

November 17, 2011

Dear High School Counselor:

The Illinois Student Assistance Commission (ISAC) would like to share in the celebration of your students and their accomplishments by assisting you with your announcement of State Scholars.

Public Announcement of Scholars

Enclosed are the certificates for your school's State Scholar Finalists for the 2012-13 State Scholar competition. A listing of State Scholar finalist will be available on the ISAC website, collegeillinois.org. The listing on College Illinois will give greater visibility to the announced State Scholars at your school. To view the Scholars, access the State Scholar area via the "Student Zone." The initial view will list all 102 Illinois counties as links from which you will select the county where your high school is located. Once a county is selected, a listing of the high schools in that county along with the State Scholar finalist for each school will appear.

To further assist you in announcing your school's State Scholars, a press release will be available via the State Scholar Finalists page of the Counselor Zone shortly. Just complete the appropriate parts of the press release with pertinent information and the names of your scholars and send it to your local and community newspapers, radio and television stations. With your initiative, students can be recognized locally for their academic achievement. In accordance with the Privacy Act of 1974, we remind you that if listings are sent to the media, social security numbers are not to be included.

Certificates of Achievement

Typically, the enclosed certificates are presented to Scholars during a high school honors ceremony, but you may distribute them based on the preferences at your school. If a student's name is misspelled, simply contact ISAC and we will mail to you a revised Certificate of Achievement.

Non-Finalist Rosters **will not** be included with this mailing. Schools will need to determine non-finalist based on the submission of your 6th semester roster data.

State Scholar Selection Process

An Illinois Weighted Selection Score (WSS) cutoff is determined by ISAC. Students with an ISTS of 30 or higher are automatically designated as State Scholars. Students with an Illinois Standard Test Score (ISTS) lower than 30 but have a WSS greater than or equal to the cutoff score of 49 are also designated as State Scholars.

Complete program information, including the selection procedures and the formula used in determining the 2012-13 State Scholars is available in the ISAC Gift Assistance Programs section of the Counselor Zone.

Appeal of a Student's Status – No Later than January 27, 2012

If you feel a student should have been designated as a State Scholar and was not, the student must write a letter of appeal within 60 days of this announcement of the State Scholar finalists. An appeal will be considered incomplete if incorrect information was submitted to ISAC or if unique circumstances exist for a student. Student appeals must be received at ISAC no later than **January 27, 2012**.

The letter explaining the basis for appeal must include the following information:

- Student name and address;
- Student's social security number;
- High School's six-digit ACT code;
- Date and test score of SAT I, ACT, or Prairie State Achievement Exam (PSAE); and
- Class rank and class size at the end of the sixth semester.

If an appeal concerning a student's eligibility is received, ISAC will request that the high school verify the reported data in question. Appeal letters should be addressed to:

D-1A, Manager of Applicant Services
Illinois Student Assistance Commission
1755 Lake Cook Road
Deerfield, IL 60015-5209

Communication Reminders

ISAC has implemented a new e-mail system, including new e-mail addresses for both individual staff members and public mailboxes with which you communicate. Please make a note of the following new public mailbox e-mail addresses and be sure to share them with other staff members in your office, as appropriate.

Old

schoolservices@isac.org

New

isac.schoolservices@isac.illinois.gov

Sign up for **ISAC's e-Messaging service** to ensure you don't miss future announcements. This **free** electronic service **replaces all letter communications that had been mailed to high schools in prior years**. Please share this information with any colleagues who may not yet be registered for the e-Messaging service, and encourage them to sign up.

Questions?

If you have any questions concerning this letter or any of the enclosures, do not hesitate to contact ISAC at isac.schoolservices@isac.illinois.gov or call a School Services Representative at 866.247.2172. You will also want to visit the ISAC Gift Assistance Programs section of our website, which may be accessed via collegeillinois.org/counselor, for complete State Scholar program information.

School Services Department
Illinois Student Assistance Commission

Enclosures