Students must be at least 6 hours both fall and spring semesters each year to receive funds. However, they just have to be enrolled period to maintain eligibility. Enrollment of less than 6 hours will only prevent payment that term. It will not result in the loss of their scholarship for the future. Summer enrollment is optional.

Summer funds are only available if funding is available from TSAC. Students, who received TELS funds prior to fall 2009, will only get summer funding if they have remaining eligibility. Students, who received TELS funds fall 2009 or after, may get a full award in the summer, based on eligibility.

To sit out a semester, they must request a leave of absence through the IRP, must be based on medical or extreme personal reasons and documented. (the form is on the web, in my office and in public folders)

Students must be degree-seeking. Our certificate programs are not eligible programs.

Students must complete a FAFSA each year. The fall deadline is September 1st (this is a processed deadline date).

Students may make adjustments to their schedules without permission before the census date (14th calendar day of classes). However, be sure to check to see if it will impact their Title IV eligibility or place them on FAS.

After the census date, they should request prior permission from the IRP before dropping classes or withdrawing (again the forms are on the web and in public folders). Reasons must be medical or extreme personal reasons and must be documented.

The exception to this is part-time to part-time adjustments (ex. 9 to 6 hours). These type adjustments do not need prior approval. However, it can affect their award amount and they must stay at least 6 hours. Also, these drops can impact their Title IV eligibility and they should check on that.

If the student has Title IV eligibility and is selected for verification, we require they complete it, unless we have granted a waiver. Waivers must be requested in writing.

If a student has a grade change or completes an incomplete grade, they must notify us within 30 days and the form is available on the web and in public folders.

Students must meet SAP each semester. Failure to do so will result in loss of scholarship. If they lose b/c FAS and do not appeal, they can get reinstated just by coming back on their own without lottery and bringing grades back up. If they do appeal and are approved they may be reinstated without having to come back without the scholarship.

Beginning with the 2004 graduates, students have 16 months from graduation (or completion of GED) to enroll in college.

Students who graduate from Gateway or home schools must have been enrolled in them for at least the last full calendar year to be eligible for TELS.

The Dual Enrollment Grant is handled by the Admissions and Business Offices. Dawn Patterson is the contact in Admissions. Lynne Rouse is the contact in the Business Office. However, for questions regarding the grant, refer students to either Admissions or TSAC.

This is the information currently available on non-traditional lottery students. If someone comes in asking about this here are some general eligibility rules:

a. Must be at least 25 years of age by first enrollment date
b. Must have been a resident of TN for at least one year prior to FAFSA application date
c. Must have an AGI of less than $36,001 on their FAFSA.
d. Must have been an incoming freshman or have sat out for the last two calendar years before enrolling at JSCC as a non-traditional student
e. Can only be considered after attempting 12 hours with a 2.75 GPA (the AGI limit applies each award year).

f. If a student feels they meet the criteria do a print screen showing their name and ID number and give to me to monitor.

- Students who receive TELS funding at a 2- or 4-year school cannot later receive funding at a TTC.
- Students who receive TELS funding at a TTC can only receive subsequent funding at a 2- or 4-year school if they met the Hope criteria originally, opted to go straight to a TTC, and graduated from a TTC with a diploma. These students must meet all other Hope requirements. Do a print screen of the student's info and give to me. Tell the student to get a copy of their TTC transcript and turn in to us so I can verify they received a diploma, not a certificate from the TTC.

- For students wanting to do the Repeat form, they CANNOT complete and turn in the form until AFTER they have repeated the course. This option may only be used ONCE. This may be used at any semester but will not result in regaining a scholarship. It may be used with the Regain form to assist with the Regain of a scholarship though.

- The Regain form may also only be used once. It may only be used at a benchmark semester. If it is turned in between semesters, it will be denied and the student told to submit another at the benchmark IF they feel they have the appropriate GPA. Also, these students MUST meet all criteria in between semesters while waiting to regain. This means that they must request permission to drop from full time to part time or below half time or to withdraw.

- Our contact representative at TSAC is Stephen Moten. His number is 1-800-342-1663.

- Students who lose TELS due to GPA only, still have to continue to meet the retention criteria (continuous enrollment and not dropping without permission) if they want to eventually try to regain their scholarship.

- These students can only regain at a benchmark semester and only if their TELS GPA is at the appropriate level for their benchmark. If students ask about this, you can do a print screen and give to me.

- The benchmarks have changed: 24 and 48 hours are 2.75; 72 and above are 3.0 or meeting the alternative requirement (at least 2.75 cumulative and 3.0 for term – may receive for another semester IF full time; these students will be monitored on a semester basis until benchmark TELS GPA of 3.0 cumulative has been reached.

- The TELS GPA and JSCC GPA may differ. Your JSCC and TELS GPAs may differ. If you have college work from high school, transfer work, have repeated multiple courses, or are a Nontraditional recipient, then your GPAs WILL differ. To find out your TELS GPA, you may come by the Financial Aid Office and ask or you may request a memo be mailed to you. GPAs cannot be released by phone or by email.