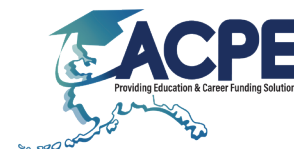




Alaska Commission on Postsecondary Education APS Partner **Roles & Responsibilities**



Established in Statute – AS 14.43.810-849 and AS 14.03.113

TIMELINE

By JULY 15	By MID-AUGUST	By AUGUST 15	Varies by Institution	At School Request	By Dec 31	
By Jan 15					By Dec 31	
9th/10th grade students receive APS information.	ALASKA SCHOOL DISTRICTS report individual student eligibility status to DEED.	DEED transmits student eligibility data to ACPE.	ACPE notifies incoming seniors & recent graduates of APS eligibility. ACPE coordinates with postsecondary institutions to certify APS eligible student enrollment for recent graduates.	POSTSECONDARY INSTITUTION certifies student enrollment and cost of attendance.	ACPE disburses award to institution on behalf of student.	11th grade students receive notice of remaining APS requirements.

ROLES & RESPONSIBILITIES

	— ELIGIBILITY DETERMINATION —	— DATA REPORTING —	— PROGRAM AWARENESS & ELIGIBILITY COMMUNICATIONS —
1 Alaska School Districts	<ol style="list-style-type: none"> Determines student APS eligibility and award level Reports eligibility to DEED 	<ol style="list-style-type: none"> BY JULY 15: Provides required eligibility data to DEED 	<ol style="list-style-type: none"> BY JANUARY 15: Provide information about APS to 9th and 10th grade students BY DECEMBER 31: Notify 11th grade students of remaining academic requirements each student must meet to be awarded APS Provide requirements to increase award levels
2 Alaska Department of Education & Early Development (DEED) 4 AAC 43	<ol style="list-style-type: none"> Establishes high school curriculum requirements Records student's APS eligibility & level 	<ol style="list-style-type: none"> BY MID-AUGUST: Provides high school eligibility report to ACPE Provides continuous student eligibility changes and/or corrections to ACPE 	<ol style="list-style-type: none"> Provides written notice of eligibility and level to students <i>not</i> enrolled in public school program
3 Alaska Commission on Postsecondary Education (ACPE) 20 AAC 16 Article 2	<ol style="list-style-type: none"> Matches student FAFSA data to DEED eligibility information Updates the Alaska Student Aid Portal (ASAP) Provides postsecondary institutions a list of APS-eligible students planning to attend their school 	<ol style="list-style-type: none"> BY AUGUST 15: Provides Certification rosters to postsecondary institutions after files are received from DEED Provides Continuing Eligibility rosters to postsecondary institutions at the end of the term 	<ol style="list-style-type: none"> Outreach and eligibility communications prior to high school graduation Ongoing communications after high school Stakeholder communications
4 Postsecondary Institutions	<ol style="list-style-type: none"> Monitor and record eligibility of enrolled students Collaborate with DEED, DOLWD, and ACPE to record, share data, and prepare annual reports to the public, governor, and legislature 	<ol style="list-style-type: none"> Certify student's eligibility for an APS disbursement Certify student's eligibility for an increased award 	Varies by institution
5 Department of Labor & Workforce Development (DOLWD) 8 AAC 81	<ol style="list-style-type: none"> Certifies that CTE programs are eligible to participate in the APS program (<i>CTE school must be located in Alaska and apply to participate in the APS with ACPE</i>) 	As needed	Varies