

# The Massachusetts Office of Student Financial Assistance



## ***ACTION LETTER***

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Action Letter #1  
June 2015

### **2014-2015 PROGRAMS GUIDELINES UPDATES**

Dear Colleague:

This Action Letter further updates OSFA Action #1 published in January 2014 of award year 2013-2014 and which rules, guidelines and regulations became effective as of award year 2014-2015. Specifically, the Collaborative Teachers Tuition Waiver and the Career Advancement Tuition Waiver DO NOT require that a student complete a Free Application for Federal Student Aid (FAFSA). The above amendment is retroactive to the start of the academic year 2014-2015.

Further, beginning with award year **2015-2016**, in cases where students applying for either the Collaborative Teachers Tuition Waiver **OR** the Career Advancement Tuition Waiver are not required to complete a current year Free Application for Federal Student Aid (FAFSA), they must complete a school-approved Application or Form that, at the institution's discretion, may combine both the Career Advancement Tuition Waiver and the Collaborative Teachers Tuition Waiver. Copies of completed Collaborative Teachers Tuition Waiver and/or Career Advancement Tuition Waiver Forms must also be retained in the financial aid office. Whether the school creates a separate application/form for each of the above-listed programs or add both onto a single Form, such a Form shall collect, in addition to applicant's name address, social security or student's school ID number, the following information, certification and agreements:

- a certification that the student is not in default of any Massachusetts state loans
- a certification that the student is not in default of any federal student loans or owe a refund for any previously received financial aid
- an agreement and certification that the student will also complete an appropriate year Free Application for Federal Student Aid (FAFSA), **IF**, he/she will be applying for need-based financial aid during the academic terms for which he/she also is seeking the Collaborative Teachers Tuition Waiver or the Career Advancement Tuition Waiver.
- an agreement that the student will furnish the institution with any and all documentation that is required in the determination of their eligibility for either the Collaborative Tuition Waiver or the Career Advancement Tuition Waiver.

Please do not hesitate to contact the Massachusetts Office of Student Financial Assistance at 617.391.6070 if you have any questions.

Thank you.

Massachusetts Office of Student Financial Assistance