

**FLORIDA  
BRIGHT FUTURES  
SCHOLARSHIP  
PROGRAM**

and the

**OUT-OF-STATE  
(OOS) STUDENT**

Florida Department of Education (FDOE)  
Office of Student Financial Assistance (OSFA)  
Bright Futures Scholarship Program (BF)

2017-18

# BRIGHT FUTURES and the OUT-OF-STATE (OOS) STUDENT

*All requirements are subject to change with each legislative session.*

A Bright Futures Scholarship requires a standard Florida high school diploma, unless the student earns a high school diploma from a non-Florida school while living with a parent or guardian who is on A) military or B) public service assignment away from Florida.

- A. Military assignment is defined as active duty in all branches of the Armed Services.
  
- B. Public service assignment is defined as the occupational assignment of a Florida resident employed by the United States Government or State of Florida, who as a condition of initial public service employment, is relocated from Florida to work outside the State of Florida.

A student whose parent or guardian is on public service assignment may reside with either natural parent or another adult designated by either natural parent or guardian.

Qualifying U.S. Government Assignments	Qualifying State of Florida Assignments	Disqualifying Assignments
<ul style="list-style-type: none"><li>• U.S. Department of State</li><li>• U.S. Department of Defense</li><li>• U.S. Embassy</li><li>• U.S. Department of Justice</li><li>• U.S. Department of Immigration</li><li>• Government officials assigned outside the State of Florida</li></ul>	<ul style="list-style-type: none"><li>• Florida Department of Transportation</li><li>• Governor’s Office of Tourism, Trade and Economic Development</li></ul>	<ul style="list-style-type: none"><li>• Companies who contract with the U.S. or Florida governments.</li><li>• Red Cross</li><li>• Peace Corps</li><li>• Missionaries</li></ul>

# BRIGHT FUTURES and the OUT-OF-STATE (OOS) STUDENT

**Program Requirements (no substitutions):** A checklist is provided at the end of this guide to assist the student in submitting all required documentation.

1. Meet the general requirements for the Florida Bright Futures Scholarship Program.
2. Have one parent who is a Florida resident and is: A) serving active duty in the military or B) on public service assignment away from Florida (see above) during the student's last year of high school.
3. Submit a completed [Florida Financial Aid Application](#) (FFAA) online during the last year in high school (after October 1st of the last year and prior to graduation) or call toll-free at 1-888-827-2004 to request a hardcopy application form. The application gives the Florida Department of Education (FDOE) permission to evaluate the student's high school transcript(s) for eligibility for a Florida Bright Futures Scholarship.
4. Submit **official high school transcript(s)** showing all high school coursework attempted along with a course key. Coursework must align with the State University System admission requirements found in regulation [6.002](#). Parental transcripts are not accepted.

A student's transcript, including courses in progress for the final semester and other documentation, may be submitted to the FDOE after the first semester of the last year has been completed. FDOE will evaluate the student for eligibility and provide official award notification prior to graduation. The student needs to send the end-of-year transcript (including graduation date) for a final evaluation to learn if the award status may be improved.

Official transcripts should be sealed in the original envelope from the school. If the high school is able to send secure electronic transcripts (or if the school contracts with a third-party transcript service), an official transcript may be emailed to: [OSFA.Transcripts@fldoe.org](mailto:OSFA.Transcripts@fldoe.org). We do not accept photocopied or unofficial transcripts. Only official transcripts sent to the FDOE via this secured method from the originating school or transcript service may be used in an official evaluation for the Bright Futures Scholarship Program.

5. Submit ACT<sup>®</sup>/SAT<sup>®</sup> college entrance exam **test scores**. Test scores for tests taken through the end of June of the student's last year in high school will be admissible for a Bright Futures evaluation. Students can provide test scores to OSFA through one of the following mechanisms:
  - Request the test scores be sent to one of Florida's public state universities or state colleges when the student registers for the tests so that the test scores are sent to the FDOE test repository.
  - Mail the official copy (no photocopies) of the test scores in the original sealed envelope to the address at the end of this guide.

## BRIGHT FUTURES and the OUT-OF-STATE (OOS) STUDENT

### 6. Submit documentation for **OOS assignment**.

#### A) **Proof of active duty military**

- Copy of Leave and Earnings Statement (LES) - REQUIRED from any month of the student's last year in high school **AND**
- Copy of Military Orders to current location

**OR**

#### B) **Proof of public service assignment**

If the parent is employed with the U.S. Government:

- Copy of Leave and Earnings Statement (LES) from any month of the student's last year in high school, **AND**
- Copy of letter of appointment relocating **from** Florida to the current location, (DD Form 1610, DD Form 1614, DD Form 1617, or a company human resource statement on company letterhead).

If the parent is employed with the State of Florida:

- Copy of State of Florida Employee Earnings Statement from any month of the student's last year in high school, **AND**
- Copy of letter of appointment relocating **from** Florida to the current location, (DD Form 1610, DD Form 1614, DD Form 1617, or a company human resource statement on company letterhead).

### 7. Submit **Declaration of Florida Residency** ([click here](#) to download form).

Also include a copy of **one of the four documents** below to indicate Florida residency (must be parental document):

- State of Legal Residence Certificate (Form DD-2058 for military personnel, available from base personnel offices);
- Enlistment/Reenlistment Document (Form DD 4/1 for military personnel, available from base personnel offices);
- Florida driver's license or Florida voter's registration (current and at least one year old);
- Proof of Florida property ownership with a homestead exemption.

**Note:** The student's **postsecondary institution will determine Florida residency** for funding purposes. It is possible for a student to meet initial eligibility criteria to earn a Florida Bright Futures Scholarship, but if the institution determines the student is not a Florida resident, the student will not receive Bright Futures funding.

### 8. Submit **Proof of Dependency**, provided through a copy of a recent (less than 1 year old) parental tax return (cover sheet listing dependents only).

# **BRIGHT FUTURES and the OUT-OF-STATE (OOS) STUDENT**

## 9. Submit **Documentation of service hours.**

- Documentation of service hours must be submitted to the FDOE-OSFA.
- Service hours must be performed during high school and completed by high school graduation.
- Service hours must be volunteer hours that do not benefit the student financially or materially or be service to family members (parents, grandparents, siblings, aunts, uncles, cousins, nieces, nephews, and spouses, including all step relations).
- Service hours may be served with a wide variety of public service organizations. Examples of acceptable agencies include (but are not limited to) religious organizations, libraries, museums, nursing homes, animal shelters, food banks, homeless shelters, etc.
- The agency or agencies where the service hours were earned must provide documentation on **agency letterhead** of the number of hours and dates of service completed.
- Each award requires the following completed and approved service hours:
  1. FAS – 100 hours
  2. FMS – 75 hours
  3. GSV/GSCV – 30 hours

Please mail the above documentation to the attention of ‘Out-of-State Applicant.’

Send via mail:

Florida Department of Education  
Office of Student Financial Assistance  
Florida Bright Futures Scholarship Program  
325 West Gaines Street, Suite 1314  
Tallahassee, FL 32399-0400  
Attn: Out-of-State Applicant

# BRIGHT FUTURES and the OUT-OF-STATE (OOS) STUDENT

## OUT-OF-STATE: CHECKLIST

1. FFAA (Florida Financial Aid Application)

2. Sealed, official **high school transcript**

3. Tests: ACT: \_\_\_\_\_  
SAT: \_\_\_\_\_

4. **Proof of OOS Assignment:**

### Active Duty Military:

Required Copy of current Leave and Earnings Statement (LES)

Required Copy of Military Orders to current location

### Public Service Assignment:

If the parent is employed with the **U.S. Government:**

Required Copy of current Leave and Earnings Statement (LES)

Required (1): Orders: DD1610; DD1614; DD1617; or a company human resource statement on company letterhead

If the parent is employed with the **State of Florida:**

Required Copy of State of Florida Employee Earnings Statement

Required (1): Orders: DD1610; DD1614; DD1617; or a company human resource statement on company letterhead

5. **Proof of Florida Residency**

Declaration of Florida Residency Form

**AND one of the four documents** below (must be parental document):

State of Legal Residence Certificate (Form DD-2058 for military personnel, available from base personnel offices);

Enlistment/Reenlistment Document (Form DD4/1 for military personnel, available from base personnel offices);

Florida driver's license or Florida voter's registration (current and at least one year old);

Proof of Florida property ownership with a homestead exemption.

6. **Proof of dependency**, less than 1 year old TAX RETURN (from grad year)

7. Each award requires the following completed and approved **Service Hours**.

FAS - 100 hours

FMS - 75 hours

GSV/GSCV - 30 hours