

College SAVE Plan Children FIRST Instructions

College SAVE™
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Bank of North Dakota ("Bank") has created **Children FIRST**, a program that allows every baby residing in North Dakota, twelve months old or younger, to be considered for a Children FIRST grant in an amount up to \$200. Children FIRST is a component of College SAVE, the State of North Dakota's 529 College Savings Plan.

In addition to these Instructions, please see the College SAVE **Plan Disclosure Statement and Participation Agreement** and any supplements distributed from time to time (together, the "Disclosure Statement") for details and rules regarding **Children FIRST**. The Disclosure Statement is located at collegesave4u.com.

Please note that Children FIRST grants are dependent upon funding limitations as overseen by Bank and can be reduced or stopped at Bank's discretion at any time for any reason.

Eligibility Requirements*

To qualify for a Children FIRST grant, the following eligibility requirements must be met:

- **Children FIRST Enrollment Form or College SAVE Enrollment Form:** The Participant must complete, sign, and return the **Children FIRST Enrollment Form** or **College SAVE Enrollment Form** in order to be considered for a Children FIRST grant.
- **Family Income:** No family income restrictions apply.
- **Residency:** The Designated Beneficiary must be a North Dakota resident at the time the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** is signed and submitted.
- **Designated Beneficiary:** The Designated Beneficiary must be 12 months old or younger at the time the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** is signed and submitted.
- **Participant:** If the Participant completes, signs, and returns the **Children FIRST Enrollment Form**, the Participant (who must be at least 18 years of age) must open a College SAVE Account (complete and return a **College SAVE Enrollment Form***) and contribute up to \$200 to that College SAVE Account prior to the 1 year enrollment anniversary. If the Participant completes, signs, and returns the **College SAVE Enrollment Form**, the Participant must contribute up to \$200 to that College SAVE Account prior to the 1 year enrollment anniversary.

*A packet of information will be mailed to the Participant to assist with the enrollment process or the Participant can go to collegesave4u.com to enroll online.

How to Apply

The Participant must 1) complete a **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form**; 2) sign the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form**; and 3) mail the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** to: College SAVE, P.O. Box 219781, Kansas City, MO 64121-9781.

The Participant must complete, sign and return a separate **Children FIRST Enrollment Form** or a **College SAVE Enrollment Form** for each Designated Beneficiary. An eligible Designated Beneficiary may only receive one Children FIRST grant. In the event that more than one Participant requests a Children FIRST grant for the same Designated Beneficiary, the Children FIRST grant will be awarded to the Participant named in the first completed **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** received. In the event that multiple **Children FIRST Enrollment Forms** or **College SAVE Enrollment Forms** are received on the same day, a Children FIRST grant will be awarded to the Participant named in the first **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** processed and approved that day.

Children FIRST Approval Process and Verification

If the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** is approved, the Participant will be notified within one month of receipt of the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form**.

For questions about Children FIRST, call **1.866.SAVE.529 (866.728.3529)** any business day from 8 a.m. to 8 p.m. Eastern time or visit ndchildrenfirst.com.

If the Participant is deemed ineligible and the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** is rejected, the Participant will be notified by Bank within one month of receipt of the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form**.

Acceptance of a Children FIRST grant is the Participant's authorization for Bank to undertake, at its discretion, an investigation to verify the Participant meets the program requirements. Bank reserves the right at all times to require evidence of eligibility to receive a Children FIRST grant and may conduct investigations to determine eligibility without obtaining additional consent from the Participant. In the event a subsequent investigation reveals that the Children FIRST grant was obtained through misrepresentation or fraud, Bank shall revoke the Children FIRST grant.

Investment/Allocation of Children FIRST Grant

After the 1 year enrollment anniversary, the Children FIRST grant will be deposited into the Participant's College SAVE Account and will be invested according to the allocation instructions on file for the Participant's College SAVE Account.

Ownership of Children FIRST Grant

A Children FIRST grant is not owned by the Participant until 1) a College SAVE Account is opened; and 2) up to \$200.00 is contributed to that College SAVE Account prior to the 1 year enrollment anniversary. Once one and two are satisfied, the Children FIRST grant, and any earnings, is owned by the Participant.

Children FIRST Grant Forfeiture

Under certain circumstances, a Children FIRST grant, and any earnings, may be fully or partially forfeited. These circumstances include:

- A College SAVE Account is not opened and up to \$200.00 is not contributed to that College SAVE Account prior to the 1 year enrollment anniversary.
- Participant provides false information on the **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form**.

Tax Considerations

The Children FIRST Program is designed so that the Children FIRST grant, together with any earnings, used for certain qualified higher education expenses will not be subject to federal or North Dakota state income tax. It is possible that future changes in law may cause a Children FIRST grant to be taxable, or that the Internal Revenue Service may take the position that a Children FIRST grant is taxable, in the year the grant is awarded or distributed. You should consult your tax advisor for more information.

Use of Personal Information

The information provided on this **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form** is personal information.

The personal information provided, or which must be reviewed in connection with this **Children FIRST Enrollment Form** or the **College SAVE Enrollment Form**, includes social security number or taxpayer identification number.

Bank will use or review the information according to state law to determine eligibility for a Children FIRST grant. Your social security number or taxpayer identification number is required to verify your identity as the Participant and is used as an identifier for the Children FIRST grant to ensure all necessary data are accurately recorded. Social security numbers or taxpayer identification numbers are also used for federal and state tax administration purposes.

Personal information cannot be disclosed to third parties without your informed consent or the consent of the person to whom it pertains, unless required by state or federal law or legal process.

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2. Designated Beneficiary information *(The Designated Beneficiary is the future student.)*

Legal Name (First name) (m.i.)

Legal Name (Last name)

Social Security Number or Taxpayer Identification Number **(Required)**

Birth Date (mm/dd/yyyy)

Citizenship *(If other than U.S. citizen, please indicate country of citizenship.)*

Check if Designated Beneficiary's address is the same as Participant, otherwise complete the following:

Mailing Address

City State Zip Code

Mother's Legal Name (First name) (m.i.)

Mother's Legal Name (Last name)

3. SIGNATURE — YOU MUST SIGN BELOW

By signing below, I hereby apply for a Children FIRST grant and I certify that:

- I have read and agree to the terms regarding the Children FIRST program as described in the Children FIRST Instructions and the Plan Disclosure Statement and Participation Agreement.
- I certify that the information provided on this **Children FIRST Enrollment Form** is true, complete, and accurate, and that I consent to and authorize the use of my private data as described in the **Children FIRST Instructions**.

SIGNATURE
Signature of Participant

Date (mm/dd/yyyy)