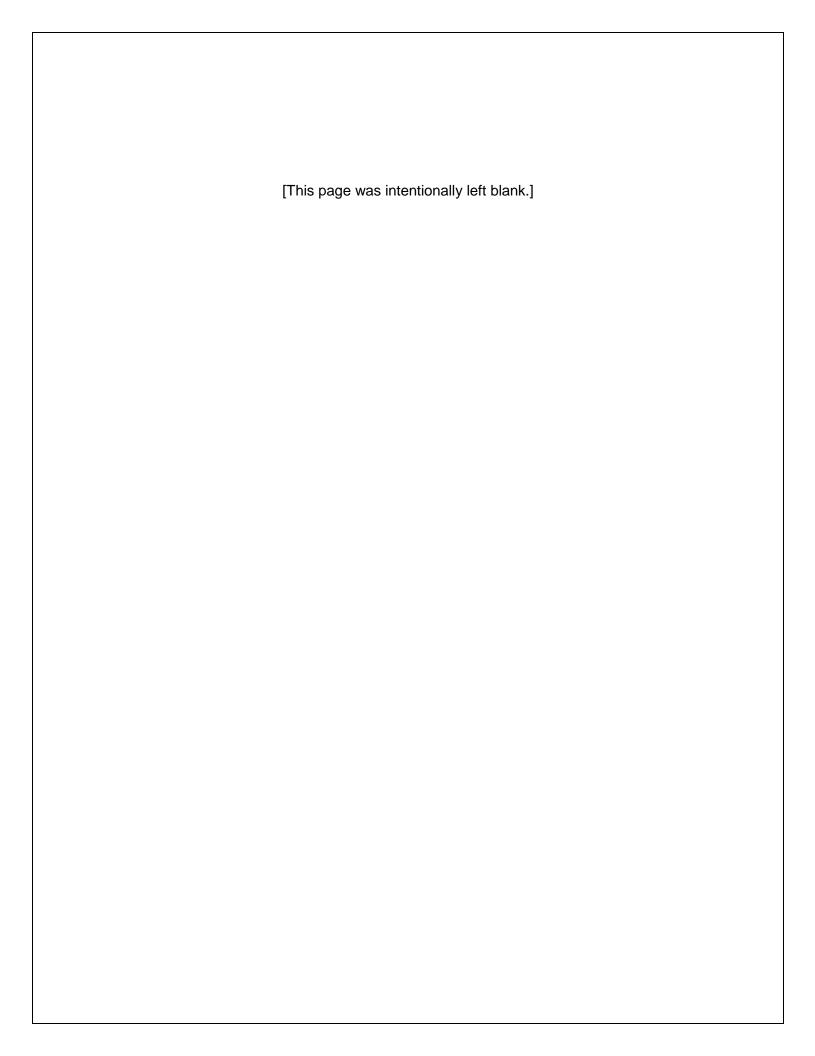# FLORIDA DEPARTMENT OF EDUCATION

# Florida Financial Aid Reinstatement/Restoration Application

Florida Department of Education
Office of Student Financial Assistance
325 West Gaines Street, Suite 1314
Tallahassee, Florida 32399-0400

1-888-827-2004

**www.FloridaStudentFinancialAid.org**

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# 2014-15
# Florida Financial Aid Reinstatement/Restoration Application
## <u>Conditions</u>

*IMPORTANT: RETAIN THESE CONDITIONS FOR YOUR RECORDS.*

## GENERAL INFORMATION

- The *Florida Financial Aid Reinstatement/Restoration Application* applies only to grants and scholarships administered by the Florida Department of Education (FDOE), Office of Student Financial Assistance (OSFA).  This application is not used to apply for grants and scholarships offered by private organizations or other entities in the State of Florida. Students must complete the *Free Application for Federal Student Aid* (FAFSA) in order to be considered for federal scholarship, grant, or loan programs and certain state-funded scholarships and grants.

- Students may apply for reinstatement/restoration for the programs listed below by the dates indicated:

  o José Martí Scholarship Challenge Grant Fund – April 1, 2014
  o Rosewood Family Scholarship Program – April 1, 2014
  o Scholarships for Children and Spouses of Deceased or Disabled Veterans – April 1, 2014
  o Florida Bright Futures Scholarship Program – May 30, 2015

- Additional program-specific conditions follow the Conditions section.

**Activate your User ID and PIN - <u>Know it</u>, <u>Use it</u>, <u>Be Responsible</u> for your state financial aid!**

- It is your responsibility to ensure all required certifications and additional documentation are submitted to OSFA on or before the program deadline.  Detailed program information is available at [www.FloridaStudentFinancialAid.org](http://www.FloridaStudentFinancialAid.org) or by calling toll-free at 1-888-827-2004.

## CHANGES IN INFORMATION/TRANSFERS BETWEEN INSTITUTIONS

- If you change your postsecondary institution during the application process, please be aware that not all state-funded programs can be used at all institutions. For details on updating information and/or transferring your Bright Futures award between institutions, please click the following link: [http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter2.pdf](http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter2.pdf).

## APPEALS

- For further information regarding the appeals process for your Bright Futures award, please click the following link: [http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter3.pdf](http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter3.pdf).

## USE OF THE APPLICANT'S SOCIAL SECURITY NUMBER (SSN)/ NON-DISCRIMINATION STATEMENT

The Privacy Act of 1974 requires state agencies to inform applicants of the reasons for requesting their Social Security Numbers (SSN).  The FDOE requests an SSN on all applications for student financial assistance in order to correctly identify applicants, match each applicant's financial aid record with the student record at the postsecondary institution the applicant attends, and help coordinate state student aid programs with federal student aid programs.

An applicant will not be denied financial assistance for failure to disclose the SSN.  Without an SSN, correct identification of an applicant's record cannot be assured and may result in an error in the award amount or a delay in the disbursement of an award.  However, if you do not have or chose not to provide an SSN on the *Initial Student Florida Financial Aid Application*, the "Social Security Number" field will generate your assigned Pseudo Number.

Pursuant to Section 1000.05, Florida Statutes, state student financial assistance is provided to eligible applicants without discriminating on the basis of race, ethnicity, national origin, gender, disability, or marital status.  Minority status will be considered when required by law as a condition of eligibility or selection.

## FLORIDA BRIGHT FUTURES SCHOLARSHIP

A. **A reinstated student** refers to an eligible student who did not receive funding during the previous academic year (fall through spring). Please refer to the website below regarding specific requirements for a reinstated student. The requirements for reinstated students are specific to the year you graduated from high school.
http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter3.pdf

B. **A restored student** refers to a student who lost eligibility for a specific program award due to an academic standard(s) deficiency, and, after the subsequent summer or at least one academic year without specific program funding, re-established eligibility for a specific program award. Please refer to the website below regarding specific requirements for a restored student. The requirements for restored students are specific to the year you graduated from high school.
http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter3.pdf

C. **To request reinstatement or restoration, a student must:**

- Submit a *Florida Financial Aid Reinstatement/Restoration Application*. The academic year for which a student is applying is noted at the top of the application.

**Note:** A Spring/Summer Cohort student refers to a student who may receive the Bright Futures award for no more than two semesters in a given academic year with specific renewal, reinstatement, and restoration requirements per Section 1009.215, Florida Statues.  Please refer to the website below regarding specific requirements for a Spring/Summer cohort student.
http://www.FloridaStudentFinancialAid.org/SSFAD/PDF/BFHandbookChapter3.pdf

## JOSÉ MARTÍ SCHOLARSHIP CHALLENGE GRANT

A. **A reinstated student** refers to an eligible student who did not receive funding for the previous academic year (fall through spring).  A student who was previously eligible for an award, but did not accept an award during the previous academic year may apply for reinstatement.

B. **A restored student** refers to a student failed to meet the GPA required for renewal. The student will lose eligibility for renewal for at least one academic year. A student may apply for restoration during a subsequent application period by April 1. A student who failed to earn the minimum number of credit hours will not be allowed to restore.

C. **To request reinstatement or restoration, a student must:**

- Submit a *Florida Financial Aid Reinstatement/Restoration Application*. The academic year for which a student is applying is noted at the top of the application.

- Submit a completed, error-free *Free Application for Federal Student Aid* (FAFSA) processed by May 15th prior to the academic year for which funds are requested.

## ROSEWOOD FAMILY SCHOLARSHIP PROGRAM

A. **A reinstated student** refers to a student who is a Rosewood descendant and who was eligible for an award, but did not accept an award during the previous academic year (fall through spring). The student may apply for reinstatement.

B. **A restored student** refers to a student who is a Rosewood descendant and who fails to earn the minimum number of credit hours and/or GPA required for renewal. The student will lose eligibility for renewal for at least one academic year. A student may apply for restoration during a subsequent application period by April 1.

C. **To request reinstatement or restoration, a student must:**

- Submit a *Florida Financial Aid Reinstatement/Restoration Application*. The academic year for which a student is applying is noted at the top of the application.

- Submit a completed, error-free *Free Application for Federal Student Aid* (FAFSA) processed by May 15th prior to the academic year for which funds are requested.

## SCHOLARSHIPS FOR CHILDREN AND SPOUSES OF DECEASED OR DISABLED VETERANS

A. **A reinstated student** refers to a student who was eligible for an award, but did not accept an award during the previous academic year. The student may apply for reinstatement if the student meets general eligibility requirements.

B. **A restored student** refers to a student who fails to earn the minimum number of credit hours and/or GPA required for renewal. The student will lose eligibility for renewal for at least one academic year. A student may apply for restoration during a subsequent application period by April 1.

C. **To request reinstatement or restoration, a student must:**

- Submit a *Florida Financial Aid Reinstatement/Restoration Application*. The academic year for which a student is applying is noted at the top of the application.

**The Department will electronically collect the student's cumulative GPA and/or credit hours from the last Florida postsecondary institution the student attended as degree- or certificate-seeking**. The cumulative GPA and/or credit hours, as reported by the postsecondary home institution, will determine the student's eligibility to restore. A student must include an official transcript **only** if the postsecondary institution was out-of-state. An official transcript from an out-of-state postsecondary institution should be mailed to:

Florida Department of Education
Office of Student Financial Assistance
Centralized Programs
325 West Gaines Street
Suite 1314
Tallahassee, FL 32399-0400

Application Checklist and Responsibilities
2014-15 Florida Financial Aid Reinstatement/Restoration Application
Student Responsibilities for State Scholarship and Grant Program Applicants

**Keep track of your application process. This is for your records only.**

☐ **Submit Application** – Students must submit a completed *2014-15 Florida Financial Aid Reinstatement/Restoration Application* to the Office of Student Financial Assistance (OSFA) to be considered for state scholarships and grants. Submit **one application** for consideration of the following programs:

| Program | Deadline |
|---|---|
| • José Martí Scholarship Challenge Grant Fund | April 1, 2014 |
| • Rosewood Family Scholarship Program | April 1, 2014 |
| • Scholarships for Children and Spouses of Deceased or Disabled Veterans | April 1, 2014 |
| • Florida Bright Futures Scholarship Program | May 30, 2015 |

☐ **Keep All Information** – Print a copy of the application and the Saved Results page and keep a record of all information sent to and from OSFA.

☐ **Activate your User ID and PIN -** <u>Know it</u>**,** <u>Use it</u>**,** <u>Be Responsible</u> **for your state financial aid!**

   • Access your User ID and PIN the day after you apply by going online to www.FloridaStudentFinancialAid.org and select:
       o State Grants, Scholarships & Applications
       o Application Status & Award History
       o Get My User ID and PIN

☐ **Review Your Application Status and Certifications** – Review certifications and application status frequently to ensure that certifications are complete by program deadlines. Retrieve your User ID and PIN to access your status page at www.FloridaStudentFinancialAid.org. Select "State Grants, Scholarships & Applications*"* and "Application Status & Award History." Under "Reinstatement/Restoration Application Status" select "Application/Certification."

☐ **Update Information** – Keep your e-mail and postal mail addresses, telephone numbers, as well as the postsecondary institution you plan to attend updated.

☐ **Watch for a Bright Futures Award or Denial Notification** – Following eligibility or ineligibility determination, a Bright Futures award or denial notification will be posted to your Financial Aid Recipient History.

☐ **Watch for Award or Denial Notifications from other State Scholarships and Grants** – Beginning in **June**, notifications will be posted to your Financial Aid Recipient History screen for:

   • José Martí Scholarship Challenge Grant Fund
   • Rosewood Family Scholarship Program
   • Scholarships for Children and Spouses of Deceased or Disabled Veterans

☐ **Check with your Postsecondary Institution Financial Aid Office** – All funds are sent directly to eligible postsecondary institutions. Each postsecondary institution has its own disbursement process. Check with your institution to find out when and how you will receive your scholarship and grant funds.

## FLORIDA DEPARTMENT OF EDUCATION
## OFFICE OF STUDENT FINANCIAL ASSISTANCE

# REINSTATEMENT/RESTORATION APPLICATION
# for 2014-15 AWARDS

- **2014-15 Funding for Student Enrollment in the 2014-15 Academic Year**

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## APPLICANT CERTIFICATION

By signing and submitting this application:
- I certify that I am the applicant named on this application and to the best of my knowledge and belief, the information contained on this application is true, complete, and correct.
- It is my responsibility to supply accurate information and inform OSFA immediately of any changes.
- I understand that falsification of information in order to receive state financial aid awards is a misdemeanor of the second degree.

Retain a completed copy of this application for your records.

_____          _____

**Applicant's Signature**                              **Date**

**NOTICE:**   If you purposely give false information on this form, you may be subject to fine or imprisonment or both under Section 837.06, Florida Statutes.

_____

**Questions/Fields marked with an asterisk (*) require a response.**

| Please indicate program(s) applying for: | | DEADLINE * |
|---|---|---|
| José Martí Scholarship Challenge Grant Fund | ☐ | 04 / 01 / 2014 |
| Rosewood Family Scholarship Program | ☐ | 04 / 01 / 2014 |
| Scholarships for Children and Spouses of Deceased or Disabled Veterans | ☐ | 04 / 01 / 2014 |
| Florida Bright Futures Scholarship Program | ☐ | 05 / 30 / 2015 |

**\*If mailed, the postmarked date must meet program deadline.**

**Questions/Fields marked with an asterisk (\*) require a response.**

1. \*Social Security Number
   ☐☐☐ - ☐☐ - ☐☐☐☐

**SSN Disclaimer:** Financial assistance will not be denied for failure to disclose the SSN. However, without an SSN, correct identification of the applicant's record cannot be assured and may result in an error in the award amount or delay in the disbursement of an award.

2. \*Date of Birth: (mm/dd/yyyy)
   ☐☐ / ☐☐ / ☐☐☐☐

3. \*First Name      4. MI      5. \*Last Name
   ☐☐☐☐☐☐☐☐☐☐      ☐      ☐☐☐☐☐☐☐☐☐☐☐☐☐

6. \*Gender      ☐ Female      ☐ Male

7. \*Phone Number (at least one phone number is requested)
   Home                          Alternate
   ☐☐☐ - ☐☐☐ - ☐☐☐☐      ☐☐☐ - ☐☐☐ - ☐☐☐☐
   Cell
   ☐☐☐ - ☐☐☐ - ☐☐☐☐   or  ☐ I do not have or choose to disclose a phone number.

8. \*Mailing Address (alpha-numeric only; no commas or hyphens)
   ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
   (Maximum 32 characters including spaces)

9. Apartment
   ☐☐☐☐☐

10. \*City
    ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐      11. \*State  ☐☐

12. \*Florida County
    ☐☐☐☐☐☐☐☐☐☐☐☐      13. \*Zip Code + 4  ☐☐☐☐☐ - ☐☐☐☐

14. \*E-mail Address                          Alternate E-mail Address
    _____      _____

    or ☐ I do not have or choose to disclose an e-mail.
    (OSFA will post all official/award notifications to your online record)

15. \*Have you been on active duty military at any time since high school graduation?

☐ Yes  ☐ No

16. \*Check the appropriate box and write in the **postsecondary institution** you plan to attend in the **2014-15** academic year on the line provided.

_____

☐ In-state school
☐ Out-of-state school

17. \*Check the appropriate box and write in the information for the postsecondary institution you last attended prior to the fall 2014 semester, whether you were funded or not.

<u>Note</u>: If you are a Spring/Summer cohort student, you must indicate the postsecondary institution you last attended prior to spring 2014, whether you were funded or not.

(If you never attended a postsecondary institution, check "Never Attended")

☐ In-state school
☐ Out-of-state school
☐ Never Attended

_____

Sign (on page 1) and mail this completed application by the program deadline(s) listed in the Conditions section of this application to the address on the cover of this application. Retain a copy of this signed application for your records.

- OSFA will enter your *Florida Financial Aid Reinstatement/Restoration Application* in the State Student Financial Aid Database upon receipt.
- Follow the steps below:
    - Access your User ID and PIN the day after you apply by going online to www.FloridaStudentFinancialAid.org and select "State Grants, Scholarships & Applications," followed by "Application Status & Award History." Select "Get My User ID and PIN."
        - After selecting "Application Status & Award History" select "Financial Aid Recipient History." Your correspondence will be available in Section VII-Correspondence History.
    - A PDF copy of your correspondence will be available by selecting the blue hyperlink for that letter.
    - If you need assistance or are unable to complete these steps, call toll-free at 1-888-827-2004.

**Activate your User ID and PIN - <u>Know it</u>, <u>Use it</u>, <u>Be Responsible</u> for your state financial aid!**
    - Go to www.FloridaStudentFinancialAid.org
    - Choose **State Grants, Scholarships & Applications**, and then
    - Choose **Application Status & Award History**, and then:
- To update information, go to **Reinstatement/Restoration Application Update** and select:
    - **Name, Address, and Institution**, or
    - **Pseudo Number**
- To monitor **your** status, go to **Reinstatement/Restoration Application Status** and select:
    - **Application/Certification**, or
    - **Award/Notifications**