

**BOARD OF HIGHER EDUCATION  
REQUEST FOR COMMITTEE AND BOARD ACTION**

<b>COMMITTEE</b>	Fiscal Affairs and Administrative Policy	<b>NO.</b>	FAAP 07-20
		<b>COMMITTEE DATE</b>	February 7, 2007
		<b>BOARD DATE</b>	February 15, 2007

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**SCHOLAR-INTERNSHIP MATCH FUND PROGRAM**

**MOVED:** The Board of Higher Education adopts the attached guidelines for the Scholar-Internship Match Fund Program:

Authority: MGL Chapter 29 Section 2UUU  
C. 123 of the Acts of 2006  
Contact: Dr. Clantha McCurdy, Vice Chancellor for Student Financial Assistance

## **SCHOLAR-INTERNSHIP MATCH FUND GUIDELINES**

### **PURPOSE**

As part of the 2006 Economic Stimulus legislation (Chapter 123 of the Acts of 2006), the Massachusetts Legislature enacted the Massachusetts Scholar-Internship Match Fund (Chapter 29, Section 2UUU of the M.G.L.). The purpose of the Scholar-Internship Match Fund is to provide a match for industry scholarships and internships given to Massachusetts students going on to study for a post-secondary degree at Massachusetts public higher education institutions. Students shall pursue post-secondary degrees and career paths in specific science, technology, engineering and mathematics (STEM) disciplines that link directly related work experience with their academic program. These disciplines do and will directly support the economic development of the Commonwealth by fulfilling the employment needs of business and industry in high-demand fields. The Massachusetts Scholar-Internship Match Fund creates a framework whereby internship and scholarship funds from business, industry and others sources may be deposited as matching resources to enhance student progress toward degrees in fields vital to the Commonwealth.

### **ELIGIBLE INSTITUTION**

An institution within the system of public institutions of higher education, as identified in Section 5 of Chapter 15A of the Massachusetts General Laws.

### **ELIGIBLE PROGRAM**

An undergraduate degree program offered by an eligible institution in high-demand STEM areas, as designated in the Science and Mathematics Access to Retain Talent (SMART) list, exclusive of foreign languages, as developed by the U.S. Department of Education and as amended by the Board of Higher Education.

### **ELIGIBLE STUDENT**

A Massachusetts high school senior or college student who meets the following criteria:

- a) is a permanent legal resident of the Commonwealth of Massachusetts for at least one year prior to the start of the academic year.
- b) is a U.S. citizen or eligible non-citizen eligible under Federal Title IV Regulations.
- c) is accepted for admission to, or is currently enrolled, full-time in an eligible program, at an eligible institution as defined above.
- d) submits an application for the Massachusetts Scholar-Internship Program, and for approval must:
  1. if a high school senior, have a minimum cumulative GPA of 3.0.
  2. if a current college student, meet satisfactory academic progress standards as defined by the institution, and have maintained a cumulative GPA of 3.0 on all college work and meet other eligibility criteria established by the Board of Higher Education.
  3. annually file the Free Application for Federal Student Aid (FAFSA).

4. sign an agreement to comply with the internship requirements of the Scholar-Internship Program with a designated Massachusetts employer in a career-related field under the guidance of the Board of Higher Education.
5. complete the minimum number of internships as required.
6. upon the completion of the undergraduate degree program, seek and attain employment in a career-related field in Massachusetts.

#### **MAINTENANCE OF ELIGIBILITY**

It is the responsibility of each recipient of the Scholar-Internship Match Fund Program to maintain his/her continued eligibility for scholarship assistance and/or internship experience while completing the undergraduate degree program. Recipients must demonstrate continued progress in the academic discipline through an annual submission of the college academic transcript, which will be evaluated by the appropriate official. The recipient is responsible for providing the transcript to the proper official at the Board of Higher Education, as designated, in a timely manner to facilitate continued awarding of the scholarship and/or assigned internship.

#### **SCHOLARSHIP AWARD VALUE**

The annual scholarship award to each recipient under this program, which must be matched through the Scholar-Internship Match Fund, shall not exceed \$5,000 per student. The scholarship is contingent upon receiving a corresponding industry scholarship or internship of up to the same amount.

#### **AWARD PROCEDURE**

The Board of Higher Education shall establish a committee to review and select applicants for the Scholar-Internship Match Fund program and to determine the high-need academic disciplines for this program.

Upon the submission and approval of a valid application, the Board of Higher Education will establish the appropriate combination of scholarship and recommended internship program for each student.

All scholarship funds awarded to applicants under this program will be disbursed to the institution for credit to the student's account. However, the student must comply with any internship requirements before scholarship funds may be disbursed.

#### **REPORTS:**

The Chancellor of Higher Education shall, no later than July 1, annually report to the House and Senate Committees on Ways and Means, the Joint Committee on Economic Development and Emerging Technologies, the Joint Committee on Labor and Workforce Development, the Joint Committee on Education and the Joint Committee on Higher Education. The report shall include:

- a) a list of matching scholarship recipients,
- b) the associated match amount,
- c) the amounts of non-state funding as a result of the match,

- d) the purposes of the match,
- e) whether there was an internship associated with the industry match,
- f) an annual statement of cash inflows and outflows detailing the sources and uses of funds,
- g) a forecast of future payments based on current binding obligations, and
- h) a detailed account of the purposes and amount of administrative costs charged to the fund.

The Chancellor shall include in the annual report a detailed five-year legislative review of the Scholar-Internship Match Fund for consideration for recapitalization.

### **PARTICIPATION AGREEMENTS**

All institutions must file a State Financial Aid Participation Agreement to be maintained on file in the State Office of Student Financial Assistance.

### **AUDIT REQUIREMENTS**

- a) It shall be the responsibility of each college and university to maintain documentation of a recipient student's eligibility for the Scholar-Internship Program.
- b) The Chancellor shall require each campus to furnish annually to the Board of Higher Education a report detailing specific information regarding recipients of the Scholar-Internship Program. The Board of Higher Education will coordinate specification and procedures for this report.
- c) All financial books, records and documents pertaining to this program shall at all times be open to inspection, review and audit by the Chancellor, the State Auditor or their authorized representatives, who shall have access to the premises wherever such books, records and documents are located. The institution shall retain such financial books, records and documents for seven years. An institution may retain such records for a period of five years if approval is received from the Records Conservation Board in accordance with General Laws, Chapter 30, Section 42.