

# DON'T BLOW YOUR TOPS RENEWAL

## TO RETAIN TOPS IN 2019-2020, YOU NEED TO KNOW THIS!

AS A TOPS RECIPIENT, YOU MUST ENROLL AS A FULL-TIME STUDENT DURING EACH FALL AND SPRING SEMESTER, FALL, WINTER, SPRING TERM DURING THE ACADEMIC YEAR, REMAIN CONTINUOUSLY ENROLLED, AND MUST **EARN 24** HOURS OF CREDIT DURING THE ACADEMIC YEAR. FAILURE TO DO SO WILL RESULT IN **CANCELLATION** OF YOUR TOPS AWARD. THE ACADEMIC YEAR BEGINS WITH THE FALL SEMESTER, QUARTER OR TERM AND CONTINUES THROUGH ALL SEMESTERS, QUARTERS, TERMS AND INTERSESSIONS UNTIL THE FOLLOWING FALL SEMESTER, QUARTER OR TERM BEGINS.

EXCEPTIONS TO THE REQUIREMENTS TO ENROLL FULL-TIME OR TO REMAIN CONTINUOUSLY ENROLLED OR TO EARN 24 HOURS OF CREDIT EACH ACADEMIC YEAR MAY BE GRANTED FOR CIRCUMSTANCES BEYOND THE STUDENT'S CONTROL. STUDENTS SEEKING AN EXCEPTION TO THESE REQUIREMENTS MUST SUBMIT A REQUEST FOR EXCEPTION FORM ([WWW.OSFA.LA.GOV/EXCEPTIONFORM](http://WWW.OSFA.LA.GOV/EXCEPTIONFORM)) AND PROVIDE ALL NECESSARY DOCUMENTATION. IF APPROVED AND ALL OTHER CONTINUATION REQUIREMENTS ARE MET, THE AWARD WILL BE REINSTATED. REQUESTS FOR EXCEPTION MUST BE RECEIVED NO LATER THAN SIX MONTHS AFTER THE DATE OF THE NOTICE OF CANCELLATION.

EARNING 24 CREDIT HOURS EACH ACADEMIC YEAR IS THE RESPONSIBILITY OF THE STUDENT. ADVANCED PLACEMENT CREDITS AND CREDITS EARNED WHILE YOU ARE IN HIGH SCHOOL **CANNOT** BE USED TO MEET THE 24 HOUR REQUIREMENT. HOURS EARNED IN REMEDIAL COURSES AND HOURS EARNED IN INTERSESSIONS WILL COUNT TOWARD YOUR 24-HOUR REQUIREMENT. ALL AWARD RECIPIENTS CAN USE HOURS EARNED IN SUMMER SESSIONS TO MEET THEIR 24-HOUR PER ACADEMIC YEAR REQUIREMENT AS WELL.

AT THE END OF EACH ACADEMIC YEAR THE FOLLOWING TOPS CUMULATIVE GRADE POINT AVERAGE (GPA) AS DETERMINED BY LOSFA, MUST BE MAINTAINED:

OPPORTUNITY AWARD:	2.30	END OF FIRST YEAR ACADEMIC YEAR
	2.50	END OF ALL OTHER ACADEMIC YEARS
PERFORMANCE AWARD:	3.00	END OF ALL ACADEMIC YEARS
HONORS AWARD:	3.00	END OF ALL ACADEMIC YEARS
TECH AWARD*:	2.50	END OF ALL ACADEMIC YEARS

\*AND OPPORTUNITY, PERFORMANCE AND HONORS AWARD RECIPIENTS ENROLLED IN A TECHNICAL PROGRAM OF STUDY

THE TOPS CUMULATIVE GPA IS CALCULATED ON ALL COURSE WORK ATTEMPTED AND MAY NOT BE THE SAME AS THAT CALCULATED BY THE SCHOOL.

PERFORMANCE OR HONORS AWARD RECIPIENTS WHO FAIL TO MAINTAIN AT LEAST A 3.00 CUMULATIVE GPA AT THE END OF ANY ACADEMIC YEAR, WILL HAVE THEIR AWARD CONVERTED TO THE OPPORTUNITY AWARD, PROVIDED THEY HAVE MAINTAINED THE GPA NECESSARY FOR RENEWAL AT THAT AWARD LEVEL. ONCE THE RECIPIENT'S AWARD IS CONVERTED TO THE OPPORTUNITY AWARD, THE PERFORMANCE OR HONORS AWARD CANNOT BE REINSTATED.

GRADES EARNED FOR COLLEGE CREDIT COURSES TAKEN WHILE IN HIGH SCHOOL THROUGH DUAL ENROLLMENT PROGRAMS ARE INCLUDED IN THE CALCULATION OF YOUR CUMULATIVE COLLEGE GPA AND WILL AFFECT YOUR TOPS CONTINUATION ELIGIBILITY.

STUDENTS WHO FAIL TO MAINTAIN STEADY ACADEMIC PROGRESS AT THE END OF ANY SEMESTER, QUARTER OR TERM SHALL HAVE PAYMENT OF THEIR AWARD SUSPENDED. STEADY ACADEMIC PROGRESS IS DEFINED AS A MINIMUM 2.00 CUMULATIVE GPA.

STUDENTS WHOSE AWARDS ARE SUSPENDED FOR FAILURE TO MAINTAIN THE REQUIRED GPA OR STEADY ACADEMIC PROGRESS MAY BE REINSTATED UPON ATTAINMENT OF THE REQUIRED GPA PROVIDED THAT THE PERIOD OF INELIGIBILITY DID NOT PERSIST FOR MORE THAN TWO YEARS (ONE YEAR FOR THE TECH AWARD) AND THE STUDENT HAS MET THE REQUIREMENTS NOTED IN THE FIRST PARAGRAPH.

TO RENEW YOUR TOPS AWARD FOR THE 2019-2020 ACADEMIC YEAR, YOUR 2019-2020 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) OR RENEWAL FAFSA MUST BE RECEIVED BY JULY 1, 2019, UNLESS YOU CAN DEMONSTRATE THAT YOU DO NOT QUALIFY FOR FEDERAL GRANT AID.

TOPS FUNDING IS CONTINGENT UPON APPROPRIATIONS.



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