

**RULES
OF
TENNESSEE STUDENT ASSISTANCE CORPORATION**

**CHAPTER 1640-1-11
PAUL DOUGLAS TEACHER SCHOLARSHIP PROGRAM**

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1640-1-11-.01 SUMMARY AND PURPOSE. The Paul Douglas Teacher Scholarship Program, formerly called the Congressional Teacher Scholarship Program, is a federally-funded program to provide scholarships to outstanding high school graduates to enable and encourage them to pursue teaching careers at the preschool, elementary, or secondary school level. The Program is administered in Tennessee by the Tennessee Student Assistance Corporation (TSAC) and makes available scholarships of up to \$5,000 to successful applicants who were in the top 10% of their high school class.

Authority: T.C.A. §49-4-204. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed March 11, 1988; effective June 29, 1988.

1640-1-11-.02 MINIMUM QUALIFICATIONS OF APPLICANTS.

- (1) Applicants must meet the following eligibility criteria:
 - (a)
 1. Be a United States citizen or National,
 2. Be a permanent resident of the United States,
 3. Provide evidence from the Immigration and Naturalization Service that he or she is in the United States for other than a temporary purpose with the intention of becoming a citizen or permanent resident, or
 4. Be a permanent resident of the Trust Territory of the Pacific Islands or the Northern Mariana Islands;
 - (b) Be a legal resident of the State of Tennessee;
 - (c) If classified as a dependent student, have parent(s) or legal guardian(s) who are Tennessee residents;
 - (d)
 1. Have graduated from high school or be scheduled to graduate from high school within three months of the date of the award, or
 2. Have received a certificate of high school equivalency for successfully completing the Tests of General Educational Development (GED), and;
 - (e)
 1. Rank in the top ten percentum of his or her graduating class, or

(Rule 1640-1-11-.02, continued)

2. Have received GED test scores recognized by the State to be equivalent to ranking in the top ten percentum of high school graduates in the State or nationally, in the academic year for which the eligibility determination is being made.
- (2) Applicants must meet the following selection criteria:
- (a) Have at least a 3.0 cumulative grade point average on a 4.0 scale in high school through the seventh semester of high school. (The seventh semester is usually the semester immediately before the one in which one would graduate.);
 - (b) Not be a certified teacher;
 - (c) State in writing the applicant's intent to teach on a full-time basis upon graduation at the preschool, elementary, or secondary level;
 - (d) Be enrolled and in good academic standing, or accepted for enrollment in a college or university in a teacher certification program which is accredited by a nationally-recognized accrediting agency;
 - (e) Make application to TSAC for the award by established deadlines on TSAC approved application forms, enclosing official SAT or ACT scores and a high school transcript. If the applicant has attended college, the college transcript must also be submitted.

Authority: T.C.A. §49-4-204. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed March 31, 1987; effective June 29, 1987. Amendment filed March 11, 1988; effective June 29, 1988. Amendment filed February 15, 1994; effective June 28, 1994.

1640-1-11-.03 PAUL DOUGLAS TEACHER SCHOLARSHIP AMOUNT, LENGTH, AND INTERVALS OF PAYMENT.

- (1) The Paul Douglas Teacher Scholarship shall be \$5,000 per academic year (nine (9) months). However, the amount received cannot exceed the cost of attendance. A scholarship awarded under this part shall not be reduced on the basis of the student's receipt of other forms of federal student financial assistance, but shall be taken into account in determining the eligibility of the student for those other forms of federal student financial assistance.
- (2) The recipient must attend on a full-time basis in courses which are creditable toward the recipient's degree and/or teacher certification during the time for which he/she received the award, as determined by the written policies of the institution being attended. At least two semesters, or the equivalent, of attendance is required for each year to remain eligible. (The cost of summer school enrollment periods will not be covered by the award.)
- (3) A recipient who does not maintain satisfactory progress according to the standards of the institution being attended shall not be eligible to continue in the program after the academic year in which such unsatisfactory progress was achieved.
- (4) Recipients in a baccalaureate program may be eligible for awards for up to eight (8) semesters or twelve (12) quarters. Those in an associate degree program are eligible for up to four (4) semesters or six (6) quarters. Subject to the aggregate limit of eight (8) semesters of awards, students pursuing graduate studies required to receive their initial teacher certification may receive \$2,500 for each semester of full-time enrollment.

(Rule 1640-1-11-.03, continued)

- (5) Provided the recipient remains eligible, award payments will be made in equal installments at the beginning of each term of the academic year.

Authority: T.C.A. §49-4-204. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed March 11, 1988; effective June 29, 1988. Amendment filed July 26, 1988; effective October 29, 1988. Amendment filed February 9, 1990; effective May 29, 1990. Amendment filed February 15, 1994; effective June 28, 1994.

1640-1-11-.04 APPLICATION AND INITIAL AWARD PROCEDURES.

- (1) Applications will be accepted from both entering college freshmen and college upper classmen for initial awards. To the extent practicable, two-thirds of new awards each year will go to entering freshmen.
- (2) By the deadline students from qualified high schools must submit applications to TSAC and have an official copy of the applicant's high school transcript which contains the applicant's class ranking and his/her grades through the seventh semester submitted by the high school to TSAC. The official ACT and/or SAT test score(s) for the applicant must be submitted to TSAC by the deadline also. The scores may be either on the transcript or by notice from the testing agency. Applicants who have earned college credit also must submit their official college transcript(s).
- (3) Recipients for initial awards will be selected by the following criteria:
 - (a) The applicant must meet the minimum standards described in Section .02 hereinbefore.
 - (b) The awards will be made with due regard for broad participation by recipients from across the State who are representative of various ethnic, racial, and socio-economic characteristics, gender, and applicants with disabilities.

In accordance with Section 523(d) of the Higher Education Amendments of 1992, applicants who warrant special consideration will receive the first 75% of all new awards each year.

- (c) For freshman awards applicants will be rated 35% SAT/ACT Score, 40% high school cumulative grade point average, 15% upper class courses taken in math, natural science, and foreign language, 5% documented high school leadership activities, and 5% expressed intent to teach a critical discipline, i.e., in math, natural science, special education, elementary art, or elementary music.
 - (d) Initial awards for applicants who had attended college previously will be determined utilizing a rating scale of 30% college cumulative grade point average, 20% plans to teach in a critical discipline as listed above and 40% grade point average in core subjects in the critical discipline. The remaining 10% will be determined by documented leadership activities while in college. Ties will be resolved by considering the number of college hours previously earned toward teacher certification and standardized test scores, in that order.
- (4) Preliminary ratings of applications will be made by the TSAC staff based upon the established criteria. A seven-person committee will be utilized which includes the Executive Director of the Tennessee Higher Education Commission, the State Commissioner of Education, the Executive Director of the State Board of Education, the President of the Tennessee Independent Colleges and Universities, the Executive Director of TSAC and two other members appointed by the Executive Director of TSAC who, as a group, are representative of school administrators, teachers, including pre-school and special education teachers, and parents. The committee will review the top-rated candidates to determine the final selections.

(Rule 1640-1-11-.04, continued)

- (5) Within 30 days of the submission deadline, the tentative recipients will be notified of their selection. At that time the tentative recipients will have two (2) weeks to accept the award by signing the agreement described in paragraph .07 and a Promissory Note. The signed Agreement and Promissory Note must then be returned to TSAC, as well as a completed ED 80-0016 form.
- (6) The number of recipients selected for awards in any one year will be determined by the availability of funds for that year.
- (7) The award warrants will be made payable to the recipient, but will be sent, one term at a time, to the educational institution for delivery. Before the institution presents the award to the recipient, the institution shall ensure that the recipient is enrolled full-time for the period for which the award is given and that the recipient has maintained satisfactory progress in accordance with the published standards of the institution in which the student is enrolled. The certification of the full-time enrollment shall be forwarded by the school to the TSAC each term of the academic year. Certification of the minimum cumulative grade point average must be forwarded after the Spring term each year.

Authority: T.C.A. §49-4-204. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed June 4, 1992; effective September 28, 1992. Amendment filed February 15, 1994; effective June 28, 1994. Amendment filed August 12, 1994; effective December 29, 1994.

1640-1-11-.05 RENEWAL PAUL DOUGLAS TEACHER SCHOLARSHIPS.

- (1) Awards are made to recipients for one year at a time. After the initial application, renewal applications must be submitted each year to continue in the program.
- (2) Renewal recipients shall receive first priority for scholarship awards, assuming sufficient funding.
- (3) All renewal applicants' awards will be continued if the applicants continue to meet the minimum standards in paragraph .02, are enrolled full-time in a program leading to teacher certification, and are maintaining satisfactory progress in accordance with the published standards of the institution in which the student is enrolled. Upon proper and timely application, such prior recipients will be eligible for a renewal scholarship each year while enrolled in the teacher certification program until he/she has received a maximum total of twelve quarters or eight semesters in a baccalaureate degree program or a maximum of six quarters or four semesters in an associate degree program in awards.
- (4) Students participating in the program may transfer to another eligible institution at the end of the academic year. The transfer must be noted on the renewal application. A transfer student retains his or her eligibility provided all other conditions are met. Recipients completing an associate degree may transfer to a senior institution to pursue a baccalaureate degree and teacher certification.
- (5) Renewal applications, as approved by TSAC, must be submitted by the March 1st which immediately precedes the year for which the award is sought. Within thirty days thereafter, recipients will be notified in writing of their tentative awards or loss of eligibility.
- (6) All renewal awards are tentative until written confirmation is received by TSAC from the educational institution being attended that the student continues to meet the stipulations in section (3) above after the spring term.

Authority: T.C.A. §49-4-204. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed March 11, 1988; effective June 29, 1988. Amendment filed February 9, 1990; effective May 29, 1990. Amendment filed February 15, 1994; effective June 28, 1994.

(Rule 1640-1-11-.06, continued)

1640-1-11-.06 TOTAL ADMINISTRATIVE REFERENCE.

- (1) The Paul Douglas Teacher Scholarship Program is a federally-funded State administered program. Federal legislation in Title V, Part D of the Higher Education Act of 1965 (as amended), and federal regulations in 34 CFR 653 are quite specific in many points. Because of that specificity, the State regulations found in 1640-1-11 do not repeat all of the federal provisions. Therefore, the full administrative reference for the program requires consulting all three documents.
- (2) In the event of a conflict between the State regulations and the regulations or legislation of the federal government regarding this program, the federal provisions will prevail. However, each provision of the State regulations shall be considered severally, so that a conflict in one point shall not affect the applicability of the remainder of the State regulations.

Authority: T.C.A. §49-4-204. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed March 11, 1988; effective June 29, 1988. Amendment filed February 15, 1994; effective June 28, 1994.

1640-1-11-.07 TSAC AGREEMENT WITH SCHOLARSHIP RECIPIENTS. All recipients of the scholarship must enter into the following agreement with TSAC prior to receiving their awards.

TENNESSEE STUDENT ASSISTANCE CORPORATION/SCHOLAR AGREEMENT

(Higher Education Act of 1965, as amended)

(As required by 34 CFR 653.40)

PAUL DOUGLAS TEACHER SCHOLARSHIP PROGRAM

(Formerly the Congressional Teacher Scholarship Program)

- (1) We, the undersigned Paul Douglas Teacher Scholarship recipient (referred to hereafter as “the scholar”), and an authorized official of the Tennessee Student Assistance Corporation (referred to hereafter as “the State agency”) agree that the scholar shall:
 - (a) Teach on a full-time basis in any state, for a period of not less than two years for each year for which he or she received a Paul Douglas Teacher Scholarship (referred to hereafter as “scholarship”), in a public or private nonprofit preschool, elementary school, or secondary school, or, on a full-time basis, children with disabilities or children with limited English proficiency in a private non-profit school;
 - (b) Fulfill the teaching obligation described above within ten years after completing the postsecondary education degree program for which the scholarship was awarded; and
 - (c) Provide the State agency, as it requires, evidence of compliance with the above requirements and the requirements of Item 13.
- (2) We agree that the requirement in Item 1 to teach two years for each year of scholarship assistance, is reduced by one-half if the scholar teaches on a full-time basis in a teacher shortage area designated by the U.S. Secretary of Education as provided by Section 530 (A) of the Higher Education Amendments of 1992.

(Rule 1640-1-11-.07, continued)

- (3) We agree that if the scholar fails to meet the conditions described in Items 1 and 2 or if the State agency determines the scholar is no longer pursuing a course of study leading to certification as a teacher at the preschool, elementary, or secondary level, the scholar shall:
- (a) Repay the amount of the scholarship received, prorated according to the fraction of the teaching obligation not completed, as determined by the State agency;
 - (b) Pay a simple, per annum interest charge on the outstanding principal; and
 - (c)
 - 1. Pay all reasonable collection costs as determined by the State agency, subject to applicable State and Federal laws.
 - 2. The interest charge accrues from the date of the initial scholarship payment if the State agency has determined that the scholar is no longer pursuing a course of study leading to certification as a teacher at the preschool, elementary, or secondary level; or the date completing a course of study leading to certification as a teacher at the preschool, elementary, or secondary level, but never taught; or the day after the last day of the scholarship period for which the teaching obligation has been fulfilled.
 - 3. From the time interest begins to accrue to the time the repayment period begins (as described in Item 4 below), the interest charge is adjusted annually and is set by the U.S. Secretary of Education by regulation at a rate which in no event is higher than the rate applicable to loans under Part B of Title IV, HEA, or 428A and 428B of the HEA during the same twelve-month period. The interest rate for the annual period beginning July 1, 19_ through June 30, 19_ is _ %. The interest rate applicable during the repayment period is the interest rate prescribed by the Secretary which is in effect as of the beginning date of the repayment period.
- (4) We agree that a scholar required by Item 3 to repay his or her scholarship shall:
- (a) Enter repayment status on the first day of the first calendar month after:
 - 1. The State agency has determined that the scholar is no longer pursuing a course of study leading to certification as a teacher at the preschool, elementary, or secondary level, but not before six months have elapsed since the scholar was enrolled full-time in such a course of study; or
 - 2. The date the scholar informs the State agency he or she does not plan to fulfill the teaching obligation; or
 - 3. The latest date on which the scholar must have begun teaching in order to have completed the teaching obligation within ten years after completing the postsecondary education for which the scholarship was awarded, as determined by the State agency.
 - (b) Make payments to the State agency that cover principal, interest, and collection costs according to a schedule established by the State agency that calls for complete repayment within ten years after the scholar enters repayment status (except as provided in Item 10), and which amount annually to no less than \$1200 or the unpaid balance, whichever is less, unless the scholar's inability to pay this amount because of his or her financial condition has been established to the State agency's satisfaction.

(Rule 1640-1-11-.07, continued)

- (5) We agree that the State agency shall not require scholarship repayments amounting to more than \$1200 annually unless higher payments are needed to complete the entire repayment within the ten-year period described in Item 4 above.
- (6) We agree that the State agency shall capitalize any accrued unpaid interest at the time it establishes a scholar's repayment schedule.
- (7) We agree that a scholar is not considered in violation of the repayment schedule during the time he or she is:
 - (a) Engaging in a full-time course of study at an eligible institution of higher education, as defined in Section 1201 (a) of the HEA as evidenced by an official certification of such enrollment by the institution to the State agency on at least a semi-annual basis;
 - (b) Serving on active duty as a member of the armed services of the United States, or serving as a member of VISTA or the Peace Corps, for a period not in excess of three years, as evidenced by an annual statement from the scholar's commanding officer or, for the latter two, his/her supervisor sent to the State agency;
 - (c) Temporarily totally disabled, for a period not to exceed three years, as established by sworn affidavit of a qualified physician, subject to semi-annual reconfirmation;
 - (d) Unable to secure employment by reason of the care required by a disabled child, spouse, or parent for a period not to exceed twelve months, as evidenced by a statement from the disabled person's attending physician sent to the State agency;
 - (e) Seeking and unable to find full-time employment for a single period not to exceed twelve months, as supported by documentation deemed credible by the State agency, such as a statement from the State Department of Employment Security which confirms such unsuccessful efforts;
 - (f) Unable to satisfy the terms of the repayment schedule established by the State agency (as described in Items 3 and 4) and is also seeking and unable to find full-time employment as a teacher in a public or private nonprofit preschool, elementary school, or secondary school for a single period not to exceed 27 months. Documentation by annual statements to the State agency from the State Department of Education or the chief executive officers of the school district in which the scholar resides and of all contiguous districts shall be secured.
- (8) We agree that to qualify for any of the exceptions (as described in Item 7) a scholar shall notify the State agency of his or her claim to the exception and provide appropriate supporting documentation as indicated in Item 7.
- (9) We agree that during the time a scholar qualifies for any of the exceptions described in Item 7 the scholar need not make the scholarship repayments described in Item 4 and interest does not accrue.
- (10) We agree that the State agency shall extend the ten-year scholarship repayment period described in Item 4 by a period equal to the length of time a scholar meets any of the conditions in Item 7 or if a scholar's inability to complete the scholarship repayments within this ten-year period because his or her financial condition has been established to the State agency's satisfaction.
- (11) We agree that the State agency shall cancel a scholar's repayment obligations if it determines:

(Rule 1640-1-11-.07, continued)

- (a) On the basis of a sworn affidavit of a qualified physician, that the scholar is unable to teach on a full-time basis because the scholar is permanently totally disabled; or
 - (b) On the basis of a death certificate or other evidence of death that is conclusive under State law, that the scholar has died.
- (12) We agree that, except in the case of the scholar's death, the State agency will confirm the scholar's status at least annually, or more frequently if the information available to the State agency so dictates. The scholar shall inform the State agency in writing whenever a significant change in his or her status occurs and provide the proper documentation to support it. Changes of address by the scholar are considered as major changes for this purpose. Any conflicting information held by the State agency must be resolved with the scholar's or his/her representative's assistance. A failure on the part of the scholar or his/her representative to cooperate will cause repayment by the scholar to be initiated or continued, as appropriate.
- (13) We agree that to maintain eligibility for a scholarship, a scholar must:
- (a) Be enrolled as a full-time student in an institution of higher education, as defined by Section 1201(a) of the HEA;
 - (b) Be pursuing a course of study leading to certification as a teacher at the preschool, elementary, or secondary level, as determined by the State agency but not including graduate study that is not required for initial teacher certification;
 - (c) Be maintaining satisfactory progress toward a degree, or, if the student already has a degree, toward teacher certification, as determined by the postsecondary institution the student is attending;
 - (d) Provide scholarship information, as requested by the Secretary, for an evaluation of this program; and
 - (e) Complete the Free Application for Federal Student Aid (FAFSA) and provide for release of information to the State agency.
- (14) We agree that this document must be interpreted and applied in accordance with Tennessee Student Assistance Corporation regulations 1640-1-11, federal regulations 34 CFR Part 653, and federal legislation Title V, Part C, Sub Part 1 of the Higher Education Act of 1965, as amended. Any conflict between this document and the referenced enabling regulations and legislation shall cause the offending portion of this agreement to become null and void. But the remainder of this agreement thereby, shall be severed and considered as still binding.
- (15) We agree that, generally, all rulings of the State agency's program administrator shall apply. Those who believe that his/her rulings were not according to the published regulations and laws may appeal to the State agency's Executive Director for relief. Subject to review by the State agency's Board of Directors, the Executive Director, upon sufficient cause, may waive portions of the program's regulations which are not mandated by federal statute or regulations. If the Executive Director does not rule in the favor of the complainant the complainant may request a hearing before the State agency's Appeals Committee. The ruling of the Appeals Committee shall be the last administrative remedy.
- (16) CERTIFICATION OF ELIGIBILITY FOR FEDERAL ASSISTANCE IN CERTAIN PROGRAMS

(Rule 1640-1-11-.07, continued)

I understand that 34 CFR 75.60, 75.61, and 75.62 require that I make specific certifications of eligibility to the U.S. Department of Education as a condition of applying for Federal funds in certain programs and that these requirements are in addition to any other eligibility requirements that the U.S. Department of Education imposes under program regulations. Under 34 CFR 75.60 - 75.62:

(a) I certify that:

1. I do not owe a debt, or I am current in repaying a debt, or I am not in default (as that term is used at 34 CFR Part 668) on a debt:

(i) To the Federal Government under a nonprocurement transaction (e.g., a previous loan, scholarship, grant, or cooperative agreement); or

(ii) For a fellowship, scholarship, stipend, discretionary grant, or loan in any program of the U.S. Department of Education that is subject to 34 CFR 75.60, 75.61, and 75.62, including:

* Federal Pell Grant Program (20 U.S.C. 1070a, et seq.);

* Federal Supplemental Educational Opportunity Grant (SEOG) Program (20 U.S.C. 1070b, et seq.);

* State Student Incentive Grant Program (SSIG) (20 U.S.C. 1070C, et seq.);

* Federal Perkins Loan Program (20 U.S.C. 1087aa, et seq.);

* Income Contingent Direct Loan Demonstration Project (20 U.S.C. 1087a, note);

* Federal Stafford Loan Program, Federal Supplemental Loans for Students (SLS), Federal PLUS, or Federal Consolidation Loan Program (20 U.S.C. 1071, et seq.);

* Cuban Student Loan Program (20 U.S.C. 2601, et seq.);

* Robert C. Byrd Honors Scholarship Program (20 U.S.C. 1070d-3l, et seq.);

* Jacob K- Javits Fellows Program (20 U.S.C. 1134h-1134l);

* Patricia Roberts Harris Fellowship Program (20 U.S.C. 1134d-1134g);

* Christa McAuliffe Fellowship Program (20 U.S.C. 1105-1105i);

* Bilingual Education Fellowship Program (20 U.S.C. 3221-3262);

* Rehabilitation Long-Term Training Program (29 U.S.C. 774(b));

* Paul Douglas Teacher Scholarship Program (20 U.S.C. 1104, et seq.);

* Law Enforcement Education Program (42 U.S.C. 3775);

* Indian Fellowship Program (29 U.S.C. 774 (b)); or

(Rule 1640-1-11-.07, continued)

- 2. I have made arrangements satisfactory to the U.S. Department of Education to repay a debt as described in A.1. or A.2. (above) on which I had not been current in repaying or on which I was in default (as that term is used in 34 CFR Part 668).
- (b) I certify also that I have not been declared by a judge, as a condition of sentencing under Section 5301 of the Anti-Drug Abuse Act of 1988 (21 U.S.C. 862), ineligible to receive Federal assistance for the period of this requested funding.
- (c) I understand that providing a false certification to any of the statements above makes me liable for repayment to the U.S. Department of Education for funds received on the basis of this certification, for civil penalties, and for criminal prosecution under 18 U.S.C. 1001.

 (Typed or Printed Name) (Signature) (Date)

Name or number of the USDE program under which this Certification is being made CFDA 84.176 Douglas ED 80-0016.

Signed before me this _____ day of _____, 19_____.

Notary Public

My commission expires on the _____ day of _____, 19_____.

Authority: T.C.A. §§49-4-204 and 49-4-203. **Administrative History:** Original rule filed January 20, 1987; effective April 29, 1987. Amendment filed March 31, 1987; effective June 29, 1987. Amendment filed March 11, 1988; effective June 29, 1988. Amendment filed February 9, 1990; effective May 29, 1990. Amendment filed February 15, 1994; effective June 28, 1994. Amendment filed May 11, 1995; effective September 28, 1995.