Children of Professional Nursing Program Faculty and Staff Fact Sheet

Fact Sheets highlight specific requirements in the Texas Education Code (TEC) and Texas Administrative Code (TAC) to assist institutions with the administration of programs.

Purpose

To provide an exemption from the payment of tuition to eligible students to encourage their parents to continue employment as professional nurse faculty or staff members in the State of Texas.

Eligible Parent

To qualify, the parent must meet **one** of the following criteria at the beginning of the term in which this exemption is requested:

- Hold a master's or doctoral degree in nursing AND is either employed at the beginning of the term or is contracted during all or part of the term with an undergraduate or graduate professional nursing program at your institution serving as a member of the faculty or staff
- Hold a baccalaureate degree in nursing AND is either employed at the beginning of the term or is contracted during all or part of the term by a professional nursing program at your institution as a teaching assistant

Discontinuation of Eligibility

A recipient's eligibility ends when **one** of the following criteria is met:

- Exemption received for a total of 10 semesters/terms or summer sessions
- Bachelor's degree received
- Enrolled in undergraduate hours considered to be excessive (see TEC, Title 3, Section 54.2001(b))

Note: A summer session that is less than nine weeks in duration is considered one-half of a summer session.

Hardship Provision:

Institutions must adopt a hardship policy that may grant a student an exception from meeting the institution's GPA requirement, or an extension of eligibility for undergraduate excess hours, when a student has a showing of a hardship or other good cause (see TAC, Title 19, Part 1, Section 21.219).

Eligible Courses

An eligible course is one in which an institution receives *formula funding* (TEC, Title 3, Section 54.2002). To determine which courses are formula funded, contact the Registrar or Data Reporting Official.

Award Amount

If the parent is employed full-time, the student can be exempted from the *total tuition* (fees not included).

If the parent is employed less than full-time, the value of the exemption **must be** prorated based on the percentage of the parent's employment load. However, if the parent's employment load is less than 25%, then the parent is considered to have an employment load of 25% for purposes of the required pro-ration.

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Texas Higher Education Coordinating Board

Student Eligibility

All Texas public institutions offering undergraduate or graduate programs of professional nursing are **required** to participate in this program.

Eligibility Requirements:
To qualify and continue receiving this exemption, the student must meet the following:

- Be a Texas resident
- Be 25 years of age or younger at the beginning of the term in which this exemption is requested
- Be the *biological* or *adopted* child of an *Eligible Parent*
- Be enrolled as an undergraduate student at the same institution the *Eligible Parent* is currently employed or contracted
- Be registered for Selective Service or be exempt
- Be an undergraduate who has **not** earned a bachelor's degree
- Meets the institution's grade point average (GPA) requirement if receiving a continuation award

Note: Student is NOT required to demonstrate financial need.

Understanding the PROCESS

1. Student enrolls in an eligible institution.
2. Student completes the program **application** and supporting documentation:
   - ✓ Children of Professional Nursing Faculty and Staff Exemption Application
   - ✓ Proof of parental employment
3. Student submits application and supporting documentation to the institution's registrar or other administrative officer.
4. Institution verifies each year that the student remains eligible based on program requirements (students must reapply each year).

Resources

- TEC, Title 3, Section 54.355
- TEC, Title 3, Section 54.2001
- TAC, Title 19, Part 1, Chapter 21, Subchapter I