

**R616-1. Purpose:** To provide Utah Higher Education Assistance Authority ("UHEAA") policy and procedures for administering the Minority Scholarships, enacted by Supplemental Action by S. B. 248, Item 65 in the 1994 Utah Legislature as amended by H. B. 360, Item 198 in the 1995 General Session of the Utah State Legislature.

## R616-2. References

- 2.1. Supplemental Appropriations Act, 1994 General Sessions, S. B. 248, Section 1, Item 65, State of Utah Legislature.
- 2.2. Appropriations ACT, 1995 General Session, H. B. 360, Item 198, State of Utah Legislature.
- 2.3. Policy and Procedures R601, Board of Directors of the Utah Higher Education Assistance Authority.

## R616-3. Effective Date

- 3.1. **Effective Date of Policy:** These revised policies and procedures are effective as of fiscal year 2008.

## R616-4. Policy

- 4.1. **Program Description:** The Minority Scholarships enacted as part of the Supplemental Appropriations Legislative Act S. B. 248, Item 65 in the 1994 General Session of the Utah Legislature which provides the State Board of Regents appropriations to provide scholarships to Utah resident minority students attending a Utah System of Higher Education (USHE) institution. The scholarship is designed to increase the participation levels of minority students in post-secondary education.
- 4.2. **Program Administration:** The Board of Regents has delegated to the UHEAA Board of Directors, the authority to administer the Minority Scholarships on behalf of the Board of Regents. The program is administered by the Associate Commissioner for Student Financial Aid as Executive Director of UHEAA, reporting to the Commissioner of Higher Education.
- 4.3. **Qualifying Institution:** Eligible USHE institutions including the University of Utah, Utah State University, Weber State University, Southern Utah University, Snow College, Dixie State College, College of Eastern Utah, Utah Valley University and Salt Lake Community College.
- 4.4. **Eligible Student:** To be eligible for a Minority Scholarship the recipient must:
  - 4.4.1. Be an undergraduate Utah resident who is classified as a diverse ethnic minority (African American, Asian/Pacific Islander, Hispanic or Native American) as defined by the participating institution.
  - 4.4.2. Be unconditionally admitted and currently enrolled in an eligible institution on at least a half-time basis as defined in Federal regulations applicable to Title IV of the Higher Education Act and by the participating institution.

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<sup>1</sup> Adopted by the UHEAA Board of Directors March 19, 2009.

4.4.3. Be maintaining satisfactory progress, as defined by the institution, toward the degree, diploma or certificate objective in which enrolled.

4.4.4. Have a demonstrated need for financial assistance based on the defined Cost of Attendance for the applicable student category at the institution and the expected family contribution as determined by the Federal need analysis process for Higher Education Act Title IV student financial assistance programs.

#### 4.5. **Application Procedures**

4.5.1. A student must complete an application provided by the participating USHE institution.

4.5.2. Each applicant must comply with all requirements as defined by the institution.

4.6. **Program Administrator:** The program administrator for the Minority Scholarships is the Associate Commissioner for Student Financial Aid, or a person designated in a formal delegation of authority by the Associate Commissioner, under executive direction of the Commissioner of Higher Education.

4.7. **Determination of Funds Available for the Program:** The funds available for the Minority Scholarships allotment to institutions are allocated from fiscal year state appropriations.

4.8. **Allotment of Program Funds to Institutions:** Fund allocation is based on three criteria: tuition, minority enrollment, and minority degrees and awards earned. The tuition allocation includes tuition costs for two semesters at 15 hours each. Additional funding in the amount of \$2,000 is provided as a support for students transferring from a two year institution to a four year institution. The minority enrollment allocation is based on the ratio of the headcount of minority student enrollment at each institution vs. total headcount of minority student enrollment of USHE. The minority degrees and awards allocation is based on the ratio of degrees and awards earned from each institution vs. the total minority degrees and awards earned of USHE. These three calculations are added for a total allocation to each institution.

4.9. **Records Retention and Cooperation in Program Reviews:** The institution will cooperate with the program administrator in providing records and information requested for any scheduled audits or program reviews and will maintain records substantiating its compliance with all terms of the Minority Scholarships policy for three years after the end of the award year. If at the end of the three year retention period, an audit or program review exception is pending resolution, the institution will retain records for the award year involved until the exception has been resolved.