

## **DEPARTMENT OF EDUCATION**

### **Colorado State Board of Education**

#### **1 CCR 301-103**

### **RULES FOR THE ADMINISTRATION OF THE ADVANCED PLACEMENT EXAM FEE GRANT PROGRAM**

#### **1.00 STATEMENT AND BASIS OF PURPOSE**

The statutory basis for these rules is found in section 22-95.5-101, et. seq. C.R.S. The Advanced Placement Exam Fee Grant Program is intended to increase the number of eligible students who take advanced placement exams and receive scores for which college academic credit is awarded by providing funds to high schools, to pay all or a portion of advanced placement exam fees on behalf of eligible students.

#### **2.00 DEFINITIONS**

- 2.01 “Advanced placement” means the Advanced Placement program administered by the College Board.
- 2.02 “Applicant” means a public high school, either on its own behalf or through its authorizer or fiscal agent, which serves grades nine through twelve and has one or more students who plan to take an advanced placement exam. A school district, authorizer, or high school (as defined in section 2.06 of these rules) may act as an applicant.
- 2.03 “Department” means the Department of Education created pursuant to section 24-1-115, C.R.S.
- 2.04 “Eligible student” means a student enrolled in a high school who is a low-income individual, as defined in 20 U.S.C. sec. 9832(3)<sup>1</sup> and who is planning to take one or more advanced placement exams.
- 2.05 “Grant program” means the advanced placement exam fee grant program created in section 22-95.5-102, C.R.S.
- 2.06 “High school” means any public school that serves grades nine through twelve and has one or more students who plan to take an advanced placement exam.

#### **3.00 APPLICATION INFORMATION**

##### **3.01 Application Timeline**

- 3.01(1) Beginning with the 2018-2019 academic year, grant applications must be submitted to the department no later than April 1<sup>st</sup>.

##### **3.02 Application Procedures**

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<sup>1</sup> Section 22-95.5-101(2), C.R.S. (2018) cites to the former 20 U.S.C. § 6537, but the federal definition which it seeks to incorporate has been relocated. The Every Student Succeeds Act defines "low-income student" in connection with Advanced Placement and International Baccalaureate programs at 20 U.S.C. § 9832(3).

3.02(1) The department will implement the grant program and develop a grant application form. Each application must specify:

3.02(1)(a) applicant name, including name of high school and district or authorizer;

3.02(1)(b) total number of advanced placement exams for which the applicant requests funding;

3.02(1)(c) total number of eligible students planning to take advanced placement exams for which the applicant requests funding;

3.02(1)(d) subject matter or exam name of advanced placement exams for which the applicant is requesting funding;

3.02(1)(e) amount of federal funding (e.g. Title IV Part A and Title I) set aside, pledged or received to pay for advanced placement exam fees, and for how many students and exams funding applies, if applicable;

3.02(1)(e)(i) assurance that funds from this program will not supplant federal funding pledged or received for the payment of advanced placement exam fees.

3.02(1)(f) assurance that grant funds will be used only for advanced placement exam fees of eligible students as verified through the process outlined in section 3.03 of these rules;

3.02(1)(g) if the applicant is a high school that applies on its own, an assurance that its fiscal agent or authorizer has not applied for funding on its behalf for the same eligible students for which the high school is requesting funds.

3.02(2) By June 1<sup>st</sup>, applicants must verify in writing to the department the number of advanced placement exams actually administered to eligible students.

### **3.03 Process for Student Eligibility**

3.03 (1) An applicant must verify and provide an assurance to the department that a student for whom the applicant seeks a grant award for exam fees is an eligible student. In verifying and providing the assurance, applicants must confirm that an eligible student is a child ages 5 through 19, and from a low-income family, based on the following eligibility criteria

3.03(1)(a) The student qualifies for free or reduced-price lunches under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751); or

3.03(1)(b) The student or his or her family is eligible for assistance under part A of title IV of the Social Security Act (42 U.S.C. 601); or

3.03(1)(c) The student is eligible to receive medical assistance under the Medicaid program under title XIX of the Social Security Act (42 U.S.C. 1396); or

3.03(1)(d) The student qualifies as low-income based on data used by the federal Department of Education to determine basic grants to states under 20 U.S.C. 6333; or

3.03(1)(e) The student is determined to be low-income through an alternate method that combines or extrapolates from the data in sections 3.03(1)(a) through 3.03(1)(d) of these rules.

### **3.04 Application Review Criteria**

3.04(1) In reviewing applications, the department shall consider the following criteria:

3.04(1)(a) the number of eligible students participating in advanced placement exams, and the number of advanced placement exams administered by the high school;

3.04(1)(b) whether or not funds will be used for an eligible student as defined in section 2.04 of these rules, and verified by the applicant pursuant to section 3.03 of these rules; and

3.04(1)(c) whether or not the high school receives and uses federal funding to cover advanced placement exam fees.

### **3.05 Duration and Amount of Grant Awards**

3.05(1) Subject to available appropriations, the department will award grants to applicants based upon the amount set for each advanced placement exam administered to an eligible student.

3.05(1)(a) The amount allocated per exam will be set by the department on an annual basis based on available appropriations, reduced fee prices as set by the advanced placement, amount of federal funding received by applicants for payment of advanced placement exam fees, and total number of exams to be funded for eligible students.

3.05(1)(b) The amount allocated per exam must be the same for each exam, except for exams which the applicant paid in part or in full by federal funding. The amount allocated per exam cannot be greater than the reduced fee price set by the advanced placement vendor for each exam taken by an eligible student, less any federal funding received for payment of an eligible student's exam fee.

3.05(1)(c) The department's total distribution for the grant program shall not exceed the annual appropriation.

3.05(1)(d) Applicants may request and receive funding for multiple exams per eligible student.

3.05(1)(e) Grantees may not use grant awards to supplant federal funds already available to pay for advanced placement exam fees for eligible students.

3.05(2) The department will award grants to applicants to reimburse all or a portion of exam fees actually paid on behalf of eligible students. Grant awards will be made on an annual basis as soon as practicable before June 30<sup>th</sup> of each fiscal year.

3.05 (3) Additional grant funding for subsequent years will be contingent upon annual appropriations by the General Assembly. Funded applicants are not guaranteed any additional funding in subsequent years. There will be no carryover of funds; funds must be expended by June 30<sup>th</sup> of each grant year.