

1 Higher Education Services Office

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3 Adopted Permanent Rules Relating to State Grant Program

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5 Rules as Adopted

6 4830.0300 ELIGIBLE SCHOOLS.

7 Subpart 1. Annual list. Annually the director shall
8 approve a list of schools at which a state grant may be used.
9 Schools may be added to the list by the director anytime during
10 the school year.

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

12 [For text of items A to C, see M.R.]

13 D. sign an institutional agreement with the director.

14 4830.0400 APPLICATION DATES AND STUDENT ELIGIBILITY.

15 Subpart 1. Date. Annually the office shall adopt by
16 resolution a date after February 14, by which all applications
17 must be filed to receive an award.

18 Subp. 2a. Out-of-state housing. A student's Minnesota
19 residence is not lost if the student or parent must live outside
20 of Minnesota for purposes of postsecondary education, military
21 service, or missionary work, provided the student or parent
22 continues to claim Minnesota as the state of legal residence for
23 income tax purposes.

24 [For text of subp 4, see M.R.]

25 Subp. 5. Renewal awards. A grant is renewable for a
26 maximum of six semesters, nine quarters, or the equivalent, but
27 must not continue after the first of the following occurrences:

28 A. the recipient has obtained a baccalaureate degree;
29 or

30 B. the recipient has been enrolled on a full-time
31 basis for eight semesters, 12 quarters, or the equivalent,
32 taking into account the exclusions specified in Minnesota
33 Statutes, section 136A.121, subdivision 9.

34 To be eligible to renew a grant a student must apply each year
35 and continue to meet the requirements for an initial grant,

1 except for subpart 4, item D. A student must have made
2 satisfactory academic progress as defined in Minnesota Statutes,
3 section 136A.101, subdivision 10.

4 [For text of subp 5a, see M.R.]

5 Subp. 7. **Minnesota correctional institution.** "Minnesota
6 correctional institution" means a federal or state penal
7 institution located in Minnesota in which students are eligible
8 for grants under this rule pursuant to Minnesota Statutes,
9 section 136A.121, subdivision 6.

10 4830.0600 AWARDS.

11 Subpart 1. **Monetary awards.** The amount of a grant may not
12 exceed an applicant's recognized cost of attendance, as defined
13 in Minnesota Statutes, section 136A.121, subdivision 6, after
14 deducting the following:

15 A. The assigned student responsibility of at least 50
16 percent of the cost of attending the institution of the
17 applicant's choosing.

18 B. For an applicant who is a dependent student, a
19 contribution by the applicant's parents, as determined by the
20 federal need analysis.

21 C. For an applicant who is an independent student,
22 the student contribution as determined by the federal need
23 analysis.

24 D. An estimate of the amount of a federal Pell grant
25 award for which the applicant is eligible.

26 Subp. 1a. **Minimum.** The minimum award amount shall be \$300.

27 [For text of subp 2, see M.R.]

28 4830.0700 METHOD OF PAYMENT.

29 Subpart 1. **Payments to schools.** After a grant award is
30 determined, the award amount shall be sent by the director to
31 the school chosen by the recipient or the school shall withdraw
32 the award amount from its state grant account. The school shall
33 apply the award to the recipient's educational costs in the
34 following order: tuition, fees, books, supplies, and other
35 expenses. The costs must be prorated for each term of the

1 academic year. The school shall notify each recipient that the
2 award is ready for disbursement.

3 Subp. 2. Refunds. A grant is awarded for full-time
4 attendance at a specified school for up to four quarters or
5 three semesters within the state fiscal year. If a recipient
6 fails to enroll or reduces enrollment, the school must refund
7 the unused portion of the award. If the director determines
8 that a school has fraudulently handled grant money, the refund
9 of the unused portion of the award is immediately due, and the
10 office may institute a civil action for recovery if necessary.
11 Refunds to the office are determined as follows:

12 [For text of item A, see M.R.]

13 B. calculate the total tuition refund amount using
14 the refund calculation required of schools participating in
15 federal Title IV programs;

16 [For text of items C and D, see M.R.]

17 Subp. 3. School accounting requirements. Schools shall
18 maintain separate accounts for grant funds. Refunds to the
19 state grant program must be accompanied with a list stating the
20 social security number, name, award type, amount of refund,
21 term, and refund code for each student included in the refund.
22 The refund must be made to the program within 30 days from the
23 end of the academic term, or 30 days from the date the school is
24 notified of a student's withdrawal, whichever is less. Schools
25 must provide evidence, prepared according to generally accepted
26 accounting principles, that all awards have either been
27 distributed or refunded to the program.

28 Subp. 4. Recovery of overpayments. An overpayment occurs
29 when a grant recipient receives more money than the recipient is
30 eligible to receive under the award calculation. A grant
31 recipient shall reimburse the state grant program for
32 overpayment regardless of the cause. The overpayment amount is
33 the difference between the amount received and the calculated
34 award eligibility. The reimbursement amount includes any costs
35 or expenses incurred by the office in collecting the debt,
36 including reasonable attorney fees. The reimbursement is

1 recoverable from the recipient or the recipient's estate. The
2 office may institute a civil action for recovery if necessary.

3 The recipient must not receive additional awards until the
4 overpayment is recovered or the recipient is making payments
5 under an approved plan. Additional awards for which the
6 recipient is eligible may be used to recover an unreimbursed
7 overpayment.