



## Skilled Workforce Scholarship and Loan Repayment

### Quick Facts

- The skilled workforce programs are a state-wide effort to recruit individuals into high need and emerging occupations in the state.
- Workforce Development Council (WFDC) and ND Job Service annually establish the qualifying high need and emerging occupation(s) list.
- ND University System (NDUS) and WFDC maps the qualifying occupations to qualifying programs.
- Qualifying programs may be degree or certificate and must be 4 semesters/6 quarters or less in length to qualify for either scholarship or loan repayment consideration. This creates a quick turn-around opportunity for business to fill vacant positions of high need.
- Qualifying degrees or certificates must be earned from a ND institution or entity.
- This is a *dollar-for dollar* public/private match program. Private-sector contributions include new dollars raised for the scholarship or loan repayment. The NDUS may only make payment to the extent that one dollar of private funds for each dollar of public funds is received.
- *Up to \$8,500 per recipient*, businesses may designate funds to one or both programs, specific institutions, specific programs, or specific recipients. Individuals may designate funds to one or both programs, specific institutions, or specific programs only.
- Once donations are remitted to the program, businesses and individuals may not request a return of funds. Contact a tax preparer to discuss benefits of donating to a state-sponsored program.
- The maximum public support is \$3 million for each program; awards will be made until funds are exhausted.
- Not all occupations or programs will have funding available.
- Qualifying recipients may continue to be eligible in subsequent years even if a high need or emerging occupation is removed from the current year's list.
- Recipients may not qualify for more than \$17,000 lifetime under either program, which is made up of \$8,500 of private-sector funding and \$8,500 of state funding. Individuals may only qualify for the scholarship or loan repayment, not both.
- The NDUS is the program administrator and will process donations, track recipient eligibility and issue payments for qualifying recipients.
- Official ND Career Builders marketing materials and the full high need and emerging occupations list must accompany all marketing efforts; visit the program website at <https://ndus.edu/career-builders/> or contact the NDUS at 701-328-2906 or [ndfinaid@ndus.edu](mailto:ndfinaid@ndus.edu) for more information.



### Scholarship Program Specifics

- Students must be admitted into a qualifying program in the state.
- The institution will initiate the scholarship application process.
- Payments may not exceed the cost of tuition, fees, books and supplies; the scholarship may supplement other scholarships/grants up to total cost of attendance.
- Payments to institutions will be made on a semester, quarter or term basis once matching private dollars are received by NDUS.
- Recipients have the obligation to reside and work (in a high need or emerging occupation) in North Dakota for at least 3 years following program completion.
- Students accepted into the program will be required to sign a Scholarship Award Agreement, which will be legally binding.
- Failure to meet the terms of the Agreement will result in the scholarship funds being repaid by the student.
- Repayment of the funds received could be triggered by:
  - ✓ Failure to enroll full time according to program requirements;
  - ✓ Failure to maintain a 2.50 cumulative GPA, or other academic progress;
  - ✓ Withdrawing from the program prior to completion, either voluntarily or involuntarily;
  - ✓ Failing to meet the residency and occupation requirements for 3 years following program completion.

### Loan Repayment Specifics

- Graduates apply for the program via the application on the program website: [ndus.edu/career-builders/](https://ndus.edu/career-builders/).
- Applicants newly hired in 2019 into qualifying occupations will be considered.
- Applicants will be required to provide proof of ND residency, employment verification, proof of degree completion, and a current student loan billing statement from the lender.
- An applicant's employer, or other business entity, must have committed matching dollars; payments will not be made without matching dollars being received by NDUS.
- Payments may not exceed \$5,667 per year, or one-third of the applicant's outstanding student loan principal balance at the time of application, whichever is less.
- Eligible loans include FEDERAL Subsidized, Unsubsidized, Consolidated and Perkins, the Bank of ND DEAL Loan; other private alternative student loans may be considered; private loans that are not "student loans", such as a home equity, will not be considered.
- Recipients must reside and work in a high need or emerging occupation in North Dakota; eligibility criteria will be verified prior to each payment.

**Donations to the scholarship and loan repayment programs can be made to the NDUS.**  
Please download the donation form at <https://ndus.edu/career-builders/>.  
The ND Career Builders Donation Form must accompany the payment.