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Texas Higher Education Coordinating Board

FY 2020

Financial Aid Database (FAD) Report Manual 2019-20

Financial Aid Services
Texas Higher Education
Coordinating Board

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Financial Aid Database (FAD) Overview

Purpose

The purpose of the **Financial Aid Database (FAD) Report** is to collect data used by 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. The FAD Report provides the state with a means of measuring and analyzing the funding resources available to students attending public and private/independent institutions of higher education in Texas.

Reporting Cycle Dates

Reporting Cycle	First Day to Submit	Deadline	Submission Requirements
First	February 10, 2020	April 17, 2020	Deadline to validate student data.
Second	June 22, 2020	August 28, 2020	Deadline to reconcile state program totals and validate student data.
Third	September 28, 2020	December 11, 2020	Deadline to reconcile state program totals and certify student data.

Institutions are required to submit a comprehensive FAD Report three times a year to consolidate data collection. The first two report cycles require a validation of data and the third report cycle requires certification.

File Format

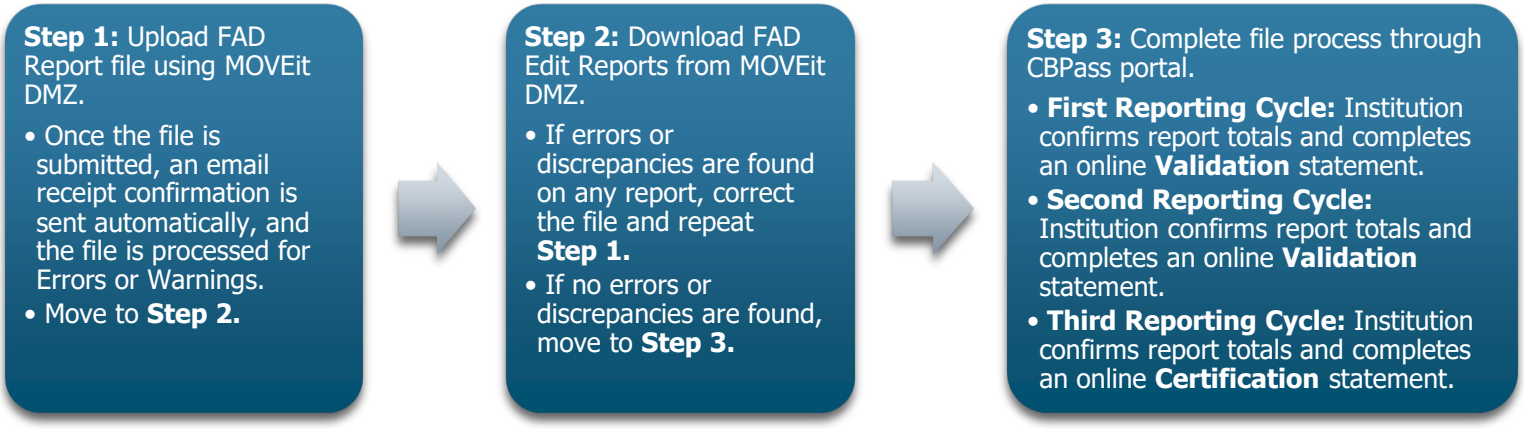
The file must be submitted in a **Fixed-Length** (also known as Fixed-Width) text format. Below are the alignment standards for the following position types:

- **Numeric Positions** are right justified.
- **Alphanumeric Positions** are left justified.
- **Blank Positions** are left justified.

> ⚠ **ALERT:** Files submitted in a tab-delimited text or CSV *(comma separated values)* format **cannot** be accepted. All files **must** be submitted in a Fixed-Length text format.

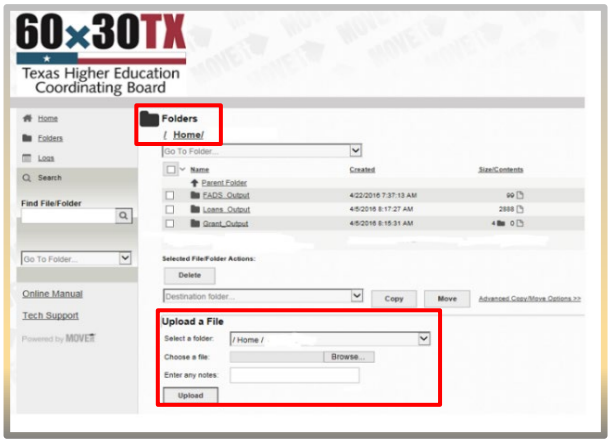
File Process

The chart below illustrates the FAD Report file process. File data is not valid until all errors are resolved, and state financial aid program totals reconcile. Prior to submission, institutions should ensure that residency codes reported in the FAD Report file match those reported on the Coordinating Board Management (CBM) 001 Report.



File Upload Process

All FAD Report files must be submitted using the MOVEit DMZ portal. Files need to be uploaded into the **Home Folder**. For assistance with MOVEit DMZ, contact Financial Aid Services at (844) 792-2640 or by email at UserAccess@thecb.state.tx.us.



NOTE: Instructions for MOVEit are available on the Student Financial Aid Programs (SFAP) Information Webpage, under Online Resources.

Data Report Processing Schedule

Data reports are processed every hour, 7 days a week. Processing times may vary based on the size and number of files received by the THECB.

File Receipt Confirmation

A **File Receipt Confirmation** is automatically sent to the institution's designated email address after a FAD Report file is submitted. This confirmation indicates that the institution's file was received. If a **File Receipt Confirmation** email is not generated within 24 hours, please contact the THECB at FADB@thecb.state.tx.us.

School Name
Date Time: #/#/#### TIME PM

SOURCE FILE: HY2K_469890684_FADR32 - DATE - corrected file.txt
FILE RECEIVED FROM FICE CODE: ######
INPUT FICE CODE: ######
REPORT_ID: FAD001
SEMESTER: #
YEAR: ####
TYPE: #
SIZE: 0441
OTHER INFO: 13642
NUMBER OF RECORDS REPORTED IN 'EOF1' RECORD: ##### (Number of student data records in file)
NUMBER OF DATA RECORDS ACTUALLY RECEIVED: ##### (Number of student data records edited)

TRAILER RECORD IN FILE: EOF######

Sample File Receipt Confirmation

- Date and time the file was received
- Number of records in the file

Edit Report Notification

An **Edit Report Notification** is automatically sent to the institution's designated email address after the file has gone through an edit check process.

ADDITIONAL INFORMATION

NOTIFICATION EMAIL ADDRESS

All participating institutions must have a designated email address on file with the THECB to receive file notifications (i.e., fadmail@institution.edu). To confirm or update the email address on file with the THECB, contact FADB@thecb.state.tx.us.

TROUBLESHOOTING TIPS

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 so that it can be extracted for processing. If the file was incorrectly uploaded into the FAD_Output folder, reupload the file into the Home_Folder.
4. Check with the institution's IT Department to ensure notifications are routed correctly. Be sure to check spam and junk folders.
5. If file issues are not resolved, contact FADB@thecb.state.tx.us.

Reports

The following **Reports** are generated each time a file is processed. The reports can be downloaded from the **FADS_Output Folder** in MOVEit DMZ.

- Edit Report (FAD001)
  - Edit Summary
  - Error Report
  - Warning/Questionable Report
- Reconciliation Report
- Program Comparison Report
- Unmatched SSN Report (Cycle 3)

Files with errors must be corrected and resubmitted. Each time a file is submitted, the previously processed report will be overwritten until the file is error-free. A file with only **Warnings** should be reviewed for accuracy but will be accepted as error-free.

NOTE: For additional information, refer to the **Generated Reports and Notifications** section of this manual.

⚠ **ALERT:** If an **Edit Report Notification** has not been received within 2 business days of submitting the FAD report, do not keep submitting files. Follow these steps:

- Check to ensure a File Receipt Notification was received in the institution's designated email box.
- Check for a "file reject" notification in the institution's designated email box.
- If notifications have not been received, contact FADB@thecb.state.tx.us.

Override Request Process

Institutions may need to submit an override request on a case-by-case basis for errors that cannot be cleared by an exception (Data Element #9), justification (Data Element #58), or hardship (Data Element #59). Override requests must be submitted via email to FADB@thecb.state.tx.us and must include errors found on the institution's most recent **Edit Report**.

NOTE: Overrides will not be processed until all other errors are resolved, including unreconciled program errors.

For auditing purposes, all override requests must be submitted in the following format:

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

Send email to: FADB@thecb.state.tx.us

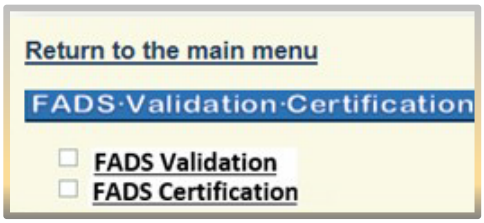
Subject: XXXXX (FICE Code) FAD's Override Request XX-XX-XXXX (Enter Date)

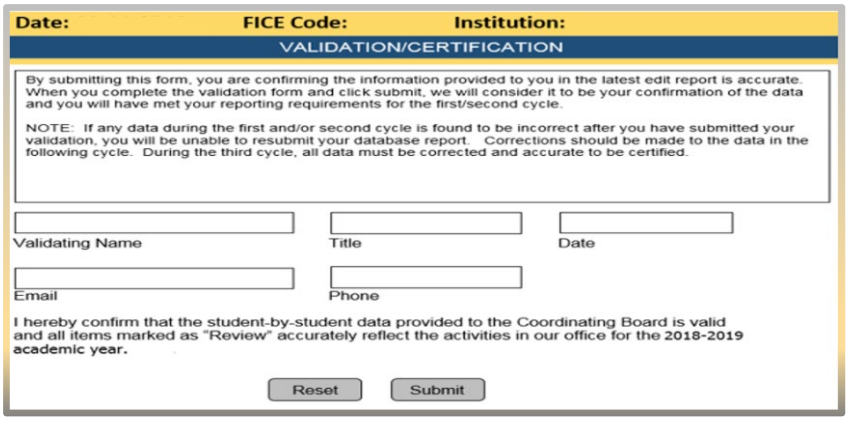
Example: 000001 FAD's Override Request MM-DD-YYYY

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

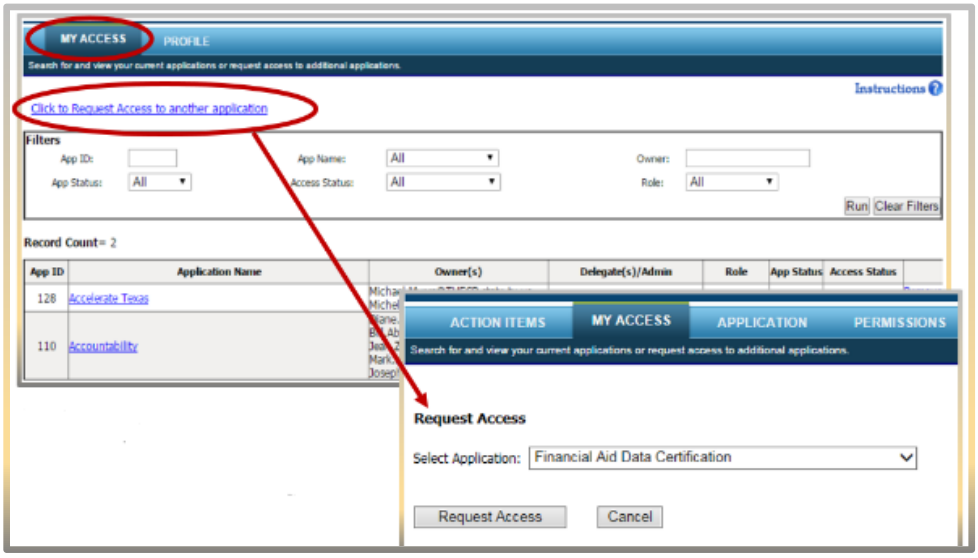
Error-Free Notification

An **Error-Free Notification** is automatically sent to the institution's designated email address after all errors have been cleared and state financial aid program totals reconcile. This notification will include a link to log in to the CBPass portal. The reporting official at the institution will submit the online form to either **validate** (Reporting Cycles 1 and 2) or **certify** (Reporting Cycle 3) FAD reporting data.





NOTE: First-time users will be required to create a profile for CBPass. To validate/certify, click on the **My Access** tab and request access to the "Financial Aid Data Certification" application. See **Appendix D** for instructions.



FILE LAYOUT

FY 2020 (2019-20) FAD

File Layout

- The file must be in a Fixed-Length (also known as Fixed-Width) text format.
- All Positions are required, even if reporting zeros.
- All dollar amount fields should be rounded to the nearest dollar.
- Leading zeros must be used for all data elements, when applicable.

Header Record

The **Header Record** contains information to identify the type of data in the file.

Data Element	Type Length	Description	Edits
File Label ID POSITION 1-4	Alphanumeric XXXX	4 characters, left justified Enter "HY2K"	Error if not HY2K
Institution's FICE Code POSITION 5-10	Numeric XXXXXX	6 characters, right justified **Must use leading zeros**	Error if non-numeric
Data Identifier POSITION 11-16	Alphanumeric XXXXXX	6 characters, left justified Enter "FAD001"	Error if not FAD001
Reporting Cycle POSITION 17	Numeric X	1 character, right justified 1 = First Reporting Cycle 2 = Second Reporting Cycle 3 = Third Reporting Cycle	Error if non-numeric Error if out of range (1-3)
Reporting Year POSITION 18-21	Numeric XXXX	4 characters, right justified Enter "2020"	Error if non-numeric Error if incorrect year
Record Type POSITION 22	Alphanumeric X	1 character, left justified Enter "C"	Error if not C
Length of Data POSITION 23-26	Numeric XXXX	4 characters, right justified Enter "0441"	Error if non-numeric Error if not 0441
Record Count POSITION 27-31	Numeric XXXXX	5 characters, right justified The number of records in the file Does not include header or trailer records **Must use leading zeros**	Error if non-numeric

Header Record Example: HY2KXXXXXXFAD001X2020C0441XXXXX

Detailed Records

Provide data for all enrolled students who meet the following criteria during the 2019-20 academic year:

- Completed a FAFSA or TASFA/Institutional application and received financial assistance.
- Completed a FAFSA or TASFA/Institutional application and **did not** receive financial assistance.
- **Did not** complete a FAFSA or TASFA/Institutional application, but received financial assistance (i.e. Private Loans, Merit Scholarships, Exemption and Waivers).

Note: Do not include students currently enrolled in high school.

Data Element	Type Length	Description	Edits
1) Report Code POSITION 1	Alphanumeric X	1 character, left justified Enter "F" Upper or lower case is acceptable	Error if not F
2) FICE POSITION 2-7	Numeric XXXXXX	6 characters, right justified Must use leading zeros	Error if non-numeric Error if FICE code does not match FICE code in header record
3) Reporting Cycle POSITION 8	Numeric X	1 character, right justified 1 = First Reporting Cycle 2 = Second Reporting Cycle 3 = Third Reporting Cycle	Error if non-numeric Error if out of range (1-3) Error if reporting cycle does not match reporting cycle in header record
4) Reporting Year POSITION 9-12	Numeric XXXX	4 characters, right justified Enter "2020"	Error if non-numeric Error if incorrect year Error if reporting year does not match reporting year in header record
5) Student Social Security Number (SSN)/Identification (ID) Number POSITION 13-21	Alphanumeric XXXXXXXXX	9 characters, left justified Do not use dashes or slashes Cannot be blank or all zeros Use leading zeros, no spaces If reporting a student's ID in Data Element 5, report the student's ID again in Data Element 95.	Error if left blank Error if 000000000 Warning if invalid SSN **REPORTING CYCLE 3:** Warning if SSN/ID is not on file on CBM001 (Fall, Spring and Summer) report; and exception code (#9) = 00, 11 *Listed on **"UNMATCHED SSN REPORT"**

Data Element	Type Length	Description	Edits
6) Student and/or Spouse Adjusted Gross Income (AGI) POSITION 22-28	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "0000000" if the student's AGI is less than or equal to "0". Enter "9999998" if the student's AGI is equal to or greater than $9,999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if > 9999998 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2
7) Parent(s) Adjusted Gross Income (AGI) POSITION 29-35	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "0000000" if the parent(s) AGI is less than or equal to "0". Enter "9999998" if the parent(s) AGI is equal to or greater than $9,999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if > 9999998 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2
8) **MODIFIED** FILLER POSITION 36-40	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000

Data Element	Type Length	Description	Edits
9) Exceptions POSITION 41-42	Numeric XX	2 characters, right justified Range 00 – 17 00 = No exception needed 01 = Student dropped all classes before/after census date in all terms in which he/she enrolled 02 = Student enrolled after the census date in all terms in which he/she enrolled 03 = Student enrolled 100% in continuing education or audit courses 04 = Student enrolled 100% in distance education 05 = Student enrolled only in winter, mini session or CO-OP course 06 = Student's SSN/ID or residency does not align with the CBM001 (Fall, Spring and Summer) and a change will/has been made through the CBM00N or a future CBM001 07 = Student reported as Affidavit Non-Citizen with a student ID on the CBM001, and is reported with an SSN on the FAD 08 = Student deceased 09 = Student attended this campus, but enrollment was reported by another one of our campuses 10 = Student/classes are not reported for state funding 11 = Reason not listed and an override request must be submitted to THECB only to identify errors (See instructions for override process on Page 3) 12 = Student completed FAFSA/TASFA but did not attend any terms (no hours and tuition/fees reported) 13 = Student enrolled and was refunded 100% tuition and fees 14 = Student enrolled and was not charged tuition/fees by your institution 15 = Program Level (#22) or Classification (#33) changed during the academic year 16 = Student enrolled only in summer session 17 = Student enrolled and has a completed FAFSA/TASFA and no COA was calculated but tuition and fees were reported	Error if non-numeric Error if out of range (00-17) Error if = 11 (See instructions for override process on Page 3)
10) Tuition Exemption/Waiver Award 1 POSITION 43-47	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 1 Code (#11) = 0

Data Element	Type Length	Description	Edits
11) Tuition Exemption/Waiver Award 1 Code POSITION 48-49	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 32-34	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 Error if = 0 and Tuition Exemption/Waiver Award 1 (#10) > 0 Error if = 24 or 36
12) Tuition Exemption/Waiver Award 1 Impact POSITION 50	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0
13) Tuition Exemption/Waiver Award 2 POSITION 51-55	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 2 Code (#14) = 0 Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0
14) Tuition Exemption/Waiver Award 2 Code POSITION 56-57	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 32-34	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 2 (#13) = 0 Error if = 0 and Tuition Exemption/Waiver Award 2 (#13) > 0 Error if = 24 or 36
15) Tuition Exemption/Waiver Award 2 Impact POSITION 58	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 2 (#13) = 0
16) Tuition Exemption/Waiver Award 3 POSITION 59-63	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 3 Code (#17) = 0 Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 and Tuition Exemption/Waiver Award 2 (#13) = 0

Data Element	Type Length	Description	Edits
17) Tuition Exemption/Waiver Award 3 Code POSITION 64-65	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 32-34	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 3 (#16) = 0 Error if = 0 and Tuition Exemption/Waiver Award 3 (#16) > 0 Error if = 24 or 36
18) Tuition Exemption/Waiver Award 3 Impact POSITION 66	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 3 (#16) = 0
19) Tuition Exemption/Waiver Award 4 POSITION 67-71	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 4 Code (#20) = 0 Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 and Tuition Exemption/Waiver Award 2 (#13) = 0 and Tuition Exemption/Waiver Award 3 (#16) = 0
20) Tuition Exemption/Waiver Award 4 Code POSITION 72-73	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 32-34	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 4 (#19) = 0 Error if = 0 and Tuition Exemption/Waiver Award 4 (#19) > 0 Error if = 24 or 36
21) Tuition Exemption/Waiver Award 4 Impact POSITION 74	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 4 (#19) = 0

Data Element	Type Length	Description	Edits
22) Program Level POSITION 75	Numeric X	1 character, right justified Range 0 – 8 0 = Non-Degree Seeking 1 = Continuing Education 2 = Associate Degree 3 = Undergraduate Certificate 4 = Bachelor's Degree 5 = Master's Degree 6 = Doctorate Level/Professional Practice 7 = Teacher Certification 8 = Graduate Level Certificate	Error if non-numeric Error if out of range (0-8) Public Community College: Error if = 4, 5, 6, or 8 and FICE (#2) ≠ "003648", "006662", "007287", "009797", "012015", "023614" or "031034"
23) Need Analysis POSITION 76	Numeric X	1 character, right justified Range 1 – 2 1 = Yes 2 = No	Error if non-numeric Error if out of range (1-2) Error if 2 and EFC (#47) ≠ 9999999 Error if 2 and 9-month EFC (#37) ≠ 9999999 Error if > 75% of records = 2 Warning if 100% of records = 1 Warning if between 25% and 75% of records = 2
24) Living Arrangement POSITION 77	Numeric X	1 character, right justified Range 1 – 4 1 = Living with Parent(s) 2 = On-Campus Housing 3 = Off-Campus Housing 4 = Other	Error if non-numeric Error if out of range (1-4) Error if 4 and need analysis (#23) = 1 and COA (#46) > 0
25) Ethnic Origin POSITION 78	Numeric X	1 character, right justified Range 1 – 3 1 = Hispanic or Latino origin 2 = Not Hispanic or Latino origin 3 = Not Answered	Error if non-numeric Error if out of range (1-3) Error if = 1, 2 or 3 and race options (#26-#32) not reported

Data Element	Type Length	Description	Edits
Race. Select one or more codes in **26-32** indicating the race of the student. Each Data Element must have a code entered, even if 0.			
26) White POSITION 79	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 1 = White	Error if non-numeric Error if out of range 0 or 1
27) Black or African-American POSITION 80	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 2 = African-American, Black	Error if non-numeric Error if out of range 0 or 2
28) Asian POSITION 81	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 4 = Asian	Error if non-numeric Error if out of range 0 or 4
29) American Indian or Alaskan Native POSITION 82	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 5 = American Indian or Alaskan Native	Error if non-numeric Error if out of range 0 or 5
30) International POSITION 83	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 6 = International	Error if non-numeric Error if out of range 0 or 6
31) Unknown or Not Reported POSITION 84	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 7 = Unknown or Not Reported	Error if non-numeric Error if out of range 0 or 7
32) Native Hawaiian or Other Pacific Islander POSITION 85	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 8 = Native Hawaiian or Other Pacific Islander	Error if non-numeric Error if out of range 0 or 8

Data Element	Type Length	Description	Edits
33) Classification POSITION 86	Numeric X	1 character, right justified Range 1 – 5 1 = Undergraduate Student 2 = Graduate Student 3 = Professional Student 4 = Student with Bachelor's or Higher Degree 5 = First-Time in College	Error if non-numeric Error if out of range (1-5) Error if = 5 and Transfer Student or First-Time in College/First-Time in a Graduate Program (#92) ≠ "000001" Public community college: Error if ≠ 1, 4 or 5 Public technical institutes: Error if ≠ 1, 4 or 5
34) Dependency Status POSITION 87	Numeric X	1 character, right justified Range 1 – 3 1 = Dependent by Title IV Definition 2 = Independent by Title IV Definition 3 = Unknown	Error if non-numeric Error if out of range (1-3) Error if = 3 and need analysis (#23) = 1 and COA (#46) > 0
35) Date of Birth POSITION 88-95	Numeric MMDDYYYY	8 characters, right justified Month Range (01-12) Day Range (01-31) Year Range (1908-2011) Do not use dashes or slashes	Error if non-numeric Error if mm is out of range of 1-12 Error if dd is out of range of 1-31 Error if age < 7 or > 110
36) Residency Status POSITION 96	Numeric X	1 character, right justified Range 1 – 5 1 = Resident 2 = Out-of-State or Foreign 3 = Unknown 4 = Not an allowable option 5 = Non-Immigrant Residents (e.g. Affidavit Students)	Error if non-numeric Error if out of range (1-5) Error if = 4 Error if = 3 and Public Institution **REPORTING CYCLE 3:** Public Institutions Only: Error if residency status does not match to tuition status (#7) on CBM001 (Fall, Spring and Summer) report; and exception (#9) = 00, 11
37) 9-Month Expected Family Contribution (EFC) POSITION 97-103	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "0999999" if the EFC is equal to $999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if 9999999 and need analysis (#23) = 1 Error if > 0999999 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2

Data Element	Type Length	Description	Edits
38) Student Last Name POSITION 104-128	Alphanumeric XXXXXXXXXX XXXXXXXXXX XXXXX	25 characters, left justified Upper or lower case acceptable	Error if numeric Error if left blank Error if begins or contains only special characters (i.e. á, ó, ñ, é)
39) Student First Name POSITION 129-148	Alphanumeric XXXXXXXXXX XXXXXXXXXX	20 characters, left justified Upper or lower case acceptable	Error if numeric Error if left blank Error if begins or contains only special characters (i.e. á, ó, ñ, é)
40) Student Middle Initial POSITION 149	Alphanumeric X	1 character, left justified Upper or lower case acceptable Leave blank if no middle name	Error if numeric Error if contains special characters (i.e. á, ó, ñ, é)
41) Zip Code of Permanent Home Address POSITION 150-158	Numeric XXXXXXXXX	9 characters, right justified Response required if a U.S. address Enter "999999999" if not a U.S. address Must enter 9 digits; last 4 can be "0000"	Error if non-numeric or blank Error if 000000000 Error if zip prefix is 00007 Error if zip not entered as 9 digits
42) Enrollment Status POSITION 159	Numeric X	1 character, right justified Range 1 – 4 1 = Full-time 2 = ¾-time 3 = ½-time 4 = Less than ½-time	Error if non-numeric Error if out of range (1-4) Error if 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 Error if 2 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 9 and > 11 and exception code ≠ 05 Error if 3 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 6 and > 8 and exception code ≠ 05 Error if 4 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester > 5 and exception code ≠ 05
43) Gender POSITION 160	Alphanumeric X	1 character, left justified M = Male F = Female U = Unknown	Error if ≠ M or F or U Error if U and need analysis (#23) = 1

Data Element	Type Length	Description	Edits
44) Parent 1 Highest Grade Level Completed POSITION 161	Numeric X	1 character, right justified Range 1 – 4 1 = Middle School/Junior High 2 = High School 3 = College or Beyond 4 = Unknown	Error if non-numeric Error if out of range (1-4)
45) Parent 2 Highest Grade Level Completed POSITION 162	Numeric X	1 character, right justified Range 1 – 4 1 = Middle School/Junior High 2 = High School 3 = College or Beyond 4 = Unknown	Error if non-numeric Error if out of range (1-4)
46) Cost of Attendance (COA) POSITION 163-168	Numeric XXXXXX	6 characters, right justified Range 0 – 999999 Enter "999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology. Enter "000000" if student does NOT have a calculated COA and need analysis (#23) = 1	Error if non-numeric Error if 999999 and need analysis (#23) = 1 Error if > 120000 and need analysis (#23) = 1 Error if 0 and need-based aid (#8, #50-52, #54, #60, #65, #68, #69, #73-75, #77, #78, #86, #89, #90) > 0 Warning if = 0 and Need Analysis (#23) = 1
47) Expected Family Contribution (EFC) POSITION 169-175	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "0999999" if the EFC is equal to $999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if 9999999 and need analysis (#23) = 1 Error if > 0999999 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2
48) Tuition and Fee Exemption/Waiver POSITION 176-180	Numeric XXXXX	5 characters, right justified Range 0 – 99999 Enter "00000" for public institutions and student did not receive more than 4 exemptions or waivers Enter "00000" for private/independent institutions and the student did not receive any exemptions or waivers	Error if non-numeric Public Institution: Error if > 0 and tuition exemption/waiver awards 1-4 (#10-21) = 0 Private/independent institution: Error if > 0 and tuition exemption/waiver awards 1-4 (#10-21) > 0

Data Element	Type Length	Description	Edits
49) Categorical Aid POSITION 181-185	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
50) Federal Pell POSITION 186-190	Numeric XXXXX	5 characters, right justified Range 0 – 9292	Error if non-numeric Error if > 9292 Error if > 0 and program level (#22) ≠ 2, 3, 4, 7 or 8 and exception (#9) ≠ 1, 2, 5, or 15
51) Federal Supplemental Educational Opportunity Grant (SEOG) – Including Match POSITION 191-195	Numeric XXXXX	5 characters, right justified Range 0 – 4000	Error if non-numeric Error if > 4000 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15
52) Texas Public Educational Grant (TPEG) POSITION 196-200	Numeric XXXXX	5 characters, right justified Range 0 through (COA – EFC)	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47)
53) Tuition Differential POSITION 201-205	Numeric XXXXX	5 characters, right justified	Error if non-numeric Error if > 0 and public institution Error if = 0 and private/independent institution and FICE <>004949
54) Tuition Equalization Grant (TEG) POSITION 206-210	Numeric XXXXX	5 characters, right justified Range 0 – 5130	Error if non-numeric Error if > 0 and public institution Error if > 5130 Error if > 3420 and 9-month EFC (#37) > 1000 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3 Error if > tuition differential (#53) Error if > 0 and TEG award type (#55) = 0 Error if > 0 and semester of first award (#57) = 0

Data Element	Type Length	Description	Edits
55) Tuition Equalization Grant (TEG) Award Type POSITION 211	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = First award year recipient 2 = Subsequent award year recipient	Error if non-numeric Error if out of range (0-2) Error if > 0 and public institution Error if = 0 and TEG (#54) > 0 Error if > 0 and TEG (#54) = 0 Error if 1 and semester of initial/first award (#57) = 0 Error if 2 and semester of initial/first award (#57) > 0
56) Ministry-Related Degree POSITION 212	Numeric X	1 character, right justified Range 0 – 1 0 = No 1 = Yes	Error if non-numeric Error if out of range (0-1) Error if = 1 and TEG (#54) > 0
57) Semester of Initial/First Award for State Grant Aid (e.g., TEXAS Grant, TEOG, or TEG) POSITION 213	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Initial/first award issued in the fall semester 2 = Initial/first award issued in the spring semester 3 = Initial/first award issued in the summer semester Enter "0" for renewal/subsequent students	Error if non-numeric Error if out of range (0-2) Error if = 0 and TEG award type (#55) = 1 Error if = 0 and TEOG award type (#70) = 1 Error if = 0 and TEXAS Grant IY Pathway (#72) > 1
58) Justification for State Aid (e.g. TEXAS Grant, TEOG, TEG, or BOT) POSITION 214	Numeric X	1 character, right justified Range 0 – 4 0 = Not applicable 1 = One-term award recipient 2 = Student is a TEXAS Grant, TEOG, or TEG recipient who regained eligibility in a non-award period 3 = Student is a TEXAS Grant or TEG recipient and is enrolled in a degree or certificate program of more than four years; extension of five-year award maximum due to six years of eligibility 4 = Student is a TEXAS Grant or TEOG recipient who was issued a prorated award due to the program hour limitation	Error if non-numeric Error if out of range (0-4) Error if 4 and private/independent institution

Data Element	Type Length	Description	Edits
59) Hardship for State Aid (e.g. TEXAS Grant, TEOG, TEG, or BOT) POSITION 215	Numeric X	1 character, right justified Range 0 – 1 0 = Not applicable 1 = State aid recipient received a hardship	Error if non-numeric Error if out of range (0-1)
60) HB3015 Grants/Scholarships POSITION 216-220	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3
61) Grants/Scholarships Funded Through **Restricted** Funding Sources POSITION 221-225	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
62) Grants/Scholarships Funded Through **Unrestricted** Funding Sources POSITION 226-230	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
63) Federal Veterans Affair (VA) Educational Benefits POSITION 231-235	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
64) Athletic Grants/Scholarships POSITION 236-240	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and TEG (#54) > 0 and justification (#58) ≠ 1

Data Element	Type Length	Description	Edits
65) Student Deposit Scholarship (SDS) POSITION 241-245	Numeric XXXXX	5 characters, right justified Range 0 – (COA – EFC)	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3
66) Other Federally-Funded Grants/Scholarships POSITION 246-250	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
67) Other State-Funded Grants/Scholarships POSITION 251-255	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
68) Toward EXcellence, Access, & Success (TEXAS) Grant POSITION 256-260	Numeric XXXXX	5 character spaces, right justified Range 0 – 14688	Error if non-numeric Error if > 0 and private/independent institution, public state college, public community college, or public technical institute Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15 Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and TEXAS Grant Priority Model (#71) = 0 Error if > 0 and TEXAS Grant IY pathway (#72) = 0 Error if > 14688 and public university, public HRI Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester > 5 and < 9 and hardship (#59) or justification (#58) = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester > 0 and < 6

Data Element	Type Length	Description	Edits
69) Texas Educational Opportunity Grant (TEOG) POSITION 261-265	Numeric XXXXX	5 characters, right justified Range 0 – 8982	Error if non-numeric Error if > 0 and private/independent, public university or public health-related institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15 Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and TEOG award type (#70) = 0 Error if > 8814 and public state college Error if > 4908 and public community college Error if > 8982 and public technical institute Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester < 6 and hardship (#59) or justification (#58) = 0
70) Texas Educational Opportunity Grant (TEOG) Award Type POSITION 266	Numeric X	1 character, right justified Range 0 – 2 0 = Not Applicable 1 = Initial Year Award Recipient 2 = Renewal Year Award Recipient	Error if non-numeric Error if out of range (0-2) Error if 0 and TEOG (#69) > 0 Error if > 0 and TEOG (#69) = 0 Error if 1 and semester of first/initial award (#57) = 0 Error if 2 and semester of first/initial award (#57) > 0

Data Element	Type Length	Description	Edits
71) Toward EXcellence, Access, & Success (TEXAS) Grant Priority Model Award POSITION 267	Numeric X	1 character, right justified Range 0 – 4 0 = Not Applicable 1 = Renewal Year recipient 2 = Priority Model criteria that included completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year Priority eligibility 3 = Priority Model criteria **did not include** completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year Priority eligibility 4 = Priority Model criteria was not used to determine initial year	Error if non-numeric Error if out of range (0-4) Error if 0 and TEXAS Grant (#68) > 0 and TEXAS Grant IY Pathway (#72) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 1 and TEXAS Grant IY Pathway (#72) ≠ 1 Error if > 1 and TEXAS Grant IY Pathway (#72) < 2 Warning if between 10% and 75% of records
72) Toward EXcellence, Access, & Success (TEXAS) Grant Initial Year (IY) Pathway POSITION 268	Numeric X	1 character, right justified Range 0 – 5 0 = Not Applicable 1 = Renewal Year (RY) recipient 2 = Associate Degree Pathway IY recipient 3 = HS Graduation Pathway IY recipient 4 = Honorable Military Discharge Pathway IY recipient 5 = TEOG Transfer Pathway IY recipient	Error if non-numeric Error if out of range (0-5) Error if 0 and TEXAS Grant (#68) > 0 and TEXAS Grant Priority Model Award (#71) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 1 and TEXAS Grant Priority Model Award (#71) ≠ 1 Error if > 1 and semester of first/initial award (#57) = 0 Error if 1 and semester of first/initial award (#57) > 0
73) Federal Work-Study (FWS) POSITION 269-273	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC) + $300 tolerance	Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) + 300 tolerance
74) Texas College Work-Study (TCWS) POSITION 274-278	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC) + $300 tolerance	Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) >0 Error if > COA (#46) – EFC (#47) + 300 tolerance Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3

Data Element	Type Length	Description	Edits
75) Need-Based Institutional Work-Study POSITION 279-283	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47)
76) AmeriCorps Program POSITION 284-288	Numeric XXXXX	5 characters, right justified Range 0 – 12390	Error if non-numeric Error if > 12390
77) HB3015 Work-Study POSITION 289-293	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and private/independent institution
78) **MODIFIED** Work-Study Student Mentorship Program (WSMP) POSITION 294-298	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) >0 Error if > COA (#46) – EFC (#47) + 300 tolerance Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3
79) Texas Armed Services Scholarship Program (TASSP) POSITION 299-303	Numeric XXXXX	5 characters, right justified Range 0 – 10000	Error if non-numeric Error if > 10000 Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15
80) FILLER POSITION 304-308	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
81) **MODIFIED** FILLER POSITION 309-313	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000

Data Element	Type Length	Description	Edits
82) FILLER POSITION 314-318	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
83) College Access Loan (CAL) POSITION 319-324	Numeric XXXXXX	6 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0
84) FILLER POSITION 325-329	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
85) Federal Direct Parent Loan for Undergraduate Student (PLUS) or Grad Plus Loan POSITION 330-335	Numeric XXXXXX	6 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and enrollment status (#42) = 4 and exception (#9) = 00 or 11
86) Federal Direct Subsidized Loan POSITION 336-340	Numeric XXXXX	5 characters, right justified Range 0 – 8500	Error if non-numeric Error if > 8500 Error if > 0 and enrollment status (#42) = 4 and exception (#9) = 00 or 11
87) Other Long-Term Educational Loan POSITION 341-346	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric
88) Federal Direct Unsubsidized Loan POSITION 347-351	Numeric XXXXX	5 characters, right justified Range 0 – 47167	Error if non-numeric Error if > 47167 Error if > 20500 and classification ≠ 3 Error if > 0 and enrollment status (#42) = 4 and exception (#9) = 00 or 11

Data Element	Type Length	Description	Edits
89) B-On-Time (BOT) Loan POSITION 352-356	Numeric XXXXX	5 characters, right justified Range 0 – 9792	Error if non-numeric Error if > 9792 Error if > 0 and residency (#36) ≠ 1 Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15 Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or summer (#101) semester < 12 and hardship (#59) or justification (#58) = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or summer (#101) semester > 0 and < 6
90) HB3015 Loan POSITION 357-362	Numeric XXXXXX	6 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and private/independent institution
91) Teacher Education Assistance for College and Higher Education (TEACH) Grant POSITION 363-367	Numeric XXXXX	5 characters, right justified Range 0 – 8000	Error if non-numeric Error if > 8000

Data Element	Type Length	Description	Edits
92) Transfer Student or First-Time in College/First-Time in a Graduate Program POSITION 368-373	Numeric XXXXXX	6 characters, right justified Cannot be blank • **Not Applicable:** Enter six zeros "**000000**" ○ For a returning or continuing student enrolled at the institution; or ○ For a returning or continuing graduate student enrolled at the institution. • **First-Time in College/First-Time in a Graduate Program:** Enter "**000001**" ○ For a student that has never attended college before; or ○ For a student that entered with college credits earned before graduation from high school; or ○ For a student that entered the institution for the first-time at a graduate level (medical or dental); or ○ For a student that was accepted into a master's program, doctoral program, or doctoral professional practice program (e.g., AUD, PharmD, DNP, DRPH, DPT) at your institution. • **Transfer Student:** Enter the **FICE Code** of the institution of higher education ○ For a student that transferred to the institution from another institution; or ○ For a graduate student that transferred from another institution at the same level. • **Unidentified Transfer Student:** Enter "**999999**" ○ For a student that transferred from an institution that is out-of-state; or ○ For a student that transferred from an institution that does not have a FICE code, designated identifying number or if the FICE code is unknown; or ○ For a graduate student that transferred from an out-of-state institution at the same level; or ○ For a graduate student that transferred form an institution that does not have a FICE code, designated identifying number or if the FICE code is unknown.	Error if non-numeric Error if left blank Warning if no students coded "000001"
93) Enrollment Adjustment Percentage (EAP) for Cost of Attendance (COA) POSITION 374-376	Numeric XXX	3 characters, right justified No decimal point Range 000 – 150 Example: 033 Describes a percentage of 33%	Error if non-numeric Error if > 150

Data Element	Type Length	Description	Edits
94) Enrollment Adjustment Percentage (EAP) for Total Expected Family Contribution (EFC) POSITION 377-379	Numeric XXX	3 characters, right justified No decimal point Range 000 – 150 Example: 033 Describes a percentage of 33%	Error if non-numeric Error if > 150
95) Student Identification (ID) Number POSITION 380-388	Alphanumeric XXXXXXXXX	9 characters, left justified Do not use dashes or slashes If reporting a student's SSN in Data Element 5, a student's ID must be reported in Data Element 95.	Error if blank Error if "000000000" **Reporting Cycle 3:** Warning if SSN/ID not on file on CBM001 (Fall, Spring and Summer) report; and exception code (#9) = 00, 11 *Listed on "**UNMATCHED SSN REPORT"**
96) Controlled Substance Conviction for State Aid Eligibility POSITION 389	Numeric X	1 character, right justified Range 0 – 1 0 = Not applicable 1 = Student has been convicted of either a felony or a crime involving a controlled substance	Error if non-numeric Error out of range (0-1) Error if 1 and TEXAS Grant (#68) > 0 Error if 1 and TEOG (#69) > 0

Data Element	Type Length	Description	Edits
97) Selective Service Registration POSITION 390	Numeric X	1 character, right justified Range 0 – 3 0 = Not Applicable (i.e., Female) 1 = Student is registered for Selective Service 2 = Student is **not** registered for Selective Service 3 = Exempt **NOTE:** Use option "0" if **Data Element 43 = F (Female).** Males must be registered with Selective Service, or be exempt, in order to qualify for any type of state aid.	Error if non-numeric Error out of range (0-3) Error if 0 or 2 and need analysis (# 23) = 1 and TEG (#54) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TEXAS Grant (#68) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TEOG (#69) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and CAL (#83) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and Top 10% (#8) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and BOT (#89) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TASSP (#79) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TCWS (#74) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and WSMP (#78) > 0 Error if 0 or 2 and not public community college and Tuition Exemption/Waiver Award (#10, #13, #16, #19) > 0 and Tuition Exemption/Waiver Code (#11, #14, #17, #20) = 16, 50, 61 or 68 Error if 0 or 2 and public community college and Tuition Exemption/Waiver Award (#10, #13, #16, #19) > 0 and Tuition Exemption/Waiver Code (#11, #14, #17, #20) = 61 Error if > 0 and gender (#43) = F
98) Defaulted Loan POSITION 391	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Yes 2 = No Enter "0" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology. Enter "2" if the student (including affidavit students) completed a TASFA or an institutional application.	Error if non-numeric Error if out of range (0-2) Error if 0 and need analysis (#23) = 1

Data Element	Type Length	Description	Edits
99) Attempted Hours in the Fall Semester POSITION 392-394	Numeric XXX	3 characters, right justified Range 0 – 800 Do NOT use a decimal point Example: 095 This entry describes 9.5 hours attempted this semester	Error if non-numeric Error if > 800 (represents 80 hours) Error if 0 and Spring (#100) = 0 and Summer (#101) = 0 and program level (#22) = 2, 3, 4 or 7 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
100) Attempted Hours in the Spring Semester POSITION 395-397	Numeric XXX	3 characters, right justified Range 0 – 800 Do NOT use a decimal point Example: 120 This entry describes 12.0 hours attempted this semester	Error if non-numeric Error if > 800 (represents 80 hours) Error if 0 and Fall (#99) = 0 and Summer (#101) = 0 and program level (#22) = 2, 3, 4 or 7 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
101) Attempted Hours in the Summer Semester POSITION 398-400	Numeric XXX	3 characters, right justified Range 0 – 800 Do NOT use a decimal point Example: 120 This entry describes 12.0 hours attempted this semester	Error if non-numeric Error if > 800 (represents 80 hours) Error if 0 and Fall (#99) = 0 and Spring (#100) = 0 and program level (#22) = 2, 3, 4 or 7 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
102) Total Cumulative Attempted Hours POSITION 401-404	Numeric XXXX	4 characters, right justified Range 0 – 7000 Do NOT use a decimal point Example: 0905 This entry describes 90.5 hours attempted	Error if non-numeric Error if > 7000 (represents 700 hours) and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14 Error if 0 and Fall (#99) = 0 and Spring (#100) = 0 and Summer (#101) > 0 and exception (#9) ≠ 16 Error if 0 and Fall (#99) > 0 and Spring (#100) > 0
103) Texas College Work-Study (TCWS) Match Including Additional Institutional Funds POSITION 405-409	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and TCWS (#74) = 0
104) **MODIFIED** Texas College Work-Study (TCWS) Job location POSITION 410	Numeric X	1 character, right justified Range 0 – 5 0 = Not Applicable 1 = On-Campus 2 = For Profit Off-Campus 3 = Non-Profit Off-Campus 4 = Both On-Campus and For Profit Off-Campus 5 = Both On-Campus and Non-Profit Off-Campus	Error if non-numeric Error if out of range (0-5) Error if > 0 and TCWS (#74) = 0 Error if 0 and TCWS (#74) > 0

Data Element	Type Length	Description	Edits
105) **MODIFIED** Work-Study Student Mentorship Program (WSMP) Job Location POSITITON 411	Numeric X	1 character, right justified Range 0 – 5 0 = Not Applicable 1 = On-Campus 2 = For Profit Off-Campus 3 = Non-Profit Off-Campus 4 = Both On-Campus and For Profit Off-Campus 5 = Both On-Campus and Non-Profit Off-Campus	Error if non-numeric Error if out of range (0-5) Error if > 0 and WSMP (#78) = 0 Error if 0 and WSMP (#78) > 0
106) Date of Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA) POSITITON 412-419	Numeric MMDDYYYY	8 characters, right justified Do not use dashes or slashes Month Range (01-12) Day Range (01-31) Year Range (2018-2020) Enter the month, day and the four-digit year Enter "00000000" if not applicable NOTE: CPS Application receipt date	Error if non-numeric Error if 0 and need analysis (#23) = 1 Error if < 10/01/2018 and > 9/12/2020
107) Total Tuition and Fees for Fall POSITITON 420-425	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 0 and Spring (#100) = 0 and Summer (#101) = 0 and exception (#9) ≠ 01, 02, 03, 04, 05, 08, 09, 10, 12, 13 or 14 Warning if > COA (#46) where COA (#46) > 0
108) Total Tuition and Fees for Spring POSITITON 426-431	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 0 and Fall (#99) = 0 and Summer (#101) = 0 and exception (#9) ≠ 01, 02, 03, 04, 05, 08, 09, 10, 12, 13 or 14 Warning if > COA (#46) where COA (#46) > 0
109) Total Tuition and Fees for Summer POSITITON 432-437	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 0 and Fall (#99) = 0 and Spring (#100) = 0 and exception (#9) ≠ 01, 02, 03, 04, 05, 08, 09, 10, 12, 13 or 14 Warning if > COA (#46) where COA (#46) > 0

Data Element	Type Length	Description	Edits
110) Toward EXcellence, Access, & Success (TEXAS) Grant Satisfactory Academic Progress (SAP) POSITITON 438	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEXAS Grant recipient 1 = Yes 2 = No 3 = Reporting Cycle 1	Error if non-numeric Error if out of range (0-3) Error if 0 and TEXAS Grant (#68) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and TEXAS Grant (#68) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1
111) Texas Educational Opportunity Grant (TEOG) Satisfactory Academic Progress (SAP) POSITITON 439	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEOG recipient 1 = Yes 2 = No 3 = Reporting Cycle 1	Error if non-numeric Error if out of range (0-3) Error if 0 and TEOG (#69) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and TEOG (#69) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1
112) Tuition Equalization Grant (TEG) Satisfactory Academic Progress (SAP) POSITITON 440	Numeric X	1 character, right justified Range 0 – 4 0 = Not a TEG recipient 1 = Yes 2 = No 3 = Reporting Cycle 1 4 = Not a TEG recipient but meeting SAP	Error if non-numeric Error if out of range (0-3) Error if 0 and TEG (#54) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and TEG (#54) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1
113) **MODIFIED** FILLER POSITITON 441	Numeric X	1 character right justified Must enter "0" Do not leave blank	Error if non-numeric Error if not 0

Trailer Record

Data Element	Type Length	Description	Edits
File Label ID POSITION 1-4	Alphanumeric XXXX	4 characters, left justified Enter "EOF1"	Error if not EOF1
Record Count POSITION 5-9	Numeric XXXXX	5 characters, right justified The number of records in the file Does not include header or trailer records **Must use leading zeros**	Error if non-numeric

Trailer Record Example: EOF1XXXXX

DATA ELEMENT INSTRUCTIONS

FY 2020 (2019-20) FAD

Data Element Instructions

Provide data for all enrolled students who meet the following criteria during the 2019-20 academic year:

- Completed a FAFSA or TASFA/Institutional application and received financial assistance.
- Completed a FAFSA or TASFA/Institutional application and **did not** receive financial assistance.
- **Did not** complete a FAFSA or TASFA/Institutional application, but received financial assistance (i.e. Private Loans, Merit Scholarships, Exemption and Waivers).

NOTE: Do not include students currently enrolled in high school.

Data Element 1 **Report Code.** Enter "F".

Data Element 2 **FICE.** Enter the 6-digit **FICE** code (or OPEID) of the institution.

Data Element 3 **Reporting Cycle.** Enter the code (1-3) for the reporting cycle: **First = 1 or Second = 2 or Third = 3.**

Data Element 4 **Reporting Year.** Enter "2020".

Data Element 5 **Student Social Security Number (SSN)/Identification (ID) Number.** Enter the student's SSN. For a student without an SSN, report the 9-digit ID number assigned by the institution.

NOTE: Do not report all zeros. If reporting a student's ID in **Data Element 5**, report the student's ID again in **Data Element 95**. All SSNs or IDs submitted must be consistent with those reported on other THECB reports. A student's SSN/ID is compared with the SSN/ID reported on the institution's CBM001 (Fall, Spring and Summer) report during Reporting Cycle 3.

Data Element 6 **Student and/or Spouse Adjusted Gross Income (AGI).** Enter the student's AGI used to calculate the Expected Family Contribution (EFC). If the student is independent, include the spouse's AGI information, if applicable.

Enter "0000000" if the student's AGI is less than or equal to "0".

Enter "9999998" if the student's AGI is equal to or greater than $9,999,999.

Enter "9999999" if the student did not complete a FAFSA or TASFA/Institutional application.

NOTE: If reporting "9999999", then **Data Element 23** must equal "2".

In the event where a subsequent ISIR is processed in a rejected status, institutions are required to report data from the valid ISIR that was used to disburse financial assistance.

Data Element 7 **Parent(s) Adjusted Gross Income (AGI).** Enter the parent(s) AGI used to calculate the Expected Family Contribution (EFC).

Enter "0000000" if the parent(s) AGI is less than or equal to "0".

Enter "9999998" if the parent(s) AGI is equal to or greater than $9,999,999.

Enter "9999999" if the student did not complete a FAFSA or TASFA/Institutional application.

NOTE: If reporting "9999999", then **Data Element 23** must equal "2".

In the event where a subsequent ISIR is processed in a rejected status, institutions are required to report data from the valid ISIR that was used to disburse financial assistance.

Data Element 8 **MODIFIED FILLER.** Enter five zeros "00000".

Data Element 9

Exceptions. Enter "00" for all students. If an error is generated on the edit report, enter the exception code (01-17) that identifies why the student is eligible for financial assistance during the 2019-20 academic year.

00 = No exception needed

These codes are used to explain the recipient's eligibility for reporting purposes:

01 = Student dropped all classes before/after census date in all terms in which he/she enrolled
02 = Student enrolled after the census date in all terms in which he/she enrolled
03 = Student enrolled 100% in continuing education or audit courses
04 = Student enrolled 100% in distance education
05 = Student enrolled only in winter or mini session or CO-OP
06 = Student's SSN/ID or residency does not align with the CBM001 (Fall, Spring and Summer), and a change will/has been made through the CBM00N or a future CBM001
07 = Student reported as Affidavit Non-Citizen with a student ID on the CBM001, and is reported with an SSN on the FAD
08 = Student deceased
09 = Student attended this campus, but enrollment was reported by another one of our campuses
10 = Student/classes are not reported for state funding
11 = Reason not listed and an override request must be submitted to THECB to only identify errors (See instructions for override process)
12 = Student completed FAFSA/TASFA but did not attend any terms (no hours and tuition/fees reported)
13 = Student enrolled and received 100% tuition and fees refunded
14 = Student enrolled and was not charged tuition/fees by your institution
15 = Program Level (#22) or Classification (#33) changed during the academic year
16 = Student enrolled only in summer session
17 = Student enrolled and has a completed FAFSA/TASFA and no COA was calculated but tuition and fees were reported

NOTE: During Reporting Cycle 3, a student's residency status for public institutions is compared with the residency status reported on the institution's CBM001 (Fall, Spring and Summer) report. All residency mismatches will require an exception code.

Data Element 10-21 Tuition Exemption/Waiver.

Private/Independent Institutions: Enter all zeros for **Data Elements 10-21**.

Public Institutions: Enter the amount, code and impact for the student, as of the reporting cycle for the 2019-20 academic year. All exemption/waiver recipients must be reported in the FAD file.

Data Element 10: Award 1	**Data Element 11:** Code 1	**Data Element 12:** Impact 1
Data Element 13: Award 2	**Data Element 14:** Code 2	**Data Element 15:** Impact 2
Data Element 16: Award 3	**Data Element 17:** Code 3	**Data Element 18:** Impact 3
Data Element 19: Award 4	**Data Element 20:** Code 4	**Data Element 21:** Impact 4

Award Amount: Enter the amount of tuition and fees the student did not pay as a result of the exemption/waiver. Enter five zeros "00000" if not applicable.

Code: Enter the corresponding code from the chart below for the applicable exemption/waiver. Enter two zeros "00" if not applicable.

Impact: Enter "1" if the student was charged a lower tuition rate and the cost of attendance reflects the lower rate. Enter "2" if the COA reflects the full tuition rate and the exemption/waiver is reported as financial aid. Enter "0" if not applicable.

0 = Not applicable
1 = Exemption/Waiver represented by lower COA
2 = Exemption/Waiver represented as financial assistance

NOTE: Texas Tomorrow Fund should be reported under **Data Elements 10-21**. Report the difference between tuition charged and tuition reimbursed (only the unreimbursed amounts are considered exempt).

If the student was awarded more than four different exemptions/waivers, the additional amount awarded must be reported in **Data Element 48**. Do not report Dual Enrollment recipients in the FAD file.

CODE	E/W	Program Name	Statute
00	**N/A**	**No Exemption or Waiver to Report on FADs**	**N/A**
01	E	Tuition Reduction for ≥ 15 Hour	54.010
02	E	Concurrent Enrollment / Minimum Tuition	54.011
03	E	Senior Citizen Lowered Tuition 55 +	54.263
04	E	Designated Tuition Exemption	54.261
05	E	Highest Ranking HS Scholarship	54.301
06	E	Hazlewood Spouse (Credit)	54.341(a-2)
07	E	Hazlewood Spouse (Non-Credit)	54.341(a-2)
08	E	Hazlewood Dependents Legacy Act	54.341(k)
09	E	Hazlewood Veteran (Credit Hours)	54.341(a)
10	E	Hazlewood Veteran (Non-Credit Hours)	54.341(a)
11	E	Hazlewood Dependents (Credit Hours)	54.341(b)(1)
12	E	Hazlewood Dependents (Non-Credit Hours)	54.341(b)(1)
13	E	Children of Disabled Firefighters/Law Enforcement Officers	54.351
14	E	Disabled Peace Officers and Firefighters	54.352
15	E	Deaf or Blind	54.364
16	W	Good Neighbor	54.331
17	E	Firefighters taking Fire Science Courses	54.353
18	E	Children of POWs and MIAs	54.343
19	E	Senior Citizen 65+ for Audit Hours	54.365(b)
20	E	Senior Citizen 65+ for 6 hours free tuition	54.365(c)
21	E	Foster Care/Texas Department Family Protective Services	54.366
22	E	Adopted	54.367
23	E	National Guard Exemption	54.345
24	E	*	
25	E	Fully Funded Courses	54.217
26	E	Distance Learning Exemption from Fees	54.218
27	E	Ex-Prisoners of War	54.342
28	E	Children of Nurse Faculty	54.355
29	E	Preceptors and their Children	54.356
30	E	Inter-Institutional Academic Programs	54.368
31	E	Prorated Fees for Term Length	54.5025
32	E	Student Services Fee Exemption	54.262
33	E	Governing Board Waivers	54.5035
34	E	Texas Tomorrow Fund / Public Universities	54.624
35	E	Ad Valorem	130.0032
36	E	*	130.008
37	E	Community College District Employees	130.0851
38	E	Dependents of Deceased Public Servants	54.354
39	W	Military in Texas	54.241(b,c,f,g)
40	W	Military in Texas, Radiology at MSU	54.241(h)
41	W	Military in Texas, Intention to Stay in TX	54.241(d,i,k)
42	W	College Teachers, Professors, Etc.	54.211
43	W	Border States	54.231(a)
44	W	Citizens of Mexico in Border Counties	54.231(b)
45	W	Citizens of Mexico Public Health	54.231(b)(4)
46	W	Citizens of Mexico (Pilot)	54.231(c)
47	W	Border County / Parish	54.231(g)
48	W	100 Mile waiver	54.0601
49	W	Teaching and Research Assistants	54.212
50	W	Competitive Scholarship	54.213
51	W	Biomedical MD/PhD	54.214
52	W	Economic Development	54.222
53	W	Nursing Graduate Students Planning to Teach	54.251

CODE	E/W	Program Name	Statute
54	W	Foreign Service Officer	54.206
55	W	Olympic Programs Waiver	54.223
56	W	NATO Members and Families	54.232
57	W	Texas Tomorrow Fund Contract	54.621
58	W	Tech fee at UT Austin	54.221
59	W	Academic Common Market waiver	54.233
60	E	Non-Semester-Length Developmental Education Courses	54.225
61	E	Educational Aide Exemption	54.363
62	E	Reduced Tuition/Off Peak Hour Courses	54.061
63	E	Peace Officers Exemption	54.3531
64	E	TANF Exemption	54.361
65	E	Performers of "Taps"	54.344
66	W	National Student Exchange Program	51.930
67	E	Combat Exemption	54.2031
68		Bilingual Education Scholarship	
69	E	Reciprocal Educational Exchange Program (REEP)	54.231(d)

*Inactive Codes:

- Code 24 Dual Enrollment – Junior Colleges
- Code 36 Dual Enrollment – All Institutions

Data Element 22

Program Level. Enter the code (0-8) that identifies the program level the student was enrolled in at the start of the 2019-20 academic year.

0 = Non-Degree Seeking
1 = Continuing Education
2 = Associate Degree
3 = Undergraduate Certificate
4 = Bachelor's Degree
5 = Master's Degree
6 = Doctorate Level/Professional Practice
7 = Teacher Certification
8 = Graduate Level Certificate

NOTE: Enter option "15" in **Data Element 9** for students reported with undergraduate financial aid that are enrolled in a graduate program.

Data Element #22 (Program Level) needs to align with Data Element #33 (Classification)

Data Element 23

Need Analysis. Enter "1" if an Expected Family Contribution (EFC) based on the Federal Methodology was calculated. Enter "2" if no EFC was calculated.

1 = Yes
2 = No

NOTE: If "9999999" was reported in **Data Elements 6 or 7,** enter "2" to confirm that an EFC based on the Federal Methodology was **not** calculated.

In the event where a subsequent ISIR is processed in a rejected status, institutions are required to report data from the valid ISIR that was used to disburse financial assistance.

Data Element 24

Living Arrangement. Enter the code (1-4) that identifies the living arrangement for the student as determined by the institution when calculating cost of attendance.

1 = Living with Parent(s)
2 = On-Campus Housing
3 = Off-Campus Housing
4 = Other

NOTE: Option "4" is used when **Data Element 23 = 2** and the living arrangement cannot be reported.

Data Element 25 **Ethnic Origin.** Enter the code (1-3) that identifies if the student is of Hispanic or Latino origin.

1 = Hispanic or Latino Origin
2 = Not Hispanic or Latino Origin
3 = Not Answered

Hispanic or Latino = A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

RACE. Select one or more codes in **26-32** indicating the race of the student.
Each Data Element must have a code entered, even if 0.

NOTE: RACE must be reported in **Data Elements 26 – 29 and 32** for affidavit students and students who have applied or have a petition pending with the Bureau of Citizenship and Immigration Services. This includes students that base their residency on visas that allow them to domicile in the U.S.

Data Element 26 **White.** Enter "1" if the student is a person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Data Element 27 **Black or African-American.** Enter "2" if the student is a person having origins in any of the black racial groups of Africa.

Data Element 28 **Asian.** Enter "4" if the student is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent (e.g. Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).

Data Element 29 **American Indian or Alaskan Native.** Enter "5" if the student is a person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.

Data Element 30 **International.** Enter "6" if the student is not a U.S. citizen or permanent resident of the U.S., is in this country on a temporary basis and does not have the right to remain indefinitely. Do **not** report affidavit students.

NOTE: Use the international code 6 if any of the following applies:

- Students who paid "Resident Tuition" rate due to a waiver
- Students who are refugees, asylees, parolees, and those who are here under Temporary Protective Status as international students

Data Element 31 **Unknown or Not Reported.** Enter "7" if the student classification is unknown. This entry should **only** be used if the student has not selected a racial designation.

Data Element 32 **Native Hawaiian or Other Pacific Islander.** Enter "8" if the student is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Data Element 33 **Classification.** Enter the code (1-5) that identifies the classification at the start of the student's 2019-20 academic year.

Use the following guidelines to classify a student:

1 = **Undergraduate Student:** has not received a bachelor's degree.
2 = **Graduate Student:** enrolled in a graduate, master's or doctoral degree program.
3 = **Professional Student:** enrolled in law, medicine, dentistry, veterinary medicine, etc.
4 = **Student with Bachelor's or Higher Degree:** enrolled in undergraduate or certificate program after previously receiving a bachelor's or higher degree (e.g. post-baccalaureate).
5 = **First-Time in College:** has never attended college or other postsecondary institution (excluding hours taken during dual enrollment in high school and courses for which the student received credit through examination). Students should not be reported as a first-time in college student until they have completed their high school work. Must report "000001" in **Data Element 92**.

NOTE: For Community Colleges, students should be classified based on the coursework they are taking at the reporting institution.

Data Element #33 (Classification) needs to align with Data Element #22 (Program Level)

Data Element 34 **Dependency Status.** Enter the code (1-3) that identifies the dependency status of the student according to the 2019-20 FAFSA.

1 = Dependent by Title IV Definition
2 = Independent by Title IV Definition
3 = Unknown

NOTE: Option "3" is used when **Data Element 23 = 2** and the student did not complete a need analysis.

Data Element 35 **Date of Birth.** Enter the student's month, day, and four-digit year of birth (i.e. MMDDYYYY).

Data Element 36 **Residency Status.** Enter the code (1-5) that identifies the residency status that was used to determine the student's eligibility for financial assistance during the 2019-20 academic year. **Private/Independent Institutions:** National Merit Finalist, previously residency code 4, is no longer reported.

Residency Code	Student reported on CBM001 Data Element #7			
	Universities	Private/ Independent	Health-Related	CC & Technical
1 = Resident: A U.S citizen or permanent resident who is a Texas Resident in accordance to TEC 54.052 (a) (1) (2).	1,3,5,9,C	N/A	1,3,5,C	1,2,5, C, D
2 = Out-of-state or Foreign: A U.S. citizen or permanent resident who is not a Texas Resident. A foreign national not allowed to domicile in the U.S.	2,5,0,E,F,N	N/A	2,5,E,N	3,E,N
3 = Unknown: To be used only by private/independent institutions and NOT for students receiving any state aid.	N/A	N/A	N/A	N/A
4 = Not an allowable option	N/A	N/A	N/A	N/A
5 = Non-Immigrant Residents (e.g. Affidavit Students): A Texas Resident based on TEC 54.052(a)(3) who is not a U.S. citizen or permanent resident but is allowed to pay resident tuition.	A	N/A	A	A,B

NOTE: During Reporting Cycle 3, a student's residency status for public institutions is compared with the residency status reported on the institution's CBM001 (Fall, Spring and Summer) report. All residency mismatches will require an exception code in **Data Element 9**.

Data Element 37 **9-Month Expected Family Contribution (EFC).** Enter the **9-Month EFC** determined by using the Federal Methodology.

Enter "9999999" if the student received aid and **Data Element 23 = 2** (i.e. merit aid, categorical aid, exemption/waiver, etc.).

Enter "0999999" if the EFC is equal to $999,999.

NOTE: In the event where a subsequent ISIR is processed in a reject status, institutions are required to report data from the valid ISIR that was used to disburse financial assistance.

Data Element 38 **Student Last Name.** Enter the student's last name. Do **not** enter special characters.

Data Element 39 **Student First Name.** Enter the student's first name. Do **not** enter special characters.

Data Element 40 **Student Middle Initial.** Enter the first letter of the student's middle name, if applicable. Do **not** enter special characters.

Data Element 41 **Zip Code of Permanent Home Address.** Enter the zip code of the student's permanent home address, if in the United States. If outside United States, enter "999999999".

Data Element 42 **Enrollment Status.** Enter the code (1-4) that identifies the highest enrollment status during the student's 2019-20 academic year (i.e. fall, spring and summer).

Use the following to define enrollment for Undergraduate students:

1 = Full-time: at least 12 hours per semester
2 = ¾-time: 9 to 11 hours per semester
3 = ½-time: 6 to 8 hours per semester
4 = Less than ½-time: fewer than 6 hours per semester

Use the following as defined by the institution for Graduate students:

1 = Enrolled in a normal full-time load
2 = Enrolled for at least ¾-time of a normal full-time load
3 = Enrolled for at least ½-time of a normal full-time load
4 = Enrolled less than ½-time of a normal full-time load

Data Element 43 **Gender.** Enter the student's gender at birth.

M = Male
F = Female
U = Unknown

NOTE: Option "U" is used when **Data Element 23 = 2** and the gender cannot be reported.

Data Element 44 **Parent 1 Highest Grade Level Completed.** Enter the code (1-4) that identifies the highest grade-level completed.

1 = Middle School/Junior High
2 = High School
3 = College or Beyond
4 = Unknown

Data Element 45 **Parent 2 Highest Grade Level Completed.** Enter the code (1-4) that identifies the highest grade-level completed.

1 = Middle School/Junior High
2 = High School
3 = College or Beyond
4 = Unknown

Data Element 46 **Cost of Attendance (COA).** Enter the amount of the student's COA used in determining a student's financial need based on the enrollment period (e.g. 12 months, 9 months, 6 months, 4 months, etc.) determined by using the Federal Methodology. If the institution's system only allows a standard 9-month COA to be calculated, the institution must provide the **Enrollment Adjustment Percentage** (EAP) in **Data Element 93.**

Enter "999999" if the student received aid and **Data Element 23 = 2** (i.e. merit aid, categorical aid, exemption/waiver, etc.).

Enter "000000" if the student does not have a calculated COA and **Data Element 23 = 1.**
(e.g. Student not meeting SAP)

NOTE: In the event where a subsequent ISIR is processed in a rejected status, institutions are required to report data from the valid ISIR that was used to disburse financial assistance.

Data Element 47 **Expected Family Contribution (EFC).** Enter the amount of the student's actual EFC based on the enrollment period (e.g. 12 months, 9 months, 6 months, 4 months, etc.) determined by using the Federal Methodology. If the institution's system only allows a standard 9-month EFC, the institution must provide the **Enrollment Adjustment Percentage** (EAP) in **Data Element 94** to determine the adjusted EFC.

Enter "9999999" if the student received aid and **Data Element 23 = 2** (i.e. merit aid, categorical aid, exemption/waiver, etc.).

Enter "9999998" if the EFC is equal to $9,999,999.

NOTE: This amount may be the same as **Data Element 37** if the student's EFC is a 9-month EFC.

In the event where a subsequent ISIR is processed in a rejected status, institutions are required to report data from the valid ISIR that was used to disburse financial assistance.

Data Element 48 **Tuition and Fee Exemption/Waiver.**

Private/Independent Institutions: Enter the amount of tuition and fees the student did not pay as a result of receiving an exemption or waiver. Enter five zeros "00000" if not applicable.

Public Institutions: If the student received more than four different types of exemptions or waivers (previously reported in **Data Elements 10-21**), enter the additional amount of tuition and fees the student did not pay during the same year. Enter five zeros "00000" if not applicable.

NOTE: Fellowships should be reported under **Data Elements 61** or **62,** depending on the source of funding.

Data Element 49 **Categorical Aid.** Enter the amount of aid that the institution does not award to the student, but that the student brings to the school from a third party (**excluding VA Benefits and Athletic Grants/Scholarships**). Enter five zeros "00000" if not applicable.

NOTE: Texas Tomorrow Fund should be reported under **Data Elements 10-21**. Report the difference between tuition charged and tuition reimbursed (only the unreimbursed amounts are considered exempt).

Data Element 50 **Federal Pell.** Enter the amount of Federal Pell disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 51 **Federal Supplemental Educational Opportunity Grant (SEOG) – Including Match.** Enter the amount of SEOG disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 52 **Texas Public Educational Grant (TPEG).** Enter the amount of TPEG disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 53 **Tuition Differential.**
Public Institutions: Enter five zeros "00000". No tuition differential amount is required.

Private/Independent Institutions: Enter the student's tuition differential for the 2019-20 academic year. Tuition differential cannot be "00000". The tuition differential calculation is the difference between the student's semester credit hours (SCH) tuition rate and the comparable average public tuition rate.

NOTE: Private/Independent Institutions must report a tuition differential, regardless if the student is eligible for the Tuition Equalization Grant (TEG) at the institution. For a list of Southern Association of Colleges and Schools (SACS) levels by institution and an example of a tuition differential calculation, **see** **Appendix B**.

Data Element 54 **Tuition Equalization Grant (TEG).** Enter the amount of TEG disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 55 **Tuition Equalization Grant (TEG) Award Type.** Enter the code (0-2) that identifies the student's TEG award type for the 2019-20 academic year.

0 = Not applicable
1 = First award year recipient (Initial)
2 = Subsequent award year recipient (Continuation)

Data Element 56 **Ministry-Related Degree.** Enter the code (0-1) that identifies if the student is enrolled in a degree plan in church work for the 2019-20 academic year.

0 = No
1 = Yes

Data Element 57 **Semester of Initial/First Award for State Grant Aid (e.g., TEXAS Grant, TEOG, or TEG).** Enter the code (0-2) that identifies the student's TEG, TEOG or TEXAS Grant initial semester awarded for the 2019-20 academic year.

0 = Not applicable
1 = Initial/first award issued in the fall semester
2 = Initial/first issued in the spring semester

NOTE: Use option "0" when reporting renewal students.

Data Element 58 **Justification for State Aid for (e.g., TEXAS Grant, TEOG, TEG, or BOT)** Enter the code (0-4) that validates the student's state aid eligibility for reporting purposes for the 2019-20 academic year.

0 = Not applicable
1 = One-term award recipient
2 = Student is a TEXAS Grant, TEOG, or TEG recipient who regained eligibility in a non-award period
3 = Student is a TEXAS Grant or TEG recipient and is enrolled in a degree or certificate program of more than four years; extension of five-year award maximum due to six years of eligibility
4 = Student is a TEXAS Grant or TEOG recipient who was issued a prorated award due to program hour limitation

NOTE: Use option "1" if the student is a TEG recipient and received an athletic scholarship in a different term or the student attended for one term due to graduation.

Data Element 59 **Hardship for State Aid (e.g., TEXAS Grant, TEOG, TEG, or BOT)**. Enter the code (0-1) that identifies if a documented hardship was granted when determining eligibility for state financial aid for the 2019-20 academic year. For additional guidance on hardships, **see** **Appendix C**.

0 = Not applicable
1 = State aid recipient received a hardship

NOTE: Use option "0" when the state aid recipient did **not** receive a hardship.

Data Element 60 **HB3015 Grants/Scholarships.** Enter the amount of grants/scholarships funded through designated tuition set-asides disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 61 **Grants/Scholarships Funded Through Restricted Funding Sources.** Enter the amount of restricted aid (excluding athletic grants/scholarships) disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

For Example: The institution has a scholarship that is funded by endowments or third-party donations.

NOTE: This includes any "restricted funding" **not** reported elsewhere in the report.

Data Element 62 **Grants/Scholarships Funded Through Unrestricted Funding Sources.** Enter the amount of unrestricted aid (excluding athletic grants/scholarships) disbursed to the student as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

For Example: The institution has a scholarship that is funded through the institution's general operational funds.

NOTE: This includes any "unrestricted funding" **not** reported elsewhere in the report.

Data Element 63 **Federal Veterans Affairs (VA) Educational Benefits.** Enter the amount of Federal VA benefits disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

NOTE: Hazelwood Exemption should be reported under **Data Elements 10-21**.

Data Element 64 **Athletic Grants/Scholarships.** Enter the total amount of athletic grants or scholarships (tuition, fees and stipends which can include housing) disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

NOTE: If the recipient is not obliged to play an intercollegiate sport as a recipient of the scholarship, then the scholarship does not fall into the common meaning of "athletic scholarship".

Data Element 65 **Student Deposit Scholarship (SDS).** Enter the amount of SDS disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 66 **Other Federally-Funded Grants/Scholarships.** Enter the amount of other federally funded grants/scholarships disbursed to the student during the 2019-20 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.

Data Element 67 **Other State-Funded Grants/Scholarships.** Enter the amount of other state funded grants/scholarships (excluding athletic grants/scholarships) disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

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

Data Element 68 **Toward EXcellence, Access, & Success (TEXAS) Grant.** Enter the amount of TEXAS Grant disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 69 **Texas Educational Opportunity Grant (TEOG).** Enter the amount of TEOG disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 70 **Texas Educational Opportunity Grant (TEOG) Award Type.** Enter the code (0-2) that identifies the student's TEOG award type for the 2019-20 academic year.

0 = Not applicable
1 = Initial Year award recipient
2 = Renewal Year award recipient

NOTE: Use option "0" if student did **not** receive TEOG.

Data Element 71 **Toward EXcellence, Access, & Success (TEXAS) Grant Priority Model Award.** Enter the code (0-4) that identifies the student's TEXAS Grant Priority Model award status for the 2019-20 academic year.

0 = Not applicable
1 = Renewal year recipient
2 = Priority Model criteria that included completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year **Priority** eligibility
3 = Priority Model criteria **did not include** completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year **Priority** eligibility
4 = Priority Model criteria was **not** used to determine initial year

NOTE: Use option "0" if student did **not** receive TEXAS Grant.

Data Element 72 **Toward EXcellence, Access, & Success (TEXAS) Grant Initial Year (IY) Pathway**. Enter the code (0-5) that identifies the student's TEXAS Grant initial year pathway for the 2019-20 academic year.

0 = **Not applicable**
1 = **Renewal Year (RY) Recipient**: Recipient previously awarded TEXAS Grant
2 = **Associate Degree Pathway IY Recipient:** Recipient received an initial year award after earning an associate degree and enrolled within 12 months of receiving the associate degree
3 = **HS Graduation Pathway IY Recipient:** Recipient received an initial year award within 16 months of the high school graduation date
4 = **Honorable Military Discharge Pathway IY Recipient:** Recipient graduated high school on 05/01/2013 or later and enlisted in military service within 12 months from high school graduation and enrolled ¾ time within 12 months after receiving an honorable discharge
5 = **TEOG Transfer Pathway IY Recipient:** Recipient transferred to a public university and received an initial year Texas Educational Opportunity Grant (TEOG) award in fall 2014 or later and earned at least 24 semester credit hours, with a minimum 2.5 cumulative GPA

NOTE: Use option "0" if student did **not** receive TEXAS Grant.

Data Element 73 **Federal Work-Study (FWS).** Enter the amount of FWS earned by the student, including the federal funds match, if required, as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

Data Element 74 **Texas College Work Study (TCWS).** Enter the state share amount of TCWS earned by the student, **excluding** match and additional institutional funds, as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

NOTE: Match and additional institutional funds earned by TCWS recipients are reported on **Data Element 103**.

Data Element 75 **Need-Based Institutional Work-Study.** Enter the amount of Need-Based Institutional Work-Study disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 76 **AmeriCorps Program.** Enter the amount of AmeriCorps disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 77 **HB3015 Work-Study.** Enter the amount of HB3015 Work-Study earned by the student, as of the reporting cycle for the 2019-20 academic year. Include Work-Study funded through designated tuition set-asides. Enter five zeros "00000" if not applicable.

Data Element 78 **MODIFIED** **Work-Study Student Mentorship Program (WSMP).** Enter the amount of WSMP earned by the student **including 10% institutional match (excluding fringe benefits)**, as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

Data Element 79 **Texas Armed Services Scholarship Program (TASSP).** Enter the **gross** amount of TASSP disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 80 **FILLER.** Enter five zeros "00000".

Data Element 81 **MODIFIED** **FILLER.** Enter five zeros "00000".

Data Element 82 **FILLER.** Enter five zeros "00000".

Data Element 83 **College Access Loan (CAL).** Enter the **gross** amount of CAL(s) the student borrowed, as of the reporting cycle for the 2019-20 academic year. Enter six zeros "000000" if not applicable.

Data Element 84 **FILLER.** Enter five zeros "00000".

Data Element 85 **Federal Direct Parent Loan for Undergraduate Student (PLUS) or Grad Plus Loan.** Enter the **gross** amount of the Federal Direct PLUS Loan(s) or Grad Plus Loan(s) borrowed as of the reporting cycle for the 2019-20 academic year. Enter six zeros "000000" if not applicable.

Data Element 86 **Federal Direct Subsidized Loan.** Enter the **gross** amount of the Federal Direct Subsidized Loan(s) the student borrowed, as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

Data Element 87 **Other Long-Term Educational Loan.** Enter the **gross** amount of the other long-term educational loan(s) the student borrowed, as of the reporting cycle for the 2019-20 academic year. Enter six zeros "000000" if not applicable.

NOTE: Include institutional, state-based, private, federal and alternative educational long-term loan sources certified by the institution not reported elsewhere, where the **student** is the borrower.

Data Element 88 **Federal Direct Unsubsidized Loan.** Enter the **gross** amount of the Federal Direct Unsubsidized Loan(s) the student borrowed, as of the reporting cycle for the 2019-20 academic year**.** Enter five zeros "00000" if not applicable.

Data Element 89 **B-On-Time (BOT) Loan.** Enter the **gross** amount of BOT loan(s) the student borrowed, as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

Data Element 90 **HB3015 Loan.** Enter the **gross** amount of HB3015 Loan(s) the student borrowed, as of the reporting cycle for the 2019-20 academic year. Enter six zeros "000000" if not applicable.

NOTE: This includes loans funded through designated tuition set-asides but **excludes** short-term emergency loans.

Data Element 91 **Teacher Education Assistance for College and Higher Education (TEACH) Grant.** Enter the amount of TEACH Grant disbursed to the student during the 2019-20 academic year, as of the reporting cycle. Enter five zeros "00000" if not applicable.

Data Element 92

Transfer Student or First-Time in College/First-Time in a Graduate Program. Enter the code that identifies the transfer status at the beginning of the student's 2019-20 academic year. This status will remain the same for each 2019-20 FAD reporting cycle.

Not Applicable: Enter six zeros "**000000**"
- For a returning or continuing student enrolled at the institution; or
- For a returning or continuing graduate student enrolled at the institution.

First-Time in College/First-Time in a Graduate Program: Enter "**000001**"
- For a student that has never attended college before; or
- For a student that entered with college credits earned before graduation from high school; or
- For a student that entered the institution for the first-time at a graduate level (medical or dental); or
- For a student that was accepted into a master's program, doctoral program, or doctoral professional practice program (e.g., AUD, PharmD, DNP, DRPH, DPT) at the reporting institution.

Transfer Student: Enter the **FICE Code** of the institution of higher education
- For a student that transferred to the institution from another institution; or
- For a graduate student that transferred from another institution at the same level.

Unidentified Transfer Student: Enter "**999999**"
- For a student that transferred from an institution that is out-of-state; or
- For a student that transferred from an institution that does not have a FICE code, designated identifying number or if the FICE code is unknown; or
- For a graduate student that transferred from an out-of-state institution at the same level; or
- For a graduate student that transferred from an institution that does not have a FICE code, designated identifying number or if the FICE code is unknown.

Data Element 93

Enrollment Adjustment Percentage (EAP) for Cost of Attendance (COA). Enter three zeros "000" if the COA reported in **Data Element 46** is the COA that was used in determining the student's financial need. Otherwise, if **Data Element 46** does not represent the COA utilized in determining the student's financial need, enter the percentage by which **Data Element 46** should be multiplied to calculate the COA that was utilized in determining the student's financial need. The percentage should be expressed without decimal points. EAP for COA exists for institutions where system limitations prevent reporting the COA in **Data Element 46** that was utilized in determining financial need.

Examples:
- The student was enrolled for 3 months but the institution's system can only calculate or populate a 9-month COA. The EAP is (3/9*100 = 33%). The institutions would enter "033" indicating that 33% of the reported COA was used in determining unmet need.
- The student was enrolled for 12 months but the institution's system can only calculate a 9-month standard COA. The EAP is (12/9*100 = 133%). The institution would enter "133" indicating that 133% of the reported COA was used in determining unmet need.

Data Element 94

Enrollment Adjustment Percentage (EAP) for Total Expected Family Contribution (EFC). Enter three zeros "000" if the EFC reported in **Data Element 47** is the EFC that was used in determining the student's financial need. Otherwise, if **Data Element 47** does not represent the EFC utilized in determining the student's financial need, enter the percentage by which **Data Element 47** should be multiplied to calculate the EFC that was utilized in determining the student's financial need. The percentage should be expressed without decimal points. EAP for EFC exists for institutions where system limitations prevent reporting the EFC in **Data Element 47** that was utilized in determining financial need.

Examples:
- The student was enrolled for 3 months but the institution's system can only calculate or populate a 9-month EFC. The EAP is (3/9*100 = 33%). The institutions would enter "033" indicating that 33% of the reported EFC was used in determining unmet need.
- The student was enrolled for 12 months but the institution's system can only calculate a 9-month standard EFC. The EAP (12/9 *100 = 133%). The institution would enter "133" indicating that 133% of the reported EFC was used in determining unmet need.

Data Element 95

Student Identification (ID) Number. Enter the 9-digit ID number assigned by the institution.

NOTE: Do not report all zeros. If reporting a student's SSN in **Data Element 5**, a student's ID must be reported in **Data Element 95**. All SSNs or IDs submitted must be consistent with those reported on other THECB reports. A student's SSN/ID is compared with the SSN/ID reported on the institution's CBM001 (Fall, Spring and Summer) report during Reporting Cycle 3.

Data Element 96 **Controlled Substance Conviction for State Aid Eligibility.** Enter the code (0-1) that identifies if a TEXAS Grant or TEOG recipient has been convicted of either a felony or a crime involving a controlled substance as defined by Chapter 481, Health and Safety Code (Texas Controlled Substances Act).

0 = Not applicable
1 = Student has been convicted of either a felony or a crime involving a controlled substance

Data Element 97 **Selective Service Registration.** Enter the code (0-3) that identifies the student's Selective Service Status:

0 = Not Applicable (e.g., Female)
1 = Student is registered for Selective Service
2 = Student is **not** registered for Selective Service
3 = Exempt

NOTE: Use option "0" if **Data Element 43 = F (Female).** Males must be registered with Selective Service, or be exempt, to qualify for any type of state aid.

Data Element 98 **Defaulted Loan.** Enter the code (0-2) that identifies if the student defaulted on a federal student loan according to the student's current 2019-20 ISIR.

0 = Not applicable
1 = Yes
2 = No

NOTE: Use option "0" if **Data Element 23** = **2**. Use option "2" if **Data Element 23** = **1** and the student (including affidavit students) completed a TASFA or an institutional application. The student's default status may change for each reporting cycle.

Data Element 99 **Attempted Hours in the Fall Semester.** Enter the total number of hours the student attempted in the **fall** semester for the 2019-20 academic year.

Data Element 100 **Attempted Hours in the Spring Semester.** Enter the total number of hours the student attempted in the **spring** semester for the 2019-20 academic year.

Data Element 101 **Attempted Hours in the Summer Semester.** Enter the total number of hours the student attempted in the **summer** semester for the 2019-20 academic year.

NOTE: Attempted hours reported in **Data Elements 99-101** should align with **Data Element 42** and includes repeated courses, courses the student drops and from which the student withdraws (excluding Advance Placement (AP), College Level Examination Program (CLEP), and dual credit hours).

If "0" hours are reported for all three **Data Elements 99-101** and it does not align with **Data Element 42**, an exception code must be reported in **Data Element 9.**

Data Element 102 **Total Cumulative Attempted Hours.** Enter the cumulative **total** number of hours the student attempted.

NOTE: Attempted hours reported in **Data Element 102**, is defined as every course in every semester, including but not limited to, current (in-progress) courses, repeated courses and courses the student drops/withdraws after census and transfer credit hours accepted by the institution.

Data Element 103 **Texas College Work-Study (TCWS) Match Including Additional Institutional Funds.** Enter the amount of match funds including additional institutional funds the student earned, as of the reporting cycle for the 2019-20 academic year. Enter five zeros "00000" if not applicable.

Data Element 104 **MODIFIED** **Texas College Work-Study (TCWS) Job Location.** Enter the code (0-5) that identifies the location of student employment, as of the reporting cycle for the 2019-20 academic year.

0 = Not applicable
1 = On-Campus
2 = For Profit Off-Campus
3 = Non-Profit Off-Campus
4 = Both On-Campus and For Profit Off-Campus
5 = Both On-Campus and Non-Profit Off-Campus

Data Element 105 **MODIFIED** **Work-Study Student Mentorship Program (WSMP) Job Location.** Enter the code (0-5) that identifies the employment location for the student, as of the reporting cycle for the 2019-20 academic year.

0 = Not applicable
1 = On-Campus
2 = For Profit Off-Campus
3 = Non-Profit Off-Campus
4 = Both On-Campus and For Profit Off-Campus
5 = Both On-Campus and Non-Profit Off-Campus

Data Element 106 **Date of Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA).** Enter the CPS Application Receipt Date on the ISIR or the date the TASFA/Institutional application was first received by the institution, as of the reporting cycle for the 2019-20 academic year. Enter eight zeros "00000000" if not applicable.

NOTE: Application Receipt Date, as defined on page 25 of the ISIR Guide, shows the date the application was received by the FAFSA processor or the date an electronic FAFSA transmission was received by the CPS.

Data Element 107 **Total Tuition and Fees for Fall.** Enter the total amount of tuition and fees charged to the student, as of the reporting cycle for the 2019-20 academic year.

Data Element 108 **Total Tuition and Fees for Spring.** Enter the total amount of tuition and fees charged to the student, as of the reporting cycle for the 2019-20 academic year.

Data Element 109 **Total Tuition and Fees for Summer.** Enter the total amount of tuition and fees charged to the student, as of the reporting cycle for the 2019-20 academic year.

Data Element 110 **Toward EXcellence, Access, & Success (TEXAS) Grant Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies the recipient's SAP status, as of the reporting cycle for the 2019-20 academic year.

0 = Not a TEXAS Grant recipient
1 = Yes
2 = No
3 = Reporting Cycle 1

Data Element 111 **Texas Educational Opportunity Grant (TEOG) Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies the recipient's SAP status, as of the reporting cycle for the 2019-20 academic year.

0 = Not a TEOG recipient
1 = Yes
2 = No
3 = Reporting Cycle 1

Data Element 112 **Tuition Equalization Grant (TEG) Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies the recipient's SAP status, as of the reporting cycle for the 2019-20 academic year.

0 = Not a TEG recipient
1 = Yes
2 = No
3 = Reporting Cycle 1

Data Element 113 **MODIFIED** **FILLER.** Enter one zero "0".

GENERATED REPORTS & NOTIFICATIONS

FY 2020 (2019-20) FAD

Generated Reports

Edit Report (FAD001)

The **Edit Report (FAD001)** provides a listing of all Data Records with Errors and/or Warnings/Questionable Values. This report has three sections: **Edit Summary**, **Error Report**, and **Warning/Questionable Report**.

Edit Summary

This section provides a listing of all data elements with the corresponding total number of Errors and Warning/Questionable values found in the file. In addition, it includes a breakdown of the total student records submitted.

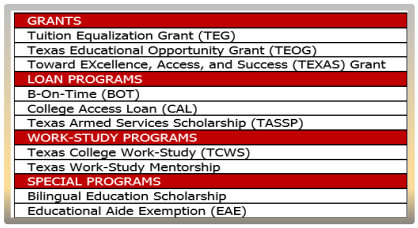
During Reporting Cycle 1:

Total Unreconciled Programs will not identify any errors.

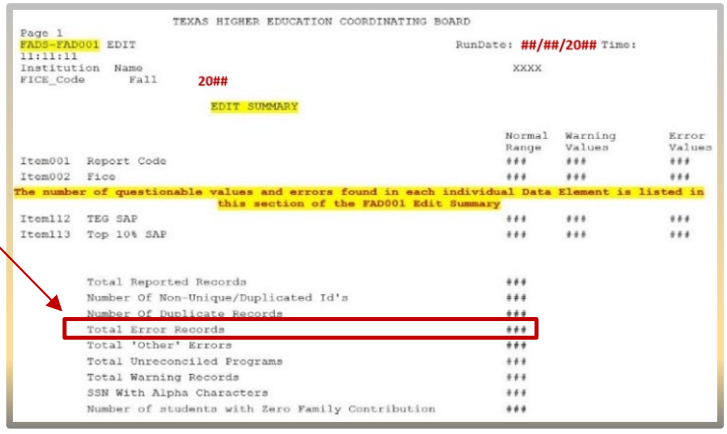
During Reporting Cycles 2 and 3:

Total Unreconciled Programs will identify the number of state programs reported in the file that did not reconcile with the THECB database.

NOTE: A total of 10 state programs must be reconciled.



GRANTS
Tuition Equalization Grant (TEG)
Texas Educational Opportunity Grant (TEOG)
Toward EXcellence, Access, and Success (TEXAS) Grant
LOAN PROGRAMS
B-On-Time (BOT)
College Access Loan (CAL)
Texas Armed Services Scholarship (TASSP)
WORK-STUDY PROGRAMS
Texas College Work-Study (TCWS)
Texas Work-Study Mentorship
SPECIAL PROGRAMS
Bilingual Education Scholarship
Educational Aide Exemption (EAE)



```
                    TEXAS HIGHER EDUCATION COORDINATING BOARD
Page 1
FADS-FAD001 EDIT                                          RunDate: ##/##/20## Time:
11:11:11
Institution  Name                                                  XXXX
FICE_Code      Fall      20##

                          EDIT SUMMARY

                                                                Normal  Warning      Error
                                                                Range   Values       Values
Item001  Report Code                                            ###     ###          ###
Item002  Fice                                                   ###     ###          ###
The number of questionable values and errors found in each individual Data Element is listed in
                          this section of the FAD001 Edit Summary
Item112  TEG SAP                                                ###     ###          ###
Item113  Top 10% SAP                                            ###     ###          ###


         Total Reported Records                                 ###
         Number Of Non-Unique/Duplicated Id's                   ###
         Number Of Duplicate Records                            ###
         Total Error Records                                    ###
         Total 'Other' Errors                                   ###
         Total Unreconciled Programs                            ###
         Total Warning Records                                  ###
         SSN With Alpha Characters                              ###
         Number of students with Zero Family Contribution       ###
```

Error Report

This section provides a student-by-student listing of all **Data Records** with errors.

The listing includes the following information for each **Data Record**:

- Student SSN/ID (Data Element 5)
- Student Name (Data Elements 38 and 39)
- Student ID (Data Element 95)
- Item #
- Data Element Name
- Edit Message
- File Value
- Total Number of Errors Found

```
                    TEXAS HIGHER EDUCATION COORDINATING BOARD                    Page 1
FADS-FAD001 EDIT                                          RunDate: ##/##/20## Time: 14:05:52
INSTITUTION NAME                                                 999999      Fall      20##

                                          ERROR REPORT


DATA RECORD:  1
STUDENT SSN/ID :  111111111          Student Name : STUDENT NAME          Student ID : 000000000

W/E   ITEM#  DATA ELEMENT                  EDIT MESSAGE                                                  FILE VALUE
ERROR 095    Institution Student Number    Cannot = 00000000                                             000000000
ERROR 097    Selective Service             = 0 or 2 and needs analysis (# 23) = 1 and TCWS Mentorship (#78) > 0  0
      023     Need Analysis Used                                                                         1
      078     Texas Work-Study Mentorship Pg                                                             00228

COUNT OF ERRORS IN THIS RECORD:  2
-----------------------------------------------------------------------------------------------------------------
```

Warning/Questionable Report

This section provides a student-by-student listing of all **Data Records** with Warning/Questionable values found.
The listing includes the following information for each **Data Record**:

- Student SSN/ID (Data Element 5)
- Student Name (Data Elements 38 and 39)
- Student ID (Data Element 95)
- Item #
- Data Element Name
- Warning Message
- File Value
- Total Number of Warnings Found

```
                    TEXAS HIGHER EDUCATION COORDINATING BOARD                    Page 1
FADS-FAD001 EDIT                                        RunDate: ##/##/20##  Time: 14:05:52
INSTITUTION NAME                                             999999          Fall      20##

                                          WARNING\QUESTIONABLE ONLY


DATA RECORD:  819
STUDENT ID :  111111111          Student Name : STUDENT NAME          Student ID : 000000000

ITEM# DATA ELEMENT                WARNING MESSAGE                                  FILE VALUE
035    Date of Birth               age < 16 or > 75                                 ********

COUNT OF WARNING IN THIS RECORD:  1
-------------------------------------------------------------------------------------------------------------------
```

Reconciliation Report

The **Reconciliation Report** provides a listing of the total number of students and amounts reported for each of the data elements. This report will compare the totals in the file to the totals in the THECB database.

During Reporting Cycle 1:
Only institutional data will be listed.

During Reporting Cycles 2 and 3:
State financial programs must reconcile with the THECB database.

The report will be in data element order and include the following information:

- Item #
- Program Name
- THECB Student Count
- THECB Amount
- Institution Student Count
- Institution Amount

TEXAS HIGHER EDUCATION COORDINATING BOARD

Reconciliation Report -- Reporting Cycle #, YEAR

Institution Name (######-FICE CODE)

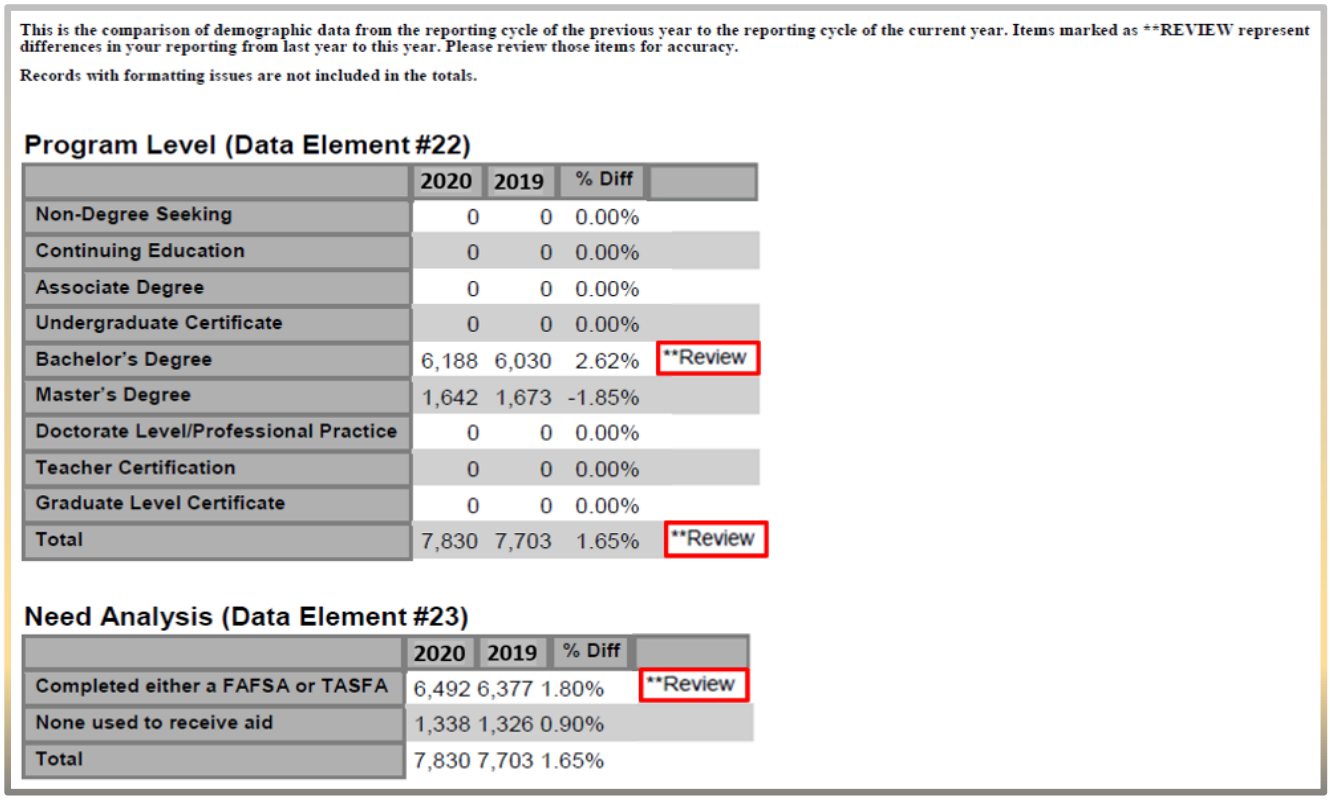
Item Number	Program Name	THECB Count of Students	THECB Amount Reported	Institution Count of Students	Institution Amount Reported	
08	Top 10% Scholarship	0	0	0	0	
10	Exempt Waiv Award 1	N/A	N/A	777	4,886,727	
13	Exempt Waiv Award 2	N/A	N/A	37	165,518	
16	Exempt Waiv Award 3	N/A	N/A	0	0	
19	Exempt Waiv Award 4	N/A	N/A	0	0	
48	Tuit Exempt Waiv	N/A	N/A	0	0	
49	Categorical Aid	N/A	N/A	1,121	4,310,601	
50	Federal Pell	N/A	N/A	2,943	13,744,736	
51	Federal SEOG	N/A	N/A	251	298,856	
52	TPEG	N/A	N/A	1,357	1,375,395	
53	Tuition Differential	N/A	N/A	0	0	
54	TEG	0	0	0	0	
60	HB3015 Grants and Scholarships	N/A	N/A	1,515	1,518,563	
61	Restricted Grants and Scholarships	N/A	N/A	3,714	8,712,875	
62	Unrestricted Grants and Scholarships	N/A	N/A	0	0	
63	Federal VA Benefits	N/A	N/A	0	0	
64	Athletic Grants and Scholarships	N/A	N/A	370	2,451,286	
65	Student Deposit Scholarships	N/A	N/A	13	13,070	
66	Other Federal Grants and Scholarships	N/A	N/A	3	9,350	
67	Other State Grants and Scholarships	N/A	N/A	6	8,606	
68	TEXAS Grant Program	736	3,380,833	734	3,371,738	*Reconcile

State financial aid program totals reported in the file that do not reconcile with the total in the THECB database will list ***Reconcile** in the last column of the report. **N/A** will appear for all other programs.

The programs that must be reconciled with the THECB database are Bilingual Education Scholarship Program, BOT, CAL, Educational Aide Exemption, TASSP, TEG, TEOG, TEXAS Grant, Texas College Work-Study (TCWS), and Work-Study Student Mentorship Program (WSMP).

Program Comparison Report

The **Program Comparison Report** provides a summary of the demographic data from the file submitted and compares to the previous year's totals. For example, FY 2020 cycle 2 totals will be compared to cycle 2 totals from FY 2019. Items with a percentage change that exceed the standard deviation will be marked as ****REVIEW**. Institutions are required to verify the data marked for review to ensure it is accurate. Files with invalid totals will need to be corrected and resubmitted.



This is the comparison of demographic data from the reporting cycle of the previous year to the reporting cycle of the current year. Items marked as **REVIEW represent differences in your reporting from last year to this year. Please review those items for accuracy.

Records with formatting issues are not included in the totals.

Program Level (Data Element #22)

	2020	2019	% Diff	
Non-Degree Seeking	0	0	0.00%	
Continuing Education	0	0	0.00%	
Associate Degree	0	0	0.00%	
Undergraduate Certificate	0	0	0.00%	
Bachelor's Degree	6,188	6,030	2.62%	**Review
Master's Degree	1,642	1,673	-1.85%	
Doctorate Level/Professional Practice	0	0	0.00%	
Teacher Certification	0	0	0.00%	
Graduate Level Certificate	0	0	0.00%	
Total	7,830	7,703	1.65%	**Review

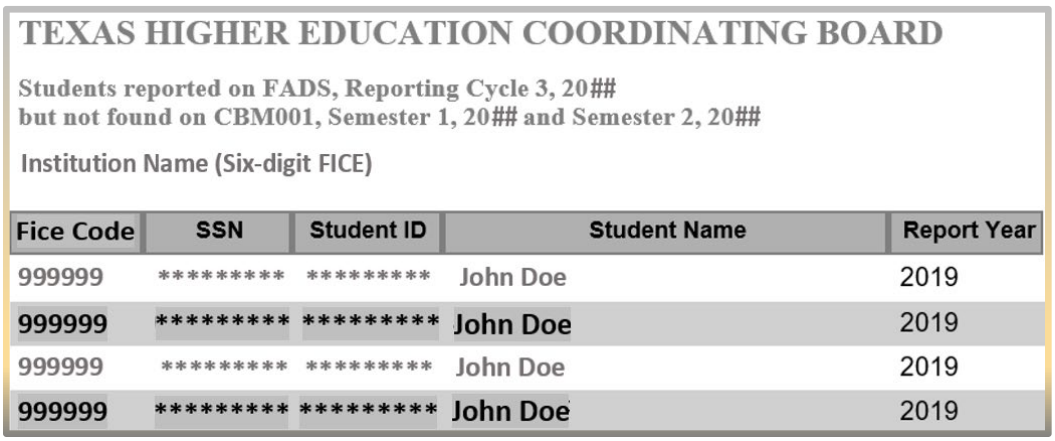
Need Analysis (Data Element #23)

	2020	2019	% Diff	
Completed either a FAFSA or TASFA	6,492	6,377	1.80%	**Review
None used to receive aid	1,338	1,326	0.90%	
Total	7,830	7,703	1.65%	

Unmatched SSN Report

The **Unmatched SSN Report** provides a listing of student Social Security Numbers (SSN)/Identification (ID) Numbers reported in the FAD file that were not found in the CBM database for Fall 2019, Spring 2020, and Summer 2020. This report does not identify any errors and should only be reviewed for accuracy. Only files with major discrepancies should be corrected and resubmitted.

NOTE: This report will only be generated during **Reporting Cycle 3**.



TEXAS HIGHER EDUCATION COORDINATING BOARD

Students reported on FADS, Reporting Cycle 3, 20##
but not found on CBM001, Semester 1, 20## and Semester 2, 20##

Institution Name (Six-digit FICE)

Fice Code	SSN	Student ID	Student Name	Report Year
999999	*********	*********	John Doe	2019
999999	*********	*********	John Doe	2019
999999	*********	*********	John Doe	2019
999999	*********	*********	John Doe	2019

Notifications

Data Report Processing Schedule

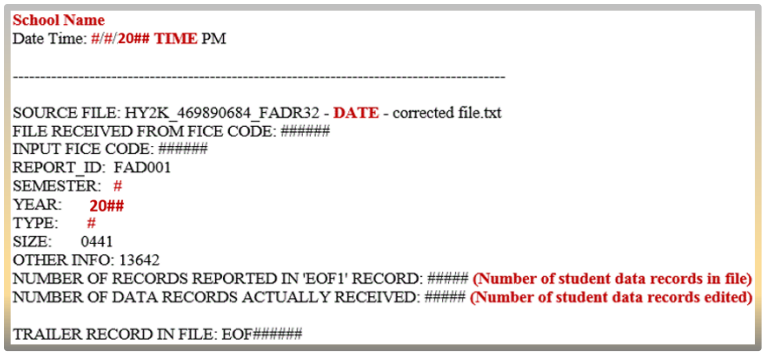
Data reports are processed every hour, 7 days a week. Processing times may vary based on the size and number of files received by the THECB.

File Receipt Confirmation

A **File Receipt Confirmation** is automatically sent to the institution's designated email address after a FAD report file is submitted. This confirmation indicates that the institution's file was received. If a **File Receipt Confirmation** email is not generated within 24 hours, please contact the THECB at FADB@thecb.state.tx.us.

Sample File Receipt Confirmation

- Date and time the file was received
- Number of records in the file



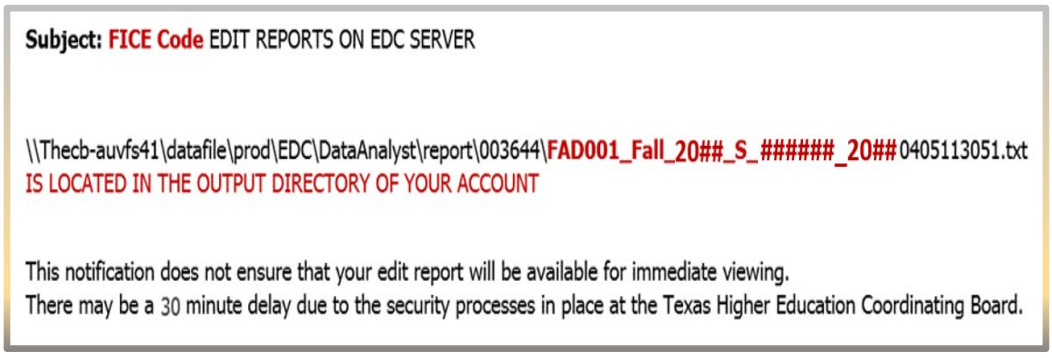
School Name
Date Time: #/#/20## TIME PM

SOURCE FILE: HY2K_469890684_FADR32 - DATE - corrected file.txt
FILE RECEIVED FROM FICE CODE: ######
INPUT FICE CODE: ######
REPORT_ID: FAD001
SEMESTER: #
YEAR: 20##
TYPE: #
SIZE: 0441
OTHER INFO: 13642
NUMBER OF RECORDS REPORTED IN 'EOF1' RECORD: ##### (Number of student data records in file)
NUMBER OF DATA RECORDS ACTUALLY RECEIVED: ##### (Number of student data records edited)

TRAILER RECORD IN FILE: EOF######

Edit Reports Notification

An **Edit Reports Notification** is automatically sent to the institution's designated email address after a FAD report file is processed. This notification indicates that the institution's file was processed and that edit reports will be available in the institution's **FAD_Output** folder in MOVEit DMZ.



Subject: FICE Code EDIT REPORTS ON EDC SERVER

\\Thecb-auvfs41\datafile\prod\EDC\DataAnalyst\report\003644\FAD001_Fall_20##_S_######_20##0405113051.txt
IS LOCATED IN THE OUTPUT DIRECTORY OF YOUR ACCOUNT

This notification does not ensure that your edit report will be available for immediate viewing.
There may be a 30 minute delay due to the security processes in place at the Texas Higher Education Coordinating Board.

ADDITIONAL INFORMATION

TROUBLESHOOTING TIPS

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 so that it can be extracted for processing. If the file was incorrectly uploaded into the FAD_Output folder, reupload the file into the Home_Folder.
4. Check with the institution's IT Department to ensure notifications are routed correctly. Be sure to check spam and junk folders.

If file issues are not resolved, contact FADB@thecb.state.tx.us.

If an **Edit Report Notification** is not received within 2 business days of submitting the FAD Report, do not keep submitting files. Follow these steps:

1. Check to ensure a File Receipt Notification was received in the institution's designated email box.
2. Check for a "file reject" notification in the institution's designated email box.

If notifications have not been received, contact FADB@thecb.state.tx.us.

Validation/Certification Notification

A **Validation/Certification Notification** is automatically sent to the institution's designated email address after a FAD report file is processed and no errors are found. This notification includes a link to CBPASS, where the institution's designated official can login and Validate/Certify the reporting cycle data.

Subject: **FICE Code** FAD **20##** Validation Available IN CBPass

Your institution's **20##** FAD data is ready for **Validation/Certification** for the reporting cycle and year indicated below through CBPass. Please make sure all of your data and any items marked as "REVIEW" have been checked for accuracy.

REPORTING CYCLE: **#**
YEAR: **20##**

To complete your FADS Validation, please log in at https://www1.thecb.state.tx.us/Apps/SpecialPrograms/FADSReporting/.

Validation/Certification Confirmation

A **Validation/Certification Confirmation** is automatically sent to the institution's designated email address after the institution's designated official **Validates/Certify** the reporting cycle data in CBPass. This notification indicates that the institution's reporting obligation for the corresponding cycle has been met and no additional action is required.

Subject: FICE Code FAD Validation Confirmation - **20##** Cycle **#**

Validation/ Certification for your institution's FAD data for the reporting cycle and year indicated below has been applied. Your reporting requirements for this cycle have been met. You can check the status of your reports and validations/certifications anytime at http://reports.thecb.state.tx.us/approot/thecbrw/cbm_reporting_ext.htm.

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.

REPORTING CYCLE: **#**
YEAR: **20##**

Institution: **Institution Name (######)**
Submitted by: **Directors Name**
Title: **Financial Aid Director**
Email Address: **FA-Director@insitutions.edu**
Phone Number: **###-###-####**

APPENDICES

FY 2020 (2019-20) FAD

Appendix A

Award Amount Summary

TEXAS Grant				
Institution Type	**Year Max**	**Semester Max**	**Target/Year Max**	**Target/Semester Max**
Public Universities and HRIs	$14,688	$4,896	$7,500	$2,500
The calculated priority EFC for 2019-20 is $5,875. The priority EFC set by the THECB should serve as a method for prioritizing IY awards for eligible students and is not an eligibility requirement to receive an award.				

TEOG					
Institution Type	**Year Max**	**Award Maximum Per Semester Based on Census Date Enrollment**			
		Full-Time (12+ SCHs)	**Three-Quarter Time (9-11 SCHs)**	**Half-Time (6-8 SCHs)**	**< Half-Time (1-5 SCHs)**
Public State Colleges	$8,814	$2,938	$2,204	$1,469	$0
Public Technical Institutes	$8,982	$2,994	$2,246	$1,497	$0
Public Community Colleges	$4,908	$1,636	$1,227	$ 818	$0
The calculated priority EFC for 2019-20 is $5,875. The priority EFC set by the THECB should serve as a method for prioritizing IY awards for eligible students and is not an eligibility requirement to receive an award.					

TEG		
Institution Type	**Year Max**	**Exceptional Need**
Private/Independent Institutions	$3,420	$5,130
Undergraduate students whose EFC's are ≤ $1,000 may receive up to the Exceptional Need award amount.		

TASSP	
Institution Type	**Year Max**
Public Institutions	$10,000
Private Institutions	$10,000

B-ON-TIME LOAN		
Institution Type	**Year Max**	**Semester Max**
Public Universities, HRIs and Private/Independent Institutions	$9,792	$4,896
Public State Colleges	$5,876	$2,938
Public Technical Institutes	$5,988	$2,994
Public Community Colleges	$3,272	$1,636
A 3% origination fee will be deducted from the loan proceeds.		

Appendix B

Southern Association Colleges and Schools (SACS) Program Levels

Institution Name	SACS Level	UNDERGRADUATE TUITION RATE PER SCH	GRADUATE TUITION RATE PER SCH
Abilene Christian University	5	$201	$241
Austin College	3	$195	$260
Baylor University	6	$248	$294
Concordia University Texas	5	$201	$241
Dallas Baptist University	5	$201	$241
East Texas Baptist University	3	$195	$260
Hardin-Simmons University	5	$201	$241
Houston Baptist University	5	$201	$241
Howard Payne University	3	$195	$260
Huston-Tillotson University	3	$195	$260
Jacksonville College	1	$64	n/a
Jarvis Christian College	2	$58	n/a
LeTourneau University	3	$195	$260
Lubbock Christian University	3	$195	$260
McMurry University	3	$195	$260
Our Lady of the Lake University	5	$201	$241
Parker University	5	$201	$241
Paul Quinn College	2	$58	n/a
Rice University	6	$248	$294
Schreiner University	3	$195	$260
Southern Methodist University	6	$248	$294
Southwestern Adventist University	3	$195	$260
Southwestern Assemblies of God University	5	$201	$241
Southwestern Christian College	2	$58	n/a
Southwestern University	2	$58	n/a
St. Edward's University	3	$195	$260
St. Mary's University	5	$201	$241
Texas Chiropractic College	5	$201	$241
Texas Christian University	6	$248	$294
Texas College	2	$58	n/a
Texas Lutheran University	3	$195	$260
Texas Wesleyan University	6	$248	$294
The University of Dallas	5	$201	$241
Trinity University	3	$195	$260
University of Mary Hardin-Baylor	5	$201	$241
University of St. Thomas	5	$201	$241
University of the Incarnate Word	6	$248	$294
Wayland Baptist University	5	$201	$241
Wiley College	2	$58	n/a

For example: Institution Current Tuition Rate Per SCH = $550
Institution SACS Level = 3

To calculate tuition differential for an undergraduate student who enrolled in 12 SCH in the fall and 12 SCH in the spring, the institution would report the following:

$550	–	$195	=	$355	x	24 SCH	=	$8,520
Institution Current Tuition	–	SACS Avg.	=	Difference	x	Semester Credit Hours	=	**Tuition Diff.**

Appendix C

TEXAS Grant Satisfactory Academic Progress (SAP) (TAC, Section 22.229)

At the end of the first academic year, a student must meet SAP requirements set by the institution to be eligible for a first RY award. At the end of the second academic year, and all subsequent years, a student must have completed 24 SCHs and have a minimum 2.5 cumulative grade point average (GPA).

Academic Year	SAP Requirements	
End of 1st academic year	**Institutional SAP policy**	
End of 2nd academic year and all subsequent years	Complete 24 SCH	2.5 cumulative GPA on a 4-point scale

NOTE: A student who does not meet the program GPA requirement at the end of a spring term may appeal to have courses taken at other institutions included in the GPA calculation. In this case, all grade points previously earned must be included in the overall GPA calculation. If the resulting grade point average exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following term.

TEXAS Grant Hardship (TAC, Section 22.231)

A student who is ineligible for a TEXAS Grant based on the requirements for the GPA, number of completed hours, or total hours enrolled may be deemed eligible under a hardship provision. Each institution must adopt a hardship policy and have the policy available for public review. All hardship decisions must be documented in the student's record and be available for submission to the THECB, if requested.

TEOG Satisfactory Academic Progress (SAP) (TAC, Section 22.256)

At the end of the first academic year, a student must meet the SAP requirements set by the institution to be eligible for a first RY award. At the end of the second academic year, and all subsequent years, a student must have completed 75% of total attempted hours and have a minimum 2.5 cumulative grade point average (GPA).

Academic Year	SAP Requirements	
End of 1st academic year	**Institutional SAP Policy**	
End of 2nd academic year and all subsequent years	Complete 75% of attempted SCH	2.5 cumulative GPA on a 4-point scale

NOTE: A student who does not meet the program GPA requirement at the end of a spring term may appeal to have courses taken at other institutions included in the GPA calculation. In this case, all grade points previously earned must be included in the overall GPA calculation. If the resulting grade point average exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following term.

TEOG Hardship (TAC, Section 22.257)

A student who is ineligible for a TEOG award based on grade point average (GPA), completion rate, or number of completed hours for SAP may be deemed eligible under the hardship provision. Each institution must adopt a hardship policy and have the policy available for public review. All hardship decisions must be documented in the student's record and be available for submission to the THECB, if requested.

TEG Satisfactory Academic Progress (SAP) (TAC, Section 22.25)

At the end of the first academic year, a student must meet the SAP requirements set by the institution to be eligible for a continuation award. At the end of the second academic year, and all years thereafter, undergraduates must have completed 24 semester credit hours (SCH) in the most recent academic year, with a 75% completion rate for hours attempted in that year and must have a minimum 2.5 cumulative grade point average (GPA). Graduate students must have completed 18 SCH in the most recent academic year, with a 75% completion rate for hours attempted in that year and must have a minimum 2.5 cumulative GPA.

<table>
<tr><th>Academic Year</th><th colspan="3">SAP Requirements</th></tr>
<tr><td>End of 1st academic year</td><td colspan="3">Institutional SAP Policy</td></tr>
<tr><td>End of 2nd academic year or later – Undergraduate Students</td><td>Completion of at least 24 SCH in the most recent academic year</td><td rowspan="2">75% completion rate</td><td rowspan="2">2.5 cumulative GPA on a 4-point scale or its equivalent for all coursework attempted at a public, private, or independent institution</td></tr>
<tr><td>End of 2nd academic year or later – Graduate Students</td><td>Completion of at least 18 SCH in the most recent academic year</td></tr>
</table>

NOTE: A student who does not meet the program GPA requirement at the end of a spring term may appeal to have courses taken at other institutions included in the GPA calculation. In this case, all grade points previously earned must be included in the overall GPA calculation. If the resulting grade point average exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following fall term.

TEG Hardship (TAC, Section 22.27)

A student who is ineligible for a TEG award based on GPA, completion rate, or number of completed hours for SAP may be deemed eligible under a hardship provision. Each institution must adopt a hardship policy and have the policy available for public review. All hardship decisions must be documented in the student's record and be available for submission to the THECB, if requested.

BOT Satisfactory Academic Progress (SAP) (TAC, Section 22.333)

A student's SAP eligibility is determined at the end of each academic year. A student must complete 75% of total attempted hours in the academic year and have a minimum 2.5 cumulative GPA on a 4-point scale, or its equivalent.

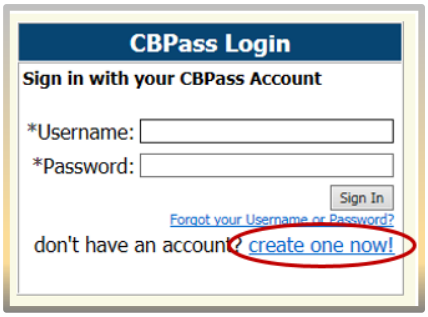
END OF EACH ACADEMIC YEAR	SAP REQUIREMENTS	
	75% completion rate in the most recent academic year	2.5 cumulative GPA on a 4-point scale

BOT Hardship (TAC, Section 22.335)

A student who is ineligible for the BOT Loan based on course load and completion requirements may be deemed eligible under a hardship provision. Participating institutions must adopt a hardship policy and have the policy available for public review upon request. All hardship decisions must be documented in the student's record and be available for submission to the THECB, if requested.

Appendix D

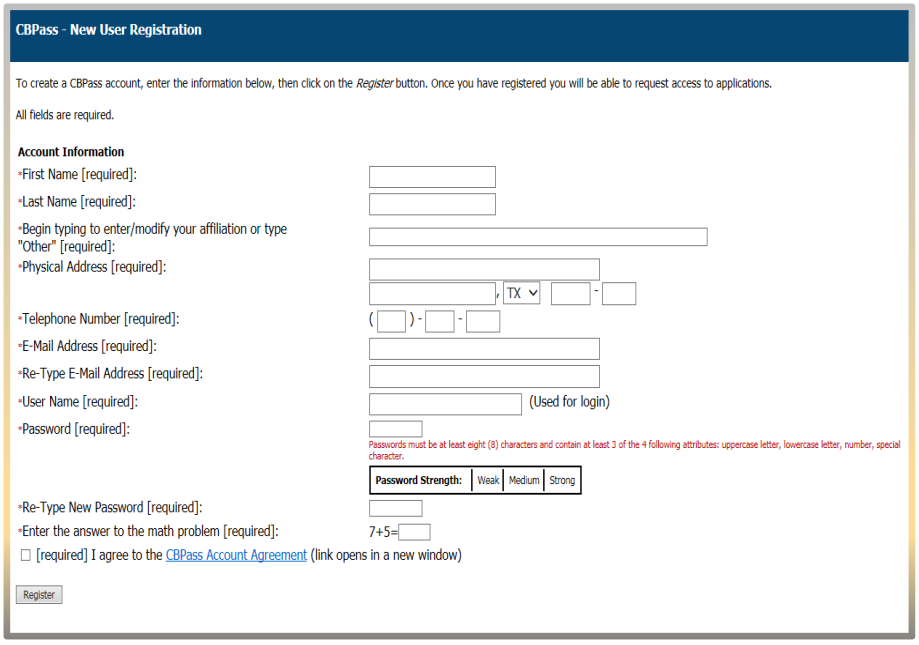
CBPass Portal Instructions



New User Sign Up

1. Navigate to the **CBPass** portal.
2. Click **create one now**
3. Enter the following information on the **CBPass New User Registration page**:
    - First and Last Name
    - Affiliation (Type the institution's full name or "Other")

NOTE: Avoid typing "the" as the first word of the affiliation. The affiliation field shows an institution in the database exactly as it is typed. Be specific when entering the institution's full name. For example, if an institution has multiple campuses, enter the full name, such as University of Houston - Downtown.

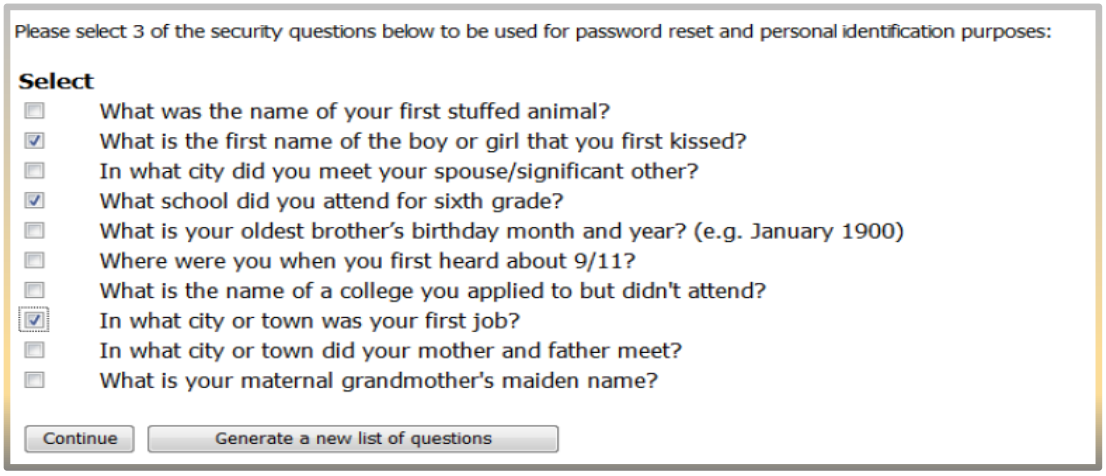


- Physical Address
- Telephone Number
- Email Address

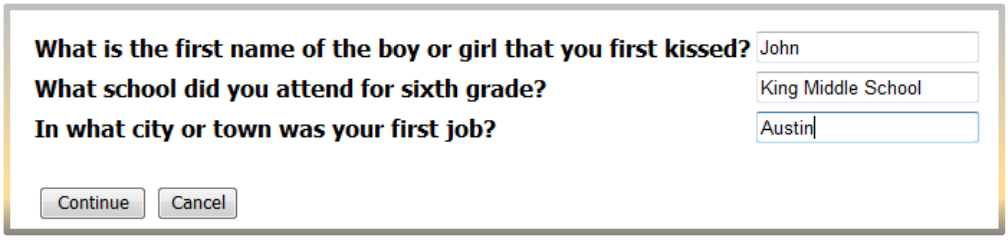
NOTE: The user's email address will become the login name for the requested application.

- User Name
- Password
- Answer to the security math problem

4. Check the box agreeing to the **CBPass Account Agreement** (this box must be selected to proceed with registering).
5. Click **Register.**
6. Select three security questions to answer for password reset purposes.



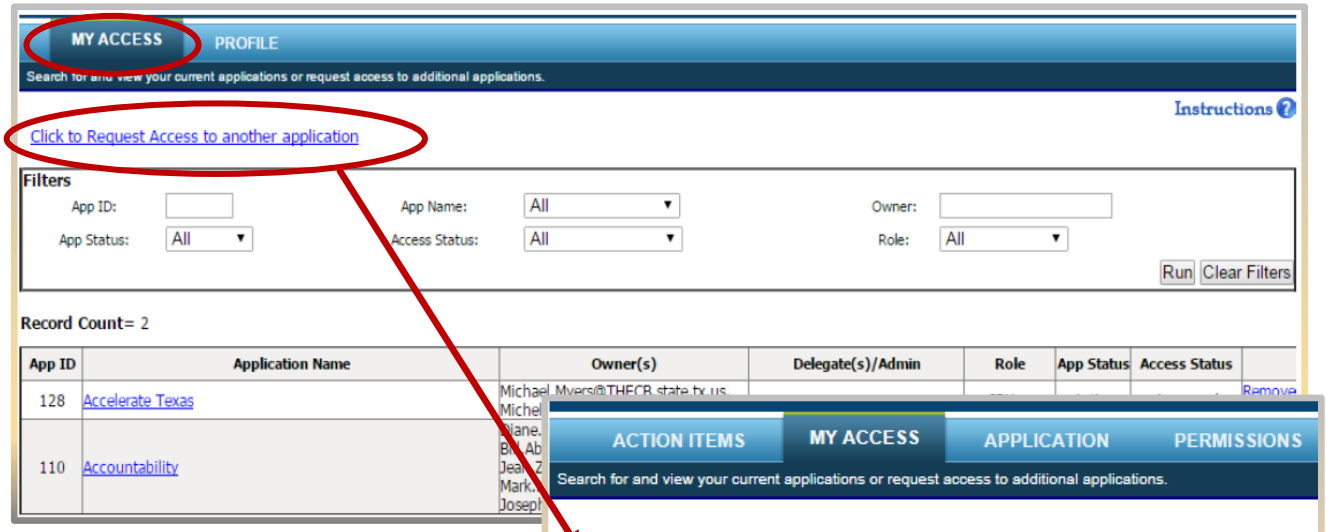
7. Answer the security questions and click **Continue** to create the new account. Click **Cancel** to go back to the list of security questions.



8. Congratulations, the account creation process is now complete.

Requesting Access to an Application

1. Log-in to the **CBPass** portal.



2. From the **MY ACCESS** tab, click **Request Access to another application** (the **Request Access** window opens).
3. Select **Financial Aid Data Certification** from the dropdown menu.
4. Click **Request Access**.

Once the request is processed, an email stating the request status will be sent. Once granted, click on the approved application in the table on the **My Access** tab.

Appendix E

Additional Resources

THECB CONTACT INFORMATION	
FAD Team Email	FADB@thecb.state.tx.us
CONTACT FINANCIAL AID SERVICES	
By phone: (844) 792-2640	
OTHER RESOURCES FOR INSTITUTIONS	
General program information for institutions	Student Financial Aid Programs Information Webpage
General loan information	HHloans
Texas Program Statutes	Texas Education Code
Texas Program Rules	Texas Administrative Code
Information concerning program processing, procedures, allocations, and other topics will be communicated to institutions through the GovDelivery system. To receive these communications, interested individuals must subscribe.	GovDelivery
CALENDAR	
Institutional Calendar	