

KENTUCKY HIGHER EDUCATION ASSISTANCE AUTHORITY
Division of Student and Administrative Services
(New Administrative Regulation)

11 KAR 23:010. Optometry Scholarship Program.

RELATES TO: KRS 164.7870

STATUTORY AUTHORITY: KRS 164.7870(3)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 164.7870(3) requires the Kentucky Higher Education Assistance Authority to administer the Optometry Scholarship program and to promulgate administrative regulations needed for administration of the thereof. This administrative regulation establishes the provisions for administration of this scholarship program, including definitions, applications, awards, disbursements, refunds, and reporting.

Section 1. Definitions.

- (1) "Academic term" means the fall or spring semester at an eligible institution and does not include summer sessions.
- (2) "Academic year" means a period of time that begins July 1 of a calendar year and ends June 30 of the next succeeding calendar year.
- (3) "Eligible institution" is defined in KRS 164.7870(2)(b).
- (4) "Eligible student" is defined in KRS 164.7870(2)(d).
- (5) "Optometry Scholarship Committee" is defined in KRS 164.7870(2)(e).

Section 2. Application and Award.

- (1) In order for an eligible student to be considered for an award under this program, the student shall submit the following via the online Optometry Scholarship portal at <https://www.kheaa.com>:
 - (a) An Optometry Scholarship Application;
 - (b) Documentation that supports a Kentucky residency determination under 13 KAR 2:045; and
 - (c) An official transcript from each postsecondary institution attended as an undergraduate student.
- (2) The application period for this program shall be July 1 through December 1 preceding the academic year for which the initial scholarship is awarded.
- (3) Once selected as a scholarship recipient, the scholarship award for an eligible student shall be renewed automatically each year without reapplication provided the eligible student maintains continuous enrollment in an approved program at an eligible institution.
- (4) The maximum duration of scholarship receipt is limited to eight academic terms or completion of the approved program of study, whichever occurs first.

Section 3. Optometry Scholarship Committee and Recipient Selection.

- (1) At the close of the application period, the authority shall convene the Optometry Scholarship Committee for the purpose of selecting recipients for the next academic year from the pool of applications submitted by eligible students.
 - (a) The authority shall recommend to the Committee the number and amount of scholarships to be awarded based on the amount of funds available for the program.
 - (b) The scholarship recipient selection process will conclude on or before January 15 of the year preceding the start of academic year in which the scholarship is awarded.
- (2) The committee representative from an eligible institution located outside the Commonwealth shall rotate on a two-year basis in even numbered years.

Section 4. Recipient Notification and Award Acceptance.

(1) The authority shall notify all applicants of the Optometry Scholarship Committee's award or denial determination on or before January 31 preceding the start of the award year.

(2) Eligible students who are selected to receive a scholarship award shall indicate to the authority which eligible institution they will attend by March 1 preceding the start of the award year.

Section 5. Enrollment Verification. At the start of each academic term, the authority will provide a roster to each eligible institution to be completed by the institution to verify each eligible student's enrollment in an approved program of study.

Section 6. Disbursement and Delivery of Funds.

(1) Within thirty (30) days following receipt of the enrollment verification record, scholarship funds shall be disbursed by the authority to the eligible institution for subsequent application to the account of the eligible student.

(2) The amount disbursed by the authority for each academic term shall equal one-half of the annual award amount.

(3) The eligible institution shall:

(a) Be responsible for proper disbursement of scholarship funds to each eligible student during the academic term for which each award is intended;

(b) Not make scholarship funds available to the recipient nor apply those funds to the recipient's account after the end of the academic term for which the funds are received by the institution;

(c) Be liable for disbursement to the wrong individual or to an ineligible student, or for untimely disbursement pursuant to this section; and

(d) Make restitution to the authority of any amount improperly disbursed.

(4) Failure of the institution to make restitution when required shall, without precluding other remedies, be cause for limitation, suspension, or termination of the participation of the institution in accordance with 11 KAR 4:020.

Section 7. Refunds and Returns. Refunds by the institution transmitted to the authority shall be accompanied by:

(1) The student's name and birthdate;

(2) The reason for the refund or repayment;

(3) The date of enrollment status change; and

(4) The semester and year.

CATHE DYKSTRA, Chair

APPROVED BY AGENCY: March 17, 2022

FILED WITH LRC: March 25, 2022 at 11:25 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on Tuesday, June 22, 2022, at 10:00 a.m. Eastern Time at 100 Airport Road, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by 5 workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be canceled. This hearing is open to the public. Any person who attends will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through June 30, 2022. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Hon. Diana L. Barber, General Counsel, Kentucky Higher Education Assistance Authority, P.O. Box 798, Frankfort, Kentucky 40602-0798, phone (502) 696-7298, fax (502) 696-7293, email dbarber@kheaa.com.