

DEPARTMENT OF HUMAN RESOURCES FAMILY INVESTMENT ADMINISTRATION	TEMPORARY CASH ASSISTANCE MANUAL	
AGE 307	COMAR: 07.03.03.07	TECHNICAL ELIGIBILITY 300

307.1 REQUIREMENTS

- A. A child must meet one of the following criteria to be included in the assistance unit:
1. Younger than age 18
 2. Younger than age 19, and
 - A full-time student in secondary school or its equivalent
 3. Age 19, and
 - a. A full time student in:
 - i. Secondary (high) school
 - ii. General Education Diploma (GED) program
 - iii. Equivalent level of vocational or technical training, such as a certificate program, and
 - b. Expected to graduate or complete the program before the end of the calendar year in which the child turns 19.

Note: The assistance is State-funded TCA if the child turns 19 before graduation or program completion.

- B. A caretaker relative/head of household has no age requirement.

307.2 FULL-TIME STUDENT AND SCHOOL DEFINITION

- A. The school defines full-time student status.
- B. An acceptable course of study for a minor by definition leads to a diploma or certificate and is below the college or post high school level. Acceptable schools are any:
1. Certified secondary (high) school
 2. Certified vocational or technical institution at the secondary level
 3. Training program equivalent to a secondary school
- C. School status is retained during school vacations, periods of illness, convalescence, and family emergencies
- D. Apply these definitions for children who are:
1. 18 or 19 years old to determine if they meet child status criteria

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2. 16 or 17 years old to determine if they are exempt from the work requirements
3. Minor parents of any age

307.3 CUSTOMER OPTION

- A. An individual can be treated as a child or an adult if the individual:
 1. Is age 18 or 19 and meets the school requirement, and
 2. Lives with a relative, and
 3. Is a custodial parent
- B. Give the individual who meets the criteria to be treated as an adult or child information needed to make a choice
 1. If child status is selected:
 - a. Earned income is not counted
 - b. Time limits do not begin
 2. If adult status is selected:
 - a. The individual will be the payee
 - b. Additional money may go into the household if there are other children who will continue to be eligible
 - c. Less money may go into the house if the caretaker relative will lose eligibility
 - d. Time limits begin unless employed with countable earnings
 3. The work requirement for the teen parent is school attendance. The requirement is the same whether adult or child status is selected

307.4 ELIGIBILITY END DATE

- A. The child's eligibility ends effective the month following the month the child:
 1. Turns 18, if the child is not a full-time student in secondary school or an equivalent;
 2. Turns 19, if the child is still a full-time student, but not expected to graduate within the calendar year
 3. Graduates or leaves school, if the child is age 18 or 19

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- B. When the child graduates from secondary school before turning 18, eligibility ends the month following the child's 18th birthday.

307.5 VERIFICATION

- A. Verification of age is not required
- B. Verification of school status is required for students through age 18 or 19

307.6 CASE MANAGEMENT TIPS

Set a **745 alert** when issuing benefits for children who are:

- A. 18 years old, full-time students, and will not graduate prior to the end of the year they turn 19
- B. 17 years old, and will graduate before age 18
- Until age 18 when they come off the TCA, these children should be in a work activity

307.7 EXAMPLES

Example 1 Melissa Jones is 17 years old and a full-time student in the 12th grade. She will graduate in June 2008 and will turn 18 on September 10, 2008.

- Remove Melissa from the grant effective October 2008, the month after she turns 18
- The local department should have Melissa in a work activity from the time she graduates through September 2008

Example 2 Jimmy Smith is a 18-year-old full time student in the 11th grade. He will turn 19 on February 17, 2009 and is expected to graduate in June 2009.

- Jimmy is eligible through June 2009, the month of graduation, because he is expected to graduate before the end of the calendar year in which he turns 19
- The case is state-funded from March 2009 through June 2009 because Jimmy turns 19 on February 17, 2009

NOTE:

- If Jimmy drops out of school (or does not go full time) he is ineligible effective March 2009, the month after he turns 18
- If Jimmy ceases to be a full-time student in April 2009, his eligibility ends effective May 2009, which is the month after he stops being a full-time student

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Example 3 Michael Jones is an 18-year-old full-time student who begins the 12th grade in September 2008. He will turn 19 on October 3, 2008 and is expected to graduate in June 2009.

- Remove Michael from the grant effective November 2008 because he will not graduate by December 31, 2008, the end of the calendar year in which he turns 19.

Example 4 Sally Smith is 18 years old and a full-time student in the 12th grade. She will turn 19 on January 4, 2009 and is expected to graduate in June 2009. Sally has a 2-year-old daughter and both are included in her mother's grant. Sally has a part-time job after school and on weekends.

- Sally can continue to be a child on her mother's grant through June 2009 when she graduates. If she chooses to do this, her earnings are disregarded. The case is state-funded from February (the month after Sally turns 19) through June.
- Sally can choose to receive her own grant for herself and her daughter. If she chooses this option, her earnings are countable and the case is state-funded because of the countable earnings.