

CLASS OF 2019

MENTOR HANDBOOK



The mission of tnAchieves is to increase higher education opportunities for Tennessee high school students by providing last-dollar scholarships with mentor guidance.

IN PARTNERSHIP WITH:



WELCOME

Dear tnAchieves Mentor,

Thank you for your commitment to the thousands of students across our state but particularly to those you will serve in your community. In its inaugural year, TN Promise accepted more than 58,000 students statewide from the Class of 2015, leading to an unprecedented 4.6 percent increase in our state's college-going rate. As we prepare for the Class of 2019, we are projecting that more than 60,000 students will apply. This means we simply cannot do this work without you!

Students that apply for TN Promise in 83 of the state's 95 counties are served by tnAchieves and must complete the tnAchieves program outlined in this handbook to access the scholarship's funding. As a last-dollar scholarship, TN Promise ensures access to tuition and mandatory fee free community and technical college. Eligible institutions across the state will provide students with access to programs that will prepare them to meet 21st century workforce demands.

This handbook will serve as a guide to both you and the students as they complete the scholarship requirements. The handbook provided to your students is nearly identical to yours, allowing you to easily point your students to specific information as you guide them through the college process. You will remind them of important deadlines, encourage them when they become frustrated and attend meetings with them to build a relationship that will help them become successful college students. Before meeting you for the first time, students will already have attended one meeting and filed the FAFSA.

Your role is critical for several reasons. First, you will serve as the conduit between the program and the students. You will be the person the student calls at the last minute before a deadline, when they do not understand a form or when they become so frustrated that they are ready to quit.

Working with high school students is not always easy, but our staff is always available and here for you. Utilize us as a resource. We do not expect you to be experts about the entire process. If a student is struggling, we can help them overcome barriers, but we need to know first.

Second, our students need to know that someone is invested in them and that someone cares about their success. We will spend time in training discussing the steps students will be required to complete, but often it is the encouraging text message or the quick phone call that will be the difference-maker.

We know high school and college students can be difficult to reach. Stay positive and keep trying! You may be the first person to ever take an active interest in their academic careers.

We will provide you with information during your training that will help you understand the students we serve. Please remember that situations will arise that are not covered in this handbook – this is the time to engage the tnAchieves team.

On pages 29-40 you will find the meeting schedule where you will meet and work with your assigned students. Please make every effort to attend as we will ask you to lead activities and facilitate discussion with your students. Your students will be required to attend and expect to see you there. As one of our mentors shared with us recently, "If you tell the students it is a priority for them, then it better be a priority for you."

Thank you again for your time and effort as we work to change lives and transform communities. You are making an impact and we are so thankful for you!

Best regards,

KRISSY DEALEJANDRO

tnAchieves, Executive Director



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STUDENT STORIES

TYREEK



"TN Promise provides students with a great opportunity to go to college. Many students are unsure if college is the right fit for them, and TN Promise allows students to ease into it by attending a local community college. My first year of college has been filled with challenges making it difficult to stay focused on my academics. Members of my family have dealt with multiple types of illnesses while I overcame the effects of a major head-on collision. Throughout my first year of college, TN Promise has given me the confidence to stay committed to graduation and my dream of being the first doctor in my family. Choosing to utilize TN Promise at Dyersburg State has been a huge factor in my success, as I have been able to be home through the many challenges I have faced my first year of college. At times, I felt like giving up, but being home with my family and leaning on my support system encouraged me to stay committed and finish my first year strong. I am excited to begin my second year of college! **Thanks to tnAchieves for giving me hope when it comes to my future, goals and dreams.**"

MARLENEA



"Attending college was something that I have always dreamed of! When senior year came around, I was anxious about deciding which college to attend. I had narrowed my list down to a couple private, four-year institutions, however I was nervous about the cost to attend either of those colleges. I had not considered attending Motlow State Community College, or any community college, until I heard about tnAchieves. I can honestly say that attending Motlow State was one of the best decisions I have ever made. The burden of tuition was lifted and I could start saving for a university that I would attend after graduating with my associates degree. I recently graduated Summa Cum Laude from Motlow State in May 2017 with an Associate of Science degree. I will be continuing my education at the University of Alabama in Huntsville, majoring in nursing with hopes to work in a Neonatal Intensive Care Unit. **I owe a lot of my success in college to TN Promise and tnAchieves. They may not have sat in the classroom for me and passed all of the tests, but helped me to college by paying for my tuition.** I am grateful the opportunity TN Promise provides for me and every student in the state of Tennessee. Thanks to TN Promise I will pursue the career of my dreams."

CHRISHAE'



"Are you ready for college?" Many seniors in high school would tell you they have heard that question a million times. Going to college is a big step for anyone. Many students would also tell you that a good support system is very important, whether it is your parents or the tnAchieves staff. I chose to attend Austin Peay and I proudly say tnAchieves has helped make my first year experience one of the best. Throughout my senior year, tnAchieves made sure every senior was prepared to make the transition from high school to college. The summer before college, I participated in the tnAchieves Summer Bridge Program. I was discouraged because I did not test out of learning support courses, but tnAchieves did not let my ACT scores define me. They kept me motivated and made me feel part of something extremely valuable to my college career. **I am so glad I stayed motivated because after my first semester of college I made the Dean's list!** Dean's list first semester is a big deal and I thank my support system and tnAchieves for the constant checkups and motivation!"

CONNECT WITH US

tnAchieves provides various opportunities for students to connect! We send an email every Monday that outlines important dates and deadlines. We also have an active social media presence on Facebook, Twitter, Instagram and Snapchat. Finally, the tnAchieves team is always available to help and advise. Below are some of the ways that you can connect with us!

MONDAYS

Check your email every Monday for an update from tnAchieves. We will be in touch regarding upcoming team meetings, college requirements, community service opportunities and other important information. If you do not receive your tnAchieves Monday email, please let us know so we can update your email address. You can reply to our weekly email if you have any questions!

TEXT MESSAGING

We will send text messages regarding various TN Promise requirements. You will receive messages reminding you of your upcoming team meetings, the FAFSA filing and community service deadlines as well as other important topics. You can reply to our texts and someone will respond!



Follow @tnAchieves on Twitter, Instagram, Facebook and Snapchat for regular updates on requirements and other important information. We will also share interesting stories about our students, mentors and local leaders. We are always available via the chat feature on the social media platforms to answer your questions and provide advice. We are here to help!

THE TEAM

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TNACHIEVES AND TN PROMISE

BOARD OF DIRECTORS*

RANDY BOYD

Founder and Chairman of Radio Systems Corporation, the former Commissioner of the TN Department of Economic and Community Development, Chairman of tnAchieves and Complete Tennessee. He received a bachelor's degree from the University of Tennessee in Industrial Management in 1979 and a master's degree in Liberal Studies from Oklahoma University in 1988.

MIKE RAGSDALE

Partner in a consulting company, Tennessee Strategies, LLC. He was elected to serve as Knox County mayor in 2002 and again in 2006. The first in his family to attend college, he completed a doctorate in education at the University of Tennessee where he also received the Torchbearer award as an undergraduate student.

RICH RAY

Co-founder and CFO of 21st Mortgage Corporation. He is the first in his family to receive a college degree due to the encouragement and support of his parents. Rich is a graduate of old East High School and holds an accounting degree from the University of Tennessee.

TIM WILLIAMS

Co-founder and CEO of 21st Mortgage Corporation. 21st Mortgage is the highest volume lender in the manufactured home industry. In 2003, 21st Mortgage was acquired by Berkshire Hathaway Company. Tim holds a BS and MBA from the University of Tennessee.

*All board members serve as mentors.



tnAchieves is a nonprofit partnering organization to TN Promise. tnAchieves works directly with students as they complete the scholarship requirements, including attending mandatory meetings, completing the FAFSA, working with a mentor and submitting community service hours.



TN Promise is a last-dollar scholarship that funds tuition and mandatory fees for up to five semesters at a community college or eligible four-year institution or eight trimesters at a Tennessee College of Applied Technology (TCAT).

As a last-dollar scholarship, TN Promise covers a student's tuition and mandatory fees not paid by federal or state funds (i.e., the Pell Grant, HOPE Scholarship, Tennessee Student Assistance Award and Wilder-Naifeh Technical Skills Grant).



The Tennessee Student Assistance Corporation (TSAC) is a governmental financial aid agency that handles state and federal aid for Tennessee students. It administers TN Promise funds directly to post-secondary institutions.

The tnAchieves Story

tnAchieves began as knoxAchieves in 2008, launched as an economic development initiative by former Knox County Mayor Mike Ragsdale, then Knoxville Mayor Bill Haslam and businessmen Randy Boyd, Rich Ray and Tim Williams. Because of its success, knoxAchieves was charged with expanding the program statewide, thus tnAchieves was launched in 2011. tnAchieves ultimately seeks to build a strong workforce by increasing educational attainment opportunities across the state. More importantly, we hope to improve students' quality of life, increase the value of education in Tennessee and create more lifelong learners. Today, tnAchieves partners with TN Promise in 83 of the 95 Tennessee counties.



STUDENT CHECKLIST

Use the checklist below to stay on track to receive your TN Promise scholarship!
(TN Promise eligibility requirements are listed in green.)

<input type="checkbox"/>	BY November 1, 2018	Complete the TN Promise Application. Visit www.TNPromise.gov .
<input type="checkbox"/>	Fall 2018	Attend first team meeting hosted by tnAchieves.
<input type="checkbox"/>	BY February 1, 2019	File the 2019-2020 Free Application for Federal Student Aid (FAFSA). Visit www.fafsa.gov .
<input type="checkbox"/>	BY April 1, 2019	Apply to an eligible TN Promise institution. A list of eligible institutions can be found on page 17.
<input type="checkbox"/>	Spring 2019	Attend mandatory team meeting hosted by tnAchieves. Dates and locations can be found on pages 29-40.
<input type="checkbox"/>	BY May 1, 2019	Submit all requested admissions documents to anticipated college. Check your college email for admissions updates.
<input type="checkbox"/>	BY July 1, 2019	Complete and submit your 8 hours of community service. Submit by 11:59 PM CT at www.tnachieves.org . See pages 23-24 for future deadlines.
<input type="checkbox"/>	BY July 1, 2019	Complete financial aid verification, if selected. Verification is completed through your college's financial aid office.
<input type="checkbox"/>	Summer 2019	Ensure your college is listed on your TSAC Portal and FAFSA. See pages 20-21 for instructions on how to update your TSAC Portal and FAFSA, if needed.
<input type="checkbox"/>	Fall 2019	Enroll as a full-time student at a TN Promise eligible institution. Students must be enrolled in a minimum of 12 credit hours at a community college or eligible 4-year college or in a full-time program at a Tennessee College of Applied Technology (TCAT).
<input type="checkbox"/>	Fall 2019	Attend third team meeting hosted by tnAchieves. Your meeting date/time will be communicated to you via email and text message.
<input type="checkbox"/>	Ongoing	Stay in communication with your tnAchieves mentor. See pages 12-14 to learn more about your mentor and their role.
<input type="checkbox"/>	Ongoing	Check your email every Monday for weekly updates from tnAchieves. tnAchieves will send you weekly emails containing important information regarding your participation in the program.

NOTES

APPLY TO TN PROMISE BY NOVEMBER 1, 2018

*ELIGIBILITY REQUIREMENT

Students apply for TN Promise through the Tennessee Student Assistance Corporation (TSAC) Student Portal. This portal is where you can access updated and personalized information about your application for state financial aid. You can check the status of your awards, contact TSAC with questions or update your profile information.

How to Complete the TN Promise Application

1. To complete the TN Promise Application, you must have the following:
 - First and last name as they appear on your Social Security card
 - Social Security number as it appears on your Social Security card
 - Date of birth
 - Email address
2. Visit www.TNPromise.gov and click "Apply Now" in the upper right hand corner of the home page.
3. Click on the "Click to register" link if you do not already have an account or the "Sign in" link if you have previously used the TSAC system.
 - You may already have an account if you took a dual enrollment class in high school.
4. Click "Create a Log In."
5. Complete the form, check the box to accept the terms and conditions and click "Create my account."
 - Write down your username and password somewhere safe, along with the answers to your security questions.
6. Select "Click here to log in."
7. Enter the username you created and click "Log In."
8. Click "Apply for Scholarships" in the top left corner of your screen.
9. From the list of scholarships, click on "Tennessee Promise" to access the application.
10. Complete the scholarship application.
 - **Watch for error messages in red.**
 - Please note the email address you provide on your TN Promise application is the email address tnAchieves will use to communicate deadlines and reminders. It is important to use a working email that you check at least weekly or risk missing important requirements.
11. Once you complete the application and click "submit," a confirmation will appear.
 - **The TN Promise application is not complete until a confirmation screen appears and you receive a confirmation email! Keep a record of your confirmation email!**
12. To check on the status of an application, click on "View Financial Summary" from your account home page.

If you have any issues completing the TN Promise application, please contact TSAC at 1-800-342-1663.

With tnAchieves, you will be part of the Class of 2019 until a loss of eligibility or a terminating event occurs.

MENTORS

You will be paired with 5-10 students in February. This will be after your students' first team meeting and following the February 1, 2019 FAFSA deadline.

Please do not be intimidated by that number. Every year, many students apply but do not complete the program for a variety of reasons. The majority of those students often choose to attend institutions outside of TN Promise eligibility.

You will receive your list of students and their contact information via email. At that point, we ask that you make contact with them. We encourage you to introduce yourself to the students' parent(s) or guardian(s) first, then follow with an introductory email, text or call to your students.

It is important to recognize that many parents and guardians will be unfamiliar with the tnAchieves program and college access process. Not all of them will be engaged in their student's post-secondary journey.

You will meet your students in person at the mandatory team meeting that occurs in March or April. At that meeting, you will sit with your students and their families at an assigned table, participate in an activity and facilitate a discussion.

Please make note of the excuse form policy found on this page. If a student notifies you that he/she will be unable to attend, please remind the student of the need to submit an excuse form. Only tnAchieves staff can approve a student's absence from his/her assigned meeting.

It is imperative that you make meeting attendance a priority. Your level of engagement will be reflected by your students' enthusiasm for the program and lead to greater success.

Team meetings are designed to help prepare you for the college process and to empower you as you begin college.

Team meetings are MANDATORY!

You are required to attend the mandatory meeting assigned for your high school. Parent(s)/guardian(s) are encouraged to attend team meetings but cannot attend on your behalf. You can find a complete meeting schedule by high school at www.tnachieves.org and on pages 29-40 of this handbook. In addition to school announcement reminders, you will receive reminders as your second meeting approaches. Make sure to check the email address provided on your TN Promise application!

Work and lack of transportation are not valid excuses to miss your mandatory meeting – make arrangements now! Early graduates are also required to attend meetings assigned to the high school from which you graduated.

Failure to attend your assigned mandatory meetings will result in the loss of your TN Promise eligibility.

Excuse Form Policy

If you think you need to miss your assigned mandatory meeting, follow these steps:

1. See the Excuse Form Policy (policy #2; page 41) for a list of documented excuses that tnAchieves will review. If the reason for your absence is not listed in the policy, you are required to attend your assigned meeting to remain eligible.
2. Visit www.tnachieves.org/high-school-class-of-2019/excuse-form/ to submit your excuse form prior to or within 72 hours following your assigned meeting date. If you do not submit a complete excuse form prior to or within 72 hours, you will lose your scholarship eligibility, even if the excuse falls within one of the excusable absences listed in tnAchieves policies. Only tnAchieves staff members can approve or deny your excuse. **Mentors, counselors or parents cannot excuse you from a team meeting.**
3. You will receive an email indicating if your excuse has been approved or denied. If your excuse is denied, you must make arrangements to be at your assigned team meeting in order to remain eligible for TN Promise.
4. If your excuse is approved, you must attend another school's TN Promise meeting and sign in with the tnAchieves staff member to satisfy the meeting attendance requirement. Please reference pages 29-40 for a complete list of mandatory meetings held across the state. Please keep in mind that you will more than likely have to travel outside of your county to meet this requirement, so it is to your benefit to attend your assigned meeting for your high school!

Spring Team Meeting*

The college enrollment process

Successful students complete the college application process in a timely manner. For tips, reference pages 16-18.

Community service requirement

Students must complete and submit 8 hours of community service by July 1 to maintain eligibility. Reference pages 23-24 for more information.

Mentor introduction

Students may have already spoken to their mentor, but the team meeting serves as an opportunity to meet face to face. See pages 12-13 for more information.

Rescheduled Meeting Policy

If your school is cancelled or dismissed early due to inclement weather, illness or any other reason, tnAchieves will reschedule your meeting. You will be notified via email and text message. It is your responsibility to check your email or our website for the new date. Failure to attend your rescheduled meeting will result in the permanent loss of your TN Promise eligibility.

Fall Team Meeting

College requirements

Once in college, TN Promise students continue to meet deadlines and requirements. See pages 25-26 for details.

Filing the 2020-2021 FAFSA

FAFSA is back! Students must complete the FAFSA each academic year. We will discuss the upcoming opening date for the new FAFSA.

Community service

After meeting the July 1 deadline, students must complete and submit another 8 hours of community service by December 1.

FILE YOUR 2019-2020 FAFSA BY FEBRUARY 1

*ELIGIBILITY REQUIREMENT

FSA ID

In order to file a FAFSA, you will be required to create an FSA ID. The FSA ID gives you access to Federal Student Aid's online systems and serves as your legal signature for your FAFSA. You, as a student, will need to use your personal information to create the FSA ID. Your parent(s)/guardian(s) will be required to create their own FSA ID to sign your FAFSA as well. Your parent(s)/guardian(s) must use their personal information to create an FSA ID. **This means that students and parent(s)/guardian(s) will have their own unique FSA IDs and cannot use the same email address.**

You can create your FSA ID any time before you file the FAFSA. You and your parents are encouraged to create your FSA IDs as soon as possible to avoid delays with the completion of your FAFSA.

Please remember that creating your FSA ID is NOT the same as filing your FAFSA. If you create an FSA ID but do not file the 2019-2020 FAFSA by February 1, 2019, you will no longer be eligible for TN Promise.

Creating your FSA ID

Visit fsaid.ed.gov, and follow these steps to create your FSA ID. If you have questions during the process, click on the grey question marks next to each field for additional information.

1. Under the "Create an FSA ID" tab, enter your email address, then enter your email address again to confirm.
 - Create a username and password. (The password must include at least three of these four criteria: numbers, uppercase letters, lowercase letters and/or special characters.)
 - Re-enter your password to confirm.
2. Enter your first name, middle initial and last name.
3. Enter your date of birth in the mm/dd/yyyy format (e.g., 01/05/2000).
4. Enter your full Social Security number. **Make sure this is your CORRECT Social Security number!!!**
5. Click "Continue."
6. Enter your home address, phone number and language preference (English or Spanish).
7. If you have a mobile number, we recommend you select "Yes, I would like to register my mobile number for account recovery."
8. Click "Continue."
9. You will be required to answer four challenge questions. If you forget your FSA ID password, answering challenge questions is one way to reset it.
10. For Questions 1 and 2, select a question from the list and type your answer. You will create your own question for Questions 3 and 4. Choose questions and answers that are easy for you to remember but difficult for others to guess.
 - The answers you create must have at least three characters. They are not case sensitive.
11. Question 5 is optional. Your answer must be eight digits if you choose to answer.
12. Click "Continue."
13. Review the information you provided, and read the terms and conditions.
14. Click the box under the terms and conditions that says, "I certify that the above information is correct & accept the terms and conditions."
15. On the next screen, you will verify your mobile phone number if you selected "Yes, I would like to register my mobile number for account recovery" earlier in the application.
 - A text message containing a secure code will be sent to your mobile number. Once received, enter it in the secure code box and click "submit."
16. On the next screen, you will verify your email address.
 - An email containing a secure code will be sent to the email address you provided at the beginning of the FSA ID application. Enter the secure code and click "submit."
17. Finished! You have created your FSA ID. Remember, you will use this information to submit your FAFSA each year, as well as access a submitted FAFSA to make changes.

If you have trouble creating your FSA ID, please contact the FSA ID helpline at 1-800-557-7394. You can also webchat with an FSA ID representative: visit www.fafsa.gov, click "Help," click "Contact Us," click "Live Help."

MY FSA ID: _____

FILE YOUR 2019-2020 FAFSA BY FEBRUARY 1

*ELIGIBILITY REQUIREMENT

How to File the FAFSA

The Free Application for Federal Student Aid (FAFSA) serves as the application for the federal Pell Grant, Tennessee Education Lottery Scholarships (TELS) and Tennessee Student Assistance Award (TSAA). In addition to being a TN Promise requirement, filing the FAFSA by February 1, 2019 increases the probability that eligible students will receive more aid. You will receive email reminders of the FAFSA filing deadline.

1. **On or after October 1, 2018**, visit www.fafsa.gov. This is the official FAFSA website. **DO NOT complete the application at www.fafsa.com or any other website that asks you for a fee.** FAFSA filing is free.
2. Make sure you select the 2019-2020 FAFSA application. **DO NOT** submit the FAFSA prior to October 1, 2018, or you will complete the wrong academic year's FAFSA. If you file the wrong year's FAFSA and do not file the 2019-2020 FAFSA by February 1, 2019, you will no longer be eligible for TN Promise.
3. You will need to create an FSA ID. Please see page 9 for detailed instructions on creating the FSA ID.
4. It is important to enter the correct Social Security number. If entered incorrectly, this will lead to future complications with receiving your aid. Triple check that this is correct, as it can cause major issues down the road.
5. You will utilize **2017 tax information** to complete the 2019-2020 FAFSA. If you have filed and completed your 2017 taxes, you can select "I have filed my taxes" and answer the financial questions based on 2017 taxes. If you or your parent(s)/guardian(s) have not completed 2017 taxes at the time of FAFSA completion, you must select "I will file my taxes," file the 2019-2020 FAFSA based on estimations and later update your FAFSA with the filed tax information.
6. Even if you are 18 years old, you will need your parent(s)/guardian(s)' information to complete the FAFSA unless you are married, have children who receive more than half of their support from you, were in foster care, are a ward of the court, are emancipated from your parents, are homeless and/or have parents who are deceased. If you report one or more of these situations as true, you may be required to provide court documentation.
7. If you feel lost, click inside the answer box for any question. Information will appear on the right side of your computer screen indicating where to find the appropriate answer.
8. At the end, you and your parent(s)/guardian(s) will sign your FAFSA electronically using the FSA IDs you created. You can create your FSA ID the same day you file. Make sure you click "Submit" to successfully file your FAFSA. If you click "save," your FAFSA will not be submitted. You will receive a confirmation email after successfully submitting your FAFSA – **keep up with this email for your records!**
9. Your high school and local college host events from October-January to assist you and your parent(s)/guardian(s) with the filing process. Please make arrangements to attend, if needed!
10. Please make sure you select the TN Promise eligible institution you plan to attend as the first choice school! If you change your mind, you must log back into your FAFSA and change it so the post-secondary institution can retrieve your information. You must also change your institution on the TSAC Student Portal. See pages 20-21 of this handbook for instructions.

If you lose your FSA ID and password or have trouble accessing your FAFSA, contact the FAFSA helpline at 1-800-4FEDAID (1-800-433-3243).

MENTOR TIP

If students need to make edits to their FAFSA, they will work with their college's financial aid office. We encourage mentors to make sure students are fulfilling their colleges' financial aid requests.

FAFSA FACTS

Before You Begin

The fastest way to sign your application and have it processed is to create an FSA ID. The FSA ID allows students and parent(s)/guardian(s) to identify themselves electronically to access FSA websites. An FSA ID is also the only way to access or correct your information online.

If you have an FSA ID but forget your username or password, attempt to log in on the FAFSA home page and click on the “forgot username” or “forgot password” link.

Dependency

If you are a dependent student, you will report your and your parent(s)/guardian(s) information. If you are an independent student, you will report your information (and, if you are married, your spouse’s). For clarification on your status, please visit: www.studentaid.ed.gov/sa/fafsa/filling-out/dependency.

Reporting Parent/Guardian Information

There are numerous scenarios a student may encounter when reporting parent/guardian information on the FAFSA. The answers to questions regarding parent/guardian information may differ based on your parent(s)/guardian(s) marital status and living situation. If you have a question regarding your unique situation, you can visit www.studentaid.ed.gov/sa/fafsa/filling-out/parent-info for a breakdown of multiple scenarios. You can also contact the financial aid office of the college you plan to attend to ask specific questions.

Making Corrections to FAFSA

Log into FAFSA on the Web using your FSA ID and password, and click “Make FAFSA Corrections.”

When correcting your FAFSA, you can:

- 1) Add or remove colleges from your application;
- 2) Change your email or mailing address; and/or
- 3) Correct any field in your FAFSA other than your Social Security number.

Any corrections you make to your application using FAFSA on the Web will be processed in three to five days. You will receive a revised Student Aid Report (SAR) reflecting the corrections that you made to your application. All of the schools you listed on your FAFSA will have access to the revised information one day after it is processed.

IRS Data Retrieval Tool

The IRS Data Retrieval Tool allows students and parents to access the IRS tax return information needed to complete the FAFSA and easily transfer the data directly and accurately into the FAFSA from the IRS website.

In the finances section of your FAFSA, click “Link to IRS” and log in with the IRS to retrieve your tax information. On the IRS website, you must enter the requested information exactly as it appears on your tax return. Click the “Transfer My Tax Information into the FAFSA” box and then review to ensure your information has been transferred into the appropriate data fields. Questions populated with tax information will be marked with “Transferred from the IRS.” Some data may not be visible in order to protect your information.

Note: There are several scenarios in which you might not be given the option to use the IRS Data Retrieval Tool. Filing your taxes electronically or by mail will determine how quickly you can use the IRS Data Retrieval Tool. Usually the tool is available three weeks after tax returns are filed electronically or seven to eleven weeks after tax returns are filed by mail.

WHO IS MY MENTOR?

In February you will be assigned a mentor who has made the commitment to encourage and support you as you transition from high school to college. This is one of the most valuable opportunities you have with TN Promise.

This is your chance to receive guidance and support. Mentors are invested in helping you succeed. Applying to college and everything that goes with it can be an intimidating process. Your mentor is there to help! Be willing to openly communicate with your mentor as you prepare to start your first semester of college and **do not hesitate to ask them questions.**

Your mentor is a(n)... Resource Encourager Person who wants you to succeed	Your mentor is NOT a... Person with all the answers Best friend Tutor
--	---

As a TN Promise Scholar, it is your responsibility to engage with your mentor during the tnAchieves program. This is a chance to learn how to develop meaningful relationships with mentors who can provide support and opportunities for you to grow in your education and career.

As a mentee, you are... Willing to ask questions Responsive to your mentor Thankful and kind	As a mentee, you are NOT... Unkind Unresponsive Rude
--	--

Connect with your mentor when...

- You have a question.
- You complete a step in the process. They want to celebrate with you!
- He/she asks a question of you via email, text message or voicemail.
- You are excited/nervous/worried about starting college.

You will meet your mentor for the first time at your second mandatory team meeting. This is an opportunity to get to know your mentor and for them to get to know you. Be willing to open up, answer their questions and ask any questions of your own.

MY MENTOR'S NAME: _____

MY MENTOR'S EMAIL: _____

MY MENTOR'S PHONE NUMBER: _____

MENTOR TIP

"Be visible! Attend the meetings and be there for your students. If it is a priority for them, it should also be a priority for you."

JUSTIN, ROANE COUNTY MENTOR

MENTOR/MENTEE COMMUNICATION

MENTORS

One challenge all tnAchieves mentors face is that their students are often not responsive. All of our students differ in terms of motivation and engagement, so patience and persistence are incredibly important.

We recommend contacting your students prior to your first meeting together and then establishing communication guidelines with them during the first mentor-student meeting in March or April.

Ask them how they prefer to be contacted – email, texting, etc.– and discuss the importance of their responsiveness to your communication, even if it is just a “thank you.” Having this discussion together will better equip students to respond and engage with you. Over the years, communication via text message has proven to be the most successful.

TIP: Prompt your students to respond to your correspondence by ending a text or email with, “Please respond with a YES that you received this email/text.” We have found this to be helpful.

Before you meet your mentor, he/she will send you an email introducing himself/herself to you. Respond to this email! Below is an example of what the email may look like and an example of how you can respond.

Example of an Email from Your Mentor

Hello Jason,

My name is Stephen, and I am your tnAchieves mentor. I am here to help you with the college going process and to help you be successful once you enter college. Congratulations on completing the first three requirements of TN Promise. I am excited to work with you!

I am going to check in with you every two weeks to remind you of upcoming dates and deadlines that are important to your success and eligibility with TN Promise. I am available to help you with any questions that you have about the process so feel free to let me know if I can be of assistance.

You can reach me at this email address or my phone number 123-456-7890.

I also want to remind you of your second mandatory team meeting on March 27 at your high school. I look forward to meeting you there! In the meantime, please let me know if you have any questions. I am excited to work with you this year and see you accomplish great things!

Do me a favor, and let me know that you have received my email. Even just a “Thank you!” will do.

Sincerely,
Stephen

Example of an Email to Your Mentor

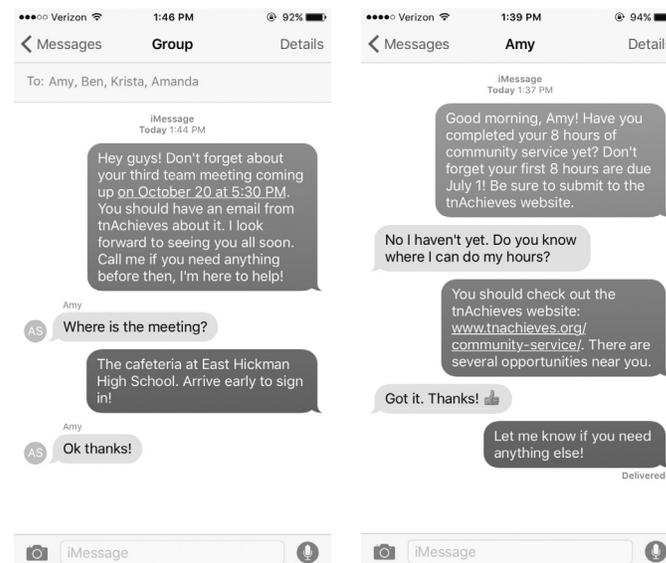
Hi Stephen,

Thank you for emailing me. I am really excited about the TN Promise scholarship. No one in my family has been to college, so I am kind of nervous about how it all works. Thank you for working with me as my mentor.

I will see you at our meeting!

Jason

Example Text Communication



MENTOR TIP

“Send messages to your students individually. When I was a student and I received a group message it was like a calendar reminder. It prompted me to act but it did not feel like a person on the other end. As a mentor I send individual messages to my students and I receive more responses this way.”
FORMER TNACHIEVES STUDENT AND CURRENT MENTOR, SHELBY COUNTY

SUGGESTED COMMUNICATION

COMMUNICATION PLAN

October 2018

- Handbook distribution and first TN Promise meeting for public high school seniors: students receive handbooks and information on TN Promise, FAFSA, team meeting schedule and attendance, working with a mentor, tnAchieves policies and eligibility requirements.

November/December 2018

- First TN Promise meeting for private/homeschool applicants: students receive handbooks and information on TN Promise, FAFSA, team meeting schedule and attendance, working with a mentor, tnAchieves policies and eligibility requirements. One meeting will occur in each county for private/homeschool applicants.
- The tnAchieves Parent/Guardian Handbook is mailed to the home of every TN Promise applicant outlining the college process.

November 2018-April 2019

- Weekly Monday emails begin.
- Students are emailed a copy of tnAchieves policies.
- Students receive team meeting reminder emails two weeks, one week and one day prior to assigned second meeting.
- Students receive text message reminders one day before assigned team meetings.
- TN Promise reminder posters are sent to counselors to advertise meetings in schools.
- Reminders are posted to social media, including Twitter, Facebook and Instagram.

This outline does not include all email/text reminders sent to parent(s)/guardian(s).

It is important to note that tnAchieves uses the contact information provided on the TN Promise application to communicate with students. It is the students' responsibility to notify tnAchieves should their contact information change.

Once you have introduced yourself to your students, we ask that you begin to communicate with them every two weeks. The following suggested communication items reflect upcoming student deadlines and can help guide conversations. Feel free to take these and make them your own!

Prior to your Second Team Meeting: "Remember, we have a team meeting on (Date & Time) at (Location). I look forward to meeting you then! Make sure to get there early! Also, begin thinking about where you plan to attend college if you do not already know."

March 15: "Does your college require you to take a placement test? If you do not know, give the admissions office a call to find out!"

April 1: "Have you asked your counselor to send your official transcript to your college? You must do this! If you have yet to apply to college, you need to do so as soon as possible."

April 15: "Does your college provide email accounts? If you do not know, it is important to check as that is usually how the college sends you important information!"

May 1: "You have two months to complete and submit your first 8 hours of community service. Do you need help finding somewhere to complete these hours?"

May 15: "Check in with the admissions and financial aid offices to determine what documents they need from you. Do not forget to check your college account each week!"

June 1: "Happy graduation! Now that you are on summer break, take advantage of your free time, and complete your eight hours of community service. Remember, your first deadline to complete and submit your community service hours is July 1!"

June 15: "Have you completed and submitted your eight hours of community service? If not, you have just two weeks left to complete and submit them by the July 1 deadline!"

July 1: "Today is the deadline to submit your eight hours of community service! Remember, you will submit your hours at www.tnachieves.org. Also, make sure to submit required verification documents! If you do not know if you were selected for verification, please check your college account or call financial aid today."

July 15: "Have you logged into your college account to see if you were selected for financial aid verification? If you are selected, please submit all required documents to the financial aid office as soon as possible!"

August 1: "Make sure to double check your college email to ensure that you do not have any outstanding documents or requirements prior to enrollment!"

August 15: "Good luck in your first week of classes! Make sure to show up early, introduce yourself to your professors and read your syllabus."

September 1: "I look forward to seeing you at our meeting this month. Just a reminder that it is on (Date & Time) at (Location). See you then!"

September 15: "How are your classes going? If you need help with anything, let me know!"

October 1: "The FAFSA for the next school year opens today! I would encourage you to begin the filing process now at www.FAFSA.gov!"

October 15: "How is your first semester? If you would like help in your classes, remember that there are FREE resources on campus that can benefit you."

November 1: "You have one month until the community service deadline."

November 15: "Good luck on your finals! Make sure to study! Also, your next community service deadline (December 2, 2019) is two weeks away!"

December 2: "Today is the deadline to submit your eight hours of community service. Remember you will submit your hours at www.tnachieves.org!"

December 15: "Do not forget that you must complete your FAFSA again. You will have until the established deadline to complete the 2020-2021 FAFSA!"

GOAL SETTING ACTIVITY

*TO BE COMPLETED AT YOUR SPRING TEAM MEETING WITH YOUR MENTOR

What do you want to achieve? What steps do you need to take to get there?

Setting specific goals can motivate and encourage you to grow and succeed. It can help you focus, not only as you start your first year of college but throughout your career as well. This activity is designed to help you think through the specific steps you need to take to graduate from college.

1. Set a long-term goal.

Be specific. How long do you have to accomplish your goal?

Goal: Graduate from college with a degree in _____ semesters/trimesters.

Degree	Number of semesters/trimesters until you graduate (only taking required 12 credit hours/semester AND passing every class)*	Number of semesters/trimesters until you graduate (taking 15 credit hours/semester AND passing every class)*
Certificate	1-6 trimesters (3-24 months)	1-6 trimesters (3-24 months)
Associates	5 semesters (2.5 years)	4 semesters (2 years)
Bachelor's	10 semesters (5 years)	8 semesters (4 years)

*If you have to re-take a class or change your major, these timelines would be extended. These timelines are also dependent upon your program of study.

2. Break a long-term goal down into several short-term goals.

Develop two short-term goals. These short-term goals are necessary to meet your long-term goal.

Short-term goal 1:

Short-term goal 2:

3. Track your progress.

What could get in your way? Use the space below to write down some potential challenges, and brainstorm how you would overcome those challenges to stay on track and meet your long-term goal.

Challenge:

Solution:

Challenge:

Solution:

Challenge:

Solution:

CHOOSE YOUR COLLEGE

How to Apply

Community Colleges: All community college applications can be completed online. If you do not have internet access, most colleges will allow you to complete an application on their campuses.

Tennessee Colleges of Applied Technology: Most TCAT applications must be completed on paper and submitted to the admissions office at the TCAT you plan to attend. Depending on location and program, a student may need to place their name on a waiting list once they have applied.

Make sure to complete an application by early spring. We recommend an April 1 application priority date!

Benefits of Community and Technical Colleges

Better Job Opportunities and More Money!

In the future, 80 percent of the fastest growing jobs in the United States will require at least some post-secondary education. By the year 2025, 55 percent of all jobs in Tennessee will require employees to have earned a post-secondary credential (certificate, associates or bachelor's degree).



Earning a post-secondary degree could represent a quarter of a million dollar increase of earnings over a lifetime!

*TN ECD, median earnings in past 12 months in Tennessee, ages 25-64

Smooth Transition!

Community and technical colleges offer less of a drastic change from high school than some four-year colleges. Class sizes are small, and campuses are typically easier to access.

Specialized Degrees and Licensing Programs!

Community and technical colleges have specialized programs in areas such as welding, automotive technology, nursing, culinary arts and many others that put you on the fast track to a rewarding career.

Best Value for Your Dollar!

Community colleges are a great place to take general education courses (e.g., English, math, etc.). You can complete your associates degree in two years, transfer to a four-year state school utilizing the Tennessee Transfer Pathway and save approximately 50 percent in tuition as you complete your bachelor's degree, compared to directly enrolling at a four-year institution.

Below is a possible breakdown of a student who does not receive Pell or TSAA but is both HOPE/Wilder-Naifeh and TN Promise eligible. Please note that these are estimations.

	TCAT	TWO-YEAR PUBLIC	FOUR-YEAR PUBLIC*	FOUR-YEAR PRIVATE*
TUITION (NO BOOKS/ FEES/SUPPLIES)	\$3,000	\$4,000	\$8,000	\$20,000
HOPE/WILDER-NAIFEH	-\$2,000	-\$3,000	-\$3,500	-\$3,500
TN PROMISE	-\$1,000	-\$1,000	-\$500	-\$500
YOUR COST	\$0	\$0	\$4,000	\$16,000

*Check with your institution of choice to determine both college cost and the amount covered by TN Promise.

ELIGIBLE INSTITUTIONS

The following list includes all Tennessee colleges and universities students may attend as a TN Promise scholar. Visit the institutions' websites to learn about programs offered and admissions requirements. The digital version of this handbook contains links to each institution's TN Promise or financial aid page.

Tennessee Community Colleges

Chattanooga State Community College
Cleveland State Community College
Columbia State Community College
Dyersburg State Community College
Jackson State Community College
Motlow State Community College
Nashville State Community College
Northeast State Community College
Pellissippi State Community College
Roane State Community College
Southwest Tennessee Community College
Volunteer State Community College
Walters State Community College

Tennessee Colleges of Applied Technology

TCAT Athens
TCAT Chattanooga
TCAT Covington
TCAT Crossville
TCAT Crump
TCAT Dickson
TCAT Elizabethton
TCAT Harriman
TCAT Hartsville
TCAT Hohenwald
TCAT Jacksboro
TCAT Jackson
TCAT Knoxville
TCAT Livingston
TCAT McKenzie
TCAT McMinnville
TCAT Memphis
TCAT Morristown
TCAT Murfreesboro
TCAT Nashville
TCAT Newbern
TCAT Oneida
TCAT Paris
TCAT Pulaski
TCAT Ripley
TCAT Shelbyville
TCAT Whiteville

Public Universities with Eligible Two-Year Programs*

Austin Peay State University
Tennessee State University

Private Colleges with Eligible Two-Year Programs*

Baptist College of Health Sciences
Bethel University
Bryan College
Carson-Newman University
Christian Brothers University
Cumberland University
Hiwassee College
John A. Gupton College
Johnson University
King University
Lane College
LeMoyne-Owen College
Lincoln Memorial University
Martin Methodist College
South College
Southern Adventist University
Trevecca Nazarene University
Tusculum College
Welch College

*In order to use the TN Promise scholarship at a four-year college or university, students must enroll in and be accepted into an associates degree program at that school – not a bachelor's degree program. Students enrolling in a health sciences program will not be eligible to receive TN Promise funding until admitted into the actual program of study.

At a four-year institution, the TN Promise scholarship may not be last-dollar, meaning it may not fully cover all tuition and mandatory fees. The amount of funding you will receive will be based on the average amount of tuition and mandatory fees at a community college, which is estimated to be \$4,000. As a last-dollar scholarship, TN Promise will provide whatever amount remains after Pell, HOPE and TSAA funds are applied. For example, if the average tuition and mandatory fees at a community college were \$4,000 per year and you were receiving \$3,500 in HOPE funds each year but no other federal or state aid, TN Promise would provide \$500 to be applied toward tuition and mandatory fees at one of the eligible four-year institutions listed above.

NOW THAT YOU HAVE APPLIED

MENTORS

Your students are taking the final steps toward their first semester of college. There are several aspects of the college admissions process that you can discuss with them during the summer months.

Creating a College Account

The majority of post-secondary institutions use their assigned institution email to communicate with students. Remind your students of the importance of checking their college student accounts and emails on a weekly basis. Students often miss critical deadlines because they fail to check emails.

Attending New Student Orientation

Orientation provides a great opportunity for students to ask questions and seek out campus resources prior to the start of classes. You do not need to attend orientation with them, but this may be a good time to talk with your students about what they are most excited about as they prepare for college and to uncover any hesitations or questions.

Enrolling Full-Time

Students often do not understand how important it is to register for classes early. It is helpful to encourage them to meet with an on-campus advisor to discuss a general schedule so they have an idea of when they should take classes, when they should work and when they can make time to study.

Always encourage your students to call their post-secondary institution when they are confused, especially during this time. The schools have all the materials students need and their staff members are the best people to answer advising questions!

The college application is only the beginning of the admissions process. Below is a list of next steps you need to complete to ensure you will be able to start classes on time. **tnAchieves** has a priority date of **May 1** to have all admissions documents submitted to your college.

COMMUNITY COLLEGE AND UNIVERSITY STUDENTS

- Submit ACT scores, final high school transcript and shot records
- Attend new student orientation
- Take any required placement tests
- Create and check (at least weekly) college account
- Meet with an advisor
- Register full-time (12 credit hours)
We recommend 15 credit hours each term for on-time completion.

TCAT STUDENTS

- Submit final high school transcript and shot records
- Take any required placement tests
- Enroll in a full-time program
- Attend new student orientation

Submit Your Final High School Transcript

This must be an official transcript sent directly from your high school to your post-secondary institution of choice. Talk with your school counselor to determine the procedure for having your transcript sent to your college. Do not wait until the summer to request your transcript—it may be too late!

Attend New Student Orientation

New student orientation is different at every institution. Some have online orientations, some require you to attend an orientation on campus and others host orientation on the first day of classes. Check with the admissions office to determine when your orientation will be held. **tnAchieves** encourages students to attend orientation **on campus**.

Complete Placement Testing

If you scored below a 19 on your ACT in math or reading or below an 18 in English, you may be required to take a placement test at your college. Check with your advisor to see if additional testing is required.

Create Your College Account

If your college has student accounts, create yours **NOW** and begin to check it weekly. **This is where you will be notified if you are selected for financial aid verification (see page 22).** This is also how your professors will communicate with you once you are enrolled.

Register for Classes

In college, your classes are not automatically assigned to you. You must select and register for classes based on your academic plan. Meet with an advisor before you complete registration to ensure you will be taking the correct classes. Please remember, at a community college or university, you must register for at least 12 credit hours to remain eligible for TN Promise. If you want to graduate in four semesters, you must take at least 15 credit hours each semester for most concentrations. At a TCAT, you must be enrolled in a full-time program.

SUMMER BRIDGE PROGRAM

The Summer Bridge Program is a FREE three-week program designed to help incoming students start on a more college-ready level, both academically and socially. Each day, students receive reading, writing and math instruction and attend a college success Lunch & Learn. On the last day of the program, students have a chance to test out of learning support courses at the college they plan to attend.

Is the Summer Bridge Program for me?

If you answer “yes” to one or more of the following questions, the Summer Bridge Program is for you!

- Did you score below a 19 on the math section of the ACT?
- Did you score below a 19 on the reading section of the ACT?
- Did you score below an 18 on the English section of the ACT?

Is the Summer Bridge Program mandatory?

No. You are not required to attend the Summer Bridge Program in order to receive the TN Promise scholarship.

Does the Summer Bridge Program use my TN Promise funding?

No! You will still receive the same amount of funding as long as you continue to meet the TN Promise requirements. The Summer Bridge Program is FREE!

What do you mean by “learning support” courses?

If your ACT math or reading score was below a 19 and/or your ACT English score was below an 18, you may be required to enroll in a learning support class during your first semester of college. At the Summer Bridge Program, you will take a college placement test on the first and last day. The goal is to better prepare you for your college experience. If you score high enough on the placement test, you will place out of the learning support class in that subject! Why does that matter? Students do not receive college credit towards their intended major for learning support courses, which can delay graduation.

Where will the Summer Bridge Program be held?

Each of the 13 community colleges will host a Summer Bridge Program on one of its campuses.

When is the Summer Bridge Program?

Dates will differ by campus throughout June and July. Check www.tnachieves.org for details.

How do I sign up for the Summer Bridge Program?

The application will be available at www.tnachieves.org in spring 2019.

If I apply, am I automatically accepted?

Not necessarily. Students must maintain TN Promise eligibility to participate. Students planning to attend TN Promise eligible institutions will be given preference if a program reaches capacity. Acceptance is also first-come, first-served, so we recommend applying sooner rather than later!

2018 Summer Bridge Program Snapshot

86% of students test out of at least one learning support class or improve their scores in the subjects they require.

100% of students leave the Summer Bridge Program feeling more prepared for college!

SAMPLE LUNCH & LEARN TOPICS

Test Anxiety
School Resources
Personal Finances
Interviewing, Resumes, Cover Letters
Health and Wellness

CHANGING YOUR INSTITUTION (FAFSA)

When you file your FAFSA, you need to make sure you select the TN Promise eligible institution you plan to attend in the fall as your first choice. If you change your mind, you will need to update the first college listed in two places. First, you will update your FAFSA. Second, you will update your TSAC Portal (next page).

Any change of institution with FAFSA and TSAC should be made by July 15. The longer you wait to update your institution, the longer it will take for your financial aid file to be completed. Failure to change your institution could result in a delay of your Tennessee Promise award and result in you having to pay out of pocket.

Updating Your First Choice Institution in the FAFSA

1. Go to www.fafsa.gov, and log in using your FSA ID prior to July 15.
2. Enter the save key you created when you began your 2019-2020 FAFSA.
 - If you forgot the save key you created, click "I Forgot My Save Key."
3. Go to "School Selection" to view the "School Selection Summary."
4. The school you plan to attend should be listed first. If it is not, click on the school name to select it.
5. Click the grey "First" button on the right side of the schools list. Click "Next."
6. If the school you plan to attend is not included in the schools listed in the summary, click "Add a School."
 - Search for the school you need to add by state, city or school name, or type in the Federal School Code, which can be found in the financial aid section of the college's website. Click "Search."
 - Select the school in the "Search Results" box, then click "Add." The school should appear in the "Selected Schools" box. When you are done adding colleges, click "Next."
7. Continue to the "Sign & Submit" page to submit the changes to your FAFSA. You must submit the changes. If you only save them, your school choice will not be updated.
8. Once you submit the changes, you should see a confirmation page that says, "Congratulations! Your FAFSA was successfully submitted to Federal Student Aid."
9. You will receive a confirmation email to the email address provided on your FAFSA when you submit changes. Please save and print this email for your records.
10. Changes made to your FAFSA can take up to three days to process. Stay in close communication with the financial aid office at the college you plan to attend to make sure they are able to access your FAFSA.

MENTOR TIP

"Send students emails specifically addressed to them at times throughout the process. Include information about them and their interests so it is not always a mass email and they know you care about them individually. Beginning with the very first communication, ask students to acknowledge they are receiving your communication efforts by responding to emails, text messages, voicemails, etc."

DAVE, ROANE COUNTY MENTOR

CHANGING YOUR INSTITUTION (TSAC PORTAL)

Updating Your Institution in the TSAC Student Portal

1. Visit www.tn.gov/tsacstudentportal prior to July 15.
2. Enter the username you created when you applied for TN Promise.
 - If you forgot your username, click the "Forgot your username? Click here" link.
3. You may be prompted to answer one of the security questions you chose when you applied for TN Promise. Click "Continue."
4. The next page will show the image you chose. If it is the correct image, enter your password and click "Log In."
 - If you forgot your password, click the "Forgot your password? Click here" link. A temporary password will be sent to the email address you provided when you applied for TN Promise. The temporary password will expire in one hour. It is suggested that you copy and paste the temporary password from the email into the password field.
5. Under the "Grants and Scholarship Program Information" section, you will see "Academic Year 2019-2020" and a list of program names and the institutions (program names include TSAA Tennessee Grants, HOPE Scholarship, HOPE Access Grant, Wilder-Naifeh Technical Skills Grant, Tennessee Promise).
6. You will see a "Transfer School" button for each program. You may click on any button and update the institution which will update all programs.
7. Select the correct institution from the drop down box. Click "Process Transfer Request."
8. Click on "View Financial Summary" on the top right hand corner to return to your student portal. You should see that the institution was changed under the "Grants and Scholarship Program Information" section.
9. When you are finished, click "Log Out." Please keep your username and password for the TSAC Student Portal in a safe place.

If you need help accessing your student account, or if the portal says there is already an account associated with your information, please call the TSAC Helpline at 1-800-342-1663.

TSAC STUDENT PORTAL USERNAME: _____

MENTOR TIP

"Tell them you are proud of them for furthering their education, be friendly at meetings, ask questions and be attentive and sincere with your answers. They are nervous about this giant step in life and need a "friend." This decision is one of the biggest, most important ones they will make along life's highway. Help them - don't hold their hand, just guide them."

SABRA, GRAINGER COUNTY MENTOR

FINANCIAL AID VERIFICATION

MENTORS

Many of our students are selected for the financial aid verification process each year. TCATs typically notify students that they have been selected by contacting them via phone or email, while community colleges and four-year institutions place notifications on students' college accounts. Encourage your students to check their college accounts on a weekly basis and to check in with their institution's financial aid office.

The financial aid verification requirement is not administered by tnAchieves. The post-secondary institutions will be able to address student questions as they navigate the verification process. Do not worry about having to know the answers to your students' questions. Our staff is available to help you navigate the process and the post-secondary institutions will be able to assist as well.

This is often a challenging time for students and their families. Your role is to continue to encourage the student to stay on course and submit all required documents by July 1. The earlier students submit all required documentation, the easier the college access process will be.

What is verification?

Verification is a process initiated by the Department of Education at the time you submit the FAFSA. Students selected for verification are required to submit certain documents to the college's financial aid office to verify the information provided on the FAFSA. Not all students are selected for verification, but if you are selected, no federal or state financial aid awards, including TN Promise, can be posted to your account until your financial aid file is verified.

What is the deadline to remain TN Promise eligible?

tnAchieves strongly encourages you to submit all requested documents by July 1 to avoid problems. The longer you wait to submit documentation, the longer it will take for your file to be completed. This means you may be required to pay to keep your classes!

How do I know if I have been selected?

You will be notified by your post-secondary institution if you have been selected for verification. Check your college account! Your college account may show alerts when you first log in. In order to be notified if you have been selected for verification, the college must have your application and FAFSA on file. If you do not apply to the college, they cannot notify you of any outstanding requirements.

Click the links in the alerts to determine what information is being requested. You can also check the financial aid section of your college account for details. If you have trouble accessing or do not have a college account, contact the post-secondary institution's financial aid office directly.

Many colleges begin posting verification requirements to student accounts in April or earlier. If you are selected for verification, make sure you begin working with the financial aid office at the college you plan to attend as soon as possible.

It is important to make sure your college is listed as the first choice school on your FAFSA and your TSAC Student Portal shows the correct institution. Refer to pages 20-21 if you need to change your FAFSA and/or TSAC Student Portal school choice.

What do I do if I am selected for verification?

If you are selected for verification, contact your school's financial aid office. Sometimes linking your FAFSA back to the IRS website will be sufficient. Other times, you will need to collect copies of the documents requested by the financial aid office (e.g., parent and/or student W-2, IRS tax return transcripts, etc.). Once all paperwork is submitted, the financial aid office will make corrections and process your financial aid. Remember, it can take up to four weeks for the financial aid office to process this paperwork, and processing documents may trigger the need for other documents to be submitted, so begin addressing this immediately.

All requested documentation should be submitted to the financial aid office at the college you plan to attend by July 1 to ensure your file is reviewed and awards are posted to your account prior to the beginning of the term.

Simply turning in documents does not mean you have completed verification. The review process at the college is considered part of verification.

SUBMIT 8 HOURS OF COMMUNITY SERVICE

*ELIGIBILITY REQUIREMENT

MENTORS:

Many students wait until the last week of June to complete their community service hours. Throughout the spring and summer, check in with your students to ensure they understand the deadlines and are making progress toward submission. We have many community service opportunities from around the state posted on tnAchieves.org and on our social media feeds. Feel free to offer your own suggestions for organizations that students may visit to complete their hours!

We will coordinate a day where multiple employers throughout the state will offer job shadowing opportunities to TN Promise students. Students can participate in these job shadowing events to satisfy part of their community service requirement while gaining valuable experience in their future career field! Information regarding [tnAchieves](http://tnAchieves.org) job shadow days is communicated to stakeholders via email!

During May and June 2018, [tnAchieves](http://tnAchieves.org) will be hosting community service events for students and mentors in the counties we serve. This will be a great opportunity for you to spend additional time with your student. In order to provide opportunities in 83 counties, we need your help! We invite you to nominate and coordinate a community service event with an organization in your community. Details about the nomination process can be found at www.tnachieves.org/mentors-mentor-recognition-program.



8 hours of community service must be completed and submitted by July 1, 2019!*

You may begin working on your community service hours November 2, 2018.

*If you plan to enroll at a Tennessee College of Applied Technology over the summer, your first 8 community service hours must be submitted by April 1, 2019.

Why? Community service is a way to give back to your community, become involved and say 'thank you' for this scholarship! It is also a great way to meet new people and learn about your community.

What? Community service is time contributed to a nonprofit or public service organization. The community should be benefitting from the work you do! Students can also volunteer in their field of interest to gain experience. This means that job shadowing and unpaid internships may count toward your community service requirement.

Make sure you are volunteering with an actual organization (not an individual), you are not being paid and you are being supervised by someone who is not a family member. Students can volunteer with more than one organization to meet their 8 hour requirement. Students can use unpaid internships and job shadowing opportunities as well! Unpaid internships and job shadowing must be completed at an organization or business directly related to your field of study. Job shadowing submissions are subject to review by [tnAchieves](http://tnAchieves.org) staff and may be denied if they do not fit within the guidelines.

Check out these examples of what is and is not considered community service!

YES! THAT COUNTS!

- Tutoring students at school or community center
- Doing laundry for residents of a nursing home
- Working with an organization building homes for people in need
- Participating in an environmental clean-up event
- Volunteering with a JROTC/ROTC group
- Helping with landscaping at a church
- Job shadowing in your future career field
- Volunteering to work at a booth for a food drive, charity race or blood drive
- Participating in the [tnAchieves](http://tnAchieves.org) job shadow events scheduled during the year
- Shadowing a vet because you are an Animal Sciences major

NO! THAT DOES NOT COUNT!

- Babysitting
- Doing laundry for your elderly neighbor
- Building a deck with your friend
- Picking up trash during a hike with friends
- Service in the military for which you are being paid
- Proselytizing (sharing or teaching faith)
- Cleaning the parking lot at your place of employment
- Donating cans to a food drive or running a race
- Following around the manager of a fast-food restaurant
- Working for free at a vape shop because you are a Business major

If you need help finding community service opportunities, [tnAchieves](http://tnAchieves.org) posts multiple opportunities for each county at www.tnachieves.org/community-service.

Make sure YOU submit your community service hours by July 1, 2019. Do not rely on the organization to complete this important step for you.

SUBMIT 8 HOURS OF COMMUNITY SERVICE

*ELIGIBILITY REQUIREMENT

How?

1. Find an organization! Looking for places to volunteer? Check out www.tnachieves.org, contact your local United Way or ask your mentor! Already have a place in mind? You are welcome to complete your hours anywhere that meets the requirements on page 23.
2. Complete at least 8 hours! Don't forget: someone who works for the organization must be able to confirm you were there the entire time. Before you leave, ask your supervisor for his/her name, email address and phone number. You will need this information to submit your form!
3. Submit your form! Go to www.tnachieves.org/community-service/submit-cs-hours and complete the form entirely. Below are a few tips for completing the form:
 - Did you volunteer at the same organization multiple days? When completing the form, make sure you list all of the days you worked and the **total** number of hours that you completed.
 - Having problems submitting the form? Email us: volunteer@tnachieves.org.
 - After you have submitted your form, you should see a completion page that states **"Thank you for submitting a tnAchieves community service form."** You will also receive a confirmation email at the email address you provided on your form. Save this confirmation email for your records.
 - If you receive an error message when completing your form, this means your form did not submit and your hours have not been received! Please follow the directions provided on the error message, or contact us: volunteer@tnachieves.org.
 - To check the number of hours you have submitted, provide your information at www.tnachieves.org/community-service/check-my-community-service-hours/

When?

SEMESTER/TRIMESTER	DEADLINE***	TIMEFRAME FOR COMPLETION
Summer 2019*	April 1, 2019 by 11:59 PM CT	November 2, 2018-April 1, 2019
Fall 2019	July 1, 2019 by 11:59 PM CT	November 2, 2018-July 1, 2019
Spring 2020	December 2, 2019 by 11:59 PM CT	July 2-December 2, 2019
Summer 2020**	April 1, 2020 by 11:59 PM CT	December 3, 2019-April 1, 2020
Fall 2020	July 1, 2020 by 11:59 PM CT	December 3, 2019-July 1, 2020
Spring 2021	December 1, 2020 by 11:59 PM CT	July 2-December 1, 2020
Summer 2021**	April 1, 2021 by 11:59 PM CT	December 2, 2020-April 1, 2021
Fall 2021	July 1, 2021 by 11:59 PM CT	December 2, 2020-July 1, 2021

*Only students attending a TCAT may enroll the summer directly following high school graduation and must meet the April 1, 2019 deadline. They must also submit an additional 8 hours by July 1, 2019 for the fall term.

**Summer semester/trimester deadlines only apply to students attending a TCAT or students choosing to enroll full time in a summer semester at a community college or eligible four-year institution.

***Students attending South College are required to submit 8 hours prior to each quarter. Contact volunteer@tnachieves.org for specific deadlines.

It is important to note that you may begin completing your community service hours on November 2, 2018. Any community service completed prior to this date will not be accepted. Community service must be submitted each semester and additional hours over the required 8 hours cannot be carried over to the next semester. Hours must be completed within the timeframe given above.

Simply completing your community service before the deadline but failing to submit to tnAchieves before the deadline will result in the loss of your TN Promise eligibility. Even one minute after the deadline will result in the loss of your TN Promise eligibility.

COLLEGE STUDENT REQUIREMENTS

MENTORS

Your students will be going through an important transition period as they begin their first year of college. Below are some of the more common challenges your students may be facing and how to help them.

Time Management

In high school, students' day-to-day schedules are determined by others. As college students, they are able to determine a schedule of their own. Being able to plan each day and schedule time for studying and social activities are critical to having a successful college experience. Encourage students to use a planner. Learning how to manage time for school and social life is a necessary tool that will be useful through graduation and beyond.

Stress

Not only is college more academically challenging, but there is also stress that comes from entering into a new environment. Consider encouraging students to intentionally relieve stress through activities like exercising or listening to music, and share how you manage stress in your life.

Finances

Many students entering college have the opportunity to manage their own money for the first time. A lack of financial planning can result in challenges for students. Advise students to make a budget to keep track of their expenses and savings. Direct them to college counselors that may be able to offer financial advice or even financial planning courses.

Resources

Often, students are unaware of the many resources that are available to them on campus. Encourage students to take advantage of resources such as tutoring centers, counseling services and advising offices. Let them know seeking help is a wise step that will help them succeed.

Once you begin college, you still have to meet requirements to maintain your TN Promise eligibility! See the list below for a few to keep in mind:

Enroll as a Full-Time Student Each Semester.

At a community college or four-year college, you must maintain enrollment in at least 12 credit hours each semester. At a TCAT, you must maintain enrollment in a full-time program. Remember, in order to maintain enrollment, you must attend and participate in all courses. Failure to attend class could result in you being dropped from the course and result in the loss of your TN Promise eligibility.

Maintain Satisfactory Academic Progress.

At a community college, you must maintain at least a cumulative 2.0 GPA. At a TCAT, the requirements to maintain satisfactory academic progress vary depending on your program. Check with your instructor to find out the requirements for your program.

Complete and Submit 8 Hours of Community Service Before Each Deadline.

Community service hours must be submitted by the established deadline prior to each semester/trimester. See pages 23-24 for deadlines and information.

Attend the Third Team Meeting.

Your third team meeting will ensure you are comfortable in your first semester as a college student. It is also the second in-person meeting with your mentor. Reference www.tnachieves.org for dates and locations of third team meetings.

File the FAFSA by the Established Deadline Each Year.

Submit your FAFSA at www.fafsa.gov. If selected for financial aid verification, you must complete verification by the college's priority date each year.

Continue to Check Your Emails.

You will receive an email from tnAchieves every Monday. If you are not receiving emails from tnAchieves, contact a tnAchieves staff member to update your contact information.

MENTOR TIP

"Take a few extra minutes to get to know your students' family situations, struggles in school, outside jobs, goals, etc. It pays off, and they will see you as someone who cares, not just another nagging adult."

PATTY, JEFFERSON COUNTY MENTOR

YOU ARE A COLLEGE STUDENT!

Go to Class.

- Attendance is important! Every day that you are absent from class, you miss out on information that may not be in your books but could be on your test. Failure to attend class throughout the entire term could result in loss of TN Promise eligibility.
- Asking questions during class is tough, but it ensures you receive correct answers. Other students in your class most likely have the same questions – you are just the brave one willing to ask! Once you start asking questions, it will become easier.
- If a class has a review session before a test, attend it. It can only strengthen your knowledge of the subject.
- Be active in class. Taking notes, asking questions and listening makes it more likely you will perform favorably in the class and will get the attention of your professor!

Organize & Prioritize.

- College can be overwhelming (especially as a full-time student), and finding a healthy balance is key to your success.
- Use your syllabus! It will help set your expectations for your classes. It informs you of important dates, materials you will need and how you will be graded. If you do not know how to read it, ask your professor!
- Get organized. Use a planner, make to-do lists and sync your school email and calendar to your phone. Decide what works best for you; there is no wrong way to get organized.
- Manage your time before, between and after classes to study or work on assignments with the resources available on campus.

Ask for Help.

- Professors/instructors hold office hours and usually have time before and after class. Get to know them during these times. They will help you if you find yourself struggling during the semester.
- Community and technical colleges have multiple resources (e.g., math labs, writing centers, tutors, advisors and counselors) that are all FREE. Take advantage of them!
- Fellow students are encountering the same challenges and can relate to you. Surround yourself with students you work well with and hold one another accountable.
- Remember to connect with your tnAchieves mentor. They want to be a resource for you, and if they cannot answer your question, they can direct you to someone who can!

Plan for Additional Costs.

- Some classes have additional fees that you will be responsible for along with your books and school supplies.
- It is important to find a way to cover these additional costs (e.g., part-time job, work-study on campus, plan of action with family) before classes begin.
- Make a budget so you know what you can spend on food, activities and gas.
- Planning ahead will help you cover your costs with as little stress as possible. This allows more time for you to focus on your classes, activities on campus and stay on track to graduate on time!

MENTOR TIP

“Encourage students to attend all required meetings regardless of other communication they are receiving, in case they were misinformed by another person.”

MARY LOU, STEWART COUNTY MENTOR

TIME MANAGEMENT ACTIVITY

*TO BE COMPLETED AT YOUR FALL TEAM MEETING WITH YOUR MENTOR

MENTORS

This meeting, which takes place shortly after college classes begin, is designed to help students overcome some of the potential challenges they may face as they navigate their first semester. tnAchieves staff will discuss resources available on campuses, remind students of scholarship requirements and lead a time management activity.

You play an important role during this activity. You and your students will complete the activity together and spend time discussing students' schedules, the importance of prioritization and strategies you have found beneficial when managing your time. Students are often unaware of how much time they will need to complete school work outside of their classes. This is a great opportunity for you to encourage them and remind them that, in order to be successful, it is important to set aside time to focus on schoolwork.

The first semester is often when students need you the most. Be the support system they need to retain and complete!

Please note: These meetings have not yet been scheduled. We will provide information on your meeting via email as soon as the calendar is finalized.

Effectively managing time is one of the greatest challenges students face as they transition from high school to college. Many students underestimate the amount of time they need to devote to homework and study outside of classes. This time management activity is designed to help you think about how to prioritize your time.

Students, ask your mentor questions during the activity! It is the perfect opportunity to learn what he/she has found helpful to stay organized, manage his/her time and to be successful.

1. Make a list of all the ways you use your time:

2. Complete the time management grid.

Complete the grid distributed at your team meeting, taking each of the items you have listed above one-by-one and filling in the time you need for them each week.

For example, when and for how long are you going to do homework and study each week? Hint: Research has shown that to be successful in college, students need to devote 6-9 hours per class to homework and studying each week. So, if you are taking four classes, you should expect to spend 24-36 hours each week working on school work outside of class time. Yes, that is 24-36 hours, not minutes!

3. Discussion

Students, spend some time talking with your mentor about your grid. This is the perfect opportunity to talk about some of the potential challenges you may be facing with a full schedule and to discuss how to prioritize what is important to you. Every year, students tell us that managing their time as a college student is difficult. Do not miss out on the chance to receive advice from your mentor!

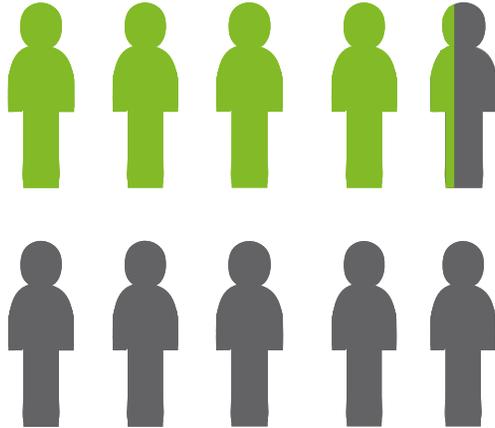
MENTOR TIP

One of our mentors had great feedback about the third team meeting: "This was a great meeting. I was a little discouraged by the students lack of communication this summer but this was the best tnAchieves meeting I have been to in three years. Reality seems to have set in for the students that this is not high school, but they are also building the confidence that they can do this."

GRADUATE/TRANSFER

Making it to college is an accomplishment but graduating from college should be your goal! Before beginning college, make sure to meet with an advisor and create a plan for what courses you need to complete each semester or trimester in order to graduate on time with a degree or certificate. A defined path will lead to greater success!

Use your plan to guide your time in college and to serve as a reminder of the brighter future you are creating for yourself!



Currently, less than **50%** of all students enrolled in a public university graduate.

YOU can graduate and help change that number! More certificates and degrees means a better future for students and a better workforce for our state.

Besides completing the required coursework for your major, your institution may have other requirements that you must meet in order to graduate. These requirements are different at every college, so make sure you are aware of how your institution handles graduation.

Below is a list of general graduation requirements:*

- Completion of curriculum for specific project of study
- Minimum cumulative GPA of 2.0 or satisfactory academic progress (SAP) at a TCAT
- Completion of a specific number of credit hours
- Completion of an intent to graduate form
- Payment of a graduation fee

*Some students may be required to take one or more tests designed to measure achievement in general education and in their specific major in order to transfer and/or graduate.

Transferring to a Four-Year College

Tennessee Transfer Pathways simplify the transfer process by providing information about which courses you should take to maximize the number of credits that will transfer from your two-year institution. Visit www.tntransferpathway.org/find to select the pathway you may want to take as you start college. If you do plan to transfer, speak with an advisor to map out your plan.

MENTOR TIP

"It is most important for mentors to play the 'encourager' role while students are trying to adjust to college life in the first few weeks of school."

CHELSEY, SHELBY COUNTY MENTOR

MANDATORY MEETING SCHEDULE

*ELIGIBILITY REQUIREMENT

Public school applicants: You are required to attend the team meeting for your institution.

Private/Alternative school applicants (any school not listed): You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which your institution is located. You also should have received a letter via mail with your assigned team meeting.

Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Anderson	Anderson County High School	3/11/2019	5:30 PM	Anderson County High School
Anderson	Clinton High School	3/13/2019	5:30 PM	Clinton High School
Anderson	Oak Ridge High School	3/28/2019	5:30 PM	Oak Ridge High School
Anderson	Secret City Academy	3/28/2019	1:00 PM	Secret City Academy
Anderson	Private/Homeschool	3/28/2019	5:30 PM	Oak Ridge High School
Bedford	Cascade High School	3/13/2019	5:30 PM	Shelbyville Central High School
Bedford	Community High School - Unionville	3/13/2019	5:30 PM	Shelbyville Central High School
Bedford	Shelbyville Central High School	3/13/2019	5:30 PM	Shelbyville Central High School
Bedford	Private/Homeschool	3/13/2019	5:30 PM	Shelbyville Central High School
Benton	Big Sandy High School	3/4/2019	3:30 PM	Camden Central High School
Benton	Camden Central High School	3/4/2019	3:30 PM	Camden Central High School
Benton	Private/Homeschool	3/4/2019	3:30 PM	Camden Central High School
Bledsoe	Bledsoe County High School	4/2/2019	3:30 PM	Bledsoe County High School
Bledsoe	Private/Homeschool	4/2/2019	3:30 PM	Bledsoe County High School
Blount	Alcoa High School	4/3/2019	5:30 PM	Alcoa High School
Blount	Heritage High School	3/21/2019	5:30 PM	Heritage High School
Blount	Maryville High School	3/6/2019	5:30 PM	Maryville High School
Blount	William Blount High School	3/20/2019	5:30 PM	William Blount High School
Blount	Private/Homeschool	4/11/2019	5:30 PM	Maryville High School
Bradley	Bradley Central High School	3/19/2019	5:30 PM	Bradley Central High School
Bradley	Cleveland High School	3/25/2019	5:30 PM	Cleveland High School
Bradley	Walker Valley High School	3/21/2019	5:30 PM	Walker Valley High School
Bradley	Private/Homeschool	3/25/2019	5:30 PM	Cleveland High School
Bradley	GOAL Academy	3/19/2019	5:30 PM	Bradley Central High School
Campbell	Campbell County High School	3/12/2019	5:30 PM	Campbell County High School
Campbell	Jellico High School	3/12/2019	2:00 PM	Jellico High School
Campbell	Private/Homeschool	3/12/2019	5:30 PM	Campbell County High School
Cannon	Cannon County High School	3/14/2019	3:00 PM	Cannon County High School
Cannon	Private/Homeschool	3/14/2019	3:00 PM	Cannon County High School
Carroll	Clarksburg High School	3/13/2019	5:30 PM	Carroll County Civic Center
Carroll	Hollow Rock-Bruceton Central High School	3/13/2019	5:30 PM	Carroll County Civic Center
Carroll	Huntingdon High School	3/13/2019	5:30 PM	Carroll County Civic Center
Carroll	Mckenzie High School	3/13/2019	5:30 PM	Carroll County Civic Center
Carroll	West Carroll High School	3/13/2019	5:30 PM	Carroll County Civic Center
Carroll	Private/Homeschool	3/13/2019	5:30 PM	Carroll County Civic Center

MANDATORY MEETING SCHEDULE

*ELIGIBILITY REQUIREMENT

Public school applicants: You are required to attend the team meeting for your institution.

Private/Alternative school applicants (any school not listed): You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which your institution is located. You also should have received a letter via mail with your assigned team meeting.

Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Carter	Cloudland High School	3/18/2019	9:30 AM	Cloudland High School
Carter	Elizabethton High School	3/19/2019	5:30 PM	Elizabethton High School
Carter	Hampton High School	3/18/2019	3:00 PM	Hampton High School
Carter	Happy Valley High School	4/8/2019	5:30 PM	Happy Valley High School
Carter	Unaka High School	3/19/2019	3:00 PM	Unaka High School
Carter	Private/Homeschool	3/19/2019	5:30 PM	Elizabethton High School
Cheatham	Cheatham County Central High School	3/21/2019	5:30 PM	Cheatham County Central High School
Cheatham	Harpeth High School	4/9/2019	5:30 PM	Harpeth High School
Cheatham	Sycamore High School	3/21/2019	3:00 PM	Sycamore High School
Cheatham	Private/Homeschool	3/21/2019	5:30 PM	Cheatham County Central High School
Claiborne	Claiborne High School	4/9/2019	5:30 PM	Walters State - Claiborne Campus
Claiborne	Cumberland Gap High School	4/9/2019	5:30 PM	Walters State - Claiborne Campus
Claiborne	Private/Homeschool	4/9/2019	5:30 PM	Walters State - Claiborne Campus
Clay	Clay County High School	4/11/2019	1:00 PM	Clay County High School
Clay	Private/Homeschool	4/11/2019	1:00 PM	Clay County High School
Cocke	Cocke County High School	3/20/2019	5:30 PM	Cocke County High School
Cocke	Cosby High School	3/20/2019	3:00 PM	Cosby High School
Cocke	Private/Homeschool	3/20/2019	5:30 PM	Cocke County High School
Coffee	Coffee County High School	3/19/2019	5:30 PM	Coffee County High School
Coffee	Tullahoma High School	3/18/2019	5:30 PM	Tullahoma High School
Coffee	Private/Homeschool	3/19/2019	5:30 PM	Coffee County High School
Cumberland	Cumberland County High School	3/21/2019	5:30 PM	Cumberland County High School
Cumberland	Stone Memorial High School	3/14/2019	5:30 PM	Stone Memorial High School
Cumberland	The Phoenix School	3/21/2019	5:30 PM	Cumberland County High School
Cumberland	Private/Homeschool	3/14/2019	5:30 PM	Stone Memorial High School
Davidson	Academy at Hickory Hollow	3/6/2019	5:30 PM	Antioch High School
Davidson	Academy At Old Cockrill	3/4/2019	5:30 PM	Hillwood High School
Davidson	Academy At Opry Mills	3/5/2019	6:00 PM	McGavock High School
Davidson	Antioch High School	3/6/2019	5:30 PM	Antioch High School
Davidson	Cane Ridge High School	3/28/2019	2:45 PM	Cane Ridge High School
Davidson	Cora Howe School	3/27/2019	8:00 AM	Cora Howe School
Davidson	East Nashville Magnet High School	3/25/2019	1:45 PM	East Nashville Magnet High School
Davidson	Glencliff High School	3/27/2019	5:30 PM	Glencliff High School
Davidson	Hillsboro High School	3/6/2019	5:30 PM	Hillsboro High School
Davidson	Hillwood High School	3/4/2019	5:30 PM	Hillwood High School

MANDATORY MEETING SCHEDULE

*ELIGIBILITY REQUIREMENT

Public school applicants: You are required to attend the team meeting for your institution.

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Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Davidson	Hume-Fogg Academic Magnet High School	3/6/2019	5:30 PM	Hillsboro High School
Davidson	Hunters Lane High School	3/27/2019	5:30 PM	Hunters Lane High School
Davidson	John Overton High School	3/28/2019	5:30 PM	John Overton High School
Davidson	LEAD Academy High School	3/6/2019	5:30 PM	Hillsboro High School
Davidson	Maplewood High School	3/7/2019	2:15 PM	Maplewood High School
Davidson	Martin Luther King Jr. Magnet High School	3/6/2019	5:30 PM	Hillsboro High School
Davidson	McGavock High School	3/5/2019	6:00 PM	McGavock High School
Davidson	Metro Nashville Virtual School	3/4/2019	5:30 PM	Hillwood High School
Davidson	Middle College High School - MNPS	4/4/2019	10:00 AM	Middle College High School - MNPS
Davidson	Nashville Big Picture High School	3/4/2019	5:30 PM	Hillwood High School
Davidson	Nashville School Of The Arts	3/27/2019	5:30 PM	Glenclyff High School
Davidson	Pearl-Cohn Magnet High School	3/28/2019	7:30 AM	Pearl-Cohn Magnet High School
Davidson	Stratford STEM Magnet High School	3/25/2019	5:30 PM	Stratford STEM Magnet
Davidson	Whites Creek High School	3/27/2019	2:45 PM	Whites Creek High School
Davidson	Private/Homeschool	3/7/2019	5:30 PM	McGavock High School
DeKalb	DeKalb County High School	3/14/2019	5:30 PM	DeKalb County High School
DeKalb	Private/Homeschool	3/14/2019	5:30 PM	DeKalb County High School
Dickson	Creek Wood High School	3/28/2019	5:30 PM	Creek Wood High School
Dickson	Dickson County High School	4/4/2019	5:30 PM	Dickson County High School
Dickson	Private/Homeschool	3/28/2019	5:30 PM	Creek Wood High School
Dyer	Dyer County High School	3/11/2019	5:30 PM	Dyer County High School
Dyer	Dyersburg High School	3/12/2019	5:30 PM	Dyersburg High School
Dyer	Private/Homeschool	3/12/2019	5:30 PM	Dyersburg High School
Fentress	Alvin C. York Institute	4/8/2019	4:00 PM	Alvin C. York Institute
Fentress	Clarkrange High School	3/26/2019	5:30 PM	Clarkrange High School
Fentress	Private/Homeschool	3/26/2019	5:30 PM	Clarkrange High School
Franklin	Franklin County High School	3/12/2019	5:30 PM	Franklin County High School
Franklin	Huntland High School	3/12/2019	5:30 PM	Franklin County High School
Franklin	Private/Homeschool	3/12/2019	5:30 PM	Franklin County High School
Giles	Giles County High School	3/25/2019	5:30 PM	Giles County High School
Giles	Richland High School	3/25/2019	3:00 PM	Richland High School
Giles	Private/Homeschool	3/25/2019	5:30 PM	Giles County High School
Grainger	Grainger High School	3/19/2019	3:30 PM	Grainger High School
Grainger	Washburn School	3/19/2019	1:00 PM	Washburn School
Grainger	Private/Homeschool	3/19/2019	3:30 PM	Grainger High School

MANDATORY MEETING SCHEDULE

*ELIGIBILITY REQUIREMENT

Public school applicants: You are required to attend the team meeting for your institution.

Private/Alternative school applicants (any school not listed): You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which your institution is located. You also should have received a letter via mail with your assigned team meeting.

Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Greene	Chuckey-Doak High School	3/21/2019	5:30 PM	Chuckey-Doak High School
Greene	Greeneville High School	3/12/2019	5:30 PM	Greeneville High School
Greene	North Greene High School	3/14/2019	3:00 PM	North Greene High School
Greene	South Greene High School	3/12/2019	3:15 PM	South Greene High School
Greene	West Greene High School	3/14/2019	5:30 PM	West Greene High School
Greene	Private/Homeschool	3/12/2019	5:30 PM	Greeneville High School
Grundy	Grundy County High School	4/3/2019	2:00 PM	Grundy County High School
Grundy	Private/Homeschool	4/3/2019	2:00 PM	Grundy County High School
Hamblen	Morristown East High School	3/12/2019	5:30 PM	Morristown East High School
Hamblen	Morristown West High School	3/18/2019	5:30 PM	Morristown West High School
Hamblen	Private/Homeschool	3/18/2019	5:30 PM	Morristown West High School
Hamilton	Brainerd High School	3/6/2019	10:00 AM	Brainerd High School
Hamilton	Central High School	3/26/2019	5:30 PM	Central High School
Hamilton	Chatt. High School Center For Creative Arts	3/26/2019	5:30 PM	Red Bank High School
Hamilton	Chatt. School for the Arts & Sciences	3/26/2019	5:30 PM	Red Bank High School
Hamilton	East Hamilton High School	3/26/2019	5:30 PM	East Hamilton High School
Hamilton	East Ridge High School	3/26/2019	2:30 PM	East Ridge High School
Hamilton	Hamilton Co. Collegiate HS at Chatt. State	3/26/2019	5:30 PM	Central High School
Hamilton	Hamilton County High School	3/27/2019	5:30 PM	Ooltewah High School
Hamilton	Hixson High School	3/27/2019	5:30 PM	Hixson High School
Hamilton	Lookout Valley High School	3/27/2019	1:00 PM	Lookout Valley High School
Hamilton	Ooltewah High School	3/27/2019	5:30 PM	Ooltewah High School
Hamilton	Red Bank High School	3/26/2019	5:30 PM	Red Bank High School
Hamilton	Sale Creek High School	3/27/2019	2:30 PM	Sale Creek High School
Hamilton	Sequoyah High School	3/26/2019	3:00 PM	Sequoyah High School
Hamilton	Signal Mountain High School	3/26/2019	3:00 PM	Signal Mountain High School
Hamilton	Soddy Daisy High School	3/26/2019	5:30 PM	Soddy Daisy High School
Hamilton	STEM School Chattanooga	3/27/2019	5:30 PM	Hixson High School
Hamilton	The Howard School	3/27/2019	10:30 AM	The Howard School
Hamilton	Tyner Academy	3/27/2019	4:30 PM	Tyner Academy
Hamilton	Private/Homeschool	3/6/2019	5:30 PM	Chattanooga State - Main Campus
Hancock	Hancock County High School	3/21/2019	3:30 PM	Hancock County High School
Hancock	Private/Homeschool	3/21/2019	3:30 PM	Hancock County High School
Hardeman	Bolivar Central High School	3/11/2019	5:30 PM	Bolivar Central High School
Hardeman	Middleton High School	3/11/2019	5:30 PM	Bolivar Central High School

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Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Hardeman	Private/Homeschool	3/11/2019	5:30 PM	Bolivar Central High School
Hawkins	Cherokee High School	4/2/2019	5:30 PM	Cherokee High School
Hawkins	Clinch High School	3/11/2019	2:00 PM	Clinch School
Hawkins	Volunteer High School	3/11/2019	5:30 PM	Volunteer High School
Hawkins	Private/Homeschool	4/2/2019	5:30 PM	Cherokee High School
Henry	Henry County High School	3/20/2019	5:30 PM	Henry County High School
Henry	Private/Homeschool	3/20/2019	5:30 PM	Henry County High School
Hickman	East Hickman High School	3/18/2019	5:30 PM	Hickman County High School
Hickman	Hickman County High School	3/18/2019	5:30 PM	Hickman County High School
Hickman	Private/Homeschool	3/18/2019	5:30 PM	Hickman County High School
Houston	Houston County High School	3/19/2019	3:00 PM	Houston County High School
Houston	Private/Homeschool	3/19/2019	3:00 PM	Houston County High School
Humphreys	McEwen High School	3/14/2019	3:00 PM	McEwen High School
Humphreys	Waverly Central High School	3/14/2019	5:30 PM	Waverly Central High School
Humphreys	Private/Homeschool	3/14/2019	5:30 PM	Waverly Central High School
Jackson	Jackson County High School	3/20/2019	3:00 PM	Jackson County High School
Jackson	Private/Homeschool	3/20/2019	3:00 PM	Jackson County High School
Jefferson	Jefferson County High School	3/4/2019	5:30 PM	Jefferson County High School
Jefferson	Private/Homeschool	3/4/2019	5:30 PM	Jefferson County High School
Johnson	Johnson County High School	3/18/2019	5:30 PM	Johnson County High School
Johnson	Private/Homeschool	3/18/2019	5:30 PM	Johnson County High School
Knox	Austin-East High School	4/1/2019	5:30 PM	Austin-East High School
Knox	Bearden High School	3/4/2019	5:30 PM	Bearden High School
Knox	Career Magnet Academy	3/7/2019	10:30 AM	Career Magnet Academy
Knox	Carter High School	3/13/2019	5:30 PM	Carter High School
Knox	Central High School	3/27/2019	5:30 PM	Central High School
Knox	Farragut High School	3/28/2019	5:30 PM	Farragut High School
Knox	Fulton High School	4/2/2019	5:30 PM	Fulton High School
Knox	Gibbs High School	3/14/2019	5:30 PM	Gibbs High School
Knox	Halls High School	4/4/2019	5:30 PM	Halls Middle School
Knox	Hardin Valley Academy	3/5/2019	5:30 PM	Hardin Valley Academy
Knox	Karns High School	4/4/2019	5:30 PM	Karns High School
Knox	Kelley Volunteer Academy	3/28/2019	11:15 AM	Kelley Volunteer Academy
Knox	L&N STEM Academy	3/7/2019	8:00 AM	L&N STEM Academy
Knox	Powell High School	4/1/2019	5:30 PM	Powell High School

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Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Knox	South Doyle High School	4/10/2019	5:30 PM	South Doyle High School
Knox	West High School	4/3/2019	5:30 PM	West High School
Knox	Private/Homeschool	3/7/2019	5:30 PM	Bearden High School
Lake	Lake County High School	3/12/2019	2:00 PM	Lake County High School
Lake	Private/Homeschool	3/12/2019	2:00 PM	Lake County High School
Lauderdale	Halls High School	3/12/2019	5:30 PM	Ripley High School
Lauderdale	Ripley High School	3/12/2019	5:30 PM	Ripley High School
Lauderdale	Private/Homeschool	3/12/2019	5:30 PM	Ripley High School
Lewis	Lewis County High School	3/25/2019	5:30 PM	Lewis County High School
Lewis	Private/Homeschool	3/25/2019	5:30 PM	Lewis County High School
Lincoln	Fayetteville High School	3/26/2019	3:00 PM	Fayetteville High School
Lincoln	Lincoln County High School	3/26/2019	5:30 PM	Lincoln County High School
Lincoln	Private/Homeschool	3/26/2019	5:30 PM	Lincoln County High School
Loudon	Greenback High School	3/19/2019	2:00 PM	Greenback High School
Loudon	Lenoir City High School	3/19/2019	5:30 PM	Lenoir City High School
Loudon	Loudon High School	4/4/2019	5:30 PM	Loudon High School
Loudon	Private/Homeschool	3/19/2019	5:30 PM	Lenoir City High School
Macon	Macon County High School	3/18/2019	5:30 PM	Macon County High School
Macon	Red Boiling Springs High School	3/18/2019	5:30 PM	Macon County High School
Macon	Private/Homeschool	3/18/2019	5:30 PM	Macon County High School
Madison	Liberty Technology High School	3/14/2019	1:00 PM	Liberty Technology High School
Madison	Madison Academic High School	3/13/2019	1:30 PM	Madison Academic High School
Madison	North Side High School	3/14/2019	5:30 PM	North Side High School
Madison	South Side High School	3/13/2019	5:30 PM	South Side High School
Madison	Private/Homeschool	4/10/2019	5:30 PM	Jackson State - Main Campus
Marion	Marion County High School	3/19/2019	5:30 PM	Marion County High School
Marion	Richard Hardy Memorial School	3/19/2019	1:00 PM	Richard Hardy Memorial School
Marion	South Pittsburg High School	3/19/2019	5:30 PM	Marion County High School
Marion	Whitwell High School	3/19/2019	5:30 PM	Marion County High School
Marion	Private/Homeschool	3/19/2019	5:30 PM	Marion County High School
Marshall	Cornersville High School	3/19/2019	5:30 PM	Marshall County High School
Marshall	Forrest High School	3/19/2019	5:30 PM	Marshall County High School
Marshall	Marshall County High School	3/19/2019	5:30 PM	Marshall County High School
Marshall	Private/Homeschool	3/19/2019	5:30 PM	Marshall County High School
Maury	Columbia Central High School	3/14/2019	5:30 PM	Columbia Central High School

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Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Maury	Culleoka High School	3/14/2019	5:30 PM	Columbia Central High School
Maury	Hampshire Unit School	3/14/2019	9:30 AM	Hampshire Unit School
Maury	Mount Pleasant High School	3/14/2019	3:00 PM	Mount Pleasant High School
Maury	Northfield Academy	3/13/2019	1:30 PM	Northfield Academy
Maury	Santa Fe High School	3/14/2019	5:30 PM	Columbia Central High School
Maury	Spring Hill High School	3/13/2019	5:30 PM	Spring Hill High School
Maury	Private/Homeschool	4/10/2019	5:30 PM	Columbia State - Main Campus
McMinn	McMinn Central High School	3/14/2019	5:30 PM	McMinn Central High School
McMinn	McMinn County High School	3/12/2019	5:30 PM	McMinn County High School
McMinn	Private/Homeschool	3/12/2019	5:30 PM	McMinn County High School
McNairy	Adamsville High School	3/13/2019	3:30 PM	McNairy Central High School
McNairy	McNairy Central High School	3/13/2019	3:30 PM	McNairy Central High School
McNairy	Private/Homeschool	3/13/2019	3:30 PM	McNairy Central High School
Meigs	Meigs County High School	4/1/2019	3:15 PM	Meigs County High School
Meigs	Private/Homeschool	4/1/2019	3:15 PM	Meigs County High School
Monroe	Sequoyah High School	3/13/2019	5:30 PM	Sequoyah High School
Monroe	Sweetwater High School	3/11/2019	5:30 PM	Sweetwater High School
Monroe	Tellico Plains High School	3/13/2019	1:30 PM	Tellico Plains High School
Monroe	Private/Homeschool	3/13/2019	5:30 PM	Sequoyah High School
Montgomery	Clarksville High School	4/4/2019	5:30 PM	Clarksville High School
Montgomery	Fort Campbell High School	3/18/2019	5:30 PM	West Creek High School
Montgomery	Kenwood High School	4/9/2019	5:30 PM	Kenwood High School
Montgomery	Middle College at APSU	4/4/2019	5:30 PM	Clarksville High School
Montgomery	Montgomery Central High School	3/19/2019	5:30 PM	Montgomery Central High School
Montgomery	Northeast High School	3/18/2019	3:00 PM	Northeast High School
Montgomery	Northwest High School	4/8/2019	5:30 PM	Northwest High School
Montgomery	Rossvie High School	3/12/2019	5:30 PM	Rossvie High School
Montgomery	West Creek High School	3/18/2019	5:30 PM	West Creek High School
Montgomery	Private/Homeschool	4/4/2019	5:30 PM	Clarksville High School
Moore	Moore County High School	3/18/2019	3:00 PM	Moore County High School
Moore	Private/Homeschool	3/18/2019	3:00 PM	Moore County High School
Morgan	Coalfield High School	3/25/2019	3:30 PM	Coalfield High School
Morgan	Oakdale High School	3/25/2019	1:00 PM	Oakdale High School
Morgan	Sunbright High School	4/1/2019	1:00 PM	Sunbright High School
Morgan	Wartburg Central High School	4/1/2019	4:00 PM	Wartburg Central High School

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County	High School	Date	Time	Meeting Location
Morgan	Private/Homeschool	4/1/2019	4:00 PM	Wartburg Central High School
Obion	Obion County Central High School	3/14/2019	5:30 PM	Obion County Central High School
Obion	South Fulton High School	3/14/2019	3:00 PM	South Fulton High School
Obion	Union City High School	3/14/2019	5:30 PM	Obion County Central High School
Obion	Private/Homeschool	3/14/2019	5:30 PM	Obion County Central High School
Overton	Livingston Academy	4/11/2019	3:30 PM	Livingston Academy
Overton	Private/Homeschool	4/11/2019	3:30 PM	Livingston Academy
Pickett	Pickett County High School	4/8/2019	1:00 PM	Pickett County High School
Pickett	Private/Homeschool	4/8/2019	1:00 PM	Pickett County High School
Polk	Copper Basin High School	3/20/2019	2:30 PM	Copper Basin High School
Polk	Polk County High School	3/20/2019	5:30 PM	Polk County High School
Polk	Private/Homeschool	3/20/2019	5:30 PM	Polk County High School
Putnam	Cookeville High School	3/25/2019	5:30 PM	Cookeville High School
Putnam	Monterey High School	3/26/2019	3:00 PM	Monterey High School
Putnam	Upperman High School	3/25/2019	3:00 PM	Upperman High School
Putnam	White Plains Academy	3/25/2019	5:30 PM	Cookeville High School
Putnam	Private/Homeschool	3/25/2019	5:30 PM	Cookeville High School
Rhea	Rhea County High School	3/11/2019	5:30 PM	Rhea County High School
Rhea	Private/Homeschool	3/11/2019	5:30 PM	Rhea County High School
Roane	Harriman High School	4/8/2019	5:30 PM	Harriman High School
Roane	Midway High School	4/1/2019	5:30 PM	Midway High School
Roane	Oliver Springs High School	3/25/2019	5:30 PM	Oliver Springs High School
Roane	Roane County High School	3/20/2019	5:30 PM	Roane County High School
Roane	Rockwood High School	4/8/2019	3:30 PM	Rockwood High School
Roane	Private/Homeschool	3/20/2019	3:00 PM	Roane Alliance
Robertson	East Robertson High School	3/26/2019	3:00 PM	East Robertson High School
Robertson	Greenbrier High School	4/1/2019	5:30 PM	Greenbrier High School
Robertson	Jo Byrns High School	3/14/2019	3:00 PM	Jo Byrns High School
Robertson	Springfield High School	3/14/2019	5:30 PM	Springfield High School
Robertson	White House Heritage School	3/26/2019	5:30 PM	White House Heritage High School
Robertson	Private/Homeschool	3/14/2019	5:30 PM	Springfield High School
Rutherford	Blackman High School	3/21/2019	5:30 PM	Blackman High School
Rutherford	Central Magnet School	4/4/2019	3:00 PM	Central Magnet School
Rutherford	Eagleville High School	3/13/2019	3:00 PM	Eagleville High School
Rutherford	Holloway High School	3/20/2019	3:00 PM	Holloway High School

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County	High School	Date	Time	Meeting Location
Rutherford	LaVergne High School	3/21/2019	5:30 PM	LaVergne High School
Rutherford	Oakland High School	4/4/2019	5:30 PM	Oakland High School
Rutherford	Riverdale High School	3/13/2019	5:30 PM	Riverdale High School
Rutherford	Siegel High School	4/8/2019	5:30 PM	Siegel High School
Rutherford	Smyrna High School	3/20/2019	5:30 PM	Smyrna High School
Rutherford	Stewarts Creek High School	4/1/2019	5:30 PM	Stewarts Creek High School
Rutherford	Private/Homeschool	3/21/2019	5:30 PM	Blackman High School
Scott	Oneida High School	3/25/2019	5:30 PM	Oneida High School
Scott	Scott High School	3/25/2019	5:30 PM	Oneida High School
Scott	Private/Homeschool	3/25/2019	5:30 PM	Oneida High School
Sequatchie	Sequatchie County High School	4/2/2019	1:00 PM	Sequatchie County High School
Sequatchie	Private/Homeschool	4/2/2019	1:00 PM	Sequatchie County High School
Sevier	Gatlinburg-Pittman High School	3/4/2019	5:30 PM	Gatlinburg-Pittman High School
Sevier	Northview Academy	3/5/2019	5:30 PM	Northview Academy
Sevier	Pigeon Forge High School	3/6/2019	5:30 PM	Pigeon Forge High School
Sevier	Sevier County High School	3/7/2019	5:30 PM	Sevier County High School
Sevier	Seymour High School	3/5/2019	5:30 PM	Seymour High School
Sevier	Private/Homeschool	3/7/2019	3:00 PM	Walters State - Sevier County Campus
Shelby	Adolescent Parenting	3/26/2019	11:00 AM	Adolescent Parenting
Shelby	Arlington High School	3/28/2019	5:30 PM	Arlington High School
Shelby	Bartlett High School	3/21/2019	5:30 PM	Bartlett High School
Shelby	Bolton High School	3/25/2019	5:30 PM	Bolton High School
Shelby	Booker T. Washington High School	3/20/2019	1:00 PM	Booker T. Washington High School
Shelby	Central High School	3/5/2019	5:30 PM	Central High School
Shelby	City University School Of Liberal Arts	3/4/2019	1:00 PM	City University School of Liberal Arts
Shelby	Collierville High School	3/27/2019	5:30 PM	Collierville High School
Shelby	Cordova High School	4/1/2019	5:30 PM	Cordova High School
Shelby	Craigmont High School	3/21/2019	2:00 PM	Craigmont High School
Shelby	Douglass High School	3/19/2019	1:00 PM	Douglass High School
Shelby	East High School	3/18/2019	2:00 PM	East High School
Shelby	Fairley High School	3/6/2019	10:20 AM	Fairley High School
Shelby	G.W. Carver College and Career Academy	3/21/2019	1:00 PM	G.W. Carver College and Career Academy
Shelby	Germantown High School	3/7/2019	5:30 PM	Germantown High School
Shelby	Hamilton High School	3/5/2019	2:00 PM	Hamilton High School
Shelby	Hillcrest High School	3/5/2019	3:30 PM	Hillcrest High School

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County	High School	Date	Time	Meeting Location
Shelby	Hollis F. Price Middle College HS	3/21/2019	9:30 AM	Hollis F. Price Middle College HS
Shelby	Houston High School	4/4/2019	5:30 PM	Houston High School
Shelby	Kingsbury High School	3/6/2019	1:00 PM	Kingsbury High School
Shelby	KIPP Memphis Collegiate High School	3/20/2019	5:30 PM	Manassas High School
Shelby	Kirby High School	3/7/2019	2:00 PM	Kirby High School
Shelby	Manassas High School	3/20/2019	5:30 PM	Manassas High School
Shelby	MLK Jr. College Prep High School	3/26/2019	2:00 PM	MLK Jr. College Prep High School
Shelby	Melrose High School	3/19/2019	2:00 PM	Melrose High School
Shelby	Memphis Acad. of Health Sciences	3/28/2019	1:00 PM	Memphis Acad. of Health Sciences
Shelby	Memphis Acad. of Sci. and Engineering	3/27/2019	9:30 AM	Memphis Acad. of Sci. and Engineering
Shelby	Memphis Business Acad. High School	3/20/2019	9:30 AM	Memphis Business Acad. High School
Shelby	Memphis School Of Excellence	3/25/2019	9:30 AM	Memphis School of Excellence
Shelby	Middle College High School - Memphis	3/5/2019	5:30 PM	Central High School
Shelby	Millington Central High School	3/26/2019	5:30 PM	Millington Central High School
Shelby	Mitchell High School	3/7/2019	9:00 AM	Mitchell High School
Shelby	Northeast Prep Academy	3/20/2019	9:30 AM	Northeast Prep Academy
Shelby	NW Prep Academy - Pyramid Academy	3/26/2019	1:00 PM	Northwest Prep Academy
Shelby	Oakhaven High School	3/5/2019	9:30 AM	Oakhaven High School
Shelby	Overton High School	3/18/2019	5:30 PM	Overton High School
Shelby	Pathways in Education	3/27/2019	2:00 PM	Pathways in Ed. - Whitehaven Campus
Shelby	Power Center Academy High School	3/7/2019	2:30 PM	Power Center Academy High School
Shelby	Raleigh-Egypt High School	3/25/2019	1:00 PM	Raleigh-Egypt High School
Shelby	Ridgeway High School	3/18/2019	5:30 PM	Ridgeway High School
Shelby	Sheffield High School	3/19/2019	9:30 AM	Sheffield High School
Shelby	Southwest Prep Academy	3/21/2019	1:00 PM	G.W. Carver College and Career Academy
Shelby	Southwind High School	4/4/2019	5:30 PM	Southwind High School
Shelby	The Soulsville Charter School	3/6/2019	5:00 PM	The Soulsville Charter School
Shelby	Trezevant High School	3/19/2019	9:30 AM	Trezevant High School
Shelby	Westwood High School	3/5/2019	9:30 AM	Westwood High School
Shelby	White Station High School	4/2/2019	5:30 PM	White Station High School
Shelby	Whitehaven High School	3/4/2019	5:30 PM	Whitehaven High School
Shelby	Wooddale High School	3/18/2019	1:00 PM	Wooddale High School
Shelby	Private/Homeschool	4/8 & 4/9/19*	5:30 PM	SWTCC Macon Campus
Smith	Gordonsville High School	3/20/2019	5:30 PM	Smith County High School
Smith	Smith County High School	3/20/2019	5:30 PM	Smith County High School

*Private/homeschool students in Shelby County will be assigned a meeting date. Students should check their email for further details regarding their meeting assignment.

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County	High School	Date	Time	Meeting Location
Smith	Private/Homeschool	3/20/2019	5:30 PM	Smith County High School
Stewart	Stewart County High School	3/20/2019	1:30 PM	Stewart County High School
Stewart	Private/Homeschool	3/20/2019	1:30 PM	Stewart County High School
Sullivan	Dobyns-Bennett High School	3/12/2019	5:30 PM	Dobyns-Bennett High School
Sullivan	Sullivan Central High School	3/20/2019	5:30 PM	Sullivan Central High School
Sullivan	Sullivan East High School	4/3/2019	5:30 PM	Sullivan East High School
Sullivan	Sullivan North High School	4/3/2019	5:30 PM	Sullivan North High School
Sullivan	Sullivan South High School	4/2/2019	5:30 PM	Sullivan South High School
Sullivan	Tennessee High School	3/28/2019	5:30 PM	Tennessee High School
Sullivan	Private/Homeschool	4/9/2019	5:30 PM	Kingsport Center for Higher Education
Sumner	Beech High School	3/21/2019	5:30 PM	Beech High School
Sumner	Gallatin High School	3/7/2019	5:30 PM	Gallatin High School
Sumner	Hendersonville High School	3/5/2019	5:30 PM	Hendersonville High School
Sumner	Merrol Hyde Magnet School	3/5/2019	1:30 PM	Merrol Hyde Magnet School
Sumner	Middle College High School - Sumner Co.	4/3/2019	5:30 PM	Vol State - Gallatin Campus
Sumner	Portland High School	4/3/2019	5:30 PM	Portland High School
Sumner	Station Camp High School	3/11/2019	5:30 PM	Station Camp High School
Sumner	Westmoreland High School	3/7/2019	2:00 PM	Westmoreland High School
Sumner	White House High School	4/8/2019	5:30 PM	White House High School
Sumner	E B Wilson	4/3/2019	5:30 PM	Vol State - Gallatin Campus
Sumner	Private/Homeschool	4/3/2019	5:30 PM	Vol State - Gallatin Campus
Trousdale	Trousdale County High School	3/11/2019	3:00 PM	Trousdale County High School
Trousdale	Private/Homeschool	3/11/2019	3:00 PM	Trousdale County High School
Union	Union County High School	4/9/2019	5:30 PM	Union County High School
Union	Private/Homeschool	4/9/2019	5:30 PM	Union County High School
Van Buren	Van Buren County High School	3/12/2019	1:45 PM	Van Buren County High School
Van Buren	Private/Homeschool	3/12/2019	1:45 PM	Van Buren County High School
Warren	Warren County High School	3/11/2019	5:30 PM	Warren County High School
Warren	Private/Homeschool	3/11/2019	5:30 PM	Warren County High School
Washington	Daniel Boone High School	3/13/2019	5:30 PM	Daniel Boone High School
Washington	David Crockett High School	3/18/2019	5:30 PM	David Crockett High School
Washington	Science Hill High School	4/1/2019	5:30 PM	Science Hill High School
Washington	University School	4/1/2019	3:00 PM	University School
Washington	Private/Homeschool	4/1/2019	5:30 PM	Science Hill High School
Wayne	Collinwood High School	4/2/2019	10:00 AM	Collinwood High School

MANDATORY MEETING SCHEDULE

*ELIGIBILITY REQUIREMENT

Public school applicants: You are required to attend the team meeting for your institution.

Private/Alternative school applicants (any school not listed): You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which your institution is located. You also should have received a letter via mail with your assigned team meeting.

Homeschool/GED Applicants: You are required to attend the team meeting assigned for the private/homeschool/alternative applicants in the county in which you live. You also should have received a letter via mail with your assigned team meeting.

County	High School	Date	Time	Meeting Location
Wayne	Frank Hughes High School	4/2/2019	2:30 PM	Wayne County High School
Wayne	Wayne County High School	4/2/2019	2:30 PM	Wayne County High School
Wayne	Private/Homeschool	4/2/2019	2:30 PM	Wayne County High School
Weakley	Dresden High School	4/2/2019	5:30 PM	University of Tennessee- Martin
Weakley	Gleason High School	4/2/2019	5:30 PM	University of Tennessee- Martin
Weakley	Greenfield High School	4/2/2019	5:30 PM	University of Tennessee- Martin
Weakley	Westview High School	4/2/2019	5:30 PM	University of Tennessee- Martin
Weakley	Private/Homeschool	4/2/2019	5:30 PM	University of Tennessee- Martin
White	White County High School	3/12/2019	5:30 PM	White County High School
White	Private/Homeschool	3/12/2019	5:30 PM	White County High School
Williamson	Brentwood High School	4/4/2019	5:30 PM	Ravenwood High School
Williamson	Centennial High School	3/7/2019	5:30 PM	Centennial High School
Williamson	Fairview High School	4/9/2019	5:30 PM	Fairview High School
Williamson	Franklin High School	3/26/2019	5:30 PM	Franklin High School
Williamson	Fred J. Page High School	3/28/2019	3:00 PM	Fred J. Page High School
Williamson	Independence High School	3/28/2019	5:30 PM	Independence High School
Williamson	Nolensville High School	4/1/2019	5:30 PM	Nolensville High School
Williamson	Ravenwood High School	4/4/2019	5:30 PM	Ravenwood High School
Williamson	Renaissance High School	3/7/2019	5:30 PM	Centennial High School
Williamson	Summit High School	4/10/2019	5:30 PM	Summit High School
Williamson	Private/Homeschool	4/2/2019	5:30 PM	Centennial High School
Wilson	Lebanon High School	3/6/2019	5:30 PM	Lebanon High School
Wilson	Mount Juliet High School	3/5/2019	5:30 PM	Mount Juliet High School
Wilson	Watertown High School	3/4/2019	2:30 PM	Watertown High School
Wilson	Wilson Central High School	3/4/2019	5:30 PM	Wilson Central High School
Wilson	Private/Homeschool	4/11/2019	5:30 PM	Lebanon High School

POLICIES

To remain TN Promise eligible, a student must:

High School:

1. Attend and graduate from an eligible high school.
 - a. A student must apply his/her senior year of high school with the class of 2019 and meet the TN Promise established application deadline.
 - b. A student must be a Tennessee resident.
 - i. A student's residency will be determined by the post-secondary institution.
 - ii. A student who resides with a parent outside of Tennessee pursuant to military orders will be considered eligible to participate in the scholarship program.
 - c. A student who completes a GED or HiSET diploma must enroll full-time in an eligible post-secondary program in the fall after he/she receives his/her diploma, provided that the diploma was earned before the student reached 19 years of age. This assumes the GED or HiSET student met all TN Promise requirements.
2. Attend all scheduled team meetings. A student must attend his/her assigned scheduled meeting as outlined in the student handbook/website.
 - a. Excuse forms will be reviewed for the following:
 - i. Participation in a school-sanctioned event (e.g., athletic event, choir concert, national or state conference or competition)
 - For athletic events, student must present tnAchieves with the game schedule AND a signed note from the coach.
 - For other events, student must present tnAchieves with a signed note from the faculty advisor/sponsor.
 - No rehearsals or practices of ANY type will be considered excusable absences.
 - Club meetings will not be considered excusable absences.
 - School social events (e.g., proms) will not be considered excusable absences.
 - Any event falling outside of a school-sanctioned event will NOT be considered an excused absence (e.g., club sports, auditions).
 - In order for the absence to be considered excused, a student must be a member of the school's student body and an active participant in the event.
 - ii. Death in the immediate family
 - Student must present tnAchieves with a death certificate, obituary or a funeral service remembrance card that is specific to the meeting date missed to remain eligible.
 - Immediate family is defined as a parent, legal guardian, sibling or grandparent.
 - iii. Personal illness
 - Student must present tnAchieves with a signed doctor's note that is specific to the meeting date missed to remain eligible.
 - Illness within the family is not an excusable absence.
 - iv. Conflict with post-secondary class schedule
 - Student must present tnAchieves with a class schedule AND a signed note from the professor confirming attendance specific to the meeting date missed to remain eligible.
 - v. Conflict with religious observance
 - Student must present tnAchieves with a signed note from religious leadership indicating date and time of the required religious observance or activity that conflicts with assigned team meeting and confirming student attendance.
 - vi. Personal or Immediate Family Emergency
 - Student must present tnAchieves with valid proof that is specific to the meeting date and time missed to remain eligible (e.g., emergency room documentation).
 - b. Students are responsible for notifying tnAchieves prior to or within 72 hours following the missed meeting via the excuse form provided at www.tnachieves.org. Failure to meet this requirement, even with a valid excuse, will result in loss of TN Promise eligibility.

- i. Work, lack of/inoperable transportation, scheduled vacations (even years in advance) including weddings and all other excuses outside those outlined above are not considered excusable absences and will result in a student losing his/her TN Promise eligibility. This includes meetings that are rescheduled due to inclement weather or school closings.
 - ii. A student who arrives late to a mandatory meeting will lose his/her TN Promise eligibility. Likewise, a student who leaves a meeting prior to adjournment will lose his/her TN Promise eligibility.
 - iii. A student who has an approved absence by tnAchieves must attend a make-up meeting to remain eligible. The student must attend the make-up meeting prior to the end of the scheduled team meeting's calendar (i.e., if a student misses the second team meeting and meets the 72 hour excuse form policy requirement, he/she is responsible for attending another meeting before the conclusion of the first team meetings.). Failure to attend a make-up meeting for any reason will result in loss of TN Promise eligibility.
 - It is important to note that tnAchieves strongly encourages students to attend their initial assigned meeting rather than requesting an excused absence, as the make-up meetings will most likely be held outside the student's county of residence and the mentor is not asked to attend make-up meetings.
 - c. A student who graduates high school during the fall term is required to return to his/her high school for the assigned mandatory meetings.
 - d. A student who transfers during his/her senior year is responsible for alerting tnAchieves and attending the assigned mandatory meeting designated for the high school to which he/she transferred.
 - e. A parent/guardian cannot attend meetings on the student's behalf. The student must attend the meetings to remain eligible.
 - f. A student who requires accommodations at his/her assigned team meeting will be responsible for alerting tnAchieves 72 hours in advance of the meeting (e.g., sign language interpreter).
 - g. A homeschool student must have documentation from his/her umbrella school indicating a school-facilitated break to be considered excused from the assigned mandatory meeting.
3. Complete the Free Application for Federal Student Aid (FAFSA) by February 1, 2019.
 - a. Failure to qualify for federal aid in the form of a Pell Grant and/or state aid in the form of TELS (e.g., HOPE) or TSAA funding will not affect a student's TN Promise eligibility.
 - b. A student must be eligible for in-state tuition.
 - c. A student must complete the FAFSA each year prior to the deadline established by TSAC.
 4. Submit all financial aid verification documents each year for community and four-year colleges.
 - a. A student attending a TCAT must complete the verification process by October 1 each year.
 - b. tnAchieves encourages students to submit all documents by July 1 to ensure the post-secondary institutions have adequate time to process.
 - c. Student must select the eligible institution he/she plans to attend as his/her first choice on the Free Application for Federal Student Aid (FAFSA) as well as direct his/her TSAC Student Portal to the eligible institution.
 - d. It is the student's responsibility to confirm with the post-secondary institution that his/her admissions and financial aid files are verified, processed and ready for award.
 5. Complete and submit at least eight hours of community service prior to the start of each semester/trimester/quarter by the established deadline. Community service must be completed under the supervision of an established organization (e.g., nonprofit, public service organization).
 - a. Community service is not:
 - i. Work resulting in payment.
 - ii. Work done under the supervision of an extended or immediate family member.
 - iii. Work done for an individual rather than an organization (e.g., babysitting, mowing a neighbor's lawn, picking up trash in your neighborhood).
 - iv. Proselytizing (sharing or teaching faith).
 - b. Students must submit all information regarding community service by the established deadline at www.tnachieves.org. Failure to comply by the established dates will result in loss of eligibility.

POLICIES

College:

1. Maintain full-time status each semester.
 - a. If the student falls below full-time, he/she will no longer be eligible.
 - b. TCAT students must be enrolled in a full-time program.
 - c. Failure to attend class could result in loss of eligibility.
2. Begin at an eligible post-secondary institution in the fall term directly following high school graduation.
 - a. A student may begin at his/her post-secondary institution prior to the fall term directly following high school graduation; however, the student will be responsible for incurred tuition and fees until fall.
 - b. A TCAT student may begin in the summer directly following high school graduation if he/she has met all TN Promise requirements.
 - c. A student may be granted a medical or personal leave of absence from timely enrollment in the initial semester, full-time attendance or continuous enrollment at an eligible post-secondary institution as long as all other acceptable eligibility criteria are met. A student must request a leave of absence with his/her chosen post-secondary institution for approval.
 - i. An approved leave of absence of six months or less shall not count against the five-semester or eight-trimester limit at an eligible post-secondary institution.
3. Attend an eligible post-secondary institution for continuous semesters.
 - a. A student cannot leave the post-secondary institution for a period of time and remain eligible.
 - b. If a student withdraws from all classes during the semester, he/she will no longer be eligible.
4. Maintain a 2.0 cumulative GPA at the end of each academic year.
 - a. TCAT students must maintain satisfactory academic progress each trimester.
5. Complete the Free Application for Federal Student Aid (FAFSA) by the established deadline each year throughout his/her post-secondary experience.
 - a. Failure to qualify for federal aid in the form of a Pell Grant and/or state aid in the form of TELS (e.g., HOPE) or TSAA funding will not affect a student's TN Promise eligibility.
 - b. A student must be eligible for in-state tuition.
6. Submit all financial aid verification documents by July 1 each year for community and four-year colleges.
 - a. A student attending a TCAT must complete the verification process by October 1 each year.
 - b. tnAchieves encourages students to submit all documents by July 1 to ensure the post-secondary institutions have adequate time to process.
 - i. A student may be required to pay tuition and mandatory fees out of pocket if his/her financial aid file is not processed and verified by the beginning of classes.
 - c. Student must select the eligible institution he/she plans to attend as his/her first choice on the Free Application for Federal Student Aid (FAFSA) as well as direct his/her TSAC student portal to the eligible institution.
 - d. It is the student's responsibility to confirm with the post-secondary institution that his/her admissions and financial aid files are verified, processed and ready for award.
7. Complete and submit at least eight hours of community service prior to the start of each semester/trimester/quarter by the established deadline. Community service must be completed under the supervision of an established organization (e.g., nonprofit, public service organization).
 - a. Community service is not:
 - i. Work resulting in payment.
 - ii. Work done under the supervision of an extended or immediate family member.
 - iii. Work done for an individual rather than an organization (e.g., babysitting, mowing a neighbor's lawn, picking up trash in your neighborhood).
 - iv. Proselytizing (sharing or teaching faith).
 - b. Students must submit all information regarding community service by the established deadline at www.tnachieves.org. Failure to comply by the established dates will result in loss of eligibility.

Other components:

1. Only a member of tnAchieves staff may determine a student's TN Promise eligibility.
 - a. Mentors are an extension of tnAchieves but are not tnAchieves staff members.
 - b. tnAchieves mentors are volunteers and may lack adequate time to answer all questions; therefore, it is the student's responsibility to confirm eligibility with tnAchieves staff.
2. TN Promise only funds last-dollar tuition and mandatory fees. It does not pay for books or other post-secondary expenses (e.g., application fee, program and class specific fees). TN Promise only covers fees required of all students.
3. A student cannot be mentored by a family member.
4. Mentors cannot choose students to mentor.
 - a. tnAchieves staff will randomly assign students to mentors.
5. TN Promise follows the admissions requirements of the post-secondary institution.
 - a. TN Promise will fund learning support classes if the student fails to meet the ACT requirements for college-level coursework.
6. A student is responsible for notifying tnAchieves staff when his/her contact information changes. Incorrect information does not preclude a student from ineligibility.
7. Rescheduled Meeting Policy: If the student's school is cancelled or released early for any reason tnAchieves will reschedule the mandatory meeting. It is the student's responsibility to visit www.tnachieves.org to find the new date for his/her meeting.

Should a student fail to adhere to any/all policies, tnAchieves invokes the right to remove a student's eligibility.

tnAchieves values honesty and integrity. A student who submits misinformation will immediately lose TN Promise eligibility. Be respectful in all correspondence and communication, including social media.

Policies may be subject to change without notice. It is a student's responsibility to refer to the policies as posted at www.tnachieves.org for updates and changes to the TN Promise legislation.

FREQUENTLY ASKED QUESTIONS

TN PROMISE

What is TN Promise?

TN Promise is a last-dollar scholarship that provides the opportunity for every Tennessee high school student to earn a post-secondary credential. This also applies to students who complete a GED or HiSET prior to their 19th birthday.

Who is eligible?

Any high school senior who graduates from a Tennessee eligible high school or completes a Tennessee home school program is eligible to apply. Students will apply in the beginning of the year in which they will graduate (by November 1, 2018) and begin working with tnAchieves. To receive TN Promise funds, students must complete the tnAchieves program.

Are GED recipients eligible for TN Promise?

Students who complete a GED or HiSET diploma (and have met all other TN Promise eligibility requirements) must enroll full-time in an eligible post-secondary program in the fall term after they receive their diploma, provided that the diploma was earned before the student reached 19 years of age.

What if a student graduates early from high school?

Students graduating in the fall term can receive TN Promise. They must apply the established deadline and attend all mandatory team meetings as if they graduate in May. Funding will not begin until fall 2019 unless a student attends a TCAT.

Do non-U.S. citizens qualify for TN Promise?

No. To be eligible, students must be able to complete the FAFSA, qualify for in-state tuition and possess a valid Social Security number. The DACA number is NOT a valid entry on the Tennessee Promise application. A student must complete the Free Application for Federal Student Aid (FAFSA) for which the student's U.S. citizenship or eligible non-citizenship status has been confirmed by the federal government. Note: This option is only available for:

1. U.S. Citizens;
2. U.S. permanent residents (with an I-151, I-551, or I-551C permanent resident card); or
3. Individuals who have an Arrival/Departure Record (I-94) showing one of the following designations: Refugee, Asylum Granted, Cuban-Haitian Entrant (Status Pending), Conditional Entrant (Valid only if issued before April 1, 1980), Victims of Human Trafficking (T-2, T-3, or T-4 visa), or Parolee (who meets certain conditions).

What does TN Promise fund?

TN Promise is a last-dollar scholarship that funds tuition and mandatory fees at eligible TN Promise post-secondary institutions. These funds cannot be used for books, cost of attendance fees or fees associated with a specific program or class.

In order to use the TN Promise scholarship at a four-year college or university, students must enroll in and be accepted into an associates degree program at that school – not a bachelor's degree program. Students enrolling in a health sciences program will not be eligible to receive TN Promise funding until admitted into the actual program of study.

At a four-year institution, the TN Promise scholarship may not be last-dollar, meaning it may not fully cover all tuition and mandatory fees. The amount of funding you will receive will be based on the average amount of tuition and mandatory fees at a community college, which is estimated to be \$4,000. As a last-dollar scholarship, TN Promise will provide whatever amount remains after Pell, HOPE and TSAA funds are applied. For example, if the average tuition and mandatory fees at a community college were \$4,000 per year and you were receiving \$3,500 in HOPE funds each year but no other federal or state aid, TN Promise would provide \$500 to be applied toward tuition and mandatory fees at one of the eligible four-year institutions found on page 17.

Does TN Promise cover remedial education?

Yes. TN Promise will cover remedial classes if a student should need to take them.

How will the funds be administered?

After students meet all TN Promise requirements, the Tennessee Student Assistance Corporation (TSAC) will send the funds to the eligible institution after all Pell, TELS (e.g., HOPE and Wilder-Naifeh) and TSAA funding have been applied.

When does TN Promise funding begin?

Students must begin at an eligible institution the fall semester immediately following high school graduation. TCAT students are able to begin in the trimester beginning in May 2019 as long as the student has completed and submitted community service hours by April 1, 2019.

Will a student receive a check for the scholarship?

Students never directly receive funding from TN Promise. TSAC will send funds directly to the college.

FREQUENTLY ASKED QUESTIONS

TN PROMISE

How long after high school graduation will students remain eligible for TN Promise?

If a student continues to meet all requirements, TN Promise funding is available for five consecutive semesters at a community college or eligible four-year institution, eight consecutive trimesters at a TCAT or until a terminating event (graduation or transfer to a non-TN Promise institution) has occurred.

What happens if a student misses a TN Promise deadline?

Failure to meet any TN Promise deadline will result in a student being permanently ineligible for TN Promise.

May a student attend a four-year institution with TN Promise funding?

TN Promise eligible post-secondary institutions (see page 17) offer associates degree programs. In order for a student to receive TN Promise funding at one of these eligible institutions, he/she must meet all deadlines, as well as be accepted in the associates degree program. At these institutions, funding for TN Promise will not be last dollar. The scholarship will be determined by the amount a student would receive should he/she attend a community college. This amount would be portable to the eligible four-year institution. In other words, if a student's last-dollar amount at a community college is \$0 due to a full Pell Grant being awarded, he/she would not receive any funding at the eligible four-year institution. If a student receives the HOPE scholarship only, he/she would receive approximately \$500 each semester from TN Promise at the four-year institution. Check with the institutions' offices of financial aid to determine student financial responsibility as it varies from college to college.

Who does a student contact if he/she is having trouble submitting the community service form?

Students experiencing problems submitting the community service form should email concerns to tnachieves@tnachieves.org. Problems with submission do not excuse a student from meeting the established deadline.

Can a student take a semester off?

A student may request a medical or personal leave of absence from timely enrollment in the initial semester, full-time attendance or continuous enrollment at an eligible post-secondary institution as long as all other applicable eligibility criteria are met. Medical or personal appeals will be considered in the following situations: illness of the student, illness or death of an immediate family member, extreme financial hardship of the student or student's immediate family, fulfillment of a religious commitment expected of members of that faith, fulfillment of required military service, enrollment for a specific TCAT program being unavailable until a later trimester or other extraordinary circumstances beyond the student's control where attendance by the student creates a substantial hardship. In order to complete an appeal prior to initial enrollment, a student must visit www.tnachieves.org/high-school-class-of-2019/appeal-process/ for instructions on submitting an appeal. In order to request a leave of absence after initial enrollment, a student must complete the appeal process as specified by his/her college. In the event an institution denies a student's request for a medical or personal leave of absence, the student may appeal the decision in accordance with the rules found at www.tnachieves.org/high-school-class-of-2019/appeal-process/.

How can students transfer to a four-year program or institution once they have completed their degree or certificate through TN Promise?

Tennessee Transfer Pathways ensure that students follow a prescribed curriculum that is transferable, marked by clarity and available for students to review on the first day of enrollment. There are approved transfer pathways that span multiple disciplines and are accepted at all public institutions in Tennessee. More information about participating institutions can be found at: www.tntransferpathway.org/transfer-campus. Although a student who completes an associate's degree is no longer eligible for TN Promise, the student should contact the four-year institution he/she is interested in to discuss other sources of aid.

Why is it important to update tnAchieves when emails and phone numbers change?

tnAchieves uses the contact information initially provided on the TN Promise application to send important communication related to program requirements. Failure to notify tnAchieves of changes may result in students missing important emails and texts related to upcoming deadlines. Incorrect information does not preclude a student from ineligibility.

If students and their families have not filed taxes by February 1, 2019, can they still file the FAFSA before the TN Promise deadline?

Yes. Due to changes in the FAFSA application process, students will report income information from 2017 taxes. Reference pages 9-11 of this handbook for additional information.

What happens if a student misses a team meeting?

If a student fails to attend his/her assigned team meeting, he/she will be permanently ineligible for TN Promise unless he/she has completed the excuse form at www.tnachieves.org prior to or within 72 hours of the assigned team meeting. In order to remain eligible, excused students must attend another team meeting prior to the end of the specific team meeting's calendar.

FREQUENTLY ASKED QUESTIONS

MENTORS

How will I know which students I will be working with this year?

Mentors will receive their list of students and the students' contact information in February via email.

When should I contact my students?

We ask that you contact your students at least every two weeks. We have provided suggested communication on page 14 for your reference. Feel free to contact your students more often! The more you reach out, the stronger the connection.

How many students will I mentor?

Mentors will be paired with 5-10 students, depending on how many students they indicated on their application.

How will I know if my students meet the TN Promise requirements?

tnAchieves will send an updated list to each mentor following each eligibility deadline. This email will include each students' eligibility status.

Am I allowed to give a student a ride to the team meetings?

tnAchieves highly discourages mentors from transporting students to and from locations.

What if a student cannot attend a team meeting?

Students are required to attend the team meeting. If a student fails to attend his/her assigned team meeting, he/she will be permanently ineligible for TN Promise unless he/she has completed the excuse form at www.tnachieves.org within 72 hours following his/her assigned team meeting. If a student completes an excuse form, he/she will receive an email from tnAchieves indicating whether or not the excuse has been approved. In order to remain eligible, excused students must attend another team meeting prior to the end of the specific team meeting's calendar. See page 41 of this handbook for additional information on the excuse policy.

What if a student asks me to approve his/her excuse for missing a team meeting?

Only a tnAchieves staff member can determine if a student has a valid excuse to miss a team meeting. Please instruct the student to submit an excuse form as outlined in section two of the tnAchieves policies (page 41).

What if I cannot attend a team meeting?

We ask that you let your students know that you will not be able to attend. We also ask that you complete the mentor excuse form found in your reminder email to notify us that you will not be in attendance. We highly encourage mentors to attend each team meeting. You will play an important role in leading student discussion. The students truly appreciate you being there!

What if I do not hear from my students after I contact them?

We have found that students prefer to communicate via text message. If you have not tried sending them a text message, do so! If this does not work, please let tnAchieves know and we will attempt to help facilitate a conversation.

What if I begin with seven students but only have two remaining after high school graduation?

Your success as a mentor is NOT based on the number of students who remain TN Promise eligible. Helping one student enter the pipeline is a MAJOR accomplishment! You changed that student's life!

What if the parents of my students are not engaged in the college going process?

Many of our students are the first in their families to attend college and sometimes parents are not aware of the steps involved in the college admissions process. This is the reason the students need you! You serve as an individual who can walk with students through this important process.

Who do I contact if I do not know an answer to a question?

You can contact any member of the tnAchieves staff with questions or concerns. Our contact information can be found on page 4. We are always available to you!

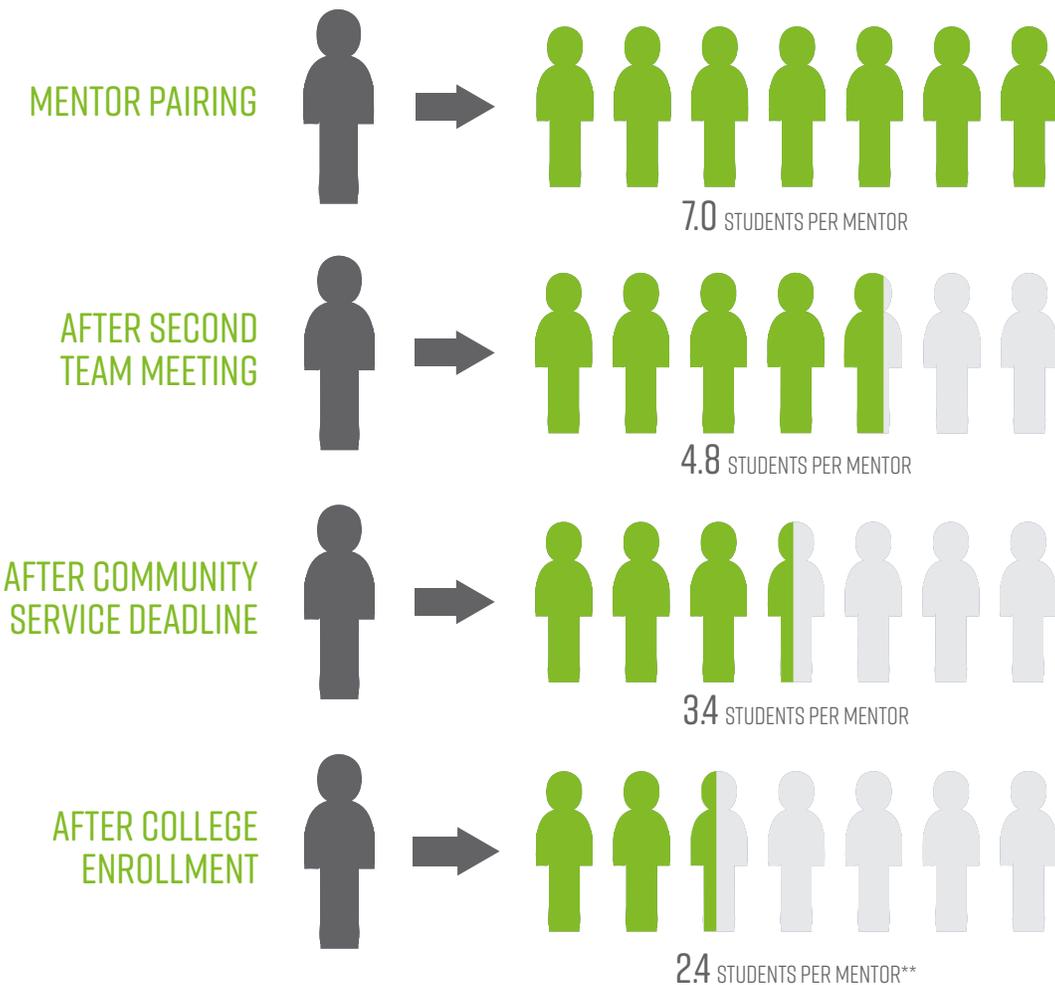
WHAT WE WANT YOU TO KNOW

When Governor Haslam launched TN Promise, many school districts adopted a 100% application mindset in an effort to give every student a pathway to a college credential. Although every year is different, tnAchieves provides multiple students to each mentor with the understanding that many students will choose options outside of TN Promise eligibility.

The graphic below depicts the average annual life-cycle of a tnAchieves mentor. Keep in mind, the student who needs you the most tends to be the most difficult to reach. Even if only one student remains TN promise eligible, you have played a part in changing a life. Perhaps you have helped break a cycle.

Continue to nudge. Ask the questions. And do not allow the teenager to discourage your efforts with their unresponsiveness. We know you are making a difference.

Of the **57,488** TN Promise applicants, **35,000+** students will enroll at a post-secondary institution.*



*Based on Tennessee's college-going rate of 62.4%

**Of the 2.4 students remaining, only one may need mentor assistance. At tnAchieves, we believe one student is a HUGE success!

MENTOR RECOGNITION

ELEVEN YEARS

Anderson County: Michael Laman

Knox County: Randy Boyd, Owen Driskill, Tim Williams

TEN YEARS

Anderson County: Andrew Hartung

Jefferson County: Michael Ragsdale

Blount County: Willie Wallace

Knox County: Ronni Chandler, Anne Loy, John Mcdevitt, John Meade, Travis Vickery

Hamilton County: Rebecca Ashford

NINE YEARS

Knox County: Cassandra Buckner, Mike North, Leigh Anne Touzeau, Kasey Vatter, Anthony Wise

Loudon County: Mary Kathryn Rhodes

EIGHT YEARS

Anderson County: Callie Archer

Meigs County: Mark Wilson

Blount County: Teri Brahams, Laura Harrill, Becky Milam, Christy Newman

Morgan County: Michelle Adkisson

Bradley County: Judy Nye, Michael Stokes, Tracey Wright

Polk County: Sheila Smith

Claiborne County: Rachel Fox, Vickie Oakes, Karen Payne

Roane County: Jane Gibson, Betty Johnston, Paul Johnston, Allen Lutz, Scott Mason Dana Peterka, Danice Turpin

Davidson County: Mary Scott Devault

Sevier County: Janice Bettis, Janet King, Don Myers

Hamblen County: Jeff Armstrong, B.J. Lowe, Adam Rankin, Alex Rom-Roginski

Shelby County: Christina Edwards, Shaundra Gatewood, Fran Odom, Felicia Orr, Bridgett Smith, John Tyler Stephenson, Mahmuda Sultana

Hancock County: Delores Collingsworth

Jefferson County: John Cagle, Nancy Gregg, Teresa Moyers

Knox County: Chris Carini, Courtney Carini, John Coulter, Sarah Davis, Jessica Emert, Alan Fishmoore, Fara Fishmoore, Les Fout, Bruce Hartmann, Tami Hartmann, Jacqueline Holdbrooks, Norm Naylor, Aaron Overall, Brandon Rochelle

SEVEN YEARS

Anderson County: Michael Beehan, Adolf King, Sherri Ottinger

Knox County: Virginia Babb, Mark Benson, Mindy Coulter, Julie Mae Deziel, Cindy Dodson, Tom Feiten, Alan Flanigan, Maria Gonzales, Jay Hill, Sarah Hooper, Teresa Jackson, Rebecca Jenkins, Lindsay Moore, Christopher Morgan, Judy Sichler, Buzz Thomas, Jennifer Waterhouse, Marcus Wolf

Blount County: Kris Frye, Rick Ziegler

Bradley County: Indumathi Kamma

Campbell County: Carolyn Cox, Mary Ann Kenik, Linda Labissoniere, Tracy Powers, Zach Sheets

Meigs County: Carmen Choat

Claiborne County: Kim Bolton, Sherry McCreary, Joyce Ogan

Morgan County: Ginger Keener

Davidson County: Lynne Musick

Roane County: Teresa Duncan, Cheryl Laxton, Christopher Whaley, Penny Woody

Dyer County: Karen Bowyer, Larenda Fultz, Charlene White

Sevier County: Rob Ailey, Barbara Cider, Janet Donaldson, Jeri Haun, Nancy Rickenbach, Jama Sutton

Fentress County: Jerri Winningham

Grainger County: Sarah Fennell, Edwin Jarnagin

Shelby County: Tiffany Akin, Becky Baker, Michael Boyd, Ordiss Copeland, Annie Garvin, TJ Jefferson, Lisa Loden, Renee Meeks, Sonja Owens, Dejuan Parker, Janet Sykes, Darla Warren

Hamblen County: Bill Brittain, Tish Jones, Russell Noe

Hawkins County: Matthew Hunter

Jefferson County: Leeanne Briggs, Patty Bushey, Michelle Nix

SIX YEARS

Anderson County: Rodney Archer, Caroline Mcgaha, Judy Miller, Patsye Thurmon

Greene County: Robin Chapman, JB Pectol, Sherry Watson, Mark Wills

Blount County: Jane Groff, Donna Ruckart, Kelly Thomas

Hamblen County: Nancy Guillen, Jody Howells, Linda Ketner, Amy Story, Avery Swinson

Bradley County: Suzanne Bayne, Donna Brogdon, Douglas Greene, Joyce Jones, Denise King, Liz Moseley, Jason Sewell, Sherra Witt

Knox County: Steve Baker, Debbie Benedict, Adam Brock, Chris Chandler, Carolyn Felthoelter, Ted Lewis, Cristi Liggett, Laurie Macnair, Ellen Matheny, Lauren Miller, Audra Morelock, Mark Orr, Julius Oyier, Tracy Rees, Caesar Stair III, Jenny Swanson, Amy Zubko

Campbell County: Katherine Ayers, Duane Gregg, Logan Hickman, Debbie Petree

Loudon County: David Anderson

Carter County: Jim Kelly

Roane County: Joe Parker, Diane Ward, Matthew Waters

Claiborne County: Marlin Curnutt, Linda Fultz

Rutherford County: Lori Lavean

Cocke County: Carrie Webb

Sevier County: Brent Blalock, Nichole Bohanan, Robert Crider, Mary Johnson, John Mathews

Davidson County: Paula Allen, Alana Brown, Crystal Collins, Douglas Cullum, Kate Derrick, Kate Ezell, Matthew Gann, Victoria Hirschberg, Jemeika Houston, Brian Ketner, Jane Hope Martin, Carol Martin-Osorio, Jessica Rabb, Sheila Sage, Jayme Simmons, Katherine Sorenson, Elizabeth Stein, Karon Uzzell-Baggett

Shelby County: Linda Hearn, Jessica Jennings, Randy McPherson, Lee Ann Murley, Misty Rosser-White

Dyer County: Sherry Baker, Margaret Parr

Sumner County: Jerry Faulkner, Wanda Grimes, Mel Matthews, Jill Nesbitt, Sheri Waltz

Fentress County: Toni Larue-Garrett

Williamson County: Cathy Cate, Diane Lejeune, Julie Williams

MENTOR RECOGNITION

FIVE YEARS:

Anderson County: Karen Campbell, Melissa Douglas, Judy Gooch, Patrick Leverton, Selma Norton, Tim Parrott Robert Townsend, Rebecca Williams

Bedford County: Ivan Jones, Lawanda Meneese, Teresa Sampson, Lucile Sorrells, Nan Tomerlin, Kimberly Wick, Linda Yockey

Benton County: Melissa Berry, Shawn McDowell, Brandy Milner, Angela Phifer

Bledsoe County: Susan Olinger

Blount County: Kathy Bowers, Catherine Burrows, Elizabeth Cochran, Tammi Ford, David McNeill, Ardella Monger Valerie Spence, Janine Stinnett, Margaret Wildi, Mark Wilson

Bradley County: Amanda Davis, Nancy Eskew, Stephen Hays, Kimberly Hicks, Andrew Lee, Annette Stansel, Faith Warui

Campbell County: Bobbie Gross, Stacey Long, Vicky Martin, Maureen O'Connell, Linda Prim, Diana Thomason

Cannon County: Marcia Melton, Cathy Mitchell, Barbara Parker

Carroll County: Linsey Huguely, Brock Martin, Krista Martin, Charlotte Tucker, Tony Tucker

Carter County: Monica Calhoun, Chris Hitechew, Shelley Huber, Lisa Luster, Danny McClain, Scott Reis

Cheatham County: Patsy Grooms, Marsha Young

Claiborne County: Meagan England, Kathy Hoskins, Mandy Seal, Danna Smith

Cocke County: Bryan Douglas, Lenora Douglas, Dennis Gregg, Kimberly Wilson

Coffee County: Allen Craig, Lane Curlee, Stephanie Mcgowen, Christy Newman, Laura Noe, Dale Norton, Greg Sandlin, Bertha Smith, Hilda Tunstill, Jerry Tunstill

Cumberland County: Patty Cooper, Alan Kantor, Cheryl Luhrs, Lynne Schwaberow, Kara Vanhoy, Cliff Wightman, Terry Williams

Davidson County: Assiatou Bah, Amrita Banerjee, Cindy Betts, Carol Childress, Chelsea Crawford, Harold Davis, Darcia Deloach, Stephanie Dodge, Steven Gentile, Tammy Golden, Sarah Goodin, Lynn Goodman, Samantha Gutter, Tassany Henderson, Joyce Hillman, Cortina Hosch-Owens, Emily House, Audra Huff, Laura Hunt, Barbara Jackson, Gina Jones, Kaneeah Jones, MaryLaphen, Susan Lewis, Caryn Lowe, Timothy Luppe, Brecia Martin, Jeremy McBride, Deanna McCarthy, Leslie McGinn, Chris O'Neal, Larissa Ottinger, Daryl Phillips, Allison Porter, John Quinn, Julie Roberts, Bill Smith, Tess Stovall, Ann Thompson, Karen Tolbert, Matthew Von Lunen, Casey Wrenn

Dickson County: Mary Collins, Phyllis Hodges, Donna Holt-Pollard, Donna Johnson, Pam Smith, Arrita Summers, Vicki Terry

Dyer County: Jimmy Barham, Andrea Frankowiak, Julie Frazier, Scott Haight, Christy Hamilton, Tammy Hines, Patricia Larson, Roger Mcdiffett, Don Polley

Fentress County: Ashley Allison, Stephanie Cooper, Patrick Little

Franklin County: Troy Brown, Janet Colburn, Jimmy Davis, Holly Eslick, Helen Faris, Charoline Simmons, Brigid Stewart, Judie Vinke

Giles County: Tyler Cox, Erin Curry, Stephanie Grissom

Grainger County: Marvin House, Andrea Isenberg, Ginny McElhane, Lisa Setson, Donna Stansberry

Greene County: Sandra Bible, Erin Bontempt, Dustin Click, Erin Click, D.J. Dalton, Tiffany Greer, Rachel Hinkle, Gwen Lilley, Drucilla Miller, Wendy Peay

Grundy County: Angela Everett, Eric Farmer, Mary Jo Gallagher, Emily Partin

Hamblen County: Bradley Bays, Elizabeth Campbell, Lori Campbell, Jennifer Cobb, Gary Hughes, Frances Potter, Carole Stephan, Darby Taylor, Tina Wilson

Hamilton County: Donn Baker, Jim Barrott, Dennis Blanton, D'Andrea Davis, Paul Dean, Amy Donahue, Nancy Draper, Vicki Duncan, Karen Eastman, Rhey Houston, Renee Johnson, Sherry Landrum, Ose Martinez, Shirley Mcdonald, Darrell McGraw, Carolyn Miller, Ed Nichols, B.W. Ruffner, Lynnette Smith, Roy Sofield, Laqueta Soule, David Stanislawski, Rosalind Vera Veltenaar, Shalawn Worbington, Ty York

Hardeman County: Linda Sain

Hawkins County: Reba Bailey, Barry Bellamy, Ralph Darnell, Mary Ann Davis, Teressa Dobbs, Mark Drinnon, Teresa Drinnon, Betsy Dye, Tammy Gibson, Kim Harville, Beth Holt, Blake Montgomery, Wes Smith

Henry County: Kimberly Martin

Hickman County: Scott Angell, Donald Casto, Michelle Gilbert, Kaye Maddox, Robert Mitchell, Jennifer Turpin, Allston Vander Horst

Houston County: Leslie Lewis, Allen McCampbell, Kimberly Zills

Humphreys County: Karin Landers, Greg Martz, Freda Russell, Danny Sensing, Jennie Stribling

Jackson County: Benjamin Drury

Jefferson County: Allison Bellissimo, Carolyn Blevins, Annette Eldridge, Jena Franklin, Melanie Hicks, Mark Ortlieb, Mildred Shackelford, Marvin Stewart, Ron Trudeau, Mindy Volk

Johnson County: Michelle Simcox, Angie Wills, Andrea Wright

Knox County: Teresa Batson, John Becker, Sharon Bosse, Kim Carideo, Tiffany Carpenter, Gussie Cherry, Laura Crisp, Kenneth Crockett, LaVance Davis, Jeffrey DeAlejandro, Cindy Douglas, Jennifer Evans, Brittany Ford, Holly German, Becky Gilbert, Alan Hill, Kena Hyers, Vonda Jennings, Janet Jentilet, Kate Johnston, Nadia Keyes, Alex Kleto, Linda Lawhorn, Keith Lindsey, Baylor Nicole Love, Tenisha Marchbanks, Ruth McLeod, Theresa Nixon, Megan Nolen, Stephanie O'Brien, Bo Pierce, Carl Rickels, Jennifer Ridgeway, Karin Robertson, Lynlee Robinson, Gary Rogers, Jaime Rome, Courtney Shaffer, Stephen Sikorski, Allyson Simpson, Mallory Sterling, Pat Sterling, Annmarie Suhocki, Mark Swientoniewski, Alice Thornton, Leann Trotter, Danni Varlan, Julie Wheeler, Cheryl Wilson, Michael Wright, Vincent Young, Stanley Young Sr.

Lauderdale County: Jana Parnell, Donna Smith, Shelley Smith

Lawrence County: Carol Beasley, Jane Gay Carvell, Rita Cook, Scott Franks, Patrick Hughes, Cheryl Smith

Lewis County: Tanya Henze, Paris Thompson

Lincoln County: Carolyn Denton, Melanie Kelso, James Neale, Bill Newman, Christopher Ross, John Edward Sanders, Debra Smith, Tori Young

Loudon County: Jeanne Barker

Macon County: Teresa Allen, Renee Austin, Jenny Bartley, Stephanie Loftis, Malinda Owens, Robert Sircy

Madison County: Bob Alvey, Jeanette Burton, Paula Butler, Paula Fuller, Connie Haskins, Nancy Hickey, Tracy Hickey, Robyn Hicks, Ginger King, Jack Matthis, Linda Nickell, Kelly Stafford, Linda Theus, Mary Frances Wadley

Marion County: Julie Bennett, James Delk, Joseph Jarrett, Sally Lassiter, Andrea Sanders, Paula Shipley, Joe Waddell

Marshall County: Vicki Cain, Peggy Hubbard, Greg Lowe, Melissa Tyree, Denise Werner, Jeanne Wiles, Mike Wiles

Mauri County: Samantha Bates, David Craig, Kae Fleming, Melissa Fowler, Brenda Gardner, Patricia Harlan, Dale Hobbs, Adam Jarvis, Dionne Manire, Jan Mckeel, Kelly Myers, Connie Neal, Suzanne Parks, Georgena Porter-Wilson, James Thomas

McMinn County: Gayle Fisher, Tom Hughes III, Danny Long, Helen Mullins, Joseph Noble, Dick Pelley, Mary Scudder, Susan White

McNairy County: Debbie Harbin, Aubrey Harris, Jamie Lancaster, Benice McClain, Jeanie Warren

Meigs County: Nathan Harmon

Monroe County: Barbara Childress, Pat Garrett, Amanda Harris, Patty Weaver, Pamela Weston

Montgomery County: Clayton Ashby, Carl Baldwin, Angela Beard, Tammy Bryant, Alexis Gatson-Heaston, John McConnell, Kriemhild McPherson, Cheryl Routzahn, Timothy Skinner, Romontavious Slater, Roger Taylor, Joe Weyant

Moore County: Margaret Gold, Jason Gospodarek, Janice Harder

Morgan County: Anna Pittman, Bryan Taylor

Obion County: Linda Barclay, Tracy Boucher, Ricky Boyd, Lindsay Frilling, James Hyde, Benny McGuire, Ed Sims, Jimmy Smith, John Warner

Overton County: Greg Burgess, Ben Dannar, Teresa Johnson, Michael Powell, Lori Richards, Girija Shinde

Pickett County: Bernard Barton, John Stone II, Eric Thoman

Polk County: Jason Bell, Patricia Mulcahy, Debbie Silvers

Putnam County: Linda Bennett, Jerry Boyd, Celeste Gammon, Lillian Hartgrove, Katherine Judd, Cathy Moran, Michael Torrence, Kathryn Wisinger

Rhea County: Lil Andrews, Vaughn Berger, Jerry Hendrix, Joy Shaw, Laura Travis

Roane County: Lynne Blaker, Deanne Dale, Vickie Hensley, Amanda Johnson, Susan Pearson, Sandra Stiles, Dirk Van Hoesen

Robertson County: Danny Atchley, Deborah Camacho, Randy Davis, Kelly Dodson Cook, Kathy Finley, Kathy Gunn, Nina Kumar, Tracy Long, Steve Owens, Steve Sanders, Floriana Townsend, Michael Van Dyke

Rutherford County: Robin Blackman, David Burgess, Anna Marie Butler, Geneva Cook, Alison Davidson, Beth Duffield, Tom Dugosh, Dana Garrett, Krystal Grebner, Laura Harper, Jeremy Hill, Pearl Hopson, Sandy Hughes, Patricia James, Carol Keasler, Kenneth McGinness, Rachel Pray Cornett, Carol Puryear, Melissa Rollston, Crystal Shields, Jamie Shields, Shawn Smith, Stephanie Smith, Sonya Stephenson

Scott County: Anthony Hamblin, Dwight Murphy, Clarence Roeske, Nancy Williamson

Sequatchie County: Debbie Adams, Kristy Albright

Sevier County: Lauren Chesney, Benjamin Clabo, Amy Daniels, Elaine Ely, Sunshine Lachendro, Donna McGaha, Angela Sproat, Emily Whaley, James White, Treyton Williams, Bruce Wilson

Shelby County: Debra Alexander, Will Anderson, Kerry Austein, Marilyn Barbee, Laterrica Bland, Robert Blaudow, Tamara Brown, Amanda Burchett, Lucinda Calhoun, Crystal Caulfield, Andrea Coffey, Kristine Crews, Amanda Dial, Michael Dote, Kevin Eason, Shawna Engel, Georgeette Farmer, Allison Fields, Lori Frederick, Bernard Froelich, Lamecia Goode, Dion Grey, Joyce Hancock, Carissa Hoytenga, Sharronica Jackson, Michelle Keller, Paige Leblanc, Katherine Martin, Thomas Midgley, Jessie Miller, Susan Moinester, Larkin Myers, Linda Newman, Jennifer Niter, Francis Offiong, Shari Paige, Catherine Pipe, Kelly Rayne, Nedra Redditt, Marjorie Rothschild, Karin Rubnitz, Charles Scott, Darren Sharp, Jenice Shea, Albert Slater, Cassandra Smith, Lauren Spiegel, Katy Spurlock, Betsy Stewardson, Michelle Taylor, Tanya Terry, Gina Walker, Carolyn Webber, Ron Wells, Lain Whitaker, Naomi Williams, Wendy Willingham, Rosemary Winters, Sissy Woods

Smith County: Melissa Hebert, Rene Keeton

Stewart County: Mary Lou Easter

Sullivan County: Holly Briscall, Miles Burdine, Jason Cody, Tanya Foreman, Nick Grabar, Tara Hartsoe, Chrissy Lay, Gary Lilly, Susan Lodal, Heidi Mellons, Evelyn Rafalowski, Leah Ramey, Tawana Teague, Gary Tucker, Annette Tudor

Sumner County: Peter Abernathy, Beth Andrews, Lisa Borre, Mason Boswell, Terry Bubb, Tanya Cloud, Dick Crawford, Rhonda Custer, Billy Dye, Wanda Faulkner, Ashley Fuqua, Jean Gorgie, Jimmy Hargrove, Michael Harrison, Scott Hilgadiack, Karen Hundson, Jay Ingram, Jennifer James, Susan Johnson, Trisha Lalumondier, Rip Lebkuecher, Pedro Martinez, Eric Melcher, Lingli Ni, Emmalene Palmer, George Pimentel, Brad Schreiner, Judy Schuelke, Emily Short, Joy Shriver, Carol Topping, Diana Waller, Ken Wright, April Young

Trousdale County: Renetta Belcher, Brandy Foust, Natalie Knudsen, Mae Perry

Union County: Brenda Sweet

Van Buren County: Earl Delong

Warren County: Jessica Akers, Don Alexander, Gregg Garrison, Misty Griffith, Derosa Stephens, Linda Wilson

Washington County: Nancy Beverly, Kathryn Calhoun, Lori Clarke, John Davison, Jane Deaton, Rayma Gibbs, Elizabeth Jones, Darrell Murphy, Karin Orchard, Megan Quinn, Roland Tester, David Toye, Malissa Trent

Wayne County: Mary Hickerson

Weakley County: Glory Griffin, Amy Lewellen, Cynthia Watson

White County: Melody Edmonds, Richard McBride, Montuka Murray, Allison Stiles

Williamson County: Lauren Bell, Mark Cate, Terrell Cothran, Vilma Cueva, Wayne Ellington, Kimberly Estep, Ann Gordon, Joe Horne, Janet King, Catherine Koczaja, Angie Plantz, Gena Ryan, Sarah Shrewsbury, Michelle Smith, Al Thomas, Jan Thomas, Clay Thompson

Wilson County: Michelle Adelsberger, Emily Adkisson, Sam Anderson, Carol Boulton, Leslie Brumbach, Jeff Bryan, Summer Carr, Anita Christian, Bill Cooper, Jodi Davis, Emily Dickens, Jennette Fetters, Jamie Fuston, Pamela Gordon, Troy Grant, Regina Henry, Kristina Hibdon, Patti Huffman, Alexa Moscardelli, Randy Payne, Mark Pody, James Schoen, Paul Stumb

*The county listed for each mentor represents current mentor assignment.

**If your name was missed, please know it was an unintentional oversight and we appreciate your service!

