

**TRANSMITTAL SHEET FOR  
NOTICE OF INTENDED ACTION**

Control 300 Department or Agency Alabama Commission on Higher Education  
Rule No. 300-4-12-.12

Rule Title: Application Procedures for Loan Repayment Program

X New          Amend          Repeal          Adopt by Reference

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety?          No

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare?          Yes

Is there another, less restrictive method of regulation available that could adequately protect the public?          No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved and, if so, to what degree?          No

Is the increase in cost, if any, more harmful to the public than the harm that might result from the absence of the proposed rule?          No

Are all facets of the rulemaking process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public?          Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule?          No

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Does the proposed rule have an economic impact?          No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

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Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer          

Date June 13, 2018

(DATE FILED)  
(STAMP)

APA-2

**Alabama Commission on Higher Education**

**NOTICE OF INTENDED ACTION**

AGENCY NAME: Alabama Commission on Higher Education (Commission)

RULE NO. & TITLE:

300-4-12-.12 Application Procedures for Loan Repayment Program

INTENDED ACTION: New Rule

SUBSTANCE OF PROPOSED ACTION: To include new rules for the Alabama Math and Science Teacher Education Program (AMSTEP) Loan Repayment Program, which was passed by the Alabama Legislature during the 2018 legislative session.

TIME, PLACE, MANNER OF PRESENTING VIEWS: Persons wishing to present views on these amended rules may contact Tim Vick, Director of Operations and Fiscal Services, Alabama Commission on Higher Education, P.O. Box 302000, Montgomery, Alabama 36130-2000, Telephone 334-353-9153 between 8 a.m. and 5 p.m. each day up to and including August 8, 2018.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE: August 8, 2018

CONTACT PERSON AT AGENCY: Timothy W. Vick



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James E. Purcell, Ed.D.  
Executive Director

## NEW RULE

### **300-4-12-.12 Application Procedures for Loan Repayment Program**

- (1) Information concerning the Loan Repayment Program shall be:
  - (a) Sent to the Alabama State Department of Education for distribution to the local school districts;
  - (b) Sent to the Alabama Education Association for distribution to its members;
  - (c) Sent to the Schools/Colleges of Education at all Alabama State Board of Education approved institutions;
  - (d) Posted on the ACHE website.
- (2) Applications shall be made to the Commission on Higher Education. Applications shall be posted on the Commission's website.
- (3) Applications must be received by ACHE by August 1 of each year.
- (4) Loan repayment award recipients must reapply for the program annually.
- (5) In addition to the application, each applicant must submit the following:
  - (a) Documentation that they are a graduate of an approved institution offering ALSBE approved certification programs in math or science. Submitted one time.
  - (b) Documentation that they hold a valid Alabama professional educator certificate endorsed in secondary math or science, or both. Submitted one time and then again when renewed.
  - (c) Documentation from the employing school district or at an Alabama Public Charter School Commission approved charter school that they taught the previous semester. This may be a letter from either their superintendent's office or their supervising principal. Submitted prior to each requested payment.
  - (d) Documentation that they hold a federal student loan. Documentation must include the amount owed. If the award amount is larger

than the outstanding loan balance, the award amount shall be reduced to the amount of the loan balance. Submitted prior to each requested payment.

Author: Tim Vick

Statutory Authority: Alabama Act 2018-504

History: Filed June 13, 2018