

h. Section H: Information on Eligible Aid Applicants

- Information is reported for students who enrolled at the institution for the previous award year and applied for financial aid.
- Any student who meets the definition of an “eligible aid applicant” must be included, even if the student received no financial aid funds.



***Part II, Section H:
Information on Eligible Aid
Applicants***

- ◆ A school reports information for eligible applicants on the basis of:
 - ▲ a student’s dependency status,
 - ▲ program classification, and
 - ▲ a student’s total family income.
- ◆ A school reports information for students with an automatic zero Estimated Family Contribution (EFC) separately.

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- Backup documentation must be maintained at the school for three years after the end of the award year in which the report was submitted to ED.
- On page 13 you will find a quiz on the FISAP. Please take a few minutes to complete it.

Notes

Test Yourself

Quiz

FISAP

1. A school will automatically receive a reduction in its allocation for the following year if it returns more than what percentage of its Federal Perkins Loan funds in the previous year?
a. 2% b. 10% c. 5% d. 3%
2. For the Federal Perkins Loan Program, schools must request funding for the Expanded Lending Option (ELO) and the federal capital contribution (FCC). True or False?
3. To help determine a school's allocation, ED uses the school's:
a. enrollment information c. expenditures
b. assessments d. all of the above
4. Information is reported on the FISAP for students who enrolled at the school for the previous award year and applied for financial aid, even if the student received no financial aid funds. True or False?
5. Braxton University has:
 - ◆ 5,200 undergraduate students
 - ◆ 2,090 graduate students
 - ◆ 850 professional students
 - ◆ 500 students exclusively auditing classes

Which group of students will not be included in Section F?

B. ALLOCATION PROCESS

Notes _____



Allocating Funds

ED calculates a school's allocation of funds on the basis of:

- ◆ allocation formulas prescribed in federal law and
- ◆ funding appropriated by Congress.

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CAMPUS-BASED ALLOCATIONS

Effective	Base Guarantee	Pro-Rata Share Amount	Fair Share
Through 1999-2000	Amount received in 1985-86	yes	yes
Beginning 2000-01 award year	1999-2000 base* plus 1999-2000 pro-rata share	eliminated	yes

* Base guarantee will be zero for a specific award year for any institution with a cohort default rate of 25 percent or more in the Federal Perkins Loan Program.

- *The Blue Book*, page 3-2, also has information about the allocation process.



Notice of Funding

- ◆ By April 1, ED sends schools electronically an “Official Notice of Funding.”
- ◆ This notice is a school’s authorization to spend up to the amount of federal funds listed for each campus-based program in which it participates and for which it has requested funds.

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- If a school does not use its total allocation of campus-based funds during an award year, it is required to return the unexpended allocation to ED so the money can be reallocated to other schools.



Release of Funds

- ◆ In August, ED requests the release of a school’s unexpended allocated funds. A school completes the reallocation form, now a part of the FISAP software.
- ◆ If a school releases more than 10 percent of its allocation, the allocation for that program will be reduced by that same amount the next award year.
- ◆ If the school can show just cause for returning the funds, it can submit a waiver request to ED.

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UNITED STATES DEPARTMENT OF EDUCATION

Office of Postsecondary Education

Regional

991689

HUSSON COLLEGE

ONE COLLEGE CIRCLE

BANGOR

ME 04401

DATE: MARCH 15, 1999

OFFICIAL NOTICE OF FUNDING THE FEDERAL SUPPLEMENTAL EDUCATIONAL
OPPORTUNITY GRANT, FEDERAL WORK-STUDY AND/OR FEDERAL PERKINS LOAN PROGRAMS

GRANT PERIOD: JULY 1, 1999 THROUGH JUNE 30, 2000

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM

DOCUMENT NUMBER: P007A991689

\$373,635

PROJECT CODE: H300072

APPROPRIATION NO: 919/00200 O.C.C. 4110L

FEDERAL WORK-STUDY PROGRAM

DOCUMENT NUMBER: P033A991689

\$210,097

PROJECT CODE: H400333

APPROPRIATION NO: 919/00200 O.C.C. 4110L

FEDERAL PERKINS LOAN PROGRAM

LEVEL OF EXPENDITURE: \$250,000

DOCUMENT NUMBER: P038A991689

FEDERAL CAPITAL CONTRIBUTION \$32,799

PROJECT CODE: H500381

APPROPRIATION NO: 919/00200 O.C.C. 4110L

600 INDEPENDENCE AVE., S.W. WASHINGTON, D.C. 20202

PAYMENTS UNDER THIS AWARD WILL BE MADE AVAILABLE THROUGH THE DEPARTMENT OF EDUCATION (ED) PAYMENT MANAGEMENT SYSTEM ADMINISTERED BY THE ED OFFICE OF MANAGEMENT AND BUDGET/CHIEF FINANCIAL OFFICER. INQUIRIES REGARDING PAYMENT SHOULD BE DIRECTED TO:

DEPARTMENT OF EDUCATION
ACCOUNTING AND FINANCIAL MANAGEMENT SERVICE
600 INDEPENDENCE AVENUE, S.W.
WASHINGTON, D.C. 20202-4331

A handwritten signature in black ink, reading "Michele L. Selvage". The signature is written in a cursive, flowing style.

MICHELE L. SELVAGE, DIRECTOR
INSTITUTIONAL FINANCIAL MANAGEMENT DIVISION
ACCOUNTING AND FINANCIAL MANAGEMENT SERVICE



UNITED STATES DEPARTMENT OF EDUCATION

Office of Postsecondary Education

991689

HUSSON COLLEGE
ONE COLLEGE CIRCLE
BANGOR

ME 04401

DATE: SEPTEMBER 18, 1999

OFFICIAL NOTICE OF FUNDING THE FEDERAL SUPPLEMENTAL EDUCATIONAL
OPPORTUNITY GRANT, FEDERAL WORK-STUDY AND/OR FEDERAL PERKINS LOAN PROGRAMS

GRANT PERIOD: JULY 1, 1999 THROUGH JUNE 30, 2000

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM

ADJUSTMENT	ADJUSTED AWARD
\$1,298	\$374,933

DOCUMENT NUMBER: P007A991689

PROJECT CODE: H300072 APPROPRIATION NO: 919/00200 O.C.C. 4110L

FEDERAL WORK-STUDY PROGRAM

DOCUMENT NUMBER:

PROJECT CODE: APPROPRIATION NO: O.C.C. 4110L

FEDERAL PERKINS LOAN PROGRAM

LEVEL OF EXPENDITURE:

DOCUMENT NUMBER:

FEDERAL CAPITAL
CONTRIBUTION

PROJECT CODE: APPROPRIATION NO: O.C.C. 4110L

600 INDEPENDENCE AVE., S.W. WASHINGTON, D.C. 20202

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A handwritten signature in black ink, reading "Michele L. Selvage". The signature is written in a cursive style with a large, sweeping initial "M".

MICHELE L. SELVAGE, DIRECTOR

APPENDIX

ED form 646-1
OMB No 1840-0073
Expires 03/31/2002

FISCAL OPERATIONS REPORT AND APPLICATION TO PARTICIPATE (FISAP)
REPORT: AWARD PERIOD JULY 1, 1998 - JUNE 30, 1999; APPLICATION: AWARD PERIOD JULY 1, 2000 - JUNE 30, 2001

PART I. IDENTIFYING INFORMATION, CERTIFICATIONS AND WARNING

SECTION A. IDENTIFYING INFORMATION

1a. NAME AND ADDRESS OF INSTITUTION

2a. DUNS# _____

2b. SERIAL# _____ 2c. OPEID# _____

1b. MAILING ADDRESS (if different from 1a)

3. TYPE OF INSTITUTION (SELECT ONE)

- 3.1 PUBLIC
- 3.2 PRIVATE/NON-PROFIT
- 3.3 PROPRIETARY

- A) ART
- B) BUSINESS
- C) COSMETOLOGY
- D) TRADE & TECHNICAL
- E) OTHER

4. LENGTH/TYPE OF LONGEST PROGRAM (SELECT ONE)

- 4.1 LESS THAN 1 YEAR
- 4.2 1 YEAR BUT LESS THAN 2 YEARS
- 4.3 2 YEARS BUT LESS THAN 3 YEARS
- 4.4 3 YEARS BUT LESS THAN 4 YEARS

- 4.5 4 YEARS
(NO HIGHER THAN A
BACCALAUREATE DEGREE)
- 4.6 5 YEARS OR MORE
- 4.7 POSTBACCALAUREATE
ONLY

5. ADDITIONAL LOCATIONS:

INSTITUTIONS WITH SEPARATELY ELIGIBLE ADDITIONAL LOCATIONS WHICH WILL BE FUNDED UNDER THIS APPLICATION MUST LIST THESE LOCATIONS AND THEIR ADDRESSES AND OPEID#'S ON THE SCREEN. YOU MAY NOT FILE A SEPARATE APPLICATION FOR ANY SEPARATELY ELIGIBLE INSTITUTION LISTED HEREIN.

WE HAVE ENTERED A LIST OF SEPARATELY ELIGIBLE ADDITIONAL LOCATIONS INCLUDED IN THIS APPLICATION. YES NO

SECTION B. CERTIFICATIONS AND WARNING

WE CERTIFY THAT THE INFORMATION CONTAINED IN THIS FISAP IS IN COMPLIANCE WITH GOVERNING LEGISLATION AND REGULATIONS AND IS TRUE AND ACCURATE TO THE BEST OF OUR KNOWLEDGE. WE UNDERSTAND THAT THE INFORMATION IS SUBJECT TO AUDIT AND PROGRAM REVIEW BY REPRESENTATIVES OF THE SECRETARY OF EDUCATION.

* WARNING: ANY PERSON WHO KNOWINGLY PROVIDES FALSE OR *
* MISLEADING INFORMATION ON THIS FISAP WILL BE SUBJECT TO A *
* FINE OF UP TO \$10,000 OR IMPRISONMENT OF UP TO 5 *
* YEARS OR BOTH UNDER PROVISIONS OF THE UNITED STATES *
* CRIMINAL CODE TITLE 18 SECTION 1001. *

6. CHIEF EXECUTIVE OFFICER (PRESIDENT, CHANCELLOR, OWNER, ETC.)

SIGNATURE _____
TYPED NAME _____

DATE SIGNED _____
TELEPHONE NO () - -
FAX PHONE NO () - -

7. FINANCIAL AID ADMINISTRATOR

SIGNATURE _____
TYPED NAME _____
E-MAIL ADDRESS _____

DATE SIGNED _____
TELEPHONE NO () - -
FAX PHONE NO () - -

8. CHIEF FISCAL OFFICER

SIGNATURE _____
TYPED NAME _____

DATE SIGNED _____
TELEPHONE NO () - -
FAX PHONE NO () - -

9. NAME & ADDRESS OF PRIVATE FINANCIAL AID CONSULTANT FIRM

NAME: _____
ADDRESS 1 _____
ADDRESS 2 _____
CITY: _____ STATE: _____ Zip: _____

APPLICATION, PART II
NAME OF INSTITUTION: _____ DUNS# _____
STATE: _____

PART II. APPLICATION TO PARTICIPATE FOR AWARD YEAR JULY 1, 2000 THROUGH JUNE 30, 2001

SECTION A. REQUEST FOR FUNDS FOR THE 2000-2001 AWARD YEAR

- 1. FEDERAL PERKINS LOAN LEVEL OF EXPENDITURES \$ _____
- 2. FEDERAL PERKINS LOAN FEDERAL CAPITAL CONTRIBUTION \$ _____
- 3. FSEOG FEDERAL FUNDS \$ _____
- 4. FWS FEDERAL FUNDS \$ _____

SECTION B. RESERVED FOR FUTURE USE

- 5. RESERVED FOR FUTURE USE

SECTION C. FWS AND/OR FSEOG INSTITUTIONAL SHARE WAIVER REQUEST

(APPLIES ONLY TO CERTAIN INSTITUTIONS; SEE INSTRUCTIONS)

- 6. MY INSTITUTION WISHES TO APPLY FOR A WAIVER BECAUSE OUR INSTITUTION IS DESIGNATED AS ELIGIBLE FOR TITLE III.
 - 6.1 FWS YES NO
 - 6.2 FSEOG YES NO

SECTION D. FEDERAL PERKINS LOAN PROGRAM LIQUIDATION REQUEST

(APPLIES ONLY TO CERTAIN INSTITUTIONS; SEE INSTRUCTIONS)

- 7. MY INSTITUTION WISHES TO DISCONTINUE PARTICIPATION IN THE FEDERAL PERKINS LOAN PROGRAM.
 YES NO

SECTION E: WAIVER REQUEST FOR THE UNDER USE OF FUNDS

MY INSTITUTION HAS RETURNED MORE THAN 10 PERCENT OF ITS FEDERAL PERKINS LOAN, FSEOG, OR FWS ALLOCATION FOR THE 1998-1999 AWARD YEAR.

- 8. MY INSTITUTION WISHES TO APPLY FOR A WAIVER OF THE PENALTY FOR THE UNDER USE OF FUNDS AND HAS PROVIDED A WRITTEN EXPLANATION OF THE CIRCUMSTANCES ON THE ADDITIONAL INFORMATION SCREEN.
 YES NO

APPLICATION, PART II
NAME OF INSTITUTION: _____ DUNSH# _____
STATE: _____

SECTION F. INFORMATION ON ENROLLMENT

9. MY INSTITUTION HAS A TRADITIONAL CALENDAR YES NO

INSTITUTIONS WITH A TRADITIONAL CALENDAR THAT HAD
1998-1999 ENROLLMENT, FILL IN FIELD 10

INSTITUTIONS WITH A NON-TRADITIONAL CALENDAR THAT HAD
1998-1999 ENROLLMENT, FILL IN FIELDS 13 THROUGH 25

	(A) UNDERGRADUATE	(B) GRADUATE/PROFESSIONAL
10. TOTAL NUMBER OF STUDENTS, 1998-1999	_____	_____
INSTITUTIONS THAT DID NOT HAVE 1998-1999 ENROLLMENT, FILL IN FIELDS 11 AND 12		
	(A) UNDERGRADUATE	(B) GRADUATE/PROFESSIONAL
11. ESTIMATED NUMBER OF STUDENTS, 1999-2000	_____	_____
12. PROJECTED NUMBER OF STUDENTS, 2000-2001	_____	_____

	(A) CONTINUING STUDENTS	(B) NEW STARTS
13. JULY 1, 1998	_____	_____
14. AUGUST 1	_____	_____
15. SEPTEMBER 1	_____	_____
16. OCTOBER 1	_____	_____
17. NOVEMBER 1	_____	_____
18. DECEMBER 1	_____	_____
19. JANUARY 1, 1999	_____	_____
20. FEBRUARY 1	_____	_____
21. MARCH 1	_____	_____
22. APRIL 1	_____	_____
23. MAY 1	_____	_____
24. JUNE 1, 1999	_____	_____
25. TOTAL	_____	_____

SECTION G. ASSESSMENTS AND EXPENDITURES

26. TOTAL TUITION AND FEES FOR THE AWARD YEAR JULY 1, 1998 - JUNE 30, 1999
27. TOTAL FEDERAL PELL GRANT EXPENDITURES FOR THE 1998-1999 AWARD YEAR
28. TOTAL EXPENDED FOR STATE GRANTS AND SCHOLARSHIPS MADE TO UNDERGRADUATES FOR THE AWARD YEAR JULY 1, 1998 TO JUNE 30, 1999

	(A) UNDERGRADUATE	(B) GRADUATE/PROFESSIONAL
\$ _____	_____	\$ _____
\$ _____	_____	_____
\$ _____	_____	_____

SECTION H. INFORMATION ON ELIGIBLE AID APPLICANTS FOR AWARD YEAR 1998-1999

	DEPENDENT			INDEPENDENT		
	(A)	(B)	(C)	(D)	(E)	(F)
	WITHOUT 1ST PROFESSIONAL	WITH DEGREE	LESS THAN FULL TIME	WITHOUT 1ST PROFESSIONAL	WITH DEGREE	GRADUATE/PROFESSIONAL
29. STUDENTS WITH AN 'AUTOMATIC' ZERO EFC	_____	_____	_____	_____	_____	_____

TAXABLE & UNTAXED INCOME

TAXABLE & UNTAXED INCOME

30. \$ 0 - \$ 2,999	_____	_____	_____	\$ 0 - \$ 999	_____	_____	_____
31. \$ 3,000 - \$ 5,999	_____	_____	_____	\$ 1,000 - \$ 1,999	_____	_____	_____
32. \$ 6,000 - \$ 8,999	_____	_____	_____	\$ 2,000 - \$ 2,999	_____	_____	_____
33. \$ 9,000 - \$11,999	_____	_____	_____	\$ 3,000 - \$ 3,999	_____	_____	_____
34. \$12,000 - \$14,999	_____	_____	_____	\$ 4,000 - \$ 4,999	_____	_____	_____
35. \$15,000 - \$17,999	_____	_____	_____	\$ 5,000 - \$ 5,999	_____	_____	_____
36. \$18,000 - \$23,999	_____	_____	_____	\$ 6,000 - \$ 7,999	_____	_____	_____
37. \$24,000 - \$29,999	_____	_____	_____	\$ 8,000 - \$ 9,999	_____	_____	_____
38. \$30,000 - \$35,999	_____	_____	_____	\$10,000 - \$11,999	_____	_____	_____
39. \$36,000 - \$41,999	_____	_____	_____	\$12,000 - \$13,999	_____	_____	_____
40. \$42,000 - \$47,999	_____	_____	_____	\$14,000 - \$15,999	_____	_____	_____
41. \$48,000 - \$53,999	_____	_____	_____	\$16,000 - \$17,999	_____	_____	_____
42. \$54,000 - \$59,999	_____	_____	_____	\$18,000 - \$19,999	_____	_____	_____
43. \$60,000 & OVER	_____	_____	_____	\$20,000 & OVER	_____	_____	_____
44. TOTAL	_____	_____	_____	TOTAL	_____	_____	_____