



Higher Education Services Corporation

ANDREW M. CUOMO

Governor

Registration Deadlines

CEO: 12-08

To: Chief Executive Officers/Presidents of Institutions of Higher Education

From: Barbara Hochberg, Director of Grant and Scholarship Programs New York State Higher Education Services Corporation (HESC)

Date: January 8, 2014

Subject: Registration Deadlines

The enacted 2011-12 New York State Budget amended the New York State Education Law to expand participation in the Tuition Assistance Program (“TAP”) to certain full- time resident undergraduate students not previously eligible for awards. As a result, formerly ineligible students attending your institution may now be eligible for TAP awards.

This Memorandum establishes the deadlines for institutions to submit applications for registration and re-registration of curriculum pursuant to 8 NYCRR §2408.8 in order to participate in the TAP program. All terms herein shall have the same meaning as set forth in 8 NYCRR §2400.2.

Effective for semesters commencing on and after July 1, 2014, an educational institution shall submit each curriculum to be registered or re-registered to the president, together with such information as the president may require, in a form acceptable to the president, and received by the corporation no later than March 1 to participate in the award program for the fall term and no later than September 1 to participate in the award program for the spring term or as otherwise directed by the corporation.