

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

DEPARTMENT: Office of the Attorney General

STATE OF MINNESOTA

OFFICE MEMORANDUM

DATE: July 17, 1991

TO: DUANE SERMON
Client Services

FROM: CHARLENE HATCHER
Special Assistant Attorney General
525 Park Street, Suite 500 (55103)

PHONE: 296-9422

SUBJECT: In the Matter of the Adopted Rule Relating to Vocational Rehabilitation Services

The above-referenced rule has been approved as to its legality by the Attorney General on July 17, 1991.

Enclosed is your copy of the approved rule. This office has already filed two copies with the Secretary of State, who will forward one copy to the Revisor of Statutes. The fourth is being retained by this division of the Attorney General's Office for its records.

Also enclosed are any petitions, requests, submissions or comments along with any extra copies of documents which you submitted to the Attorney General.

Your next step is to arrange for publication of the Notice of Adoption in the State Register. In a day or two, you should receive from the Revisor's Office three copies of the notice of adoption of your rule. You should submit two copies of the Notice of Adoption to the State Register for publication. A permanent rule without a hearing does not become effective until five days after a notice of adoption is published in the State Register in accordance with Minn. Stat. § 14.27. An emergency rule becomes effective five working days after approval by the Attorney General; however, the agency must publish a notice in the State Register in accordance with Minn. Stat. § 14.34.

If you have any questions in this regard, please contact me.

CH:sc
Enclosures
cc: Don Notvik
William Brown, Chief Judge
MaryAnn Hruby

Department of Jobs and Training

Adopted Emergency Rules Relating to Vocational Rehabilitation Services

Rules as Adopted

GENERAL

3335.0010 [Emergency] PURPOSE AND SCOPE.

Subpart 1. **Purpose.** The purpose of parts 3335.0010 to 3335.0030 [Emergency] is to establish procedures and standards for determining when the Division of Rehabilitation Services will pay for training costs to reduce student loans offered to individuals to assist in meeting the costs of training at postsecondary institutions.

Subp. 2. **Scope.** Parts 3335.0010 to 3335.0030 [Emergency] apply to the Division of Rehabilitation Services (DRS) and all individuals for whom it has been determined by a rehabilitation counselor that postsecondary training is necessary to achieve the goals identified in the individualized written rehabilitation program for the individual. Parts 3335.0010 to 3335.0030 [Emergency] do not require expenditures for individuals if funds are not available to DRS from federal and state appropriations for the provision of vocational rehabilitation services.

3335.0020 [Emergency] DEFINITIONS.

Subpart 1. **Scope.** For purposes of parts 3335.0010 to 3335.0030 [Emergency], the terms in subparts 2 to 12 have the meanings given them.

Subp. 2. **Disability-related extra costs.** "Disability-related extra costs" means those recurring increased living expenses for an individual that an individual will incur during postsecondary training and that result from the individual's disability, such as, but not limited to, prescription drugs, special diets, special housing, adaptive equipment, or special transportation.

Subp. 3. **Division of rehabilitation services or DRS.** "Division of Rehabilitation Services" or "DRS" means the organizational unit of the Department of Jobs and Training responsible for providing and coordinating the provision of vocational rehabilitation services to individuals with disabilities, except for individuals served by State Services for the Blind and Visually Handicapped. For purposes of the vocational rehabilitation program, Division of Rehabilitation Services or DRS is the state unit as defined in Code of Federal Regulations, title 34, section 361.6(b).

Subp. 4. **Federal poverty level income.** "Federal poverty level income" means the most recent poverty income guidelines. The guidelines are the annual update of the HHS Poverty Income Guidelines published annually in the Federal Register by the United States Department of Health and Human Services and are incorporated by reference. The guidelines are changed annually in February and are available at the state law library and through any Minnesota public library.

Subp. 5. **Financial aid application.** "Financial aid application" means forms used to apply for need-based financial aid from the federal government, state agencies, postsecondary institutions, and programs other than the DRS vocational rehabilitation program to meet the costs of postsecondary training.

Subp. 6. **Financial aid officer.** "Financial aid officer" means a member of the staff of a postsecondary institution responsible for analyzing student financial need and developing and awarding student financial aid packages.

Subp. 7. **Financial aid package.** "Financial aid package" means the estimate prepared by the financial aid officer of the total amount of need-based financial aid a student is offered from grant, loan, and work-study funds to meet the costs of postsecondary training.

Subp. 8. **Individual.** "Individual" means a person who has been determined eligible for and is receiving services under the vocational rehabilitation program, a person who is receiving

vocational rehabilitation services under a plan of extended evaluation to determine if the person is eligible, or a person who has requested vocational services individually or through that person's representative.

Subp. 9. **Need-based financial aid.** "Need-based financial aid" means funds offered to a student or prospective student at a postsecondary institution to help meet that student's educational expenses. These funds are offered after the financial aid officer has estimated both the amount of the student's educational expenses and the ability of the student and the student's family to contribute to those educational expenses.

Subp. 10. **Ongoing expenses resulting from the individual's disability.** "Ongoing expenses resulting from the individual's disability" means those recurring increased living costs, or ongoing debt repayment costs, for an individual, after an individual completes postsecondary training, that occur because of the individual's disability, such as, but not limited to, payments for: personal care attendants, special transportation expenses, or medical services not covered by private or public health insurance programs.

Subp. 11. **Postsecondary institution.** "Postsecondary institution" means an accredited university, college, community college, junior college, business college, technical college, trade school, or vocational-technical school.

Subp. 12. **Rehabilitation counselor.** "Rehabilitation counselor" means a person who is employed by DRS to determine eligibility for services, provide vocational counseling and diagnosis, and provide and coordinate other vocational rehabilitation services.

3335.0030 [Emergency] REPLACEMENT OR REDUCTION OF STUDENT LOANS.

Subpart 1. **Application for financial aid.** As a prerequisite for DRS financial participation in the costs of postsecondary training, each individual for whom it has been determined by a rehabilitation counselor that postsecondary

training is necessary shall, to the extent that financial aid is available, apply for need-based financial aid from the institution the individual plans to attend. The financial aid application must be made in a timely manner and must be in accordance with the postsecondary institution's policies and procedures. On the financial aid application forms, the individual shall apply to be considered for student loans as part of the financial aid package to assist in paying part of the costs of postsecondary training. If the individual does not apply to be considered for student loans, DRS will not be able to determine the extent of its participation in the costs of postsecondary training.

Subp. 2. **Communication with financial aid officer.** The rehabilitation counselor and the individual shall prepare a communication identifying any additional needs and related costs that will be required to meet the individual's disability-related extra costs in order to receive the training requested. The rehabilitation counselor shall also indicate whether the individual can be expected to work during the school year. The rehabilitation counselor shall send this communication to the financial aid officer. The individual shall provide the rehabilitation counselor with a copy of the financial aid package developed for the individual if a copy has not been provided by the financial aid officer.

Subp. 3. **Basis for reduction of amount of student loan.** If the financial aid package includes a need-based student loan, DRS may pay tuition or other training costs to reduce all or part of the amount of the student loan. Any DRS payments for such costs shall be limited to amounts that will not replace or jeopardize the individual's receipt of assistance from other public programs for which the individual is eligible. The amount of reduction will be made by the rehabilitation counselor on the basis of information supplied by the individual, or the individual's parent, guardian, or representative, indicating that one or more of the following factors exist:

A. The individual will not be able to work during the

school year, due to limitations resulting from the individual's disability.

B. There is a reasonable expectation that the individual will not be able to repay all of the student loan after completing postsecondary training, because:

(1) the individual will have ongoing expenses resulting from a disability, or from the disability of the individual's spouse; or

(2) the individual will be unable, due to limitations resulting from the individual's disability, to earn sufficient income to repay the student loan after completing postsecondary training.

Subp. 4. **Reduction of need-based student loan due to inability to work during school year.** When the criterion described in subpart 3, item A, is met, the rehabilitation counselor shall reduce the amount of the student loan by an amount equal to the portion of the loan in the financial aid package resulting from the inability to work during the school year. If the loan portion resulting from the inability to work during the school year is not known, the amount of the reduction shall not exceed the amount of the average work-study award in financial aid packages at the postsecondary institution to which the individual is applying. This reduction shall be made before determining whether to make reductions due to the existence of the factors described in subpart 3, item B.

Subp. 5. **Reduction of student loan due to inability to repay because of disability.** If one or both of the factors listed in subpart 3, item B, exists, the rehabilitation counselor shall determine the amount, if any, of the reduction of the student loan, on the basis of an analysis of the factors in items A to F.

A. The rehabilitation counselor shall determine the individual's anticipated annual household income after completion of postsecondary training. This determination shall be based on information on entry-level earnings for the individual, from the Occupational Outlook Handbook or Minnesota

Salary Survey by Area. The Occupational Outlook Handbook is published every two years in April by the United States Department of Labor, Bureau of Labor Statistics. It is incorporated by reference and is available through any Minnesota public library. The Minnesota Salary Survey by Area is published once a year in August by the Minnesota Department of Jobs and Training, Research and Statistics Office. It is incorporated by reference and is available at the Legislative Reference Library and through any Minnesota public library. This determination shall also be based on anticipated earnings of the individual's spouse. The anticipated annual household income shall be reduced appropriately if the rehabilitation counselor determines that the individual will be unable to work full time due to the individual's disability.

B. The rehabilitation counselor shall determine the individual's anticipated annual after-tax household income. This determination shall be made by deducting the appropriate estimated state and federal taxes and Social Security contributions from the individual's anticipated annual household income, using tax estimate tables. The tables are the Hypothetical Income Tax Burdens Under Current Minnesota Law, maintained and updated annually by the Minnesota Department of Revenue, Tax Research Division. The tables are incorporated by reference, and are available at the state law library.

C. If the criterion in subpart 3, item B, subitem (1), is met, the rehabilitation counselor shall determine the average annual amount of any ongoing expenses resulting from the individual's disability, or the disability of the individual's spouse, after the individual completes postsecondary training. The rehabilitation counselor shall subtract this amount from the result obtained from the calculations described in item B.

D. The rehabilitation counselor shall determine whether the individual can be anticipated to have funds available to repay student loans. Funds available to repay student loans shall be the amount, if any, by which the individual's anticipated household income, after any reductions

described in items A to C, exceeds 200 percent of the federal poverty level income for the individual's family size.

E. The rehabilitation counselor shall determine the estimated annual student loan payment amount for the individual. This amount shall be based on the total of the student loans the individual has incurred to date, plus the amount of the student loan offered in the financial aid package for the coming school year.

F. The rehabilitation counselor shall compare the funds available to repay student loans, determined as described in item D, with the estimated annual student loan payment amount, determined as described in item E, in order to determine whether the individual's anticipated income after completion of postsecondary training is sufficient to permit repayment of student loans.

If the individual's anticipated household income after completion of postsecondary training is sufficient to permit repayment of the student loans and to permit payment of the expenses described in items B and C, the rehabilitation counselor shall not reduce the amount of the student loan.

If, due to limitations resulting from the individual's disability, the individual's anticipated income after completion of postsecondary training is not sufficient to permit repayment of the student loans and to permit payment of the expenses described in items B and C, the rehabilitation counselor shall reduce the amount of the student loan to an amount which the rehabilitation counselor's analysis determines the individual will be able to repay.

If the rehabilitation counselor determines that, due to limitations resulting from the individual's disability, the individual will not be able to repay a student loan of any amount, the rehabilitation counselor shall replace the entire amount of the student loan.

APPROVED AS TO FORM AND LEGALITY

July 12, 19 91

HUBERT H. HUMPHREY, III
ATTORNEY GENERAL
BY Charlene H. Hatcher
SPECIAL ASSISTANT ATTORNEY GENERAL

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
JUL 16 1991
Joan Anderson Growe
Secretary of State
3:25 P.M.
M

7/1 CH

Emergency Rules
10 ~~Calendar~~ Working Days

RULE REVIEW CHECKLIST

File No. 1836
DATE RECEIVED 6-27-91
REVIEW DATE
DUE DATE 7-12-91
(DIS)APPROVED 7-12-91
WITHDRAWN

Docket No. 05 0009 0408
ADOPTED W/O HEARING
EMERGENCY RULE ✓
TO REVISOR ON 7-2-91
REVISOR (DIS)APPROVED
FILED W/SEC. OF STATE 7-16-91
RETURNED TO AGENCY 7-17-91

✓ Rule as adopted (4 copies)

Notice to Solicit Outside ~~Information~~/Opinion (if applicable)
Date published in State Register
Comments

~~Petition for Adoption of a Rule~~

~~Board's Authorizing Resolution~~
Date adopted

✓ Proposed Rule
✓ Revisor's Certificate

✓ Notice of Intent to Adopt Rule
268.021 Statutory Authority
NO Small Business Statement
NO Expenditure of public money statement
May 16, 1991 Signature

NA - Emergency Rules Statement of Need and Reasonableness (if applicable)
Small Business Statement
Fees - § 16A.128

✓ Affidavit of Mailing Notice of Intent to Adopt Rule
May 17, 1991 Dated (30)/25 days before adoption
Notice attached, indicates it is attached
Copy of rule or summary attached

✓ Publication in State Register
May 20, 1991 Date (30)/25 days before adoption

✓ 180-day deadline from:
Effective date of law requiring rule (14.12) (both rules) amendments don't apply
✓ end of comment period (§ 14.26) (rules without hearing)
✓ effective date of statutory authority (§ 14.29) (emergency rules) ~~not~~ mandatory * see notes

~~Resolution Adopting~~
Date adopted

✓ Findings of Fact, Conclusions & Order Adopting
June 26, 1991 Date

✓ Written Requests, Submissions or Comments

✓ Declaration of Attorney
~~Ronald Notrik~~ Name of SAAG representing agency

Notice of Submission to Attorney General (if applicable)

Affidavit of Mailing Notice to Attorney General (if applicable)

Stat 268.021

The commissioner of the department of Jobs and Training is authorized to adopt rules, including emergency rules in accordance with chapter 14

180 deadline
14.29 - doesn't say must adopt rules but also doesn't say may states is authorized - I don't think that is mandatory

Rules 3335.0030 subd 3, line 27
"may" pay tuition or ... when do they pay it and when don't they

MINNESOTA DEPARTMENT OF
Jobs and Training

Division of Rehabilitation Services
390 North Robert Street
St. Paul, Minnesota 55101
612/296-5616 Voice/TDD

Rec 6.26-91

June 26, 1991

Ms. Patricia S. Nolte
Office of the Attorney General
525 Park St. #500
St. Paul MN 55103

Dear Ms. Nolte:

Enclosed are emergency rules relating to vocational rehabilitation services, together with the Certification of Counsel, for review by the Attorney General pursuant to Minnesota Statutes 14.32.

Sincerely,

Andrew Beisner

Andrew Beisner
Rehabilitation Specialist
(612) 296-9152

cc: R. Jane Brown, Commissioner of Jobs and Training
Mary Shortall, Acting Assistant Commissioner of Rehabilitation Services
Duane Sermon, Manager, Management Support Unit

EQUAL OPPORTUNITY EMPLOYER

JT-70600-01 (2-86)

Department of Jobs and Training

Proposed Emergency Rules Relating to Vocational Rehabilitation Services

Rules as Proposed (all new material)

GENERAL

3335.0010 [Emergency] PURPOSE AND SCOPE.

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Subpart 1. **Scope.** For purposes of parts 3335.0010 to 3335.0030 [Emergency], the terms in subparts 2 to 12 have the meanings given them.

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Approved by Revisor Maine O'Neill

Subp. 3. **Division of rehabilitation services or DRS.** "Division of Rehabilitation Services" or "DRS" means the organizational unit of the Department of Jobs and Training responsible for providing and coordinating the provision of vocational rehabilitation services to individuals with disabilities, except for individuals served by State Services for the Blind and Visually Handicapped. For purposes of the vocational rehabilitation program, Division of Rehabilitation Services or DRS is the state unit as defined in Code of Federal Regulations, title 34, section 361.6(b).

Subp. 4. **Federal poverty level income.** "Federal poverty level income" means the most recent poverty income guidelines. The guidelines are the annual update of the HHS Poverty Income Guidelines published annually in the Federal Register by the United States Department of Health and Human Services and are incorporated by reference. The guidelines are changed annually in February and are available at the state law library and through any Minnesota public library.

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Subp. 6. **Financial aid officer.** "Financial aid officer" means a member of the staff of a postsecondary institution responsible for analyzing student financial need and developing and awarding student financial aid packages.

Subp. 7. **Financial aid package.** "Financial aid package" means the estimate prepared by the financial aid officer of the total amount of need-based financial aid a student is offered from grant, loan, and work-study funds to meet the costs of postsecondary training.

Subp. 8. **Individual.** "Individual" means a person who has been determined eligible for and is receiving services under the vocational rehabilitation program, a person who is receiving

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by Revisor _____

vocational rehabilitation services under a plan of extended evaluation to determine if the person is eligible, or a person who has requested vocational services individually or through that person's representative.

Subp. 9. **Need-based financial aid.** "Need-based financial aid" means funds offered to a student or prospective student at a postsecondary institution to help meet that student's educational expenses. These funds are offered after the financial aid officer has estimated both the amount of the student's educational expenses and the ability of the student and the student's family to contribute to those educational expenses.

Subp. 10. **Ongoing expenses resulting from the individual's disability.** "Ongoing expenses resulting from the individual's disability" means those recurring increased living costs, or ongoing debt repayment costs, for an individual, after an individual completes postsecondary training, that occur because of the individual's disability, such as, but not limited to, payments for: personal care attendants, special transportation expenses, or medical services not covered by private or public health insurance programs.

Subp. 11. **Postsecondary institution.** "Postsecondary institution" means an accredited university, college, community college, junior college, business college, technical college, trade school, or vocational-technical school.

Subp. 12. **Rehabilitation counselor.** "Rehabilitation counselor" means a person who is employed by DRS to determine eligibility for services, provide vocational counseling and diagnosis, and provide and coordinate other vocational rehabilitation services.

3335.0030 [Emergency] REPLACEMENT OR REDUCTION OF STUDENT LOANS.

Subpart 1. **Application for financial aid.** As a prerequisite for DRS financial participation in the costs of postsecondary training, each individual for whom it has been determined by a rehabilitation counselor that postsecondary

Approved
by Revisor _____

training is necessary shall, to the extent that financial aid is available, apply for need-based financial aid from the institution the individual plans to attend. The financial aid application must be made in a timely manner and must be in accordance with the postsecondary institution's policies and procedures. On the financial aid application forms, the individual shall apply to be considered for student loans as part of the financial aid package to assist in paying part of the costs of postsecondary training. If the individual does not apply to be considered for student loans, DRS will not be able to determine the extent of its participation in the costs of postsecondary training.

Subp. 2. **Communication with financial aid officer.** The rehabilitation counselor and the individual shall prepare a communication identifying any additional needs and related costs that will be required to meet the individual's disability-related extra costs in order to receive the training requested. The rehabilitation counselor shall also indicate whether the individual can be expected to work during the school year. The rehabilitation counselor shall send this communication to the financial aid officer. The individual shall provide the rehabilitation counselor with a copy of the financial aid package developed for the individual if a copy has not been provided by the financial aid officer.

Subp. 3. **Basis for reduction of amount of student loan.** If the financial aid package includes a need-based student loan, DRS may pay tuition or other training costs to reduce all or part of the amount of the student loan. Any DRS payments for such costs shall be limited to amounts that will not replace or jeopardize the individual's receipt of assistance from other public programs for which the individual is eligible. The amount of reduction will be made by the rehabilitation counselor on the basis of information supplied by the individual, or the individual's parent, guardian, or representative, indicating that one or more of the following factors exist:

A. The individual will not be able to work during the

Approved by Revisor _____

school year, due to limitations resulting from the individual's disability.

B. There is a reasonable expectation that the individual will not be able to repay all of the student loan after completing postsecondary training, because:

(1) the individual will have ongoing expenses resulting from a disability, or from the disability of the individual's spouse; or

(2) the individual will be unable, due to limitations resulting from the individual's disability, to earn sufficient income to repay the student loan after completing postsecondary training.

Subp. 4. **Reduction of need-based student loan due to inability to work during school year.** When the criterion described in subpart 3, item A, is met, the rehabilitation counselor shall reduce the amount of the student loan by an amount equal to the portion of the loan in the financial aid package resulting from the inability to work during the school year. If the loan portion resulting from the inability to work during the school year is not known, the amount of the reduction shall not exceed the amount of the average work-study award in financial aid packages at the postsecondary institution to which the individual is applying. This reduction shall be made before determining whether to make reductions due to the existence of the factors described in subpart 3, item B.

Subp. 5. **Reduction of student loan due to inability to repay because of disability.** If one or both of the factors listed in subpart 3, item B, exists, the rehabilitation counselor shall determine the amount, if any, of the reduction of the student loan, on the basis of an analysis of the factors in items A to F.

A. The rehabilitation counselor shall determine the individual's anticipated annual household income after completion of postsecondary training. This determination shall be based on information on entry-level earnings for the individual, from the Occupational Outlook Handbook or Minnesota

Approved
by Revisor _____

Salary Survey by Area. The Occupational Outlook Handbook is published every two years in April by the United States Department of Labor, Bureau of Labor Statistics. It is incorporated by reference and is available through any Minnesota public library. The Minnesota Salary Survey by Area is published once a year in August by the Minnesota Department of Jobs and Training, Research and Statistics Office. It is incorporated by reference and is available at the Legislative Reference Library and through any Minnesota public library. This determination shall also be based on anticipated earnings of the individual's spouse. The anticipated annual household income shall be reduced appropriately if the rehabilitation counselor determines that the individual will be unable to work full time due to the individual's disability.

B. The rehabilitation counselor shall determine the individual's anticipated annual after-tax household income. This determination shall be made by deducting the appropriate estimated state and federal taxes and Social Security contributions from the individual's anticipated annual household income, using tax estimate tables. The tables are the Hypothetical Income Tax Burdens Under Current Minnesota Law, maintained and updated annually by the Minnesota Department of Revenue, Tax Research Division. The tables are incorporated by reference, and are available at the state law library.

C. If the criterion in subpart 3, item B, subitem (1), is met, the rehabilitation counselor shall determine the average annual amount of any ongoing expenses resulting from the individual's disability, or the disability of the individual's spouse, after the individual completes postsecondary training. The rehabilitation counselor shall subtract this amount from the result obtained from the calculations described in item B.

D. The rehabilitation counselor shall determine whether the individual can be anticipated to have funds available to repay student loans. Funds available to repay student loans shall be the amount, if any, by which the individual's anticipated household income, after any reductions

Approved
by Revisor _____

described in items A to C, exceeds 200 percent of the federal poverty level income for the individual's family size.

E. The rehabilitation counselor shall determine the estimated annual student loan payment amount for the individual. This amount shall be based on the total of the student loans the individual has incurred to date, plus the amount of the student loan offered in the financial aid package for the coming school year.

F. The rehabilitation counselor shall compare the funds available to repay student loans, determined as described in item D, with the estimated annual student loan payment amount, determined as described in item E, in order to determine whether the individual's anticipated income after completion of postsecondary training is sufficient to permit repayment of student loans.

If the individual's anticipated household income after completion of postsecondary training is sufficient to permit repayment of the student loans and to permit payment of the expenses described in items B and C, the rehabilitation counselor shall not reduce the amount of the student loan.

If, due to limitations resulting from the individual's disability, the individual's anticipated income after completion of postsecondary training is not sufficient to permit repayment of the student loans and to permit payment of the expenses described in items B and C, the rehabilitation counselor shall reduce the amount of the student loan to an amount which the rehabilitation counselor's analysis determines the individual will be able to repay.

If the rehabilitation counselor determines that, due to limitations resulting from the individual's disability, the individual will not be able to repay a student loan of any amount, the rehabilitation counselor shall replace the entire amount of the student loan.

Approved
by Revisor _____

Office of the Revisor of Statutes

Administrative Rules

TITLE: Proposed Emergency Rules Relating to Vocational Rehabilitation Services

AGENCY: Department of Jobs and Training

MINNESOTA RULES: Chapter 3335

INCORPORATIONS BY REFERENCE:

Part 3335.0020, subpart 4: Poverty Income Guidelines, published by United States Department of Health and Human Services. Available through the state law library.

Part 3335.0030, subpart 4: Hypothetical Income Tax Burdens Under Current Minnesota Law; Minnesota Department of Revenue, Tax Research Division. Available through the state law library.

Part 3335.0030, subpart 5: Occupational Outlook Handbook, published by United States Department of Labor, Bureau of Statistics. Available at any Minnesota public library; Minnesota Salary Survey by Area, published by Minnesota Department of Jobs and Training, Research, and Statistics Office. Available at any Minnesota public library.

The attached rules are approved for publication in the State Register

Marie E O'Neill

Marie E. O'Neill
Assistant Revisor

STATE OF MINNESOTA

DEPARTMENT OF JOBS AND TRAINING

Proposed Emergency Rules
Relating to Student Loans
for Vocational Rehabilitation
Services Clientele

NOTICE OF INTENT TO
ADOPT EMERGENCY RULES

(1) Notice is hereby given that the State Department of Jobs and Training intends to adopt the above-entitled emergency rules. The statutory authority to adopt emergency rules is contained in Minnesota Statutes, section 268.021. The department, in adopting these emergency rules, is following the procedures for adopting emergency rules set forth in the Administrative Procedure Act, Minnesota Statutes, sections 14.29 through 14.36.

(2) All persons have 25 days after publication to submit written data and views on the proposed emergency rules or any part or subpart of the rules. (3) Any comments must be submitted to: Duane Sermon, Client Support Services, 5th Floor, 390 North Robert Street, St. Paul, Minnesota 55101 (612) 296-5634.

(4) A copy of the proposed rules is attached to this notice. (5) A free copy of the proposed rules is available by contacting Duane Sermon.

(6) The proposed rules may be modified if the modifications are supported by the data and views submitted to the department and do not result in a substantial change in the proposed emergency rules as noticed.

(7) Upon adoption of the emergency rules by the department, the emergency rules as adopted and all supporting documents will be delivered to the Attorney General for review as to legality and form to the extent form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General or who wish to receive a copy of the adopted rules, must submit a written request to Duane Sermon.

(8) The emergency rules will take effect five working days after approval by the Attorney General and be effective for 180 days. The emergency rules will be continued in effect for an additional 180 days if the department gives notice of continuation in accordance with Minnesota Statutes, section 14.35.

Dated: May 16, 1991

R. Jane Brown

R. Jane Brown

Commissioner of Jobs and Training

STATE OF MINNESOTA

DEPARTMENT OF JOBS AND TRAINING

Proposed Emergency Rules
Relating to Student Loans
for Vocational Rehabilitation
Services Clientele

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The emergency rules will take effect five working days after approval by the Attorney General and be effective for 180 days. The emergency rules will be continued in effect for an additional 180 days if the department gives notice of continuation in accordance with Minnesota Statutes, section 14.35.

Dated: May 16, 1991

R. Jane Brown

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Commissioner of Jobs and Training

STATE OF MINNESOTA

DEPARTMENT OF JOBS AND TRAINING

In the Matter of the Proposed Adoption of Emergency Rules of the State of Minnesota Relating to Student Loans for Vocational Rehabilitation Services Clientele

AFFIDAVIT OF MAILING THE NOTICE OF INTENT AND CERTIFICATE OF MAILING LIST

STATE OF MINNESOTA)
)ss.
COUNTY OF RAMSEY)

Roger Sorbel, Rules Coordinator, being duly sworn deposes and says:

I hereby certify that the list of persons and associations who have requested, pursuant to Minnesota Statutes, sections 14.14, subdivision 1a and 14.22 or 14.30, that their names be placed on the Division of Rehabilitation Services rulemaking mailing list is accurate, complete, and current as of this 17th day of May, 1991.

That on the 17th day of May, 1991, at the City of St. Paul, County of Ramsey, State of Minnesota, I mailed the attached Notice of Intent to Adopt Emergency Rules by depositing in the State of Minnesota Central Mail System for the United States mail system at said City of St. Paul, a copy thereof, along with a copy of the proposed emergency rules, properly enveloped, with postage prepaid, on all persons and associations who have requested that their names be placed on file with the Department for the purpose of receiving notice of rulemaking by the Department.

Roger Sorbel
Roger Sorbel
Rules Coordinator
Policy Development Office
Department of Jobs and Training

Subscribed and sworn to before me this 17th day of May, 1991.

Annette M Selbitschka
Notary Public
Ramsey County

ANNETTE M. SELBITSCHKA
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
MY COMMISSION EXPIRES SEPTEMBER 18, 1993

RS list updated
03/25/91

Anoka County CAP, Inc.
8008 N.E. Highway 65
Spring Lake Park, MN 55432

Mr. Bob Berlute
Multi-Resource Centers, Inc.
1900 Chicago Avenue
Minneapolis, MN 55404

Mr. John M. Broeker
8500 Normandale Lake Blvd.
#1510
Minneapolis, MN 55437

Ms. Jean Dawson
Pressroom
B-12 Capitol
INTER-OFFICE

Ms. Paula S. Erdman
Tri-CAP
P. O. Box 117
Sauk Rapids, MN 56379

Ms. Susan Rostvedt
Assistant Director
Financial Aid Office
Moorhead State University
Moorhead, MN 56563

Higher Education Assistance
Foundation, Chairman
Suite 500
East Seventh Place
St. Paul, MN 55101

Executive Director
LCRAR
55 State Office Bldg.
INTER-OFFICE

Mr. William T. FitzSimmons
MN Valley Action Council
P. O. Box 3327
Mankato, MN 56001

Miller A. Friesen
Range Mental Health Center
P. O. Box 1188
Virginia, MN 55792

Government Relations Dept.
United Way of Minneapolis
414 South 8th Street
Minneapolis, MN 55404

Mr. Bob Hamper
DHS Rulemaking Unit
444 Lafayette, 3816
INTER-OFFICE

Mr. Alan W. Ingram
National Assoc. of Social Workers
614 Portland
St. Paul, MN 55102

Mr. Thomas Jensen
Otter Tail Social Services
505 South Court
Fergus Falls, MN 56537

Mr. David Lundon
Tri-Valley Opportunity Council
P. O. Box 607
Crookston, MN 56716

Earl Wilson
Deputy Commissioner, DJT
390 North Robert, 5th Floor
INTER-OFFICE

Mr. James McGill
Bi-County CAC, Inc.
P. O. Box 579
Bemidji, MN 56601

Executive Director
Minneapolis Community Action Agency
Norwest/Midland, Suite 500
401 Second Avenue South
Minneapolis, MN 55401

Mr. Jeffrey L. Olson
Deputy Commissioner
Dept. of Veterans Affairs
Veterans Service Bldg.
INTER-OFFICE

Phillips Legislative Service
459 Rice Street
St. Paul, MN 55103

Mr. Abe Rosenthal
MN Transport Services Assoc.
Griggs-Midway, N310
1821 University Avenue
St. Paul, MN 55104

Ms. Wendy Ruhnke
Duluth Community Action Program
1305 London Road
Duluth, MN 55805

R. Jane Brown
Commissioner, DJT
390 North Robert, 5th Fl.
INTER-OFFICE

Senator Donald Samuelson
124 "D" State Capitol
INTER-OFFICE

Ms. Mary Stanton
555 Park Street
Suite 230
St. Paul, MN 55103

State & Federal Assoc., Inc.
Regulatory Department
1101 King Street, #600
Alexandria, VA 22314

Ms. Joan Peterson, Support Ser Sup
Administrative Services Div.
Roseville Area Schools #623
1251 W. County Road B-2
Roseville, MN 55113

Mr. Kevin Wilkins
Employers Association
1295 Bandana Blvd. North #135
St. Paul, MN 55108

Mr. Nick Riley
MN Association of Counties
125 Charles Ave.
St. Paul, MN 55103

Mr. Thomas D. Bounds
Executive Director
Alliance for the Mentally Ill
of Minnesota, Inc.
1595 Selby Ave. #103
St. Paul, MN 55104

Ms. Marilyn Petrich
MRC
1900 Chicago Ave.
Minneapolis, MN 55404

* Include in the mailing, the Statement of Need to LCRAR, if appropriate.

MN Higher Education Coordination
Board
Ms. Cheryl Maplethorpe,
State Financial Aid Programs
Capitol Square Building, Suite 400
500 Cedar Street
INTER-OFFICE

MN Assoc. of Rehab. Facilities
Attn: Sherri Mortenson Brown
1821 University Ave. S.E. #376-S
St. Paul, MN 55104

Mr. Jerry Krueger
Executive Director
Central MN Ctr. for Independent Liv.
600 25th Ave. So., Suite #109
St. Cloud, MN 56301

Mr. Tim Larson
Executive Director, Center for
Independent Living of NE MN, Inc.
2310 First Ave.
Hibbing, MN 55746

Mr. Steve Thovson
Executive Director
Rural Enterprises for Acceptable
Living (REAL)
317 West Main St.
Marshall, MN 56258

Mr. Patrick Ellis
Executive Director
Southern MN Independent Living
Enterprises and Services (SMILES)
709 South Front St.
Mankato, MN 56001

Mr. John Walsh
Executive Director
Metropolitan Center for Independent
Living (MCIL)
1619 Dayton Ave., Suite #303
St. Paul, MN 55104

Mr. Bill Malleris
Executive Director
Southeastern MN Center for
Independent Living (SEMCIL)
1306 Seventh St., N.W.
Rochester, MN 55901

Mr. Jay Johnson
Executive Director
OPTIONS, Interstate Resource Center
for Independent Living
211 Demers St.
East Grand Forks, MN 56721

Mr. Steve G. Anderson
2214 Marshall Ave., Apt. #206
St. Paul, MN 55109

Mr. Thomas (Jeff) Bangsberg
3416 Orchard Ave. N.
Crystal, MN 55422

Ms. Bonnie Folkedahl
Route 3, Box 155
Thief River Falls, MN 56701

Ms. Margorie Goldberg
PACER Center, Inc.
4826 Chicago Ave. S.
Minneapolis, MN 55417

Mr. Bruce Hodek
Deaf Services Division
Department of Human Services
444 Lafayette Road
INTER-OFFICE

Terry Slingluff
St. Cloud ARC
1510 Calvary Hill Lane
St. Cloud, MN 56301

Mr. Percy Tornow
Mailboxes, Etc. USA
1670 South Robert St.
West St. Paul, MN 55118

Ms. Mary Ellen Pischke
Southeastern MN Center for
Independent Living
1306 Seventh St. N.W.
Rochester, MN 55901

Ms. Patricia Boctor
1225 Rose Vista Court, #9
Roseville, MN 55113

Mr. Richard Mathison
374 Sturgis
St. Paul, MN 55104

Ms. Sarah Shippy
2101 Estate Trail
Burnsville, MN 55337

Ms. Diane Fairchild
Spina Bifida Assn. of MN
Box 29323
Brooklyn Center, MN 55429

Ms. Sandra Forcier
Disabled Citizens Group
2800 E. 31st St., #107
Minneapolis, MN 55406

Ms. Nancy Fredericks
MN Found. for Better Speech/
Hearing
St. Paul Comm. Service Bldg.
166 E. 4th St., #320
St. Paul, MN 55101

Ms. Lori England
Cerebral Palsy Center
360 Hoover St. N.E.
Minneapolis, MN 55413

Ms. Linea Fries
Disabled Citizens Club
7439 Circle West
Minneapolis, MN 55432

Mr. Bob Geesey
MN Council for the Hearing Imp.
Human Services
444 Lafayette Road, 1st Floor
INTER-OFFICE

Ms. Marge Goldberg
Pacer Center, Inc.
4826 Chicago, Ave. So.
Minneapolis, MN 55417

Mr. Tom Haben
Metro Handicapped Coalition
1351 Hampshire Ave. So.
Apt. #125
St. Louis Park, MN 55426

Ms. Ellie Hands
MN Head Injury Association
12 Colonial Office Park
2700 West University Ave.
St. Paul, MN 55114

Mr. Herbert Heilig
National Reyes Syndrome
Foundation
Box 485
728 Seventh Ave.
North Branch, MN 55056

Ms. Barbara Illsley
MN Foundation for Better Hearing
St. Paul Community Svcs. Bldg.
166 E. 4th St., Suite #320
St. Paul, MN 55101

Mr. Eric Iverson
Muscular Dystrophy Association
Suite #198
4530 W. 77th St.
Minneapolis, MN 55435-5006

Ms. Florence Gray
Comprehensive Epilepsy Pro.
5775 Wayzata Blvd.
Minneapolis, MN 55416-1222

Mr. Jim Hermanson
Zumbro Valley Mental Health Ctr.
2116 Campus Drive S.E.
Suite #105
Rochester, MN 55904

Mr. Eric Janus
Legal Adv. for Disabled Persons
323 4th St. So.
Minneapolis, MN 55415

Ms. Jan McCready-Johnson
Deaf Education and Adv.
Foundation, Inc.
419 N. Robert St., Suite #142
St. Paul, MN 55101

Ms. Kathleen Kelso
State Advisory Committee M/H
MN Dept. of Human Services
444 Lafayette Road
INTER-OFFICE

Mr. Robert Lauritsen
St. Paul Vo. Tech. Prog. for
Deaf
235 Marshall Ave.
St. Paul, MN 55102

Frances Laven
MN Speech Lang. Hearing Assoc.
P.O. Box 266115
St. Louis Park, MN 55426

Ms. Diane Kasper
Spina Bifida-Parent Group
1057 N. 27th Ave.
St. Cloud, MN 56301

Ms. Mary Kay Kennedy
Advocating Change Together
1821 University Ave. #363
St. Paul, MN 55104

Mr. Don Knapp
Disabled Citizens Club
7320 York Ave. So. #2-111
Edina, MN 55435

Ms. Helmi Lammi
United Cere. Palsy N.E. MN
502 Ordean Building
424 Superior St.
Duluth, MN 55802

Johanna Lewis
American Diabetes Association
715 Florida Ave. So.
Suite #307
Minneapolis, MN 55426-1759

Jackie Lind
Lupus Foundation of America, Inc.
MN Chapter
640 S. 11th Ave.
Hopkins, MN 55343

Ms. Joyce Long
L.D.M.
1821 University Ave.
Room 494-N
St. Paul, MN 55104

Mr. John Mercer
State Council of Voc. Tech. Ed.
407 Gallery Building
17 W. Exchange St.
St. Paul, MN 55102

Mr. John Merthan
Disabled American Veterans
Veterans Services Building
2nd Floor
INTER-OFFICE

Ms. Linda Nelson
MN State Council on Disability
HIHW
640 Jackson St.
INTER-OFFICE

Ms. Vicki MacNabb
Hearing Society of MN
2100 Stevens Ave.
Minneapolis, MN 55404

Mr. Michael Matson
Mpls. Adv. Comm. on People
With Dis. Contact People
127 City Hall
Minneapolis, MN 55415

Ms. Renee Moen
TC Society for Austistic Child.
253 East 4th St.
St. Paul, MN 55101

Mr. Gerhald Mueller
MN Dev. Achievement Center Assoc.
1821 University Ave., Suite #277-S
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Ms. Valerie Brown
Client Assistance Project
222 Grain Exchange Project
232 4th Ave. So.
Minneapolis, MN 55415

Merrily Palmer
VA Hospital Bldg. 28
Government Site, Bldg. 28
St. Cloud, MN 56301

Ms. Barbara Polister
Society for Austistic Children
1741 Glenview Ave.
St. Paul, MN 55112

Ms. Bette Rosse
National Society for Child/Adu Aut
3725 46th Ave. So.
Minneapolis, MN 55406

Ms. Mary Saadat
Muscular Dystrophy Association
4530 W. 77th St., Suite #164
Minneapolis, MN 55435-5006

Mr. Michael Sarafolean
MN H.A.B. Coalition
Custom Contracts & Services
1410 Energy Park Drive S-12
St. Paul, MN 55108

Ms. Anita Ortis
MN State Council on Disability
414 East 21st St.
Hibbing, MN 55746

Mr. Jay Johnson
Options, Inter. Resource Ctr.
610 25th St. No.
Grand Forks, ND 58201

Mr. Marlin Possehl
Epilepsy Foundation of MN
777 Raymond
St. Paul, MN 55114

Ms. Jane Ralston
American Cancer Society
Blue Earth County Unit
216 Ridgewood
Mankato, MN 56001

Ms. Judy Rivkin
MN Comm. for the Handicapped
2527 Monterey Ave. So.
Minneapolis, MN 55416

Ms. Joyce Scanlan
National Federation of the
Blind - Minnesota
715 Chamber of Commerce Bldg.
15 S. 5th St.
Minneapolis, MN 55402

Mr. Stephen Vander Schaaf
Accessible Space Incorporated
Suite #301
2550 University Ave. W.
St. Paul, MN 55114

Ms. Norma Schleppegrell
State Advisory Council on M/H
P.O. Box 1188
Virginia, MN 55792

Ms. Windy Seller
Association of Disabled Amer. Vets
344 North 22nd Ave.
St. Cloud, MN 56301

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State Council on Disability
145 Metro Square Bldg.
7th Place and Jackson St.
INTER-OFFICE

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Legal Aid Society of Mpls.
222 Grain Exchange Bldg.
323 4th Ave. So.
Minneapolis, MN 55415

Ms. Jacqui Shoholm
St. Paul Job Creation & Trng.
25 West 4th St., 10th Fl.
St. Paul, MN 55102

Mr. Clark Smith
Sickle Cell Anemia Foundation
U of M Hospital
Box 342, Mayo Building
Minneapolis, MN 55455

Ms. Geraldine Stroh
Amer. Coun. of Blind Ent. Serv.
310 South Fourth Ave.
Suite #822
Minneapolis, MN 55415

Mr. Clarence Teters
Laryngectomy Club
961 Scheffer
St. Paul, MN 55102

Ms. Mary Lou Thieman
American Cancer Society
Nicollet County Unit
1103 S. Minnesota
St. Peter, MN 56082

Mr. Bruce Waugh
United Handicapped Federation
3737 Multi Foods Tower
33 S. 6th St.
Minneapolis, MN 55402

Ms. Margaret Wheaton
American Cancer Society
Blue Earth County Unit
326 Floral Ave.
Mankato, MN 56001

Ms. Molly Woehrlin
MN Committee for the Handicap
302 Maple St.
Northfield, MN 55057

Ms. Kay Zwernik
MN Assoc. for the Sev. Handic.
P.O. Box 1837
Pioneer Station
St. Paul, MN 55101

Mr. Eugene A. Theisen
Center MN Mental Health Ctr.
1331 13th St. No.
St. Cloud, MN 56301

Ms. Leah Welch
Independent Living Council
1073 10th Ave. S.E.
Minneapolis, MN 55414-1312

Mr. Michael J. Wilson
UCP of MN Inc.
1821 University Ave.
Suite #233-S
St. Paul, MN 55104

Ms. Judy Witherspoon
Phoenix Residence
135 E. Colorado St.
St. Paul, MN 55107

Ms. Linda Wolford
Office for Students w/Dis.
Room 16 Johnston Hall
101 Pleasant St. S.E.
Minneapolis, MN 55455

Mr. H. LeRoy deBoom
Disabled Citizens Club
3945 Zarthan Ave. S.
St. Louis Park, MN 55416

Mr. Thomas D. Bounds
Alliance for the Mentally Ill
1595 Selby Ave., #103
St. Paul, MN 55104

League of Women Voters
Attn: Pat Bugenstein
10757 Hopkins Circle
Bloomington, MN 55420

Mr. George Carr
Mental Health Assoc. of MN
328 East Hennepin Ave.
2nd Floor
Minneapolis, MN 55414

Ms. Betty Circle
Central MN Center for IL
316 S.E. Dayton Ave.
Wadena, MN 56482

Mr. Charles Bedow
Little People of America
Box 126
Owatonna, MN 55060

Ms. Joan Brintnall
United Cer. Palsy of MN Inc.
1821 University Ave.
Suite #233-S
St. Paul, MN 55104

Ms. Ann Bukoskey
American Diabetes Assoc.
715 Florida Ave. S.
Suite #307
Minneapolis, MN 55426-1759

Mr. Charles Carson
Spinal Cord Society
Route 5
Box 22A
Fergus Falls, MN 56537-9805

Ms. Dana Chilson
Nth Suburb Cons Adv for Handi.
10540 Crooked Lake Blvd.
Coon Rapids, MN 55433

Mankato Assoc. Retarded Citizen
929 N. 4th St.
Mankato, MN 56001

Self Help for the Hard of Hrg
831 Second Avenue S.
Minneapolis, MN 55402

Ms. Sue Abderholden
ARC-MN
3255 Lyndale Ave. S.
Minneapolis, MN 55408

Ms. Jackie Alphonso
United Handicapped Federation
1821 University Ave. W.
St. Paul, MN 55104

Ms. Carolyn Anderson
M.A.H.I.
3142 Quail Ave.
Golden Valley, MN 55422

Courage Center Vocational Srvs.
3915 Golden Valley Road
Golden Valley, MN 55422

Diabetes Association
Greater Mankato Area
P.O. Box 662
Mankato, MN 56001

National Spinal Cord Injury Assoc.
10933 Johnson Ave. S.
Minneapolis, MN 55437-2911

MN Alliance for Health Care
5609 Lyndale Ave. S.
Minneapolis, MN 55419

UCP of MN Inc.
1821 University Ave.
Suite #233-S
St. Paul, MN 55104

Ms. Clarice Anderson
American Cancer Society
3316 W. 66th St.
Minneapolis, MN 55435

Wendy Anderson
American Diabetes Assoc.
715 Florida Ave. S.
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Minneapolis, MN 55426-1759

Mr. Gregg W. Asher
MN State Council on Disability
313 Belle Ave.
Mankato, MN 56001

Mr. Doug Ball
MN Assoc. of Deaf Citizens
State Academy for the Deaf
P.O. Box 308
Faribault, MN 55021

Chell Hemphill
MN State Council on Disability
145 Metro Square Bldg.
7th Place & Jackson St.
INTER-OFFICE

Recovery, Incorporated
4648 Bryant Ave. S.
Minneapolis, MN 55409

Multi. Sclerosis Soc. MN
North Star Chapter
2344 Nicollet Ave. So., 280
Minneapolis, MN 55404

A Chance to Grow
5034 Oliver Ave. N.
Minneapolis, MN 55430

National Ataxia Foundation
600 Twelve Oaks Center
15500 Wayzata Blvd.
Wayzata, MN 55391

MN Deaf Sr. Citizens, Inc.
1298 N. Pascal St.
St. Paul, MN 55108

Independence Crossroads
1073 10th Ave. S.E.
Minneapolis, MN 55414-1312

MACLD
892 W. Marie
Mendota Heights, MN 55118

Christ. League for the Handi.
7151 York Ave. So., #212
Edina, MN 55434

No. Suburban Consumer Advocates
10540 Crooked Lake Blvd.
Coon Rapids, MN 55433

Assoc for Retarded Citz. Henn
2344 Nicollet Ave. S.
Suite #370
Minneapolis, MN 55404

Human Service Support Network
357 Oneida St.
St. Paul, MN 55102

ARC - St. Paul
425 Etna St.
#35
St. Paul, MN 55106-5836

Face to Face
642 E. 7th St.
St. Paul, MN 55106

Ms. Cindy Blomgren
City of Bloomington,
Off. Spec. Svcs.
2215 W. Old Shakopee Road
Bloomington, MN 55431

STATE OF MINNESOTA

DEPARTMENT OF JOBS AND TRAINING

In the Matter of the
Proposed Adoption
of Emergency Rules
of the State of Minnesota
Relating to Student
Loans for Vocational
Rehabilitation Services
Clientele

AFFIDAVIT
OF
ADDITIONAL
MAILING

Roger Sorbel, Rules Coordinator, being duly sworn deposes and says:

That on the 17th day of May, 1991, at the City of St. Paul, County of Ramsey, State of Minnesota, he served the attached Notice of Intent to Adopt Emergency Rules by depositing in the State of Minnesota Central Mail System for the United States mail system at said City of St. Paul, a copy thereof, along with a copy of the proposed emergency rules, properly enveloped, with postage prepaid, on financial aid contacts which have been identified at Minnesota's post-secondary institutions. This additional mailing is supplemental to the Department's mailing to persons on file who had requested receipt of notice of rulemaking.

Roger Sorbel
Roger Sorbel
Rules Coordinator
Policy Development
Office
Department of
Jobs and Training

Subscribed and sworn to before me this 17th day of May, 1991.

Annette M. Selbitschka
Notary Public
Ramsey County

ANNETTE M. SELBITSCHKA
NOTARY PUBLIC-MINNESOTA
RAMSEY COUNTY
MY COMMISSION EXPIRES SEPTEMBER 18, 1993

FINANCIAL AID CONTACTS

Following are the addresses and phone numbers of contacts for obtaining information on financial aid at Minnesota post-secondary institutions:

STATE UNIVERSITIES

Bemidji State University
Financial Aid Office
(218) 755-2034
Bemidji, MN 56601-2699

Mankato State University
Financial Aid Office
Box 37
(507) 389-1185
Mankato, MN 56002-8400

Metropolitan State University
Jim Cleaveland
(612) 296-0721
121 Metro Square Building
St. Paul, MN 55101

Moorhead State University
(218) 236-2251
Student Financial Aid Office
Moorhead, MN 56560

St. Cloud State University
Frank Lonconich
(612) 255-2047
Administrative Services Building
St. Cloud, MN 56301

Southwest State University
Chuck Johnson
1-800-642-0684 ext. 6281
Marshall, MN 56258

Winona State University
Robert Lietzau
(507) 457-5090
Toll Free: 1-800-242-8978
Johnson & Sanborn
Winona, MN 55987

UNIVERSITY OF MINNESOTA

University of Minnesota-
Twin Cities
(612) 624-1665
210 Fraser Hall
106 Pleasant Street S.E.
Minneapolis, MN 55455

University of Minnesota-
Crookston
Robert B Nelson
(218) 281-6510 - ext. 370
208 Selvig Hall
Crookston, MN 56716

University of Minnesota-Duluth
Financial Aid Office
(218) 726-7500
10 University Drive
Duluth, MN 55812

University of Minnesota-Morris
Bob Holmes
Lou Logan
Pam Engebretson
(612) 589-2211 ext. 6035
Morris, MN 56267

University of Minnesota-Waseca
Financial Aids Office
(507) 835-1000 ext. 243
1000 University Dr. S.W.
Waseca, MN 56093

COMMUNITY COLLEGES

Anoka-Ramsey Community College
Don L. Johnson
(612) 427-2600
11200 Mississippi Boulevard
Coon Rapids, MN 55433

Austin Community College
Mark Holland
(507) 433-0511
1600 - 8th Avenue N.W.
Austin, MN 55912

Brainerd Community College
Karen Bahes
(218) 828-2509
College Drive
Brainerd, MN 56401

Fergus Falls Community College
Allen L. Walker
(218) 739-7520
1414 College Way
Fergus Falls, MN 56537

Hibbing Community College
Duane Erickson
(218) 262-6700
1515 East 25th Street
Hibbing, MN 55746

Inver Hills Community College
Ron Wiger
(612) 450-8500
8445 College Trail
Inver Grove Heights, MN 55076

Itasca Community College
Patty Holycross
(218) 327-4467
1851 Highway 169E
Grand Rapids, MN 55744

Lakewood Community College
Mary Cohen
(612) 779-3307
3401 N. Century Avenue
White Bear Lake, MN 55110

Mesabi Community College
Jan R. Smith
(218) 749-7753
Ninth Avenue & W. Chestnut
Virginia, MN 55792

Minneapolis Community College
Robert C. Moeller
(612) 341-7033
1501 Hennepin Avenue
Minneapolis, MN 55403

Normandale Community College
Gary Hess
(612) 830-9378
9700 France Avenue South
Bloomington, MN 55431

North Hennepin Community
College
Dennis Stukenberg
(612) 424-0811
7411 N. 85th Avenue
Brooklyn Park, MN 55445

Northland Community College
Kelsy Richards and
Tiffanie Bergenek
(218) 681-2181
Highway One East
Thief River Falls, MN 56701

Rainy River Community College
Scott Riley
(218) 285-7722
1-800-456-3996
Highway 11-71
International Falls, MN 56649

Rochester Community College
Gordon J Trisko
(507) 285-7267
851 - 30th Avenue S.E.
Rochester, MN 55904-4999

Vermilion Community College
Dan Przybylski
(218) 365-3256
1900 E. Camp Street
Ely, MN 55731

Willmar Community College
Bert Phillips
(612) 231-5107 or 231-5111
Box 797
Willmar, MN 56201

Worthington Community College
Michael Terry
(507) 372-2107
1450 Collegeway
Worthington, MN 56187

Cambridge College Center
Cathy Lund Zierbarth
(612) 689-1536 Ext. 306
151 SW County Road 70
Cambridge MN 55008

Fond du Lac
Learning Center
(218) 879-0294
302 14th St.
Cloquet, MN 55720

Duluth Learning Center
(218) 723-4776
1309 Rice Lake Road
Duluth, MN 55811

TECHNICAL COLLEGES

Albert Lea Technical College
Gary Schindler
(507) 373-0656 800-333-ALTI
2200 Tech Drive
Albert Lea, MN 56007

Alexandria Technical College
Marland C. Nohre
(612) 762-0221
1600 Jefferson
Alexandria, MN 56308

Anoka Technical College
Nancy Maki
(612) 427-1880
1355 West Highway #10
Anoka MN 55303

Austin Technical College
James C. Schmidt
(507) 433-0624
1900 - 8th Avenue N.W.
Austin, MN 55912

Bemidji Technical College
Ron Kraft
(218) 751-4137
Toll Free - 1-800-942-8324
905 Grant Ave. S.E.
Bemidji, MN 56601

Brainerd Technical College
(218) 828-5344
1-800-247-2574 (MN)
1-800-237-0630 (USA)
300 Quince
Brainerd, MN 56401

Dakota County Technical
College
Don Westerhausen Sr.
(612) 423-8299
1300 E. 145th Street
Rosemount, MN 55068

Detroit Lakes Technical College
Joseph R. Horacek
(218) 847-1341
900 Highway 34 East
Detroit Lakes, MN 56501

Duluth Technical College
Bernard Moog
(218) 722-2801 800-432-2884
2101 Trinity Road
Duluth, MN 55811

East Grand Forks Technical
College
Mark A. Erickson
(218) 773-3441 or 1-800-451-3441
Box 111
East Grand Forks, MN 56721

Eveleth Technical College
LeAnn Winkelaar
(218) 744-3302
1-800-345-2884
Highway 53
Duluth, MN 55734

Faribault Technical College
Jan Klein or Jill Degen
(507) 334-3965
1225 S.W. 3rd Street
Faribault, MN 55021

Hibbing Technical College
Donna J. Hukka
1-800-433-9909
1-218-262-6185
2900 E. Beltline
Hibbing, MN 55746

Technical College of Hutchinson
Carey Knudson (MN only)
(612) 587-3636 or 1-800-222-4424
2 Century Avenue
Hutchinson, MN 55350

Mankato Technical College
Del Finch
(507) 625-3441
1920 Lee Boulevard
North Mankato, MN 56001

Minneapolis Technical College
Marcia Volker
(612) 370-9423
1415 Hennepin Avenue South
Minneapolis, MN 55403

Moorhead Technical College
Solveig Mead
(218) 236-6277
1900 - 28th Avenue South
Moorhead, MN 56560

Northeast Metro Technical
College
Dottie Wolter
Jo Freudenberg
(612) 779-3770
3300 Century Avenue North
White Bear Lake, MN 55110

Pine Technical College
Arnie Fewl
(612) 629-6764, 800-521-7463
1100 - 4th Street
Pine City, MN 55063

Red Wing Technical College
Larry Sonnek
(612) 388-8271
Highway 58 at Pioneer Road
Red Wing, MN 55066

Rochester Technical College
Suzanne Lantz
(507) 287-2114 or 1-800-247-1296
1926 College View Rd. E.
Rochester, MN 55904

St. Cloud Technical College
William Rahkola
(612) 252-0101
1540 Northway Drive
St. Cloud, MN 56303

Saint Paul Technical College
Tim Lehmann & Norma Haider
(612) 221-1386
235 Marshall Avenue
Saint Paul, MN 55102

Staples Technical College
Morris H. Lundgren
(218) 894-1144, 800-247-6836
Airport Road
Staples, MN 56479

Southwestern Technical
College-Canby Campus
Luther Larson
(507) 223-7252
1-800-658-2325
1011 West 1st Street
Canby, MN 56220

Southwestern Technical
College-Granite Falls Campus
Gary McFarland
(612) 564-4511
1-800-247-6016
Highway 212 West
Granite Falls, MN 56241

Southwestern Technical
College-Jackson Campus
Horace Olson
(507) 847-3320
1-800-622-8778
401 West Street
Jackson, MN 56143

Southwestern Technical
College-Pipestone Campus
Paul Dobbs
(507) 825-5471
1-800-658-2330
North Hiawatha Avenue
Pipestone, MN 56164

Hennepin Technical College
(612) 559-3535
1820 North Xenium Lane
Plymouth, MN 55441

Thief River Falls Technical
College
James R. Fremstad
(218) 681-5424 or 1-800-222-3884
Highway 1 East
Thief River Falls, MN 56701

Wadena Technical College
Myrlen Timm
(218) 631-3530
Toll Free—1-800-247-2007
405 S. W. Colfax Avenue
P.O. Box 566
Wadena, MN 56482

Willmar Technical College
Jan Gnepentrog
(612) 235-5114
P.O. Box 1097
Willmar, MN 56201

Winona Technical College
Christine Kraft
(507) 454-4600 Ext. 112,
1250 Homer Rd.
Winona, MN 55987

PRIVATE COLLEGES

Augsburg College
Harold Johnson
(612) 330-1046
731 - 21st Avenue South
Minneapolis, MN 55454

Augsburg Weekend College
(612) 330-1046
731 - 21st Avenue South
Minneapolis, MN 55454

Bethel College
Dan Nelson
(612) 638-6241
3900 Bethel Drive
St. Paul, MN 55112

Carleton College
Leonard M. Wenz
(507) 663-4254
One North College Street
Northfield, MN 55057-4055

College of St. Benedict
Jane Haugen
(612) 363-5388
37 South College Avenue
St. Joseph, MN 56374

The College of St. Catherine
Susan Brady
(612) 690-6548
2004 Randolph Avenue
St. Paul, MN 55105

St. Mary's Campus of the
College of St. Catherine
Pamela Johnson
(612) 343-2450
2500 South 6th Street
Minneapolis, MN 55454

College of St. Scholastica
Timothy Rutka
(218) 723-6046 or 1-800-777-8526
1200 Kenwood Avenue
Duluth, MN 55811

College of St. Thomas
Richard Bettig
(612) 647-5232
2115 Summit Avenue
St. Paul, MN 55105

Concordia College
Dale Thornton
(218) 299-3010
Moorhead, MN 56560

Concordia College
Diane Borchardt
(612) 641-8230
275 N. Syndicate
St. Paul, MN 55104

Concordia College School of
Adult Learning
(612) 641-8863
275 N. Syndicate
St. Paul, MN 55104-5494

Gustavus Adolphus College
Paul G. Aasen
(507) 931-7527
St. Peter, MN 56082

Hamline University
Richard Mandeleid
(612) 641-2280
1536 Hewitt Avenue
St. Paul, MN 55104

Macalester College
David Busse
(612) 696-6214
1600 Grand Avenue
St. Paul, MN 55105

Minneapolis College of Art
and Design
Jeanne Steenhagen
(612) 874-3782
2501 Stevens Ave. S.
Minneapolis, MN 55404

St. John's University
Michael White
(612) 363-3664
Collegeville, MN 56321

St. Mary's College
Christine Heming
(507) 457-1437
Terrace Heights
Winona, MN 55987

St. Olaf College
Mark Gelle
(507) 663-3019
Northfield, MN 55057

Dr. Martin Luther College
Robert Krueger
(507) 354-8221
1884 College Heights
New Ulm, MN 56073

Minnesota Bible College
Melinda Sargent, Director
(507) 288-4563
920 Meyerwood Road S.W.
Rochester, MN 55902

North Central Bible College
Karlene B. Gayle
(612) 343-4485
910 Elliot Avenue South
Minneapolis, MN 55404

Northwestern College
Richard Blatchley
(612) 631-5212
3003 N. Snelling Avenue
St. Paul, MN 55113

Pillsbury Baptist
Robert J. Lynch
(507) 451-2710
315 S. Grove
Owatonna, MN 55060

St. Paul Bible College
Janice M. Langhor
(612) 646-4177
3425 County Road #30
St. Bonifacius, MN 55375

College of the Associated Arts
Carolyn M. Chessbrough
(612) 224-3416
344 Summit Avenue
St. Paul, MN 55102

Bethany Lutheran College
Calvin L. Johnson
(507) 625-7977
734 Marsh Street
Mankato, MN 56001

Northwestern College of
Chiropractic
Carol J. Schaaf
(612) 888-4777
2501 West 84th Street
Bloomington, MN 55431

Mayo School of Health-Related
Sciences
and Mayo Medical School
Deanna Servick, Financial Aid
Coordinator
B-11 Students Financial Aid Office
(507) 284-4839
200 First Street SW
Rochester, MN 55905

William Mitchell College of Law
Jeanette Maynard
(612) 227-9171
875 Summit Avenue
St. Paul, MN 55105

PRIVATE CAREER SCHOOLS

Abbott NW School of Radiology
(612) 863-4000
800 E. 28th Street
Minneapolis, MN 55407

Academy of Accountancy, Inc.
Mary N. Erickson
(612) 932-0900
4620 Excelsior Boulevard
Minneapolis, MN 55416

American Indian O.I.C.
Janice L. Parker
(612) 721-4409
2300 Cedar Avenue South
Minneapolis, MN 55404

Bemidji Beauty Academy
Financial Aids: Sandra Addy
(218) 759-2135
312 America Ave.
Bemidji, MN 56601

Brooks Beauty School
Tracy Rahill
(612) 455-2380
149 E. Thompson
West St. Paul, MN 55118

BEC-Brown Institute
Tom Kelly
(612) 721-2481
2225 East Lake Street
Minneapolis, MN 55407

Career Development Institute
Barbara Wiles
(612) 853-6100
1550 E. 78th St.
Richfield, MN 55423

Chemical Dependency Counselor
Training Program
Tom Genser
(218) 739-7570
Box 157
Fergus Falls, MN 56537

Concorde Career Institute, Inc.
Diane Whipps
(612) 341-3856
12 N. 12th Street
Minneapolis, MN 55403

Cosmetology Training Center
Mary Byrnes
(612) 571-0234
5164 Central Avenue N.E.
Columbia Heights, MN 55421

Cosmetology Training Center
Tamera Peterson
(507) 332-7427
306 Central Avenue
Faribault, MN 55021

Cosmetology Training Center
Sandy J. Guhike
(507) 345-4033
111 E. Hickory Street
Mankato, MN 56001

Cosmetology Training Center
Susan Hofler
(612) 866-3445
2323 W. 66th Street
Richfield, MN 55423

Cosmetology Training Center
(507) 289-0453
311 - 4th Street S.E.
Rochester, MN 55904

Cosmetology Training Center
Cynthia Bunce
(612) 224-2825
441 Wabasha
St. Paul, MN 55102

Cosmetology Careers Unl.TD
Don Spitzley
(218) 722-7484
121 West Superior St.
Duluth, MN 55802

Cosmetology Careers Unl.TD
Don Spitzley
(218) 628-1081
4831 Grand Ave.
Duluth, MN 55807

Cosmetology Careers Unl.TD
Lakewood Virginia
Don Spitzley
(218) 741-3015
233 Chestnut
Virginia, MN 55792

Cosmetology Careers Unl.TD
Don Spitzley
(218) 263-8354
110 E. Howard Street
Hibbing, MN 55746

Duluth Business University, Inc.
Bonnie L. Kupczynski
Irene Talarico
(218) 722-3361
412 West Superior Street
Duluth, MN 55802

Dunwoody Institute
Gayle Bastord
(612) 374-5800
818 Dunwoody Blvd.
Minneapolis, MN 55403

Fergus Falls Regional Treatment
Center
Tom Genser
(218) 739-7568
P. O. Box 157
Fergus Falls, MN 56537

Globe College of Business
Perrel Brophy
(612) 224-4378
289 E. 5th Street
St. Paul, MN 55101

Hairdressers Educational Center
D. Roger Harris (FA)
(507) 235-3325
210 E. 3rd Street
Fairmont, MN 56031

Hastings Beauty School, Inc.
Laural Popp
(612) 437-1225
213 E. 2nd Street
Hastings, MN 55033

Horst Education Center
Sharon Warfield
(612) 378-7400
400 Central Avenue S.E.
Minneapolis, MN 55414

Lakeland Medical Dental
Academy
Sandra Olin
(612) 827-3636
1402 W. Lake Street
Minneapolis, MN 55408

Lawthan College
(612) 332-3361
821 Marquette Avenue
Minneapolis, MN 55402

Mason's Beauty Academy
Craig Monnerning
(612) 784-9102
40 Highway 10
Blaine, MN 55434

The McConnell School, Inc.
Karen Samstad
(612) 332-4234
Toll Free - 1-800-228-0733
831 - 2nd Avenue South
Minneapolis, MN 55402

Medical Institute of Minnesota
Carol Swenson
Finance Aid Administrator
(612) 871-8461
2389 Nicollet Avenue
Minneapolis, MN 55404

Methodist School X-Ray
Linda Olson
(612) 932-5410
6500 Excelsior Boulevard
Minneapolis, MN 55426

Minneapolis Business College
Thomas D. Hensch
Financial Aid Director
(612) 636-7406
1711 W. County Road B.
Roseville, MN 55113

Minnesota Cosmetology College
Susan Kranmiller
(612) 451-6447
784 Morse Avenue South
South St. Paul, MN 55075

Minneapolis Drafting School
Jill Riverso
(612) 535-8843
5700 W. Broadway
Minneapolis, MN 55428

Minnesota School of Barbering
Peggy Schmidt
(612) 722-1996
3615 E. Lake Street
Minneapolis, MN 55406

MN School of Business
Anita Anderson
(612) 338-6721
11 South 5th Street
Minneapolis, MN 55402

Minnesota School of Business
Brenda Jankowski
(612) 566-7777
6120 Earl Browne Dr.
Brooklyn Center, MN 55430

Model College of Hair Design
Diane Smith
(612) 253-4222
201 - 8th Avenue South
St. Cloud, MN 56301

Moler Barber School
Delano Martinson
(612) 871-3754
1411 Nicollet Avenue
Minneapolis, MN 55403

National College-St. Paul/
Minneapolis
Mario Lee
(612) 644-1265
Suite 13
1380 Energy Lane
St. Paul, MN 55104

North Memorial Medical Center
School of X-Ray Technique
Colleen Kuechle
(612) 536-5337
3300 Oakdale North
Robbinsdale, MN 55422

Northland School of
Cosmetology
Betty Maronick
(218) 741-1070
324 Chestnut Street
Virginia, MN 55792

Northwest Technical Institute, Inc.
Shelly Zakariasen
(612) 944-0080
11995 Singletree Lane
Eden Prairie, MN 55344

Northwestern Electronics Institute
Maureen Andrew
Director of Financial Aid
(612) 781-6881
825-41st Avenue N.E.
Columbia Heights, MN 55421

Oliver Thom School of Beauty
Jan Bouwens
(612) 435-3882
150 Cobblestone Lane
Burnsville, MN 55337

St. Cloud Business College
Carol J Dockendorf
(612) 251-5600
245 North 37th Avenue
St. Cloud, MN 56303

Ramsey County OIC
Brian D Olson
(612) 228-3385
215 E. 9th St
St. Paul, MN 55101

Rasmussen Business College
(507) 625-6556
Good Counsel Drive
Mankato, MN 56001

Rasmussen Business College
Ken Lottermaier
(507) 625-6556
Michele Kop
12450 Wayzata Blvd., Suite 315
Minnetonka, MN 55343

Rasmussen Business College
Ken Lottenmaier
(612) 447-9000
3500 Federal Drive
Eagan, MN 55122

Rice Memorial Hospital School
of Radiologic Technology
Luther Linn
(612) 235-4543 Ext. 530
201 Becker Avenue S.W.
Willmar, MN 56201

Rita's Moorhead Beauty School
(218) 236-7301
17 S. 4th Street
Moorhead, MN 56560

Ritter Fergus Falls School of Beauty
Tom Cole
(218) 736-7078
102 1/2 E. Lincoln Avenue
Fergus Falls, MN 56537

Ritter St. Paul Beauty College
Daniel A. Jeans
(612) 488-0551
940 Rice Street
St. Paul, MN 55117

Roffler Hair Design College
Patricia Whalen
(612) 772-1417
1650 White Bear Avenue
St. Paul, MN 55106

Robinson Beauty School
Sharon Nee
(612) 560-5130
7831 Brooklyn Boulevard
Brooklyn Park, MN 55445

Scott Lewis School
Julie Diedrich
(612) 881-8662
9801 James Circle
Bloomington, MN 55431

St. Cloud Beauty College
Mary Kay Schwartz
(612) 251-0500
912 West St. Germain
St. Cloud, MN 56301

St. Cloud Hospital School of
X-Ray Technology
John Falconer
(612) 255-5619
1406 6th Avenue North
St. Cloud, MN 56303

Scott Lewis School of
Cosmetology
Trish Szarke or Admissions
Director
(612) 929-0400
7304 Minnetonka Boulevard
St. Louis Park, MN 55426

Twin Cities Opportunities
Industrialization Center
William Bossert
(612) 377-0150
935 Olson Memorial Highway
Minneapolis, MN 55405

Twin City School of Pet
Grooming
Julie Moore
(612) 755-9463
2536-2560 Highway 10
Mounds View, MN 55112

Scott Lewis/Vera Slater Beauty
School
Becky Jorgensen
(612) 533-2278
6406 Bass Lake Road
Crystal, MN 55428

The School of Communication
Arts
Admissions Staff
(612) 721-5357
2526 - 27th Avenue South
Minneapolis, MN 55406

Saint Mary's School of Practical
Nursing
Jane Tooolie
(507) 285-3641
1216 - 2nd Street S.W.
Rochester, MN 55902

Veteran's Medical Center
School of Radiologic Technology
Martys L. Hughes (114)
(612) 725-2000 ext 2546
One Veterans Drive
Minneapolis, MN 55417

Emergency Rules

Proposed Emergency Rules

According to Minn. Stat. of 1984, §§14.29-14.30, state agencies may propose adoption of emergency rules if: 1) expressly required; 2) authorized by statute; or 3) if the manner permitted by a directive (given by statute, federal law or court order) does not allow for compliance with sections 14.14-14.28. The agency must, however, publish a notice of intent to adopt emergency rules, along with the rules themselves, in the *State Register*. The notice must advise the public:

1) that a free copy of the proposed emergency rule is available upon request from the agency;
2) that notice of the date that the rule is submitted to the attorney general will be mailed to persons requesting notification;
3) that the public has at least 25 days after publication of the proposed emergency rule to submit data and views in writing; and
4) that the emergency rule may be modified if the data and views submitted support such modification.

Adopted Emergency Rules

Emergency rules take effect five working days after approval by the attorney general, and after compliance with Minn. Stat. §§14.29-14.365. As soon as possible, emergency rules are published in the *State Register* in the manner provided for in section 14.18.

Emergency rules are effective for the period stated in the notice of intent to adopt emergency rules. This may not exceed 180 days.

Continued/Extended Emergency Rules

Adopted emergency rules may be continued in effect (extended) for an additional 180 days. To do this, the agency must give notice by: 1) publishing notice in the *State Register*: and 2) mailing the same notice to all persons who requested notification on rulemaking. No emergency rule may remain in effect 361 days after its original effective date. At that point, permanent rules adopted according to Minn. Stat. 14.14-14.28 supercede emergency rules.

Department of Jobs and Training

Proposed Emergency Rules Relating to Vocational Rehabilitation Services

Notice of Intent to Adopt Emergency Rules

NOTICE IS HEREBY GIVEN that the State Department of Jobs and Training intends to adopt the above-entitled emergency rules. The statutory authority to adopt emergency rules is contained in *Minnesota Statutes*, section 268.021. The department, in adopting these emergency rules, is following the procedures for adopting emergency rules set forth in the Administrative Procedure Act, *Minnesota Statutes*, sections 14.29 through 14.36.

All persons have 25 days after publication to submit written data and views on the proposed emergency rules or any part or subpart of the rules. Any comments must be submitted to: Duane Sermon, Client Support Services, 5th Floor, 390 North Robert Street, St. Paul, Minnesota 55101 (612) 296-5634.

A copy of the proposed rules is attached to this notice. A free copy of the proposed rules is available by contacting Duane Sermon.

The proposed rules may be modified if the modifications are supported by the data and views submitted to the department and do not result in a substantial change in the proposed emergency rules as noticed.

Upon adoption of the emergency rules by the department, the emergency rules as adopted and all supporting documents will be delivered to the Attorney General for review as to legality and form to the extent form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General or who wish to receive a copy of the adopted rules, must submit a written request to Duane Sermon.

The emergency rules will take effect five working days after approval by the Attorney General and be effective for 180 days. The emergency rules will be continued in effect for an additional 180 days if the department gives notice of continuation in accordance with *Minnesota Statutes*, section 14.35.

R. Jane Brown
Commissioner of Jobs and Training

Rules as Proposed (all new material)

GENERAL

3335.0010 [Emergency] PURPOSE AND SCOPE.

Subpart 1. **Purpose.** The purpose of parts 3335.0010 to 3335.0030 [Emergency] is to establish procedures and standards for

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

determining when the Division of Rehabilitation Services will pay for training costs to reduce student loans offered to individuals to assist in meeting the costs of training at postsecondary institutions.

Subp. 2. **Scope.** Parts 3335.0010 to 3335.0030 [Emergency] apply to the Division of Rehabilitation Services (DRS) and all individuals for whom it has been determined by a rehabilitation counselor that postsecondary training is necessary to achieve the goals identified in the individualized written rehabilitation program for the individual. Parts 3335.0010 to 3335.0030 [Emergency] do not require expenditures for individuals if funds are not available to DRS from federal and state appropriations for the provision of vocational rehabilitation services.

3335.0020 [Emergency] DEFINITIONS.

Subpart 1. **Scope.** For purposes of parts 3335.0010 to 3335.0030 [Emergency], the terms in subparts 2 to 12 have the meanings given them.

Subp. 2. **Disability-related extra costs.** "Disability-related extra costs" means those recurring increased living expenses for an individual that an individual will incur during postsecondary training and that result from the individual's disability, such as, but not limited to, prescription drugs, special diets, special housing, adaptive equipment, or special transportation.

Subp. 3. **Division of rehabilitation services or DRS.** "Division of Rehabilitation Services" or "DRS" means the organizational unit of the Department of Jobs and Training responsible for providing and coordinating the provision of vocational rehabilitation services to individuals with disabilities, except for individuals served by State Services for the Blind and Visually Handicapped. For purposes of the vocational rehabilitation program, Division of Rehabilitation Services or DRS is the state unit as defined in Code of Federal Regulations, title 34, section 361.6(b).

Subp. 4. **Federal poverty level income.** "Federal poverty level income" means the most recent poverty income guidelines. The guidelines are the annual update of the HHS Poverty Income Guidelines published annually in the Federal Register by the United States Department of Health and Human Services and are incorporated by reference. The guidelines are changed annually in February and are available at the state law library and through any Minnesota public library.

Subp. 5. **Financial aid application.** "Financial aid application" means forms used to apply for need-based financial aid from the federal government, state agencies, postsecondary institutions, and programs other than the DRS vocational rehabilitation program to meet the costs of postsecondary training.

Subp. 6. **Financial aid officer.** "Financial aid officer" means a member of the staff of a postsecondary institution responsible for analyzing student financial need and developing and awarding student financial aid packages.

Subp. 7. **Financial aid package.** "Financial aid package" means the estimate prepared by the financial aid officer of the total amount of need-based financial aid a student is offered from grant, loan, and work-study funds to meet the costs of postsecondary training.

Subp. 8. **Individual.** "Individual" means a person who has been determined eligible for and is receiving services under the vocational rehabilitation program, a person who is receiving vocational rehabilitation services under a plan of extended evaluation to determine if the person is eligible, or a person who has requested vocational services individually or through that person's representative.

Subp. 9. **Need-based financial aid.** "Need-based financial aid" means funds offered to a student or prospective student at a postsecondary institution to help meet that student's educational expenses. These funds are offered after the financial aid officer has estimated both the amount of the student's educational expenses and the ability of the student and the student's family to contribute to those educational expenses.

Subp. 10. **Ongoing expenses resulting from the individual's disability.** "Ongoing expenses resulting from the individual's disability" means those recurring increased living costs, or ongoing debt repayment costs, for an individual, after an individual completes postsecondary training, that occur because of the individual's disability, such as, but not limited to, payments for: personal care attendants, special transportation expenses, or medical services not covered by private or public health insurance programs.

Subp. 11. **Postsecondary institution.** "Postsecondary institution" means an accredited university, college, community college, junior college, business college, technical college, trade school, or vocational-technical school.

Subp. 12. **Rehabilitation counselor.** "Rehabilitation counselor" means a person who is employed by DRS to determine eligibility for services, provide vocational counseling and diagnosis, and provide and coordinate other vocational rehabilitation services.

3335.0030 [Emergency] REPLACEMENT OR REDUCTION OF STUDENT LOANS.

Subpart 1. **Application for financial aid.** As a prerequisite for DRS financial participation in the costs of postsecondary training, each individual for whom it has been determined by a rehabilitation counselor that postsecondary training is necessary shall, to the extent that financial aid is available, apply for need-based financial aid from the institution the individual plans to attend. The financial aid application must be made in a timely manner and must be in accordance with the postsecondary institution's policies and procedures. On the financial aid application forms, the individual shall apply to be considered for student loans as part of the financial aid package

to assist in paying part of the costs of postsecondary training. If the individual does not apply to be considered for student loans, DRS will not be able to determine the extent of its participation in the costs of postsecondary training.

Subp. 2. **Communication with financial aid officer.** The rehabilitation counselor and the individual shall prepare a communication identifying any additional needs and related costs that will be required to meet the individual's disability-related extra costs in order to receive the training requested. The rehabilitation counselor shall also indicate whether the individual can be expected to work during the school year. The rehabilitation counselor shall send this communication to the financial aid officer. The individual shall provide the rehabilitation counselor with a copy of the financial aid package developed for the individual if a copy has not been provided by the financial aid officer.

Subp. 3. **Basis for reduction of amount of student loan.** If the financial aid package includes a need-based student loan, DRS may pay tuition or other training costs to reduce all or part of the amount of the student loan. Any DRS payments for such costs shall be limited to amounts that will not replace or jeopardize the individual's receipt of assistance from other public programs for which the individual is eligible. The amount of reduction will be made by the rehabilitation counselor on the basis of information supplied by the individual, or the individual's parent, guardian, or representative, indicating that one or more of the following factors exist:

A. The individual will not be able to work during the school year, due to limitations resulting from the individual's disability.

B. There is a reasonable expectation that the individual will not be able to repay all of the student loan after completing postsecondary training, because:

(1) the individual will have ongoing expenses resulting from a disability, or from the disability of the individual's spouse; or

(2) the individual will be unable, due to limitations resulting from the individual's disability, to earn sufficient income to repay the student loan after completing postsecondary training.

Subp. 4. **Reduction of need-based student loan due to inability to work during school year.** When the criterion described in subpart 3, item A, is met, the rehabilitation counselor shall reduce the amount of the student loan by an amount equal to the portion of the loan in the financial aid package resulting from the inability to work during the school year. If the loan portion resulting from the inability to work during the school year is not known, the amount of the reduction shall not exceed the amount of the average work-study award in financial aid packages at the postsecondary institution to which the individual is applying. This reduction shall be made before determining whether to make reductions due to the existence of the factors described in subpart 3, item B.

Subp. 5. **Reduction of student loan due to inability to repay because of disability.** If one or both of the factors listed in subpart 3, item B, exists, the rehabilitation counselor shall determine the amount, if any, of the reduction of the student loan, on the basis of an analysis of the factors in items A to F.

A. The rehabilitation counselor shall determine the individual's anticipated annual household income after completion of postsecondary training. This determination shall be based on information on entry-level earnings for the individual, from the Occupational Outlook Handbook or Minnesota Salary Survey by Area. The Occupational Outlook Handbook is published every two years in April by the United States Department of Labor, Bureau of Labor Statistics. It is incorporated by reference and is available through any Minnesota public library. The Minnesota Salary Survey by Area is published once a year in August by the Minnesota Department of Jobs and Training, Research and Statistics Office. It is incorporated by reference and is available at the Legislative Reference Library and through any Minnesota public library. This determination shall also be based on anticipated earnings of the individual's spouse. The anticipated annual household income shall be reduced appropriately if the rehabilitation counselor determines that the individual will be unable to work full time due to the individual's disability.

B. The rehabilitation counselor shall determine the individual's anticipated annual after-tax household income. This determination shall be made by deducting the appropriate estimated state and federal taxes and Social Security contributions from the individual's anticipated annual household income, using tax estimate tables. The tables are the Hypothetical Income Tax Burdens Under Current Minnesota Law, maintained and updated annually by the Minnesota Department of Revenue, Tax Research Division. The tables are incorporated by reference, and are available at the state law library.

C. If the criterion in subpart 3, item B, subitem (1), is met, the rehabilitation counselor shall determine the average annual amount of any ongoing expenses resulting from the individual's disability, or the disability of the individual's spouse, after the individual completes postsecondary training. The rehabilitation counselor shall subtract this amount from the result obtained from the calculations described in item B.

D. The rehabilitation counselor shall determine whether the individual can be anticipated to have funds available to repay student loans. Funds available to repay student loans shall be the amount, if any, by which the individual's anticipated household income, after any reductions described in items A to C, exceeds 200 percent of the federal poverty level income for the individual's family size.

E. The rehabilitation counselor shall determine the estimated annual student loan payment amount for the individual. This

amount shall be based on the total of the student loans the individual has incurred to date, plus the amount of the student loan offered in the financial aid package for the coming school year.

F. The rehabilitation counselor shall compare the funds available to repay student loans, determined as described in item D, with the estimated annual student loan payment amount, determined as described in item E, in order to determine whether the individual's anticipated income after completion of postsecondary training is sufficient to permit repayment of student loans.

If the individual's anticipated household income after completion of postsecondary training is sufficient to permit repayment of the student loans and to permit payment of the expenses described in items B and C, the rehabilitation counselor shall not reduce the amount of the student loan.

If, due to limitations resulting from the individual's disability, the individual's anticipated income after completion of postsecondary training is not sufficient to permit repayment of the student loans and to permit payment of the expenses described in items B and C, the rehabilitation counselor shall reduce the amount of the student loan to an amount which the rehabilitation counselor's analysis determines the individual will be able to repay.

If the rehabilitation counselor determines that, due to limitations resulting from the individual's disability, the individual will not be able to repay a student loan of any amount, the rehabilitation counselor shall replace the entire amount of the student loan.

Official Notices

Pursuant to the provisions of Minnesota Statutes § 14.10, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

The *State Register* also publishes other official notices of state agencies, notices of meetings, and matters of public interest.

Department of Administration

Print Communications Division—Minnesota's Bookstore

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The ***1991 Minnesota Rules***, 11 volume set, are now at the printer. We anticipate delivery from the printer the first part of June, 1991. The price has been set at **$200.00 + $12.00 sales tax** (MINNESOTA RESIDENTS **ONLY**). Place your order now for June shipment.

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117 University Avenue
St. Paul, MN 55155

If you have any questions please contact Debbie George, Circulation Manager, 612-296-0931.

Ethical Practices Board

Advisory Opinion #109 Regarding Lobbyist Disclosure

Issued 4-26-91 to Timothy P. Flaherty—SUMMARY—109.

Lobbyist registration and reporting laws as amended in 1990 and effective January 1, 1991, require the attribution and disclosure of certain costs of research related to attempts to influence legislative, administrative, and metropolitan governmental unit action.

STATE OF MINNESOTA
DEPARTMENT OF JOBS AND TRAINING

In the Matter of the Proposed Adoption of the Emergency Rules of the State of Minnesota Relating to Vocational Rehabilitation Services	FINDINGS OF FACT, CONCLUSIONS, AND ORDER ADOPTING EMERGENCY RULES

(1) Notice of the Commissioner's intent to adopt the above-entitled rules was published in the State Register on May 20, 1991 and was sent on May 20, 1991 along with a copy of the proposed emergency rules, by United States mail, to all persons on the list maintained by the agency pursuant to Minnesota Statutes, sections 14.14, subdivision 1a, 14.22, and 14.30.

(2) All persons were given the opportunity to submit comment on the rules for 25 days after notice of proposed emergency rulemaking. Four comments from the public were received by the agency.

(4) No requests for notice of submission to the attorney general were received by the agency.

Based on the comments and evidence in the record before the agency, I find the following:

The above-captioned rules are needed and reasonable. (5)

NOW, THEREFORE, IT IS ORDERED that the rules identified as the Emergency Rules Relating to Vocational Rehabilitation Services, as proposed, are adopted this 26th day of June, 1991, pursuant to authority vested in me by Minnesota Statutes, sections 268.021 and 268A.03(n). (3)

R. Jane Brown

R. Jane Brown
Commissioner of
Department of Jobs and Training

May 29, 1991

Mr. Duane Sermon
State of Minnesota
Department of Jobs and Training
Client Support Services, 5th Floor
390 North Robert Street
St. Paul, MN 55101

Dear Mr. Sermon:

Regarding the "Proposed Emergency Rules Relating to Vocational Rehabilitation Services," I wish to take this opportunity to object to the provision stating that the rehabilitation counselor shall determine the amount of funds to be used to replace student loans. I object for two specific reasons that are as follows:

1. Financial aid officers are charged with the task of formulating an aid package to meet the educational expenses of the student. Awarding policies are determined on the basis of need of the student, funds (internal and external) available, total indebtedness, and unusual circumstances of the individual student, to name a few. The awarding of an aid package to meet the educational and direct personal expenses of a student is a financial aid office function.

2. The awarding of funds to offset expenses related to disability is a vocational rehabilitation function. If there are expenses related to the disability, then no problem exists.

As an alternative, I suggest that vocational rehabilitation funding be used only to offset disability-related expense. Should that not be the case, then the counselor can communicate a reason for replacement of loan to be considered. However, that reason may be only one factor to be considered, and the decision should ultimately rest with the financial aid officer.

Sincerely,

Dale E. Thornton
Director of Financial Aid

DET:blh-12

Office of Financial Aid
Concordia College, 901 South Eighth Street, Moorhead, MN 56560
(218) 299-3010
an equal opportunity/affirmative action employer

Bemidji Technical College

905 Grant Ave. S.E. Bemidji, MN 56601-4907 (218) 751-4137 1-800-942-8324 (MN) Fax (218) 751-2791

May 22, 1991

Duane Sermon
Client Support Services
5th Floor
390 North Robert Street
St. Paul, MN 55101

Dear Mr. Sermon:

I am writing to object to the Proposed Emergency Rules Relating to Student Loans for Vocational Rehabilitation Services Clientele.

The rules indicate that clients will be required to apply for and accept a student loan before DRS will provide funding for their education. When students take out a loan to finance their education, they begin their post-college life in debt. Quite often the students who are eligible for DRS funding are the students who will face the most barriers in the job market. It may take them longer to find employment. Having a loan payment to make creates an additional barrier to their becoming independent.

The requirement that clients accept a student loan before being eligible for DRS funding is an unfair requirement that seems to conflict with the purpose of providing DRS funding to students seeking education for employment. I am aware that agencies are experiencing budget difficulties and seeking ways to make their dollars go farther. This approach, however, stretches dollars at the expense of the clients they are designed to serve.

Sincerely,

Debbie Drinkard Grovum

Debbie Drinkard Grovum
Special Needs Supervisor

DDG/glj

91 MAY 28 AM 11:59

May 28, 1991

91 MAY 30 PM 12:47

Duane Sermon
Client Support Services
5th Floor
390 North Robert St.
St. Paul, Mn. 55101

Dear Sir:

I am writing to object to the Proposed Emergency Rules relating to student loans for Vocational Rehabilitation Services clientele. I am against this and I believe it will have a negative impact on students.

Sincerely,

Keila Cochran

Keila Cochran
OSP instructor
Bemidji Technical College

91 MAY 30 AM 11:43

MSB
MINNESOTA SCHOOL OF BUSINESS

June 4, 1991

Duane Sermon
Client Support Services, 5th Floor
390 North Robert Street
St. Paul, MN 55101

Dear Mr. Sermon:

I have enclosed a loan repayment schedule produced by Norwest Banks.

I have enclosed this information in reference to:

PROPOSED EMERGENCY RULES
RELATING TO STUDENT LOANS
FOR VOCATIONAL REHABILITATION
SERVICES CLIENTELE

Subpart 5, Section E (page 7, line 3) states:
The rehabilitation counselor shall determine the estimated annual student loan payment amount for the individual.

The client's need based loan(s) could be a variety. The client could have a combination of types of loans. Example: $2,000.00 of Perkins (NDSL) at 5% interest and a Stafford (GSL) $3,000 the interest rate could be any of the following-7%, 8%, 9%, 8%/10%. The need based student loan programs also have minimum amounts that must be paid.

I have also included from the Dept. of Ed. training session, interest rates for the Stafford (GSL).

I hope the information I have included will allow you to calculate your client's ability to repay need based student loans more accurately. How are you accounting for the non-need based loans (SLS, SELF)? If you have questions please give me a call.

Sincerely,

Brenda

Brenda D. Janikowski-Rhines
Financial Aid Administrator

Enclosure

1991-92 Delivery System Training Workshop.
March 12-13, 1991

STAFFORD LOAN INTEREST RATES AND GRACE PERIODS

Loans For Periods of Enrollment Beginning:	Interest Rate	Grace Period
7/1/88 or later	8% first 4 years of repayment 10% after 4th year	6 months
9/13/83 - 6/30/88	8%	6 months
1/1/81 - 9/12/83	9%	6 months
Before 1/1/81	7%	9 - 12 months

91 JUN -6 AM 11:04



Student Loan Center

NORWEST BANKS

FOR MORE INFORMATION CALL: **1-800-658-3567**

DEFERMENT ELIGIBILITY CHART

PROGRAM CHARACTERISTICS	PERKINS (NDSL)	STAFFORD (GSL)	SLS (ALAS)	PLUS	NORWEST COLLEGIATE LOAN PROGRAM	CONSOLIDATION PROGRAM
Interest Rate	Fixed	Fixed	Fixed or Variable based on 52-week T-Bill +3.25%	Fixed or Variable based on 52-week T-Bill +3.25%	Variable based on monthly Prime Rate +1.75%	Greater of 9% or Weighted Average Rate
Maximum Repayment Period	10 Years	10 Years	10 Years	10 Years	15 Years	25 Years
Grace Period After Deferment	6 Months[2]	6 Months[1]	None	None	6 Months	None
During Grace & Deferment Period—Int. Pd. By:	Federal Govt.	Federal Govt.	Borrower	Borrower	Borrower	Borrower

		Perkins (NDSL)		Stafford (GSL)		SLS (ALAS)		PLUS				
Deferment Type	Length	Prior Borr.	New Borr. 7/1/87	Prior Borr.	New Borr. 7/1/87	Refinanced and Prior Borr.	New Borr. 7/1/87	Loans Prior 8/15/83	Refinance & PLUS Borr.	New Borr. 7/1/87		
Full-Time School	No Limit	X	X	X	X	X	X	X*	X*	X*	X	X
Half-Time School	No Limit	X	X		X***		X***			X**	X	X
Unemployment	2 Years	X	X	X	X	X	X	X	X	X		X
Temporary Total Disability (Borrower or Spouse)	3 Years	X[2]	X	X	X	X	X	X	X	X		X
Temporary Total Disability (Dependent)	3 Years		X		X		X	X	X	X		X
Internship/Residency	2 Years	X	X	X	X	X	X	X				
Internship (Hospital/Health Care) Incl. Above Internship/Residency	2 Years				X		X					
Fellowship	No Limit			X	X	X	X	X*	X*	X*		X
Rehabilitation	No Limit			X	X	X	X	X*	X*	X*		X
Teaching Shortage Area	3 Years				X		X					
Mothers Entering/Re-entering Work Force	1 Year		X		X		X					
Parental Leave	6 Months		X	X	X	X	X					
Tax Exempt Organization	3 Years	X[2]	X	X	X	X	X	X				
Serving in Armed Forces, Public Health Service, Peace Corps, VISTA	3 Years	X[3]	X	X	X	X	X	X				
National Oceanic & Atmospheric Adm. Inc. Armed Forces & Public Health	3 Years		X		X		X					

A "New Borrower" is one who has no outstanding Stafford (GSL), SLS, PLUS, or Consolidation Loans before July 1, 1987.

* Periods during which a student, for whom the parent borrowed a PLUS Loan, is dependent and meets the conditions required for the full-time school deferment, the graduate fellowship deferment, or the rehabilitation deferment.

** Periods during which a student and parent are both "new borrowers." The student must be considered a dependent, must obtain new funds from Stafford (GSL), and must meet the conditions required for the half-time school deferment.

*** Must obtain funds from Stafford (GSL) or SLS for requested deferment period.

1. Applies to loans made before October 1, 1981.
2. Perkins (NDSL) loans made after September 30, 1980.
3. Only Perkins (NDSL) loans made after September 30, 1980, are eligible for Public Health Service deferment.



Student Loan Center

NORWEST BANKS

FOR MORE INFORMATION CALL: **1-800-658-3567**

LOAN REPAYMENT CHART

Amount Borrowed	# of Monthly Payments	Monthly Payment	Total Interest @5%	Monthly Payment	Total Interest @7%	Monthly Payment	Total Interest @8%	Monthly Payment	Total Interest @8-10%[1]	Monthly Payment	Total Interest @9%	Monthly Payment	Total Interest @12%
$1,000	18	$57.78	$ 40.04	$58.69	$ 56.42	$59.14	$ 64.52	$59.14	$ 64.52	$59.60	$ 72.80	$60.99	$ 97.82
2,000	36	59.95	158.20	61.76	223.36	62.68	256.48	62.68	256.48	63.60	289.60	66.43	391.48
3,000	72	48.32	479.04	51.15	682.80	52.60	787.20	52.90	808.43	54.08	893.76	58.65	1,222.80
4,000	108	46.07	975.56	50.03	1,403.24	52.08	1,624.64	53.21	1,746.57	54.18	1,851.44	60.74	2,559.92
5,000	120	53.04	1,364.80	58.06	1,967.20	60.67	2,280.40	62.34	2,481.61	63.34	2,600.80	71.74	3,608.80
6,000	120	63.64	1,636.80	69.67	2,360.40	72.80	2,736.00	74.81	2,977.77	76.01	3,121.20	86.09	4,330.80
7,000	120	74.25	1,910.00	81.28	2,753.60	84.93	3,191.60	87.28	3,473.93	88.68	3,641.60	100.43	5,051.60
8,000	120	84.86	2,183.20	92.89	3,146.80	97.07	3,648.40	99.75	3,970.09	101.34	4,160.80	114.78	5,773.60
9,000	120	95.45	2,455.20	104.50	3,540.00	109.20	4,104.00	112.22	4,466.25	114.01	4,681.20	129.13	6,495.60
10,000	120	106.07	2,728.40	116.11	3,933.20	121.33	4,559.60	124.69	4,962.41	126.68	5,201.60	143.47	7,216.40
15,000	120	159.10	4,092.00	174.17	5,900.40	182.00	6,840.00	187.03	7,444.03	190.02	7,802.40	215.21	10,825.20
20,000	120	212.14	5,456.80	232.22	7,866.40	242.66	9,119.20	249.38	9,924.83	253.36	10,403.20	286.95	14,434.00
25,000	120	265.17	6,820.40	290.28	9,833.60	303.32	11,398.40	311.72	12,406.44	316.69	13,002.80	358.68	18,041.60
30,000	120	318.20	8,184.00	348.33	11,799.60	363.99	13,678.80	374.06	14,888.06	380.03	15,603.60	430.42	21,650.40
40,000	120	424.27	10,912.40	464.44	15,732.80	485.31	18,237.20	498.75	19,850.48	506.71	20,805.20	573.89	28,866.80
50,000	120	530.33	13,639.60	580.55	19,666.00	606.64	22,796.80	623.44	24,812.89	633.38	26,005.60	717.36	36,083.20

[1]The payment amounts for the 8%-10% rate are calculated on a rate of 8% for exactly 48 months and a rate of 10% for the remaining life of the loan.

Please note that the final monthly payment may be larger or smaller than the amount indicated above.

To determine the total amount repaid, add the total interest to the amount borrowed.

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In the Matter of the Adoption
of the Rule of the State Department
of Jobs and Training Governing
Vocational Rehabilitation Services

DECLARATION OF
COUNSEL

I, Donald E. Notvik, Special Assistant Attorney General, do hereby declare that I have examined the above-captioned rule, and the supporting rulemaking record, and that, based on my examination, the Administrative Procedure Act and Minnesota Rules, chapter 2010 have been followed. Any exceptions are listed below. For Attorney General billing purposes, the four-digit client code is 0408.

Dated: June 26, 1991.

DONALD E. NOTVIK
Special Assistant
Attorney General