

**WORKFORCE SHORTAGE STUDENT
ASSISTANCE GRANT PROGRAM**
Conditions of Award Renewal
Academic Year 2011-2012



Eligibility Requirements:

- o You must be a Maryland resident. If you are a dependent student, your parent must also be a Maryland resident.
- o You must enroll at an institution in Maryland each semester as a:
 - o Full-time (12+ credits per semester) or part-time (6-11 credits per semester) undergraduate; or
 - o Full-time (9+ credits per semester) or part-time (6-8 credits per semester) graduate student.
 - o Students may be enrolled for less than six (6) credits in a semester, but must earn at least 12 credit hours in each academic year if an undergraduate student, or 9 credit hours if a graduate student, including the summer term.
 - o Audited courses cannot be used to reach the minimum credit hours required for full-time or part-time status.
- o You must enroll as a degree-seeking student in an eligible major leading to employment in an eligible field as indicated below.
- o You must maintain the satisfactory academic progress standards of your institution.
- o You may receive other State scholarship awards with this award. However, the total dollar amount of all State awards may not exceed your cost of attendance, as determined by your school's financial aid office, or \$19,000, whichever is less.

If you fail to meet any of these eligibility requirements, your award will be canceled.

As a condition of receiving a Maryland State scholarship or grant, you pledge to remain drug free for the full term of the award. Unlawful use of drugs and alcohol may endanger our enrollment in a Maryland college, as well as your Maryland financial aid award.

NOTE: If you fail to remain eligible for the award, you must still fulfill the obligation of the promissory note.

The Office of Student Financial Assistance must be notified in writing of any address and/or telephone number changes.

Award Amount: Award amounts are set at the statutory minimum and are based on the type of institution and the student's enrollment status. The award is \$2,000 per year if attending a Maryland community college full-time (12+ credits per semester) or \$1,000 per year if part-time (6-11 credits per semester). The award is \$4,000 per year if attending a Maryland four-year institution full-time (12+ credits per semester for undergraduate; 9+ credits per semester for graduate) or \$2,000 per year if part-time (6-11 credits per semester for undergraduate; 6-8 credits per semester for graduate). You are required to inform our office if your award is for the incorrect number of credits/incorrect institution type.

Overawards: Please be aware that if the institution you are attending notifies OSFA that you are receiving other financial assistance that causes you to exceed your financial need for the award or exceed the cost of attendance at the institution (e.g.: private scholarships; Veteran's Benefits; athletic scholarships), your State financial aid may be reduced or cancelled.

(Over, please)

To Renew Your Award:

- o You may receive this award for up to five years total. You must:
 - o Continue to meet the eligibility requirements as outlined above;
 - o Maintain the satisfactory academic progress standards of your institution.

Note: Awards are subject to the availability of funds.

Payment to Your Institution:

At the beginning of each semester, your institution will be asked to certify that you meet the requirements of the award. When the institution completes the certification and returns it to OSFA, your award will be processed for payment. Payment to the institution will be made approximately four weeks after the institution completes the certification. Contact your institution's financial aid office if you have questions about the payment status of your award.

For More Information:

If you have questions, contact the OSFA staff person listed below.

Student's Last Name	OSFA Staff	Phone	E-mail
A --- G	Dawn Hastings	(410) 260-4568	dhasting@mhec.state.md.us
H --- O	Linda Asplin	(410) 260-4563	lasplin@mhec.state.md.us
P --- Z	Maura Sappington	(410) 260-4569	msapping@mhec.state.md.us