



West Virginia
Higher Education
Policy Commission

• **UNDERWOOD-SMITH**
• **TEACHER LOAN**
• **ASSISTANCE PROGRAM**
• **2016-2017 APPLICATION**

1018 Kanawha Boulevard, East, Suite 700 | Charleston, West Virginia 25301

All applications must be returned to the West Virginia Higher Education Policy Commission and
POSTMARKED BY September 1, 2016.

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Section 1 - This section is to be completed by the applicant.

First Name _____ Last Name _____ MI _____

Maiden Name (if applicable) _____ Date of Birth _____

Home Address _____

City _____ State _____ Zip _____

Home phone _____ Cell Phone _____

E-mail address _____ Social Security Number ____/____/____

Are you a New Teacher Returning Teacher Teacher pursuing a higher degree

Are you certified to teach in a West Virginia public school? Yes No

In what subject area(s) are you certified to teach? _____

Do you have outstanding federal student loans that were used toward your teaching degree? Yes No

Have you applied for the federal teacher loan forgiveness? Yes No

If you have taught before, please list the school, county and years of employment (attach separate sheet if necessary)

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Please attach a printout of your federal student loans from NSLDS (National Student Loan Data System) at www.nsls.ed.gov. You will need a PIN number (Personal Identification Number) to log into NSLDS. It is the same PIN you use to sign the FAFSA. You can go to www.pin.ed.gov to get your PIN number.

STUDENT'S CERTIFICATION:

- I have reviewed the above information and certify that it is true, accurate and complete to the best of my knowledge.
- I have read, understand and agree to the terms of the Underwood-Smith Teacher Loan Assistance Program.
- I also certify that proceeds of any awards made as a result of this application will be used toward my federal student loans.

Student's Signature _____ Date _____



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Section 2 - This section is to be completed by the principal of the school the applicant will be teaching in.

Name of School _____

School Address _____ City _____ State _____ Zip _____

School phone number ____/____/____

Is the applicant under contract to teach full-time in the above named school for 2016-17? Yes No

What subject area(s) is the applicant under contract to teach in 2016-17? _____

Applicant's hire date _____

Principal's name _____

Principal's e-mail address _____

As an authorized representative of the school named below, I certify that the information provided on this form is true, complete and accurate to the best of my knowledge.

Principal's signature _____ Date _____

Please return the application, resume, and NSLDS printout to the
Higher Education Policy Commission
Underwood-Smith Teacher Loan Assistance Program
1018 Kanawha Blvd., East, Suite 700, Charleston, WV 25301
Phone 304-558-4618

Eligibility

Eligibility for an award is limited to a teacher who has earned a teaching degree and is certified to teach in West Virginia. Priority shall be given to new teachers and teachers who have previously received a loan assistance award that shall agree to teach or shall currently be teaching: a subject area of critical need in a state public school, a teacher that shall agree to teach or shall currently be teaching in a geographic area of the state identified as an area of critical need, or to a certified teacher in a subject area of critical need who is enrolled in an advanced in-field degree course or who has earned an advanced in-field degree who may use the award toward current federal student loans. A list of subject areas of critical need and the geographic areas of the state in critical need will be posted annually.

Awards

Before receiving an award, each eligible teacher shall enter into an agreement to teach full-time in a public school in West Virginia in a subject area or geographic area of critical need under contract with a county board for a period of two school years for each year for which loan assistance is received. A partial award may be granted to an eligible recipient whose contract term is for less than a full school year. A partial award is calculated by prorating the full award amount based upon the number of days taught in the school's calendar year. Each award recipient is eligible to receive loan assistance of up to \$3,000 annually. Awards will be paid to the recipient's educational loan institution, not directly to



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Awards Continued

the recipient, only after it is determined that the recipient has complied with all the terms of the agreement. Award amounts shall not exceed the recipient's outstanding loan balance. Loans eligible for loan repayment assistance are federal student loans in the recipient's name that were used for educational costs associated with obtaining a degree in teaching or a teaching credential. Parent PLUS Loans are not eligible for loan repayment assistance. Loan repayment assistance shall not reimburse applicants for payments to loans already made. Federal teacher loan forgiveness programs shall be considered when awards are calculated.

Payments

Recipients shall annually submit proof of fulfillment of the terms of the loan assistance agreement to the West Virginia Higher Education Policy Commission in accordance with the loan assistance agreement. Half of the annual award will be paid after fulfilling the first year of the agreement; the second half of the annual award will be paid after fulfilling the second year of the agreement. Recipients may have their award terminated or may be required to repay all or part of an award according to the terms of the agreement if the recipient does not comply with the terms of the agreement.

Renewal

The recipient is eligible for renewal of loan assistance only during the periods when the recipient is under contract with a county board to teach in a subject area of critical need in a school or geographic area of critical need. An applicant must have completed the terms of previous loan assistance awards before being renewed. No recipient may receive loan assistance in excess of \$15,000.