

The Tomorrow's Teachers Scholarship Program (TTSP)

Office of Student Financial Assistance (OSFA)

Student Guide

*LAST PAGE – "TTSP at a Glance"

General Information:

Are you passionate about empowering future generations? You can make a difference in the lives of young people in your community by becoming a teacher. We want to help you to pursue a rewarding and fulfilling career in education by easing some of the financial burden of earning a degree.

The Tomorrow's Teacher Scholarship Program is purposed to attract and encourage a diverse population of qualified high school and currently enrolled college students to teach in the Massachusetts public school system. The scholarship is designed to provide financial assistance for tuition, fees, and related educational costs, as calculated by the institution in the Cost of Attendance (COA), for a **bachelor's degree or post-baccalaureate coursework** at an eligible 4-year public institution of higher education in the Commonwealth, that meets the teaching licensure requirements for employment at a Massachusetts public elementary or secondary school.

This program is subject to appropriation and is considered a repayment through service scholarship, that will revert to a loan if the teaching service obligation is not met - one year of teaching will forgive one year of scholarship.

Eligible Programs of Study:

Any undergraduate degree program or post-baccalaureate coursework in an approved **educator preparation program** at a 4-year public institution within the public system of higher education leading to teacher licensure.

Scholarship Questions:

Q: What are the eligibility criteria for the Tomorrow's Teachers Scholarship Program (TTSP)?

To be eligible, an applicant must:

- Be a permanent legal resident of Massachusetts for at least 12 months (1 year) prior to the start of the academic year and remain a permanent resident to maintain eligibility
- Be a U.S. Citizen or non-citizen eligible under Title IV regulations
- Have a current year FAFSA on file (must be completed annually)
- Not be in default of any federal or state Student Loans for attendance at any institution or owe a refund for any previous financial aid received
- Meet satisfactory academic progress (SAP) according to the institution's requirements
- Enroll, as a matriculated student, in an undergraduate or post baccalaureate degree program, full-time (minimum of 12 credits, or the equivalent), unless otherwise agreed upon, **in an approved course of study that meets the licensure requirements for employment at a Massachusetts public elementary or secondary school**
- Be enrolled in an eligible institution as listed on OSFA's website: [Office of Student Financial Assistance / Tomorrow's Teachers Scholarship](#)
- Has not earned prior baccalaureate degree, or the equivalent, except for those pursuing or intending to pursue post-baccalaureate course work
- Complete an online application via the MASSAid student portal: [MASSAid Portal for students - User Login \(guarantorsolutions.com\)](#)

- Students must submit official college transcripts as part of the application process; however, this document can be uploaded after completing the online TTSP application.

Q: What are the scholarship conditions and recipient responsibilities?

When an applicant is filling out the online application and/or selected for the Tomorrow's Teachers Scholarship, they must:

- Acknowledge that this scholarship is considered repayment through service and in absence of fulfilling that commitment, the scholarship reverts to a loan that must be repaid by the scholarship recipient, per the terms of the Scholarship Promissory Note.
- Acknowledge the set forth repayment through service schedule, that one year of teaching will forgive one year of scholarship.
- Complete the scholarship application and sign a promissory note, annually, for continuation of scholarship funds.
- Provide an official transcript at the conclusion of each academic year to confirm continued eligibility requirements for program of study and progress towards degree completion. Incoming first-year students are required to submit a declaration of their major from the institution's registrar's office.
- Sign a scholarship agreement to "obtain the appropriate certification in accordance with section 38G of chapter 71" and "commit to teaching for 4 years in a school district, as defined in section 2 of chapter 70, in the commonwealth." Failure to complete the required 4-year teaching service will result in a repayment of funds as defined in the agreement.
- Become employed as a teacher of record, within 12 months of degree completion or the completion of post-baccalaureate course work in an approved educator preparation program.
- Annually provide proof of employment to document fulfillment of the service obligation.

Q: How do I apply for the Tomorrow's Teachers Scholarship and what information will I need to complete it?

- Students must have a current FAFSA on file. If you need to complete your federal application, please do so at [Home | Federal Student Aid](#)
- To apply to TTSP you will need to log into the [MASSAid Student Portal](#).

****For the best user experience, please use MICROSOFT EDGE. ****

- If it is your first-time logging into the MASSAid system, you will need to create an account.
- The TTSP application is located under the tab labeled "**Grants/Scholarship Online Applications**"

Please note that it takes at least **72 hours from the time a student's FAFSA is processed to upload to the MASSAid system.*

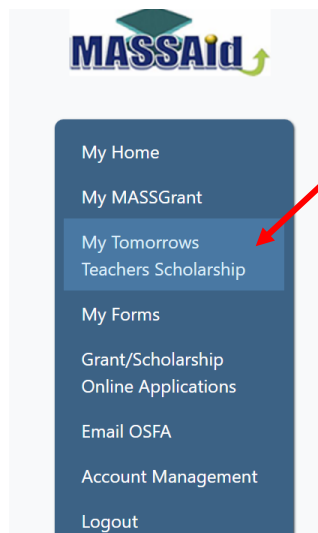
- As part of the application process, students will need to upload a copy of their college transcript. Incoming first-year students are required to submit a declaration of their major/program of study from the institution's registrar's office.

Transcripts do NOT need to be submitted at the same time the online application is being completed. This required documentation can be provided after submitting your TTSP application, however, applications will be considered **incomplete** until the required documentation is uploaded via the MASSAid student portal.

- All students will receive a confirmation email, after submitting a TTSP application, with additional information regarding the scholarship process.
- ❑ Students will not be able to submit their TTSP application without electronically agreeing to all “Terms and Conditions” of the scholarship
- Students will be able to print out a copy of their submitted applications which will list out all agreed upon student conditions & responsibilities.

Q: How do I upload my transcript?

1. Log into the [MASSAid Student Portal](#)
2. Click on the tab labeled “MY Tomorrow’s Teachers Scholarship” (tab will only populate after an application is submitted):



3. Click on “Upload Transcript”

Your current application information: [Click here to update 2023-2024 application information](#)

CURRENT INSTITUTION: MASSACHUSETTS COLLEGE OF LIBERAL ARTS
FALL ANTICIPATED CREDITS: 12
SPRING ANTICIPATED CREDITS: 12
SUMMER 1 ANTICIPATED CREDITS: 0
SUMMER 2 ANTICIPATED CREDITS: 0

[Re-Print Application](#) [Upload College Transcript](#)

Notification of transcript upload will automatically be sent to the OSFA administrator

4. To view your uploaded transcript, click on the tab labeled “My Forms”
5. Please note that an OSFA administrator must manually review all transcripts, which will take place after the scholarship deadline and the turnaround time will also depend on the volume of applications received. Until your form is reviewed and approved or denied, your TTSP record will be flagged as “pending”.

The system does not automatically mark your documentation as received.

Q. What happens after my transcript is approved by OSFA?

After OSFA has confirmed that your transcript meets requirements and that you are enrolled in an approved program of study (and *if there are no other discrepancies* on your account that need to be resolved), your application will go into a status of “Application Complete, Under Review”. Applicants will be reviewed and selected after the application deadline.

Q. What happens if my transcript is NOT approved by OSFA?

A student will go into a status of “Ineligible After Review of Transcript” if your submitted documentation does not meet scholarship requirements. This may be for a number of reasons that include, but are not limited to, and invalid program of study/major, incorrect documentation, cannot clearly view certain information, etc.

Any student that submits insufficient documentation will receive an emailed notification with specific information regarding the denial of the transcript.

Q. What if I have another ineligible reason on my TTSP account? (EX. Citizenship, Not a MA resident, etc.)

→*Students can click on all ineligible reasons for further information**

- **Prior Bachelor's Degree:** Students pursuing a 2nd BA degree or Masters/Doctorate program are not eligible to apply for the Tomorrow's Teachers Scholarship and will be flagged accordingly.

Students that are pursuing post-baccalaureate coursework need to make that they accurately fill out their “grade level” questions on the FAFSA so they are not inaccurately flagged for this reason. Post-baccalaureate students should respond in the following manner:

- Grade Level: 5th year
- BA Degree: Yes
- Degree/Cert: Teachers Certificate
- Graduate/Professional Degree: No

- **Citizenship Status:** When a student fills out a FAFSA (federal application), their information gets sent to the Social Security Administration to verify citizenship. If this gets flagged on a student's FAFSA, then it will also reflect at the state level (OSFA/MASSAid) as we receive information directly from the federal processing center. **This issue must be cleared with the financial aid office at the institution.** When resolved, the financial aid office can manually go into the MASSAid system and remove this flag.
- **Student/Parent not a MA resident:** All students must meet Massachusetts residency requirements for state financial aid; that is one full year of MA residency prior to the start of the academic year (9/1). The information reported on your FAFSA helps to determine this (license, address, legal state of residence, and date of residency). If any of this information conflicts with residency in Massachusetts, the student will be required to submit documentation, via the MASSAid Student Portal. OSFA will review submitted documentation to determine whether the student meets residency guidelines.

Parental residency is not a factor for independent students [Dependency Status | Federal Student Aid](#)

There may be other ineligible reason(s) flagged on your account – please click on the listed reason(s) in the MASSAid student portal for further guidance

Q: Do I need to apply every year?

Yes - students need to apply every year they wish to be considered for the Tomorrow's Teachers Scholarship.

Q. When does the TTSP application become available and when is the deadline?

The application dates for the Tomorrow's Teachers Scholarship will be posted online [Office of Student Financial Assistance / Tomorrow's Teachers Scholarship](#). Please note that application dates are subject to change yearly - always check OSFA's website for updates.

Q. What happens if I change my major or my institution during the academic year?

Students must notify OSFA, in writing (via email), of any changes in their program of study and/or institution. Please send all updated information, via email, to Stephanie Perez at, Sperez@dhe.mass.edu.

Q. What are the enrollment requirements for the Tomorrow's Teachers Scholarship Program?

Tomorrow's Teachers Scholarship recipients at the undergraduate level must maintain a full-time enrollment status (12 credits or more). Those at the post-baccalaureate level must be enrolled full-time per the program's requirements, which may be less than the noted 12 credits at the undergraduate level.

Q. How will I find out if I am eligible or ineligible for the Tomorrow's Teachers Scholarship?

Eligible Applicants: If you have met the requirements of the scholarship, and are selected by OSFA, you will receive an electronic notification that you are eligible to receive the Tomorrow's Teachers Scholarship. This emailed notification will provide you with more information on scholarship stipulations and next steps.

Ineligible Applicants: Ineligible notifications are sent via email to students. All students will be sent two separate notifications and will have 21 days from the *date of their first email* to resolve all ineligible discrepancies on their account.

Q. I am eligible, and my status is 'pending financial data' – what does this mean?

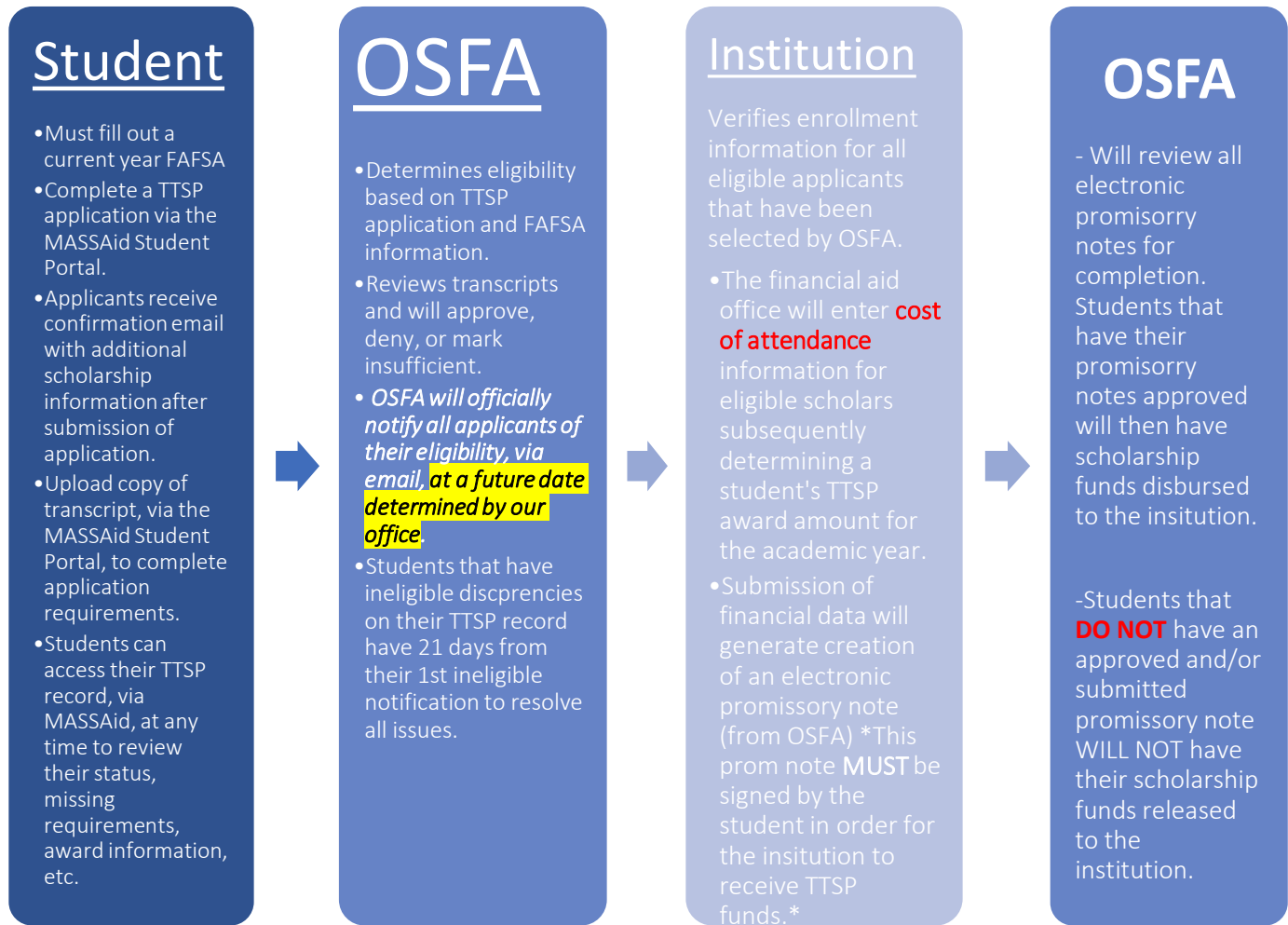
Eligible students will show up on an electronic roster, available to financial aid counselors, to enter cost of attendance information, subsequently generating a student's TTSP award amount.

Until the school submits the required financial information, a student's TTSP record will reflect 'pending financial data'.

Q. How do funds get disbursed and what happens after the school reports the required cost of attendance information?

Submission of financial information by the institution will generate the creation of a promissory note with award information and recipient conditions and responsibilities. Scholars will receive an electronic notification when the promissory note is available for completion. This document must be electronically signed by the recipient, and they must also provide two references. **SCHOLARSHIP FUNDS WILL NOT BE DISBURSED TO THE INSTITUTION UNTIL A SCHOLAR'S PROMISSORY NOTE HAS BEEN FULLY COMPLETED AND MARKED AS RECEIVED BY OSFA.**

TTSP at a Glance



Disbursement Process:

School

Eligible scholars will appear on an electronic roster, via MASSAid, at participating institutions. By entering cost of attendance information, the school is certifying that the student meets all TTSP, federal aid and state financial aid requirements.

At a date determined by OSFA, institutions will begin to enter financial data which includes providing information on other awarded aid (Federal, state, etc.) and costs of attendance such as tuition, fees, books, transportation, etc. which will in turn determine a student's TTSP award amount. This award amount will be generated on the student's **promissory note**.

Student

- Awards will remain '**pending**' on your TTSP record in MASSAid until all required steps have been completed.
- A promissory note will only be generated once the institution submits your 'financial data'. This promissory note will have your full academic year scholarship amount.
- OSFA must receive a fully **completed and signed prom note** before the release of scholarship funds. All students will be notified, via email, of any promissory note that has been generated. OSFA will receive updates once a student has signed their prom note - you will not need to notify our office.

OSFA

- OSFA will review all electronic promissory notes for completion. Scholars with insufficient prom notes will be notified and allowed to complete and/or edit required information.
- Students that have fully completed and approved prom notes will have their TTSP records updated allowing students to enter a 'ready to pay' status in which our office will be able to release scholarship funds.
- Please note that scholarship funds will be made in two disbursements - one fall payment and one spring payment.
- **PLEASE KEEP IN MIND THAT REVIEW OF ALL PROM NOTES HAPPENS MANUALLY - Please be patient and allow time for your TTSP record to be updated.**