

1 Higher Education Coordinating Board

2

3 Adopted Permanent Rules Relating to Education; Postsecondary

4 Grants To Prenursing Students

5

6 Rules as Adopted

7 4830.8510 SCOPE.

8 Parts 4830.8510 to 4830.8575 apply to the program of state

9 grants for prenursing students.

10 4830.8535 APPLICATION AND DISTRIBUTION OF FUNDS FOR GRANTS.

11 Subpart 1. Participation by schools and programs. A  
12 school or nursing program that desires prenursing grant funds  
13 must sign an institutional participation agreement with the  
14 executive director.

15 Subp. 2. Modification of allocations. The executive  
16 director shall allocate funds equal to the school's or program's  
17 estimated need for funds if the estimated need is less than the  
18 amount determined by the allocation formula.

19 Subp. 3. Responsibility. Each participating school or  
20 nursing program must:

21 A. establish procedures for students to apply for and  
22 receive grants;

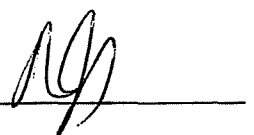
23 B. consider the likelihood of a student's success in  
24 completing the nursing educational program and the likelihood  
25 that the student will serve in a designated rural area;

26 C. ~~verify that the student does not have a~~  
27 ~~baccalaureate degree or has not been enrolled on a full-time~~  
28 ~~basis for eight semesters, 12 quarters, or the equivalent;~~

29 D. give priority to students with the greatest  
30 financial need; and

31 E. D. assist the executive director in monitoring  
32 recipient service status.

33 Subp. 4. Renewal award allocation formula. The executive  
34 director shall calculate an allocation for renewal awards at  
35 eligible schools and nursing programs based on prior year



1 information submitted by schools or nursing programs on the  
2 Prenursing Grant Final Report. The following formula will be  
3 used:

4           A. for schools and nursing programs located outside  
5 the seven county metropolitan area, the sum of each school's or  
6 nursing program's total prior year grant awards for current  
7 academic year renewal students multiplied by at least 100  
8 percent; plus

9           B. for schools and nursing programs located within  
10 the seven county metropolitan area, the sum of each school's or  
11 nursing program's total prior year prenursing grant awards for  
12 current academic year renewal students multiplied by at least  
13 100 percent.

14           Subp. 5. **Prorating, reports, refunds, renewals, excess**  
15 **funds.** If insufficient funds are available to allocate funds to  
16 all schools and nursing programs with renewal students, the  
17 executive director shall give priority to schools or nursing  
18 programs located outside the seven county metropolitan area when  
19 prorating the available funds.

20           Schools or nursing programs with final reports correctly  
21 completed and submitted to the executive director with any  
22 applicable refunds by the first working day after August 9 will  
23 be informed in writing by the executive director of their  
24 allocations for renewal awards by the first working day after  
25 August 30. The executive director shall withhold a school's or  
26 nursing program's allocation for renewal awards if the reporting  
27 deadline date is not met.

28           Funds not needed for renewal awards may be used by the  
29 school or nursing program for initial awards to eligible  
30 students.

31           Subp. 6. **Appropriation balance.** The annual prenursing  
32 grant appropriation minus the sum of subpart 4, items A and B,  
33 equals the appropriation balance. The appropriation balance  
34 will be allocated to schools and nursing programs as specified  
35 in subpart 7.

36           Subp. 7. **Initial award allocation formula.** A second

1 allocation will be made to schools and nursing programs to make  
2 awards for initial prenursing grant applicants using the  
3 following formula:

4           A. each school's or nursing program's number of  
5 eligible initial prenursing grant applicants for the current  
6 academic year residing in designated rural areas, as defined in  
7 part 4830.0100, subpart 3a, as proposed at 16 SR 1529,  
8 multiplied by the prior year average award amount for prenursing  
9 grant recipients from the postsecondary system applicable to the  
10 school or nursing program, multiplied by at least 100 percent;  
11 plus

12           B. each school's or nursing program's number of  
13 eligible initial prenursing grant applicants for the current  
14 academic year residing outside designated rural areas, as  
15 defined in part 4830.0100, subpart 3a, as proposed at 16 SR  
16 1529, multiplied by the prior year average award amount for  
17 prenursing grant recipients from the postsecondary system  
18 applicable to the school or nursing program, multiplied by at  
19 least 100 percent.

20           Subp. 8. **Priority for proration, second allocation.** If  
21 insufficient funds are available to allocate funds to all  
22 schools or nursing programs, the executive director shall give  
23 priority to schools or nursing programs located outside the  
24 seven county metropolitan area with prenursing grant applicants  
25 who reside within designated rural areas, as defined in part  
26 4830.0100, subpart 3a, as proposed at 16 SR 1529.

27           The executive director shall notify all participating  
28 schools and nursing programs in writing of their second  
29 allocation amount by September 30 if the school or nursing  
30 program has provided the information specified in subpart 9 by  
31 the first working day after September 9.

32           Subp. 9. **Applicant information data.** By August 15 each  
33 year, the executive director will provide each school or nursing  
34 program with a prenursing grant applicant data form to be  
35 completed and submitted to the executive director no later than  
36 the first working day after September 9. Schools or nursing

1 programs that wish to be included in the second allocation  
2 calculation specified in subpart 7 must provide the following  
3 information on the data form provided by the executive director  
4 by the specified deadline date.

5 The following information for the current academic year  
6 will be requested on the data form:

7 A. the number of applications received from eligible  
8 initial prenursing grant applicants who reside in designated  
9 rural areas, as defined by the board;

10 B. the number of applications received from eligible  
11 initial prenursing grant applicants who reside outside  
12 designated rural areas, as defined in part 4830.0100, subpart  
13 3a, as proposed at 16 SR 1529;

14 C. the estimated amount of prenursing grant funds  
15 needed to award applicants in item A; and

16 D. the estimated amount of prenursing grant funds  
17 needed to award applicants in item B.

18 Subp. 10. **Consequences of failure to report.** Failure to  
19 correctly complete and submit the requested information to the  
20 executive director by the first working day after September 9  
21 will result in the failure of the school or nursing program to  
22 be included in the initial award allocation calculation.

23 Subp. 11. **Reallocation.** If funds are available, the  
24 executive director shall reallocate funds to schools or nursing  
25 programs requesting additional prenursing grant funds according  
26 to the formula in subpart 7.

27 Subp. 12. **Accountability.** Each participating school and  
28 nursing program is accountable for any money disbursed to  
29 students for prenursing grants. The money may be used only  
30 during the fiscal year of disbursement. If a student does not  
31 use a grant because the student does not enroll or withdraws  
32 from school, the school may use the funds for other eligible  
33 students or must return the funds to the executive director.

34 Subp. 13. **Unused funds.** When requested by the executive  
35 director, a school or nursing program shall report on its use of  
36 funds and shall return unused funds. The executive director

1 shall reallocate unused funds to schools or nursing programs  
2 that desire additional funds.

3       Subp. 14. **Monitoring recipient service status.** A  
4 participating school or nursing program must assist the  
5 executive director in monitoring the service status of each  
6 prenursing grant recipient to determine whether the recipient is  
7 fulfilling the service requirement specified in part 4830.8520.  
8 The recipient must provide written documentation annually to the  
9 executive director regarding current status as a nurse in a  
10 designated rural area. The school or nursing program must  
11 provide the executive director with each recipient's most  
12 current permanent address and telephone number on record at the  
13 school or nursing program upon graduation or termination of  
14 enrollment. Upon request of the executive director, the school  
15 or nursing program must also provide the name, address, and  
16 telephone number for at least two persons listed on the  
17 recipient's prenursing grant application as references.

18 4830.8540 RANKING APPLICANTS.

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

21           A. renewal applicant residing in a designated rural  
22 area;

23           B. renewal applicant not residing in a designated  
24 rural area;

25           C. initial applicant residing in a designated rural  
26 area, and has not previously been enrolled in any nursing  
27 program or coursework; and

28           D. initial applicant not residing in a designated  
29 rural area, and has not previously been enrolled in any nursing  
30 program or coursework.

31       Subp. 1a. **Order; previous enrollees.** Applicants will be  
32 awarded in the order of the classifications listed in subpart  
33 1. Initial applicants who have been previously enrolled in a  
34 nursing program or who have completed some nursing coursework  
35 are not eligible.

1 [For text of subpart 2, see M.R.]

2 Subp. 3. **Insufficient funds.** If insufficient funds are  
3 available to meet the needs of all eligible applicants, the  
4 school or nursing program shall make awards to applicants in the  
5 order specified in subparts 1, 1a, and 2.

6 Subp. 4. **Transfer student.** A student who received a  
7 prenursing grant at one school or nursing program and transfers  
8 to another school or nursing program must be considered a  
9 renewal applicant for ranking purposes at the school or nursing  
10 program to which the student transferred. The student must  
11 continue to demonstrate financial need and complete the  
12 application process. If no funds are available at the time the  
13 student transfers, the school or nursing program must give  
14 priority to the renewal transfer student over an initial  
15 applicant if funds become available.

16 4830.8550 AWARDS.

17 Subpart 1. **Award calculation.** The amount of the grant  
18 award is a percentage of the sum of the student's Pell grant and  
19 state grant for which the student is currently eligible. The  
20 percentage must be determined annually by the executive director  
21 based upon the money available to the program from state  
22 appropriations and the estimated financial need of students. If  
23 the student is not eligible for a Pell grant or state grant for  
24 the current academic year, the student is not eligible for a  
25 prenursing grant award.

26 Subp. 2. **Application of award and disbursement.** A  
27 recipient's total prenursing grant award must be divided by the  
28 number of terms in the academic year and disbursed accordingly.  
29 The school or nursing program shall apply each disbursement to  
30 the recipient's educational costs in the following order:  
31 tuition, fees, books, supplies, and other expenses. The costs  
32 must be prorated for each term of the academic year.

33 Subp. 3. **Minimum award.** The minimum award amount for  
34 full-time attendance is \$100 per academic year.

35 Subp. 4. **Adjustments to awards.** If a recipient's award

1 amount decreases because of an adjustment in the student's Pell  
2 grant or state grant award, the prenursing grant award must be  
3 reduced. If a recipient's award amount increases because of an  
4 adjustment in the student's Pell grant or state grant award, the  
5 prenursing grant award must be increased, if funds are available.

6 4830.8570 RECIPIENT RESPONSIBILITIES.

7 Subpart 1. Change of address. Until graduation or  
8 termination of enrollment, the recipient must notify the school  
9 or nursing program in writing of a change of address within 30  
10 days of the change. From the time of graduation or termination  
11 of enrollment until five years after the nursing license is  
12 received, the recipient must notify the executive director in  
13 writing of a change in address within 30 days of the change.

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

19 4830.8575 REPORTS BY SCHOOLS OR NURSING PROGRAMS.

20 The school or nursing program must collect demographic and  
21 program activity data as specified by the executive director.  
22 The school or nursing program shall provide the executive  
23 director with individual student data upon request.

24 End of year program activity and student data reports are  
25 required by the executive director. The school or nursing  
26 program must correctly complete and submit those reports and any  
27 applicable refunds to the executive director no later than the  
28 first working day after August 9. If the reports are not  
29 completed correctly and submitted by the deadline, the executive  
30 director shall withhold the subsequent year's allocation until  
31 reporting requirements are fully met.

32 REPEALER. Minnesota Rules, parts 4830.8560 and 4830.8580, are  
33 repealed.