

283—16.7(261) Institution eligibility requirements.

16.7(1) *Application process.* An institution requesting to participate in the future ready Iowa skilled workforce grant program must apply to the college student aid commission using the college student aid commission's designated application. An applicant institution must provide the college student aid commission with documentation establishing eligibility as described in subrule 16.7(2). Applicant institutions seeking to participate in the future ready Iowa skilled workforce grant program must submit applications by October 1 of the year prior to the beginning of the academic year for which they are applying for participation, with the exception of the first state fiscal year in which appropriations are authorized for expenditure.

16.7(2) *Eligible institution.* An institution of higher learning governed by the state board of regents or an accredited private institution or eligible institution as defined in Iowa Code section 261.9 must:

- a. Require eligible students to:
 - (1) Attend an orientation session, in person or virtually, for the eligible institution.
 - (2) Register for courses with the assistance of an advisor, create a graduation plan as required under the eligible program, and participate in available academic advising sessions.
 - (3) Participate in available career advising sessions as required under the eligible program, including creation of a career plan when possible.
- b. Notify eligible students of the volunteer mentor program, encourage them to participate, and facilitate, in collaboration with the commission on volunteer service, the assignment of a volunteer mentor to each eligible student, based on the student's interests.
- c. Facilitate connections through campus career centers and services to internships and similar local, state, and federal programs.
- d. Market the eligible institution's eligible programs and optional incentives on the eligible institution's website and to other relevant agencies and organizations as recommended by the college student aid commission, commission on volunteer service, or department of workforce development.
- e. Submit information annually to the college student aid commission including, but not limited to, information regarding recipients, grant disbursements, recipients' eligible programs, recipient completion rates by eligible program, and recipient employment outcomes. Information shall be submitted in the format prescribed by the college student aid commission.

16.7(3) *Compliance reviews.* The college student aid commission shall periodically investigate and review compliance of institutions participating in the future ready Iowa skilled workforce grant program. [ARC 4608C, IAB 8/14/19, effective 9/18/19]