State Financial Aid Webcast

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Student Financial Aid Programs
Oct. 22, 2019

Agenda Topics

- New Commissioner of Higher Education
- Financial Aid Database (FAD) Report – Cycle 3
- User Access Annual Review Demo
- Upcoming Events and Deadlines

New Commissioner of Higher Education

The THECB Welcomes

Dr. Harrison Keller

Assumed his new position on October 1

Prior Experience:

- Served as Deputy to the UT Austin President
- Founded the OnRamps and Texas OnCourse initiatives
- Senior Education Policy Advisor and Director of Research
- Project Director at the Charles A. Dana Center

Financial Aid Database (FAD) Cycle 3

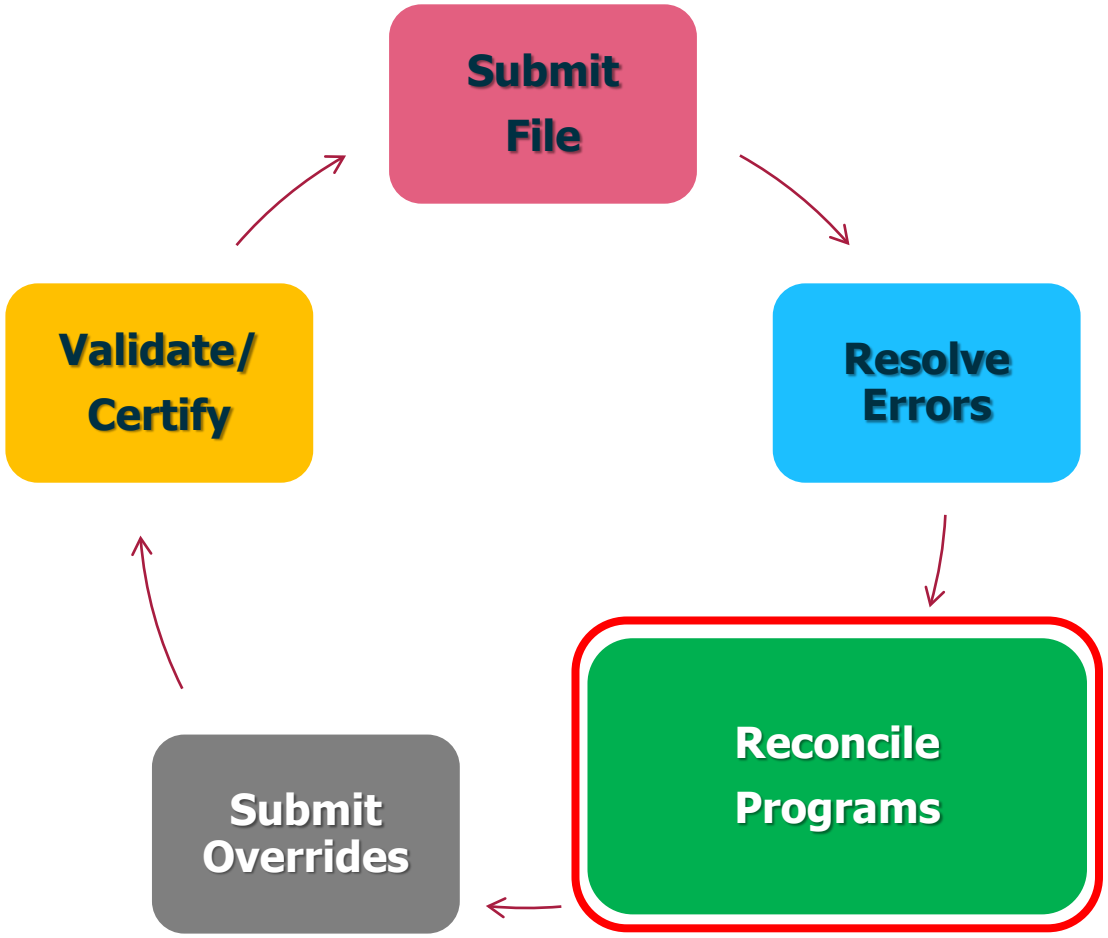
WARNING
DEADLINES ARE MUCH
CLOSER THAN THEY APPEAR

2018-19 (FY 2019) Cycle Three

Cycle	First Day	Deadline	Submission Requirements
Third	Sep. 30, 2019	Dec.16, 2019	Reconcile state program totals and certify data

8 Weeks Left!

FAD Process Summary



Reconciliation Process

Reconciling State Aid Programs

THECB program totals are derived from:

Validated total from Cycle Two (includes any funds requested, transferred or returned after validation)

- Tuition Equalization Grant (TEG)
- Texas Educational Opportunity Grant (TEOG)
- Toward EXcellence, Access, and Success (TEXAS) Grant
- Educational Aide Exemption (EAE)
- Bilingual Education Scholarship
- Texas College Work-Study (TCWS)

Funds disbursed as of Sept. 24, 2019

- B-On-Time (BOT)
- College Access Loan (CAL)
- Texas Armed Services Scholarship (TASSP)

Note: When reporting EAE funds, exclude the institutional match.

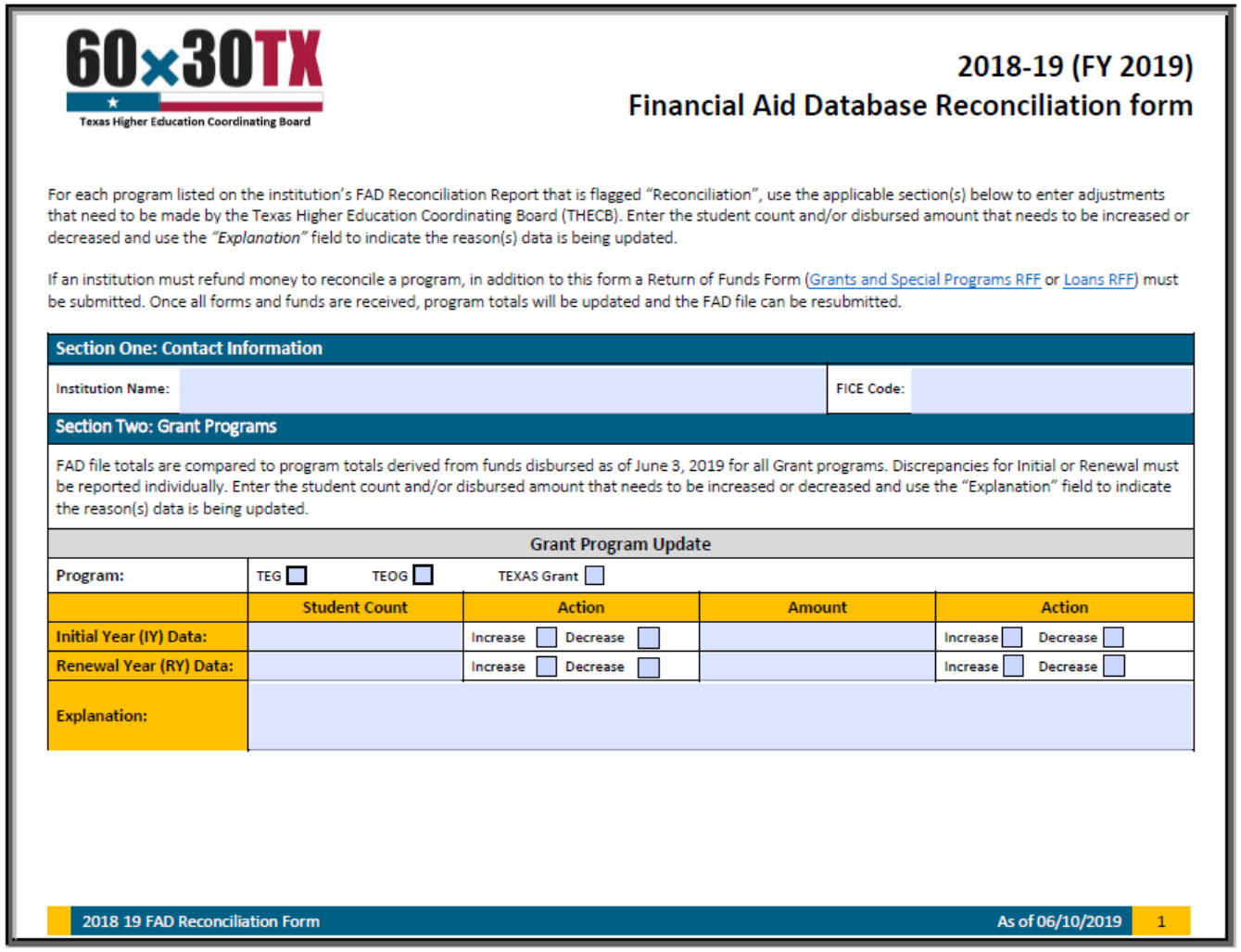
Note: Work-Study Mentorship Program (WSMP) totals are from the Sept. 5 Financial Report.

Reconciliation Form

Submit a **FAD Reconciliation Form** for each program flagged ***Reconcile** on the Reconciliation Report.

- Enter the correct student count and/or disbursed amount.
- Provide an explanation for the reason(s) data is being changed.
- If a refund is required, submit a Return of Funds Form, then proceed to step 4.

FAD Reconciliation Updates will be processed after funds are received.



60x30TX
Texas Higher Education Coordinating Board

2018-19 (FY 2019)
Financial Aid Database Reconciliation form

For each program listed on the institution's FAD Reconciliation Report that is flagged "Reconciliation", use the applicable section(s) below to enter adjustments that need to be made by the Texas Higher Education Coordinating Board (THECB). Enter the student count and/or disbursed amount that needs to be increased or decreased and use the *"Explanation"* field to indicate the reason(s) data is being updated.

If an institution must refund money to reconcile a program, in addition to this form a Return of Funds Form (Grants and Special Programs RFF or Loans RFF) must be submitted. Once all forms and funds are received, program totals will be updated and the FAD file can be resubmitted.

Section One: Contact Information

Institution Name:		FICE Code:	

Section Two: Grant Programs

FAD file totals are compared to program totals derived from funds disbursed as of June 3, 2019 for all Grant programs. Discrepancies for Initial or Renewal must be reported individually. Enter the student count and/or disbursed amount that needs to be increased or decreased and use the "Explanation" field to indicate the reason(s) data is being updated.

Grant Program Update				
Program:	TEG ☐ TEOG ☐ TEXAS Grant ☐			
	Student Count	Action	Amount	Action
Initial Year (IY) Data:		Increase ☐ Decrease ☐		Increase ☐ Decrease ☐
Renewal Year (RY) Data:		Increase ☐ Decrease ☐		Increase ☐ Decrease ☐
Explanation:				

2018 19 FAD Reconciliation Form As of 06/10/2019 1

Example #1 - Grant Reconciliation Error

FAD Reconciliation Report

Item Number	Program Name		THECB Count of Students	THECB Amount Reported	Institution Count Of Students		Institution Amount Reported	
68	TEXAS Grant Program							
	Initial Year		1500	7,500,000	1750	**(+ 250)**	7,500,000	*Reconcile
	Renewal Year		2500	125,000,000	2250	**(- 250)**	125,000,000	*Reconcile

- Enter **250** in the Student Count column for **Initial** and select **INCREASE** as the **Action**.
- Enter **250** in the Student Count column for **Renewal** and select **DECREASE** as the **Action**.

Completed Reconciliation Form

Grant Program Update				
Program:	TEG ☐ TEOG ☐ TEXAS Grant ☑			
	Student Count	**Action**	**Amount**	**Action**
Initial Year (IY) Data:	250	Increase ☑ Decrease ☐	$ 0	Increase ☐ Decrease ☐
Renewal Year (RY) Data:	250	Increase ☐ Decrease ☑	$ 0	Increase ☐ Decrease ☐
Explanation:	Miscoded students between IY and RY on last funds request form.			

Loan Reconciliation Process

FOR THECB USE ONLY								INSTITUTION RESPONSE		
SSN	Loan Type	Gross Amount	FICE	SchoolName	FirstName	LastName	BirthDate	Institution Reported Amount Cycle 3	Institution Refund Amount to be returned to THECB	Institution Explanation of Reported Amount for Cycle 3/ Returned Amount for Cycle 3
100000000	CL	$ 9,175.00	123456	THECB UNIVERSITY	Sue	Smith	1/1/1992	$ 8,175.00	$ 1,000.00	Student didn't receive $1000 of disbursed funds due to other aid received.
100000001	CL	$ 1,750.00	123456	THECB UNIVERSITY	Bob	Builder	1/1/1994			
100000002	CL	$ 3,921.00	123456	THECB UNIVERSITY	Joe	Shmo	1/2/1998			
100000003	CL	$ 7,486.00	123456	THECB UNIVERSITY	Charlie	Bucket	1/1/1999			
100000004	CL	$ 4,700.00	123456	THECB UNIVERSITY	Amy	Adams	1/1/1994			
100000005	CL	$ 2,990.00	123456	THECB UNIVERSITY	Doug	Johnson	1/1/1986			
100000006	CL	$ 6,000.00	123456	THECB UNIVERSITY	Stephanie	Sunday	1/2/1995			
100000007	CL	$ 1,100.00	123456	THECB UNIVERSITY	John	Johnnie	1/2/1999			
100000008	CL	$ 7,500.00	123456	THECB UNIVERSITY	Helen	Hanns	1/1/1998			
100000009	CL	$ 4,997.00	123456	THECB UNIVERSITY	James	Brown	1/1/1989			
100000010	CL	$ 5,735.00	123456	THECB UNIVERSITY	Denise	Donovan	1/1/1996			
		$ 55,354.00								

ADDITIONAL STUDENT INFORMATION - CL								INSTITUTION RESPONSE		
SSN	Loan Type	Gross Amount	FICE	SchoolName	FirstName	LastName	BirthDate	Institution Reported Amount Cycle 3	Institution Refund Amount to be returned to THECB	Institution Explanation of Reported Amount for Cycle 3/ Returned Amount for Cycle 3
638468686	CL		364600	THECB UNIVERSITY	Apples	Oranges	1/1/1995	$ 2,500.00		This student and amount need to be included on the current 2019 FAD Report as we are a header institution, and this loan was received in the Summer 2018 term, which is a part of our 2018-2019 award year.

Loan Reconciliation Process

Loan Program Update				
Loan Program:	BOT ☐ CAL ☑ TASSP ☐			
	Student Count	**Action**	**Amount**	**Action**
Data:	1	Increase ☑ Decrease ☐	$ 1,500	Increase ☑ Decrease ☐
Loan Program:	BOT ☐ CAL ☐ TASSP ☐			
	Student Count	**Action**	**Amount**	**Action**
Data:		Increase ☐ Decrease ☐		Increase ☐ Decrease ☐

An explanation for loan program discrepancies is not required on this form. Institutions must provide a student-by student explanation on the **Student Loan Detail Report** found in the MOVEit DMZ **FAD_Output** folder .

Program Comparison Report

- This report compares data from cycle year to cycle year.
- For example, totals listed in 2019 cycle 2 will be compared to totals in 2018 cycle 2 for each line item.

Program Level (Data Element #22)

	2019	2018	% Diff	
Non-Degree Seeking	386	0	100.00%	**Review
Continuing Education	0	0	0.00%	
Associate Degree	0	0	0.00%	
Undergraduate Certificate	0	0	0.00%	
Bachelor's Degree	0	0	0.00%	
Master's Degree	0	0	0.00%	
Doctorate Level/Professional Practice	0	0	0.00%	
Teacher Certification	0	0	0.00%	
Graduate Level Certificate	0	0	0.00%	
Total	386	0	100.00%	

Need Analysis (Data Element #23)

	2019	2018	% Diff	
Completed either a FAFSA or TASFA	214	3,621	-94.09%	**Review
None used to receive aid	172	874	-80.32%	**Review
Total	386	4,495	-91.41%	

ANY
QUESTIONS
?

User Access Annual Review Demo

What is Cyber Security?

Cyber security refers to processes, practices, and technologies designed to protect networks, devices, programs, and data from attack, damage, or unauthorized access.

- Institutions of higher education have access to a huge volume of sensitive data, from student social security numbers to tax documents.
- Any compromise to this sensitive data could cause significant damage not only to institutions, and students, but also the state and the federal government.

October is National Cyber Security Awareness Month!!!

User Access Portal Review

To comply with the Texas Higher Education Coordinating Board's (THECB) privacy and security policy, the Director of Financial Aid must verify the THECB's list of designated portal users. The primary financial aid portals include:

- HelmNet
- CBPass
- MOVEit DMZ

Follow 3 easy steps to complete the user access portal review.

Step 1. Review your institution's user accounts listed on the **User Access spreadsheet** for the three web portals. Determine whether updates are needed.

Step 2. Complete and submit the required **User Access Verification Survey** to confirm that all users were reviewed.

Step 3. Submit a **System Authorization Form** for any updates to your institution's user accounts.

Upcoming Events & Important Dates

Updates

Update your THECB bookmarked favorites.

THECB's main agency page:
http://www.thecb.state.tx.us/

Student Financial Aid Programs webpage:
http://www.thecb.state.tx.us/institutional-resources-programs/student-financial-aid-programs/

Important Dates

- FAD Cycle Three – Dec. 16, 2019
- User Access Annual Review – Nov. 15, 2019
- 2019-20 (FY 2020) BOT Reallocation Request Form for private institutions – Nov. 20, 2019

NOTE: No webcast for November or December

Contact Information and Feedback

Email: leah.smalley@thecb.state.tx.us

Webcast Survey: https://www.surveymonkey.com/r/58YRM92

User Access Portal Review Inquiries: Useraccess@thecb.state.tx.us

Financial Aid Services Phone Line (Schools): 844-792-2640

Texas Financial Aid Information Center Line (Students): 888-311-8881