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**IDAPA 08  
TITLE 01  
CHAPTER 02**

**08.01.02 – RULES GOVERNING THE POSTSECONDARY CREDIT SCHOLARSHIP PROGRAM**

**000. LEGAL AUTHORITY.**

In accordance with Sections 33-105, 33-4601A, and 33-4605, Idaho Code the State Board of Education (Board) shall promulgate rules implementing the provisions of Title 33, Chapter 46, Idaho Code. (3-29-17)

**001. TITLE AND SCOPE.**

**01. Title.** These rules shall be cited as IDAPA 08.01.02, “Rules Governing the Postsecondary Credit Scholarship Program.” (3-29-17)

**02. Scope.** These rules constitute the requirements for the Postsecondary Credit Scholarship Program. (3-29-17)

**002. WRITTEN INTERPRETATIONS.**

In accordance with Section 67-5201(19)(b)(iv), Idaho Code, written interpretations, if any, of the rules of this chapter are available at the Office of the State Board of Education. (3-29-17)

**003. ADMINISTRATIVE APPEALS.**

Unless otherwise provided for in the rules of the Board or in the Board Governing Policies and Procedures, all administrative appeals allowed by law shall be conducted as provided herein. (3-29-17)

**004. INCORPORATION BY REFERENCE.**

There are no documents that have been incorporated by reference into these rules. (3-29-17)

**005. OFFICE INFORMATION.**

**01. Office Hours.** The offices of the Board are open from 8 a.m. to 5 p.m., except Saturday, Sunday, and legal holidays. (3-29-17)

**02. Street Address.** The offices of the Board are located at 650 W. State Street, Boise, Idaho. (3-29-17)

**03. Mailing Address.** The mailing address of the Board is P.O. Box 83720, Boise, Idaho 83720-0037. (3-29-17)

**04. Telephone Number.** The telephone number of the Board is (208) 334-2270. (3-29-17)

**05. Facsimile.** The facsimile number of the Board is (208) 334-2632. (3-29-17)

**06. Electronic Address.** The electronic address of the Board of Education is at [www.boardofed.idaho.gov](http://www.boardofed.idaho.gov). (3-29-17)

**006. PUBLIC RECORDS ACT COMPLIANCE.**

These rules are subject to the provisions of the Idaho Public Records Act, Title 74, Chapter 1, Idaho Code. (3-29-17)

**007. -- 009. (RESERVED)**

**010. DEFINITIONS.**

For the purposes of this section the following definitions shall apply: (3-29-17)

**01. Academic Merit Based Scholarship.** A scholarship in which a minimum academic standard must be met to be eligible for the scholarship. (3-29-17)

**02. Board.** Idaho State Board of Education. (3-29-17)

**03. Business Scholarship.** A competitive scholarship awarded from a business entity registered with the Idaho Secretary of State or other state or federal entity that registers businesses and whose purpose is not postsecondary education nor is the entity affiliated with a postsecondary educational institution; or an association representing businesses as described herein. (3-29-17)

**04. Executive Director.** Executive Director for the Idaho State Board of Education. (3-29-17)

**05. Grade Point Average (GPA).** Average secondary grade earned by a student, figured by dividing the grade points earned by the number of credits attempted. (3-29-17)

**06. Industry Scholarship.** A competitive scholarship in which the recipient must enter into a program of study for a specific occupational area. (3-29-17)

**011. -- 100. (RESERVED)**

**101. APPLICATION PROCESS.**

**01. Initial Applications.** An eligible student must complete and submit the scholarship program application to the Board electronically on or before the date specified in the application, but not later than June 1 for guaranteed consideration of an award during the proceeding fall academic term. An applicant without electronic capabilities may submit an application on the form established by the Executive Director through the United States Postal Service. Applications received, or postmarked after March 1 of each year must be received at least 60 days prior to the start of the term for which the applicant has enrolled for consideration during the next academic term. (3-29-17)

**02. Communication with State Officials.** Failure to respond within the time period specified will result in cancellation of the application or forfeiture of the scholarship unless extenuating circumstances are involved and approved by the Executive Director or designee. (3-29-17)

**102. -- 299. (RESERVED)**

**300. SCHOLARSHIP AWARDS.**

**01. Selection Process.** Scholarship awards will be based on the availability of scholarship program funds. In the event more eligible applications are received than funds are available, those applications received by June 1 of each year will be awarded based on their GPA ranking. Applications received after June 1 of each year will only be considered after all initial applications have been processed and awardees have accepted or rejected their awards, and will be based on their GPA ranking. (3-29-17)

**02. Monetary Value of the Opportunity Scholarship.** The monetary value of the award will be based on the maximum amount the applicant is eligible to receive based on the number of postsecondary credits accepted by the institution they attend and the amount of the matching scholarship for each year they are eligible. The award amount shall not be more than the matching merit based business or industry scholarship received by the applicant within the limits of the maximum eligible amount. (3-29-17)

**03. Payment.** Payment of scholarship award will be made in the name of the recipient and will be sent to the designated official at the eligible Idaho postsecondary educational institution in which the recipient is enrolled. The official must transmit the payment to the recipient student's account within a reasonable time following receipt of the payment. (3-29-17)

**04. Duration.** Scholarships will be awarded on an annual basis and payments will correspond to academic terms, semesters, or equivalent units. In no instance will the entire amount of a scholarship be paid in advance to, or on behalf of, a scholarship recipient. The scholarship is valid for up to four (4) educational years from the date the recipient graduated from high school. Awards are contingent on annual appropriations by the legislature and continued eligibility of the student. (3-29-17)

**05. Eligibility.** If a student receives a scholarship payment and it is later determined that the student did not meet all of the scholarship program eligibility requirements, then the student is considered in overpayment status, and the remaining program funds must be returned to the Office of the State Board of Education. (3-29-17)

**302. CONTINUING ELIGIBILITY.**

To remain eligible for the scholarship, the recipient must comply with all of the provisions of the scholarship program and these rules, in addition to the following requirements. (3-29-17)

**01. Interruption of Continuous Enrollment.** A student may request an interruption of continuous enrollment for eligible students due to military service in the United States armed forces, medical circumstances, or extenuating circumstances approved by the Executive Director. A scholarship recipient whose continuous enrollment is interrupted for more than four (4) months but less than two (2) years for any reason and who intends to re-enroll in an eligible Idaho postsecondary educational institution must file a letter of intent to withdraw no later than sixty (60) days prior to the first day of the academic term of the discontinued attendance to the Office of the State Board of Education. Failure to do so may result in forfeiture of the scholarship. In addition, the individual must file a statement with the Board declaring his intent to re-enroll as a full-time student in an academic or career-technical program in an eligible Idaho postsecondary educational institution for the succeeding academic year no later than thirty (30) days prior to the first day of the academic term in which the individual intends to re-enroll and within two (2) years of the approval of the request to withdraw. Failure to do so will result in forfeiture of the scholarship unless an extension has been granted. All requests for extension must be made sixty (60) days prior to the start of the succeeding academic year. At no time may the extension extend beyond the expiration period of the scholarship. At no time may the scholarship award eligibility be extended beyond four (4) years from the date the student graduated from high school. (3-29-17)

**303. -- 999. (RESERVED)**

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