ND Career Builders is a skilled-workforce program designed to recruit and retain individuals into high-need and emerging occupations in the state. This NEW opportunity is a partnership between the state, businesses, employees, students & institutions.

What programs qualify?
- Those listed on the High Need and Emerging Occupations list.
- Qualifying certificate or degree programs from a ND college or university.
  - Scholarship: Programs must be 4 semesters or 6 quarters or less in length to be considered.
  - Loan Repayment: Qualifying programs may be any degree or certificate from a ND college or university.
- The High Need and Emerging Occupations list and qualifying programs can be found on the website at ndus.edu/career-builders/.

What are “matching private sector dollars” and where will the funding come from?
- This is a dollar-for-dollar public/private match program. The North Dakota University System (NDUS) may only make payment to the extent that one dollar of private funds for each dollar of public funds is received.
- 50% comes from the private sector (i.e. business) and 50% will be matched with state dollars.

How much could recipients qualify for?
- Businesses can contribute up to $8,500 per recipient under either the scholarship or loan repayment. The state will match the contribution dollar-for-dollar! Combined this is up to $17,000 per recipient!
- For the scholarship, awards may not exceed tuition, fees, books and supplies.
- Loan repayment recipients may qualify for up to $5,667 per year for a maximum of 3 years on qualifying student loan balances.
- Individuals may only qualify for the scholarship or loan repayment, not both.

Does the recipient of the scholarship have any obligation?
- Yes, as indicated, this program is a partnership. The student will sign a legally binding Scholarship Award Agreement. Failing to meet the terms of the Agreement will result in the scholarship funds being repaid by the student.
- Live and work in ND in a high-need or emerging occupation for 3 years following program completion.

What is the benefit to &/or the responsibility of the business?
- This is an opportunity for business to grow its workforce and fill in-demand positions.
- Businesses provide the matching funds as this is a partnership – either a scholarship on the front-end or loan repayment on the back end.
- Participating businesses provide employment verification information for recipients for a 3-year period.

NEXT STEPS:
1. Review & Commit – Are there in-demand positions that you need to fill? Consider using ND Career Builders to attract & retain employees. Step 1 is to review the High-Need and Emerging Occupations list for qualifying positions and degrees and then commit to the opportunity!

2. Apply & Contribute – YOU are in control of how funds are used! Your business can designate a specific institution, a specific program, and even a specific student. Applications & donation forms are located on the website.
   - Scholarship Application: Student/Business start the discussion with the college financial aid office. The college will guide the application process.
   - Loan Repayment Application: Employees (hired into current position in 2019) or later and the employer discuss the opportunity and then complete the application located on the NDUS website.

The high-need and emerging occupations list, application and private sector donation form are located on the website at ndus.edu/career-builders/.
Scholarship Program Specifics

- Businesses can partner with a college, funding specific programs and even specific students!
- Students must be admitted into a qualifying program in the state.
- The college will initiate the scholarship application process with the student and business.
- Payments may not exceed the cost of tuition, fees, books and supplies; the scholarship may supplement other scholarships/grants up to total cost of attendance.
- Total scholarship can be up to $17,000, depending on the amount of the matching dollars received.
- Payments to colleges will be made on a semester, quarter or term basis once matching private dollars are received by NDUS.
- Recipients have the obligation to reside and work (in a high need or emerging occupation) in ND for at least 3 years following program completion.
- Students accepted into the program will be required to sign a Scholarship Award Agreement, which will be legally binding. Failure to meet the terms of the Agreement will result in the scholarship funds being repaid by the student.
- Repayment of the funds received could be triggered by:
  - Failure to enroll full time according to program requirements;
  - Failure to maintain a 2.50 cumulative GPA, or other academic progress;
  - Withdrawing from the program prior to completion, either voluntarily or involuntarily;
  - Failing to meet the residency and occupation requirements for 3 years following program completion.

Loan Repayment Specifics

- Applicants hired into their current position in 2019 or later can apply by downloading the application on the ND Career Builders website at ndus.edu/career-builders/.
- An applicant’s employer (or other business entity) must have committed matching dollars; payments will not be made without matching dollars being received by NDUS.
- Applicants will be required to provide proof of ND residency, employment verification, proof of degree completion, and a current student loan billing statement from the lender.
- Payments may not exceed $5,667 per year, or one-third of the applicant’s outstanding student loan principal balance at the time of application, whichever is less.
- Total student loan repayment, over 3 years, can be up to $17,000, depending on the amount of matching dollars received.
- Payments are made directly to the student loan servicing agency/lender.
- Eligible loans include FEDERAL Subsidized, Unsubsidized, Consolidated and Perkins loans, the Bank of ND DEAL Loan, and other private alternative student loans. Private loans/debt that is not a “student loan” will not be considered.
- Recipients must reside and work in a high need or emerging occupation in North Dakota; eligibility criteria will be verified prior to each payment.

The ND Career Builders donation form can be downloaded from the website at ndus.edu/career-builders/.

The donation form must accompany all program donations.

For more information on the scholarship and loan repayment opportunities, please contact NDUS at: 701-328-2906 or at ndfinaid@ndus.edu

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