



## **New Mexico Teacher Loan-For-Service Program Application 2022**

The purpose of the Teacher Loan-for-Service Program is to increase the number of teachers in areas of the state that have experienced shortages by making educational loans to students seeking degrees/certification in the teacher education field.

As a condition of each loan, the student shall declare his/her intent to practice as a teacher in a designated shortage area in New Mexico.

For every year of service, a portion of the student's loan will be forgiven. If the entire service agreement is fulfilled, 100% of the loan is eligible for forgiveness. Penalties may be assessed if the service agreement is not satisfied.

### **General Eligibility Requirements:**

- ✓ New Mexico resident
- ✓ U.S. citizen or eligible non-citizen
- ✓ Enrolled at least half-time
- ✓ Enrolled at a public college or institution in New Mexico and accepted into a teacher education program leading to a degree or certification
- ✓ Demonstrate financial need

### **Application Process:**

- Application
- Essay (Typed, Minimum of 400 words, 500 Maximum)
- Letter of Acceptance
- Unofficial Academic Transcripts
- Copy of Driver's License

**Award Amounts:** Financial Aid Coordinators make award amount recommendations based on the student's financial need for the academic year; however, the amount of the award may not exceed \$4,000 for the Teacher Loan-For-Service Program per academic year. The final award amount is determined by the New Mexico Higher Education Department based on available funding and the total number of eligible applicants. Funds are sent directly to the higher education institution at which the eligible student is enrolled.

### **Instructions for Application:**

1. Complete fillable application
2. Ensure all attachments are ready to upload to the email
3. Email the complete application and attachments to [fin.aid@state.nm.us](mailto:fin.aid@state.nm.us)
4. In the subject line of your email, please type Teacher LFS, first name and last name.

For consideration, all documents must be entirely completed and included with the emailed application packet. The application and all supporting documents must be **received via email by 5:00PM July 1, 2022**. Mailed, Scanned, Faxed or In-Person copies will **NOT** be accepted. Late applications emailed after the deadline will not be accepted.

NEW MEXICO  
HIGHER EDUCATION  
DEPARTMENT



Fostering Student Success from Cradle to Career

**New Mexico Teacher Loan-For-Service Program Application 2022**

Application Status: (please select one)

New Applicant

Renewal Applicant

Full Name:

Permanent Address: *Last* \_\_\_\_\_ *First* \_\_\_\_\_ *M.I.* \_\_\_\_\_

*Street Address* \_\_\_\_\_ *Apartment/Unit #* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip Code* \_\_\_\_\_

Home Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email Address: \_\_\_\_\_

Previous name under which records may be kept: \_\_\_\_\_ Last Four of SS#: \_\_\_\_\_

Gender: Male  Female  Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ Exp: \_\_\_\_\_

Are you a citizen of the United States or a permanent resident alien? Yes  No

Are you a New Mexico resident? Yes  No  If yes, when was residency established? (required) \_\_\_\_\_

**Education**

Name of Institution Attending/Plan to Attend: \_\_\_\_\_

Course of Study: \_\_\_\_\_

Degree you plan to obtain: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

Current Level: FM  SOPH  JUNIOR  SENIOR  Grad.

**List one personal reference with separate contact information who may be reached for your most current address and/or phone number.**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Essay

Please type an essay stating why you want to enter or remain in the chosen field and obligate yourself to a designated shortage area in New Mexico through the Loan-For-Service Program. (Minimum of 400 words, 500 Maximum). Please include your first and last name on the attachment. Please email your essay as part of the application email.

## Electronic Signature

By signing the statements below electronically, you agree your electronic signature is the legal equivalent of your manual/handwritten signature on this application. You further agree that your signature on this document (hereafter referred to as your "E-Signature") is as valid as if you signed the document in writing. You also agree that no certification authority or other third party verification is necessary to validate your E-Signature, and that the lack of such certification or third party verification will not in any way affect the enforceability of your E-Signature or any resulting agreement between you and the New Mexico Higher Education, Financial Aid Office.

## Statement of Understanding

By signing below I am certifying that I understand that the original application and all necessary supporting documents must be **emailed** to [fin.aid@state.nm.us](mailto:fin.aid@state.nm.us) by **5:00PM on July 1, 2022**. Late applications will not be accepted.

I understand that all awards are subject to the availability of funds. I understand the Financial Aid Division will not release any information regarding the completion of my application packet. I understand once my application is received, no additional documents may be added to my application packet. I understand all fields within the application must be complete. I understand if any required information is omitted from any part of the application packet, my application will be considered incomplete and will not be considered for funding.

Print Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Authorization & Consent to Release Education Records

I hereby authorize personnel of the College/University to release any and all educational records and information to the New Mexico Higher Education Department (NMHED). I further understand that this information may contain personal information. I understand the information may be released orally or in the form of copies of written records as preferred by NMHED. By my signature below I acknowledge this consent and authorization to be valid.

Print Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Statement of Intent To Provide Service In New Mexico

I affirm intent to practice in an underserved area of New Mexico upon completion of my education and/or internship/residency. I understand that if selected to receive funding, I must fulfill the service requirements of this loan or repay the loan with interest and penalties as defined in the Teacher Loan-For-Service Agreement and in the New Mexico Administrative Code 5.7.2.

Upon termination of an agreement, the Program Participant shall be assessed a penalty of up to three (3) times the amount of award disbursed, plus eighteen percent (18%) interest, unless the NMHED finds acceptable extenuating circumstances for why the participant could not serve and comply with the terms of the provisions. The NMHED shall require immediate repayment plus the amount of any penalty assessed.

I affirm all the information on this application is true and completed to the best of my knowledge. If asked by the New Mexico Higher Education Department, I will provide proof of the information I have reported on this application.

All information can and will be used in a legal capacity if necessary.

Print Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Checklist

If any of the items listed below are omitted from the application packet, your application will be considered incomplete and will not be reviewed or considered for funding.

- Complete all fields within the Teacher Loan-For-Service Program Application
- Essay: Typed Essay with a maximum of 500 words
- Unofficial Academic Transcripts
- Copy of Driver's License
- Letter of Acceptance: Attach your letter of acceptance into the educational program in which you are enrolled.
- Institution Certification (completed by the financial aid office at your institution)
- Send one email with your application and all documents attached. Type Teacher LFS, first and last name in the email subject line. Email to: [fin.aid@state.nm.us](mailto:fin.aid@state.nm.us)

## Teacher Loan-for-Service Institution Certification

### Electronic Signature

By typing your name in the signature fields and statements below, you agree your typed name is your electronic signature and is the legal equivalent of your manual/handwritten signature on this application. You further agree that your signature on this document (hereafter referred to as your "E-Signature") is as valid as if you signed the document in writing. You also agree that no certification authority or other third-party verification is necessary to validate your E-Signature, and that the lack of such certification or third-party verification will not in any way affect the enforceability of your E-Signature or any resulting agreement between you and the New Mexico Higher Education, Financial Aid Office.

### STUDENT:

#### AUTHORIZATION AND CONSENT TO RELEASE EDUCATION RECORDS

I hereby authorize personnel of the College/University to release any and all educational records and information to the New Mexico Higher Education Department (NMHED). I further understand that this information may contain personal information. I understand the information may be released orally or in the form of copies of written records as preferred by NMHED. This authorization does not include the release of Medical information or information from the Health Services Office. By my signature below I acknowledge this consent and authorization to be valid.

Electronic Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### INSTITUTION FINANCIAL AID OFFICER:

Student Name: \_\_\_\_\_ Name of Institution: \_\_\_\_\_

Student Anticipated Graduation Date: \_\_\_\_\_

By signing below, I certify the student is a resident of New Mexico and a citizen of the United States or eligible non-citizen as defined by the U.S. Department of Education. I certify I have reviewed this student's financial aid file and have determined that the student has financial need. I certify this student is maintaining the satisfactory academic progress necessary to qualify for the financial aid. I certify I have calculated the student's unmet need based on EFC and non-loan based aid. I recommend the annual award amount indicated below.

Print Name & Title of Financial Aid Officer completing form: \_\_\_\_\_

Financial Officer Email: \_\_\_\_\_ Direct Phone#: \_\_\_\_\_

Electronic Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Cost of Attendance: Tuition, books, fees, room & board, transportation, and Other educational expenses.	\$	
Expected Family Contribution (EFC)	\$	
Federal Pell Grant	\$	
Federal and State Grants	\$	
Scholarships	\$	
Work Study	\$	
Other (specify)	\$	
Total Estimated Financial Resources	\$	
<b>TOTAL ESTIMATED UNMET NEED</b>	<b>\$</b>	
Recommended Loan-For-Service Amount for 2022-23 (if student is graduating Fall22 please only indicate the Fall22 amount) *Teacher may not exceed \$4,000 (\$2,000 per semester)	<b>FALL22 \$</b> \$ _____	<b>Spring23\$</b> \$ _____

**Please email this form to the Financial Aid Office at your Institution for completion. Please ensure the form is emailed in a timely manner to ensure completion before the application deadline date.**