

**2022-23**

**Program Guidelines**

**Tuition Equalization  
Grant (TEG)**

**Texas Higher  
Education**  
COORDINATING BOARD

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# TUITION EQUALIZATION GRANT PROGRAM

The Texas Higher Education Coordinating Board (THECB) Program Guidelines are intended to support institutions by highlighting requirements that appear in the Texas Education Code (TEC) and Title 19 of the Texas Administrative Code (TAC). When administering this program, institutions should always refer to the relevant statutes and rules. The information in this document is to be used solely as a resource and does not override the statute or rules for this program.

Statutes (TEC) and rules (TAC) periodically change and may affect the links referenced in this document. Copies of statutes and rules used to create these guidelines are available in [Appendix 3](#).

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## PROGRAM AUTHORITY AND PURPOSE ([TAC, Title 19, Section 22.21](#))

The Tuition Equalization Grant (TEG) Program was authorized by [TEC, Chapter 61, Section 61.221](#). Rules for administering the subchapter can be found in [TAC, Title 19, Chapter 22, Subchapter B](#). The program is funded by appropriations from the Texas Legislature. The purpose of the TEG Program is to promote the best use of existing educational resources and facilities within this state, both public and private, by providing need-based grants to Texas residents attending approved private or independent Texas colleges or universities.

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## STATE PRIORITY DEADLINE ([TEC, Title 3, Section 56.008](#) AND [TAC, Title 19, Section 22.6](#))

The THECB sets the same priority deadline for applications that qualify for state-funded financial aid in an academic year. General Academic Teaching Institutions (*including* Lamar State College Orange and Lamar State College Port Arthur) in Texas, as defined in [TEC, Title 3, Section 61.003\(3\)](#), must publicize and use **January 15** as the state priority deadline for identifying eligible students to be given priority in receiving awards through the state financial aid programs. Institutions may define how their students must meet the priority deadline and are encouraged to adopt a policy describing the actions that students must take to meet the deadline.

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## ELIGIBLE INSTITUTIONS ([TAC, Title 19, Section 22.23](#))

Any college or university defined in [TEC, Title 3, Section 61.003\(15\)](#) as a private or independent institution of higher education is invited annually to participate in the TEG allocation process. Those choosing not to participate will not be considered in the allocation calculation for the applicable award year. Institutions that participate will have a single allocation from which to make first and subsequent awards.

## ELIGIBILITY

### ELIGIBILITY REQUIREMENTS ([TAC, Title 19, Section 22.24](#))

#### TO RECEIVE AN AWARD, A STUDENT MUST:

- ✓ be classified by the institution as a Texas resident;
- ✓ be registered with Selective Service, or be exempt (see [Selective Service Statement](#));
- ✓ have financial need;
- ✓ be enrolled at least 3/4 time;
- ✓ be an undergraduate **or** graduate student enrolled in a degree plan leading to a **first** associate, baccalaureate, master's, professional, or doctoral degree (excluding degree plans that are intended to lead to religious ministry);
- ✓ maintain satisfactory academic progress as determined by the institution (see [SAP section](#));
- ✓ not have earned a degree for which they are currently enrolled;
- ✓ not be a recipient of an athletic scholarship (i.e., the student is obliged to play an intercollegiate sport as a result of receiving the scholarship) during the semester(s) a TEG is awarded; and
- ✓ be required to pay more tuition than is required at a comparable public college or university and be charged no less than the tuition required of all similarly situated enrolled at the institution.

#### **ALERT: Child Support Arrearages**

Per [Texas Family Code, Title 5, Section 231.006](#), a student who is obligated to pay child support and is more than 30 days delinquent is not eligible to receive a state-funded grant or loan.

Institutions determine how to best comply with this state requirement and should work with their legal counsel on questions related to this statutory mandate.

### DISCONTINUATION OF ELIGIBILITY ([TAC, Title 19, Section 22.26](#))

Unless an extension of eligibility (due to a hardship circumstance) is granted, a student's eligibility ends if any of the following maximums have been met:

DEGREE TYPE	IF ENROLLED IN A DEGREE OR CERTIFICATE PROGRAM OF FOUR YEARS OR LESS	IF ENROLLED IN A DEGREE OR CERTIFICATE PROGRAM OF MORE THAN FOUR YEARS
RECIPIENT WORKING TOWARD AN ASSOCIATE OR BACCALAUREATE DEGREE	<b>5 years</b> from the first semester awarded	<b>6 years</b> from the first semester awarded
RECIPIENT WORKING TOWARD A MASTER'S, PROFESSIONAL, OR DOCTORAL DEGREE	<b>No maximum time limit</b>	

**Note:** An award cannot be granted to a student pursuing a second degree of one already earned.

## HARDSHIP PROVISIONS ([TAC, Title 19, Section 22.27](#))

A student who is ineligible for a TEG may be eligible under a hardship provision based on one of the following provisions:

- If the student is enrolled in less than  $\frac{3}{4}$  time of full-time enrollment
- If the student's GPA falls below SAP requirements
- If the student's completion rate falls below SAP requirements
- If the student's number of completed hours falls below SAP requirements
- If the student requires an extension of the year limits to complete their certificate or degree

The institution will determine any acceptable reasons to grant a hardship decision. Each institution must adopt a hardship policy and have the policy available for public review. All hardship decisions must be documented in the student's record and be available for submission to the THECB, upon request.

## SATISFACTORY ACADEMIC PROGRESS ([TAC, Title 19, Section 22.25](#))

At the end of the first academic year, a student must meet the SAP requirements set by the institution to be eligible for a subsequent award.

At the end of the second academic year, and all years thereafter, undergraduates must have completed 24 semester credit hours (SCHs) in the most recent academic year with a 75% completion rate for hours attempted in that year, and they must have a minimum 2.5 cumulative GPA or its equivalent. Graduate students must have completed 18 SCHs in the most recent academic year with a 75% completion rate for hours attempted in that year, and they must have a minimum 2.5 cumulative GPA or its equivalent.

The chart below reflects these requirements, which must be monitored to ensure compliance.

ACADEMIC YEAR	SAP REQUIREMENTS		
END OF 1ST ACADEMIC YEAR	Institutional SAP policy		
END OF 2ND ACADEMIC YEAR OR LATER – UNDERGRADUATE STUDENTS	Completion of at least 24 SCHs in the most recent academic year	75% completion rate	2.5 cumulative GPA on a 4-point scale or its equivalent
END OF 2ND ACADEMIC YEAR OR LATER – GRADUATE STUDENTS	Completion of at least 18 SCHs in the most recent academic year		



### STOP: Summer Satisfactory Academic Progress (SAP) Requirements

If the student **receives** state grant funding for the summer term(s), institutions **must** include credits attempted for summer coursework when calculating the satisfactory academic progress (SAP).

If a student **does not receive** state grant funding for the summer term(s), a student could take summer coursework to re-establish eligibility if they failed to meet SAP requirements during the last term or semester. Summer coursework not funded using state grants should not be used to recalculate SAP if the attempted credits will result in the student losing their eligibility for the fall term.

## ADDITIONAL INFORMATION

### FIRST YEAR APPEALS

If a student completes the first year on academic warning, probation, or on an approved plan, the student can be considered meeting SAP if the institution's policy includes such provisions. However, at the end of the second year, the student must meet the program SAP requirements for continued eligibility, unless deemed eligible by the institution under a hardship provision.

### GPA REQUIREMENT

A student who does not meet the GPA requirement at the end of the academic year may appeal to have courses taken at other institutions included in the GPA calculation. In this case, all grade points previously earned must be included in the overall GPA calculation. If the resulting GPA meets or exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following term.

### FAILING COURSES

The intent of the 24/18 SCH requirement is to encourage timely progression toward a degree. Since a grade of **F** is not earned toward a degree, it should not be considered when calculating the student's completed hours. However, failing grades are considered attempted hours and, therefore, must be counted in the calculation of a student's completion rate.

## ELIGIBILITY

**UPDATED**

### SELECTIVE SERVICE STATEMENT ([TAC, Title 19, Section 22.3](#))

Under [TEC, Title 3, Section 51.9095](#), an individual must file a statement of their selective service status with the institution confirming registration or exemption.

This statute applies to all state-funded financial aid, as well as “federal funds or gifts and grants accepted by this state.” The statement is required from students receiving federal aid or private donations that pass through the state Treasury or Governor’s office (i.e., Governor’s Emergency Education Relief (GEER)), state-appropriated funds, or institutional funding, which includes programs funded by tuition set-asides, exemptions, and waivers.

#### **ALERT: Proof of Selective Service Status No Longer Required**

Institutions are no longer required to collect “proof” of registration or exemption from students or to verify the accuracy of the statement against external databases or other resources if conflicting information does not exist (see [Updated Guidance on Statutory Requirements that Impact Financial Aid Memo](#)).

**Note:** The THECB approved an amendment to TAC, Title 19, Section 22.3 during their quarterly meeting held on April 28, 2022.

Any of the following can be used to meet the statutory statement requirement:

- THECB Selective Service Statement of Registration Status ([English Statement](#) or [Spanish Statement](#))
- Printout from [SSS.gov](#) website
- Institutional Student Information Record (ISIR) if status is available
- THECB Selective Service Statement of Registration Status imbedded in the Texas Application for State Financial Aid (TASFA)

### SELECTIVE SERVICE STATEMENT OF REGISTRATION STATUS

In accordance with [Texas Education Code, Section 51.9095](#), male students must file a Selective Service Statement of Registration Status with their institution or other entity granting financial assistance. For more information about the Selective Service System, visit [sss.gov](#).

Please mark **one** option below:

- |  |   |
|--|---|
| <input type="checkbox"/> I was born female and not required to register.<br><input type="checkbox"/> I was born male and am under the age of 18 and not currently required to register.<br><input type="checkbox"/> I was born male and am <b>REGISTERED</b> with the Selective Service.<br><input type="checkbox"/> I was born male and am over the age of 18. I am not registered with Selective Service and I am not exempt from registration with Selective Service. | <input type="checkbox"/> I was born male and am <b>EXEMPT</b> from registration because: (please briefly explain why you are exempt in the box below.)<br><div style="border: 1px solid black; height: 60px; margin-top: 5px;"></div> |
|--|---|

I, \_\_\_\_\_, hereby certify that the Selective Service status statement provided above is true and accurate.

Student ID: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Complete and return to the Financial Aid Office at your institution of higher education.*

Selective Service Statement of Registration Status

As of 09/28/2021

## ADDITIONAL INFORMATION

### COLLECTION METHOD

The institution has flexibility to create an online, paper, or alternate method to collect the statement as long as it uses the content developed and required by the THECB.

### FREQUENCY COLLECTING THE STATEMENT

If the student’s status will NOT change, the statement collected can be used for subsequent semesters at the same institution.

If the student is NOT registered for selective service, a statement must be collected each time they apply for financial aid or a student loan until the statement indicates registered or exempt.

### MALES AGE 26 OR OLDER

Individuals older than the maximum age at which an individual is required to be registered with the Selective Service System under federal law are not required to complete this status statement.

### RETENTION SCHEDULE

The status statement must be retained in the student’s record based on the retention schedule outlined in the institution’s Program Participation Agreement (PPA).

## AWARDING

A TEG award amount for a term or semester may not exceed a student's financial need or tuition differential for that term or semester, or the program maximum for the academic year, whichever is least. Undergraduate students with exceptional financial need may receive up to 150% of the program maximum award. Exceptional financial need is defined as the need an undergraduate student has if his or her expected family contribution (EFC) is less than or equal to \$1,000.

### **ALERT: Enrollment in Degree Programs Leading to Religious Ministry** ([TAC, Title 19, Section 22.22\(8\)](#))

Enrollment in a degree program *leading to religious ministry* makes a student ineligible for a TEG award. If a TEG recipient adds a degree *leading to religious ministry*, there is no uniform method or procedure available that gives institutions the capability to separate funds for an eligible program versus a religious ministry program. The institution must determine when the new program was added and either return TEG funds to the THECB or follow the procedure for timely distribution of funds for ineligible aid.

**Note:** The THECB does not approve degree plans for TEG award eligibility. Institutions will determine if the student's degree plan is intended to lead to religious ministry.

## SUMMER AWARDING

All basic eligibility requirements remain the same for summer terms, including the student's minimum enrollment status. Since summer terms vary in length and in the number of hours a student can enroll, summer terms or modules can be combined to establish the student's enrollment hours for eligibility purposes.

## ANNUAL MAXIMUM ([TAC, Title 19, Section 22.28](#))

Students receiving a TEG cannot exceed the **annual** maximum amount.

- A student may receive up to the annual maximum amount of \$3,497 (undergraduates with exceptional need may receive up to \$5,246).
- Total awards for fall, spring, and summer terms cannot exceed the **annual** maximum.
- TEG does **NOT** have a semester maximum.

2022-23 AWARD MAXIMUMS		
Total awards for fall, spring, and summer terms cannot exceed the annual maximum.		
INSTITUTION TYPE	AWARD MAX PER YEAR	EXCEPTIONAL NEED AMOUNT PER YEAR
PRIVATE/INDEPENDENT INSTITUTIONS	\$3,497	\$5,246
Undergraduate students whose EFCs are $\leq$ \$1,000 may receive up to the Exceptional Need award amount.		

## TUITION DIFFERENTIAL ([TAC, Title 19, Section 22.22](#))

Tuition differential is defined as the difference between the tuition paid at a private or independent institution and the tuition the student would have to pay to attend a comparable public institution in Texas. Fees are not included in this calculation, only tuition rates. The Southern Association of Colleges and Schools (SACS) identifies institutions by the highest levels of degrees they offer. These levels are used by the THECB to identify “comparable” institutions for the purpose of calculating tuition differentials, regardless of accreditation.

The following table shows average resident undergraduate and graduate tuition rates per SCH for public institutions at various SACS levels for the 2022-2023 academic year. These amounts should be used by the institution to derive tuition differentials by using the student’s total SCH and multiplying the tuition rate provided (see **Appendix 1** for individual institutional program levels).

SACS LEVEL	UNDERGRADUATE TUITION RATE PER SCH	GRADUATE TUITION RATE PER SCH
ASSOCIATE DEGREE - <b>LEVEL 1</b>	\$67	n/a
BACCALAUREATE DEGREE - <b>LEVEL 2</b>	\$66	n/a
MASTER’S DEGREE - <b>LEVEL 3</b>	\$212	\$305
THREE OR FEWER DOCTORAL DEGREES - <b>LEVEL 5</b>	\$201	\$253
FOUR OR MORE DOCTORAL DEGREES - <b>LEVEL 6</b>	\$266	\$343
PUBLIC INSTITUTION RATES FOR LAW SCHOOL STUDENTS = \$968 PER SCH		

## OVER AWARDS ([TAC, Title 19, Section 22.11](#))

If an award has been disbursed and a student receives other assistance that exceeds the student’s financial need, the institution is **not** required to adjust the award unless the sum of the excess award disbursement is greater than \$300.

## AWARD ADJUSTMENTS ([TAC, Title 19, Section 22.11](#))

Institutions may be required to make award adjustments in the following circumstances:

- Student officially withdraws from enrollment.
  - The institution will use the general refund policy to determine the amount of financial aid to be reduced.
  - A refund is not owed to the program if a student drops or withdraws after the end of an institution’s refund period.
- Student’s disbursement exceeds his/her eligibility amount.
  - Recalculate eligibility amount.

**Note:** If funds are available after an award has been adjusted, they can be re-awarded to other eligible students at the institution. If the funds cannot be re-awarded, they must be returned to the THECB based on the [Timely Distribution of Funds](#) requirements.

### **ALERT: Proration Requirements Removed**

The proration requirements found in the program rules (TAC) were removed in November 2020. Institutions have the discretion to determine grant amounts, up to the semester maximum.

## ADDITIONAL INFORMATION

### TUITION DIFFERENTIAL EXAMPLE

- Charges for an independent two year institution (e.g., Jacksonville College) should be compared to public community college charges (Level 1).
- A Level 2 institution that only awards TEG to associate degree students (e.g., Southwestern Christian College) should compare its charges to those of public community colleges (Level 1).
- Levels 2, 3, 5, and 6 independent institutions (other than Southwestern Christian College) should compare their charges to the average charges of public institutions at the same levels.

### Tuition Differential Calculation

- Institution Current Tuition Rate per SCH 515
- Institution SACS Level 3 \$212
- Undergraduate student is enrolled in 12 SCH for fall and 15 SCH for spring

### To calculate tuition differential:

Institution Current Tuition Rate  
SACS Level Rate    Difference x  
Total SCH    Tuition Differential

### For Example:

\$515 - \$212 = \$303  
\$303 x 27 SCH = \$8,181

This student is eligible for a TEG award since the tuition differential (\$8,181) is more than the maximum award (\$3,497).



## PROCESSING FUNDS

Each biennium (the two-year state budget period), funds not requested in the first year will be carried forward by the THECB on behalf of the institution for use in the second year. Any funds not requested in the second year of the biennium become available for redistribution as determined by the THECB.

### REQUESTING AND RETURNING PROGRAM FUNDS

To complete an online form to request or return state grant funds, an administrator must create an account through [CBPass](#). Once the account is created, the administrator can request access in CBPass to the Grant Payment Portal (GPP) application.



### CBPASS GRANT PAYMENT PORTAL INSTRUCTIONS

#### REGISTRATION PROCESS

Administrators must start the process of setting up a CBPASS account and requesting access to the GPP by following the steps below:

##### Step 1: Create CBPASS Profile.

- To access CBPass, navigate to the following website:  
<https://www1.highered.texas.gov/CBPass/default.cfm>.
- Click the **create one now!** link under the **Sign In** button to initiate a new account.
- Follow the steps in the [CBPASS Quick Start Guide](#)
- Make sure that when you create your profile, you affiliate to your correct school and FICE Code.

The screenshot shows the CBPass Login page. It has a title 'CBPass Login' and a subtitle 'Sign in with your CBPass Account'. There are input fields for '\*Username:' and '\*Password:', a 'Sign In' button, and a link 'Forgot your Username or Password?'. At the bottom, it says 'don't have an account?' followed by a red box around the 'create one now!' link.

##### Step 2: Request GPP Access.

- Log into the CBPass portal.
- Click on **My Access**.
- Navigate to the **Click to Request Access to another application** hyperlink.
- Choose **Grant Payments** in the application drop-down listing.
- Click on the **Request Access** button.

The screenshot shows the 'MY ACCESS' tab in the CBPass portal. It has a search bar and a table of applications. A red arrow points from the 'Click to Request Access to another application' link to the 'Request Access' button in a modal window. The modal window has a title 'Request Access' and a 'Select Application:' dropdown menu. The 'Request Access' button is highlighted in a red box.

**⚠️ ALERT:** Once an application has been requested, the THECB will email the institution's Director of Financial Aid to request approval. Once approved, the THECB will email the user confirming account access, and the user can log into CBPass to launch the Grant Payments application.

## REQUESTING FUNDS

Institutions can ***begin submitting*** requests for funding on **August 1, 2022**. The THECB will ***begin processing*** funds ***after September 1, 2022***. Institutions have ***through August 1, 2023***, to request program funds.

To request funds:

- Log into the [CBPass/Grant Payment Portal](#).
- Select **Request Funds** on the menu located on the top banner.
- Enter the **Amount** of funds being requested (do not include special characters).
- Enter the **Student Count** (this includes both initial and renewal students).
- Hit **Submit Request**.
- A pop-up message will confirm a successful submission.

**Note:** Instructions are bulleted at the bottom on the webpage to clarify request options and adjustments.

**⚠️ ALERT:** Only include a student one time in the **Student Count** during the applicable award year. For example, if a student has two disbursements (fall and spring), the institution will only submit the student once to THECB, not for each disbursement.

## CANCELING A REQUEST

Check the **Transaction Details** tab to see the status of your request in GPP. If the status is **Waiting Approval** or **Pending**, call Financial Aid Services at 844-792-2640 to cancel the transaction. If the status is **Disbursed**, the receiving institution will need to complete a refund for amount that is not needed once the funds are received at the institution.

ID	Year	Status	Amount	Student Count	Date
Request-20-00###-10012019-4	2020	Pending	\$150,000.00	60	10/01/2019 8:00:00 AM
Request-20-00###-09252019-3	2020	Waiting Approval	\$200,000.00	80	09/25/2019 8:00:00 AM
Request-20-00###-09202019-2	2020	Disbursed	\$1,800,000.00	720	09/20/2019 8:00:00 AM
Returned-20-00###-09152019-2	2020	CB Waiting for Funds	\$50,000.00	0	09/15/2019 8:00:00 AM
Returned-20-00###-09102019-1	2020	Returned	\$10,000.00	4	09/10/2019 8:00:00 AM
Request-20-00###-09052019-1	2020	Disbursed	\$1,000,000.00	380	09/05/2019 8:00:00 AM

## RETURNING FUNDS

To complete a return of funds form:

- Log into the [CBPass/Grant Payment Portal](#).
- Select **Return Funds** on the menu located on the top banner.
- Enter the **Amount** of funds being returned (do not include special characters).
- Enter the **Student Count** (this includes both initial and renewal students), if applicable.
- Enter **Comments** to explain the reason for the return.
- Hit **Submit** request.
- A confirmation will be displayed at the top of the screen to confirm a successful submission.

**Note:** Institutions that submit a return of funds form through the GPP should coordinate the refunds with their Business Office and use the [Electronic Funds Transfer](#) process. Funds returned to the THECB must align with the online form and should not include cents.

## STUDENT COUNT CHANGES

The **Student Count** can be increased or decreased at any point by the institution during the current award year.

- **To increase the Student Count:**
  - Enter the number of students being added (the difference) under the **Request Funds tab**.
  - Enter \$0 for the amount of funds being requested.
- **To decrease the Student Count:**
  - Enter the number of students being reduced (the difference) under the **Return Funds tab**.
  - Enter \$0 for the amount of funds being returned and a comment to clarify changes to the Student Count.

**Example:** The Student Count reported in GPP is **100** students, but the institution has actually paid **120** students grant funds for the award year. To add the additional 20 students into the GPP, enter **20** in the Student Count on the Request Funds tab and **\$0** for the amount of funds being requested. This will increase the total Student Count from 100 to 120.

**Example:** The Student Count reported in GPP is 100 students, but the institution has only paid 80 students grant funds for the award year. To reduce the total reported in the GPP, enter 20 in the Student Count on the Request Funds tab and \$0 for the amount of funds being refunded. This will decrease the total Student Count from 100 to 80.

## TIMELY DISTRIBUTION OF FUNDS ([TAC, Title 19, Section 22.2](#))

Institutions **must** follow these requirements when processing program funds:

- Institutions have **3** business days after receiving the funds to apply the funds to a student's account.
- Institutions have **6** business days after receiving the funds to return undisbursed funds.
- Institutions have **45** calendar days from the date a student becomes ineligible to return disbursed funds.
- Institutions have **120** calendar days to return funds after a student has notified the institution of a decision to cancel the award.


## LATE DISBURSEMENTS ([TAC, Title 19, Section 22.11](#))

Funds that are disbursed after the end of a student's period of enrollment must only be used to pay the student's outstanding balance for the period of enrollment or to make a payment on an outstanding loan received during that period of enrollment. The institution must document the reason for a student's late disbursement. All late disbursements must be processed before the end of the state's fiscal year, unless granted an extension by the THECB. Under no circumstances should funds be released directly to the student in this situation.

## AUTHORITY TO TRANSFER FUNDS ([TAC, Title 19, Section 22.11](#))

Institutions participating in a combination of Texas College Work-Study (TCWS) or the Work-Study Student Mentorship Program (WSMP) and TEG may transfer up to **25%** of the institution's total annual program allocation or **\$60,000** (whichever is less) between programs within the relevant fiscal year.

Transfer requests are submitted by the institution to the THECB using an [Authority to Transfer form](#). The form will not be available until Fall 2022. The Financial Aid Services staff will respond to the institution to provide next steps for the process. Institutions requesting a transfer of funds must submit a request by **July 1, 2023**.

 **ALERT:** The allowable amounts for the Authority to Transfer Funds process have changed from 10% to 25% and from \$20,000 to \$60,000 as a result of legislation in the 87th Legislative Session.

**Note:** The THECB approved an amendment to [TAC, Title 19, Section 22.11](#) during their quarterly meeting held on April 28, 2022.

# APPENDIX 1: SACS PROGRAM LEVELS

INSTITUTION NAME	SACS LEVEL	UNDERGRADUATE TUITION RATE PER SCH	GRADUATE TUITION RATE PER SCH
Abilene Christian University	6	\$266	\$343
Austin College	3	\$212	\$305
Baylor University	6	\$266	\$343
Concordia University Texas	5	\$201	\$253
Criswell College	3	\$212	\$305
Dallas Baptist University	5	\$201	\$253
East Texas Baptist University	3	\$212	\$305
Hardin-Simmons University	5	\$201	\$253
Houston Baptist University	5	\$201	\$253
Howard Payne University	3	\$212	\$305
Huston-Tillotson University	3	\$212	\$305
Jacksonville College	1	\$67	n/a
Jarvis Christian College	3	\$212	\$305
LeTourneau University	3	\$212	\$305
Lubbock Christian University	3	\$212	\$305
McMurry University	3	\$212	\$305
Our Lady of the Lake University	5	\$201	\$253
Parker University	5	\$201	\$253
Paul Quinn College <small>Accredited by: Transnational Association of Christian Colleges and Schools (TRACS)</small>	2	\$66	n/a
Rice University	6	\$266	\$343
Schreiner University	3	\$212	\$305
Southern Methodist University	6	\$266	\$343
Southwestern Adventist University	3	\$212	\$305
Southwestern Assemblies of God University	5	\$201	\$253
Southwestern Christian College	2	\$66	n/a
Southwestern University	2	\$66	n/a
St. Edward's University	5	\$201	\$253
St. Mary's University	5	\$201	\$253
Texas Chiropractic College	5	\$201	\$253
Texas Christian University	5	\$201	\$253
Texas College	2	\$66	n/a
Texas Lutheran University	3	\$212	\$305
Texas Wesleyan University	6	\$266	\$343
The University of Dallas	5	\$201	\$253
Trinity University	3	\$212	\$305
University of Mary Hardin-Baylor	5	\$201	\$253
University of St. Thomas	5	\$201	\$253
University of the Incarnate Word	6	\$266	\$343
Wayland Baptist University	5	\$201	\$253
Wiley College	2	\$66	n/a

**For example:** Institution's Current Tuition Rate per SCH = \$620  
Institution's SACS Level = 5

In this example, the **graduate** student is enrolled in 9 SCHs in the fall and 9 SCHs in the spring. To calculate tuition differential, the institution would complete the following:

$$\begin{array}{rclclclclcl}
 \$620 & - & \$253 & = & \$367 & \times & 18 \text{ SCH} & = & \$6,606 \\
 \text{Institution Current Tuition} & - & \text{SACS Avg.} & = & \text{Difference} & \times & \text{Semester Credit Hours} & = & \text{Tuition Diff.}
 \end{array}$$

*See additional example on page 6, under Additional Information.*

## APPENDIX 2: FREQUENTLY ASKED QUESTIONS

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### 1. Can TEG funds be awarded to a student in the same term/semester as an athletic scholarship?

No. A student who is obliged (contractually bound) to play an intercollegiate sport as a condition of the scholarship, regardless of the funding source or amount, is not eligible to receive a TEG award during the same term/semester for which the scholarship funds are being paid.

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### 2. Are institutions required to verify that a student is a Texas resident to issue a TEG award?

Yes. Institutions are required to verify that all TEG recipients are Texas residents based on the data collected using the required [Core Residency Questions](#). The core questions are also collected and certified through the ApplyTexas application process, which is an additional resource an institution can use to determine a student's residency status.

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### 3. How is the tuition differential calculated to determine TEG eligibility?

The tuition differential is defined as the difference between the tuition paid at a private or independent institution and the tuition the student would have to pay to attend a comparable public institution in Texas. Fees are not included in this calculation.

To calculate the tuition differential, the institution must first identify its designated Southern Association of Colleges and Schools (SACS) level. SACS identifies institutions by the highest levels of degrees they offer. The THECB publishes average resident undergraduate and graduate tuition rates per semester credit hour for public institutions at various SACS levels each year in the TEG Program Guidelines. These amounts should be used by the institution to derive tuition differentials by using the following equation:

$$\text{Institution Hourly Tuition Rate} - \text{SACS Average Hourly Tuition} = \text{Difference} \times \# \text{ Total Hours Enrolled} = \text{Tuition Differential}$$

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### 4. How long does an institution have to return TEG funds after determining a student is ineligible?

An institution must return funds to the THECB within 45 calendar days of a student becoming ineligible for the funding, except when the funds can be disbursed to a different eligible student (for whom funds have not yet been requested) within the 45-day period.

**Note:** If funds are disbursed after the end of a student's period of enrollment, the funds must be used to pay the student's outstanding balance at the institution or to make a payment on an outstanding student loan for that period. Under no circumstances are funds to be released to the student.

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### 5. Can an institution continue to prorate awards now that the Texas Administrative Code provisions were removed?

Yes. Institutions can continue prorating awards, but it is **no longer required**. Institutions have the discretion to determine grant amounts (up to the annual maximum) if the student meets all eligibility criteria.

# APPENDIX 3: QUICK REFERENCES

## CONTACT FINANCIAL AID SERVICES

By phone: (844) 792-2640

Contact us by completing an [online inquiry form](#) and select "Financial Aid Question" as the Contact Reason.

## PROGRAM RULES AND STATUTES

Texas Program Statutes	<a href="#">Texas Education Code TEC, Chapter 61, Subchapter F [PDF]</a>
Texas Program Rules	<a href="#">Texas Administrative Code TAC, Title 19, Chapter 22, Subchapter A [PDF]</a> <a href="#">TAC, Title 19, Chapter 22, Subchapter B [PDF]</a>

## WEBSITES, PORTALS AND GUIDES

General program information for institutions	<a href="#">Student Financial Aid Programs Information Webpage</a>
General college enrollment and financial aid information for students	<a href="#">College for All Texans</a>
Request and return funds, modify student count, and search student award history	<a href="#">CBPass Grant Payment Portal</a> <a href="#">CBPass Quick Start Guide [PDF]</a>
Secure file transfer and processing portal	<a href="#">MOVEit DMZ</a> <a href="#">MOVEit DMZ User Access Guide [PDF]</a>

## FORMS AND INSTRUCTIONS

Form for adding, updating, or removing a user's access for state financial aid web portals	<a href="#">User Access Form [PDF]</a>
Instructions for returning funds electronically	<a href="#">Electronic Funds Transfer Information [PDF]</a>