

Maryland State Department of Education  
**Division of Rehabilitation Services**  
**DORS Financial Assistance for Post-Secondary Education**

Student: \_\_\_\_\_ Participant ID: \_\_\_\_\_

Institution/School: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Determination of DORS financial assistance is computed each semester/grading period.**

This information is for the Period Beginning: \_\_\_\_\_ and Ending: \_\_\_\_\_.

**Type of Post-Secondary Training:**

- ☐ 2-year College      ☐ 4-year College  
☐ Private Career School      ☐ Comprehensive Transition Program (CTP)

Student will attend this semester: ☐ Full-time ☐ Part-time

Is this for a trial semester only? ☐ Yes ☐ No

**EDUCATIONAL EXPENSES:**

Expense	(A) Estimated Institution Cost (per Semester)	(B) Maximum Rate of DORS Funding (see below)	(C) Grants & Non-Merit Scholarships or Tuition Waiver	(D) Student Financial Participation (see RS-5f)	(E) DORS Funding [Lesser of A or B, minus C and D]	(F) Total Estimated Student Cost [A minus C minus E]
Tuition & Mandatory Fees						
Room						
Board						
Other (describe):						
<b>TOTAL</b>						

**Note:** Non-transferable institution-based grants and scholarships from private or out-of-state schools should not be included in **Column C** above.

Type/Name of each Non-Merit Grant/Scholarship/Tuition Waiver from Column C	Amount

Please refer to DORS Policy ([RSM 2, Section 1500](#)) for additional details and instructions regarding Post-Secondary Education policy.

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Student Signature/Date

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Parent/Guardian Signature/Date (for minor)

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DORS Counselor Signature/Date

### Important Information:

- a. Column A should reflect the estimated costs reported by the institution's financial aid office on the **Financial Aid Information Exchange (RS-5a)** form. In the absence of the RS-5a form, use information found on the institution's website to estimate these costs.
- b. Merit scholarships and the GI Bill are **not** considered comparable benefits and should **not** be deducted from the amount of **DORS Funding (Column E)**.
- c. If the total of **Grants & Non-Merit Scholarships (Column C)** exceeds the total cost of **Estimated Institution Cost (Column A)** [**total Column C > total Column A**], then DORS will not provide any funding for educational expenses other than a maximum allowance for books and supplies (see below).
- d. **DORS Funding, if any**, will be authorized via an itemized purchase authorization issued to the institution and will reflect the amounts shown in **Column E, if Column E is greater than zero** [**Column E > \$0**]. Payments to the institution will be processed upon receipt of an invoice or student billing statement.
- e. **Student Financial Participation (Column D)**, if any, represents the portion of the student's annual financial participation that is being applied to post-secondary education.
- f. **Estimated Student Cost (Column F)** may be subject to change due to changes in institution rates or other estimated costs. Actual student costs will be reflected on their institution billing statement.

### Maximum Rate of DORS Funding:

#### Tuition and Fees:

**Maximum of DORS Funding in Column B** should never be more than the **Estimated Institution Cost (Column A)**. If Estimated Institution Cost is less than University of Maryland College Park rates, **Column B = Column A**. Only if Estimated Institution Cost is **more than** UMCP rates should **Column B = UMCP rates**.

DORS funding for tuition and fees may **not** exceed current University of Maryland College Park rates, unless an exception is approved by the Office of Field Services (OFS) or Office for Blindness & Vision Services (OBVS) Director. Tuition and fees are funded as follows:

The lesser of: **Estimated Institution Cost (Column A)** or  
**Maximum Rate of DORS Funding (Column B)**

- **Grants & Non-Merit Scholarships or Tuition Waiver (Column C)**
- **Student Financial Participation (Column D)**
- = **DORS Funding (Column E)**

**Room:**

DORS funding for housing may **not** exceed current University of Maryland College Park rates for a standard, two-occupant dorm room, unless an exception is approved by the OFS or OBVS Director. Funding for off-campus housing may be provided via the Maintenance & Transportation (M&T) process. Housing (on-campus or off-campus) is funded at the lower of the actual housing cost **OR** the **Maximum Rate of DORS Funding (Column B)**.

**Board:**

DORS funding for meals ("board") may **not** exceed the University of Maryland College Park base dining plan rate, unless an exception is approved by OFS or OBVS Director. DORS funding for off-campus board may be provided via the M&T process if DORS funding is also approved for off-campus room. Funding for board (on-campus or off-campus) is funded at the lower of actual cost or the **Maximum Rate of DORS Funding (Column B)** for the basic dining plan rate.

**Notes:**

- DORS funding for on or off-campus board is not available to students who live at home with their parent/guardian.
- DORS funding for on-campus board is only available to students who are receiving DORS funding for on-campus room.

**Other Costs (enter in Column A):**

- **Differential Tuition:** If applicable, for certain majors (e.g., engineering).
- **Disability Support Programs:** Funding for Disability Support Programs that provide vocational/educational support to students with certain disabilities while they are enrolled in full-time credit courses may be considered for up to two semesters (regional administrative approval is required). Continuation of funding for these programs after two semesters may be considered and approved at the OFS or OBVS Office Director level; appropriate justification for continuation of DORS funding must be clearly documented in the case file.

**Proprietary/Private Schools:**

- Attendance at Proprietary/Private Schools with total costs exceeding \$2,500 requires consultation with OFS Technical Assistance or the OBVS Director (or designee) who will determine the amount of DORS funding based on current Montgomery College rates and availability of similar programs.

**Notes:**

- Other Educational expenses, such as a personal computer, books, and supplies are **not included on this form** but are included as a separate service on the consumer's IPE.
- Assistive Technology expenses are **not included on this form** but are included as a separate service on the consumer's IPE.
- Expenses for supports that are necessary for the consumer to participate in an educational program, such as childcare or tutoring, **are not included on this form** but are included as a separate service on the consumer's IPE.

**Books & Supplies:**

- Not shown on this form, but included on IPE.
- Student is responsible for actual costs in excess of DORS funding.
- DORS funding for required books and supplies for proprietary/vocational schools will be determined by actual cost.

**Part-Time Attendance (3 to 11 credits):**

- DORS will fund up to \$500 per semester for part-time attendance..
- Student is responsible for actual cost of books & supplies over and above that \$500.

**Full-Time Attendance (12 or more credits):**

- DORS will fund up to \$1,000 per semester for full-time attendance.
- Student is responsible for actual cost of books & supplies over and above that \$1,000.