

GPA Verification Registration Rate FAQ Sheet

Purpose: The purpose of this document is to provide information regarding the new registration type for collegiate members with verified GPAs. In order to provide quality and relevant academic excellence programming, having an accurate account of our memberships' GPA is necessary. The following sections outline the registration type based on verification of GPA, the GPA Verification time frame, instructions on how to verify your GPA, conference APEX status, and answers to frequently asked questions.

All collegiate members must have their GPAs verified in order to receive discount rates for conference registration (Chapter Officer, APEX, and Senator). The rates are as follows:

- **Unverified Collegiate/Affiliate Member** - Default if GPA has not been verified
- **Verified Collegiate/Affiliate Member** - GPA has been verified but is not chapter officer, Senator, or APEX
- **Verified Collegiate Chapter Executive Officer (CEO)** - Listed Chapter officer with GPA verified
- **Verified Senator** - Listed Senator with GPA verified
- **Collegiate/Affiliate (APEX)** - Members with a verified GPA above a 3.0.

GPA verification must take place **before** registration in order to receive the discount. Keep in mind that **verified GPAs expire August 31, 2019**. If registering for a conference after August 31, GPAs will have to be reverified to receive conference discounts.

Senators and Chapter Officers must verify their GPAs in order to receive the Senator/Chapter Officer registration rate.

GPA Verifications are required bi-annually. Unless re-verified, your GPA verification will expire based upon when it was submitted.

GPA Verification Timeframe	Expiration
If your GPA was verified in the Fall or Winter Semester	March 31st
If your GPA was verified in the Spring or Summer Semester	August 31st

For members who are:

- At-Large
- NSBE Jr.
- Submitting a signed GPA verification form

GPA Verification will take place in the following timeframes:

Spring/Summer GPA Verification:

April 1 through August 31, 2019 at 11:59 p.m. (EDT)

Fall/Winter GPA Verification:

Sept. 1, 2019 through March 31, 2020 at 11:59 p.m. (EDT)

These deadlines **DO NOT** apply to students verifying their GPA with a registered chapter advisor. Members with a registered advisor can have their GPA verified by their advisor through the Education Institution Portal at any time.

Advisor Registration Deadline (Education Institution Portal): February 28, 2020 at 4:59 p.m. (EST)

(Please note: Advisors registered before the deadline will have access throughout Convention 2020 to verify GPAs in the Education Institution Portal. Advisors not registered before the deadline will not have access to verify GPAs in the Education Institution Portal during Convention 2020.)

How to Verify Your GPA

Collegiate members will self-report their GPA on their profile in *NSBEconnect*. Then, chapter advisors will approve it through the Educational Institution Portal in *NSBEconnect*. Please make sure your chapter advisor is registered for access to the portal before asking them to verify your GPA. If they are not registered for access to the portal, they can complete [this form](#). **WHQ no longer accepts emailed transcripts, mailed transcripts, unofficial transcripts or unsigned GPA Verification forms.** Members must work with their advisor to confirm their GPA in the Educational Institution Portal. If your chapter does not have an advisor, please complete this [GPA Collection Form](#), have it signed by a university advisor, counselor, or an official from the Registrar's office and e-mail it to scholarships@nsbe.org. This form **MUST** be signed by the Office of Registrar or a University Advisor.

NSBE Jr. members will submit their GPA using this [GPA Collection Form](#). A counselor or school registrar may sign off. Once the form is completed please scan and email form to scholarships@nsbe.org.

Please note: All undergraduate freshmen can submit their high school GPA for verification. Undergraduate freshmen must follow the guidelines for NSBE Jr. GPA verification. The GPA will be valid until November 30. After this date you must submit your freshman year first semester

grades. You should follow the guidelines for Collegiate GPA verification during this process. If an undergraduate freshman does not submit their first semester GPA, their GPA will **NOT** be verified for the Annual Convention.

[GPA Verification Video Tutorial](#)

Conference APEX Status

Fall Regional Conference (FRC) attendees will have to be verified with APEX status before they attend the conference. **No on-site verification** will take place.

Annual Convention attendees are encouraged to verify their GPA to receive APEX status before the beginning of the conference, but on-site APEX status verification is available. The last day for advisors to register in the portal before Annual Convention is February 20, 2020. Advisors will only be able to verify GPAs after February 20 if they are already registered in the portal.

Frequently Asked Questions

Do I need to verify my GPA to attend conferences?

No, GPA verification is not required to attend conferences but members with verified GPA will receive a discount for conference attendance.

What happens if I do not verify my GPA?

Some scholarship opportunities, conference discounts, and APEX benefits will not be available.

Is there a difference between GPA verification and APEX status?

GPA verification means that your GPA is verified in the system by an advisor or registrar. There are no negative effects associated with verifying your GPA. APEX status is awarded to those members who have verified GPAs of 3.0 or higher.

What if my GPA is below a 3.0? Why do I need to verify my GPA?

Scholarships and conference discounts are still available for people with a GPA below a 3.0. You will not be penalized in any way for having a GPA below a 3.0; however, you will be ineligible to receive benefits associated with APEX status.

The GPA data NSBE currently has does not accurately reflect that of the Society's membership.

In order to provide proper and accurate services to the membership, we need to have an accurate understanding of the academic needs of the Society. By verifying your GPA, you will provide us with the information we need to best support you.

How do I verify my GPA if I do not have an advisor in the NSBE system/ I have an advisor in the system but they are unresponsive and will not verify my GPA?

Please complete the [GPA Collection Form](#) and have it signed by your registrar's office, then forward the document to scholarships@nsbe.org.

How do I verify my GPA if I am not a part of a chapter?

Please complete the [GPA Collection Form](#) and have it signed by your registrar's office, then forward the document to scholarships@nsbe.org.

Do I need to re-verify my GPA after each semester?

The two verification periods are from September 1 to March 31, and from April 1 to August 31. To receive FRC discounts and APEx status, you will have to re-verify your GPA after September 1. Your GPA will then be valid through FRC season and through Annual Convention.

How do collegiate freshmen who have not received grades yet verify their GPAs?

Collegiate freshmen can verify their GPA using their high school grades, following the NSBE Jr. guidelines. Please see the details in the “How to Verify Your GPA” section above.

Do Senators and Chapter Officers need to verify their GPAs to receive the Senator and Chapter Officers rate?

Yes, Senators and Chapter Officers must verify their GPAs in order to receive their respective discounted rate. Your GPA will not affect whether or not you receive the appropriate rate for your position. If you do not verify your GPA, you will need to pay the unverified registration rate.

What is the timeline for GPA verification?

Advisor registration in the system can take up to a week after form submission. Once an advisor is added to the system, the advisors can approve GPAs for chapter members immediately. Once an advisor approves a GPA, the GPA will be automatically switched to “verified” in the system with no wait time.

GPA verification using the GPA collection form will take around 24 hours after the form is sent to scholarships@nsbe.org for verification. This will be completed during the business week. Please note this time can vary.

I am worried about sharing my GPA. Is this information confidential?

Yes, all GPAs submitted have been and continue to remain confidential. This information will not be shared outside of NSBE WHQ including to companies, recruiters, schools, chapter leadership or with other general members.

If there are additional questions or information, please contact the National Academic Excellence Chair at **nebaex@nsbe.org**.