Agenda

• Overview of MTI

• MTI Policies & Procedures
  o Certification
  o Awarding
  o Payment Processing
  o School Requirements

• MTI Resources
Minority Teacher of Illinois (MTI) Scholarship Program

- Encourages academically talented minority students to pursue careers as teachers at non-profit Illinois preschool, elementary and secondary schools

- Available to undergraduate or graduate students

- 2023-24 maximum award amount is up to $7500 per year

- Students can receive for a maximum of 8 semesters or 12 quarters

- Can be used for tuition, fees, room and board or commuter charges
  - Cannot exceed Cost of Attendance

- Recipients must teach one year for each year of scholarship assistance received
  - If the teaching obligation is not fulfilled, the scholarship converts to a loan
MTI Eligibility Criteria

• To qualify for MTI, an applicant must:

  • be a minority student or a qualified bilingual minority applicant
  
  • be a resident of Illinois
  
  • be a U.S. citizen or eligible noncitizen or meet the “undocumented student” criteria of the Illinois RISE Act
  
  • be a high school graduate or the recipient of a high school equivalency certificate
  
  • if enrolled at the sophomore, junior, senior or graduate level, have earned a cumulative grade point average of 2.5 on a 4.0 scale
  
  • maintain satisfactory academic progress as determined by the institution
  
  • not be in default on any student loan nor owe a refund or repayment on any state or federal grant
  
  • not be awarded an Illinois Special Education Teacher Tuition Waiver (SETTW) or the Golden Apple Scholars of Illinois Program (GA) for the same academic period for which the MTI Scholarship is received
MTI Eligibility Criteria

• To qualify for MTI, an applicant must:
  
  o Be enrolled or accepted for enrollment on at least a half-time basis at an Illinois institution of higher education, and
  
  • be enrolled or accepted for enrollment in a course of study which, upon completion, qualifies the student to be licensed as a preschool, elementary or secondary school teacher by the Illinois State Board of Education, including alternative teacher licensure; or
  
  • if already licensed to teach, be enrolled or accepted for enrollment in a course of study leading to an additional teaching endorsement or a master’s degree in an academic field in which the applicant is teaching or plans to teach; or
  
  • have received one or more College and Career Pathway Endorsements (pursuant to Section 80 of the Postsecondary and Workforce Readiness Act) and commit to enrolling in a course of study leading to teacher licensure, including alternative teacher licensure
MTI Program Requirements

• A student must sign an agreement promising to begin teaching within one year at:
  o a nonprofit Illinois public, private, or parochial preschool, elementary or secondary school at which no less than 30% of the enrolled students are minority students, as certified by the Illinois State Board of Education (ISBE), or
  o if the MTI Scholarship was awarded to a qualified bilingual minority applicant, in a transitional bilingual education program or in a school in which at least 20 English learner students in the same language classification are enrolled.

• Recipients must teach one year for each year of scholarship assistance received and must teach on a continuous basis for the required period of time.

• If the teaching obligation is not fulfilled, the scholarship converts to a loan at a 5% interest rate and the entire amount received must be repaid:
  o Prorated to the fraction of the teaching obligation not completed
MTI Process

• Application
  o Students must apply each year
  o Online application also serves as Teaching Agreement/ Promissory Note
  o Priority consideration date each year is March 31
    ▪ Applicant must also complete a FAFSA or Alternative Application
  o Applications continue to be accepted after the priority date but are only considered after all timely applicants
  o When an application is received by ISAC, the record is added to the college’s database in the MTI system
    ▪ Identified as complete or incomplete on the Student List Eligibility: View screen

• Certification
  o The certification record is created in the MTI system when the application process has been completed
  o After the priority consideration date has passed, ISAC will announce when schools can begin the certification process
  o Records that need to be certified display on the Certification List: View screen
  o Only certified records are considered for an award
  o Certifications continue to populate in the system as long as the application remains available and should be submitted on a regular basis
MTI Process

• Award Determination
  o Once initial certification process is completed, the initial round of awarding is done
  o Number of scholarships awarded is subject to appropriation
  o Awarding is based on priority order defined by statute and administrative rules
  o Multiple rounds of awarding may occur throughout an award year

• Notification
  o Students received notice of eligibility from ISAC
  o Colleges received award information in the MTI system

• Payment
  o Colleges request payment in the MTI system in GAP Access and credit students’ account
MTI Certification Policies

- ISAC awards MTI to eligible students based on information provided by colleges during the certification process.
- Colleges are asked to certify all students who appear on their certification list throughout the award year.
- Even students who are ineligible should be certified.
- The only way an applicant will receive a notification letter from ISAC is if the certification is submitted.
- Only students certified are considered for an award.
- Student certifications can be adjusted if a change occurs or more information becomes available.
<table>
<thead>
<tr>
<th>#</th>
<th>Sel</th>
<th>Current SSN</th>
<th>Last Name</th>
<th>First Name</th>
<th>DOB</th>
<th>Male</th>
<th>Default</th>
<th>Units</th>
<th>School Code</th>
<th>Application Complete</th>
<th>Applicant Category</th>
<th>Certified Eligible</th>
<th>Certified Date</th>
<th>Academic Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td>N</td>
<td>0</td>
<td>04/24/2023</td>
<td>Untimely New</td>
<td></td>
<td>N</td>
<td>07/12/2023</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td>N</td>
<td>0</td>
<td>06/20/2023</td>
<td>Untimely New</td>
<td></td>
<td>Y</td>
<td>07/11/2023</td>
<td>Gradua</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td>N</td>
<td>0</td>
<td>07/19/2023</td>
<td>Untimely New</td>
<td></td>
<td>N</td>
<td>07/20/2023</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td>N</td>
<td>0</td>
<td>01/11/2023</td>
<td>Timely New</td>
<td></td>
<td>N</td>
<td>07/20/2023</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>Yes</td>
<td>N</td>
<td>0</td>
<td>01/19/2023</td>
<td>Timely New</td>
<td></td>
<td>Y</td>
<td>07/11/2023</td>
<td>Gradua</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>Yes</td>
<td>N</td>
<td>35</td>
<td>02/27/2023</td>
<td>Timely Renewal</td>
<td></td>
<td>Y</td>
<td>07/11/2023</td>
<td>Senior</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>XXX-XX-</td>
<td></td>
<td></td>
<td></td>
<td>No</td>
<td>N</td>
<td>0</td>
<td></td>
<td>Incomplete</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MTI Certification Procedures

• Applicant data is provided to schools in GAP Access
  o Records that need to be certified will appear on the Certification List: View Screen
  o Schools can use the Filter and/or Sort function to customize how they want information displayed on their list
  o Once an applicant is certified as eligible/ineligible, they will know longer show on the Certification View List but will appear on the Student List Eligibility View Screen
MTI Certification Procedures

If a Y is selected on the eligible field, the following must be provided:

- Academic Level
- Anticipated Terms
- Is the student Bilingual
- If the student is bilingual, you must also provide the Bilingual Type and Bilingual Program
- Career Pathway Endorsement
- EFC

Bilingual Type:
- State Seal of Biliteracy
- Passed educator licensure proficiency test
- All of the above

Bilingual Program:
- Bilingual educator preparation program
- Other
MTI Certification Procedures

• If an applicant is certified as **eligible**, provide:
  o Academic Level, from the drop-down menu
  o Anticipated Terms, from the drop-down menu
    • College should use their best estimate of the term(s) for which a student will be enrolled and payment will be requested
  o A response to the question asking if the student is bilingual?
    ▪ If “Yes” must also answer
      ➢ Bilingual Type
      ➢ Bilingual Program
      ➢ If unsure mark the student as “No” and correct later when you have the necessary information to confirm they are bilingual
        • This is preferred rather than delaying or not completing certification before awarding begins
  o A response of “Yes” or “No” to Career Pathway Endorsement
    ▪ Qualified applicants who are not yet enrolled in an educator preparation program but have received one or more College and Career Pathway Endorsements and commit to enrolling in a course of study leading to teacher licensure, including alternative teacher licensure, may receive MTI Scholarship funds
  o Expected Family Contribution (EFC)
    • Enter the EFC from the most recent valid Institutional Student Information Record (ISIR)
    • This will change to Student Aid Index (SAI) for 2024-25

• Save and Submit
  o Partially completed records cannot be saved
MTI Certification Definitions

• Career Pathway Endorsement

  o Pursuant to Section 80 of the [Postsecondary and Workforce Readiness Act](http://www.isbe.net/pathwayendorsements), school districts may award College and Career Pathway Endorsements to high school graduates. Students earn endorsements by completing an individualized learning plan, a career-focused instructional sequence, and professional learning opportunities. The endorsements incentivize career exploration and development, particularly in high-demand career fields.

  o To earn a college and career pathways endorsement, students will have followed an individualized learning plan, career-focused instruction, career exploration activities and 60 hours of supervised career development experiences.

  o For more information:
    ▪ [isbe.net/pathwayendorsements](http://www.isbe.net/pathwayendorsements)
MTI Certification Definitions

- **Qualified Bilingual Minority Applicant**
  - A qualified bilingual minority applicant is one who demonstrates proficiency in a language other than English by receiving:
    - a State Seal of Biliteracy from the State Board of Education, or
    - receiving a passing score on an educator licensure target language proficiency test.

- **State Seal of Biliteracy**
  - The Seal of Biliteracy is an award given by a school, district, or state in recognition of students who have studied and attained proficiency in two or more languages by high school graduation.
  - Illinois provides two awards: Seal of Biliteracy for those with a "high level of proficiency" - for most languages, this level is Intermediate High (4/5 on the AP Exam). A secondary award is the Commendation Toward Biliteracy (Intermediate-Low).
  - Students must meet the language proficiency criteria in both English and the second language. The second language may be a home language, learned in school or through travel or outside means. Schools can find the State Seal of Biliteracy on both the student’s diploma and transcript. Illinois state universities, by state law, are required to provide university credit for Seal recipients.
  - For more information on testing and recognition information, visit the ISBE Seal of Biliteracy page isbe.net/Pages/Illinois-State-Seal-of-Biliteracy.aspx
MTI Awarding Policies

• ISAC awards MTI to eligible students based on information provided by colleges during the certification process.

• The total number of scholarships awarded each year is contingent upon the funds appropriated by the Illinois General Assembly.

• All certified timely applicants are included in the initial awarding process.

• When appropriated funds are insufficient to provide scholarships for all qualified applicants, funds are awarded to students who submit complete timely applications based on the following priority order:
  o First to renewal applicants
  o At least 35% of funds are reserved for qualified bilingual applicants

• If funding remains after awarding to applicants in priority categories, then awards may be made to other qualified applicants:
  o to students that demonstrate the most financial need
  o to students with the earliest date of a received complete application
  o to qualified applicants enrolled at or above the junior level
MTI Awarding Policies

• Students **cannot** receive program benefits from two ISAC teacher programs (MTI, GA, SETTW) in the same award year
  o Indicators are provided in GAP Access when students have been determined eligible for other ISAC teacher programs
  o If a student is awarded for more than one teacher program, schools should work with the student to confirm which award they want to accept

• Maximum annual award amount is $7,500.

• MTI is applicable only toward tuition, fees and room and board charges or commuter allowances, if applicable.

• The scholarship may also be used to replace the student's EFC

• The total amount of MTI assistance awarded, when added to other financial aid, cannot exceed the cost of attendance.

• An MTI recipient who is also eligible for a MAP grant may use the MAP award first for tuition and mandatory fees
MTI Awarding Procedures

• Once awarding has been completed, award results can be viewed in the Award columns on the "Student List Eligibility: View" screen of the MTI system

• ISAC sends the appropriate notification to each applicant

• One of two types of award announcements is sent:
  • Eligible - Funded letter – sent to students who are eligible for the award
  • Eligible - Unavailable Funds letter sent to students who are eligible for the award, but for whom funds are not available

• Students who may no longer eligible for the scholarship will receive a Notification of Disqualification letter from ISAC
### MTI Awarding Procedures

#### MTI Student List Eligibility: View

**Select School and School Code**

- [Go](#)

#### MTI Student List Eligibility: View

<table>
<thead>
<tr>
<th>DOB</th>
<th>Male</th>
<th>Default</th>
<th>Units</th>
<th>School Code</th>
<th>Application Complete</th>
<th>Applicant Category</th>
<th>Certified Eligible</th>
<th>Certified Date</th>
<th>Academic Level</th>
<th>Award Amount</th>
<th>Award Date</th>
<th>Awarded GA</th>
<th>Awarded SETTW</th>
<th>Bilingual Certification</th>
<th>EFC</th>
</tr>
</thead>
</table>
## MTI Awarding Procedures

### Eligibility

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Received Date</td>
<td>03/30/2022</td>
</tr>
<tr>
<td>Application Complete Date</td>
<td>03/30/2022</td>
</tr>
<tr>
<td>Applicant Category</td>
<td>Timely New</td>
</tr>
<tr>
<td>Application Withdrawn Date</td>
<td>----</td>
</tr>
<tr>
<td>Certification Date</td>
<td>05/18/2022</td>
</tr>
<tr>
<td>Last Update</td>
<td>10/12/2022</td>
</tr>
<tr>
<td>Total Units</td>
<td>0</td>
</tr>
<tr>
<td>Bilingual Application</td>
<td>Passed educator licensure proficiency test</td>
</tr>
<tr>
<td>Bilingual educator preparation program</td>
<td>----</td>
</tr>
</tbody>
</table>

- Default: N
- Male: No
- Ethnicity: Hispanic American
- Residence: Y
- Citizenship: U.S. Citizen
- Alien ID: ----
- Awarded GA: ----
- Awarded SETTW: Y
MTI Payment Processing Policies

- Payment of scholarship benefits is requested by the college through ISAC’s MTI system in the GAP Access portal
  - School staff must have the appropriate level of access to submit payment requests

- Funds are paid directly to the college

- For full-year awards, semester schools receive two disbursements; quarter schools receive three disbursements.

- Multiple disbursements are not required in cases where the recipient’s eligibility is not determined until the final term of the award year for which the scholarship is being awarded, or when a student is only attending one term and the maximum award does not exceed the student's cost of attendance
MTI Payment Processing Policies

- Payment is requested per term

- Payment request deadline dates are established for each term and payment must be submitted by the announced dates to be considered timely
  - It is important to complete and submit payment requests on a timely basis so that ISAC can monitor the appropriation balance and continue to provide awards to eligible unfunded students as early as possible throughout the academic year.

- For Fall 2023, the claim deadline date is Friday December 29, 2023

- By submitting a payment request to ISAC via the MTI system, a college is certifying that the student meets all eligibility criteria.
MTI Payment Processing Policies

• Upon receipt of the scholarship funds from the Comptroller, the college should verify the student's enrollment status for the term for which the award was intended.

• If the recipient is enrolled, the institution may credit the scholarship funds to the recipient’s account for expenses due and payable.
  • If appropriate, any balance is to be returned to the recipient.

• If the recipient has withdrawn or if the college has reduced the amount of the award so as not to exceed the cost of attendance, the college must make an adjustment to the award in the MTI system to either cancel or reduce it

• The adjusted amount will offset in a future payment to the college.

• If a student fails to meet any of the eligibility requirements during the academic year, all undisbursed funds will be deobligated and awarded to the next eligible student.
MTI Payment Processing Procedures

• Payment requests are completed online by the colleges using the MTI System and submitted to ISAC through the GAP Access portal

• Submitting payment requests is a two-step process
  o Generating a payment request
    • Individual, using the MTI Student Detail Payment Screen
    • Batches for a group of students using MTI Payment Request Entry Screen
  o Submitting the Request

• After submitting a payment request, a Payment Results Report is made available in GAP Access
  o Will include all students for whom payment was claimed
  o Can be viewed online, printed or saved and will remain available for the entire academic year
MTI Payment Processing Procedures

- When ISAC processes a payment request and sends it to the State Comptroller for payment, a Voucher Invoice will appear in the report section of the MTI system.
  - The voucher will include a voucher invoice number but will not show a warrant number at this time.

- Once the State Comptroller authorizes payment a new voucher will appear in the report section of the MTI system, indicating a Warrant Invoice number and date.

- Payment Offset and Reconciliation procedures apply to MTI payment processing.
  - Refund checks should not be sent for cancellations/adjustments made throughout the award year.
  - Funds should only be returned to ISAC after a final reconciliation has been completed at the end of the regular school year.
MTI Payment Processing Procedures

### Student Payment List: View

<table>
<thead>
<tr>
<th>#</th>
<th>Sel</th>
<th>Req Sel</th>
<th>Term Number</th>
<th>SSN</th>
<th>Last Name</th>
<th>First Name</th>
<th>Annual Award Amount</th>
<th>Term Award Amount</th>
<th>School Code</th>
<th>Request Code</th>
<th>Enrollment Status</th>
<th>Ineligible Reason</th>
<th>Requested Amount</th>
<th>Amount Paid</th>
<th>Adjust Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>1</td>
<td>xxxx-xx-00-</td>
<td></td>
<td>7500.00</td>
<td>00 00</td>
<td></td>
<td>I</td>
<td>Not enrolled</td>
<td>00</td>
<td>00</td>
<td>00</td>
<td>00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>2</td>
<td>xxxx-xx-00-</td>
<td></td>
<td>7500.00</td>
<td>7500.00</td>
<td>00</td>
<td>P</td>
<td>Full time</td>
<td>5750.00</td>
<td>3750.00</td>
<td>3750.00</td>
<td>00</td>
<td></td>
</tr>
</tbody>
</table>

**Buttons:**
- Save Selected
- Req Select All
- Req Unselect All
- View Report
- Excel Report
MTI Payment Processing Procedures

<table>
<thead>
<tr>
<th>Terms</th>
<th>1-Fall</th>
<th>2-Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Code</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Request</td>
<td>Payment</td>
<td>Payment</td>
</tr>
<tr>
<td>Enrollment Status</td>
<td>Full time</td>
<td>Half time</td>
</tr>
<tr>
<td>Ineligible Reason</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Requested Amount</td>
<td>$3750.00</td>
<td>$3750.00</td>
</tr>
<tr>
<td>Award Amount</td>
<td>$3750.00</td>
<td>$3750.00</td>
</tr>
</tbody>
</table>

Activity Date: 09/29/2022 to 01/20/2023
Status: P
Result code: *
Expanded Result:

Invoice #:
<table>
<thead>
<tr>
<th>School Code</th>
<th>Result code</th>
<th>Expanded Result</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Amount Paid: $3750.00
Adjusted Amount: $3750.00
Result Date: 09/29/2022
MTI Payment Processing Procedures

- Not enrolled
- Not a US citizen/eligible non-citizen
- Not an Illinois resident
- Not a HS grad/no GED
- Defaulted student loan
- Conflicting scholarship
- Not making satisfactory academic progress
- Reached max number of years allowed
- Not a minority
- GPA not at least 2.5 on 4.0 scale (soph or above)
- Not enrolled at least half time
- Student is not accepting MTI
- Not enrolled in teacher program
MTI Payment Processing Procedures

MTI Reports: Eligibility Reports

- Home
- Student
- Certification
- Payment
- Reports
- File Extraction
- Enrollment Status Verification

Entries displayed: 10

<table>
<thead>
<tr>
<th>Status</th>
<th>Report Type</th>
<th>Date</th>
<th>File Size (kb)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed</td>
<td>MTI Cumulative Payment Results</td>
<td>01/20/2023</td>
<td>2.366</td>
</tr>
<tr>
<td>Completed</td>
<td>Payment Results/Exceptions</td>
<td>01/20/2023</td>
<td>5.153</td>
</tr>
<tr>
<td>Completed</td>
<td>MTI - Warrant INV 09-29-2022 SCH 00</td>
<td>12/07/2022</td>
<td>943.787</td>
</tr>
<tr>
<td>Completed</td>
<td>MTI - Warrant INV 10-17-2022 SCH 00</td>
<td>12/07/2022</td>
<td>943.789</td>
</tr>
<tr>
<td>Completed</td>
<td>MTI - Warrant INV 09-16-2022 SCH 00</td>
<td>12/07/2022</td>
<td>943.786</td>
</tr>
<tr>
<td>Completed</td>
<td>Payment Results/Exceptions</td>
<td>10/17/2022</td>
<td>4.317</td>
</tr>
<tr>
<td>Completed</td>
<td>Payment Results/Exceptions</td>
<td>10/12/2022</td>
<td>5.165</td>
</tr>
<tr>
<td>Completed</td>
<td>Payment Results/Exceptions</td>
<td>09/29/2022</td>
<td>6.823</td>
</tr>
<tr>
<td>Completed</td>
<td>Payment Results/Exceptions</td>
<td>09/16/2022</td>
<td>4.44</td>
</tr>
</tbody>
</table>

Showing 1-9 of 9 entries
## MTI Payment Processing Codes

- From the MTI User Guide

### MTI Codes

<table>
<thead>
<tr>
<th>Result Code</th>
<th>Expanded Result Code</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td></td>
<td>Ineligible for payment due to ISAC Default</td>
</tr>
<tr>
<td>F</td>
<td></td>
<td>Full MTI units already used</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Request superseded by another request</td>
</tr>
<tr>
<td>J</td>
<td></td>
<td>Ineligible for payment due to calculated award amount of zero</td>
</tr>
<tr>
<td>G</td>
<td>Y</td>
<td>Full annual award amount already used</td>
</tr>
<tr>
<td>G</td>
<td>P</td>
<td>Full program award maximum already used</td>
</tr>
<tr>
<td>H</td>
<td></td>
<td>Previously paid to your school for requested term</td>
</tr>
<tr>
<td>U</td>
<td></td>
<td>Cancel requested; no prior payment has been made for this term</td>
</tr>
<tr>
<td>Q</td>
<td>Y</td>
<td>Ineligible reason processed - not eligible for this academic year</td>
</tr>
<tr>
<td>Q</td>
<td>T</td>
<td>Ineligible reason processed - not eligible for this term</td>
</tr>
<tr>
<td>R</td>
<td>Y</td>
<td>Payment reduced to maintain MTI annual award amount limit</td>
</tr>
<tr>
<td>R</td>
<td>P</td>
<td>Payment reduced to maintain MTI program maximum award amount</td>
</tr>
<tr>
<td>T</td>
<td></td>
<td>With this payment student attains the maximum number of terms. Student will no longer be eligible for MTI payment</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>Payment increased</td>
</tr>
<tr>
<td>C</td>
<td></td>
<td>Payment decreased</td>
</tr>
</tbody>
</table>
| *           |                      | Payment processed - no reported exception

### Request Code

<table>
<thead>
<tr>
<th>Request Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>Payment</td>
</tr>
<tr>
<td>C</td>
<td>Cancel</td>
</tr>
<tr>
<td>I</td>
<td>Ineligible</td>
</tr>
<tr>
<td>D</td>
<td>Delete</td>
</tr>
</tbody>
</table>

### Status Code

<table>
<thead>
<tr>
<th>Status Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>U</td>
<td>Updated</td>
</tr>
<tr>
<td>S</td>
<td>Submitted</td>
</tr>
<tr>
<td>P</td>
<td>Payment</td>
</tr>
</tbody>
</table>

### Enrollment Status Code

<table>
<thead>
<tr>
<th>Enrollment Status Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>Half-time</td>
</tr>
<tr>
<td>F</td>
<td>Full-time</td>
</tr>
</tbody>
</table>
The last page of this report provides invoice information, including amount due to the school and the invoice number. The invoice number will be referenced on the voucher authorizing payment from the State Comptroller. The voucher number is referenced on the check/EFT.
School Requirements for MTI Program

• The following was added to state statute and MTI administrative rules when the MTI program was enhanced for the 2022-23 award year:
  • Each institution that participates in the MTI Program shall host an annual information session about the program for teacher candidates of color and require that each program recipient enrolled at the institution meet with an academic advisor at least once per academic year in an effort to facilitate on-time completion of the student’s educator preparation program. [110 ILCS 947/50]

• This requirement became effective January 1, 2022, and schools were expected to begin meeting these requirements beginning with the 2022-23 award year
  • As part of the ISAC Program Review process, ISAC will confirm that these requirements are being met, starting with the review of the 2022-23 award year

• The intent of the information session is to create an awareness of the MTI program for students who may be in interested in pursuing a teaching degree and who may be eligible for the program

• The session should include information about the program’s eligibility criteria, the application process, program benefits, and the teaching requirements associated with the program, and direct students to isac.org
2023-24 MTI Proposed Rule Amendment

- A 2023-24 proposed rule amendment was recently approved by the Commission at their December 7, 2023, meeting to incorporate updates to repayment procedures, following the approval of Public Act 103-0448 during the spring.

- Section 2763.30, Program Procedures
  - 1) If a recipient who enters into repayment under subsection (g) subsequently, within 5 years of entering repayment, begins to teach at a school meeting the description under subsection (g) of this Section, the amount owed by the recipient may be reduced in proportion to the amount of the teaching obligation completed. [110 ILCS 947/50]
MTI Resources

Minority Teachers of Illinois (MTI) Scholarship Program

Program News
(last updated August 28, 2023)
- 2023-24 Program Funding
- 2023-24 Payment
- 2023-24 Award Determination
- 2023-24 Certification
- 2023-24 Application
- 2022-23 Reconciliation – Due to ISAC Notifications
- Enrollment Status Verification

2023-24

Program Funding

The 2024 fiscal year (July 1, 2023 – June 30, 2024) appropriation for the Minority Teachers of Illinois (MTI) Scholarship is $8,000,000.

Payment

As announced in an August 28 e-Message, 2023-24 MTI first-term payment requests can be completed online and submitted electronically to ISAC via the MTI system. In order to be considered timely, first-term payment requests for the 2023-24 MTI Scholarship Program must be submitted on or before Friday, December 29, 2023.
MTI Resources

• ISAC Administrative Rules

• MTI section, FAA area of isac.org
  o isac.org/isac-gift-assistance-programs/mti-scholarship/

• MTI User Guide

• Program Requirements
  o isac.org/students/after-college/program-requirements/index.html

• MTI section, Student area of isac.org
  o isac.org/students/during-college/types-of-financial-aid/scholarships/minority-teachers-of-illinois-mti-scholarship-program.html
Section 2763.40 Institutional Procedures

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

e) Upon receipt of scholarship funds, the institution shall verify the recipient's enrollment status for the term for which the award was intended. If enrolled, the institution may credit the scholarship funds to the recipient's account for expenses due and payable. The balance of the disbursement shall be released to the recipient.

f) Upon receipt of the scholarship funds, if the recipient has withdrawn from enrollment for the terms for which the award was intended, the institution shall return the amount of the scholarship payment to ISAC.

g) Scholarship Amount

1) MTI scholarships are applicable only toward tuition and fees and room and board charges or commuter allowances, if applicable.

2) The annual scholarship amount shall be computed by the institution and must be the lesser of:

   A) tuition and fees plus room and board expenses charged by the institution;

   B) tuition and fees plus the standard commuter allowance for students living off-campus; or

3) The total amount of MTI scholarship assistance awarded to a qualified applicant in a given regular school year, when added to the other financial aid available to the qualified applicant for that year, cannot exceed the cost of attendance.

4) A qualified applicant may receive grant assistance under the MTI Program only up to the amount by which the qualified applicant's cost of attendance exceeds the amount of the Monetary Award Program grant (23 Ill. Adm. Code 2735).
MTI Resources

2023-24 ISAC Rules

Select order in which to view the 2023-24 ISAC Rules:
Listed Alphabetically
Listed by Program Type/Topic

2023-24 ISAC Rules – Listed Alphabetically

- Administrative Wage Garnishment [Part 2702]
- Adult Vocational Community College Scholarship Program [Part 2748]
- AIM HIGH Grant Pilot Program [Part 2766]
- Alternative Loan Program [Part 2721]
- Americans With Disabilities Act Grievance Procedure [Part 1400]
- Child Welfare Student Loan Forgiveness Program [Part 2766]
- College Planning Act [Part 2774]
- College Savings Bond Bonus Incentive Grant (SIG) Program [Part 2771]
- Community Behavioral Health Care Professional Loan Repayment Program [Part 2774]
- Community College Transfer Grant (CCTG) Program [Part 2740]
- Displaced Energy Worker Dependent Transition Scholarship Program [Part 2746]
- Federal Family Education Loan Program (FFELP) [Part 2720]
- General Provisions [Part 2700]

Proposed Rules And Amendments

2023-24 ISAC Rules
2022-23 ISAC Rules
2021-22 ISAC Rules
2020-21 ISAC Rules
2019-20 ISAC Rules
2018-19 ISAC Rules
2017-18 ISAC Rules
2016-17 ISAC Rules

Minority Teachers of Illinois (MTI) Scholarship Program

Awarding this program is subject to annual appropriations by the Illinois General Assembly and the Governor, as described in the below "Details" section.

You may either scroll through this page, or click on any of the following links to go directly to a specific topic:

- Program Description
- Eligibility
- Eligibility Rules
- Participating Schools
- How to Apply (and obtaining the Application)
- Application Priority Consideration Date: March 31
- Changes to Application Data
- Details
- How Funds Are Dispensed
- Processing Updates
- Comparison Chart

If 1) you plan to teach at a nonprofit Illinois public, private, or parochial preschool, elementary school, or secondary school, for which the Illinois State Board of Education (ISBE) has determined that no less than 30 percent of the enrolled students are African American/black, Hispanic American, Asian American, or Native American; and 2) you are of African American/Black, Hispanic American, Asian American or Native American origin or are a qualified bilingual minority applicant, then you may qualify for up to $7,500 per year as part of the Minority Teachers of Illinois (MTI) Scholarship Program. Funds from this program may be used to pay for tuition, fees and room and board, or commuting allowance, if applicable. This scholarship may be received for a maximum of the equivalent of four academic years (eight semesters or 12 quarters) of full-time enrollment.

ISAC College Minute...
Minority Teachers of Illinois (MTI) Scholarship Program

Program News
(last updated December 11, 2023)

2023-24 Program Funding
2023-24 Payment
2023-24 Award Determination
2023-24 Certification
2023-24 Application
Enrollment Status Verification (submit 2022-2023 data by December 1, 2023)

2023-24

Program Funding

The 2024 fiscal year (July 1, 2023 – June 30, 2024) appropriation for the Minority Teachers of Illinois (MTI) Scholarship is $8,000,000.

Payment

As announced in an August 28 e-Message, 2023-24 MTI first-term payment requests can be completed online and submitted electronically to ISAC via the MTI system. In order to be considered timely, first-term payment requests for the 2023-24 MTI Scholarship Program must be submitted on or before Friday, December 29, 2023.

Submitting payment requests is a two-step process, which involves generating the request (either individually or in a batch) and then submitting the request.
# MTI Resources


---

## Table of Contents

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overview of the MTI Administration Process</td>
<td>3</td>
</tr>
<tr>
<td>• Application</td>
<td></td>
</tr>
<tr>
<td>• Certification</td>
<td>4</td>
</tr>
<tr>
<td>• Award Determination</td>
<td></td>
</tr>
<tr>
<td>Access and Navigation</td>
<td>5</td>
</tr>
<tr>
<td>• GAP Access User Administration</td>
<td>5</td>
</tr>
<tr>
<td>• Navigation into MTI System</td>
<td></td>
</tr>
<tr>
<td>MTI Student List Eligibility</td>
<td></td>
</tr>
<tr>
<td>• Student List Eligibility: View Screen</td>
<td>6-7</td>
</tr>
<tr>
<td>• Student Eligibility List: Filter Screen</td>
<td>8</td>
</tr>
<tr>
<td>• Student Eligibility List: Sort Screen</td>
<td>9</td>
</tr>
<tr>
<td>• Student Eligibility List: Columns Screen</td>
<td>10</td>
</tr>
<tr>
<td>MTI Certification List</td>
<td></td>
</tr>
<tr>
<td>• Certification List: View Screen</td>
<td>11</td>
</tr>
<tr>
<td>• Certification Data Screen &amp; Fields</td>
<td>12-13</td>
</tr>
<tr>
<td>• Certification Data Screen - Bilingual</td>
<td>14-15</td>
</tr>
<tr>
<td>• Certification List: Filter Screen</td>
<td>16</td>
</tr>
<tr>
<td>• Updating/Correcting an MTI Certification Record</td>
<td>17</td>
</tr>
<tr>
<td>Suggestions for using Filter, Sort and Columns Function</td>
<td></td>
</tr>
<tr>
<td>• Identifying Certified Records</td>
<td>18</td>
</tr>
<tr>
<td>MTI Payment</td>
<td></td>
</tr>
<tr>
<td>• Overview of the Payment Process</td>
<td>19</td>
</tr>
<tr>
<td>• Student Payment List: View Screen</td>
<td>20-21</td>
</tr>
<tr>
<td>• Student Payment Eligibility List: Filter Screen</td>
<td>22</td>
</tr>
<tr>
<td>• Student Payment Eligibility List: Sort Screen</td>
<td>23</td>
</tr>
<tr>
<td>• Student Payment Eligibility List: Columns Screen</td>
<td>24</td>
</tr>
<tr>
<td>• Student Detail: Payments Screen/ Individual Payment Requests</td>
<td>25-27</td>
</tr>
<tr>
<td>• Payment Request Entry/ Batch Payment Requests</td>
<td>28-29</td>
</tr>
<tr>
<td>• Dual-Awarding Students – Audit Finding</td>
<td>30-33</td>
</tr>
<tr>
<td>• Submitting Payment Requests</td>
<td>34</td>
</tr>
<tr>
<td>MTI Reports</td>
<td></td>
</tr>
<tr>
<td>• Payment Reports</td>
<td>35-38</td>
</tr>
<tr>
<td>MTI Codes</td>
<td></td>
</tr>
<tr>
<td>• Result Codes, Request Codes, Status Codes and Enrollment Status Codes</td>
<td>39</td>
</tr>
</tbody>
</table>
ISAC Contact Information

School Services
866-247-2172
isac.schoolservices@illinois.gov

ISAC Call Center – Student Services
800-899-4722
isac.studentservices@illinois.gov

******************************

Partner & Training Services

Stephanie Claudio - Stephanie.Claudio@illinois.gov
Kim Eck -- Kimberly.Eck@illinois.gov
Daniela Rios – Daniela.Rios@illinois.gov
Sherry Schonauer -- Sherry.Schonauer@illinois.gov