**Section 2743.30 Program Procedures**

a) All applicants must complete annually an ISAC application for the Grant Program for Exonerees.

1) Applications are available at ISAC's website and ISAC's Springfield, Deerfield and Chicago offices.

2) If the application is incomplete, ISAC will notify the applicant, who will have an opportunity to furnish the missing information. The application will only be considered for processing as of the date the application is complete and received at ISAC's Deerfield office.

3) A qualified applicant must also submit any forms required for the receipt of the Program.

b) Benefits are limited to the full-time enrollment equivalent of 8 semesters or 12 quarters of payment for undergraduate or graduate study. Recipients may accumulate up to 48 eligibility units.

c) The Grant Program for Exonerees funds shall be applicable only to tuition and mandatory fees and only for two semesters or three quarters in a regular school year.

d) ISAC shall select the recipients from among those who have submitted complete applications, including qualified new applicants and those who filed timely renewal applications and have supplied information required.

e) The total number of grants awarded in a given fiscal year is contingent upon available funding. If funding is insufficient to pay all eligible applicants of the grant, awarding will be based on the date the completed application is received in ISAC's Deerfield office. Preference may be given to renewal applicants, provided that the recipient continues to meet the eligibility requirements.

f) Each qualified applicant who is selected to receive a grant shall be notified by ISAC. Applicants not receiving the grant will be notified as well.

g) The grant may be used to pay costs associated with obtaining a high school equivalency certificate and up to one retest on each test module.

h) The grant may be used to pay costs associated with obtaining an official transcript of test scores after successful completion of the high school equivalency test.

i) The total amount of Grant Program for Exonerees funds awarded pursuant to Section 2743.30(b) to a qualified recipient in a given academic year, when added to other financial aid available to the qualified recipient for that year, shall not exceed the cost of attendance.

j) ISAC pays grant funds directly to the institution of record in the name of the recipient; however, ISAC reserves the right to reimburse costs associated with obtaining a high school equivalency certificate or in obtaining transcripts and test scores (as described in subsection (h)) directly to the qualified applicant.