

State Financial Aid Monthly Webcast

October 25, 2022

Topics of Discussion



Financial Aid
Database (FAD)
Cycle 3

FAD Modernization
Data Submission
Portal

2023-2024 Online
TASFA Updates

Reminders, Updates,
and Deadlines

Questions?

Financial Aid Database (FAD)

Cycle Three

FAD Cycle 3: Details

Reporting Cycle Dates

Reporting Cycle	First Day to Submit	Deadline	Submission Requirements
First	February 23, 2022	April 11, 2022	Deadline to validate student data.
Second	June 15, 2022	Aug. 22, 2022	Deadline to validate student data.
Third	Sept. 28, 2022	Dec. 5, 2022	Deadline to reconcile state program totals and certify student data.

Approximately 6 weeks left to certify!

FAD Cycle 3: Reconciliation

Institutional Information

Institutional Name: FICE Code:

Form Instructions

For each program flagged "Reconciliation" on the institution's FAD Reconciliation Report, complete the steps below:

- **Program:** Mark the applicable program box.
- **Student count:** Enter the difference between the total count derived by the THECB and the total student count in the institution's FAD file.
- **Amount:** Enter the difference between the total amount derived by the THECB and the total amount disbursed in the institution's FAD file.
- **Explanation:** Describe the reason for the applicable program difference.

State Financial Aid Programs

STATE GRANT PROGRAMS: ☐ TEXAS GRANT ☐ TEOG ☐ TEG Note: For adjustments to student count, log onto the [Grant Payment Portal](#).

Program	Student Count	Action (Difference)	Amount	Action (Difference)	Explanation: (DO NOT LEAVE BLANK)
State or B.1.10 Grant		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	

SPECIAL PROGRAMS

Program	Student Count	Action (Difference)	Amount	Action (Difference)	Explanation: (DO NOT LEAVE BLANK)
TCWS		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
WSMP		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
EAE		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
Bilingual Education		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	

LOAN & SCHOLARSHIP PROGRAMS

Program	Student Count	Action (Difference)	Amount	Action (Difference)	Explanation:
CAL		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	An explanation for loan/scholarship program discrepancies is not required on this form. Institutions must provide a student-by-student explanation on the Student Loan Detail Report found in the MOVEit FAD Output folder.
TASSP		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease		<input type="checkbox"/> Increase <input type="checkbox"/> Decrease	

Return of Funds Instructions

For the applicable programs, submit the following forms below. Return all funds that correspond to the amounts on the return of funds form and do not send cents.

- **State Grant Programs:** Log onto the [Grant Payment Portal](#) and go to "Return Funds"
- **Special Programs and B.1.10:** [Special Programs Return of Funds Form](#)
- **Loan & Scholarship Programs:** [Loans and Scholarships Return of Funds Form](#)

Submission

Complete the following steps to submit this form:

Step 1. Save a copy of the FAD Reconciliation Form (File + Save As).

Step 2. [Click here](#) to proceed to the submission webpage.

If the webpage does not immediately display, copy and paste the following web address into a secure browser:
<https://app.smartsheet.com/b/form/5ec0fbde90cd45bc89e340d8868b0d5a>

Step 3. On the submission webpage, upload a copy of the completed form and the student loan detail spreadsheet (if applicable).

Step 4. Complete all fields on the submission webpage and click "submit" to send to the FAD team.

The deadline to certify FY2022 Cycle Three FAD is Dec. 5, 2022.

For questions, email Financial Aid Services at FADB@highereducation.texas.gov.

2021-22 (FY22) Financial Aid Database (FAD) Reconciliation Submission Form

Steps for completing the FAD Reconciliation Process:

- Step One: Review the Reconciliation Report which can be found in the FAD Output folder using MOVEit
- Step Two: Complete the FAD Reconciliation form
- Step Three: Upload the Reconciliation form using this submission form

Deadline to certify FY 22 FAD Cycle 3: December 5, 2022

Institution Type *

Select

Institution Name *

Select

File Upload *

Upload the **FAD Reconciliation Form** and **Student Loan Detail**, if needed.

Drag and drop files here or [browse files](#)

Certification

By submitting this form, I hereby certify that the updates to program totals provided on the FAD Reconciliation Form are accurate for the 2021-22 academic year.

Certifying Official Name *

Title *

FAD Cycle 3: GEER Reporting

Report any 2021-22 GEER-related funds that a student received in Data Element 66.

66) Other Federally-Funded Grants/Scholarships POSITION 246-250	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
---	------------------	--	----------------------

Data Element 66

Other Federally-Funded Grants/Scholarships. Enter the amount of other federally funded grants/scholarships disbursed to the student during the 2021-22 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

NOTE: This includes any federally need-based awards **not** reported elsewhere in the report.

FAD Cycle 3: Troubleshooting

If it has been at least 24hrs and a file confirmation has not been received, do not keep resubmitting files. Follow these steps:

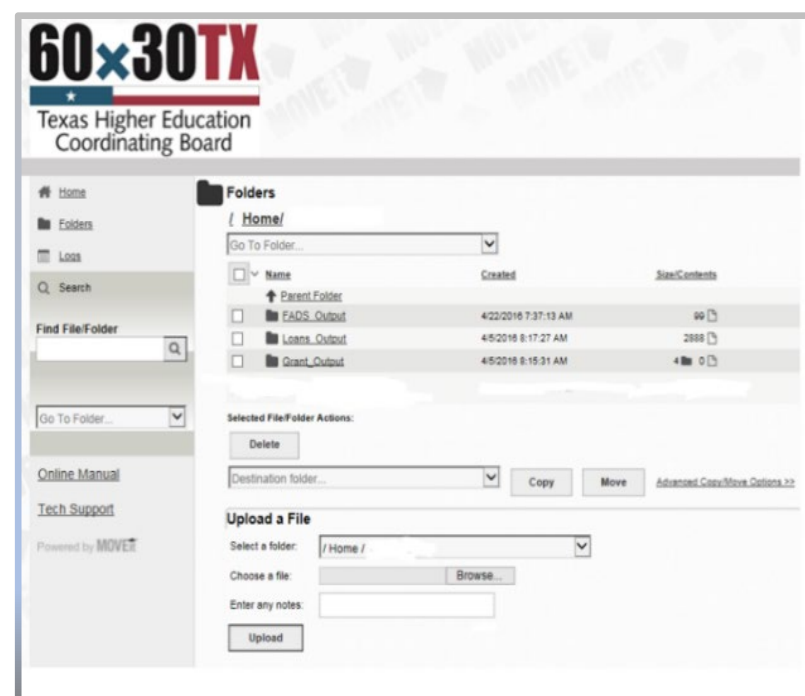
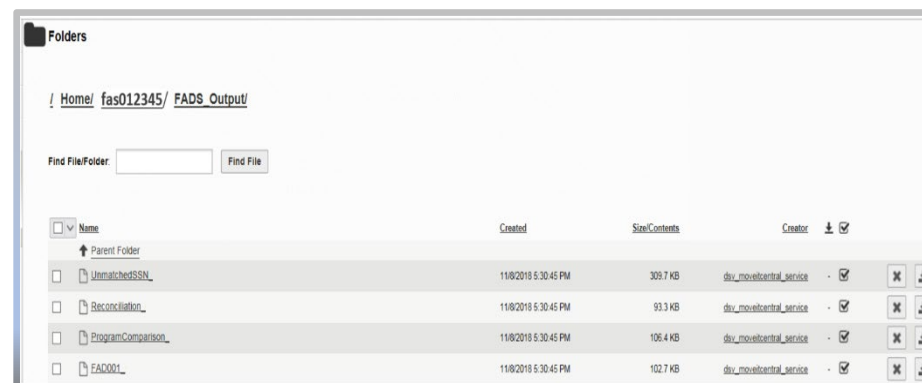
1. Verify the file format is fixed-length.
2. Verify header and trailer records are accurate.
3. The file must be uploaded into the Home_Folder, not the FAD_Output folder
4. Check with the institution's IT Department to ensure notifications are routed correctly; include checking spam and junk folders.
5. If file issues are not resolved, contact FADB@highered.texas.gov.

FAD Modernization

Data Submission Portal

Current FAD Process

- Upload a file and retrieve reports through MOVEit DMZ
- Required to send an email for overrides
- Validation and Certification is done through CBPass



Current FAD Process continued

Send email to: FADB@highered.texas.gov

Include the Institution's **FICE Code** in the **Subject** line of the email.

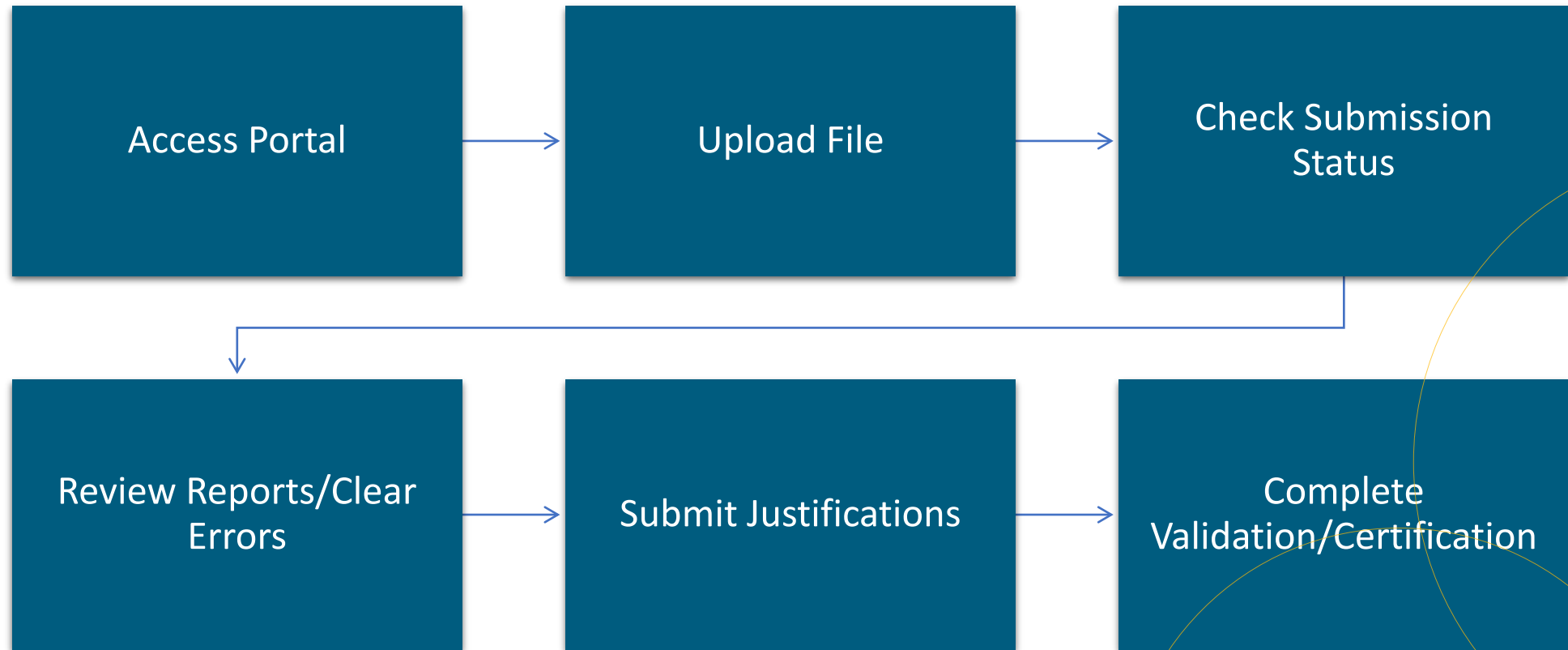
Subject: XXXXX (FICE Code) FAD's Override Request XX-XX-XXXX (Enter Date)

Example: 000001 FAD's Override Request MM-DD-YYYY

Body of the email: List the last 4 digits of the student SSN or ID, the ERROR message and the Justification for the override.

Date:	FICE Code:	Institution:
VALIDATION/CERTIFICATION		
<p>By submitting this form, you are confirming the information provided to you in the latest edit report is accurate. When you complete the validation form and click submit, we will consider it to be your confirmation of the data and you will have met your reporting requirements for the first/second cycle.</p> <p>NOTE: If any data during the first and/or second cycle is found to be incorrect after you have submitted your validation, you will be unable to resubmit your database report. Corrections should be made to the data in the following cycle. During the third cycle, all data must be corrected and accurate to be certified.</p>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Validating Name	Title	Date
<input type="text"/>	<input type="text"/>	
Email	Phone	
<p>I hereby confirm that the student-by-student data provided to the Coordinating Board is valid and all items marked as "Review" accurately reflect the activities in our office for the 2018-2019 academic year.</p>		
<div>Reset Submit</div>		

New FAD Process – One Stop Shop



Access Portal

CBPass



Accessing the Portal



Access the Data Submission Portal

New Users – Create Account

CBPass Login

Sign in with your CBPass Account

*Username:

*Password:

[Forgot your Username or Password?](#)

don't have an account? [create one now!](#)

[Sign In](#)

Access the Data Submission Portal

New Users – Create Account

CBPass - New User Registration

To create a CBPass account, enter the information below, then click on the *Register* button. Once you have registered you will be able to request access to applications.

All fields are required.

Note: Nominators for the Texas Armed Services Scholarship Program (TASSP) enter the office of the elected official you are affiliated with.

- You must begin by first typing the title - Representative, Senator, Governor or Lieutenant - then from the drop-down menu select your official's name.

Account Information

*First Name [required]:

Middle Initial:

*Last Name [required]:

*Begin typing to enter/modify your affiliation or type "Other" [required]:
Affiliated with an elected official? Begin typing the title ("Senator," "Representative," "Governor," "Lieutenant"), then select from the drop-down.

*Physical Address [required]:
 -

*Telephone Number [required]: () - -

*E-Mail Address [required]:

*Re-Type E-Mail Address [required]:

*User Name [required]: (Used for login)

*Password [required]:
Passwords must be at least eight (8) characters and contain at least 3 of the 4 following attributes: uppercase letter, lowercase letter, number, special character.

Password Strength: Strong

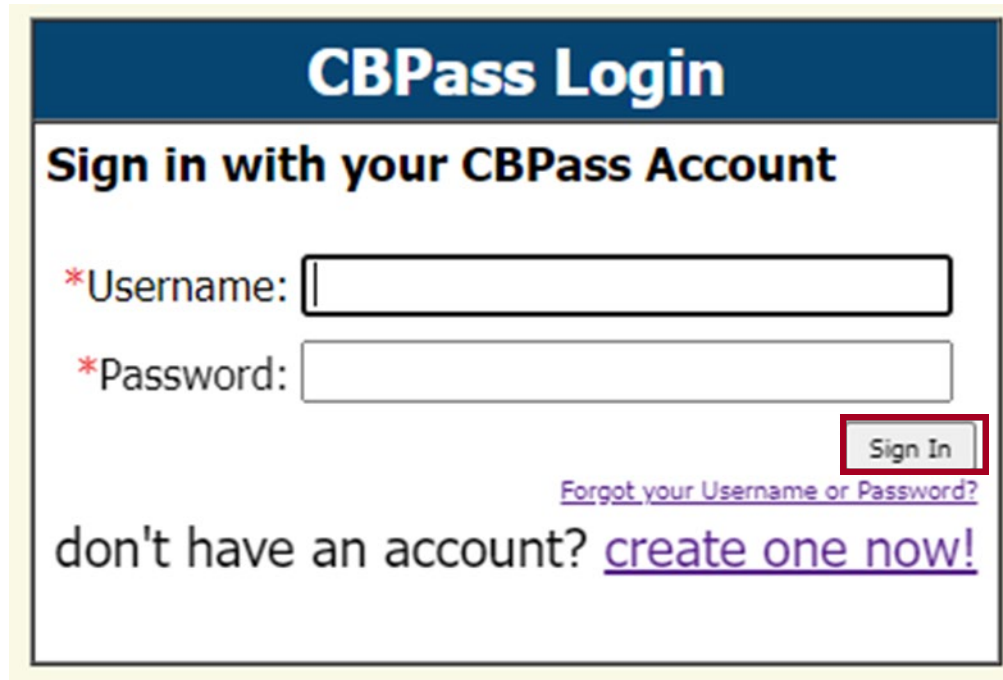
*Re-Type New Password [required]:

*Enter the answer to the math problem [required]:

☒ [required] I agree to the [CBPass Account Agreement](#) (link opens in a new window)

Access the Data Submission Portal

All Users - Request Access

A screenshot of a login form titled "CBPass Login" in a dark blue header. Below the header, the text "Sign in with your CBPass Account" is displayed. There are two input fields: one for "Username" and one for "Password", both preceded by a red asterisk. To the right of the password field is a "Sign In" button with a red border. Below the button is a link that says "Forgot your Username or Password?". At the bottom, there is a link that says "don't have an account? create one now!".

CBPass Login

Sign in with your CBPass Account

*Username:

*Password:

[Sign In](#)

[Forgot your Username or Password?](#)

don't have an account? [create one now!](#)

Access the Data Submission Portal

All Users - Request Access

ACTION ITEMS **MY ACCESS** **APPLICATION** **PERMISSIONS**

Search for and view your current applications or request access to additional applications.

[Click to Request Access to another application](#)

Filters

App ID:

App Name:

App Status:

Access Status:

MY ACCESS **PROFILE**

Search for and view your current applications or request access to additional applications.

[Instructions ?](#)

Request Access

Select Application:

Access the Data Submission Portal

All Users - Request Access

MY ACCESS

PROFILE

Search for and view your current applications or request access to additional applications.

✓

Thank you for your request. It is in the process of implementation. You will be receiving an e-mail soon with further information.

Instructions ?

[Click to Request Access to another application](#)

Filters

App ID:

App Name:

All

Owner:

App Status:

All

Access Status:

All

Role:

All

Run

Clear Filters

Record Count= 1

App ID	Application Name	Owner(s)	Delegate(s)/Admin	Role	App Status	Access Status	
147	Data Submission Portal	Kishore.Mattapalli@highered.texas.gov, Pavani.Parsi@highered.texas.gov, DeCha.Reid@highered.texas.gov		CBUser	Active	Approved	Remove Access

Access the Data Submission Portal

Texas Higher Education
COORDINATING BOARD

Home Reports ▾ Certification ▾ Reporting Manual

Hello TaTanisha (Logout)

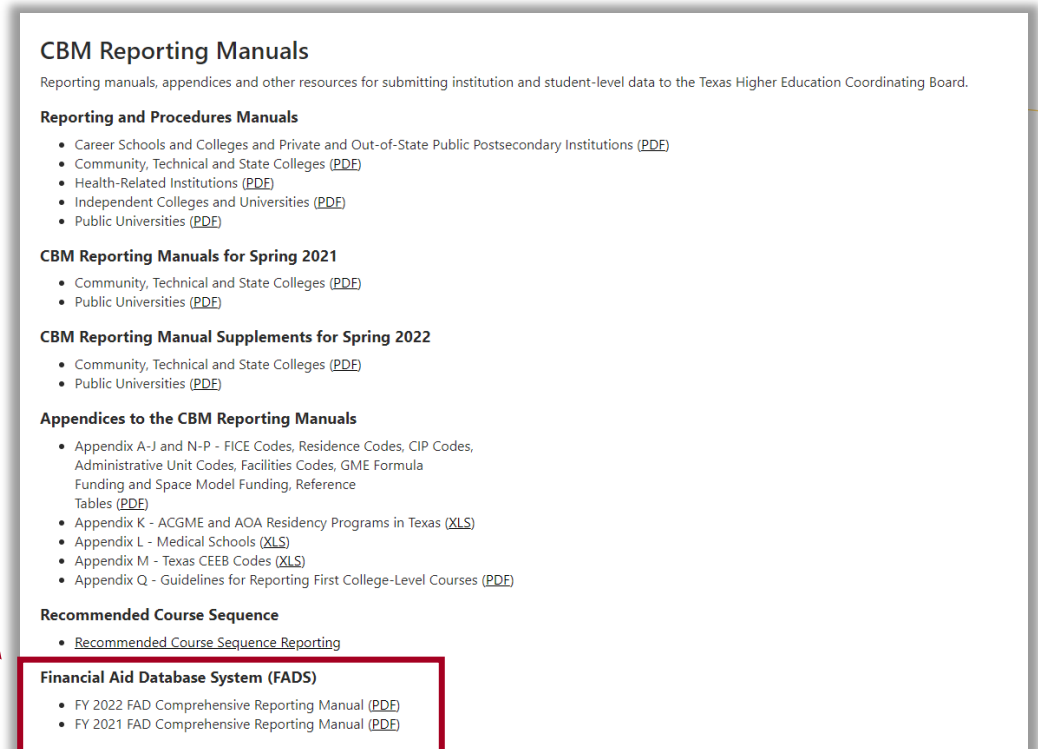
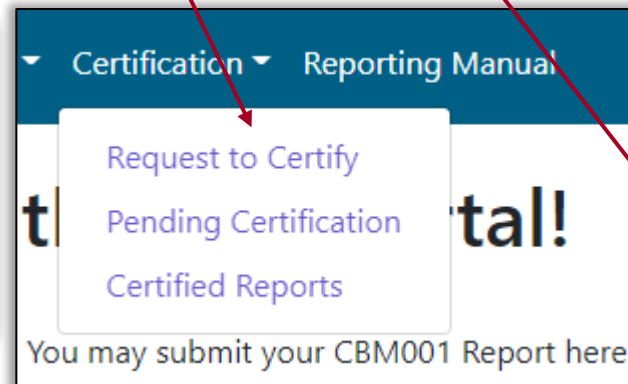
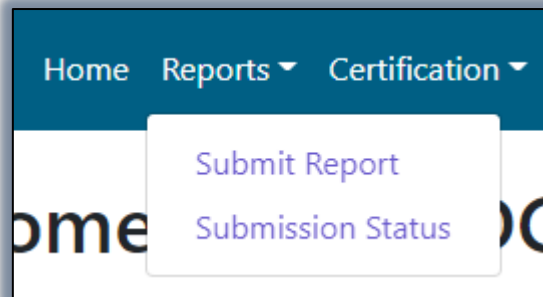
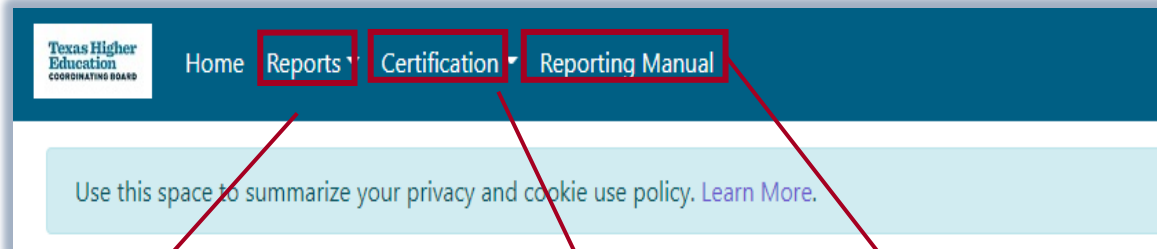
Use this space to summarize your privacy and cookie use policy. [Learn More.](#)

Accept

Welcome to the Data Submission Portal!

Welcome to the new Data Submission Portal.
If you have any questions or issues, please direct them to John Dinning at John.Dinning@highered.texas.gov.

Portal Toolbar



Upload File

Data Submission Portal

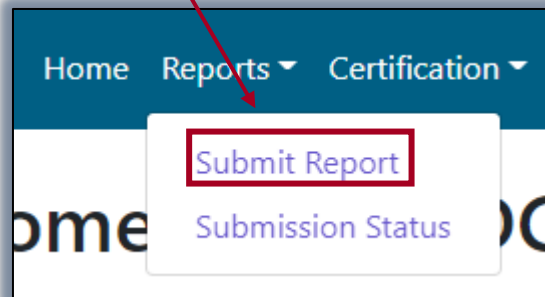
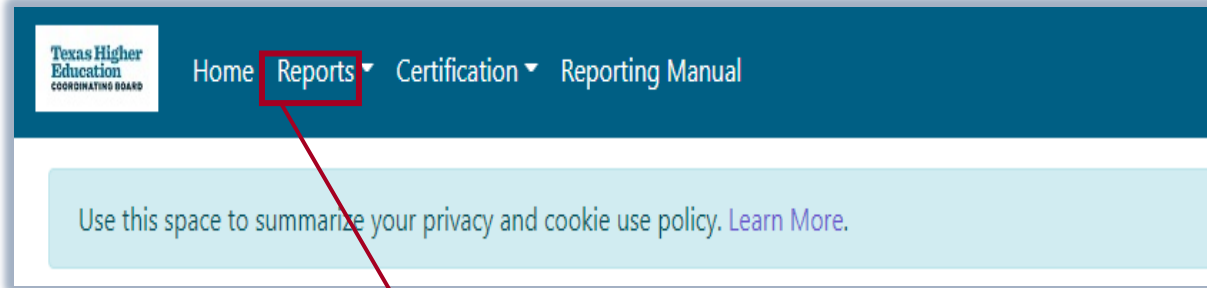


Submitting a Report

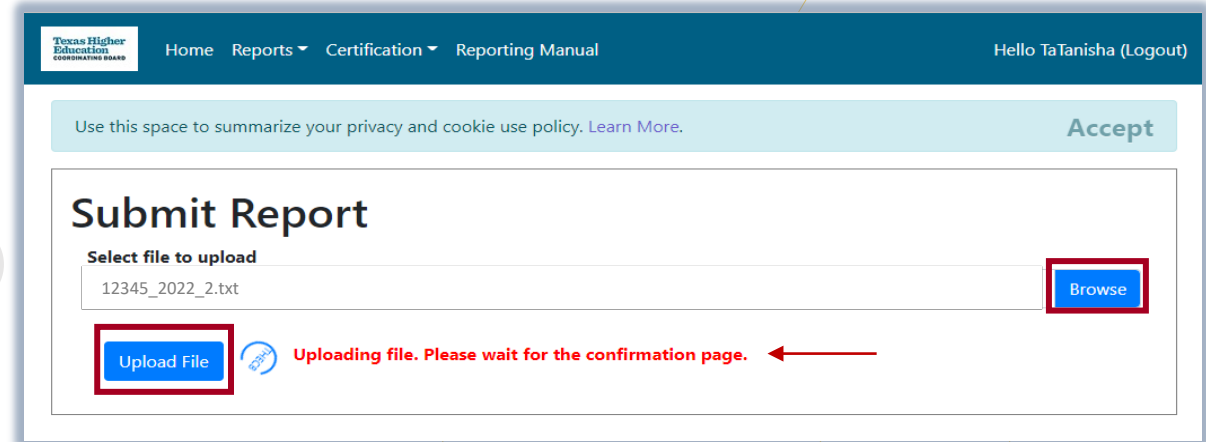
Submitting A Report



1




2





Real-Time Upload Messages

Successful Upload




Home Reports ▾ Certification ▾ Reporting Manual

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Thank you! Your file has been received and is processing. You may view your submission on the Submission Status page.

Upload Errors



Home Reports ▾ Certification ▾ Reporting Manual

The file cannot be processed - Invalid Record Code (File Label Id)



Home Reports ▾ Certification ▾ Reporting Manual

The file cannot be processed - Invalid Fice Code



Submission Status

Texas Higher Education Coordinating Board

Home Reports Certification Reporting Manual

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Accept

Submit Report

Submission Status

Submission Status

Report Type

Select All

Reporting Year

Select All

Reporting Period

Select All

Start Date

07/19/2022

End Date

08/18/2022

Get Submission Status

Submission Status

Show 10 entries

Search:

View Report	Input File	FICE	Type	Year	Period	Submitter Email	Date Submitted	Status
297793	Download	012015	FAD001	2022	Cycle 2	thecbtest@yahoo.com	08/18/2022 03:03 PM	Processing
6729	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/16/2022 01:59 PM	Submitted
6727	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/16/2022 01:57 PM	Error 3
6726	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/16/2022 01:57 PM	Error 3
6725	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/16/2022 01:56 PM	Error 3
6715	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/11/2022 10:02 AM	Submitted
6714	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/11/2022 09:38 AM	Submitted
6711	Download	012015	CBM00M	2022	Fall	thecbtest@yahoo.com	08/11/2022 09:27 AM	Submitted

Showing 1 to 8 of 8 entries

Previous 1 Next



Viewing Reports

- Error Report
- Reconciliation
- Program Comparison Report

Texas Higher Education Coordinating Board | Home Reports Certification Reporting Manual | Hello TaTanisha (Logout)

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Submission Status

Report Type: Reporting Year: Reporting Period: Start Date: End Date: [Get Submission Status](#)

Submission Status

Show entries Search:

View Report	Input File	FICE	Type	Year	Period	Submitter Email	Date Submitted	Status
297793 ECR Recon PCR	Download	012015	FAD001	2022	Cycle 2	thebtest@yahoo.com	08/18/2022 03:03 PM	Submitted
6726	Download	012015	CBM00M	2022	Fall	thebtest@yahoo.com	08/16/2022 01:57 PM	Error 3
6725	Download	012015	CBM00M	2022	Fall	thebtest@yahoo.com	08/16/2022 01:56 PM	Error 3
6715	Download	012015	CBM00M	2022	Fall	thebtest@yahoo.com	08/11/2022 10:02 AM	Submitted
6714	Download	012015	CBM00M	2022	Fall	thebtest@yahoo.com	08/11/2022 09:38 AM	Submitted
6711	Download	012015	CBM00M	2022	Fall	thebtest@yahoo.com	08/11/2022 09:27 AM	Submitted

Review/Download Reports

Data Submission Portal



Review Reports



Report Download Options

File View Export 1 of 2 Print now

TEXAS HIGHER EDUCATION COORDINATING BOARD

Reconciliation Report
Austin Community College

Item Number THECB Count of Students THECB Amount Reported Institution Count of Students Institution Amount Reported

10	Exempt Waiv Award 1	N/A	N/A	1,127	2,558,937
13	Exempt Waiv Award 2	N/A	N/A	0	0
16	Exempt Waiv Award 3	N/A	N/A	0	0
19	Exempt Waiv Award 4	N/A	N/A	0	0
48	Tuit Exempt Waiv	N/A	N/A	0	0
49	Categorical Aid				604,677
50	Federal Pell				30,304,963
51	Federal SEOG				1,603,548
52	TPEG				2,514,944
53	Tuition Differential				0
54	TEG State and GEER Tot				0
	TEG State Appropriation				N/A
	TEG GEER	N/A	N/A	N/A	N/A
60	HB3015 Grants and Scholarships	N/A	N/A	0	0
61	Restricted Grants and Scholarships	N/A	N/A	535	765,925
62	Unrestricted Grants and Scholarships	N/A	N/A	251	389,547
63	Federal VA Benefits	N/A	N/A	1,208	2,991,884
64	Athletic Grants and Scholarships	N/A	N/A	0	0
65	Student Deposit Scholarships	N/A	N/A	0	0
66	Other Federal Grants and Scholarships	N/A	N/A	0	0
67	Other State Grants and Scholarships	N/A	N/A	0	0

Export Options:

- Microsoft Excel (.xlsx)
- PDF (.pdf)
- Accessible PDF (.pdf)
- Microsoft PowerPoint (.pptx)

✓ Reconciliation.xlsx is ready for download
The report was exported to Reconciliation.xlsx and is available for download.

Submit Justifications

Data Submission Portal



Justifications

Certification Process



Texas Higher Education Coordinating Board

Home Reports Certification Reporting Manual

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Welcome to the Data Submission Portal!

Welcome to the new Data Submission Portal.
If you have any questions or issues, please direct them to John Dinning at John.Dinning@highered.texas.gov.

Certification Reporting Manual

Request to Certify

Pending Certification

Certified Reports

You may submit your CBM001 Report here.

Texas Higher Education Coordinating Board

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Report Types

Select Report

Reporting Year

Select Reporting Year

Reporting Period

Select Semi

Start Date

07/24/2022

End Date

08/23/2022

Get Certifiable Report

Certifiable Reports

Show 10 entries

Search:

Report	Input File	Header	Type	Year	Period	Submitter Email	Date Submitted	Request Status	Justification
ECR Recon PCR	Download	297793	FAD001	2022	Cycle 2	thecbtest@yahoo.com	08/18/2022 03:03 PM	Request Certification	

Showing 1 to 1 of 1 entries

Previous 1 Next

Justifications



Texas Higher Education
COMPLETION STATUS

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Certification request for FAD001 - 2022 Cycle 2

Error Item Justifications

Item Name	Rule ID	Rule Message	Number of Students	Justification
LastName	FAD001-134	no special characters	551	<div>null</div> <div>Maximum allowed 2000 characters only</div>
FirstName	FAD001-136	no special characters	80	<div>null</div> <div>Maximum allowed 2000 characters only</div>
EnrollmentStatus	FAD001-145	=1 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 12 and exception code <> 05, 15	4417	<div>null</div> <div>Maximum allowed 2000 characters only</div>
EnrollmentStatus	FAD001-146	=2 and classification (#33) = 1 or 5 and attempted hours for	4631	<div>null</div>

Justifications continued

Other Justifications:

Testing

Maximum allowed 2000 characters only

Select file to upload

select file

Browse

Cancel

Save as Draft

Request to Certify

Print Draft

Back to Results

Validating/Certifying Reports

Data Submission Portal



Certifying Reports

Validating/Certifying



Texas Higher Education Coordinating Board

Home Reports **Certification** Reporting Manual Hello TaTanisha (Logout)

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Welcome to the new Data Submission Portal.
If you have any questions or issues, please direct them to John...

Certification Reporting Manual

- Request to Certify**
- Pending Certification
- Certified Reports

You may submit your CBM001 Report here.

Date: 23-08-2022 **FICE Code: 012015** **Institution: Austin Community College**

VALIDATION

By submitting this form, you are confirming the information provided to you in the latest edit report is accurate. When you complete the validation form and click submit, we will consider it to be your confirmation of the data and you will have met your reporting requirements for the first/second cycle.

NOTE: If any data during the first and/or second cycle is found to be incorrect after you have submitted your validation, you will be unable to resubmit your database report. Corrections should be made to the data in the following cycle. During the third cycle, all data must be corrected and accurate to be certified.

Validating Name Title

Email Phone

☐ I hereby confirm that the student-by-student data provided to the Coordinating Board is valid and all items marked as "Review" accurately reflect the activities in our office for the academic year.

[Close](#) [Reset](#) [Submit](#)

Texas Higher Education Coordinating Board

Home Reports Certification Reporting Manual Hello TaTanisha (Logout)

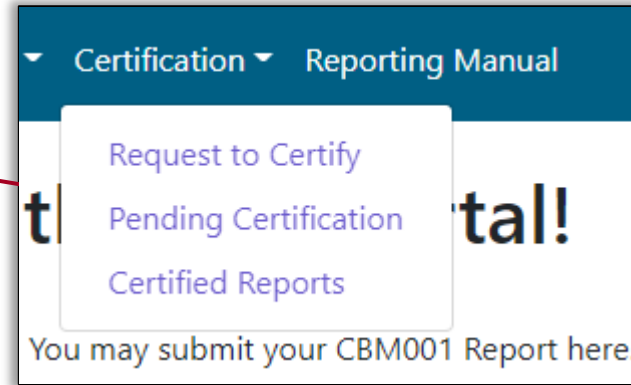
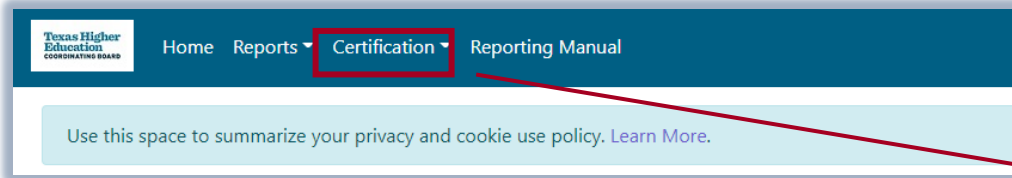
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Your request for the following report - FICE Code: 012015 and Report Type: FAD001 - Report Year: 2022 - Cycle 2 has been submitted for certification

[Back to Results](#)



Pending Certification



THECB | Texas Higher Education COORDINATING BOARD

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Accept

Report Types Select Report Reporting Year Select Reporting Year Reporting Period Select Semi Start Date 07/24/2022 End Date 08/23/2022 Get Pending Certifications

Pending Certifiable Reports

Show 10 entries Search:

Report	Input File	Header	Type	Year	Period	Submitter Email	Date Submitted	Request Status	Justification
ECR Recon PCR	Download	297793	FAD001	2022	Cycle 2	thebtest@yahoo.com	08/18/2022 03:03 PM	Certification Request Submitted	View

Showing 1 to 1 of 1 entries

Previous 1 Next

2023-24 Online TASFA

Updates

Online TASFA Update

An announcement was sent Aug. 26 to communicate that the 2023-24 Online TASFA is delayed.



STAY TUNED

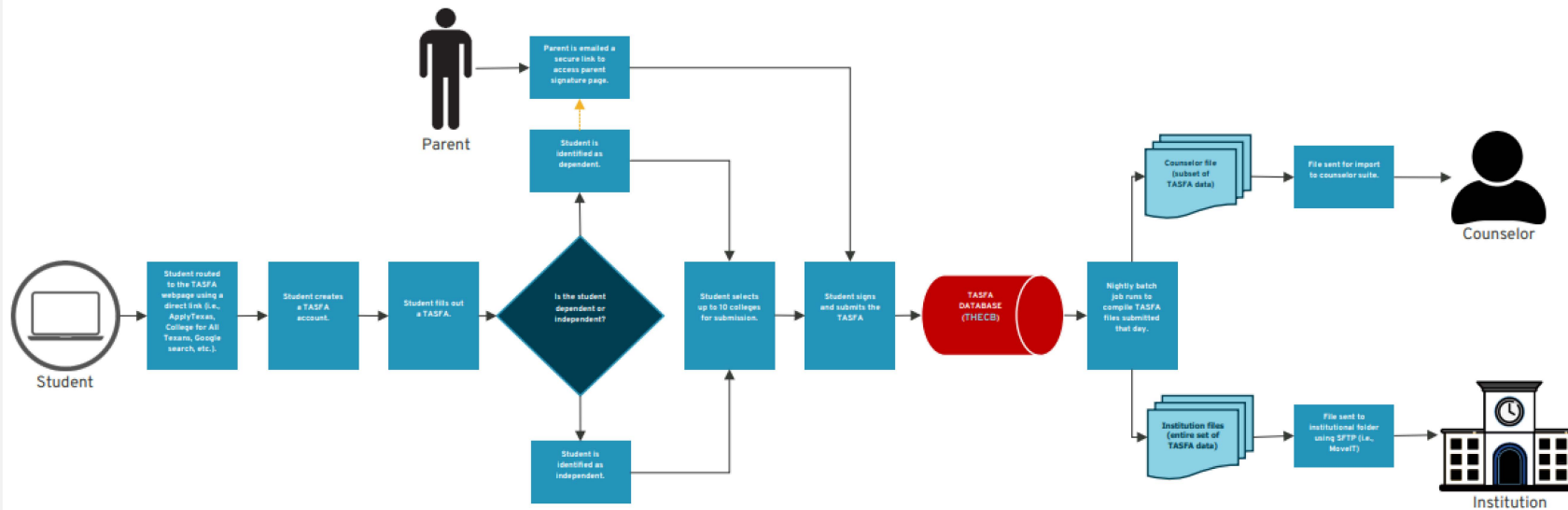
Extending the Online TASFA timeline will enable us to:

- provide adequate training to educators, students, and families; and
- improve data transmission with institutions

As we work to finalize the Online TASFA, we will alert stakeholders of new release dates and other milestones.

TEXAS APPLICATION FOR STATE FINANCIAL AID (TASFA)

SUBMISSION FLOW CHART



File Layout and Test Files

THECB Plan, Pay, & Complete College Institutional Resources & Programs Data & Reports Legislative & Media Resources About Us

Public Community, Technical, & State Colleges
Public Universities & Health-Related Institutions
Private Postsecondary Institutions
OERTX Repository
Institutional Grant Opportunities
Funding & Facilities
Governing Board Member Training
Title IX Training
Star Awards Program 2022

Student Financial Aid Programs

Stay Connected

Program Resources

Exemptions and Waivers
Grant Programs
Loan Programs
Tuition Set-Asides
Work-Study & Scholarships
Net Price Calculator

Program Resources

Institutions can find information to assist with the administration of state financial aid programs through the following program resources:

Grant Programs

- Resources for state grant programs: Toward Excellence, Access, and Success (TEXAS) Grant; Texas Educational Opportunity Grant (TEOG); Tuition Equalization Grant (TEG); Texas Transfer Grant Pilot Program; and Governor's Emergency Education Relief (GEER) State Grant.

Loan Programs

- Resources for low-interest loans available to Texas residents: College Access Loan (CAL) and Texas B-On-Time (BOT) Loan.

Work-Study & Scholarships

- Resources for Texas College Work-Study (TCWS) and the Work-Study Student Mentorship Program (WSMP); and information on the Bilingual Education Program, and the Texas Armed Services Scholarship Program (TASSP).

Exemptions and Waivers

- Resources for specific programs that may exempt or waive tuition and fees for certain individuals attending public institutions of higher education in Texas.

Tuition Set-Asides

- Information on Uniform Standards for Disclosing Designated Tuition Set-Aside Funds.
- Calculate Tuition Set-Aside Amounts.

Financial Aid Database (FAD) Report

The FAD Report is used to collect data for the Texas Higher Education Coordinating Board (THECB) to produce an annual statewide Financial Aid Report, determine state aid program allocations, conduct compliance monitoring, and generate additional statewide and institutional reports.

- [FY 2022 FAD Comprehensive Report Manual \[PDF\]](#)
 - [FY 2022 FAD Reconciliation Form \[PDF\]](#)
 - [FY 2022 FAD Reconciliation Submission Form](#)
- [FY 2021 FAD Comprehensive Report Manual \[PDF\]](#)

State Campus Based Programs

- [FY 2022 State Campus-Based Programs Annual Report \[PDF\]](#)
- [FY 2022 State Campus-Based Programs Annual Report Submission Form Link](#)
- [FY 2021 State Campus-Based Programs Annual Report \[PDF\]](#)
- [FY 2021 State Campus-Based Programs Annual Report Submission Form Link](#)

Texas Application for State Financial Aid (TASFA)

The Texas Application for State Financial Aid (TASFA) is the primary application for state financial aid for students attending public institutions of higher education in Texas.

2023-24 TASFA

The 2023-24 TASFA will be available online and also as a PDF paper copy.

- [2023-24 TASFA Paper Copy and Instructions \[PDF\] in English](#)
- [2023-24 TASFA Paper Copy and Instructions \[PDF\] en Español](#)

[TASFA FY 2024 File Layout](#)

FY 2024
(2023-2024)

Online
Texas Application for
State Financial Aid
(TASFA)
File Layout

Texas Higher
Education
COORDINATING BOARD

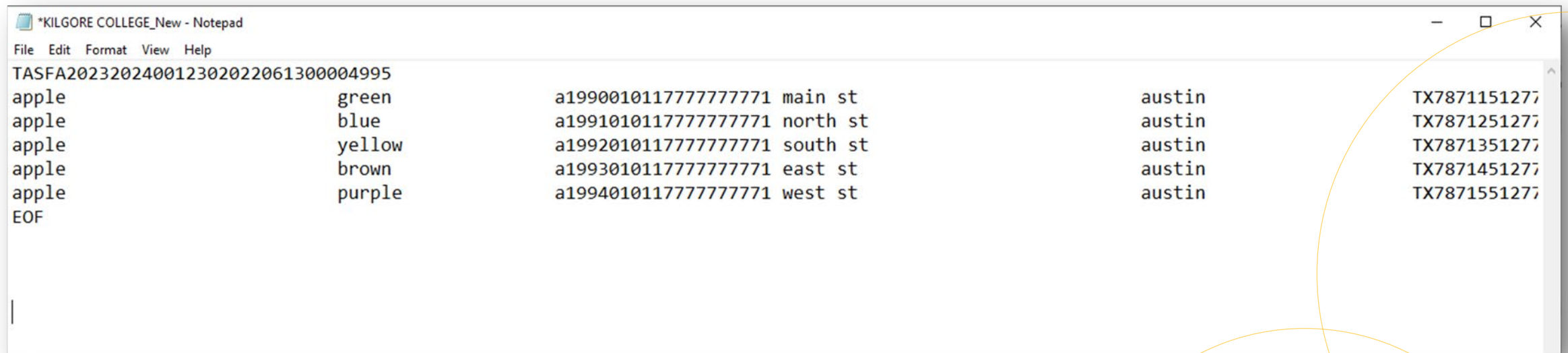
Financial Aid Services

File Layout and Test Files

Detailed Applicant Record

Field #	TASFA #	Start	End	Length	Field Name	Valid Content	Justified	Skip Logic
1.	1	1	30	30	STUDENT LAST NAME	<ul style="list-style-type: none"> Numbers 0 to 9 Uppercase letters A to Z Blank space(s) .(period) *(apostrophe) -(hyphen) 	Left	Required
2.	2	31	50	20	STUDENT FIRST NAME	<ul style="list-style-type: none"> Numbers 0 to 9 Uppercase letters A to Z Blank space(s) .(period) *(apostrophe) -(hyphen) 	Left	Required
3.	3	51	51	1	STUDENT MIDDLE INITIAL	<ul style="list-style-type: none"> Uppercase letters A to Z; or Blank 	Left	Optional
4.	4	52	59	8	STUDENT DATE OF BIRTH	MMDDYYYY	Right	Required
5.	5	60	60	1	STUDENT SOCIAL SSN, ITIN, DACA OR N/A SELECTION	1 = SSN 2 = ITIN 3 = DACA 4 = N/A	Right	Required
6.	5	61	69	9	STUDENT SSN, ITIN, DACA OR N/A NUMBER	<ul style="list-style-type: none"> 001010001 to 999999999; or Blank spaces 	Right	Conditional Field <ul style="list-style-type: none"> If user selects the N/A radio button, the number field is greyed out.

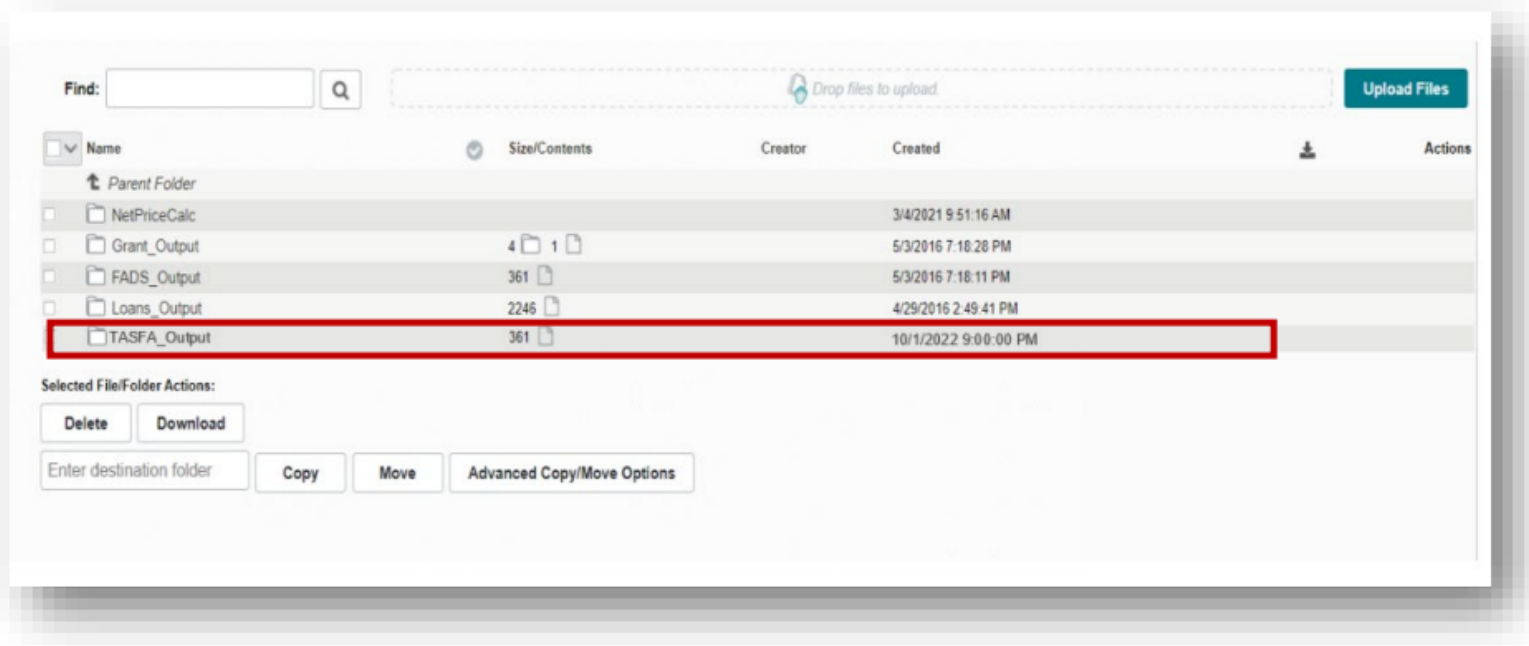
File Layout and Test Files



```
*KILGORE COLLEGE_New - Notepad
File Edit Format View Help
TASFA202320240012302022061300004995
apple          green      a199001011777777771 main st      austin      TX7871151277
apple          blue       a199101011777777771 north st     austin      TX7871251277
apple          yellow    a199201011777777771 south st    austin      TX7871351277
apple          brown     a199301011777777771 east st     austin      TX7871451277
apple          purple    a199401011777777771 west st     austin      TX7871551277
EOF
```

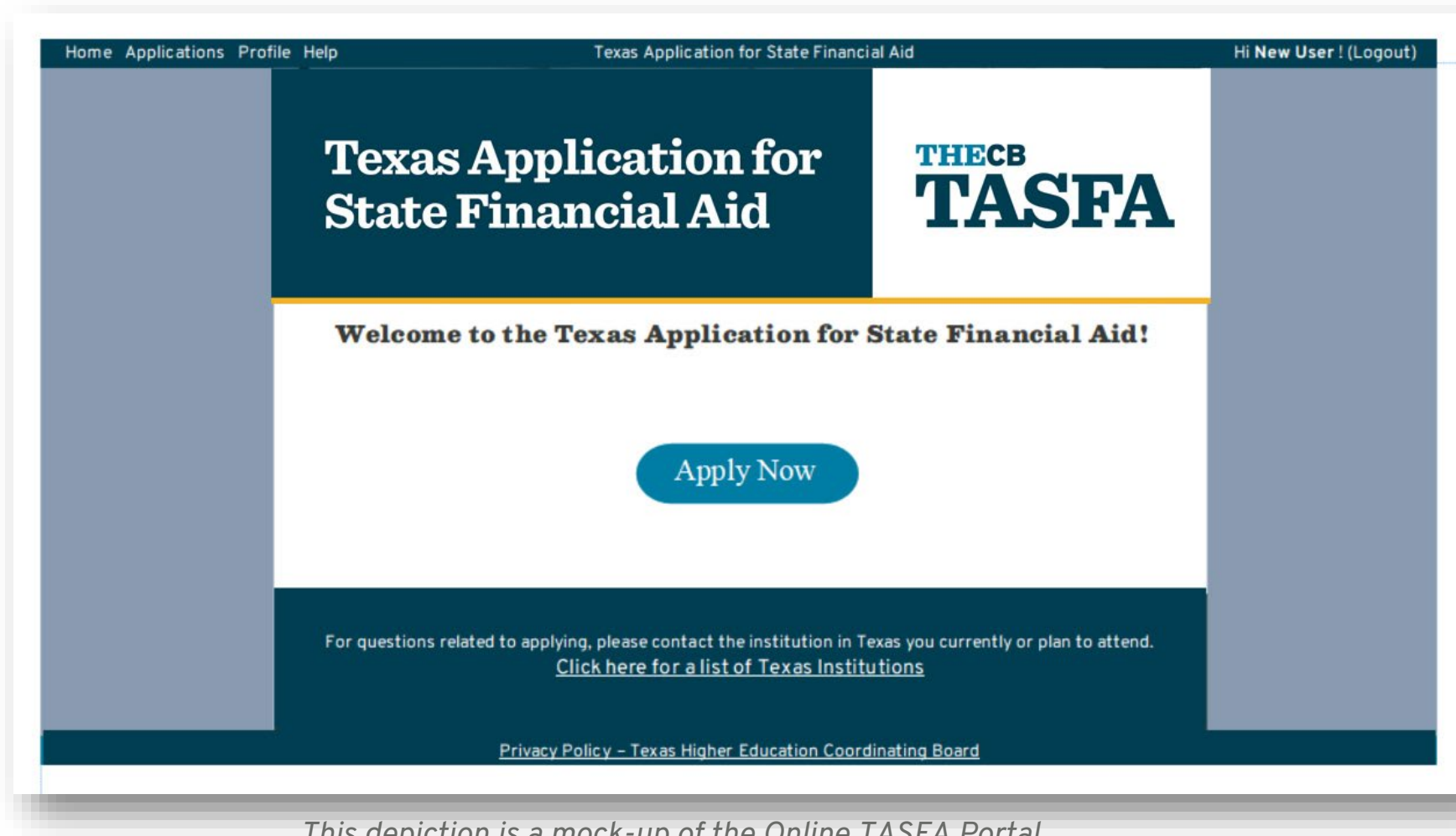
Data File Processing

TASFA files will be sent daily through a secure file transfer protocol (SFTP) using the THECB's online portal, [MOVEit DMZ](#), to the institution's dedicated **TASFA_Output** folder. In addition, a comprehensive report containing the award year, applicant name, email and submission date will be sent to institutions to help confirm submission status.



- Daily cumulative report for the award year
- Daily Fixed-length File
- Daily CSV File

TASFA Home Page



This depiction is a mock-up of the Online TASFA Portal

Application Page

Application Year: 2023-2024

Application ID: xxxxxxxxxxxxxxxxxxxx

Before you start, please make sure you review the filing requirements to complete the Free Application for Federal Student Aid (FAFSA) by visiting studentaid.gov or by contacting the financial aid office at the institution you plan to attend for the 2023-2024 award year.

You do not need to complete both the FAFSA and TASFA.

To begin your 2023-2024 TASFA, click on the Start button below.

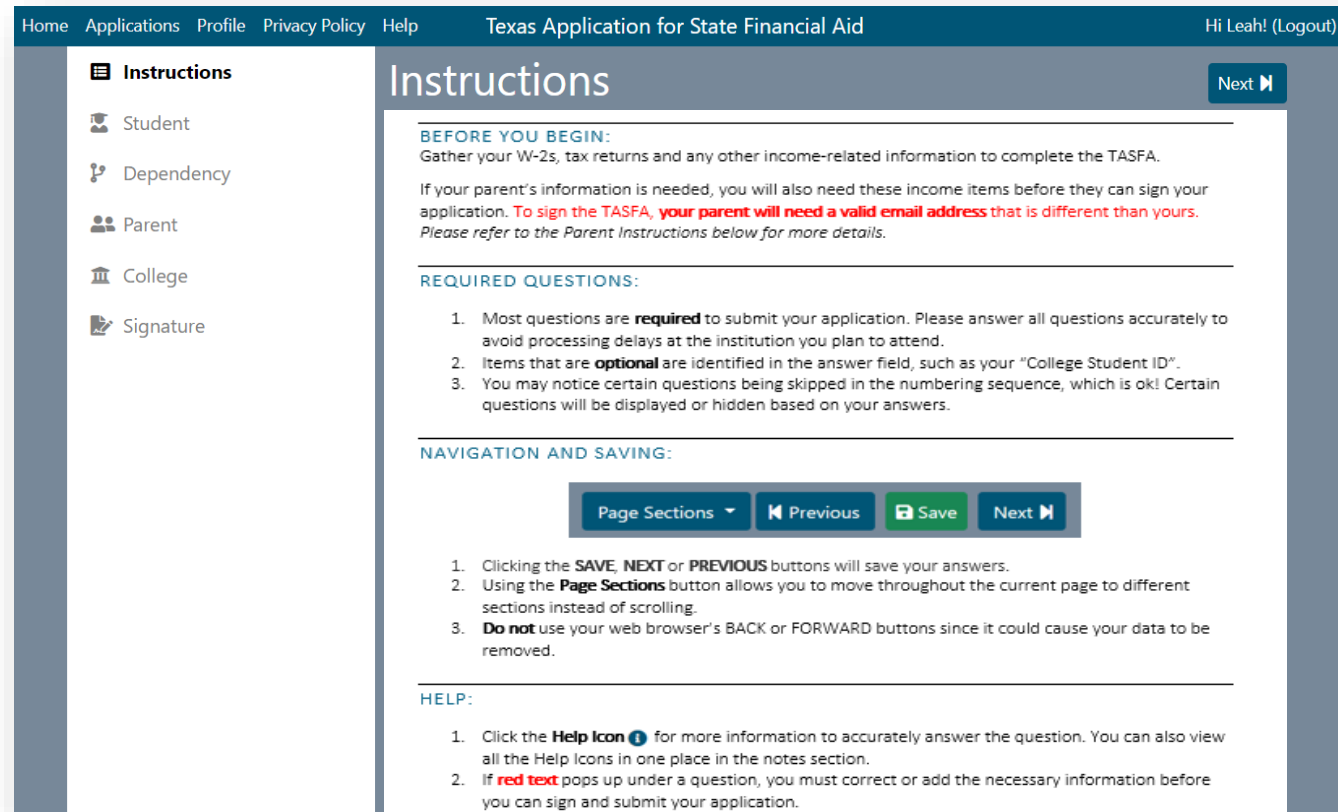
▶ Start

Mock-up of the Online TASFA Portal

Highlights

- User will initially see a “Start” button.
- Once information has been entered, the button changes to “Resume” so the user can exit and return at a later point.
- After submission, the button changes to “Submit application to additional colleges”.

Instructions Section

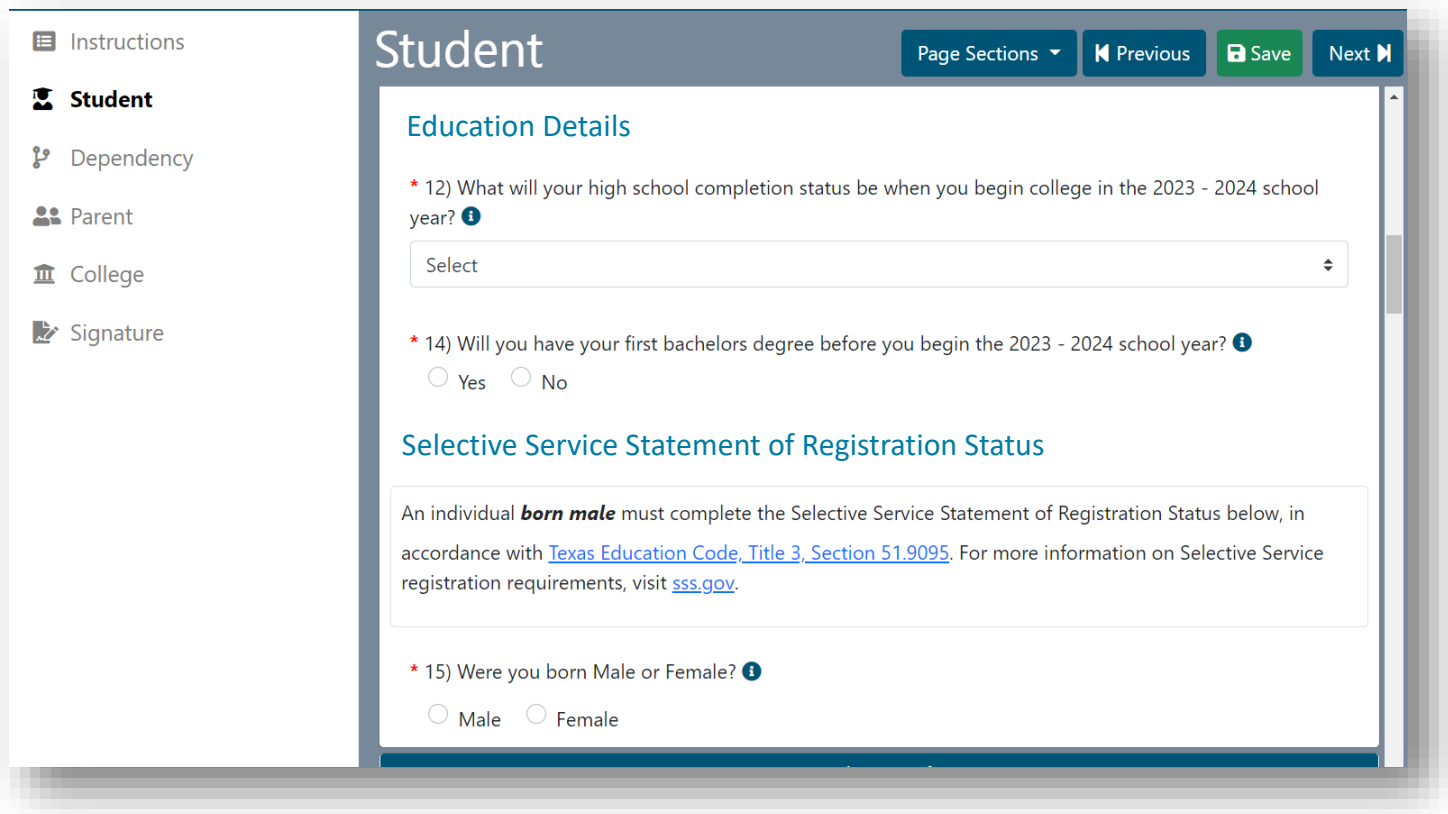


Mock-up of the Online TASFA Portal

Highlights

- Instructions are intended to prepare the user for the functionality they can expect to see while using the online form.

Student Section



The mock-up shows a web interface for the Student Section of the Online TASFA Portal. On the left is a sidebar with navigation links: Instructions, Student (active), Dependency, Parent, College, and Signature. The main content area is titled 'Student' and includes navigation buttons for Page Sections, Previous, Save, and Next. The 'Education Details' section contains two questions: Question 12 asks for high school completion status with a dropdown menu; Question 14 asks if the student will have a first bachelor's degree before the 2023-2024 school year with radio button options for Yes and No. The 'Selective Service Statement of Registration Status' section includes a text box with instructions and a link to the Texas Education Code, followed by Question 15 asking for birth gender with radio button options for Male and Female.

Instructions

Student

Dependency

Parent

College

Signature

Student

Page Sections Previous Save Next

Education Details

* 12) What will your high school completion status be when you begin college in the 2023 - 2024 school year? ⓘ

Select

* 14) Will you have your first bachelors degree before you begin the 2023 - 2024 school year? ⓘ

☐ Yes ☐ No

Selective Service Statement of Registration Status

An individual **born male** must complete the Selective Service Statement of Registration Status below, in accordance with [Texas Education Code, Title 3, Section 51.9095](#). For more information on Selective Service registration requirements, visit [sss.gov](#).

* 15) Were you born Male or Female? ⓘ

☐ Male ☐ Female

Mock-up of the Online TASFA Portal

Highlights

- Student tab has skip logic built in to display or hide certain questions such as selective service and spouse information.
- High school information will be collected to ensure seniors are reported to the school district for graduation requirement purposes.

Dependency Section

The image is a mock-up of the Online TASFA Portal. It features a sidebar on the left with navigation links: 'Instructions', 'Student', 'Dependency' (highlighted), 'College', and 'Signature'. The main content area is titled 'Dependency' and contains a series of questions (41-49) with radio button options for 'Yes' and 'No'. Questions 41, 42, 44, 45, 46, 47, 48, and 49 have 'No' selected. Question 43 is a text-based question about working on a master's or doctorate program. At the top right of the main area are buttons for 'Previous', 'Save', and 'Next'.

Instructions

Student

Dependency

College

Signature

Dependency

41) Were you born before January 1, 2000?

☒ Yes ☐ No

42) As of today, are you married? ⓘ

☐ Yes ☒ No

43) At the beginning of the 2023 - 2024 school year, will you be working on a master's or doctorate program (such as an MA, MBA, MD, JD, PhD, EdD, graduate certificate, etc.)?

☐ Yes ☒ No

44) Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training? ⓘ

☐ Yes ☒ No

45) Are you a veteran of the U.S. Armed Forces? ⓘ

☐ Yes ☒ No

46) Do you now have or will you have children who will receive more than half of their support from you between July 1, 2023 and June 30, 2024?

☐ Yes ☒ No

47) Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2024?

☐ Yes ☒ No

48) At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court? ⓘ

☐ Yes ☒ No

49) As determined by a court in your state of residence, are you or were you an emancipated minor? ⓘ

☐ Yes ☒ No

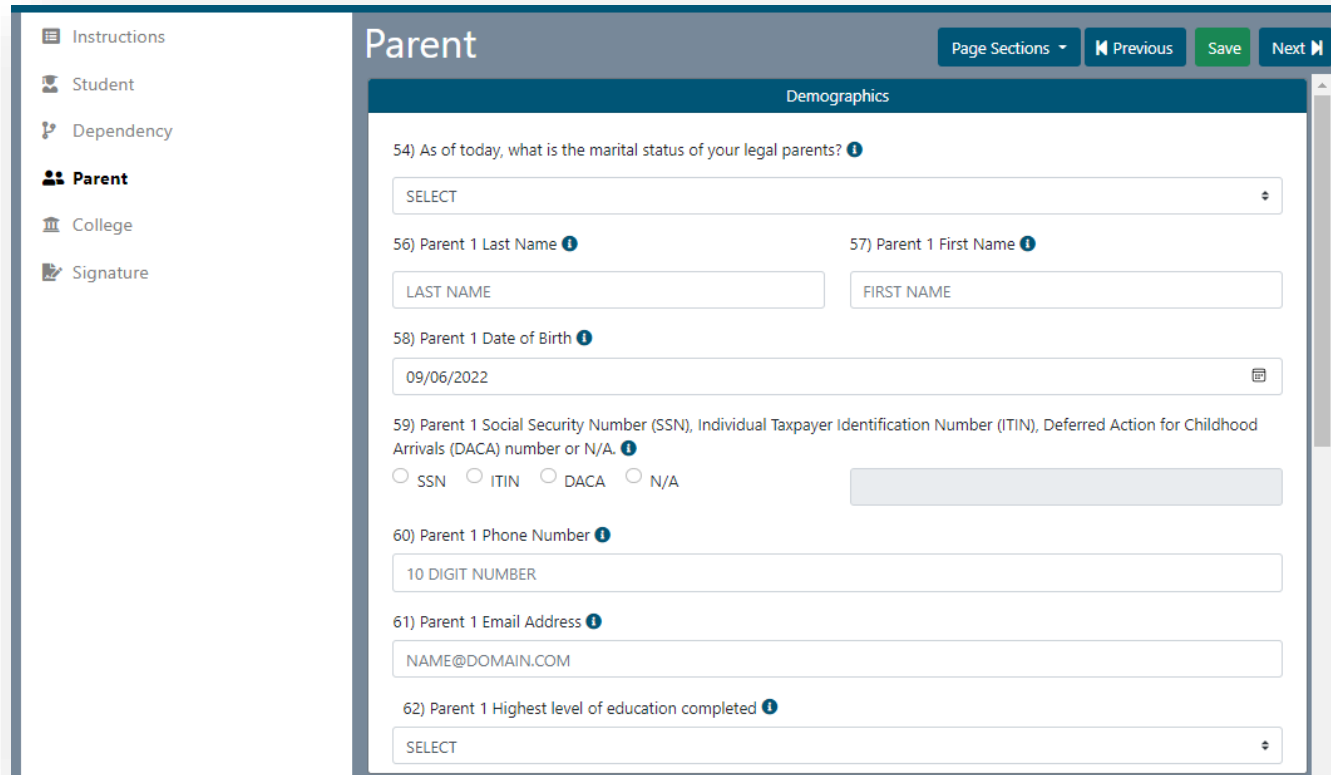
Previous Save Next

Mock-up of the Online TASFA Portal

Highlights

- Certain questions are prepopulated based answers from on the Student section.
- Parent tab will appear or disappear depending on the responses.

Parent Section



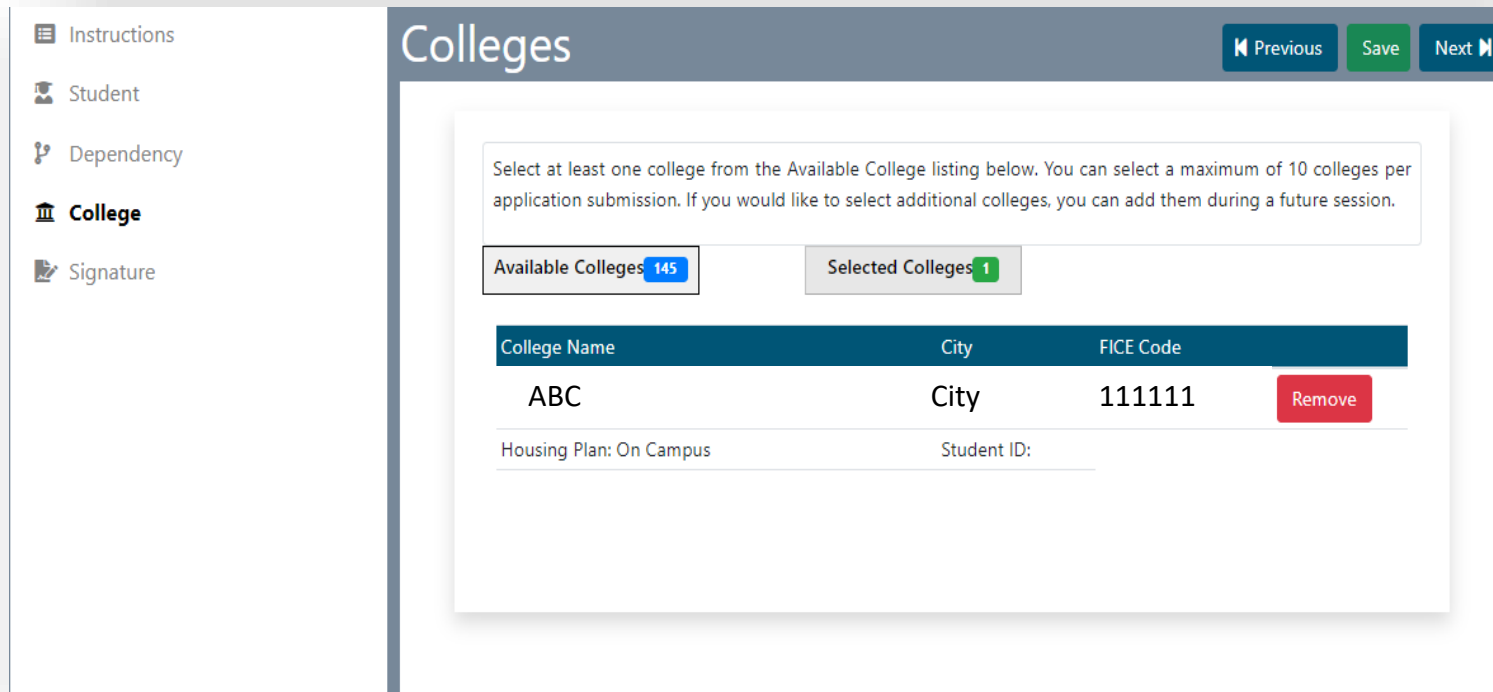
The image shows a mock-up of the Online TASFA Portal's Parent Section. On the left is a sidebar with navigation links: Instructions, Student, Dependency, **Parent** (highlighted), College, and Signature. The main content area is titled 'Parent' and contains a 'Demographics' section. This section includes several form fields: a dropdown for marital status (54), text boxes for Parent 1's last and first names (56, 57), a date picker for Parent 1's date of birth (58), radio buttons for Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), Deferred Action for Childhood Arrivals (DACA), or None of the Above (N/A) (59), a text box for Parent 1's phone number (60), a text box for Parent 1's email address (61), and a dropdown for Parent 1's highest level of education completed (62). At the top right of the main area are buttons for 'Page Sections', 'Previous', 'Save', and 'Next'.

Mock-up of the Online TASFA Portal

Highlights

- Skip logic is used if the parent is not married; Parent 2 will appear or stay hidden depending on the response.
- Parent must have an email different than the student's to eSign the TASFA.

College Section



The mock-up shows a web interface for the 'College Section' of the Online TASFA Portal. On the left is a sidebar with navigation links: 'Instructions', 'Student', 'Dependency', 'College' (highlighted), and 'Signature'. The main content area is titled 'Colleges' and includes 'Previous', 'Save', and 'Next' buttons. A text box instructs the user to select at least one college from the available listing, with a maximum of 10 colleges per submission. Below this, there are two tabs: 'Available Colleges' (showing 145) and 'Selected Colleges' (showing 1). The 'Available Colleges' tab is active, displaying a table with columns for 'College Name', 'City', and 'FICE Code'. The table contains one entry: 'ABC' in the College Name column, 'City' in the City column, and '111111' in the FICE Code column. To the right of this entry is a red 'Remove' button. Below the table, there are two input fields: 'Housing Plan: On Campus' and 'Student ID:'.

Instructions

Student

Dependency

College

Signature

Colleges

Previous Save Next

Select at least one college from the Available College listing below. You can select a maximum of 10 colleges per application submission. If you would like to select additional colleges, you can add them during a future session.

Available Colleges 145 Selected Colleges 1

College Name	City	FICE Code
ABC	City	111111

Remove

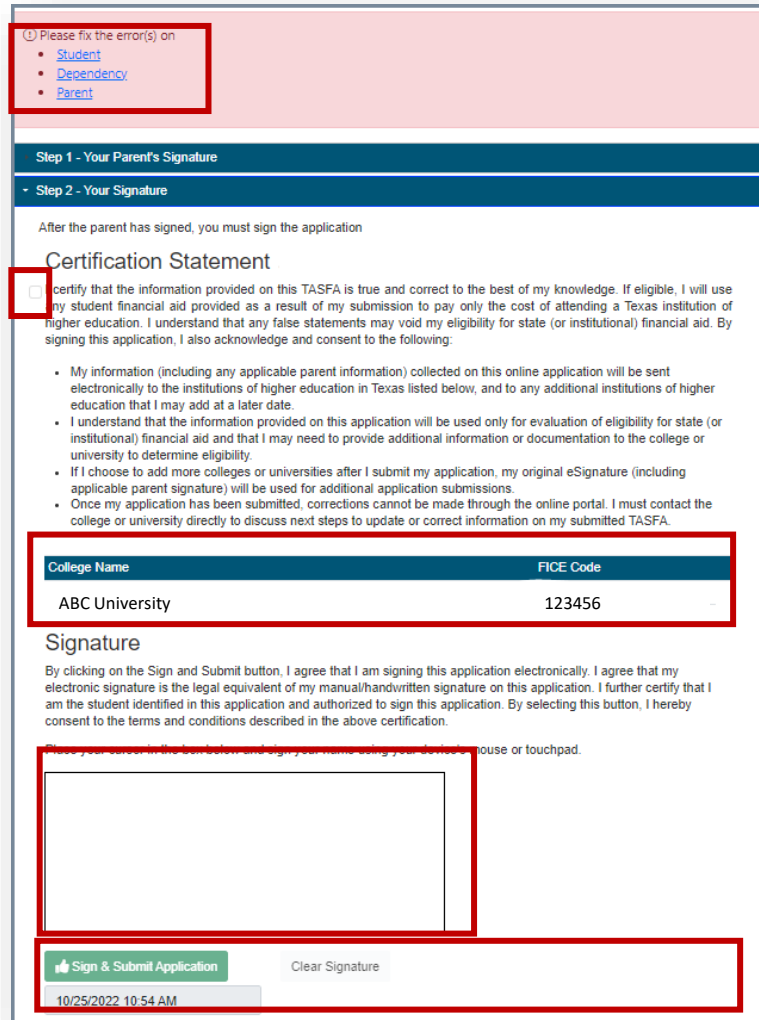
Housing Plan: On Campus Student ID:

Highlights

- User can add up to 10 colleges per submission.
 - Housing status is required
 - College Student ID is optional.
- Available colleges listing will be updated as they are selected.
 - User can remove colleges prior to submission by clicking the Selected Colleges tab.

Mock-up of the Online TASFA Portal

Signature Section



The mock-up shows a web form for the Signature Section of the Online TASFA Portal. At the top, a pink banner contains a message: "Please fix the error(s) on" followed by a bulleted list of links: "Student", "Dependency", and "Parent". Below this is a blue header bar with "Step 1 - Your Parent's Signature" and "Step 2 - Your Signature". The main content area is titled "Certification Statement" and contains a checkbox for the user to certify the information. Below the checkbox is a list of terms and conditions. A table below the terms lists "College Name" and "FICE Code" with "ABC University" and "123456" respectively. A "Signature" section follows, with a paragraph explaining the electronic signature process. Below this is a large rectangular box for the signature. At the bottom, there is a green button labeled "Sign & Submit Application" and a "Clear Signature" link. A timestamp "10/25/2022 10:54 AM" is displayed at the very bottom.

Please fix the error(s) on

- [Student](#)
- [Dependency](#)
- [Parent](#)

Step 1 - Your Parent's Signature

Step 2 - Your Signature

After the parent has signed, you must sign the application

Certification Statement

☐ I certify that the information provided on this TASFA is true and correct to the best of my knowledge. If eligible, I will use my student financial aid provided as a result of my submission to pay only the cost of attending a Texas institution of higher education. I understand that any false statements may void my eligibility for state (or institutional) financial aid. By signing this application, I also acknowledge and consent to the following:

- My information (including any applicable parent information) collected on this online application will be sent electronically to the institutions of higher education in Texas listed below, and to any additional institutions of higher education that I may add at a later date.
- I understand that the information provided on this application will be used only for evaluation of eligibility for state (or institutional) financial aid and that I may need to provide additional information or documentation to the college or university to determine eligibility.
- If I choose to add more colleges or universities after I submit my application, my original eSignature (including applicable parent signature) will be used for additional application submissions.
- Once my application has been submitted, corrections cannot be made through the online portal. I must contact the college or university directly to discuss next steps to update or correct information on my submitted TASFA.

College Name	FICE Code
ABC University	123456

Signature

By clicking on the Sign and Submit button, I agree that I am signing this application electronically. I agree that my electronic signature is the legal equivalent of my manual/handwritten signature on this application. I further certify that I am the student identified in this application and authorized to sign this application. By selecting this button, I hereby consent to the terms and conditions described in the above certification.

Place your cursor in the box below and sign your name using your device's mouse or touchpad.

10/25/2022 10:54 AM

Highlights

- Incomplete sections will show on a banner with hyperlinks to the applicable pages.
- Once all errors are clear, user can click the Certification Statement acknowledgment box
- Colleges selected will be displayed prior to signing.
 - User uses mouse or finger to add signature.
 - Click the green Sign & Submit Application

Signature Section

The screenshot shows the 'Signature' section of the online TASFA portal. On the left is a navigation menu with links: Instructions, Student, Dependency, Parent, College, and Signature. The main content area has a header 'Signature' with a 'Previous' button. Below the header is a green message box stating 'Your parent must sign the TASFA before you can submit!'. Underneath is a section titled 'Step 1 - Your Parent's Signature'. Within this section, there is a text field containing 'Send e-mail notification to Parent at LEAHTESTER1.2.3@GMAIL.COM' and a green 'Send Email' button. This entire section is highlighted with a red rectangular border.

This screenshot shows the 'Signature' section after a successful email notification. The navigation menu and 'Step 1 - Your Parent's Signature' header remain the same. However, the green message box now says 'Email sent successfully!'. Below this, a new message appears: 'Your application is awaiting parent signature. Please instruct Parent 1 review your application, and have them sign the parent portion of the application.' This is followed by the text 'Resend e-mail notification to Parent at LEAHTESTER1.2.3@GMAIL.COM' and a green 'Send Email' button. A new section, 'Step 2 - Your Signature', is now visible at the bottom. The 'Email sent successfully!' message box is highlighted with a red rectangular border.

Mock-up of the Online TASFA Portal

Highlights

- Once all fields are complete and validated, the student can send their parent a secure link to access and sign their application.
- The student can send a new link at any point up until the parent has signed.

Parent Access Link

THECB TASFA

Dear <insert parent name>,

<insert name> has successfully started their 2023-24 Texas Application for State Financial Aid (TASFA)! In order for your student to submit their application, your signature is needed on the TASFA. To access and sign the application, please have the following items ready prior to clicking the secure link below.

- Student's Application ID
 - Provided via email to your student or can be found on their TASFA "Profile" page
- Student's Email Address
 - Must match the email on your student's TASFA
- Student's Date of Birth (DOB)
 - Must match your student's TASFA

[Click here to start the parent signature process](#)

Next Steps

- Once you access the TASFA, please review the information entered by your student.
- If any information is incorrect, your student will need to log into their account to update this information prior to you signing the application.
- After you have reviewed the application, please click the certification box, and electronically sign the TASFA on the Signature section.
- You and your student will both receive a confirmation email, and your student will need to log back into the sign and submit their application.

Alert: Your secure link will expire after 48 hours. If the link in this email is inactive, your student can send you an email with a new secure link by navigating to the Signature section and clicking the "Send Email" button.

If you have questions about the application process, please contact the college your student attends or plans to attend for assistance.

Thank you,

Texas Higher Education Coordinating Board

Note: This email notification is only informational, so please do not reply to this automated message.

Mock-up of the Online TASFA Portal

Highlights

- Parent clicks on the link in the email to launch a new browser to enter three specific student validation items to access the application to sign.

Parent Signature

The mock-up displays the 'Parent Signature' section of the Online TASFA Portal. On the left is a sidebar with navigation links: Instructions, Student, Dependency, Parent, College, and Signature (highlighted). The main content area is titled 'Certification Statement' and contains a paragraph of text followed by a bulleted list of terms and conditions. Below this is a 'Signature' section with a paragraph of text and a signature box containing a handwritten signature. A green 'eSign Application' button is located at the bottom of the signature section. To the right of the main content area is a large blue box with a white confirmation message: 'Application has been signed.' followed by a checkmark icon and the text 'You will be receiving application updates via email.'

Instructions

Student

Dependency

Parent

College

Signature

Certification Statement


I certify that I am the parent of **TESTER TEST** and that the information provided on this TASFA is true and correct to the best of my knowledge. If eligible, my child will use any student financial aid provided as a result of their submission to pay only the cost of attending a Texas institution of higher education. I understand that any false statements may void my child's eligibility for state (or institutional) financial aid. By signing this application, I also acknowledge and consent to the following:

- My information collected on this online application will be sent electronically to the institutions of higher education in Texas that my child selects, and to any additional institutions of higher education that may be added at a later date.
- I understand that the information provided on this application will be used only for evaluation of eligibility for state (or institutional) financial aid and that I may need to provide additional information or documentation to the college or university to determine eligibility.
- If my child chooses to add more colleges or universities after they submit their original application, my original eSignature will be used for additional application submissions.
- Once my child's application has been submitted, corrections cannot be made through the online portal. My child must contact the college or university directly to discuss next steps to update or correct information on their submitted TASFA.

Signature

By clicking on the Sign and Submit button, I agree that I am signing this application electronically. I agree that my electronic signature is the legal equivalent of my manual/handwritten signature on this application. I further certify that I am the "Parent 1" identified in this application and authorized to sign this application. By selecting this button, I hereby consent to the terms and conditions described in the above certification.

Place your cursor in the box below and sign your name using your device's mouse or touchpad.



eSign Application

Application has been signed.

✓

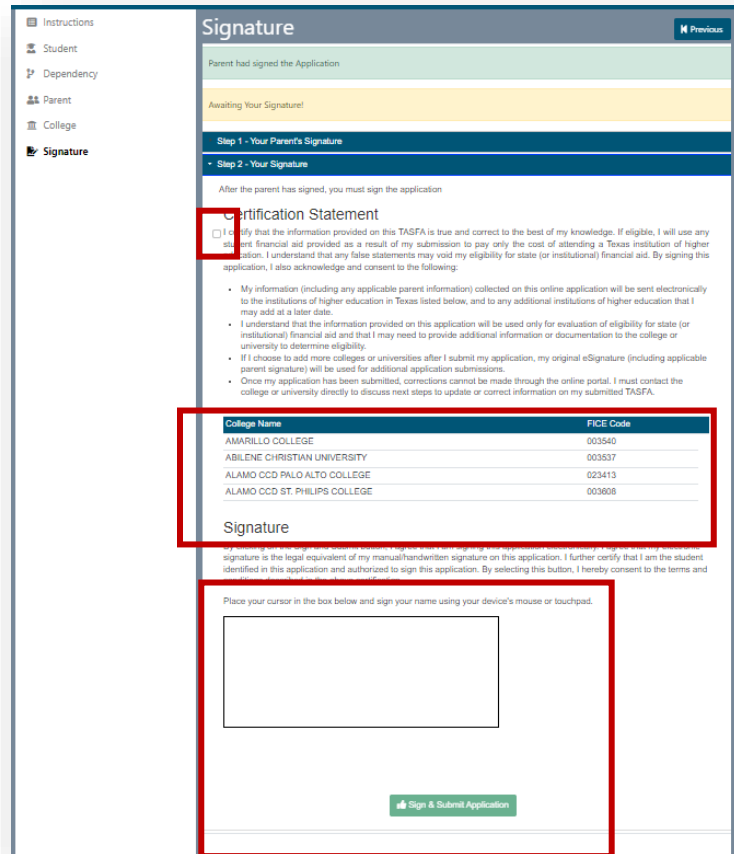
You will be receiving application updates via email.

Mock-up of the Online TASFA Portal

Highlights

- Parent will have read-only access to the student's application.
- Once they are ready to sign, they go to the Signature section.
- Parent user can click the certification statement acknowledgment box and then uses mouse or finger to add signature, then clicks the green eSign button.

Signature Section



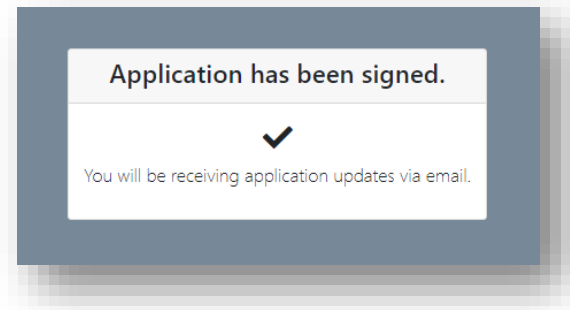
The image shows a screenshot of the Online TASFA Portal's Signature Section. The left sidebar contains navigation links: Instructions, Student, Dependency, Parent, College, and Signature (which is highlighted). The main content area is titled 'Signature' and includes a 'Previous' button. It shows the status 'Parent has signed the Application' and 'Awaiting Your Signature!'. Below this, there are two steps: 'Step 1 - Your Parent's Signature' and 'Step 2 - Your Signature'. A message states: 'After the parent has signed, you must sign the application.' A 'Certification Statement' section contains a checkbox and text: 'I certify that the information provided on this TASFA is true and correct to the best of my knowledge. If eligible, I will use any state financial aid provided as a result of my submission to pay only the cost of attending a Texas institution of higher education. I understand that any false statements may void my eligibility for state (or institutional) financial aid. By signing this application, I also acknowledge and consent to the following:'. Below this is a table of colleges and their FICE codes. A 'Signature' section contains a large box for the student's signature and a 'Sign & Submit Application' button.

College Name	FICE Code
AMARILLO COLLEGE	003540
ABILENE CHRISTIAN UNIVERSITY	003537
ALAMO CCD PALO ALTO COLLEGE	023413
ALAMO CCD ST. PHILIPS COLLEGE	003608

Mock-up of the Online TASFA Portal

Highlights

- User clicks certification statement box.
- Colleges should be displayed on the table prior to signing.
- Student signs with mouse or finger on touchpad.
- Clicks the green Sign & Submit Application.



Application Year: 2023-2024

College Name	Submitted On	View Application
ABC College	9/28/2022	View application
ABCD College	9/28/2022	View application
ABCDE College	9/28/2022	View application
ABCDEF College	9/28/2022	View application

[▶ Submit Application to additional colleges](#)

Mock-up of the Online TASFA Portal

Printable Copy

Highlights

Student can go to the Applications page to:

- View the date submitted
- Print a copy of their submitted TASFA in PDF format.
- Add additional schools to submit.

TASFA 2023-2024

TEXAS APPLICATION FOR STATE FINANCIAL AID

JULY 1, 2023 - JUNE 30, 2024

THECB

Texas Higher Education
COORDINATING BOARD

The Texas Application for State Financial Aid (TASFA) is a **free** application that collects information to help determine eligibility for state (or institutional) financial aid programs administered by institutions of higher education in the state of Texas.

Students classified as Texas residents who are not eligible to apply for federal financial aid using the Free Application for Federal Student Aid (FAFSA) are encouraged to complete the TASFA. To review the FAFSA filing requirements, visit [studentaid.gov](#) or contact the financial aid office at the institution you plan to attend for the 2023-24 award year. The federal application covers federal and state financial aid opportunities. If you meet the FAFSA filing requirements, then you should submit a completed FAFSA.

YOU DO NOT NEED TO COMPLETE BOTH THE FAFSA AND TASFA.

The 2023-24 state financial aid priority application deadline for many institutions of higher education is **January 15, 2023**. It is important to complete and submit this application with all required documentation to the financial aid office on or before **Jan. 15** to be considered for the most financial aid possible.

To complete this application, answer each item within each section. If a question does not apply to you, answer N/A for not applicable. For clarification on certain items, refer to the **TASFA Notes on pages 7-14**. If you have further questions about this form, contact the financial aid office at your institution.

Note: Personal information collected on the TASFA is protected under the Family Educational Rights and Privacy Act (FERPA) of 1974.

SECTION 1: STUDENT INFORMATION

DEMOGRAPHICS

1. Last Name <i>Test</i>	2. First Name <i>Test</i>	3. Middle Initial
4. Date of Birth <i>05/05/1990</i>	5. What is your Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), Deferred Action for Childhood Arrivals (DACA) number? Or check N/A <input checked="" type="checkbox"/>	
6. Your permanent mailing address number and street (include apt. number) <i>123 Testing Drive</i>		
7. City <i>Test City</i>	8. State <i>TX</i>	9. ZIP Code <i>12345</i>
10. Phone Number <i>(123) 456-7891</i>		
11. Your Email Address <i>testing123@gmail.com</i>		

EDUCATION DETAILS

12. What will your high school (HS) completion status be when you begin college in the 2023-24 school year?	<input checked="" type="checkbox"/> High School Diploma <input type="checkbox"/> High School Equivalency Certificate (i.e., GED, HSET, etc.) (Skip to questions 13c & 13d)	<input type="checkbox"/> Homeschooled (Skip to question 14) <input type="checkbox"/> None of these (Skip to question 14)
13a. High School Name (If applicable) <i>Test</i> High School	13b. High School City (If applicable) <i>Test</i> city	13c. HS State (If applicable) <i>TX</i>
		13d. HS ZIP code (If applicable) <i>12345</i>
14. Will you have your first bachelor's degree before you begin the 2023-24 school year? <input type="checkbox"/> Yes <input type="checkbox"/> No		

SELECTIVE SERVICE STATEMENT OF REGISTRATION STATUS

An individual born male must complete the Selective Service Statement of Registration Status below, in accordance with Texas Education Code, Title 3, Section 51.9095. For more information on Selective Service registration, visit [sss.gov](#).

15. Were you born male or female? ☐ Male ☒ Female

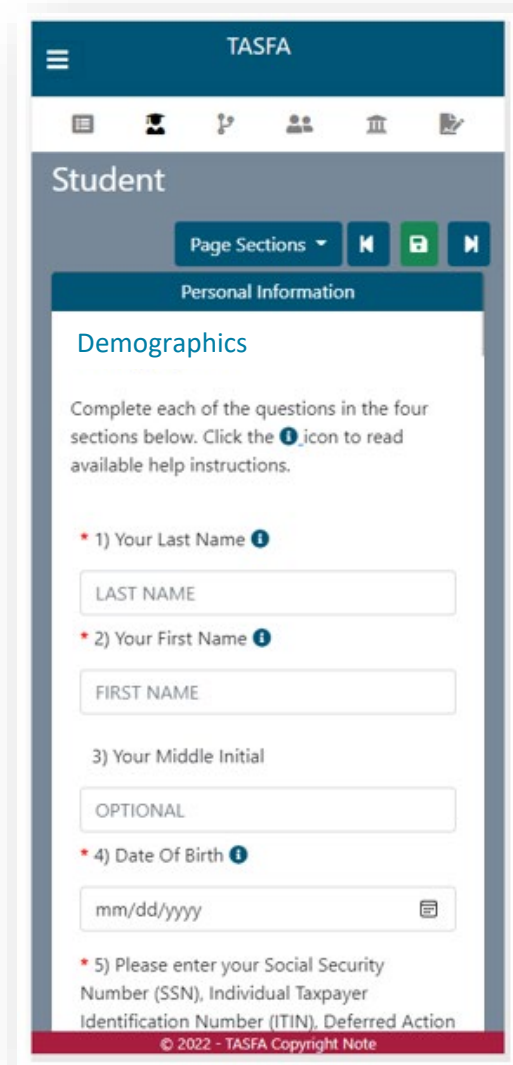
16. Please mark one option below:

<input checked="" type="checkbox"/> I was born female and not required to register. <input type="checkbox"/> I was born male and am under the age of 18, and not currently required to register. <input type="checkbox"/> I was born male and am REGISTERED with the Selective Service. <input type="checkbox"/> I was born male and am over age 18. I am not registered with the Selective Service, and I am not exempt.	<input type="checkbox"/> I was born male and am EXEMPT from registration because: (please briefly explain why you are exempt in the box below.)
---	---

2023-24 Texas Application for State Financial Aid (TASFA) 1

Features

- Application is dynamic so it will adjust to the device being used



The image shows a mobile application interface for the TASFA (Texas Application for State Financial Aid) portal. The header is dark blue with the TASFA logo and a hamburger menu icon. Below the header is a navigation bar with icons for home, profile, help, settings, and other functions. The main content area is titled "Student" and features a "Page Sections" dropdown menu. The "Personal Information" section is highlighted, and the "Demographics" sub-section is active. The form contains five numbered questions: 1) Your Last Name, 2) Your First Name, 3) Your Middle Initial, 4) Date Of Birth, and 5) Please enter your Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), Deferred Action. Each question has a corresponding input field with a placeholder text. The bottom of the screen displays a copyright notice: "© 2022 - TASFA Copyright Note".

Mock-up of the Online TASFA Portal

Features

- Application is dynamic so it will adjust to the device being used
- Navigation buttons include an automatic “save” feature, so the user does not lose any completed progress.

The image is a mock-up of the Online TASFA Portal. At the top, there is a header bar with the word "Student" on the left. On the right side of the header bar, there is a navigation area with four buttons: "Page Sections" (with a dropdown arrow), "Previous" (with a left arrow), "Save" (with a floppy disk icon), and "Next" (with a right arrow). These four buttons are enclosed in a red rectangular box. Below the header bar, the main content area is titled "Personal Information" and "Demographics". It contains a series of form fields for user information, each with a red asterisk and a question number. The fields are: 1) Your Last Name (text input), 2) Your First Name (text input), 3) Your Middle Initial (text input), 4) Date Of Birth (date picker), 5) Please enter your Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), Deferred Action for Childhood Arrivals (DACA) number or N/A (radio buttons for SSN, ITIN, DACA, N/A), 6) Your mailing address number and street (include apt. number) (text input), 7) City (and country if not U.S.) (text input), 8) State (dropdown menu), and 9) Zip Code (text input). Each field has a small blue information icon (i) next to it.

Mock-up of the Online TASFA Portal

Features

- Application is dynamic so it will adjust to the device being used
- Navigation buttons include an automatic “save” feature, so the user does not lose any completed progress.
- Help icons provide additional clarification and will be closely aligned with FAFSA.

The image shows a mock-up of the Online TASFA Portal. The main header is 'Student' with a 'Page Set' button. Below it is a 'Personal Information' tab. The section is titled 'Demographics' and includes instructions: 'Complete each of the questions in the four sections below. Click the ? icon to read av'. The form has several fields with red asterisks indicating required information:

- 1) Your Last Name (with a ? icon)
- 2) Your First Name
- 3) Your Middle Initial
- 4) Date Of Birth (with a ? icon)
- 5) P (with a ? icon)
- 6) Your mailing address number and street (include apt. number) (with a ? icon)
- 7) City (and country if not U.S.)
- 8) State
- 9) Zip Code (with a ? icon)

A modal dialog box is open over the 'Your Last Name' field, containing the text: 'Enter your full, legal last name. Do not use nicknames or abbreviations since this information will be used to match your application with your official record if you enroll in a college.' and a 'Close' button.

Mock-up of the Online TASFA Portal

Reminders, Updates, and Deadlines

Coming Soon!

FORWARD Loan Program

Future Occupations & Reskilling Workforce Advancement to Reach Demand
(FORWARD) Loans will have several unique characteristics:

- A lower interest rate than the College Access Loan
- Borrowing limits and repayment will be tied to the manageable debt goal
- Eligibility tied to high-value/high-demand credentials

Reminders, Updates, and Deadlines

Reminders

- **New!** FAD Reconciliation Form and Submission Link (FY 2022)

Updates

- **New!** Latest News section on Student Financial Aid Programs website highlights upcoming alerts and reminders.

Deadlines

- Deadline to submit 2021-22 (FY 2022) State Campus-Based Report – **10/28**
- Deadline to submit User Access Institutional Roles Survey – **11/18**
- Deadline to certify 2021-22 (FY 2022) FAD Cycle Three – **12/5**
- Deadline for legislators to nominate a student for TASSP extended – **12/31**

Contact Student Financial Aid Programs

The following phone lines are available for borrowers and the public:

Borrower Services

- Student Borrowers (Cosigners): (800) 242-3062

Texas Financial Aid Information Center

- Public Line: (888) 311-8881

Contact Financial Aid Services in one of the following ways:

FAS Institutional Phone Line

- Institutions Only: (844) 792-2640

Submit inquiries online through the [CONTACT US](#) web form.



Phone Line
Hours of Operation:
Mon-Fri
8 a.m. to 5 p.m.
(Closed 12-1 daily)

Submit a CONTACT US

To ensure inquiries are routed correctly, complete these steps:

- Select “**Institution**” in *Received From* box.
- Enter the institution’s full name.
- Always select “**Financial Aid Question**” as the Contact Reason.
- Describe your inquiry in 4000 characters or less.
- Provide the best **direct phone number** to reach you.

Texas Higher Education Coordinating Board

Contact Us

An asterisk * by the field indicates a required field!

Received From*

INSTITUTION

Institution

Contact Reason*

*Financial Aid Question

Description*

4000 characters max

Please do NOT include your full Social Security Number inside the issue description. If you have a question about the status of a new loan application, accounts in repayment, or deferments, please use the last four digits of your SSN instead.

Is this a complaint

No ☒ Yes ☐

Contact Preference

E-MAIL ☒ LETTER ☐ PHONE ☐

Salutation*

Dr.

First Name*

Last Name*

E-mail*

Phone (10-digit)

Phone Ext

Mail Address

Mail Address2

Mail Address3

City

State

-- please select State --

Zip Code (5-digit)

Submit

|

[Help](#)



Texas Higher Education

COORDINATING BOARD

Questions?