From APPLICATION to AWARD:

1. **First-time applicants must:**
   - Complete the FAFSA by March 31st (priority date). You may submit the FAFSA online at [http://www.fafsa.ed.gov/](http://www.fafsa.ed.gov/). Because data is transferred electronically, please do not mail any documents to our office.
   - Visit [www.cfnc.org/tasf](http://www.cfnc.org/tasf) to electronically complete the North Carolina Teacher Assistant Scholarship Fund (TASF) 1st time applicant application.
   - Thoroughly read and submit the online application as specified by the instructions.
   - Mail the required forms including: current official transcript, college certification statement (for those attending four-year institutions), and the Principal endorsement forms provided via link after submitting the application. Submit any additional items indicated on the Student Portal.
   - Your application will be reviewed for missing items and the document status will be updated. Track your status online at the Student Portal [www.cfnc.org/seaastudent](http://www.cfnc.org/seaastudent)

2. **Application Results:** Decisions will be posted online. Applicants will be considered one of the following:
   - **Awarded**— the applicant is granted funding and receives instructions on how to respond. The award statement is a binding document that you may need to present to your university’s cashier; print a copy for your records and do not discard it.
   - **Denied**— if an applicant is not awarded, he/she may potentially receive funding based on order of succession. The following is a list of reasons for application denials:
     - the applicant had missing items, causing the application packet to be incomplete
     - the applicant completed the application incorrectly
     - the applicant has been employed less than a year as a teacher assistant
     - the funds designated for this program have been exhausted
   - **Ineligible**— Applicants can be ineligible for the following reasons:
     - the applicant did not meet the minimum eligibility requirements.
     - the school the applicant will attend is not currently approved for funding through this program
     - the applicant is not a resident of North Carolina
     - the applicant did not meet financial need criteria

3. **Awarding Criteria**—The North Carolina Teacher Assistant Scholarship Fund (TASF) is awarded based on academic capabilities and financial need. Scholarships are available for study in initial teacher licensure programs at four year North Carolina colleges and universities with teacher education programs or at community colleges offering programs leading to teacher
certification at qualifying four year campuses. The number of awarded persons also varies depending on the funding provided by legislation. Recipients must be legal residents of North Carolina for tuition purposes. Recipients are required to be employed at a North Carolina public/federal school for at least one year as a full time teacher assistant, and maintaining full time employment while pursuing teaching licensure. Please visit CFNC for additional eligibility requirements.

Maximum Aggregate Scholarship Amount for Non previous TASL recipients—$25,200 (includes Fall, Spring, Summer terms)

- If enrolled at four-year institutions may receive up to a maximum of $3,600 ($1,200/term) annually
- If enrolled at two-year institutions may receive up to a maximum of $1,800 ($600/term) annually
- If enrolled simultaneously at a community college and a four year institution, recipients will be funded at $600 unless the student is enrolled in six hours at the four year college.

Maximum Aggregate Scholarship Amount for previous TASL recipients— the combination of TASL and TASF award funding cannot exceed the total of $14,000 for those attending two-year institutions.

The scholarship is renewable; however, it is not automatically renewable. Funding for the program is contingent each year upon appropriations made available to the State Education Assistance Authority by the General Assembly.

4. **If you are offered a TASF award, you must do the following:**
   - Thoroughly read the award statement (print a copy for your records).
   - Accept or decline the offer and verify all requested information according to the online instructions.
   - Wait for your funds to be sent to the financial aid office of your educational institution.

**Check disbursement:** An Electronic Funds Transfer (EFT) will be sent to the Participating School for deposit in an account maintained by the Participating School.

**Renewing TASF Funding:**

1. **Renewal applicants must:**
   - Complete the FAFSA by March 31\textsuperscript{th}. You may submit the FAFSA online at [http://www.fafsa.ed.gov/](http://www.fafsa.ed.gov/). Since the data is transferred electronically, please do not mail any documents to our office.
   - Wait for email notification from NCSEAA for instructions submit renewal information.
   - Thoroughly read and submit the online application as specified by the email instructions.
Mail the *required forms* including: current official transcript, college certification statement (for those attending four-year institutions), and the Principal endorsement forms provided via link after submitting the application. Submit any additional items indicated on the Student Portal. Your application will be reviewed for missing items and the document status will be updated. Track your status online at the Student Portal [www.cfnc.org/seaastudent](http://www.cfnc.org/seaastudent).

**Who can renew funding?** Those meeting the following criteria may renew:

- A 2.8 GPA must be achieved to remain eligible for future funding
- Complete 12 semester hours toward teacher licensure in prior year while meeting satisfactory academic progress requirements of the enrolling institution. TASF applicants are expected to submit an additional transcript reflecting spring grades prior to July 31st. Within this group priority will go to those with the highest grade point averages.
- Complete the FAFSA. Completion of the FAFSA is required. You may submit the FAFSA online at [http://www.fafsa.ed.gov/](http://www.fafsa.ed.gov/). Since the data is transferred electronically, please do not mail any FAFSA documents to our office.
- Funding for the program is contingent each year upon appropriations made available to the State Education Assistance Authority by the General Assembly.

**Fund disbursement:** Disbursements are electronically transmitted, and are usually sent around the beginning of the semester. Financial aid departments must process the funds as well, and by policy, funds are not available before the first day of the semester. Remember to keep your information current. It is the applicant’s responsibility to provide up-to-date contact information such as email, address, or phone number.

_Funding for the program is contingent each year upon appropriations made available to the State Education Assistance Authority by the General Assembly._