

MARYLAND HIGHER EDUCATION COMMISSION

MEETING BOOKLET

Time: 9:00 AM – 4:00 PM
July 27, 2017

Place: CCBC—Essex
Administration Building, Room 110
7201 Rossville Blvd.
Baltimore, MD 21237

Maryland Higher Education Commission

Anwer Hasan, Chairman

Sandra L. Jimenez, Vice-Chair

Vivian S. Boyd

John Holaday

Vera R. Jackson

Russell V. Kelley

Bryson Barksdale, Student Commissioner

Ian MacFarlane

Donna M. Mitchell

Joel Packer

Rizwan A. Siddiqi

John W. Yaeger

James D. Fielder, Jr., Ph.D.
Secretary

Lawrence J. Hogan, Jr.
Governor

Boyd K. Rutherford
Lt. Governor



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Anwer Hasan
Chairperson

James D. Fielder, Jr., Ph. D.
Secretary

Maryland Higher Education Commission Retreat Agenda

TIME: 9:00 a.m.-4:00 p.m.
Thursday
July 27, 2017

PLACE: CCBC-Essex
Administration Building, Room 110
7201 Rossville Blvd
Baltimore, MD 21237

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Call to Order		
Commission Minutes Approval1	1	*
• April 26, 2017		
Chairman’s and Secretary’s Remarks		
Commission Committee Reports		
Faculty Advisory Council		
Department of Finance and Administration- Geoff Newman		
• Final Adoption on Regulations		
○ Student Loan Debt Relief Tax Credit under 13B.08.17	5	*
Department of Academic Affairs- Emily Dow		
• Chamberlain Designation Change	11	*
Office of Research and Policy Analysis- Jon Enriquez		
• Enrollment Projections	31	*
Office of Student Financial Assistance- Donna Thomas		
• Final Adoption on Regulations		
○ Janet L. Hoffman Loan Assistance Repayment Program under 13B.08.02; Charles W. Riley Fire and Emergency Medical Service Tuition & Reimbursement Program under 13B.08.03; Senatorial Scholarship Program under 13B.08.04; Delegate Scholarship Program under 13B.08.05; Maryland Dent-Care Loan Assistance Repayment Program under 13B.08.09; and Workforce Shortage Student Assistance Grant Program under 13B.08.14	33	*
Executive Retreat Session		
The “Everyday” at MHEC		
• Office of Student Financial Assistance		
• Grants and Outreach		
Lunch		
The “Everyday” at MHEC Continued		
• Academic Affairs		
○ Collegiate		

- VA
 - PCS
- Research and Policy Analysis

State Plan Discussion

Breezio Presentation

Commissioner Roles and Responsibilities

Adjournment

Maryland Higher Education Commission

Regular Session Meeting Minutes

April 26, 2017

1:00 p.m.

The Maryland Higher Education Commission (MHEC) met on Wednesday, April 26, 2017 at 6 N. Liberty Street, 7th Floor Board Room, Baltimore, MD 21201.

Commission members present:

Anwer Hasan, Chairman	Sandra L. Jimenez, Vice Chairperson
Vivian S. Boyd, Ph.D.	John W. Holaday, Ph.D.
Vera Jackson (1:13 arrival)	Russell V. Kelley, Ph.D.
Ian D. MacFarlane	Donna M. Mitchell
Joel C. Packer	John W. Yaeger, Ed.D

Commission members not present:

Peri Kelsey	Rizwan A. Siddiqi

Staff members present:

James D. Fielder, Jr. Ph.D.	Dr. Emily Dow
Christine Wellons	Geoff Newman
Donna Thomas	Lee Towers
Michael Kiphart	Glenda Abney
Maria Torres	

Call to Order

The meeting was called to order by **Chairman Hasan** at approximately 1:05 p.m. A meeting quorum was established with ten out of twelve members present.

Approval of Minutes – Action Item

There was a motion by **Commissioner MacFarlane** and a second by **Commissioner Yaeger** for approval of the March 22, 2017 meeting minutes. The motion was approved unanimously.

Chairman's Remarks

Chairman Hasan welcomed new Commissioner, Vera Jackson. **Commissioner Jackson** provided a brief introduction.

Secretary's Remarks

Secretary Fielder reported the legislative session has come to an end. **Secretary Fielder** reported there was positive progress for higher education during this legislative session. **Secretary Fielder** further reported MHEC was well received in budget and legislative hearings.

Secretary Fielder recognized Donna Thomas. Ms. Thomas introduced new staff member, Williams Rogers, who will be overseeing career based programs in the Office of Student Financial Assistance.

Faculty Advisory Council – Information Item

Chairman Hasan recognized Dr. Emily Dow. Dr. Dow provided the Commission an update on the Faculty Advisory Council's online vs onsite, adjunct faculty, competency based credit, and dual enrollment work groups. Dr. Dow reported she has encouraged the Council to focus their work on faculty issues in each of these areas. **Chairman Hasan** suggested the Faculty Advisory Council should not have false expectations that the Commission has some weight to make institutions implement any recommended changes. **Chairman Hasan** reported the Commission does not have the purview to instruct institutions on how to address identified issues.

Student Advisory Council- Information Item

Secretary Fielder recognized Ms. Glenda Abney. Ms. Abney introduced Henri Guimiot, Chair. Mr. Guimiot provided the Commission an update on the Student Advisory Council. Mr. Guimiot reported the Student Advisory Council will have their final meeting on May 6th. Mr. Guimiot further reported the Council is in the process of compiling the annual report which will be available for the June Meeting.

Office of the Secretary – Commission Committee Updates –Information Item

Chairman Hasan requested brief updates from the commission committees. Committee members provided brief updates.

Outreach, Grants, and Financial Assistance Committee: Chariman Hasan recognized **Commissioner Packer**. **Commissioner Packer** provided the commission an update on the outreach, grants and financial assistance committee. **Commissioner Packer** recognized Dr. Maria Torres and Mr. Isaiah Ellis. Dr. Torres and Mr. Ellis provided the Commission information and materials related to the College Access Campaign.

Finance and Operations Committee: Chariman Hasan recognized **Commissioner MacFarlane**. **Commissioner MacFarlane** provided the commission an update on the finance and operations committee. **Commissioner MacFarlane** reported the committee has identified three focus areas. Those focus areas include operations (including the budget and budget process), audit findings, and standardizing budgets for annual institution presentations to the commission.

Program Review Committee: Chariman Hasan recognized **Commissioner Yaeger**. **Commissioner Yaeger** provided the commission an update on the program review committee. **Commissioner Yaeger** reported the committee is focusing on distance education programs. The committee is reviewing the distance education process to determine if new regulations should be presented to the commission.

Department of Finance and Administration- FY 2018 State Higher Education Operating Budget & FY 2018 State Higher Education Capital Budget - Information Item

Chairman Hasan recognized Geoff Newman. Mr. Newman provided the commission informational materials related to the FY 2018 State Higher Education Operating Budget and FY 2018 State Higher Education Capital Budget.

Department of Finance and Administration – Proposed Adoption on Regulations – Student Loan Debt Relief Tax Credit under COMAR 13B.08.17– Action Item

Chairman Hasan recognized Geoff Newman. Mr. Newman reported the Commission was charged with developing the Student Loan Debt Relief Tax Credit program under the College Affordability Act of 2016, Chapter 690, and 2016 Laws of Maryland. Mr. Newman further reported these regulations are necessary for MHEC to administer a Tax Credit Program whereby qualified Maryland taxpayers will be able to receive a tax credit of \$5,000.

Commissioner Yaeger motioned that the Commission approve for publication and public comment the attached proposed regulations regarding the Student Loan Debt Relief Tax Credit, and authorizes MHEC’s attorneys to approve non-substantive revisions as necessary to conform the proposed regulations to the stylistic and formatting requirements of AELR and of the Division of State Documents. **Commissioner Mitchell** seconded the motion. The motion was approved unanimously.

Department of Academic Affairs – Proposed Adoption on Regulations – For-profit Institutions under COMAR 13B.02.05– Action Item

Chairman Hasan recognized Dr. Emily Dow. Dr. Dow reported the proposed regulations implement Senate Bill 427 and House Bill 741 passed in the 2016 General Assembly (Chapter 552). Dr. Dow further reported the proposed regulations create a new guaranty fund to be used to refund tuition to Maryland students who attend a for-profit college or university that closes.

Commissioner MacFarlane motioned that the Commission approve for publication and public comment the attached proposed regulations regarding for-profit institutions, and authorizes MHEC’s attorneys to approve non-substantive revisions as necessary to conform the proposed regulations to the stylistic and formatting requirements of AELR and of the Division of State Documents. **Commissioner Boyd** seconded the motion. The motion was approved unanimously.

Department of Academic Affairs – State Plan Update – Information Item

Chairman Hasan recognized Dr. Emily Dow. Dr. Dow provided the Commission an update on the State Plan schedule. Dr. Dow reported the deadline for writing workgroups

is May 1st and the goal is to have a draft to the Commission for review the week of May 15th to be discussed at the May 24th Commission meeting. Dr. Dow further reported the final approval of the State Plan is planned for the June Commission meeting.

Adjournment

The meeting adjourned at approximately 2:44 p.m.



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Anwer Hasan
Chairperson

James D. Fielder, Jr., Ph. D.
Secretary

MEMORANDUM

DATE: July 27, 2017

TO: Maryland Higher Education Commission

FROM: Geoffrey Newman
Assistant Secretary for Finance and Administration

SUBJECT: Adoption of Regulations–Student Loan Debt Relief Tax Credit

SUMMARY: The purpose of this memorandum is to request final approval for program regulations for the Student Loan Debt Relief Tax Credit.

The Commission was charged with developing the Student Loan Debt Relief Tax Credit program under the College Affordability Act of 2016, Chapter 690, and 2016 Laws of Maryland.

These regulations are necessary for MHEC to administer a Tax Credit Program whereby qualified Maryland taxpayers will be able to receive a tax credit of up to \$5,000. MHEC will be able to issue credits to qualified taxpayers totaling \$5,000,000 annually.

To qualify for the credit, qualified taxpayers must have incurred at least \$20,000 in undergraduate student loan debt and have at least \$5,000 in outstanding undergraduate student loan debt when submitting an application.

Qualified taxpayers will be able to claim a credit against the state income tax for the taxable year in which MHEC certifies a tax credit. Individuals will be required to submit applications to MHEC by September 15 of each year.

Each applicant must submit with the application an assurance that the individual will use any credit claimed and awarded for the repayment of the individual's undergraduate student loan debt within 2 years of receiving the credit. If this requirement is not met, the total amount of the credit claimed under this section will be recaptured through repayment by the credit recipient.

The criteria to prioritize tax credit recipients and amounts of awards for qualified taxpayers include the following: the qualified taxpayer graduated from an institution of higher education located in the state; the qualified taxpayer did not receive a tax credit in a prior year; the qualified taxpayer was eligible for in-state tuition; or the qualified taxpayer's student debt to income ratio.

These regulations were submitted to the Administrative, Executive and Legislative Review (AELR) Committee and published in the Maryland Register. The regulations underwent a thirty day comment period and are now being returned to the Commission for final adoption.

RECOMMENDATION: It is recommended that the Maryland Higher Education Commission approve for final adoption the attached regulations for the Student Loan Debt Relief Tax Credit, and authorize MHEC's attorneys to approve non-substantive revisions as necessary to conform the proposed regulations to the stylistic and formatting requirements of AELR and of the Division of State Documents.

Title 13B

MARYLAND HIGHER EDUCATION COMMISSION

Subtitle 08 FINANCIAL AID

Chapter 17 Student Loan Debt Relief Tax Credit

Authority: Education Article, §§10-737 and 11-105(u); Annotated Code of Maryland

.01 Purpose.

The purpose of the Student Loan Debt Relief Tax Credit is to assist students who have incurred a certain amount of loan debt in attending undergraduate school by providing a tax credit on their Maryland State income tax.

.02 DEFINITIONS.

- A. In this Chapter, the following terms have the meaning indicated.
- B. “Commission” means the Maryland Higher Education Commission.
- C. “Comptroller” means the Comptroller of Maryland.
- D. “Debt burden” means the monthly amount a qualified taxpayer is currently obligated to pay for student loan debt.
- E. “Income” means the adjusted gross income reported by a qualified taxpayer on their federal tax return in the tax year immediately preceding the year the taxpayer applies for a Student Loan Debt Relief Tax Credit.
- F. “Lender” means an entity, institution, or government that lends funds to a student, or on behalf of a student, to pay for charges for tuition or fees. “Lender” shall be limited to:
 - (a) A bank, mutual savings bank, savings and loan association, or credit union that is subject to examination and supervision in its capacity as a lender by an agency of the United States or of the state in which its principal place of operation is located;
 - (b) A pension fund that is subject to examination and supervision by an agency of the United States or a state;
 - (c) An insurance company that is subject to examination and supervision by an agency of the United States or a state;
 - (d) In any state, a single agency of the state or a single private nonprofit agency designated by the state to lend funds to a student or manage student loan debt;
 - (e) For purposes of purchasing and holding loans made by other lenders, a student loan marketing association or an agency of any state or the federal government functioning as a secondary market; and
 - (f) The United States Department of Education, federal Department of Veterans Affairs, federal Department of Defense, and any other federal agency.
- G. “Secretary” means the Secretary of Higher Education.
- H. “Student loan debt” means an individual’s obligation to repay a lender for monies borrowed by the individual to attend an undergraduate institution.
- I. “Student Loan Debt Relief Tax Credit” means the tax credit authorized under §10-737 of the Education Article of the Annotated Code.
- J. “Qualified taxpayer” means an individual who has:
 - (1) Incurred at least \$20,000 in undergraduate student loan debt; and
 - (2) At least \$5,000 in outstanding undergraduate student loan debt when submitting an application under Regulation XX of this Chapter.
- K. “Undergraduate institution” means an institution of higher education that offers undergraduate degrees and is accredited by an accrediting body recognized by the United States Department of Education.

.03 TAX CREDIT.

A. Subject to the provisions of § 10-737 of the Education Article of the Annotated Code and the provisions of this Chapter, a qualified taxpayer may claim a credit against the State income tax for the taxable year in which the Commission certifies a tax credit under this Chapter.

B. The Commission shall certify a tax credit to a qualified taxpayer as provided in this Chapter.

C. A qualified taxpayer that receives a certification of a tax credit from the Commission shall be responsible for timely and appropriately incorporating the Commission’s certification into the taxpayer’s tax filings with the Comptroller’s office. A qualified taxpayer shall attach a copy of the Commission’s certification of the approved credit amount to the taxpayer’s income tax return.

D. The total amount of a Student Loan Debt Relief Tax Credit claimed under a qualified taxpayer’s income tax return and approved by the Comptroller pursuant to §F of this Regulation shall be recaptured if the qualified taxpayer does not use an approved credit for the repayment of the qualified taxpayer’s undergraduate student loan debt within 2 years from the close of the taxable year in which the credit is approved. The qualified taxpayer who claimed the approved tax credit shall pay the total amount of the credit claimed as taxes payable to the State of Maryland for the taxable year in which the event requiring recapture of the credit occurs.

E. If a Student Loan Debt Relief Tax Credit claimed under a qualified taxpayer's income tax return and approved by the Comptroller pursuant to §F of this Regulation in any taxable year exceeds the total tax otherwise payable by the qualified taxpayer for that taxable year, the qualified taxpayer may claim a refund in the amount of the excess.

F. The Comptroller shall make the final determination on a qualified taxpayer's eligibility for a Student Loan Debt Relief Tax Credit pursuant to the Tax-General Article of the Annotated Code.

.04 APPLYING TO THE COMMISSION FOR CERTIFICATION OF A TAX CREDIT.

A. A qualified taxpayer desiring to request that the Commission certify a tax credit shall apply to the Commission as provided in this Regulation.

B. A qualified taxpayer shall submit a signed application, on a form prepared by the Commission in accordance with §C of this Regulation, for a Student Loan Debt Relief Tax Credit by September 15 of the tax year in which the taxpayer seeks to apply a Student Loan Debt Relief Tax Credit to the taxpayer's income tax return.

C. The Student Loan Debt Relief Tax Credit application shall require a qualified taxpayer to submit, in a form prescribed by the Secretary, information required by the Secretary to determine the taxpayer's eligibility for certification, including but not limited to:

(1) The qualified taxpayer's full legal name, date of birth, gender, residency address, email address, phone number, and social security number;

(2) The name of the undergraduate institution(s) attended and dates of attendance attributable to the qualified taxpayer's undergraduate student loan debt;

(3) A statement attesting that the qualified taxpayer has:

(a) Incurred at least \$20,000 in undergraduate student loan debt; and

(b) At least \$5,000 in outstanding student loan debt at the time the application is submitted;

(4) For each student loan debt that contributes to the amount of student loan debt attested to pursuant to paragraph (3) of this Section the:

(i) Name, address, and phone number of the entity that provided the student loan debt;

(ii) Account number(s) associated with the student loan debt;

(iii) Full names of all person(s) legally responsible for repaying the student loan debt;

(iv) Original amount of the student loan debt;

(v) Total amount of debt that the qualified taxpayer has incurred under the student loan debt; and

(vi) Total amount of the student loan debt currently outstanding at the time the Student Loan Debt Relief Tax Credit application is submitted;

(5) Information that the Secretary deems necessary in order to allow the Commission to determine the qualified taxpayer's debt burden;

(6) Information that the Secretary deems necessary in order to allow the Commission to determine the qualified taxpayer's income;

(7) A signed and notarized statement by the qualified taxpayer under penalty of perjury attesting that the information submitted in the application is true and correct to the knowledge and belief of the qualified taxpayer;

(8) A signed and notarized statement by the qualified taxpayer authorizing a lender or educational institution to release personal academic or financial information as may be requested by the Commission in processing the qualified taxpayer's application; and

(9) A signed and notarized statement of assurance by the qualified taxpayer that the individual shall use any credit approved by the Commission and accepted by the Comptroller for the repayment of the individual's undergraduate student loan debt as soon as practicable and not later than 2 years after the taxable year in which the credit is claimed.

D. By December 15 of the year in which a qualified taxpayer has submitted an application under §B of this Regulation, the Commission shall certify to the individual the amount of any tax credit approved by the Commission as provided in Regulation .06.

.06 COMMISSION ACTION ON AN APPLICATION.

A. Upon the filing of a timely and complete application for a Student Loan Debt Relief Tax Credit by a qualified taxpayer, the Commission shall review the application and certify to the individual the amount of any tax credit approved by the Commission.

B. The Commission's certification under §A of this Regulation shall be issued by December 15 of the year in which the qualified taxpayer submitted an application.

C. The amount of the tax credit approved by the Commission:

(1) May not exceed \$5,000; and

(2) May be \$0.00.

D. The Commission shall prioritize tax credit recipients and amounts credited to each recipient in the following order:

(1) Qualified taxpayers who did not receive a tax credit in the prior year and who were eligible for in-State tuition;

(2) Qualified taxpayers who did not receive a tax credit in the prior year and who graduated from an institution of higher education located in the State;

(3) Qualified taxpayers who did receive a tax credit in the prior year and who were eligible for in-State tuition;

(4) Qualified taxpayers who did receive a tax credit in the prior year and who graduated from an institution of higher education located in the State; and

(5) Qualified taxpayers who have higher debt burden-to-income ratios.

E. In certifying amounts to qualified taxpayers, the Commission shall consider allocations that maximize the number of qualified taxpayers that receive a certification.

F. For any taxable year, the Commission may not certify more than \$5,000,000 in tax credits.

.07 DELEGATION TO SECRETARY.

The Commission delegates to the Secretary the responsibility and authority to act on its behalf in administering the Student Loan Debt Relief Tax Credit program, including the authority to certify or deny a Student Loan Debt Relief Tax Credit application.



Larry Hogan
Governor

Anthony G. Brown
Lt. Governor

Anwer Hasan
Chairman

James D. Fielder, Jr., Ph.D.
Secretary

MEMORANDUM

DATE: July 25, 2017

TO: Maryland Higher Education Commission

FROM: Dr. Emily A. A. Dow, Assistant Secretary

STAFF: Dr. Michael Kiphart
Jacqueline Cade

SUBJECT: Request by Chamberlain College of Nursing for Change of Designation and Name to Chamberlain University

Chamberlain College of Nursing, an out-of-state institution operating in Maryland, has submitted a request and fee (\$250) to the Maryland Higher Education Commission to change its institutional designation from college to university, and to change its name to Chamberlain University. Chamberlain has been granted approval to operate in Maryland through August 31, 2017, and has submitted a renewal application under the name Chamberlain University to continue its operations in Maryland.

Chamberlain University, LLC is the indirect wholly-owned subsidiary of DeVry Education Group Inc., located in Downers Grove, IL. The Illinois Board of Higher Education has approved the designation and name change to Chamberlain University (Attachment I). Chamberlain's instructional site is located in Arlington, VA, and the institution is certified to operate by the State Council of Higher Education for Virginia as well as the Virginia Board of Nursing Perimeter Center. Chamberlain holds regional accreditation from the Higher Learning Commission, which has also approved the designation and name change (Attachment 2). The institution is registered with the Maryland Secretary of State as a foreign corporation (Attachment 4) and is incorporated in the State of Delaware (Attachment 3).

RECOMMENDATION: It is recommended that the Maryland Higher Education Commission approve Chamberlain College of Nursing's request for its institutional re-designation from college to university, and its concomitant name change to Chamberlain University.



Notification of Chamberlain University submitted to:

Maryland Higher Education Commission (MHEC)

March 2017

Licensing Contact:
Melissa Robbins
Senior Director
Accreditation, Licensing & International Services
DeVry Education Group
3005 Highland Parkway
Downers Grove, IL 60515-5799



March 15, 2017

James D. Fielder, Jr., PH.D.
Secretary of Higher Education
Maryland Higher Education Commission
Nancy S. Grasmick Building, 10th floor
6 North Liberty St., Baltimore, MD 21201

RE: Chamberlain University

Dear Dr. Fielder, Jr.:

Chamberlain College of Nursing (Chamberlain) holds an authorization with the Maryland Higher Education Commission for the Bachelor of Science in Nursing (BSN) degree program at Chamberlain's Arlington, Virginia campus, to allow BSN students to participate in clinical learning experiences at Maryland sites. Chamberlain is also registered with the Maryland Higher Education Commission for its online post-licensure nursing degree programs which emanate from the Chamberlain College of Nursing Addison, Illinois campus.

Please accept this notification that the legal name of Chamberlain College of Nursing LLC has changed to Chamberlain University LLC, operating as Chamberlain University. Accordingly, please change your records to reflect the change in institutional name from Chamberlain College of Nursing to Chamberlain University, effective May 1, 2017. Chamberlain University will be comprised of two Colleges: the existing Chamberlain College of Nursing, with its online nursing programs and campuses in 14 states, and the newly established Chamberlain College of Health Professions, with its new online Master of Public Health degree program. Information and/or a new program application for the new Master of Public Health (MPH) program will be forwarded with the *Out-of-State Online Education Registration Renewal Registration form* in April 2017.

Chamberlain University continues to be an indirect, wholly-owned subsidiary of DeVry Education Group Inc. Susan Groenwald, President of Chamberlain College of Nursing, is the President of Chamberlain University. Chamberlain's National Administrative offices remain at Chamberlain University, 3005 Highland Parkway, Downers Grove, IL 60515.

Chamberlain will transition to Chamberlain University effective May 1, 2017. Please keep in mind that Chamberlain is required to notify and/or seek approval from all relevant state agencies and expects to receive approvals on a continuing basis, and therefore this change will be a gradual process.

Chamberlain's home state is Illinois and the Illinois Board of Higher Education has approved the institution's change to Chamberlain University, please refer to Attachment 1 for the approval



letter. Chamberlain's accreditor, the Higher Learning Commission (HLC) has reflected the change on the HLC website, and Attachment 2 includes a recent copy of the HLC Statement of Accreditation Status reflecting Chamberlain University. A copy of the Certificate of Amendment filed in Delaware for the name change to Chamberlain University LLC is provided in Attachment 3. Attachment 4 provides a copy of the updated Maryland Secretary of State filing.

Please acknowledge receipt of this notification and if you have questions or require additional information, please contact me at 630-353-3739 or via email at mrobbins@devrygroup.com.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Robbins".

Melissa Robbins
Senior Director
Accreditation, Licensing & International Services
DeVry Education Group
3005 Highland Parkway
Downers Grove, IL 60515-5799

Enclosure

Attachment 1

Illinois Board of Higher Education Approval



ILLINOIS BOARD OF HIGHER EDUCATION

1 NORTH OLD CAPITOL PLAZA, SUITE 333
SPRINGFIELD, ILLINOIS 62701-1377

February 13, 2017

Bruce Rauner
Governor

Tom Cross
Oswego
Chair

Jane Hays
Champaign
Vice Chair

Members

John Bamberk
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Jay D. Bergman
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Jack Thomas
Macomb

Christine Wiseman
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Student Members
Justin Provo
Hoffman Estates

Stephanie Torres
Naperville

Executive Director
Dr. James L. Applegate

Ms. Melissa Robbins
Sr. Director, Accreditation, Licensing & International Services
Chamberlain College of Nursing
3005 Highland Parkway, Suite 700
Downers Grove, IL 60515

Dear Ms. Robbins,

The notification of the change in online submission IC 274 has been received. The request regarding the name change of Chamberlain College of Nursing to Chamberlain University has been acknowledged.

Per 23 Illinois Administrative Code 1030.30 (a)(1)(A) The term "university" shall only be used in the name of an institution of higher education when the institutional structure includes two or more distinct colleges (e.g., College of Business, College of Education, and College of Liberal Arts and Sciences) providing instruction at the baccalaureate and graduate levels, and is involved in public service activities, scholarship and research.

Review of the institutional change confirms compliance with the above requirements and the institutional name change from Chamberlain College of Nursing to Chamberlain University is approved. Further, IBHE acknowledges the establishment of two separate colleges under Chamberlain University:

- Chamberlain College of Nursing
- Chamberlain College of Health Professions

Under the conditions described in the proposal, there is no need for additional approvals at this time. Thank you for keeping our office informed of the developments at your institution.

If you have any questions, please contact me at (217) 557-7356 or via email at winters@ibhe.org.

Sincerely,

Amanda Winters
Assistant Director, Academic Affairs
Illinois Board of Higher Education

Attachment 2

Higher Learning Commission Statement of Accreditation Status

✓

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Statement of Accreditation Status

as of February 22, 2017

Chamberlain University

3005 Highland Parkway
Downers Grove, IL 60515-0000
(877) 751-5783
www.chamberlain.edu

**Previous names: Deaconess College of Nursing to Chamberlain College of Nursing (2006) to Chamberlain University (2017)*

The information on this page describes the accreditation relationship between this institution and the Higher Learning Commission. General information about the Commission and the accreditation process is provided at the end of this document. In addition, links to definitions are provided for many of the terms used.

Accreditation Information

Current status: Accredited

Candidacy date(s): 08/18/1984 - 08/22/1985

Accreditation granted: 08/23/1985

Historical note: * Note on date of accreditation: In accordance with HLC policy on accreditation, the effective date of accreditation is May 31, 1985, the date of graduation of the institution's first class in its principal program.

Most recent reaffirmation of accreditation: 2015 - 2016

• [Action Letter \(PDF\)](#)

Next reaffirmation of accreditation: 2025 - 2026

Upcoming or In-Progress Reviews

2019 - 2020: Comprehensive Evaluation

2025 - 2026: Comprehensive Evaluation

Most Recent History with the Commission

03/22/2016: Monitoring, Non-financial Indicator Report Accepted

12/14/2015: Comprehensive Evaluation Continue Accreditation

General Institutional Information

This section provides brief, general information about the institution's organization and scope. The information is self-reported by the institution through the annual Institutional Update to the Commission. Additional information can be found at nces.ed.gov/collegenavigator/ or on the institution's web site noted above.

Control: Private FP

Degree programs (number in each category): Associates (1), Bachelors (1), Masters (2), Doctoral (1)

Certificate programs (number offered): 2

Off-Campus Activities (This listing was last updated: 03/31/2016; the information may not be current.) The institution's accreditation includes courses and programs at:

In-State:	Campuses:	Chamberlain College of Nursing - Addison Campus - Addison, IL; Chamberlain College of Nursing - Chicago, IL; Chamberlain College of Nursing - Tinley Park - Tinley Park, IL;
	Additional Locations:	None.
Out-of-State:	Campuses:	Chamberlain College of Nursing - Arlington, VA; Chamberlain College of Nursing - Atlanta - Atlanta, GA; Chamberlain College of Nursing - Charlotte - Charlotte, NC; Chamberlain College of Nursing - Cleveland - Cleveland, OH; Chamberlain College of Nursing - Columbus Campus - Columbus, OH; Chamberlain College of Nursing - Houston - Houston, TX; Chamberlain College of Nursing Indianapolis Campus - Indianapolis, IN; Chamberlain College of Nursing - Irving - Irving, TX; Chamberlain College of Nursing - Jacksonville Campus - Jacksonville, FL; Chamberlain College of Nursing - Las Vegas - Las Vegas, NV; Chamberlain College of Nursing - St. Louis - Maryland Heights, MO; Chamberlain College of Nursing - Miramar, FL; Chamberlain College of Nursing - North Brunswick - North Brunswick, NJ; Chamberlain College of Nursing - Pearland - Pearland, TX; Chamberlain College of Nursing - Phoenix Campus - Phoenix, AZ; Chamberlain College of Nursing - Sacramento - Rancho Cordova, CA; Chamberlain College of Nursing - Troy - Troy, MI;
	Additional Locations:	None.
Out-of-U.S.:	Campuses:	None.
	Additional Locations:	None.

About HLC and Accreditation

Institutions of higher education in the United States seek accreditation through two types of accreditation agencies, institutional and specialized. Institutional accreditation agencies are classified as regional and national.

National accreditation associations focus on certain types of colleges such as trade and technical institutions, or religious colleges such as seminaries and bible colleges.

Regional accreditation agencies are recognized by the U.S. Department of Education to accredit degree granting colleges and universities. There are six regions of the U.S. in which regional agencies operate. The regional accreditation agencies have similar standards for accrediting colleges and universities.

Regional accreditation validates the quality of an institution as a whole and evaluates multiple aspects of an institution ranging from its academic offerings, governance and administration, mission, finances, and resources.

The Higher Learning Commission is a regional accreditation agency that accredits degree granting institutions of higher education that are based in the 19-state North Central region of the United States. Institutions that HLC accredits are evaluated against [HLC's Criteria for Accreditation](#), a set of standards that institutions must meet to receive and/or maintain accredited status.

HLC's Criteria for Accreditation reflect a set of [guiding values](#). The accreditation process is based on a system of [peer review](#). Approximately 1,300 educators from institutions of higher education serve as peer reviewers conducting accreditation evaluations for other institutions. Peer reviewers also serve on committees that make up the decision-making bodies of the accreditation process.

Evaluation Process

HLC accreditation assures quality by verifying that an institution (1) meets standards and (2) is engaged in continuous improvement. In addition, all institutions are required to complete an annual filing of the [Institutional Update](#), undergo annual monitoring of financial and [non-financial](#) indicators, and adhere to HLC policies and practices on [institutional change](#).

Peer reviewers trained in HLC's standards evaluate institution's demonstration of whether they meet the Criteria for Accreditation and make recommendations to HLC's decision-making bodies.

Institutional Actions Council (Decision-Making Body)

The Board of Trustees appoints and authorizes members of the [Institutional Actions Council \(IAC\)](#) to conduct reviews and take actions on the majority of accreditation recommendations. IAC members consist of representatives of academic institutions accredited by HLC, as well as members of the public. Detailed information on IAC processes is found in HLC's [policies on decision-making](#).

Public Information

In the interest of being transparent, HLC is committed to providing information to the public regarding accreditation decisions made regarding individual institutions.

Actions that are taken by HLC regarding an institution's accreditation status are disclosed to the public. Beginning July 2013, in all cases of issuing continued accreditation, placing an institution on or resolving a sanction, or withdrawing accreditation, the Action Letter issued to the

institution is made available for viewing and the institution's status in HLC's [online directory](#) is updated. [Public Disclosure Notices](#) are also issued in cases of sanction to provide the public more detail of the issues leading to sanction.

Complaints Against HLC Accredited Institutions

Each year, HLC receives a number of [complaints](#) about institutions from faculty, students, and other parties. HLC has established a clear distinction between individual grievances and complaints that appear to involve broad institutional practices. Where a complaint does raise issues regarding the institution's ongoing ability to meet the Criteria of Accreditation, HLC forwards the complaint to the institution and requests a formal response.

Complainants with specific claims related to the Americans with Disabilities Act or employment discrimination should seek prior review of such claims by the appropriate federal agencies. HLC may ask for the report or record of such review in determining whether it can proceed to consider the claim as a complaint related to compliance with the Criteria for Accreditation.

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Attachment 3

**Name Change Certificate of Amendment
to
Chamberlain University LLC**

Delaware

The First State

Page 1

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY THE ATTACHED IS A TRUE AND CORRECT COPY OF THE CERTIFICATE OF AMENDMENT OF "CHAMBERLAIN COLLEGE OF NURSING LLC", CHANGING ITS NAME FROM "CHAMBERLAIN COLLEGE OF NURSING LLC" TO "CHAMBERLAIN UNIVERSITY LLC", FILED IN THIS OFFICE ON THE SEVENTH DAY OF FEBRUARY, A.D. 2017, AT 1:49 O'CLOCK P.M.



3936012 8100
SR# 20170707254

You may verify this certificate online at corp.delaware.gov/authver.shtml

A handwritten signature in black ink, appearing to read "JB", is written over a horizontal line. Below the line, the text "Jeffrey W. Bullock, Secretary of State" is printed.

Jeffrey W. Bullock, Secretary of State

Authentication: 201997423
Date: 02-07-17

STATE OF DELAWARE CERTIFICATE OF AMENDMENT

1. Name of Limited Liability Company:
Chamberlain College of Nursing LLC

2. The Certificate of Formation of the limited liability company is hereby amended as follows:

Article 1 - The new name of the limited liability company is: Chamberlain University LLC.

IN WITNESS WHEREOF, the undersigned have executed this Certificate on
the 7th day of February, A.D. 2017.

By: /s/ Susan Groenwald

Authorized Person(s)

Name: Susan Groenwald, President

Print or Type

Attachment 4

Updated Maryland Secretary of State Filing

State of Maryland
Department of
Assessments and Taxation

Charter Division



Larry Hogan
Governor

Michael L. Higgs
Acting Director

Date: 03/13/2017

THE CORPORATION TRUST INCORPORATED
351 W CAMDEN ST
BALTIMORE MD 21201-7912

THIS LETTER IS TO CONFIRM ACCEPTANCE OF THE FOLLOWING FILING:

ENTITY NAME : CHAMBERLAIN UNIVERSITY LLC
DEPARTMENT ID : Z15079262
TYPE OF REQUEST : AMENDMENT / NAME CHANGE
DATE FILED : 03-08-2017
TIME FILED : 12:18 PM
RECORDING FEE : \$100.00
EXPEDITED FEE : \$50.00
FILING NUMBER : 1000362010162602
CUSTOMER ID : 0003526840
WORK ORDER NUMBER : 0004743417

PLEASE VERIFY THE INFORMATION CONTAINED IN THIS LETTER. NOTIFY THIS DEPARTMENT
IN WRITING IF ANY INFORMATION IS INCORRECT, INCLUDE THE CUSTOMER ID AND THE WORK
ORDER NUMBER ON ANY INQUIRIES.

Charter Division
Baltimore Metro Area (410) 767-1350
Outside Metro Area (888) 246-5941

ENTITY TYPE: ENTITIES OTHER THAN CORPORATIONS
EFFECTIVE DATE: 03-08-2017
STATE OF FORMATION: DELAWARE
PRINCIPAL OFFICE: 3005 HIGHLAND PARKWAY
DOWNERS GROVE IL 60515
RESIDENT AGENT: THE CORPORATION TRUST INCORPORATED
351 WEST CAMDEN STREET
BALTIMORE MD 21201-7912

COMMENTS:

THIS AMENDMENT RECORD INDICATES THE NAME CHANGE
FROM: CHAMBERLAIN COLLEGE OF NURSING LLC.
TO: CHAMBERLAIN UNIVERSITY LLC.

Delaware

The First State

Page 1

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY THAT THE SAID "CHAMBERLAIN COLLEGE OF NURSING LLC", FILED A CERTIFICATE OF AMENDMENT, CHANGING ITS NAME TO "CHAMBERLAIN UNIVERSITY LLC" ON THE SEVENTH DAY OF FEBRUARY, A.D. 2017, AT 1:49 O'CLOCK P.M.

RECEIVED
2017 MAR -8 9 12:18
DELAWARE



3936012 8320
SR# 20170883177

You may verify this certificate online at corp.delaware.gov/authver.shtml


Jeffrey W. Bullock, Secretary of State

Authentication: 202034685
Date: 02-14-17

CERTIFICATE OF AMENDMENT
TO APPLICATION FOR REGISTRATION OF
FOREIGN LIMITED LIABILITY COMPANY

Pursuant to the provisions of the Maryland Limited Liability Company Act, the undersigned limited liability company hereby amends its Limited Liability Company Registration to do business in the State of Maryland, as follows:

FIRST: The name of the limited liability company is Chamberlain College of Nursing LLC

SECOND: The limited liability company hereby amends its Limited Liability Company Registration as follows:

The name of the limited liability company is Chamberlain University LLC

Chamberlain College of Nursing LLC

Name of Limited Liability Company

By: 

(Signature)

Printed Name: F. Willis Caruso, Jr., Secretary

(Authorized person)



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Anwer Hasan
Chairperson

James D. Fielder, Jr., Ph. D.
Secretary

MEMORANDUM

DATE: July 27, 2017

TO: Maryland Higher Education Commission

FROM: Jon Enriquez

SUBJECT: Enrollment Projections - Maryland Public Colleges and Universities

The Maryland Higher Education Commission has prepared enrollment projections for Maryland public colleges and universities through Fall 2026. The projections include headcount projections for each institution, with separate analyses for full- and part-time undergraduates and, as applicable, full- and part-time graduate/professional students. Full-time equivalent (FTE) and full-time day equivalent (FTDE) projections were calculated by applying a mathematical formula to the headcount figures. Projections have also been developed for state-eligible FTE noncredit continuing education enrollments at the community colleges.

These projections provide perspective to higher education policy discussions at the state level, including facilities planning, tuition and fees issues, articulation, funding priorities, and retention and graduation rates. The Department of Budget and Management and the General Assembly use the Commission's forecasts as the State's official enrollment projections.

The Commission used separate but similar methodologies for projecting credit enrollments at the community colleges and public four-year institutions. A third method was applied to produce the projections of noncredit continuing education enrollments at the community colleges. All three models involve the application of a linear regression analysis to demographic and economic factors.

Historically, the models have been highly accurate. The Commission's one-year forecast last year of 307,804 students proved to be 99.1% accurate. The ten-year accuracy rate is almost as reliable. The accuracy rate of the Commission's 2007 headcount projection was 95.4%, with a projected enrollment of 319,967 compared to an actual enrollment of 305,178, a difference of 14,789 students. The projection was least accurate in projecting the number of graduate students, overstating it by 9,122 students (an accuracy rate of 82.5%). The forecasted number of undergraduate students was 97.9% accurate (267,889, compared to an actual enrollment of 262,222, a difference of 5,667 students), although the projection overstated the number of undergraduates who would attend community colleges and understated the number attending four-year institutions. Nevertheless, the Commission's forecasting model remains exceptionally reliable; in each of the three previous years, the accuracy rate was at least 97.0% for all students and at least 99.0% for undergraduates.

Highlights of the Enrollment Projections

- Total headcount credit enrollment at Maryland public colleges and universities is projected to be 311,497 in Fall 2017, an increase of 2% (6,319 students) over Fall 2016 actual enrollment.
- Total headcount credit enrollment at Maryland public colleges and universities is projected to be 371,000 in Fall 2026, an increase of 19% (65,822 students) over Fall 2016. Total enrollment at community colleges is expected to increase by 28% (35,096 students) from Fall 2016 to Fall 2026, and enrollment at public four-year colleges and universities is projected to increase by 17% (30,726 students) during the same period.
- These projections are higher than comparable projections published last year by the Commission, largely because of increases in the projected number of high school graduates. Updated projections from the Western Interstate Commission for Higher Education estimate stronger growth than previously anticipated over the next decade. The number of public and private high school graduates is expected to decline in the next two years but increase to about 65,000 for much of the decade, with a small bubble of graduates expected in 2024-2026. In addition, strong State projections for economic indicators such as income also support growth in enrollment.
- Undergraduate enrollment is projected to grow by 57,450 students by 2026, an increase of 27%, reaching a total of 319,672. At community colleges, full-time and part-time students are expected to grow at similar rates, while at four-year institutions, part-time enrollment is expected to grow more rapidly.
- Graduate and professional student enrollment is expected to grow to 51,328 students by 2026, an increase of 8,372 (19%). Most of this growth will occur among part-time students.
- Full-time equivalent enrollment (FTE) and full-time day equivalent enrollment (FTDE) at community colleges are expected to grow at a similar pace between Fall 2016 and Fall 2026. FTEs are expected to reach 102,547, an increase of 25,947 or 34%, and FTDEs are projected to rise to 67,170, an increase of 17,055 or 32%. At public four-year institutions, FTEs are projected to reach 160,585, an increase of 19,964 or 14%, while FTDEs are expected to total 95,955, an increase of 8,904 or 9%.
- State-funded noncredit FTE continuing education enrollment at the community colleges is projected to increase by 9% to 25,924 by FY 2026, an increase of 2,040 equivalent students compared to FY 2016.

RECOMMENDATION: It is recommended that the Maryland Higher Education Commission accept the 2017-2026 enrollment projections and approve their distribution to the public, the campuses, and interested state agencies.



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Anwer Hasan
Chairperson

James D. Fielder, Jr., Ph.D.
Secretary

MEMORANDUM

DATE: June 27, 2017

TO: Maryland Higher Education Commission

FROM: Donna Thomas, Director of Student Financial Assistance

SUBJECT: Final Adoption of COMAR Regulations 13B.08.02- Janet L. Hoffman Loan Assistance Repayment Program; 13B.08.03- Charles W. Riley Fire and Emergency Medical Service Tuition & Reimbursement Program; 13B.08.04 – Senatorial Scholarship Program; 13B.08.05 – Delegate Scholarship; 13B.08.09 – Maryland Dent-Care Loan Assistance Repayment Program; & 13B.08.14 - Workforce Shortage Student Assistance Grant Program

The Commission previously approved the publication of the following proposed regulations on:

- 13B.08.02- Janet L. Hoffman Loan Assistance Repayment Program – *February 13, 2017*;
- 13B.08.03- Charles W. Riley Fire and Emergency Medical Service Tuition & Reimbursement Program - *February 13, 2017*;
- 13B.08.04 – Senatorial Scholarship Program – *February 13, 2017*;
- 13B.08.05 – Delegate Scholarship Program - *February 13, 2017*;
- 13B.08.09 – Maryland Dent-Care Loan Assistance Repayment Program - *March 22, 2017*; and
- 13B.08.14 - Workforce Shortage Student Assistance Grant Program - *March 22, 2017*

The purpose of the Janet L. Hoffman Loan Assistance Repayment Program is to provide loan repayment assistance to individuals in high shortage fields that provide public services in Maryland to low income and underserved residents.

The purpose of the Charles W. Riley Firefighter & Ambulance Rescue Squad Member Scholarship Program is to encourage members of the fire-fighting, ambulance, and rescue organizations serving Maryland communities to pursue credited courses, that lead to a degree in various fields of fire, emergency medical, and public safety administration.

The purpose of the Senatorial and Delegate Scholarship Programs is for legislators in the Maryland General Assembly to provide financial assistance to full-time and part-time students pursuing an undergraduate, graduate or professional education.

The purpose of the Maryland Dent-Care Loan Assistance Repayment Program is to increase access to oral health services for Maryland Medical Assistance Program (MMAP) recipients by increasing the number of dentists who treat that population.

The purpose of the Workforce Shortage Student Assistance Grant Program is to help meet the State's need for well trained and highly skilled workers in shortage areas.

The Commission's proposed regulations received no comments on the proposed regulations and were published in the *Maryland Register* on the following dates:

- 13B.08.02- Janet L. Hoffman Loan Assistance Repayment Program - *Published March 31, 2017*
- 13B.08.03- Charles W. Riley Fire and Emergency Medical Service Tuition & Reimbursement Program - *Published April 14, 2017*;
- 13B.08.04 – Senatorial Scholarship Program - *Published April 28, 2017*;
- 13B.08.05 – Delegate Scholarship - *Published April 28, 2017*;
- 13B.08.09 – Maryland Dent-Care Loan Assistance Repayment Program - *Published May 12, 2017*; and
- 13B.08.14 - Workforce Shortage Student Assistance Grant Program- *Published May 12, 2017*

Staff now recommends that the Commission approved the Janet L. Hoffman Loan Assistance Repayment; Charles W. Riley Fire and Emergency Medical Service Tuition & Reimbursement; Senatorial Scholarship; Delegate Scholarship; Maryland Dent-Care Loan Assistance Repayment; and the Workforce Shortage Student Assistance Grant Program.

RECOMMENDATION: It is recommended that the Maryland Higher Education Commission adopt for final approval regulations 13B.08.02- Janet L. Hoffman Loan Assistance Repayment Program; 13B.08.03 - Charles W. Riley Fire and Emergency Medical Service Tuition & Reimbursement Program; 13B.08.04 – Senatorial Scholarship Program; 13B.08.05 – Delegate Scholarship; 13B.08.09 – Maryland Dent-Care Loan Assistance Repayment Program; and 13B.08.14 - Workforce Shortage Student Assistance Grant Program, as attached.

Title 13B

MARYLAND HIGHER EDUCATION COMMISSION

SUBTITLE 08 FINANCIAL AID

Chapter 02 Janet L. Hoffman Loan Assistance Repayment Program

Authority: Education Article §§ 18-1503, 18-204(c), and 11-105(u); Annotated Code of Maryland

.01 PURPOSE.

A. The purpose of the Janet L. Hoffman Loan Assistance Repayment Program (“Hoffman LARP”) is to attract qualified individuals to fields of employment in government and the non-profit sector, particularly those in which there are critical manpower shortages in the State and lower salaries than in the private sector, by providing State assistance in the repayment of educational loans.

.02 ELIGIBILITY.

A. To be eligible for assistance under the Hoffman LARP, an applicant shall:

(1) Posses:

(a) An undergraduate, graduate, or professional degree from a college or university located in Maryland;

(b) A law degree from any school of law; or

(c) A resident teacher certificate from the Maryland State Department of Education after completing an alternative teaching preparation program approved by the State Superintendent of Education;

(2) Have obtained employment with the State (not including employment as a judicial clerk in any court), a local government, or an organization, institution, association, society, or corporation that is tax exempt under §501(c)3 or (4) of the Internal Revenue Code of 1986;

(3) Not be in default on any higher education loan;

(4) Have a higher education loan for undergraduate, graduate, professional, or resident teacher certificate study obtained for tuition, educational expenses, or living expenses from a college, university, government, or commercial source; and

(5) Meet annual income requirements as established by the Office for Student Financial Assistance.

B. In addition to the eligibility requirements in § A of this Regulation, an applicant for a Nancy Grasmick Teacher Award shall have:

(1) Taught in a public school in the State for at least 2 years:

(a) In science, technology, engineering, or math; or

(b) In a school in which at least 75% of the students are enrolled in the free and reduced lunch program; and

(2) Received the highest performance evaluation rating possible for the most recent year.

C. In addition to the eligibility requirements in § A of this Regulation, an applicant employed as a Licensed Clinical Counselor shall work in a high need geographic area of the State, as determined by the Department of Health and Mental Hygiene, in one of the following fields:

(1) Licensed Clinical Alcohol and Drug Counselor;

(2) Licensed Clinical Marriage and Family Therapy Counselors; or

(3) Licensed Clinical Professional Counselor.

.03 APPLICATION PROCEDURES.

A. To be considered for the Hoffman LARP, an applicant shall provide to the Office for Student Financial Assistance (OSFA):

- (1) A completed application;
- (2) Current repayment data on all education loans;
- (3) Proof of graduation from a college or university in Maryland, proof of graduation from a school of law, or proof of obtainment of a resident teacher certificate, as appropriate;
- (4) A statement from an eligible employer confirming the nature of their job, length of employment, full-time status, and annual salary; and
- (5) A copy of the applicant's Maryland tax return for the most recent available year or, if not filed with the State, a copy of the applicant's most recent Federal return. If the applicant has not filed, they must submit verification from the IRS confirming non-filing status.

B. Applications from pre law school students shall be received between July 1 and September 30 of each year and they must be attending the University of Maryland Baltimore or the University of Baltimore and in the third and final year of school.

C. Applications from individuals possessing a Resident Teacher Certificate shall be received in the individual's second year of the program and shall meet all the requirements in §A of this Regulation.

D. Each applicant shall agree to provide any information or documentation requested by OSFA for the purpose of administering this program and, if requested, shall sign an authorization for the release of information to OFSA for the purpose of administering this program. An applicant's failure or refusal to provide requested information or a signed release may result in a determination of ineligibility, the cancellation of an award, and the denial of a request for the deferment or waiver of a repayment obligation.

.04 SELECTION OF RECIPIENTS.

A. Recipients shall receive an award depending upon their level of debt for a three year period.

B. Award funds are distributed in annual or monthly amounts as long as the recipient retains eligibility and continues to submit required annual employment, lender, and tax documentation.

C. Priority for participation in the program shall be given to an individual who:

- (1) Graduated from an institution of higher education in the last three years;
- (2) Is a resident of Maryland;
- (3) Is employed on a full-time basis; and
- (4) As the principal part of the individual's employment, provides legal services to low-income residents in the State who cannot afford legal services, provides nursing services in nursing shortage areas in the State as defined in §18-802 of the Education Article, provides other services in an eligible field of employment in which there is a shortage of qualified practitioners to low income or underserved residents or areas of the State, or qualifies for a Nancy Grasmick Teacher Award.

D. Priority fields of employment are:

- (1) Legal services;
- (2) Nursing services;
- (3) Teachers who qualify for a Nancy Grasmick Teacher Award; and

(4) Other fields of employment in which there is a shortage of qualified practitioners providing services to low income or underserved residents or areas of the State as identified by the Office for Student Financial Assistance using appropriate workforce shortage data.

E. No more than 50% of the awards under the Janet L. Hoffman LARP may be awarded to Nancy Grasmick Teacher Scholars.

.05 AWARDING PROCEDURES.

A. Eligible applicants employed in priority fields shall be grouped according to the field and the number of awards shall be proportionally distributed among priority fields.

B. Within priority fields, applicants shall be ranked according to graduation date, with the most recent graduation date receiving the highest priority, and then application complete date, with the earliest application complete date receiving the highest priority.

C. If applicants have identical graduation dates and application complete dates, applicants shall be ranked according to income, with the lowest income receiving the highest priority.

D. The top 50% of applicants, determined by the priority rankings, shall receive an award for 3 years and the remaining applicants shall receive an award for 1 year but may reapply annually for two additional years.

E. Except as provided in §G of this Regulation, award decisions shall be announced in December of each year.

F. Except as provided in .06, awards for resident teacher certificates shall only receive a one-time award regardless of the amount of their loan debt.

G. Award decisions for law school students shall be announced in mid-January of each year.

H. The Office of Student Financial Assistance has the authority to verify information concerning applicants and recipients for the purpose of administering this program.

.06 AWARD CALCULATION.

A. Awards shall be determined by an applicant's overall reported debt at the time of application as follows:

Total Debt	Overall Award Limit	Yearly Payment
\$75,001 – Over	\$30,000	\$10,000
\$40,001 - \$75,000	\$18,000	\$6,000
\$15,001 - \$40,000	\$9,000	\$3,000
\$15,000 – below	\$4,500*	\$1,500

*** Payment amount cannot exceed total debt; amount will be adjusted**

B. Recipients shall lock in to an award level that contains set award amounts for each year the recipient continues to remain eligible.

C. Payments vary for each award level.

D. One time one-year only award amounts shall be equivalent to the yearly payment for the overall debt range for the applicant.

.07 EMPLOYMENT OBLIGATION OF AWARD RECIPIENTS.

A. A recipient shall furnish the Office of Student Financial Assistance (OSFA) with written acceptance of the award and sign a promissory note and employment obligation agreement with OSFA.

B. The promissory note and employment obligation agreement shall include:

- (1) The obligations of the recipient;
- (2) The total and annual amounts of the award;
- (3) Penalties for breach of promissory note and employment obligation agreement;
- (4) Circumstances under which the employment obligation may be cancelled, suspended, or waived; and
- (5) Any other terms the Maryland Secretary of Higher Education considers necessary.

C. A recipient shall:

- (1) Verify eligible employment and salary level initially, after six months, and at the end of each year in the program;
- (2) Verify the current status of all education loans each year in the program;
- (3) Submit a copy of their Maryland tax returns for any year during which an award is received and, if requested, a copy of their Federal return; and
- (4) Notify OSFA and their lending institutions of any change in employment status or salary level.

.08 PAYMENT.

A. Recipients of the Hoffman LARP are eligible to receive a monthly or annual payment.

B. A recipient is eligible for the monthly loan repayment option under the following conditions and provisions:

- (1) The recipient applies to a federal loan forgiveness program;
- (2) The recipient notifies the Office of Student Financial Assistance (OSFA) each year by the designated deadline, in writing and with accompanying documentation;
- (3) OSFA verifies the recipient's employment and lender verification;
- (4) OSFA issues a monthly check co-payable to the recipient and their lender not to exceed 12 payments;
- (5) The check shall be issued on or before the recipient's monthly due date as assigned by their lender, if possible;
- (6) The recipient's monthly payment amount shall be a portion of the total annual award amount awarded to the student;
- (7) The recipient shall pay any amount owed the lender which is not covered by the monthly payment amount; and
- (8) The recipient shall notify OSFA if they receive other loan repayment assistance.

C. A recipient who is not in a federal loan forgiveness program or a recipient that applies to a federal loan forgiveness program and declines to receive a monthly repayment option shall receive an annual loan repayment under the following conditions and provisions:

- (1) OSFA shall verify the recipient's employment and lender verification;
- (2) OSFA shall issue an annual check co-payable to the recipient and their lender; and
- (3) The recipient shall endorse the check and forward it to the lender.

D. If a recipient fails to notify OSFA that they receive other loan repayment assistance, their award shall be canceled.

.09 REPAYMENT

A. If a recipient fails to carry out the employment obligations required under this program, the recipient shall repay the State the amount of the award plus interest.

B. Repayment may be prorated if the recipient partially fulfills the employment obligation, as determined by the Office of Student Financial Assistance.

C. Interest on the funds advanced shall accrue at an interest rate equal to the interest rate established by the United States Department of Education for the Federal Stafford Loan on the first day of July of each year.

D. Interest shall begin accruing as of the date the funds were provided to the recipient.

.10 DEFERMENT OF REPAYMENT.

A. A recipient may request that their repayment be deferred if the recipient is:

(1) Unable to maintain employment within their current field for a period not to exceed 12 months by reason of care required by a spouse or child who is disabled;

(2) Assigned military duty outside of the State, not to exceed 3 years without filing an appeal; or

(3) Married to a spouse assigned military duty outside of the State, not to exceed 3 years without filing an appeal.

B. A recipient's deferment request shall include satisfactory supporting documentation. Such documentation shall consist of the following, as appropriate:

(1) A sworn affidavit by a qualified physician that the recipient is unable to find employment because they must care for a spouse or child who is disabled; or

(2) A copy of military orders.

C. The Office of Student Financial Assistance (OSFA) shall review all documentation and determine if the deferment conditions have been met and, if so, determine the deferment period.

D. A recipient need not make repayments and interest does not accrue during the period of an approved deferment.

E. The OSFA shall, on a case-by-case basis, review appeals from individuals assigned military duty outside the State, or the spouse of an individual assigned military duty outside the State, that exceeds the three (3) year deferral limit. Appeals must be in writing and include a copy of the military orders.

.11 WAIVER OF REPAYMENT OBLIGATIONS

A. The Office of Student Financial Assistance shall waive a recipient's repayment if it determines on the basis of a death certificate or other evidence of death that is conclusive under State law that the recipient has died.

.12 REPORT

A. The Office of Student Financial Assistance shall submit an annual statement by January 1 of each year to the General Assembly on the implementation of the Hoffman LARP.

Title 13B
MARYLAND HIGHER EDUCATION COMMISSION
SUBTITLE 08 FINANCIAL AID

***Chapter 03 Charles W. Riley Firefighter and Ambulance and Rescue Squad Member
Scholarship Program***

*Authority: Education Article §§ 18-603.1, 18-204(c), and 11-105(u); Annotated Code of
Maryland*

.01. *PURPOSE.* The purpose of the Charles W. Riley Firefighter and Ambulance and Rescue Squad Member Scholarship Program (“Riley Scholarship”) is to encourage members of the fire-fighting, ambulance, and rescue organizations serving Maryland communities to pursue credited courses that lead to a degree in fire service technology, emergency medical technology, fire service management, or public safety administration with a minor or concentration in fire service technology or fire service management.

.02. *ELIGIBILITY.*

A. To be eligible for a Riley Scholarship, an individual shall be:

(1) A resident of Maryland;

(2) Actively engaged as a:

(a) Career firefighter or ambulance or rescue squad member in an organized fire department or ambulance or rescue squad in the State; or

(b) Volunteer firefighter or ambulance or rescue squad member in an organized fire department or ambulance or rescue squad in the State; and

(3) Accepted for admission or enrolled as a full time (12 credits or more per semester) or part time (6-11 credits per semester) student in a:

(a) Regular undergraduate program at an eligible institution (public or private nonprofit institution of higher education in the State that possesses a certificate of approval from the Commission); or

(b) Two year terminal certificate program in which the course work is acceptable for transfer credit toward an accredited baccalaureate degree program in an eligible institution.

B. In this Regulation “actively engaged” means that:

(1) A volunteer member:

(a) Within a county or municipality that operates Length of Service Award Program (LOSAP), has recorded at least 50 LOSAP points as part of a fire, ambulance, or rescue squad in the tax

year prior to the award year, and the points have been earned in at least two different categories; and

(b) Within a county or municipality that does not operate LOSAP, has recorded at least 50 points under the point system established by the county or municipality to identify active members as part of a fire, ambulance, or rescue squad in the tax year prior to the award year, and the points have been earned in at least two different categories; and

(2) A career member has worked a minimum of 1000 hours as part of a fire, ambulance, or rescue squad in the tax year prior to the award year.

.03. APPLICATION PROCEDURES.

A. Students applying for the Riley Scholarship shall submit the following materials to the Office for Student Financial Assistance (OSFA):

(1) A completed Free Application for Federal Student Aid (FAFSA) application, by March 1st;

(2) A completed online application form, by March 1st;

(3) Proof of official acceptance into a program of fire service technology, emergency medical technology, fire service management, or public safety administration with a minor or concentration in fire service technology or fire service management; and

(4) A notarized statement from an eligible employer confirming active employment or volunteer service.

B. Individuals may submit applications beginning January 1st .

C. Each applicant shall agree to provide any information or documentation requested by OSFA for the purpose of administering this program and, if requested, to sign an authorization for the release of information to OFSA for the purpose of administering this program. The applicant's failure or refusal to provide requested information or a signed release may result in a determination of ineligibility, the cancellation of an award, and the denial of a request for the deferment or waiver of a service obligation.

.04. AWARD AMOUNT.

A. The Office for Student Financial Assistance shall determine each recipient's scholarship award as provided in §B of this Regulation.

B. An annual award shall be at least 50% of the student's actual annual tuition and mandatory fees at an eligible institution, but may not exceed the annual tuition and mandatory fees of a resident undergraduate student at the four-year public institution of higher education within the University System of Maryland, other than the University of Maryland University College and

the University of Maryland, Baltimore, with the highest annual expenses for a full-time resident undergraduate for courses credited toward a degree in fire service technology, emergency medical technology, fire service management, or public safety administration with a minor or concentration in fire service technology or fire service management.

.05. SELECTION OF RECIPIENTS AND AWARD NOTIFICATION.

A., Eligible applicants who are renewals shall be given priority over initial applicants. Within these groups, applicants shall be ranked and awarded according to the submission date of their completed online application form.

B. Recipients shall be notified in writing of a scholarship award.

C.A recipient shall provide written acceptance of the award to the Office of Student Financial Assistance by the date specified in the award notice or the award shall be forfeited.

D. Applicants who are not selected shall be placed on the waitlist pending the availability of funding.

E. Applicants not selected in an academic year may reapply for consideration in a subsequent academic year, and shall be ranked according to the submission date of their completed online application form.

.06. VERIFICATION AND PAYMENT.

A. The Office of Student Financial Assistance (OSFA) has the authority to verify information concerning applicants and recipients for the purpose of administering this program.

B. Each semester, eligible institutions shall certify on billing rosters provided by OSFA that each recipient is:

- (1) A Maryland resident;
- (2) Maintaining a grade point average of at least 2.5 on a 4.0 scale;
- (3) Enrolled either full-time or part-time in an eligible academic program;
- (4) Making satisfactory academic progress towards a degree; and
- (5) Maintaining the standards of the institution.

.07. RENEWAL.

A. An award shall be automatically renewed on an annual basis, pending the annual submission of a Free Application for Federal Student Aid application, up to a maximum of 5 years of full-time study or 8 years of part-time study as long as the student continues to meet all of the

eligibility requirements set forth in Regulation .02 of this Chapter, maintains satisfactory academic progress at the institution attend, maintains a grade point average of at least 2.5 on a 4.0 scale, and sufficient funding is available.

B. An award shall be cancelled if the recipient fails to meet and maintain each eligibility requirement.

C. A recipient who is academically ineligible shall forfeit the award, and may reapply as an initial applicant in a subsequent award year if they meet and maintain each eligibility requirement.

D. A student transferring from one institution to another may continue to receive the award if the student meets all of the scholarship eligibility requirements.

.08 APPEALS.

A. An appeal of a decision of ineligibility or cancellation or award shall be filed with the Director of the Office of Student Financial Assistance (OSFA).

B. An appeal shall be in writing and state clearly the basis for the appeal.

C. An appeal shall be submitted within 30 days of notice of ineligibility or cancellation of award.

D. The Director of OSFA shall review each appeal and issue a decision no later than 60 days after receiving the appeal.

E. All decisions of the Director of OSFA are final.

.09. SERVICE OBLIGATION.

A. A recipient shall serve for 1 year after completion of an eligible program as a volunteer or career firefighter or ambulance or rescue squad member, in a full-time or part-time capacity, of an organized fire department or ambulance or rescue squad in the State.

B. Each applicant offered an award shall sign and return a promissory note agreeing to begin fulfillment of the service obligation within one year of completing the degree for which they received assistance. The service obligation begins after completion of the degree program and cannot be fulfilled prior to completion.

C. If a recipient holds a Riley Scholarship along with any other State award requiring a service obligation, the service obligations shall be served in consecutive years.

.10 DEFAULT IN SERVICE OBLIGATION.

A. If a recipient fails to carry out their service obligation, the recipient shall be in default and shall repay the State the portion of the scholarship not forgiven.

B. Repayment may be prorated if the recipient partially fulfills the obligation, as determined by the Office of Student Financial Assistance .

C. Interest on the funds advanced shall accrue at an interest rate equal to the interest rate established by the United States Department of Education for the Federal Stafford Loan on the first day of July of each year.

D. Interest shall begin accruing as of the date of a recipient's graduation or termination from an institution of higher education.

.11 SERVICE OBLIGATION DEFERMENT

A. A recipient may request that their service obligation be deferred during the time that the recipient is:

- (1) Enrolled in a full-time (12 or more credits per semester) or part-time (6-11 credits per semester) undergraduate course of study;
- (2) Enrolled in a full-time (9 or more credits per semester) or part-time (6-8 credits per semester) graduate course of study at an institution of higher education in a degree granting program;
- (2) On a temporary leave of absence from required employment as a career or volunteer firefighter or ambulance or rescue squad member approved by the employer for a period not to exceed 12 months;
- (3) Temporarily disabled in a manner that substantially impairs the recipient's ability to perform the service obligation, for a period not to exceed 3 years;
- (4) Unable to secure employment for a period not to exceed 12 months by reason of the care required by a spouse or child who is disabled;
- (5) Assigned military duty outside of the State, not to exceed 3 years without filing an appeal; or
- (6) Married to a spouse assigned military duty outside of the State, not to exceed 3 years without filing an appeal.

B. A recipient's deferment request shall include satisfactory supporting documentation. Such documentation shall consist of the following, as appropriate:

- (1) Certification by the office of the registrar that the recipient has returned to a full-time or part-time course of study at an eligible institution of higher education;
- (2) Certification by the employer that the recipient is on an approved temporary leave of absence;

- (3) A sworn affidavit by a qualified physician that the recipient is temporarily disabled in a manner that substantially impairs the recipient's ability to perform the service obligation;
- (4) A sworn affidavit by a qualified physician that the recipient is unable to find employment because they must care for a spouse or child who is disabled;
- (5) A certified statement including a list of possible eligible employers, with their addresses and telephone numbers, to which application has been made if the recipient has been unable to find full-time employment as required as a career or volunteer firefighter or ambulance or rescue squad member; or
- (6) A copy of military orders.

C. The Office of Student Financial Assistance (OSFA) shall review all documentation and determine if the deferment conditions have been met and, if so, determine the deferment period.

D. Before a deferment based on an inability to find employment or volunteer service is granted, OSFA shall review the recipient's documentation and other available information and determine if the recipient has sought employment aggressively in all regions of the State in which opportunities exist.

E. A recipient need not make scholarship repayments and interest does not accrue during the period of an approved deferment.

F. The OSFA shall, on a case-by-case basis, review an appeal from an individual assigned military duty outside the State, or from the spouse of an individual assigned military duty outside the State, that exceed the 3 year deferral limit. An appeal must be in writing and include a copy of the military orders.

.12. WAIVER OF SERVICE AND REPAYMENT OBLIGATIONS

The Office of Student Financial Assistance shall waive a recipient's service and repayment obligations if it determines:

- A. On the basis of the sworn affidavit of two qualified physicians, that the recipient is physically unable to fulfill any of the possible service obligations on a full-time or part-time basis because of a permanent impairment; or
- B. On the basis of a death certificate or other evidence of death that is conclusive under State law that the recipient has died.

Title 13B
MARYLAND HIGHER EDUCATION COMMISSION
SUBTITLE 08 FINANCIAL AID

Chapter 04 Senatorial Scholarship Program

Authority: Education Article, §§11-105(u) and 18-204(c) and Title 18, Subtitle 4; Annotated Code of Maryland

.01 PURPOSE.

The purpose of the Senatorial Scholarship Program is for Senators in the Maryland General Assembly to provide financial assistance to full- and part-time students pursuing an undergraduate, graduate, or professional education.

.02 ELIGIBILITY.

- A. Except as provided in §G of this Regulation, to be eligible for a Senatorial Scholarship, the recipient shall be a Maryland resident in the Senator's legislative district at the time their application is made.
- B. A recipient shall be enrolled in the regular undergraduate, graduate, or professional program at an eligible institution in an associate's degree program, or be enrolled in a two-year terminal certificate program in which the coursework is acceptable for transfer credit in an accredited baccalaureate program at an eligible institution.
- C. A recipient shall attend an eligible institution for the number of credit hours for which the award was made.
- D. Full-time enrollment is defined as 12 credit hours per semester for undergraduates and 9 credit hours per semester for graduate students.
- E. Part-time enrollment is defined as 6 to 11 credits per semester for undergraduates and 6 to 8 hours for graduate students.
- F. A recipient shall be enrolled at least part-time.
- G. If there is no qualified applicant in a legislative district, a qualified applicant who resides in another legislative district may be appointed to receive the Senatorial Scholarship. A Senatorial Scholarship awarded under this section is for 1 year, provided that a student who receives an appointment under this section is eligible to receive a subsequent appointment for not longer than 4 years.

.03 ELIGIBLE INSTITUTIONS.

The following are eligible institutions:

- A. A Maryland college or university;
- B. A Maryland regional higher education center;
- C. A private career school approved to operate in Maryland by the Maryland Higher Education Commission;
- D. An out-of-state institution that makes special provisions for hearing impaired students when comparable special provisions are not available to that student at a Maryland institution; and
- E. An out-of-state institution that offers a program not offered in Maryland if approved by the Director of the Office of Student Financial Assistance, upon a written request to the Director by the applicant identifying their major as one not offered at an institution in the State, attaching a copy of

the relevant section of the out-of-state institution's catalog, and providing the applicant's full name, address, social security number, and State legislative district. The Director shall notify the applicant of a decision within 45 days of receipt of the request.

.04 AWARD AMOUNT.

A. Each Senator may award one or more scholarships up to the State's annual maximum award.

B. The State's annual maximum award shall be equivalent to the annual tuition and fees of an undergraduate program at the 4-year public institution of higher education within the University System of Maryland with the highest annual expenses for a full time resident undergraduate student, other than the University of Maryland University College and University of Maryland, Baltimore.

C. A Senatorial Scholarship shall be issued in \$100 increments, and may not be less than \$400.

D. A recipient is eligible for other scholarships offered by the Office of Student Financial Assistance (OSFA).

E. A recipient may use up to one-half of the yearly award for summer school.

F. A Senatorial Scholarship may be used for educational expenses as defined by OSFA, including:

- (1) Tuition and mandatory fees; and
- (2) Room and board.

G. Each Senator may award not more than 10 percent of the funds available to applicants planning to attend accredited undergraduate, graduate, or professional institutions outside the State, provided the applicant:

- (1) Will be studying in an academic area that is not available in the State; or
- (2) Is a hearing impaired person who will be studying at an institution outside the State that makes special provisions for hearing impaired students, and comparable special provisions are not available to that student at an institution in the State.

.05. APPLICATION PROCEDURES.

A. An applicant shall:

- (1) Complete and timely submit the Free Application for Federal Student Aid (FAFSA) (students are encouraged to apply by the March 1 deadline so that they may be considered for all State scholarships, however all applications received by the federal processor by May 15 of each year may be considered for Senatorial scholarships) ;
- (2) Except as provided in §B of this Regulation, take the Scholastic Aptitude Test (SAT) or American College Testing (ACT) test; and
- (3) Submit any other information that a Senator requests as part of their award process.

B. The following categories of applicants are exempt from the testing requirement in paragraph (2) of §A of this Regulation:

- (1) Applicants who graduated from high school at least 5 years prior to filing the FAFSA;
- (2) Applicants attending an eligible institution who have completed 1 year of postsecondary education in good academic standing;
- (3) Applicants accepted for admission at an eligible private career school; and
- (4) Applicants planning to attend or attending a Maryland community college.

C. An applicant shall agree to provide any information or documentation requested by the Office of Student Financial Assistance (OSFA) for the purpose of administering this program and, if requested, shall sign an authorization for the release of information to OFSA for the purpose of administering this program. An applicant's failure or refusal to provide requested information or a signed release may result in a determination of ineligibility or the cancellation of an award.

.06 SELECTION PROCEDURES.

A. Each Maryland State Senator shall establish a selection process for the award of the Senator's scholarships.

B. A Senator shall consider the financial need of each applicant, of which the Senator is the final judge.

C. The Office of Student Financial Assistance (OSFA) shall provide to each Senator an application information sheet for each applicant, student labels, and an applicant roster.

D. The OSFA shall forward information received from the U.S. Department of Education concerning an applicant's eligibility for federal student aid programs, based on the applicant's Free Application for Federal Student Aid (FAFSA), to the applicant's Senator.

E. The OSFA shall forward an applicant roster to each Senator containing the following information for each applicant residing in the Senator's legislative district who has filed a FASFA:

- (1) Applicant name, address, telephone number, sex, and marital status;
- (2) Applicant's family contribution towards college;
- (3) Applicant's expected remaining financial need;
- (4) College code and the cost for attending that institution;
- (5) Year in college and whether the applicant is planning to live with parents, on or off campus; and
- (6) Any tentative awards for the current academic year.

F. The OSFA shall send an initial applicant roster to each Senator at the end of April, listing all applicants who filed a FAFSA by March 1.

G. The OSFA shall send second a supplemental applicant roster to each Senator in June, listing all applicants who filed a FASFA between March 1 and May 15.

H. If a Senator serves a legislative district comprising more than one county, the number of scholarship units shall be divided as equally as possible among qualified applicants from each county in the legislative district.

.07 AWARDING PROCEDURES.

A. Each Senator shall select award recipients.

B. Each Senator shall provide the following information to the Office of Student Financial Assistance (OSFA) for each award:

- (1) The student's full name;
- (2) The student's date of birth;
- (3) The student's address;
- (4) The student's social security number;
- (5) The dollar amount of the award;
- (6) The name of the institution that the student will attend;
- (7) The student's enrollment status; and
- (8) Whether the award is a one-time award or is automatically renewed.

- C. Upon receipt of this information, the OSFA shall notify students of the award offer.
- D. Only OSFA can offer a legally binding Senatorial Scholarship.
- E. An applicant must accept the Senatorial Scholarship online through the Maryland College Aid Processing System (MDCAPS) within the timeframe established by OSFA.
- F. Senatorial Scholarships not timely accepted shall be cancelled, but may be reinstated if funds are available.
- G. Students offered a one-time only award shall accept the award with the acknowledgement that they are waiving any right to have the award renewed.
- H. A Senator may choose to utilize an outside organization in determining scholarship awards under the following provisions:
 - (1) The organization must adhere to all pertinent statutory and regulatory provisions;
 - (2) OSFA shall send all information concerning applicants and the awarding of scholarship funds directly to the Senator, who shall forward the information to the outside organization to recommend awards;
 - (3) The organization shall forward the names of all students recommended for an award to the Senator's office for approval;
 - (4) The Senator shall forward all students selected for award to OSFA for processing; and
 - (5) The outside organization shall not share any student information with any party other than the Senator.

.08 PAYMENT.

- A. At the beginning of each school term, institutions shall be asked to review billing rosters provided by the Office of Student Financial Assistance and certify that the Senatorial Scholarship recipient is a Maryland resident and enrolled for the number of credits for which the award was made.
- B. Upon receipt of the institution's certification, the Office of Student Financial Assistance shall disburse the respective funds directly to the institution to be credited to the student's account.

.09 RENEWAL AND CONTINUATION.

- A. A Senatorial Scholarship award designated as renewable shall be automatically renewed on an annual basis for up to 4 years of full-time study or 8 years of part-time study if the recipient:
 - (1) Remains enrolled on at least a part-time basis in an eligible institution; and
 - (2) Continues to meet all other eligibility requirements.
- B. A Senatorial Scholarship award designated as a one-time only award shall not be automatically renewed, but a recipient may reapply to their Senator on an annual basis for additional funding.
- C. Except as provided in §§D and E of this Regulation and Regulation .10, a student may only receive an award for a maximum of 4 years of full-time study or 8 years of part-time study whether as a renewable senatorial award, multiple one-time awards, or a combination of awards.
- D. If the recipient is attending an eligible private career school, the award may be held until the completion of the program if the student completes the program within the length of time specified by the institution and otherwise continuously meets the conditions of the scholarship.
- E. If the recipient is enrolled in a terminal certificate program, the award may be held for two years if the recipient is a full-time student, or for 4 years if the recipient is a part-time student, and otherwise continuously meets the conditions of the scholarship.

F. A recipient shall promptly notify the Office of Student Financial Assistance of any changes to the student's name, address, state of residence, institution of attendance, or enrollment status.

G. A student who receives an award for undergraduate study who becomes a graduate student must reapply to be considered for an award for graduate studies.

.10 EXTENSION PROCEDURES.

A. A recipient may hold a scholarship for a fifth undergraduate year or for a semester subsequent to the end of a fourth undergraduate academic year if the recipient submits a request and:

- (1) Is a full-time student;
- (2) Continues to be a resident of the State;
- (3) Continues to be a student at the institution and takes courses leading to a degree; and
- (4) Has received the award for the maximum timeframe available as provided in §C of Regulation .09 .

B. A Senatorial scholarship awarded under this section may be held for up to 1 year.

C. The Senator shall notify the Office of Student Financial Assistance (OSFA) of any fifth year request that has been approved.

D. The Director of OSFA or designee shall verify the availability of the appropriation for each Senator and shall award the student should funding be available.

E. The OSFA shall notify the student(s) of the award offer.

.11 REVOCATION OF AWARD

An award shall be revoked if:

A. The criteria in Regulations .08 and .09 of this Chapter are not met;

B. The recipient makes a change to their name, address, state of residence, institution of attendance, or enrollment status and fails promptly to inform the Office of Student Financial Assistance in writing; or

C. Funds are no longer available.

.12 BUDGET FOR THE SENATORIAL SCHOLARSHIP PROGRAM.

A. Each Senator shall have an annual budget to fund renewals and new awards.

B. A Senator shall award all funds by September 1 of each fiscal year.

C. A Senator may re-award scholarships awarded by September 1 that are later cancelled.

D. Any scholarship funds remaining from cancellations at the end of a fiscal year shall be carried forward into the next fiscal year for the Senator to award.

E. Any scholarship funds not awarded by September 1, except funds remaining from cancellations, shall be awarded by the Office of Student Financial Assistance (OSFA) to applicants in the Senator's legislative district who:

- (1) Scored highest on the competitive examination; or
- (2) Are attending an eligible institution and have completed at least 1 year in good academic standing.

F. The OSFA shall periodically notify each Senator of their scholarship funds balance.

.13 APPEALS PROCEDURE.

A. An applicant may appeal a decision of ineligibility or of the revocation of an award.

B. An applicant may not appeal a denial of a Senatorial Scholarship made for reasons other than a determination of ineligibility.

C. An appeal shall be filed with the Director of the Office of Student Financial Assistance (OSFA) within 30 calendar days of the date of the notice of ineligibility or revocation.

D. An appeal shall be in writing and detail reasons or circumstances that would justify reversal of the original decision.

E. The Director of OSFA or designee shall review each appeal in consultation with the Senator and issue a decision no later than 60 calendar days after receiving the appeal.

F. All decisions of the Director or designee are final.

Title 13B

MARYLAND HIGHER EDUCATION COMMISSION

SUBTITLE 08 FINANCIAL AID

Chapter 05 Delegate Scholarship Program

Authority: Education Article, §§11-105(u) and 18-204(c) and Title 18, Subtitle 5; Annotated Code of Maryland

.01 PURPOSE.

The purpose of the Delegate Scholarship Program is for Delegates in the Maryland General Assembly to provide financial assistance to full- and part-time students pursuing an undergraduate, graduate, or professional education.

.02 ELIGIBILITY.

A. A recipient shall be enrolled in the regular undergraduate, graduate, or professional program at an eligible institution in an associate's degree or certificate program in which the coursework is acceptable for transfer credit to an accredited baccalaureate program in an eligible institution.

B. A recipient shall attend an eligible institution for the number of credit hours for which the award was made.

C. Full-time enrollment is defined as 12 credit hours per semester for undergraduates and 9 credit hours per semester for graduate students.

D. Part-time enrollment is defined as 6 to 11 credits per semester for undergraduates and 6 to 8 hours for graduate students.

E. A recipient shall be enrolled at least part-time.

.03 ELIGIBLE INSTITUTIONS.

The following are eligible institutions:

A. A Maryland public or private college or university;

B. A private career school approved to operate in Maryland by the Commission;

C. An out-of-state institution that makes special provisions for a disabled student if comparable special provisions are not available to that student at a Maryland institution; and

D. An out-of-state institution that offers a program not offered in Maryland if approved by the Director of the Office of Student Financial Assistance, upon a written request to the Director by the applicant identifying their major as one not offered at an institution in the State, attaching a copy of the relevant section of the out-of-state institution's catalog, and providing the applicant's full name, address, social security number, and State legislative district. The Director shall notify the applicant of a decision within 45 days of receipt of the request.

.04 METHODS OF AWARDING AND AWARD AMOUNT

A. Each Delegate shall have a choice of two methods for awarding scholarships: the tuition and mandatory fees method and the set dollar method.

B. Each Delegate shall make an irrevocable selection of either the tuition and mandatory fees method or the set dollar method on an annual basis during each four-year term

C. Tuition and mandatory fees method.

(1)Each Delegate may award the equivalent of four, 4-year, full-time scholarships.

(2) A Delegate Scholarship award may not exceed the actual tuition and mandatory fees charged to the recipient as follows:

<u>College Type</u>	<u>Amount of Assistance</u>
Community College	Tuition and Mandatory Fees
Public Four-Year College/University	Undergraduate Tuition and Mandatory Fees
Private Two-Year or Four-Year College/University	Up to Undergraduate Tuition and Mandatory Fees Maximum
Out-of-State School	Up to Undergraduate Tuition and Mandatory Fees Maximum
All Graduate Programs	Up to Undergraduate Tuition and Mandatory Fees Maximum

(3) A Delegate Scholarship may be awarded for a 1, 2, 3, or 4 year period.

(4) A Delegate may award two part-time scholarships for each full-time scholarship available; provided that a part-time Delegate Award may be renewed for a maximum of eight years and that the student is enrolled for between six credits and eleven credits each semester.

(5) A full-time tuition and mandatory fees Scholarship shall not exceed the maximum tuition and mandatory fees at the four-year public institution of higher education within the University System of Maryland, other than the University of Maryland University College and the University of Maryland, Baltimore, with the highest annual expenses for a full-time resident undergraduate.

(6) Mid-term increases in Scholarship funds will only be awarded if sufficient funds are available in the Delegate program.

(7) A summer session shall constitute a full semester for award calculation and administration purposes.

(8) A Delegate may reserve the option not chose the two methods for awarding but elect to transfer funds to other State aid programs.

D. Set dollar method

(1) Each Delegate shall have an annual budget in the amount of four times the tuition and mandatory fees for a full-time undergraduate student enrolled at the University of Maryland, College Park for the academic year commencing in that year, other than the University College and the University of Maryland, Baltimore, with the highest annual expenses for a full-time resident undergraduate.

(2) The Delegate shall determine a set dollar amount to award each recipient.

(3) The minimum award shall be \$200 for the academic year and the maximum shall be one-half of the Delegate's budget for that academic year.

E. Unawarded funds remaining in a Delegate's account at the end of an award year shall carry over into the following year for awarding.

.05 APPLICATION AND SELECTION PROCEDURES.

- A. Each Delegate shall establish a written application and selection process for applicants.
- B. A Delegate's written selection process may use any factors that the Delegate considers appropriate.
- C. The Office of Student Financial Assistance shall refer applicant inquiries directly to the appropriate Delegates.

.06 AWARDING PROCEDURES.

- A. A Delegate shall inform the Office of Student Financial Assistance (OSFA) when they have selected a recipient.
- B. The OSFA will provide the Delegate with demographic student information of students assigned in their district. The Delegate is required to notify OSFA of their method of awarding and how the awards will be administered for the year.
- C. If the Delegate requests that OSFA awards recipients on their behalf, student awards will be determined based on eligibility criteria outlined in .02.
- D. For each recipient selected, the delegate shall provide OSFA with written notification of the student's:
 - (1) Full name;
 - (2) Social security number;
 - (3) Date of birth;
 - (4) Address;
 - (5) Award amount;
 - (6) Name of school attending; and
 - (7) Enrollment status.
- E. Upon receipt of the information in §D of this Regulation, the OSFA shall officially notify the student of the award offer.
- F. (1) An award recipient shall accept the Delegate award online through the Maryland College Aid Processing System (MDCAPS) within the timeframe established by the OSFA.
- (2) An award that is cancelled due to the lack of a timely response shall be reinstated upon written request provided that funds are available.
- F. A Delegate may choose to utilize an outside organization in determining scholarship awards under the following provisions:
 - (1) The organization must adhere to all pertinent statutory and regulatory provisions;
 - (2) OSFA shall send all information concerning applicants and the awarding of scholarship funds directly to the Delegate, who shall forward the information to the outside organization to recommend awards;
 - (3) The organization shall forward the names of all students recommended for an award to the Delegate's office for approval;
 - (4) The Delegate shall forward all students selected for award to OSFA for processing; and
 - (5) The outside organization shall not share any student information with any party other than the Delegate.

.07 PAYMENT.

- A. At the beginning of each school term, institutions shall be asked to review billing rosters provided by the Office of Student Financial Assistance (OSFA) to certify that the recipient is a

Maryland resident, enrolled in an eligible program for the number of credits for which the award was made, and meets Satisfactory Academic Progress

B. Upon receipt of the institution's certification, the OSFA shall disburse the respective funds directly to the institution to be credited to the student's account.

.08. RENEWAL AND CONTINUATION.

A. Delegate Scholarship awards are not automatically renewed on an annual basis. Recipients must reapply to their delegate annually.

B. A recipient shall inform the Office of Student Financial Assistance in writing of any change to the student's name, address, institution of attendance, or enrollment status.

.09 REVOCATION OF AWARD.

An award shall be revoked if:

A. The criteria in Regulations .07 and .08 are not met;

B. A recipient makes a change to their name, address, state of residence, institution of attendance, or enrollment status and fails promptly to inform the Office of Student Financial Assistance in writing; or

C. Funds are no longer available.

.10 APPEALS PROCEDURES.

A. An applicant may appeal a decision of ineligibility or of the revocation of an award.

B. An applicant may not appeal a denial of a Delegate Scholarship made for reasons other than a determination of ineligibility.

C. An appeal shall be filed with the Director of the Office of Student Financial Assistance (OSFA) within 30 calendar days of the date of the notice of ineligibility or revocation.

D. An appeal shall be in writing and detail reasons and/or circumstances that would justify reversal of the original decision.

E. The Director of OSFA or designee will review each appeal in consultation with the Delegate and issue a decision no later than sixty (60) calendar days after receiving the appeal.

F. All decisions of the Director or designee are final.

.11 NOTIFICATION OF DELEGATE FUNDS BALANCE.

A. The Office of Student Financial Assistance (OSFA) shall notify each Delegate of their scholarship funds balance.

B. The OSFA shall send an Applicant Roster to each Delegate at the end of April each year which lists all students who have filed a need-based application by the March 1 deadline and award renewals.

C. The OSFA will continue to update Delegates of Applicant Roster information including the names of new applicants and new awardees.

D. The OSFA may update rosters throughout the year.

E. If a Delegate does not award all of their scholarship funds during the fiscal year, those funds shall be carried forward into the following fiscal year.

.12 RECIPIENTS OF A DELEGATE HOWARD P. RAWLINGS EDUCATIONAL EXCELLENCE AWARD.

A. Each Delegate may authorize the Office of Student Financial Assistance (OSFA) to award all or a portion of their funds to eligible recipients of a Delegate Howard P. Rawlings Educational Excellence Award who reside in the Delegate's legislative district.

B. In the event that the total number of eligible recipients of a Delegate Howard P. Rawlings Educational Excellence Award who reside in the Delegate's legislative district is insufficient to utilize the total amount of funds available to the Delegate for any fiscal year, the OSFA may, with the consent of the Delegate, award the unused funds to other eligible recipients throughout the State.

Title 13B

MARYLAND HIGHER EDUCATION COMMISSION

Subtitle 08 FINANCIAL AID

Chapter 09 Maryland Dent-Care Loan Assistance Repayment Program

.01 PURPOSE.

A. The purpose of the Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) is to increase access to oral health services for Maryland Medical Assistance Program (MMAP) recipients by increasing the number of dentists who treat that population.

B. The MDC-LARP is funded through Maryland general funds and provides loan repayment for Maryland licensed dentists dependent upon available annual funding.

C. A dentist who participates in this program shall agree to provide oral health care services to a minimum of 30% MMAP recipients as a proportion of their total patient population, document this information, and submit confirming written reports.

.02 ELIGIBILITY.

A. To be eligible for Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) repayment assistance, an individual shall:

(1) Be employed as a full-time dentist in the State;

(2) Demonstrate financial need;

(3) Have received a dental degree from a college or university in the State of Maryland or from an accredited U.S. dental school;

(4) Have a valid unrestricted license to practice dentistry in the State of Maryland at the time the service obligation begins;

(5) Have not breached an obligation for service to a federal, state, or local government entity;

(6) Have no unserved obligations for service to a federal, state, or local government, or to another entity, with the exception of the U.S. Department of Health and Human Services' Primary Care Loans, Exceptional Financial Need Scholarships, and Financial Assistance for Disadvantaged Health Professions Students;

(7) Have outstanding eligible higher education loans;

(8) Not be in default on any eligible higher education loan; and

(9) Agree to provide services as provided in Regulation .07 of this Chapter.

B. Service obligations shall be rendered at an eligible practice site, which is any federal, state, local, or private for-profit or nonprofit dental facility (including a solo, group, or incorporated private practice) that treats all persons and agrees to the statutory requirement that a minimum of 30% of the patients treated each year for 3 years are in a private or clinical setting serving Maryland Medical Assistance Program recipients.

C. Loans eligible for repayment assistance are any loans for undergraduate or graduate dental professional study obtained for tuition, educational expenses, or living expenses from a college, university, government, commercial source, or an organization, institution, association, society, or corporation that is exempt from taxation under §501(c)(3) or (4) of the Internal Revenue Code of 1986. An MDC-LARP recipient shall provide documentation that commercial loans were used for payment of tuition, educational expenses, or living expenses.

.03 DETERMINATION OF GEOGRAPHIC DENTIST SHORTAGE AREAS.

A. The Maryland Department of Health and Mental Hygiene, Office of Primary Care Services (DHMH) shall be responsible for designating geographic dentist shortage areas in Maryland and reporting the designations annually to the Office for Student Financial Assistance according to a schedule that corresponds to the Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) award cycle.

B. Geographic areas designated by DHMH shall coincide with Maryland's federal Dental Health Professions Shortage Areas (Dental HPSAs). In addition, DHMH may identify other areas based on health status indicators that DHMH deems appropriate.

C. Designated dentist shortage areas shall be provided to the Review Panel as described in Regulation.05 of this Chapter for the purpose of reviewing applications and designating underserved areas.

D. A dentist does not have to practice in a Dental HPSA to be considered for an MDC-LARP.

.04 APPLICATION PROCEDURES.

A. An individual shall complete an application and provide any additional information required by the Office of Student Financial Assistance (OSFA) and the Office of Oral Health (OOH) to be considered for Maryland Dent-Care Loan Assistance Repayment Program repayment assistance.

B. The OOH is responsible for the development and distribution of application forms and materials.

C. An applicant shall provide:

- (1) A completed application;
- (2) Proof of graduation from an accredited U.S. school of dentistry;
- (3) Documentation of the amounts and the holders of the applicant's outstanding eligible higher education loans;
- (4) Letters of recommendation from 3 individuals;
- (5) Proof of a dental license issued by the Maryland State Board of Dental Examiners; and
- (6) If entering a group practice or incorporated practice, a letter of intent from the employer stating that the other members of the practice are aware of the program and the requirements that need to be fulfilled; and
- (7) If in solo practice, proof that the practice exists.

D. Each applicant shall agree to provide any information or documentation requested by OSFA and OOH for the purpose of administering this program and, if requested, shall sign an authorization for the release of information to OSFA for the purpose of administering this program. The applicant's failure or refusal to provide requested information or a signed release may result in a determination of ineligibility, the cancellation of an award, or the denial of a deferment, cancellation, suspension, or waiver request.

.05 SELECTION PROCESS.

A. The Office of Oral Health (OOH) shall appoint a Review Panel, which includes dentists who have experience treating Medicaid and low-income patients, to assist in the annual selection of Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) recipients.

B. The Review Panel shall be responsible for reviewing the eligible applicants and recommending to OOH which applicants should receive an award.

C. The OOH shall make the final selection of MDC-LARP recipients.

D. The Review Panel may consider the following criteria in making its recommendations to OOH:

- (1) The dental health care needs of the geographic area where the dental practice is located;
- (2) The professional competence and conduct of applicants;
- (3) The applicant's willingness to serve the 3 year requirement;
- (4) The applicant's personal or professional background and whether it demonstrates an understanding of the dental needs that exist in shortage areas or in underserved populations; and
- (5) Additional criteria as directed by OOH to accommodate the goals of the MDC-LARP program.

.06 MARYLAND DENT-CARE LOAN ASSISTANCE REPAYMENT PROGRAM AWARDS.

A. The total number of awards made each year shall be determined on an annual basis by the Office of Student Financial Assistance (OSFA) and the Maryland Department of Health and Mental Hygiene (DHMH) and shall be based on the amount of funds available.

B. The award amount for new Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) awards shall be determined on an annual basis by OSFA and DHMH, and shall be based on the available annual funding, the number of selected recipients, a recipient's total indebtedness from eligible higher education loans at the time of application, and the number of years the recipient agrees to serve in the program.

C. An award shall be a for minimum of \$10,000 per year and up to a maximum of \$30,000 per year.

D. An MDC-LARP award may not exceed the MDC-LARP recipient's total indebtedness from eligible higher education loans.

E. The OSFA shall issue checks to selected MDC-LARP recipients within 60 days of completing their service year. A "service year" is the 365-day period commencing on the date of the first day the MDC-LARP recipient begins to fulfill the service obligation at an eligible practice site. Unless the MDC-LARP recipient does not fulfill the service obligation as scheduled, subsequent service years for that MDC-LARP recipient begin and end on the same dates as the first service year. The amount of the check shall equal the loan repayment amount specified for the service year in the contract between the MDC-LARP recipient and the Commission.

F. A loan repayment check shall be made co-payable to the MDC-LARP recipient and the holder of the MDC-LARP recipient's eligible higher education loans. The MDC-LARP recipient shall endorse and forward the check to the loan holder.

G. An MDC-LARP recipient shall notify OSFA if there is a change in the holder of a loan.

I. An MDC-LARP recipient may receive renewal awards for up to a maximum of 3 years if the recipient continues to meet the eligibility criteria and have outstanding eligible higher education loans, depending upon available funding. Individuals applying for an award renewal are given neither preference nor guaranteed renewal.

.07 MARYLAND DENT-CARE LOAN ASSISTANCE REPAYMENT PROGRAM RECIPIENT OBLIGATIONS.

A. The recipient of an Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) award shall furnish the Office of Student Financial Assistance (OSFA) with written acceptance of the award and sign a promissory note that stipulates the:

- (1) Obligations of an MDC-LARP recipient;
- (2) Number of years to which the MDC-LARP recipient commits;
- (3) Total and annual amounts of the MDC-LARP award;
- (4) Penalties for breaching the promissory note;
- (5) Circumstances under which the obligation may be deferred, cancelled, suspended, or waived; and

(6) Other terms OSFA deems necessary.

B. A recipient of an MDC-LARP award shall:

(1) Provide dental care services to Maryland Medical Assistance Program MMAP recipients (at least 30% of their practice) for one year for each year the individual received an award, in a full-time eligible practice site (full-time practice means a minimum of 40 hours per week);

(2) Provide at least 32 hours of the required 40 hours per week during normally scheduled office hours providing clinical dental services at an eligible practice site; and

(3) Ensure that no more than 35 workdays are spent away from the practice for holidays, vacation, continuing professional education, illness, or any other reason. Absences greater than 35 workdays in any given 52-week period shall extend the service obligation end date.

C. While in practice at an eligible practice site, an MDC-LARP recipient shall:

(1) Sign up to be a Medical Assistance provider with the Maryland Healthy Smiles Program;

(2) Accept and render services to Maryland Medical Assistance Program recipients;

(3) Maintain a valid license to practice dentistry in the State of Maryland throughout the service obligation;

(4) Notify OSFA if the employment arrangement at the eligible practice site is terminated or changed;

(5) Notify OSFA if the repayment of a loan is undertaken by an entity defined in §18-2401(b)(2) of the Education Article of the Annotated Code of Maryland;

(6) Keep timely records of services rendered to all Medicaid patients (both Network Provider Recipients and Maryland Medical Assistance Program Recipients) and provide the Department of Health and Mental Hygiene Office of Oral Health with written reports of those services as allowed by federal and state confidentiality statutes and regulations; and

(7) Complete an exit interview at the end of the final service period.

.08 VERIFICATION.

A. The Office of Student Financial Assistance (OSFA) shall require annual verification that a Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) recipient is fulfilling their award obligations.

B. Prior to issuing an MDC-LARP recipient's check for the first year of service, OSFA shall receive notice from the Maryland Department of Health and Mental Hygiene Office of Oral Health (DHMH) that confirms that the MDC-LARP recipient is providing appropriate service at that site. Prior to issuing a check for a subsequent year of service, OSFA shall receive confirmation from the DHMH that the MDC-LARP recipient provided services in the previous year and continues to practice at an eligible practice site.

.09 BREACH OF A RECIPIENT'S OBLIGATIONS.

A. A Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) recipient breaches the recipient's obligations if:

(1) They do not begin their service obligation at an eligible practice site within 3 months of the close of the fiscal year in which the promissory note is executed; or

(2) The MDC-LARP recipient separates from the eligible practice site prior to fulfilling the service obligation and does not move to a site that complies with the program requirements.

B. An MDC-LARP recipient who breaches their obligation shall be subject to the total of the following financial penalties:

(1) The total amounts paid to, or on behalf of, the recipient for loan repayments for any period of obligated service not served;

(2) An amount equal to the number of months of obligated service not completed multiplied by \$7,500; and

(3) Interest on the above amounts at the maximum legal prevailing rate, as determined by the Treasurer of the United States, from the date of breach.

C. In addition to the penalties in §B of this Regulation, the State of Maryland is entitled to recover costs, fees, and expenses associated with the collection of these penalties, including attorney's fees, as prescribed by State law or regulation

D. Amounts not paid within 1 year of the breach shall be subject to garnishment of wages, deductions in Medicaid payments, and other collection methods.

E. The Office of Student Financial Assistance shall report recipients who fail to pay their financial penalties within one year to the Maryland State Board of Dental Examiners. Recipients may be subject to disciplinary action by the Board of Dental Examiners.

F. An MDC-LARP recipient's financial obligation for payment of damages may not be released by discharge of bankruptcy under Title 11 of the United States Code.

.10 DEFERMENT, CANCELLATION, SUSPENSION, AND WAIVER OF OBLIGATION.

A. The Office of Student Financial Assistance (OSFA) may consider deferment, cancellation, suspension, or waiver of the obligation as provided in this Regulation.

B. The OSFA may consider deferment for:

(1) Military service for a period not to exceed 3 years;

(2) Extended illness verified by a physician;

(3) *Extenuating family circumstances to be decided on a case-by-case basis; and*

(4) *Maternity/paternity leave not to exceed 6 months.*

C. The OSFA may consider cancellation, suspension, or waiver as follows:

(1) Any service or payment obligation incurred by a Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) recipient is cancelled upon the MDC-LARP recipient's death; and

(2) The OSFA may waive or suspend an MDC-LARP recipient's service or payment obligation if, as determined by OSFA, compliance by the MDC-LARP recipient with the terms and conditions of the contract is impossible or would involve extreme hardship.

.11 RESPONSIBILITIES OF THE DEPARTMENT OF HEALTH AND MENTAL HYGIENE OFFICE OF ORAL HEALTH.

The Maryland Department of Health and Mental Hygiene Office of Oral Health shall be responsible for:

A. Promoting and recruiting the Maryland Dent-Care Loan Assistance Repayment Program (MDC-LARP) program in conjunction with the Office of Student Financial Assistance (OSFA);

B. Certifying eligible practice sites;

C. Selecting eligible applicants;

D. Notifying OSFA of selected eligible applicants;

E. Confirming that MDC-LARP recipients are fulfilling their requirements;

F. Appointing an individual to serve on the Review Panel; and,

G. Nominating individuals to serve on the Review Panel.

Title 13B

MARYLAND HIGHER EDUCATION COMMISSION

Subtitle 08 FINANCIAL AID

Chapter 14 Workforce Shortage Student Assistance Grant Program

Authority: Education Article, §§11-105(u), 18-204(c) and 18-708; Annotated Code of Maryland

.01 Purpose.

The purpose of the Workforce Shortage Student Assistance Grant Program is to help meet the State's need for well trained and highly skilled workers in shortage areas. Students who perform well academically and agree to use their training in eligible programs may qualify for scholarship assistance.

.02 Eligibility.

A recipient of assistance under this program shall:

A. Be a Maryland resident (if the recipient is a dependent student, the parent(s) claiming the student as dependent shall be a Maryland resident as well);

B. Sign a letter of intent to enroll at a 2-year or 4-year Maryland college or university as a full-time (12 or more credits per semester) or part-time (6-11 credits per semester) degree seeking undergraduate student, or a full-time (9 or more credits per semester) or part-time (6-8 credits per semester) degree seeking graduate student. Audited courses cannot be used to reach the minimum credit hours for full-time or part-time status. A student may be enrolled for less than part-time credits during a semester as long as the student earns at least 12 undergraduate or 9 graduate credit hours in each academic year in which the student receives assistance, including summer sessions;

C. Enroll in an eligible major as specified in Regulation .08 of this Chapter; and

D. After completing studies in an eligible program, perform the service obligation as specified for each field in which there is a critical shortage.

.03 Award Amount.

A. Grants shall be awarded in accordance with the minimum and maximum award ranges specified in this Regulation.

B. In this Regulation, "cost of attendance" (COA) means the annual expenses of a full-time resident undergraduate at the 4-year public institution of higher education within the University System of Maryland with the highest annual expense for a full-time resident undergraduate as determined by the Maryland Higher Education Commission, other than the University of Maryland University College and University of Maryland, Baltimore.

C. The minimum and maximum award ranges are:

Enrollment	Community College Award Range	4-Year Institution Award Range
Full-time	\$2,000 to 25% of COA	\$4,000 to 50% of COA
Part-Time	\$1,000 to 12.5% of COA	\$2,000 to 25% of COA

D. The Office of Student Financial Assistance (OSFA) shall establish the award amount annually when program funding and the number of demand occupations to be incorporated into the program are known.

E. If a student takes courses over a summer session to meet the minimum number of credit hours for full- or part-time status, the award amount shall be divided equally between the fall, spring, and summer sessions, as appropriate.

F. A student who is enrolled in an academic program that includes mandatory summer sessions as part of the approved curriculum may receive an additional award not to exceed \$1,000 per calendar year, if funds are available. A student must apply for summer funding in writing by April 1 of that academic year.

G. The grant award may be used at any eligible institution for educational expenses as defined by OSFA, including tuition, mandatory fees, and room and board

.04 Advisory Council on Workforce Shortage.

A. The Secretary of Higher Education shall appoint an Advisory Council on Workforce Shortage (Advisory Council) to identify and recommend workforce shortage fields to be included in the Workforce Shortage Student Assistance Grant Program.

B. The Advisory Council shall meet as necessary to make recommendations on the occupations to be included in the program.

C. At a minimum, the Advisory Council shall make recommendations every 2 years on the occupations to be included.

D. In establishing recommendations, the Advisory Council shall take into consideration whether the occupation provides a public good or benefit to the citizens of Maryland. "Public Good or Benefit" means service to low-income or underserved residents or areas of the State in an occupation in the public sector or in an organization, institution, association, society, or corporation that is exempt from taxation under §501(c)(3) or (4) of the Internal Revenue Code of 1986.

E. The Advisory Council's recommendations shall be submitted to the Office of Student Financial Assistance (OSFA) for approval.

F. The Department of Labor, Licensing, and Regulation shall provide data and analysis on demand occupations and supply to be used by the Advisory Council.

G. The OSFA shall allocate funds for each specific demand occupation within the program based on the level of critical need. Renewals will also be considered when determining allocations.

H. Majors and occupational areas associated with the scholarship and tuition assistance programs listed below are included in the Workforce Shortage Student Assistance Grant Program:

- (1) Hattie N. Harrison Memorial Scholarship;
- (2) Ida G. and Leonard Ruben Scholarship;
- (3) Ruth M. Kirk Social Work Scholarship;
- (4) Physical and Occupational Therapists and Assistants Scholarship;
- (5) Sharon Christa McAuliffe Memorial Teacher Education Award;
- (6) Nursing Scholarship and Living Expenses Grant;
- (7) William Donald Schaefer Scholarship; and
- (8) Parren J. Mitchell Public Service Scholarship.

.05 Allocation of Funds.

A. A specified amount of funds shall be allocated each year to each eligible occupational areas based on critical need as determined by the Advisory Council on Workforce Shortage. These funds shall be used to make awards to students majoring in specific programs leading to employment in these occupational areas.

B. As funding permits, the intent of the program is to incrementally address waiting lists for those occupations already incorporated into the grant program while new occupations are being included. In addition, a balanced approach should be implemented to ensure the programs address demand in all occupations, including those currently in the program as well as public good and economic development occupations.

C. As the Workforce Shortage Student Assistance Grant Program expands, the determination of occupation allocations should consider the:

- (1) Gap analysis resulting from the workforce model;
- (2) Number of applications;
- (3) Number of awards made in each eligible occupation; and
- (4) Number of students placed on a waiting list.

.06 Application Procedures.

A. To be considered for the Workforce Shortage Student Assistance Grant Program, an applicant shall submit:

- (1) A completed application;
- (2) An official transcript from each institution the applicant has attended;
- (3) If the applicant has earned less than 12 college level credits, an official high school transcript;
- (4) If applying as a nursing major, proof of acceptance into a nursing program at the institution; and
- (5) Any additional documentation that may be required based on the applicant's major.

B. Although the Free Application for Federal Student Aid (FAFSA) is not required, applicants are strongly encouraged to complete the FAFSA.

C. An applicant shall complete and submit all required documents by July 1.

D. Each applicant shall agree to provide any information or documentation requested by the Office of Student Financial Assistance (OSFA) for the purpose of administering this program and, if requested, shall sign an authorization for the release of information to OSFA for the purpose of administering this program. The applicant's failure or refusal to provide requested information or a signed release may result in a determination of ineligibility, revocation of an award, denial of service credit, imposition of repayment obligations, or denial of a deferment or waiver request.

.07 Selection of Recipients.

A. Grant awards shall be issued using both merit and need-based criteria.

B. Applicants shall be ranked by grade point average (GPA) and then by need within each occupational field. Students with the greatest need within each GPA range shall receive awards first.

C. The following GPA ranges shall be used:

- (1) GPA 3.8 to GPA 4.0;
- (2) GPA 3.6 to GPA 3.79;
- (3) GPA 3.4 to GPA 3.59;
- (4) GPA 3.0 to GPA 3.39; and
- (5) GPA 2.9 and below.

D. Merit Ranking

- (1) Transcripts shall be required to determine a student's merit ranking.
- (2) A minimum GPA will not be required to determine a student's eligibility, because the appropriate GPA level could vary by major.
- (3) The GPA ranking of students shall be based on each student's cumulative, un-weighted GPA on a standardized 4.0 scale.
- (4) High school transcripts shall be used to calculate the GPA for entering freshman and students that have completed less than 12 college credits. Undergraduate level college transcripts shall be used for students who have completed more than 12 college credits as an undergraduate student and less than 12 college credits as a graduate student. Graduate level transcripts shall be used for students who have completed more than 12 graduate level credits.

E. Need Ranking

- (1) In determining the award order, students within each GPA range with the greatest need shall be given the highest priority.
- (2) A student's need ranking shall be based on their Free Application for Federal Student Aid (FAFSA).
- (3) Except for the William Donald Schaefer Scholarship, it is not mandatory that students complete a FAFSA to be eligible to receive an award. If a student chooses not to file a FAFSA, it will be assumed that the student has no need and will be placed at the bottom of each GPA range to be considered for an award.

.08 Eligible Majors.

A. The Advisory Council on Workforce Shortage shall identify eligible majors and occupational fields biennially based on statewide workforce shortages.

B. Eligible majors are grouped by service areas that correspond with the service areas in Regulation .11 of this Chapter.

C. The eligible majors by service area are:

- (1) **Service Area A**, the Hattie M. Harrison Scholarship:
 - (a) Child Development; and
 - (b) Early Childhood Education
- (2) **Service Area B**, the Ida G. and Leonard Ruben Scholarship:
 - (a) Human Services Degree Programs:
 - (i) aging services;
 - (ii) counseling;
 - (iii) disability services;
 - (iv) mental health;
 - (v) nursing;
 - (vi) occupational therapy;
 - (vii) physical therapy;
 - (viii) psychology;
 - (ix) rehabilitation;
 - (x) special education;
 - (xi) supported employment; and
 - (xii) vocational rehabilitation; and
 - (b) Any other concentration in the healing arts or in programs providing support services to individuals with special needs including:
 - (i) child welfare and juvenile justice; and
 - (ii) the alcohol and drug workforce.
- (3) **Service Area C**, the Sharon Christa McAuliffe Scholarship
 - (a) Approved teacher education programs leading to certification in a critical shortage field, including:
 - (i) chemistry (grades 7-12);
 - (ii) computer science (grades 7-12);
 - (iii) dance;
 - (iv) earth/space science (grades 7-12);
 - (v) English for speakers of other languages (ESOL) (Pre-K-12);
 - (vi) health occupations (grades 7-12);
 - (vii) Latin (grades 7-12);
 - (viii) mathematics (grades 7-12);
 - (ix) physical science (grades 7-12);

- (x) physics (grades 7-12);
- (xi) reading specialist;
- (xii) Spanish (grades 7-12);
- (xiii) special education, generic: infant/primary (birth-grade 3);
- (xiv) special education, generic: elementary/middle (grades 1-8);
- (xv) special education, generic: secondary/adult (grades 6-adult);
- (xvi) special education - hearing impaired;
- (xvii) special education - severely & profoundly disabled;
- (xviii) special education - visually impaired;
- (xix) speech language pathology (educational service area); and
- (xx) technology education (grades 7-12).

(b) Elementary education is not a critical shortage field.

(4) Service Area D:

- (a) Physical Therapy;
- (b) Physical Therapy Assistant;
- (c) Occupational Therapy; and
- (d) Occupational Therapy Assistant

(5) Service Area E, the William Donald Schaefer Scholarship:

Law - Designed to prepare individuals to provide legal services to low-income residents in the State.

(6) Service Area F, the Ruth M. Kirk Public Social Work Scholarship:
Social Workers.

(7) Service Area G, the Parren J. Mitchell Public Service Scholarship—Nursing and Other:

(a) Recipients shall be graduates of nursing programs and other majors designed to prepare individuals for careers in public service.

(b) Recipients shall be employed in a public or nonprofit sector under §§501(c)(3) or (4) of the Internal Revenue Code of 1986 in service areas where there is a shortage of qualified practitioners for low-income or underserved residents or areas of the State.

.09 Payment.

Each semester, eligible institutions shall certify on billing rosters provided by the Office of Student Financial Assistance that the recipient is:

- A. A Maryland resident;
- B. Enrolled for the required number of credits;
- C. Enrolled in an eligible academic program;
- D. Making satisfactory academic progress towards a degree; and
- E. Maintaining the standards of the institution.

.10 Renewal and Continuation.

A. The award shall be automatically renewed on an annual basis up to a maximum of 5 years if the student continues to meet all of the eligibility requirements and meet the satisfactory academic progress standards of the institution.

B. The award may not be renewed if the original award was canceled because the recipient took an ineligible number of credits per semester or because of the student's failure to maintain satisfactory academic progress.

C. A recipient who is academically ineligible shall forfeit the award for 1 academic year. The award may be reinstated, if funds are available, for the following academic year upon proof of meeting institutional standards.

D. A student transferring from one institution to another may continue to receive an award as long as the student meets all of the eligibility requirements.

E. A renewal student wishing to continue receiving the award for an advanced degree shall contact the Office of Student Financial Assistance in order to determine if they are eligible for the award.

F. A grant recipient in a workforce shortage field that is removed from the grant program may continue to receive renewal awards under the program.

.11 Service Obligation.

A. Applicants offered an award shall sign and return a promissory note agreeing to begin fulfillment of the service obligation in the area/field for which the award was received within 1 year of completing the degree for which they received assistance.

B. The service obligation begins after completion of the degree program and may not be fulfilled prior to completion.

C. If a recipient holds a Workforce Shortage Student Assistance Grant with any other State award requiring a service obligation, the obligations shall be served in consecutive years.

D. If a recipient works full-time, the service obligation shall be fulfilled at a rate of 1 year for each year that the award was received, even if the student was enrolled on a part-time basis for some of the semesters.

E. If a recipient works part-time; the obligation shall be fulfilled at a rate of 2 years for each year the scholarship was received, even if the student was enrolled on a part-time basis.

F. Full-time employment is considered to be at least 35 hours per week and part-time employment is at least 20 hours per week.

G. If a student receives a degree in a major that falls into more than one specified service area, the student may fulfill the service obligation in either area.

H. Repayment shall be made to the State within 6 years after the repayment period begins and shall follow a repayment schedule established by the Office of Student Financial Assistance.

I. Eligible employment for each service area is:

(1) Service Area A:

The recipient shall be employed in the State of Maryland as a director or senior staff member in a licensed Maryland childcare center or as a licensed family day care provider in Maryland. The recipient may not work as an elementary school teacher to fulfil this obligation.

(2) Service Areas B:

(a) The recipient shall be employed in a Maryland community-based program that is:

- (i) licensed by the Developmental Disabilities Administration;
- (ii) approved by the Mental Hygiene Administration; or
- (iii) certified by the Office of Health Care Quality;

(b) The recipient shall be employed in a residential program that is licensed by the Department of Human Resources or the Department of Juvenile Justice;

(c) The recipient shall be a direct service employee or provide first-line supervision of employees who provide habilitation, rehabilitation, residential, or related community support services to individuals:

- (i) with developmental disabilities;
- (ii) with mental health disorders; or
- (iii) who are dependent on alcohol or drugs;

(d) The recipient shall be a direct service employee or provide first-line supervision of employees who serve children in:

- (i) the custody of a local Department of Social Services; or
- (ii) any residential childcare program licensed by the Department of Human Resources or the Department of Juvenile Justice;

(e) The recipient shall be employed by a State or local government entity in Maryland as a direct care service employee or provide first-line supervision of employees who provide habilitation, rehabilitation, residential, or related community support services to individuals:

- (i) with developmental disabilities;
- (ii) with mental health disorders; or
- (iii) who are dependent on alcohol or drugs; or

(f) The recipient shall be employed by a State or local government entity in Maryland as a direct care service employee or provide first-line supervision of employees who serve children in the custody of a local residential childcare program.

(3) Service Area C:

(a) The recipient shall become a certified teacher in Maryland:

- (i) in the certification area applied for and awarded, and be employed in a Maryland public or private elementary or secondary school as a teacher in that area; or
- (ii) in any teaching field if the individual commits to working in a Title I school or a school designated for improvement.

(b) The Office of Student Financial Assistance shall forgive a teacher recipient of a Workforce Shortage Student Assistant Grant for their service obligation for up to 2 years if the recipient has failed the teacher certification examination, approved by the Maryland State Board of Education, in 2 consecutive years and the recipient fails to pass the teacher certification examination within the time period specified by the Office of Student Financial Assistance.

(4) Service Area D:

(a) The recipient shall be employed as a therapist or therapy assistant to children with disabilities in a public school in Maryland;

(b) The recipient shall be employed as a therapist or therapy assistant to children with disabilities placed in an approved non-public education program; or

(c) The recipient shall be employed as a therapist or therapy assistant to provide physical or occupational therapy in a State therapeutic hospital determined by the Secretary of Health and Mental Hygiene to have a severe shortage of physical or occupational therapists.

(5) Service Area E:

(a) The recipient shall be engaged in eligible employment in Maryland in public service to assist in providing legal services to low-income residents in the State.

(b) Eligible employment is defined as employment in government at any level, public interest organization, public school, or nonprofit organization under §§501(c)(3) or (4) of the Internal Revenue Code of 1986.

(6) Service Area F:

The recipient shall be employed as a social worker in the public or nonprofit sectors under §§501(c)(3) or (4) of the Internal Revenue Code of 1986 in which there is a shortage of qualified practitioners for low-income or underserved residents or areas of the State.

(7)Service Area G:

(a) The recipient shall be employed as:

(i) A nurse in a Maryland licensed hospital, adult day care center, nursing home, public health agency, home health agency, an eligible institution of postsecondary education that awards nursing degrees or diplomas, or another organization authorized by the Secretary of Health and Mental Hygiene; or

(ii) A nurse in the public or nonprofit sectors under §§501(c)(3) or (4) of the Internal Revenue Code of 1986 in which there is a shortage of qualified practitioners to low-income or underserved residents or areas of the State.

.12 Repayment.

A. If a recipient fails to meet the required obligations under the Workforce Shortage Student Assistance Grant Program, the recipient shall repay the State the portion of the scholarship not forgiven.

B. Interest on the funds advanced shall be charged at an interest rate equal to the interest rate established by the United States Department of Education for the Federal Stafford Loan on the first day of July of each year.

C. Interest may not accrue prior to notification to the Office of Student Financial Assistance (OSFA) of a recipient's graduation or termination from an institution of higher education.

D. Repayment may be prorated if the recipient partially fulfills their obligation.

E. The OSFA shall waive the repayment of a grant award at a rate of:

(1) 1 year for each year that the recipient performs the service obligation on a full-time basis; or

(2) 6 months for each year that the recipient performs the service obligation on a part-time basis.

F. Except as otherwise provided in this Regulation, repayment shall be made to the State within 6 years after the repayment period begins and shall follow a repayment schedule established by OSFA.

.13 Deferment of the Service Obligation and Repayment.

A. Recipients shall seek eligible employment aggressively within a 60 mile radius of their residence.

B. A recipient may request that their service obligation be deferred during the time the recipient is:

(1) Enrolled in a full-time (12 or more credits per semester) or part-time (6-11 credits per semester) undergraduate course of study, or a full-time (9 or more credits per semester) or part-time (6-8 credits per semester) graduate course of study at an institution of higher education in a degree granting program;

(2) On a temporary leave of absence approved by the employer from employment in the required employment field for a period not to exceed 12 months;

(3) Temporarily disabled in a manner that substantially impairs the recipient's ability to perform the service obligation, for a period not to exceed 3 years;

(4) Unable to secure employment for a period not to exceed 12 months by reason of the care required for a spouse or child who is disabled;

(5) Assigned military duty outside of the State, not to exceed 3 years without filing an appeal;

(6) Married to a spouse assigned military duty outside of the State, not to exceed 3 years without filing an appeal; or

(7) Aggressively seeking and unable to secure employment, as required in §A of this Regulation, for a single period not to exceed 12 months.

C. A recipient's deferment request shall include satisfactory supporting documentation. Such documentation shall consist of the following, as appropriate:

(1) Certification by the office of the registrar that the recipient has returned to a full-time or part-time course of study at an eligible institution of higher education;

(2) Certification by the employer that the recipient is on a temporary approved leave of absence;

(3) A sworn affidavit by a qualified physician that the recipient is temporarily disabled in a manner that substantially impairs the recipient's ability to perform the service obligation;

(4) A sworn affidavit by a qualified physician that the recipient is unable to find employment because they must care for a spouse or child who is disabled;

(5) A certified statement including a list of possible eligible employers, including their addresses and telephone numbers, to which application has been made if the recipient has been unable to find full-time employment as required; or

(6) A copy of military orders.

D. The Office of Student Financial Assistance (OSFA) shall review all documentation and determine if the deferment conditions have been met and, if so, determine the deferment period.

E. Before a deferment based on an inability to find employment is granted, OSFA shall review the recipient's documentation and other available information and determine if the recipient has sought employment aggressively in all required areas of the State.

F. A recipient need not make scholarship repayments and interest does not accrue during the period of an approved deferment.

G. The OSFA shall, on a case-by-case basis, review appeals from individuals assigned military duty outside the State, and from the spouse of an individual assigned military duty outside the State, that exceed the 3 year deferral limit. Appeals shall be in writing and include a copy of the military orders.

.14 Waiver of the Service Obligation and Repayment.

A. The Office of Student Financial Assistance (OSFA) shall waive a recipient's service and repayment obligations if it determines:

(1) On the basis of the sworn affidavit of 2 qualified physicians, that the recipient is physically unable to fulfill any of the possible service obligations on a full-time or part-time basis because of a permanent impairment; or

(2) On the basis of a death certificate or other evidence of death that is conclusive under State law that the recipient has died.

B. The OSFA shall forgive a recipient of a Workforce Shortage Student Assistance Grant, Service Area D, for up to 2 years of an award if:

(1) The recipient has taken the teacher certification examination, approved by the Maryland State Board of Education, in 2 consecutive years; and

(2) The recipient fails to pass the teacher certification examination within the time period specified by OSFA.

.15 Special Financial Circumstances Appeals.

A. A student may appeal if the student's financial circumstances change, after the filing of the student's application, as a result of one of the following:

(1) The student's parent(s) or spouse dies;

(2) The student or the student's parents divorce or separate;

(3) The student, student's parent (if dependent), or student's spouse (if independent) as defined by the Free Application for Federal Student Aid (FAFSA) becomes involuntarily unemployed for at least 10 consecutive weeks in the current year; or

(4) The student or the student's parent(s) loses, as a result of the student reaching the age of majority, benefits from Social Security, Temporary Assistance for Needy Families (TANF), or child support.

B. The student's appeal shall be supported by appropriate documentation sufficient to substantiate the student's claim including, but not limited to, copies of a:

(1) Death certificate;

(2) Divorce decree or separation agreement;

(3) Notice of job termination or layoff;

(4) Federal tax transcript or W-2; or

(5) Copy of a termination notice of unemployment benefits.

C. If the Office of Student Financial Assistance (OSFA) sustains a student's appeal, OSFA shall provide the following relief:

(1) If the appeal was based on the death of the student's parent(s) or spouse, OSFA shall adjust the student's FASFA income information to exclude the income of the deceased;

(2) If the appeal was based on the student or the student's parents' divorce or separation, OSFA shall adjust the student's FASFA income information to exclude the income of the affected parent or spouse;

(3) If the appeal was based on the student, student's parent (if dependent), or student's spouse (if independent) becoming involuntarily unemployed for at least 10 consecutive weeks in the current year, OSFA shall calculate the student's family contribution and total family income using an estimated income for the current calendar year; and

(4) If the appeal was based on the student or the student's parent(s) losing, as a result of the student reaching the age of majority, benefits from Social Security, TANF, or child support, OSFA shall calculate the student's family contribution and total family income using an estimated income for the current calendar year.



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Anwer Hasan
Chairperson

James D. Fielder, Jr., Ph.D.
Secretary

Maryland Higher Education Commission 2017 Meeting Dates

The Maryland Higher Education Commission (MHEC) is Maryland's higher education coordinating board responsible for the management of statewide financial aid programs and the establishment of statewide policies for public and private colleges and career schools to support students' postsecondary pursuits.

Meeting Dates and Locations

January 25, 2017 Cancelled	July 27, 2017 9:00 am to 4:00 pm Rescheduled June Meeting
February 13, 2017 *Please note date change*	September 27, 2017 9:30 am to 3:30 pm
March 22, 2017	October 25, 2017
April 26, 2017	November 15, 2017 *Please note date change*
May 24, 2017 Cancelled	December 13, 2017 *Please note date change*

All Commission Meetings will be held on the 4th Wednesday of Each Month from 1:00pm to 4:00pm at the Maryland Higher Education Commission in the 7th Floor Board Room located at 6 N. Liberty Street, Baltimore, MD 21201 unless otherwise noted.

Dates and Times Subject to Change

<http://www.mhec.state.md.us/higherEd/about/Meetings/mtgsched.asp>