



As a participant of the Education and Training Voucher (ETV) Program you are responsible for following your college's financial aid requirements, as well as the ETV requirements. By signing and submitting this form you acknowledge that you have read and understand your responsibilities as an ETV recipient.

I understand I must:

1. Complete the **Free Application for Federal Student Aid (FAFSA)** each year on or shortly after October 1.
2. Complete and submit the **Renewal Application** and **Participation Agreement** each year between **January 1 and April 30** to meet the priority deadline.
3. Complete and sign an **ETV Spending Plan** for each term before any funds can be disbursed.
4. Submit the additional information listed below to be awarded ETV and to be able to continue accessing my ETV Award:
 - a. **FAFSA Confirmation Email OR Student Aid Report (SAR)**
 - b. **Financial Aid Award Letter**
 - c. **Class Schedule**: Required at the beginning of each term
 - d. **Unofficial Transcripts**: Required at the end of each term
5. Attend an accredited college, university, vocational or technical college.
6. Be eligible for financial aid.
7. Be enrolled at least half-time or more, meaning 6 or more credits each term.
8. Be enrolled in at least **one** 100 level college course.
9. Meet my college or university SAP and Pace of Progress requirements.
10. Submit an Education Plan if I am placed on financial aid probation, and return my plan by the requested date.
11. Maintain a 2.0 GPA or better
12. Open/maintain a working email address. I will check my email at least once a week for emails from my ETV team and will reply as required.
13. Communicate with my ETV team at least once a month. IF I DO NOT STAY IN REGULAR COMMUNICATION, MY FUNDING MAY BE AFFECTED
14. Complete and return the **Statewide Payee Registration** form to be eligible to receive ETV disbursements.
15. I understand I am eligible for the ETV program up to my 26th birthday, if I have received funds prior to my 21st birthday. If I turn 26 during the quarter / semester I may receive ETV until the end of that term. ETV cannot fund more than 20 quarters or 15 semesters.
16. Contact the program if my financial aid status changes which may be any of the following:
 - a. I withdraw from college
 - b. I add or drop a class
 - c. I received additional financial aid after I submitted my financial aid award letter to the ETV Program.
17. Contact the program if any of the following changes:
 - a. Address
 - b. Phone Number
 - c. Email
 - d. Banking Information
18. I understand I may be terminated from the program for the following reason(s):
 - a. Lack of significant academic progress toward a certificate or degree after six terms; this may be demonstrated by my failure to maintain a 2.0 GPA for six terms (which do not have to be consecutive) or lack of progress from 100 level college courses at the end of six terms.
 - b. The college I attend informs the ETV program I have been permanently dismissed.
 - c. I knowingly submit paperwork to the ETV program that contains altered, inaccurate or false information

I have read and understand the responsibilities outlined in the Participation Agreement and agree to comply with the program rules and processes to be able to access my ETV funds. I understand if I fail to comply with the program rules and processes I will not be able to access my ETV funds.

Signature (Typed or E-Signature OK)	Print Name ((<i>First and Last</i>))	Date

Email: Scan and email to etvwash@dcyf.wa.gov
Mail: ETV Program, PO Box 40983, Olympia WA 98501
 For questions call 1-877-433-8388 or e-mail us at etvwash@dcyf.wa.gov