



**LIFE SCHOLARSHIP, LOTTERY TUITION ASSISTANCE (LTAP), AND SC HOPE SCHOLARSHIP  
EARLY GRADUATION FORM**

Students who complete all requirements for high school graduation prior to the official graduation date in May/June will be eligible to receive the LIFE Scholarship, LTAP or SC HOPE Scholarship **if** they meet all initial and general eligibility criteria. For LTAP, this form only applies to the USC Two-year Regional Campuses and Spartanburg Methodist College. Please refer to the Scholarship guidelines posted on the Commission's website at: [www.che.sc.gov](http://www.che.sc.gov). The student must submit original/official copies of all required documentation (Early Graduation Form, official letter from the high school principal and an official high school transcript) in **one packet** to the SC Commission on Higher Education. It is the student's responsibility to ensure that the information submitted is complete and accurate. **Incomplete applications will not be considered.** Upon review of all completed applications, the SC Commission on Higher Education will notify the student and the institution of the rendered decision by mail. The deadline to submit a complete Early Graduation Application is **March 1<sup>st</sup>**.

**Part I - Student Section (Must be completed by student.)**

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

High School(s) \_\_\_\_\_

I will be enrolling at \_\_\_\_\_ as a full-time degree-seeking student during the  
(Institution)

Spring \_\_\_\_\_ term. For the LIFE/HOPE Scholarships, I understand that this term will count  
(Year)

against my terms of eligibility and that I must notify the SC Commission on Higher Education if I transfer to another institution. I understand that I am responsible for ensuring that all required documentation is submitted to the Commission by the established deadline for a complete application and that all submitted information is true and accurate. I understand that Commission staff is **not** responsible for ensuring that my Early Graduation Application is complete for review and that Commission staff will **not** contact me, my parents/guardians or the institution concerning documentation that is missing and/or incorrect in my application. I also understand that final decisions regarding my application will be based only on the documentation/information submitted by the deadline.

\_\_\_\_\_  
Student Signature (**Required**) \_\_\_\_\_  
Date

**Part II – Institution Section** (*Students are required to have a financial aid representative at the institution complete this section.*)

I hereby certify that the above student is enrolled as a full-time degree-seeking student who meets **all** the eligibility requirements to receive \_\_\_\_\_ as stipulated by the guidelines governing the program.  
(LIFE, LTAP or HOPE)

\_\_\_\_\_  
College/University (\_\_\_\_) \_\_\_\_\_ \_\_\_\_\_  
Email Address

\_\_\_\_\_  
Institutional Representative \_\_\_\_\_  
Title \_\_\_\_\_  
Date

**Please submit completed form to:**  
South Carolina Commission on Higher Education  
1333 Main Street, Suite 200  
Columbia, SC 29201



## Checklist for Early Graduation Applications

**In order to ensure that your Early Graduation Application is complete, please complete the following checklist before submitting your application.**

### Early Graduation Form

Did you complete and sign a copy of the Early Graduation Application Form? (*All students must submit a copy of the new Early Graduation Application Form to the Commission. A copy of the new Early Graduation Application Form can be found on the SC Commission on Higher Education's website at: [www.che.sc.gov](http://www.che.sc.gov). Previous versions of the Early Graduation Application Form will not be accepted by Commission staff for review.*)

Did a financial aid counselor at the institution you are attending complete Part II of the Early Graduation Application Form? (*Incomplete forms will not be accepted by Commission staff for review.*)

### Principal Letter

Did you submit a letter that is signed by the principal and on the high school's letterhead? (*Letters that are not signed by the principal of the high school, not written on the high school's official letterhead, or not sealed in an envelope will not be accepted by Commission staff for review. In addition, Commission staff will not review Xerox copies or faxed copies of letters. Students must submit original copies of principal letters.*)

Does the letter signed by the principal state that "I have completed all of the requirements for high school graduation by the established deadline in December"? (*Letters that are contingent stating that a student "will have completed all requirements for high school graduation" will not be accepted by Commission staff for review.*)

### Transcripts and SAT/ACT Test Scores

Did you request that your official transcript to be sent directly from the high school to the SC Commission on Higher Education? (*Students must submit official copies of their high school transcript to the Commission. Xerox copies, faxed copies, and transcripts that are not sealed in an envelope by the high school will not be accepted by Commission staff for review. If the student chooses to send his/her transcript to the Commission, the transcript must be placed in a sealed envelope by the high school staff, and the student must place the sealed transcript into a larger envelope to send to the Commission. Unsealed transcripts will not be accepted by Commission staff for review.*)

Does my transcript include all of my grades through the December deadline? (*Transcripts that are incomplete or transcripts that do not include the grades for all courses that a student has taken in high school through December/January will not be accepted by Commission staff for review.*)

Does my transcript include a cumulative GPA based on the SC Uniform Grading Scale? (*The official transcript must include a cumulative grade point average based on the SC Uniform Grading Scale to meet the minimum 3.0 cumulative GPA requirement for the LIFE and SC HOPE Scholarships.*)

Does my transcript also include all of my SAT/ACT scores? (*Students attending a four-year institution in SC must submit all of their SAT/ACT scores with their official high school transcript. The SAT/ACT scores should be either listed on the official transcript or a separate document must be attached to the official transcript from the high school listing the student's SAT/ACT scores. SAT/ACT scores that are not submitted from the high school along with the student's transcript will not be accepted by Commission staff for review.*)