



**TEXAS HIGHER EDUCATION
COORDINATING BOARD**
Agency Operations and Communications
P.O. Box 12788 Austin, Texas 78711

LINDA BATTLES, M.P.A.F.F.
*Deputy Commissioner
Agency Operations and
Communications/Chief Operating
Officer*
512-427-6205
Fax 512-427-6127

KEN MARTIN
*Assistant Commissioner for
Financial Services/Chief Financial
Officer*
512-427-6173
Fax 512-427-6169

CHARLES W. PULS, Ed.D
*Deputy Assistant Commissioner
for Student Financial Aid Programs*
512-427-6365
Fax 512-427-6423

ZHEN ZHEN SUN
*Assistant Commissioner for
Information Solutions & Services*
512-427-6259
Fax 512-427-6447

TONIA SCAPERLANDA
*Director
Human Resources*
512-427-6193
Fax 512-427-6510

JOHN WYATT
*Director
External Relations*
512-427-6586
Fax 512-427-6127

TO: Directors of Financial Aid
Public and Private/Independent Institutions of Higher Education

FROM: DeChà Reid
Director, Financial Aid Services

DATE: August 30, 2018

RE: Financial Aid Database (FAD) – Reporting Cycle Three Available – FY 2018

The Texas Higher Education Coordinating Board is accepting files on **August 31, 2018** for the FY 2018 (2017-18) FAD Reporting Cycle Three. Enclosed are individual sections from the FAD manual and the comprehensive version is also available on the [Student Financial Aid Programs Information Website](#) under the **Online Resources** section. As a reminder, institutions should allow sufficient time to resolve errors and reconcile data by the specified deadlines. For questions, please send an email to FADB@theccb.state.tx.us.

Enclosed: [File Layout](#)
[Data Element Instructions](#)
[Generated Reports](#)
[Appendices](#)

cc: Ken Martin, Assistant Commissioner
Charles Puls, Deputy Assistant Commissioner