

By: Allen

H.B. No. 3326

A BILL TO BE ENTITLED

AN ACT

1  
2 relating to certain duties of a public institution of higher  
3 education in relation to the federal Public Service Loan  
4 Forgiveness Program.

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

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

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

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

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

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

23 (c) Not later than the 60th day after the date an  
24 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.