

**Title: Tuition Reduction for Health Manpower Shortage Program
Out-of -State Students**

- ☐ **Initial Action:** 03/28/02
- ☐ **Board Agenda:** 02-014 , 23-027a
- ☐ **Last Revised:** **09/27/2017**
 - ☐ **Policy:** 04/2023
 - ☐ **Procedure:**
- ☐ **Last Reviewed:** 04/05/2023
- ☐ **Effective:** 05/25/2023
- ☐ **Next Review:** 03/05/2026
- ☐ **Responsibility:** Finance

Policy:

Pursuant to Md. EDUCATION Code Ann. §16-310(d), Cecil College participates in the Non-Resident (out-of-state) Tuition Reduction Health Manpower Shortage Program in alignment with Maryland state law and consistent with fiscal policies within the College. This program enables out-of-state students to enroll at the College in a designated Health Manpower Shortage program at in-county tuition rates under certain conditions.

Procedures:

- 1) The out-of-state student completes the College's application and enrollment process according to policy and procedures.
- 2) The out-of-state student registers at Cecil College for a minimum of six (6) credits per semester.
- 3) The out-of-state student completes a specific application form and certification process of acceptance available through the Department of Nursing.
- 4) The out-of-state student signs a surety bond or promissory note with the Maryland State Scholarship Administration.
- 5) The Director of Nursing verifies, on the Non-Resident Health Manpower Shortage Form, provided to the student upon request by the State, the acceptance of the out-of-state student into the Licensed Practical Nursing or Registered Nurse program at Cecil College.
- 6) The Director of Nursing forwards a list of participants or a copy of the student's Non-Resident Acceptance Letter to the Cashier's Office, Financial Aid Office, and Computer Services for office processing.

Points of Understanding:

- 1) This policy applies to a student who has been accepted into the Licensed Practical program or the Registered Nurse program through an interview process conducted by the Nursing Department and only applies to courses in the Licensed Practical Nurse and Nursing disciplines.
- 2) Upon completion of the Licensed Practical Nursing certificate and/or the Registered Nurse degree, the out-of-state student will sit for licensure in his/her applicable area of study.
- 3) The out-of-state student must fulfill his/her "Service Obligation" of working in a Maryland hospital or related institution for at least two (2) years on a full-time basis in order for the tuition differential to be waived.
- 4) The Health Manpower Shortage Program may be renewed on an annual basis if the recipient meets the eligibility requirements and completes any required paperwork.
- 5) The residency code is determined by the legal address of the eligible student. A journal entry will reflect the change in the tuition rate.