



2009-2010 Application and Instructions

ELIGIBILITY REQUIREMENTS

To be eligible to enroll in Oklahoma's Promise, a student must meet the following requirements:

- The student must be a resident of the State of Oklahoma.
- The student must be enrolled in the 8th, 9th, or 10th grade.
[Homeschool students must be age 13, 14, or 15.]
- The income of the student's parent(s) from taxed and untaxed sources for the most recently completed federal tax year must not exceed \$50,000.

INSTRUCTIONS

1. Read the program requirements on pages 2-3. Then complete the STUDENT INFORMATION section on page 4.
2. The student and parents must sign the application on page 4 showing that each has read and understands the requirements of the program and that the family income information is correct.
3. The student's parents must completely fill out the Family Income Worksheet (page 5) and provide the necessary income documentation. Please read the section "Whose Income Should be Provided?" before completing the worksheet.
4. The application must be **postmarked on or before June 30, 2010***. Mail pages 4 & 5 **plus** the income documentation to the following address:

Oklahoma's Promise
Oklahoma State Regents for Higher Education
P.O. Box 108850
Oklahoma City, OK 73101-8850

We strongly recommend that you keep a copy of the completed application form for your own records. Also keep pages 2-3 for your reference.

5. If the application form is complete, the student will receive a confirmation letter with more detailed information mailed to their home address from the State Regents' office. If the application is not complete, the parent will be notified by mail and the application will be delayed until all required information is provided to the State Regents.

* *Applications for homeschool students must be postmarked before the student's 16th birthday. The June 30, 2010 application deadline cited above does not apply to homeschool students.*

E-mail address: okpromise@osrhe.edu
Web Site address: www.okpromise.org

Phone: 800-858-1840 OR
225-9152 (OKC area)

Oklahoma's Promise Program Requirements

I. High School Requirements:

The following requirements must be completed by the time the student graduates from high school:

- The student must achieve at least a 2.5 cumulative GPA for all course work attempted in grades 9 through 12.
- The student must also complete the following 17-unit core curriculum and achieve at least a 2.5 cumulative GPA for the 17-unit core curriculum.*
- *Students must strictly follow the curriculum listed below. Be aware that some courses that qualify for high school graduation requirements do not qualify for Oklahoma's Promise requirements.**

4	English (grammar, composition, literature; courses should include an integrated writing component)
3	Lab science (Biology, Chemistry, Physics or any lab science certified by the school district; General science with or without a lab may not be used to meet this requirement.)
3	Mathematics (Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics)
3	History and Citizenship skills (including 1 unit of American History and 2 additional units from the subjects of History, Economics, Geography, Government and/or Non-Western Culture.)
2	Foreign or non-English language (two years of the same language) OR Computer Technology (two units in programming, hardware, or business computer applications such as word processing, databases, spreadsheets, and graphics will qualify. Keyboarding or typing classes <u>do not</u> qualify.) (1 foreign language & 1 computer course <u>will not</u> meet this requirement.)
1	Additional Course of any of the subjects listed above
1	Fine Arts (music, art, drama) or speech

17 Total Units Required

*Homeschool students and students graduating from a high school not accredited by the Oklahoma State Board of Education or a recognized accrediting agency must **also** achieve a composite score of 22 or higher on an ACT test taken on a national test date ("residual" ACT test scores do not qualify).

- The student must also agree to:
 - attend school regularly and do homework regularly;
 - refrain from substance abuse;
 - refrain from criminal or delinquent acts;
 - have school work and school records reviewed by an appropriate school official;
 - when requested, provide information to the Oklahoma State Regents for Higher Education or the State Board of Education; and participate in program activities.

[Note: Compliance with conduct standards will be based upon the local school district's policy.]

Remember: You, the student, are ultimately responsible for completing the program requirements

II. College Requirements:

- The income of the student's parents may not exceed \$100,000 at the time the student begins college and prior to receiving the scholarship. (If the student was in the permanent custody of the Oklahoma Department of Human Services at the time the student enrolled in Oklahoma's Promise, the income limit may apply to the student's income rather than the student's parents.)

The Student:

- Must be a U. S. citizen or lawfully present in the United States.
- Shall meet normal admission standards for first-time entering students at the college or university to which the student applies.
- Shall apply for college financial aid when preparing to enroll in college.
- Must start taking college courses within three years after graduating high school.
- May not receive funds for more than five consecutive years after enrolling in college.*
- Cannot use the award for courses taken after completion of a bachelor's degree.
- Must achieve a college GPA of at least 2.0 for courses taken through the sophomore year and at least a 2.5 GPA for courses taken during the junior and senior years.
- Will lose the scholarship permanently if the student is suspended from college for more than one semester for conduct reasons.

*Limited exemptions for students on active military duty.

III. Scholarship Benefits:

Once the student has completed the program's high school requirements and met the college requirements, Oklahoma's Promise can help pay tuition at an Oklahoma public two-year college or four-year university. It will also cover a portion of tuition at an accredited private college or university in Oklahoma or for courses offered at an Oklahoma public technology center that qualify for credit from a public two-year college.

It is very important that Oklahoma's Promise students apply for other financial aid. The Oklahoma's Promise scholarship amount does not cover items such as other required fees, books, supplies or room and board. An excellent source of information on financial aid and other college information is www.okcollegestart.org.

IV. Requirements for Parents:

The student's parent(s), custodial parent(s), or guardian(s) must:

- sign the Oklahoma's Promise agreement and help the student comply with the program requirements;
- talk with the school contact person or other program personnel when asked to do so;
- when requested, provide information to the Oklahoma State Regents for Higher Education or the State Board of Education; and
- help the student complete any forms and reports required for program participation, apply for admission to institutions and schools of higher learning, and file applications for college financial aid.



2009-2010 Application/Agreement Form

The application must be postmarked on or before June 30, 2010. Applications for homeschool students must be postmarked before their 16th birthday.

STUDENT INFORMATION (please print in blue or black ink)

Student's Name: (Last) (First) (Middle)

Social Security Number: (Not optional: the student's social security number or the student's identification number used by the school must be provided. The number will be kept confidential and used only for administrative purposes.)

Grade level for 2009-2010 (circle one): 8th 9th 10th Date of Birth: (Month) (Day) (Year)

Mailing Address: (Mailing Address) Home Phone: () Work Phone: () (City) (State) (Zip)

E-mail Address

Name of Current School: H.S. Graduation Year: (If student is homeschooled, write "Homeschool" here.)

Name of High School (if different from above):

Optional Information

Gender [check one]: female male Ethnicity [check appropriate category(s)]: Black/African-American Asian American Indian/Alaska Native White Hispanic/Latino Multi-Racial/Other Native Hawaiian/Pacific Islander

STUDENT AND PARENT SIGNATURES

Student: I have read and understand the requirements of the program. I agree to follow all the program requirements and understand that if I do not fulfill the requirements, I will be disqualified from the program. I also understand that my name, mailing address and e-mail address may be released to eligible Oklahoma universities, colleges, and technology centers so they can send me information.

Student's Signature: Date:

Parent(s), Custodial Parent(s) or Legal Guardian(s): I/we have read, and understand the requirements of the program. I/we certify that my/our income from taxed and untaxed sources in the most recently completed federal tax year does not exceed \$50,000. (Write in the family income as calculated on the Family Income Worksheet: \$)*

Parent Signature: Date:

Parent Signature: Date:

(Signatures of both parents or guardians are recommended, but only one is required.)

*Falsified information will result in the student's disqualification from the program.

FAMILY INCOME WORKSHEET

The income of the student's parent(s) for the most recently completed Federal tax year, from both taxed and untaxed sources, must not exceed **\$50,000**. Any falsified or undisclosed financial information will result in the student's disqualification from the program.

WHOSE INCOME SHOULD BE PROVIDED?

- ▶ If the parents are married to each other (including parents not legally separated), include income for **both** parents, regardless of who claimed the student for tax purposes.
- ▶ If the parents are divorced, use the income of the primary custodial parent as specified in the divorce decree, regardless of whom the student lives with or who claimed the student for income tax purposes. If the custodial parent is remarried as of today, include income for the custodial parent and stepparent.
- ▶ Parents must provide the information for Section I and Section II and attach a copy of pages 1 & 2 of the Federal Income Tax return (1040/1040A) form filed for the most recent Federal tax year. [IRS forms submitted to the State Regents are kept confidential and used only to verify Oklahoma's Promise eligibility.]
- ▶ Parents of adopted children and legal guardians who are not the parents of the student should contact the OK Promise office.

Section I. TOTAL INCOME as reported to the Internal Revenue Service (IRS)

Include a copy of the 1040 or 1040A tax form filed with the IRS.

- Form 1040, line 22 (total income); **OR**
- Form 1040A, line 15 (total income). **Section I Subtotal** \$
- OR**
- I/We are not required to file a Federal Tax Return (check box if applicable)

Section II. ANNUAL UNTAXED INCOME

Documentation is required for any untaxed income reported below.

Annual Amount

- Untaxed Wages (for those not required by the IRS to file taxes) _____
- Child support payments received for all children _____
- Social Security benefits received by parent(s) (1040 line 20a minus 20b, if shown on tax form) _____
- Social Security benefits received on behalf of all children. _____
- Public assistance payments received (TANF, cash housing benefits, etc). _____
- Worker's compensation received _____
- IRA Distribution (1040 line 15a) (Excluding rollovers) _____
- Pensions/Annuities (1040 line 16a) (Excluding rollovers) _____
- Veteran's payments received (disability or other) _____
- SSI/Disability payments received for all children and parent(s). _____
- Military untaxed cash benefits (year-end LES required) _____
- Clergy untaxed cash housing benefit (W-2 required). _____
- Any other untaxed earnings or income _____

Section II Subtotal (add amounts listed only in Section II) \$

Section III. TOTAL ANNUAL FAMILY INCOME

(add Section I Subtotal to the Section II Subtotal). \$

Student's Name (print): _____

Attach a copy of pages 1 & 2 of the Federal 1040/1040A tax form and documentation of untaxed income to pages 4 and 5 of the application and return the forms to the State Regents' office at the address shown on the instruction page. The application must be **postmarked on or before June 30, 2010** [applications for homeschool students must be postmarked before the student's 16th birthday].