

**Realizing Educational Achievement Can Happen  
Scholarship Program**

**REGULATIONS – 5200.**

**2015 - 2016 Award Year**



**Effective Date – July 1, 2015**



2082 East Exchange Place  
Tucker, Georgia 30084

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## **5202. Program Overview.**

Realizing Educational Achievement Can Happen (REACH) Program, launched as a pilot program during the 2011-2012 Academic Year, is a need-based youth development and scholarship program with specific financial, academic, and behavior eligibility requirements. The purpose of the REACH Program is to increase academic persistence and achievement of Georgia's middle and high school students and to increase college access and success for Georgia's low-income and underserved populations. Private and public donations fund the scholarships.

Participating School Systems nominate and select 7<sup>th</sup> grade students to participate in the program beginning in 8<sup>th</sup> grade. The program encourages increased parental involvement and offers students the academic and social support of an Academic Coach and mentor. Upon graduation from high school, an eligible student attending an Eligible Postsecondary Institution may receive REACH scholarship funds to use toward any component of the Cost of Attendance.

The program is administered by the Georgia Student Finance Authority (GSFA), in accordance with these regulations.

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**5203. Definitions.** (Electronic Link)

**5204. School System Requirements.**

**5204.1. Application Procedures.**

1. GSFA releases an annual application for school system selection.

**5204.2. School System Application Categories.**

1. School systems may apply to participate in REACH in one or more of the following categories:
  - a. A school system with five or more high schools;
  - b. A school system with fewer than five high schools;
  - c. A school system with a Coordinating Partner.

**5204.3. School System Selection.**

1. GSFA will select school systems to participate in REACH based on the quality of the application submitted and GSFA's ability to fund the first year of REACH scholarships for the school systems applying to participate.

**5204.4. Number of REACH Scholars for Each Participating School System.**

1. School Systems selected to participate in the REACH Program are designated a number of REACH Scholars for the first year of participation as follows:
  - a. Up to eight REACH Scholars for a Participating School System with five or more high schools; and
  - b. Up to five REACH Scholars for a Participating School System with fewer than five high schools.
2. For subsequent years, the number of REACH Scholars for each Participating School System will be based on the ability of the Participating School System and GSFA to provide funding for REACH Scholars as provided in 5204.5, not to exceed the maximum number of REACH scholars as follows:
  - a. Up to eight REACH Scholars for a Participating School System with five or more high schools; and
  - b. Up to five REACH Scholars for a Participating School System with fewer than five high schools.

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## **5204.5. Participating School System Financial Commitment.**

1. GSFA will provide funding for each REACH scholarship (\$10,000 for each REACH Scholar) for the first year of the Participating School System's participation in REACH. Each year thereafter, the Participating School System will be responsible for a proportionate share of the scholarship and GSFA will fund the remainder subject to available funds. The Participating School System's proportionate share is based on the most current Georgia Department of Community Affairs (DCA) Job Tax Credit designation available. The Participating School Systems' proportionate shares as determined by the DCA designation are as follows:
  - a. Tier 1 Participating School Systems must provide funds totaling \$1,500 per REACH Scholar;
  - b. Tier 2 Participating School Systems must provide funds totaling \$2,500 per REACH Scholar;
  - c. Tier 3 Participating School Systems must provide funds totaling \$3,500 per REACH Scholar;
  - d. Tier 4 Participating School Systems must provide funds totaling \$5,000 per REACH Scholar.
  - e. Funds cannot be obtained from any federal, state, or local resource.

## **5204.6. Program Participation Requirements.**

1. School systems selected to participate in the REACH Program must agree to:
  - a. Establish a nomination and application process to identify and select REACH Scholars;
  - b. Establish a mentoring program, including but not limited to, recruiting and training mentors, conducting mentor background checks, and developing or identifying mentoring curriculum;
  - c. Ensure that Scholars meet with mentors a minimum of two times per month;
  - d. Identify one or more Academic Coaches who will monitor REACH Scholars' academic performance, behavior, and attendance on a weekly basis and meet with each REACH Scholar a minimum of one time per month to develop and discuss education and career plans;

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- e. Plan and hold one signing ceremony for selected REACH Scholars per Academic Year and a minimum of two activity nights per Academic Year for REACH Scholars and their Parents. Signing ceremonies shall be held in September.
- f. Involve REACH Scholars in extracurricular school events, as appropriate (e.g., college campus tours, graduation ceremonies, future signing ceremonies, college and career planning events, etc.);
- g. Provide funds for a portion of the REACH scholarships for the second cohort of 8<sup>th</sup> grade REACH Scholars (second year of the Participating School System's participation) and each new cohort of 8<sup>th</sup> grade REACH Scholars thereafter;
- h. Submit quarterly reports to GSFA providing academic, attendance, and behavior data about each REACH Scholar; immediately notify REACH staff when any event occurs which might deem the Scholar ineligible to continue as a REACH Scholar;
- i. At the end of each grading period, assess grade eligibility; the Participating School System must immediately notify REACH staff if the Scholar is not meeting the REACH Program requirements;
- j. Prepare an annual program progress report to GSFA. Details of the information that must be included in the program progress report will be provided to Participating School Systems;

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- k. Except where a Participating School System's foundation is receiving funds for the proportionate share of the REACH scholarships, transfer to GSFA or its designee all funds for scholarships which are received by the Participating School System within ten (10) days of receipt of such funds for its proportionate share and made payable to GSFA's designated qualified 501(c)(3). Where the Participating School System's foundation is receiving funds for the proportionate share of the REACH scholarships, the foundation shall transfer to GSFA or its designee funds made payable to the GSFA designated qualified 501(c)(3) by August 15. Said funds will be credited to the remitting Participating School System's proportionate share account. The total amount of a Participating School System's proportionate share shall be remitted to GSFA or its designee in full no later than August 15 prior the September signing ceremony for a new cohort of 8<sup>th</sup> grade REACH Scholars;
  - i. If a REACH Scholar transfers to a school system that is not participating in REACH or if a REACH School is deemed ineligible to participate as a REACH Scholar for other reasons as in *Sections 5206.1.3 and 5206.1.4.*, all scholarship funds set aside for the Scholar will be retained in the Participating School System's account to be used for a new 8<sup>th</sup> grade REACH Scholar;

- ii. If a REACH Scholar transfers to another Participating School System, all funds in the initial Participating School System's account for that Scholar will transfer to the next Participating School System;
- I. Comply with REACH and GSFA Branding Guidelines as established by GSFA;
- m. Annually execute a Program Participation Agreement agreeing to abide by REACH financial and program requirements and submit to the Program Participation Agreement to GSFA or its designee by August 15;
- n. Send to GSFA, or its designee, the executed student applications no later than August 15, and the executed REACH Georgia Scholar Commitment no later than October 15, of the Academic Year of the REACH Scholar's signing ceremony.

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#### **5204.7. Affiliate Program School System.**

- 1. Subject to the approval of GSFA and as set forth in the applicable Program Participation Agreement, Affiliate Program School Systems may be permitted to allow students to enter the program as 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> or 11<sup>th</sup> graders.

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## **5205. Student Eligibility Requirements.**

### **5205.1. Citizenship.**

1. A student must be a United States Citizen or an Eligible Non-Citizen for twelve (12) consecutive months immediately prior to the first day of classes of the Spring term which precedes the academic year during which such student will first become a REACH Scholar.

### **5205.2. Enrollment.**

1. A student must be enrolled at an Eligible Middle School or an Eligible High School.

### **5205.3. Financial Requirements.**

1. A student must qualify for the Free or Reduced Lunch Program.

### **5205.4. Academic Achievement.**

1. School systems should nominate and select students who have exhibited persistence and interest in learning. Preference should be given to those students who have the ability to earn A and B grades in Core courses with the assistance of an Academic Coach and a mentor, but who may not earn these grades without additional support.

### **5205.5. Attendance.**

1. A student's attendance record must demonstrate the student's adherence to the established policies and procedures of the local board of education and adherence to mandatory state school attendance policies (O.C.G.A. §20-2-690.1, et seq.) over the previous two semesters or four quarters.
2. Any student deemed Truant is ineligible for the REACH Program.
3. Participating School Systems may establish and require REACH Scholars to adhere to more rigorous attendance requirements for the purpose of REACH Program eligibility.

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### **5205.6. Discipline and Behavior Requirements.**

1. A student must not have more than two total combined Level I and/or Level II disciplinary infractions or one Level III disciplinary infraction and no out-of-school suspensions, as defined by Georgia's Progressive Discipline Model (O.C.G.A. § 20-2-735, et seq.), during the two semesters or four quarters immediately preceding the Spring term of the student's 7<sup>th</sup> grade year.

2. In the case of an 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup> grader entering the program pursuant to Section 5204.7, the student must not have more than two total combined Level I and/or Level II disciplinary infractions or one Level III disciplinary infraction and no out-of-school suspensions, as defined by Georgia's Progressive Discipline Model (O.C.G.A. §20-2-735, et seq.), during the two semesters or four quarters immediately preceding the first day of classes of the Spring term which precedes the academic year during which the student will first become a REACH Scholar.
3. Participating School Systems may establish and require REACH Scholars to adhere to more rigorous discipline eligibility requirements for the purpose of REACH Program eligibility.

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#### **5205.7. Authorization for Release of Information.**

1. A student's Parent must complete and submit a release of information form, as part of the application process, authorizing the school to provide the REACH Program information related to the student's educational records, participation in the program, and use of the REACH Scholar's immediate family's likeness for non-profit purposes.

#### **5205.8. Preferences.**

1. Participating School Systems will give preference during the selection of REACH Scholars to:
  - a. Students who have the potential to succeed at the postsecondary level;
  - b. Students who have less than a 2.5 cumulative GPA in Core courses but have the potential to make A and B grades in Core courses;
  - c. Students who are Future First-Generation College Students;
  - d. Students who have no disciplinary infractions during the two semesters or four quarters immediately preceding the Spring term of the student's 7<sup>th</sup> grade year.
    - i. In the case of an 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup> grader entering the program, pursuant to Section 5204.7, who have no disciplinary infractions during the two semesters or four quarters immediately preceding the Spring term which precedes the academic year during which such student will first become a REACH Scholar.

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## **5206. Continuing Eligibility During Middle School and High School.**

### **5206.1. Enrollment Requirements.**

1. A REACH Scholar must be enrolled as a full-time student at an Eligible Middle School or an Eligible High School.
2. If a REACH Scholar transfers out of a Participating School System into another Participating School System, the Scholar will be eligible to continue participation in the REACH Program.
3. If a REACH Scholar transfers out of a Participating School System in the 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup> grade into a school system that is not participating in REACH, the Scholar will be deemed ineligible to continue as a REACH Scholar.
- NEW** 4. If a REACH Scholar is determined to be ineligible to continue as a REACH Scholar prior to the end of 8<sup>th</sup> grade, the Participating School System may choose another student in the same grade to participate as a REACH Scholar by communicating such replacement to GSFA and following requirements for student selection in the REACH Program Regulations, provided that such designation is made prior to the day such replacing student begins 9<sup>th</sup> grade. If a Scholar is deemed ineligible to participate in 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade, the Participating School System will have the opportunity to include an additional 8<sup>th</sup> grade Scholar in the next Academic Year's cohort of 8<sup>th</sup> grade Scholars.

### **5206.2. Financial Requirements.**

1. A REACH Scholar must qualify for the Free or Reduced Lunch Program.
2. If a REACH Scholar's family experiences a change in financial circumstances and/or if the REACH Scholar is adopted or placed with a foster family and no longer qualifies for the Free or Reduced Lunch Program, he or she will remain an eligible REACH Scholar as long as other program requirements are met.

### **5206.3. Academic Achievement Requirements.**

1. A middle school REACH Scholar must maintain a Secondary Cumulative Grade Point Average of at least 2.5 or better in all Core courses, including foreign language courses.
2. A high school REACH Scholar must maintain a Secondary Cumulative Grade Point Average of at least 2.5 or better in all Core courses, including foreign language courses.
- REVISED** 3. At the end of each grading period, the Participating School System shall assess each REACH Scholar's grade eligibility. The Participating School System must

immediately notify REACH staff if the Scholar is below a 2.5 cumulative GPA in Core courses.

#### **5206.4. Attendance Requirements.**

1. REACH Scholars must adhere to the Participating School System's stated attendance policy and attend classes regularly. A REACH Scholar with more than one unexcused and/or more than three excused absences in one year may be subject to review and risk losing his or her place in the REACH Program.

#### **5206.5. Discipline and Behavior Requirements.**

1. A REACH Scholar must have no more than two total combined Level I and/or Level II infractions and no out-of-school suspensions per Academic Year, as defined by Georgia's Progressive Discipline Model (O.C.G.A. §20-2-735, et seq.).
2. A REACH Scholar convicted of committing certain felony offenses involving marijuana, controlled substances, and/or dangerous drugs, is immediately ineligible for further participation in the REACH Program.
3. A REACH Scholar must meet the Participating School System's drug and alcohol use policies.
  - a. A REACH Scholar who fails to comply with the Participating School System's drug and alcohol policies will be immediately ineligible for further participation in the REACH Program.

#### **5206.6. Mentoring and Academic Coaching Requirements.**

1. A REACH Scholar is expected to meet with his or her assigned mentor twice a month during the Academic Year. A REACH Scholar is required to meet with his or her assigned Academic Coach once every month during the Academic Year.

#### **5206.7. Program Event Participation Requirements.**

1. A REACH Scholar, and his or her Parent, must attend all scheduled REACH Program events, activities, programs, and meetings, unless a written notice from the REACH Scholar's Parent excuses the REACH Scholar from attendance at a specific event.

#### **5206.8. Graduation Requirements.**

1. A REACH Scholar must meet all State of Georgia and Georgia Department of Education requirements to graduate from high school and receive a high school diploma.

**5206.9. Failure to Meet Eligibility Requirements.**

1. Unless specifically stated otherwise in these regulations, REACH Scholars are subject to adverse consequences up to, and including, termination from program participation, as determined appropriate by the Participating School System for failure to maintain the eligibility requirements of the REACH Program.

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## **5207. Postsecondary Requirements.**

### **5207.1. Citizenship Requirements.**

1. A REACH Scholar must continue to meet United States Citizen or Eligible Non-Citizen requirements while Enrolled at an Eligible Postsecondary Institution.

### **5207.2. Selective Service.**

1. A REACH Scholar must be in compliance with United States Selective Service System requirements, if applicable, prior to receiving REACH scholarship award funds.

### **5207.3. Default and Refund Due.**

1. A REACH Scholar must not be in default on a Federal Title IV or State of Georgia educational loan, or owe a refund due to an over-award on a Federal Title IV or State of Georgia student financial aid program, or in any other way be in violation of Federal Title IV Programs Regulations or State of Georgia student financial aid program regulations. A REACH Scholar must meet the requirements of this section at the time funds are disbursed by GSFA on behalf of the REACH Scholar.
2. A REACH Scholar's Federal Title IV default status can be resolved in one of four ways:
  - a. Completing an acceptable rehabilitation plan;
  - b. Having the loan repurchased by the original lender and the default status reversed;
  - c. Consolidating the loan out of a default status; or
  - d. Receiving an approved Title IV debt settlement, to include a compromised settlement.
3. A REACH Scholar's State of Georgia refund due status can be resolved by:
  - a. Paying the refund due to the institution at which the over-award occurred. The Eligible Postsecondary Institution will then forward the payment to GSFA.
4. If such student has repaid the defaulted loan or refund due in full, or resolved the default status, then he or she may be eligible to receive state scholarship or grant funds beginning with the school term in which repayment was made in full, but not retroactively for previous school terms.

#### **5207.4. Enrollment Requirements.**

1. A REACH Scholar must be Enrolled at an Eligible Postsecondary Institution in a Matriculated status leading to a Certificate, Diploma, or Degree.
2. A REACH Scholar must be Enrolled Full-Time through the last day of the Eligible Postsecondary Institution's drop/add period to be eligible to receive REACH scholarship funds.

#### **5207.5. Academic Achievement Requirements.**

1. A REACH Scholar must maintain Satisfactory Academic Progress (SAP), as defined and certified by his or her Eligible Postsecondary Institution.
2. A REACH Scholar must maintain a minimum Postsecondary Cumulative Grade Point Average of 2.00.

#### **5207.6. Length of Eligibility.**

1. A REACH Scholar must Enroll in an Eligible Postsecondary Institution and begin receiving REACH scholarship funds within two years of the date of his or her high school graduation.
2. A REACH Scholar's eligibility to receive the award expires five years from the date the student began receiving REACH scholarship funds.
3. A REACH Scholar may have his or her length of eligibility extended if he or she serves on active duty in the military during the two years immediately following the date of his or her high school graduation or if the student is called to and serves on active duty in the military during the five year period following the first date that REACH scholarship funds were received. The length of such extension will be based on the amount of time served on active duty, rounded up to the nearest whole year.

#### **5207.7. Drug Free Act.**

1. A REACH Scholar convicted of committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs, may be ineligible for REACH Scholarship award funds starting on the day of conviction, in accordance with the Georgia Drug-Free Postsecondary Education Act of 1990, O.C.G.A. §20-1-20, et seq. REACH Scholars will not be allowed to regain eligibility for the REACH scholarship.

#### **5207.8. Incarceration.**

1. A REACH Scholar is ineligible to participate in or receive funding from the REACH Program if Incarcerated. REACH funding will cease at the time a REACH Scholar

is incarcerated and the REACH Scholar is immediately ineligible to further participate in the REACH Program. Any unused funds will be returned to GSFA or its designee.

### **5207.9. Eligible Coursework.**

1. A REACH Scholar who Enrolls in Learning Support (remedial) coursework is eligible for REACH payment.
2. A REACH Scholar participating in Distance Learning coursework is eligible to receive REACH payment. The institution offering the Distance Learning coursework must be an Eligible Postsecondary Institution.
3. A REACH Scholar is eligible to receive payment as a Transient student. Both the Home Institution and the Host Institution must be Eligible Postsecondary Institutions.
  - a. The Host Institution awards REACH funds to the Transient student based on certification of eligibility from the Home Institution.
  - b. The Home Institution is responsible for verifying the eligibility of its Transient students.
  - c. Upon the REACH Scholar's return to the Home Institution, the Host Institution must provide information necessary for the Home Institution to determine continued REACH eligibility.
  - d. The Home Institution is liable for the return of funds the REACH Scholar receives at the Host Institution, if the Home Institution erroneously certifies the Scholar's eligibility to the Host Institution.
4. A REACH Scholar Enrolled in an Eligible Postsecondary Institution may qualify for REACH payment while participating in a Study Away program.
  - a. The REACH Scholar's Home Institution must be an Eligible Postsecondary Institution and must approve the Study Away program for credit toward the REACH Scholar's program of study requirements prior to the REACH Scholar's departure.
  - b. The REACH payment must take place through the Home Institution, unless the REACH Scholar is participating in a Study Away program via another Eligible Postsecondary Institution. Then the process for Transient students is used (refer to *Section 5207.9.3*).
  - c. The Home Institution may coordinate the Study Away program through institutions that are not eligible to participate in the REACH Program. For

example, the REACH Scholar's Home Institution may have an arrangement with an out-of-state institution's Study Away program.

- i. In such cases, the REACH scholarship payment must take place through the Home Institution, which must be an Eligible Postsecondary Institution, and the REACH Scholar must be considered to be in a Matriculated status by his or her Home Institution.
5. A REACH Scholar is ineligible to use REACH payment for coursework classified by his or her Eligible Postsecondary Institution as Continuing Education or Audit Coursework.

**5207.10. College Student Application Requirements.**

1. A REACH Scholar must complete an Enrollment Verification Form to be submitted to GSFA on a semester or quarterly basis.
  - a. The Enrollment Verification Form must be submitted no later than the last day of the term for which REACH scholarship funds are sought.

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## **5208. Award Requirements.**

1. REACH scholarship awards may be applied towards the REACH Scholar's Cost of Attendance as determined by the Eligible Postsecondary Institution in which the student is Enrolled.

### **5208.1. Award Amounts.**

1. The REACH scholarship award amount is a maximum of \$2,500 per Academic Year for up to four years of Enrollment at an Eligible Postsecondary Institution. Scholars are eligible for a maximum amount of \$1,250 per semester or \$833 per quarter.
2. REACH Scholars awarded the maximum amount per semester or quarter are limited to receiving payment during two semesters or three quarters; however, REACH Scholars awarded less than the maximum amount per semester or quarter may receive funding for three semesters or four quarters per year, not to exceed the yearly award amount of \$2,500.
3. Upon receipt of a REACH scholarship payment from GSFA, the Eligible Postsecondary Institution shall credit the funds to the eligible student's account and deliver any remaining funds directly to the eligible student, not to exceed the REACH Scholar's Cost of Attendance.

### **5208.2. Adjustments to Award Amounts.**

1. A REACH Scholar's award amount must be reduced if the REACH Scholar is receiving any other student financial aid from federal, state, institutional or private sources which, in combination with the REACH scholarship award amount, would exceed the REACH Scholar's Cost of Attendance. The REACH Scholar's REACH scholarship award, plus any other student financial aid, must not exceed the REACH Scholar's Cost of Attendance.

### **5208.3. Disbursement of Funds.**

1. GSFA will process Enrollment Verification forms and initiate payments to Eligible Postsecondary Institutions on behalf of eligible REACH Scholars.

### **5208.4. Calculation of Refunds.**

1. If a REACH Scholar officially withdraws, drops out, drops hours, is expelled, or otherwise fails to complete a period of Enrollment, and is entitled to a refund, a portion of such refund may need to be returned to GSFA.
2. If applicable, the Eligible Postsecondary Institution must first apply the Federal Title IV Return of Funds policy for any federal aid the REACH Scholar may have received. To determine the refund due to GSFA, the institution must apply the

institution's refund policy, if different from Federal Title IV Return of Funds policy, to the REACH Scholar's REACH scholarship award.

3. The Eligible Postsecondary Institution must determine the amount of the refund due back to GSFA and notify GSFA. The amount of the REACH award not determined to be owed back to GSFA is retained by the institution and/or the REACH Scholar.

#### **5208.5. Collection of Refunds.**

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1. A borrower in default or who owes a refund may be subject to garnishment of their pay, loss of a professional license, offset of lottery winnings, and/or offset of a state tax refund. GSFA will notify the borrower that they are in default and GSFA intends to proceed with any of the remedies listed in this subsection. The borrower will be given 60 days from the date of the notification to make the loan current or to put in place a satisfactory payment plan.

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## **5209. Reconciliation Requirements.**

### **5209.1. 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 through GSFA's online invoicing system, Scholarship Up-to-date Records for Electronic Reporting (SURFER), 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 GSFA, according to SURFER, is accurate on that date.
  - b. GSFA will not issue any state scholarship or grant funds for the following term until the Term-Reconciliation is complete.
  - c. Funds are not returned to GSFA as part of the Term-Reconciliation process.

### **5209.2. Fiscal Year End Reconciliation.**

1. In addition to the Term-Reconciliations, the Eligible Postsecondary Institution must conduct the Fiscal Year End Reconciliation through SURFER.
  - a. The Eligible Postsecondary Institution must conduct a complete student-by-student Fiscal Year End Reconciliation with GSFA that includes:
    - i. Submission of a reconciliation certification form by July 15, immediately following the completion of the Fiscal Year for each State Program, verifying accuracy of each invoice submitted by the Eligible Postsecondary Institution with respect to Enrolled-Hours, Paid-Hours, Learning Support hours, and the student's program of study information, when applicable to the program; and
    - ii. Return to GSFA any funds not utilized according to the Fiscal Year End Reconciliation by August 15 after the beginning of the new Fiscal Year.
  - b. GSFA will not issue any state scholarship or grant funds for the Fall term until the previous 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).

## **5210. Administrative Reviews and Exceptions.**

### **5210.1. Administrative Reviews.**

1. The REACH Program Regulations are applied to each student considered for REACH scholarship funds by appropriate officials.
2. If a middle school or high school REACH Scholar believes a REACH Program rule or regulation was incorrectly applied in his or her case, the REACH Scholar must seek resolution from the Participating School System. The middle school or high school student may request an Administrative Review of the Participating School System's decision.
3. If a postsecondary REACH Scholar a REACH Program rule or regulation was incorrectly applied in his or her case, the REACH Scholar must seek resolution from the Eligible Postsecondary Institution. The postsecondary REACH Scholar may request an Administrative Review of the Eligible Postsecondary Institution's decision.
4. In order for an Administrative Review to be considered, the REACH Scholar must submit a written request for an Administrative Review to GSFA office within 45 calendar days of receiving notice of a decision of the Participating School System or Eligible Postsecondary Institution. If additional information is requested from the Scholar, it must be provided within the time frame specified by GSFA. GSFA decides a case based only on documentation provided rather than a personal presentation.

### **5210.2. Exceptions.**

1. Requests for Exceptions to the REACH Program Regulations cannot be considered, reviewed, or granted under any circumstances.

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**5211. Compliance Reviews.**

**5211.1 Compliance Review Policy.**

1. GSFA may conduct Compliance Reviews of Participating School Systems and Eligible Postsecondary Institutions participating in the REACH Scholarship Program in order to assess institutional administration of the program and compliance with the program's regulations.

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