

# PROFESSIONAL STUDENT EXCHANGE PROGRAM

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## ADMINISTRATIVE MANUAL

## ABOUT PSEP

The Professional Student Exchange Program (PSEP) provides reduced tuition for students (nonresident or private) pursuing certain professional healthcare degrees at participating universities. The state legislatures of 12 Western states and Pacific Island jurisdictions subsidize tuition for PSEP students. These 12 states and jurisdictions are all members of the Western Interstate Commission for Higher Education (WICHE), which administers the program and partners with the states and territories and the university programs that provide professional healthcare education. Visit [wiche.edu/psep](https://wiche.edu/psep).

## ABOUT WICHE

The Western Interstate Commission for Higher Education (WICHE) is a regional interstate higher education compact of 15 Western states and the U.S. Pacific Territories and Freely Associated States. Since 1953, WICHE has focused on its mission of expanding educational access and excellence for all residents of the West. By promoting innovation, cooperation, resource sharing, and sound public policy, WICHE strengthens higher education's contributions to the region's social, economic, and civic life. Visit [wiche.edu](https://wiche.edu).

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# CONSENT

## To Transfer Student Records through the Professional Student Exchange Program

Western Interstate Commission for Higher Education  
3035 Center Green Drive, Boulder, Colorado 80301 Tel: (303) 541-0214

### *PURPOSE FOR REQUESTING STUDENT SIGNATURE ON*

**CONSENT AND WAIVER FORM:** Public Law 93-380, the Federal Family Educational Rights and Privacy Act of 1974, requires all who hold custody of student records to insure protection of personally identifiable information. Administration of WICHE Student Exchange Program requires the exchange of educational information about student applicants in order to provide for consideration of enrollment and transfer of funds by the state in the case of admission by the school. In order to facilitate exchange of necessary documents, the student applicant is asked to sign a "Consent and Waiver" statement.

Student willingness to sign a consent statement is not a requirement for participation in the program.

**DESCRIPTION OF USE OF PERSONAL RECORDS:** The program collects and uses information concerning student eligibility for the program; admission; enrollment; academic progress; graduation and/or termination from the professional program; and payment of fees by the state through WICHE to the receiving school.

This information is exchanged between and among the certifying office of the student's home state; the staff of the Student Exchange Program, Western Interstate Commission for Higher Education; and the professional school(s) to which the student makes application and is admitted. The WICHE Commissioners of the sponsoring state may also review applications to consider eligibility of student(s).

Periodic accounting for the Student Exchange Program in the state and in the region may result in publication of reports which may contain the student's name, home address, year of enrollment, enrolling institution, and money spent by the state to support the student's effort to reach an educational objective.

### *NOTIFICATION CONCERNING STUDENT ACCESS TO PERSONAL*

**RECORDS:** Any student participant or applicant for participation in the Student Exchange Program has access to his/her personal records maintained as a part of the exchange activity. He/she may inspect and/or receive copies at a cost not to exceed the actual cost of reproduction.

## CONSENT AND WAIVER

- I understand that it is necessary to process student records in order to carry out the purpose of the Student Exchange Program, providing access to educational opportunities for residents of the western states.
- I understand that the record-keeping process requires preparation, transmission, receipt, filing, and reporting of information appropriate to the effectiveness and continuity of the program.
- I hereby consent to the transfer of personally identifiable educational records between and among the participants in the Student Exchange Program of the Western Interstate Commission for Higher Education to include the following:
  - Information concerning student eligibility, acceptance, and educational attainment
  - Information concerning fees paid by the sending state through WICHE to the receiving school
  - Lists of applicants certified as eligible for support
  - Admissions reports, withdrawal reports, and annual reports for WICHE Exchange Students
  - Support Agreement forms and invoices
  - Special letters of inquiry and response as required to address questions and concerns identified by program participants
- I understand that the information referred to herein will be available only to Student Exchange Program staff, designated institutional officials, and sending state officials as required to carry out their official duties.
- I further consent to the transfer of all or a portion of the above educational records to admissions officers and certifying officers as required to accommodate the needs of the Student Exchange Program provided that the officers receiving the information will not permit any other party to have access to such information without the express written consent of the undersigned.
- I hereby waive my right to receive specific notification of the transfer of such records. I understand that personally identifiable educational records will be used only to the extent necessary to carry out the purposes of the Student Exchange Program including reasonable research studies necessary to evaluate and improve the program. Any general research report of information that might prove harmful or embarrassing will be included only when anonymity is preserved. Use of the information will be permitted only when, in the judgment of the Student Exchange Program director or other designated staff, the request for information is wholly consistent with my best interests and the purposes of the Student Exchange Program.
- I understand that a log will be maintained to identify access to my records which is permitted pursuant to law, and this information will be available to me upon appropriate request. A locked file will be maintained for the regular storage and protection of personal educational records.

Name (Please print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permanent Address (street, city, state, zip code): \_\_\_\_\_

# VETERINARY MEDICINE APPLICANTS STATEMENT OF INTENT

TO: Applicants – WICHE Support in Veterinary Medicine

FROM: State Certifying Officer

RE: Statement of Intent

Certification for eligibility of WICHE support at all cooperating veterinary medical programs is based on the understanding that you are committed to remain in the degree program from the time of your first enrollment until completion of the course of study. Therefore, we have been requested to secure the following signed statement from each certified veterinary medicine applicant:

As a certified WICHE applicant, I am aware that if the State of \_\_\_\_\_ undertakes payment of support fees to defray the cost of my veterinary medical education, I am, if admitted under the WICHE program, committed to pursue my studies in veterinary medicine as a supported WICHE exchange student without voluntary interruption until I have qualified for my degree.

Name (Please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permanent Address (street): \_\_\_\_\_

Permanent Address (city, state, zip code): \_\_\_\_\_

## I. Background

In the early 1950s, a group of Western governors formed the [Western Regional Education Compact](#) and agreed to share higher education resources in the region through the Western Interstate Commission for Higher Education (WICHE). Since then, the participating states and eligible Pacific Island jurisdictions work collaboratively to expand educational access and excellence for all citizens of the West.<sup>1</sup> WICHE's Student Access Programs, regional initiatives, and research and policy work allow us to assist constituents throughout the West and beyond. The WICHE region includes Alaska, Arizona, California, Colorado, Hawai'i, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming, and the U.S. Pacific Territories and Freely Associated States.

Healthcare workforce needs are at an all-time high, regionally and nationally. Policymakers in the WICHE region are looking for the smartest investment of limited tax dollars, and sharing educational resources within the West is a fiscally responsible approach. Given fiscal pressures and other factors, it doesn't always make sense for a state to create its own public program in certain healthcare professions.

WICHE has been providing residents of the West with affordable access to healthcare professions since 1953 through its [Professional Student Exchange Program \(PSEP\)](#).

The WICHE states and territories that currently use PSEP are Alaska, Arizona, Colorado, the Commonwealth of the Northern Mariana Islands, Guam, Hawai'i, Montana, Nevada, New Mexico, North Dakota, Utah, and Wyoming.

These states and territories have discovered they get an excellent return on investment when they appropriate funds to educate students at other institutions within the WICHE region. Those funds are administered through PSEP and are sent to the enrolling institutions. [The student's home state/territory pays a "support fee" for the student's position \(or seat\); this fee is negotiated between WICHE and the cooperating programs.](#)<sup>2</sup>

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*For questions or more information about PSEP, email [info-sap@wiche.edu](mailto:info-sap@wiche.edu) or call 303.541.0214.*

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Students enrolled through PSEP pay reduced tuition at out-of-state public and private institutions and receive preferential admission in some healthcare fields. More than 15,200 practitioners have earned their professional degrees through PSEP. They include dentists, physicians (allopathic and osteopathic), physician assistants, physical therapists, occupational therapists, optometrists, pharmacists, podiatrists, and veterinarians.

WICHE states/territories that do not offer a particular healthcare education program at an in-state public institution often decide to use PSEP to offer its residents affordable education in the healthcare professions. Many of WICHE states/territories also provide support through PSEP in a healthcare field that is only offered at a private institution located within the state.

<sup>1</sup> WICHE is governed by three gubernatorially appointed Commissioners from each state/territory. The WICHE Commission guides the organization's mission and sets its priorities. The Commission meets twice a year (May and November).

<sup>2</sup> The support fee is approved by the Commission in May (even years). The fee is different for each profession, but the amount is standard for each profession. Fee variations are allowed only for accelerated programs.

## II. PSEP Overview

1. **Healthcare fields available through PSEP.** The WICHE Commission determines which fields will be available through PSEP. When two or more states/territories request the addition of a new field, staff identify accredited programs within the region and determine the interest within other WICHE states/territories in sending students in the field. The following fields are currently supported through PSEP:
  - a. Allopathic Medicine
  - b. Dentistry
  - c. Occupational Therapy
  - d. Optometry
  - e. Osteopathic Medicine
  - f. Pharmacy
  - g. Physical Therapy
  - h. Physician Assistant
  - i. Podiatry
  - j. Veterinary Medicine
2. **How each state/territory determines which fields it will make available to its residents.** Ultimately, this is a legislative decision dependent upon the appropriation of funds to pay support fees for a given number of students in the fields supported. [WICHE states/territories that enroll their students through PSEP are listed here, along with the professional healthcare programs available to each state/territory's residents, and their applications.](#)
3. **How students qualify and are selected.** Students seeking PSEP support must meet requirements for (a) certification by their home state/territory and (b) admission to the participating PSEP institution of their choice. For detailed information on how applicants are selected for PSEP support, see ["How WICHE Determines Which Professional Student Exchange Program \(PSEP\) Applicants Will Receive Support."](#)
  - a. **Certification.** Each WICHE state/territory establishes its own requirements for certification through an application process that is reviewed by the student's home state/territory certifying officer. If a student is certified, this means that he/she is a bona fide resident of his/her home state/territory and is eligible to be considered for PSEP support. Certification is not a guarantee of support because states/territories typically have more certified and qualified applicants that are admitted to a program than they have money to support.
  - b. **Admission to professional programs.** The student applies for admission to any participating institution of his/her choice through regular channels. The decision to offer admission to a PSEP applicant is entirely at the discretion of the institution. In some cases, the institution may make admission contingent upon the applicant's achieving certification by their home state/territory or by assurance of support as a PSEP student.



Participating programs record applicants' offers on the PSEP Portal. State certifying offices can review admissions offers to their residents on the portal. The WICHE office serves as the channel of communication between certifying officers and participating professional schools and programs in determining which admitted students will be supported.

4. **Financial support.** Institutions enrolling PSEP students receive tuition paid by the student and a "support fee" paid to the institution through WICHE by the student's home state/territory. The WICHE Commission establishes an annual support fee for each field that is paid by the sending state/territory through WICHE to the receiving school. Support fees are approved every two years, in even-numbered years, for the biennium. [The most current support fee rates are posted on the PSEP website.](#)
5. **Structure of PSEP.** The four principal parties involved in operating PSEP are:
  - a. **The WICHE Commission and staff.** The WICHE Commission consists of three Commissioners appointed by the governor in each of the WICHE-region states/territories. Policies for PSEP are approved by the Commission upon recommendation of its Programs and Services Committee. Staff in the WICHE Programs and Services unit (specifically, the Student Access Programs) are responsible for the day-to-day operation of the program.
  - b. **Sending states/territories.** Each state/territory designates a certifying officer; the offices from which they operate vary but include the Boards of Regents, the higher education system offices, and higher education governing and coordinating boards. The certifying officer's costs are financed by the sending state/territory. Certifying officers promote PSEP opportunities to their state/territory's residents, process certification applications for prospective students seeking to enroll through PSEP to study in one of the healthcare professions, and work with WICHE to resolve special problems or needs. Certifying officers assist WICHE staff in proposing and making improvements in the administration of the program. In their respective state/territory, certifying officers develop projected budgets and initiate budget requests, inform executive and legislative agencies concerning the program, and confer with their state/territory's WICHE Commissioners and executive and legislative representatives on policy and operational matters.
  - c. **Cooperating schools/programs.** The dean or program director within an institution assigns contact persons in the designated program to maintain communications with applicants, students enrolled through WICHE's PSEP, other offices within the institution (i.e.: admissions, financial aid and tuition payment, and academic progress reporting), and the WICHE staff.
  - d. **Students/applicants.** Students actively enrolled through PSEP interface directly with their programs and with their home state/territory certifying officer. Prospective students apply directly to the programs in which they wish to enroll and work directly with their certifying officer to become certified so that they can be considered for PSEP support. Many programs give PSEP applicants preferential review for admission. Once certified, applicants report their admissions offers directly to their certifying officer. Once funded through PSEP, they renew annual PSEP contracts with their certifying officer (if required by their state/territory)

and inform them of any change in address or name. Students must report any changes in enrollment status (leave of absence, repeating classes, delayed graduation, withdrawal from the program, acceptance of new scholarships that cover tuition, etc.) immediately to their certifying officer. Students must maintain good academic standing to retain their PSEP support from term-to-term.

WICHE staff interfaces directly with the receiving program and our state/territory offices. Certifying officers work directly with the students who are enrolled in our cooperating programs. Students communicate directly with their state/territory certifying officers and their programs. To ensure program integrity, WICHE should always serve as a liaison between certifying officers and programs. At the student's home state/territory's request, WICHE staff are available to assist prospective and enrolled students, but the student's home state/territory certifying officer should remain the student's primary point of contact.

6. Shared Administrative Platform: The PSEP Portal. Authorized WICHE staff, certifying officers of states/territories that support students through PSEP, and authorized cooperating program representatives have access to WICHE's secure PSEP Portal to facilitate program administration. Representatives with account access log in at <https://wiche-edu.my.site.com/psep/s/login/>. State offices and authorized program representatives who need assistance with their PSEP Portal account should contact the Director of WICHE's Student Access Programs.

### III. Activities, Timelines, and Responsible Parties

The following tables detail the operations and timelines of PSEP, specifically the responsibilities of the state/territory certifying office, the receiving program offices, WICHE staff, and the PSEP student. The tables describe the processes through which students achieve certification and admission to the program of their choice, and through which state/territory support is committed and funds are distributed.

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*For questions or more information about PSEP, email [info-sap@wiche.edu](mailto:info-sap@wiche.edu) or call 303.541.0214.*

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**TABLE 1: CERTIFYING OFFICE**

| TIME PERIOD                     | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Ongoing</b>                  | Promote PSEP through contact with state/territory professional associations, pre-health advisors and pre-health groups at state/territory higher education institutions.                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Ongoing</b>                  | Work with home state/territory commissioners and higher ed office (or equivalent) to establish requirements for certification and continued eligibility.                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Ongoing</b>                  | Maintain contact with students throughout enrollment in program and upon graduation, as is possible, providing updated addresses to WICHE.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>June – October 15</b>        | Update PSEP application and post on state/territory website for student access, or mail applications if requested by prospective students. In addition to the application, each applicant is required to complete a Consent and Waiver form which authorizes administrative parties to exchange necessary information for PSEP applicants and enrolled students. Applicants in veterinary medicine must also sign a Statement of Intent.                                                                                                                                                                          |
| <b>June – October 15</b>        | Notify applicants of their eligibility as it is determined.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>August – September</b>       | Using DocuSign, review and sign support agreements generated by the WICHE office for students to be supported during current school year. Signed copies of the agreements are auto saved to the state/territory's PSEP Portal account to which each state/territory certifying officer and designated staff have log in access. Notify WICHE staff of any changes which will be made directly in the PSEP Portal.                                                                                                                                                                                                 |
| <b>October 15 – November 1</b>  | Upload names of certified students eligible for PSEP support in the coming academic year into the PSEP Portal. Estimate number of new seats to be supported in each healthcare field and update the numbers in the portal for the coming year. Accept late certification applications if policy allows; late applications should be classified as "alternate certified". Alternate certified applicants have second priority for support; they are only considered after all qualified certified applicants with offers are funded and if state/territory resources to support more students are still available. |
| <b>October 15 – November 30</b> | Receive invoice from WICHE staff for all students to be supported during current academic year; re-verify student enrollment and report any changes to WICHE. Process payment to send to WICHE by or before November 30.                                                                                                                                                                                                                                                                                                                                                                                          |

| TIME PERIOD                  | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>November 15 – June 15</b> | Determine the final number of new WICHE students to be supported in each field. During budget years, time period may need to be extended until the legislatures approve the budget. Provisional admissions offers for WICHE supported positions are typically made in early January for veterinary medicine; seats will be less available as the admissions period progresses. WICHE supported positions in the other healthcare fields are typically offered in the spring, from April to May, but sometimes as late as June (depending on the state/territory).                                           |
| <b>January 2 – 15</b>        | Determine number of new students to be supported in veterinary medicine (if applicable) and inform WICHE office of number of seats to be released.                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>March – May</b>           | Certifying officers review applicants' offers as reported by cooperating programs on the PSEP Portal. Certifying offices cross-check offers with their applicants; applicants are required to send copies of their offer letters/emails to their home state/territory office. WICHE verifies additional offers reported to certifying offices but not entered in the PSEP Portal. WICHE staff and each certifying officer will construct a list of applicants with offers to be ranked (if a ranking is necessary in that field). WICHE staff request a minimum of two weeks' notice to complete a ranking. |
| <b>July 15 (or earlier)</b>  | Notify all certified and alternate certified applicants (new students) of their final PSEP support status (whether or not they will receive support).                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>August 1</b>              | Review completed Academic Progress Reports for PSEP students enrolled during previous and completed academic year on the PSEP Portal. Report any discrepancies to WICHE office.                                                                                                                                                                                                                                                                                                                                                                                                                             |

**TABLE 2: WICHE STAFF**

| TIME PERIOD          | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Ongoing</b>       | Promote PSEP through various venues using printed materials, the PSEP website, social media, and other means. Contacts include professional associations, college advisors, pre-health advisors and pre-health groups at higher education institutions within the WICHE region. Respond to phone and email inquiries.                                                                                                                                                                                                                         |
| <b>Ongoing</b>       | Maintain the PSEP Portal of currently enrolled/funded students and certified applicants, certifying officer contacts and authorized program contacts.                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Ongoing</b>       | Based on information received from certifying officers, programs or students, verify any changes of status of WICHE supported students. Refund or adjust support fee payments according to program policy.                                                                                                                                                                                                                                                                                                                                    |
| <b>June – July</b>   | WICHE emails authorized representatives of cooperating programs to complete online Academic Progress Reports for each PSEP student enrolled during the prior academic year; reports are submitted online through the PSEP Portal. The cooperating program completes the reports by early July and provides graduation dates for graduating students. Program submits an online CHANGE OF STATUS report for students whose academic status will change for the coming academic year (leave of absence, academic probation, repeat year, etc.). |
| <b>Ongoing</b>       | Cooperating programs update contact information for persons responsible for coordinating with WICHE for students enrolled through PSEP. To request access for a new representative, programs use the CONTACT WICHE option through the PSEP Portal. WICHE staff emails program representatives periodically to initiate updates.                                                                                                                                                                                                               |
| <b>July – August</b> | WICHE emails cooperating programs to complete a PSEP Tuition and Fees Survey for the coming academic year, via a link to the PSEP Portal. Cooperating programs complete surveys by the requested deadline. Transmit final survey results to certifying officers in November.                                                                                                                                                                                                                                                                  |
| <b>August</b>        | WICHE staff assigns funding for PSEP students who will be funded during current academic year in order to generate support agreements (contracts). WICHE emails certifying officers to review and approve funding assignments in the PSEP Portal. WICHE also emails cooperating programs to review funding assignments for the coming academic year in the Portal. WICHE staff makes updates in the PSEP Portal.                                                                                                                              |

| TIME PERIOD                                   | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>August – September</b>                     | Final support agreements are generated and emailed to certifying offices via DocuSign for final review, and electronically signed by each state/territory office. Support agreements are then sent to enrolling program representatives for signature via DocuSign. Receiving program staff review list of students to be supported and notify WICHE of any enrollment changes or students who are no longer eligible for WICHE support because of other fellowships or military scholarships (see WICHE's "Policy on Duplicate Support" for more information). Authorized program staff signs agreements via DocuSign. The Student Access Programs Director is the final signatory on the support agreements. The completed support agreements are autosaved to the PSEP Portal for access by all concerned parties (the student's home state, the enrolling program, and WICHE staff). |
| <b>October 15</b>                             | Via the PSEP Portal, WICHE generates invoices to state/territory offices for all PSEP students to be supported during current academic year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>November – February</b>                    | Compile statistical information on enrollment and estimated savings for WICHE's annual <i>Student Access Programs: By the Numbers</i> report for the current academic year; publish on website and in hard copy; mail copies to participating programs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>November – April (and later as needed)</b> | WICHE emails admissions representatives of participating programs and reminds them to log into the PSEP Portal to review names of certified applicants and report any offers of admission via the secure portal.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>December – January</b>                     | WICHE and admissions offices of cooperating colleges of veterinary medicine agree on a date to submit rankings of certified PSEP veterinary medicine applicants. WICHE staff compile the rankings and release student names for PSEP-supported offers as supporting states'/territories' budgets are approved. Timing of the release of names varies by state/territory; some budgets are approved earlier than others (or in some cases the state can authorize the release of names pending final budget approval. For more information, see the vet med section of "How WICHE Selects PSEP Applicants for Support."                                                                                                                                                                                                                                                                   |
| <b>January 15</b>                             | WICHE mails support fee checks to cooperating programs on January 15 (or the first Monday thereafter if it falls on a weekend). Support fees are mailed once during the academic year. Cooperating programs are asked to credit the students' accounts as described on page 3. Programs are asked to credit a pro-rated portion of the support fee for terms prior to the payment. The balance should be credited to the student as he/she progresses through the remainder of the terms for the current academic year.                                                                                                                                                                                                                                                                                                                                                                  |

| TIME PERIOD                                 | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>March – May (and later as necessary)</b> | WICHE prompts certifying officers to review admissions offers made to their applicants via the PSEP Portal. WICHE staff verifies additional offers reported to state/territory offices but not reported by cooperating programs in the Portal. WICHE and each certifying officer construct a list of admitted students to determine if a ranking is necessary in that field. WICHE requests a minimum of two weeks' notice to request a ranking from cooperating schools and compile the results. |
| <b>April – May</b>                          | If necessary, WICHE conducts rankings of applicants (by state/territory) with offers, as requested by certifying officers.                                                                                                                                                                                                                                                                                                                                                                        |
| <b>May – June – July</b>                    | WICHE assigns funding to new students to be funded in the Portal. Representatives of cooperating programs review funding assignments of their students in the Portal and notify WICHE of any names that might be missing. Programs notify WICHE of any changes in enrollment of the entering class (decision not to enroll in the coming academic year, student's acceptance of another scholarship that would make him or her ineligible for WICHE support, etc.).                               |

**TABLE 3: PARTICIPATING PROGRAM**

| TIME PERIOD        | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ongoing            | Promote PSEP to program applicants via WICHE's PSEP website ( <a href="https://www.wiche.edu/tuition-savings/psep/">https://www.wiche.edu/tuition-savings/psep/</a> ).                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Ongoing            | Cooperating programs verify currently enrolled PSEP students' academic progress and eligibility at the end of each term. If the status of a student changes (withdrawal, leave of absence, drop from full time enrollment, ineligible for PSEP because of a new scholarship or fellowship, will be repeating coursework, etc.) then the program official must submit a CHANGE OF STATUS report and submit it to WICHE via the PSEP Portal within 10 days of the change.                                                                                                                  |
| June               | WICHE emails designated persons from cooperating programs to complete Academic Progress Reports for each PSEP student enrolled during the prior academic year via the PSEP Portal. Cooperating program completes reports by early July and reports graduation dates for graduating students. Program submits an online CHANGE OF STATUS report for students whose academic status will change for the coming academic year (leave of absence, academic probation, repeat year, etc.).                                                                                                    |
| June – July        | Cooperating programs update contact information for persons responsible for coordinating with WICHE for students enrolled through PSEP. To request access for a new representative, programs use the CONTACT WICHE option through the PSEP Portal. WICHE staff emails program representatives periodically to initiate updates.                                                                                                                                                                                                                                                          |
| July               | WICHE emails cooperating programs a link to complete a Tuition and Fees Survey for the coming academic year, via the PSEP Portal. Cooperating programs complete surveys by the requested deadline.                                                                                                                                                                                                                                                                                                                                                                                       |
| June – August      | WICHE assigns funding to new students to be funded in the PSEP Portal. Representatives of cooperating programs review funding assignments of their students in the Portal and notify WICHE of any names that might be missing. Programs notify WICHE of any changes in enrollment of the entering class (decision not to enroll in the coming academic year, student's acceptance of another scholarship that would make him or her ineligible for WICHE support, etc.).                                                                                                                 |
| August – September | Authorized program representatives who have PSEP students enrolled in their program for given academic year will receive a support agreement via DocuSign for electronic signature. The program staff review list of students to be supported and notify WICHE of any enrollment changes or students who are no longer eligible for WICHE support because of other fellowships or military scholarships (see WICHE's "Policy on multiple sources of tuition support" for more information). Program staff person electronically signs agreements via DocuSign by the requested deadline. |



| TIME PERIOD                                           | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>November 15 – through end of admissions period</b> | Cooperating programs report full admission offers to WICHE through the secure PSEP Portal. Only full offers should be reported; do not report waitlisted applicants or “alternate” offers. Input of declined offers is helpful and appreciated. Reporting of offers of admission to WICHE is critical. Certified applicants not showing any offers will not be included in rankings, and will miss the opportunity to be considered for support.                                                                                                                                                                 |
| <b>December – January</b>                             | WICHE and admissions offices of cooperating colleges of veterinary medicine agree on a date to submit rankings of certified PSEP veterinary medicine applicants. WICHE staff compiles the rankings and release student names for PSEP-supported offers as supporting states’ budgets are approved. Timing of the release of names varies by state; some state/territory budgets are approved earlier than others (or in some cases the state can authorize the release of names pending final budget approval. For more information, see the vet med section of “How WICHE Selects PSEP Applicants for Support.” |
| <b>January 15</b>                                     | WICHE mails support fee checks to cooperating programs on January 15 (or the first Monday thereafter if it falls on a weekend). Support fees are mailed once in the academic year. Cooperating programs are asked to credit the students’ accounts as described on page 3. Programs are asked to credit a pro-rated portion of the support fee for terms prior to the payment. The balance should be credited to the student as he/she progresses through the remainder of the terms for the current academic year.                                                                                              |
| <b>April – May (or later)</b>                         | WICHE monitors applicant offers and conducts rankings of applicants (by state/territory) with offers, as needed and as requested by certifying officers.                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**TABLE 4: APPLICANT OR STUDENT RESPONSIBILITIES**

| TIME PERIOD                                      | RESPONSIBILITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Ongoing</b>                                   | Certified applicants and PSEP supported students should maintain contact with their certifying officer throughout the certification process, the admissions period, and if funded, through graduation. Graduates from states/territories where service payback is required must remain in contact until their obligation is fulfilled. Promptly reply to all of the certifying officer's requests for information and documentation.                                                                                                                                                                                                                                                                            |
| <b>Ongoing</b>                                   | Promptly inform certifying office and enrolling program of any change of status throughout the period of support (name change, contact information changes including cell phone and email address, withdrawal from program, dismissal, leave of absence, acquiring of additional tuition scholarships (military, IHS, NHSC, fellowships, etc.).                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Ongoing</b>                                   | Enroll and remain enrolled as a full-time student, and maintain your home state/territory residency.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Prior to October 15</b>                       | Apply for certification to home state/territory office well in advance of October 15 the year prior to enrollment. Vet med applicants are advised to apply earlier (by September 1 or 15, depending on their home state/territory's deadline). Work directly with your home office, using their application and following their procedures. Residency requirements vary by WICHE state/territory. Reply promptly to any requests for additional documentation. Start the certification process early; give yourself plenty of time to assemble the required documentation.                                                                                                                                      |
| <b>Prior to school deadlines for application</b> | Certified applicants apply directly to the cooperating WICHE professional schools of their choice. Applicants can of course apply to programs not affiliated with PSEP but cannot be funded if they enroll in a non-cooperating program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>November 15 – August 1</b>                    | Certified applicants* must forward evidence of each admissions offer from a cooperating WICHE program to their certifying officer as soon as it is received. This will ensure that they will be included in any rankings and be considered for PSEP support. Applicants should also notify home certifying office of any declined offers. WICHE encourages applicants to be courteous and formally decline all offers you do not intend to accept in a timely manner. Remember: the offer that you do not accept is important to the next applicant on the waiting list! *WICHE certified veterinary medicine applicants are ranked prior to being offered a conditionally funded WICHE position for admission. |

| TIME PERIOD            | RESPONSIBILITY                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>May – June</b>      | Most WICHE states/territories require PSEP students to renew their support status annually for the following school year. Complete and return all requested contracts/information promptly to your certifying officer.                                                                                                                                                                                                         |
| <b>Upon graduation</b> | If your state/territory requires a service payback, complete the annual practice form as requested by your home office until your service commitment is fulfilled. If you do not plan on returning to your home state/territory, contact your certifying office to make arrangements to reimburse all WICHE support fee received while you were enrolled, plus any interest or fees, as required by your home state/territory. |

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*For questions or more information about PSEP, email [info-sap@wiche.edu](mailto:info-sap@wiche.edu) or call 303.541.0214.*

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## IV. Policies and Procedures

- 1. Communications.** WICHE's [Professional Student Exchange Program \(PSEP\)](#) enables students from the sending states/territories to attend a wide range of institutions with different approaches to professional education throughout the West. Students enrolling through PSEP can choose a program that best meets their professional goals. While advantageous, this freedom and flexibility adds a level of complexity to the administration of the program. Smooth operation of the program depends upon the effective collaboration of all involved: our sending state/territory offices, our cooperating institutions, WICHE staff, and the students.  
Because of variations among programs, the circumstances of individual students, the difficulty of keeping several hundred persons informed about changing state/territory funding patterns, and many other reasons, experience has shown that the program works best when certifying officers and cooperating program representatives communicate only through the WICHE office. *Except in rare, expressly approved cases, certifying officers and program officials should not communicate directly.* By handling these communications, the WICHE office can assure that those who “need to know” are informed and proper notations on student funding and status are updated in WICHE's PSEP Salesforce Administrative Portal. That being said, *students* are encouraged to reach out to their designated program officials directly with questions about their bill, academic progress, graduation plans, etc.  
Typically several offices of a cooperating institution coordinate with the WICHE office to facilitate enrollment of students enrolled through our program. The designated institution contact person(s) are asked to keep appropriate people within the institution informed and assure that transactions affecting WICHE students are reported. Examples include:
  - a. Admissions offers to certified WICHE applicants need to be reported promptly to WICHE.** Staff also appreciate receiving updates when applicants decline offers.
  - b. PSEP students should be properly coded in campus billing systems** so that they are charged the correct reduced tuition.
  - c. Cooperating programs are required to inform WICHE** about students who receive federal scholarships such as National Health Service Corps, military scholarships or fellowships that will make PSEP students ineligible for PSEP support (see page 16).
  - d. Notify the WICHE office of changes in a student's academic status via the PSEP Portal.** This includes PSEP students who withdraw or change status (repeat courses, take a leave of absence, are put on a decelerated program, switch to temporary part-time enrollment, or will graduate later than planned, etc.).
- 2. Institutional eligibility requirements.** This section establishes the institutional and program eligibility requirements for participation in PSEP. The policies outlined in this document provide consistent and transparent guidance and was voted on by the WICHE Commission in November 2025. These policies apply to all institutions seeking to participate in PSEP. Requirements herein address institutional sector, location, accreditation, authorization, initial participation and renewal procedures.

**a. Definitions.**

- i. Accredited institution:** A postsecondary institution holding accreditation from an agency recognized by the U.S. Department of Education
- ii. Authorized institution:** An institution that has received legal authorization from the state or territory in which it operates.
- iii. Professional program accreditation:** Accreditation specific to a professional field (e.g., allopathic medicine, dentistry, occupational therapy, optometry, osteopathic medicine, pharmacy, physical therapy, physician assistant, podiatry, and veterinary medicine).
- iv. MOA:** The memorandum of agreement between WICHE and the PSEP cooperating program and its institution.

**b. Eligibility requirements.**

- i. Institutional sector.** Public institutions and private (nonprofit and limited proprietary) institutions may participate in PSEP.
- ii. Institutional location.** Institutions must be geographically located in the WICHE region, as determined solely by WICHE. Programs outside of the WICHE region require Commission approval. The only current exceptions are for certain historical partnerships that remain eligible for the states listed. These include:
  - Creighton University - Dentistry (NM, ND, WY)
  - Marquette University - Dentistry (ND)
  - University of Missouri - Kansas City - Dentistry (NM)
  - University of Nebraska Medical Center - Dentistry (ND, WY)
- iii. Institutional accreditation.** Institutions must be accredited by an agency recognized by the U.S. Department of Education. Institutions must report any change in accreditation status to WICHE within 10 business days.
- iv. Program/professional accreditation.** Participating programs must hold full accreditation from a professional accrediting agency recognized by the U.S. Department of Education and must have graduated at least one class. Additionally, programs must be free of accrediting body concerns at the time of agreement. Changes in program accreditation status must be reported within 10 business days.
  - The Commission retains discretion to consider provisionally accredited programs in high-need fields under established criteria.
- v. Authorization status.** Institutions must be authorized to operate by their own state or territorial governing authority. Institutions must report any authorization issues to WICHE immediately upon discovery.
- vi. Eligible fields/majors.** Professional healthcare programs, as approved by the Commission, The Commission may also approve the participation of non-healthcare programs that are deemed high need in the Western region.

- vii. Memorandums of agreement.** Beginning in 2026, all PSEP participating institutions will sign a newly established MOA. New cooperating programs must also sign an MOA upon entry. PSEP renewal agreements are required every five years following initial onboarding or the signing of an updated MOA.
- viii. Commission discretion.** The Commission, at its sole discretion, may determine that a postsecondary institution is ineligible to participate if such participation would be contrary to the organization's mission. In assessing an institution's eligibility, WICHE staff may request such additional information from the institution as it deems necessary to make a determination.

- 3. Preference for PSEP applicants.** Traditionally, all cooperating programs have given some degree of preference to WICHE-certified applicants. Some public institutions do this by considering and prior to admitting any other nonresidents; some schools consider all applicants within the pool on the same basis and extend preference to a WICHE applicant when two are equally qualified; some reserve a specific number or percentage of places for WICHE students; some are prohibited by state policy from admitting nonresident students unless they are PSEP-supported students. The method by which preference is given is determined by the program.
- 4. Continuation of support.** After a student is certified and supported, the state/territory assumes the obligation to continue support for that student through the normal duration of the program, subject to appropriation of necessary funds and provided that the student remains in good academic standing. Once a student receives any state/territory support through WICHE, that student will be monitored for academic progress until all degree requirements have been met, even if the student later declines WICHE support in favor of a military or other type of scholarship.
- 5. Policy on multiple sources of tuition support.** This serves as notification of our participating institutions' obligation to notify our office immediately of any students who might be receiving multiple sources of support for their tuition.

**Students receiving military, federal or private scholarships or full fellowships that fully cover tuition are ineligible to receive WICHE support.** Examples include but are not limited to the National Health Service Corps (NHSC), the U.S. military Health Professions Scholarship Program (HPSP), Indian Health Service (IHS) Scholarships, fellowships, and state scholarships for primary care medical students. WICHE encourages students taking these types of scholarships to negotiate full nonresident tuition if they are enrolled at a public institution, or full private tuition if they are enrolling at a private institution. This will allow our states to use WICHE support for another deserving student in need.

**PSEP students may obtain other financial aid or scholarships to cover their study expenses or unmet tuition costs.** Federal, state or private loans or scholarships used for a variety of educational expenses [including tuition (any remaining portion not covered by PSEP), fees, books, equipment, health insurance, living expenses and the like] are not a concern in regard to WICHE support, as long as there is no duplication of support for payment of the student's tuition charges.

**If combined PSEP support and other non-WICHE tuition support/awards will exceed the student's tuition costs, the student's home state and WICHE reserve the option to reduce the student's WICHE support to less than the standard amount.**

If a student's combined funding exceeds their need, contact us immediately to review the student's tuition charges to determine whether or not the student's PSEP support should be reduced.

Contact the Director of Student Access Programs with any questions regarding this policy or its implications for PSEP students.

- 6. Policy for student withdrawals, repeat years, and leave of absence.** States/territories are entitled to refunds or adjustments of support fee payments made on behalf of students who withdraw or otherwise change their status, if a refund is payable under the institution's policy. Students are not supported for repeat classes or repeat periods of enrollment. Students are permitted a maximum of one academic or calendar year leave of absence from the program when that leave has been approved by the institution or program, except as permitted under individual state/territory policy, or for approved leaves to complete a concurrent degree program. A student who is granted a leave of absence prior to completing requirements in any term will not be supported upon his/her return until the repeat period has been successfully completed. In all cases, it is the program's obligation to notify WICHE promptly of withdrawal or other change of status of any PSEP student, and to process necessary documentation to refund fees as required. The program representative must report the student's change of status through the PSEP Administrative Portal within 10 days of the change. Representatives with account access can log in at <https://wiche-edu.my.site.com/psep/s/login/> with their WICHE-assigned username. Each sending state/territory, through its certifying officer, determines whether a student may be supported for a period beyond the "normal" time for program completion. For example, in rare cases a student will be advised to take fewer hours each term than normal (a decelerated program) and will need longer than normal to complete the degree. It is at the state/territory's discretion as to whether or not the student will be granted additional support; in most cases, the student is limited to the original period of support and additional funds will not be granted.
- 7. Fields supported through WICHE's PSEP and duration of support.** The professional healthcare programs supported through PSEP as of July 2026 and the maximum length of support by field are listed below.
  - a. Medicine.** Four academic years of education in allopathic medicine leading to the MD (Doctor of Medicine) degree.
  - b. Osteopathic Medicine.** Four academic years of education in osteopathic medicine leading to the DO (Doctor of Osteopathy) degree.
  - c. Dentistry.** Four academic years of education leading to the DDS (Doctor of Dental Surgery) or DMD (Doctor of Dental Medicine) degree.
  - d. Veterinary Medicine.** Four academic years of education leading to the DVM (Doctor of Veterinary Medicine) degree.



- e. **Physical Therapy.** A maximum of three academic years for professional study leading to the DPT degree. Some programs are longer than the maximum support period.
- f. **Occupational Therapy.** A maximum of two academic years for education leading to a master's degree (MOT) and a maximum of three academic years for education leading to a doctoral degree (OTD).
- g. **Optometry.** Four academic years of education leading to the OD (Doctor of Optometry) degree.
- h. **Podiatry.** Four academic years of education leading to the DPM (Doctor of Podiatric Medicine) degree.
- i. **Pharmacy.** Four academic years of education leading to the PharmD (Doctorate of Pharmacy).
- j. **Physician Assistant.** A maximum of two calendar years (24 months) leading to the first professional degree or certificate in an accredited program. Degree levels vary but include a master's, bachelor's, associate's and a PA certificate.

8. **Tuition charges for PSEP students.** Institutions enrolling PSEP students receive tuition paid by the student and a "support fee" paid to the institution through WICHE by the student's home state/territory. The WICHE Commission establishes an annual support fee for each field that is paid by the sending state/territory through WICHE to the receiving school. Support fees are approved every two years, in even-numbered years, for the biennium. [The most current support fee rates are posted on the PSEP website.](#)

A PSEP student is to be afforded the tuition benefits to which he/she is entitled, as described below.

- a. **Private institutions:** Credit the support fee against the student's private tuition.
- b. **Public programs whose resident/nonresident tuition differential is greater than the support fee (or public "self-pay" public programs that charge the same tuition rate to residents and nonresidents):** Credit the support fee against the student's nonresident tuition.
- c. **Public programs whose resident/nonresident tuition differential is less than the support fee:** In the instance that the difference between resident and nonresident tuition is *less than* the support fee amount, the program is permitted to keep up to 20% of the total support fee amount from the excess of the tuition differential as an incentive for participating in PSEP. Any incentive amounts in excess of the 20% cap must be applied to the student's bill. Note that institutions whose resident/ nonresident tuition differential is greater than the support fee, public self pay programs, and private programs are not eligible for the 20% incentive and must credit the student's account as detailed above. For specific instructions for your program, you may contact the WICHE Student Access Programs Director.

9. **Support fee payment date.** Support fees are paid and sent to enrolling institutions on January 15, in the middle of the academic year. **PSEP students should not be charged late fees by the enrolling institution for the portion of the support fee that will count towards terms prior to the payment by WICHE.** Private enrolling institutions are asked to credit the student the appropriate amount in anticipation of receiving the support fee for any terms prior to the January 15 payment. Public institutions are asked to charge the students resident tuition or credit them with the appropriate portion of the support fee against nonresident tuition and have them pay the balance.



- 10. Support fee refunds to states/territories.** When a PSEP student withdraws from an institution or incurs some other change of status, the amount of tuition refund or other charges is determined according to the institution's refund policy for all students. If the student withdraws from the program at a date after which tuition is nonrefundable, the enrolling institution may keep the support fee for that term. If a percentage of tuition is refundable to the student, then the student's home state/territory is eligible for a matching percentage refund of the support fee for that term as well.
- 11. How and when support fees are set.** In May of even-numbered years the WICHE Commission establishes support fee rates for the next biennium. Setting support fees involves balancing the diverse needs of students, states/territories, and institutions. WICHE staff make recommendations to the Commission based on a number of factors, including (but not limited to) the average change in tuition costs among PSEP schools and in the region; the extent to which support fee amounts are covering the tuition differential on average; and workforce needs in the region. Support fees in each field are the same regardless of the home state/territory of the student, the institution in which the student is enrolled, or class level. The support fee is for the full (regular) academic period; if a student withdraws or delays enrollment, only the fee applicable for the period attended is payable and any excess already collected must be refunded.
- 12. PSEP is a tuition reduction, workforce development, and student access program.** Payments are made directly to the institution to reduce the student's tuition. Payments are not made to the student. Though often termed a "scholarship," WICHE and its sending states/territories do not consider PSEP support as a scholarship but rather a tuition reduction program that promotes affordable access to studies in the healthcare professions.
- 13. Bilateral contracts.** For historic, geographic proximity and other reasons, some states have contracts with specific institutions outside the region (in fields including dentistry and optometry). At the discretion of all parties, these contracts can be administered by the WICHE office under the same rules and timelines used by regular PSEP programs. To maintain a robust Professional Student Exchange Program, WICHE leadership encourages WICHE states/territories to use the existing in-region programs whenever possible and discourages the development of future bilateral contracts outside of the WICHE region. If a state/territory perceives that an insufficient number of positions are available in a particular healthcare profession for its residents, WICHE encourages the state/territory to explore creative in-region options with WICHE's Director of Student Access Programs and the Vice President of WICHE's Programs and Services.
- 14. Adding new fields to PSEP.** A state/territory that is prepared to support students in a field requests that WICHE staff conduct a feasibility study with the state/territory's WICHE Commissioners' approval. Then WICHE staff identify all accredited programs in that field in the WICHE region. WICHE staff survey the WICHE states/territories that do not have an accredited program in the specified field in their public higher education institutions to determine the extent of interest in supporting students in that field under the PSEP. WICHE staff then survey the accredited programs to determine their interest in enrolling students through PSEP.

If the results of the feasibility study indicate that the field is a good prospect for inclusion in PSEP, WICHE staff conducts a tuition and fees analysis for that field and determine the appropriate support fee rate for the field. WICHE staff submit a report to WICHE's Executive Committee. With their approval, the proposal is placed on the agenda for the next WICHE Commission meeting. The Programs and Services Committee considers the proposal and adopts a recommendation to the full Commission. The Commission then votes; if the field is approved, they also approve the support fee rate for the new field.

Once the field is approved to offer through PSEP, each accredited program in the region is invited to sign a contract with WICHE as a receiving program. Cooperating programs are listed on PSEP's website. Each potential WICHE sending state/territory is asked annually whether they wish to support students in the new field. Legislative action is usually necessary before a state/territory can support exchange students in a new field.

NOTE: Professional healthcare fields not offered through PSEP may be offered through [WICHE's Western Regional Graduate Program \(WRGP\)](#). WRGP is a tuition savings program whereby participating institutions enroll students from other WICHE states/territories and charge them up to 150% of resident tuition (instead of the nonresident rate).

Qualified residents of WICHE states/territories have many options through WRGP in the fields of graduate nursing, public health, speech pathology and audiology, and more. Participating institutions and eligible graduate programs are listed in the [WRGP Savings Finder](#).

- 15. Graduate Service Obligations and Reporting.** Some participating states and territories require PSEP-supported students to complete a service payback. In these states, graduates are generally required to return to their sponsoring state or territory and practice for a specified period of time. If a graduate does not fulfill the service requirement, the support fees provided on the student's behalf may convert to a loan that must be repaid. Repayment terms, including interest rates, repayment periods, and other requirements, are established and administered by the sponsoring state or territory and vary among participating states and territories. The administration and enforcement of service payback requirements are the responsibility of the sponsoring state or territory. WICHE conducts a study every five years to assess the extent to which PSEP graduates return to practice in their sponsoring states and territories. Participating states and territories are required to provide graduate data to support this program-wide assessment.
- 16. Frequently Asked Questions about PSEP.** [Frequently asked questions \(FAQ\) about PSEP are posted on WICHE's website.](#) We welcome suggestions for additional items.

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*For questions or more information about PSEP, email [info-sap@wiche.edu](mailto:info-sap@wiche.edu) or call 303.541.0214.*

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