



Maryland Loan Assistance Repayment Program for Police Officers and Probation Agents

Frequently Asked Questions

1. How do I apply for the MLARP Police Officer program?

Students must complete the Maryland Police Officers Scholarship application online through the MHEC One App found on the Maryland College Aid Processing System (MDCAPS). Once the application is submitted, follow the prompts to view the documents required for further consideration of the scholarship.

2. What documents must the applicant submit for consideration?

- a) 2024 Student Maryland Signed Income Tax Return
- b) Employment Verification form
 - i. Verify the applicant is employed at an eligible law enforcement or parole probation agency for the required time frame
- c) Lender Verification Form
- d) Document the individual's loan balance(s) that was used for tuition for undergraduate study leading to a degree in criminal law, criminology, or criminal justice.
- e) Institutional Certification Form
 - a. Document the individual received a graduate, professional, or undergraduate degree in the field of criminal law, criminology, or criminal justice from a public college or university in the state of Maryland.

3. How should the required documentation be submitted?

All required documents must be submitted to MHEC by SECURE UPLOAD online through the student's MDCAPS account.

Important Note: Similar to other scholarship programs, students will have an "incomplete" status (i.e., the) in MDCAPS until all documentation is submitted. Once the student submits all documentation, the status will change to "Qualified" and the Program Administrator will verify the eligibility of the student.

4. What is the deadline to submit the application and all required documentation?

The 2024-2025 deadline to submit the application and all required documentation is December 15, 2024.

5. What type of degree must an applicant receive to apply for the MLARP Police Officer Program?

The applicant must have received a graduate, professional, or undergraduate degree from a public college or university in the state of Maryland to apply for the loan assistance?

6. What type of Police Officer must an applicant be in order to apply for the MLARP Police Officer Program?

A recipient must work as a police officer or parole probation agent for at least 2 years in one of the following agencies as defined in § 3–201 of the Public Safety Article in the

“Police Officers” include individuals who:

(i) are authorized to enforce the general criminal laws of the State; and

(ii) are a member of one of the following law enforcement agencies:

1. the Department of State Police;
2. the Police Department of Baltimore City;
3. the police department, bureau, or force of a county;
4. the police department, bureau, or force of a municipal corporation;
5. the Maryland Transit Administration police force;
6. the Maryland Transportation Authority Police;
7. the police forces of the University System of Maryland;
8. the police force of Morgan State University;
9. the office of the sheriff of a county;
10. the police forces of the Department of Natural Resources;
11. the police force of the Maryland Capitol Police of the Department of General Services;
12. the police force of a State, county, or municipal corporation if the special police officers are appointed under Subtitle 3 of this title;
13. the Housing Authority of Baltimore City Police Force;
14. the Baltimore City School Police Force;
15. the Crofton Police Department;
16. the Washington Suburban Sanitary Commission Police Force;
17. the Ocean Pines Police Department;
18. the police force of the Baltimore City Community College;
19. the police force of the Hagerstown Community College;
20. the Warrant Apprehension Unit of the Intelligence and Investigative Division in the Department;
21. the police force of the Anne Arundel Community College; or
22. the police department of the Johns Hopkins University established in accordance with Title Subtitle 12 of the Education Article.
23. a member of the Field Enforcement Bureau of the Comptroller's Office;
24. a member of the Field Enforcement Division of the Alcohol and Tobacco Commission;

25. the State Fire Marshal or a deputy State fire marshal;
26. an investigator of the Intelligence and Investigative Division of the Department;
27. a Montgomery County fire and explosive investigator as defined in § 2-208.1 of the Criminal Procedure Article;
28. an Anne Arundel County or City of Annapolis fire and explosive investigator as defined in § 2-208.2 of the Criminal Procedure Article;
29. a Prince George's County fire and explosive investigator as defined in § 2-208.3 of the Criminal Procedure Article;
30. a Worcester County fire and explosive investigator as defined in § 2-208.4 of the Criminal Procedure Article;
31. a City of Hagerstown fire and explosive investigator as defined in § 2-208.5 of the Criminal Procedure Article; and
32. a Howard County fire and explosive investigator as defined in § 2-208.6 of the Criminal Procedure Article.

(iii) "Police officer" does not include: (i) an individual who serves as a police officer only because the individual occupies another office or position; (ii) a sheriff, the Secretary of State Police, a commissioner of police, a deputy or assistant commissioner of police, a chief of police, a deputy or assistant chief of police, or another individual with an equivalent title who is appointed or employed by a government to exercise equivalent supervisory authority; or (iii) a member of the Maryland National Guard who: **1.** is under the control and jurisdiction of the Military Department; **2.** is assigned to the military property designated as the Martin State Airport; and **3.** is charged with exercising police powers in and for the Martin State Airport.

(iv) "Probation agent" means an individual serving as a parole and probation, agent, supervisor (that supervise a caseload of individuals sentenced to a period of supervision via the Courts (Probation) or Maryland Parole Commission (Parole/Mandatory Release). They do not have any employees reporting to them.,) or regional administrator for the Department of Public Safety and Correctional Services.

7. What annual income requirements must the applicant meet to be eligible for the program?

The annual gross salary cannot exceed \$85,000. If married, your annual gross salary cannot exceed \$85,000, and your combined salaries cannot exceed \$170,000.

8. How many years must the individual work before applying for the MLARP Police Officer program?

The individual must work as a police officer in the state of Maryland for at least two years at one of the eligible law enforcement agencies.

9. After the applicant is awarded, does the applicant have to submit any additional documentation before receiving their payment?

Yes, the applicant must submit the following documentation after being awarded

- Sign a Master Promissory Note (MPN) through their Student Portal
- Sign an Employment Obligation Agreement (EOA) through their student portal
- Submit LARP Documentation of Address Verification
- W9 Form

All documentation must be received before the applicant can be issued their payment.

10. How are applicants paid?

Eligible applicants are invoiced to Accounting by the Program Administrator. They will receive a check in the mail, at the address they provided on the application.

11. When will awarding occur?

Applications are reviewed on a rolling basis for awarding through the application period and after.

12. If I filed my application on time and I meet all the requirements, can I assume I will receive an award?

No. All awards are subject to the availability of funding. Students should seek financial aid from all sources - state, federal, private and public institutions - as well as local clubs and organizations within your community. There is a limited amount of funding for each scholarship program.

13. How are applicants ranked/selected for the scholarship?

Eligible applicants in the MLARP Police Officer program shall receive an award depending upon their level of debt for a 3-year period.

Applicants shall be ranked according to graduation date, with the most recent graduation date receiving the highest priority, and then application completion date, with the earliest application completion date receiving the highest priority.

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

14. Are award recipients eligible for a renewal award?

Yes, if the applicant received a 3 year lock in award they may renew the award for 2 more years, as long as they remain eligible for the award.

Renewal recipients must submit a copy of their Maryland tax returns, Lender Verification Form, and Employment Verification Form.

15. Can an award recipient that received the award for one year only re-apply?

Yes, the applicant can re-apply for the award in the subsequent year or thereafter as long as they meet the eligibility requirements.

16. How is the applicants' award amount determined?

Awards in the MLARP Police Officer program shall be determined by the applicant's overall reported debt at the time of application Total Debt Percentage of loan Debt to be paid

Below \$15,000 10%

\$15,000-\$40,000 20%

\$40,000- \$75,000 30%

Over \$75,000 40%

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

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

One-time, 1-year only award amounts shall be equivalent to the yearly payment for the overall debt range for the applicant.