



# R606, USHE Employee Partner Scholarship

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## R606, USHE Employee Partner Scholarship<sup>1</sup>

**R606-1** The following policy has been codified<sup>2</sup> as Utah Administrative Code R765-606.

### R606-2 References

**2.1** [Utah Code § 53B-13a-106](#), Utah Promise Partners

### R606-3 Policy

#### R765. Higher Education (Utah Board of), Administration.

#### R765-606. USHE Employee Partner Scholarship

##### R765-606-1. Purpose.

This rule outlines the process and application procedures for employees of a Utah System of Higher Education ("USHE") institution to receive a scholarship to attend another USHE institution.

##### R765-606-2. Authority.

This rule is authorized by Section 53B-13a-106.

##### R765-606-3. Definitions.

(1) "USHE Employee Partner Scholarship" means a scholarship award available to employees of a USHE institution or the Office of the Commissioner of Higher Education ("OCHE").

(2) "USHE Employee Scholarship Advisory Committee" ("Committee") means a committee comprised of representatives appointed by the Commissioner of Higher Education to provide recommendations for awarding scholarships.

(3) "Fiscal Year" means the calendar year starting July 1, and ending June 30. For degree-granting institutions, this includes Summer, Fall and Spring semesters of the corresponding academic year.

##### R765-606-4. Scholarship Award.

The Commissioner, or their designee, may award a one-year USHE Employee Partner Scholarship to an individual employed at a USHE institution for up to 50% of tuition and fees if the employee:

- (1) Is employed at a USHE institution full-time;
- (2) Has been admitted to a USHE institution other than the one at which they are employed, and has declared intention to enroll; and
- (3) Intends to pursue a program of study leading to a certificate, degree or other credential related to their current job duties or a related career progression.

##### R765-606-5. Application Procedures.

An eligible employee must submit a scholarship application by a deadline set by OCHE.

(1) Annually, the scholarship application shall be made available to USHE institution Human Resources Directors, or their identified equivalent, who are responsible for notifying USHE employees at their institution about this program.

(2) Applicants must receive, and include in their application, written approval of a Dean, Assistant Vice-President or equivalent (or any employee more senior) that the applicant's educational pursuit is related to the applicant's current job duties or related career progression.

(3) Applicants must submit the scholarship application published by OCHE.

##### R765-606-6. Scholarship Administration.

(1) The Commissioner, or their designee, shall annually determine the available funds to be applied to this program, the maximum scholarship award amount, and which applicants may receive an award.

<sup>1</sup> Adopted May 18, 2023.

<sup>2</sup> This administrative rule is still going through the codification process and minor, non-substantive edits to conform with the Administrative Code may need to be made.

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