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Memorandum

**To: Directors of Financial Aid
Public and Private/Independent Institutions of Higher
Education**

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

Date: September 21, 2023

**Subject: UPDATED LINK-2022-23 (FY 2023) State Campus-Based Annual
Report**

*****THECB has updated the link to the 2022-23 (FY 2023) State
Campus-Based Annual Report. Our apologies for the inconvenience. *****

The Texas Higher Education Coordinating Board (THECB) is required to monitor the License Plate Insignia Scholarship, Student Deposit Scholarship, and Texas Public Educational Grant (TPEG) programs. In order to comply, all institutions that participate in these programs must complete a State Campus-Based Programs Annual Report.

Enclosed is the *fillable* required report that **participating** private, and **all** public institutions will use to submit data for the 2022-23 (FY 2023) academic year. The deadline to upload the completed report and to return any excess amount of funds (if applicable) to the THECB is **Oct. 20, 2023**.

Participating License Plate Insignia (LPI) Private/Independent Institutions:

- Abilene Christian University
- Austin College
- Baylor University
- Lubbock Christian University
- Rice University
- Schreiner University
- Southern Methodist University
- Southwestern University
- St. Mary's University
- Texas Christian University
- University of Mary Hardin-Baylor
- University of St. Thomas

Note: Effective Sept. 1, 2023, public institutions are no longer required to submit guidelines for administering TPEG to the THECB.

Complete the following steps to submit this report:

Step 1. Save a completed copy of the [FY 2023 State Campus-Based Report](#) fillable PDF for FY 2023 (File + Save As).

Step 2. [Click here](#) to proceed to the *Submission* page.

If the web page is not immediately displayed, copy and paste the following web address into a secure browser: <https://app.smartsheet.com/b/form/2d20fffe68d14d888510863c8e2cc9af>

Step 3. Upload the completed report.

Step 4. Complete **all** fields on the form and click “submit” to send to the THECB.

The report and submission form hyperlink can also be accessed on the Student Financial Aid Programs webpage under [Program Resources](#). For instructions on completing the annual report, please view the enclosed State Financial Aid Webcast recorded on Sept. 27, 2022. You can also refer to the [October 2020 monthly webcast](#) as an additional resource.

For questions, please call Financial Aid Services at (844) 792-2640 or [CONTACT US](#) (select “Financial Aid Question” as the Contact Reason).

Enclosed:

- [2022-23 \(FY 2023\) State Campus-Based Programs Annual Report](#)
- [State Financial Aid Webcast September 27, 2022 \[Video\]](#)
- [State Financial Aid Webcast September 27, 2022 \[PDF\]](#)