

## 2017 PROMISE Scholarship Application Checklist

To apply, edit, and check the status of your application, log on to your [West Virginia Student Aid Management Account \(WVSAM\)](#).

### All Applicants

- File a 2017 PROMISE Scholarship Application at [WWW.CFWV.COM/PROMISE](http://WWW.CFWV.COM/PROMISE) by **March 1, 2017**.
- Complete a 2017-2018 Free Application for Federal Student Aid (FAFSA) at [WWW.FAFSA.ED.GOV](http://WWW.FAFSA.ED.GOV) by **March 1, 2017**. The 2017-18 FAFSA will be available October 1, 2016. The FAFSA will automatically be received by our office.
- Achieve an eligible ACT or SAT score by the June 2017 testing dates. Official scores are automatically received by our office approximately 6-8 weeks after the test date, if the test is taken in West Virginia.

### Private High School Applicants Only

- Submit a Grade Report Form with attached transcript. Grade Report Forms can be found at [WWW.CFWV.COM/PROMISE](http://WWW.CFWV.COM/PROMISE) under the forms tab and must be submitted by high school counselor or school official. **Applicants attending a West Virginia public high school DO NOT need to submit a grade report form, grades will be reported by the West Virginia Department of Education.**

### Home School Applicants Only

- Home school applicants must submit an official GED or TASC score to our office. To be eligible for a PROMISE award a home schooled student must pass the General Educational Development (GED) examination with a minimum score of 2500 or the TASC test with minimum score of 2750 and passing score in each subsection.
- Home school applicants must provide documentation of home-schooled status from your county school board office. Documentation must show that you were homeschooled during the 11<sup>th</sup> and 12<sup>th</sup> grades.

### Eligible Commuter Applicants Only

- Eligible commuters must submit a grade report form and transcript to qualify. Grade Report Forms can be found at [WWW.CFWV.COM/PROMISE](http://WWW.CFWV.COM/PROMISE) under forms and must be submitted by a high school counselor or school official.
- Eligible commuters must provide documentation from a high school counselor or school official that you commuted on a daily basis to an out of state high school.
- If you are taking the ACT/SAT in a state other than West Virginia, an official score must be sent to our office.
  - o ACT code: 4539
  - o SAT code: 3456

### Military Dependents/ Armed Services Members Only

- Provide documentation of military status
- Military dependent applicants must submit a grade report form and transcript to qualify. Grade Report Forms can be found at [WWW.CFWV.COM/PROMISE](http://WWW.CFWV.COM/PROMISE) under forms and must be submitted by a high school counselor or school official.
- Military dependent/ Armed Services Member applicants must submit verification of parent or legal guardian maintaining legal residence in West Virginia while serving in the United States armed forces while the student attended high school.
- If you are taking the ACT/SAT in a state other than West Virginia, an official score must be sent to our office.
  - o ACT code: 4539
  - o SAT code: 3456

For a complete list of PROMISE Scholarship eligibility requirements visit: [CFWV.com - PROMISE Eligibility Requirements](#).

Submit additional documentation by Fax or Mail to:  
West Virginia Higher Education Policy Commission  
PROMISE Scholarship Program  
1018 Kanawha Boulevard East, Suite 700  
Charleston, WV 25301  
Phone (304)558-4618  
Toll Free Phone (877)987-7664  
Fax (304) 558-4622  
[PROMISE@wvhepc.edu](mailto:PROMISE@wvhepc.edu)