

Submission of this form and the required documents initiates a request for academic evaluation for HOPE and Zell Miller Scholarships for students who have graduated from an out-of-state high school or accredited home study program located outside of Georgia.

Students must first apply by creating a GAfutures account and submitting a Georgia Student Finance Application (GSFAPP). This state application for HOPE and Zell Miller Scholarship creates a student record in our system to which academic eligibility information may be appended. **This application must be completed before the evaluation can be processed.**

Students filing a current year Free Application for Federal Student Aid (FAFSA) in addition to the GSFAPP must do so by the last day of the term the student is seeking scholarship funds.

Review the HOPE and Zell Miller Scholarship academic eligibility information at GAfutures.org prior to submitting the request form and required documents.

Required for manual transcript evaluation:

1. **Completed request form** signed by both the graduate (page 1) and a high school official (page 2), all fields are required
2. **Final official transcript** (must be signed if uploaded to GAfutures or may be sent directly by the high school/transcript service to ProgramAdmin@GSFC.org)
3. **ACT/SAT score report** (see page 3 for details about obtaining/submitted score reports)

Submit request form and documents as a single electronic file in one of the acceptable formats by signing in to your GAfutures account, clicking "Document Upload" and selecting Academic Evaluation - Out-of-State High School" from the drop-down list. (Acceptable file types: pdf, jpg, jpeg, png, bmp, tif, tiff).

First Name _____ MI _____ Last Name _____
Date of Birth _____ Social Security Number _____
Permanent Mailing Address _____
City _____ State _____ Zip Code _____
Email _____ Telephone _____

Confirmation will be sent to the email address provided once the request has been fully processed.

I authorize release and verification of the information provided on this form to the Georgia Student Finance Commission (GSFC).

Student Signature _____ **Date** _____

High School Information			
High School Name			
Address			
City		State	Zip Code
Graduation Date (no future dates)		CEEB/ETS Number (if applicable)	
	Name of Accrediting Agency (check as applicable)	Dates of Accreditation	
		Start	Expiration
	Not accredited by any of the agencies listed below		
	Cognia (formerly AdvancEd) **		
	New England Association of Colleges and Schools		
	Middle States Association of Colleges and Schools		
	Western Association of Colleges and Schools		
	Alabama Independent School Association		
	Southern Association of Independent Schools		
** Southern Association of Colleges and Schools/North Central Association of Colleges and Schools/Northwest Accreditation Commission			
Grading Scale		Course Weights (additional points added to final grade)	
A =		International Baccalaureate (IB) =	
B =		Advanced Placement (AP) =	
C =		Dual Enrollment (DE) =	
D =		Honors (H) =	
F =		Gifted (G) =	
Academic Rigor Course Information			
High School Course Name	Credit	Please identify 4 full credits that meet the academic rigor requirement as described at GAFutures: https://www.gafutures.org/hope-state-aid-programs/hope-zell-miller-scholarships/hope-scholarship/eligibility/academic-rigor-requirements/ . A list may be viewed here: https://www.gafutures.org/media/188054/rigor-list-august-2019-print-ready-rv10232019.pdf Contact Program Administration at ProgramAdmin@GSFC.org or 770-724-9251 for assistance.	
Certification			
Please sign below to certify that the information reported above and, on any document, or writing in connection with this application is true, correct, and complete. A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both. O.C.G.A. § 16-10-20, et seq.			
School Official Name and Title			
Signature and Date			
Email Address and Telephone			

Submitting Test Scores to GSFC

Students with an active GAfutures account may upload documents for the State Financial Aid Programs GSFC manages.

1. Save your document(s) as one electronic file.
2. Sign in to your GAfutures account ([create one](#) if you don't have one)
3. Select Document Upload, located on the left-hand side of the page.
4. Select the appropriate Document Type.
5. Attach your document file and select the submit button (Acceptable file types: pdf, jpg, jpeg, png, bmp, tif, tiff).

Students with a College Board SAT score report may upload a copy of the score report to GSFC. Students with an ACT score may request ACT electronically send their score report to GSFC.

SAT Score report

1. Print your test score report from [College Board's website](#) for the SAT.
2. Sign, date and write this statement on the report: "This is a true and exact copy of the original score report."
3. Include the signed report with the other required documents in the single electronic file for upload.

ACT Score report

1. Go to ACT.org and sign into your account.
2. Select recipient code 2225 to have your ACT score report sent to GSFC.
3. ACT will then send GSFC an electronic file.
4. Note on the evaluation request form that an ACT score report has been sent electronically.