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|  | **Title IV-E Program Glossary of Terms** |

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| **collections** | *action taken by a university when a student/ graduate fails to make monetary repayment as agreed in the signed Student Contract and/or Repayment Agreement.*  Referral to a collections agency is made after the student/graduate has breached the terms of the Student Contract and has failed to establish a repayment schedule with the school and to maintain payment. |
| **default** | *status resulting when a university or foundation/auxiliary office has exhausted all means to locate, contact, and collect repayment owed by the student/graduate.* |
| **deferral** | *a request or petition to modify/extend the time period in which a given action must be completed, such as making monetary repayment for support received*  Usually the request will take the form of a ***petition*.** In cases of monetary repayment, a petition submitted to the university IV-E program requesting a deferral may be made to modify the repayment terms. |
| **employment obligation** | *A requirement of the Title IV-E Student Contract indicating the mandatory period for which s/he must work in qualified employment after completing the academic program,* |
| *request for* **exception** | *a modification of any Title IV-E Student Contract requirement sought by a student/graduate*  The student/graduate usually ***petition***s the university and/or CalSWEC Central, depending on the nature of the request. |
| **hardship** | *disability, serious medical and/or mental health conditions, and death*  The student/graduate or legal representative must provide a showing of s*evere hardship* along with supporting documentation when seeking a ***waiver*** of a program requirement. |
| **payback** | *often used incorrectly; to avoid confusion, do not use the term.*  Correct terms are ***employment obligation***or ***monetary repayment.*** |
| **petition** | *formal, written**action filed by a student/graduate with the university IV-E program requesting (a) additional time to complete a requirement, (b) to modify a requirement, or (c) other exception to a IV-E Student Contract provision.* |
| **Qualifying Non-Profit (QNP)** | *a community-based or public agency (other than county or Tribal child welfare) that serves Title IV-E families and children*  QNP may be a source of qualified employment for IV-E graduates **ONLY** when the petitioner has submitted evidence of a statewide (California) comprehensive search of all county child welfare positions, AND the search has been approved by the university IV-E program. To seek and accept such a position, the student/graduate must file a *formal* ***petition.*** |
| **repayment** | *Refers to the* ***monetary*** *repayment of the stipend or support given to the student by the IV-E program during the educational program* |
| **tax intercept** | *a method by which debts to governmental entities are settled through the California State Franchise Tax Board Tax Offset/Intercept Program; types of intercepted payments include personal income tax refunds, lottery winnings, and unclaimed property disbursements*  This process intercepts (offsets) tax refunds when individuals have delinquent debts owed to government agencies including California public universities. |
| **waiver** | *a request by a student/graduate or representative for student/graduate release from a contractual obligation. Waiver may apply only to exemption of the work obligation and/or monetary repayment*  For a *waiver* to be approved by CalSWEC Central, a showing of *severe hardship* is required and must be accompanied by documentary evidence. |