**WORKFORCE SOLUTION VOUCHERS**

FREQUENTLY ASKED QUESTIONS

2019

**What do I do if I have questions regarding the workforce solution vouchers?**

**Answer:** Contact workforce solutions they will answer all of your questions regarding their program.

The school cannot speak on behalf of workforce solutions. Each student will have a representative assigned to them from workforce solutions. The links to workforce solutions are available on the school website under Financial Aid. The student completes an application with workforce applying for their grant/voucher.

**What programs does VNI offer that qualify for Workforce Solution grants/vouchers?**

The Vocational Nursing Program

**I received approval for a voucher now what?**

**Answer:** The student brings the voucher to the school. The school on the sixth day after the date on the voucher will submit an invoice to Workforce Solutions. Work force solutions will then issue a check to the school FOR TUITION directly within 30 days. Workforce solutions have systems in place to verify student attendance. It is the student’s responsibility to ensure the attendance forms are completed and signed and delivered to workforce per workforce guidelines. The school does not have these forms available, the student gets these from workforce.

The school will notify the student when funds are received. The student balance owed will then be reduced by the amount received from Workforce Solutions. A new balance sheet will be provided to the student.

**How much money can I get for vocational nursing program tuition?**

**Answer:** Up to $6000.00 for the VN Program can be issued by Workforce Solution Program per calendar year (Jan 1 – Dec 31). Students who are in the evening program (18 months) can apply twice for the workforce voucher, once each calendar year and possibly be awarded $12,000.00 ($6k/year).

**What if I am using a Third-Party loan source to help pay tuition?**

**Answer:** The student is responsible to get with any and all third-party loan processors and apprise them of the grant received from Workforce Solutions and reduction in their balance due to the school. The student is responsible to re-negotiate any contracts they have with third party processors. The school does not do this.

**WORKFORCE SOLUTION VOUCHERS**

FREQUENTLY ASKED QUESTIONS CONTINUED…..

**What if I paid in full cash for my tuition and I am awarded Workforce Solution grant for $6,000.00 after I have made full tuition payment?**

**Answer**: If a student has paid their tuition in full and receives a workforce solution grant, there would be an overpayment and the school would issue a refund per the refund policy of the school to the student once the school receives the grant money from Workforce Solution into the school’s bank account. In order for the school to do this the student would have to be credited any private payments that they made. For example, if a student paid $3500.00 in tuition out of their own pocket, then the school could refund the $3500 to the student to make a balance open for $3500 of workforce grant money. The school cannot give the student any excess workforce money left over it has to be used for tuition.

**Can I get the money from workforce solution back in cash from the school for housing, a new car, etc?**

**Answer:** The purpose of the workforce solution money is to help students who have **NO OTHER source of funding for their tuition**. A student may be eligible to receive money back from the school if they received a workforce solution voucher would be if the tuition was paid in full and there was an overpayment created from the receipt of the workforce solution voucher and private funds were available to be reimbursed to the student.

The other option would be if the workforce money was issued within the same semester as federal financial aid, the student could return the federal financial aid to the school which the school will send back to the Department of Education, creating a balance on the ledger, providing room for the workforce grant to be applied.

Please note: Each year workforce changes their terms, updates their contracts and processes. The school must abide by their rules. The school is not able to change the workforce rules, so please talk to your representative for additional information.

I understand the above, I understand I need to speak with my representative regarding questions and that what is written here may be subject to change based on workforce solutions rules and regulations.

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Student Signature Date

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Financial Aid Representative Date