



## 2023 Application Checklist

Apply, edit, and check application status on the [West Virginia Student Aid Management \(WVSAM\) system](#).

2023 Scholarship Eligibility Requirements can be found at [www.collegeforwv.com/promise](http://www.collegeforwv.com/promise).

### All Applicants must:

- Submit 2023 Promise Scholarship Application on WVSAM by ~~March 1, 2023~~ **May 1, 2023**.
- Submit 2023-2024 Free Application for Federal Student Aid (FAFSA) at [studentaid.gov](http://studentaid.gov) by ~~March 1, 2023~~ **May 1, 2023**. Available October 1, 2022. *The FAFSA is automatically received after processing in 3-5 business days.*
- Achieve an eligible ACT or SAT test score. ACT Requirement – 21 Composite, with 19 in for: English, math, science, and reading. SAT Requirement – 1080 Total Score, 510 Evidence Based Reading and Writing, 510 Math.
  - Last test dates to qualify for 2023: **ACT**- July 2023; **SAT**- June 2023.
  - Super scoring is accepted for Promise eligibility for the class of 2023.
  - Sending Official Scores: ACT scores automatically sent to our office approximately 4-6 weeks after test date; SAT scores received automatically twice per year January and July. Use HEPC reporting codes when registering for the exam or to have official scores sent sooner: **ACT code: 4539. SAT code: 3456.**

### Applicants applying as Private High School/ Homeschool / Eligible Commuters / Military Dependents / Armed Services Members must:

- Submit Grade Report Form and transcript. Grade Report Forms can be found at [collegeforwv.com/promise](http://collegeforwv.com/promise) under the forms tab and must be submitted by high school counselor or school official. Counselor, school official, or homeschool administrator must verify students maintain eligibility through final grades for each applicant.
  - Public high school applicants **DO NOT** need to submit a grade report form unless requested; **Public high school student grades are reported by the West Virginia Department of Education.**

### Home School Applicants Only must:

- Provide registration of home-school status from your county school board office. Documentation must verify homeschooling during the 11<sup>th</sup> and 12<sup>th</sup> grades.

### Eligible Commuter Applicants Only must:

- Provide written documentation from a high school counselor or school official that you commuted daily to an out of state high school.

### Military Dependents/ Armed Services Members Only must:

- Provide documentation of military status (either for the applicant or if a dependent, for the parent)
- 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.

Submit additional documentation via WVSAM account or by email, fax, or mail:

Email: [Promise@wvhepc.edu](mailto:Promise@wvhepc.edu) Fax: (855) 292-1415

West Virginia Higher Education Policy Commission

Division of Financial Aid, Promise Scholarship Program

1018 Kanawha Boulevard East, Suite 700 Charleston, WV 25301

Phone: (304) 558-4618