

**KENTUCKY HIGHER EDUCATION ASSISTANCE AUTHORITY**  
**Division of Student and Administrative Services**  
**(Amended at ARRS Committee)**

**11 KAR 16:020. Early Childhood Development Scholarship Program disbursement process.**

RELATES TO: KRS 164.518

STATUTORY AUTHORITY: KRS 164.518(3), 164.748(4)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 164.518(3) requires the authority to promulgate administrative regulations for administration of the Early Childhood Development Scholarship Program. This administrative regulation establishes procedures for disbursement of the monies awarded under the Early Childhood Development Scholarship Program.

Section 1. Eligibility Verification. Once the census date for each academic term has passed, the institution shall verify the eligibility of each student and submit to the authority a complete and accurate eligibility verification record that shall include:

- (1) The student's enrollment status; and
- (2) The number of credit hours in which the student is enrolled for the academic term.

Section 2. Disbursement and Delivery of Funds.

(1) Within thirty (30) days following receipt by the authority of the eligibility verification data, the authority shall disburse Early Childhood Development Scholarship funds to the participating institution for subsequent delivery to the eligible scholarship recipient.

(2) Scholarship proceeds shall be used by the recipient only for payment of tuition and mandatory fees to the participating educational institution.

(3) The participating institution shall:

- (a) Return to the authority scholarship funds that exceed the amount of tuition and mandatory fees charged by the institution to the scholarship recipient for the academic term based upon the recipient's enrollment status at the time of eligibility verification;
- (b) Be responsible for proper disbursement of scholarship funds to each eligible student during the academic term for which each award is intended;
- (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 delivered.

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

(27 Ky.R. 1367; 1824; eff. 2-5-2001; Cert eff. 9-28-2018; 48 Ky.R. 2788; 49 Ky.R. 314; eff. 11-1-2022.)

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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](mailto:dbarber@kheaa.com).