

THE EVERGREEN STATE COLLEGE
SMART Grant Policy and Procedure
Updated: February 08, 2008

The SMART Grant is a federal financial aid grant for juniors and seniors who are pursuing a BS or BA/BS. Juniors can receive up to \$4,000 for the 2008-2009 school year and may qualify for an additional \$4,000 as a senior in the 2008-2009 school year. Current seniors may qualify for \$4,000.

To be eligible, you must meet all of the following requirements:

- A student must be full-time, pursuing a BS or BA/BS.
- A student must be receiving a Pell Grant.
- A student must be a US Citizen.
- A student must, while attending Evergreen, receive narrative evaluations that indicate strong academic achievement that is considered equivalent to a 3.00 GPA as required by federal regulations.
- If a student transfers to Evergreen, the student must have earned a 3.00 GPA as indicated on transcripts from any transfer institution (if applicable) and/or an endorsement of an equivalent level of achievement at Evergreen based on a review of narrative evaluations by the Registrar and Academic Dean.
- A student must maintain a level of achievement considered equivalent to a 3.00 GPA as required by federal regulation.

Continued Eligibility Requirements:

- Students are required to maintain a quarterly 3.00 GPA equivalency to continue receiving the SMART Grant. Evaluations will also be reviewed annually to determine continued eligibility.
- The Financial Aid Office must verify quarterly levels of academic achievement for the SMART program because Evergreen uses narrative assessments during evaluations rather than grades. This input is provided to our office through the SMART Grant Verification of Eligibility Form.
- The SMART Grant Verification of Eligibility Form is emailed to SMART Grant recipients during the 9th week of each quarter and each SMART Grant recipient is required to have their professor complete this form no sooner than the 10th week of classes.
- If a student is registered in more than one class, the student is required to have a professor from each class complete a form.

Consequences of Not Meeting the Requirements for Continuing Eligibility:

- If a student decides not to pursue the BS or BA/BS degree, you must notify the Financial Aid and Registration and Records Offices immediately.
- Students who do not meet the GPA equivalency requirement, drop below full-time or do not complete the required classes will have their SMART Grant cancelled and may have to repay the funds received.
- It is the student's responsibility to notify the Financial Aid and Registration and Records Offices if (a) your intent to pursue a BS or BA/BS changes or (b) if you drop below full-time.

Steps to Determine Eligibility for the SMART Grant:

- If a student is planning to pursue a BS or BA/BS and they meet the requirements of the program, the student needs to complete the BS or BA/BS Review Request Form and submit it to the Registration and Records Office.
- The student is required to sign a Declaration of Intent Form indicating their plan to pursue a BS or BA/BS degree. This form is turned into the Financial Aid Office.
- Once a student has signed the Declaration of Intent Form, the Financial Aid Office will ask the Registrar to verify the student is pursuing a BS or BA/BS degree. The Financial Aid Office will also request that the Registrar review the student's academic history to verify the student has met the criteria to be considered for the SMART Grant.
- Once eligibility is verified, The Financial Aid Office will ask the student to have their current quarter faculty sign SMART Grant Verification of Eligibility Form.
- The SMART Grant will be awarded to a student only after the Financial Aid Office has received the SMART Grant Verification of Eligibility Form.
- Each quarter thereafter, the student will be required to have faculty sign the SMART Grant Verification of Eligibility Form. A student's SMART Grant will not be paid into their student account until this form and any other required eligibility forms are received in the Financial Aid Office. In addition, the student's enrollment will be reviewed by the Registrar to verify continued enrollment in coursework that includes Math and Science.