STUDENT FINANCIAL AID GUIDELINES

HEALTH WORKFORCE PROGRAMS

Scholarships for Disadvantaged Students
(SDS)

March 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Health Resources and Services Administration
Bureau of Health Workforce
Division of Health Careers and Financial Support Staff
Health Careers Loans and Scholarships Branch
# TABLE OF CONTENTS

**CHAPTER 1** INTRODUCTION ........................................................................................................... 3

**CHAPTER 2** INSTITUTIONAL PARTICIPATION IN THE PROGRAM .......... 3

**SECTION 1** ELIGIBILITY CRITERIA ................................................................. 3
  DISCIPLINES AND DEGREE PROGRAMS .......................... 4
  LOCATION OF THE INSTITUTION ............................................. 4
  ACCREDITATION ............................................................................. 5
  WRITTEN AGREEMENT .............................................................. 6
  NON-DISCRIMINATION REQUIREMENTS ........................................ 6
  DRUG-FREE WORKPLACE, SCHOOLS AND CAMPUSES .................. 7
  NON-DELINQUENCY OF THE INSTITUTION ON FEDERAL DEBT .... 7
  LOBBYING AND DISCLOSURE OF LOBBYING ......................... 7
  DEBARMENT AND SUSPENSION OF CAMPUSES .................... 7
  ADDITIONAL INSTITUTIONAL ELIGIBILITY REQUIREMENTS .......... 8
  FUNDING PRIORITIES FOR CERTAIN INSTITUTIONS ............... 10
  FUNDING PREFERENCES ......................................................... 12

**SECTION 2** INSTITUTIONAL APPLICATION FOR SDS FUNDS ..................... 12
  INSTITUTIONAL REQUIREMENTS FOR COMPLETING THE APPLICATION
  FORM .................................................................................................... 13
  TERMS AND CONDITIONS .................................................................... 13
  DESIGNATION OF INSTITUTIONAL CONTACT PERSON ............. 13

**SECTION 3** AWARDS TO INSTITUTIONS ...................................................... 13
  DETERMINATION OF AMOUNTS .................................................. 13
  NOTIFICATION OF AWARD ......................................................... 14
  REPORTING REQUIREMENT ......................................................... 14

**CHAPTER 3** STUDENT AWARDS ................................................................. 15

**SECTION 1** STUDENT ELIGIBILITY CRITERIA ........................................ 15
  CITIZENSHIP STATUS .................................................................... 16
  ENROLLMENT STATUS ................................................................... 16
  DISADVANTAGED STATUS ............................................................ 17
  FINANCIAL NEED ............................................................................ 18

**SECTION 2** AMOUNT OF AWARD ............................................................... 19

**SECTION 3** DISBURSEMENT OF SDS FUNDS TO STUDENTS ................. 19

**SECTION 4** VERIFICATION OF STUDENT INFORMATION ....................... 20

**SECTION 5** AWARD LETTERS ................................................................. 20

**SECTION 6** STUDENT RECORDS .............................................................. 21

**CHAPTER 4** OTHER ADMINISTRATIVE AND FISCAL RESPONSIBILITIES 21

**CHAPTER 5** FAQ’s ......................................................................................... 21
Chapter 1 INTRODUCTION

The scholarships for Disadvantaged Students (SDS) program promotes diversity among health professions students and practitioners by providing scholarships to full-time students with financial need from disadvantaged backgrounds, enrolled in health professions and nursing programs. Participating schools are responsible for selecting scholarship recipients, making reasonable determinations of need, and providing scholarships that do not exceed the allowable costs.

The Scholarships for Disadvantaged Students (SDS) Program under the Disadvantaged Minority Health Improvement Act of 1990 (Public Law (P.L) 101-527), was enacted November 6, 1990 and appears in Section 760 of the Public Health Service Act. Section 101 (a) of P.L.105-392, the Health Professions Education Partnership Act of 1998, signed into law on November 13, 1998. The governing statute is Section 737 of the PHS Act, as amended by the Patient Protection and Affordable Care Act of 2010.

Institutions apply for SDS funds from the Department of Health and Human Services and are responsible for both selecting eligible recipients and determining their financial need. At least sixteen percent of total allocations go to schools that will direct SDS awards to nursing students.

SDS funds awarded to schools must be used to award full or partial scholarships to eligible students enrolled full-time for tuition expenses, other reasonable educational expenses, and reasonable living expenses.

A student must be a full-time and disadvantaged student to receive SDS funds. The full-time status depends on each program or school's determination of "full-time," as set forth in written school policy documents.

The remainder of the narrative provides more details on eligibility and administrative requirements.

Chapter 2 INSTITUTIONAL PARTICIPATION IN THE PROGRAM

Section 1 ELIGIBILITY CRITERIA

Institutions must meet certain criteria in order to be eligible to participate in the SDS program, which fall into the following categories:

- discipline and degree programs;
- location of the institution;
- accreditation;
- written agreement between the institution and the Secretary of Health and Human
Services;
• non-discrimination requirements;
• drug-free workplace, schools and campuses requirements;
• non-delinquency of the institution on Federal debt;
• lobbying and disclosure of lobbying requirements;
• debarment and suspension provisions;
• additional institutional eligibility requirements; and
• special preferences for certain institutions.

DISCIPLINES AND DEGREE PROGRAMS

Any public or other nonprofit institution that offers degrees to full-time students in disciplines as specified below may apply for SDS funds:

• doctor of allopathic medicine;
• doctor of osteopathic medicine;
• doctor of dentistry;
• doctor of veterinary medicine;
• doctor of optometry;
• doctor of podiatric medicine;
• doctor of chiropractic;
• bachelor or graduate degree in pharmacy;
• graduate degree in public health;
• bachelor or graduate degree in allied health (i.e., dental hygiene, medical laboratory technology, occupational therapy, physical therapy, and radiologic technology, speech pathology, audiology, registered dieticians);
• graduate degree in behavioral and mental health practice (to include clinical psychology, clinical social work, professional counseling, and marriage and family therapy);
• associate, baccalaureate and graduate degrees in physician assistants; and
• associate, diploma, baccalaureate or graduate degree in nursing.

At least sixteen percent of total allocations available are directed to schools that provide SDS awards to nursing students. Faith-based and community-based organizations, Tribes, and tribal organizations are eligible to apply if all other eligibility requirements are met.

[Section 737(d)(1)(A) of the Public Health Service Act]

LOCATION OF THE INSTITUTION

The health professions or nursing school must be located in a State, the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Virgin Islands, Guam, American Samoa or the Trust Territory of the Pacific Islands, the Republic of Palau, the Republic of the Marshall Islands or the Federated States of Micronesia. A student who is in this country on a student or visitor’s visa is not eligible.

[Section 799(9) of the Public Health Service Act]
**ACCREDITATION**

Health professions and nursing schools that are interested in participating in the SDS program must be accredited by an appropriate accrediting body that is recognized by the Secretary of Education. Please refer to the ifap.ed.gov website. The approved accrediting bodies for health professions and nursing schools as of May 2012 are as follows:

<table>
<thead>
<tr>
<th>Field</th>
<th>Accrediting Bodies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allopathic Medicine</td>
<td>• Liaison Committee on Medical Education sponsored by American Medical Association and Association of American Medical Colleges</td>
</tr>
<tr>
<td>Osteopathic Medicine</td>
<td>• American Osteopathic Association, Commission on Osteopathic College Accreditation</td>
</tr>
<tr>
<td>Dentistry</td>
<td>• American Dental Association, Commission on Dental Accreditation</td>
</tr>
<tr>
<td>Veterinary Medicine</td>
<td>• American Veterinary Medical Association, Council on Education</td>
</tr>
<tr>
<td>Optometry</td>
<td>• American Optometric Association, Accreditation Council on Optometric Education</td>
</tr>
<tr>
<td>Podiatric Medicine</td>
<td>• American Podiatric Medical Association, Council on Podiatric Medical Association</td>
</tr>
<tr>
<td>Chiropractic</td>
<td>• The Council on Chiropractic Education</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>• Accreditation Council for Pharmacy Education</td>
</tr>
<tr>
<td>Public Health</td>
<td>• Council on Education for Public Health</td>
</tr>
<tr>
<td></td>
<td>• Commission on Accreditation of Healthcare Management Education</td>
</tr>
<tr>
<td>Allied Health</td>
<td>• American Speech-Language-Hearing Association, Council on Academic Accreditation in Audiology and Speech-Language Pathology</td>
</tr>
<tr>
<td></td>
<td>• American Occupational Therapy Association, Accreditation Council for Occupational Therapy Education</td>
</tr>
<tr>
<td></td>
<td>• American Dietetic Association, Commission on Accreditation for Dietetics Education</td>
</tr>
<tr>
<td></td>
<td>• American Physical Therapy Association, Commission on Accreditation in Physical Therapy Education</td>
</tr>
<tr>
<td></td>
<td>• Council on Rehabilitation Education</td>
</tr>
<tr>
<td></td>
<td>• Joint Review Committee on Education in Radiologic Technology</td>
</tr>
</tbody>
</table>
| Behavioral & Mental Health | • American Psychological Association, Committee on Accreditation  
• Council on Social Work Education  
• Council for Accreditation of Counseling and Related Education  
• American Association for Marriage and Family Therapy, Commission on Accreditation for Marriage and Family Therapy Education |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician Assistants</td>
<td>• Accreditation Review Commission on Education for Physician Assistants</td>
</tr>
</tbody>
</table>
| Nursing | • National League for Nursing  
• Commission on Collegiate Nursing Education  
• Regional higher education accrediting associations |

[Section 799B(1)(E) of the Public Health Service Act]

**WRITTEN AGREEMENT**

Health professions and nursing schools must enter into an agreement with the Secretary of Health and Human Services as a criterion for obtaining SDS funds. The agreement is incorporated into the application for SDS funds.

**NON-DISCRIMINATION REQUIREMENTS**

Participating health professions and nursing institutions must adhere to statutes and regulations addressing non-discrimination. These include:

- Section 704 of the Public Health Service Act and its implementing regulations 45 CFR Part 83, which prohibit discrimination in the admissions process on the basis of sex;
- Title VI of the Civil Rights Act of 1964 and its implementing regulations 45 CFR Part 80, which prohibit discrimination in federally assisted programs on the basis of race, color or national origin;
- Title IX of the Education Amendments of 1972 and its implementing regulations 45 CFR Part 86, which prohibit discrimination in federally assisted education programs on the basis of sex;
- Section 504 of the Rehabilitation Act of 1973 and its implementing regulation, 45 CFR Part 84, which prohibit discrimination in federally assisted programs on the basis of handicap;
- Section 710 of the Public Health Service Act, which prohibits institutions from charging higher tuitions to students that benefit from Federal financial aid funds; and
- 45 CFR Part 91, which prohibits discrimination on the basis of age.
In addition, institutions may not discriminate on the basis of religion in the admissions process.

**DRUG-FREE WORKPLACE, SCHOOLS AND CAMPUSES**

Participating schools must comply with the requirements in 45 CFR Part 76, Subpart F. This section of the regulations stipulates that institutions must certify that they will provide and maintain a drug-free workplace.

The Drug-Free Schools and Communities Act Amendments of 1989 and its implementing regulations 34 CFR Part 86 apply to any public or private institution of higher education (including independent hospitals conducting training programs for health care personnel), State educational agency, or local educational agency. As a condition of funding from Federal financial assistance programs, the statute requires these entities to certify to the Secretary of Education that they have adopted and implemented a drug prevention program. These provisions also apply to sub-awardees of Federal funds whether or not the primary grantee is an institution of higher education, a State educational agency, or a local educational agency.

**NON-DELINQUENCY OF THE INSTITUTION ON FEDERAL DEBT**

Participating institutions must comply with non-delinquency on Federal debt requirements. Examples of Federal debt or possible sources include delinquent taxes, audit disallowances, FHA loans, and other unpaid administrative debts. Specific examples include:

- a scheduled payment on a direct loan that is more than 31 days past due;
- the unpaid disallowed amount in a "Notice of Grants Cost Disallowance" unless otherwise unresolved; and
- unpaid Social Security tax payment or other administrative payment owed to the Federal Government.

**LOBBYING AND DISCLOSURE OF LOBBYING**

Institutions must adhere to restrictions on lobbying and provide a disclosure statement about lobbying activities for each Federal award to the institution in excess of $100,000. The Office of Management and Budget periodically publishes guidance in *Federal Register* that describes restrictions on lobbying.

**DEBARMENT AND SUSPENSION OF CAMPUSES**

According to regulations in 45 CFR Part 76, an institution must certify that neither it nor any of its principals are debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal dependent or agency. Sub-awardees (e.g., other corporations, partnerships, or other legal entities) also must provide the same certification to the institution.
ADDITIONAL INSTITUTIONAL ELIGIBILITY REQUIREMENTS

In addition to the eligibility criteria cited above that the SDS program has in common with other programs, to qualify for funding, the school must be carrying out a program to recruit and retain students from disadvantaged backgrounds, including students who are members of racial and ethnic minority groups. Applicants must demonstrate that the program has achieved success based on the percentage of disadvantaged students who are enrolled and have graduated from the school. Twenty percent of their enrolled students and graduates must be disadvantaged. Eligibility includes any public or other non-profit accredited institution that offers degrees to full-time students in disciplines as specified on page 4.

RECRUITING AND RETAINING DISADVANTAGED STUDENTS

To qualify for participation in the SDS program, schools must carry out a program for recruiting and retaining students from disadvantaged backgrounds including students who are members of racial and ethnic minority groups.

An individual from a disadvantaged background is defined as someone who:

- (A) [Part I – educational/environmental] comes from an environment that has inhibited the individual from obtaining the knowledge, skill and abilities required to enroll in and graduate from a health professions or nursing school;

Or

- (B) [Part II – economic] comes from a family with an annual income below a level based on low-income thresholds according to family size published by the U.S. Bureau of the Census, adjusted annually for changes in the Consumer Price Index, and adjusted by the Secretary of Health and Human Services for use in health professions and nursing programs.

The Department expects that eligible students who meet the environmentally disadvantaged criteria will:

(1) have the abilities needed to succeed in a health career, but come from backgrounds and educational environments that have made it difficult for them to reach and fully demonstrate their academic potential; and

(2) are more likely than other students to provide care to underserved areas and populations following completion of their degree.

EXAMPLES OF ENVIRONMENTALLY DISADVANTAGED  (Please note: Schools are not limited to only these examples):
(1) The individual graduated from (or last attended) a high school with low SAT score based on most recent data available:
(2) The individual graduated from (or last attended) a high school from which, based on most recent data available:
   (a) low percentage of seniors receive a high school diploma; or
   (b) low percentage of graduates go to college during the first year after graduation.
(3) The individual graduated from (or last attended) a high school with low per capita funding.
(4) The individual graduated from (or last attended) a high school at which, based on most recent data available, many of the enrolled students are eligible for free or reduced price lunches.
(5) The individual comes from a family that receives public assistance (e.g., Aid to Families with Dependent Children, food stamps, Medicaid, public housing).
(6) First generation in family to attend college

Regarding the economically disadvantaged, the Department of Health and Human Services publishes the requisite income levels in the Federal Register periodically. Family income levels are 200 percent of the Department’s poverty guidelines.

OUTCOME-BASED MEASURES

Schools must have recruitment and retention programs for students from disadvantaged backgrounds in place at the time of the first application for SDS funds. Standards will be determined as to which schools have complied with the requirement to be carrying out a program for recruiting and retaining students from disadvantaged backgrounds by using outcome-based measures that provide an indication of the success of the program. The existence of a recruitment and retention program for students from disadvantaged backgrounds does not, in itself, result in the eligibility of a school, if the school is unable to demonstrate that the program has achieved success, based on the number and/or percentage of disadvantaged students who are enrolled and graduated from the school. Note that funds awarded to a school under the SDS program may not be used to carry out the required activity. In addition, a school must continue to carry out the activity as long as the SDS program is in operation at the school.

The expected first graduating class data will be used in determining eligibility as mentioned above for newly established schools or programs which have full-time enrollments but do not yet have a graduating class for the specified reporting year.

The following pages contain more detailed information about these requirements.

Students from disadvantaged (environmentally and/or economically) backgrounds must comprise the following:

1) At least 20% of the total full-time enrollment of your program (e.g., dentistry, baccalaureate nursing) during the specified academic year; and
2) At least 20% of the total graduates (who were full-time students) of your
program during the specified academic year.

[Section 737(d)(1)(B) of the Public Health Service Act]

FUNDING PRIORITIES FOR CERTAIN INSTITUTIONS

The SDS Program gives funding priority to health professions and nursing schools with certain percentages of: (1) full-time underrepresented minorities, (2) graduates practicing in primary care, and (3) graduates working in medically underserved communities.

[Section 737(c) of the Public Health Service Act]

GRADUATED STUDENTS GOING INTO PRIMARY CARE

Primary Care fields are limited to Allopathic Medicine, Osteopathic Medicine, Graduate Behavioral and Mental Health, Dentistry, Dental Hygiene (baccalaureate and graduate), Graduate Nursing and Physician Assistants. Following are the Primary Care disciplines:

- **Allopathic/Osteopathic Medicine**
  - Family Medicine
  - General Internal Medicine
  - General Pediatrics
  - Preventive Medicine
  - Osteopathic General Practice

- **Behavioral and Mental Health**
  - Clinical Psychology
  - Clinical Social Work
  - Gerontological Counseling
  - Marriage and Family Therapy
  - Mental Health Counseling
  - Rehabilitation Counseling

- **Dentistry**
  - General Dentistry Practice
  - Pediatric Dentistry
  - Dental Public Health
  - Dental Hygiene

- **Graduate Nursing:**
  - Midwifery
  - Nurse Practitioner

- **Physician Assistants**
  - Non-Specialized Practice
UNDERREPRESENTED MINORITY STUDENTS

Underrepresented minorities include any individual who is American Indian or Alaska Native, Black or African American, Hispanic or Latino, more than one race, and Native Hawaiian or Other Pacific Islander. Definitions of these populations appear below:

- **American Indian or Alaska Native:** A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation of community recognition.
- **Black or African American:** A person having origins in any of the black racial groups of Africa.
- **Hispanic or Latino:** A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin without regard to race.
- **More than one race:** A person of more than one race except 2 race combinations of white and Asian.
- **Native Hawaiian or Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

GRADUATES WORKING IN MEDICALLY UNDERSERVED COMMUNITIES

According to Section 799B (6) of the Public Health Service (PHS) Act, a “medically underserved community” means an urban or rural area or population that:

(A) is eligible for designation under Section 332 of the PHS Act as a health professional shortage area (HPSA);
(B) is eligible to be served by a migrant health center under Section 329 [now 330(g)] of the PHS Act, a community health center under Section 330 of the PHS Act, a grantee under Section 330(h) of the PHS Act, (relating to homeless individuals), or a grantee under Section 340A [now 330(i)] of the PHS Act (relating to residents of public housing);
(C) has a shortage of personal health services, as determined under criteria issued by the Secretary under Section 1861(aa)(2) of the Social Security Act (relating to rural health clinics); or
(D) is designated by a State Governor (in consultation with the medical community) as a shortage area or medically underserved community.

In keeping with the Congressional intent that eligible entities should not be limited to formally designated HPSA’s and populations serviced by Community Health Centers, Migrant Health Centers, or homeless health centers, the list of types of practice sites that can be claimed under Section 799 B(6) includes the following:

- Community Health Centers (CHC) (Section 330 of the PHS Act)
  - Migrant Health Centers (MHC) (Section 330(g) of the PHS Act)
• Health Care for the Homeless Grantees (Section 330(h) of the PHS Act)
• Public Housing Primary Care Grantees (Section 330(i) of the PHS Act)
• Rural Health Clinics, federally designated (Section 1861(aa)(2) of the Social Security Act
• National Health Service Corps (NHSC) Sites (Section 333 of the PHS Act)
• An outpatient health program or facility operated by a tribe or tribal organization under the Indian Self-Determination Act or by an urban Indian Organization receiving funds under Title V of the Indian Health Care Improvement Act (25 U.S.C. § 450 et seq. and 25 U.S.C. § 1601 et seq.)
• Federally Qualified Health Centers (Section 1861(aa)(2) of the Social Security Act) Primary Medical Care Health Professional Shortage Areas (HPSAs) (Section 332 of the PHS Act)
• Primary Medical Care Health Professional Shortage Areas (HPSAs) (Section 332 of the PHS Act)
• Mental Health HPSAs
• Dental HPSAS
• Nursing Shortage Areas (Section 846 of the PHS Act)
• State or Local Health Departments (regardless of sponsor – for example, local health departments who are funded by the state qualify).
• Practices designated by State Governors as serving medically underserved communities

There is no website or database listing for MUCs. There is one for Health Professional Shortage Area (HPSA’s). HPSA’s are one of the practice sites considered a medically underserved community. The database for HPSA’s is located at http://hpsafind.hrsa.gov.

FUNDING PREFERENCES

In the awarding of SDS funds, schools/programs must give preference to eligible disadvantaged students for whom the cost of attending an SDS school or program would constitute a severe financial hardship.

Section 2 INSTITUTIONAL APPLICATION FOR SDS FUNDS

Applications and instructions for schools seeking to receive SDS funds are available through grants.gov during the competitive period. The SDS program is a competitive grant using the objective review application process. The Division of Health Careers and Financial Support Staff require the applicant to submit an SDS annual application via the Electronic Handbook (EHBs).
INSTITUTIONAL REQUIREMENTS FOR COMPLETING THE APPLICATION FORM

Any school applying for SDS funds must provide statistical information to show it meets the institutional eligibility criteria. If a school does not meet all the criteria, the Department of Health and Human Services will deny participation in the program. For example, the existence of a recruitment and retention program for students from disadvantaged backgrounds does not, in itself, result in the eligibility of a school, if the school is unable to demonstrate that the program has achieved success, based on the number and/or percentage of disadvantaged students who graduate from the school. Further, any school that does not provide the data required on the application to support its request for funds through the SDS program will not be considered eligible to obtain these funds.

Institutional applicants may apply for a ceiling amount of up to $650,000 per year. Student scholarships must be at least 50 percent of the student’s annual tuition costs for tuition $30,000 or less, but the SDS award must be $15,000 for students whose tuitions are over $30,000 per year. No student can be awarded over $15,000 in SDS funds per year.

The project period is four (4) years. Years will run from July 1 to June 30 of each year. Funding beyond the first year is dependent on the availability of appropriated funds for the SDS program in subsequent fiscal years, grantee satisfactory performance, and a decision that continued funding is in the best interest of the Federal Government.

TERMS AND CONDITIONS

The SDS program is governed by the terms and conditions set forth in the application for funds, the Notice of Award, the PHS Grants Administration Manual, and in Title 45 CFR Part 74.

DESIGNATION OF INSTITUTIONAL CONTACT PERSON

The program contact person is the individual who will be responsible for distributing SDS program mailings to the appropriate offices and individuals within the institution that will be responsible for ensuring the return of material. Any changes to the contact person must be made through the EHBs.

Section 3 AWARDS TO INSTITUTIONS

DETERMINATION OF AMOUNTS

The Division of Independent Review is responsible for managing objective reviews within HRSA. Applications competing for federal funds receive an objective and independent review performed by a committee of experts qualified by training an experience in particular fields or disciplines related to the program being reviewed. In selecting review committee members, other factors in addition to training and experience may be considered to improve the balance of the committee, e.g., geographic
distribution. Each reviewer is screened to avoid conflicts of interest and is responsible for providing an objective, unbiased evaluation based on the review criteria noted above. The committee provides expert advice on the merits of each application to program officials responsible for final selections for award.

Applications that pass the initial HRSA eligibility screening will be reviewed and rated by a panel based on the program elements and review criteria. The review criteria are designed to enable the review panel to assess the quality of a proposed project and determine the likelihood of its success. The criteria are closely related to each other and are considered as a whole in judging the overall quality of an application.

Applicants may request funding for a project period of four (4) years, at no more than $650,000 per year. Awards to support projects beyond the first budget year will be contingent upon Congressional appropriation, satisfactory progress in meeting the project’s objectives, and a determination that continued funding would be in the best interest of the Federal Government.

NOTIFICATION OF AWARD

The Department sends a Notice of Award to the contact person notifying the school of the amount of Federal funds awarded for the SDS program.

REPORTING REQUIREMENT

Listed below is the required reporting and review activities:

a. **Audit Requirements**
Comply with audit requirements of Office of Management and Budget (OMB) Circular A-133. Information on the scope, frequency, and other aspects of the audits can be found on the Internet at www.whitehouse.gov/omb/circulars.

b. **Payment Management Requirements**
Submit a quarterly electronic Federal Financial Report (FFR) Cash Transaction Report via the Payment Management System. The report identifies cash expenditures against the authorized funds for the grant or cooperative agreement. The FFR Cash Transaction Reports must be filed within 30 days of the end of each calendar quarter. Failure to submit the report may result in the inability to access award funds. Go to www.dpm.psc.gov for additional information.

c. **Status Reports**
1) Federal Financial Report (SF-425). The Federal Financial Report (SF-425) is required according to the following schedule: http://www.hrsa.gov/grants/manage/technicalassistance/federalfinancialreport/ffrschedule.pdf. The report is an accounting of expenditures under the project that year. Financial reports must be submitted electronically through EHB. More specific information will be included in the NOA.
2) Performance/Progress Report(s). The awardee must submit a performance/progress report to HRSA on a semi-annual basis. Submission and HRSA approval of the Progress Report(s) triggers the budget period renewal and release of subsequent year funds. An annual report is required within 30 days of report availability. The report is an accounting of expenditures and performance under the project year. The number of students enrolled, students receiving SDS funds, the number of students that received SDS funds that graduated, and students’ racial/ethnic background, gender and age are collected, as well as information on students’ pipeline training from other HRSA programs and SDS student clinical training sites with high disadvantaged populations or located in MUCs. Information on whether graduates entered the discipline for which they trained, whether they were from a rural background, and whether graduates intend to work in primary care, rural communities, or medically underserved areas is collected. Information regarding the number of graduates actually serving in medically underserved communities and rural communities, and the number of graduates practicing in primary care are also collected. Information regarding the school’s need for funds for disadvantaged students is collected as well as the type of school, such as community college. Recruitment and retention activities are collected as well. Performance reports will collect both aggregate and individual student data.

3) Final Report. A final report is due within 90 days after the project period ends. The final report collects program-specific goals and progress on strategies; core performance measurement data; impact of the overall project; the degree to which the grantee achieved the mission, goal and strategies outlined in the program; grantee objectives and accomplishments; barriers encountered; and responses to summary questions regarding the grantee’s overall experiences over the entire project period. The final report must be submitted on-line by awardees in the Electronic Handbooks system at https://grants.hrsa.gov/webexternal/home.asp.

d. Transparency Act Reporting Requirements
New awards (“Type 1”) issued under this funding opportunity announcement are subject to the reporting requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006 (Pub. L. 109–282), as amended by section 6202 of Public Law 110–252, and implemented by 2 CFR Part 170. Grant and cooperative agreement recipients must report information for each first-tier subaward of $25,000 or more in Federal funds and executive total compensation for the recipient’s and subrecipient’s five most highly compensated executives as outlined in Appendix A to 2 CFR Part 170 (FFATA details are available online at http://www.hrsa.gov/grants/ffata.html). Competing continuation awardees, etc. may be subject to this requirement and will be so notified in the Notice of Award.

Chapter 3 STUDENT AWARDS

Section 1 STUDENT ELIGIBILITY CRITERIA

Institutions must be sure that students who receive SDS scholarships meet the set eligibility requirements specified in statute and in regulations. A description of the
eligibility requirements follows.

CITIZENSHIP STATUS

A student applicant must be a citizen or national of the United States, or a lawful permanent resident of the United States, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Virgin Islands, Guam, American Samoa or the Trust Territory of the Pacific Islands, the Republic of Palau, the Republic of the Marshall Islands or the Federated States of Micronesia. A student who remains in this country on a student or visitor’s visa is not eligible.

ENROLLMENT STATUS

Students must be enrolled full-time in programs leading to the following degrees in order to be eligible for SDS funds:

**Health Professions**
- doctor of allopathic medicine
- doctor of osteopathic medicine
- doctor of dentistry
- doctor of veterinary medicine
- doctor of optometry
- doctor of podiatry medicine
- doctor of pharmacy
- doctor of chiropractic medicine

**Behavioral and Mental Health**
- graduate degree in clinical psychology
- graduate degree in clinical social work
- graduate degree in gerontological counseling
- graduate degree in marriage and family therapy
- graduate degree in mental health counseling
- graduate degree in rehabilitation counseling

**Public Health**
- graduate degree in health administration
- graduate degree in public health

**Allied Health**
- baccalaureate and graduate degree in audiology
- baccalaureate and graduate degree in dental hygiene
- baccalaureate degree in medical laboratory technology
- graduate degree in occupational therapy
- graduate degree in physical therapy
- baccalaureate degree in radiologic technology
- baccalaureate and graduate degree in registered dietician
• baccalaureate and graduate degree in speech pathology

Eligibility also includes any accredited institutions that offer degrees to full-time students in the disciplines specified below:

**Nursing:**
• associate, diploma, baccalaureate and graduate degrees in nursing

**Physician Assistant**
• associate, baccalaureate and graduate degrees in physician assistant

*Sections 737(d)(1)(A) of the Public Health Service Act*

**DISADVANTAGED STATUS**

Any student who receives SDS funds must come from a disadvantaged background.

An individual from a disadvantaged background is defined as someone who:

(A) [Part I - educational/environmental] comes from an environment that has inhibited the individual from obtaining the knowledge, skills, and abilities required to enroll in and graduate from a health professions school, or from a program providing education or training in an allied health profession;

Or

(B) [Part II - economic] comes from a family with an annual income below a level based on low-income thresholds according to family size published by the U.S. Bureau of the Census, adjusted annually for changes in the Consumer Price Index, and adjusted by the Secretary of Health and Human Services for use in health professions and nursing programs.

The parental income will be used to determine a student’s eligibility for economically disadvantaged in all cases except in those cases where the student is considered independent by being at least 24 years old and has not been listed as a dependent on his or her parents’ income tax for 3 or more years. In those cases, the students' family income will be used instead of parental family income.

Documentation must be provided to the school for age and independent status. Schools may use whichever documentation they choose, such as the students' last three years income tax or the parents' last three years income taxes or other sources of proof of independence. For proof of age, some examples are a drivers' license, birth certificate, or passport. However, the school will be held accountable for the accuracy of the students' independent status.
[Section 737(d)(2)(A) of the Public Health Service Act]  

FINANCIAL NEED  

The student must be in need of financial assistance in order to pursue the full-time course of study at the health professions or nursing school in which he or she is enrolled or accepted for enrollment. The law specifically states that schools are to give preference to students for whom the cost of attendance would constitute a severe hardship.  

A student must have a financial need for the SDS scholarship, in accordance with a need analysis procedure approved by the Department of Education (Pub. L. 105–244, Part F, The Higher Education Act of 1965 as amended). In addition, any student who is enrolled (or accepted for enrollment) in a health profession school or program must provide information on his or her parents’ financial situation or his or her own depending upon the tax status of the student.  

The amount of the scholarship may not exceed a recipient’s cost of tuition expenses, other reasonable educational expenses and reasonable living expenses incurred in attendance at such school. The scholarship may be expended by the student only for such expenses. In determining financial need for potential SDS recipients, the school must take into consideration the:  

- financial resources available to the student; and  
- costs reasonably necessary for the student's attendance at the school.  

[Section 737(d)(2)(B) of the Public Health Service Act]  

GENERAL REQUIREMENTS FOR CALCULATING FINANCIAL NEED  

Schools participating in the SDS program must:  

- Use the expected family contribution calculated from the need analysis formulas legislated under the Higher Education Act of 1965, as amended.  
- The parental income will be used to determine a student’s eligibility for financial need in all cases except in those cases where the student is considered independent by being at least 24 years old and has not been listed as a dependent on his or her parents’ income tax for 3 or more years. In those cases, the students' family income will be used instead of parental family.  
- Documentation must be provided to the school for age and independent status. Schools may use whichever documentation they choose, such as the students’ last three years income tax or the parents’ last three years income taxes or other sources of proof of independency. For proof of age, some examples are, a drivers’ license, birth certificate, or passport. However, the school will be held accountable for the accuracy of the students’ independent status.  
- If a student is at least 24 years old, and cannot prove independent status then he or she would be considered dependent and schools should use the parental income
for financial need.
- Consider estimated resources and other financial aid.

The information collected by the institution to make an assessment of a student's need for SDS funds must be extensive enough to include student's, spouse's and parents' current income, assets and other resources such as trust funds or support from other family members.

**COST OF ATTENDANCE**

Developing student budgets requires careful identification of reasonable costs necessary for the student's attendance at the school, including any special needs or obligations of each student or costs common to particular groups of students. The school must develop student budgets which treat students within groups consistently, but are sensitive to individual circumstances. Schools must be able to document the various student budgets used in determining financial need. Using the Title IV requirements for developing costs of attendance is an appropriate approach for administering SDS funds.

*Section 737(b) of the Public Health Service Act*

**Section 2 AMOUNT OF AWARD**

In the awarding of SDS funds, the schools or programs give preference to eligible disadvantaged students for whom the cost of attending an SDS school or program would constitute a severe financial hardship.

Student scholarships must be at least 50 percent of the student’s annual tuition costs for tuition $30,000 or less, but SDS awards must be $15,000 for students whose tuitions are over $30,000 per year. No student can be awarded over $15,000 of SDS funds per year. To be eligible, students must be enrolled in health professions programs on a full-time basis. The larger award amounts are expected to have a greater impact on improving the students’ access to health professions education and may allow students to complete their training programs sooner.

*Section 737(b) of the Public Health Service Act*

**Section 3 DISBURSEMENT OF SDS FUNDS TO STUDENTS**

There are no explicit requirements for disbursing SDS funds to eligible students who have been designated as scholarship recipients. However, requirements for other programs and good practice strongly suggest that funds should not be disbursed in one lump sum. Instead, awards that are earmarked to pay for tuition should be disbursed at the beginning of each period within the academic year (e.g. semester, trimester, quarter).

Disbursing funds in logical increments throughout the academic and calendar years helps
students budget their resources. In addition, this approach protects the institution in case an SDS recipient drops below full-time student status; institutions must return SDS funds to the Department of Health and Human Services (HHS) when a recipient is no longer a full-time student or ceases to be a student in good standing due to academic failure, disability or death. Note that an institution does not have to return these "recovered" funds to HHS if the institution is able to award the money to another student who meets all the eligibility requirements.

Section 4 VERIFICATION OF STUDENT INFORMATION

Good practice dictates that institutions should verify student information and parental information (where applicable) using the same procedures used for other programs. Suggested methods for verification include:

- Federal income tax returns; and
- other documentation that the school deems necessary.

Institutions should apply the same verification requirements to the SDS program that are mandated under the Higher Education Act for the Title IV programs administered by the Department of Education. It is important to note that the Department of Education (ED) does not use its verification system edits on parental information for applicants who are independent according to the definition in the Higher Education Act, as amended. Therefore, schools should use verification procedures of students and parental information in the selection of SDS applicants since the HHS definition of independence differs from the Department of Education’s definition.

Section 5 AWARD LETTERS

Statute and regulations governing the SDS program do not specify requirements for award letters to students. Once again, good practice supports providing written notification of awards from any source—including SDS—to students. The Department of Health and Human Services urges institutions to provide students with award letters that also include the cost of attendance and family contribution figures used to determine financial need along with an itemization of resources and financial aid programs.

Another good practice, to protect your school and to encourage student compliance, is for your school to have each SDS student sign an attestation agreement at the time of award. This agreement would state that the student will remain in full-time status, maintain good academic standing, and complete the course of study for which he or she has received an SDS award, and in the event the student does not comply, he or she will reimburse the school the total scholarship award amount.
Section 6 STUDENT RECORDS AND REPORTING (SEE REPORTING REQUIREMENTS)

Institutions must maintain student records as needed for audit and reporting purposes. These records should contain the same types of information that are maintained for the other health professions and nursing programs. For example, institutions should keep the following information about each SDS recipient:

- student's application;
- documentation showing the basis for approving or disapproving students' applications for SDS funds, including total need analysis and determination of resources;
- the amount of SDS scholarship given to each recipient; and
- demographic data required for reporting.

No requirement stipulates that these records should be maintained in files that are safeguarded against fire, theft and tampering. However, good practice again strongly supports institutional efforts to keep SDS records--as well as all student records--in files that resist damage from various sources.

The Department of Health and Human Services permits institutions to maintain their records in a variety of formats at the option of the school. Record keeping formats include:

- computer;
- electronic;
- microfiche;
- microfilm; or
- paper.

[Section 799(c)(4) of the Public Health Service Act]

Chapter 4 OTHER ADMINISTRATIVE AND FISCAL RESPONSIBILITIES

Institutional responsibilities for the SDS program are considerable. These responsibilities are often shared between the school's financial aid administrator and the fiscal officer. Therefore, readers are urged to review Fiscal Management for information on accounting requirements, cash management requirements, program monitoring and audits.

Chapter 5 FREQUENTLY ASKED QUESTIONS

What does the scholarship award include?

The amount of the scholarship may not exceed a recipient’s cost of tuition expenses, other reasonable educational expenses and reasonable living expenses incurred in attendance at
such school. The scholarship may be expended by the student only for such expenses. The student must have a financial need for a scholarship in accordance with a need analysis procedure approved by the Department of Education (P. L.105-244, Part F, The Higher Education Act of 1965 as amended).

What is the maximum amount a student can receive for SDS scholarship?

The new SDS program requires that students receive scholarships that cover at least half of the cost of the student’s annual tuition (with a cap of $15,000 per student award per year); individual student awards must be $15,000 for students whose tuitions are over $30,000 per year. Your school may only provide funds for tuition, reasonable educational expenses and reasonable living expenses incurred in attendance at your school.

What is the definition of disadvantaged?

An individual from a disadvantaged background is defined as someone who:

(a) comes from an environment that has inhibited the individual from obtaining the knowledge, skill, and abilities required to enroll in and graduate from a health professions or nursing school (environmentally disadvantaged);

or

(b) comes from a family with an annual income below a level based on low-income thresholds according to family size published by the U.S. Bureau of the Census, adjusted annually for changes in the Consumer Price Index, and adjusted by the Secretary of Health and Human Services (HHS) for adaptation to this program (economically disadvantaged).

Can the Department provide some examples of environmentally disadvantaged?

The Department expects that eligible students who meet these criteria of environmentally disadvantaged will

(1) Have the abilities needed to succeed in a health career, but come from backgrounds and educational environments that have made it difficult for them to reach and fully demonstrate their academic potential; and

(2) Are more likely than other students to provide care to underserved areas and populations following completion of their degree.

Examples - schools are not limited to these examples only:

(1) The individual graduated from (or last attended) a high school with low SAT score based on most recent data available:

(2) The individual graduated from (or last attended) a high school from which, based on most recent data available:

(a) low percentage of seniors receive a high school diploma; or

(b) low percentage of graduates go to college during the first year after graduation.
(3) The individual graduated from (or last attended) a high school with low per capita funding.
(4) The individual graduated from (or last attended) a high school which, based on most recent data available, many of the enrolled students are eligible for free or reduced price lunches.
(5) The individual comes from a family that receives public assistance (e.g., Aid to Families with Dependent Children, food stamps, Medicaid, public housing).
(6) First generation to attend college

What are the eligible disciplines/programs?

Health Professions
- Doctor of allopathic medicine
- Doctor of osteopathic medicine
- Doctor of dentistry
- Doctor of veterinary medicine
- Doctor of optometry
- Doctor of podiatry medicine
- Doctor of pharmacy
- Doctor of chiropractic medicine

Behavioral and Mental Health
- Graduate degree in clinical psychology
- Graduate degree in clinical social work
- Graduate degree in gerontological counseling
- Graduate degree in marriage and family therapy
- Graduate degree in mental health counseling
- Graduate degree in rehabilitation counseling

Public Health
- Graduate degree in health administration
- Graduate degree in public health

Allied Health
- Baccalaureate and graduate degree in audiology
- Baccalaureate and graduate degree in dental hygiene
- Baccalaureate degree in medical laboratory technology
- Graduate degree in occupational therapy
- Graduate degree in physical therapy
- Baccalaureate degree in radiologic technology
- Baccalaureate and graduate degree in registered dietician
- Baccalaureate and graduate degree in speech pathology

Nursing:
- Associate, diploma, baccalaureate and graduate degrees in nursing
Physician Assistant
Associate, baccalaureate and graduate degrees in physician assistant

What is the Underrepresented Minority definition?

Underrepresented minorities include any individual who is American Indian or Alaska Native, Black or African American, Hispanic or Latino, and Native Hawaiian or Other Pacific Islander. Definitions of these populations appear below:

- **American Indian or Alaska Native**: A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation of community recognition.
- **Black or African American**: A person having origins in any of the black racial groups of Africa.
- **Hispanic or Latino**: A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin without regard to race.
- **Native Hawaiian or Other Pacific Islander**: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- **More than one race** – A person of more than one race except for 2 race combinations of White and Asian.

What definition do I use for medically underserved communities?

The MUC definition is according to Section 799B (6) of the Public Health Service (PHS) Act, a “medically underserved community” means an urban or rural area or population that:

(A) is eligible for designation under Section 332 of the PHS Act as a health professional shortage area (HPSA);
(B) is eligible to be served by a migrant health center under Section 329 [now 330(g)] of the PHS Act, a community health center under Section 330 of the PHS Act, a grantee under Section 330(h) of the PHS Act, (relating to homeless individuals), or a grantee under Section 340A [now 330(i)] of the PHS Act (relating to residents of public housing);
(C) has a shortage of personal health services, as determined under criteria issued by the Secretary under Section 1861(aa)(2) of the Social Security Act (relating to rural health clinics); or
(D) is designated by a State Governor (in consultation with the medical community) as a shortage area or medically underserved community.

In keeping with the Congressional intent that eligible entities should not be limited to formally designated HPSAs and populations serviced by CHCs, MHCs, or homeless health centers, the list of types of practice sites that can be claimed under Section 799 B(6) includes the following:

- Community Health Centers (CHC) (Section 330 of the PHS Act)
- Migrant Health Centers (MHC) (Section 330(g) of the PHS Act)
- Health Care for the Homeless Grantees (Section 330(h) of the PHS Act)
- Public Housing Primary Care Grantees (Section 330(i) of the PHS Act)
• Rural Health Clinics, federally designated (Section 1861(aa)(2) of the Social Security Act)
• National Health Service Corps (NHSC) Sites (Section 333 of the PHS Act)
• An outpatient health program or facility operated by a tribe or tribal organization under the Indian Self-Determination Act or by an urban Indian organization receiving funds under Title V of the Indian Health Care Improvement Act (25 U.S.C. § 450 et seq. and 25 U.S.C. § 1601 et seq.)
• Federally Qualified Health Centers (Section 1861(aa)(2) of the Social Security Act) Primary Medical Care Health Professional Shortage Areas (HPSAs) (Section 332 of the PHS Act)
• Primary Medical Care Health Professional Shortage Areas (HPSAs) (Section 332 of the PHS Act)
• Mental Health HPSAs
• Dental HPSAs (Section 332 of the PHS Act)
• Nurse Shortage Areas (Section 846 of the PHS Act)
• State or Local Health Departments (regardless of sponsor - for example, local health departments who are funded by the state would qualify)
• Practice sites designated by State Governors as serving medically underserved communities

There is no website or database listing for MUCs. There is one for Health Professional Shortage Area (HPSAs). HPSAs are one of the practice sites considered a medically underserved community. The database for HPSAs is located at http://hpsafind.hrsa.gov.

How do I select an SDS recipient?

Schools may only give SDS awards to students who are from disadvantaged backgrounds, have a financial need for scholarships and are enrolled (or accepted for enrollment) at an eligible health professions or nursing school as a full-time student in a program leading to a degree in a health professions or nursing. In addition, the Department expects the institution to select students with the abilities needed to succeed in school and in the specific health career. Some examples of suggestions to help determine such abilities are to view SAT or MCAT scores, writing scores or quality of essays from admissions applications, undergraduate or other graduate level grades and even prior work and possibly volunteer experiences.

Can I award a student who has an environmentally/educationally disadvantaged background with SDS funds, but is not financially needy?

No, schools cannot use the environmentally/educationally disadvantaged background definition alone as qualifying for an SDS scholarship. The student must be disadvantaged and also have financial need. When awarding SDS funds, schools must give preference to eligible disadvantaged students for whom the cost of attendance of an SDS school or program would constitute a severe financial hardship.
How do I determine financial need of a student?

The school must take into consideration the financial resources available to the student and costs reasonably necessary for the student’s attendance at the school.

A student must have a financial need in order to qualify for an SDS scholarship, in accordance with a need analysis procedure approved by the Department of Education (Pub. L. 105–244, Part F, The Higher Education Act of 1965 as amended). In addition, any student who is enrolled (or accepted for enrollment) in a health profession school or program must provide information on his or her parent’s financial situation or his or her own depending upon the tax status of the student, and the student must have financial need for a scholarship in accordance with a needs analysis procedures approved by the Department of Education.

The information collected by the institution to make an assessment of a student's need for SDS funds must be extensive enough to include student's, spouse's and parents' (for dependent students only) current income, assets and other resources such as trust funds or support from other family members.

Summer earnings, educational loans, veteran benefits and earning during the school year are not considered resources for the purpose of awarding SDS grants.

What are the primary care disciplines?
The primary care disciplines may include:

Allopathic Medicine
Osteopathic Medicine
Dentistry
Dental Hygiene (Baccalaureate and Graduate)
Nursing Graduate
Physician Assistant

Behavioral and Mental Health

graduate degree in clinical psychology
graduate degree in clinical social work
graduate degree in gerontological counseling
graduate degree in marriage and family therapy
graduate degree in mental health counseling
graduate degree in rehabilitation counseling
What type of documentation do I need for the at least 24 years old student?

Documentation must be provided to the school for age and independent status. Schools may use whichever documentation they choose, such as the students' last three years income tax or the parents' last three years income taxes or other sources of proof of independency. For proof of age, some examples are, a drivers' license, birth certificate, or passport. However, the school will be held accountable for the accuracy of the students' independent status.

What if I cannot prove independent status for a 24 year old student?

If a student is at least 24 years old, and cannot prove independent status then he or she would be considered dependent and schools should use the parental income for economically disadvantaged.

What do I do for collecting parental income if a student’s parents are deceased?

You must have documentation in the student’s file (e.g., death certificate, obituary) that the parents are deceased. Students can be qualified as “independent”, if the student is not claimed on the tax return of a living guardian or other responsible party. However, for the awarding process, schools must take into consideration the students other financial resources to calculate financial need.

How long am I required to keep student records?

The school must maintain an individual file for each student applying for financial aid and maintain these records for at least five years after the student ceases to be a full-time student. The records can be maintained either electronically or paper file. Some schools scan the documents into their computer systems and the paper materials are shredded.

Can a part-time student qualify to receive the SDS award?

No. Only full-time students are eligible. The full-time status depends on each program or school's determination of "full-time," as set forth in written school policy documents.
We have non-resident (foreign) students who are disadvantaged and in great financial need. Are they eligible to receive the scholarship?

No. A student applicant must be a citizen or national of the United States, or a lawful permanent resident of the United States, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the Virgin Islands, Guam, American Samoa, the Trust Territory of the Pacific Islands, the Republic of Palau, the Republic of the Marshall Islands or the Federated States of Micronesia. A student who is in this country on a student or visitor's visa is not eligible.

How do I disburse SDS funds?

There are no explicit requirements for disbursing SDS funds to eligible students who have been designated as scholarship recipients. However, requirements for other programs and good practice strongly suggest that funds should not be disbursed in one lump sum. Instead, awards that are earmarked to pay for tuition should be disbursed at the beginning of each period within the academic year (e.g. semester, trimester, quarter). Disbursing funds in logical increments throughout the academic and calendar years helps students budget their resources.

When determining if a student is from an economically disadvantaged background, do we still use a student's parents' income?

Yes. Regardless of a student's marital status, age or independent/dependent status, a school must use a student's parental income when determining disadvantaged status based on the economically disadvantaged definition. Except those where the student is at least 24 years old and has not been listed on his or her parents’ income tax or anyone else’s income tax for three or more years. In those cases, the students' family income will be used instead of parental family income (for parental income and students' family income used.

What poverty income levels do I use to determine economically disadvantaged students?

Use the low income levels published in the most recent Federal Register under section Department of Health and Human Services, Health Resources and Services Administration, “Low Income Levels” Used for Various Health Professions and Nursing Programs Included in Titles III, VII, and VIII of the Public Health Service Act. These figures represent the increases in the Consumer Price Index.