

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 an 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 creates a student record in our system to which academic eligibility information from the evaluation may be appended. **The GSFAPP should be completed prior to submitting the transcript evaluation request.**

Visit GAfutures.org for information about basic eligibility, initial academic eligibility, and application deadlines for HOPE and Zell Miller Scholarships.

Transcripts and evaluation forms cannot be processed prior to high school graduation.

Required for transcript evaluation:

1. **Completed request form** signed by both the graduate (page 1) and a high school official (page 2). A high school official must complete page 2 of the form.
2. **Final official transcript** (must be signed by a high school official). Final transcripts may be sent directly to GSFC by the high school or a transcript service to ProgramAdmin@GSFC.org. Transcripts submitted prior to graduation cannot be processed.
3. **ACT/SAT score reports** (use GAfutures Student Dashboard to view test scores recorded at GSFC. See page 3 of this form for details about submitting test scores that are not on file at GSFC.)

Submit the 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 Out-of-State High School Transcript Evaluation Request – HOPE/Zell Scholarship" from the drop-down list.

PRINT information in all fields below:

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 (Must be completed and signed by a high school official after graduation)			
High School Name		CEEB/ETS Number (if applicable)	
High School Address			
City		State	Zip Code
Student Name		Graduation Date (MM/DD/YYYY - no future dates)	
<input checked="" type="checkbox"/>	Name of Accrediting Agency (check all that apply as of the student's graduation date)		
<input type="checkbox"/>	Cognia (SACS - formerly AdvancEd)		
<input type="checkbox"/>	New England Association of Colleges and Schools		
<input type="checkbox"/>	Middle States Association of Colleges and Schools		
<input type="checkbox"/>	Western Association of Colleges and Schools		
<input type="checkbox"/>	Alabama Independent School Association		
<input type="checkbox"/>	Southern Association of Independent Schools		
<input type="checkbox"/>	Not accredited by any of the agencies above - SKIP TO CERTIFICATION		
Grading Scale		Course Weights	
A =		Advanced Placement (AP) =	
B =		International Baccalaureate (IB) =	
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.org: 1. Advanced math, such as advanced algebra and trigonometry, math III 2. Advanced science, such as chemistry, physics, biology II 3. Foreign language II or higher 4. Advanced Placement, International Baccalaureate or Dual Enrollment degree-level core courses 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's Name and Title			
School Official's Signature and Date			
School Official's Email and Phone			

ACT and SAT scores that are on file at GSFC may be viewed on the Student Dashboard using a GAfutures account. If your test scores are not on file, please follow the instructions below.

SAT Score Report

1. Sign in to your account at collegeboard.org and download/print your test score report.
2. Navigate to Document Upload from your GAfutures student account, select SAT Scores from the drop-down list.
3. Review your GAfutures Student Dashboard to track receipt of scores (allow 7-10 business days).

ACT Score Report

1. Sign in to your account at [ACT.org](https://act.org).
2. Select recipient code 2225 to have your ACT score report sent to GSFC.
3. Review your GAfutures Student Dashboard to track receipt of scores (allow 7-10 business days).