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## Guidelines for the Wisconsin Nurse Educator Program Initiative

### Degree Program

#### Eligibility Criteria

- a. Admitted to an eligible Wisconsin nursing program (MSN-ED, DNP, PhD)
- b. Provide a recommendation from school/college of nursing
- c. Commitment to the teaching requirement time frames for full-time or part-time faculty appointments
- d. Full-time or part-time students as defined below:
  - a. Full-time enrollment as defined by the school/college
  - b. Part-time enrollment defined as at least 50% of full-time credits
- e. New and current students are eligible

#### Process

- a. College verifies eligibility and student's commitment to a future faculty role.
  - a. Student submits a short essay to nursing advisor on commitment to nursing education
  - b. Meet with financial aid office after meeting with nursing advisor.
  - c. Forms for student application are found on the WI Higher Educational Aids Board (HEAB) website for the financial aid advisors to provide to prospective students.
- b. Financial aid office will notify HEAB of student applications
- c. HEAB approves funding and will notify financial aid office
- d. Financial aid office will notify student
- e. Post Award annual documentation to verify ongoing enrollment in a nursing program and anticipated completion date is submitted to HEAB by the awardee.
- f. Students need to apply each year for subsequent funding.
- g. Students should evaluate the tax implications associated with WNEP funds.

#### Teaching requirement/commitment

- a. Teaching requirement must be completed at an eligible WI nursing school/college. Individuals can verify eligibility with the school/college or with HEAB.
- b. Annually, throughout the post-graduation teaching requirement, fund recipients must provide HEAB with the employer verification form.
- c. The teaching commitment requires 3 years full-time or 6 years part-time employment as an educator. Criteria for full and part-time employment is defined by the college/school of nursing where the individual is employed.
- d. One year deferment will be allowed for DNP-APNP in direct practice role.

- e. Inability to successfully complete the graduate program or to fulfill the teaching requirement will result in financial loan payback

## **Fellowship Program**

A postdoctoral fellow or trainee is an individual pursuing continued training usually within five (5) years after the completion of the research doctorate (PhD).

### **1. Eligibility Criteria**

- a. Appointed as a postdoctoral fellow/trainee at an eligible Wisconsin School/College of Nursing for the benefit of the appointee's own learning and research.
- b. All requirements for the doctoral degree must be completed before the appointment is made, including the actual filing of the final dissertation.
- c. Postdoctoral fellows/trainees are not university employees and are appointed to nonuniversity service positions.
- d. Postdoctoral research associates who are trainees in the School/College's Pathway to Nursing Faculty Program are eligible to apply for WNEP funds.
- e. Applicants must be U.S. citizens.
- f. Postdoctoral appointments are full-time, 12-month positions for a 1-year term, with the possibility of renewal for a second term.
- g. All postdoctoral fellows/trainees are required to fulfill a 3-year teaching commitment at an approved (non-profit, accredited) Wisconsin nursing program that participates in ANEW.

### **2. Process**

- a. Eligible School/College verifies eligibility and commitment to nursing faculty role.
- b. Eligible School/College will submit a signed appointment letter and other required documentation (e.g., promissory note, etc.) to HEAB while maintaining a documentation file for each postdoctoral appointee.
- c. Upon HEAB approval, appointees will receive allocated funds at the beginning of the fall, spring, and summer semester directly from HEAB.
- d. Appointees should evaluate the tax implications associated with WNEP funds.
- e. Appointees are eligible to reapply for additional funds to support a second year of postdoctoral training. Applications should occur as soon as possible for consideration, keeping in mind that funds may be limited.
- f. Inability to successfully fulfill the postdoctoral appointment will result in financial loan payback.

### **3. Teaching requirement/commitment**

- a. Teaching requirement must be completed at an eligible WI nursing school/college. Individuals can verify eligibility with the school/college or with HEAB.
- b. Annually, after the postdoc and while completing the teaching requirement, fund recipients must provide HEAB with the employer verification form.
- c. The teaching commitment requires 3 years full-time or 6 years part-time employment as an educator. Criteria for full and part-time employment is defined by the college/school of nursing where the individual is employed.
- d. Inability to fulfill the teaching requirement will result in financial loan payback.

# Faculty Hire Program

## Eligibility

- a. Faculty need to be hired into a full-time position beginning July 1, 2023 – June 30, 2025.
- b. Faculty with advanced degrees (MSN, DNP, or PhD) are eligible.
- c. Prior WNEP awardees of HEAB funds (MSN-Education, DNP, PhD, Post Doc) are not eligible
- d. Faculty hires from in state or out of state will be considered for funding
- e. Current faculty who transition from a part-time to full-time faculty position are eligible.
- f. Individuals who are new to a full-time academic teaching role (e.g. coming from practice to academia) or returning to a full-time academic teaching role after at least one year in a non-academic teaching position and have remaining nursing education debt qualify
- g. If the faculty is enrolled in a federal loan forgiveness program, they are not eligible for the WNEP
- h. Depending on loan amount, recipients will receive repayment assistance up to the maximum of \$50,000 (DNP/PhD prepared) or \$30,000 (MSN prepared); and receive 1/3 of the amount at the end of each of the three years of the teaching commitment
- i. Applications for loan repayment assistance are available on the HEAB website and can be submitted and reviewed on a rolling basis.

## Process

- a. Eligible School/College verifies eligibility and commitment to nursing faculty role
- b. Applicants are responsible for ensuring submission of required documentation to HEAB for example a signed appointment letter from the School/College, promissory notes, etc.
- c. Upon HEAB approval, faculty will receive allocated funds at the end of each AY from HEAB
- d. Appointees should be aware of the tax implications associated with WNEP funds

## Teaching requirement/commitment

- a. Teaching requirement must be completed at an eligible WI nursing school/college. Individuals can verify eligibility with the school/college or with HEAB.
- b. Appointee will provide HEAB with an employment verification form signed and dated by the employer (form available from HEAB). Recipient will submit forms annually for three years to HEAB when hired in a full-time faculty role to document the process of fulfilling the three-year required teaching commitment
- c. The teaching commitment for full-time faculty is three years
- d. Inability to fulfill the teaching requirement will result in loss of future loan repayment funds from the WI Nurse Educator Funds.