**24:40:13:14.  Application for admission to the scholarship program or for transfer between participating institutions.** The following application and transfer requirements apply to the scholarship program:

 (1)  Any student who requests to participate in the scholarship program must apply to the admissions office of the participating institution that the student intends to attend. The executive director shall specify the application forms:

 (a)  Each student is responsible for arranging the submission of official high school transcripts and official test score reports from the ACT or SAT unless the high school includes these scores on its official transcript;

 (b)  An application is not complete until the participating institution has received the official high school transcripts and official test reports;

 (c)  Each application must be complete by September 1 for the fall semester or by January 15 for the spring semester;

 (2)  Each student who requests to transfer between participating institutions must apply to the admissions office of the participating institution that the student intends to attend on forms specified by the executive director:

 (a)  Each student is responsible for arranging the submission of all official transcripts and documents needed to demonstrate compliance with credit hour threshold, persistence, and grade point requirements;

 (b)  An application is not complete until the participating institution has received the official transcripts and required documents;

 (c)  Each application must be complete by September 20 for the fall semester or by February 15 for the spring semester.

 **Source:** 30 SDR 211, effective July 7, 2004; 37 SDR 54, effective September 28, 2010.

 **General Authority:** SDCL 13-55-36.

 **Law Implemented:** SDCL 13-55-30 to 13-55-36, inclusive.

 **Cross-References:**

 Credit hour threshold requirements for continuing eligibility, § 24:40:13:05.

 Persistence requirements for continuing eligibility, § 24:40:13:06.

 Treatment of special enrollments for purposes of eligibility: summer sessions, interim sessions, repeated courses, asynchronous distance education courses, § 24:40:13:10.