



TEACH Grant/Loan Information and Instructions

Information

The Teacher Education Assistance for College and Higher Education (TEACH) Grant Program provides funds to students who are completing or who plan to complete coursework required to begin a career in teaching. If a student does not fulfill the service obligation, the grant is converted to a loan with retroactive interest from the date of first disbursement.

NOTE: If awarded, this award will show as *TEACH Grant/Loan* in aid package. This is a visual reminder that this aid type can convert to a loan if the Agreement to Serve is not fulfilled

Instructions

1. Complete and answer all questions in all sections on form. This includes initialing all sections and signing and dating the application. Incomplete forms will be returned.
2. Submit application to Financialaid@cwu.edu

Processing

TEACH is a complex award, due to this processing can take 3-4 weeks from the date the application is added to a student's account for processing. If awarded, students will receive a communication to **CWU student e-mail** that corresponds with each step in the award process.

Details

1. **Processing Start** – Application is added to student file, in the form of a To Do list item: FA:TEACH Revision Req Received
2. **Result** - Students will receive a result notice, if awarded the Grant/Loan will be added to the student's aid package. If more information is needed, students have 1 week to submit information.
3. **Accept Award** - Students who accept the award will have it manually added on the federal side and receive a notice to complete documents from their FSA account. The To Do list item: TEACH Complete OLC/ATS will be added.
 - a. Documents - Entrance counseling and the Agreement to serve
4. **Disbursement Notice** – Sent when the award is ready to be disbursed.
5. **Disbursement** - Awards will be disbursed the same day or day after other awards depending on processing. If completed mid quarter, disbursement will be 2-3 days after notice.



TEACH Grant/Loan Application

Student Information

Student Name _____ Student ID _____

Anticipated graduation Quarter/Term and Year _____, _____

Section 1: Eligibility (Check/mark which items apply)

[You must meet one criterion in A, B, C and D.]

A) I am an undergraduate student with a declared major OR a graduate student.

B) I meet one of the following requirements (select one):

I am a current/former teacher or retiree and I give permission to CWU to verify my status with the school district listed here: _____

I scored **above** the 75th percentile on either the SAT, ACT, or GRE.

I have a cumulative GPA of 3.25 or higher from high school or CWU and I will maintain a cumulative 3.25 or higher GPA to remain eligible.

C) I am enrolled in a TEACH Grant/Loan eligible program and I understand that I must remain enrolled in a TEACH Grant/ Loan eligible program to remain eligible.

D) I am enrolled in an **eligible program**, my program(Major) is: _____

TEACH Grant/Loan eligible programs

Programs are subject to the US Department of Education’s list of High Need fields and can change

Bilingual education and English language acquisition	Reading specialist
Foreign language	Science
Mathematics	Special education

OR Another field documented as high-need by the federal government, a state government, or local education agency, and appears on the annual Teacher Shortage Area Nationwide Listing:

<https://tsa.ed.gov/#/reports>



Statewide Academic Disciplines or Subject Matter, Pre-K through Grade 12, are also eligible:

Career and Technical Education	Health and Medical Occupations
Vocational Technology	Elementary Education
Communication and Media	Language Arts

Section 2: Award

(Initial each statement indicating that you have read and understand each statement)

- _____ The TEACH Grant/Loan requires that I complete the TEACH Grant/Loan Entrance Counseling and sign the Agreement to Serve or Repay (Agreement) for each annual TEACH Grant/Loan award.
- _____ If I have already been awarded financial aid up to my Cost of Attendance, adding the TEACH Grant/Loan will result in the reduction and/or cancellation of my Parent’s Federal PLUS loan, my Federal Unsubsidized loan, and/or my Alternative loan.
- _____ If I want any other type of financial aid reduced and/or canceled to accommodate the TEACH Grant/Loan, I must submit written authorization to the Office of Financial Aid.
- _____ The TEACH Grant/Loan amount is pro-rated based on my enrollment level at the time of disbursement.
- _____ I understand that I may cancel the TEACH Grant/Loan within 14 days of disbursement by submitting written authorization to the Office of Financial Aid.

Section 3: Understanding and Transparency

(Initial each statement indicating that you have read and understand each statement)

- _____ I understand that I must submit a TEACH Grant/Loan Request **each year** that I want to be considered for the TEACH Grant/Loan award.
- _____ I understand that I am expected to **teach full-time** in a **High-Need Field** at a Low-Income School as a Highly Qualified Teacher for four years within the first eight years following **cessation from a TEACH Grant/Loan eligible program at CWU.** (Exception: If I transfer to another TEACH Grant/Loan eligible program at another school.)
- _____ I understand that if I do not to meet ALL conditions in the Agreement to Serve, the TEACH Grant/Loan will **permanently** convert to a Federal Direct Unsubsidized Loan **that I must repay, with interest accruing from the date of each TEACH Grant/Loan disbursement.**
- _____ I understand that I must complete TEACH Grant/Loan Exit Counseling if I graduate from CWU, stop attending CWU or switch to a non-eligible program (major).

Continued next page



If I change my program declaration to a non-eligible TEACH Grant/Loan program, I understand that:

— I am not eligible to receive TEACH Grant/Loan for my new declared program because it is not a TEACH Grant Loan eligible program.

I must complete TEACH Grant/Loan Exit Counseling at www.studentloans.gov.

- I must contact the TEACH Grant/Loan Servicer within 120 days of ceasing to be enrolled in the TEACH Grant Loan eligible program. If I do not, my TEACH Grant/Loan will be converted to a Federal Direct Unsubsidized Loan that I must repay with interest accruing

from the date of each TEACH Grant/Loan disbursement.

- Starting immediately, I am obligated to fulfill the terms of the Agreement to Serve. If I do not, my TEACH Grant/Loan will be converted to a Federal Direct Unsubsidized Loan that I must repay with interest accruing from the date of each TEACH Grant/Loan disbursement.

— I understand that if I cease to be enrolled or I graduate from CWU, I must complete ALL of the following in order to keep the TEACH Grant/Loan from converting to a Federal Direct Unsubsidized Loan with retroactive interest that I must repay:

Complete online TEACH Grant/Loan Exit Counseling at www.studentloans.gov.

Contact the TEACH Grant/Loan Servicer within 120 days of ceasing to be enrolled at CWU. Successfully complete the TEACH Grant Certification form with my employer annually and submit it to the TEACH Grant/Loan Servicer in accordance with the terms of the Agreement to Serve

Section 4: Student Certification

By signing this **request**, I am certifying that I understand the conditions of the TEACH Grant/Loan and affirm my intention to become a Teacher in a qualified high-need field. I am requesting CWU's Office of Financial Aid determine my eligibility for the TEACH Grant/Loan and, if eligible, to add the TEACH Grant/Loan to my financial aid award.

If applicable from Section 1, B: I authorize CWU to verify my current/former or retired teacher status with the school district listed above.

Student Signature

Date