

By: Allen

H.B. No. 3326

A BILL TO BE ENTITLED

AN ACT

relating to certain duties of a public institution of higher education in relation to the federal Public Service Loan Forgiveness Program.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Subchapter 2, Chapter 51, Education Code, is amended by adding Sections 51.944 and 51.9441 to read as follows:

Sec. 51.944. CERTIFICATION OF EMPLOYMENT OF CERTAIN FACULTY MEMBERS FOR PUBLIC SERVICE LOAN FORGIVENESS PROGRAM. (a) In this section, "institution of higher education" has the meaning assigned by Section 61.003.

(b) For purposes of certifying the employment of an adjunct or other part-time faculty member for the Public Service Loan Forgiveness Program administered by the United States Department of Education only, an institution of higher education shall:

(1) consider the faculty member to have worked at least 3.35 hours for each credit hour or contact hour of instruction the faculty member provides; and

(2) designate the faculty member as a full-time employee if the faculty member works on average at least 30 hours per week based on the number of hours the faculty member is considered to have worked under Subdivision (1).

(c) Not later than the 60th day after the date an institution of higher education receives a certification and

1 application form from an employee seeking employment certification
2 for purposes of the Public Service Loan Forgiveness Program
3 administered by the United States Department of Education, the
4 institution shall:

5 (1) determine whether the employee is considered a
6 full-time employee of the institution for purposes of the
7 employment verification and verify the information provided by the
8 employee on the certification and application form; and

9 (2) if the employee is considered a full-time employee
10 of the institution for purposes of the employment verification,
11 certify the employee's employment.

12 (d) The Texas Higher Education Coordinating Board may adopt
13 rules as necessary to administer this section.

14 Sec. 51.9441. NOTICE TO INSTITUTION OF HIGHER EDUCATION
15 EMPLOYEES OF PUBLIC SERVICE LOAN FORGIVENESS PROGRAM. (a) In this
16 section, "institution of higher education" has the meaning assigned
17 by Section [61.003](#).

18 (b) Not later than October 1 of each year, an institution of
19 higher education shall provide written notice to each institution
20 employee of the ability of eligible employees to participate in the
21 Public Service Loan Forgiveness Program administered by the United
22 States Department of Education. An institution of higher education
23 may deliver a written notice under this section to an employee by
24 hand delivery, mail, e-mail, or other form of electronic
25 communication commonly used by the institution to communicate with
26 employees.

27 SECTION 2. This Act takes effect September 1, 2025.