

1 Higher Education Coordinating Board

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3 Adopted Permanent Rules Relating to Public Safety Officer's

4 Survivor Grant Program; Prenursing Grant Program

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6 Rules as Adopted

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PUBLIC SAFETY OFFICER'S SURVIVOR GRANT PROGRAM

8 4830.8000 SCOPE.

9 Parts 4830.8000 to 4830.8040 govern state postsecondary
10 education grants to spouses and dependent children of public
11 safety officers killed in the line of duty.

12 4830.8010 ELIGIBLE INSTITUTIONS.

13 A student receiving a grant from the Public Safety
14 Officer's Survivor Grant Program must attend a postsecondary
15 institution that is an eligible institution as defined in
16 Minnesota Statutes, section 136A.101, subdivision 4, and part
17 4830.0300, subparts 1 and 2, as limited by Minnesota Statutes,
18 section 299A.45, subdivision 1.

19 4830.8020 ELIGIBLE RECIPIENT.

20 To be eligible for a grant, the person must:

21 A. be enrolled in an eligible institution as
22 specified in part 4830.8010;

23 B. not have received a baccalaureate degree, nor have
24 been enrolled full time or the equivalent for eight semesters or
25 12 quarters, whichever occurs first; and

26 C. provide a copy of the certification of eligibility
27 received from the commissioner of public safety to the eligible
28 institution.

29 4830.8030 INSTITUTIONAL REQUEST AND DISBURSEMENT OF FUNDS FOR
30 GRANTS.

31 Subpart 1. Institutional request. After verifying a
32 student's eligibility, the institution must submit a written
33 request to the executive director for payment of grant money for
34 the student. A separate request must be submitted for each

1 academic term the student is enrolled. A copy of the student's
2 certificate of eligibility from the commissioner of public
3 safety must accompany the institution's first request for
4 payment.

5 Subp. 2. **Deadline.** The request for grant money for a
6 student must be received by the executive director no later than
7 the last day of classes for the academic year for which grant
8 money is requested.

9 Subp. 3. **Disbursement of funds.** An institution must not
10 disburse grant money for a student unless the student is
11 enrolled in or has completed the academic term for which payment
12 is intended.

13 Subp. 4. **Refunds.** A grant award is made for a student's
14 attendance at a specific institution for the nine-month academic
15 year within the state fiscal year. If a recipient fails to
16 enroll or reduces enrollment, the institution must refund the
17 unused portion of the award to the executive director. Refunded
18 money is available for awards to other eligible students.

19 4830.8040 PAYMENTS TO INSTITUTIONS.

20 Subpart 1. **Time of payment.** The executive director shall
21 send grant money for an eligible student to the institution
22 within 30 days of receipt of a request for payment, but not
23 before July 1 of the academic year for which payment is intended.

24 Subp. 2. **Withholding payment.** The executive director
25 shall withhold payment for a student until the institution's
26 request for payment is complete and the student's eligibility is
27 verified.

28 PRENURSING GRANT PROGRAM

29 4830.8510 SCOPE.

30 Parts 4830.8510 to 4830.8580 apply to the program of state
31 grants for prenursing students.

32 4830.8520 STUDENT MUST AGREE TO SERVE IN RURAL AREA.

33 Before a student receives a grant under the program, the
34 student must agree to serve in a designated rural area in

1 Minnesota. The agreement must be to serve there at least three
2 of the first five years after receiving the license that the
3 grant is used to get.

4 4830.8530 SERVICE CREDIT AFTER DESIGNATION REMOVED.

5 In satisfying the service requirements under the program, a
6 grant recipient shall continue to receive credit for serving in
7 a designated rural area even if the designation is removed after
8 the recipient begins serving there.

9 4830.8540 RANKING APPLICANTS.

10 Subpart 1. **Classification of applicants.** Each applicant
11 must be placed in one of the following classifications:

12 A. renewal applicant residing in a designated rural
13 area attending an eligible postsecondary institution outside the
14 seven-county metropolitan area;

15 B. renewal applicant residing in a designated rural
16 area attending an eligible postsecondary institution within the
17 seven-county metropolitan area;

18 C. renewal applicant not residing in a designated
19 rural area attending an eligible postsecondary institution
20 outside the seven-county metropolitan area;

21 D. renewal applicant not residing in a designated
22 rural area attending an eligible postsecondary institution
23 within the seven-county metropolitan area;

24 E. initial applicant residing in a designated rural
25 area attending an eligible postsecondary institution outside the
26 seven-county metropolitan area, and has not previously been
27 enrolled in any nursing program or coursework;

28 F. initial applicant residing in a designated rural
29 area attending an eligible postsecondary institution within the
30 seven-county metropolitan area, and has not previously been
31 enrolled in any nursing program or coursework;

32 G. initial applicant not residing in a designated
33 rural area attending an eligible postsecondary institution
34 outside the seven-county metropolitan area, and has not
35 previously been enrolled in any nursing program or coursework;

1 H. initial applicant not residing in a designated
2 rural area attending an eligible postsecondary institution
3 within the seven-county metropolitan area, and has not
4 previously been enrolled in any nursing program or coursework;

5 I. initial applicant residing in a designated rural
6 area attending an eligible postsecondary institution outside the
7 seven-county metropolitan area, and has been previously enrolled
8 in a nursing program or completed some nursing coursework;

9 J. initial applicant residing in a designated rural
10 area attending an eligible postsecondary institution within the
11 seven-county metropolitan area, and has been previously enrolled
12 in a nursing program or completed some nursing coursework;

13 K. initial applicant not residing in a designated
14 rural area attending an eligible postsecondary institution
15 outside the seven-county metropolitan area, and has been
16 previously enrolled in a nursing program or completed some
17 nursing coursework; and

18 L. initial applicant not residing in a designated
19 rural area attending an eligible postsecondary institution
20 within the seven-county metropolitan area, and has been
21 previously enrolled in a nursing program or completed some
22 nursing coursework.

23 Applicants will be awarded in the order of the
24 classifications listed above.

25 **Subp. 2. Ranking of applicants.** Within each of the
26 classifications specified in subpart 1, grant applicants are
27 ranked according to parental contribution. Applicants with the
28 least parental contribution are awarded first.

29 **Subp. 3. Insufficient funds.** If insufficient funds are
30 available to meet the needs of all eligible applicants, the
31 executive director shall make award to applicants in the order
32 specified in subparts 1 and 2.

33 4830.8550 AWARDS.

34 The amount of the grant award is a percentage of the sum of
35 the student's Pell grant and state grant for which the student

1 is currently eligible. The percentage must be determined
2 annually by the executive director based upon the money
3 available to the program from state appropriations and the
4 estimated financial need of the student.

5 4830.8560 METHOD OF PAYMENT.

6 Subpart 1. **Payments to schools.** After a grant award is
7 determined, the award must be sent to the eligible school chosen
8 by the recipient. A recipient's total prenursing grant award
9 must be divided by the number of terms in the academic year and
10 disbursed accordingly. The school shall apply each disbursement
11 to the recipient's educational costs in the following order:
12 tuition, fees, books, supplies, and other expenses. The costs
13 must be prorated for each term of the academic year. The school
14 shall notify the recipient when each term payment arrives at the
15 school.

16 Subp. 2. **Refunds.** A grant is awarded for full-time
17 attendance at a specified school for the academic year of nine
18 months within a state fiscal year. If a recipient fails to
19 enroll or reduces enrollment, the school must refund the unused
20 portion of the award. Refunds to the prenursing grant program
21 are determined as provided in items A and B:

22 A. calculate the percentage that the prenursing grant
23 award represents of the student's total financial aid package
24 for the applicable term; and

25 B. multiply that percentage by the amount determined
26 to be refunded to the student under the school's refund policy.

27 The result yields the amount to be refunded to the
28 executive director. Refunded money is available for
29 reassignment to other qualified applicants.

30 Subp. 3. **School accounting requirements.** Schools shall
31 maintain separate accounts for prenursing grant funds. Refunds
32 to the prenursing grant program must be sent to the executive
33 director with a list stating the social security number, name,
34 award type, amount of refund, term, and refund code for each
35 student included in the refund. The refund must be made within

1 30 days from the end of the academic term, or 30 days from the
2 date the school is notified of a student's withdrawal, whichever
3 is less. Schools must provide evidence, prepared according to
4 generally accepted accounting principles, that all grant
5 payments have either been disbursed or refunded to the
6 prenursing grant program.

7 4830.8570 RECIPIENT RESPONSIBILITIES.

8 Subpart 1. **Change of address.** From the time a grant
9 recipient first receives a grant until five years after the
10 nursing license is received, the recipient must notify the
11 executive director in writing of a change of address within 30
12 days of the change.

13 Subp. 2. **Service status verification.** Each year for up to
14 five years after the nursing license is received, on request of
15 the executive director, a grant recipient must complete and
16 return to the executive director a service status verification
17 form provided by the executive director.

18 4830.8580 INFORMATION; FORMS; TERMS.

19 Subpart 1. **Additional information.** The executive director
20 or an agent may require additional information not inconsistent
21 with parts 4830.8510 to 4830.8570 to administer the program.
22 The additional information may be required from grant applicants
23 or recipients or eligible institutions.

24 Subp. 2. **Additional requirements.** The executive director
25 may impose on a grant recipient under the program terms in an
26 agreement required to be signed by the grant recipient in
27 addition to those set out in parts 4830.8510 to 4830.8570 as a
28 condition of receiving the grant.

29 An additional term must not be inconsistent with the terms
30 required by parts 4830.8510 to 4830.8570. An additional term
31 must be helpful, in the judgment of the director, to administer
32 or enforce the program.

33 Subp. 3. **Forms.** The executive director may provide to
34 grant applicants and recipients and eligible institutions and
35 require the use of uniform forms in the administration of the

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1 program.