



State of Wisconsin  
Higher Educational Aids Board

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MONTHLY MEMO  
Higher Educational Aids Board  
MAY 2015

**IN THIS ISSUE**

- **FINAL VOUCHER FOR 1415 – TUESDAY- MAY 26, 2015**
- **Staff changes**
- **Residency Determinations**
- **Refunds**
- **Covenant Grant Program Updates**
- **Tip Update**
- **1415 and 1516 Notification lists**
- **Grant Updates – Committed and Spent**
- **Upcoming Events**

**FINAL VOUCHER FOR 1415 – TUESDAY, MAY 26, 2015**

Due to the Dept. of Administration changing the state accounting system to STAR, our ability to process late voucher requests will not be as flexible as in previous years – we would appreciate if you could get any remaining voucher requests in as soon as possible to May 26. We are under a very tight deadline to get Fiscal Year 15 books closed and prepare for the next fiscal year.

**STAFF CHANGES**

Our Covenant coordinator, Garth Beyer, has left the HEAB for another position; his last day was May 8<sup>th</sup>. Lee Hellickson, our only IT programmer has retired and her last day at HEAB was April 30. We thank both of them for all of their expertise during their years at HEAB and wish them the best for the future. Cassie Weisensel will be taking over Garth's duties. While we pursue hiring another programmer, we will be contracting with a vendor.

**RESIDENCY DETERMINATIONS**

We've had many requests for us to change residency status on the notification lists because either an error was made while entering the FAFSA data by the student or a determination has been made by the school that the student is eligible for WI resident tuition rates and therefore eligible for state financial aid. Here are two scenarios and procedures that have been implemented.

**Scenario 1** – a student completes the FAFSA and makes an error when completing the FAFSA by putting in an incorrect state that their parents live. (Example: Students resides WI; parents' residency entered as WY instead of WI.) In this scenario, please contact the grant administrator and inform them of the error and what the error should have been entered as.

**Scenario 2** – student has indicated on the FAFSA that they are residents of another state but the school has determined the student is a WI resident for tuition purposes and eligible for WI grant. In this scenario, the school needs to send detailed documentation to the grant administrator indicating the specific criteria used to determine the student's eligibility for in-state residency. Once the documentation has been received and verified HEAB will request the student's ISIR.

## **DON'T FORGET TO GET YOUR REFUNDS IN!**

Please be sure to get your refunds processed so the funds can be redistributed. The refund information goes to: [HEABmail@wisconsin.gov](mailto:HEABmail@wisconsin.gov).

## **Covenant Grant Program Update**

Please review your notification lists to make sure that you have requested the covenant and foundation funds. In reviewing covenant and foundation awarding for the 15-16 academic year, a reminder that the awards may not be correct as we have not collected any data on students SAP status. If a student does not have satisfactory academic progress they lose the grant.

Cassie will be sending an excel spreadsheet to each school soon to verify satisfactory academic progress for the Covenant students. The spreadsheet is similar to the file that is provided for Academic Excellence, but it will only have a yes or no response for SAP.

## **TIP PROGRAM CHANGES**

Just a reminder, 2013 Assembly Bill 260 has changed the enrollment requirements for the Talent Incentive Program grant. Students are **no longer required to be continuously enrolled**. Ten semesters of eligibility remains, but the award is only available for six years after the initial grant is awarded. We expect to have the award amounts for continuing students and the allocations to the schools and WEOP counselors out soon.

## **NOTIFICATION LIST 1415**

Distributed Wednesday afternoons:

May 6, 13, and 19. June 2.

## **NOTIFICATION LIST 1516**

Distributed Thursday afternoons:

May 7, 14, 21, and 28. June 4, 11, 18, and 25.

We'll switch to Wednesdays in July.

## **AES LIST**

Thursdays: May 21

Please look for the schedule online at: <http://www.heab.wi.gov/finaid.html>

## **VOUCHER PROCESSING**

Tuesdays and Fridays for files uploaded by noon

May: 1, 5, 8, 12, 15, 19 and 26. No voucher will be run on May 22.

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

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

**GRANTS UPDATES**

**14-15 COMMITTED AND SPENT as of 5/14/15**

	<u>Current</u>	<u>This Time Last Year</u>
<b><u>Wisconsin Grant – Private, non-profit (No W Codes)</u></b>		
Committed	176.16%	164.00%
Spent	97.37%	98.28%
<b><u>Wisconsin Grant - Tribal (W codes 08/13/2014)</u></b>		
Committed	219.18%	227.73%
Spent	93.15 %	99.47%
<b><u>Wisconsin Grant – UW</u></b>		
Committed	142.14%	150.21%
Spent	99.98%	99.95%
<b><u>Wisconsin Grant – Technical (W codes 5/15/14)</u></b>		
Committed	176.44%	178.57%
Spent	99.99%	97.17%

**15-16 Committed as of 5/14/15**

	<u>Current</u>	<u>This Time Last Year</u>
<b><u>Wisconsin Grant – Private, non-profit</u></b>		
Committed	129.19%	140.31%
<b><u>Wisconsin Grant – Tribal</u></b>		
Committed	80.44%	111.75%
<b><u>Wisconsin Grant – UW</u></b>		
Committed	88.12%	97.28%
<b><u>Wisconsin Grant – Technical</u></b>		
Committed	146.28%	172.66%

**UPCOMING EVENTS**

**Scheduled HEAB Board Meetings:** July 31, 2015

**HEAB Training Dates:** July 16, September 17, November 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 131 W. Wilson St, Suite 902, 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 Nancy Wilkison at (608) 267-2213 or email her at [nancy.wilkison@wi.gov](mailto:nancy.wilkison@wi.gov).

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