



Applicant: PLEASE PRINT THIS FORM AND TAKE IT TO YOUR HIGH SCHOOL COUNSELOR FOR COMPLETION.

High School Counselors: _____ has applied for the Robert C. Byrd Honors Scholarship. Please complete this form, attach the most recent high school transcript containing coursework taken during the student's senior year of high school, and send these completed materials to the following address:

Iowa College Student Aid Commission
603 E 12th Street 5th Floor
Des Moines, Iowa 50319

Please certify the following data elements:

Class Rank: _____
Class Size: _____
Number of students with same class rank: _____
ACT Score: _____
SAT Score: _____
Grade Point Average: _____

(GPA is based on an **unweighted** 4.0 scale. **School official must report GPA on an unweighted 4.0 scale.** See below for description). **Applications submitted with weighted GPA or with no class rank will be considered incomplete and not considered for an award.**

Please report the total number of Advanced Placement, Honors, and college level courses offered by school and taken by the student.

Course Type	Offered by School	Taken by Student
Advanced Placement		
Honors		
College Level		

Please verify that the student meets the following coursework requirements by circling "Yes" or "No" next to each of the listed coursework requirements.

Coursework Requirements	Yes	No
Four (4) years of English.	Yes	No
Three (3) years of science including 1 year each of biology, chemistry, and physics.	Yes	No
Three (3) years of social studies.	Yes	No
Three (3) years of math beyond general math and pre-algebra.	Yes	No
Two (2) years of the same foreign language.	Yes	No

School Counselor Name: _____
School Counselor Signature: _____
Phone Number: _____
Email Address: _____

Unweighted GPA Description:

The following scale should be used to translate grade point averages to an unweighted 4.0 scale:

A-, A, A+ = 4 points

B-, B, B+ = 3 points

C-, C, C+ = 2 points

D-, D, D+ = 1 point

In addition, advanced placement, honors, or accelerated coursework should be assigned the same credit value as other courses in your curriculum. For example, if 1.0 credit is given to regular coursework in the curriculum then 1.0 credit should be assigned to advanced placement, honors or accelerated coursework. The unweighted grade point average is calculated by dividing the total point value by the total number of credits. The highest GPA on an unweighted 4.0 grade scale is 4.0. A class rank and total number of students with the same class rank must also be provided, regardless of whether your school ranks students.