



# Norton Sound Economic Development Corporation

## Commercial Pilot Loan Repayment Program Application Requirements and Guidelines

*Brevig Mission, Diomedea, Elim, Gambell, Golovin, Koyuk, Nome, Savoonga, Shaktoolik, Stebbins, St. Michael, Teller, Unalakleet, Wales, White Mountain*

### General Guidelines

The Norton Sound Economic Development Corporation (NSEDG) Education, Employment and Training (EET) Program *Commercial Pilot Loan Repayment Program* is for Norton Sound residents who permanently resided in the region prior to obtaining their degrees or certification, and have been employed full-time as a commercial pilot with an air carrier based in Alaska for a minimum of one year with the intent of being stationed in the Norton Sound region. Residency in the Norton Sound region must be established prior to attending college or flight training school and maintained throughout schooling.

The program repays up to a total of \$20,000 of a student’s direct subsidized and unsubsidized federal loans, federal Perkins loan, or an established loan program specifically for professional flight training. Payments will be made to the lending agency over a 5-year period. Upon their second year of flying full-time in the region, residents meeting the below requirements will be eligible for the loan repayment program. The program is administered through NSEDG’s Education, Employment and Training (EET) department.

- Established and maintained Norton Sound residency prior to and during college or flight training school
- Received, at a minimum, a degree in professional piloting or a commercial pilot certification
- Possess and maintain all certifications/ratings to fly commercially
- Employed full-time as a commercial pilot with an air carrier based in Alaska for at least one year, with the intent of being stationed in the Norton Sound region prior to starting Year 2 of the program

Under the program, Year 1 starts on the date that an application receives approval from NSEDG’s EET department. Payment amounts are structured based on the loan principal balance at the time an application or yearly employment/residency verification is approved. For example, in Year 1 of the program, the payment is 10% of the loan principal balance at the time of the application’s approval. To encourage recipients to remain in the Norton Sound region flying commercially, the percentage NSEDG repays increases each year. NSEDG will furnish direct payments to a participant’s lending agency upon initial acceptance into the program and upon employment and residency verification in subsequent years. Participants must keep current their loan payments to remain eligible each year.

Year	Percent of Loan Balance*
1	10% up to \$6,000
2	20% up to \$6,000
3	30% up to \$6,000
4	50% up to \$6,000
5	100% up to \$20,000 combined for all years

*\*Loan balance refers to the remaining principal balance at the time of annual application/verification approval.*

### **Complete application forms and all required attachments must be sent to:**

NSEDG EET Program  
2701 Gambell Street, Suite 400  
Anchorage, AK 99503

Applications may also be emailed as PDF documents to [lladegard@nsed.com](mailto:lladegard@nsed.com)

*Questions? Call EET Director Leslie Ladegard at 1-800-650-2248 or 907-274-2248, or [lladegard@nsedc.com](mailto:lladegard@nsedc.com).*

## Detailed Guidelines

### 1. Program Eligibility

- a. **Residency:** To be eligible for the commercial pilot loan repayment program, an applicant must have met NSEDC's residency guidelines immediately prior to starting college or training and maintained their residency throughout their college tenure or flight training.
  - i. If a recipient does not return to the Norton Sound region within one year of program acceptance or does not otherwise meet NSEDC's residency requirements, he or she must re-establish residency (one year) in the Norton Sound region before eligibility is reinstated.
- b. **Piloting Credentials:** Applicant must hold a professional piloting degree or higher and/or possess a Commercial Pilot Certification.
- c. **Employment:** Applicant must meet all of the following requirements:
  - i. Employed full-time as a commercial pilot with any air carrier based in Alaska with the intent of being stationed in the Norton Sound region prior to starting Year 2 of the program
  - ii. Must be employed full-time as a commercial pilot at the time of application
  - iii. Applicant must maintain continuous full-time employment as a commercial pilot to participate in the program.
- d. **Good Standing:** Applicant must not be in default or delinquent on any federal, state, local or commercial qualifying loan.
- e. **Term:** Applicants will have ten (10) years, from the time of program acceptance, to participate in the loan repayment program.

### 2. Loan Eligibility: Direct subsidized and unsubsidized federal loans, federal Perkins loan, or a loan from an established lending program specifically for professional flight training received after January 1, 2009 that are utilized in the pursuit of degrees as described in (a) and/or (b) below:

- a. **Undergraduate:** Earning a post-secondary degree in professional piloting.
- b. **Certification/Rating:** Students pursuing professional flight training with the intent of applying the training toward commercial piloting. Eligible vocational training includes the pursuit of the following at an established flight training school: a private pilot's license, commercial pilot rating, instrument rating, multi-engine rating, or Airline Transport Pilot (ATP) certificate.
- c. **Ineligible loans:** Loans received prior to January 1, 2009 and those received for degrees, certificates, or endorsements pursued after an applicant has received their commercial pilot's license and required certificates/endorsements for employment by a regional air carrier are not eligible for the repayment program.

### 3. Payment Amount & Payment Schedule

- a. **Amount:** The payment amounts are structured based on the loan principal balance at the time an application or annual employment/residency verification is approved. Total payments made to any individual under this program, for any and all participating years, shall not exceed \$20,000. The maximum payment for any given year will be the lower of the corresponding percentage in the table or \$6,000.

Year	Percent of Loan Balance
1	10% up to \$6,000
2	20% up to \$6,000
3	30% up to \$6,000
4	50% up to \$6,000
5	100% up to \$20,000 combined for all years

- b. **Schedule:** The first year (10%) payment will be made following the completion of at least one year of flying full-time as a commercial pilot with an air carrier based in Alaska.
- i. Prior to the second year payment (20%), a participant must be flying full-time as a commercial pilot with a regional air carrier based in the Norton Sound region
  - ii. Payments for subsequent years will be solely based on the anniversary date of program acceptance and approval of annual employment and residency verification. Payments will be made directly to the participant's lending agency upon receiving all required documentation.
- c. **Taxes:** Payments on behalf of participant may be considered taxable income. The participant is responsible for reporting and paying any taxes associated with the payments.

#### **NSEDC Commercial Pilot Loan Repayment Application Requirements:**

All applications must include the following:

- a. **NSEDC Commercial Pilot Loan Repayment Application Form.**
- b. **Proof of Employment (verification form provided):**
  - i. **Year 1:** with an air carrier based in Alaska
  - ii. **Years 2-5:** with a regional air carrier based in the Norton Sound region
- c. **Current copy of student loan statement(s).**
- d. **Personal Statement:** Briefly describe why you want to fly in the Norton Sound region (250 – 500 words).
- e. **Copy of your college diploma and/or certificate/ratings.**
- f. **Official Transcripts:** Provide a copy of official transcripts from each accredited institution that you have attended and/or certificates/ratings.
- g. **Two Letters of Recommendations:** Provide two (2) letters of recommendation from pilots, employers, or others with knowledge of your experience or potential. Please do not submit letters from immediate family members.
- h. **Residency Certification Form and Proof of Residency.**
- i. **Each Subsequent Year:** Participant must submit proof of employment and current copy of loan statements, annually on or after the anniversary date of program acceptance.

## **NSEDC Commercial Pilot Loan Repayment Recipient Eligibility Requirements**

**Norton Sound Region Residency:** Each participant must have qualified as a Norton Sound Resident under NSEDC's Norton Sound Residency Guidelines or be a resident of Shishmaref prior to attending college, and must have maintained residency during their college education or flight training. Each participant must sign a residency certification form. Proof of current residency is required, and NSEDC may request additional proof of residency. *Note:* Students may claim internships or temporary summer employment in a degree-related job as an additional allowable absence under the Norton Sound Residency Guidelines. Allowable absences do not count against the maximum number of days that an individual can be out of the Norton Sound region.

## **NSEDC Loan Repayment Appeals Processes**

- 1. Residency Appeals.** Applicants who are denied due to the residency requirement may appeal the residency determination to the NSEDC Board Appeals Committee. If the NSEDC Board Appeals Committee determines that the applicant is a resident, the application will be reviewed to ensure all other requirements are met. If all requirements are satisfied, the applicant shall receive assistance.
- 2. Denial Due to Administrative Error.** If your loan repayment application is denied, and you believe that the denial was due to administrative error, please submit a written statement along with all supporting evidence to Tyler Rhodes at [tyler@nsedc.com](mailto:tyler@nsedc.com). Final determinations will be made based on this letter and attachments.



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Education, Employment and Training Department  
2701 Gambell Street, Suite 400 Anchorage, AK 99503

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Fax. (907) 274-2249 • [www.nsedc.com](http://www.nsedc.com) • [lladegard@nsedc.com](mailto:lladegard@nsedc.com)

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## ***NSED Commercial Pilot Loan Repayment Application***

### **1. Personal Information**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### **2. Employment Information**

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Supervisor's Name/Title: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

### **3. School Information**

University/College or Flight School Attended: \_\_\_\_\_

Degree(s)/Certification or Rating \_\_\_\_\_

Completion Date: \_\_\_\_\_

### **4. Student Loan Information**

Name, Address and Phone Number of Loan Provider	Current Loan Balance



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## Employment Verification Form

**\*\*To be completed by Human Resources representative from a regional air carrier located in the Norton Sound Region\*\***

### Employee Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_

Supervisor's Name/Title: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

### Employer Information

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Employer Address: \_\_\_\_\_

I hereby attest that the information contained in this form is true, correct, and complete. I will notify Norton Sound Economic Development Corporation Education, Employment, and Training program of any employment status change of employee.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date