



# ***Student Requirements and Obligations***

## **Teaching Fellow Obligations and Commitments**

**I.** Following graduation in good standing as a Teaching Fellow from the Teaching Fellows Institution (TFI) and SC teacher licensure, the Fellow teaches up to four years in a SC public school (one year for every year they received the Fellowship). Students must graduate in good standing as a Teaching Fellow in order to be eligible to receive forgiveness for service in a SC public school.

**II.** The Fellow and a surety must agree to the conditions of the Master Promissory Note and Fellowship Loan Agreement indicating they understand the financial obligation of a Fellow who does not complete the program or teach in a South Carolina public school. A promissory note will be sent to the address on file after the Teaching Fellows award has been accepted.

**III.** Male (gender assigned at birth) Fellows must register with Military Selective Service. The Selective Service Form is available on the CERRA homepage ([www.cerra.org](http://www.cerra.org)) by clicking the “Teaching Fellows Award Documents” button.

**IV.** A Fellow\* agrees to the following:

- maintain continuous progress toward SC teacher certification (including completion of fifth-year programs, as necessary);
- successfully complete 30 semester hours per academic year and/or remain on class level (freshman 30 hours, sophomores 60 hours, juniors 90 hours, and seniors 120 hours);
- maintain a minimum cumulative GPA of 2.80 (TFI collegiate) and be accepted into the TFI Teacher Education Program by junior year;
- remain a full-time student during each fall and spring term;
- attend TFI programs as assigned by the institution;
- attend enrichment programs as assigned by the TFI and CERRA; and
- maintain a current address, phone, email, etc., with CERRA.

\*Fellows who do not fulfill these commitments/responsibilities will be placed on probation for one semester pending fulfillment of the obligation. Continued failure to meet requirements will result in loss of the Fellowship.

## **Scholarship Over-Award**

In the event that a Teaching Fellow receives additional scholarships/funding resulting in financial assistance beyond what is necessary for tuition, room, board and other fees that may be associated with attending the TFI, the student may use any remaining funds to take courses during the TFI’s summer sessions at the home institution. Fellowship funds not used at the end of the fiscal year are returned. Fellows are responsible only for monies received.



## SURETY INFORMATION SHEET

As surety for a South Carolina Teaching Fellow, you and the Teaching Fellow are jointly responsible for repayment of the Teaching Fellows forgivable loan should the loan go into default. The Teaching Fellows Promissory Note outlines in detail the requirements of the Program, as well as the loan forgiveness and loan repayment process.

- Teaching Fellows must graduate in good standing with the Program in order to be eligible for loan forgiveness through service as a teacher in a South Carolina public school. The service requirement (one year for every year the Fellow participates in the Program) must be completed within five years unless otherwise specified by the Program.
- Teaching Fellows who do not complete the Program or who do not achieve loan forgiveness through service will be required to repay the loan with interest within seven years from the time they graduate or are no longer a full-time undergraduate student.
- Teaching Fellows graduates who are seeking loan forgiveness are required to return loan forgiveness forms to CERRA annually until the loan is forgiven in full. These forms are mailed to the Teaching Fellows at the address on file and may be accessed at [www.cerra.org](http://www.cerra.org). CERRA is not responsible for undelivered or misdirected mail.
- Teaching Fellows and sureties are required to keep their contact information current with CERRA until the loan is fully forgiven or paid in full.
- If CERRA determines that it is necessary to pursue loan collection efforts, the Teaching Fellow and the surety are responsible for all collections fees, including any necessary attorneys' fees.
- CERRA is not obligated by law to inform the surety that a Teaching Fellows loan is near or in default, nor is CERRA obligated by law to inform the surety of the status of subsequent loan collection efforts; that responsibility rests with the Teaching Fellow.
- Once an account is placed with a collections agency, CERRA will not recall the account.

Please direct questions to:  
Dr. Jenna Hallman  
Executive Director/Teaching Fellows Program Director  
(803) -323-4032  
[hallmanj@cerra.org](mailto:hallmanj@cerra.org)

## ***South Carolina Teaching Fellows Selective Service Form***

### **CERTIFICATION OF SELECTIVE SERVICE REGISTRATION COMPLIANCE**

Under G.S. 143B-421.1(a) persons required under 50 United States Code Appx 453 (Military Selective Service Act) to present himself for and submit to registration. Any male who fails to do so is ineligible for State-supported scholarships.

Therefore, each male recipient of the South Carolina Teaching Fellows Scholarship must certify that he has met the requirements of the Military Selective Service Act. The recipient will be liable for any funds received prior to signing the compliance certification form and will not receive any additional funds until such requirement is met.

Please sign and date the appropriate response below.

I hereby certify that I have duly registered under the requirements of the Military Selective Service Act.

\_\_\_\_\_  
Signature of Teaching Fellow

\_\_\_\_\_  
Printed Name of Teaching Fellow

\_\_\_\_\_  
Date

\_\_\_\_\_  
Birthdate

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I have not duly registered under the requirements of the Military Selective Service Act. I understand that I will remain ineligible for Teaching Fellows monies until such time as I can certify that I have registered for the Military Selective Service. I understand that I have thirty (30) days to provide the Center for Educator Recruitment, Retention, and Advancement with the registration requirements. Please call if you have any questions.

\_\_\_\_\_  
Signature of Teaching Fellow

\_\_\_\_\_  
Printed Name of Teaching Fellow

\_\_\_\_\_  
Date

\_\_\_\_\_  
Birthdate

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I am under the age of 18 and have not duly registered under the requirements of the Military Selective Service Act.

I understand that I have thirty (30) days after I register to provide the Center for Educator Recruitment, Retention, and Advancement with the registration requirements. Please call if you have any questions.

\_\_\_\_\_  
Signature of Teaching Fellow

\_\_\_\_\_  
Printed Name of Teaching Fellow

\_\_\_\_\_  
Date

\_\_\_\_\_  
Birthdate

All applications and supporting information are the property of CERRA and are confidential.  
Please mail your completed form to the address below or email a copy to [teachingfellows@cerra.org](mailto:teachingfellows@cerra.org).  
Winthrop University/CERRA • South Carolina Teaching Fellows Program  
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