Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance

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Online Guide Transmittal 2017-52
August 25, 2017

To: Department of Transitional Assistance Staff

From: Sarah Stuart, Associate Commissioner for Program and Policy Implementation

Paul Sutliff, Assistant Commissioner for Field Operations

Re: SNAP – Student Eligibility Updates

Overview	Clients between the ages of 18 and 49 who attend an institution of higher education at least half time are considered students for SNAP purposes, unless they meet an exemption. Non-exempt students must meet certain criteria to be eligible for SNAP purposes.
Purpose	The purpose of this Online Guide Transmittal is to advise staff of expanded student eligibility criteria.
Quincy College Students	Quincy College has a qualifying Perkins Program and as such, students attending Quincy College must be given a *Community College Enrollment* form (CCE-1) and an *Educational Income and Expense* form (EDUC-1).
	Reminder: Case managers must not give a CCE-1 to clients attending a training program through SNAP Path to Work or a four-year college; the CCE-1 does not apply to that population of students.

MASSGrants	The Massachusetts Office of Higher Education disburses the MASSGrant to certain low-income students pursuing higher education. Students who receive a MASSGrant are considered to have met student eligibility requirements. Case managers must review the EDUC-1 form to determine whether a student is in receipt of the MASSGrant.

Revised Forms	*Educational Income and Expense* form (EDUC-1) The EDUC-1 was modified to highlight: - potential receipt of the MASSGrant - students who reside on campus - whether students have a meal plan that covers 2/3 of their meals - whether any portion of living expenses is covered by a non-federal funding source *Community College Enrollment* form (CCE-1) The CCE-1 was updated to include the list of colleges that the form is applicable for.

Revised Online Guide Page	**Topic:**	SNAP
	Book:	Eligibility Requirements
	Chapter:	Students
	Page:	Students

Questions	If you have questions, please have your System Information Specialist (SIS) or TAO manager e-mail the DTA Mailbox. Systems questions should be directed to the Systems Support Help Desk.