

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-2-306.1

PAGE: 1 of 5

TITLE: SOUTH CAROLINA WORKFORCE INDUSTRY
NEEDS SCHOLARSHIP (SCWINS)

**POLICY
REFERENCE NUMBER:** 3-2-306

**DIVISION OF
RESPONSIBILITY:** ACADEMICS, STUDENT AFFAIRS & RESEARCH

DATE APPROVED: July 13, 2023

DATE OF LAST REVISION: June 30, 2023

GENERAL PROVISIONS

I. Purpose

The purpose of the South Carolina Workforce Industry Needs Scholarship (SCWINS) is to provide, to the extent that funds are available, resources that supplement, not supplant, existing federal and state grants for educational purposes for technical college students. The SCWINS scholarship will be campus-administered and assist students who meet the qualifying criteria while pursuing a professional certificate, industry-recognized credential (IRC), diploma, or degree from a public South Carolina technical college.

II. Allocations of SCWINS Funds to Public South Carolina Technical Colleges

Each fiscal year, lottery funds appropriated to the State Board for Technical and Comprehensive Education (SBTCE) for the SCWINS program will be proportionately allocated to the technical colleges using the SBTCE-approved funding model, the same model used to determine each college's share of state funding for general operations. Colleges may carry forward unused SCWINS funds into the next fiscal year.

III. Program Definitions

- A. "Academic year" is defined as the fall, spring, and summer semesters, including mini terms.
- B. "Approved list of eligible programs" is a list of eligible programs as approved annually by the SBTCE.

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-2-306.1

PAGE: 2 of 5

- C. “Cost of tuition, fees, or expenses” for the technical colleges shall be defined as the cost of tuition, fees, or expenses for required course-related materials after applying all other federal or state scholarships or grants.
- D. “Career eligible program” is defined as a professional certificate, industry-recognized credential (IRC), diploma, or degree from a public South Carolina technical college, meeting the qualifying criteria as determined by the SBTCE.
- E. “Credit-seeking” is defined as recipients seeking a degree, diploma, or professional certificate.
- F. "Home institution" is defined as the college of a student’s initial and/or current enrollment, where a program is declared, and financial aid received.
- G. “Industry-recognized credential (IRC)” is defined as a course or program that provides specific competencies, knowledge, and skills required to succeed in a specific occupation or industry. These credentials are recognized in the labor market and by employers and are valid assessments of student skills.
- H. “Resident” for tuition and fee purposes is defined as an independent person who has abandoned all prior domiciles and has been domiciled in South Carolina continuously for at least twelve months immediately preceding the first day of class of the term for which resident classification is sought and for whom there is an absence of domiciliary evidence in other states or countries, notwithstanding other provisions of the Statute. (1976 Code of Laws of South Carolina, as amended, Section 59-62-602 (M.))

A dependent person’s residency is presumed to be that of the person upon whom they are dependent. (1976 Code of Laws of South Carolina, as amended, Section 59-62-602 (C.))
- I. “Substantial Progress" for credit-seeking students shall mean the minimum standard established by the college for continued enrollment at the college in a degree, diploma, or certificate program and maintaining a grade point average of 2.0 or better on a 4.0 grading scale by the end of each academic year.
- J. “Program suspension” is defined as a program no longer qualifying for SCWINS funds.
- K. “Years of instruction” are defined as the number of terms the student is a recipient of the SCWINS scholarship.

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-2-306.1

PAGE: 3 of 5

IV. Student Eligibility

- A. To be eligible for SCWINS, a qualifying student must:
- 1) Be a South Carolina resident;
 - 2) Be enrolled in a career education program that meets the eligibility guidelines promulgated by the SBTCE; and
 - 3) Meet one of the following criteria:
 - (i) Be employed;
 - (ii) Take a financial literacy course offered at or by the public technical college; or
 - (iii) Complete one hundred hours of voluntary time contributing to a nonprofit or public service organization approved by the SBTCE.
- B. Credit-seeking recipients of SCWINS shall maintain their scholarship eligibility by showing substantial progress on their coursework and maintaining a grade point average of 2.0 or better on a 4.0 grading scale by the end of each academic year.
- C. Students eligible for SCWINS must complete an affidavit certifying one of the eligibility guidelines in IV.A.3. has or will be met. Completion of the affidavit is required one time for the duration of receipt of the scholarship.

V. Allocation for Dual Enrollment Students

- A. Each campus shall allocate a minimum of five percent of their total SCWINS allocation towards dual-enrollment students eligible under this section. The maximum amount awarded to eligible dual enrollment students is at the discretion of the college.

VI. Policies and Procedures for Granting SCWINS

- A. The amount of SCWINS is equal to the cost of tuition, fees, or expenses for course-related materials after applying all other federal or state scholarships or grants, not to exceed \$5,000 each year for no more than three years of instruction, including the student's freshman year or dually enrolled years, if the student is enrolled in an associate degree program, or no more than two years of instruction, including the student's freshman year, if enrolled in an IRC, diploma, or professional certificate program. Each college will determine the maximum amount up to \$5,000 depending on the number of eligible students and the amount of the SCWINS allocation received.
- B. Students enrolled in associate degree programs shall not exceed nine (9) semesters of receipt of SCWINS funds at the home institution. Students enrolled in IRC, diploma, or certificate programs shall not exceed six (6) semesters of receipt of SCWINS funds.

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-2-306.1

PAGE: 4 of 5

- C. A student may not be eligible to receive the SCWINS scholarship for more than one certificate, IRC, diploma, or degree within any five-year period following the student's last scholarship disbursement unless the additional certificate, diploma, or degree constitutes progress in the same field of study, or, for an IRC, a related or complementary program. Colleges may develop a local process to verify prior scholarship receipt and programs of study to determine eligibility for SCWINS.
- D. If an eligible program is placed on suspension during the SBTCE's annual program evaluation process, that program no longer qualifies for SCWINS funds at that specific college. Students must be advised on how to complete their program by transferring to another technical college, serving as a transient student at another technical college to complete specified courses, or other guidance as appropriate to aid in program completion.
- E. If an eligible program has been terminated by the college, current students are eligible to continue receiving SCWINS during the teach-out period.
- F. Priority for scholarship awards must be given to students seeking a degree, diploma, professional certificate, or IRC in an industry sector with regional or statewide workforce needs as identified yearly by SBTCE.
- G. Students can only receive SCWINS from one technical college per semester unless a memorandum of understanding is in place with another technical college. In the absence of a memorandum of understanding or financial aid consortium agreement, the student's home institution will receive priority for awarding the funds. Colleges may develop a local process to verify prior scholarship receipt to determine eligibility for SCWINS.
- H. The college must retain appropriate paper or electronic documentation for each grant award to include at a minimum:
 - 1) Award notification
 - 2) Refunds and repayments
 - 3) Completed affidavit
 - 4) Enrollment and curriculum requirements
 - 5) Student's residency status
- I. The college shall provide an award notification to students receiving SCWINS that will contain the terms and conditions of this program and other financial aid awarded. Students will be notified of adjustments in financial aid due to changes in eligibility.
- J. It is the college's responsibility to ensure that it does not disburse (SCWINS) to an ineligible student.

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-2-306.1

PAGE: 5 of 5

- K. The college shall verify at the time of enrollment that a student does not owe a refund or repayment of State and/or federal education funds and is not in default on a federal student loan. Colleges must develop a local process to verify a non-credit student does not owe a refund or repayment of State and/or federal education funds or is not in default on a federal student loan to determine eligibility for SCWINS.
- L. Retroactive awarding is allowable for SCWINS if the student meets the eligibility criteria and funds are still available. Awarding should follow the standard dates and timeframes for reconciliations.

VII. Program Oversight for SCWINS

- A. The SBTCE shall promulgate regulations to define what constitutes a career-eligible education program to include the process for determining eligible programs with regional or statewide workforce needs. Additionally, the SBTCE shall communicate and provide to the colleges an annual approved list of eligible programs and identification of those programs with regional or statewide workforce needs before disbursement of funds and no later than March 31st of each year. SBTCE also shall communicate with high school guidance counselors regarding the list of eligible programs in a timely manner.
- B. The SBTCE shall provide an annual report by April 15th, to the Chairman of the House Ways and Means Committee and the Chairman of the Senate Finance Committee detailing the use of funds received in the prior fiscal year. The report must include, at a minimum, a list of programs for each technical college that received funding, the amount spent on each program, the number of students that received scholarships, the average scholarship amount for each student, a list of credential categories completed by scholarship students, the average amount of money received by the scholarship student for each credential category, and job placement rates for scholarship students by credential category.
- C. The SBTCE and the South Carolina Department of Employment and Workforce shall collaborate to inform individuals who are receiving unemployment insurance about short-term training programs available at their local technical college through the SCWINS program.
- D. The SBTCE will require validation of funds and award eligibility as part of the System's audit program.