

## **R617, Karen Mayne Public Safety Officer Scholarship Program<sup>1</sup>**

**R617-1** The following policy has been codified<sup>2</sup> as Utah Administrative Code R765-617.

### **R617-2 References**

**2.1** Utah Code § 53B-8-112.5, Karen Mayne Public Safety Officer Scholarship Program

**2.2** Utah Code Title 53, Chapter 6, Peace Officer Standards and Training Act

**2.3** Utah Code § 53B-8-112, Public Safety Officer Career Advancement Grant Program

**2.4** Utah Code § 53B-8c-102, Police Officer's and Firefighter's Survivor Tuition Act

### **R765. Higher Education (Utah Board of), Administration.**

#### **R765-617. Karen Mayne Public Safety Officer Scholarship Program.**

##### **R765-617-1. Purpose.**

This rule outlines requirements, awardee responsibilities, and application procedures for the Karen Mayne Public Safety Officer Scholarship Program.

##### **R765-617-2. Authority.**

This rule is authorized by Section 53B-8-112.5.

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<sup>1</sup> *Adopted May 18, 2023; amended June 6, 2024; January 9, 2025; and May 15, 2025.*

<sup>2</sup> This administrative rule is still going through the codification process and minor, non-substantive edits to conform with the Administrative Code may need to be made.

### **R765-617-3. Definitions.**

(1) “Academic Year” means the calendar year starting July 1 and ending June 30. For degree-granting institutions, this includes Fall, Summer, and Spring semesters.

(2) “Board” means the Utah Board of Higher Education described in Section 53B-1-402.

(3) “Eligible institution” means:

(a) A degree-granting institution of higher education or a technical college within the state system of higher education, as identified in Section 53B-2-101(1); or

(b) A private postsecondary institution that enters into an agreement with the Office of the Commissioner of Higher Education to participate in this program.

(4) “OCHE” means the Office of the Commissioner of Higher Education.

(5) “Peace officer” means the same as that term is defined in Section 53B-8c-102.

(6) “POST” means the Peace Officer Standards and Training Division created in Section 53-6-103.

(7) “Qualifying post-secondary program” means criminal justice, police administration, criminology, social sciences, or other program approved by the Board.

(8) “Scholarship staff” means OCHE staff assigned to administer state scholarships on behalf of the Board.

### **R765-617-4. Award Requirements.**

(1) To qualify for the Karen Mayne Public Safety Officer Scholarship, an applicant shall:

(a) Be a high school graduate;

(b) Complete a Karen Mayne Public Safety Officer Scholarship application, published by OCHE;

(c) When eligible, enroll in a basic training course at a state certified academy as defined in Section 53-6-202;

(d) Enroll in a qualifying post-secondary program at an eligible institution; and

(e) Commit to working as a peace officer in Utah for no less than five years after the day on which POST certifies the scholarship recipient.

(2) A recipient who takes a leave of absence from their institution or defers their enrollment shall obtain an approved deferral from their institution and provide documentation to verify the approved deferral to OCHE.

(3) A student receiving the Public Safety Officer Career Advancement Grant, as described in Section 53B-8-112, is not eligible to participate in the Karen Mayne Public Safety Officer Scholarship Program.

#### **R765-617-5. Awardee Responsibilities.**

(1) A scholarship recipient shall:

(a) Notify the Board regarding POST certification within 15 days after the day on which POST certifies the scholarship recipient;

(b) Submit verification of employment with a Utah law enforcement agency to the Board within 15 days after the day on which the scholarship recipient is employed as a peace officer, including:

(i) The employer's name, address, and telephone number;

(ii) The date of the scholarship recipient's hiring; and

(iii) The scholarship recipient's job title; and

(c) Notify the Board of any employment changes within 15 days after the day on which the change is made.

#### **R765-617-6. Application Process.**

(1) Applicants shall submit an official scholarship application no later than the deadline established in the scholarship application form.

(2) Applicants shall submit the following documents to be considered for the Karen Mayne Public Safety Officer Scholarship:

(a) The completed Karen Mayne Public Safety Officer Scholarship Program application published by OCHE;

(b) High school transcripts that verify graduation from a high school or a high diploma;

(c) A description of the applicant's public safety career objectives;

(d) A declaration of the applicant's admission to and intention to enroll in an eligible post-secondary program described in Section R765-617-8 at an eligible institution;

(e) Proof of completion of the FAFSA in accordance with Board Policy R623, Free Application for Federal Student Aid; and

(f) Other documentation as outlined on the annual scholarship application or requested by scholarship staff.

(3) Requirements in Subsections R765-617-6(2)(b) through (2)(f) may be included in the scholarship application described in Subsection R765-617-6(1).

(4) Students must reapply and meet the requirements for the scholarship each academic year. After an initial application is approved, a high school transcript is not required to be resubmitted.

#### **R765-617-7. Grant Amount.**

(1) Subject to available funding, qualified applicants will be awarded a scholarship that does not exceed the combined cost of tuition, fees, required textbooks, and POST training and certification.

(2) The Board may establish a maximum scholarship amount annually.

(3) A student may participate in Karen Mayne Public Safety Officer Scholarship for a maximum of four academic years.

(4) If the legislative appropriation is insufficient to cover the costs associated with the Karen Mayne Public Safety Officer Scholarship, the Board may:

(a) Reduce the amount of a grant;

(b) Distribute grants on a pro rata basis to all eligible applicants who submitted all application material, as described in Section R765-617-6, before the application deadline; or

(c) Discontinue further awards.

(4) Institutions shall combine state or federal loans or grants, internships, student employment, and family and individual contributions toward financing the cost of attendance.

### **R765-617-8. Board Responsibilities.**

(1) The Board shall:

(a) Collaborate with POST and other law enforcement and correction agencies to provide high school students with information on law enforcement careers;

(b) Notify POST when a student receives a scholarship under the program; and

(c) Include a disclosure on all applications and materials related to the program that the amount of the awarded scholarship may be subject to funding availability or reduction.

(2) The Board may cancel an award and require a scholarship recipient to repay the full amount of the scholarship award that the scholarship recipient received under the program, including money paid for tuition, fees, and required textbooks, if the scholarship recipient fails to adhere to responsibilities in Sections 765-617-4 through 6.

### **R765-617-9. Appeals Process.**

An applicant has the right to appeal an adverse decision. Upon request by the student, the scholarship staff shall provide an opportunity for the student to appeal an adverse decision to a committee of at least three impartial persons. All appeal requests must be submitted in writing within 30 days of the application notice.

### **R765-617-10. Reporting.**

(1) As specified by OCHE, each institution shall provide, as part of an annual institutional financial aid file submission by February 28 of each year, data pertaining to applications, awards, program enrollments, utilization, funding, and/or other scholarship information for the most recently completed fiscal year.

(2) OCHE may, at any time, request additional documentation or data related to the scholarship program and may review or formally audit an institution's documentation and compliance with this rule.