



TEACH Grant Application  
Fall 2014 – Summer 2015

Name of Student (please print)	Contact Phone/Email	Hamline ID or SSN	Hamline Student Type (please circle)	Office Use
			<u>Undergraduate</u> OR <u>Masters</u>	TCHAPP

1. Which is your declared major/ degree program at Hamline University? Eligible programs are listed below. Please note: Undergraduate students must also declare an Education minor or co-major to be eligible.

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> UG Biochemistry       | <input type="checkbox"/> UG German       | <input type="checkbox"/> Master of Arts in Education                                     |
| <input type="checkbox"/> UG Biology            | <input type="checkbox"/> UG Mathematics  | <input type="checkbox"/> Master of Arts in Education: NSEE                               |
| <input type="checkbox"/> UG Chemistry          | <input type="checkbox"/> UG Physics      | <input type="checkbox"/> Master of Arts in ESL   |
| <input type="checkbox"/> UG French             | <input type="checkbox"/> UG Spanish      | <input type="checkbox"/> Master of Arts in Literacy Education                            |
| <input type="checkbox"/> UG Physical Education | <input type="checkbox"/> UG Theatre Arts | <input type="checkbox"/> Master of Arts in Teaching, licenses in high-need subjects only |
- License: \_\_\_\_\_

2. Which academic achievement requirement do you meet?

- A)** I scored above the 75<sup>th</sup> percentile nationally on a college admissions test (e.g. SAT, ACT, GRE) and have attached a copy of my test results.
- B)** I am a current or former teacher and have attached a Letter of Appointment from the school at which I am teaching or have taught.
- C)** I have a cumulative GPA of at least 3.25 in my TEACH-Grant-eligible program at Hamline.\*
- D)** I am a new Hamline student, or in a new Hamline program, and have a cumulative GPA of at least 3.25 from my previous undergraduate institution. Please note: If you select this option, we cannot offer you a TEACH Grant until your final undergraduate transcript has been received.\*

*\*If you checked option C) or D), you must maintain a cumulative GPA of 3.25 each semester to keep your TEACH Grant.*

3. How many credits will you take during the following terms?

Fall 2014\*\* \_\_\_\_\_ Winter 2015\*\* \_\_\_\_\_ Spring 2015\*\* \_\_\_\_\_

*\*\*If your credit load changes, you must notify the Financial Aid Office in case your award needs to be revised.*

4. If you qualify for a TEACH Grant, you must also complete the following items before receiving the grant. These requirements must be completed each academic year:

- A) Complete a FAFSA ([www.fafsa.ed.gov](http://www.fafsa.ed.gov))
- B) Complete TEACH Grant Counseling, initial and subsequent ([www.teach-ats.ed.gov](http://www.teach-ats.ed.gov))
- C) Sign the Agreement to Serve ([www.teach-ats.ed.gov](http://www.teach-ats.ed.gov)) *Complete this only after you have been awarded the TEACH Grant from financial aid at Hamline.*

I understand that by applying for a TEACH Grant I am agreeing to teach full-time in high-need subject areas for at least four years at schools that serve students from low-income families. ***If I fail to meet the 4-year teaching obligation within 8 years of completing or ceasing my degree program, my grant will convert to an unsubsidized loan. This loan will have to be repaid with interest accrued from the date the grant funds were first disbursed.***

Signature \_\_\_\_\_ *Must be signed by hand, electronic signatures not accepted*

Date \_\_\_\_\_

**MAIL, EMAIL OR FAX COMPLETED FORM TO:** Hamline University Office of Financial Aid, MS-C1915, 1536 Hewitt Avenue, St. Paul, MN 55104-1284 Phone: 651.523.3000 Fax: 651.523.2585 Email: [fnaid@hamline.edu](mailto:fnaid@hamline.edu)

**\*\*\*Keep this page for your records\*\*\***

### **Amount of Award**

The amount of the grant, per semester, is based on enrollment status: \$1,856 for full-time, \$1,392 for ¾ time, \$928 for ½ time and \$464 for less-than ½ time enrollment. The lifetime maximum is \$16,000 for undergraduate-level study and \$8,000 for graduate-level study.

### **TEACH Grant Agreement to Serve and Promise to Pay**

Each year you receive a TEACH Grant, you must sign a TEACH Grant Agreement to Serve (ATS) and Promise to Pay (service agreement) that will be available electronically on a Department of Education Web site. The TEACH Grant service agreement specifies the conditions under which the grant will be awarded, the teaching service requirements, and includes an acknowledgment by you that you understand that if you do not meet the teaching service requirements you must repay the grant as a Federal Direct Unsubsidized Loan, with interest accrued from the date the grant funds were first disbursed.

[www.teach-ats.ed.gov](http://www.teach-ats.ed.gov)

### **Teaching Obligation**

To avoid repaying the TEACH Grant with interest you must be a **highly-qualified, full-time** teacher in a **high-need subject area** for at least **four years** at a **school serving low-income students**. You must complete the four years of teaching within eight years of finishing or ceasing to be enrolled in the program for which you received the grant. You incur a four-year teaching obligation for each educational program for which you received TEACH Grant funds, although you may work off multiple four-year obligations simultaneously under certain circumstances.

### **Highly-Qualified, Full-Time Teacher**

You must perform the teaching service as a highly-qualified teacher, which is defined in federal law. The definition can also be found online at: <http://www.ed.gov/policy/elsec/leg/esea02/pg107.html>. To be considered full-time, you must meet the state's definition of a full-time teacher.

### **High-Need Subject Areas**

You must spend the majority (at least 51 percent) of your time teaching one of the high-need subject areas, a subject determined to be high-need when you sign your Agreement to Serve. Elementary teachers who teach many subjects would not be able to fulfill their service agreement. Currently the high-need subjects are:

- Bilingual Education
- Mathematics
- Physical Education
- Science
- Special Education
- K12 Dance / Theatre
- Reading Specialist
- Foreign Language/World Language

Other teacher shortage areas listed in the Department of Education's Annual Teacher Shortage Area Nationwide Listing at <http://studentaid.ed.gov/types/grants-scholarships/teach#what-are-high-need-fields>.

### **Schools Serving Low-Income Students**

Schools serving low-income students include any elementary or secondary school that is listed in the Department of Education's Annual Directory of Designated Low-Income Schools for Teacher Cancellation Benefits at <https://www.tcli.ed.gov/CBSWebApp/tcli/TCLIPubSchoolSearch.jsp>. To fulfill your service requirement, the school at which you work must be designated low-income when you sign your ATS.

### **Documentation**

You must respond promptly to any requests for information or documentation from the U.S. Department of Education, even if they seem repetitive. These requests will be sent to you while you are still in school as well as once you are out of school. You will be asked regularly to confirm that you either still intend to teach or that you are teaching as required. You must provide documentation to the U.S. Department of Education at the end of each year of teaching.

If you temporarily cease enrollment in your program of study or if you encounter situations that affect your ability to begin or continue teaching, you will need to stay in touch with the U.S. Department of Education to avoid your grants being converted to loans before you are able to complete your teaching obligation.

### **IMPORTANT REMINDER:**

**Failure to complete the teaching obligation, respond to requests for information, or properly document your teaching service will cause the TEACH Grant to be permanently converted to a loan with interest. Once a grant is converted to a loan it cannot be converted back to a grant.**