

TITLE 89: SOCIAL SERVICES
CHAPTER III: DEPARTMENT OF CHILDREN AND FAMILY SERVICES
SUBCHAPTER a: SERVICE DELIVERY

PART 312
DEPARTMENT OF CHILDREN AND FAMILY SERVICES SCHOLARSHIP PROGRAM

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51 AUTHORITY: Implementing and authorized by Section 8 of the Children and Family Services
52 Act [20 ILCS 505/8].

53
54 SOURCE: Adopted by emergency rulemaking at 20 Ill. Reg. 924, effective December 29, 1995,
55 for a maximum of 150 days; emergency expired May 27, 1996; new Part adopted at 23 Ill. Reg.
56 6784, effective June 1, 1999; amended at 28 Ill. Reg. 8456, effective June 4, 2004; amended at
57 32 Ill. Reg. 1144, effective January 30, 2008; amended at 33 Ill. Reg. 7880, effective June 15,
58 2009; amended at 38 Ill. Reg. 1988, effective December 31, 2013; amended at 39 Ill. Reg. 349,
59 effective December 31, 2014; amended at 50 Ill. Reg. _____, effective _____.

60
61 SUBPART A: GENERAL PROVISIONS

62
63 **Section 312.10 Purpose**

64
65 The purpose of this Part is to describe eligibility requirements, the application and selection
66 process, and financial provisions of the Department of Children and Family Services Scholarship
67 [and Fee Waiver Program, Tuition and Fee Waiver Program, and Apprenticeship Incentive](#)
68 [Program](#).

69
70 (Source: Amended at 50 Ill. Reg. _____, effective _____)

71
72 **Section 312.20 Definitions**

73
74 For the purpose of this Part, the following definitions shall apply:

75
76 "Accredited high school" ~~as used in this Part,~~ means any [public or non-public](#)
77 high school that [meets the general operational recognition standards for schools](#)
78 [established by the State Board of Education pursuant to the Illinois School Code](#)
79 [\[105 ILCS 5\]](#) ~~has met all compliance rules and regulations as required by the State~~
80 ~~of Illinois.~~

81
82 ~~"ACT" means American College Test.~~

83
84 "Adopted ~~youth~~child" means a ~~youth~~child for whom the Department [had court-](#)
85 [ordered guardianship](#) ~~was legally responsible~~ immediately before [achieving their](#)
86 [permanency goal through adoption](#) ~~the adoption was finalized.~~

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"Applicant" means a youth for whom the Department is legally responsible, or an adopted youth, or a youth in private guardianship (as those terms are defined in this Section), who submits a completed:

Scholarship and Fee Waiver Program application package in accordance with Subpart B;

Tuition and Fee Waiver Program application package in accordance with Subpart C; or

Apprenticeship Incentive Program application in accordance with Subpart D of this Part.

"College or university maintained by the State" means any community college, university, or college maintained by the State of Illinois. [20 ILCS 505/8]

~~"Children for whom the Department is legally responsible" means children for whom the Department has temporary protective custody or guardianship via court order or children whose parent has signed an adoptive surrender or voluntary placement agreement with the Department.~~

~~"Children of veterans" means youth who are either wards of the Department or in the subsidized guardianship program or who have been adopted and whose birth parent or adoptive parent has served honorably in a branch of the United States Armed Services.~~

"Department" means the Department of Children and Family Services.

"FAFSA" means Free Application for Federal Student Aid.

"GED" means all segments of the General Educational Development ~~test~~certificate/diploma.

"High School Equivalency Certificate" is an alternative to a high school diploma that is awarded to eligible individuals who take and pass all segments of the GED.

"OETS" means the Department's Office of Education and Transition Services.

"Recipient" means any applicant to whom the Department awards a scholarship under Subpart B, any applicant who receives a tuition and fee waiver under Subpart C, or any applicant who receives an apprenticeship incentive under Subpart D.

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"SASC" means the Scholarship Awards Selection Committee.

"Scholarship" means monetary and other aid awarded to an individual to pursue post-secondary educational studies.

"Youth for whom the Department is legally responsible" means a youth for whom the Department has court-ordered guardianship, or a youth whose parent has signed an adoptive surrender or voluntary placement agreement with the Department, or a youth for whom the Department had court-ordered guardianship when they aged out of the Department's care at age 18 or older.

"Youth in private guardianship" means a youth for whom the Department had court-ordered guardianship immediately before achieving their permanency goal through private guardianship.

"Youth of a Veteran" means a youth for whom the Department is legally responsible, or a youth in private guardianship, or an adopted youth, whose birth parent, adoptive parent or private guardian served in a branch of the United States Armed Forces and was honorably discharged. The words "honorable discharge" and "honorably discharged" include a discharge under other than honorable conditions or general discharge under honorable conditions if only due to a person's sexual orientation or gender identity but does not include a bad conduct discharge or a dishonorable discharge. [20 ILCS 70/1.44]

~~"KinGap Program" means the subsidized guardianship program that allows the State to enter into guardianship agreements to provide assistance payments to grandparents and other relatives who have assumed the legal guardianship of children for whom they have cared as a licensed foster parent and for whom they have committed to care on a permanent basis.~~

~~"SAT" means Scholastic Aptitude Test.~~

(Source: Amended at 50 Ill. Reg. _____, effective _____)

SUBPART B: SCHOLARSHIP AND FEE WAIVER PROGRAM

Section 312.30 Scholarship and Fee Waiver Program Description

- a) Each year, the Department Scholarship and Fee Waiver Program awards a minimum of 53 scholarships to eligible applicants who are accepted for enrollment at a college or university that is accredited by an accrediting organization that is recognized by the U.S. Department of Education or a follow-

173 on federal or state agency pursuant to current federal or state law. The Department
174 awards at least four of those 53 scholarships to applicants who are youth of a
175 veteran. Scholarships shall be available to recipients for up to five years provided
176 the recipient continues to work toward graduation and completion of a certificate
177 or degree program as set forth in Section 312.110.

178
179 1) The Department's Scholarship and Fee Waiver Program does not cover
180 recipient's room and board, or dormitory fees. Recipients are responsible
181 for paying their own room and board, as well as other costs not covered by
182 the Scholarship and Fee Waiver Program.

183
184 2) OETS will request a waiver of tuition and fees for recipients attending any
185 college or university maintained by the State, provided that the recipient
186 does not have a scholarship or fee waiver from another source. In
187 accordance with the Children and Family Services Act, tuition
188 scholarships and fee waivers shall be available to recipients at any
189 university or college maintained by the State of Illinois. [20 ILCS
190 505/8(a)]

191
192 b) During their academic years, the Department shall provide recipients with
193 payments for maintenance and school expenses to supplement the recipient's
194 earnings and resources in accordance with Section 312.120. Maintenance and
195 school expenses are separate and distinct from tuition and fees and are subject to
196 maintaining scholastic records that are acceptable to the recipient's college or
197 university and the Department.

198
199 c) Recipients may attend other colleges or universities, if scholarships are awarded
200 to them, and receive the same maintenance benefits as those recipients attending
201 any Illinois State community college, university, or college under Section 8 of the
202 Children and Family Services Act. [20 ILCS 505/8]

203
204 ~~The DCFS Scholarship Program provides a maximum of 48 scholarships each year, four of~~
205 ~~which are awarded to children of veterans. Scholarship recipients receive up to four consecutive~~
206 ~~years of supplemental services and maintenance payments (see Section 312.90) that will include~~
207 ~~annual tuition and fee waivers if the student attends an Illinois State community college or~~
208 ~~university. Scholarships do not cover room, board, or dormitory fees. Students may attend other~~
209 ~~colleges or universities, if scholarships are awarded them, and receive the same maintenance~~
210 ~~benefits as those students attending State supported community colleges or universities.~~

211
212 (Source: Amended at 50 Ill. Reg. _____, effective _____)

213
214 **Section 312.40 Scholarship and Fee Waiver Program Eligibility Requirements**

215

216 To be eligible for the Scholarship and Fee Waiver Program, applicants~~Applicants must meet the~~
217 ~~following criteria in order to be considered for a DCFS scholarship:~~

- 218
- 219 a) Must meet the definition of a youth for whom the Department is legally
220 responsible, or an adopted youth, or a youth in private guardianship, as those
221 terms are defined in Section 312.20; and~~the applicant must be at least 16 years of~~
222 ~~age and have earned a high school diploma from an accredited institution, or a~~
223 ~~General Education Development certificate/diploma, or have met the State criteria~~
224 ~~for high school graduation by the end of the current school year;~~
- 225
- 226 b) Must have earned a high school diploma from an accredited institution or a State
227 of Illinois High School Diploma or have met the State criteria for high school
228 graduation, or passed all segments of the GED and earned a certificate of high
229 school equivalency, before the start of the school year for which they are applying
230 for the scholarship and waiver. [20 ILCS 505/8(a)]~~the Department must have~~
231 ~~court ordered legal responsibility for the applicant, the applicant must have aged~~
232 ~~out of the Department's care at age 18 or older, or the Department must have had~~
233 ~~legal responsibility for the applicant immediately prior to the adoption being~~
234 ~~finalized, or the applicant must be in the KinGap Program.~~

235

236 (Source: Amended at 50 Ill. Reg. _____, effective _____)

237

238 **Section 312.50 Scholarship and Fee Waiver Program Application Process**

239

- 240 a) A completed Scholarship and Fee Waiver~~The~~ application package must
241 include~~will contain~~ the following:
- 242
- 243 1) ~~completed DCFS Scholarship Program Student Application, CFS 438;~~
- 244
- 245 12) A transcript of applicant's high school grades through the first semester of
246 the senior year~~and class standing information~~, a copy of the applicant's
247 certificate of high school equivalency and GED test scores~~and score~~, or a
248 copy of the applicant's alternative acceptable high school transcript;
- 249
- 250 23) Applicant's college or university transcript, if applicable; and
- 251
- 252 4) ~~ACT or SAT test and score;~~
- 253
- 254 5) ~~documentation of legal relationship with the Department; and~~
- 255
- 256 36) Three~~three~~ letters of recommendation from persons unrelated to the
257 applicant.
- 258

259 b) A link to an online application portal for the Department's Scholarship and Fee
260 Waiver Program will be available each year from January 1st to March 31st on the
261 Department's website.~~Applications must be postmarked no later than March 31.~~
262 ~~Applications received with a postmark after that date will be ineligible for~~
263 ~~consideration.~~

264
265 (Source: Amended at 50 Ill. Reg. _____, effective _____)
266

267 **Section 312.60 Scholarship and Fee Waiver Program Selection Process**

268
269 a) The Selection Committee.
270 ~~OETS~~~~The Office of Education and Transition Services~~ shall coordinate the
271 Scholarship Awards Selection Committee (SASC). SASC shall include at least
272 two individuals who formerly were youths for whom the Department had court-
273 ordered guardianship who have completed their post-secondary education. SASC
274 may also include senior leadership of the Department, including, but not limited
275 to;

276
277 1) Persons~~persons~~ who oversee the Department's offices of guardian, legal
278 services, clinical and operations;

279
280 2) Key~~key~~ representatives from Department advisory groups, ~~including the~~
281 ~~Child Welfare Advisory Committee, Child Care Association of Illinois,~~
282 ~~Illinois Foster Parent Association, Statewide Foster Care Advisory~~
283 ~~Council and Council on Adoptable Children.~~

284
285 b) ~~The~~SASC shall meet in April to evaluate all Scholarship and Fee Waiver~~the~~
286 applications completed and submitted in accordance with Section 312.50.

287
288 1) Each application will be reviewed by 3 randomly selected SASC
289 members, who will rate it according to the criteria in this subsection
290 (b)(1). The reviewers will receive detailed scoring rubrics regarding
291 subsections (b)(1)(B) through (D) to maximize consistency among
292 reviewers.

293
294 A) Test Scores, Grade Point Average (/GPA) (~~20~~40 points
295 maximum~~total~~)
296 The highest score~~two scores~~ of the following shall be counted ~~at 20~~
297 points each:

298
299 i) High School GPA, on a 4-point scale (weighted if possible;
300 otherwise, unweighted is acceptable);
301

GPA x 5 = ____ (20 points possible)

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- ii) College GPA (if applicable), on a 4-point scale (weighted if possible; otherwise, unweighted is acceptable):

GPA x 5 = ____ (20 points possible)

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- iii) ~~ACT Score (if the applicant is submitting an SAT Score instead, it is converted to the corresponding ACT Score using the ACT SAT Concordance available at <http://www.act.org/aap/concordance>):~~

~~ACT Score x 20/36 = _____ (20 points possible)~~

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- ~~iiiiv)~~ GED Test ~~Scores~~Score (if applicable):

GED - 200 x 20/600 = ____ (20 points possible)

315
316
317

B) ~~Activities, Jobs, Awards/~~Jobs/~~Awards/Other~~ (10 points ~~maximum~~total)

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Applicants will be awarded the sum (not to exceed 10 points total) of the following scores. ~~No applicant may receive more than 10 points total:~~

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323

- i) Interests ~~and activities/~~Activities: (8 points possible)
Interests and activities may include, but are not limited to, participation in school or community athletics or clubs ~~through school or in the community,~~ and personal interests or hobbies such as reading, music, art, or swimming, ~~etc.~~

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- ii) Employment ~~experience~~Experience: (8 points possible)

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- iii) Volunteer ~~experience~~Experience: (8 points possible)
Volunteer experience may include, but is not limited to, Boys and Girls Club, community food drives, church daycare, or assisting the elderly with daily tasks, ~~etc.~~

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- iv) Leadership ~~experience~~Experience: (8 points possible)
Leadership experience may include, but is not limited to, organizing or ~~leading~~ a community event, serving as an officer for a school or community~~class~~ ~~or~~ organization, speaking at ~~a~~ local event or school assembly, or captain or ~~co-captain~~ of an athletic team, ~~etc.~~

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- v) Awards, Honors, Recognition~~Honors/Recognition~~: (8 points possible)
This category may include, but is not limited to, earning Honor or High Honor Roll status, membership in various academic honor societies, recognition for athletics, or Dean's list recognition, ~~etc.~~
 - C) Letters of Recommendation (10 points maximum~~total~~)
Each of the 3 required letters will be scored on a 10 point scale. The score for this category is the average of the 3.
 - i) How well does the writer know the applicant? (3 points possible)
 - ii) How objective is the reference? (3 points possible)
 - iii) How strong is the recommendation? (4 points possible)
 - D) Applicant Essay~~Student Statement~~ (40 points maximum~~total~~)
Each applicant's personal essay~~Student statements~~ will be evaluated according to the following framework (childhood trauma, multiple moves in foster care, academic challenges):
 - i) Grammar, Organization, Clarity: (15 points possible)
 - ii) College Plan: (5 points possible)
 - iii) Sincerity of Desire to Attend College: (10 points possible)
 - iv) Circumstances the Applicant has Overcome (examples may include, but are not limited to, multiple foster care moves, extreme childhood trauma, education deficiencies, etc.): (10 points possible)
 - 2) Score sheets are collected and tabulated. Each application will be assigned a final score, which is the average of the three scores received from the SASC reviewers. Applicants~~The applicants~~ with the highest average composite scores will~~shall~~ be awarded a Department Scholarship and Fee Waiver. Applicants will be timely notified ~~no later than May 1~~ of their award status.
 - 3) In case of a tie for the lowest-placed scholarship recipient, two reviewers

384 will be randomly selected to score ~~both of~~ the tied applications. The two
385 additional scores will be added to the first three scores to derive a mean
386 average of all five scores~~included in each tied applicant's average~~, and the
387 applicant with the higher average will be awarded the scholarship. If the
388 scores are still tied, the process is repeated adding two more randomly
389 selected reviewers each round until a recipient can be selected.

390
391 (Source: Amended at 50 Ill. Reg. _____, effective _____)

392
393 **Section 312.70 Service Planning and Living Arrangements (Renumbered)**

394
395 (Source: Section 312.70 renumbered to Section 312.130 at 50 Ill. Reg. _____, effective
396 _____)

397
398 **Section 312.80 Ongoing Eligibility Requirements (Renumbered)**

399
400 (Source: Section 312.80 renumbered to Section 312.110 at 50 Ill. Reg. _____, effective
401 _____)

402
403 **Section 312.90 Benefits (Renumbered)**

404
405 (Source: Section 312.90 renumbered to Section 312.120 at 50 Ill. Reg. _____, effective
406 _____)

407
408 **Section 312.100 Discharge from the Scholarship Program (Renumbered)**

409
410 (Source: Section 312.100 renumbered to Section 312.140 at 50 Ill. Reg. _____,
411 effective _____)

412
413 **Section 312.~~110~~⁸⁰ Demonstrating Continued Work Toward Graduation~~Ongoing~~
414 ~~Eligibility Requirements~~**

415
416 a) Scholarships and fee waivers shall be available to recipients for up to five years,
417 provided the recipient is *continuing* to work toward graduation and completion of
418 a certificate or degree program. [20 ILCS 505/8(a)]

419
420 b) To demonstrate that a recipient is continuing to work toward graduation and
421 completion of a certificate or degree program, a recipient must:

- 422
423 1) Maintain full-time enrollment status, as defined by recipient's college or
424 university, during the fall and spring terms. The full-time requirement
425 remains regardless of the manner in which the recipient's college or
426 university divides its academic year.

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- A) Enrollment during the summer session is not required. Lack of enrollment during the summer session shall not be construed as a failure to work toward graduation and completion of a certificate or degree program.
 - i) When a recipient enrolls full time in summer courses, or participates in an approved internship program during the summer session, recipient's scholarship and fee waiver shall apply in the manner described in Section 312.30. For applicable maintenance and school expenses see Section 312.120.
 - ii) When the recipient enrolls in summer courses on less than a full-time basis, the recipient will still qualify for the tuition and fee waivers as described in Section 312.160.
 - B) Upon approval from the Deputy Director of OETS, a recipient may receive a waiver of the full-time enrollment requirement for up to two academic terms. This exception is not applicable for the summer terms.
 - C) It shall not be construed as a failure to work toward graduation and completion of a certificate or degree program if a recipient's failure to enroll on a full-time basis is due to their service in the United States Armed Forces, AmeriCorps or Peace Corps, or their deployment while serving in the Illinois National Guard.
- 2) Maintain a "C" grade point average.
- 3) Provide OETS and, if applicable, recipient's caseworker with the following:
- A) A copy of recipient's semester or quarter grades within 30 days of the close of the grading period;
 - B) Timely notice if recipient transfers or withdraws from college, changes address, enrolls in summer courses, or participates in a summer internship program; and
 - C) Timely compliance with OETS requests for verification or documentation necessary to administer recipient's award.

470 c) The Deputy Director of OETS may waive the requirement to discharge a recipient
471 for not demonstrating continued work toward graduation and completion of a
472 certificate or degree program when the recipient provides mitigating information
473 showing compelling circumstances. If a waiver is granted, the Department shall,
474 with input from and consultation with the youth, assist the youth in locating
475 supports.
476

477 ~~Scholarship recipients are required to take a minimum of 12 credit hours per semester or quarter~~
478 ~~during fall and spring term and 6 credit hours in the summer term (see Section 312.90(b)(2)(A)),~~
479 ~~maintain a "C" grade point average and provide a copy of their semester or quarter grades to their~~
480 ~~caseworker and OETS Business Office. Recipients who are under the care of the Department~~
481 ~~shall also notify their caseworkers and the OETS Business Office if they transfer to another~~
482 ~~school, change their address, attend summer school or withdraw from school. Youth who are no~~
483 ~~longer the legal responsibility of the Department shall submit the above required documentation~~
484 ~~to the OETS Business Office. Scholarship recipients are responsible for filing a FAFSA form~~
485 ~~and applying for other forms of financial aid annually, if needed, and for paying their own room~~
486 ~~and board, as well as other costs not covered by the Department scholarship.~~
487

488 (Source: Section 312.110 renumbered from Section 312.80 and amended at 50 Ill. Reg.
489 _____, effective _____)
490

491 **Section 312.12090 Scholarship and Fee Waiver Program Maintenance and School Expense**
492 **Benefits**
493

494 To supplement recipients' earnings and resources during the academic year, the Department shall
495 provide recipients with maintenance and school expenses as follows:
496

497 a) ~~Tuition and Fee Waiver~~
498 ~~The OETS Business Office will request a waiver of tuition and mandatory fees for~~
499 ~~scholarship youth that attend an Illinois State university or community college if~~
500 ~~the youth does not have a tuition and/or fee scholarship from another source.~~
501

502 ab) Monthly Grant
503

504 1) Prior to the beginning of their initial academic term, recipients~~Youth~~ must
505 provide OETS and, if applicable, their caseworker~~caseworkers~~ with
506 written verification of their enrollment~~acceptance/enrollment~~ in a college
507 or university together with the address where they will be living during the
508 academic year.~~and their school address prior to the beginning of their~~
509 ~~initial semester or quarter. Caseworkers will verify the information and~~
510 ~~forward it to the OETS Business Office. Youth that no longer have a legal~~
511 ~~relationship with the Department must forward the information directly to~~
512 ~~the OETS Business Office. The OETS Business Office will promptly~~

513 forward payment information to the Department's Central Payment Unit
514 (CPU). Grant payments will be effective the first day the recipient starts
515 classes~~youth is at school~~ and will continue throughout the academic~~school~~
516 year, provided the recipient continues to work toward graduation and
517 completion of a certificate or degree. Recipients~~Youth~~ will receive their
518 first payments the following month. The amount will be prorated based
519 on the day of the month the youth was first located at the school.

520
521 2) To ensure timely receipt of grant payments and correspondence, recipients
522 must~~Caseworkers must provide youth with an explanation of the financial~~
523 and security benefits of having their grant checks directly deposited and
524 assist the youth with completing the C-95, Authorization for Deposit of
525 Recurring Payments. Youth who do not choose direct deposit will have
526 their grant checks mailed directly to them. Youth are required to report
527 immediately any change of their address ~~change immediately to the~~ OETS
528 Scholarship Administrator at 217/557-2689 and, if applicable, their
529 caseworker ~~to ensure timely receipt of correspondence and their grant~~
530 payments.

531
532 3) After receiving their initial grant payment check by regular mail,
533 recipients then may elect to have future grant payments directly deposited
534 into their accounts. Youth who do not choose direct deposit will continue
535 to receive their grant payments and correspondence by regular mail.

536
537 **bA)** Summer Grant Payments

538 OETS will continue grant payments through the summer months when the
539 recipient is enrolled in at least six credit hours during the summer term, or is
540 participating in an approved summer internship program.

541
542 1) Recipients who continue a course of study through the summer months
543 must submit an official class schedule or documentation verifying their
544 participation in an approved internship program to OETS and, if
545 applicable, their caseworker no later than the first Monday in May.

546
547 2) Recipients who do not enroll in at least six credit hours during the summer
548 term, or who do not participate in an approved summer internship
549 program, will continue to receive their monthly grant payments through
550 the summer months provided that:

551
552 A) The recipient is a youth for whom the Department is legally
553 responsible, or the Department's guardianship of the recipient
554 terminated at age 21 after the recipient entered the Scholarship and
555 Fee Waiver Program; and

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B) The recipient maintains a grade point average of "C" or better and submits to OETS by June their class schedule, current contact information, and verification of enrollment for the fall academic term.

~~i) The OETS will continue grant payments through the summer when the youth is enrolled in summer school and taking a minimum of six college credit hours, or participating in an approved internship program. Youth that choose to continue their education through the summer months must submit an official class schedule or documentation of participation in an approved internship program to the OETS Business Office and their caseworker no later than the first Monday in May.~~

~~ii) Youth that choose not to attend summer school or participate in an approved internship program will continue to receive their grant payments through the summer months if the Department has guardianship of the youth or the Department's guardianship of the youth was terminated at age 21 after the youth entered the scholarship program and the youth has a grade point average of "C" or better, submits requested class schedules, has current contact information on file with OETS, and submits documentation of college or university enrollment for the fall semester to the OETS Business Office no later than June 1.~~

~~B) Terminating Payment~~

~~i) When a youth no longer meets the requirements to remain in the DCFS Scholarship Program, the youth's caseworker will notify the OETS Business Office immediately. Youth who are no longer the legal responsibility of the Department shall notify the OETS Business Office when they no longer meet the requirements of the program. The OETS Business Office will notify the CPU of the effective payment termination date for the youth.~~

~~ii) The OETS Business Office will notify the youth in writing 30 days prior to stopping grant payments for any reason other than summer breaks. If the youth has a legal relationship with the Department and resides in Cook~~

599 County, the Cook County Public Guardian will also receive
600 a copy of the termination notification. Youth may request a
601 review of the decision to suspend or discharge them from
602 the Scholarship Program in accordance with 89 Ill. Adm.
603 Code 337 (Service Appeal Process). If the youth's grant
604 does not continue during the appeals process, it will be
605 issued retroactively if the youth's appeal is successful.
606

607 ~~C) Marriage or Termination of Guardianship~~
608 ~~Marriage or termination of guardianship does not terminate a~~
609 ~~Department scholarship. The Department will continue to make~~
610 ~~monthly grant payments to the youth, and the youth's medical~~
611 ~~needs will continue to be met under the Medicaid program.~~
612

613 c) Start Up~~Start-Up~~ Grant
614 A one-time start-up grant, in such amounts as determined by the Department's
615 Budget and Finance Division, will be issued to recipients~~This is a \$200 one-time~~
616 ~~grant youth will receive~~ upon entrance into the DCFS Scholarship and Fee Waiver
617 Program. The purpose of the grant is to assist recipients~~the youth~~ with their initial
618 college living expenses. ~~Youth will receive the Start-Up Grant payment in July.~~
619

620 d) Medical and Dental Payments
621

622 1) Medical and dental services are available to recipients~~DCFS scholarship~~
623 ~~youth. Medical and dental services are provided~~ through the Illinois
624 Department of Healthcare and Family Services Medical Assistance
625 Program via a Department~~the DCFS~~ issued medical card.
626

627 A) For recipients who aged out of the Department's care at age 18 or
628 older, a medical card is available to age 26.
629

630 B) For recipients who achieved permanency through adoption or
631 private guardianship, a medical card is only available to age 24.
632

633 2) Medical case management services are provided to pregnant and parenting
634 recipients~~youth~~ and their children, zero to five years of age, through the
635 Department of Human Services.
636

637 e) Mandatory Supplies and Book Payments
638

639 The Department may pay for required textbooks and supplies for youth that do
640 not have sufficient resources to purchase the required items.

641 (Source: Section 312.120 renumbered from Section 312.90 and amended at 50 Ill. Reg.
642 _____, effective _____)

643
644 **Section 312.13070 ~~Case~~ Service Planning and Living Arrangements**

- 645
- 646 a) In accordance with Part 315 [89 Ill. Adm. Code 315], a case~~A-service~~ plan will be
647 developed with each ~~scholarship~~ recipient for whom the Department has court-
648 ordered guardianship~~legal responsibility~~. At a minimum, plans will be reviewed
649 every six months or at the beginning of each academic term~~quarter or semester~~.
- 650
- 651 b) In accordance with Part 315 [89 Ill. Adm. Code 315], recipients for whom the
652 Department has court-ordered guardianship~~Children under the care of the~~
653 ~~Department selected to receive a Department scholarship~~ shall have a living
654 arrangement plan established with~~by~~ their caseworker prior to the start of
655 recipient's academic term~~beginning school~~. Eligible~~Scholarship~~ recipients may
656 have only one~~not live in a~~ Department funded placement at a time while attending
657 college or university~~post-secondary school~~. ~~However, Department funded~~
658 ~~placements may be available to these youth during extended college breaks.~~
- 659

660 (Source: Section 312.130 renumbered from Section 312.70 and amended at 50 Ill. Reg.
661 _____, effective _____)

662
663 **Section 312.140100 ~~Discharge from the Scholarship~~ and Fee Waiver Program**

- 664
- 665 a) Recipients~~Students~~ will be discharged from the Scholarship and Fee Waiver
666 Program, and will no longer receive payments under Section 312.120, for the
667 following reasons:
- 668
- 669 1) Completion~~completion~~ of five~~four~~ years in the Scholarship and Fee
670 Waiver Program; ~~or the student reaches age 23, whichever occurs first;~~
- 671
- 672 2) Not demonstrating continued work toward graduation and completion of a
673 certificate or degree program as set forth in Section 312.110 unless a
674 waiver has been granted pursuant to Section 312.110~~failure to enroll in~~
675 school; ~~or~~
- 676
- 677 3) ~~failure to maintain a "C" grade point average;~~
- 678
- 679 4) ~~failure to maintain an academic load of 12 credit hours each semester or~~
680 ~~quarter during the fall and spring semesters;~~
- 681
- 682 5) ~~withdrawal from school; or~~
- 683

- 684 ~~36)~~ ~~Dismissal~~ ~~dismissal~~ from recipient's college or university ~~school~~ due to
685 disciplinary reasons.
- 686
- 687 b) ~~The~~ ~~With the exception of a scholarship recipient completing four years in the~~
688 ~~Scholarship Program, the~~ Deputy Director of OETS ~~the Bureau of Operations~~ may
689 waive the requirement to discharge a ~~scholarship~~ recipient when the recipient
690 provides ~~a compelling information mitigating the~~ reason or reasons for their
691 discharge from the program (e.g., serious personal or family illness or other
692 emergency that necessitated recipient's withdrawal ~~withdrawing~~ from the program
693 and college or university for an academic term ~~the semester/quarter/term,~~
694 ~~assuming the recipient is under the age of 23~~).
- 695
- 696 c) Notices and Right to Appeal
- 697
- 698 1) Recipients who no longer meet Scholarship and Fee Waiver Program
699 requirements shall promptly notify OETS and, if applicable, their
700 caseworker of any change to their eligibility status.
- 701
- 702 2) OETS will notify the recipient in writing at least 30 days prior to
703 terminating the Scholarship and Fee Waiver Program; and if the recipient
704 is, at that time, represented by the Cook County Public Guardian, OETS
705 shall provide the Cook County Public Guardian a copy in the same
706 manner. The notification shall include:
- 707
- 708 A) The effective timing of the termination;
- 709
- 710 B) The reason for termination as listed in Section 312.140(a); and
- 711
- 712 C) The right and timing to appeal the termination in accordance with
713 89 Ill. Adm. Code 337 (Service Appeal Process).
- 714
- 715 3) If the recipient's scholarship was discontinued during the appeals process,
716 the scholarship will be issued retroactively if the recipient's appeal is
717 successful.
- 718
- 719 d) Marriage or Termination of Guardianship
720 Neither the recipient's marriage nor a termination of the Department's
721 guardianship will terminate a scholarship award. The Department will continue to
722 make monthly grant payments to recipients, and a recipient's medical needs will
723 continue to be met under the Medicaid program, so long as recipient continues to
724 work toward graduation and completion of a certificate or degree program.
725

(Source: Section 312.140 renumbered from Section 312.100 and amended at 50 Ill. Reg. _____, effective _____)

Section 312.150 Reallocating Unused Scholarships and Fee Waivers

When a recipient is prematurely discharged from the Scholarship and Fee Waiver Program pursuant to Section 312.140, the discharged recipient's unused scholarship and fee waiver funds shall be reallocated to new recipients. The reallocation process is:

- a) Upon confirmation that a recipient has withdrawn from their college or university or is no longer continuing to work toward graduation and completion of a certificate or degree, OETS shall review the spreadsheet from the year in which the forfeited scholarship was first awarded to determine the next eligible applicant in line to receive a scholarship and fee waiver.
- b) Information from the next eligible applicant in line to receive a scholarship shall be submitted to the National Student Clearinghouse (a trusted nonprofit organization that verifies college and university student enrollment and degrees) to determine if the applicant is still enrolled and attending a college or university. If so, the applicant shall be notified that they are eligible to receive the remaining unused portion of the forfeited scholarship award. If the applicant's information is not found, attempts shall be made to contact that applicant using the most recent contact information on file with OETS.
- c) OETS shall continue to allocate all unused scholarships to new recipients in the order they appear on the spreadsheet from the applicable program year in which the forfeited scholarship was first awarded.

(Source: Added at 50 Ill. Reg. _____, effective _____)

SUBPART C: TUITION AND FEE WAIVER PROGRAM

Section 312.160 Tuition and Fee Waiver Program Description

- a) The Tuition and Fee Waiver Program provides recipients with a waiver for tuition and fees to support their post-secondary education at any college or university maintained by the State.
- b) Eligible applicants will receive tuition and fee waivers for the first five years they are enrolled full-time in a college or university maintained by the State, and are continuing to work toward graduation and completion of a certificate or degree as set forth in Section 312.110.

- 769 c) The Tuition and Fee Waiver Program does not include coverage for room, board,
770 or dormitory fees. Recipients are responsible for these expenses, as well as any
771 additional costs not covered by the waivers.
772
- 773 d) Subject to appropriation, the Department has the option, but is not required, to
774 provide financial assistance for maintenance and school expenses to recipients. If
775 the Department chooses to provide this financial assistance, it will provide
776 supplemental maintenance and school expenses, excluding tuition, fees, room and
777 board for the academic year. This support is contingent upon the recipient
778 continuing to work toward graduation and completion of a certificate or degree.
779
- 780 e) The community college or public university that an applicant attends must waive
781 any tuition and fee amounts that exceed the amounts paid to the applicant under
782 the State's Monetary Award Program. [20 ILCS 505/8(b)]
783

784 (Source: Added at 50 Ill. Reg. _____, effective _____)
785

786 **Section 312.170 Tuition and Fee Waiver Program Eligibility Requirements**
787

788 To be eligible for the Tuition and Fee Waiver Program, applicants must submit an application in
789 accordance with Section 312.180 and must meet the following criteria:
790

- 791 a) Applicants must be youth for whom the Department is legally responsible,
792 adopted youth, or youth in private guardianship, as defined in Section 312.20; and
793 if applicants are youth in private guardianship or adopted youth, the following
794 criteria also shall apply:
795
- 796 1) Applicants who are youth in private guardianship must have been placed
797 in private guardianship under a subsidized guardianship agreement with
798 the Department.
799
- 800 2) Applicants who are adopted youth must have been adopted under an
801 adoption assistance agreement with the Department.
802
- 803 b) Applicants must have earned a diploma from an accredited high school, or earned
804 a high school equivalency certificate, or met State criteria for graduation from an
805 accredited high school before the start of the academic year for which they are
806 applying.
807
- 808 c) Applicants must enroll at a college or university maintained by the State before
809 reaching the age of 26.
810

- 811 1) The age requirement shall be waived and the applicant's eligibility for
812 tuition and fee waivers shall be extended if the Department determines
813 that the applicant was unable to enroll in a college or university
814 maintained by the State due to any of the following circumstances:
815
816 A) The applicant was called into active duty with the United States
817 Armed Forces; or
818
819 B) The applicant was deployed for service in the United States Public
820 Health Service Commissioned Corps; or
821
822 C) The applicant volunteered in the Peace Corps or the AmeriCorps.
823
824 2) If the Department determines that an applicant was unable to enroll due to
825 any of these circumstances, it shall extend the applicant's eligibility by the
826 total number of months or years during which the applicant actively
827 served in the United States Armed Forces, was deployed for service in the
828 United States Public Health Service Commissioned Corps, or volunteered
829 in the Peace Corps or the AmeriCorps. The number of months an applicant
830 served on active duty with the United States Armed Forces shall be
831 rounded up to the next year to determine the maximum length of time to
832 extend eligibility for the applicant.
833
834 d) The applicant must apply for federal and State grant assistance by timely
835 completion of a Free Application for Federal Student Aid (FAFSA) online form
836 available through the U.S. Department of Education.
837

838 (Source: Added at 50 Ill. Reg. _____, effective _____)
839

840 **Section 312.180 Tuition and Fee Waiver Program Application Process**
841

- 842 a) Department Tuition and Fee Waiver Program applications must contain the
843 following:
844
845 1) A completed Department Tuition and Fee Waiver Program Application.
846
847 2) A class schedule that includes the applicant's name, the name of the
848 college or university maintained by the State that applicant will attend, the
849 applicant's student ID number, and the total number of credit hours for
850 which the applicant is enrolled.
851
852 b) Tuition and fee waiver applications must be submitted at least two weeks prior to
853 the tuition due date for the academic term for which applicant is applying.

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- c) OETS will provide recipients with timely written notice of their tuition and fee waiver award.

(Source: Added at 50 Ill. Reg. _____, effective _____)

Section 312.190 Demonstrating Continued Work Toward Graduation

To remain eligible for the Tuition and Fee Waiver Program, a recipient must demonstrate their continued work toward graduation and completion of a certificate or degree program as explained in Section 312.110.

(Source: Added at 50 Ill. Reg. _____, effective _____)

Section 312.200 Tuition and Fee Waiver Program Maintenance and School Expense Benefits

Subject to appropriation, the Department has the option, but is not required, to provide financial assistance for maintenance and school expenses to recipients. If the Department chooses to provide this financial assistance, it will provide supplemental maintenance and school expenses, excluding tuition, fees, room, and board, for the academic year. This support is contingent upon the recipient's continued work toward graduation and completion of a certificate or degree program.

(Source: Added at 50 Ill. Reg. _____, effective _____)

Section 312.210 Discharge from the Tuition and Fee Waiver Program

Recipients will be discharged from the Tuition and Fee Waiver Program for any of the following reasons:

- a) Completion of five years in the Tuition and Fee Waiver Program;
- b) Failure to continue to work toward graduation and completion of a certificate or degree program as set forth in Section 312.110; or
- c) Dismissal from recipient's college or university for disciplinary reasons.

(Source: Added at 50 Ill. Reg. _____, effective _____)

SUBPART D: APPRENTICESHIP INCENTIVE

Section 312.220 Apprenticeship Incentive Program Description

- 897
898 a) Subject to appropriation, the Department shall provide eligible youth an
899 apprenticeship stipend (monetary incentive) to cover those costs associated with
900 entering and sustaining through completion an apprenticeship, including, but not
901 limited to, fees, tuition for classes, work clothes, rain gear, boots, and occupation-
902 specific tools. [20 ILCS 505/8(c)]
903
904 b) Apprenticeship stipends (monetary incentives) shall be available to an eligible
905 youth for a maximum of 5 years after the youth enrolls in a qualifying
906 apprenticeship program so long as the youth makes satisfactory progress toward
907 completing the youth's apprenticeship. [20 ILCS 505/8(c)]
908

909 (Source: Added at 50 Ill. Reg. _____, effective _____)
910

911 **Section 312.230 Apprenticeship Incentive Program Eligibility Requirements**
912

913 To be eligible for the Apprenticeship Incentive Program, an applicant must:
914

- 915 a) Be a youth for whom the Department is legally responsible, an adopted youth, or
916 a youth in private guardianship, as those terms are defined in Section 312.20.
917
918 1) If the applicant is a youth in private guardianship, the applicant must have
919 been placed in private guardianship under a subsidized guardianship
920 agreement with the Department.
921
922 2) If the applicant is an adopted youth, the applicant must have been adopted
923 under an adoption assistance agreement with the Department.
924
925 b) Have earned a diploma from an accredited high school, or earned a high school
926 equivalency certificate, or met State criteria for graduation from an accredited
927 high school.
928
929 c) Enroll in an apprenticeship training program approved or recognized by the
930 Illinois Department of Employment Security or an apprenticeship program
931 approved by the United States Department of Labor before reaching the age of 26.
932
933 1) The age requirement shall be waived and the applicant's eligibility for
934 apprenticeship incentives shall be extended if the Department determines
935 that the applicant was unable to enroll in a qualifying apprenticeship
936 program because the applicant:
937
938 A) was called into active duty with the United States Armed Forces;
939

- 940 B) *was deployed for service in the United States Public Health*
941 *Service Commissioned Corps; or*
942
943 C) *volunteered in the Peace Corps or the AmeriCorps. [20 ILCS*
944 *505/8(c)]*
945
946 2) *If the Department determines that an applicant was unable to enroll due to*
947 *any of these circumstances, it shall extend eligibility for a qualifying*
948 *applicant by the total number of months or years during which the*
949 *applicant served on active duty with the United States Armed Forces, was*
950 *deployed for service in the United States Public Health Service*
951 *Commissioned Corps, or volunteered in the Peace Corps or the*
952 *AmeriCorps. The number of months an applicant served on active duty*
953 *with the United States Armed Forces shall be rounded up to the next*
954 *higher year to determine the maximum length of time to extend eligibility*
955 *for the applicant. [20 ILCS 505/8(c)]*
956

957 (Source: Added at 50 Ill. Reg. _____, effective _____)
958

959 **Section 312.240 Apprenticeship Incentive Program Application Process**
960

- 961 a) *Applicants for the Apprenticeship Incentive Program shall complete and submit to*
962 *OETS the Employment, Job Training, Apprenticeship Incentive Program*
963 *application form available on the Department's website.*
964
965 b) *Applicants shall submit to OETS documentation of participation in an*
966 *apprenticeship training program approved or recognized by the Illinois*
967 *Department of Employment Security or an apprenticeship program approved by*
968 *the United States Department of Labor.*
969
970 c) *Caseworkers for applicants who are youth for whom the Department has court-*
971 *ordered guardianship shall read and discuss the benefits and responsibilities of the*
972 *Program with the applicant, and assist the applicant in obtaining any supporting*
973 *documentation necessary for applying or participating in the program.*
974

975 (Source: Added at 50 Ill. Reg. _____, effective _____)
976

977 **Section 312.250 Demonstrating Satisfactory Progress**
978

979 *Whether the recipient is making satisfactory progress towards completing the apprenticeship will*
980 *depend on the individual criteria established by each qualifying apprenticeship program. The*
981 *participant shall maintain good standing with the qualifying apprenticeship program to maintain*

982 eligibility for the program. On a monthly basis, the participant shall provide documentation to
983 OETS of satisfactory participation in an approved apprenticeship program.

984
985 (Source: Added at 50 Ill. Reg. _____, effective _____)

986
987 **Section 312.260 Discharge from the Apprenticeship Incentive Program**

988
989 Recipients will be discharged from the Apprenticeship Incentive Program for any of the
990 following reasons:

- 991
992 a) Completion of five years in the Apprenticeship Incentive Program;
993
994 b) Failure to make satisfactory progress towards completing the apprenticeship, as
995 set forth in Section 312.250; or
996
997 c) Dismissal from the apprenticeship program due to disciplinary reasons.

998
999 (Source: Added at 50 Ill. Reg. _____, effective _____)