



Norton Sound Economic Development Corporation

Student 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 (NSED) Employment, Education, and Training (EET) Program *Student Loan Repayment Program* is for Norton Sound residents who permanently resided in the region prior to obtaining their degrees, have completed a degree program, received teacher or school counselor certification in the State of Alaska, and have been employed full-time with the Bering Strait School District or Nome Public Schools District located in the Norton Sound region for a minimum of one year. Residency in the Norton Sound region must be established prior to attending college 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, and Alaska Supplemental Education Loan with payments paid to the lending agency over a 5-year period. Upon their second year of teaching full-time in the region, residents meeting the below requirements will be eligible for the loan repayment program.

- Established and maintained Norton Sound residency prior to and during college
- Received, at a minimum, a bachelor’s degree
- Possess and maintain State of Alaska Teaching Certification or Type C Special Services Certification
- Employed full-time as a certified teacher or counselor with a school district located in the Norton Sound region for at least one year

Under the program, a year starts on August 1st and ends the following July 31st. Payment amounts are structured based on the loan principal balance as of August 1st of each year. For example, in year one the payment is 10% of the loan principal balance. To encourage recipients to remain in the region teaching, the amount NSED repays increases each year. NSED 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

Deadlines: Applications must be received or postmarked by September 1st

Late applications are not considered - Early applications are encouraged!

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

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

Applications may also be emailed as PDF documents to lladegard@nsedc.com

Detailed Guidelines

1. Eligibility

- a. **Residency:** To be eligible for the student loan repayment program, an applicant must have met NSEDC's residency guidelines immediately prior to starting college and maintained their residency throughout their college tenure.
- b. **Teaching Credentials:** Applicant must hold a bachelor's degree or higher and possess State of Alaska Teaching Certification or Type C Special Services Certification for school counselors.
- c. **Employment:** Applicant must have completed one year of working full-time with a school district located in Norton Sound region and must be employed full-time as a certified teacher or school counselor. Applicant must maintain continuous full-time employment as certified staff to participate in the program.
- d. **Good Standing:** Applicant must not be in default or delinquent on any federal, state, local or commercial qualifying educational loan.

2. Loan Eligibility:

Direct Subsidized and Unsubsidized Federal loans, Federal Perkins Loan, and Alaska Supplemental Education Loan received after January 1, 2007 that are utilized in the pursuit of degrees as described in (a) and (b) below:

- a. **Undergraduate:** Earning a post-secondary degree directly related to the applicant's initial certification and hire as a teacher or counselor at a public school in the Norton Sound region.
- b. **Post-Baccalaureate Certification:** Earning initial Teaching Licensure, Master of Arts in Teaching, Master of Arts in Counseling, or degree directly related to the applicant's initial certification and hire as a teacher at a public school in the Norton Sound region.
- c. **Ineligible loans:** Loans received prior to January 1, 2007 and received for degrees, certificates, or endorsements pursued after an applicant has received their teaching or counseling certification 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 as of August 1st of each year. 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 below or \$6,000, whichever is lower.

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 one year of teaching full-time with a district located in the Norton Sound region and verification of employment as a certified teacher or school counselor in the Norton Sound region upon the start of the following year. Payments for subsequent years will be solely based on the completion of a school year. 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 Student Loan Repayment Application Requirements:

All applications must include the following:

- a. **NSEDC Student Loan Repayment Application Form.**
- b. **Proof of Employment:** With a school district located in the Norton Sound region (verification form provided).
- c. **Current copy of student loan statement(s).**
- d. **Personal Statement:** Briefly describe why you want to teach in the Norton Sound region (*250 – 500 words*).
- e. **Copy of your college diploma.**
- f. **Official Transcripts:** Provide a copy of official transcripts from each accredited institution that you have attended.
- g. **Two Letters of Recommendations:** Provide two (2) letters of recommendation from teachers, 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 student loan statements by September 1st.

NSEDC Student 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. 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 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 Appeals Committee determines that the applicant is a resident, the application will be reviewed to see 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. Final determinations will be made based on this letter and attachments.



Norton Sound Economic Development Corporation

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

Tel. (888) 650-2248 • (907) 274-2248

Fax. (907) 274-2249 • www.nsedc.com • lladegard@nsedc.com

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NSED Student Loan Repayment Application

1. Personal Information

First Name: _____ Last Name: _____

Address: _____

Phone: _____ Email: _____

2. Employment Information

Employer: _____ Position: _____

Employer Address: _____

Supervisor's Name/Title: _____ Date of Hire: _____

3. School Information

University/College Attended: _____

Degree(s) _____: Graduation _____ Date: _____

4. Student Loan Information

Student Loan Provider – Please include all payment information including the name, address, phone number, loan account numbers and any additional payment information	Total Amount of Loan as of August 1 st



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Employment Verification Form

****To be completed by Human Resources representative from Bering Strait School District or Nome Public Schools District****

Employee Information

First Name: _____ Last Name: _____

Date of Birth: _____ SSN: _____

Address: _____

Position: _____

Supervisor's Name/Title: _____ Date of Hire: _____

School Year Covered by Current Contract _____

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 department of any employment status change of employee.

Name	Title	Date