



## TN PROMISE MEETING DETAILS

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### Meeting Purpose:

This 30-minute meeting will provide students with an overview of the college-going process, TN Promise requirements and support offered through tnAchieves. We want students to know that college is for everyone! **This meeting is mandatory for students to attend to maintain TN Promise scholarship eligibility.**

### Eligibility:

Completing the TN Promise Meeting is a mandatory requirement for the TN Promise scholarship. **Please encourage all TN Promise applicants to attend this meeting!** Please note:

- A parent/guardian cannot attend this meeting on a student's behalf.
- Students must arrive at the meeting on time and stay the full duration of the meeting.

### Attendance Policy:

While this is a mandatory requirement, if a student has a conflict with their meeting date, time and/or location, please direct them to our **Virtual TN Promise Webinar request form: [tnAchieves.org/webinar-request](https://tnAchieves.org/webinar-request).**

- Students are responsible for completing the request form through tnAchieves should they encounter a conflict.
  - Approved conflicts may include participation in a school-sanctioned event (e.g., athletic event and/or practice, concert and/or rehearsal, national or state conference or competition), death in the immediate family, personal illness, conflict with post-secondary class schedule, conflict with religious observance, personal or immediate family emergency, conflict with work schedule or lack of transportation.
- After submitting the request form, students will receive follow-up communication from tnAchieves within 48 hours to the email address listed on their TN Promise application.
- If a student's request form is approved, the student will be given access to a webinar to view to satisfy the meeting requirement.

### Preparing for the Meeting:

- Encourage students to make it a priority to attend this meeting.
- Support students in completing the request form, if needed.
- If the meeting is being held at your high school:
  - **Ensure the space is ready to go prior to the meeting start time and provide a microphone for our staff.**

### Day of Meeting:

- tnAchieves will arrive approximately 20 minutes prior to the meeting start time to sign in at the front office.
- Students will receive a 2026 tnAchieves Student Handbook upon arrival and be asked to take a seat.
- We will begin promptly at the start time. The meeting will be facilitated by tnAchieves and will include an overview of the college-going process, TN Promise requirements and support offered through tnAchieves.
- tnAchieves will dismiss students at the conclusion of the meeting. Students are not permitted to leave the meeting early.