

**Agreement for Educational Institution Participation in the
Higher Education Academic Scholarship Program**

1. This agreement contains requirements that an educational institution must fulfill before students attending or accepted for attendance at the institution may receive an award under the Higher Education Academic Scholarship Program. This agreement must be signed before any financial assistance under this program can be awarded for an eligible student attending or accepted for enrollment at the institution. Failure by an educational institution to comply with any of the terms of this agreement may result in termination of this agreement. In the absence of a signed agreement or if an agreement is terminated, student applicants attending or accepted for enrollment at the institution will be denied financial assistance awards under the Higher Education Academic Scholarship Program.
2. Pursuant to the regulations of the Higher Education Academic Scholarship Program:

EXACT NAME OF INSTITUTION

STREET ADDRESS

CITY

STATE

ZIP CODE

PHONE NUMBER

(hereinafter “the institution”) hereby agrees to comply with the statutory provisions of the Higher Education Academic Scholarship Program, section 173.250 RSMo, the rules adopted and promulgated thereunder, all additional applicable statutes and regulations, and any further guidance or requirements issued by the MDHEWD. The provisions of this agreement shall not in any way limit or negate the obligation and duty of the institution to follow the provisions of those and all other applicable statutes and rules.

3. The institution certifies that the institution’s chief executive officer or another officer or employee of the institution who has the responsibility and requisite authority for ensuring that the institution complies with the law and rules referred to in paragraph two of this Agreement has read and understands such laws and rules.
4. This agreement may be terminated by either party upon not less than sixty days written notice to the other party.

5. A student applicant's financial assistance funds processed by the Missouri Department of Higher Education and Workforce Development and received by the institution may not be delivered until the attendance period has commenced and the institution has verified the student applicant's eligibility in accordance with sections 173.1110 and 173.250, RSMo, and 6 CSR 10-2.080. If the student applicant is not enrolled full-time or does not plan to enroll full-time, is not making satisfactory academic progress, or is otherwise ineligible, the institution shall return the funds to the Missouri Department of Higher Education and Workforce Development within thirty days after determining that the student does not meet the eligibility requirements.
6. This agreement shall not be varied by oral agreement, but only by an instrument in writing duly executed by the parties hereto. Any waiver or modification, express or implied, by the Missouri Department of Higher Education and Workforce Development of any term or condition contained in this agreement shall operate as such only in the specific instance and shall not be construed as a waiver or modification of any condition generally or in any other instance.

EXACT NAME OF INSTITUTION, TYPED OR PRINTED

SIGNATURE OF CHIEF EXECUTIVE OFFICER OR DESIGNEE

DATE

NAME AND TITLE OF CHIEF EXECUTIVE OFFICER OR DESIGNEE
TYPED OR PRINTED

Return to:

Missouri Department of Higher Education and Workforce Development
Attn: State Student Assistance Programs
P.O. Box 1469
Jefferson City, MO 65102-1469

APPROVED BY:

Signature of Authorized
Missouri Department of Higher Education and Workforce Development Staff

Date