

DEPARTMENT OF EDUCATION

OFFICE OF THE SECRETARY

Statutory Authority: 14 Delaware Code, Section 122(e) (14 **Del.C.** §122(e))
14 **DE Admin. Code** 247

FINAL

REGULATORY IMPLEMENTING ORDER

247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars

I. SUMMARY OF THE EVIDENCE AND INFORMATION SUBMITTED

Pursuant to 14 **Del.C.** §122(e), the Secretary of Education intends to amend 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars. This regulation is being amended to clarify the conditions under which these awards will be given.

Notice of the proposed regulation was published in the *News Journal* and *Delaware State News* on April 1, 2019, in the form hereto attached as *Exhibit "A"*. No comments were received for this regulation.

II. FINDINGS OF FACTS

The Secretary finds that it is appropriate to amend 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars in order to clarify the conditions under which these awards will be given.

III. DECISION TO AMEND THE REGULATION

For the foregoing reasons, the Secretary concludes that it is appropriate to amend 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars. Therefore, pursuant to 14 **Del.C.** §122, 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars attached hereto as *Exhibit "B"* is hereby amended. Pursuant to the provision of 14 **Del.C.** §122(e), 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars hereby amended shall be in effect for a period of five years from the effective date of this order as set forth in Section V. below.

IV. TEXT AND CITATION

The text of 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars amended hereby shall be in the form attached hereto as *Exhibit "B"*, and said regulation shall be cited as 14 **DE Admin. Code** 247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars in the *Administrative Code of Regulations* for the Department of Education.

V. EFFECTIVE DATE OF ORDER

The actions hereinabove referred to were taken by the Secretary pursuant to 14 **Del.C.** §122 on May 15, 2019. The effective date of this Order shall be ten (10) days from the date this Order is published in the Delaware *Register of Regulations*.

IT IS SO ORDERED the 15th day of May 2019.

Department of Education

Susan S. Bunting, Ed.D., Secretary of Education

Approved this 15th day of May 2019

247 Delaware Post Secondary Internship Program at The Washington Center (TWC) for Internships and Academic Seminars

1.0 Purpose

The Washington Center (TWC) for Internships and Academic Seminars is an independent, nonprofit educational organization founded in 1975. Its mission is to utilize the resources of the nation's ~~capital~~ capital to provide participatory learning experiences in order to enhance students' academic, civic and professional development. The Washington Center (TWC) seeks to promote future leadership for public, private and nonprofit sectors of our society. The purpose of this regulation is to define the terms and the procedures used for the operation of this internship program.

4.02.0 Definitions:

"Department" means the Delaware Department of ~~Education~~ Education.

"Financial Aid Package" ~~means the identification of all of the costs to the student to participate in the internship program and all sources of funding to meet those costs. Funding sources may include scholarships, grants, tuition waivers, loans, family contributions and contributions from the Student Intern.~~

"Grant" means funds that are applied against a student's cost of attending The Washington Center (TWC) for Internships and Academic Seminars program. These funds do not have to be reimbursed by the Student Intern.

"Institution of Higher Education" or **"Institution"** means one of the eligible colleges or universities including, Delaware State University, University of Delaware, Wesley College, Wilmington University, Goldey-Beacom College, Delaware Technical Community College or Delaware College of Art and Design.

"Student Intern(s)" means a matriculated student at ~~a Delaware State University or the University of Delaware~~ Institution of Higher Education who has been selected by his or her respective University Institution to participate in The Washington Center (TWC) for Internships and Academic Seminars program and is placed in a full time internship for one semester at The Washington Center (TWC) for Internships and Academic Seminars.

"University" ~~means the two universities participating in The Washington Center (TWC) for Internships and Academic Seminars program, Delaware State University and the University of Delaware.~~

2.03.0 Division of Funds

Funds appropriated to the Department for the Washington Center (TWC) for Internships and Academic Seminars shall be divided evenly ~~between Delaware State University and the University of Delaware for the purpose of providing Grants to Student Interns at The Washington Center (TWC) for Internships and Academic Seminars across a maximum of ten students per year.~~ The maximum Grant for a Student Intern shall ~~be a one time grant of \$5,000 per student for one semester, provided further that grant amounts per student may change based on the appropriation made by the General Assembly to fund this program not exceed the maximum cost of program participation and housing for one semester.~~ Grant amounts per student may change based on the appropriation made by the General Assembly to fund this program.

3.04.0 Each ~~University~~ Institution of Higher Education shall be responsible for the following:

- 3.14.1 ~~Identifying a University~~ an Institution of Higher Education liaison to The Washington Center (TWC) for Internships and Academic Seminars;
- 3.24.2 Establishing a selection process for the applicants;
- 3.34.3 Identifying all sources of financial aid for the Student Interns; and
- 3.44.4 Arranging for each Student Intern to receive between 12 and 16 credits for a successful term spent at the Washington Center (TWC) for Internships and Academic Seminars.

4.05.0 Submission of Financial Aid Packages Student Applications

- 5.1 Each University Institution of Higher Education shall submit ~~Financial Aid Packages for up to eight (8) applicants listed in priority order to the Department's Student Assistance Program in accordance with timelines established by The Washington Center (TWC); provided further that the number of applicants may change based on the appropriation made by the General Assembly to fund this program~~ student applications, which include financial aid packages. The Washington Center shall award the one-time grant equitably to student applicants based on their financial need. Financial need shall be determined based on available institutional aid and access to local housing in proximity to the internship.
- 4.1 ~~The Department's Student Assistance Program staff shall review the Financial Aid Packages and forward the approved Financial Aid Packages to the appropriate University for their selection of the four Student Interns.~~

The number of Student Interns that may be selected to participate in this internship shall be based on 2.0 and 4.0 of this regulation.

~~4.25.2 If either University selects fewer than their allotted number of Student Interns for the program, the unused funds at that University shall be made available to the other University in order to provide for additional internships. In the event there are more applications than the maximum ten allowed, the Washington Center shall prioritize students enrolled at Delaware State University and University of Delaware.~~

5.06.0 Annual Reports Required

The Washington Center (TWC) for Internships and Academic Seminars shall provide annual reports to the Delaware Department of Education on the Student Intern program. Reports will be required in advance of payment.

10 DE Reg. 1142 (01/01/07)

10 DE Reg. 1430 (03/01/07)

15 DE Reg. 1597 (05/01/12)

22 DE Reg. 1009 (06/01/19) (Final)