

ARKANSAS REGISTER

Proposed Rule Cover Sheet



Secretary of State
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Little Rock, Arkansas 72201-1094
(501) 682-5070
www.sos.arkansas.gov



Name of Department _____

Agency or Division Name _____

Other Subdivision or Department, If Applicable _____

Previous Agency Name, If Applicable _____

Contact Person _____

Contact E-mail _____

Contact Phone _____

Name of Rule _____

Newspaper Name _____

Date of Publishing _____

Final Date for Public Comment _____

Location and Time of Public Meeting _____

**DIVISION OF HIGHER EDUCATION RULES GOVERNING THE
FINANCIAL AID APPEALS PROCESS**

Effective Date:

1.00 Definitions

1.01 “Appeals Process” means, without limitation:

1.01.1 The completion and submission of an appeals application as drafted by the Financial Aid Appeals Committee;

1.01.2 The confirmation of eligibility to appeal and the intention to retain appeals eligibility under this subchapter; and

1.01.3 The completion of a review by the committee that shall include a determination of eligibility and a final appeals decision;

1.02 “Eligibility” means, without limitation, the applicant:

1.02.1 Is a bona fide resident of the State of Arkansas;

1.02.2 Is enrolled or will be enrolled in a program of study at an eligible postsecondary institution;

1.02.3 Is currently in good standing; and

1.02.4 Is not currently under probationary restrictions for financial aid

1.03 “Financial Aid” means scholarships or grants awarded to a student from public funds, including without limitation:

1.03.1 The Arkansas Academic Challenge Scholarship under §6-85-201 et seq.; and

1.03.2 Other division scholarship and grant programs, state general revenues, tuition, and local tax revenue.

2.00 Financial Aid Appeals Committee

2.01 The Financial Aid Appeals Committee is composed of five (5) representatives of the Division of Higher Education, which shall be responsible for administering the division’s appeal process, appointed by the Commissioner of Higher Education.

2.02 The committee is authorized to:

2.02.1 Resolve disputes arising out of or relating to a student who is no longer considered eligible to receive a scholarship or grant;

2.02.1.1 An appeal application may be filed by a parent or guardian, or student if the student is over eighteen (18) years of age, who has been notified that he or she is no longer considered eligible to receive a scholarship under this rule.

2.02.1.2 An appeal application must be received by the division or postmarked no later than ten (10) calendar days after the student or the student's parent, guardian, or person standing in loco parentis to the student (hereafter "appealing party") receives a notice of scholarship ineligibility and shall be delivered or mailed to:

Division of Higher Education
Attn: Legal Services
Four Capitol Mall
Little Rock, AR 72201

2.02.1.3 The committee may wave the deadline to file an appeal if the notice of ineligibility does not inform the petitioner of the right to appeal and the deadline to file an appeal or the petitioner makes a good faith attempt to file a timely appeal.

2.02.1.4 The committee shall either grant or deny an appeal filed not less than forty-five (45) days after the day the appeal is received.

2.02.1.5 If the committee overturns the determination of scholarship eligibility on appeal, the committee shall notify the appealing party of the basis for the board's decision.

2.02.2 Prescribe forms for and regulate the submission of appeals applications;

2.02.3 Determine eligibility of applicants;

2.02.4 Approve or reject appeals applications;

2.02.5 Manage, operate, and control all funds appropriated or otherwise contributed for this purpose;

2.02.6 Administer final determinations of financial aid appeals made by the committee; and

2.02.7 Report annually to the General Assembly the number of applications for appeals:

2.02.7.1 Received; and

2.02.7.2 Approved.

3.00 Eligibility for Appeals

3.01 The Financial Aid Appeals Committee may make appeals decisions for an applicant, with each appeal being expressly made subject to the provisions of this subsection and §6-81-1905, if the committee finds that reinstating the appealed scholarship or grant will benefit the student and finds that:

3.01.1 The applicant is a bona fide resident of Arkansas;

3.01.2 The applicant is enrolled or will be enrolled in a program of study at an eligible postsecondary institution;

3.01.3 The applicant is currently in good standing;

3.01.4 The applicant is not currently under probationary restrictions for financial aid; and

3.01.5 The application for appeal is submitted within two (2) academic semesters following the initial decision.

4.00 Exclusions and Conditions

4.01 In the event an applicant submits an appeal on the basis of failure to maintain full-time enrollment or the necessary grade point average during a previous term, the Financial Aid Appeals Committee may approve proportionate financial aid to be awarded within one (1) semester following the term during which the applicant failed to maintain full-time enrollment or the necessary grade point average.

4.01.1 Proportionate financial aid awarded following failure to maintain full-time enrollment under 5.01 of this section is limited to six (6) hours.

4.02 The committee shall not provide reimbursement for previous terms.

5.00 Financial Aid Appeals Committee Hearing Procedures

5.01 All persons wishing to testify before the Financial Aid Appeals Committee shall first be placed under oath by the Chairperson of the committee.

**QUESTIONNAIRE FOR FILING PROPOSED RULES WITH
THE ARKANSAS LEGISLATIVE COUNCIL**

DEPARTMENT _____
BOARD/COMMISSION _____
BOARD/COMMISSION DIRECTOR _____
CONTACT PERSON _____
ADDRESS _____
PHONE NO. _____ EMAIL _____
NAME OF PRESENTER(S) AT SUBCOMMITTEE MEETING _____
PRESENTER EMAIL(S) _____

INSTRUCTIONS

In order to file a proposed rule for legislative review and approval, please submit this Legislative Questionnaire and Financial Impact Statement, and attach (1) a summary of the rule, describing what the rule does, the rule changes being proposed, and the reason for those changes; (2) both a markup and clean copy of the rule; and (3) all documents required by the Questionnaire.

If the rule is being filed for permanent promulgation, please email these items to the attention of Rebecca Miller-Rice, miller-ricer@blr.arkansas.gov, for submission to the Administrative Rules Subcommittee.

If the rule is being filed for emergency promulgation, please email these items to the attention of Director Marty Garrity, garritym@blr.arkansas.gov, for submission to the Executive Subcommittee.

Please answer each question completely using layman terms.

1. What is the official title of this rule?

2. What is the subject of the proposed rule? _____
3. Is this rule being filed under the emergency provisions of the Arkansas Administrative Procedure Act? Yes No

If yes, please attach the statement required by Ark. Code Ann. § 25-15-204(c)(1).

If yes, will this emergency rule be promulgated under the permanent provisions of the Arkansas Administrative Procedure Act? Yes No

4. Is this rule being filed for permanent promulgation? Yes No

If yes, was this rule previously reviewed and approved under the emergency provisions of the Arkansas Administrative Procedure Act? Yes No

If yes, what was the effective date of the emergency rule? _____

On what date does the emergency rule expire? _____

5. Is this rule required to comply with a *federal* statute, rule, or regulation? Yes No

If yes, please provide the federal statute, rule, and/or regulation citation.

6. Is this rule required to comply with a *state* statute or rule? Yes No

If yes, please provide the state statute and/or rule citation.

Ark. Code Ann. § 6-81-1901

7. Are two (2) rules being repealed in accord with Executive Order 23-02? Yes No

If yes, please list the rules being repealed.

If no, please explain.

8. Is this a new rule? Yes No

Does this repeal an existing rule? Yes No

If yes, the proposed repeal should be designated by strikethrough. If it is being replaced with a new rule, please attach both the proposed rule to be repealed and the replacement rule.

Is this an amendment to an existing rule? Yes No

If yes, all changes should be indicated by strikethrough and underline. In addition, please be sure to label the markup copy clearly as the markup.

9. What is the state law that grants the agency its rulemaking authority for the proposed rule, outside of the Arkansas Administrative Procedure Act? Please provide the specific Arkansas Code citation(s), including subsection(s).

10. Is the proposed rule the result of any recent legislation by the Arkansas General Assembly?
Yes No

If yes, please provide the year of the act(s) and act number(s).

11. What is the reason for this proposed rule? Why is it necessary?

12. Please provide the web address by which the proposed rule can be accessed by the public as provided in Ark. Code Ann. § 25-19-108(b)(1).

13. Will a public hearing be held on this proposed rule? Yes No

If yes, please complete the following:

Date: _____

Time: _____

Place: _____

Please be sure to advise Bureau Staff if this information changes for any reason.

14. On what date does the public comment period expire for the permanent promulgation of the rule? Please provide the specific date. _____

15. What is the proposed effective date for this rule? _____

16. Please attach (1) a copy of the notice required under Ark. Code Ann. § 25-15-204(a)(1) and (2) proof of the publication of that notice.

17. Please attach proof of filing the rule with the Secretary of State, as required by Ark. Code Ann. § 25-15-204(e)(1)(A).

18. Please give the names of persons, groups, or organizations that you anticipate will comment on these rules. Please also provide their position (for or against), if known.

19. Is the rule expected to be controversial? Yes No

If yes, please explain.

FINANCIAL IMPACT STATEMENT

PLEASE ANSWER ALL QUESTIONS COMPLETELY.

DEPARTMENT _____
BOARD/COMMISSION _____
PERSON COMPLETING THIS STATEMENT _____
TELEPHONE NO. _____ **EMAIL** _____

To comply with Ark. Code Ann. § 25-15-204(e), please complete the Financial Impact Statement and email it with the questionnaire, summary, markup and clean copy of the rule, and other documents. Please attach additional pages, if necessary.

TITLE OF THIS RULE _____

1. Does this proposed, amended, or repealed rule have a financial impact?
Yes No

2. Is the rule based on the best reasonably obtainable scientific, technical, economic, or other evidence and information available concerning the need for, consequences of, and alternatives to the rule?
Yes No

3. In consideration of the alternatives to this rule, was this rule determined by the agency to be the least costly rule considered? Yes No

If no, please explain:

(a) how the additional benefits of the more costly rule justify its additional cost;

(b) the reason for adoption of the more costly rule;

(c) whether the reason for adoption of the more costly rule is based on the interests of public health, safety, or welfare, and if so, how; and

(d) whether the reason for adoption of the more costly rule is within the scope of the agency's statutory authority, and if so, how.

4. If the purpose of this rule is to implement a *federal* rule or regulation, please state the following:
(a) What is the cost to implement the federal rule or regulation?

Current Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total _____

Next Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total _____

(b) What is the additional cost of the state rule?

Current Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total _____

Next Fiscal Year

General Revenue _____
 Federal Funds _____
 Cash Funds _____
 Special Revenue _____
 Other (Identify) _____

Total _____

5. What is the total estimated cost by fiscal year to any private individual, private entity, or private business subject to the proposed, amended, or repealed rule? Please identify those subject to the rule, and explain how they are affected.

Current Fiscal Year

\$ _____

Next Fiscal Year

\$ _____

6. What is the total estimated cost by fiscal year to a state, county, or municipal government to implement this rule? Is this the cost of the program or grant? Please explain how the government is affected.

Current Fiscal Year

\$ _____

Next Fiscal Year

\$ _____

7. With respect to the agency's answers to Questions #5 and #6 above, is there a new or increased cost or obligation of at least one hundred thousand dollars (\$100,000) per year to a private individual, private entity, private business, state government, county government, municipal government, or to two (2) or more of those entities combined?

Yes No

If yes, the agency is required by Ark. Code Ann. § 25-15-204(e)(4) to file written findings at the time of filing the financial impact statement. The written findings shall be filed simultaneously with the financial impact statement and shall include, without limitation, the following:

- (1) a statement of the rule's basis and purpose;
- (2) the problem the agency seeks to address with the proposed rule, including a statement of whether a rule is required by statute;
- (3) a description of the factual evidence that:
 - (a) justifies the agency's need for the proposed rule; and
 - (b) describes how the benefits of the rule meet the relevant statutory objectives and justify the rule's costs;
- (4) a list of less costly alternatives to the proposed rule and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (5) a list of alternatives to the proposed rule that were suggested as a result of public comment and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (6) a statement of whether existing rules have created or contributed to the problem the agency seeks to address with the proposed rule and, if existing rules have created or contributed to the problem, an explanation of why amendment or repeal of the rule creating or contributing to the problem is not a sufficient response; and
- (7) an agency plan for review of the rule no less than every ten (10) years to determine whether, based upon the evidence, there remains a need for the rule including, without limitation, whether:
 - (a) the rule is achieving the statutory objectives;
 - (b) the benefits of the rule continue to justify its costs; and
 - (c) the rule can be amended or repealed to reduce costs while continuing to achieve the statutory objectives.



Division of Higher Education

101 E. Capitol Ave., Suite 300 • Little Rock, Arkansas • 72201-3827 • (501) 371-2000 • Fax (501) 371-2001

Jacob Oliva
Secretary

Ken Warden, Ed.
Commissioner

March 15, 2024

Dr. Jim Carr
Secretary

PROPOSED RULES GOVERNING THE FINANCIAL AID APPEALS PROCESS

**Higher Education
Coordinating
Board**

PURPOSE

The Division of Higher Education is seeking the Governor's review of proposed Rules Governing the Financial Aid Appeals Process.

**Mrs. Graycen
Bigger**
*Academic/Finance
Committees
Chair*

BACKGROUND

Pursuant to Act 244 of 2023, the Division is charged with promulgating rules regarding the Financial Aid Appeals Process, which is codified at Ark. Code Ann. § 6-81-1901. The Division is charged with creating a financial aid appeals process and committee for the Division of Higher Education, for which the Department believes that rulemaking is required.

Dr. Jerry Cash
*Academic
Committee*

KEY POINTS

- Creates a Financial Aid Appeals Committee, in conjunction with the Governor's administration, that shall be responsible for administering the division's appeal process.
- Establishes the duties and responsibilities of the Committee.
- Details the eligibility for appeals, exclusions and conditions for appeals, and state board hearing procedures.

**Dr. Katherine
Dudley**
*Academic
Committee*

DISCUSSION

Act 244 of 2023 created the Financial Aid Appeals Process, codified at Ark. Code Ann. § 6-81-1901. The Act creates a Financial Aid Appeals Committee, in conjunction with the Governor's administration, to be comprised of five representatives of the Division of Higher Education, that shall be responsible for administering the division's appeal process.

Mr. Chad Hooten
Finance Committee

**Mrs. Heather
Maxey**
Finance Committee

Act 244 of 2023 establishes the duties and responsibilities of the Committee, which include: promulgate rules, regulate appeals, determine eligibility of applicants, approve or reject applications, manage, operate, and control all funds, administer final determinations of financial aid appeals made by the committee, and report annually to the General Assembly the number of appeals received and approved.

Dr. Kyle Miller
Finance Committee

Mr. Lucas Pointer
Finance Committee

Act 244 of 2023 also details the definitions of terms used in this section and specifies the eligibility for appeals, the exclusions and conditions for appeals, in addition to state board hearing procedures.

**Mrs. Carolyn
Rhinehart**
*Academic
Committee*

RECOMMENDATION

The Division of Higher Education recommends Governor's Office approval of this rule.

Notice of Rulemaking
Public Comment Period: July 28-August 28

Pursuant to Arkansas Code Annotated § 25-15-201 et seq., notice is hereby given that the Division of Higher Education is considering new administrative rules. Public comment hearings will be held for the following rules:

- DHE Rule Governing Military Dependents Scholarship;
- DHE Rule Governing Sustainable Buildings Loan Fund;
- DHE Rule Governing Financial Aid Appeals Committee;
- DHE Rule Governing State Teacher Education Program;
- DHE Rule Governing Teacher Opportunity Program;
- DHE Rule Governing Washington Center Scholarship;
- DHE Rule Governing Law Enforcement Dependents Scholarship.

All hearings will be held August 21, 2024, at 10 a.m. at the Arkansas Department of Education, Arch Ford Building, Four Capitol Mall, Little Rock, AR, 72201. The public comment period for these rules ends on August 28, 2024. Written comments regarding these proposed rules may be mailed to ADE Legal Services, Four Capitol Mall, Room 302A, Little Rock, AR, 72201.

Comments may be emailed to ADE.RulesComments@ade.arkansas.gov. A copy of the proposed rules can be found on the Division of Higher Education's website at: <https://adhe.edu/data-publications/pending-policies>. Copies also may be obtained by contacting ADE's Office of Legal Services at the above address, via phone at (501) 683-1390, or via email at legal@ade.arkansas.gov.

From: [Legal Ads](#)
To: [Alisha N. Price \(ADE\)](#)
Subject: Re: Department of Education Rules for Public Comment
Date: Friday, July 26, 2024 2:39:21 PM
Attachments: [image001.png](#)

Caution: This is an external email and may contain a suspicious subject or content. Please take care when clicking links or opening attachments. When in doubt, contact [ADE IT Services](#).

Done, but just barely (deadline was 12 noon today).

You will receive separate bills: one for Sun 7/28, the other for Mon 7/29 & Tues 7/30.

Thank you.

Gregg Sterne, Legal Advertising
Arkansas Democrat-Gazette
legalads@arkansasonline.com

From: "Alisha N. Price, ADE" <Alisha.Price@ade.arkansas.gov>
To: "Legal Ads" <legalads@arkansasonline.com>
Sent: Friday, July 26, 2024 2:21:47 PM
Subject: RE: Department of Education Rules for Public Comment

Good afternoon,

Can we please have this run Sunday the 28th, Monday 29th, and Tuesday the 30th rather than just Sunday?

Thanks!



Alisha Price
Associate Legal Counsel
Arkansas Department of Education
4 Capitol Mall, Suite 302
Little Rock, Arkansas 72201
Office: (501) 682-7590
Email: alisha.price@ade.arkansas.gov

From: Legal Ads <legalads@arkansasonline.com>
Sent: Thursday, July 25, 2024 4:40 PM
To: Alisha N. Price (ADE) <Alisha.Price@ade.arkansas.gov>

Subject: Re: Department of Education Rules for Public Comment

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Will run Sun 7/28.

Thank you.

Gregg Sterne, Legal Advertising
Arkansas Democrat-Gazette
legalads@arkansasonline.com

From: "Alisha N. Price (ADE)" <Alisha.Price@ade.arkansas.gov>
To: "legalads" <legalads@arkansasonline.com>
Cc: "Andres Rhodes (ADE)" <Andres.Rhodes@ade.arkansas.gov>, "LaBria Brown, ADE" <LaBria.Brown@ade.arkansas.gov>, "Daniel Shults, ADE" <Daniel.Shults@ade.arkansas.gov>
Sent: Thursday, July 25, 2024 11:52:11 AM
Subject: Department of Education Rules for Public Comment

Good morning,

Please see the attached regarding ADE's rules going for public comment. Please let me know if you have any questions or need anything else from us.

Thanks, and have a great day!



Alisha Price

Associate Legal Counsel
Arkansas Department of Education
4 Capitol Mall, Suite 302
Little Rock, Arkansas 72201
Office: (501) 682-7590
Email: alisha.price@ade.arkansas.gov