



## Office of the Commissioner of Higher Education

### Montana Resident Undergraduate Student Financial Aid – MUS PASS Grants

#### MUS PASS Grants – Eligibility Criteria and Procedures

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The purpose of the MUS PASS Grant Program is to provide emergency aid to resident MUS students impacted by unexpected financial difficulties that may be caused by a major illness, accident, loss of family member, loss of job, car repairs, or another significant unforeseen situation. The MUS PASS Grant Program will be implemented in accordance with Board of Regents Policy 940.8 – *Montana Resident Undergraduate Student Financial Aid*, and the following eligibility criteria and procedures.

- A. A student is eligible to receive a MUS PASS Grant providing the student:
  - 1. is a Montana resident pursuant to the Board of Regents Policy 940.1 – Residency Policy;
  - 2. is an undergraduate at a qualifying campus (certificate, associates or first bachelor's degree only);
  - 3. has a cumulative GPA of at least 2.0 at the time of the request;
  - 4. has completed at least 6 credits at the institution at which they are requesting assistance (credits earned as a dual credit student do not count toward this minimum);
  - 5. is enrolled for a minimum of 6 credits in the semester for which they are requesting assistance (special exceptions to this rule may be granted at the discretion of the campus);
  - 6. demonstrates an unmet financial need (as determined by the campus);
  - 7. provides an explanation and/or documentation supporting the unforeseen situation.
  
- B. AWARD AMOUNTS
  - 1. Award amounts will be determined by the campus and will vary based on the immediate need of each student.
  - 2. Awards are not renewable, but a student may apply to receive a MUS PASS Grant more than once.
  - 3. Maximum lifetime benefit of \$1,000 per student.
  
- C. ELIGIBLE INSTITUTIONS
  - 1. A campus of the Montana University System (MUS), as defined in § 20-25-201;
  - 2. A Montana community college, defined and organized as provided in § 20-15-101;
  - 3. Students may apply for a MUS PASS Grant at the Financial Aid Office of any eligible institution.
  
- D. AUTHORIZATION TO DISTRIBUTE FUNDS
  - 1. MUS PASS Grants are funded by a Grantor to the Office of the Commissioner of Higher Education (OCHE) for this purpose.
  - 2. Continued awards are contingent upon continuation of this funding and can be discontinued at any time.
  - 3. Based upon funding, OCHE will determine the amount allocated to each eligible institution at the beginning of each academic year.
  - 4. OCHE will distribute MUS PASS Grant Funds directly to each institution.

E. REPORTS

1. Each eligible institution will provide a report to OCHE by June 30<sup>th</sup> of each year.
2. OCHE will provide a report to the Grantor by July 31<sup>st</sup> of each year.