



## Education and Training Voucher (ETV) Fact Sheet



### What do I get?

Up to **\$5,000 per fiscal year!!**

This can cover the following school-related expenses:

- tuition and fees
- room and board
- student loans
- books and school supplies
- transportation (not to exceed \$2,500)
- personal computer/supplies (not to exceed \$1,500)
- miscellaneous personal expenses
- health care expenses
- child care

### How do I apply?

- ❑ You can get the application at:
  - Lutheran Social Services of Michigan: (877) 660-6388, or
  - On-line at:
    - [www.mietv.lssm.org](http://www.mietv.lssm.org)
- ❑ You must **also** apply for the FAFSA
  - [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

**Verification of Court/State Ward Status forms for Financial Aid are available through your caseworker or by contacting the ETV office.**

### Am I eligible?

**You are**, if you meet the following requirements:

- ✓ on or after your 14<sup>th</sup> birthday you were:
  - ✓ in foster care because of abuse/neglect, or
  - ✓ a juvenile justice youth who was placed in a DHS supervised foster care placement, or
  - ✓ an undocumented refugee minor supervised by DHS.
- ✓ **IF** adopted, were adopted from foster care on or after your 16<sup>th</sup> birthday
- ✓ **AND** have a high school diploma or GED
- ✓ **AND** attend, at least half-time, an **accredited** school that:
  - ◆ awards a Bachelor's degree or not less than a 2-year program that provides credit towards a degree,
  - ◆ provides no less than 1-year of training towards gainful employment, *or*
  - ◆ Is a vocational program that provides training for gainful employment and has been in existence for at least two years.

**You must receive your first ETV prior to your 21<sup>st</sup> birthday. You are then eligible until your 23rd birthday, provided you receive at least a 2.0 GPA and do not have more than one incomplete or withdrawal per semester.**

### What is the Application Process?

- ❖ Applications will be processed on first come, first served basis. Only after **all** of your application materials have been turned in and processed, and you have completed an entrance interview, will you be awarded.
- ❖ Once the ETV office has received your application, you will be contacted by an ETV caseworker to schedule a face-to-face or phone interview. Therefore, if your contact information changes, you **must** notify the ETV office.
- ❖ Any money owed to the school for tuition or other costs will be sent directly to the school. Other checks will be written out to vendors, such as a landlord, car insurance company, or a store. These checks will be mailed to you and you will be responsible for paying the appropriate people and companies. You are also responsible for obtaining receipts for all ETV money spent and sending copies of them to the ETV office. Your eligible funding is only available during the term you submitted an application for.
- ❖ Lutheran Social Services of Michigan reserves the right to contact the student's school to verify the youth's enrollment.

**Contact/Mail Information To:**  
**Lutheran Social Services of Michigan**  
Attn: ETV  
209 E. Washington Ave. Suite 284  
Jackson, MI 49201  
Phone: (877) 660-6388 Fax: (517) 789-6809



**Michigan ETV Program**  
is on Facebook!



# ETV Checklist



**Please turn in the following documents in order for the application to be processed:**

- |  |   |
|--|---|
| <input type="checkbox"/> ETV Application   | <input type="checkbox"/> Copy of high school diploma or GED   |
| <input type="checkbox"/> ETV Budget Form   | <input type="checkbox"/> Copy of class schedule   |
| <input type="checkbox"/> ETV Student Educational Agreement   | <input type="checkbox"/> Copy of cost of tuition  |
| <input type="checkbox"/> ETV Financial Aid Release Form  | <input type="checkbox"/> Copy of financial aid package (financial aid award letter)                         |
| <input type="checkbox"/> If this is not your first ETV, receipts showing how your last ETV was spent | <input type="checkbox"/> Copy of college/trade school Grade Point Average (GPA) <b>OR</b> Acceptance Letter |

**If the Education and Training Voucher will be used for expenses other than tuition, you need to provide documentation to support need. For example but not limited to:**

- Rent/housing: copy of lease agreement.
- Computer (limit of \$1,500 every 4 years): estimate from store you plan to buy it from.
- Transportation expense (limit of \$2,500 for purchase of vehicle every 4 years): copy of payment stubs, car insurance bill, price estimate from the dealership you plan to purchase vehicle from. If purchasing vehicle, the following must be provided: copy of drivers license, copy of insurance, inspection from licensed mechanic.
- Daycare: written statement from daycare provider.

### **An accredited school means:**

- The school is legally authorized within the State to provide a program of education beyond secondary education; **AND**
- The school is a public, private or other nonprofit institution; **AND**
- A nationally recognized accrediting agency or association accredits the school **AND**
- The school provides an educational program where the institution awards a bachelor's degree *or* provides not less than a 2-year program that is acceptable for full credit toward such a degree, **OR**
- The school provides an educational training program to prepare students for gainful employment in a recognized occupation.

**If you have any questions contact the ETV office at (877) 660-6388.**

**Completed applications with documentation can be faxed or mailed to:**

**Lutheran Social Services of Michigan  
Attn: ETV  
209 E. Washington Ave., Suite 284  
Jackson, MI 49201  
Fax: 517-789-6809**



# Application Form

(Please note that this is not the only form that needs to be completed. See the ETV Checklist)

## Basic Information

NAME \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_ E-MAIL \_\_\_\_\_

TELEPHONE (\_\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_\_) \_\_\_\_\_

ADDRESS \_\_\_\_\_

Street City State Zip

COUNTY of Foster Care Case \_\_\_\_\_ CASE # \_\_\_\_\_

AGENCY of Foster Care Case \_\_\_\_\_ JJ Cases Only PLACEMENT \_\_\_\_\_

Are you an Undocumented Refugee Minor (URM)?  YES  NO

CASE WORKER'S NAME \_\_\_\_\_ TELEPHONE (\_\_\_\_\_) \_\_\_\_\_

HOW DID YOU BECOME AWARE OF THIS PROGRAM? (please check the box that applies)

DHS Caseworker  Non-DHS Caseworker  School Counselor  Foster Parent  College/University/Vocational Program

## School Information

SCHOOL NAME \_\_\_\_\_

STUDENT ID NUMBER \_\_\_\_\_

YEAR IN SCHOOL PROGRAM/PROGRAM \_\_\_\_\_ EXPECTED GRADUATION DATE \_\_\_\_\_

FINANCIAL AID OFFICE ADDRESS \_\_\_\_\_

Street City State Zip

FINANCIAL AID OFFICE TELEPHONE (\_\_\_\_\_) \_\_\_\_\_

**Total ETV Amount Requested** (Up to \$2,500 twice per fiscal year\*): \_\_\_\_\_

(Please list budget on the following provided page)

## **Youth Agreement**

I, \_\_\_\_\_, agree to meet the terms and conditions of the Education and Training Voucher Program and will work toward successfully completing the course work at the school listed above. I also agree that all school documents that I have submitted are official. I understand that if any of the information that I have submitted is found fraudulent, I may be found permanently ineligible for ETV funding. I have read the eligibility requirements for the Education and Training Voucher Program funds.

**Youth's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*Fiscal Year October 1, 2012-September 30, 2013\*



# ETV Budget



Please identify the school-related costs this award will meet for **UP to 6 months (or one semester/term)**. Identify the areas specific to YOUR needs. Make sure that if you are asking for \$2,500, then the total below should add up to \$2,500. Finally, you must **provide documentation for the expenses** (lease for rent, car insurance estimate, store estimate for a computer). You will NOT be approved until this documentation is turned into the ETV office.

**Tuition for 1 term (not covered by grants, Pell, Tip, etc.):** \_\_\_\_\_

**Student Loans:** \_\_\_\_\_

**Housing:** \_\_\_\_\_ X \_\_\_\_\_ months = \_\_\_\_\_  
How much per month Total Housing Costs

**Food:** \_\_\_\_\_ X \_\_\_\_\_ months = \_\_\_\_\_  
How much per month Total Food Costs

**Books:** \_\_\_\_\_

**Materials/Supplies/Computer:** \_\_\_\_\_

**Transportation:** \_\_\_\_\_ X \_\_\_\_\_ months = \_\_\_\_\_  
How much per month Total Transportation Costs

**Daycare Expenses:** \_\_\_\_\_ X \_\_\_\_\_ months = \_\_\_\_\_  
(not covered by DHS) How much per month Total Daycare Costs

**Other, please list:** \_\_\_\_\_

**Total:** = \_\_\_\_\_

\_\_\_\_\_  
YOUTH SIGNATURE

\_\_\_\_\_  
DATE

Effective October 1, 2011 students can only access eligible amount during term applied for. Once a term is completed, the student must re-apply for additional funds.



# ETV Student Educational Agreement



Student Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State Zip \_\_\_\_\_  
 DHS Case Number \_\_\_\_\_

In order to be approved for Education and Training Voucher (ETV) to help fund my post-secondary educational endeavors, I \_\_\_\_\_ (print name) agree to the following conditions. **Please initial beside each commitment:**

- \_\_\_\_ To complete and submit all necessary documentation according to the ETV application requirements.
- \_\_\_\_ To maintain full-time or part-time status at my post-secondary institution.
- \_\_\_\_ To maintain a 2.0 cumulative G.P.A. or the equivalent of passing grades and complete all classes each semester (exception is made to one incomplete or withdrawal per semester).
- \_\_\_\_ To send in my grades to the ETV office after EACH semester.
- \_\_\_\_ To understand I can only access eligible ETV amount during the term applied for funding.
- \_\_\_\_ To provide receipts for the full amount of money awarded to the ETV Program.
- \_\_\_\_ To contact the ETV Program for address, phone and/or email changes.
- \_\_\_\_ To meet the goals, listed below, of this Student Educational Agreement.

**In the space provided identify long-term educational and career goals. Include any extracurricular activities that will help attain these goals:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

If the above conditions are met, I may receive up to \$2,500.00 twice per fiscal year from the State of Michigan's Education and Training Voucher Program to support my documented need for post-secondary educational endeavors (this may include assistance with tuition, room and board, and personal miscellaneous expenses).

By signing below I agree that I have been involved in the development of the student education agreement plan and accept responsibility for this plan. I understand that I must meet the above conditions, or I will not receive the education training voucher funds.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE YOUTH'S

# ETV Financial Aid Release Form

School \_\_\_\_\_  
(print name of school or program you are attending)

Student ID \_\_\_\_\_  
(print your student ID)

Social Security Number \_\_\_\_\_  
(print your Social Security Number)

I have completed the FAFSA (please check one): \_\_\_\_\_ Yes \_\_\_\_\_ No

## To the Financial Aid Office:

I \_\_\_\_\_ (print name) have applied for State funding towards my school costs.

In order to receive this funding, the Education and Training Voucher (ETV) Program staff at Lutheran Social Services of Michigan may need access to my enrollment status, grade history, and financial aid information. If requested, I authorize you to send a copy of my Schedule, Transcripts, and Financial Aid Award letter to the Michigan Education and Training Voucher (ETV) Program. I further authorize you to release information regarding my enrollment status, grade history, and financial aid information to the Michigan ETV Program via US Mail, telephone or fax.

Sincerely,

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Date)

Please circle one of the following:

I am a full time student (\_\_\_\_\_ credits) part time student (\_\_\_\_\_ credits)

**Lutheran Social Services of Michigan**  
**Attn: ETV**  
**209 E. Washington Ave., Suite284**  
**Jackson, MI 49201**  
**Phone: (877) 660-6388 Fax: (517) 789-6809**

# ETV Frequently Asked Questions

## How do I receive my next ETV amount?

You can be awarded UP TO \$2,500 per term for a maximum of \$5,000 during a fiscal year (as long as funding is available). In order to get your next award amount this year, please make sure to complete the **ETV Re-Determination Application** form that came with your ETV award letter. The form will need to be completed at the end of your current semester in addition to submitting the required documents listed on the form.

## What can my ETV money be used for?

ETV money will first pay for any tuition and fees that are owed to the school. After that, ETV can pay for anything educationally relevant, including student loans, housing, transportation, computers, school supplies, daycare expenses and anything else that is going to assist you with staying in school. If you are unsure of an expense, please contact the ETV office prior to your purchase. An expense sheet is also available to you outlining (not limited to) appropriate and inappropriate purchases. You can only access the eligible amount you are approved for during the term you have requested funding. If you do not access all of your funding before your term is finished, you will lose those funds. Remember to always save receipts and to send in copies to the ETV office.

## How will I re-apply?

After you have received the maximum award for the fiscal year, you can re-apply for a new ETV anytime after October 1, 2013 provided that you are still in school and are not yet 23. When re-applying next year, you will need to complete the ENTIRE application packet again. You are not automatically enrolled to be re-awarded because you were awarded at this time.

## What will I need to send in to re-apply?

In addition to completing the application packet again, you will need to provide your grades, including your Cumulative Grade Point Average (GPA), which needs to be above a 2.0. You also need to send in receipts showing how your ENTIRE current ETV was spent. Without both of these items, you will not be re-awarded.

## What happens if I do not complete the classes I was enrolled in?

When you re-apply, we will not only look at your GPA, but also look at the completion of your classes. Please be aware, if you have an incomplete or withdrew from more than ONE class per semester, you will not be awarded again until you complete a full semester. This means that, although your GPA may be above a 2.0, you are not guaranteed to be re-awarded.

## What do I do if I move or change phone numbers?

You MUST contact the ETV office when your contact information, including your mailing address and/or phone number change. An ETV case manager will be contacting you on a regular basis and they need to be able to get in touch with you. In addition, we also occasionally send out mailings to inform you of additional funding and resources, and these often have deadlines. If we can't reach you, you cannot be fully informed.

## How do I get in touch with the ETV office when I want to send in information?

You can call the office at 877-660-6388. Our fax number is 517-789-6809, and our website is [www.mietv.lssm.org](http://www.mietv.lssm.org). The mailing address is:

**Lutheran Social Services of Michigan**  
Attn: ETV  
209 E. Washington Ave., Suite 284  
Jackson, MI 49201

# Resources Available to Youth Pursuing College

Ever wonder how you were going to pay for college, or who can afford to go to college? This fact sheet will answer those questions and direct you to the right places for more information.  
**College is affordable and available to YOU!**

- ✓ All students must complete the **Free Application for Federal Student Aid (FAFSA)**. Students can access online at <http://www.fafsa.ed.gov> or by calling the Federal Student Aid Information Center at 1-800-4-FED-AID. The deadline for the application is March 1<sup>st</sup>. In order to receive loan money, the Pell grant for low-income students or other aid, the student **MUST** complete the FAFSA.
- ✓ The **Tuition Incentive Program (TIP)** helps pay for tuition and fees. Contact 1-888-4GRANTS for eligibility requirements.
- ✓ **Education and Training Vouchers (ETV)** up to \$5,000 towards school-related costs and living fees. It is for youth that were in foster care after the age of 14. Contact Lutheran Social Services of Michigan for eligibility requirements at (877)-660-METV or visit the website at [www.mietv.lssm.org](http://www.mietv.lssm.org).
- ✓ **Youth in Transition (YIT)** is another funding source that can provide financial support. If the youth still has unmet needs, the YIT fund source is available until the youth turns 21 years old. Please apply at your local DHS office.
- ✓ **Casey Family Scholars Program** provides scholarships of up to \$6,000 per academic year for young people who spent at least 12 months in foster care prior to their 18th birthday; OR have been adopted or placed into legal guardianship from foster care after their 16th birthday; OR they must have been orphaned for at least one year at the time of their 18th birthday. Check the Foster Care to Success website at [www.fc2success.org](http://www.fc2success.org).
- ✓ **Michigan Indian Tuition Waiver** pays tuition for students who are at least ¼ American Indian. Youth apply directly to the financial aid office. The Inter-Tribal Council of Michigan approves this award. Contact Daniel Levy at (313) 456-3812 or Camille Vandergrift at (313) 456-3809.
- ✓ **Aquinas College** offers a Fostering Success Scholarship which ensures that total assistance from scholarships and grants will cover tuition, room, board, and book costs. For more information, visit [http://www.aquinas.edu/undergraduate/foster\\_scholarship.html](http://www.aquinas.edu/undergraduate/foster_scholarship.html).
- ✓ **Ferris State University** offers up to \$4000 per year with the Ferris Orphan and Youth Initiative (FOFYI) Scholarship. The scholarship must be applied towards any direct cost at Ferris. For more information, please visit <http://www.ferris.edu/HTMLS/administration/president/DiversityOffice/fofyi/scholarshipinformation.htm>.
- ✓ **Harvard University** announced that from now on undergraduate students from low-income families will pay no tuition. If you know of a family earning less than \$65,000 a year with an honor student graduating from high school soon, Harvard University wants to pay the tuition. For more information, please visit <http://isites.harvard.edu/icb/icb.do?keyword=k51861&pageid=icb.page246751&pageContentId=icb.pagecontent485705&state=maximize>.
- ✓ **Lansing Community College** offers the Theresa and Frederick Junger Scholarship for students who were in foster care. For more information contact Susan Fisher at 517-483-1987.



- ✓ **Macomb Community College** now has a Youth in Transition Scholarship Program for all youth interested in attending Macomb Community College for FREE. For more information, visit <https://mietv.lssm.org/forms/Youth%20in%20Transition%20FINAL.pdf>.
- ✓ **Michigan State University** offers the Jim and June Grant Expandable Foster Care Scholarship Fund. Scholarships are awarded to recipients having been a client during childhood of the State of Michigan's Department of Human Services Child Foster Care System and enrolled in at MSU. For more information and to apply, contact the Office of Financial Aid at 517-353-5940 or [https://scholendow2.ais.msu.edu/student/ScholDetail.asp?Schol\\_ID=2983](https://scholendow2.ais.msu.edu/student/ScholDetail.asp?Schol_ID=2983).
- ✓ **Michigan State University** in East Lansing has a scholarship program, currently offering one scholarship per year, for youth exiting foster care. Contact Dr. Gary Anderson at 517-335-7515 or by email at [ander664@msu.edu](mailto:ander664@msu.edu).
- ✓ **The University of Michigan** offers the Paul and Amy Blavin Scholarship to students that were in foster care. Contact the office of financial aid for eligibility information and application materials: (734)-763-6600 or <http://www.finaid.umich.edu/LinkClick.aspx?fileticket=rTgXymr0das%3D&tabid=101>.
- ✓ The **University of Michigan** offers a **Child Care Subsidy Program** to students with dependent children. Contact the office of financial aid for eligibility information and application materials at (734) 763-6600.
- ✓ **Western Michigan University** now has the Foster Youth and Higher Education Initiative, which includes the John Seita scholarship. This scholarship offers paid tuition for youth that were in foster care. For more information, visit <http://www.wmich.edu/fyit/About/scholarship.html>.

**EXCITING NEWS:** The following schools now have Independent Living Skills Coaches on campus:

- **Baker College of Flint** <http://www.baker.edu/campus/flint/>
- **Eastern Michigan University** <http://www.emich.edu/>
- **Ferris State University** <http://www.ferris.edu/>
- **Michigan State University** <http://www.msu.edu/>
- **Saginaw Valley State University** <http://www.svsu.edu/>
- **University of Michigan-Flint** <http://www.umflint.edu/>
- **Wayne State University** <http://wayne.edu/>

<b>Other Websites to Checkout!</b>
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**Foster Care**

<http://michigan.gov/fyit/>  
<http://fosteringssuccessmichigan.com/>  
<http://www.fc2success.org/>  
<http://www.casey.org/>  
<http://www.nrcys.ou.edu>  
<http://www.maeo.org>  
[www.saveourchildrencoalition.org](http://www.saveourchildrencoalition.org)  
<http://rising-tides.org/>  
<http://www.finaid.msu.edu/fyas/AppMain.asp>

**General Financial Aid**

<http://www.michigan.gov/mistudentaid>  
<http://www.imagine-america.org>  
<http://www.fastweb.com/>  
<http://www.collegeanswer.com>  
<http://www.gmsp.org>  
<http://www.micollegeaccess.org/>

**Schools in Michigan**

**Michigan Public Educational Institutions:**  
[http://www.michigan.gov/mistudentaid/0,4636,7-128-60969\\_61035---,00.html](http://www.michigan.gov/mistudentaid/0,4636,7-128-60969_61035---,00.html)  
**Michigan Private Educational Institutions:**  
[http://www.michigan.gov/mistudentaid/0,4636,7-128-60969\\_61036---,00.html](http://www.michigan.gov/mistudentaid/0,4636,7-128-60969_61036---,00.html)  
**Trade, Occupation, or Vocational Schools:**  
<http://www.michiganps.net/>