

**Bobcat Online Scholarship System (BOSS) Timeline for 2020-2021
Texas State University**

Date	Needed Action
June 1	Prepare for New 2020-2021 Cycle - Scholarship committee chairs (opportunity administrators) to provide FAS with any needed changes in their scholarships (e.g., major, classification, scoring rubric, etc.) for the 2020-2021 award cycle.
June 30	All scholarships must be closed for the previous 2019-2020 cycle for archival process (one month in duration). During this archival process, committee reviews and awarding can continue, but no scholarship opportunities can be open.
July 1	Previous 2019-2020 general and conditional scholarship applications are archived by FAS in preparation for the next award year cycle.
July 15	Scholarship committee chairs (opportunity administrators) complete any remaining post-acceptance reviews (e.g., recipients' submission of thank you letters) and authorize those remaining awards for 2019-2020 disbursement.
August 1	The 2019-2020 archival process is completed by FAS. If late awarding of 2019-2020 scholarships is needed, awarding can resume.
August 15	FAS completes any changes requested to 2020-2021 scholarship opportunities (e.g., selection criteria, scoring rubric, etc.) as requested by the scholarship committee chairs (opportunity administrators).
September – Twelfth Class Day	After the fall semester census date for the 2019-2020 cycle, FAS notifies any scholarship committee chairs (opportunity administrators) of their scholarship recipients who did not enroll. The opportunity administrators will then cancel awards for non-enrolled students and re-award unspent scholarship funds to alternate candidates.
November 1 – National Scholarship Month	Scholarship applications open (no later than) for the upcoming 2020-2021 academic year.
November 15	Development Foundation and Treasurer's Office provide FAS with approved distributions (for input into BOSS) for 2020-2021 endowments. and The Treasurer's Office provides FAS with revised approved distributions (for input into BOSS) for the 2019-2020 cycle that includes the sum of original and carry-forward amounts for university endowments.
December 1	Deadline for scholarship committee chairs (opportunity administrators) to submit to FAS their list of 2020-2021 committee members (reviewers) for each scholarship.
January 1	FAS establishes 2020-2021 committee chair/reviewers for each scholarship opportunity.
February 1	Refresher trainings provided by FAS on the scholarship committee review process.
February – Twelfth Class Day	After the spring semester census date for the 2019-2020 cycle, FAS notifies any scholarship committee chairs (opportunity administrators) of their scholarship recipients who did not enroll. The opportunity administrators will then cancel awards for non-enrolled students and re-award unspent scholarship funds to alternate candidates.
February 15	Refresher trainings provided by FAS on the scholarship awarding process.
March 1	Refresher trainings provided by FAS on the scholarship committee review process.
March 15	Refresher trainings provided by FAS on the scholarship awarding process. and Complete awarding of incoming freshman students for 2020-2021 cycle.*
April – Week Three	FAS meets with campus customers for their input on improving the system and revising their scholarship opportunities for 2021-2022 (prior to archiving the 2020-2021 cycle).
May 1	Complete awarding of incoming transfers and continuing students for 2020-2021 cycle.*
July – Fourth Class Day	After the summer semester census date for the 2019-2020 cycle, FAS notifies any scholarship committee chairs (opportunity administrators) of their scholarship recipients who did not enroll. The opportunity administrators will then cancel awards for non-enrolled students and re-award unspent scholarship funds to alternate candidates.

Note: Reminders are sent from FAS to each college two weeks prior to event date.

**Re-awarding of unaccepted scholarships will typically occur after the response deadline.*