**Section 590.215 Application Processing**

a) Upon receipt of a scholarship application, the Department will determine whether the applicant is eligible to apply under the Act. If the applicant is ineligible to apply, the Department will send the applicant a written notice of its determination via U.S. Mail to the address reflected by the application.

b) If the applicant is eligible to apply, the Department will determine whether the application is complete. A review will determine if all criteria have been addressed and if all required materials and documentation have been submitted. An incomplete application will be rejected.

c) If the application is complete, the Department will proceed with the application evaluation process (see Section 590.220).

(Source: Added at 44 Ill. Reg. 20074, effective December 9, 2020)