2013-2014 Statement of Understanding
Tennessee Education Lottery Scholarship

Please Note: You must submit a Statement of Understanding via RaiderNet; please see the last page for instructions. You are encouraged to read the new Statement of Understanding form carefully each year, since rules and interpretations change periodically.

To help our students understand the basic rules of the Tennessee Educational Lottery Scholarship, we have developed a list of important information that you will need to know in order to remain eligible for the scholarship.

**General Statements**

- Final eligibility for the Tennessee Education Lottery Scholarship cannot be determined until all required academic and financial aid information is complete. Your award will be *tentative* until the MTSU Financial Aid Office determines that you meet all requirements.
- You must file a Free Application for Federal Student Aid (FAFSA) by September 1 of each year to receive a fall lottery scholarship, and by February 1 if you expect to first receive the lottery scholarship in the spring. (For best results, you should file your FAFSA no later than April 1 every year.)
- You must meet federal Satisfactory Academic Progress (SAP) requirements to maintain eligibility for the lottery scholarship. [Information about SAP requirements](#)
- You can receive financial aid and scholarships only up to an estimated Cost of Attendance (COA) or Need. The COA budget is an estimate of the cost to attend MTSU (e.g., tuition and fees, books, living expenses, transportation costs, and miscellaneous expenses). If your aid is more than your COA budget or your Need, your lottery scholarship or other aid may be reduced accordingly. [Information about Cost of Attendance (COA) budgets](#)
- You cannot receive this scholarship if you are incarcerated or in a work release or educational release facility.
- If you know based on the information in this form or other information sources that you are not eligible but are incorrectly receiving a lottery scholarship, it is your responsibility to notify the Scholarship Office. If you fail to provide such notification and are later identified as not meeting the requirements, you will have to repay some or all of the lottery funds you have received since becoming ineligible.
- Lottery scholarship rules are established by the Tennessee state legislature and are administered and interpreted by the Tennessee Student Assistance Corporation. These rules and interpretations may be changed or updated at any time by the above organizations. Visit MTSU’s [lottery scholarship website](#) periodically to view changes.
- The information in this form is based on rules and interpretations as of March 2013. Legislative changes are typically made in the summer and the state generally provides updated information in early fall. We strongly recommend that you check your MTSU email account periodically for any updates.

**Enrollment Requirements**

- You must enroll no later than 16 months after high school graduation or GED completion. This “sit out” period will end when you officially enroll in any semester, regardless of whether you exercised the full 16-month option. This means that you cannot choose to “sit out” after you have enrolled for a semester, even if it is within 16 months of your high school graduation date.
- You must be enrolled at least half-time (6 credit hours) at an eligible institution for every fall and spring semester to receive a lottery scholarship. Your award amount will be prorated
according to the number of hours in which you are enrolled. For example, if you are enrolled in 7 hours, you will be classified as half-time and will receive half of the normal scholarship amount for the semester. If you are enrolled in 5 credit hours or less, you will maintain eligibility but will not receive an award that semester. (For provisional students, full-time enrollment is required.)

- If you are initially eligible for the Lottery but attend an out-of-state postsecondary regionally accredited school after graduating, you may be eligible if you transfer to an eligible school such as MTSU. You must meet all continuing requirements to be eligible. For example, the Scholarship Office must confirm that you have had continuous enrollment and have not changed your enrollment status for any fall or spring semester at the previous institution.

- If you enroll at an MTSU (or another eligible institution) then transfer to an out-of-state institution, you will lose eligibility for the lottery scholarship permanently, regardless of your academic progress.

- If you are initially eligible for the Lottery but attend an ineligible institution after graduating, you will lose eligibility for the lottery scholarship permanently, regardless of your academic progress.

- If you are initially eligible for the Lottery but attend a Tennessee Technology Center and complete a diploma program, you may be eligible for a lottery scholarship if you transfer to an eligible school such as MTSU within three years.

- You may be eligible for a leave of absence to complete an internship or co-op which has been approved by your academic department. You must submit a signed statement by the academic department. (Please note that internships which are not required or encouraged by the academic department are not eligible for a leave of absence. Please contact us for information about your options if you plan to participate in an ineligible internship.)

- Your lottery scholarship will be based upon your enrollment status as of the 14th day of the fall/spring semester. If you begin the semester full-time, you must finish the semester with at least 12 credit hours. If you begin part-time, you must maintain at least 6 credit hours. Dropping or withdrawing below your enrollment status after the 14th day may result in the permanent loss of lottery eligibility.

- You may file a Tennessee Lottery Appeal if you fail to meet enrollment requirements due to extenuating personal or medical circumstances. Eligibility may be reinstated based on your appeal and supporting documentation. Information about the appeal process

**GPA Requirements**

- You must have a cumulative TELS GPA of at least 2.75 after 24 and 48 TELS attempted hours, and a 3.0 or higher after 72, 96 or any subsequent multiple of 24 attempted hours.

- If you have a change of grade for any term, you are responsible for notifying us within 30 days by submitting a Grade Change Form. Grade changes may include a change from one letter grade to another (such as a C to an A), a change from a letter grade to a non-letter grade (such as a D to a Withdraw), or a change from a non-letter grade to a letter grade (such as an Incomplete to a B). If the grade change negatively affects your eligibility status, you may be responsible for repaying a scholarship you already received; if the grade change affects your eligibility positively, you may be eligible for retroactive awards for one or more semesters.

- Any credits gained through dual-enrollment, AP credit, or other test credits do not count in your TELS GPA. If you believe your dual-enrollment, AP, or other test credits have not been excluded from your TELS statistics, please contact the Scholarship Office for assistance.

- All classes taken after high school graduation count in your TELS GPA, including repeated classes which MTSU may exclude from your institutional GPA (with the exception of the course you select for your one-time-only Repeat Option, as noted below).
• Your TELS GPA and TELS attempted hours may differ from your MTSU GPA and attempted hours, due to the above differences. You should check your TELS GPA and attempted hours through RaiderNet frequently to determine your progress. In RaiderNet, click on the “Financial Aid” tab, then on “View TELS Eligibility”.

• You may exercise a **one-time only Repeat Option** to exclude the grade of one repeated course from your TELS GPA. You must request the use of your Repeat Option by submitting a Repeat Option Request Form at least one month before the semester you expect to receive the lottery scholarship.

• You may use a **one-time only Regain Option** to regain eligibility for the TELS award, if you lose the scholarship due to GPA but meet the GPA requirement at a future bracket, and continue to meet all other continuing eligibility criteria for each semester. You must notify the Scholarship Office by submitting a Regain Option Request Form at least one month before the semester you expect to regain eligibility for the lottery scholarship.

• If you are a Merit Supplement recipient but lose eligibility for the lottery scholarship due to GPA, you will not be able to regain eligibility for the Merit Supplement even if you regain the Hope Scholarship through the Regain Option as noted above.

**GPA Requirements: Provisional Eligibility**

Please Note: If you are not currently in a provisional status*, this section does not currently apply to you. However, you should refer back to this form if you are later placed in a provisional status.

*You may be in a provisional status if you have reached the 72-hour bracket or a later bracket, had a TELS GPA of only 2.75-2.99 at that time, but had a semester GPA of at least 3.0.

• You may retain provisional lottery eligibility if at the 72-hour benchmark or a subsequent checkpoint, you have a lottery GPA of 2.75-2.99 with a semester GPA of at least 3.0.

• You will continue to receive the full lottery scholarship as long as you are otherwise eligible while in a provisional status. However, your GPA will be checked after every semester, instead of only after reaching a 24-hour bracket.

• You must enroll **full-time** every fall and spring semester while in a provisional status.

• You must earn a **semester GPA of at least 3.0** to establish eligibility for the next semester while in a provisional status.

• If you are in a provisional status and enroll full-time in the summer, you must earn a GPA of 3.0 for the summer term.

• If you are in a provisional status and enroll part-time in the summer, eligibility will be determined by either your spring or your summer semester GPA, depending on whether you reach a 24-hour bracket at the end of the term. We recommend that you earn a GPA of at least 3.0 for both spring and summer for this reason.

• You will remain in a provisional status if you continue to meet the enrollment and GPA requirements (2.75-2.99 cumulative TELS GPA, 3.0 semester GPA) for provisional eligibility.

• You may be able to return to regular status (rather than provisional status) if you reach a 3.0 cumulative TELS GPA at a future 24-hour benchmark.

• If you are in a provisional status, have already used your one-time-only Regain Option, and enroll part-time for a fall or spring semester, you will permanently lose eligibility for the scholarship.

• If you are in a provisional status, have **not** already used your one-time-only Regain Option, and enroll part-time for a fall or spring semester, you will lose eligibility for one or more terms but may regain eligibility at the next 24-hour benchmark by using your Regain Option.
**GPA Requirements: Incomplete Grades**

- An incomplete grade can adversely affect your lottery scholarship:
  - If you have an incomplete grade at the time that you reach a 24-hour benchmark, or if you are in a provisional status and have an incomplete grade (regardless of whether you are at a benchmark), your lottery scholarship may be put on hold until you notify the Scholarship Office that the correct grade has been posted. At that time, you may be eligible for a retroactive scholarship if it is determined that you meet the GPA requirement with the new grade and if you are now eligible for a semester for which you didn’t already receive a scholarship.
  - If you have an incomplete grade but are not at a 24-hour benchmark and are not in a provisional status, you will generally be able to receive the lottery scholarship as long as you are otherwise eligible. However, the scholarship may be placed on hold in a future semester if you reach a benchmark and still have not completed the course.
  - An incomplete must be resolved quickly. If the incomplete is not changed to a grade by the deadline set by the professor or the Records Office the incomplete will generally revert to an F, which may affect eligibility for the lottery scholarship and could result in ineligibility for a prior-semester scholarship. In this case, you may be responsible for repaying one or more scholarships you received previously.

**Time Limits**

- You may receive a Tennessee Education Lottery Scholarship for up to 5 years from your initial enrollment or until you receive a bachelor’s degree, whichever occurs first.
- If you first received the lottery scholarship in the Fall 2009 semester or later, you will be limited to 120 TELS attempted hours. Dropping classes, repeating classes, or taking classes that are not required for your degree may result in reaching the 120-hour limit before you graduate, regardless of your academic progress.

**Dual-Enrollment Grant Excess Adjustment**

- If you received the Dual-Enrollment Grant for more than 4 courses during high school, the amount received beyond the first 4 grants will be deducted from your first-semester lottery scholarship. The state may not notify us of the amount to be deducted until late summer or early fall; please notify us of the amount in early August if you don’t see your award adjusted.

**Study Abroad Program**

- Lottery rules vary for study abroad programs because of enrollment and grading issues. If you choose to participate in a study abroad program, you will be provided with more information.

**Summer Lottery Scholarships**

- If you first received the lottery scholarship in the Fall 2009 semester or later and are otherwise eligible, you will be eligible to receive the scholarship in the summer if you are enrolled at least half-time, even if you received full-time awards in the fall and spring. The scholarship will be prorated based on your enrollment status, as noted in the Enrollment section above.
- If you first received the lottery scholarship before the Fall 2009 semester, you will only be eligible for a summer award if you did not receive your full award amount in the fall and/or spring semester. This will generally occur only if you were enrolled part-time for one or both terms, were eligible for only one of the two semesters, or did not receive the full award due to an overaward.

Summer lottery scholarship procedures vary by year. Please refer to emails sent from the Scholarship Office staff in late March for procedures required for the upcoming summer term.
**Exceptions for Military Service**
- The state allows certain exceptions for military personnel and their families in regard to the lottery scholarship enrollment and residency rules. If your spouse, parent, child, or you are in active military duty, basic training, or employment with the Department of Defense, visit the [Lottery Exceptions for Military webpage](#) for more information.

**Non-Traditional Lottery Recipients**
- If you qualify for the lottery scholarship as a non-traditional student, you must meet all continuing eligibility requirements noted above.
- Additionally, you (and your spouse, if married) must have an Adjusted Gross Income of $36,000 or less on the FAFSA to maintain eligibility.
- If you received a lottery scholarship as a traditional student before returning as a non-traditional student, the semesters for which you received the traditional award will be included in your total semesters and will be used to determine whether you have exceeded the five-year time limitation.

**Hope Access Grant**
Please Note: If you are receiving a full Hope Scholarship ($2000 per semester) rather than a Hope Access Grant ($1375 per semester), this section does not apply to you.
- If you are the current recipient of a Hope Access Grant, this award is generally for only one year; a student who is enrolled full-time, will reach the 24-hour bracket after 2 semesters. Once you reach 24 attempted hours, you will no longer be eligible for this award.
- If after 24 attempted hours, you have a TELS GPA of at least 2.75, you will be eligible to receive a full Hope Scholarship.
- If you have not yet reached 24 attempted hours but your parents’ Adjusted Gross Income increases to greater than $36,000, you will not be eligible for further lottery awards, regardless of your academic progress. This will generally occur only if you are enrolled part-time or you first enroll in a spring semester, and therefore cross academic years within your first 24 hours.

You must submit this form electronically in RaiderNet.
- Go to [MTSU’s homepage](#) and click on PipelineMT.
- Log on to PipelineMT, then click on the RaiderNet tab.
- Click on the Financial Aid tab, then on Eligibility.
- Select 2013-2014 as the aid year.
- Click on Lottery Scholarship Statement of Understanding.
- Check the boxes to acknowledge that you have read this form carefully.
- Click “Continue”.
- You will see a confirmation message if you correctly submitted the form; additionally, you will see it listed as completed in the Eligibility section in RaiderNet.

For More Information: You may find additional information about the Tennessee Education Lottery Scholarship Program through [the Tennessee Student Assistance Corporation (TSAC)](#) or MTSU webpages or by contacting the MT One Stop.

We strongly recommend that you print (or save on your computer) a copy of this information for your records and refer to it periodically to ensure that you remember how to retain your lottery scholarship. We additionally recommend that you check your MTSU email account periodically for any updates, as legislative changes are typically made in the summer and the state generally provides updated information in early fall.

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