

Applying for the TSAC Dual Enrollment Grant

Visit the TSAC website at College Pays or (<http://tn.gov/collegepays/article/dual-enrollment-grant>) and select Online Application (at top of page under header)

***You must know your CORRECT Social Security Number before beginning the TSAC Dual Enrollment Grant application. Your SSN must match with WSCC and TSAC to avoid delays in processing your grant.**

1. Create a TSAC account. *Click to Register* (near bottom of page). **Follow the instructions in red lettering carefully. For future reference, please write your user name, password, and security answers below in the spaces provided.**
 - Username: (Example: firstnamelastname1234 - all lowercase and no spaces) _____
 - Password: _____
 - Choose 3 different security questions and answer ALL the same (example: high school attending)
 - 1.) _____
 - 2.) _____
 - 3.) _____

Select a personal image and then Click Submit

PLEASE KEEP THIS INFORMATION IN A SECURE LOCATION AS YOU WILL NEED THIS FOR APPLYING FOR FUTURE GRANTS AND SCHOLARSHIPS

2. Sign in to your account using your credentials you created and click on the "Apply for Scholarships" tab at the top left of the page.
 - a. Apply for **ALL AVAILABLE** dual enrollment grants for each semester(s) in which you plan to take dual enrollment classes. Ex: Dual Enrollment Grant Application Fall, Spring, and Summer for the current academic year
 - b. Read statement and Click Agree
 - c. Complete the Student Information Section.
 - You will need both your student email address and a parent's email address to initially complete this section.
 - Use the appropriate symbols for phone numbers and dates.
 - If you were born in Tennessee, your date of residence is your birthdate.
 - If not born in Tennessee, your date of residence is the date you moved here.
 - d. Under the Additional Student Information section, please mark the appropriate choice with either "yes" or "no". If you answer "yes" to either of items 1-3, you will be automatically ineligible. If you answer "no" to item 4, you will be automatically ineligible. See below list of items to be answered.

Additional Student Information Section	
Default on a Federal Education Loan or TN Education Loan	No
Owe a Refund on a Federal Education Loan or TN Education Loan	No
Are You Currently Incarcerated	No
Has complied with Federal Drug Free Rules and Laws	Yes

- e. Complete the High School Information with the high school you currently attend and select Walters State as your college of choice.

High School Information Section	
High School	Walters State
High School Diploma or GED Received	Yes
Have You Completed 10th Grade	Yes
Anticipated Graduation Year	2015

College/University Information Section	
College/University	Walters State
Certification Statement	

- f. Make certain all information is **CORRECT** before you click Continue at bottom of page. Read Additional Course Acknowledgement and check the box to the bottom left. You must check this box before continuing to submit your application. Once submitted, you will see a notice that your application was received.
- g. Once you have applied for the grant, click "Financial Verification." Your grant for Walters State should be listed as "pending".