

23 ILLINOIS ADMINISTRATIVE CODE CH. XIX, SEC. 2737  
HIGHER EDUCATION LICENSE PLATE (HELP) GRANT PROGRAM

TITLE 23: EDUCATION AND CULTURAL RESOURCES  
SUBTITLE A: EDUCATION  
CHAPTER XIX: ILLINOIS STUDENT ASSISTANCE COMMISSION

PART 2737  
HIGHER EDUCATION LICENSE PLATE (HELP) GRANT PROGRAM

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**AUTHORITY:** Implementing Section 37 and authorized by Section 20(f) of the Higher Education Student Assistance Act [110 ILCS 947/37 and 20(f)].

**SOURCE:** Adopted at 23 Ill. Reg. 7571, effective July 1, 1999; amended at 32 Ill. Reg. 10320, effective July 1, 2008.

**Section 2737.10 Summary and Purpose**

- a) The Secretary of State is authorized to issue special collegiate license plates on behalf of eligible, participating institutions of higher learning. A portion of the proceeds of special license plates sold by the Secretary is appropriated annually to ISAC for the purposes of administering a grant program for students attending degree-granting, not-for-profit private colleges and universities located in Illinois or a contiguous state.
- b) This Part establishes rules that govern the HELP Program. Additional rules and definitions are contained in General Provisions (23 Ill. Adm. Code 2700).

(Source: Amended at 32 Ill. Reg. 10320, effective July 1, 2008)

**Section 2737.20 Applicant Eligibility**

- a) A qualified applicant shall be:
  - 1) a citizen or eligible noncitizen;
  - 2) a resident of Illinois;
  - 3) enrolled at a degree-granting, not-for-profit private college or university located in Illinois or a contiguous state that participates in the collegiate

license plate program through the Secretary of State; and

- 4) able to demonstrate financial need according to a nationally recognized need analysis system.
  
- b) A recipient of assistance under this program who applies for a renewal award must, in addition to continuing to meet the criteria specified in subsection (a) of this Section, be maintaining satisfactory academic progress as determined by the institution.
  
- c) Eligibility is restricted to undergraduate students. Recipients must not have received a baccalaureate degree.

(Source: Amended at 32 Ill. Reg. 10320, effective July 1, 2008)

#### **Section 2737.30 Program Procedures**

- a) All applicants must complete and file the form that the U.S. Department of Education (ED) designates as an application for federal student financial aid for the purposes of determining financial need.
  
- b) ISAC shall be notified in January of each year of all moneys deposited by the Secretary of State into the University Grant Fund, on behalf of each participating institution, from the issuance or renewal of collegiate license plates during the previous calendar year. The Secretary of State shall deposit \$25 per each set of license plates issued or renewed into the University Grant Fund on behalf of the institution.
  
- c) Each State fiscal year, all moneys deposited into the University Grant Fund shall, subject to appropriation, be distributed to ISAC to make reimbursements to participating private colleges and universities for grants made pursuant to this Part.
  
- d) A recipient may receive the equivalent of 10 semesters/15 quarters of full-time award payments.

(Source: Amended at 32 Ill. Reg. 10320, effective July 1, 2008)

#### **Section 2737.40 Institutional Procedures**

- a) Funds shall be remitted by ISAC annually to participating institutions on behalf of the recipients. At the beginning of each State fiscal year, ISAC shall notify each participating institution of the amount of funds available for that institution, and

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shall send a payment request form that must be signed and returned to ISAC.

- b) All grants shall be applicable only to tuition and mandatory fees for two semesters or three quarters in an academic year. Requests for summer assistance must be made separately and shall be considered on an individual basis by the institution.
- c) The institution shall determine the amount of each grant, which shall be the lesser of:
  - 1) \$2,000 for two semesters or three quarters of full-time undergraduate enrollment or \$1,000 for two semesters or three quarters of half-time undergraduate enrollment; or
  - 2) the amount of tuition and mandatory fees applicable to two semesters or three quarters of full-time or half-time undergraduate enrollment; or
  - 3) the amount of the applicant's calculated financial need; or
  - 4) the remaining funds available.
- d) The institution shall award the full amount of funds disbursed to it in the academic year in which it is remitted.
- e) The institution shall notify applicants that grant assistance is contingent upon the availability of funds appropriated for this program.