

1 Higher Education Coordinating Board

2

3 Adopted Rules Governing the State Scholarships and Grants-in-Aid
4 Dependency Standards

5

6 Rules as Adopted

7 4830.0200 SCOPE.

8 Parts 4830.0200 to 4830.0700 govern state scholarships and
9 grants-in-aid.

10 4830.0300 ELIGIBLE SCHOOLS.

11 Subpart 1. Annual list. Annually the board shall adopt by
12 resolution a list of schools at which a state scholarship or
13 grant-in-aid may be used.

14 Subp. 2. Requirements. To be eligible a school must:

15 A. be located in Minnesota;

16 B. offer at least one program that:

17 (1) is vocational or academic in nature;

18 (2) leads to a certificate or degree;

19 (3) is ten weeks long; and

20 (4) involves at least 12 academic credits or 300
21 clock hours; and

22 C. be:

23 (1) accredited by a federally recognized
24 accrediting agency or association;

25 (2) approved to offer degrees or use terms in its
26 name according to part 4840.0500; or


27 (3) licensed by an appropriate state agency.

28 4830.0400 APPLICATION DATES AND STUDENT ELIGIBILITY.

29 Subpart 1. Date. Annually the board shall adopt by
30 resolution a date after February 14, by which all applications
31 must be filed to receive an award.

32 Subp. 2. Minnesota resident. "Minnesota resident" means a
33 student whose parent or legal guardian resides in Minnesota on
34 the date of application if the student:

35 A. lives with the parent or legal guardian for at

APPROVED IN THE
REVISOR OF STATUTES
OFFICE BY: 

1 least six weeks; or

2 B. receives support from the parent or legal
3 guardian; or

4 C. is claimed as a tax exemption by the parent or
5 legal guardian in the calendar year prior to or during the
6 calendar year in which the application is made.

7 "Minnesota resident" means a student who has resided in
8 Minnesota for other than educational purposes for at least 12
9 consecutive months prior to becoming a full-time student, for a
10 student who ~~establishes-the-circumstances~~ meets the conditions
11 indicated in part 4830.0600, subpart 1, item B, subitem (1),
12 (2), or (3).

13 Subp. 3. Eligibility for initial scholarship. To be
14 eligible for an initial scholarship a student must be an
15 eligible student, as defined in part 4830.0100, subpart 5, and
16 must be all of the following:

17 A. a Minnesota resident;

18 B. applying as a first-year, first-time postsecondary
19 student; and

20 C. ranked in the upper quarter of the class at the
21 end of the junior year of senior high school, or the equivalent,
22 based on the student's cumulative scholastic record in senior
23 high school.

24 Subp. 4. Eligibility for initial grant-in-aid. To be
25 eligible for an initial grant-in-aid a student must be an
26 eligible student, as defined in part 4830.0100, subpart 5, and
27 must be all of the following:

28 A. a Minnesota resident;

29 B. without a baccalaureate degree;

30 C. a student who has not completed the number of
31 semesters or quarters normally required to complete a
32 baccalaureate degree;

33 D. in financial need;

34 E. if applying for a nursing grant, enrolled or to be
35 enrolled in a program leading to licensure as a registered nurse
36 or a licensed practical nurse; and

APPROVED IN THE
REVISOR OF STATUTES
OFFICE BY:

1 F. if under 17 years old, a holder of a high school
2 diploma or the equivalent.

3 Subp. 5. Renewal awards. A scholarship or grant-in-aid is
4 renewable for a maximum of six semesters, nine quarters, or the
5 equivalent. To be eligible to renew a scholarship or
6 grant-in-aid a student must apply each year and continue to meet
7 the requirements for an initial scholarship or grant-in-aid,
8 except for subpart 3, item B. A student must have made
9 satisfactory progress as determined by the school and have been
10 enrolled in a postsecondary school as a full-time student for no
11 more than four years or the equivalent.

12 4830.0500 RANKING APPLICANTS.

13 Subpart 1. [Unchanged.]

14 Subp. 2. Priority of classes of applicants. Applicants
15 renewing scholarships shall be given first priority. Applicants
16 renewing grants-in-aid shall be given second priority.
17 Applicants for initial scholarships shall be given third
18 priority. Applicants for initial grants-in-aid shall be given
19 fourth priority. Awards shall be made on a funds available
20 basis. Once an award is made it may not be withdrawn in order
21 to award an applicant of higher priority.

22 Subp. 3. [Unchanged.]

23 4830.0600 AWARDS.

24 Subpart 1. Monetary awards. The amount of a scholarship
25 or grant-in-aid financial stipend may not exceed an applicant's
26 cost of attendance, as defined in Minnesota Statutes, section
27 136A.121, subdivision 6, after deducting the following:

28 A. A contribution by the applicant of at least 50
29 percent of the cost of attending the institution of the
30 applicant's choosing.

31 B. A contribution by the applicant's parents, as
32 determined by a financial need analysis. The parental
33 contribution will be considered in determining the state award,
34 unless: one of the four following situations applies.

35 (1) The applicant has been involuntarily

1 separated from parental support because the applicant is an
2 orphan or a ward of the state, the applicant's parents cannot be
3 located, or the applicant has suffered mental or physical abuse
4 necessitating the separation. The conditions must be
5 established by court document or by an affidavit from a member
6 of the clergy, social worker, lawyer, or physician.

7 (2) The applicant is 22 years of age or older on
8 October 1 of the state fiscal year for which aid is received,
9 and establishes that she or he is not dependent upon parental
10 support, based on the following evidence information for the
11 applicant's parents' tax year ending during that fiscal year,
12 and the preceding tax year:

13 (a) the parents did not and will not claim
14 the student as an income tax exemption;

15 (b) the student did not and will not live
16 with his or her parents more than six weeks in either calendar
17 year; and

18 (c) the parents did not and will not provide
19 direct or indirect support worth \$750 or more in either calendar
20 year.

21 The facts must be established by affidavit from the parents
22 if possible they can be located, and by additional
23 documentation, such as income tax returns, proof of residence,
24 voter registration, or similar documentation that reasonably may
25 be requested by the board or its agents and employees.

26 (3) The applicant is:

27 (a) married, and meets-the-conditions-in
28 subitem-(2),-units-(a),-(b),-and-(c),-in-the-applicant's
29 parents'-tax-year-ending-during-the-state-fiscal-year-for-which
30 aid-is-received in the applicant's parents' tax year ending
31 during the fiscal year for which aid is received, the parents
32 did not and will not claim the student as an income tax
33 exemption; the student did not and will not live with his or her
34 parents more than six weeks; and, the parents did not and will
35 not provide direct or indirect support worth \$750 or more; or

36 (b) a veteran, or a single parent, or

1 divorced, separated, or widowed, and establishes that in the
2 applicant's parents' tax year ending during the fiscal year for
3 which aid is received, and the preceding tax year; the parents
4 did not and will not claim the student as an income tax
5 exemption; the student did not and will not live with his or her
6 parents more than six weeks; and, the parents did not and will
7 not provide direct or indirect support worth \$750 or more.

8 (4) The applicant is under 22 years of age on
9 October 1 of the state fiscal year, for which aid is to be
10 received, and the applicant has, contrary to his or her wishes,
11 been involuntarily severed from a family relation with his or
12 her parents and has been refused their financial support so that
13 considering a deduction for a contribution by the applicant's
14 parents in determining the state award would be unrealistic and
15 cause the applicant undue hardship. To qualify for this
16 exception, the applicant shall document to the satisfaction of
17 the fact finding committee established in subpart 1d that an
18 exception to a presumption of the applicant's dependence on the
19 parents is warranted, and that the applicant meets the
20 conditions in subitem (2), units (a), (b), and (c).

21 C. An estimate of the amount of a federal Pell grant
22 award for which the applicant is eligible.

23 Subp. 1a. Minimum. The minimum financial stipend shall be
24 \$100.

25 Subp. 1b. Letter. The applicant applying under subpart 1,
26 item B, subitem (4) shall write a letter requesting
27 determination of eligibility to the board's manager of the
28 scholarship and grant-in-aid program for presentation to the
29 fact finding committee of the board. The letter must be
30 accompanied by the following documentation:

31 A. an affidavit from the applicant establishing that
32 the applicant's parents have severed relations with the
33 applicant and have refused to provide financial support to the
34 applicant;

35 B. if possible, an affidavit from the applicant's
36 parents establishing that they have severed relations with the

1 applicant and have refused to provide financial support to the
2 applicant;

3 C. two affidavits from members of the clergy, social
4 workers, or lawyers establishing that the applicant's parents
5 have severed relations with the applicant and refuse to provide
6 financial support to the applicant; and

7 D. additional documentation such as income tax
8 returns, rent payments, proof of residence, or voter
9 registration may be requested by the board or its agents and
10 employees to establish that the applicant's parents have severed
11 relations with the applicant and that the applicant has
12 established a pattern of self-supporting behavior.

13 Subp. 1c. Appeal. The applicant may appeal an adverse
14 determination under subpart 1, item B to the executive director
15 of the board within ten days of receiving notification of the
16 determination. The executive director shall review the
17 determination and make a finding. The executive director shall,
18 on written request of the applicant, forward the determination
19 to the board or to an appeals committee of the board to review
20 the case and make a finding. The applicant may appeal the
21 latter finding in writing. Then the board must forward the
22 contested case to the Office of Administrative Hearings.

23 Subp. 1d. Fact finding committee. The fact finding
24 committee of the board shall consist of the deputy executive
25 director of the board, one financial aid officer appointed by
26 the board, and one student appointed by the board. The
27 appointments will be for one year or until a successor is
28 appointed. The deputy executive director will act as
29 chairperson of the fact finding committee and will convene the
30 committee as necessary. In the event the financial aid officer
31 or the student is involved in any way in a case before the
32 committee the involved one must be replaced by an alternate
33 appointed by the board.

34 Subp. 2. and 3. [Unchanged.]

35 4830.0700 METHOD OF PAYMENT.

36 Subpart 1. [Unchanged.]

APPROVED IN THE
REVISOR OF STATUTES
OFFICE BY:

1 Subp. 2. Refunds. A scholarship and grant-in-aid is
2 awarded for full-time attendance at a specified school for the
3 academic year of nine months within a state fiscal year. If a
4 recipient fails to enroll or ceases to be a full-time student,
5 the school must refund the unused portion of the award. Refunds
6 to the board are determined as follows:

7 A. Determine the percentage that the state
8 scholarship or grant award represents of the student's total
9 financial aid package for the applicable term;

10 B. Multiply that percentage by the amount determined
11 to be refunded to the student under the school's refund policy.
12 The result yields the amount to be refunded to the board.

13 A refunded award must be sent by the school to the board's
14 scholarship or grant-in-aid account. Refunded awards are
15 available for reassignment to other qualified applicants.

16 Subp. 3. School accounting requirements. Schools shall
17 maintain separate accounts for scholarship and grant-in-aid
18 funds. Refunds to the board must be made by separate checks for
19 scholarships and grants-in-aid. Schools must provide evidence,
20 prepared according to generally accepted accounting principles,
21 that all awards have either been distributed or refunded to the
22 board. Books and records relating to state scholarships and
23 grants-in-aid must be made available for audit by
24 representatives of the board or the state auditor.