

2022 Program Fee & Differential Tuition Orientation

Wednesday, September 28, 2 pm-3:30 pm, Zoom

Welcome by Martha Sesteaga

Agenda

- [New Course Fee website](#)

PFDT Dashboard and YE Reporting by Martha Sesteaga

- **PFDT Dashboard**

UAccess Analytics > Dashboard > Student > Course and Fee Management > Program Fees and Differential Tuition

- Please use this dashboard for the management of Program Fees & Differential Tuition (PFDT) and Financial Aid Set-aside (FAS) accounts. If any concerns arise or have any suggestions, please let us know so that we can continue to improve this tool.

- **PFDT Reporting**

- The dashboard will continue to automate the reporting process for FY22, and the form will only be required from PFDT budget shell codes with high balances and high deficits. Threshold percent used 85% or less and deficit -10% or more.
- Reporting data is for all activities posted in FY22, which may include revenue from summer 2021, fall 2021, spring 2022, and part of summer 2022. Summer 2022 PFDT revenue disburses into the accounts in real-time, so throughout the summer. However, the movement of Support Center Expense Recovery (SCR) and Financial Set-Aside (FAS) will not occur until the end of September/early October. Given this year we are requesting this form to be due in November, we might capture this moment of funds.
- The form data fields are pre-populated with the dashboard information. Please verify the information and attach any supplemental UAccess reports used to correct the amounts (if corrected).
- Student Support populates \$0 as there is no object code associated with this expense line. If student support was provided with the PFDT funds, you must enter this amount manually and change the total to reflect the true sum including student support.
- **Always start at the PFDT overview tab and then move towards the Year-End Reporting tab.** If the Dashboard slows down hit HOME and go back to the dashboard.

- If you have any UA Online programs for FY 2022, they are not part of this reporting process.
- Attach a separate page for the justification for high balances or deficits.
- The narrative box under page 2 should be regarding the ways in which you USED the PFDT revenue to support the purpose of the fee and to the benefit of the students that pay the fee. This is a compliance box.
- Print the pre-populated form and finish completing it. All signatures are required upon submission.

DEADLINE NOVEMBER 1, 2022.

Financial Aid Considerations

Determining Need (NEED = COA - EFC)

UAccess Analytics > Dashboards > Student > Student Fin Aid & Fin Details

- COA - Cost of attendance includes tuition and fees, room and board, books, and miscellaneous expenses, and is an estimated value
- EFC – Expected family contribution is calculated by a federal formula

Student Awards

UAccess Analytics > Dashboards > Student > Student Fin Aid & Fin Details or PFDT Dashboard

- By using the PFDT Dashboard, you can search by budget shell code. This search criteria is not available on the Student Awards dashboard.
- Loan reduction should be viewed as a positive outcome when awarding scholarships and grants.
- **Notify students of set-aside awards!**

Budgeting PFDT – Adriana Prado

- FY23-26 PFDT Budgets planned in Axiom - January/February 2023.
- FY24 Budget Load is set in Axiom- KFS load module - May/June 2023.
- Over/Under realized revenue and assessments adjustments - March/April and July (Year End).
- Use RBC Temp Budget Revision to update Revenue, Aid, Assessments, Operational Budget.
- FY 23 Assessment Rates:
 - Strategic Budget Allocation (SBA) at 15%
 - Financial Aid Set Aside (FAS) 14%.
- Links provided in presentation slides:
 - All Funds calendar
 - Axiom Training Resources:
 - Operating Budget Module

- KFSL Load Tool
- Annual Operating Budget

Things to remember – Martha Sesteaga

- Transfers into or out of the PFDT accounts to other sub-funds are not allowed. Even if the transfer tool tells you that it is allowed, this is an internal decision for audit purposes.
- It is allowable for the department to transfer additional need-based aid from their PFDT account (2559xx) to the aid account (279xxx) in the rare instance that the aid account has been overspent. The Financial Services Office (FSO) and the Office of Budget and Planning review the transactions and they will contact the department and/or our office for verification.
- Encumbrances for future purchases are recommended to avoid high fund balances at year-end.
- Student Awards on PFDT accounts are allowed if the current approval includes student support. If not, stipends might need to be awarded on your FAS account associated with the PFDT and follow the process/rules presented by Helen Horetski.
- Fee revenue should be expended in the same year it was received. The use of these student funds should be separately accounted for, spent in accordance with the approved uses, and balances near zero at YE. Please continue to be diligent with compliance, and when in doubt please visit the University Fees website or contact the University Fees Program Manager.

Announcements by Martha Sesteaga

- Moratorium on Academic Fees
 - Non-Academic fees are approved by the institution; thus, those continue.
- Updated Chapter 4 ABOR policies to be published November 2022

Questions & Answers – All

Contact Information

Martha Sesteaga, MPA | Program Manager, University Fees
Zoom Phone Extension: 301683 | E: sesteaga@email.arizona.edu

Helen Horetski, MBA | Director of Finance and Operations, OSFA
Zoom Phone Extension: 305616 | E: helenh@email.arizona.edu

Adriana Prado | Senior Analyst, Budget and Financial, OBP Zoom
Phone Extension: 303121 | E: adriana.prado@arizona.edu