

Education and Training Voucher (ETV) Guidelines

- **Funding is up to \$5000 per year.** The actual amount you receive will be based upon on the institution's cost of attendance and your needs. **ETV funding is limited to five years, age 26, or successful completion of the first certificate program or bachelor's degree sought (whichever comes first).**
- Satisfactory progress must be maintained each semester for you to continue receiving ETV funding.
- Satisfactory is defined as a 2.0 GPA, 80% of credit hours passed, maintaining full-time status, maintaining monthly contact with your Modify worker, and maintaining your eligibility for financial aid with the institution.
- If you lose eligibility for financial aid funding through your institution, a Satisfactory Academic Progress (SAP) appeal will need to be completed to be eligible for financial aid again (including MODIFY funding).
 - For more information on how to stay eligible for Federal aid, visit <https://studentaid.gov/understand-aid/eligibility/staying-eligible>
- While it is not suggested that any unnecessary loans be accepted, loans that are accepted will decrease or eliminate the amount of ETV funding that can be offered.
 - If loans are accepted, you will be responsible for paying these back.
- All financial aid, including the Pell grant and Foster Care Tuition Waiver (if applicable) must be applied to your student account **before** MODIFY can pay your student account balance.
- You must have your financial aid in order, including all requirements from the institution's financial aid office such as IRS tax transcripts and independent verifications. Your MODIFY Specialist can assist but the responsibility to check your student account **falls on you.**
- Tuition, books, fees, and supplies are of the utmost importance. Any other educational assistance can be discussed with your MODIFY Specialist **after** school related costs are paid.
- Expenses occurred as disciplinary actions (alcohol classes, fines, lost keys, damages, etc.) **falls on you.**
- A subsidy can be offered **pending available ETV funds.** Funding availability can be discussed with your MODIFY worker.
- Transportation costs are available, **based on ETV funding availability**, and include car insurance and maintenance/repair. Repairs are limited to eleven hundred dollars (1100.00) and require a written estimate.
- Clothing funds are available each semester, **based on ETV funding availability.** Special clothing costs such as scrubs can be discussed with your MODIFY Specialist.
- Funds, up to \$750, can be offered to purchase a computer, **based on ETV funding availability.** Receipts will be required.
- Funds can be provided for required software (such as required antivirus), **based on ETV funding availability.**
- Funds can be provided each semester for school supplies **based on ETV funding availability.** Discuss this with your MODIFY Specialist.
- All other special requests for school-related expenses can be discussed with your MODIFY Specialist. **Receipts are required for all special requests through ETV funds.**
- Any change of address needs to be reported to your MODIFY worker as soon as they occur.
- Any request to transfer schools/institutions must be discussed with your MODIFY worker **prior** to transfer.
- Any request to change majors must be discussed with your MODIFY worker **prior** to changing majors.
- If the guidelines and requirements are not followed, you understand that your funding and involvement with the MODIFY Program can be impacted or stopped.