

## 11 KAR 15:020. Student eligibility report.

RELATES TO: KRS 164.7885(4)

STATUTORY AUTHORITY: KRS 164.748(4), 164.7885(7)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 164.748(4) requires the authority to promulgate administrative regulations pertaining to the awarding of grants, scholarships, and honorary scholarships as provided in KRS 164.740 to 164.785. KRS 164.7885(7) requires the authority to promulgate administrative regulations for the administration of the Kentucky Educational Excellence Scholarship Program. This administrative regulation establishes the procedure for a participating institution to report renewal eligibility of a student for a Kentucky Educational Excellence Scholarship.

Section 1. Initial Eligibility Verification. (1) The participating institution shall submit to the authority an eligibility verification file after the beginning of the academic term.

(a) For each eligible student, the eligibility verification file shall contain:

1. The student's name and Social Security number;
2. The full-time or part-time enrollment status, measured in credit hours or credit hour equivalent; and
3. The student's highest ACT score attained by the date of graduation from high school unless the authority receives the ACT score directly from the testing services.

(b) The KEES program officer shall certify the eligibility of the eligible postsecondary student and transmit the file electronically to the authority according to instructions provided by the authority in accordance with subsection (2) of this section.

(2) The instructions provided by the authority shall specify:

- (a) Conditions under which KEES funds shall be disbursed to the benefit of the eligible postsecondary student pursuant to 11 KAR 15:050; and
- (b) Conditions under which KEES funds shall be returned to the authority pursuant to 11 KAR 15:060.

(3)(a) A participating institution that does not submit an eligibility verification file according to the instructions shall not receive KEES funds until it has satisfied the requirements in subsection (1) of this section.

(b) The authority may withhold any services and funds from the participating institution until the file and all funds advanced, that remain undisbursed to eligible postsecondary students, are received by the authority.

Section 2. Renewal Eligibility Verification. (1) The participating institution shall electronically submit to the authority a renewal eligibility file not later than June 30 after the completion of the award period. The renewal eligibility file shall contain the name, Social Security number, on track to graduate status, and the cumulative grade point average for all eligible students.

(2) A participating institution that does not submit a renewal eligibility file by June 30 shall not receive KEES funds until it has satisfied the requirement in subsection (1) of this section. The authority may withhold any service and funds from the participating institution and initiate action to terminate, suspend or limit participation of the institution pursuant to 11 KAR 4:020 until the file is received by the authority. (25 Ky.R. 465; 817; eff. 10-1-1998; 27 Ky.R. 1037; 1440; eff. 12-21-2000; 40 Ky.R. 1129; eff. 1-28-2014; Crt eff. 9-28-2018.)