**Section 2761.30 Program Procedures**

a) By February of every year, participating high schools in Illinois shall certify to the Illinois Student Assistance Commission (ISAC) the names of students who are qualified applicants.

1) The certification of names shall be submitted in a format approved by ISAC. Certifications submitted by participating high schools shall be subject to audit by ISAC.

2) ISAC shall then promptly notify those qualified applicants who are reasonably assured of receiving MRS awards in accordance with annual funding levels recommended in the Governor's Budget.

b) Qualified applicants shall be sent an MRS application which must be completed by the student and the postsecondary institution attended by the applicant. A complete application must be received by ISAC within one year after and including the date of high school graduation but absolutely no later than June 15 of the academic year immediately following graduation from the approved Illinois high school. Should the recipient transfer to a different institution after submission of the application, the enrollment transfer must be reported to ISAC in order to receive scholarship payments.

c) ISAC shall disburse scholarship funds in two installments based on the terms financed by the scholarship. Scholarship funds may be used to finance expenses for a summer term.

d) Funds shall be remitted to institutions on behalf of the recipients.

e) Scholarship funds are applicable to two semesters or three quarter terms and must be used for educational expenses, including, but not limited to, tuition and fees, room and board, books and supplies, required service academy uniforms, and travel and personal expenses related to the recipient's enrollment.

f) Should the recipient withdraw from enrollment during the first term financed by the scholarship, the recipient shall return to ISAC the full amount of the award.

(Source: Amended at 24 Ill. Reg. 9176, effective July 1, 2000)