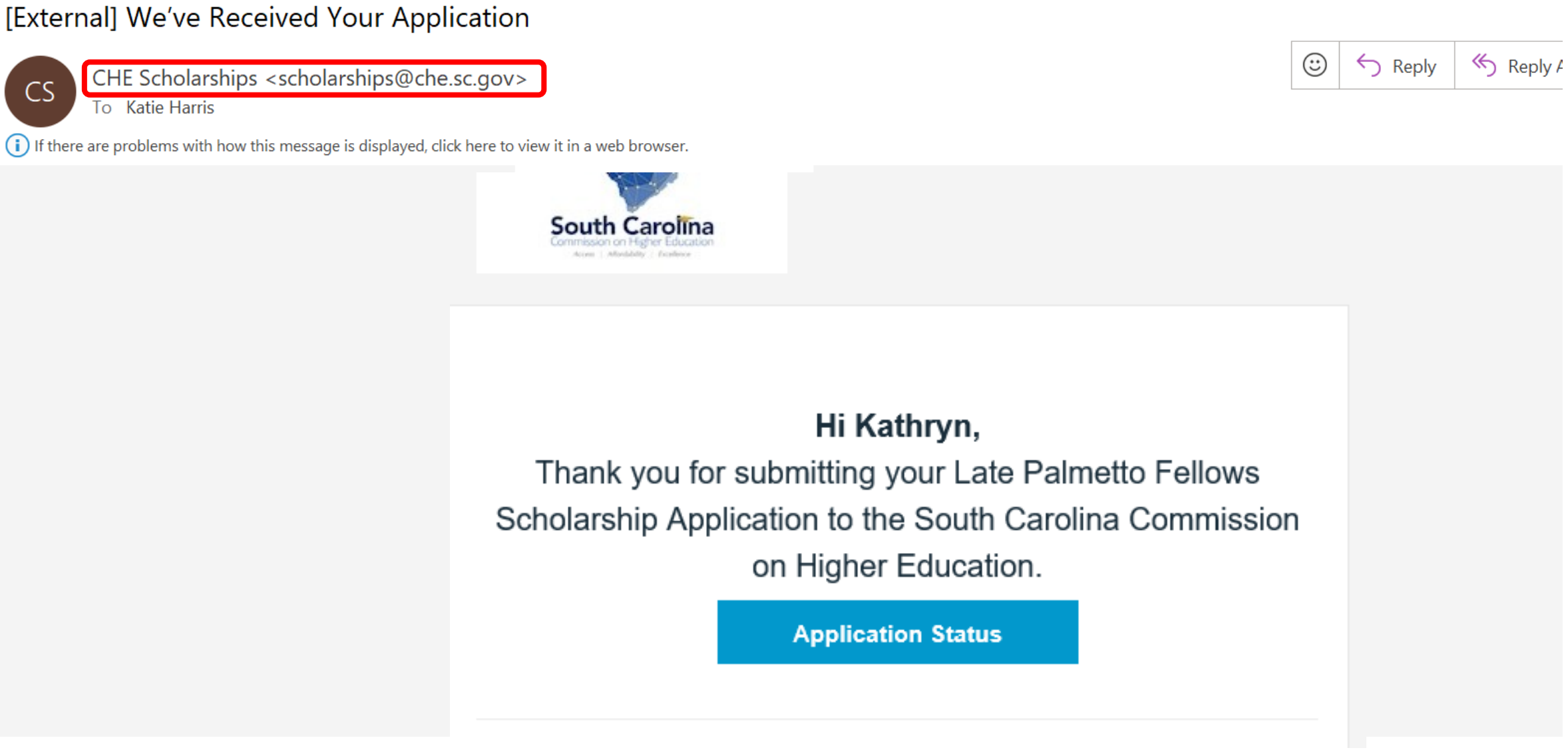
SUBMIT YOUR APPLICATION

Student Application

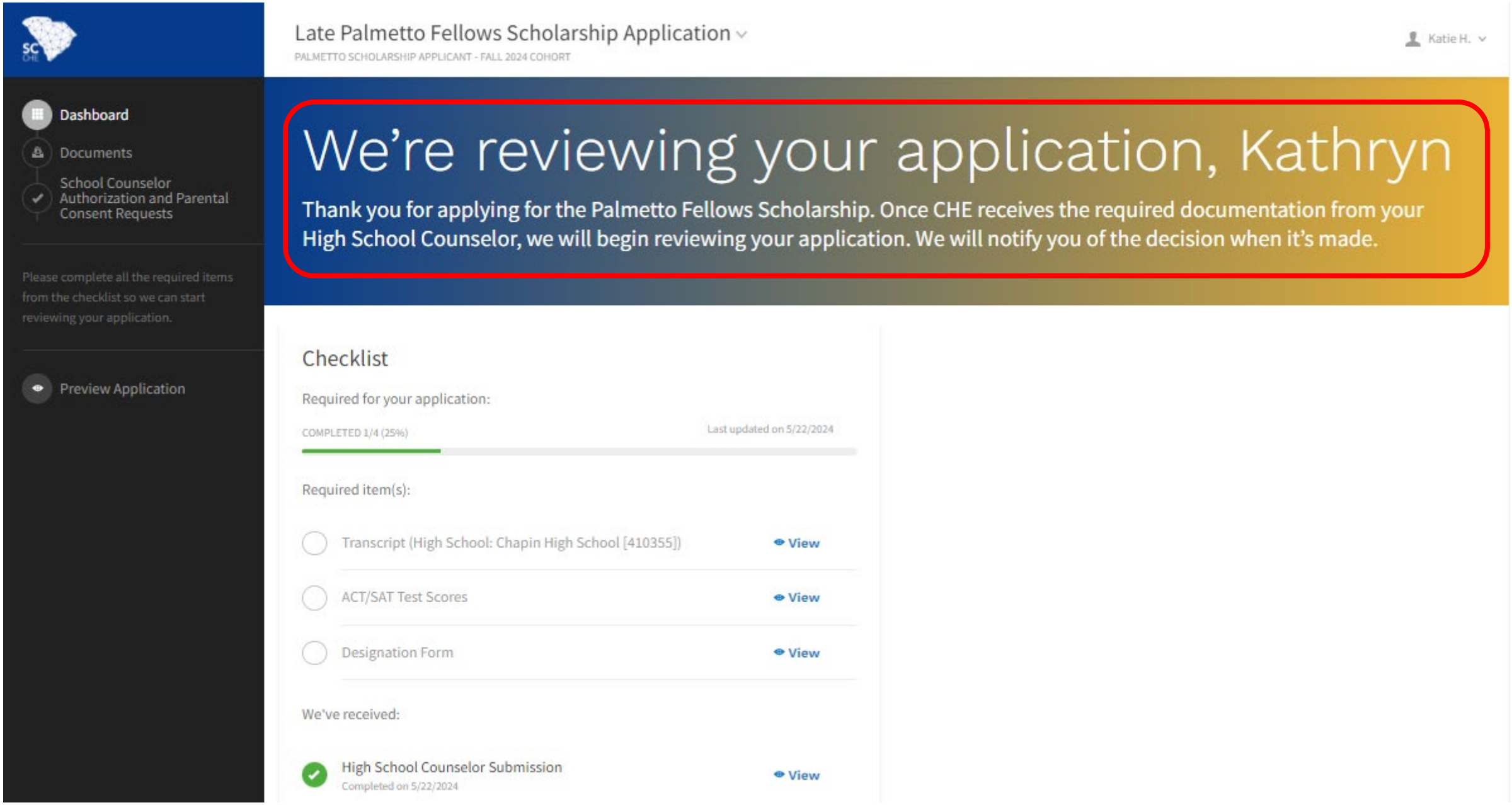


What Happens Next?

Student receives an email.



Student Dashboard



What Happens Next?

If under 18, parent receives an email for parental consent.

[External] Fwd: Help Katie complete the Palmetto Fellows Scholarship Application

KH [redacted]@gmail.com>

To Harris, Kathryn

Reply

If there are problems with how this message is displayed, click here to view it in a web browser.

South Carolina
Commission on Higher Education

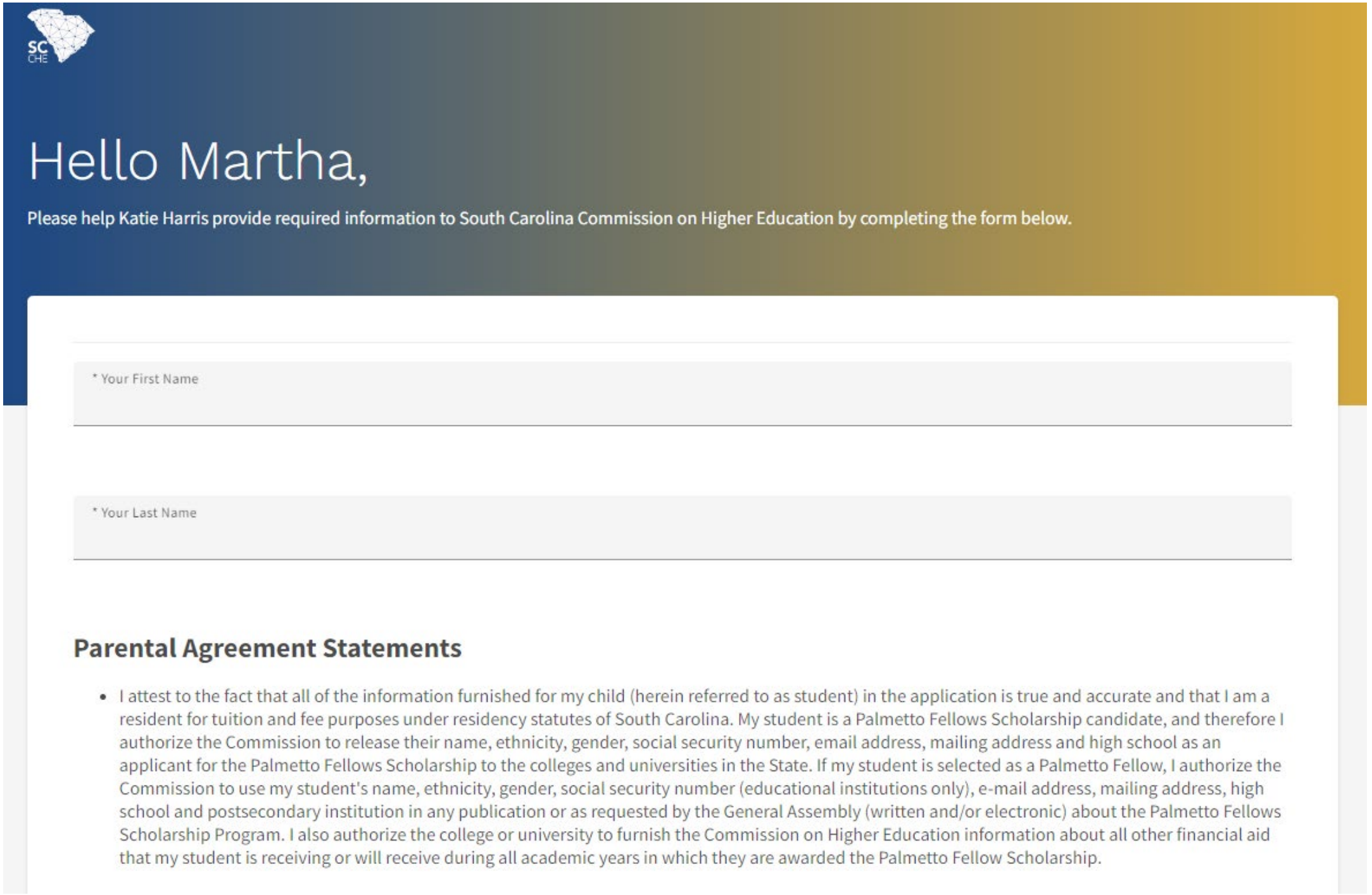
Dear Martha,

Katie Harris is applying for the Early Palmetto Fellows Scholarship Application with the SC Commission on Higher Education. Katie has indicated that they are under the age of 18 and need parental consent to apply for the scholarship.

Please provide your consent on our online platform.

Click Here to Complete Consent

Parent's Secure Consent Form



Parent's Secure Consent Form

- To renew the Scholarship: I understand that my student must: 1) earn at least a 3.0 cumulative GPA at their home institution by the end of the academic year; 2) earn a minimum of 30 credit hours for graduation purposes by the end of the academic year; and 3) sign a Scholarship affidavit/certification provided by the financial aid office at my student's institution by the institution deadline. The academic year begins with the fall term and ends with the immediately succeeding summer term. Exempted credit hours (i.e. AP, IB, and CLEP), credit hours earned before initial college enrollment cannot be used to meet the annual credit hour requirement. I also understand that my student must sign an affidavit each year provided by the institution's financial aid office. Additionally, the Scholarship may be transferred to another eligible institution in South Carolina upon receiving prior approval from the Commission on Higher Education. I have read the information regarding the Palmetto Fellows Program and understand the policies and procedures. I agree to adhere to the current regulation (which can be found at www.che.sc.gov), including any changes made during my college matriculation.

☑ * I acknowledge my child has applied for the Palmetto Scholarship and agree to all the above statements.

* Please type in your full name to acknowledge your child has applied for the Palmetto Schola
Martha L. Harris

Parent Signature Date
5/5/2024

SUBMIT

Parent's Secure Consent Form

Thank You Martha!

We've added the information to Katie Harris's records.

Submitted Document

Summary

YOUR FIRST NAME

Martha

YOUR LAST NAME

Harris

I ACKNOWLEDGE MY CHILD HAS APPLIED FOR THE PALMETTO SCHOLARSHIP AND AGREE TO ALL THE ABOVE STATEMENTS.

true

PLEASE TYPE IN YOUR FULL NAME TO ACKNOWLEDGE YOUR CHILD HAS APPLIED FOR THE PALMETTO SCHOLARSHIP.

Martha L. Harris

PARENT SIGNATURE DATE

May 04, 2024

UPLOADED FILES

What Happens Next?

HS Counselor receives an email.

[External] Fwd: Help Katie Harris Complete the Palmetto Fellows Scholarship Application

CG [redacted]

To Harris, Kathryn

Reply

If there are problems with how this message is displayed, click here to view it in a web browser.

From: CHE Scholarships <scholarships@che.sc.gov>
Date: May 5, 2024 at 12:17:28 PM EDT
To: [redacted]
Subject: Help Katie Harris Complete the Palmetto Fellows Scholarship Application
Reply-To: scholarships@che.sc.gov

South Carolina
Commission on Higher Education

Dear Chris,

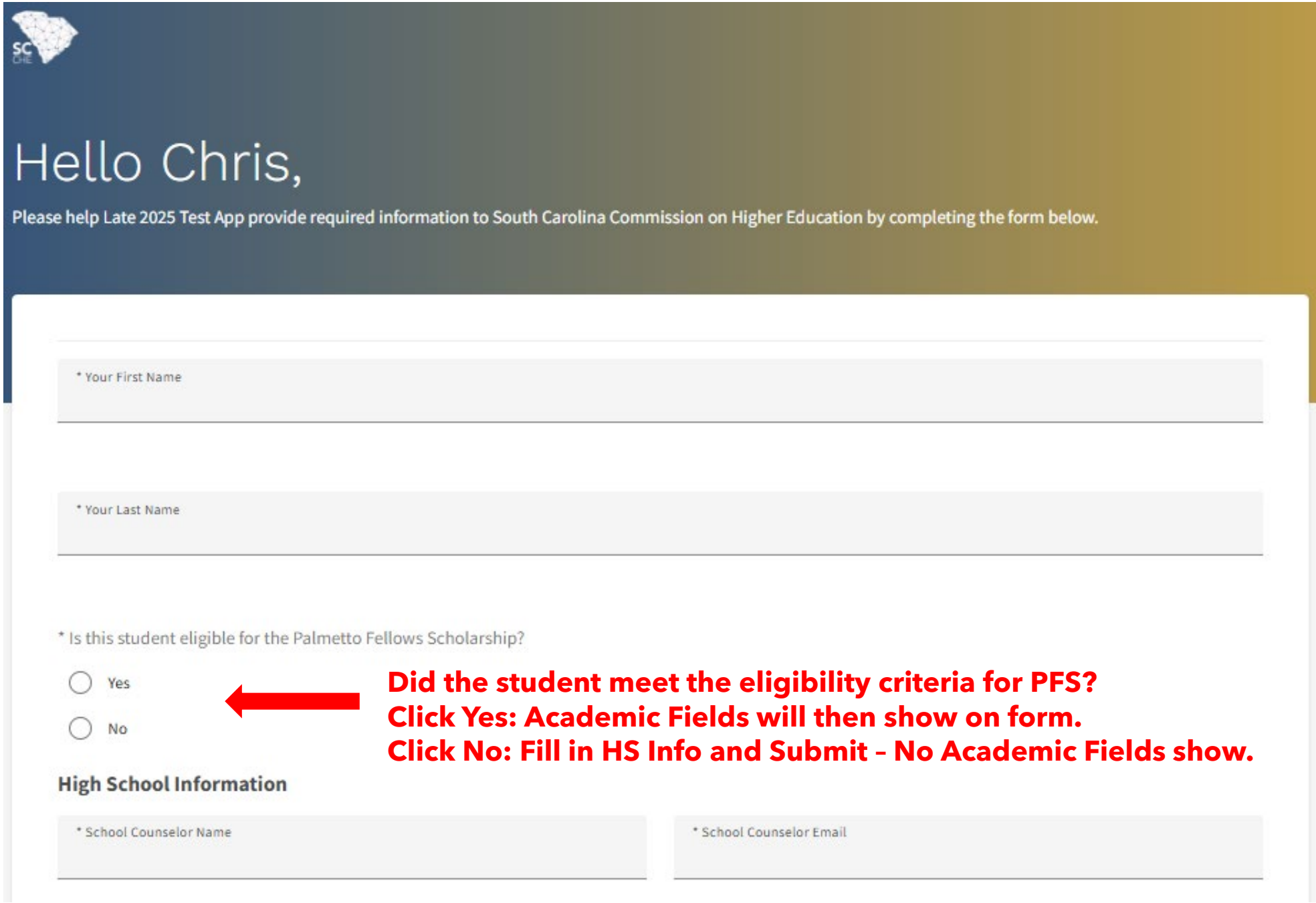
Kathryn Harris is applying to Late Palmetto Fellows Scholarship Application at the South Carolina Commission on Higher Education. Kathryn has indicated you as their High School Counselor on their application. Please help Kathryn complete the application by **submitting the required supporting documentation online**.

Submit Supporting Documentation

Supporting documentation submitted online can be processed most efficiently. If you

HS Counselor's Secure Authorization Form

#1.



HS Counselor's Secure Authorization Form

#1.

* Are you submitting this information for an Early or Late Award applicant?
Early Award

Academic Standing and Test Scores of the Applicant

1. **REQUIRED**: All grade point averages (GPA) must be based on the SC Uniform Grading Policy (SC UGP) and be cumulative. All GPAs must be reported with at least two decimal places and cannot be rounded. Please note that the reported GPAs must match the GPA submitted on the official high school transcript. All transcripts submitted must have a June 15th date calculated or earlier. No exceptions. **All eligible Early applicants must have a junior year transcript submitted on their behalf. Late applicants must have a final senior year transcript submitted.**

* Final 11th Grade GPA

Field is required

* Are you submitting this information for an Early or Late Award applicant?
Late Award

Academic Standing and Test Scores of the Applicant

1. **REQUIRED**: All grade point averages (GPA) must be based on the SC Uniform Grading Policy (SC UGP) and be cumulative. All GPAs must be reported with at least two decimal places and cannot be rounded. Please note that the reported GPAs must match the GPA submitted on the official high school transcript. All transcripts submitted must have a June 15th date calculated or earlier. No exceptions. **All eligible Early applicants must have a junior year transcript submitted on their behalf. Late applicants must have a final senior year transcript submitted.**

* Final 12th Grade GPA

#2. HS Counselor's Secure Authorization Form

2. REQUIRED: If using rank in order for the student to be eligible to apply, the applicant must rank in the top six percent of the class at the END of either the sophomore or junior year before summer school prior to June 15th regardless of academic year being used (not the number in the class at the beginning of the next school year) based upon the SC UGP. Class size should include only diploma seeking candidates. You are only required to report the rank used to qualify the student for the Palmetto Fellows Scholarship **(If the student met rank both sophomore and junior year, you should only report junior rank)**.

*If the top six percent of the class is not already a whole number of students, you should round up to the next student.

*The reported class rank must match the class rank submitted on the official high school transcript and official high school ranking report.

Is this student using the top 6% of class rank to qualify?
Yes

Which year was class rank met (Late Award)?

10th Grade

11th Grade

12th Grade

HS Counselor's Secure Authorization Form

#2.

*The reported class rank must match the class rank submitted on the official high school transcript and official high school ranking report.

Is this student using the top 6% of class rank to qualify?
Yes

Which year was class rank met (Late Award)?
10th Grade

Sophomore Year Class Rank Information

* END of Sophomore Academic Year Rank:
4

* END of Sophomore Academic Year Class Size:
116

* Number of students in top 6% of 10th Grade Class Rank (END of Sophomore Academic Year Class Size X .06)
7

Rounded Up to the Next Whole Number

HS Counselor's Secure Authorization Form

#2.

2. REQUIRED: If using rank in order for the student to be eligible to apply, the applicant must rank in the top six percent of the class at the END of either the sophomore or junior year before summer school prior to June 15th regardless of academic year being used (not the number in the class at the beginning of the next school year) based upon the SC UGP. Class size should include only diploma seeking candidates. You are only required to report the rank used to qualify the student for the Palmetto Fellows Scholarship **(If the student met rank both sophomore and junior year, you should only report junior rank)**.

*If the top six percent of the class is not already a whole number of students, you should round up to the next student.

*The reported class rank must match the class rank submitted on the official high school transcript and official high school ranking report.

Is this student using the top 6% of class rank to qualify?

No

Test Score Information

HS Counselor's Secure Authorization Form

#2.

Test Score Information

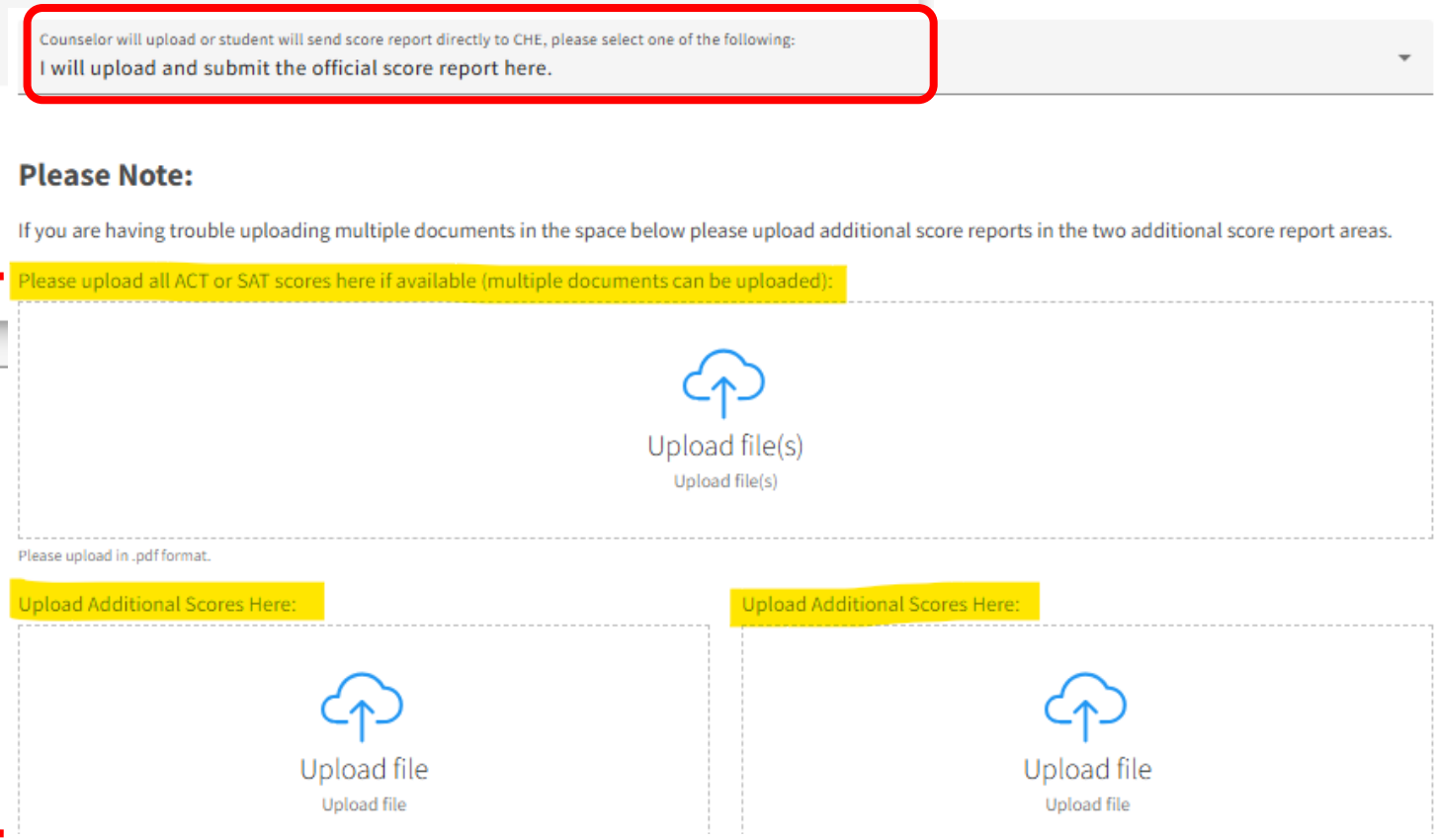
* REQUIRED - Has the student already met the SAT (Evidence-Based Reading & Writing/Math) or ACT score requirement?

- ◯ Yes
- ◯ No

Counselor will upload or student will send score report directly to CHE, please select one of the following:

- I will upload and submit the official score report here.
- Student sending ACT
- Student sending SAT

The drop-down field is NOT required – if you SKIP the drop-down field, you will NOT have upload fields for your test score reports!



HS Counselor's Secure Authorization Form

#2.

Please upload all ACT or SAT scores here if available (multiple documents can be uploaded):

Add more files

Please upload in .pdf format.

Test Score Information

* REQUIRED - Has the student already met the SAT (Evidence-Based Reading & Writing/Math) or ACT score requirement?

- ( ) Yes
- (•) No

Counselor will upload or student will send score report directly to CHE, please select one of the following:
Student sending ACT

ACT or SAT Codes

If student is sending ACT or SAT scores directly to CHE, please provide them with one or both of the following codes:

- ACT: 6326
- SAT: 4313

SAT and/or ACT test score(s):

Report highest scores available that meet the minimum requirement in the space below. Only qualifying scores for either the SAT or ACT need to be entered, **NOT** both. The high school must submit official documentation of the qualifying test scores. Acceptable documentation includes a copy of the score report, testing label/sticker, or the score report from the K12 portal with Counselor's signature. No score rosters will be accepted. No student provided score reports of any kind will be accepted. Naviance and Enrich score reports will be accepted and considered official.

HS Counselor’s Secure Authorization Form

#2.

SAT and/or ACT test score(s):

Report highest scores available that meet the minimum requirement in the space below. Only qualifying scores for either the SAT or ACT need to be entered, **NOT** both. The high school must submit official documentation of the qualifying test scores. Acceptable documentation includes a copy of the score report, testing label/sticker, or the score report from the K12 portal with Counselor's signature. No score rosters will be accepted. No student provided score reports of any kind will be accepted. Naviance and Enrich score reports will be accepted and considered official.

SAT Evidence-Based Reading & Writing Score
680

SAT Math Score
700

SAT Total Score*
1380

OR

ACT Superscore or Composite Score*
30

HS Counselor's Secure Authorization Form

High School Information

* School Counselor Name

* School Counselor Email

* High School Name

* CEEB

Phone

Ext:

Upload Final 10th Grade Year Transcript (if using 10th grade year rank to qualify)

Upload file

Drag file here or click to browse

Please upload in .pdf format.

Upload Student's Final 11th Grade Transcript (.pdf format)

Upload file

Drag file here or click to browse

Upload Student's Final 12th Grade Transcript (.pdf format)

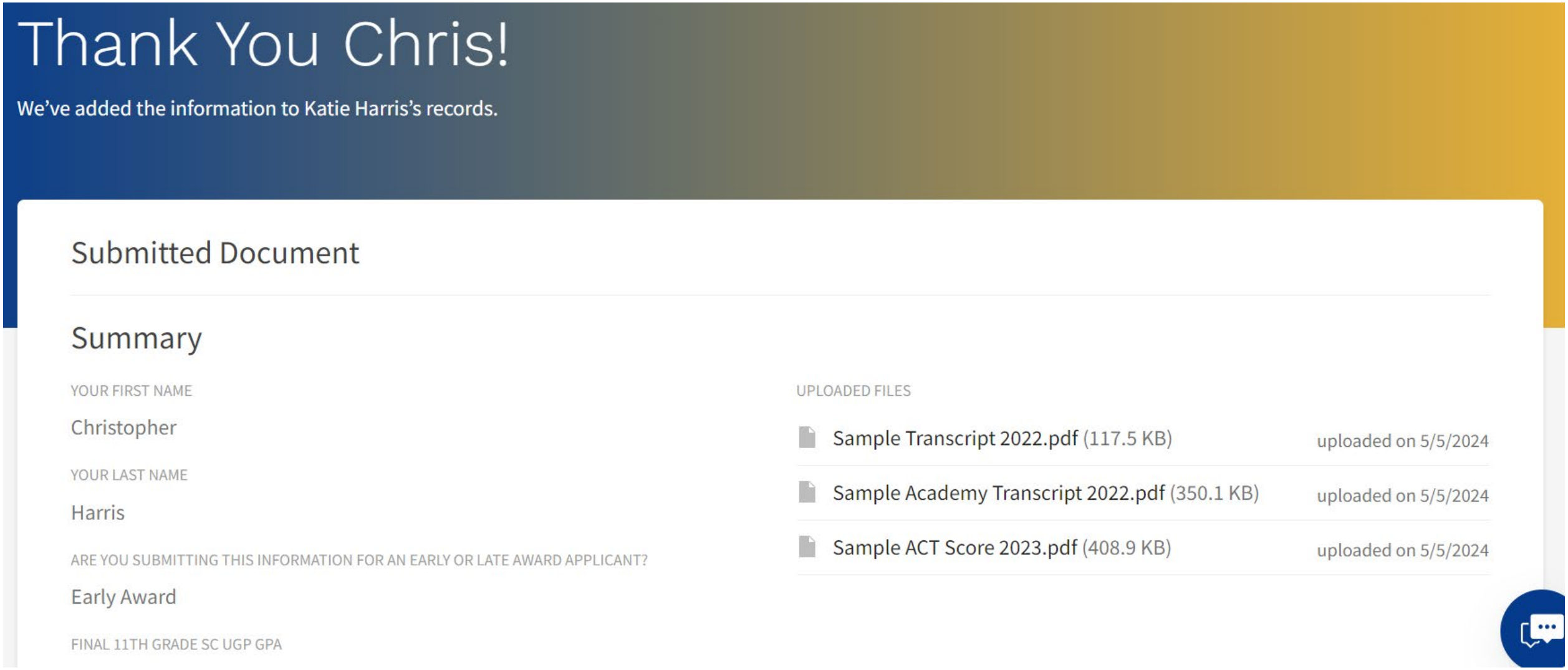
Remove

Please note that you will not be able to revise this information once it has been submitted.

SUBMIT

Conditional Logic: Transcript upload boxes will populate based off the info you provided on how the student was qualifying. So, you will only submit the necessary transcripts.

HS Counselor's Secure Authorization Form



Submitted Document Summary: you can print or save this, if you want.
You can only see a list of uploaded files; you cannot see the file itself.

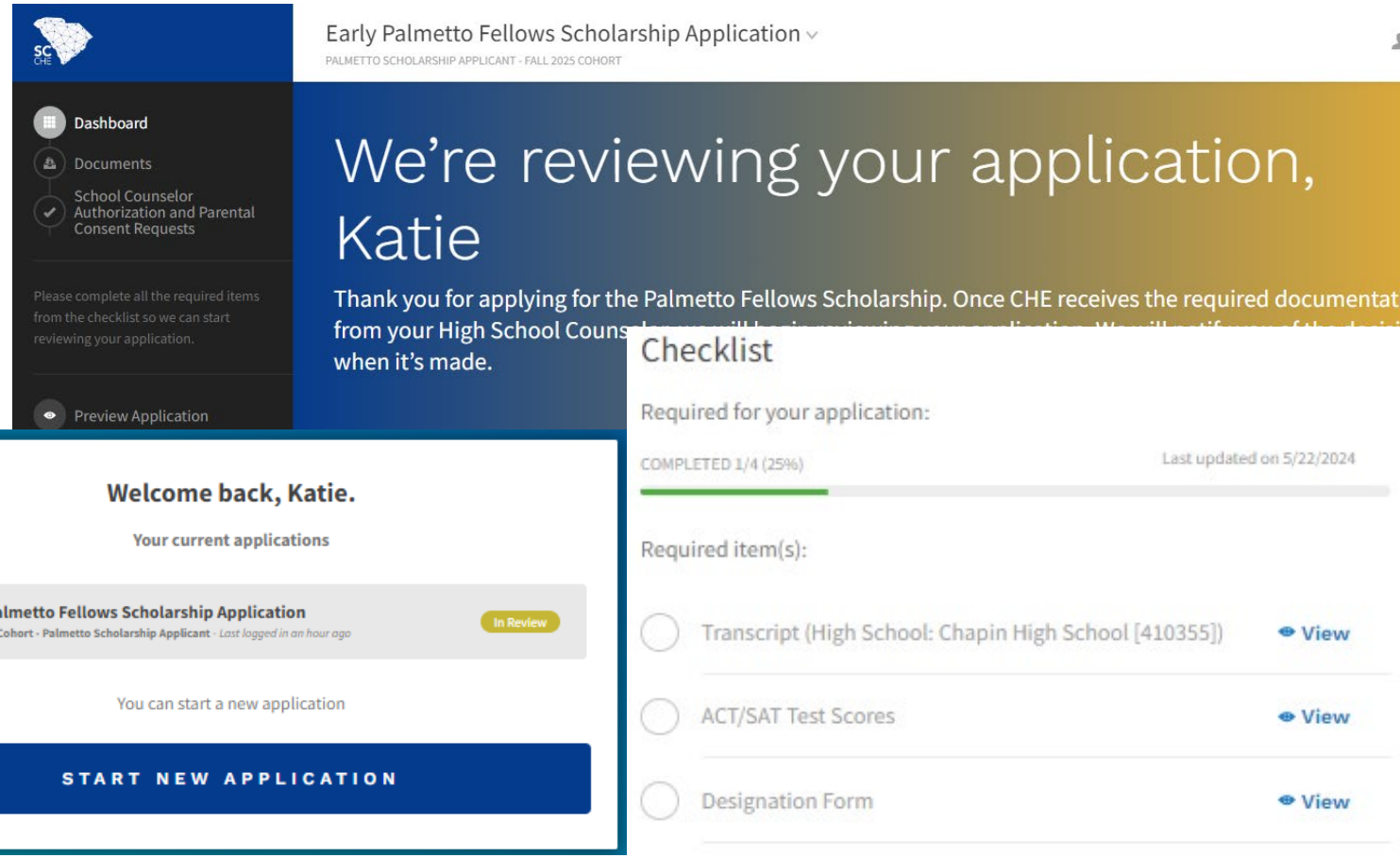
What Happens Next?

Student will receive an email notifying them that the Counselor has submitted their supporting documentation, and the student can check their dashboard.

Hi Kathryn,

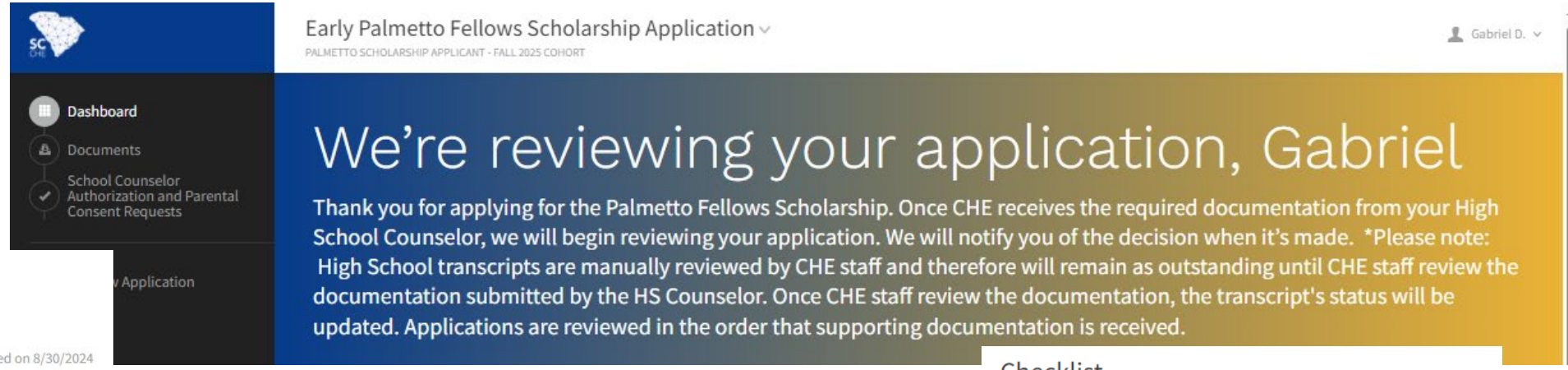
Chris Harris submitted the Late Palmetto Fellows Scholarship Application supporting documentation you requested.

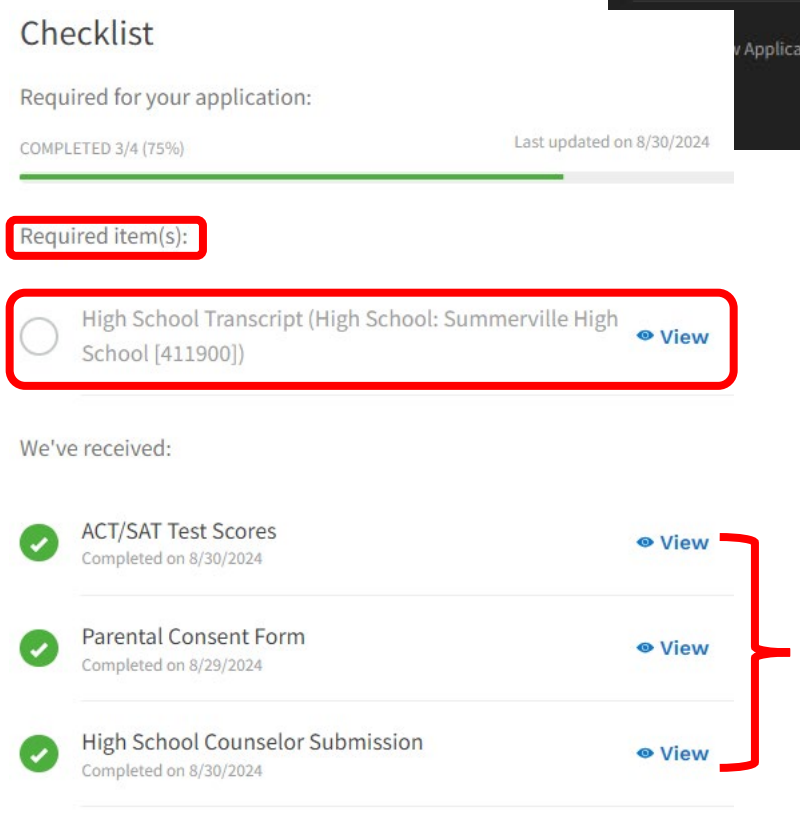
We have added it to your Late Palmetto Fellows Scholarship Application for you.



Student Dashboard

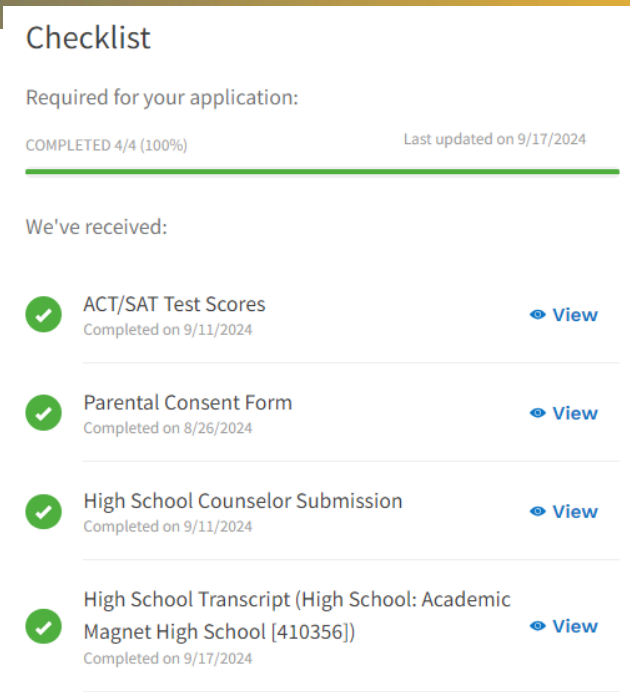
Student's checklist items will automatically update **EXCEPT** for the high school transcript – it will remain outstanding until CHE staff reviews the application. We will manually satisfy the transcript when we review the documents the HS Counselor submitted.





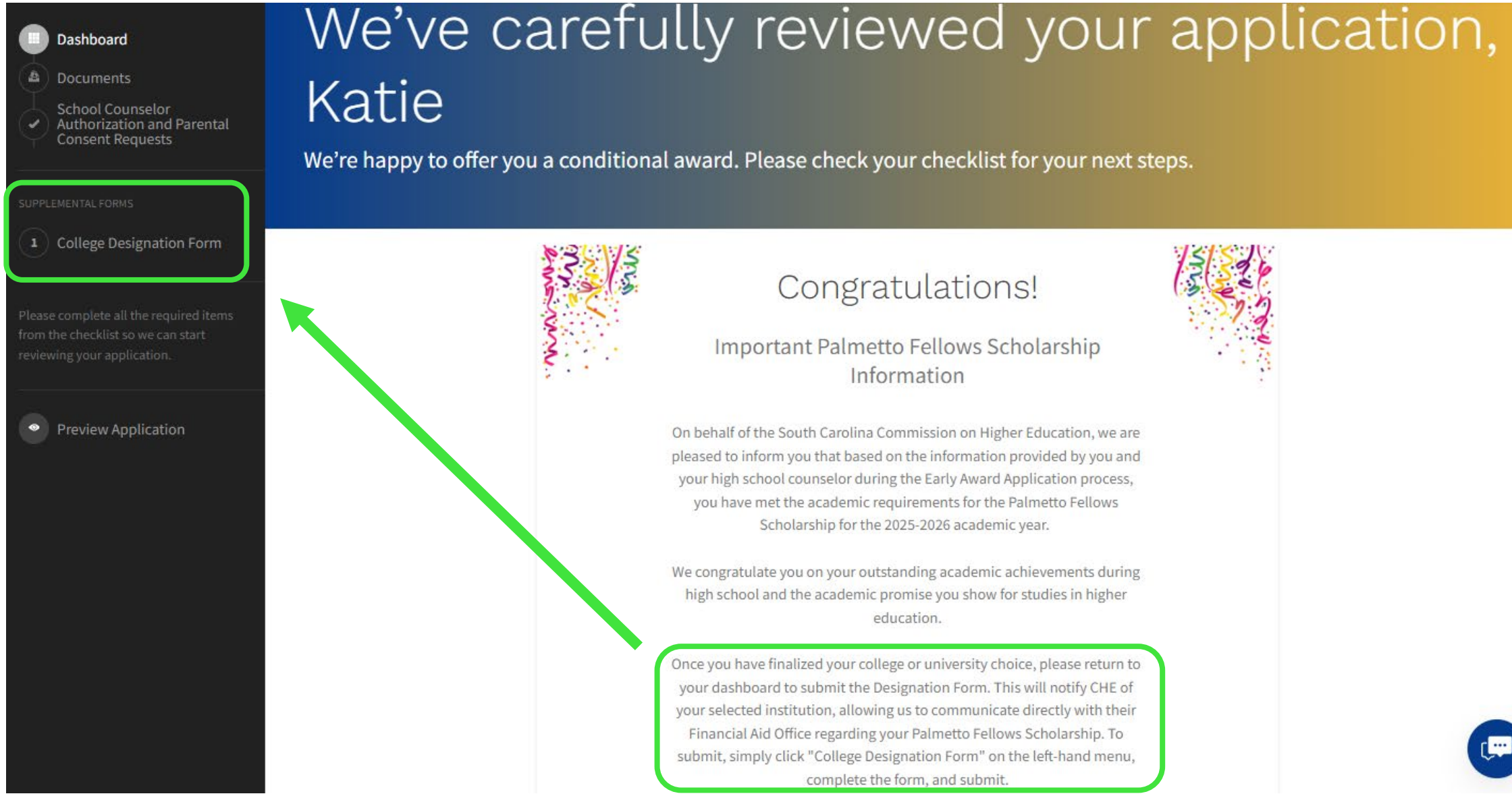
When CHE staff reviews application documentation, they will manually satisfy transcript requirement, if correct.

1 month processing timeframe...



Student Dashboard

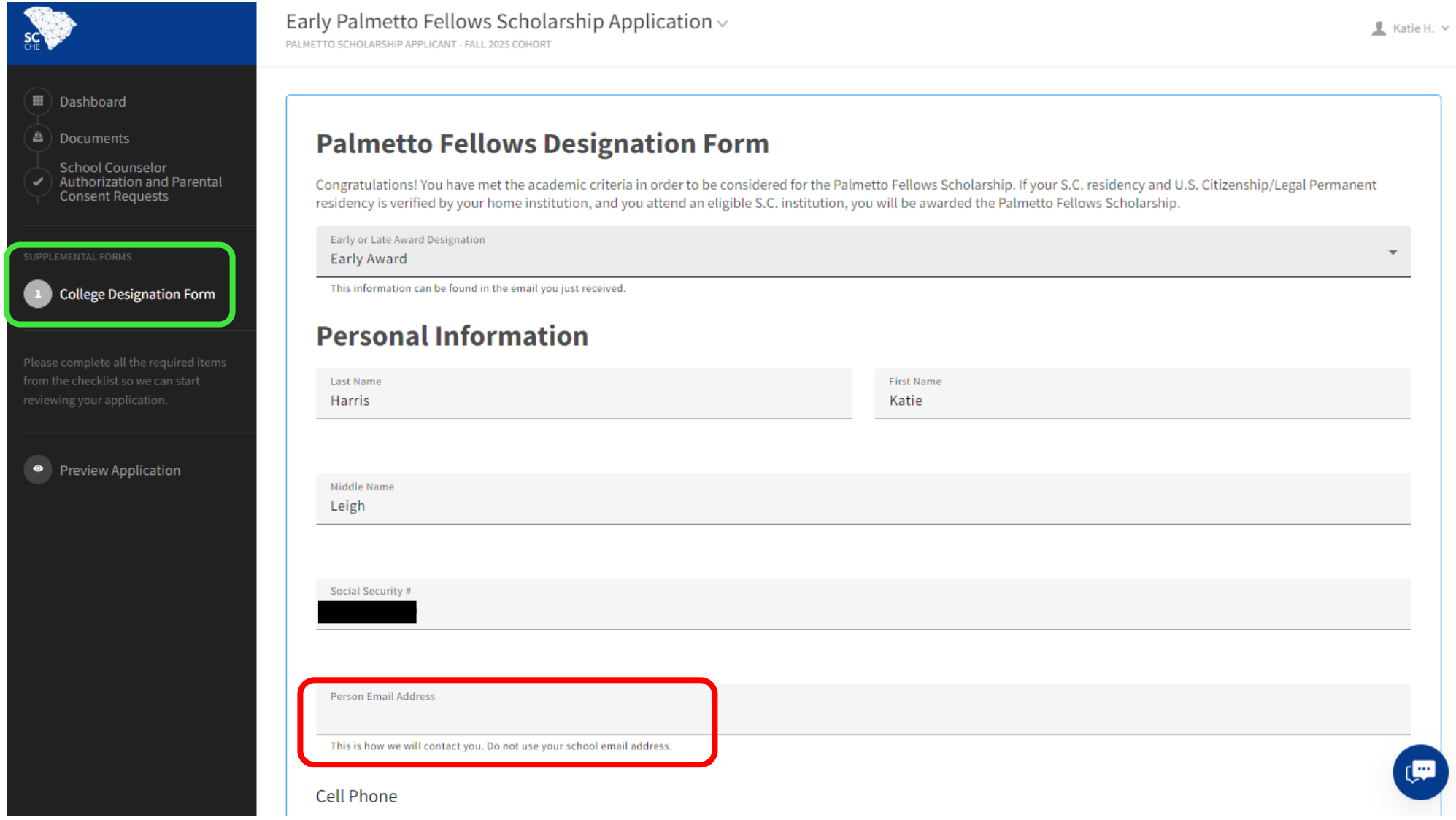
Once application processing is complete, the student's dashboard will automatically update, and they will receive an email as well. Student can submit the Designation Form from their dashboard.



Student Dashboard – Designation Form

Student's can click on the College Designation Form on the left side menu bar to complete their Designation Form.

Fields pre-populate with data from student's application.



Student Designation Form

Fields pre-populate with data from student's application.

Is this your mailing address?

Yes | No

High School Attended

High School Attended

Please use the school lookup feature to find your high school, if not listed, enter details below.

Chapin High School(410355)
300 Columbia Ave, Chapin 29036, United States

x

* High School Name
Chapin High School

* Graduation Date
5/31/2024

College Information

* Name of the institution you plan to attend this upcoming fall term:

Student Designation Form

4-year College Selection

College Information

* Name of the institution you plan to attend this upcoming fall term:

- Allen University
- Anderson University
- Benedict College
- Bob Jones University

College Information

* Name of the institution you plan to attend this upcoming fall term:
Winthrop University

Student Certification

By providing your electronic signature you agree to the following terms:

I understand that in order to receive the Scholarship:1. SC residency and US citizenship/legal permanent residency must be verified by the institution at the time of initial college enrollment and at the beginning of each academic year;
2. I must attend an eligible SC institution no later than the fall term one year immediately following high school graduation and stay continuously enrolled as a full-time degree seeking student at an eligible SC institution.
3. I must sign a scholarship affidavit at my institution each academic year;
4. I understand that if I fail to comply with all of the above and at any point, the Scholarship will not be awarded. I understand that the Palmetto Fellows Scholarship is contingent upon the availability of funds appropriated by the General Assembly for the Program.

By providing your electronic signature you agree that you understand the Renewal Requirements for the Palmetto Fellows Scholarship:1. Earn at least a 3.0 cumulative GPA at my home institution by the end of the academic year;
2. Earn a minimum of 30 credit hours for graduation purposes by the end of the academic year; and
3. Sign a scholarship affidavit/certification provided by the financial aid office at my institution by the institution's deadline.

The academic year begins with the fall term and ends with the immediately succeeding summer term. Exempted credit hours (i.e. AP, IB, and CLEP), credit hours earned before initial college enrollment (dual enrollment) cannot be used to meet the annual credit hour requirement.

I also understand that I must sign a form each year provided by the institution's financial aid office that reviews the scholarship requirements (i.e. Affidavit, Certification Form). Additionally, the Scholarship may be transferred to another eligible institution in South Carolina upon receiving prior approval from the Commission on Higher Education. If a student transfers midyear, it is the responsibility of the student to complete an in-state transfer request form (which can be found at che.sc.gov), as well as make arrangements to cover tuition and fees at the transferring institution until confirmation of the transfer request has been completed by the Commission. I have read the information regarding the Palmetto Fellows Program and understand the policies and procedures. I agree to adhere to the scholarship regulation (which can be found at che.sc.gov), including any changes made during my college matriculation.

* Electronic Signature (Please type FULL NAME)

* Date

Student Designation Form

At the bottom, additional selection options.

College Information

* Name of the institution you plan to attend this upcoming fall term:
Two-Year Institution

- Wofford College
- Out-of-State
- Other/Gap
- Two-Year Institution

enrollment and at the beginning of each academic year:

Out-of-state selection

College Information

* Name of the institution you plan to attend this upcoming fall term:
Out-of-State

Please enter the out-of-state institution you plan to attend:

Student Certification

If I plan on attending an out-of-state institution, I understand that I will not be awarded the Palmetto Fellows Scholarship. However, I understand that I may reapply for the award if I later transfer to an eligible institution and all fall and spring terms after high school graduation will be deducted from my maximum terms of eligibility. The cumulated GPA and credit hours required each academic year for continued eligibility must be maintained. All reapplications will be subject to approval by the Commission on Higher Education.

* Electronic Signature (Please type FULL NAME)

* Date

SUBMIT

Student Designation Form

At the bottom, additional selection options.

College Information

* Name of the institution you plan to attend this upcoming fall term:
Two-Year Institution

- Wofford College
- Out-of-State
- Other/Gap
- Two-Year Institution

enrollment and at the beginning of each academic year.

Other/Gap Year selection

College Information

* Name of the institution you plan to attend this upcoming fall term:
Other/Gap

Please list the other institution you plan to attend or your reason for selecting 'Other/Gap.'

*If you plan to take a gap year please list "Gap" as your reason.

Student Certification

If I plan to take a 'Gap Year/Term', I understand I will need to submit a Reapplication form before it can be determined if I am still eligible to receive my Palmetto Fellows Scholarship. I also understand that if I plan to take a 'Gap Year/Term', I cannot earn any college credit during this time off or I may be at risk of losing my Palmetto Fellows Scholarship. Lastly, I understand that if I take a 'Gap Year/Term', I must meet the continued eligibility requirements of my new college enrollment cohort. The Reapplication form can be found on our website at che.sc.gov.

*Please note, if you take a 'Gap Year/Term', your college enrollment cohort will be different than your high school graduation cohort.

* Electronic Signature (Please type FULL NAME)

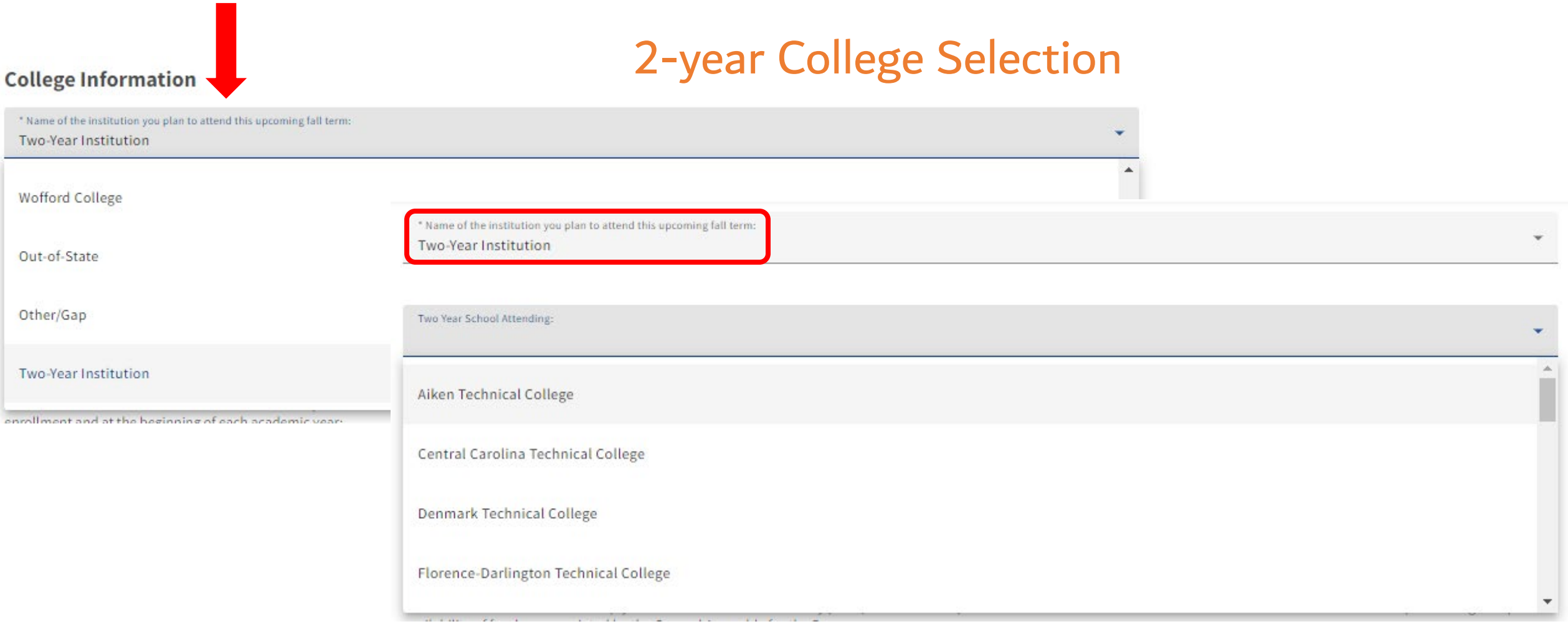
* Date

SUBMIT

Student Dashboard

At the bottom, additional selection options.

2-year College Selection



Student Designation Form

2-year College Selection

College Information

* Name of the institution you plan to attend this upcoming fall term:
Two-Year Institution

- Wofford College
- Out-of-State
- Other/Gap
- Two-Year Institution

enrollment and at the beginning of each academic year;

* Name of the institution you plan to attend this upcoming fall term:
Two-Year Institution

Two Year School Attending:
Midlands Technical College

Student Certification

By providing your electronic signature you agree to the following terms:

I understand that in order to receive the Scholarship:1. SC residency and US citizenship/legal permanent residency must be verified by the institution at the time of initial college enrollment and at the beginning of each academic year;
2. I must attend an eligible SC institution no later than the fall term one year immediately following high school graduation and stay continuously enrolled as a full-time degree seeking student at an eligible SC institution.
3. I must sign a scholarship affidavit at my institution each academic year;
4. I understand that if I fail to comply with all of the above and at any point, the Scholarship will not be awarded. I understand that the Palmetto Fellows Scholarship is contingent upon the availability of funds appropriated by the General Assembly for the Program.

By providing your electronic signature you agree that you understand the Renewal Requirements for the Palmetto Fellows Scholarship:1. Earn at least a 3.0 cumulative GPA at my home institution by the end of the academic year;
2. Earn a minimum of 30 credit hours for graduation purposes by the end of the academic year; and
3. Sign a scholarship affidavit/certification provided by the financial aid office at my institution by the institution's deadline.

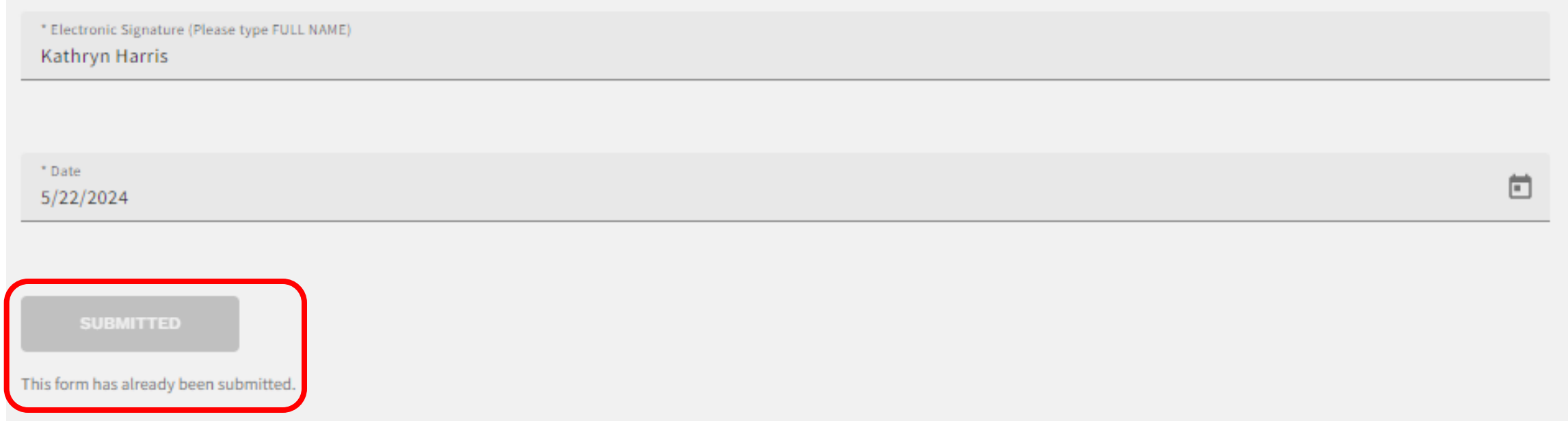
The academic year begins with the fall term and ends with the immediately succeeding summer term. Exempted credit hours (i.e. AP, IB, and CLEP), credit hours earned before initial college enrollment (dual enrollment) cannot be used to meet the annual credit hour requirement.

I also understand that I must sign a form each year provided by the institution's financial aid office that reviews the scholarship requirements (i.e. Affidavit, Certification Form). Additionally, the Scholarship may be transferred to another eligible institution in South Carolina upon receiving prior approval from the Commission on Higher Education. If a student transfers midyear, it is the responsibility of the student to complete an in-state transfer request form (which can be found at che.sc.gov), as well as make arrangements to cover tuition and fees at the transferring institution until confirmation of the transfer request has been completed by the Commission. I have read the information regarding the Palmetto Fellows Program and understand the policies and procedures. I agree to adhere to the scholarship regulation (which can be found at che.sc.gov), including any changes made during my college matriculation.

* Electronic Signature (Please type FULL NAME)

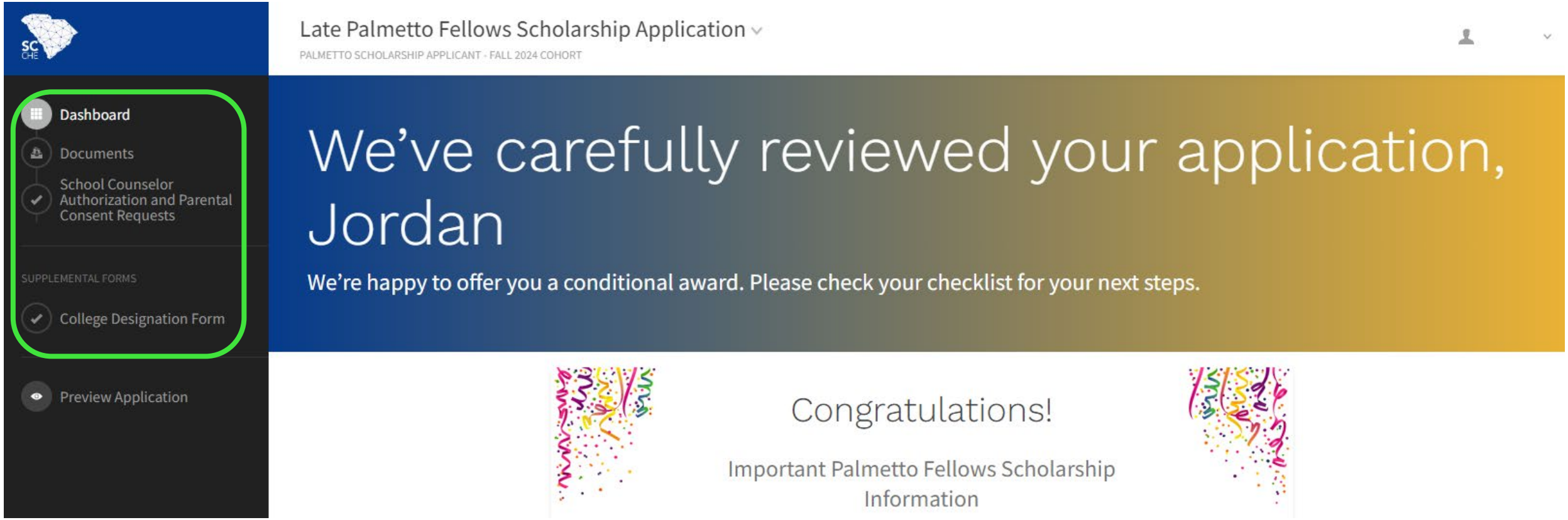
Student Designation Form

Student can click on form from their dashboard and view form and see that the form has been submitted. Student will not be able to submit this form multiple times.



Student Dashboard

Student's checklist items will update after application has been processed.



School Rank Policy

- Copy or printout of School handbook or profile showing school's policy for class rank. Your policy should match what you're doing for class rank.

- CHE will review a school's rank policy every 3 years to ensure compliance with regulations.

Class Rank Reports Submission to CHE

At the end of each academic year, you need to:
*The SC Department of Education's Calculation Deadline is June 15th each academic year. This applies to final transcripts **and** final class rank reports.*

On or before June 15, 2025:
Review your transcripts and your class rank report to make sure the data (GPAs, ranks for students, class size, etc.) matches. Archive your transcripts and your final class rank reports.

Once you have finalized your transcripts and class rank reports – no later than June 30th:

Send your final 10th, 11th and 12th grade class rank reports CHE via email to Scholarships@che.sc.gov. Class rank reports needs to show school name or be on your letterhead. **MUST BE IN PDF FORMAT.**

CHE will archive your class rank report for future Palmetto Fellows Applications. The final 12th grade class rank report will be loaded into the Palmetto Fellows Portal for colleges/universities to use to award the LIFE Scholarship to Class of 2025 students – this is why the June 30th deadline is important.

Rank Report

PowerSchool - pdf

237 x 6% = 14.22

School: Sample High Term: 19-20 Semester 2

Class Ranking for Grade 11

SC_GPA_UGP_Round

06/10/2020 - Sample High

Rank	Student #	Name	GPA	Percentile
1.	40047	Student 1	5.442	.42
2.	10056	Student 2	5.417	.84
3.	110010029988	Student 3	5.307	1.27
4.	18064	Student 4	5.266	1.69
5.	40053	Student 5	5.178	2.11
6.	110010030215	Student 6	5.126	2.53
7.	110010029895	Student 7	5.095	2.95
8.	31645	Student 8	5.088	3.38
9.	110010028863	Student 9	5.048	3.80
10.	110010030028	Student 10	5.038	4.22
11.	110010028783	Student 11	4.965	4.64
12.	110010030210	Student 12	4.909	5.06
13.	28923	Student 13	4.899	5.49
14.	10183	Student 14	4.877	5.91
15.	26168	Student 15	4.866	6.33
16.	110010030094	Student 16	4.777	6.75
17.	110010033468	Student 17	4.775	7.17

CHE archives rank reports – submit to CHE at end of AY.

PowerSchool rank reports do not have the words “Date Calculated” however date calculated is shown as highlighted above.

Make sure transcripts and rank report match.

Rank Report

PowerSchool - Excel

CHE archives rank reports – submit to CHE at end of AY.

PowerSchool Excel rank reports may not have: School name, grade level rank, academic year, and date calculated. You will need to add this information as a Header.

Make sure transcripts and rank report match.

SC Sample High School
2023-24 12 Grade Class Rank

Date Calculated: 6/13/24

RANK	STUDENTII	LASTFIRST	GPA	PERCENTILE	STORECODE
1	22683	Student 1	4.704	1.59	
2	21894	Student 2	4.513	3.17	
3	22112	Student 3	4.478	4.76	
4	11004	Student 4	4.474	6.35	
5	2.60E+11	Student 5	4.347	7.94	
6	20325	Student 6	4.168	9.52	
7	2.60E+11	Student 7	4.097	11.11	
8	26504	Student 8	4.09	12.7	
9	32302	Student 9	3.957	14.29	
10	35350	Student 10	3.939	15.87	
11	14651	Student 11	3.9	17.46	
12	22281	Student 12	3.882	19.05	
13	15674	Student 13	3.857	20.63	
14	11048	Student 14	3.772	22.22	

Saving the Date Calculated in the title, is not sufficient – Colleges are audited on the Date Calculated – they cannot see the title when it's uploaded into the PFS portal. All Excel documents need to be converted to a PDF before submitting to CHE.

Rank Report – Private/Homeschool

Must show the words “Date Calculated” and the actual date final calculation was done.

Needs to show school name or letterhead.

Make sure data on transcripts and rank report match.

CHE archives rank reports – submit to CHE at end of AY.

Academy University

Accountability Group

Rank Report

Date Calculated: June 14, 2022

$120 \times 6\% = 2$

11th Grade Ranking Report: 6/14/22		
Name	SC UGP	Rank
Student #1	4.868	1
Student #2	4.742	2
Student #3	4.561	3
Student #4	4.378	4
Student #5	4.235	5
Student #6	4.148	6
Student #7	4.027	7
Student #8	3.982	8
Student #9	3.817	9
Student #10	3.665	10

Transcript – Public School

Must contain signature.

Make sure data on transcripts and rank report match.

Student Name		
Student ID	Grade 12	Gender
State ID	Date of Birth	Ethnic Code
Parent or Guardian		

State of South Carolina
Standard High School Transcript - Final
Graduation Date: 06/02/2022
Class Of: 2022
Diploma Type: State of SC Diploma

School Name/Address
High School
Address
City, SC Zip Code
Tel: xxx-xxx-xxxx Fax: xxx-xxx-xxxx

District Name/Address
School District
Address
City, SC Zip Code
Tel: xxx-xxx-xxxx Fax: xxx-xxx-xxxx

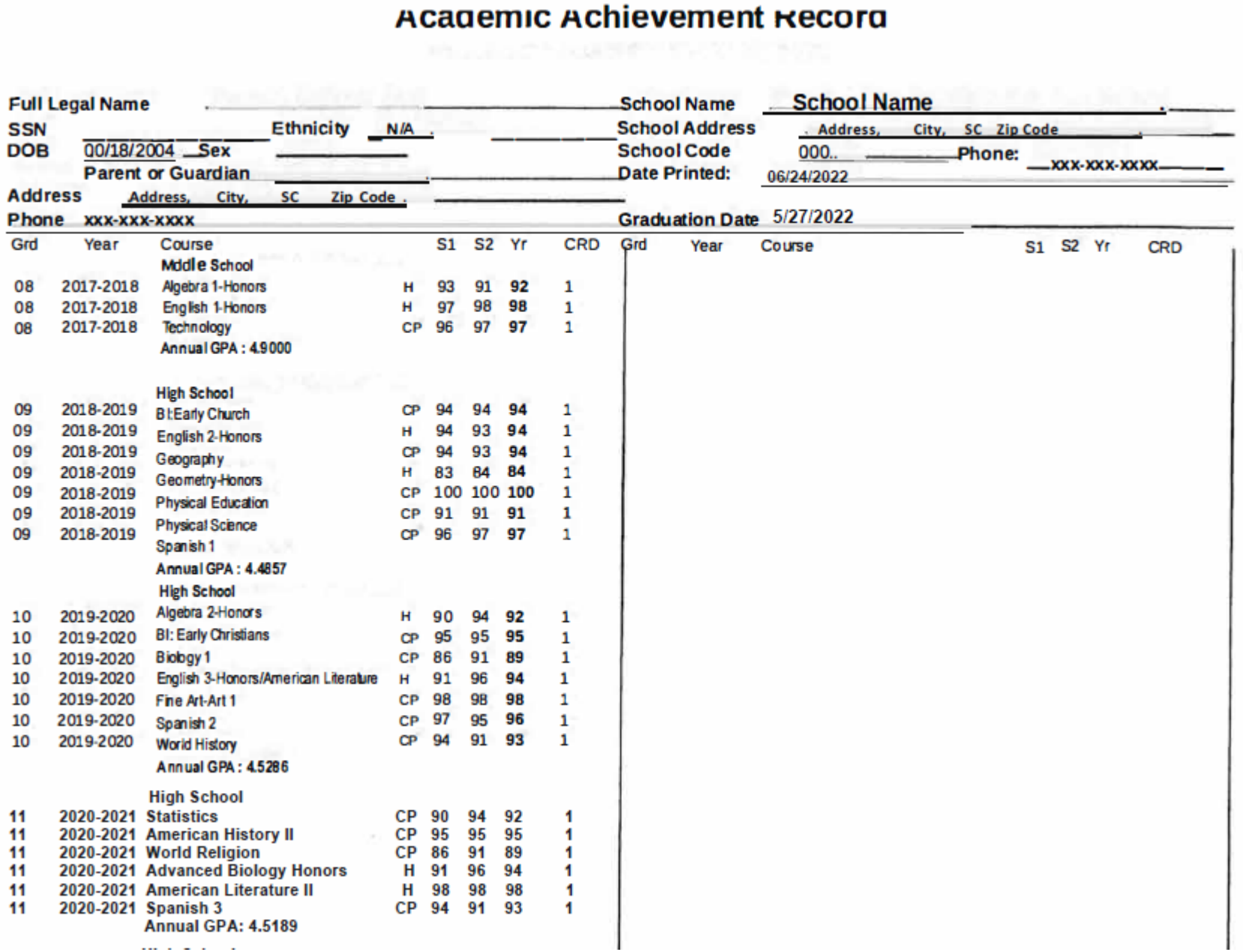
Crs ID	Course Title	Term	Grd	Mark	Credit
17-18 Middle School					
302400HW	English 1 Honors	YR	8	87	1.00
411400HW	Algebra 1 Honors	YR	8	84	1.00
18-19 High School					
302500HW	English 2 Honors	YR	9	85	1.00
322100HW	Biology1 Honors	YR	9	87	1.00
337900AW	AP Human Geography	YR	9	73	1.00
344110CW	PE1	YR	9	96	1.00
356700CW	Instrumental Music: Guitar	YR	9	84	1.00
412200HW	Geometry Honors	YR	9	78	1.00
477500AW	AP Computer Science Principles	YR	9	93	1.00
19-20 High School					
302600HW	English 3 Honors	YR	10	83	1.00
323100HW	Chemistry1 Honors	YR	10	89	1.00
327200AW	AP Biology	YR	10	73	1.00
336000HW	World History Honors	YR	10	100	1.00
361100CW	French1	YR	10	90	1.00
411500HW	Algebra 2 Honors	YR	10	88	1.00
477100AW	AP Comp Sci A	YR	10	99	1.00
20-21 High School					
328200AW	AP Physics 1	YR	11	93	1.00
332000HW	US Hist and Consti Honors	YR	11	92	1.00
361200CW	French2	YR	11	87	1.00
413100HW	Precalculus Honors	YR	11	83	1.00
605100HW	Intro Eng Design	YR	11	79	1.00
901200GW	AICE English Language, AS Level	YR	11	88	1.00
21-22 High School					
333000HH	U.S. Government Honors	S1	12	92	0.50

Crs ID	Course Title	Term	Grd	Mark	Credit
Work-in-Progress					

Transcript – Private/Homeschool

Must contain signature.

Make sure data on transcripts and rank report match.



Academic Achievement Record

Full Legal Name
SSN
Ethnicity N/A
DOB 00/18/2004 Sex
Parent or Guardian
Address Address, City, SC Zip Code
Phone xxx-xxx-xxxx

School Name School Name
School Address Address, City, SC Zip Code
School Code 000..
Phone: xxx-xxx-xxxx
Date Printed: 06/24/2022
Graduation Date 5/27/2022

Grd	Year	Course		S1	S2	Yr	CRD
		Middle School					
08	2017-2018	Algebra 1-Honors	H	93	91	**92**	1
08	2017-2018	English 1-Honors	H	97	98	**98**	1
08	2017-2018	Technology	CP	96	97	**97**	1
		Annual GPA : 4.9000					
		High School					
09	2018-2019	BI:Early Church	CP	94	94	**94**	1
09	2018-2019	English 2-Honors	H	94	93	**94**	1
09	2018-2019	Geography	CP	94	93	**94**	1
09	2018-2019	Geometry-Honors	H	83	84	**84**	1
09	2018-2019	Physical Education	CP	100	100	**100**	1
09	2018-2019	Physical Science	CP	91	91	**91**	1
09	2018-2019	Spanish 1	CP	96	97	**97**	1
		Annual GPA : 4.4857					
		High School					
10	2019-2020	Algebra 2-Honors	H	90	94	**92**	1
10	2019-2020	BI: Early Christians	CP	95	95	**95**	1
10	2019-2020	Biology 1	CP	86	91	**89**	1
10	2019-2020	English 3-Honors/American Literature	H	91	96	**94**	1
10	2019-2020	Fine Art-Art 1	CP	98	98	**98**	1
10	2019-2020	Spanish 2	CP	97	95	**96**	1
10	2019-2020	World History	CP	94	91	**93**	1
		Annual GPA : 4.5286					
		High School					
11	2020-2021	Statistics	CP	90	94	92	1
11	2020-2021	American History II	CP	95	95	95	1
11	2020-2021	World Religion	CP	86	91	89	1
11	2020-2021	Advanced Biology Honors	H	91	96	94	1
11	2020-2021	American Literature II	H	98	98	98	1
11	2020-2021	Spanish 3	CP	94	91	93	1
		Annual GPA: 4.5189					

Grd	Year	Course	S1	S2	Yr	CRD

SAT/ACT Score Stickers

SAMPLE

This side for PSAT, SAT, PLAN, ACT, AP.

STUDNET NAME A
AP EXAM SCORES 00/00/00
19:HGEO 5

STUDENT NAME
SAT August 2020 Gr: 12
Registration Number/Access Code: 004677893
Total: 1440 ERW: 690 Y MSS: 750 Y
R: 32 WL: 37 MTS: 37.5
SCI: 36 HSS: 32
EOI: 15 SEC: 13 WIC: 13 COE: 14
HOA: 14 PSD: 14 PAM: 14
ESR: ESA: ESW:
The College Board - For High School Use Only

STUDENT NAME NAME OF STUDENT	ACT ID	05/08/2004 DATE OF BIRTH

*The writing score range is 1-36 for test events Sept. 2015 to Aug. 2016 and 2-12 for all other test events.

	ENGLISH	MATH	READING			WRITING*	TEST DATE & TEST LOCATION
SCORES:	30	31	25	28	29	11	02/2021
PERCENT AT OR BELOW NAT'L COMP.:					90		

The ACT

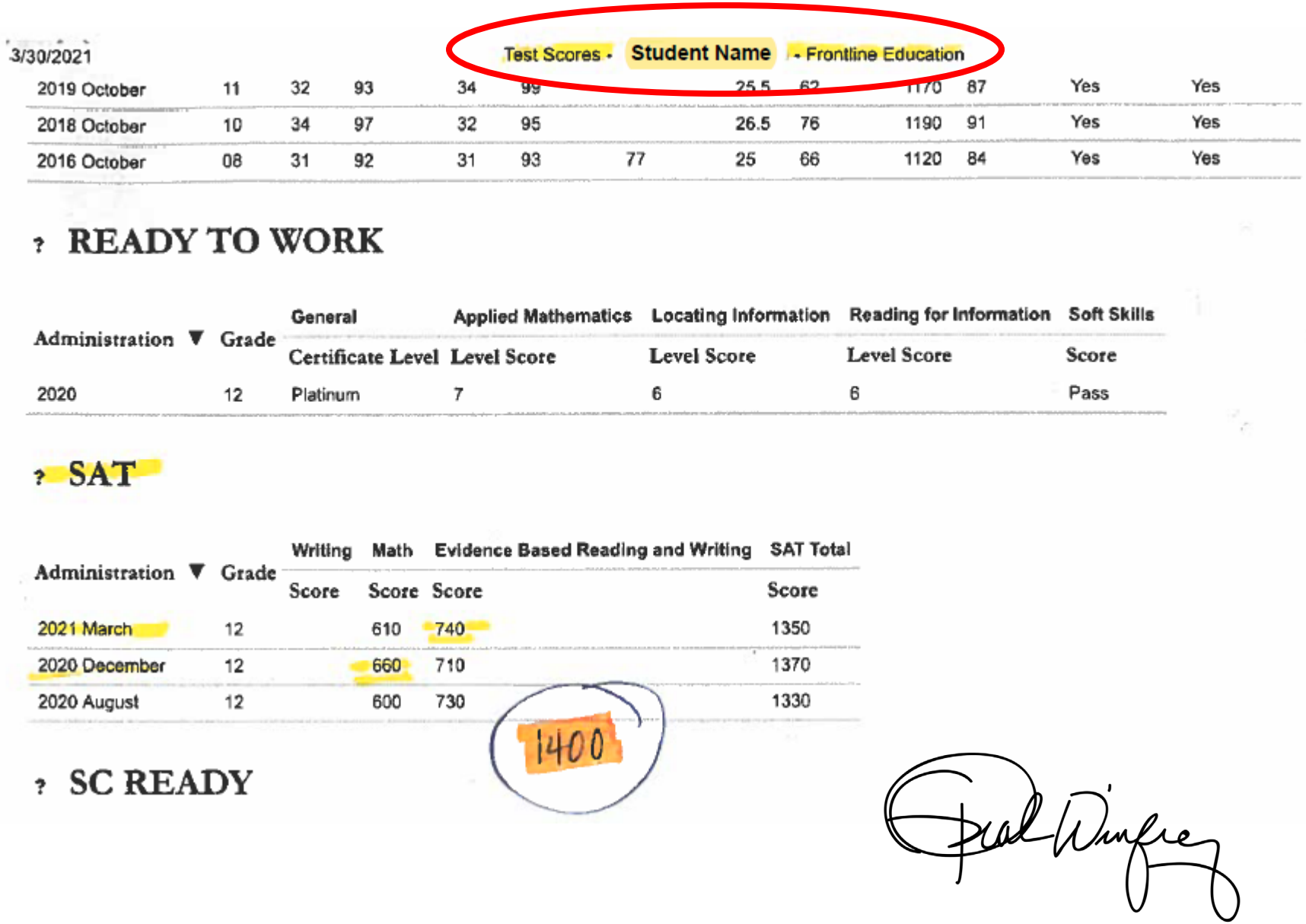
STUDENT NAME
AP EXAM SCORES 05/08/04
21:USHIST 5 20:WORLDHIS 5
21:BIO 5 19:HUMANGEO 5
21:ENGLANG 4
21:CALCAB 5

Verified by [signature] 4/11/22

SPARTANBURG HIGH SCHOOL
Sapientia, Vires, et Pax
SPARTANBURG, SOUTH CAROLINA

SAT/ACT Enrich Score Summary

Student name MUST be on score summary. If your district did not format it so student name prints at the top of page, all pages MUST be included.



3/30/2021 Test Scores - Student Name - Frontline Education

2019 October	11	32	93	34	99		25.5	62	1170	87	Yes	Yes
2018 October	10	34	97	32	95		26.5	76	1190	91	Yes	Yes
2016 October	08	31	92	31	93	77	25	66	1120	84	Yes	Yes

? READY TO WORK

Administration	Grade	General	Applied Mathematics	Locating Information	Reading for Information	Soft Skills
		Certificate Level	Level Score	Level Score	Level Score	Score
2020	12	Platinum	7	6	6	Pass

? SAT

Administration	Grade	Writing	Math	Evidence Based Reading and Writing	SAT Total
		Score	Score	Score	Score
2021 March	12		610	740	1350
2020 December	12		660	710	1370
2020 August	12		600	730	1330

1400

? SC READY

SAT Score Report

SAT can be Superscored.

PAGE 2: will list all the student's test dates and scores.

New Digital Report doesn't show all test attempts, so we would need a report for each testing that is being used to qualify for a Superscore.

SAT Summary of Scores

	Date	Mar. 13, 2021	Dec. 6, 2020				
	Grade	11	11				
	SAT						
	Total	1450	1440				
	Evidence-Based Reading and Writing	740	710				
	Math	710	730				
Essay	Reading						
Essay	Analysis						
Essay	Writing	1470					
	Old SAT						
	Critical Reading						
	Mathematics						
	Writing						

Can I Choose Which Scores to Send?
With Score Choice™, you decide which scores you send to colleges. Choose by test date for the SAT and individual test for past SAT Subject Tests you took (these tests are no longer offered). Just make sure you follow each college's stated score-use policy.

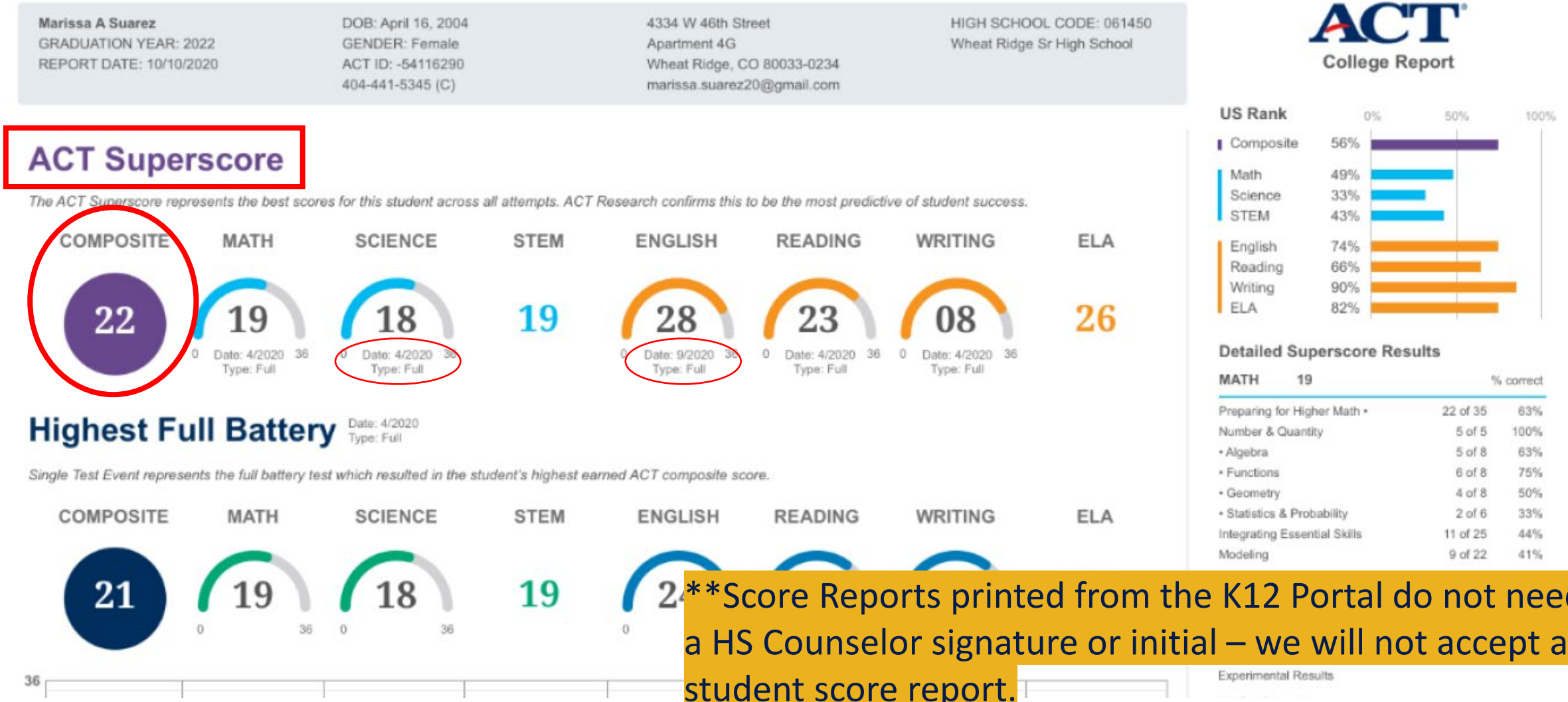
- Use your scores to personalize your SAT practice.
- Make a college plan.
- Follow your interests, and build a career road map.
- Register to take the SAT again.

**Score Reports printed from the K12 Portal do not need a HS Counselor signature or initial – we will not accept a student score report.

Imagood Student
Test Date: March 13, 2021
Registration Number: 0123456789

ACT Score Report

Printed from the K12 portal. Shows the student's Superscore on the top, no other score reports are needed.
If no Superscore on report, will need score report for <u>each date</u> you are using a subject score to Superscore.



Marissa A Suarez
GRADUATION YEAR: 2022
REPORT DATE: 10/10/2020

DOB: April 16, 2004
GENDER: Female
ACT ID: -54116290
404-441-5345 (C)

4334 W 46th Street
Apartment 4G
Wheat Ridge, CO 80033-0234
marissa.suarez20@gmail.com

HIGH SCHOOL CODE: 061450
Wheat Ridge Sr High School

ACT College Report

ACT Superscore

The ACT Superscore represents the best scores for this student across all attempts. ACT Research confirms this to be the most predictive of student success.

COMPOSITE	MATH	SCIENCE	STEM	ENGLISH	READING	WRITING	ELA
22	19	18	19	28	23	08	26
	Date: 4/2020 Type: Full	Date: 4/2020 Type: Full		Date: 9/2020 Type: Full	Date: 4/2020 Type: Full	Date: 4/2020 Type: Full	

Highest Full Battery

Date: 4/2020
Type: Full

Single Test Event represents the full battery test which resulted in the student's highest earned ACT composite score.

COMPOSITE	MATH	SCIENCE	STEM	ENGLISH	READING	WRITING	ELA
21	19	18	19	24			

US Rank

Composite	56%
Math	49%
Science	33%
STEM	43%
English	74%
Reading	66%
Writing	90%
ELA	82%

Detailed Superscore Results

MATH 19		% correct
Preparing for Higher Math •	22 of 35	63%
Number & Quantity	5 of 5	100%
• Algebra	5 of 8	63%
• Functions	6 of 8	75%
• Geometry	4 of 8	50%
• Statistics & Probability	2 of 6	33%
Integrating Essential Skills	11 of 25	44%
Modeling	9 of 22	41%

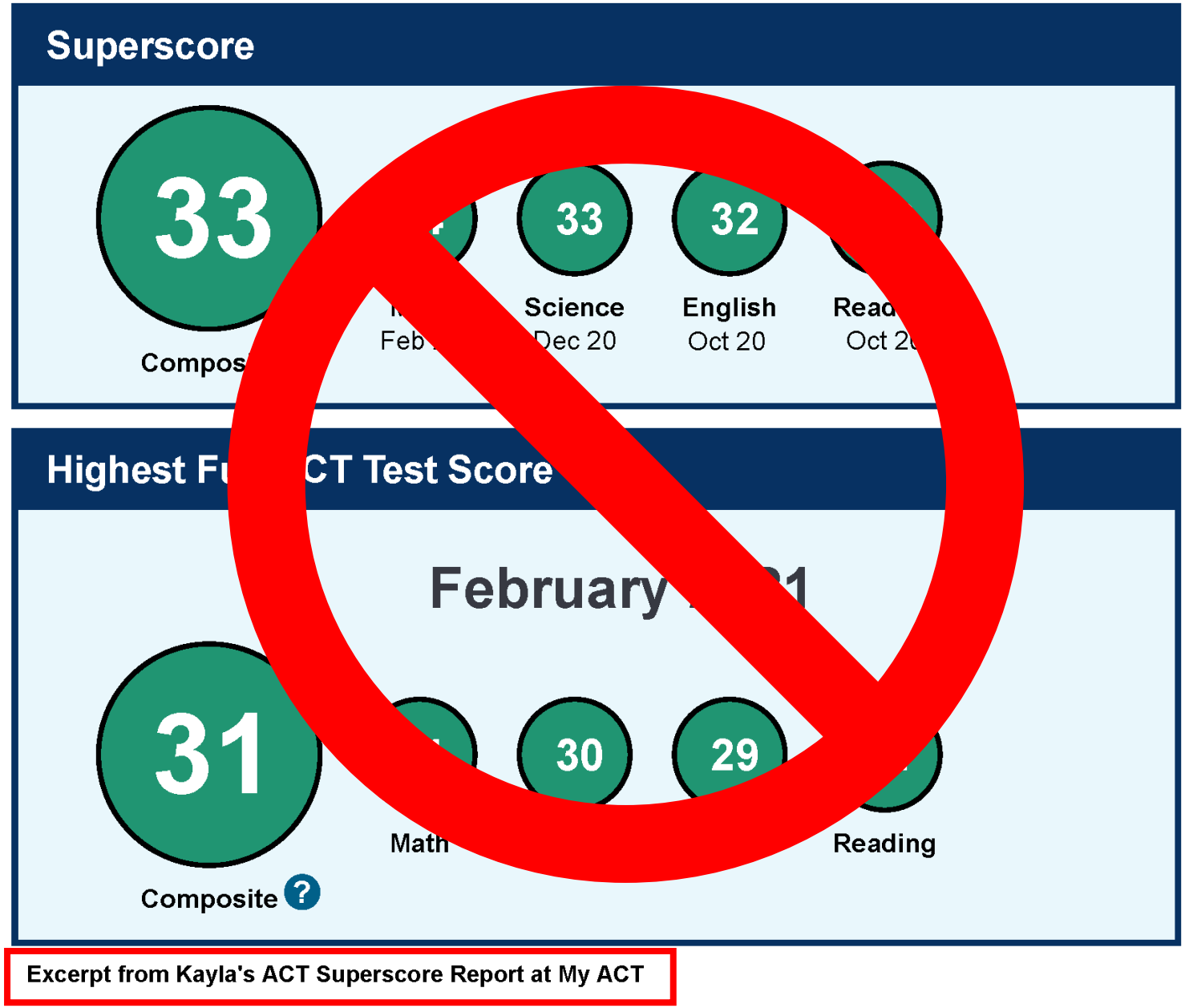
Experimental Results

**Score Reports printed from the K12 Portal do not need a HS Counselor signature or initial – we will not accept a student score report.

ACT Score Report – Student's Score Report

CHE will **not** accept a student's score report printed from their portal.

Also do **not** copy and paste score data into an email and email it to us. We need the actual pdf score report.



Excerpt from Kayla's ACT Superscore Report at My ACT

ACT Score Report

ACT can be Superscored. Must submit score report that shows the subject scores being used to Superscore.

Have you taken the ACT more than once? Fill out the form below to calculate your superscore!

- Fill out the table below, entering your English, math, reading and science score for each test you've taken in a new row.
- View your best score for each subject in the last row. Your superscore is in the yellow box!

TEST DATE	ENGLISH SCORE	MATH SCORE	READING SCORE	SCIENCE SCORE	COMPOSITE SCORE

SUPERSCORING RESULTS	BEST ENGLISH SCORE	BEST MATH SCORE	BEST READING SCORE	BEST SCIENCE SCORE	YOUR SUPERSCORE

https://cloud.e.act.org/superscore-calculator

Student Notification

- Students will be notified:
  - Approx. 1 month after CHE receives the application **and/or** the School supporting documents.
  - Late Award: Could be late August*
- Dashboard will be updated automatically, and student will receive an email.
  - Emails are sent from Scholarships@che.sc.gov

**Tuition bill will be due prior to Palmetto Fellow notification.*

Designation Form

- In order for the student to receive scholarship funds they MUST complete the DESIGNATION FORM
  - This is the SOLE responsibility of the student
  - This is an online form that will show on the student's dashboard once the application is processed
  - Student can click on the Designation form on the left-side menu, complete and submit it from their dashboard.
- Final deadline to submit Designation Form: August 31st
  - Please remind students to check their dashboard and email!

Palmetto Fellows Award Amounts

1st Year

- Up to $6,700

2nd, 3rd, and 4th Years

- Up to $7,500

Important Palmetto Fellows Scholarship Points

- Gap Year: Students can utilize a Gap Year (or term) immediately following high school graduation. Student will submit their Designation Form indicating Gap Year. Student must enroll by the next Fall term and will need to submit a Reapplication form to CHE. This will be moving to our new online process.
- Students must attend an eligible SC institution. As of Fall 2021 term, that includes 2-year SC institutions. List of eligible institutions on CHE website.
- EARLY GRADUATES: students graduating at the end of the Fall term (Dec/Jan) MUST submit their PFS application to CHE prior to completing their HS graduation requirements.

How do I keep the Palmetto Fellows Scholarship?

3.0 cumulative **institutional** GPA

(Cannot transfer grades from other colleges)

Earn 30 credit hours **each** academic year

Does NOT include AP, IB, Dual Enrollment, CLEP or exempted hours

LIFE & PFS Enhancements

ENHANCEMENTS

LIFE Scholarship

1st Year

- Up to $5,000

2nd, 3rd & 4th Years

- Up to $7,500 with Enhancement

Palmetto Fellows Scholarship

1st Year

- Up to $6,700

2nd, 3rd & 4th Years

- Up to $7,500
- Up to $10,000 with Enhancement

Students with Documented Disabilities

Register with the Office of Disability Services

May be eligible for accommodations

May be eligible for Reduced Course load

General State Scholarship & Grant Information

- No State Scholarships or Grants may be used at an out-of-state institution at any time.
- Academic Common Market
  - Allows for South Carolina residents who are enrolled in specific programs at out-of-state institutions to be charged only the applicable in-state tuition by the institution in which the student is enrolled

TRANSCRIPTS

Transcript Requirements:

Scholarship Eligibility Purposes

In order to determine eligibility for the State scholarship programs, the financial aid office/institution and/or CHE for the Palmetto Fellows Scholarship must have an official transcript on file (electronic or otherwise) that demonstrates the following items:

- A valid signature (electronic or otherwise) from the Principal.* In the event that the Principal is not available, the Superintendent signature is acceptable.
    - ***For Independent/Private and home school students: The administrator, registrar, or an official from the home school/accountability group. Should provide letter stating designated school rep.*
- SC UGP GPA must be demonstrated
- Date calculated date to be date calculated no later than June 15th (regardless of academic year)
    - For the LIFE Scholarship and the Palmetto Fellows Scholarship Late Award the transcript MUST demonstrate that it is the **final** official transcript, as well as reflect a **graduation date**
- Rank
    - If an independent high school or home school association has an approved policy on rank, a rank must be demonstrated on the official transcript (even if the student is not using rank for scholarship eligibility).
    - A rank report must also be submitted **with a date calculated matching the transcripts** even if the student is not using rank. (LIFE 62-1200.10.C)

SC UGP GPA

62-1200.10. Student Eligibility: LIFE Scholarship and LIFE Scholarship Enhancement

3. (a) Earn a cumulative 3.0 grade point average (GPA) based on the South Carolina Uniform Grading Policy (UGP) upon high school graduation. No other grading policy will be allowed to qualify for the LIFE Scholarship. Final high school GPAs shall be based on the four-year period of high school attendance, with the exception of Carnegie Units earned prior to high school. There may be other exceptions, as deemed necessary by the Commission. Grade point averages must be reported to two decimal places (minimum) and may not be rounded. For example, a student who earns a 2.99 GPA is not eligible. Institutions shall use the final GPA as reported on the official transcript. The final official high school transcript must be dated in accordance with the Commission established date(s). If a South Carolina resident student is graduating from an out of state high school, it is the responsibility of the out of state student's school counselor to convert the student's final high school GPA and class ranking to an eligible final high school GPA based on the South Carolina Uniform Grading Policy.

62-320. Palmetto Fellows Scholarship Application.

F. Grade point averages must be based on the current South Carolina Uniform Grading Policy, reported with at least two decimal places, and may not be rounded up. The South Carolina UGP GPA and class rank (if school/association officially ranks as a policy) must be printed on an official final end of year high school transcript, which must also include a uniform date of calculation as determined by the Commission on Higher Education. The graduation date must also be printed on the final end of senior year high school transcript. No coursework completed after the date of uniform calculation can be included in the end of the year GPA. Student must meet the scholarship eligibility criteria within four years of high school coursework.

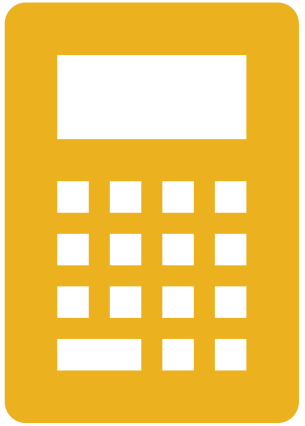
Transfer Students

If a student transfers into your school, and they would like to be considered for state scholarships, the new school must provide a cumulative SC UGP GPA either on the new schools' transcript or provide a conversion document that shows the student's cumulative SC UGP GPA.

Class rank uses a cumulative SC UGP GPA, if the student does not have a cumulative SC UGP GPA on their transcript, the student cannot be ranked. The student would be included in the class size and listed on the rank report as not ranked.

If there is no cumulative SC UGP GPA provided, a student will not be eligible for state scholarships.

Rank & State Scholarship Eligibility



- For the purposes of the LIFE and Palmetto Fellows Scholarship (PFS) programs two students cannot not occupy the same rank.
  - **LIFE Scholarship:** Top 30% of the graduating class (NOT rounded up to the next whole number)
  - **PFS:** Top 6% (rounded up to the next whole number)
- In the event of a tie, the high school/home school association is responsible for determining the legitimate rank for each eligible applicant.
  - For the purposes of the Palmetto Fellows Scholarship the student's GPA may need to be truncated past two decimal points in order to determine the true rank for each student.
  - *Inquire about your School District or Board's approved policy*
- Commission staff will NOT be able to participate in the school's process to determine a student's true rank.

Rank Policies

- In order for a student to use rank from any in-state, out-of-state, public, private, virtual, or charter high school or home school association the process is which rank is determined must be the same for each student.
- A rank policy* is considered the following:
  - Based on the SC UGP;
  - Ranks ALL academic classes at the END of each academic year (9^{th}, 10^{th}, 11^{th}, 12^{th});
  - Includes the entire class. If the entire class is not included when calculating class rank, then rank CANNOT to be considered;
  - Rank and SC UGP must be demonstrated on the official transcript submitted to CHE or eligible SC institution

Please Note: In accordance with **62-1200.10 C (3): Student Eligibility: LIFE Scholarship and LIFE Scholarship Enhancement and **62-320 C (4):** Palmetto Fellows Scholarship Application, "High schools or home school associations shall not use ranking for the sole purpose of obtaining eligibility for the state scholarships."*

Rank Policies

- The rank policy and rank policy information needs to consistent in all places rank information is provided
  - School profile
  - Student/parent handbook
  - School website
- Made available to:
  - Students/parents
  - SC Commission on Higher Education staff
  - SC colleges and universities that award State scholarships

Please Note: A Rank Report is required to be submitted to Commission staff and/or eligible SC institution by any independent/private high school or homeschool association should a student be using rank as an eligibility criteria for any of the State scholarship programs. (In compliance with Regulation 62-1200.10)

Rank Reports

If the school/home school association officially ranks as a policy, a rank report must also be submitted to verify class rank on transcript.

Rank reports must include:

- All diploma-seeking students in the class;
- List their GPAs;
- List their class rank;
- Show "Date Calculated"
  - No later than June 15th
- Information on rank report MUST match information on Transcript.

Rank Reports

Per the memo sent to institutions and high schools on June 15, 2023, beginning with the Class of 2024, all ranking schools MUST submit their final 12th grade ranking report to CHE no later than June 30 of each academic year. Must be in pdf format.

Rank reports can be sent to Scholarships@che.sc.gov

Ranking high schools no longer need to send ranking reports to SC Colleges and Universities.

GENERAL ELIGIBILITY REQUIREMENTS

SC HOPE, LIFE, Palmetto Fellows Scholarship, SC Need-based Grant & Lottery Tuition Assistance**

- US Citizen/Legal Permanent Resident*
- SC Resident*
- No felony convictions**
- No second or subsequent alcohol/drug misdemeanors
- Not in default on any state or federal loans
- Enroll in a degree-seeking program at an eligible SC institution

**This must be determined at the time of high school graduation & college enrollment.*

***Excluding Lottery Tuition Assistance.*

Early Graduate vs. Graduating Early

Early Graduate

(Senior graduating mid-year > not during the Spring Cohort)

LIFE Scholarship

- For scholarship eligibility the student CANNOT use rank as an eligibility criterion.

Palmetto Fellows Scholarship

- Student can qualify with class rank from the end of the 10th or 11th grade year.

- Palmetto Fellows: can only apply during the Early Award Period PRIOR to completing their high school graduation requirements.

Graduating Early

(Student graduates academic year(s) early > graduates with Spring Cohort)

SC HOPE / LIFE Scholarship

- Eligibility is based on the end of the academic year with the student's "new" graduating class

Palmetto Fellows Scholarship

- Early Award Application Period can use the end of 10th or 11th grade rank, must use end of 11th grade GPA
- Late Award Application Period can use the end of 10th or 12th grade rank, must use end of 12th grade GPA

HS Counselor PFS App Status Reports

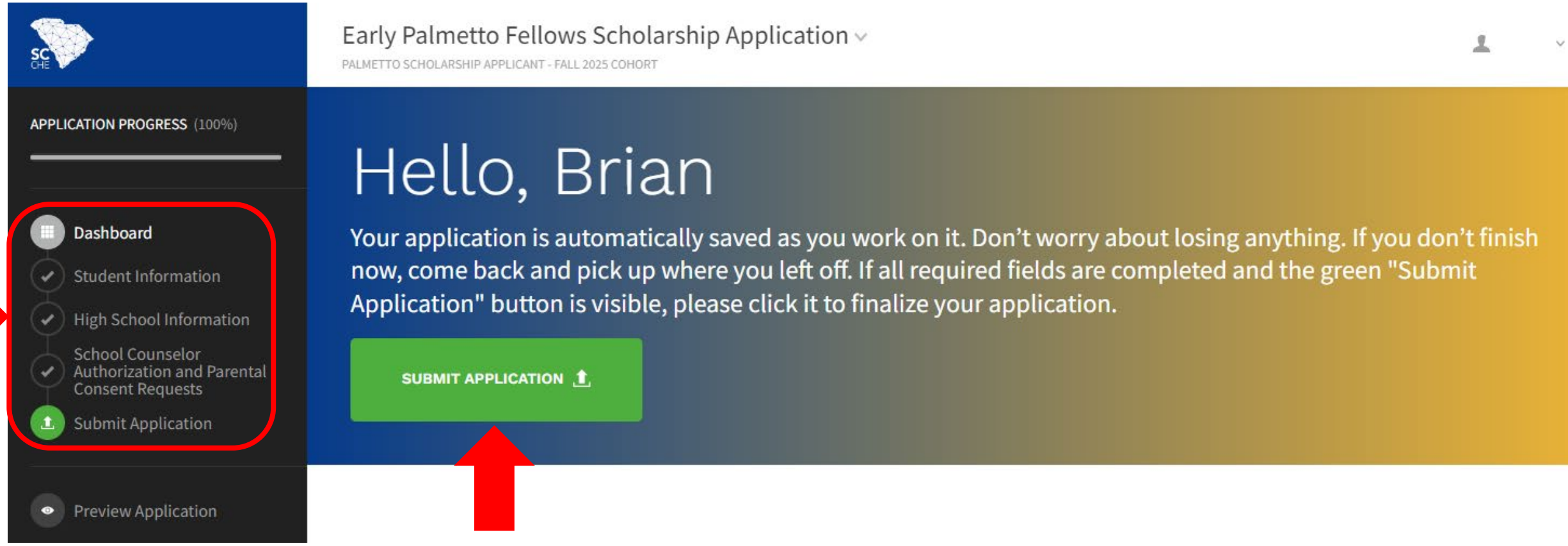
HS Name	Last Name	First Name	Middle Na	Date of Birth	Email	Phone Cell - Number	Application Status	Decision status guid	Four-Year Designation Institution	Two-Year Desig	Out-of-State S	Gap Year
SC High School	Jones	Sharon	Linda	7/19/2007	Sharonj@outlook.com		submitted	Conditional Offer				
SC High School	Smith	Ed	Shaun	8/15/2006	EdsSmith@icloud.com		submitted	Missing Document(s)				
SC High School	Harris	Monica	Noel	1/12/2007	MonicaNoel@gmail.com		submitted	Conditional Offer	TRUE			
SC High School	Smith	Leesa	Nicole	8/21/2007	smithleesa25@gmail.com		submitted	In Review				
SC High School	Goodwin	Leslie	Marie	2/20/2007	leslieG@hotmail.com		submitted	Missing Document(s)				
SC High School	Landry	Brian	Thomas	4/15/2007	brianthomas@icloud.com		submitted	In Review				
SC High School	Moore	Robert	B	4/29/2007	BobbyB@earthlink.net		submitted	Missing Document(s)				
SC High School	Black	Sarah	Ann	3/14/2007	SarahBlack@gmail.com		submitted	Denied				
SC High School	Wilson	Thomas	Vincent	9/28/2006	TommyV@gmail.com		submitted	In Review				
SC High School	Woods	Brandon		9/13/2006	BW25@icloud.com		submitted	In Review				
SC High School	Carter	Shannon	Marie	11/28/2006	scarter7735@gmail.com		submitted	In Review				

Application Status:
Decision Status is the application status:
In Review = still in process;
Conditional Offer = application processed/scholarship offered;
Denied = student was ineligible;
Missing Documents = Document is missing – student's checklist should reflect what is missing > HS Counselor emailed if needed from HS Counselor.

The next four columns are Designation Form data. Once the student has submitted their Designation Form, 'TRUE' will show in the column based on student's choice submitted.

You will only see submitted applications on this report. If you have submitted docs for a student **not on this list**, that means the student has **not** submitted their application yet. CHE staff will not be able to review your docs until app is submitted.

Student Started Application But Has Not Submitted Application:



**These students are receiving emails and text messages regarding their application being started but not submitted.*

Most Common Issues from Early Award

1. No Parental Consent
2. No Counselor Authorization
3. Missing Transcript
4. Missing Test Score
5. No rank report
6. Incorrect Transcript(s)
    - No signature
    - Wrong date calculated
    - Wrong grade in top left hand corner

NEW CHE Counselor Webpage

South Carolina Commission on Higher Education

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- **Transfer Excellence Center**
  - 2023 Transfer Action Plan
  - Transfer Outcomes Dashboard
  - Transfer and Articulation Center (SC TRAC)
  - Military Credit Mobility Task Force
- **Licensing of Non-Public Postsecondary Institutions**
  - Pay Licensing Fees Online
  - Pay SC SARA Fees Online
- **Nursing Educator Initiative**
- **Academic Programs, Policies and Administration**
- **SC CAN GO (College Access and FAFSA Completion Events)**
- **REACH Act Compliance Guidelines**
- **High School Counselor Resources**
- **Veteran's Education and Training (SAA)**
- **CHEMIS**

High School Counselor Resources

Welcome to the South Carolina Commission on Higher Education's resource page for high school counselors! Our goal is to enhance college access by providing resources to support our counselors as they help students on their higher education journey. As a partner for counselors across the state, the CHE Office of Student Affairs is committed to supporting your efforts in shaping the academic and personal growth of students as they pursue their higher education dreams.

- Memos
- FAFSA
- College Access Programs
- Better FAFSA
- Guides

Student Affairs Trainings

CACRAO Workshop 2023

Note: If you are a counselor and would like to suggest additional resources to include on this page, please feel free to e-mail us!

Fall 2023 Scholarship, Grant, and College Access Presentations

Date	Event	Location
09/08/23	CACRAO Workshops: Midlands	R2I2
09/21/23	SCISA Workshop	Orangeburg, SC
09/21/23	Department of Education Workshop	Piedmont Technical College
09/26/23	Department of Education Workshop	McClenaghan Adult & Community Education Building
09/29/23	USC Union School Counselor Luncheon	Veteran's Memorial Lodge, Union SC
10/04/23	Department of Education Workshop	Spartanburg Community College

Meet Cosmos

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» Scholarships and Grants for SC Residents

Grants for SC Residents

udents pursuing higher education through a number of need-based and merit-based
st prove residency in the state of South Carolina to apply for state-funded financial aid.
For specific information on residency requirements, visit our SC Residency Information page.

Scholarship and Grant Overview

General Eligibility requirements for all programs:
- US Citizen/Legal Permanent Resident*
- SC Resident*
- No felony convictions**
- No second or subsequent alcohol/drug misdemeanors
- Not in default on any state or federal loans
- Enroll in a degree-seeking program at an eligible SC institution

*This must be determined at the time of high school graduation & college enrollment.
**Excluding Lottery Tuition Assistance.

SC HOPE
$2,800

QUALIFYING CRITERIA
- Attend an eligible four-year institution
- 3.0 SC UGP GPA

CONTINUED ELIGIBILITY CRITERIA
- 3.0 LIFE GPA; and
- Earn an average of 30 credit hours by the end of the first academic year*

If a SC HOPE recipient satisfies the above criteria, they move into the LIFE scholarship program beginning in their 2nd academic year

Fall 2024 Scholarship Updates:

Education and Accounting Majors now eligible for Palmetto Fellows, LIFE scholarship enhancements (PDF)

See the list of education programs eligible for scholarship enhancements (PDF)

Emergency LIFE Scholarship regulations as of August 2024 (PDF)

Emergency Palmetto Fellows Scholarship regulations as of August 2024 (PDF)

Retaining state scholarships and grants:

Newest CHE Member

er Education

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Home » For Students, Families and Military » Scholarships and Grants for SC Residents

Scholarships and Grants for SC Residents

South Carolina provides direct support to students pursuing higher education through a number of need-based and merit-based scholarships and grants, however you must prove residency in the state of South Carolina to apply for state-funded financial aid. For specific information on residency requirements, visit our SC Residency Information page.

Scholarship and Grant Overview

Fall 2024 Scholarship Update

Education and Accounting Majo
now eligible for Palmetto Fellow
LIFE scholarship enhancements
(PDF)

See the list of education progra
eligible for scholarship
enhancements (PDF)

Emergency LIFE Scholarship
regulations as of August 2024
(PDF)

Emergency Palmetto Fellows
Scholarship regulations as of
August 2024 (PDF)

Retaining state scholarship
and grants:

Welcome
How can we help you today?
WE TYPICALLY REPLY IN A FEW HOURS
Start New Conversation
POWERED BY ELEMENT451

QUESTIONS?

Register for an Upcoming Virtual Workshops

Palmetto Fellows Late Award In-Depth Workshops

- High Schools & Home school Associations:
  - Thursday, May 15, 2025 – 10:00am
  - Friday, May 23, 2025 – 12:30pm
  - Tuesday, May 27, 2025 – 9:30am

Register from the High School Counselor webpage!

CHE Contact Information

Dr. Karen Woodfaulk
Director of Student Affairs
(803) 856-0578
kwoodfaulk@che.sc.gov

Dr. Gerrick Hampton
Associate Director and Program Manager
(803) 856-0609
ghampton@che.sc.gov

Ms. Kathryn (Katie) Harris
Scholarships and Grants Program Manager
(803) 856-0738
kharris@che.sc.gov

Ms. Tanya Weigold
Scholarships and Grants Program Coordinator
(803) 856-0672
tweigold@che.sc.gov

Ms. Alfie Mincy
SCNG CAP Program Coordinator
(803) 856-0579
amincy@che.sc.gov

Ms. Kathy Rollins
College Access Program Manager
(803) 856-0137
karollins@che.sc.gov