

State Pre-College Enrichment Program (S-PREP) Program Application

INCOME ELIGIBILITY GUIDELINES

The Science and Technology Entry Program (STEP) is designed for students attending secondary school (grades 7-12) in New York State who are either minorities historically underrepresented in the scientific, technical, health related and licensed professions, or economically disadvantaged as defined below. ***For the purpose of STEP, minorities historically underrepresented in the scientific, technical, health related and licensed professions include residents of New York State who are Black/African American, American Indian/Alaska Native, Native Hawaiian/Pacific Islander or Hispanic/Latino. If you are economically disadvantaged, you may be eligible for STEP. Please refer to the guidelines below and provide the required documentation.***

1. Economic Eligibility Criteria for First-Time Students

A student is considered economically disadvantaged if he or she is a member of:

- a household supported by one parent if dependent, by the student or by a spouse if independent, whose total annual income is not more than the applicable amount see the New York State Opportunity Programs Income Eligibility Criteria.

Number in Household Dependent on Income	2015-16	2016-17	2017-2018	2018-2019**	2019-2020*
1	\$21,755	\$21,978	\$22,311	\$22,311	\$22,459
2	\$29,471	\$29,637	\$30,044	\$30,044	\$30,451
3	\$37,167	\$37,296	\$37,777	\$37,777	\$38,443
4	\$44,863	\$44,955	\$45,510	\$45,510	\$46,435
5	\$52,559	\$52,614	\$53,243	\$53,243	\$54,427
6	\$60,255	\$60,273	\$60,976	\$60,976	\$62,419
7	\$67,951	\$67,951	\$68,709	\$68,709	\$70,411
8	\$75,647	\$75,647	\$76,442	\$76,442	\$78,403

*For 2019-2020 add \$7,992 for each family member in excess of 8.
**The Income Eligibility levels for 2018-2019 remain the same as 2017-2018.

Exceptions

Reference to the household income scale need not be made if the student falls into one of the following categories and documentation is available:

- The student's family is the recipient of:
 - (1) Family Assistance Program Aid, or
 - (2) Safety Net Assistance through the New York State Office of Temporary and Disability Assistance, or a county Department of Social Services, or
 - (3) family day care payments through the New York State Office of Children and Family Services Assistance, or a county Department of Social Services.
- The student is a ward of the State or a county.
- the student is eligible for free or reduced lunch at his or her secondary school based upon family income (verified by the school).

2. Documentation

Please provide only one of the following documents. The following shall be acceptable documentation of economic eligibility:

- Documentation of all income, earned dividends and interest: a signed copy of appropriate year's tax returns (IRS Forms 1040, 1040A, 1040EZ, or 4506).
- Documentation of a sole worker's income from two or more employers: W2's for the appropriate year or similar documentation acceptable to the Commissioner.
- Documentation of no income: a copy of IRS Form 4506 which has been filed by the student or family with the Internal Revenue Service or a copy of IRS Letter 1722 indicating that the student or parent did not file a return.
- Documentation of pension, annuity, or unemployment benefits: letter from the applicable agency showing appropriate year's total award (if not reported on IRS Forms 1040, 1040A, 1040EZ or 1099).
- Documentation of Social Security, Supplemental Security Income, or Veterans Administration non- educational benefits: a letter from the applicable agency showing applicable year's total award for **each** member of the household, including Medicare premiums or IRS Form 1099 for each member of the household.
- Documentation of Social Services payments: verification from a branch of the State Office of Temporary and Disability Assistance, Office of Children and Family Services Assistance, or a county department of Social Services showing year that benefits were received and names of recipients including the applicant.
- Documentation of child support and/or alimony: a court order, affidavit.
- Documentation of additional members in household: birth certificates, marriage certificates, 3rd party verification, or similar documentation acceptable to the Commissioner, along with proof of income or lack of income for each such member.
- Documentation of zero household contribution: the needs analysis output form from one of the United States Department of Education.