Memorandum

To: Public and Private/Independent Institutions of Higher Education

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

Date: October 4, 2023

Subject: The Grant and Aid Processing Platform (GAPP) is LIVE!

The Texas Higher Education Coordinating Board is excited to announce the new *Grant and Aid Processing Platform (GAPP)* is available. To access the GAPP, administrators must follow these steps to create a user account:

Step One: Go to the GAPP Link.

Step Two: Select "Login" at the top right corner of the page.

Step Three: Select "Not a member?"

Step Four: Complete the Account Creation Form using an institutional email address and click "Sign-up."

NOTE: To obtain access as the primary point of contact (PPC) for the institution, Directors **must** check the PPC checkbox on the account creation form.

To assist with the new platform, enclosed are step-by-step account creation instructions and two State Financial Aid webcasts. The first webcast, from Aug. 24, provided an overview of the GAPP and the second, from Aug. 31, went over the user account set-up process. These resources can be found on the Student Financial Aid Programs webpage under Grant & Loan Programs and Webcast Archives.

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

- GAPP Account Creation Instructions [PDF]
- State Financial Aid Webcast August 24, 2023 [Video]
- State Financial Aid Webcast August 24, 2023 [PDF]
- State Financial Aid Webcast August 31, 2023 [Video]
- State Financial Aid Webcast August 31, 2023 [PDF]