

**Charles McDaniel  
Teacher Scholarship**

**REGULATIONS – 3700.**

**2014 - 2015 Award Year**



**Effective Date – July 1, 2014**



2082 East Exchange Place  
Tucker, Georgia 30084

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### **3702. Program Overview.**

The Charles McDaniel Scholarship is a merit-based scholarship program to recognize and award outstanding college juniors and seniors seeking a teaching degree at a public college in Georgia.

The scholarship is financed by private funds and the number of awards made each year is dependent upon interest earnings.

The program was established in honor and memory of Dr. Charles McDaniel, former state superintendent of schools, and is administered by the Georgia Student Finance Commission (GSFC).

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**3703. Definitions.** (Electronic Link)

**3704. General Eligibility Requirements.**

**3704.1. Citizenship.**

1. A student must be a United States Citizen or an Eligible Non-Citizen for 12 consecutive months immediately prior to the first day of classes of the school term for which the scholarship is sought.

**3704.2. Georgia Residency.**

1. A student who meets the Georgia Residency requirements of the Board of Regents (BOR) must also meet such Georgia Residency requirements for 12 consecutive months immediately prior to the first day of classes of the school term for which the Charles McDaniel Teacher Scholarship is sought.

**3704.3. Enrollment Status.**

1. A student must be enrolled or accepted for enrollment as a Full-Time student in a college or department of education within an approved Georgia public college or university, and be academically classified at the junior or senior grade level.

**3704.4. Satisfactory Academic Progress.**

1. A student must maintain Satisfactory Academic Progress (SAP), as defined and certified by his or her Eligible Postsecondary Institution.

**3704.5. Selective Service Registration.**

1. A student must be in compliance with United States Selective Service System requirements, if such requirements are applicable, prior to the scholarship application deadline in order to be eligible for scholarship payment for such school term.

**3704.6. Defaulted Loan or Refund Due.**

1. A student must not owe a refund on a grant or scholarship, administered by GSFC, or be in default on any loan guaranteed by the Georgia Higher Education Assistance Corporation.

**3704.7. Georgia Drug-Free Act.**

1. A student convicted of committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs is ineligible for scholarship payment from the date of conviction to the completion of the following school term, in accordance with the Georgia Drug-Free Postsecondary Education Act of 1990, O.C.G.A. § 20-1-24.

**3704.8. Incarceration.**

1. A student is ineligible for the scholarship while incarcerated.

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### **3705. Program Specific Eligibility Requirements.**

1. To be eligible to receive a scholarship, a Nominee must meet the following criteria:
  - a. Be a graduate of a public Georgia high school;
  - b. Have attained a cumulative college grade point average, of 3.25, based on a 4.0 grade point scale, at the time of entrance into the college or department of education;
  - c. Not have been dismissed at any time by any college or university attended for disciplinary reasons, not have been convicted of commission of a felony, and not have been charged with commission of a felony unless such felony charge has been dismissed or the applicant has been acquitted of the charge;
    - i. If any of the above events occur after the award of a scholarship to a Nominee, the recipient shall not be eligible to continue receiving assistance under this program following receipt of information by GSFC of the occurrence of such event.
  - d. Indicate a strong desire to pursue teaching as a career at the elementary or secondary school level; and
  - e. Be working towards an initial Baccalaureate Degree which must be in teacher education. A scholarship award may not be made nor used for study beyond the Baccalaureate Degree level.
  - f. Recipients who terminate their enrollment in an eligible college or department of education or who are otherwise dropped from enrollment therein by an eligible college or department of education shall not be eligible to continue receiving assistance under this program following receipt of information by GSFC of the occurrence of such event.

### **3706. Nomination Process.**

1. GSFC will distribute Nomination forms and instruction to the department of education chairperson at each four-year public college or university in Georgia which offers a Baccalaureate Degree in teacher education.
  - a. GSFC will determine each year the number of students which can be nominated from each school.
2. The Nominees must complete their portion of the form, including the essay section, and then forward their Nomination form to the college or university financial aid office for completion and certification of the appropriate section.
  - a. The Nomination form is then forwarded to the department of education chairman or designee for official certification and nomination.
  - b. The department of education chairman or designee mails the completed Nomination form directly to GSFC.
3. All complete Nomination forms which are received by the published deadline date will be taken into full consideration.
4. To transfer the scholarship award from one school to another, the recipient must submit an Application through the school he or she plans to attend. The transfer student must continue to meet all of the eligibility requirements pursuant to *Sections 3704 and 3705*.

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### **3707. Selection Process.**

1. Nominees will be considered without regard to sex, race, religion, creed, color, or ethnic origin.
2. Nominees must meet all eligibility requirements detailed in *Sections 3704 and 3705*.
3. Nominees will be rated and ranked by GSFC in order of their index score which is based upon their cumulative grade point average and the evaluation of their essay.
4. The number of recipients chosen each year will depend upon the funds available (refer to *Section 3708.2*).
  - a. For example, if funds are available for only one student, the Nominee with the highest index score will be the recipient.
5. In cases where the top Nominees have identical index scores, the Nominee with the greatest financial need will be the recipient.
6. The intended teaching field or teacher area of specialty shall not be a factor for consideration by GSFC.

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### **3708. Award Process.**

1. The number of scholarship awards that may be made in any year, and the dollar amount of each award to be made, shall be determined by GSFC at its discretion on the basis of the amount of income and earnings on the fund currently available or projected to become available to GSFC.
2. No scholarship award will be made in a year in which there is less than \$1000 available to award.
3. No scholarship award to a recipient shall exceed the cost of tuition, fees and books payable to the eligible public institution of higher education for study during the Academic Year covered by the scholarship award.
4. The scholarship award may be used to cover any portion of the Cost of Attendance.
5. Each scholarship is awarded to cover an Academic Year of two semesters. The student may choose to attend any two semesters during the Award Year.
6. A scholarship award may not be made nor used for study beyond the Baccalaureate Degree level.

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**3709. Award Requirements.**

1. Upon determination of a scholarship award to a student, GSFC will issue a Notice of Award to the student which will set forth all necessary details relative to the award, such as the award amount, the school period covered by the award, and the school to be attended.
  - a. A copy of this notification will also be sent to the financial aid office and the department of education at the appropriate college or university.
2. All Nominees not selected to receive the scholarship will be notified by GSFC of their denial. A copy of this notification will be sent to the Nominees' college or university financial aid office and the department of education.

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### **3710. Disbursement of Funds.**

1. GSFC will prepare individual checks made payable to each recipient for each school term covered by the recipient's scholarship award.
  - a. After verification of the recipient's eligibility and enrollment, the check will be mailed to the financial aid office of the college or university in which the recipient is enrolled.
2. During the registration process, the student will pick up his or her award check and sign the check stub, thereby acknowledging receipt of the check.
3. The school should return any undelivered checks to GSFC within 45 days following the last day of registration.
4. In the event that a college or university loses a check prior to delivery to the student, or if the student claims to have lost the check before cashing it, GSFC must be notified as soon as possible.
  - a. GSFC will then issue a "Stop Payment" order to the bank on the original check and once it has been determined that the original check has not been cashed, a replacement check will be issued in the same manner as the original check.

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**3711. Student Refunds.**

1. If a recipient of the scholarship withdraws from school or drops below Full-Time status (a minimum of 12 credit hours per quarter or semester) on or prior to the last day of registration, the full amount of the award for that term must be refunded to GSFC.
2. If a recipient withdraws from school or drops below Full-Time status after the last day of registration, he or she is still eligible to receive the full amount of the award for that term. No refund is due to GSFC.
3. In remitting refunds due to GSFC, the following information should be given:
  - a. Name of student;
  - b. Student's Social Security Number;
  - c. Name of scholarship program; and
  - d. Date the student withdrew or dropped below Full-Time status.

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## **3712. Reconciliation Requirements.**

### **3712.1. Term-Reconciliation.**

1. Eligible Postsecondary Institutions must conduct a Term-Reconciliation by the end of each term.
  - a. A Term-Reconciliation consists of an official acknowledgement by an authorized school official that the number of students submitted for payment and amount invoiced by the Eligible Postsecondary Institution, and the number of students awarded and amount issued by GSFC, according to the SURFER system, is accurate on that date.
  - b. GSFC will not issue state scholarship, grant funds for the following term until the Term-Reconciliation is complete.
  - c. Funds are not returned to GSFC as part of the Term-Reconciliation process.

### **3712.2. Award-Year Fiscal Year End Reconciliation.**

1. In addition to the Term-Reconciliations, the Eligible Postsecondary Institution must conduct the Fiscal Year End Reconciliation.
  - a. The Eligible Postsecondary Institution must conduct a complete student-by-student Fiscal Year End Reconciliation with GSFC, that includes:
    - i. Submission of a Reconciliation Certification by July 15, immediately following the completion of the Fiscal Year for each state program; and
    - ii. Return any funds not utilized according to the Fiscal Year End Reconciliation by August 15 after the beginning of the new Fiscal Year.
  - b. GSFC will not issue state scholarship, grant funds for the Fall term following the Fiscal Year until the Fiscal Year End Reconciliation process is complete.
  - c. The Eligible Postsecondary Institution must have a procedure in place to ensure that the state scholarship and grant funds do not go to an unintended third party (i.e., State, postsecondary institution).

**3713. Auxiliary Provisions.**

1. Scholarship recipients will not be obligated to repay scholarship funds received pursuant to these regulations in cash nor through service rendered.
2. GSFC will furnish a detailed written accounting and report on the operations of the program, not more often than once each year, to Mrs. Beatrice McDaniel (Donor), and to the children of Dr. and Mrs. Charles McDaniel, upon request.

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