

**Bossier Parish Community College**  
**Financial Aid Office**  
**TOPS**  
**(Tech, Opportunity, Performance, Honors)**  
**TOPS Information Guide**

As a TOPS recipient, you must be continuously enrolled as a full-time student during each academic year and must earn 24 hours of credit or the remaining number of hours needed to complete your undergraduate degree in your final semester. Failure to do so will result in cancellation of your TOPS award. The academic year is defined as the fall and spring semesters.

Earning 24 credit hours each academic year is the responsibility of the student. The summer terms are not part of the academic year and credits earned will not be counted toward the academic year requirement of 24 credit hours, nor can advance placement credits be used to meet the 24 hour requirement. **Only Tech award recipients can use hours earned in summer sessions to meet their 24 hours per academic year requirement.**

Students who fail to maintain steady academic progress at the end of any semester shall have their awards suspended. Steady academic progress is defined on the LOSFA website [www.osfa.state.la.us](http://www.osfa.state.la.us). It is the student's responsibility to access and comply with the TOPS guidelines for steady academic progress.

It is the student's responsibility to understand that:

- ❖ If the student is **TOPS Opportunity, Performance, or Honors** recipient and the student is enrolled in a TOPS Tech eligible program, that student will be held to the TOPS Tech requirements. The student also understands that this may affect his/her TOPS eligibility at other schools. (A list of TOPS Tech eligible programs is listed below.)
- ❖ Changing my degree program ***at any time during*** the academic year may affect my TOPS award.
- ❖ I ***must*** notify the Financial Aid Office if I change my degree program.
- ❖ If I am a TOPS Tech recipient and change to an ineligible degree program my TOPS Tech award ***may be cancelled.***

**Eligible TOPS-Tech Programs at BPCC:**

All Technical Competency Area Diplomas (TCA)  
All Technical Diploma programs (TD)  
All Certificate programs (CTS)  
All Associate of Applied Sciences (AAS)