

Date:	FICE Code:	Institution:	
Contact Information			
Position	Name	Email	Phone
Financial Aid Director			
Reporting Financial Aid Officer			
Business Office Contact			

Current Request		
Education Aide Exemption Program	Current amount being requested.	Number of unique student awards being funded via current request. *

By submitting this form, I certify that the amounts reported on this request form are accurate as of today's date. I further understand the importance of the accuracy of this information, as it may be reported to the Texas Legislature and is subject to review during a program audit.

Certifying Name and Title

Year-to-Date Totals		
Total Educational Aide Exemption Allocation	Year-to-date amount requested including current request. **	Number of year-to-date distinct student awards funded including current request. ***

Signature

Date

- ☐ I confirm that this is an original (not a duplicate) submission.
- ☐ I confirm that this is a revised request; below is the date of the original submission and the reason for the revision.

Date of Original Submission: _____

* The count of recipients receiving program funds for the first time this award year via this current request.
 ** The cumulative total amount of funds requested this fiscal year, including this request. *** The total number of distinct students who have received funds this fiscal year, including those who will receive funds from this request.

For further clarification on how to complete this form, refer to the [Forms Request Form Instructions](#).

Enter the explanation for the revised form here.

To send the completed form:

- Click the **SUBMIT** button.
 - An email with this form attached will open in a new window.
- Enter the six-digit FICE code and file name in the subject line.
 - Example: 012345_EAE Funds Request Form FY 2022
- Click the **SEND** button to email the form.

Submit

Forms that cannot be sent using the SUBMIT button should be manually completed, scanned, and emailed to FASOperations@highered.texas.gov