

FLORIDA	OFFICIAL
POLYTECHNIC	UNIVERSITY
UNIVERSITY	ACADEMIC POLICY

Subject/Title: Bright Futures Scholarships
FPU Policy Number: FPU-7.00255P
X New Policy Major Revision of Policy Minor Technical Revision of Policy
Date First Adopted: June 22, 2015
Date Revised:
Responsible Division/Department: Office of Financial Aid
Initiating Authority: Dr. Ghazi Darkazalli, Executive VP and Provost

A. APPLICABILITY/ACCOUNTABILITY

This policy applies to all students applying for, utilizing, and/or renewing Bright Futures Scholarships for use at the University. The Office of Financial Aid is responsible for overseeing the implementation of the policy.

B. POLICY STATEMENT

1. **Initial approval.** Initial review and approval of a Bright Futures Scholarship is done by the Office of Student Financial Assistance (OSFA) at the Florida Department of Education (FDOE). For a student to be eligible for any Bright Futures Award he/she must meet the eligibility requirements of the award as identified in Florida Statutes section 1009.531. The University is not involved in the initial approval/rejection of a student's application for a Bright Futures Scholarship.
2. **Utilization and renewal.**
 - a. A student that receives a Bright Futures Scholarship must maintain the academic standards and other requirements identified in Florida Statutes section 1009.532 in order to renew the Bright Futures Scholarship.
 - b. A student receiving the Bright Futures Scholarship must complete a minimum amount of attempted credit hours as provided in Florida Statutes section 1009.532.
 - c. If a student fails to meet the requirements for renewal he/she may be disqualified from receiving any remaining Bright Futures Scholarship funds.
3. **Repayment of Refunds Made to FDOE.** In accordance with Florida Statutes section 1009.532(1)©, if the University makes a refund of all or any portion of the student's Bright Futures Scholarship to the FDOE, the student is required to reimburse the University the amount of the Bright Futures Scholarship refund back to the FDOE.

If a student fails to reimburse the University for the Bright Futures Scholarship that was refunded back to the Florida Department of Education, such failure may result in the suspension of the student's Bright Futures Scholarship until the student reimburses the University in full.

C. PROCEDURES:

1. The Financial Aid Office will review the Master Eligibility List on the OSFA website to determine a student's eligibility for a Bright Futures Scholarship
2. If the student has been awarded a Bright Futures Scholarship, the Financial Aid Office will package the student's award based on the student's eligibility for the Florida Medallion or Florida Academic Scholars, as appropriate, taking into consideration the number of credit hours the student will be

taking for the semester. Awards are based on pre-determined per credit hour amounts set by the FDOE and OSFA.

3. The Office of Financial Aid will monitor the student's account throughout the drop/add period and reduce or increase the award for the semester based on the student's official registration.
4. Sixty days after the last day of the drop/add period, the Office of Financial Aid will reconcile on the OSFA website and make any necessary refunds to the FDOE on behalf of the student. The Office of Financial Aid will notify the student via email to the student's University email address if there was a refund to the FDOE and will place a hold on the student's account. The student must reimburse the University for the refunded amount before the University will release the hold on the student's account.
5. On the day after the last day to withdraw without academic penalty, as reflected on the University calendar, the Office of Financial Aid will make any additional refunds to FDOE for Bright Futures students who withdrew from courses during the semester. The Office of Financial Aid will notify the students via email to the students' University email addresses and will place holds on those students' accounts. Each student must reimburse the University the refunded amount before the hold on the student's account can be released.
6. Thirty days after the last day of the spring semester, the Office of Financial Aid will report the student's grades and credit hours to Bright Futures on the OSFA website so that the FDOE can determine the student's eligibility for renewal of the scholarship.

POLICY APPROVAL

Policy No.: FPU-7.00255P

Initiating Authority

Date

Policies & Procedures Review Committee Chair

Date

President/Designee

Date

Approved by FPU BOT, if required

Date

**EXECUTED SIGNATURE PAGES ARE AVAILABLE IN THE
OFFICE OF THE GENERAL COUNSEL**