



Student Financial Assistance

ANNUAL REPORT FOR 2006-2007

I. Unit Title: Student Financial Assistance
Division: Student Affairs
Unit Administrator: Ann Margaret Mullins

II. Educational Program Learning Outcome Assessment Plan

A. Learning Outcome

Students participate in Financial Awareness Week and become knowledgeable about personal financial affairs.

B. Data Collection and Analysis

Students register and complete an evaluation form at each session during the week.

C. Results of Evaluation

Evaluations were evaluated and the sessions that were most helpful for students will be repeated in future sessions. Different sessions were added. Attendance increased from 425 participants to 608.

This is the third year of Financial Awareness Week. Results will be more apparent as students graduate and manage their finances – which includes repaying student loans in a timely fashion.

D. Use of Evaluation Results

This is the third year of Financial Awareness Week.

III. Department Goals for 2006-2007

A. Goal # 1: Work with software provider to offer exit loan counseling on-line for students leaving school or graduating at specific times of the year.

1. Institutional Goal: The university community will benefit from better communication, effective operational and administrative systems, an optimal work environment, and a performance-responsive reward structure.
2. Evaluation Procedure: Evaluate whether or not fewer students have university holds due to required loan counseling.
3. Actual Results of Evaluation: A much smaller percent of students had exit holds at the time of graduation.
4. Use of Evaluation Results: We will continue to use on-line exit counseling in specific instances as circumstances warrant.

B. Goal # 2: Work with lender partners to secure PLUS loan and alternative loan funds electronically rather than by paper check.

1. Institutional Goal: Students will enroll in greater numbers and a larger percentage will persist to graduation.
2. Evaluation Procedure: Evaluate if students receiving PLUS and alternative loan funds receive those funds in a shorter period of time.
3. Actual Results of Evaluation: Students received loan funds in a fewer number of days.
4. Use of Evaluation Results: We will continue to receive PLUS and alternative funds electronically.

C. Goal # 3: Continue to work towards lowering our student loan default rate.

1. Institutional Goal: The university community will benefit from better communication, effective operational and administrative systems, an optimal work environment, and a performance-responsive reward structure.
2. Evaluation Procedure: Monitor default rate on a yearly basis.
3. Actual Results of Evaluation: Default rate remains low.
4. Use of Evaluation Results: We will continue efforts to lower default rate.

IV. Data and Information for department

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.

Office Location

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 interaction 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. Identify potential recipients and award SLEAP federal emergency grant funds to students affected by hurricanes in the year 2005.
5. Serve as a “clearinghouse” for all institutionally awarded scholarships.
6. Electronically transmit loan application date to lenders.
7. Receive electronic funds from lenders and distribute to appropriate student accounts.
8. Electronically return funds to lenders for students who do not enroll, withdraw, or decline funds.
9. Provide loan counseling to all students before receipt of their first loan funds.

10. Provide loan counseling to all students at graduation or withdrawal.
11. Collect income data to verify accuracy of student's financial aid applications data.
12. Electronically make corrections to financial aid applications for students.
13. Conduct workshops for high school senior and their parents regarding financial aid that is available.
14. Attend training sessions 3-5 times a year to ensure we are aware of all changes in federal and state awarding guidelines.
15. Receive funds for state scholarships and distribute to appropriate student accounts.
16. Report academic data to IHL each semester for all scholarship recipients.
17. Have daily contact with lenders regarding loan application and disbursement issues.
18. Manage small institutional emergency loan fund. (Bland)
19. Assist Bursar's office with balancing loan funds account.
20. Monitor grades of all students receiving financial aid each semester.
21. Notify students of financial aid academic probation or suspension status.
22. 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.
23. 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.
24. Serve as a standing member of the Enrollment Management Task Force
25. Entertain lenders on campus that come to share their services with students.
26. Provide ad hoc financial aid reports for on and off campus sources as requested.
27. Work closely with recruiting and admissions to enroll students.
28. Serve as a standing member of the Administrative Staff Council.
29. Serve as an officer and/or trainer in the Mississippi Association of Student Financial Aid Administrators. (MASFAA)
30. Send letters to all applicants notifying them of date that is required before financial aid awards can be made.
31. Send letters to all applicants notifying them of their financial aid awards.
32. Maintain student files for five years after a student's late date of attendance.
33. Electronically receive and upload to the BANNER system federal financial aid applications for all students who list Delta State as their intended school.
34. 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.
35. Assist students with completing financial aid applications.
36. Respond to thousands to inquiries yearly from students and parents by phone, in person, and by e-mail.
37. Maintain a yearly filing system of approximately 4000 students with an average of ten new **confidential** documents per student each year.
38. Provide a scholarship bulletin board for students in our building.
39. 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.
40. Speak to parents and students at each Orientation session in the summer.
41. Staff members serve as instructors in GST emerging scholar's classes.
42. Manage the Federal Work Study program on campus. This includes notifying departments of positions, monitoring payroll data, and notifying students of eligibility.
43. Make professional judgment decisions, within Title IV guidelines, regarding a student's dependency status.
44. Make professional judgment decisions, within Title IV guidelines, regarding changes in student's and parent's income data provided on the federal application.
45. Serve as recruiters for Delta State University.
46. Work closely with the athletic department to ensure NCAA regulations are being followed with regard to athletic scholarships.

Report of Financial Aid Awards for 2006-2007

Total Aid Accepted All Types – Unduplicated (As of June 19, 2007)

YEAR	# of Students	Amount
2006-2007	3597	29,003,389
2005-2006	3467	\$29,245,409
2004-2005	3449	\$25,674,415
2003-2004	3280	\$ 23,880,747
2002-2003	3296	\$ 22,873,375
2001-2002	3151	\$ 20,058,641
2000-2001	3238	\$ 18,901,053
1999-2000	3134	\$ 17,394,804
1998-1999	3312	\$ 16,091,945
1997-1998	3218	\$ 15,135,242
1996-1997	3238	\$ 14,721,506

Total Title IV Accepted	2816	21,447,289
Total Institutional Schol.	692	4,585,236
Total State Scholarships	1017	1,260,381
Total Outside Sources *	712	1,257,074
Total Private Loans	112	453,409
TOTAL		29,003,389

Loan Information

	# of Stu	TOTAL	Fall 2006	Spring 2007	Summer 2007
Subsidized Stafford Loans	1929	8,340,918	4,013,130	3,849,677	478,111
Unsubsidized Stafford Loans	1656	6,525,522	3,155,883	2,936,040	433,599
Parent PLUS Loans	101	625,820	312,269	309,051	4,500
Perkins Loans	149	391,398	68,550	67,406	255,442
TOTAL Federal Loans		15,883,658			
Alternative Private Loans Paid	95	453,409	178,478	244,956	29,975

Grant and Work Study Information

	# of Stu	TOTAL	Fall 2006	Spring 2007	Summer 2007
Pell Grants – Disbursed	1347	4,231,492	2,238,106	1,927,792	65,594
SEOG	220	144,991	35,734	32,038	77,219
LEAP	42	23,014	0	23,014	0
SLEAP	73	607,038	315,807	291,231	0
ACG	73	52,022	26,292	25,542	188
SMART	5	20,000	10,000	10,000	0
Federal Work Study Awarded	320	485,074	210,279	235,795	39,000
Average Pell Grant Award/Year	\$ 3,141				

Institutional Scholarships/Funds

State Scholarships

FUND	# of Students	Amount	FUND	# of Students	Amount
Academic	382	1,315,265	Critical Needs	26	229,456
Athletic	241	1,277,591	HELP	10	36,072
Music	135	317,776	MTAG	867	602,400
Foundation	285	255,405	MESG	28	65,000
Other Service **	320	548,688	Nursing	57	242,112
Dependent	65	123,229	William Winter	17	64,000
WIA	129	353,012	Sum Develop	8	18,716
Delta Educ Init	11	75,000	Grad Teacher	4	2,625
Delta Init Educ	9	96,500			
Hearin Fellows	8	32,920			
C'land Sch Dist	3	21,600			
Delta Health Educ	31	168,250			
TOTAL		4,585,236	TOTAL		1,260,381

* Total Outside Sources Includes: MAMP, GI Bill, National Guard Benefits, Vocational Rehabilitation, and Off Campus Scholarships.

** Other Service Includes: Graduate OOS, Art, Cheerleader, Gooch, SGA, Student Union, Student Editors, Dorm, Vice President, Delta Region, Dorm, Hurricane, Meal, & Student Affairs.

Average Financial Aid award per student for 2006-2007 **\$ 8,063**
 (\$29,003,389 / 3597 = \$ 8,063)

Total Actual cost for a dorm student at Delta State in 2006-2007 **\$ 8,751**
 (\$ 4743 dorm/meal fee + \$4008 tuition)

Estimated cost of attendance for 2006-2007 at Delta State University

Item	Dependent	Independent
Tuition	4008	4008
Books	700	700
Room/Board/Transportation/Miscellaneous	8550	8550
Self Supporting Allowance	-0-	1000
TOTAL	13258	14258

Financial Aid Application Report

	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007
March 1	481	509	649	884	1019	1037	966	959	924
April 1	1378	1416	1601	1857	1935	2071	1915	1901	1779
May 1	2334	2118	2318	2729	2882	2913	2813	2838	2699
June 1	2853	2821	2925	3418	3656	3560	3513	3645	3457
July 1	3348	3359	3459	4040	4240	4291	4334	4500	4119
August 1	3775	3836	3976	4561	4914	5062	5117	5401	4891
Sept 1	3808	4242	4468	5155	5508	5573	5778	5968	5483
October 1	4072	4427	4620	5333	5679	5721	5937	6196	5602
Nov 1	4196	4510	4722	5431	5779	5814	6038	6283	5689
Dec 1	4267	4599	4833	5561	5904	5948	6157	6417	5800
January 1	4451	4681	4931	5683	6030	6116	6266	6534	5940
Feb 1	4529	4766	5034	5801	6138	6277	6402	6704	6071
End of Yr	4653	4912	5178	5931	6257	6412	6547	6885	6256

V. Personnel:

Noteworthy activities and accomplishments:

The Financial Aid Director served as a member of the board of Mississippi Higher Education Assistance Corporation (MHEAC).

The Assistant Director served as chairperson for the MASFAA State Aid Committee.

A Counselor served on the MASFAA Diversity Committee.

Financial Aid staff members served on the Delta State attendance committee.

The following workshops were attended by one or all of the SFA professional/support staff during 2006-2007. 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

NASFAA (National Organization) Training

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

IHL Sponsored Recruiting Day in Jackson

Financial Aid Workshop at Kirk Academy, Grenada

Financial Aid Workshop at Lee Academy, Clarksdale

Financial Aid Workshop at Pillow Academy, Greenwood

Financial Aid Workshop at Clarksdale High School

Financial Aid Workshop at Ruleville High School

Gear Up Kids for the Delta Center for Culture and Learning

Instructor for GST class on campus

New positions requested: Clerical position to serve as receptionist and assist with added burden of new scanning duties and other responsibilities.

Recommended change of status: None

VI. Department Goals for 2007-2008

A. **Goal # 1: Send financial aid award notification through campus e-mail system and only send paper award notification to new DSU students.**

1. Institutional Goal: *The university community will benefit from better communication, effective operational and administrative systems, an optimal work environment, and a performance-responsive reward structure.*
2. Evaluation Procedure: Assess whether or not students receive award notification more quickly and at less expense to the university.
3. Expected Results of Evaluation: Students will be made aware of the financial aid awards more quickly and the postage expense for the department will decrease.
4. Use of Evaluation Results: Determine whether or not to continue sending award notification electronically.

B. **Goal # 2: Train staff and utilize new university scanning system to manage student financial aid files.**

1. Institutional Goal: *The university community will benefit from better communication, effective operational and administrative systems, an optimal work environment, and a performance-responsive reward structure.*
2. Evaluation Procedure: Evaluate whether or not documents are more easily accessible to all financial aid staff.
3. Expected Results of Evaluation: Staff will rarely have to access the physical file for a student.
4. Use of Evaluation Results: Determine if scanning will continue to be utilized by Financial Aid staff.

C. **Goal # 3: Change processing of student loan master promissory notes (MPN). Students will now be directed to complete MPN on-line rather than completing a paper copy mailed to them by the DSU Financial Aid Office.**

1. Institutional Goal: *The university community will benefit from better communication, effective operational and administrative systems, an optimal work environment, and a performance-responsive reward structure.*
2. Evaluation Procedure: Determine whether or not students are still submitting MPN to the lender in a timely fashion.
3. Expected Results of Evaluation: Students will submit the MPN to the lender faster and loan proceeds will arrive at the school in a timely manner.
4. Use of Evaluation Results: Determine if we should continue to provide MPN on-line information to student or if we should mail an actual paper MPN.

