# **94-457 FINANCE AUTHORITY OF MAINE**

**Chapter 613: THE QUALITY CHILD CARE EDUCATION SCHOLARSHIP PROGRAM**

**Summary**: This rule defines eligibility criteria for the Quality Child Care Education Scholarship Program, and establishes a procedure for awarding Scholarships.

**1. Definitions**

A. **Authority**. The “Authority” means the Finance Authority of Maine.

B. **Eligible program of study**. “Eligible program of study” means a course or courses related to early childhood education or child development. If a student is enrolled in a degree program at an institution of higher education that will lead to a degree in early childhood education or child development, “eligible program of study” shall include so-called “core” courses required to obtain such degree. If a student is not enrolled in such a degree program, only courses directly involving aspects of early childhood education or child development will be considered as an “eligible program of study.”

B1. **Expected family contribution**. “Expected family contribution” means the amount that a student and his or her family may be reasonably expected to contribute towards postsecondary education for the academic year for which the student seeks a Program scholarship, determined using federal methodology.

C. **Chief Executive Officer**. “Chief Executive Officer” means the Authority's Chief Executive Officer or a person acting under the supervisory control of the Chief Executive Officer.

D. *[Repealed] (Amendment 4)*

E. **Institution of higher education**. “Institution of higher education” or “institution” mean an accredited postsecondary educational institution of higher education offering two year, four year or graduate level programs which lead to the attainment of Associate, Baccalaureate, Master or Doctorate Degrees located within this State. Out of State institutions at which eligible students received Program scholarships in the 2007-2008 academic year will be considered an eligible institution to award subsequent Program scholarships to those students who received Program scholarships in the 2007-2008 academic year as long as those students remain eligible and the institution enters into a participation agreement with the Authority.

F. **Resident of the State**. “Resident of the State” means an applicant who is either (1) an independent student who has been a domiciled resident of the State for at least one calendar year prior to the date of attendance at the institution or (2) a dependent student whose parent or legal guardian has been a domiciled resident of the State at least one calendar year prior to the date of attendance at the institution. A residence established in the State for the purpose of attending an educational institution is not sufficient to establish a domiciled residence in the State. An individual may establish a domiciled residence in the State by providing indicia of residency satisfactory to the Chief Executive Officer, which may include evidence of home ownership within the State, identification of Maine as the state of residence on the FAFSA, filing of State income tax returns for residents, as indicated on the FAFSA, or, if the applicant is attending a public institution in the State, resident tuition bills. When an applicant ceases to maintain a domiciled residence in the State, as when the parents of a minor applicant move from the State, the applicant will ordinarily thereafter be classified as a nonresident of the State.

Members of the armed forces on active duty in the State and their dependents are deemed residents of the State for eligibility purposes, notwithstanding the date residency is established, provided that the applicant is not eligible to receive financial aid provided by any other state.

F1. **Satisfactory academic progress**. “Satisfactory academic progress” means satisfactory academic progress according to the standards of the institution as set in accordance with applicable federal laws, regulations, policies, and/or guidelines.

G. **State**. “State” means the State of Maine.

G1. *[Repealed] (Amendment 4)*

H. **Program**. “Program” means the Quality Child Care Education Scholarship Program established by 20-A MRSA §11670 et seq.

**2. Student Eligibility**

To be eligible for consideration for the Program the student must meet each of the following eligibility criteria:

A. The student must be a U.S. citizen or an eligible non-citizen defined as follows:

(1) U.S. national, or

(2) U.S. permanent resident having an Alien Registration Receipt Card (I-151 or I-551).

B. The student must be a resident of the State and shall have graduated from an approved secondary school (or matriculated at an approved post-secondary school prior to high school graduation) or successfully completed a general education development examination or its equivalent.

C. The student must be accepted for enrollment in an eligible program of study at an institution of higher education or at another course-offering institution that has articulated agreements with one or more institutions of higher education according to the prescribed standards, regulations and practices of that institution; and , for a subsequent disbursement, be making satisfactory academic progress as certified by the institution.

D. A non-degree student and a student attending an out of State institution who received a Program scholarship in the 2007-2008 academic year must have financial need as determined pursuant to Section 4, and must have filed the FAFSA by the time of application to the Program. All other students must have financial need as determined pursuant to Section 4, and must have filed the FAFSA by the deadline established by the institution.

E. The student must not owe a refund to or be in default of any federal or state educational grant or loan programs.

F. A non-degree student and a student attending an out of State institution who received a Program scholarship in the 2007-2008 academic year must apply to the Authority at least annually to participate in the Program by completing such application forms as may be designated by the Chief Executive Officer. All other students must complete such applications as may be required by the institutions they attend.

G. *[Repealed] (Amendment 4)*

**3. Institution Eligibility**

To be eligible to participate in the Program an institution must enter into a participation agreement with the Authority and comply with the following criteria:

A. Be an institution of higher education, as defined in Section 1, or be a course-offering institution with articulated agreements with one or more institutions of higher education.

B. Provide such information relevant to the student’s and institution’s participation in and eligibility under the Program as requested by the Authority.

C. Have one person responsible for the financial aid program.

D. Verify that the student recipients are in good standing within any applicable institutional standards and are enrolled in an eligible program of study and have met the student eligibility criteria set forth in Section 2 and other criteria for subsequent Program scholarships as set forth in Section 5.

E. *[Repealed] (Amendment 2)*

F. *[Repealed] (Amendment 2)*

G. *[Repealed] (Amendment 2)*

H. *[Repealed ] (Amendment 2)*

I. Certify that appropriate auditing and control procedures have been utilized in the operation of the Program at the institutional level.

J. Certify that the scholarship will not reduce institutional or other grant aid to the student, unless the institutional or other grant aid is subsequently granted to a student with demonstrated financial need, and further certify that the student is not known to be receiving a Maine Roads Scholarship from the Muskie Institute for the same course(s) for which the Program scholarship is sought.

K. Have a drug/alcohol free work place policy and have related policies for student recipients in place.

L. Certify that the Program scholarships have not resulted in an over-award to any student.

**4. Determination of Need**

The Chief Executive Officer shall establish the need of a student for a Program scholarship for an eligible program of study for which the student applies. A student shall be considered to have a need to qualify for a Program scholarship if the student’s expected family contribution does not exceed the limit set annually by the Authority, and the student has not been awarded a Maine Roads Scholarship from the Muskie Institute for the same courses(s) for which the Program scholarship has been sought.

**5. Length of Scholarship; period of study**

A. A scholarship shall be for a period not to exceed one academic year. A scholarship recipient who remains eligible shall be considered in the succeeding award year only upon completion of and compliance with any and all requirements of the institution or the Authority, as applicable.

B. *[Repealed] (Amendment 4)*

**6. Determination of Scholarship**

Scholarships to eligible students shall be determined as follows:

A. Eligible students shall be awarded scholarships for eligible programs of study at eligible institutions by the institutions according to the procedures of the institutions, except that the Authority shall award scholarships for eligible programs of study at eligible institutions to non-degree students and students seeking subsequent scholarships at out of State institutions who received scholarships in the 2007-2008 academic year. Scholarships awarded by the Authority will be on a first come, first served basis.

B. Scholarships awarded under this chapter may not exceed $500 per course within an eligible program of study, for a maximum of two (2) courses per semester and up to a maximum of $2,000 per student per year.

C. If a recipient of a scholarship withdraws from an institution and the student is entitled to a refund of tuition, fees or other charges, the institution shall make a repayment of the recipient's award directly to the Authority in accordance with the institution's published refund policy. If, however, the institution notifies the Authority of another eligible student at the time of notice of repayment, the Authority may allow the institution to award the refund to such student and the institution will be required to provide documentation thereof to the Authority.

D. Refunds received by the Authority during the academic year will be added to the funds reserved by the Authority pursuant to Section 8 and redistributed accordingly.

(1) *[Repealed] (Amendment 4)*

**7.** *[Repealed] (Amendment 4)*

**8. Payment Procedures**

The Authority will make Program scholarship funds available to participating institutions for award to eligible students on an annual basis according to allocation and distribution guidelines to be determined by the Authority from time to time. The amounts available to institutions annually is subject to available funds. The Authority may set aside up to 10% of available funds annually as a reserve, first for the needs of non-degree students and students at out of State schools who received Program scholarships in the 2007-2008 academic year and are eligible for subsequent scholarships, then for the needs of institutions which have not previously participated in the Program, and then for other Program purposes as determined by the Authority.

**9. Program Review**

The Authority may periodically conduct a program review of a participating institution's operation of the Program, and may offer technical assistance to the institution.

**10. Waiver of Rule**

The Chief Executive Officer may waive any requirement of this rule, except to the extent that the requirement is mandated by applicable law, in cases where deviation from the rule is insubstantial.

STATUTORY AUTHORITY: 10 MRSA §969-A(14), 20-A MRSA §11670

EFFECTIVE DATE:

July 20, 1999 - filing 99-312, EMERGENCY - expired October 18, 1999

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August 30, 2000 - Amendment 1, filing 2000-376

January 12, 2003 - Amendment 2, filing 2003-5

January 1, 2006 – Amendment 3, filing 2005-494

March 9, 2008 – Amendment 4, filing 2008-97

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