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TO: Directors of Financial Aid  
Public Institutions of Higher Education

FROM: DeChà Reid  
Director, Financial Aid Services

DATE: June 4, 2018

RE: 2018-19 Educational Aide Exemption (EAE) Final Allocation

This memo is to announce the enclosed 2018-19 final allocation amounts which are based on the appropriation from fiscal year 2019 for the EAE program.

On May 14, 2018, the 10-day allocation data review materials for the EAE program were issued to institutions. Institutions were invited to confirm that the "EAE Preliminary Allocation Calculation Data" accurately reflected the data submitted to the Texas Higher Education Coordinating Board (THECB). Institutions were allowed 10 days to review the data. That period ended at the close of business on May 29, 2018.

Through this process, THECB received comments about the data and adjustments to the allocation calculations have been made to reflect those comments. Institutions participating in the EAE program are required to utilize institutional matching funds to cover at least 10% of each recipient's exemption. Disbursements for EAE funds will require an institution to submit a funds request form as early as **August 1, 2018** and payment for these requests will be processed after the first day of the new fiscal year, September 1, 2018.

For questions or concerns regarding this memo, please contact Financial Aid Services at (844) 792-2640 or [CONTACT US](#). (Select the "Exemptions and Waivers" option in the drop-down selection under **Contact Reason**).

**Enclosed:** [2018-19 EAE Final Allocation](#)

cc: Ken Martin, Assistant Commissioner  
Charles W. Puls, Deputy Assistant Commissioner  
Presidents and Chancellors of Public Institutions of Higher  
Education