

Unit Missions

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.

User Outcomes

1-1213: Students offered aid within seven days of submitting final docu

Start: 7/1/2013

End: 6/30/2014

User Outcome

Institutional Goal Supported: Goal #4 – Enhance institutional effectiveness

User Outcomes			
User Outcomes	Data Collection & Analysis	Results of Evaluation	Use of Eval Results
Students will be offered federal financial aid funds within seven days of submitting all required documentation.	Data will be collected from the Banner database each month. Date of final document submission will be compared to date of offering aid to determine if students are being offered aid in a timely manner.	Fewer students enrolled and fewer students turned in application data early. However, students were offered aid with 7 to 10 days of submitting final documentation.	We will continue to award aid to students in a timely manner and will contact students even more to request required documentation. Early 2013-14 data already shows an improvement in documentation received and applications finalized.

Table 1

Data Collection (Evidence)

Results of Evaluation

Use of Results and Recommendations

Related Items

There are no related items.

1-1213: Students offered aid within seven days of submitting final docu

Start: 7/1/2013

End: 6/30/2014

User Outcome

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Table 1

Data Collection (Evidence)

Results of Evaluation

Use of Results and Recommendations

Related Items

There are no related items.

Unit Goals

1_1314: Develop Financial Aid Fact sheets for SBS & Recruiters

Start: 7/1/2013

End: 6/30/2014

Unit Goal

Develop information/fact sheets for Admissions Recruiters and Student Business Services staff that will help educate students about Financial Aid. Items to be included will be:

- 1) How to use DSU online services to find documents needed by Financial Aid
- 2) How to use DSU online services to find financial aid award amounts
- 3) How parents can apply for Parent PLUS loans
- 4) How to complete loan counseling online

etc...

Evaluation Procedures

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 data 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 data 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 website as required.

Section IV.b

Comparative data

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

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Report of Financial Aid Awards for 2013-2014

Total Aid Accepted All Types – Unduplicated (As of July 21, 2014)

YEAR	# of Students	Amount
2013-2014 (last year included 2.4 million OOS)	3020	\$ 31,444,743
2012-2013	3217	\$ 33,126,975
2011-2012	3300	\$ 33,992,487
2010-2011	3354	\$ 34,065,242
2009-2010	3478	\$ 33,335,150
2008-2009	3455	\$ 31,590,476
2007-2008	3395	\$ 29,605,822
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
Total Title IV Paid		\$ 24,726,956
Total Institutional Scholarships		3,775,174
Total Out of State Scholarships		0
Total Inst Adm-Outside		113,440
Total State Scholarships		1,039,685
Total Outside Sources *	361	1,168,220
Total Private Loans		621,268
	TOTAL	\$ 31,444,743

* *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

	# of Students	TOTAL
Subsidized Stafford Loans	1428	5,367,734
Unsubsidized Stafford Loans	2127	12,361,325
Parent PLUS Loans	119	800,944
Perkins Loans	108	283,775
TOTAL Federal Loans		\$ 18,813,778
Alternative Private Loans Paid	85	621,268

Grant and Work Study Information

	# of Students	TOTAL
Pell Grants Paid	1346	5,448,538
SEOG Paid	182	99,400
Federal Work Study Paid	301	365,240
TOTAL Grants & Work Study		\$ 5,913,178
Average Pell Grant Award/Year		\$ 4047

Institutional Scholarships/Funds Scholarships

State

FUND	# of Awards	Amount	FUND	# of Awards	Amount
Academic	597	1,311,749	Critical Needs	12	150,590
Athletic	351	1,315,103	Gear Up	1	5,645
Music	133	238,517	GTS	1	1,500
Foundation	467	668,242	HELP	27	176,490
Other Service **	29	48,707	LAW	1	10,719
Dependent	33	94,856	MESG	31	70,000
Honor	52	98,000	MTAG	616	427,025
			Nursing	34	123,000
			Summer Develop	4	12,716
			WWTS	18	62,000
TOTAL		\$ 3,775,174	TOTAL State	745	1,039,685
Out of State					
Academic	0	0			
Alumni	0	0			
Athletic	0	0			
Delta Regional	0	0			
Graduate	0	0			
Music	0	0			
Regional	0	0			
Student Affairs	0	0			
TOTAL OOS		\$ 0			
Institution Administers-Outside Funds					
Hearin – Admissions	50	50,000			
WIA	21	44,915			
PLAY	19	18,525			
TOTAL		\$ 113,440			

** Other Service Includes: Art, SGA, Student Union, Student Editors, Miss DSU

Average Financial Aid award per student for 2013-2014 **\$ 10,412**
 (\$31,444,743 /3020 = \$10,412)

Total Actual cost for a dorm student at Delta State in 2013-2014 **\$ 13,362**
 (\$ 7350 dorm/meal fee + \$ 6012 tuition)

Estimated cost of attendance for 2013-2014 at Delta State University

Item	Dependent	Independent
Tuition	6012	6012
Books	1000	1000
Room/Board/Transportation/Miscellaneous	11205	11205
Self Supporting Allowance	-0-	1000
TOTAL	18,217	19,217

Financial Aid Application Report

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
March 1	1037	966	959	924	1158	1167	1234	1468	1682	1977	1806
April 1	2071	1915	1901	1779	2147	2099	2328	2594	2899	2973	2945
May 1	2913	2813	2838	2699	2922	2954	3170	3486	3711	4125	3989
June 1	3560	3513	3645	3457	3575	3502	3892	4244	4486	5025	4822
July 1	4291	4334	4500	4119	4276	4266	4617	4970	5163	5722	5478
August 1	5062	5117	5401	4891	5051	5038	5396	5779	6014	6682	6252
Sept 1	5573	5778	5968	5483	5546	5630	5977	6475	6316	7394	6907
End of Yr	6412	6547	6885	6256	6368	6690	7074	7610	7797	8612	8042

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

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 2013-14. These provided the continued training necessary in new and proposed financial aid regulations.

MASFAA (State Association) Fall training
MASFAA New Aid Officer's Workshop
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 Presentation for Tech Savvy Conference
Financial Aid Workshop at Carroll Academy
Financial Aid Workshops at Eastside High School, Cleveland
Financial Aid Workshop for Gentry High School, Indianola
Financial Aid Presentation for Rosa Fort High School
Financial Aid Presentation for Coldwater High School
Financial Aid Workshop at Clarksdale High School
Financial Aid Presentation for Cleveland High School
Financial Aid Workshops at Pillow Academy, Greenwood
Financial Aid Workshops at Lee Academy, Clarksdale
Financial Aid Workshop at St. Joe High School, Greenville, MS
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

Financial Aid Director Served on the board of the State Financial Aid Organization (MASFAA)

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