



Associate Commissioner
Office of Higher Education
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Albany, New York 12234

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August 9, 2007

To: Presidents/CEOs of Independent Institutions of Higher Education in New York State

From: Joseph P. Frey 

Subject: State Aid Awards for High Needs Nursing Programs at Certain Independent Colleges and Universities

This year, Governor Spitzer signed into law the State Aid Awards for High Needs Nursing Programs at Certain Independent Colleges and Universities. At the June 2007 meeting of the Board of Regents, the Regulations of the Commissioner of Education were amended to conform to the new law, which became effective July 1, 2007.

This new state aid award provides for eligible colleges and universities with an earned nursing degree program registered by the Department that culminates in an associate degree or higher, excluding any online nursing degree program offered via the internet, to receive up to \$250 for each student enrolled, during the fall semester, in a high needs nursing program at an eligible two year degree institution and up to \$500 for each student enrolled in a high needs nursing program at an eligible four year degree institution.

Attached is the 2007-2008 Application for State Aid for High Needs Nursing Programs. To be considered for this state aid award, the application must be returned to the following address by September 15, 2007:

New York State Education Department
Office of Research and Information Systems
State Aid for High Needs Nursing Programs
Room 960, Education Building Annex
Albany, New York 12234

Also, the State Aid for High Needs Nursing Programs Enrollment Report Form will be available on-line by August 31, 2007 at <http://www.highered.nysed.gov/oris/forms/07-08/index.htm> The Enrollment Report Form is due by November 15, 2007.

If you have any questions, you may contact Stanley S. Hansen, Jr. at (518) 474-3719 or via E-mail at shansen2@mail.nysed.gov.

Enclosure

cc: Stanley S. Hansen, Jr.
Glenwood Rowse

State Aid for High Needs Nursing Programs
2007-2008 Application

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
K-16 Initiatives and Access Programs
Room 967, Education Building Addition
Albany, New York 12234
(518) 474-3719

- Check One: My institution is approved for Bundy or High Needs Nursing Aid and a list of nursing programs eligible for the High Needs Nursing Programs is enclosed.
- My institution is not approved for Bundy or High Needs Nursing Aid and materials are enclosed for review of program eligibility.

Name of Institution: _____ SEDCODE: _____

Address: _____

Phone: _____

President/CEO Name: _____

Name of Contact Person/Coordinator: _____

Title: _____

Telephone Number: _(____)_____ Fax Number _(____)_____

E-Mail Address: _____

Signatures:

Contact Person/Coordinator

President/CEO

PLEASE RETURN AN ORIGINAL AND ONE COPY TO:

New York State Education Department
Office of Research and Information Systems
State Aid for High Needs Nursing Programs
Room 960, Education Building Addition
Albany, New York 12234

DUE: SEPTEMBER 15, 2007

State Aid for High Needs Nursing Programs
2007-2008 Application

Institution Eligibility

If your institution is currently approved to receive Bundy Aid or High Needs Nursing Programs Aid and maintains an earned nursing degree program registered by the Department, culminating in an associate's degree or higher, excluding any online nursing degree program(s) offered via the internet; then your institution is eligible for the State Aid for High Needs Nursing Programs. Otherwise, additional materials must be submitted for review of eligibility.

Section A. All Institutions Complete Section A

- 1: What is your estimate of the number of students that will be enrolled full-time¹ in the 2007 fall semester² in the institution's eligible nursing programs³ ?
- 2: Attach a list of your eligible nursing programs including the program name and the program code from the Department's Inventory of Registered Programs.

¹ Full-time student means a student enrolled at your institution in an earned nursing degree program, as defined in section 145-2.1 of the Regulations of the Commissioner of Education.

² Fall semester means the academic term that begins between late August and November 1.

³ Eligible nursing programs are any nursing program registered by the department pursuant to section 52.12 of the Regulations of the Commissioner of Education.

Section B. To be completed by NonBundy Institutions that are new applicants

To become eligible for participation in the State Aid for High Needs Nursing Programs, a college must meet the following criteria.

- be incorporated by the Regents or Legislature as a non-profit college or university.
- Maintain an earned nursing degree program registered by the department, culminating in an associate's degree or higher, excluding any online nursing degree program(s) offered via the internet.
- meet standards of educational quality applicable to comparable public institutions.
- be eligible for State aid under the provisions of the Constitution of the United States and the Constitution of New York State.

The following materials must be submitted for review of the eligibility criteria:

- 1: a copy of the charter incorporating the institution as a non-profit college or university.
- 2: a catalog listing the academic course offerings leading to an associate or higher degree.
- 3: a statement showing that the institution has been accredited by an accrediting body recognized by the U.S. Department of Education.
- 4: a copy of the latest Certified Public Audit of the institution's financial status.
- 5: a completed copy of the Constitutional Eligibility Questionnaire (see below).
- 6: a copy of the institutions constitution and by-laws.
- 7: a list of the members of the institutions governing body with a brief biographical sketch.

All application materials must be received by September 15, 2007 to be considered for current academic year (2007-2008) participation.

State Aid for High Needs Nursing Programs
2007-2008 Application

Upon receipt of these materials, the institution's eligibility status will be determined by the Eligibility Committee. The Committee reserves the right to request any additional information and/or materials needed to make the eligibility determination.

NOTE: The State Education Department will provide information showing that the institution has met the standards set forth in Part 52 of the Regulations of the Commissioner of Education for the registration of curricula in all public and independent institutions.

Constitutional Eligibility Questionnaire

1. What are the stated purposes of the institution, as set forth in its charter or legislative authority (please quote verbatim) and in other relevant documents?
2. Is the institution wholly or in part under the control or direction of any religious denomination?
3. Does the institution receive financial assistance from any religious body?
4. Do the policies of the institution with respect to the selection of members of its governing board, its administrative officers or its faculty provide that the faith or creed of a candidate shall be relevant in any way to his selection?
5. Do the policies of the institution with respect to the admission of students provide that the faith or creed of an applicant shall be relevant in any way to his admissibility to the institution?
6. Do the policies of the institution with respect to the awarding of a scholarship, fellowship or other financial assistance to its students provide that the faith or creed of an applicant shall be relevant in any way to the awarding of such assistance?
7. Is any denominational tenet or doctrine taught in the institution?
8. Does the institution award any degree or degrees in the field of religion?
9. Does the institution include within its structure, or is it affiliated with, any seminary or school of theology?