2025-26

Bright Futures Student Handbook

Chapter 3: Renewing Your Award

Office of Student Financial Assistance
Florida Department of Education
July 2025

Chapter 3: Renewing Your Award

Table of Contents

Renewal Requirements 2

Grade Point Average (GPA) Requirement 2

Annual Credit Hour Requirement 3

Withdrawing from Courses 3

Renewal into a Different Scholarship Type 3

Reinstatement Requirements 4

Applying for Reinstatement 4

Students Who Enlist in the Military 5

Students Who Engage in a Full-time Religious or Service Obligation 5

Restoration Requirements 6

Applying for Restoration 7

Appeals Process 8

Website Addresses 9

OSFA Mailing Address 9

Renewal Requirements

A student who receives funding during the current academic year is **automatically** evaluated for renewal at the end of the spring term and does not submit a renewal application. The student's institution sends the Office of Student Financial Assistance (OSFA) each student's GPA and hours earned. Eligibility notifications are then posted to each student's online Financial Aid Recipient History (FARH). A spring/summer cohort student at the University of Florida who receives funding during the current academic year (spring and summer) is evaluated for renewal at the end of the summer term.

Students who do not meet the annual minimum renewal GPA requirement in their first year of funding will be permitted a one-time restoration in a subsequent summer or academic year renewal period (end of spring term). Students who do not meet the minimum earned hours requirement or who fail to meet the minimum GPA requirement **after** their first year of funding will NOT be permitted a restoration opportunity.

Summer grade and hours earned after spring evaluation may only be used to meet the scholarship renewal requirements if the student has a one-time restoration opportunity available. A student must ask a financial aid officer at the home postsecondary institution (that reported his/her spring renewal grade and hours) to submit a summer grade and hours update to the Bright Futures office indicating the adjusted cumulative GPA and hours.

Grade Point Average (GPA) Requirement

The renewal cumulative GPA requirements are outlined in the table below.

	Florida Academic Scholars (FAS)[1]	Florida Medallion Scholars (FMS)	Florida Gold Seal Vocational/CAPE Scholars (GSV/GSC)
Minimum Cumulative GPA (unrounded and unweighted)	3.0	2.75	2.75

[1] Academic Top Scholars (ATS) renewal eligibility is based on the FAS annual renewal requirement.

Annual Credit Hour Requirement

A student who receives funding during the current academic year (fall through spring) is **automatically** evaluated for renewal at the end of the spring term. The annual credit hour renewal requirement for the Bright Futures Scholarship Program is the measure of the number of credit hours a student must earn based on the student's enrollment type per term. The enrollment type of a student is based on credit hours funded after the institution's drop/add period and may be reduced following any hours **dropped or withdrawn** after the drop/add period ends.

The table below shows standard scenarios for required credit hours that must be earned, after all dropped or withdrawn hours are reported, per a student's enrollment type. This table does not represent all possible enrollment scenarios; therefore, OSFA encourages students to use the **Bright Futures Credit Hour Interactive Tool**, located on the Bright Futures Home Page. This tool allows students to customize the credit hour requirement to their individual enrollment scenario.

Annual Credit Hour Renewal Requirement by Term Course Load

Term 1 Hours Funded (After Withdrawals)	Term 2 Hours Funded (After Withdrawals)	Annual Earned Hours Requirement
Full-Time *(12 or more)*	**Full-Time**	12 + 12 = **24**
	Three-Quarter Time	12 + 9 = **21**
	Half-Time	12 + 6 = **18**
Three-Quarter Time *(9-11)*	**Full-Time**	9 + 12 = **21**
	Three-Quarter Time	9 + 9 = **18**
	Half-Time	9 + 6 = **15**
Half-Time *(6-8)*	**Full-Time**	6 + 12 = **18**
	Three-Quarter Time	6 + 9 = **15**
	Half-Time	6 + 6 = **12**

(For example: After all dropped/withdrawn courses have been reported, a student who is funded **full-time** in Term 1 and funded **three-quarter time** in Term 2 is required to earn a minimum of **21** credit hours by the conclusion of the spring term.)

Withdrawing from Courses

A student may withdraw from credit hours following a term award. Courses reported as dropped or withdrawn after the institutional drop/add period are not included in the number of hours required for renewal. Please review the chart above and the Bright Futures Credit Hour Interactive Tool for further assistance.

Renewal into a Different Scholarship Type

- Florida Academic Scholars (FAS) with 2.75-2.99 GPA at the end of the renewal period will renew as Florida Medallion Scholars (FMS). If the GPA is improved above a 3.0 in a subsequent renewal period, the student will restore as a FAS, using the **one-time restoration** opportunity.
- A student who earns the FMS, Gold Seal CAPE Scholars (GSC) or Gold Seal Vocational Scholars (GSV) award in high school may not renew to the FAS award.
- A GSC or GSV award may not renew to the FMS.

Reinstatement Requirements

Reinstatement / Restoration Online Application

An eligible student who did not receive funding during the previous academic year and would now like to utilize their scholarship funding is a reinstating student. A student is eligible to apply for reinstatement for up to five years from high school graduation.

Applying for Reinstatement

- A student must complete a *Reinstatement/Restoration Application* after logging into their online OSFA account. Please note that the academic year for which a student is applying is at the top of the application. New applications are available in February each year.

- For students who did not receive funding during the previous academic year, the deadline for submission of the *Reinstatement/Restoration Application* for both fall and spring (or equivalent) of the year in which the student is seeking funding is May 30. However, OSFA recommends that applications be submitted online by July 1 for a timely fall disbursement or by December 15 for a timely spring disbursement.

  If determined eligible for reinstatement, the student will receive the Bright Futures award (Florida Academic Scholars, Florida Medallion Scholars, Gold Seal CAPE Scholars or Gold Seal Vocational Scholars) for which he/she was last eligible prior to reinstatement.

Students Who Enlist in the Military

An initially eligible student who enlists as active duty in the United States Armed Forces after high school graduation and wishes to begin using the Bright Futures award must:

- Complete and submit a *Reinstatement/Restoration Application* online no later than May 30 of the academic year in which funding is sought;
- Submit an official copy of the DD Form 214 to verify time served active duty; and
- Commence the remainder of the renewal period upon the date of separation from active duty.

A student who is receiving a Florida Bright Futures Scholarship and discontinues his/her education to enlist in the United States Armed Forces must commence the remainder of the renewal period upon the date of separation from active duty. To reinstate the scholarship, the student must:

- Complete and submit a *Reinstatement/Restoration Application* online no later than May 30 of the academic year in which funding is sought; and
- Submit an official copy of the DD Form 214 to verify time served active duty.

The DD Form 214 should be mailed or uploaded to OSFA securely using the hyperlink provided at the end of this chapter for completing a **Secure Upload of Documentations to OSFA**.

Students Who Engage in a Full-time Religious or Service Obligation

An initially eligible student who engages in at least 18 months of a full-time religious or service obligation within one year of high school graduation and wishes to begin using the Bright Futures award must:

- Complete and submit a *Reinstatement/Restoration Application* online no later than May 30 of the academic year in which funding is sought;
- Complete and submit the Religious or Service Obligation Reporting Form; and
- Complete and submit the required documentation listed below.

The religious or service obligation provision is only valid for initial funding and does NOT allow a student extension of time if the student has already received a disbursement.

Additional Documentation

For students returning from a Religious Service Obligation, submit to OSFA, on the organization's signed letterhead, details of the duration and purpose of the service obligation.

For Returning Peace Corps Volunteers, provide a copy of your **Description of Service (DOS)**.

For Returning AmeriCorps Volunteers, provide a copy of your completed AmeriCorps **Future Plans or Early Termination Request** (CNCS Form V-732).

All required documents should be mailed or uploaded to OSFA securely using the hyperlink provided at the end of this chapter for completing a **Secure Upload of Documentation to OSFA**.

Restoration Requirements

A one-time restoration opportunity is available under limited circumstances.

- A scholar who did not meet at least the 2.75 GPA renewal requirement, but DID meet the credit hour renewal requirement during the first year of funding (end of spring term or end of summer term for spring/summer cohort students) has a one-time opportunity to restore the scholarship. If a student that has a restoration opportunity fails to restore the GPA, the attempt is still available after future academic years until a successful restoration is achieved, or until the 5-year limit has been reached.
- A scholar who was initially eligible for an FAS award, but renewed to FMS award eligibility due to earning a GPA **between 2.75 – 2.99**, has a one-time opportunity to restore to FAS. If a student that has a restoration opportunity fails to restore to FAS, the attempt is still available after future academic years until a successful FAS restoration is achieved, or until the 5-year limit has been reached.
- A scholar who was initially eligible for an FAS award and met the credit hour requirement, but lost award eligibility due to earning a GPA **below** a 2.75 during the first year of funding, may seek to restore their award in the following ways:
- A scholar earning a GPA of **3.0 or higher** will result in a successful restoration to **FAS award eligibility**. No further restoration opportunities will be allowed.
- A scholar earning a **GPA between 2.75 – 2.99** will result in a successful restoration to **FMS award eligibility** without an opportunity to restore as an FAS.

If the one-time restoration opportunity has already been used for an FAS scholar, an earned GPA between 2.75 – 2.99 in a future year will result with the scholar renewing at the FMS award level without an opportunity to return to FAS award eligibility.

Students seeking to use the one-time restoration opportunity should ensure they understand their home postsecondary institution's policies concerning what courses are considered in the cumulative GPA and how cumulative GPAs are calculated. The cumulative GPA for Bright Futures is unrounded and unweighted to two decimal places.

Restoration requirements can be satisfied by using one of the following options:

- Take summer classes that your institution will apply towards your cumulative GPA based on their institutional policies (or fall term classes for spring/summer cohort students) and request that the financial aid office submit a summer grade and hours update to the Bright Futures office indicating the adjusted cumulative GPA and hours; or
- Raise cumulative GPA above the renewal requirement before the fall term for which the student is seeking funding (or spring term for spring/summer cohort students) and submit a *Reinstatement/Restoration Application*.

A student who fails to meet the **minimum earned hours** requirement in ANY academic year renewal period (end of spring term or end of summer term for spring/summer cohort students), will **NOT** be permitted a restoration opportunity. Restoration cumulative GPA requirements are outlined in the table below.

	Florida Academic Scholars (FAS)	Florida Medallion Scholars (FMS)	Florida Gold Seal Vocational/CAPE Scholars (GSV/GSC)
Minimum Cumulative GPA (unrounded and unweighted)	3.0	2.75	2.75

Applying for Restoration

If a student's last status was ineligible for not meeting renewal requirements and the student did not receive funding during the previous academic year, the student will need to submit a *Reinstatement/Restoration Application*.

- New applications are available in February each year.
- The financial aid office at the Florida postsecondary institution where the student last attended as degree- or certificate-seeking must certify online the postsecondary institutional cumulative GPA and/or earned hours that will determine his/her eligibility to restore.
- A student who last attended an out-of-state postsecondary institution must request that his/her official transcript be submitted to OSFA at the address at the end of this chapter.
- The deadline for submission of the *Reinstatement/Restoration Application* for both fall and spring (or equivalent) of the year in which the student is seeking funding is May 30. However, OSFA recommends that applications be submitted online by July 1 for a timely fall disbursement or by December 15 for a timely spring disbursement.

Appeals Process

A student may request a Postsecondary Institutional Appeal due to verifiable illness or circumstance beyond student's control if annual renewal requirements were not met.

- For students graduating high school in 2010-11 and thereafter, if annual renewal requirements were not met due to a verifiable illness or other documented emergency (as reported by the postsecondary institution), an extension of one academic year to the renewal timeframe may be granted if a course of study is not completed after five academic years.

- The student may request that the financial aid office at the home postsecondary institution he/she attended conduct a review of the courses included in the cumulative GPA.

- In the case of illness or emergency beyond the student's control, the student may provide pertinent documentation regarding the illness or emergency to the appropriate home postsecondary institution.

- The home postsecondary institution will review the student's request and send recommendation of approval/denial to OSFA. Appeal request guidelines may be obtained through the financial aid office of a student's home postsecondary institution.

- An institutional academic progress appeal is to be filed within 30 days of the date of the ineligibility notice sent to the student or by the date established by the institution's financial aid office, whichever is later. Ineligibility notices are posted to the student's Financial Aid Recipient History web screen during the summer following spring evaluation.

Website Addresses

Reinstatement/ Restoration Application	https://www.FloridaStudentFinancialAidsg.org
Financial Aid Recipient History	https://www.FloridaStudentFinancialAidsg.org
Eligible Postsecondary Institutions	https://www.FloridaStudentFinancialAidsg.org/ReportPage.aspx?RData=RName=PSI Eligible List%26RFolderName=SSFAD/Administration
Bright Futures Credit Hour Interactive Tool	https://www.FloridaStudentFinancialAidsg.org/PDF/BFCreditHourTool.xlsx
Secure Upload of Documentation to OSFA	https://fldoe.sharefile.com/r-r8992dcdb99948c7a

OSFA Mailing Address

Florida Department of Education
Office of Student Financial Assistance
Florida Bright Futures Scholarship Program
325 West Gaines Street
Suite 1344
Tallahassee, Florida 32399-0400