Unit Level Report AY 2012
Department: Student Financial Assistance

Delta State

Student Affairs/VPSA

Student Financial Assistance

SFA Unit Mission Statement

Mission statement
The goal of the Financial Aid Office at Delta State University is to provide the opportunity for its students to secure funding to assist with paying for their education.

Related Items
There are no related items.

SFA_Goal_1_1112: Create electronic procedures to upload state scholarship data electronically rather than manually
Start: 7/1/2011
End: 6/30/2012

Unit Goal
Update manual processes for receiving state scholarship awards from IHL to an electronic process so that data does not have to be loaded to Banner one student at a time.

Evaluation Procedures
The amount of time required in past academic years to post scholarships and review eligibility status of state scholarship recipients will be compared to the amount of time required with the new procedures.

Actual Results of Evaluation
Financial Aid staff worked with the DSU OIT Department to develop a procedures for loading the IHL data to Banner electronically rather than manually. OIT staff were unable to prepare a process in time to load data for the 2011-12 academic year. There has been some additional work with OIT, but a process has not yet been developed.

Use of Evaluation Results
Financial Aid staff will continue to work with the OIT department to develop this electronic procedures.

Related Items
SP4.Ind06: Technology infrastructure

SFA_Goal_2_1112: Update Website with Consumer Information
Start: 7/1/2011
End: 6/30/2012

Unit Goal
Update Financial Aid website to include links to required consumer information that is available in various locations throughout the Delta State website.

Evaluation Procedures
Visited website and verified that links had been established to required consumer data.

Links are provided and updated by Institutional Research at
http://www.deltastate.edu/pages/4507.asp

A link from the DSU Financial Aid website is provided.

The Higher Education Opportunity Act (HEOA) of 2008 requires that universities make available to current and prospective students important information concerning each institution’s academic programs, retention rates, graduation rates, crime reports, financial aid procedures and more in an effort to ensure fairness and transparency for all higher education consumers. Delta State has developed this webpage for current and prospective students to access the necessary information according to HEOA. Delta State hopes that this effort between the University and the Department of Education to provide data to prospective students will help them make the best college decision for them and their future.

For additional information about Delta State University, please see the College Navigator website maintained by the U.S.
Department of Education in which you can compare Delta State to over 7,000 higher learning institutions across the United States.

General Institutional Information
- Accreditation of Institution and Programs
- Career and Job Placement Services
- Computer Use
- Copyright Infringement
- Educational Programs
- Faculty
- File Sharing
- Instructional Facilities
- Internet Course Schedule
- Net Price Calculator
- Price of Attendance
- Privacy of Student Records (FERPA)
- Student Diversity
- Student Activities
- Students with Disabilities
- Textbook Information - Select the academic term and year you wish to view. You may then search for the desired course, and click on the "Course Materials" link to see information (including the ISBN) for required course materials.
- Transfer of Credit Policies and Articulation Agreements

Health and Safety
- Campus Crime and Fire Information
- Campus Security Policies
- Drug and Alcohol Abuse Prevention Program
- Emergency Procedures
- Vaccination Policies

Intercollegiate Athletics
- Graduation Rates for Students Receiving Athletically Related Student Aid (Student Right-to-Know Act)
- Program Participation Rates and Financial Support Data (Equity in Athletics Disclosure Act)

Student Financial Assistance
- Assistance Available From Federal, State, Local, and Institutional Programs
- Financial Aid Contact Information
- Federal Student Financial Aid Penalties for Drug Law Violations
- Institutional Code of Conduct for Education Loans
- Loan Counseling
- National Student Loan Data System
- Private Education Loan Information
- Refund Policy and Requirements for Withdrawal and Return of Federal Financial Aid
- Student Loan Information
- Student Loan Information from the Department of Education

Student Outcomes
- Graduation Rates
- Graduate and Professional Education Placement for Graduates
- Job Placement for Graduates
- Retention Rates
- Teacher Preparation Program Report

Voter Registration
Actual Results of Evaluation
Use of Evaluation Results
Related Items
There are no related items.
### Section IV.a

#### Brief Description

**Judgment**

☐ Meets Standards   ☐ Does Not Meet Standards   ☐ Not Applicable

**Narrative**

The Financial Aid Office administers all Title IV Federal Financial Aid Programs including grants, loans, and federal work study. The office administers the state financial aid programs at the institution level. The Financial Aid office acts as a "clearinghouse" for all scholarships. Scholarship recipients are selected by other offices on campus and outside sources, but all are reported to this office.

The Financial Aid Office is located in Suite 144 of Kent Wyatt Hall. The first floor of Kent Wyatt Hall serves as a "one stop shop" for student's interactions with Student Business Services, Financial Aid, Admissions, and the Registrar.

### Responsibilities and Activities of the Financial Aid Office at Delta State University

1. Provide federal and state financial aid applications to students.
2. Provide counseling to students and parents with regard to securing funds to pay for their education.
3. Under federal guidelines, make federal financial aid awards to students. This would include Pell Grants, FSEOG, Student Loans, & Federal Work Study.
4. Serve as a "clearinghouse" for all institutionally awarded scholarships.
5. Electronically transmit loan application date to lenders.
6. Receive electronic funds from lenders and distribute to appropriate student accounts.
7. Electronically return funds to lenders for students who do not enroll, withdraw, or decline funds.
8. Provide loan counseling to all students before receipt of their first loan funds.
9. Provide loan counseling to all students at graduation or withdrawal.
10. Collect income date to verify accuracy of student’s financial aid applications data.
11. Electronically make corrections to financial aid applications for students.
12. Conduct workshops for high school senior and their parents regarding financial aid that is available.
13. Attend training sessions 3-5 times a year to ensure we are aware of all changes in federal and state awarding guidelines.
14. Receive funds for state scholarships and distribute to appropriate student accounts.
15. Report academic data to IHL each semester for all scholarship recipients.
16. Have daily contact with lenders regarding private loan applications and disbursement issues.
17. Assist Bursar’s office with balancing loan funds account.
18. Monitor grades of all students receiving financial aid each semester.
19. Notify students of financial aid academic probation or suspension status.
20. Contact instructors of students with all non-passing grades each semester to determine last date of attendance so that an unofficial withdrawal date can be determined and financial aid funds adjusted if necessary.
21. Complete and submit the Fiscal Operations Report and Application to Participate (FISAP) with the assistance of the Accounting office each year to the Department of Education. This secures financial aid funding for the next academic year.
22. Meet with lenders on campus that come to share their services with students.
23. Provide ad hoc financial aid reports for on and off campus sources as requested.
24. Work closely with recruiting and admissions to enroll students.
25. Serve as a standing member of the Administrative Staff Council.
26. Serve as an officer and/or trainer in the Mississippi Association of Student Financial Aid Administrators. (MASFAA)
27. Send letters to all applicants notifying them of date that is required before financial aid awards can be made.
28. Send letters to all applicants notifying them of their financial aid awards.
29. Maintain student files for five years after a student’s late date of attendance.
30. Electronically receive and upload to the BANNER system federal financial aid applications for all students who list Delta State as their intended school.
31. Create and have printed numerous forms that must either be completed by the student to secure financial data or are sources of information for students.
32. Assist students with completing financial aid applications.
33. Respond to thousands to inquiries yearly from students and parents by phone, in person, and by e-mail.
34. Maintain a yearly filing system of approximately 4000 students with an average of ten new confidential documents per student each year.
35. Provide a scholarship bulletin board for students in our building.
36. Notify financial aid students on academic probation of the services and workshops provided by the Academic Support Lab. Serve as a monitor at these workshops.
37. Speak to parents and students at each Orientation session in the summer.
38. Staff members serve as instructors in GST emerging scholar's classes.
39. Manage the Federal Work Study program on campus. This includes notifying departments of positions, monitoring payroll data, and notifying students of eligibility.
40. Make professional judgment decisions, within Title IV guidelines, regarding a student's dependency status.
41. Make professional judgment decisions, within Title IV guidelines, regarding changes in student’s and parent’s income data provided on the federal application.
42. Serve as recruiters for Delta State University.
43. Work closely with the athletic department to ensure NCAA regulations are being followed with regard to athletic scholarships.
44. Implement, manage, and reconcile new required Federal Direct Loan Programs.
45. Monitor new Pell Grant lifetime limits as established in 2012.
46. Send e-mail notices to students weekly to notify them of loan payments.
47. Report Gainful Employment data each year on the NSLDS websit as required.

Sources

[Figure: Develop an engaged, diverse, high-quality student population]
Section IV.b

Comparative data
Enrollment, CHP, majors, graduation rates, expenditures, trends, etc.

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative

<table>
<thead>
<tr>
<th>YEAR</th>
<th># of Students</th>
<th>Amount</th>
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<tbody>
<tr>
<td>2011-2012</td>
<td>3300</td>
<td>$33,992,487</td>
</tr>
<tr>
<td>2010-2011</td>
<td>3354</td>
<td>$34,065,242</td>
</tr>
<tr>
<td>2009-2010</td>
<td>3478</td>
<td>$33,335,150</td>
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<tr>
<td>2008-2009</td>
<td>3455</td>
<td>$31,590,476</td>
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<td>2007-2008</td>
<td>3395</td>
<td>$29,605,822</td>
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<tr>
<td>2006-2007</td>
<td>3597</td>
<td>$29,003,389</td>
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<td>2005-2006</td>
<td>3467</td>
<td>$29,245,409</td>
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<tr>
<td>2004-2005</td>
<td>3449</td>
<td>$25,674,415</td>
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<tr>
<td>2003-2004</td>
<td>3280</td>
<td>$23,880,747</td>
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<tr>
<td>2002-2003</td>
<td>3296</td>
<td>$22,873,375</td>
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<tr>
<td>2001-2002</td>
<td>3151</td>
<td>$20,058,641</td>
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</table>

Total Title IV Paid  2655  $25,986,548
Total Institutional Scholarships  495  $2,480,425
Total Out of State Scholarships  279  $1,991,924
Total Inst Adm-Outside  174  $730,999
Total State Scholarships  693  $924,926
Total Outside Sources *  453,619
Total Private Loans  78  $1,424,046

TOTAL  $33,992,487

* Total Outside Sources Includes: Americorp, FTA, Housing, MPACT, MS Teacher Fellowship, GI Bill, National Guard Benefits, Vocational Rehabilitation, WIA Books & Off Campus Scholarships.
### Loan Information

<table>
<thead>
<tr>
<th></th>
<th># of Students</th>
<th>TOTAL</th>
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</thead>
<tbody>
<tr>
<td>Subsidized Stafford Loans</td>
<td>2126</td>
<td>$ 9,479,493</td>
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<tr>
<td>Unsubsidized Stafford Loans</td>
<td>2138</td>
<td>$ 8,483,925</td>
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<tr>
<td>Parent PLUS Loans</td>
<td>159</td>
<td>$ 1,015,133</td>
</tr>
<tr>
<td>Perkins Loans</td>
<td>120</td>
<td>$ 259,556</td>
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<tr>
<td><strong>TOTAL Federal Loans</strong></td>
<td></td>
<td><strong>$ 19,238,107</strong></td>
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<tr>
<td>Alternative Private Loans Paid</td>
<td>78</td>
<td>$ 453,619</td>
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</table>

### Grant and Work Study Information

<table>
<thead>
<tr>
<th></th>
<th># of Students</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>Pell Grants Paid</td>
<td>1615</td>
<td>$ 6,321,977</td>
</tr>
<tr>
<td>SEOG Paid</td>
<td>180</td>
<td>$ 100,898</td>
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<tr>
<td>Federal Work Study Paid</td>
<td>248</td>
<td>$ 325,566</td>
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<tr>
<td><strong>TOTAL Grants &amp; Work Study</strong></td>
<td></td>
<td><strong>$ 6,748,441</strong></td>
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<tr>
<td>Average Pell Grant Award/Year</td>
<td>$ 3914</td>
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</table>
### Institutional Scholarships/Funds

<table>
<thead>
<tr>
<th>FUND</th>
<th># of Students</th>
<th>Amount</th>
<th>FUND</th>
<th># of Students</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Academic</td>
<td>397</td>
<td>$578,344</td>
<td>Critical Needs</td>
<td>10</td>
<td>$111,679</td>
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<tr>
<td>Athletic</td>
<td>325</td>
<td>$1,007,831</td>
<td>HELP</td>
<td>13</td>
<td>$66,100</td>
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<tr>
<td>Music</td>
<td>127</td>
<td>$230,917</td>
<td>MTAG</td>
<td>559</td>
<td>$399,100</td>
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<tr>
<td>Foundation</td>
<td>342</td>
<td>$413,224</td>
<td>MESG</td>
<td>23</td>
<td>$55,000</td>
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<tr>
<td>Other Service **</td>
<td>25</td>
<td>$39,226</td>
<td>Nursing</td>
<td>26</td>
<td>$89,500</td>
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<tr>
<td>Dependent</td>
<td>38</td>
<td>$85,924</td>
<td>William Winter</td>
<td>30</td>
<td>$106,000</td>
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<tr>
<td>Honor</td>
<td>51</td>
<td>$95,076</td>
<td>Sum Develop</td>
<td>13</td>
<td>$36,197</td>
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<tr>
<td>Teach for America</td>
<td>9</td>
<td>$5,188</td>
<td>GTS</td>
<td>8</td>
<td>$8,625</td>
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<td>VP Scholarship (Lotven)</td>
<td>4</td>
<td>$24,695</td>
<td>Gear Up</td>
<td>11</td>
<td>$52,725</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$2,480,425</strong></td>
<td></td>
<td><strong>TOTAL State</strong></td>
<td><strong>$924,926</strong></td>
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</table>

### Out of State

<table>
<thead>
<tr>
<th>FUND</th>
<th># of Students</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Academic</td>
<td>69</td>
<td>$537,950</td>
</tr>
<tr>
<td>Alumni</td>
<td>4</td>
<td>$29,400</td>
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<tr>
<td>Athletic</td>
<td>107</td>
<td>$794,278</td>
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<tr>
<td>Delta Regional</td>
<td>10</td>
<td>$62,646</td>
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<tr>
<td>Graduate</td>
<td>39</td>
<td>$233,754</td>
</tr>
<tr>
<td>Music</td>
<td>4</td>
<td>$29,400</td>
</tr>
<tr>
<td>Regional</td>
<td>11</td>
<td>$84,000</td>
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<tr>
<td>Student Affairs</td>
<td>35</td>
<td>$220,496</td>
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<tr>
<td><strong>TOTAL OOS</strong></td>
<td></td>
<td><strong>$1,991,924</strong></td>
</tr>
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</table>

### Institution Administers - Outside Funds

<table>
<thead>
<tr>
<th>FUND</th>
<th># of Students</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hearin Fellows</td>
<td>1</td>
<td>$4,410</td>
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<tr>
<td>Hearin – Admissions</td>
<td>51</td>
<td>$50,000</td>
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<tr>
<td>Delta Health Education</td>
<td>18</td>
<td>$131,250</td>
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<tr>
<td>DHI Leadership (COETC)</td>
<td>8</td>
<td>$220,006</td>
</tr>
<tr>
<td>Graduate – Counseling</td>
<td>13</td>
<td>$117,586</td>
</tr>
<tr>
<td>Professional Nurse Trainee</td>
<td>20</td>
<td>$23,072</td>
</tr>
<tr>
<td>WIA</td>
<td>58</td>
<td>$121,965</td>
</tr>
<tr>
<td>GLOBAL (International Stud)</td>
<td>5</td>
<td>$62,710</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$730,999</strong></td>
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</table>

**Other Service Includes:** Art, SGA, Student Union, Student Editors
Average Financial Aid award per student for 2011-2012 $10,300
($33,992,487 / 3300 = $10,300)

Total Actual cost for a dorm student at Delta State in 2011-2012 $12,156
($6868 dorm/meal fee + $5288 tuition)

Estimated cost of attendance for 2011-2012 at Delta State University

<table>
<thead>
<tr>
<th>Item</th>
<th>Dependent</th>
<th>Independent</th>
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</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>5288</td>
<td>5288</td>
</tr>
<tr>
<td>Books</td>
<td>900</td>
<td>900</td>
</tr>
<tr>
<td>Room/Board/Transportation/Miscellaneous</td>
<td>11025</td>
<td>11025</td>
</tr>
<tr>
<td>Self Supporting Allowance</td>
<td>-0-</td>
<td>1000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>17,213</td>
<td>18,213</td>
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</table>

Financial Aid Application Report

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<tr>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>March</td>
<td>1037</td>
<td>966</td>
<td>959</td>
<td>924</td>
<td>1158</td>
<td>1167</td>
<td>1234</td>
<td>1468</td>
<td>1682</td>
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<tr>
<td>April</td>
<td>2071</td>
<td>1915</td>
<td>1901</td>
<td>1779</td>
<td>2147</td>
<td>2099</td>
<td>2328</td>
<td>2594</td>
<td>2899</td>
</tr>
<tr>
<td>May</td>
<td>2913</td>
<td>2813</td>
<td>2838</td>
<td>2699</td>
<td>2922</td>
<td>2954</td>
<td>3170</td>
<td>3486</td>
<td>3711</td>
</tr>
<tr>
<td>June</td>
<td>3560</td>
<td>3513</td>
<td>3645</td>
<td>3457</td>
<td>3575</td>
<td>3502</td>
<td>3892</td>
<td>4244</td>
<td>4486</td>
</tr>
<tr>
<td>July</td>
<td>4291</td>
<td>4334</td>
<td>4500</td>
<td>4119</td>
<td>4276</td>
<td>4266</td>
<td>4617</td>
<td>4970</td>
<td>5163</td>
</tr>
<tr>
<td>August</td>
<td>5062</td>
<td>5117</td>
<td>5401</td>
<td>4891</td>
<td>5051</td>
<td>5038</td>
<td>5396</td>
<td>5779</td>
<td>6014</td>
</tr>
<tr>
<td>Sept</td>
<td>5573</td>
<td>5778</td>
<td>5968</td>
<td>5483</td>
<td>5546</td>
<td>5630</td>
<td>5977</td>
<td>6475</td>
<td>6316</td>
</tr>
<tr>
<td>End of Yr</td>
<td>6412</td>
<td>6547</td>
<td>6885</td>
<td>6256</td>
<td>6368</td>
<td>6690</td>
<td>7074</td>
<td>7610</td>
<td>7797</td>
</tr>
</tbody>
</table>
Section IV.c

Diversity Compliance Initiatives and Progress

Judgment

☒ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section IV.d

Economic Development Initiatives and Progress

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section IV.e

Grants, Contracts, Partnerships, Other Accomplishments

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section IV.f

Service Learning Data
List of projects, number of students involved, total service learning hours, number of classes, faculty involved, accomplishments.

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section IV.g

Strategic Plan Data
Only use this section if you have strategic plan info to report that is not covered in other areas of your report

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section IV.h

Committees Reporting To Unit
Each unit includes in the annual plan and report a list of the committees whose work impacts that unit or any other aspect of the university; along with the list will be a notation documenting the repository location of the committee files and records. Committee actions affecting the unit’s goals may be noted in other applicable sections of the annual reports. Not required to be included in the unit’s annual plan and report, but required to be maintained in the repository location, will be a committee file that includes, for each committee: Mission and by-laws, Membership, Process, Minutes.

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section V.a

Faculty (Accomplishments)
Noteworthy activities and accomplishments

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section V.b

Staff (Accomplishments)

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Noteworthy activities and accomplishments:

Financial Aid Director Served on the board of the State Financial Aid Organization (MASFAA)
Financial Aid staff member served on the Delta State attendance committee.
The following workshops were attended by one or all of the SFA professional/support staff during 2011-12. These provided the continued training necessary in new and proposed financial aid regulations.

MASFAA (State Association) Fall training
Financial Aid Officer’s Workshops sponsored by USA Group
MASFAA Spring Conference
Banner Users Group
Gulf South Conference Update for Financial Aid Directors

Financial Aid staff served as presenters and/or organizers of the following:

Financial Awareness Week – Delta State University
College Goal Sunday
Financial Aid Workshop at Amanda Elzy High School, Greenwood
Financial Aid Workshop at Lee Academy, Clarksdale
Financial Aid Workshop at Greenwood High School, Greenwood
Financial Aid Workshop at Eastside High School, Cleveland
Financial Aid Workshop at Pillow Academy, Greenwood
Financial Aid Workshop at Clarksdale High School, Clarksdale
Financial Aid Workshop at West Bolivar High School, Rosedale
Spoke with visiting high school groups brought in by DSU recruiters
Instructors for GST classes on campus
Section V.c

Administrators (accomplishments)

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section V.d

Position(s) requested/replaced with justification

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section V.e

Recommended Change(s) of Status

**Judgment**

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

**Narrative**
Section VI.a

Changes Made in the Past Year

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section VI.b

Recommended Changes for the Coming Year

Judgment
☐ Meets Standards ☑ Does Not Meet Standards ☐ Not Applicable

Narrative