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Memorandum

To: Public Institutions of Higher Education

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

Date: September 20, 2023

**Subject: REMINDER: 2023-24 (FY 2024) Financial Aid for Swift Transfer
(FAST) Program Participation Agreement and Roster File Upload**

This is a friendly reminder that the deadline to submit a FAST Program Participation Agreement (PPA) is **September 29, 2023**, and the deadline to submit a roster to confirm a student's educationally disadvantaged status is **Oct. 15, 2023**. *Please note that an executed PPA is not required to upload a roster file of registered dual credit students.*

The FAST PPAs were sent to the Director of Financial Aid at all public institutions of higher education during the week of August 31, 2023. Since the FAST program requires a financial commitment by the institution, Directors should work with appropriate individuals to determine the institution's plan for participation.

Please upload and submit a signed copy of the new PPA electronically using the [2023-24 FAST Program Participation Agreement Submission Portal](#) by the deadline, to allow enough time for processing by the Texas Higher Education Coordinating Board (THECB). The FAST PPAs for FY 2024 will expire on August 31, 2024.

For questions about the PPA process, please contact Jamie.SadlerEdwards@highered.texas.gov or for general questions related to FAST contact Leah.Smalley@highered.texas.gov.

To confirm students' educationally disadvantaged status for the fall semester of 2023, the institution is required to submit a roster to the THECB. Enclosed are the applicable instructions and a required certification statement. Do not send the rosters through email, as this is not a secure method of sharing a student's personally identifiable information (PII).

For questions about the data submission process, please contact Yughi.Kim@highered.texas.gov or Melissa.Humphries@highered.texas.gov.

To learn more about the FAST program, visit the [dedicated program webpage](#) along with [Frequently Asked Questions](#) that includes detailed information on eligibility, funding requirements, and commonly asked questions related to the program.

Enclosed:

[Data Instructions FAST Ed Dis Confirmation Roster](#)

[Cert Statement FAST Ed Dis Confirmation Roster.docx](#)