THECTTSAC

How to Download the Dual Enrollment Grant Report via FAST

- 1. Login at <u>fast.tn.gov</u>
- 2. Click Reports.
- 3. Click Scholarship.
- 4. Click **Dual Enrollment Grant Status Report**. A new window should open. If not, please allow pop-ups from FAST.

TN	Logout	Reports Verification	Update GPA and Test Scores	Administration \bullet	Help	Send Email
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- 5. Select 2021-2022 for the ACYear.
- 6. Select Alphabetical By Last Name.
- 7. Click View Report.
- 8. Select a program (CSV, PDF, Excel, etc.) to export and save the report.

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Please call the call center at 800-342-1663 between 8:00a – 4:30p CT for login assistance.