



Renewing the Promise Scholarship from 2025-2026 to 2026-2027 Financial Aid Management System (FAMS)

For your Promise Scholarship roster to be considered complete, all fields [**Eligible, Enrolled, Degree, Award Status and Amount**] must be updated for every FAMS record.

1. **ELIGIBLE**

- Renewal records that need updated and reviewed for academic eligibility will be listed as **ELIGIBLE "I"**. This field is for meeting renewal for both the gpa and renewal hours requirements.

2. **ENROLLED**

- All records will need updated for enrollment where listed **ENROLLED "I"**.

3. **DEGREE**

- Records with an Unknown "UNK" **DEGREE** count will need updated to "**2YR**" or "**4YR**". Please check the degree is correct if the student program has changed.

4. **AMOUNT**

- Those students receiving funds need the award **AMOUNT** updated, not exceeding the maximum award amount listed.

5. **AWARD STATUS**

- New Promise recipients default to an **award status code** of "**deny**". Any student who is eligible and awarded during fall 2026 will need their award status code updated to "**Award**".

6. **TROUBLE SHOOTING**

- Update both **ELIGIBLE** and **ENROLLED** fields from "I" to either "Y" or "N" for the record to save.
- If award status is marked "**Award**", the award amount must be greater than "0" to update.
- If all fields are not updated properly, the record will *not* save.
- A note must be included in the note section to save. (If updating detail record in Promise search details page)
- Click **Save** periodically if updating in **Promise[Enrollment Adjustments]** or your changes will not be updated.

7. RENEWAL CRITERIA

Below is a review summary to help you determine if students are eligible for renewal of the Promise Scholarship. For a student to retain or have the Promise award renewed each year, the student must:

- *Maintain a 2.75 cumulative grade point average on a 4.0 scale.*
- *Complete and earn a minimum of 30 credit hours in each 12-month period for a student who receives a two-semester award in an academic year. If a student receives a single-semester award, the student must complete and earn a minimum of 15 credit hours in the academic year.*
- *The 12-month period for calculating renewal begins with the fall semester and ends with the summer semester. You may use subsequent summer sessions at your own expense to meet the renewal requirements.*

8. RENEWAL HOURS

The field “**Renewal Hours**” generally indicates how many credit hours a student must have obtained during the previous academic year to renew their Promise awards. For the 2025-2026 academic year, the included terms are the fall 2025, spring 2026, and summer 2026 semesters. On the Promise Search Details screen, this field is populated as “**Review**”. This field is populated on the Promise Enrollment Adjustments Screen as “**Renew Hours**”.

- Students who received both a fall and spring semester award during 2025-2026 will be listed as “**Review 30**”. Any student attending an out of state institution will also be listed as “Review 30”.
- Students who only received Promise for one semester during 2025-2026 will be listed as “**Review 15**”. Late/Spring awards will be listed as “Review 15”.
- Students who deferred Promise for both semesters during 2025-2026 will be listed as “**Review 0**”.
- Those records whose fall 2026 records have been updated previously or transferred and other scenarios may not show any hours under this column.

9. Important Requirements to Note:

- All college credits, including dual credit coursework taken while in high school MUST be included in the cumulative gpa calculation whether your college accepts the credits or not.
- Credits taken while in high school or the summer before the first fall term utilizing Promise may not be counted towards the credit hour requirement.
- Those who are only required to obtain 15 credits for renewal, have the fall, spring, and summer terms included toward the 15-credit hour requirement.
- Students must be continuously enrolled as a full-time student (except during their final academic year of eligibility). Any student who completely withdraws during a semester must request a leave of absence or deferment (appeal) to remain eligible.
- If a student’s last two semesters of eligibility fall over two different academic years, they are required to obtain the Promise renewal requirements to be eligible for future awards.
- Students attending an out of state institution during the fall semester and enrolling and using a Promise award in state during the spring semester are evaluated before fall for renewal. They must obtain 30 credit hours and a 2.75 cumulative gpa to renew.

10. Degree Pursuant Coursework Appeals

- See Appeals Guide for additional information about our different types of appeals for Promise and other state financial aid programs.
- Students who are unable to be enrolled full time in a term due to not having enough degree pursuant courses available may utilize the Degree Pursuant Coursework appeal process to utilize their Promise award.
- Students who can be full time but will not meet the 15 or 30 credit hour requirement in the year due to not having available degree pursuant courses during the term should utilize the Promise Scholarship Credit Hour Requirement appeal so they can renew their scholarship.