

TITLE 281 - COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 5 - RULES AND REGULATIONS CONCERNING THE NEBRASKA OPPORTUNITY GRANT ACT

001 PURPOSE AND OBJECTIVES

001.01. The purpose of the Nebraska Opportunity Grant is to enhance the educational opportunities of Nebraska resident students by providing direct financial assistance to eligible students, based on financial need, attending eligible postsecondary institutions.

002 STATUTORY AUTHORITY

This rule is adopted pursuant to authority granted to the Coordinating Commission for Postsecondary Education in Neb. Rev. Stat. §§ 85-1901 through 85-1919.

002.01. Chapter 85, Sections 1903 through 1910 relating to definitions of eligible students, eligible postsecondary institutions, and tuition and mandatory fees.

002.02. Chapter 85, Sections 1911 through 1914 relating to the process and procedures for distribution of grants to students based on financial need.

002.03. Chapter 85, Section 1915 relating to criteria for granting an award to an eligible student.

002.04. Chapter 85, Sections 1912, 1914, 1917 and 1919 relating to the Coordinating Commission for Postsecondary Education's responsibilities.

002.05. Chapter 85, Sections 1913, 1916 and 1918 relating to eligible postsecondary educational institutions responsibilities.

003 DEFINITIONS

003.01. Commission shall mean the Coordinating Commission for Postsecondary Education.

003.02. Postsecondary Education shall mean the provision of a formal instructional program whose curriculum is designed primarily for students who are beyond the compulsory age for high school. This includes programs whose purpose is academic, vocational, and continuing professional education.

003.03. Eligible Postsecondary Educational Institution shall mean a public or private educational institution located in Nebraska which: (1) is primarily engaged in the instruction of students; (2) is satisfying the

provisions of Nebraska law relating to the approval and licensure of schools, colleges, and universities; (3) is maintaining accreditation by an accrediting organization recognized by the U.S. Department of Education; (4) is offering courses of instruction in regularly scheduled classes to regularly enrolled undergraduate students who reside in Nebraska and who have received high school diplomas or the equivalent; and (5) shall have adopted award refund and repayment policies and must make the policies available for inspection by all who request such information.

003.04. Expected Family Contribution shall mean a measure of how much the student and his or her family can be expected to contribute to the cost of the student's education for the applicable academic year and is calculated according to a formula specified in federal law.

003.05. Yearly Maximum Expected Family Contribution shall mean 110% of the maximum Expected Family Contribution to qualify for a Federal Pell Grant for the applicable award year.

003.06. Eligible Student shall mean an individual who (1) is domiciled in Nebraska as provided in Neb. Rev. State. § 85-502; (2) is enrolled as a full- or part-time undergraduate student in an eligible program at an eligible postsecondary institution; and (3) has applied for federal financial aid through the Free Application for Federal Student Aid for the applicable award year and has an Expected Family Contribution which is equal to or less than the Yearly Maximum Expected Family Contribution.

003.07. Full-time Equivalency shall mean the total number of credit or clock hours taken by eligible students divided by 24 semester, 36 quarter, or 900 clock hours as appropriate. The determination of full-time students shall be based upon the directives in Section 003.08 of these rules and regulations and an award year shall be as defined in Section 003.14.

003.08. Full-time Student shall mean:

(1) For enrollment calculations of full-time equivalent students, an individual who is enrolled in at least 24 semester credit hours, 36 quarter credit hours, or 900 clock hours per award year; or

(2) For tuition and mandatory fee determination, an individual who is enrolled in at least 30 semester credit hours, 45 quarter credit hours, or 900 clock hours per award year.

003.09. Enrollment shall mean the establishment and maintenance of an individual's status as a student in a postsecondary institution, regardless of the definition used at that institution.

003.10. Undergraduate Student shall mean an individual who has not earned a first baccalaureate or professional degree and is enrolled in a

postsecondary educational program which leads to, or is creditable toward, a first baccalaureate degree, associate degree, certificate, diploma, or equivalent.

003.11. Financial Need shall mean the financial need determined by an eligible postsecondary educational institution for each student in accordance with the federal needs analysis prescribed in Part F of Title IV of the Higher Education Act of 1965 as amended.

003.12. Substantial Financial Need shall mean the need demonstrated by a student who meets the Yearly Maximum Expected Family Contribution, as defined in Section 003.05.

003.13. Award shall mean a grant of money to an eligible student for educational expenses. Awards shall not exceed fifty percent of the tuition and mandatory fees for a full-time, resident, undergraduate student for the last completed award year at the University of Nebraska-Lincoln.

003.14. Award Year shall mean that period from July 1st of one year through June 30th of the succeeding year.

003.15. Award Period shall mean that period of time, as defined by the institution, for which an award is given (example: semester, quarter, 450 contact hours, etc.)

003.16. Tuition and Mandatory Fees shall mean the lesser of the student costs for tuition and mandatory fees for a full-time resident undergraduate student for the last completed award year at the eligible postsecondary educational institution or the student costs for tuition and mandatory fees for a full-time resident undergraduate student for the last completed award year at the University of Nebraska-Lincoln.

003.17. Educational Expenses shall mean student costs for tuition, mandatory fees, other education related fees, room and board, books, and other costs related to students' education.

003.18. Eligible Program shall mean a program of study that is eligible to be funded with federal Title IV funds, as defined by federal regulations.

003.19. Target Level of Funds shall represent the maximum amount of dollars that may be awarded pursuant to the Act to eligible students enrolled in eligible postsecondary educational institutions.

004 COMMISSION RESPONSIBILITIES

004.01. The Commission shall determine a target level of funds to be distributed to students at each eligible postsecondary educational institution. The target is the maximum total amount that may be awarded to eligible students enrolled at eligible postsecondary

education institutions, which will be determined as follows:

(1) Determine the number of eligible full-time-equivalent students enrolled at the eligible postsecondary educational institution for the last completed award year;

(2) Multiply the number determined in subdivision (1) of this section by the tuition and mandatory fees as limited pursuant to Section 003.16 of this rule;

(3) Divide the product derived pursuant to subdivision (2) of this section for each eligible postsecondary educational institution by the sum of the products derived pursuant to subdivision (2) of this section for all eligible postsecondary educational institutions; and

(4) Multiply the total dollars appropriated for purposes of distribution pursuant to the Act by the ratio derived pursuant to subdivision (3) of this section.

004.02. Prior to June 1 of each award year, the Commission shall receive a recommendation from each eligible postsecondary educational institution listing proposed awards to eligible students, including name, social security number of each eligible student, and amount of proposed award for each eligible student and other information necessary for the Commission to determine compliance with the Act.

004.03. Within thirty days after receiving recommendations pursuant to 004.02 of this rule, the Commission shall review the recommended awards for compliance with the Nebraska Opportunity Grant Act, its rules and regulations, and notify each eligible postsecondary educational institution of the approval or disapproval of recommended awards.

004.04. If awards are disapproved, the eligible postsecondary institution may resubmit the recommended list of awards to eligible students after modifying the recommendation to address the disapproved awards. The Commission will review the modified list of recommendations in a timely manner.

004.05. Upon approval of awards, the Commission shall distribute funds appropriated to the Nebraska Opportunity Grant Act to each eligible institution, based on the level of approved awards, for direct disbursement to eligible students as determined by the Commission according to the provisions of the Act.

004.06. Each eligible institution shall submit annually to the Commission a year-end report pertaining to the dollars distributed to students within the last completed award year. Only those institutions providing this information are eligible for participation in the program.

004.07. The Commission shall supervise the issuance of public information concerning the Nebraska Opportunity Grant Act.

004.08. The Commission shall assure through regular audits and reports that institutions, as agents of the Commission, maintain fiscal control and fund accounting procedures as are necessary to assure proper disbursement of funds and compliance with the Act.

005 INSTITUTIONAL RESPONSIBILITIES (as agents of the Commission)

005.01. The eligible postsecondary educational institution shall act as an agent of the Commission to disburse the awards directly to eligible students during the award year.

005.02. As agents of the Commission, the eligible postsecondary educational institutions shall:

005.02A. Receive and process applications for awards from enrolled students as determined by the Nebraska Opportunity Grant Act.

005.02B. Determine eligibility of students based on criteria established in Commission rules and regulations as set forth in the definitions of the Act.

005.02C. Determine awards without regard to race, creed, color, national origin, ancestry, age, sex, or handicap.

005.02D. Submit, prior to June 1 of each award year, recommendations as often as necessary to the Commission for awards to eligible students, including the name of each eligible student, social security number of each eligible student, the recommended amount for each eligible student, and other information necessary for the Commission to determine compliance with the Act.

005.02E. After notification of approval of awards to eligible students and distribution of total award amounts approved for eligible students by the Commission, disburse the awards directly to the eligible students during the award year.

005.02F. Require all award recipients to certify that the award will be used only for educational expenses.

005.03. Maintenance of all recipient records of awards shall be the responsibility of the eligible postsecondary educational institution.

005.04. Disbursement of awards made by an institution shall cover at least one award period but no more than one award year. This does not

prevent an institution from making awards to the same students in successive years.

005.05. To participate in the Act, all eligible postsecondary educational institutions shall complete an annual application and statement of assurance provided by the Commission for such purpose.

Postsecondary educational institutions failing to complete these documents, in their entirety within the time period allowed, may be deemed ineligible to participate in the Act for the application award year. (See Appendices A and B)

005.06. An audit trail shall be established by each participating institution. Institutional and student records are subject to normal auditing procedures by the State of Nebraska and the Coordinating Commission for Postsecondary Education pursuant to the requirement that institutions maintain fiscal and fund accounting procedures necessary to assure proper disbursement of funds and compliance with the Act.

005.07. Any award recipient that discontinues attendance before the end of the award year shall remit any award balance allowable to the eligible postsecondary institution pursuant to the institution's withdrawal policy.

005.08. Award funds not awarded within the award year in which the funds were allocated shall be returned to the Commission by the institution at a time specified by the Commission.

005.09. Eligible institution reporting requirements:

005.09A. The eligible postsecondary educational institution shall submit yearly reports as requested by the Commission. The reports shall include, but not be limited to: recipient's name, recipient's social security number, amount disbursed to recipient, each recipient's Expected Family Contribution (EFC) amount, recipient's income level and enrollment status, whether the recipient is a dependent student or independent student, and the institution's unmet need data as defined by the Commission.

005.09B. The eligible postsecondary educational institution shall comply with the Commission's request for reports to verify award amounts and eligibility of individual student recipients. Any eligible postsecondary educational institution not providing the requested reports as outlined by the Commission within the time period allowed shall be deemed in non-compliance with the Nebraska Opportunity Grant Act and may be ineligible to participate in the Act and receive grant funding for eligible students.

005.10. Aid may not be awarded or disbursed from this Act if that aid, when combined with all other resources, would exceed the student's financial need or is not in compliance with federal award guidelines.

006 STUDENT RESPONSIBILITIES

006.01. A student shall apply for federal financial aid through the Free Application for Federal Student Aid for the applicable award year.

006.02. A student shall have an Expected Family Contribution of no more than the Yearly Maximum Expected Family Contribution for the current award year.

006.03. The student shall complete a financial aid application at the eligible postsecondary education institution to be eligible to be considered for an award.

006.04. A student shall be an undergraduate and a resident who is domiciled in Nebraska as provided by Neb. Rev. Stat. § 85-502.

006.05. A student receiving an award under the Nebraska Opportunity Grant Act shall certify that the award will be used for educational expenses only.

006.06. The student shall maintain satisfactory academic progress as defined by the institution.

006.07. If the student award recipient discontinues attendance before the end of an award period, the student shall remit to the institution any award balances in accordance with the institution's withdrawal or refund policy addressing that issue.

007 STUDENT APPEAL PROCESS

007.01. Students who are adversely affected by the actions of the Commission or an eligible postsecondary educational institution in the distribution of funds or granting of awards may appeal the decision.

007.01A. Students shall first make an appeal directly through the eligible postsecondary educational institution's financial aid appeal procedure.

007.01B. Students who desire further consideration of an institutional decision may appeal, in writing, to the Coordinating Commission for Postsecondary Education within 21 calendar days of the institutional decision. The decision of the Commission shall be binding.

