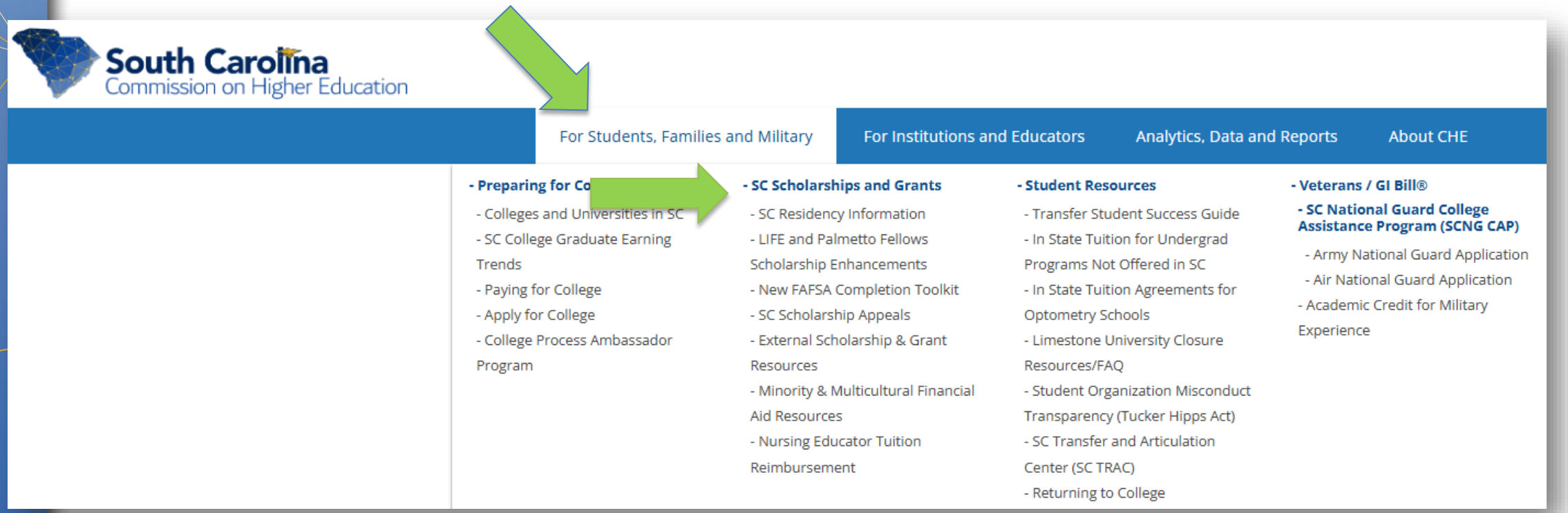
South Carolina
Commission on Higher Education

*Access | Affordability | Excellence*

SC Need-based Grant

# New Financial Aid Counselor Workshop

# Regulations




https://www.che.sc.gov/index.php/students-families-and-military/scholarships-and-grants-sc-residents

# Regulations

**Detailed South Carolina Scholarship and Grant Information**

- Palmetto Fellows Scholarship
- LIFE Scholarship
- South Carolina HOPE Scholarship (Freshmen)
- South Carolina Need-based Grant
- Lottery Tuition Assistance

https://www.che.sc.gov/index.php/students-families-and-military/scholarships-and-grants-sc-residents

# Regulations

https://www.che.sc.gov/institutions-and-educators

## State Scholarship Policies, Regulations and Administration (LIFE, HOPE, Palmetto Fellows)

### Scholarship Regulations

- Palmetto Fellows Scholarship Regulations (PDF)
- LIFE Scholarship Regulations (PDF)
- SC HOPE Scholarship Regulations (PDF)
- SC Need-based Grant Regulations (PDF)
- Lottery Tuition Assistance Program Regulations (PDF)
- Free Tuition for Residents Over 60 (PDF)
- Palmetto Fellows Scholarship Eligibility at Two-Year Institutions and Technical Colleges for Fall 2021 Term (PDF)

### Scholarship Administration

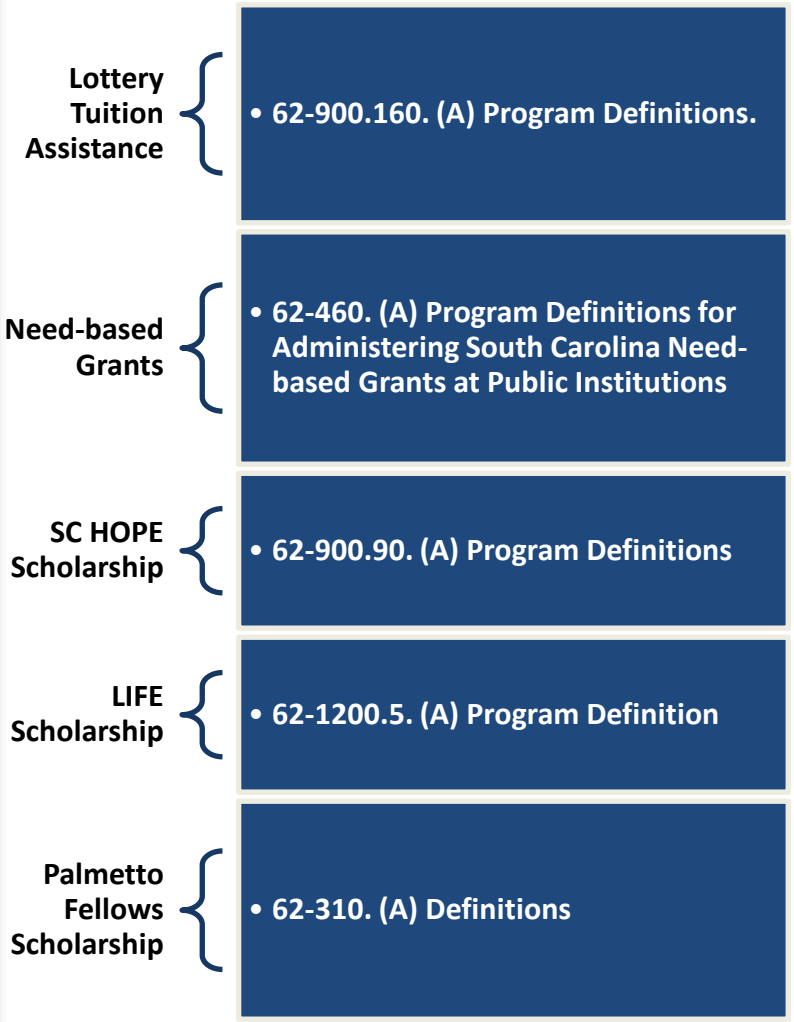
- Policies and Instructions for Applications for Academic Program and Course Eligibility for Scholarship Enhancement (PDF)
- Policy for the Addition and Removal of Programs to the List of Programs Eligible for Scholarship Enhancements (PDF)
- LIFE and Palmetto Fellows Math and Science Scholarship Enhancements
- Palmetto Fellows Application Timeline (PDF)
- Notification to Institutions (Regarding Provisos 117.159 and 117.183)
- Final Ranking Reports 2023

### Related Trainings

https://www.che.sc.gov/institutions-and-educators

# Information that pertains to ALL State Scholarship and Grant Programs

# General Definitions




"Academic year" as the fall, spring and summer semesters during which a part-time student would be expected to earn a minimum of six credit hours for each semester the student is enrolled for a minimum of 12 credit hours or a full-time student would be expected to earn a minimum of twelve credit hours for each semester to earn a minimum of 24 credit hours.

# General Eligibility Requirements

- Must be a South Carolina resident;
- Must be a U.S. citizen or legal permanent resident;
- Must be enrolled as degree-seeking student at an eligible South Carolina public or independent institution;
- Must not owe refund or repayment on any State or Federal financial aid and not be in default on a Federal student loan; and
- Never been convicted of any felonies and have not been convicted of any second or subsequent alcohol/drug-related misdemeanor offenses within the past academic year (excluding Lottery Tuition Assistance).

# Financial Aid Awarding Language

| | |
|---|---|
| Lottery Tuition Assistance | • 62-900.150. Purpose of the Lottery Tuition Assistance Program |
| Need-based Grants | • 62-455.(B) Allocation of Need-based Grant Funds to Public and Independent Institutions. |
| SC HOPE Scholarship | • 62-900.85. Purpose of the SC HOPE Scholarship Program |
| LIFE Scholarship | • 62-1200.1.Purpose of the LIFE Scholarship Program. |
| Palmetto Fellows Scholarship | • 62-300. (C) Purpose of the Palmetto Fellows Scholarship and Scholarship Enhancement. |

Independent and public institutions of higher learning in this, or any other state in the U.S., are prohibited from using State Scholarship and Grants in programs that promote financial aid incentives or packages. Any mention of State Scholarships and Grants in these financial aid packages must indicate the scholarships and grants to be separate from the University that is offering the financial aid package, and reference the State Scholarship and Grant as a separate financial aid award, provided to the student by the State of South Carolina.

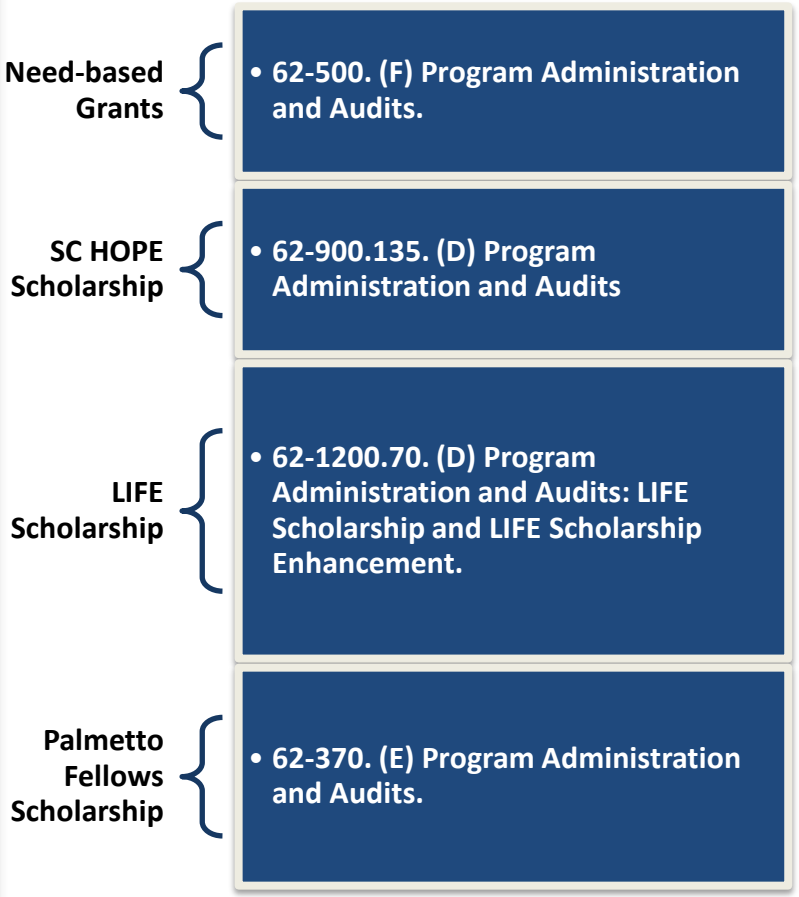
# Act 280 – SC Illegal Immigration Reform Act language

All eligible independent and public institutions that participate in the program must verify the lawful presence of any student who receives a State Scholarship or Grant prior to awarding to the student. The trustees of the public and independent institutions in this State shall develop and institute a process by which a State Scholarship or Grant recipient's lawful presence of in the United States is verified with the federal government pursuant to 8 USC Section 1373(c).

# Act 280 – SC Illegal Immigration Reform Act language

"Lawful Presence" is defined as individuals who are in the United States legally and documented. Only those students whose lawful presence has been verified with the federal government prior to college enrollment will be considered to receive any State Scholarship or Grant.

# Accountability language for SC Residency and Scholarships



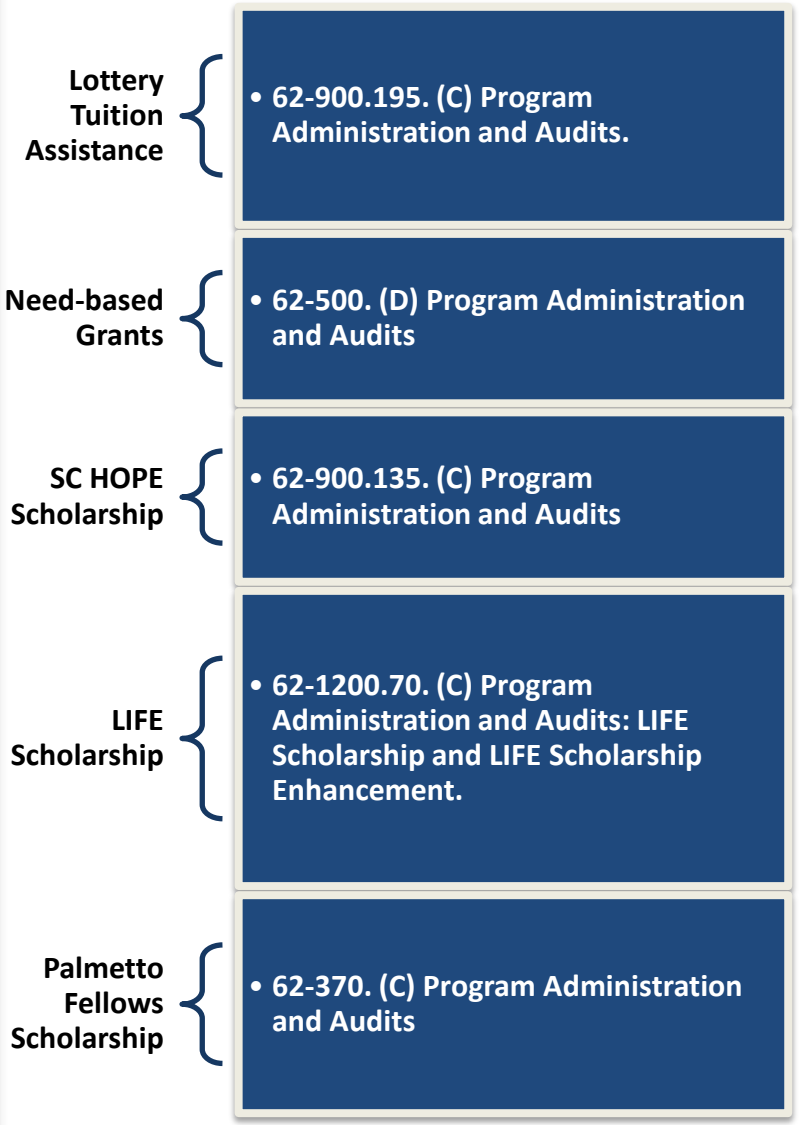

The participating institution shall identify to the Commission on Higher Education an institutional representative who will be responsible for determining residency classification for the purposes of awarding the State Scholarships and Grants.

# 62-480. Students with Disabilities

- A. Students who qualify under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 must meet all eligibility requirements as defined in "Student Eligibility" Section except for a student who is approved by the Disability Services Provider to be enrolled in less than part-time status is eligible to receive grant funding. Students must comply with all institutional policies and procedures in accordance with ADA and Section 504 of the Rehabilitation Act of 1973.

- C. The institutional Disability Services Provider must provide written documentation to the Office of Financial Aid each academic year verifying that the student is approved to be enrolled in less than part-time status.

# Program Administration and Audits



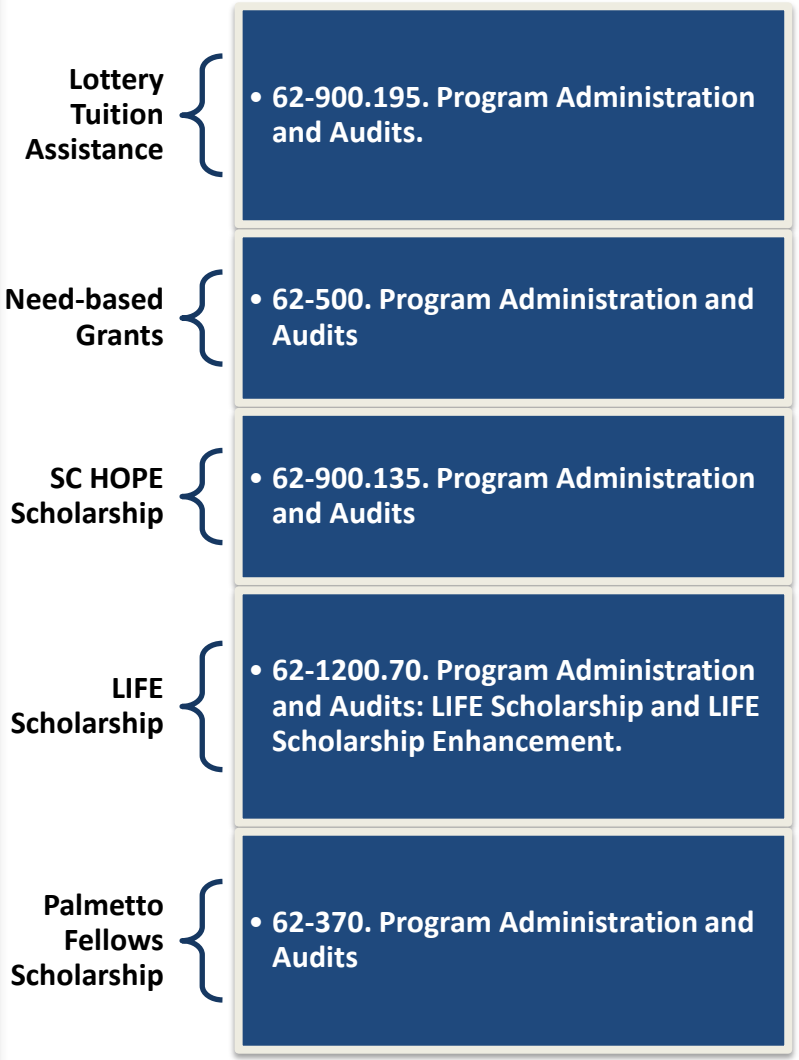

The Chief Executive Officer at each eligible independent and public institution shall identify to the Commission on Higher Education an institutional representative who is responsible for the operation of the Program on the campus and will serve as the contact person for the Program. The institutional representative will act as the student's fiscal agent to receive and deliver funds for use under the Program.

# Program Administration

**The institution is responsible for determining SC residency and lawful presence of all State Scholarship and Grant recipients. If it is determined that the institution has failed to verify the lawful presence and SC residency of all State Scholarship and Grant recipient, the institution shall immediately reimburse the funds disbursed in error.**

| |
|---|
| **Lottery Tuition Assistance (LTAP)**<br>62-900.190. (A) Refunds and Repayments. |
| **Need-Based Grants**<br>62-495. (D) Refunds and Repayments. |
| **SC HOPE Scholarship**<br>62-900.140. (D) Suspension or Termination of Institutional Participation |
| **LIFE Scholarship**<br>62-1200.75. (D) Suspension or Termination of Institutional Participation: LIFE Scholarship and LIFE Scholarship Enhancement. |
| **Palmetto Fellows Scholarship**<br>62-365. (C) Refunds and Repayments. |

# Program Administration and Audits




A. The South Carolina Commission on Higher Education shall be responsible for the oversight of functions (e.g., guidelines, policies, rules, regulations) relative to this Program with the eligible independent and public institutions. The Commission on Higher Education shall be responsible for the allocation of funds, promulgation of guidelines and regulation governing the Program, any audits, or other oversight as may be deemed necessary to monitor the expenditure of funds.

B. According to the Audit Policies and Procedures for Scholarship and Grant Programs Manual, all eligible independent and public institutions must abide by all Program policies, rules and regulations. Institutions also agree to maintain and provide all pertinent information, records, reports or any information as may be required or requested by the Commission on Higher Education or the General Assembly to ensure proper administration of the Program.

# Student Records

**Institutions may retain annual paper or electronic documentation for each award to include at a minimum. These are located in CHE's Audit Policies & Procedures for Scholarship and Grant Program Manual.**

- **LTAP:** 62-900.195. (B) Program Administration and Audits.
- **Need-Based Grants:** 62-500. (B) Program Administration and Audits.
- **SC HOPE:** 62-900.135. (B) Program Administration and Audits
- **LIFE:** 62-1200.70. (B) Program Administration and Audits: LIFE Scholarship and LIFE Scholarship Enhancement.
- **Palmetto Fellows:** 62-370. (B) Program Administration and Audits.

- **Award notification;**
- **Enrollment status and degree-seeking status;**
- **Student's residency status and citizenship status;**
- **Affidavit/Certification documenting that the student is not in default or does not owe a refund on any state/federal financial aid;**
- **Affidavit/Certification documenting that the student has never been convicted of any felonies and has not been convicted of any second or subsequent alcohol/ drug related misdemeanor offense within the past academic year;**
- **Institutional disbursements to student;**
- **Military orders (if appropriate);**
- **Verification from Institutional Disability Services Provider of student's disability and approval of reduced course-load requirement (if appropriate);**
- **Verification of cumulative GPA and annual credit hours for renewal purposes;**
- **Verification from academic department of enrollment in a declared major in an eligible degree program (Enhancement purposes);**
- **Verification student met fourteen credit hour requirement at the end of the first year of college enrollment for the 07-08 freshman class and thereafter;**

# Suspension or Termination of Institutional Participation

| | A. | B. | C. |
|---|---|---|---|
| **Lottery Tuition Assistance (LTAP)** 62-900.200. Suspension or Termination of Institutional Participation.<br><br>**Need-Based Grants** 62-505. Suspension or Termination of Institutional Participation.<br><br>**SC HOPE Scholarship** 62-900.140. Suspension or Termination of Institutional Participation<br><br>**LIFE Scholarship** 62-1200.75. Suspension or Termination of Institutional Participation: LIFE Scholarship and LIFE Scholarship Enhancement.<br><br>**Palmetto Fellows Scholarship** 62-375. Suspension or Termination of Institutional Participation. | **The Commission on Higher Education may review institutional administrative practices to determine compliance** with pertinent statutes, guidelines, rules or regulations. If such a review determines that an institution has failed to comply with Program statutes, guidelines, rules or regulations, the Commission on Higher Education may suspend, terminate, or place certain conditions upon the institution's continued participation in the Program and require reimbursement to the Program for any funds lost or improperly awarded. | Upon receipt of evidence that an institution has failed to comply, **the Commission on Higher Education shall notify the institution in writing of the nature of such allegations and conduct an audit.** | **If an audit indicates that a violation(s) may have occurred or are occurring** at any eligible independent or public institution, the Commission on Higher Education shall secure immediate reimbursement from the institution in the event that any funds were expended out of compliance with the provisions of the Act, any relevant statutes, guidelines, rules, and regulations. |

# SC Need-based Grant

# 62-465 Student Eligibility

A. To be eligible for a Need-based Grant each academic year, the student must:

- Complete the FAFSA application and be considered 'Needy' by Title IV reg.
- Be a U.S. Citizen or legal permanent resident
- Be a SC Resident
- Be enrolled or accepted for enrollment as a part-time or full-time degree-seeking student in an eligible program of study at an eligible public institution
- Must reapply for the Need-based Grant each academic year and meet all eligibility requirements annually.

# 62-465 Student Eligibility

9. Students who have previously earned credit hours and are applying for the South Carolina Need-based Grant for the first time must have earned at least a cumulative 2.0 grade point average on a 4.0 scale for graduation purposes at the end of the academic year before being awarded the Grant.

# 62-475 Duration of Award and Continued Eligibility

E. For continued eligibility, the student is required to:

- 1. For graduation purposes, earn at least 24 credit hours each regular academic year if awarded a Need-based Grant as a full-time student or earn at least twelve credit hours if awarded a Need-based Grant as a part-time student. If a student is awarded a Need-based Grant for one semester of the academic year as a part-time student and the other semester as a full-time student, the student must earn at least eighteen credit hours each regular academic year. If a full-time student is awarded a Need-based Grant for only one semester of the academic year, the student must earn at least twelve credit hours by the end of the academic year. A part-time student who is awarded a Need-based Grant for only one semester must earn at least six credit hours by the end of the academic year. Credits earned during any additional semesters (i.e., interim, winterim or other non-regular semester) cannot be used to replace or reduce the minimum credit hour requirement for the regular academic year; and

# What does this mean?

**Annual Credit hour requirement for Full time**

24 credits

- **2.0 GPA**

**Annual Credit hour requirement for Part time**

12 credits

- **2.0 GPA**

**Annual Credit hour requirement for Full time one term/part time another term**

18 credits

- **2.0 GPA**

Credits earned during any additional semesters (i.e., interim, winterim or other non-regular semester) cannot be used to replace or reduce the minimum credit hour requirement for the regular academic year

# 62-470 Policies and Procedures for Awarding Need-based Grants

I. Annual allocations of funds to the public institutions will be determined by the Commission on Higher Education using a methodology consistent with Section 59-142-40, South Carolina Code of Laws, 1976, as amended. Unused funds, which cannot be awarded by an institution, must be returned to the Commission on Higher Education, which may redirect the funds to institutions where unmet need exists.

# 62-470 Policies and Procedures for Awarding Need-based Grants

B. The participating institution will make awards in amounts to be defined in accordance with the Need-based Grants Program regulation and criteria, but not to exceed $1,750 per eligible part-time student and $3,500 per eligible full-time student per academic year, based on the institution's allocated funds for Need-based Grants and other financial aid awarded to individual applicants. However, the Commission, due to inflation increases or other relevant factors, may periodically adjust the maximum award for the Need-based Grants Program. An eligible student may receive a Need-based Grant for up to three terms of the academic year, not to exceed 100 percent of the annual award amount, assuming continued eligibility. No more than fifty percent of the annual award amount shall be disbursed in any given term.

# 62-470 Policies and Procedures for Awarding Need-based Grants

E. In determining the amount awarded for the Need-based Grant, all other sources of gift aid, including Federal, State, private and institutional funds, must be applied to the total cost-of-attendance before calculating the unmet need and awarding the grant. The Need-based Grant shall be awarded only after all other sources of gift aid have been exhausted. Adjustments to the financial aid package will be made to the Need-based Grant in accordance with prescribed Title IV Regulations in order to prevent an over-award.

# 62-490 Institutional Disbursement of Need-based Grants

A. The participating institution will identify award amounts, which cannot exceed $1,750 per eligible part-time student and $3,500 per eligible full-time student per academic year. A maximum of fifty percent of the annual award amount may be disbursed in a given term of the academic year, not to exceed 100 percent over the course of three terms of the academic year. Students who meet satisfactory academic progress (see 62-475. D.) may not receive Need-based Grant funding totaling more than $14,000 if the students are seeking their first baccalaureate degree or a program of study that is structured so as not to require a baccalaureate degree and leads to a graduate degree, $7,000 if the students are seeking their first associate's degree, or $3,500 if the students are seeking their first one-year certificate or diploma. Students who have obtained an associate's degree initially are eligible to apply for a Need-based Grant upon enrollment in their first baccalaureate degree or a program of study that is structured so as not to require a baccalaureate degree. Students who have obtained a recognized educational credential in a one-year program initially are eligible for application for a Need-based Grant upon enrollment in their first associate's degree, first baccalaureate degree, or a program of study that is structured so as not to require a baccalaureate degree and leads to a graduate degree.

# What does this mean?

| First one-year certificate or diploma | First Associates | First Bachelors |
| --- | --- | --- |
| • $3,500 | • $7,000 | • Max $14,000 |

# SC Need-based Grant: Foster Care Youth

Proviso 11.6

- Enables *additional* need-based grant funds for youth in the custody of the Department of Social Services and attending an eligible South Carolina higher education institution

**Eligible SC higher education institution =** the IHL receives SC NBG funds from CHE or through the SC Tuition Grants Commission.

NBG Awarding Process Section 62-470 (F): Institutions must give first priority and award the maximum allowable NBG plus the additional Foster-Care grant up to $3,500 toward unmet need ($1,750 per term if full-time, $875 per term if part-time) to Foster Care youth who are in the custody of DSS or participating in aftercare programing through DSS.

# Eligibility Requirements for Foster Care Youth

Before you can award, you need:

- A "SC Need-based Grant Waiver Form For Foster Care Youth" completed by the student's DSS representative

AND

- A letter from the DSS representative indicating that the student is in custody of DSS or participating in Independent Living Services

** Students are only required to provide this documentation once per institution; copies must ALSO be sent to CHE.**

If the student meets the eligibility requirements of the S.C. Need-based grant and submits proper documentation, you are free to award a full Need-based grant of $3,500 (if full-time, $1,750 if part-time) **plus** the additional Foster Care Youth grant up to $3,500 toward unmet need ($1,750 per term if full-time, $875 per term if part-time).

Once you have awarded the student(s), please upload CHE an invoice for the additional Foster Care Youth funds.

# SC Need-based Grant: College Transition Program (CTP)

## 6 Institutions in South Carolina

- Clemson University
- Coastal Carolina University
- College of Charleston
- University of South Carolina – Aiken
- University of South Carolina – Columbia
- Winthrop University

College Transition Program Grant:

- FAFSA is required.
- Funding is up to $10,000* per year for up to 8 terms.

College Transition Program Scholarship:

- FAFSA is not required.
- Funding is up to $15,000 per year for up to 8 terms.

# 62-485. Enrollment in Internships, Cooperative Work Programs, Travel Study Programs, or National or International Student Exchange Programs.

- A. Students enrolled in an internship, cooperative work program, travel study program, or National or International Student Exchange Program approved by the student's home institution, and enrolled in fewer than six credit hours, shall not be eligible to receive a Need-based Grant during the period in which the student is enrolled in such programs or courses. Students enrolled in such programs may receive a Need-based Grant for up to two terms of the academic year if determined to be eligible.

- B. Students enrolled in internships, cooperative work programs, travel study programs, or National or International Student Exchange Programs that are approved by the home institution and that the home institution accepts as at least part-time transfer credit (minimum of six credit hours) are eligible to receive Need-based Grant funds during the period in which the student is enrolled in such programs. Students will be required to meet the continued eligibility requirements.

# 62-485. Enrollment in Internships, Cooperative Work Programs, Travel Study Programs, or National or International Student Exchange Programs.

- C. Eligible students may use the appropriated portion of the Need-based Grant funds for internships, cooperative work programs, travel study programs, or National or International Student Exchange Programs that are approved by the home institution and that the home institution accepts as at least part-time transfer credit (minimum of six credit hours). Need-based Grant funds must be paid directly to the student's account at the home institution. The amount awarded cannot exceed the cost-of-attendance at the home institution or the cost-of-attendance at the host institution, whichever is less. The Commission on Higher Education will not transfer grant funds to the institutions where students will participate in internships, cooperative work programs, travel study programs, or National or International Student Exchange Programs. The institution is responsible for grant funds according to the "Program Administration and Audits" Section.

# 62-495 Refunds and Repayment

## A.

In the event a student who has been awarded a Need-based Grant withdraws, is suspended from the institution, or drops below part-time (six credit hours) or full-time (twelve credit hours) status during any regular semester of the academic year, institutions must reimburse the Need-based Grants Program for the amount of the grant for the semester in question pursuant to refund policies of the institution. Collection is the responsibility of the institution.

## C.

In the event a student withdraws or drops below part-time or full-time status after the institution's refund period and therefore must pay tuition and fees for part-time or full-time enrollment, the award may be retained by the student pursuant to the refund policies of the institution.

# 62-495 Refunds and Repayment

B. The institution may redistribute such funds to other eligible students in accordance with the guidelines, or if such funds cannot be redistributed within the academic year, the institution shall return the refund amount to the Commission on Higher Education for redistribution to other institutions.

# Questions?

# CHE Contact Information


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

Dr. Gerrick Hampton
Assoc. Director of Student Affairs
(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 Manager
(803) 856-0672
tweigold@che.sc.gov

Ms. Kinsey Phillips
Student Affairs Operations Coordinator
(803) 856-0359
knphillips@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

Ms. Alantis Seckal
College Access Program Coordinator
(803) 856-0346
sseckal@che.sc.gov