

Massachusetts Assistance for Student Success Program

**V. CHRISTIAN A. HERTER MEMORIAL
SCHOLARSHIP PROGRAM**

CHRISTIAN A. HERTER MEMORIAL SCHOLARSHIP PROGRAM GUIDELINES

In accordance with Massachusetts General Laws, Chapter 15A, Section 16, the Board of Higher Education shall offer a Christian A. Herter Memorial Scholarship Program which offers scholarships to twenty-five students annually of extraordinary need and ability selected in the tenth or eleventh grades by persons or agencies designated by the Board of Higher Education and set forth under the regulations of this program.

PURPOSE:

The Christian A. Herter Memorial Scholarship program was established in 1972 by the Massachusetts State Legislature as an early identification program to assist students whose socio-economic backgrounds may inhibit their ability to pursue higher education.

Each year twenty-five (25) 10th and 11th grade high school students are selected to receive up to fifty percent (50%) of their calculated financial need (following high school graduation) once they enroll at the college of their choice within the continental United States. Students that are selected for this program must have overcome major adversity in their lives (i.e. physical or mental abuse, catastrophic illness, obstacles). Obstacles overcome may be defined as mental, physical, geographic or societal. Students must exhibit academic potential for post-secondary success.

DEFINITIONS:

ELIGIBLE COLLEGE OR UNIVERSITY shall mean any public or private institution in the continental United States and in the Commonwealth of Massachusetts as defined under Section 5, Chapter 15A, of the General Laws or other accredited post-secondary institution.

ELIGIBLE PROGRAM shall mean any degree or certificate program offered by an institution and supported by appropriated funds.

ELIGIBLE STUDENT shall mean any current tenth or eleventh grade student enrolled in high school and upon receipt of the scholarship meets the following requirements:

1. Is enrolled in a public or private secondary school in the Commonwealth of Massachusetts and is a legal resident of Massachusetts.
2. Is a U.S. citizen or eligible non-citizen and eligible to apply for Title IV financial aid.
3. Have a cumulative high school grade point average of at least 2.5 on a 4.0 scale.
4. Exhibit difficult personal circumstances, high financial need, and strong academic promise to pursue higher education beyond the secondary educational level.
5. Upon graduation from high school, be enrolled as a full-time undergraduate student in an eligible program as defined by the institution.

6. Provide evidence of documented financial need as measured by a federally approved system of need analysis.
7. Be in compliance with state law regarding Selective Service Registration.
8. Not be in default of a Federal Perkins Loan, Federal Stafford Loan, or a Federal PLUS Loan for attendance at any institution nor owe a refund for any previous financial aid received.
9. If enrolled in a clock hour program, the student must:
 - a) complete a minimum of 24 clock hours per week
 - b) complete a minimum of 320 hours during the period of July 1-December 31 to qualify for a Fall disbursement
 - c) complete a minimum of 320 hours during the period of January 1-June 30 to qualify for a Spring disbursement
10. If enrolled in English as Second Language (ESL) program courses, the student must be simultaneously enrolled in a certificate, associate or bachelors degree in order to be considered eligible for a Herter Scholarship.
11. If a Herter Scholarship recipient defers enrollment, he/she must be granted approval by the Office of Student Financial Assistance in order to maintain eligibility for the Herter Scholarship. Deferred eligibility for the Herter Scholarship can only be for a period not to exceed two (2) years.

DETERMINATION OF NEED:

All Scholarships awarded under the Christian A. Herter Memorial Scholarship Program, must be made on the basis of demonstrated financial need.

Students qualifying for a scholarship must complete the institution's required application process for student financial aid.

Herter Scholarships, in combination with other resources (excluding MASSGrant) in the student's financial aid package, may not exceed the student's demonstrated financial need.

Students selected by the U.S. Department of Education for verification must complete all required documentation prior to receipt of a Herter Scholarship.

SCHOLARSHIP AWARD VALUE:

Individual scholarships for an award period may vary. The student is to receive an award of up to 50% of his/her financial need for each of the four undergraduate years, provided the student continues to demonstrate need for that level of assistance, utilizing Federal Methodology (Need = Total Cost of Attendance minus Expected Family Contribution).

Herter recipients are **not eligible** to receive the MASSGrant.

APPLICATION PROCESS:

Each public or private secondary school, social service agency, civic or religious organization may nominate up to five eligible candidates for the Herter Scholarship program on an annual basis.

Nominations must be submitted to the Office of Student Financial Assistance by the specified date that is annually established.

The nomination package must include a completed Herter Scholarship Application, autobiographical statement, a nominating agency's statement, supporting financial form, required letters of recommendation and an official transcript from the high school.

Information to be included in the nomination packet is subject to revision annually.

AWARD PROCESS:

The Office of Student Financial Assistance convenes a committee to evaluate all nominees, interview and determine the final recipients.

Selection of Herter recipients is based upon a review of the students' application packet and accompanying statements.

The Office of Student Financial Assistance notifies all nominees upon completion of the award review process.

All entities nominating students will be notified.

AWARD DISBURSEMENT:

Awards granted under the Christian Herter Scholarship Program will be disbursed as follows:

- 1) Prior to the start of the academic year, institutions are asked to verify the student's cost of attendance and Expected Family Contribution, enabling OSFA to determine the value of the Herter Scholarship.
- 2) A Certification/Payment Roster is mailed to each institution at the beginning of each academic year detailing the Herter Scholarship recipient, social security number and award amount.
- 3) Payment is sent directly from the Commonwealth's Treasurer's Office to the institution
- 4) The institution must certify the student as eligible according to the guidelines established for the Christian Herter Scholarship Program.
- 5) Students will be responsible for providing the Office of Student Financial Assistance with official transcripts at the end of each academic year.

REFUNDS:

All refunds must accompany the completed Certification/Payment Roster.

AUDIT REQUIREMENTS:

All financial books, records and documents pertaining to this program shall at all reasonable times be opened to inspection, review and audit by the Commissioner, the State Auditor or their authorized representatives who shall have access to the premises wherever such books, records and documents are located. The institution shall retain such financial books, records and documents for a period of seven (7) years. An institution may retain records for a period of five years if approval is received from the Records Conservation Board in accordance with General Laws, Chapter 30, Section 42.