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COORDINATING BOARD

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Memorandum

To: Public and Private/Independent Institutions of Higher Education

From: DeChà Reid, Director III
Student Financial Aid Programs - Operations

Date: January 9, 2025

Subject: Award History File Process through MOVEit - Now Available

On February 7, 2024, institutions were notified of an issue that temporarily disrupted the submission of award history files through the MOVEit system. This issue has been resolved, and institutions can now resume submitting files through MOVEit to obtain recipient award history information.

The purpose of the **Award History File** is to provide institutions with a secure method for researching a state grant recipient's award history in the Texas Higher Education Coordinating Board's database. Institutions can submit a data file to the Texas Higher Education Coordinating Board on an as-needed basis through the MOVEit system. The Award History File results provide the most recent data that was validated or certified for state grant recipients. Please note the information in the results file should not be used as the sole basis for determining a recipient's eligibility for an award.

For detailed guidance on submitting the award history file, please refer to the enclosed instructions.

For questions, call (844) 792-2640 or submit an online inquiry through CONTACT US (select "Financial Aid Question" for the Contact Reason).

Enclosure: Award History File Instructions