

# Financial Aid for Non-Credit Continuing Education Programs

AB 15933

Ronald E. Kahn  
Secretary of the Treasury

# FINANCIAL AID FOR NON-CREDIT CONTINUING EDUCATION PROGRAMS

## GOVERNMENT AND PUBLIC AID PROGRAMS

While Continuing Education courses do not qualify for federal Pell Grants, a variety of alternative financial aid sources are available to help individuals pay for non-credit career-focused training. Financial assistance may cover various education expenses such as tuition, fees, books, supplies and transportation.

Attached are resources provided by a variety of government and public aid programs to help you learn about and take advantage of available financial aid options. These sources have varying eligibility criteria and benefits to assist students.

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## EMPLOYEE TUITION ASSISTANCE

Some employers provide tuition assistance as an employee benefit. To find out if your employer offers tuition assistance, you can talk to your manager or supervisor, ask your HR representative or check out your employee guides.

## FREQUENTLY ASKED QUESTIONS

**Q: How do I check on the status of my financial aid?**

A: Contact your financial aid source directly, using the contact information provided. Your sponsor will be able to provide you with an update on the status of your application and inform you of any pending actions required to complete the process.

**Q: How do I check the status of my Continuing Education registration request?**

A: Contact Continuing Education Services at (870) 584-1178 or [ContinuingEducation@cccua.edu](mailto:ContinuingEducation@cccua.edu)

**Q: What is third-party billing mentioned on the registration form?**

A: When a student's tuition, books and/or supplies are billed directly to an outside agency or organization, such as one of the financial aid options included in this packet or an employer, the process is termed third party billing. The college agrees to bill the agency or organization directly on behalf of the student. Once written authorization from the sponsoring agency or organization is received third party billing requests can be processed.

## NEXT STEPS

**Step 1:** Review financial aid options, giving attention to eligibility criteria, and identify the source(s) that are a best fit for you in meeting your educational goals.

**Step 2:** Contact the preferred financial aid source(s), using the contact information provided. Let them know you are interested in attending a career training program at UA Cossatot and would like to learn more about eligibility for training funds.

**Step 3:** Follow the instructions provided by the financial source to apply for financial assistance.

Once the college receives written authorization of sponsorship from your financial aid source, your seat in the course will be held provided all other admission requirements have been met.

Continuing Education Services is here to help answer questions you or your sponsor may have about available training programs.

[ContinuingEducation@cccua.edu](mailto:ContinuingEducation@cccua.edu)  
(870) 584-1178



Written authorization from the sponsoring agency or organization may be a letter of authorization on the sponsor's letterhead or other documentation of sponsorship (i.e. purchase request) that includes the sponsoring organizations name, address, telephone number, and name of the course(s) to be paid, and the total amount to be paid by the sponsor.

Third-party billing will hold course(s) provided Continuing Education Services received the appropriate authorization by the published "register by" date and the students fulfills all other admission requirements.

Agencies or organizations requiring course completion or proof of grades before they authorize payment are considered tuition reimbursement programs. These programs do not qualify for the third party billing process. Students participating in tuition reimbursement programs are responsible for making their own payment arrangements and for getting tuition reimbursed directly from their sponsor agency or organization.

# ARE YOU A PARENT?



Your Path To an Employment Future

**Career Pathways could help with your tuition and fees, childcare, gas and supplies.**

**Classes towards a College Degree**

or

**Classes for income earning skills:**

- Truck Driving Training
- Phlebotomy Technician
- Nursing Assistant Training Program
- Medical Billing & Coding Program
- Pharmacy Technician Program

Crystal Hunter  
(870) 584-1119  
cbell@cccua.edu

Hanna Sharp  
(870) 584-1169  
hsharp@cccua.edu

Linda Young  
(870) 584-1328  
lyoung@cccua.edu

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# NATIONAL FARMWORKERS JOB PROGRAM

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## NEED MONEY FOR SCHOOL?

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HAVE YOU WORKED IN AGRICULTURE  
WITHIN THE LAST 2 YEARS OR A  
DEPENDENT OF A FARMWORKER?

- LIVE HANG
- POULTRY PROCESSING
- CATCHING CHICKENS
- FEEDING COWS
- LOGGING
- MANY MORE

Under the NFJP PROGRAM, YOU  
MAY BE ELIGIBLE FOR PAID  
TUITION, BOOKS, AND  
SUPPLIES!

SHORT TERM- COURSE  
WELDING, CNA, CDL. PHLEBOTOMY, ANY COURSE LESS THAN  
A YEAR.

CONTACT INFO: ANITA MAYA  
PHONE: (870) 331-0196  
EMAIL: [amaya@arhdc.org](mailto:amaya@arhdc.org)

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## Arkansas Rehabilitation Services Field Office Locations

<b>Arkansas Career Training Institute</b>	<b>Jonesboro</b> 870-972-0025
<b>Hot Springs</b> 501-624-4411	<b>Little Rock</b> 501-686-2800
<b>Batesville</b> 870-793-4153	<b>Lonoke</b> 501-676-4490
<b>Benton</b> 501-317-1390	<b>Monticello</b> 870-367-9669
<b>Booneville</b> 479-675-3835	<b>North Little Rock</b> 501-833-1490
<b>Conway</b> 501-730-9725	<b>Pine Bluff</b> 870-534-2404
<b>El Dorado</b> 870-862-5451	<b>Russellville</b> 479-890-5751
<b>Fayetteville</b> 479-582-1286	<b>Texasarkana</b> 870-773-2807
<b>Fort Smith</b> 479-755-3300	<b>West Memphis</b> 870-735-4725
<b>Harrison</b> 870-741-7153	<b>Services for the Deaf &amp; Hard of Hearing (SDHH)</b> 501-324-9521
<b>Helena</b> 870-338-2753	
<b>Hot Springs</b> 501-623-4479	

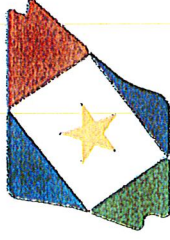
There are 20 ARS Field Offices across the state serving all 75 counties.

501-296-1600

ARCareerEd.org

## Arkansas Rehabilitation Services (ARS)

A division of the Arkansas  
Department of Career Education



## Arkansas Department of Career Education

*Arkansas Rehabilitation Services*

Administrative Offices  
525 West Capitol Ave.  
P. O. Box 3781  
Little Rock, AR 72203  
501-296-1600

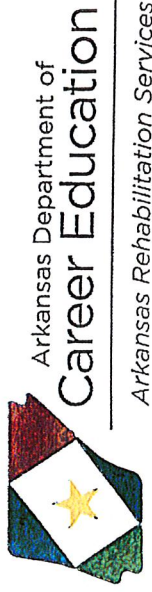
Call toll-free:  
800-330-0632

ARCareerEd.org

ARS01/0418

501-296-1600

ARCareerEd.org



## Arkansas Rehabilitation Services (ARS)

A division of the Arkansas  
Department of Career Education



Providing opportunities for individuals with disabilities to work and lead productive and independent lives.

501-296-1600

ARCareerEd.org

## Who We Are

The mission of Arkansas Rehabilitation Services Division is to assist persons with disabilities so they are empowered to become employed. Earning a living is a basic right and is valuable for both the individual and the community. A person with a disability faces barriers in various life activities that include the opportunities to train for, locate, and/or keep a job.

Arkansas Rehabilitation Services Division helps individuals overcome those obstacles by focusing on **ABILITY** rather than **DISABILITY**. It is good business for everyone. For every dollar spent in Arkansas on Vocational Rehabilitation, roughly seven dollars is returned to the state's economy.

With 19 offices statewide, along with the Arkansas Career Training Institute in Hot Springs, ARS has counselors who serve each of the state's 75 counties. Counselors work out of regional offices and travel to specific locations in the counties they serve on a regular schedule to assure better accessibility of our services.

## What We Do

- Transition services for students finishing high school.
- Services for those with special communications needs such as the deaf and hearing impaired.
- Specialized assessment and treatment.
- Vocational training at the Arkansas Career Training Institute (ACTI).

ARS also works with private providers for specialized services.

## Eligibility

Anyone who is a legal Arkansas resident and determined eligible for services can qualify. Follow these steps:

- Call the office nearest you and set up an appointment for an initial interview with a counselor.
- Complete the application.
- Undergo an assessment that explores your background, abilities, interests and disability-related barriers to employment. This helps determine eligibility and forms a personalized plan for education, rehabilitation, and training needs.
- The determination of eligibility normally occurs within 60 days. That includes determining the extent of disability and the need for vocational rehabilitation services to prepare for, secure, retain or regain employment. *When funds are limited, services may be prioritized by need.*
- Develop an Individual Employment Plan, working in conjunction with your counselor. This is a mutually agreed upon plan as to the kind of job the client has chosen to work towards, the specific services needed, a realistic time frame in which to accomplish these goals and who is responsible for what.
- The training and rehabilitation services are provided and, when they are completed, the client will receive assistance in finding a job.

**The result:** A qualified individual who has attained the skills needed to become a valued employee and contributing taxpayer.

**For more information, or an appointment:**

- Call your local field office (listed on the back of this brochure), or
- Call our toll-free number if unsure of which office to contact, or
- Return the attached request card to your nearest field office, or
- Visit our website at [ARCareerEd.org](http://ARCareerEd.org).

I would like to be contacted by a counselor from Arkansas Rehabilitation Services Division.

My name is \_\_\_\_\_

My address is \_\_\_\_\_

My phone number is \_\_\_\_\_

My email address is \_\_\_\_\_

The best time to contact me is \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.

Return this portion in an envelope to the ARS office listed on the back of this brochure.

## Arkansas Department of Higher Education



**YOU**universal  
ARKANSAS FINANCIAL AID SYSTEM  
Your Future, No Boundaries.

## Returning Users

LOGIN

Forgot email or password?

## New User?

START YOUR SEARCH

ADHE | 423 Main Street, Suite 400 | Little Rock, AR 72201 | 501.371.2000 | Email

Internet Policies: [Accessibility](#) | [Privacy](#) | [Security](#) | [Acceptable Use](#)

## Arkansas Workforce Challenge

### General Information

*Important Note: The following information is intended as a general overview of the program for those applying, or who are considering applying, for the scholarship and is not intended to be a comprehensive compilation of program requirements. For complete information, please refer to the program's rules and regulations at:*

*[https://static.ark.org/eeuploads/adhe-financial/Workforce\\_Challenge\\_Rules\\_FINAL\\_4.5.18.pdf](https://static.ark.org/eeuploads/adhe-financial/Workforce_Challenge_Rules_FINAL_4.5.18.pdf)*

The purpose of the scholarship is for workforce training in high-demand areas of healthcare, information technology, and industry. Classes are not limited to credit-bearing programs. Non-credit, workforce-training classes that fit into the three above categories may also qualify.

### Requirements

1. Be an Arkansas resident
2. Must be a high school graduate or received high school equivalency
3. Student cannot be a current recipient of the Academic Challenge Scholarship
4. Be accepted for admission into an approved program as defined by ADHE



## **UAC Non-Credit Program List for the 2021-2022 Academic Year**

Commercial Truck Driving  
Forklift Operator  
Pharmacy Technician  
Phlebotomy Technician  
Medical Billing and Coding  
Nursing Assistant

### **Arkansas Workforce Challenge Award Amount**

The Workforce Challenge Award will be the cost of a certificate program or program of study not to exceed \$800.

### **Deadline for Application**

Students must apply at least 30 days prior to enrollment in an eligible program.

### **Basic Eligibility Criteria**

1. Be an Arkansas resident
2. Must be a high school graduate or received high school equivalency
3. Cannot be a current recipient of the Academic Challenge Scholarship
4. Be accepted for admission into an approved program as defined by ADHE

### **Continuing Eligibility**

Arkansas Workforce Challenge is a non-renewable grant. Students who successfully complete their program of study will be allowed to reapply for the award in another eligible program. Students who receive funding from Workforce Challenge and do not successfully complete their program will be allowed to reapply one time.

### **Apply Now**

Apply now at: [https://www.ark.org/adhe\\_financialaid/login.aspx](https://www.ark.org/adhe_financialaid/login.aspx)

*Disclaimer: The laws, rules, regulations, award amounts, amount of awardees, eligibility criteria, funding per program, etc. are subject to change at any point prior to, during or after application through the YOUuniversal application. These changes will be based on changes in law or funding provided by the Arkansas General Assembly. It is understood that ADHE is not at fault for any changes that occur to any financial aid program. In addition, awards for all ADHE programs are limited by the availability of funds.*