TO: Directors of Financial Aid  
Public and Private/Independent Institutions of Higher Education  
FROM: DeChà Reid  
Director, Financial Aid Services  
DATE: January 14, 2019  
RE: Additional Guidance During the Partial Federal Government Shutdown

In an effort to decrease the burden on students and families, the Department of Education (ED) has released guidance for institutions regarding the available options that may be used as part of the verification process. ED is permitting copies of tax returns and written statements of non-filing status as acceptable documentation for verification purposes for both the 2018-19 and 2019-20 application cycles. In addition, ED released guidance regarding ways to determine the selective service status for an impacted student. ED’s guidance does apply to state financial aid, as outlined by Texas Administrative Code 22.3(b). Enclosed are the electronic announcements from ED regarding changes to the verification requirements and selective service system match.

With the partial federal government shutdown, the Texas Higher Education Coordinating Board (THECB) would like to encourage institutions to use the flexibility outlined in the Texas Education Code (TEC) 54.0071 to postpone the tuition and mandatory fee payment due date for a student for a semester or term in which the student has delayed financial aid awards, as well as TEC 54.007, which allows an institution to establish a payment plan for any portion of the tuition bill that is not covered by financial aid.

As further guidance is provided by ED and the National Association of Student Financial Aid Administrators (NASFAA), the THECB will identify any additional guidance to assist with processing state financial aid programs.

For questions, please contact Financial Aid Services at (844) 792-2640 or CONTACT US (select the “Financial Aid Question” option in the drop-down selection under Contact Reason).

Enclosed:

- CPS Processing Without Selective Service System Match During Partial Government Shutdown
- Changes to 2018-2019 and 2019-2020 Verification Requirements

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