

Meeting the Challenge/OSERS Grant Program Policies

Program Commitment

In order to be funded through the *Meeting the Challenge/OSERS Grant* program, students must maintain continuous enrollment (at least one course) each semester until completion of the initial licensure program of study. Students will be supported for a maximum of 6 credits per semester.

Initials _____

Academic Policies and Procedures

Participants in the *Meeting the Challenge Program* agree to follow all Academic Policies and Procedures detailed in the Fitchburg State College Catalog, Graduate Division.

Initials _____

Dropping or Withdrawing from Course

The Grant will pay for each course one time. If a student drops, withdraws, or fails a course that results in a charge to the Grant, the student must repeat the course at their own expense. Completing the appropriate College forms for all drops and withdrawals from courses is the responsibility of the student. If the student fails to submit the appropriate paperwork to the college, the student remains officially registered in the course and will receive a failing grade for non-attendance. Students must notify the Program Staff if a course is dropped/withdrawn.

Initials _____

Textbooks

As long as funds allow, *Meeting the Challenge Program* students are eligible for textbook assistance. Students will pick up their textbooks at the Fitchburg State College Bookstore. Although no voucher is required, students must wait to be notified by the Meeting the Challenge Program Staff that textbooks are ready for pick up. *Students must be approved by the Program Staff and registered into a course prior to picking up textbooks.* Student must present a picture I.D so Bookstore staff can verify eligibility and identity. Students are allowed up to \$75.00 per 3-credit course. The remainder of the cost, if any, is the responsibility of the student. The textbook allowance covers textbooks only, not materials such as notebooks, pens, etc.

Initials _____

Evaluation

Periodically, students will be asked to participate in evaluation activities related to reporting responsibilities required by the U. S. Department of Education. Students supported by Grant funds will be expected to participate in these activities which may include surveys, questionnaires, focus groups.

Initials _____

Contact Information

It is imperative that students maintain current contact information (mailing address, phone, email) with the Program Staff. A working email that is read daily must be supplied as this is a primary mode of communication with students.

Initials _____

Verification

I have read and understand the Program Policies for the *Meeting the Challenge Program*.

Student Signature

Date