

WORKFORCE SHORTAGE STUDENT ASSISTANCE GRANT PROGRAM

Conditions of Award Renewal
Academic Year 2017-2018

Eligibility Requirements:

- o **You may not falsify or conceal a material fact in connection with your application. If you do, you may be subject to criminal prosecution;**
- o You must be a Maryland resident. If you are a dependent student, your parent must also be a Maryland resident.
- o You must enroll at an institution in Maryland each semester as a:
 - o Full-time (12+ credits per semester) or part-time (6-11 credits per semester) undergraduate; or
 - o Full-time (9+ credits per semester) or part-time (6-8 credits per semester) graduate student.
 - o Students may be enrolled for less than six (6) credits in a semester, but must earn at least 12 credit hours in each academic year if an undergraduate student, or 9 credit hours if a graduate student, including the summer term.
 - o Audited courses cannot be used to reach the minimum credit hours required for full-time or part-time status.
- o You must enroll as a degree-seeking student in an eligible major leading to employment in an eligible field as indicated below.
- o You must maintain the satisfactory academic progress standards of your institution.
- o You may receive other State scholarship awards with this award. However, the total dollar amount of all State awards may not exceed your cost of attendance, as determined by your school's financial aid office, or \$19,000, whichever is less.

If you fail to meet any of these eligibility requirements, your award will be canceled.

As a condition of receiving a Maryland State scholarship or grant, you pledge to remain drug free for the full term of the award. Unlawful use of drugs and alcohol may endanger our enrollment in a Maryland college, as well as your Maryland financial aid award.

NOTE: If you fail to remain eligible for the award, you must still fulfill the obligation of the promissory note.

The Office of Student Financial Assistance must be notified in writing of any address and/or telephone number changes.

Award Amount: Award amounts are set at the statutory minimum and are based on the type of institution and the student's enrollment status. The award is \$2,000 per year if attending a Maryland community college full-time (12+ credits per semester) or \$1,000 per year if part-time (6-11 credits per semester). The award is \$4,000 per year if attending a Maryland four-year institution full-time (12+ credits per semester for undergraduate; 9+ credits per semester for graduate) or \$2,000 per year if part-time (6-11 credits per semester for undergraduate; 6-8 credits per semester for graduate). You are required to inform our office if your award is for the incorrect number of credits/incorrect institution type.

Overawards: Please be aware that if the institution you are attending notifies OSFA that you are receiving other financial assistance that causes you to exceed your financial need for the award or exceed the cost of attendance at the institution (e.g.: private scholarships; Veteran's Benefits; athletic scholarships), your State financial aid may be reduced or cancelled.

To Renew Your Award:

- o You may receive this award for up to five years total. You must:

- Continue to meet the eligibility requirements as outlined above;
- Maintain the satisfactory academic progress standards of your institution.

Note: Awards are subject to the availability of funds.

Payment to Your Institution:

At the beginning of each semester, your institution will be asked to certify that you meet the requirements of the award. When the institution completes the certification and returns it to OSFA, your award will be processed for payment. Payment to the institution will be made approximately four weeks after the institution completes the certification. Contact your institution's financial aid office if you have questions about the payment status of your award.

Service Obligation:

- You must sign and return a promissory note agreeing to begin fulfillment of your service obligation in the employment field for which your award was received within one year of completing your degree (the degree for which you received the award, not a subsequent degree).
- If you work full-time (35+ hours per week), you must fulfill your obligation at a rate of one-year for each year that you received the scholarship, even if you were enrolled on a part-time basis for some of the semesters.
- If you work part-time (at least 20 hours per week), you must fulfill your service obligation at a rate of two-years for each year the scholarship was received, even if you were enrolled on a part-time basis.
- The service obligation begins after completion of your degree program, and cannot be fulfilled prior to completion. If you do not complete your degree, you will be obligated to repay the grant.
- If you hold this scholarship with any other award requiring a service obligation, you must perform your service in consecutive years.
- If you do not meet your service obligation, your grant must be repaid with interest.