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## Memorandum

**To:** Public Institutions of Higher Education

**From:** DeChà Reid  
Director III, SFAP Operations

**Date:** July 21, 2023

**Subject:** 2023-24 (FY 2024) Program Guidelines - Educational Aide Exemption (EAE) Program

The current release of the 2023-24 (FY 2024) Program Guidelines includes the EAE Program. All 2023-24 program guidelines will be posted on the Student Financial Aid Programs (SFAP) webpage under [Program Resources](#).

Each year, the guidelines are updated to align with any changes to the Texas Education Code and the Texas Administrative Code along with improving guidance to assist institutions with the administration of state financial aid programs.

### Highlighted below are some of the overarching changes:

- Annual updates were made on year references.
- Alert and stop boxes were incorporated into the body of guidelines if they have been repeated year after year.
  - Alert boxes were only used this year to draw attention to important information or specific changes; we are no longer using stop boxes to avoid confusion on the difference between stop and alert.
- The Selective Service section has a new comment to clarify that institutions can use a prior ISIR to confirm registration status since the FAFSA has removed it (if on file).

### EAE Specific Update:

- The critical shortage list was updated to reflect Texas Education Agency's 2023-24 critical shortage areas.

For questions, contact Financial Aid Services at 844-792-2640 or through [CONTACT US](#) (select "Financial Aid Question" under Contact Reason).

### Enclosed:

- [2023-24 EAE Program Guidelines](#)