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Memorandum

To: Public and Private/Independent Institutions of Higher Education

From: DeChà Reid
Director III, SFAP Operations

Date: July 21, 2023

Subject: 2023-24 (FY 2024) Program Guidelines - State Work-Study Programs

The current release of the 2023-24 (FY 2024) Program Guidelines includes the State Work-Study programs. The Texas College Work-Study (TCWS) and the Work-Study Student Mentorship Program (WSMP) guidelines were combined to align with the Texas Education Code and Texas Administrative Code. 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 statute and administrative rules, 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 child support arrearages alert box was moved into the blue “Additional Information” side banner.
- 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).

State Work-Study Programs Specific Update:

- Alert box added to provide explanation of the new allocation methodology and disbursement process used for TCWS and WSMP.

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

Enclosed:

- [2023-24 State Work-Study Programs Guidelines](#)