GLENVILLE STATE UNIVERSITY POLICIES

TUITION AND FEES POLICY 45F

HIGHER EDUCATION ADULT PART-TIME STUDENT (HEAPS) GRANT PROGRAM

45F.1. General

1.1. Scope - This policy establishes the guidelines for operation of the West Virginia Higher Education Adult Part-Time Student (HEAPS) Grant Program at Glenville State University.

1.2. Authority – W. Va. Code §18C-5-7 and WV Higher Education Policy Commission Series 6

1.3. Effective Date – April 21, 2020

1.4. Revision of Former Policy – This policy repeals and replaces Glenville State University Policy 45F - Higher Education Adult Part-Time Student (HEAPS) Grant Program [2006].

45F.2. Purpose of the Program

2.1. Legislation creating the HEAPS Program and subsequent amendments appear to have several purposes. HEAPS provides a vehicle to encourage and enable financially challenged West Virginia students who desire to continue their educations on a part-time basis at the post-secondary level, to pursue their educational goals. There is also an intent to award grants to needy students who are enrolling in post-secondary programs in a demand occupation in the State. Additionally, the HEAPS Program seeks to further the economic development goals of the State and help meet the training and skill upgrade needs of employers in the State. These HEAPS grants, by providing an incentive for additional education and training, will improve the work force of West Virginia.

45F.3. Eligibility and Selection

3.1. In order to be eligible for consideration for a HEAPS grant, an individual must:

3.1.1. Complete the Free Application for Federal Student Aid (FAFSA) for Glenville State University.

3.1.2. Demonstrate financial need. Need shall be defined as cost of education as determined by Glenville State University less expected family contribution (EFC). The process used by the U.S. Department of Education for calculating Title IV federal student aid awarding will be used in determining need. Additionally, the number of dependents may be a consideration in determining need as may any personal hardships.

3.1.3. Have been a West Virginia resident for the past twelve months immediately preceding the date of application for the HEAPS grant or renewal of the grant and meet

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the standards of West Virginia domicile as defined by the residency requirements of the Higher Education Policy Commission.

3.1.4. Be a United States citizen or permanent resident thereof;

3.1.5. Not be incarcerated in a correctional facility;

3.1.6. Not be in default on a higher education loan;

3.1.7. Be in compliance with the Selective Service Act

3.1.8. Be enrolled or accepted for enrollment part-time in a certificate, associate or bachelor's degree program. Part-time enrollment is defined as enrollment in not less than three nor more than eleven semester credit hours during a given semester.

3.1.9. Be making satisfactory progress at the time of application. Satisfactory progress for a first time award means being accepted for enrollment by Glenville State University.
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3.2. A HEAPS recipient must maintain a cumulative grade point average of at least 2.0 on a 4.0 scale for the courses taken after a HEAPS grant has been received and meet the academic progress requirements of Glenville State University in order to be considered eligible for grant renewal.

3.3. If the above criteria are met, each HEAPS grant is eligible for renewal until the program of study is completed. However, the grant award may not exceed an additional nine years beyond the first year of the award.

3.4. If funding is insufficient to award grants to all eligible individuals, priority will be given to those individuals with the greatest demonstrated need based upon the criteria defined in section 3.1.2 of this policy and any personal hardships of which the awarding group may be aware.

3.5. Applicants for HEAPS grants will be notified of grant award status by the Director of Financial Aid at Glenville State University. Funds are distributed through the Office of Financial Aid at Glenville State University.

3.6. Recipients will be selected each year by the University based on the applicant's eligibility and the availability of funds.

3.7. For students enrolled at Glenville State, the maximum grant is based on the actual per credit hour tuition and fees charge.

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45F.4. Administrative Responsibilities

4.1. The Director of Financial Aid must provide the following information to the Higher Education Policy Commission (HEPC) Vice Chancellor for Administration:

4.1.1. The number of part-time students in a course of study leading to the certificate or degree program and enrolled for three to eleven hours (for determining fund distribution for the coming year) must be reported in the requested format and within the deadline established by the HEPC Vice Chancellor for Administration.

4.1.2. The number of HEAPS awards made, the total amount of dollars awarded, and such other information as requested by the Vice Chancellor for Administration must be reported in the requested format and within the deadline established by the HEPC Vice Chancellor for Administration.

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