POLICIES REGARDING STUDENT SEMESTER UPDATES FOR THE SPRING 2020 SEMESTER

Due to COVID-19 related disruptions during the Spring 2020 semester, Communities Foundation of Oklahoma (CFO) is enacting the following temporary guidance for students with active scholarships who are required to submit a Spring 2020 Semester Update:

- For this semester only, CFO will accept unofficial transcripts and waive the normal requirement to submit only official transcripts.
  - Unofficial transcripts must be clearly readable and preferably in a .pdf format.
  - As usual we cannot accept photographs or screenshots of transcripts, and transcripts will only be accepted through our online system.
  - If we are unable to read your transcript, we will notify you by email to arrange a resubmit.

- If a student feels that their GPA and/or full-time student status was impacted due to COVID-19 in a way that will affect their scholarship eligibility, then they need to provide a detailed narrative of the COVID-19 related events or circumstances which effected their semester.
  - Each student's situation will be evaluated on a case-by-case basis and in certain situations we will grant leniency.
  - CFO will not penalize students for taking a pass/no-pass option.
  - Examples of situations where leniency would be granted:
    - A student was enrolled in a difficult slate of courses which were, due to COVID-19, transferred to online instruction, and then struggled to succeed in the virtual classroom setting, thus impacting their GPA.
    - A student became ill and he/she or member of the student's household was presumed or tested positive for COVID-19 between 1/1/2020 and 5/31/2020. The resulting illness impacted the student's GPA and/or status as a full-time student.

- The due date for Semester Updates of 6/15/2020 has not changed. Late submissions will not be accepted under any circumstance.

- All Semester Updates must be submitted through our scholarship portal located at www.cfok.org/apply. Mailed, emailed, or faxed transcripts and reports will not be accepted.

Please contact Austin Klososky, Director of Scholarships if you have any questions.

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