



State of Wisconsin
Higher Educational Aids Board

P.O. Box 7885
Madison, WI 53707-7885

Telephone: (608) 267-2206
Fax: (608) 267-2808

E-Mail: HEABmail@wisconsin.gov

Web Page: <http://heab.state.wi.us>

Scott Walker
Governor

John Reinemann
Executive Secretary

MONTHLY MEMO
Higher Educational Aids Board
MARCH and APRIL 2018

IN THIS ISSUE

- **HEAB Move to Hill Farms**
- **Staffing Updates**
- **Refunds**
- **Covenant Grant Program**
- **1718 Notification List and Voucher Processing**
- **1819 Notification List**
- **Grant Updates – Committed and Spent**
- **Upcoming Events**

HEAB MOVE to HILL FARMS

Our move to Hill Farms is scheduled for April 5; our mailing address will remain the same at PO Box 7885; Madison WI 53707-7885; but our street address will change to 4822 Madison Yards Way, Seventh floor. While staff will be available on a limited basis on Wednesday, April 4 the office will be unavailable on Thursday, April 5 and Friday, April 6. Vouchers will not be run on Friday, April 6 or Tuesday, April 10. There will not be a notification list the week of April 9. We anticipate voucher processing will resume on Friday, April 13. The reason for the delay in processing is because we're not only changing our e-mail system and its support but the server will also be changing properties. Thank you for your patience during our move.

STAFFING UPDATES

Please welcome Joy Dyer who started with our agency on Monday, January 29. She administers the Wisconsin Grant – PNP, Minority Undergraduate Retention Grant, Minority Teacher Loan and John R. Justice. We are happy to have her join our staff. You can contact her at: joy.dyer@wisconsin.gov and phone is 608-267-2212.

We'd also like to announce the retirement of Nancy Wilkison on April 2 and Cindy Cooley on April 13. Best wishes for their retirement as they will be missed. Please contact either Sherrie Nelson (sherrie.nelson@wisconsin.gov) or Cassie Weisensel (cassie.weisensel@wisconsin.gov) if you have questions about their programs.

REFUNDS

ALL REFUND LISTS MUST BE SUBMITTED ELECTRONICALLY TO THE HEAB MAILBOX. If you have refunds please submit them (electronically) so we can get the money redistributed. Some schools have been sending in checks without lists and this slows down the process, especially if the student is not enrolled at that school.

Covenant Grant Program

Please review your 17-18 notification lists to make sure that you have added the Covenant grant to eligible students' financial aid packages. Please check any transfer students that may be eligible.

NOTIFICATION LIST 17 - 18

Distributed Wednesday afternoons:

March 7, 14, 21, and 28.

April 4, 18, and 25.

AES/TES LIST

March 1, 8, 15, 22, and 29.

April 12, 19, and 26.

VOUCHER PROCESSING

Tuesdays and Fridays for files uploaded by noon

March 2, 6, 13, 16, 20, 23, 27, and 30.

April 3, 13, 16, 20, 24, and 27.

Vouchers will not be processed on March 9, April 6, or April 10, 2018.

Please check our Webpage for current Notification List and Voucher Processing Schedules.

<http://www.heab.wi.gov/finaid.html>

NOTIFICATION LIST 18 - 19

We're hoping to have the list available to you soon.

GRANTS UPDATE

17-18 COMMITTED AND SPENT as of 3/6/18

	<u>Current</u>	<u>This Time Last Year</u>
<u>Wisconsin Grant – Private, non-profit</u> <i>(W codes 8/30/17)</i>		
Committed	166.15%	160.83%
Spent	88.90%	87.57%
<u>Wisconsin Grant - Tribal</u>		
Committed	221.32%	220.22%
Spent	86.06 %	98.34%
<u>Wisconsin Grant – UW</u>		
Committed	141.08%	136.34%
Spent	97.87%	98.72%
<u>Wisconsin Grant – Technical</u> <i>(W codes 7/20/17)</i>		
Committed	181.40%	170.80%
Spent	93.68%	96.39%

UPCOMING EVENTS

Scheduled HEAB Board Meetings: April 27, 2018, and July 27, 2018.

HEAB Training Dates: May 17 and July 19.

HEAB conducts one-day training programs for new and continuing financial aid administrators. The training session covers all aspects of the programs administered by HEAB, including:

Goals of State Aid; *Eligibility for State Aid*; The Notification List; *The Voucher Process*; Return of State Funds; *Submitting and Receiving Data to/from HEAB*; Overviews of the Individual HEAB Programs

The program begins at 10:00 a.m. and ends no later than 3:00 p.m. It is held at the HEAB offices at 4822 Madison Yards Way, 7th floor, Madison, WI. We have room for up to 6 people at each session. Please let us know if you are coming to training as materials are printed based on the number of people attending. To register for a session or for more information, please contact Cassie Weisensel at (608) 267-2206 or email her at cassie.weisensel@wisconsin.gov.

Please contact me by phone at (608) 264-6181 or by email at john.reinemann@wisconsin.gov if you have any questions, concerns or comments. Thank you!