WEBINAR PANELISTS

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THE UNIVERSITY OF ARIZONA

Program Fees & Differential Tuition (PFDT) Orientation

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Academic Administration
Office of Scholarships and Financial Aid
Office of Budget and Planning
September 28, 2022

THE UNIVERSITY OF ARIZONA

WELCOME

AGENDA

- <u>**NEW COURSE FEE WEBSITE**</u>

- **PFDT DASHBOARD & YEAR-END REPORTING**

- **FINANCIAL AID CONSIDERATIONS**

- **BUDGETING**

- **THINGS TO REMEMBER**

- **ANNOUNCEMENTS - Important Changes**

- **QUESTIONS**

PFDT DASHBOARD

- **UAccess Analytics>**

- **Dashboards>**

- **Student>**

- **Course and Fee Management>**

- **Program Fees and Differential Tuition (tab)>**

PFDT OVERVIEW
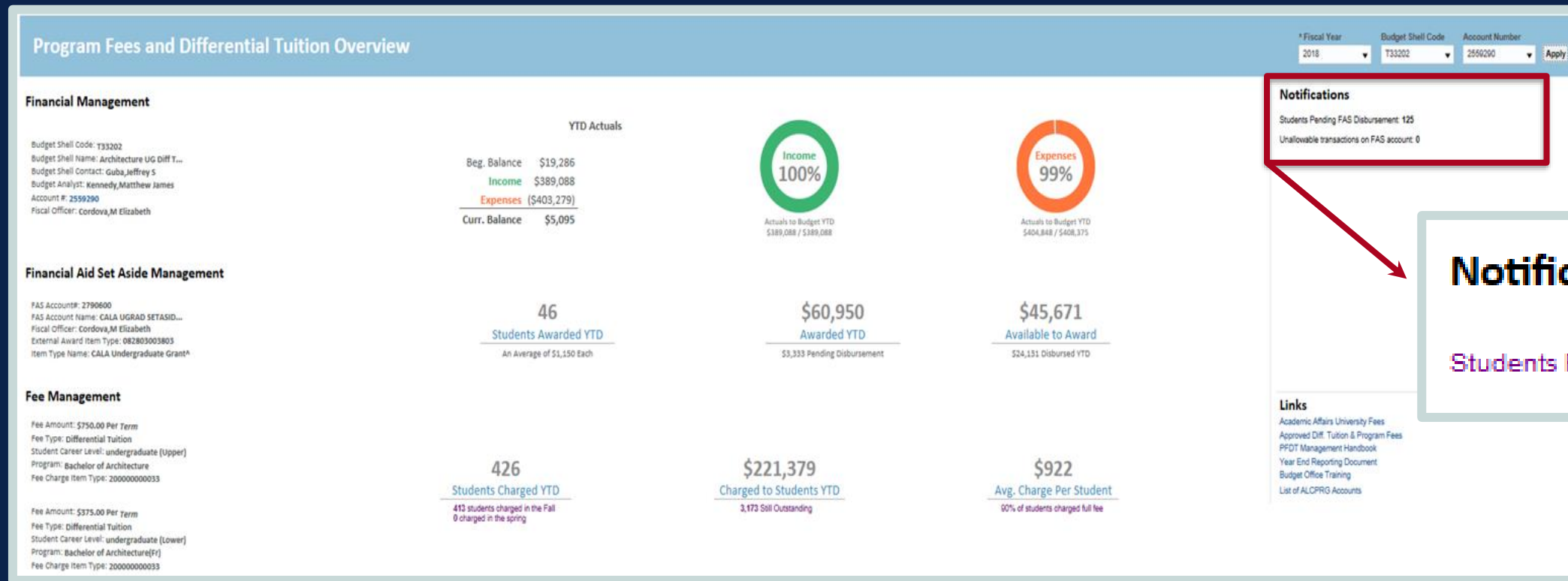
Financial Management
- Beginning Balance
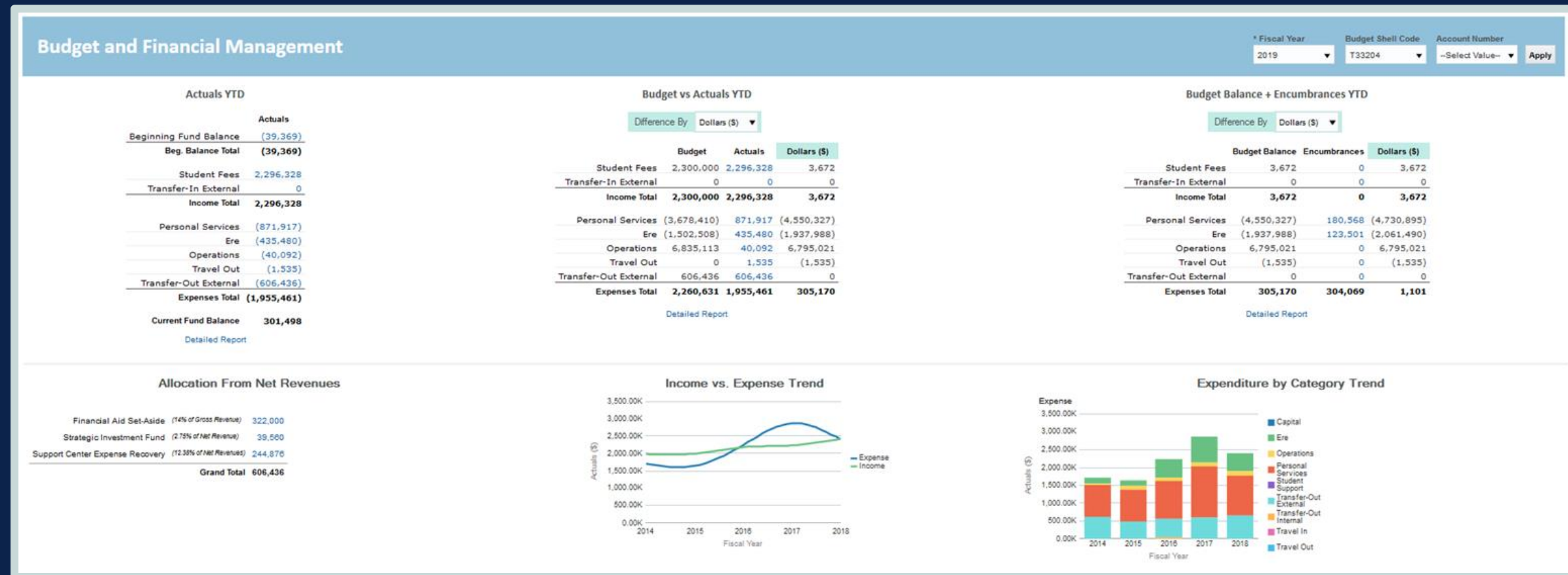- Income
- Expense
- Current Balance
- % of Usage

FAS Management
- Students Awarded YTD
- Awarded YTD amount
- Available to Award
- Pending Disbursement
- Disbursed amount YTD

Fee Management
- Students Charged YTD
- Charged to Students
- Outstanding amount
- Avg. Charge / student

BUDGET & FINANCIALS

Actuals & Budget
- Actuals YTD (Categories)
- Budget Vs. Actuals YTD
- Budget Balance + Encumbrances YTD

Visuals
- Allocations from Net Revenue
- Income Vs. Expenses Trend
- Expenditures by Category Trend

Charges & Payments

Charges and Payments Details

Charge - Academic Year	Charge - Item Type Id	Charge - Item Type Desc	Charge - Account Number	Charge - Account Name	Charge Amount	Payment Amount	Balance Amount
2019	200000000032	TUI:UGrad Engr Upper Differ	2559300	ENGINEERING SPEC TUITION UPPER DIV	2,320,612.50	2,296,009.95	24,602.55

Charge - Academic Year	Charge - Item Term Description	Charge - Item Type Id	Charge - Item Type Desc	Charge - Account Number	Charge - Account Name	Academic Program Code	Academic Program Description	Primary Major Acad Plan Description	Primary Major Academic Plan	Student Id	Person Name	Charge Amount	Payment Amount	Balance Amount
2019	Fall 2018	200000000032	TUI:UGrad Engr Upper Differ	2559300	ENGINEERING SPEC TUITION UPPER DIV	UAGSC	College of Ag & Life Sciences	Natural Resources	NTRSBS			900.00	900.00	0.00
						UBUSN	Eller College of Management	Accounting	ACCTBSBA			900.00	900.00	0.00
						UCLAS	Colleges Letters Arts Science	General Studies	GNSBGS			900.00	900.00	0.00
						UENGR	College of Engineering	Aerospace Engineering	AEEBSAEE			900.00	900.00	0.00
												900.00	900.00	0.00
												900.00	900.00	0.00

Charge - Academic Year	Charge - Item Type Id	Charge - Item Type Desc	Charge - Account Number	Charge - Account Name	Charge Amount	Payment Amount	Balance Amount
2019	200000000032	TUI:UGrad Engr Upper Differ	2559300	ENGINEERING SPEC TUITION UPPER DIV	2,320,462.50	2,294,320.03	26,142.47

Totals at College Level & Per Student

- Charged Amount

- Payment Amount

- Balance Amount

Person Name	Charge Amount	Payment Amount	Balance Amount
	900.00	900.00	0.00
	900.00	900.00	0.00
	900.00	900.00	0.00
	900.00	900.00	0.00
	900.00	900.00	0.00
	900.00	900.00	0.00

Year-End Reporting

DEADLINE NOVEMBER 1, 2022

Year-End Reporting

- Balance Report – Budget Shell Code

- Pre-Populated Form

  - ✓ Verify Data - Correct fiscal year

  - ✓ Must enter Summer Data manually

  - ✓ One form for each PFDT

  - ✓ Attach any additional pages

- Justification & Narrative

- Signatures

PFDT: Financial Aid Considerations

Determining Need

COA – EFC = NEED

- Financial aid eligibility is the difference between the Cost of Attendance (COA) and the Expected Family Contribution (EFC)

- A federal formula performs the needs analysis to determine the EFC

- Cost of attendance includes tuition and fees, room and board, books and miscellaneous expenses, and is an estimated value (estimates for different categories are listed on OSFA website)

UAccess Analytics

Student Fin Aid & Fin Details Dashboard

- Determining Student Need Report

Path to the report:

Dashboards > Student > Student Fin Aid & Fin Details

Report Screenshot:

Determining Student Need | Student Awards | Bursar Detail by Student | Course Fees | Student Bursar | GRAD Unapplied Aid

Make your selections and click Apply 🛈

Aid Year	EFC Status	Academic Career	Student College	Student Plan
2020 ▼	Official ▼	--Select Value-- ▼	--Select Value-- ▼	--Select Value-- ▼

Term	Campus	Academic Level	Student Department	Student Plan Code
Fall 2019 ▼	--Select Value-- ▼	--Select Value-- ▼	--Select Value-- ▼	TTEPHD ▼

Select a View: Student Need ▼

Reading the Report:

Select a View: Student Need ▼

Cost of Attendance	EFC Status	Federal need	Gift Aid	Need after gift aid	Work Study offered	Need before loans	Loans offered	Total offered	Unmet need
13,407.00	Official	-39,815.00	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00
33,050.00	Official	18,748.00	16,361.00	2,387.00	0.00	2,387.00	16,689.00	33,050.00	0.00
23,282.00	Official	23,282.00	12,291.00	10,991.00	0.00	10,991.00	3,788.00	16,079.00	7,203.00

Check on Award Status

UAccess Analytics

- Student Awards Report

Path to the report:

Through the PFDT dashboard OR

Dashboards > Student > Student Fin Aid & Fin Details

Student Award

Using the Report Prompts:

Can enter a list of SID-s, KFS numbers or item types

Multiple Awards

We are required to follow the rules for the most restrictive award.

Set-Aside has "highly restrictive" rules, all other aid on a student's account must follow these restrictions if a student is awarded set-aside. This includes, but is not limited to:

✓ Merit scholarships
✓ Donor scholarships
✓ Subsidized loans

Changes to Awards

Loan Reduction

- Though not always intended, loan reduction is a POSITIVE outcome when awarding scholarships/grants
- Students are given an opportunity to appeal
- If a loan has not been accepted, we will automatically reduce unaccepted loans to clear over-awards

Notifying Students of Set-aside Award

Emails to students should include:

- Deadline for disbursement

- FAFSA filing requirement/demonstrating need

- Disclaimer that an award can be canceled if student changes programs, reduces enrollment, or receives additional awards

- Students must be meeting Satisfactory Academic Progress as determined by OSFA

- Loan and Federal Work-Study eligibility may be reduced

PFDT: BUDGETING

Budget Cycle for Program Fees

When:	What:	Who:
January - February	Submit Current Year Budget Revision, Next Year Budget & 2-Year Plan in Axiom for existing and new fees	Departments/Colleges
March - April	Review and approve next year Budget	OBP, CFO, Provost
March-June	1. Process Over/Under Realized Revenue 2. Set up new accounts for approved fees 3. Submit Axiom "KFS Load Tool"	1. OBP 2. OBP 3. Departments/Colleges
July	1. Load Original Budget to KFS from the KFS Load Tool 2. Process Year End Over/Under Realized Revenue	OBP
July - August	Process assessments: Financial Aid (FAS) 14% and Strategic Budget Allocation (SBA) 15% based on Current Year Budgets	OBP
Fall	1. Revise current year budget by processing RBC Budget Revision 2. Review budget plans with leadership in preparation for January	Departments/Colleges

Accounting Considerations

- **KFS Revenue Object Codes**
  - 0096: Program Fee Undergraduate
  - 0097: Program Fee Graduate
  - 0098: Differential Tuition Undergraduate
  - 0099: Differential Tuition Graduate

- **Transfer Out Sub Object Codes**
  - 7939-FAS - 14% of Gross Revenue
  - 7930-SBA - 15% of Net Revenue

Accounting Considerations

PFDT Dashboard "Over/Under Realized Revenue"

Planning Your Budget in Axiom (Jan/Feb)

- Axiom> Operating Budget Module > Budget and Transfers Tabs

- Use Budget Object B0090 to plan revenue

- Plan for FAS and SBA assessments in the Transfers Tab

- Training videos and guides available in the planning [website](#)

Set FY24 Budget Load in Axiom (May/June)

- Axiom> KFS Load

- Training videos and guides available in the planning website

Example of budget load for FY23

CHART BLOCKS	Style	Active Status	Actual FY2020	Actual FY2021	Actual Jul-Dec FY2022	FY2022 Current Budget	Proposed Budget FY2023	KFS Budget FY2023	Variance Budget FY2023
Revenues									
B0090 - Program Fees and Differential Tuition									
2559300-_-K0098-_-_	BUDGET	Y	2,204,018	2,117,663	1,129,542			2,249,132	
2559370-_-K0098-_-_	BUDGET	Y	1,263,894	1,212,814	671,357			1,264,934	
+ Add KFS ChartString									
Total B0090			3,467,912	3,330,476	1,800,899	0	3,531,508	3,514,066	(17,442)

Budget Reporting

- **Axiom Reporting**
  - Operating Budget & Trend Report (2-year history with planned years)

- **AZ Board of Regents**
  - University of Arizona Annual Budget

Things to Remember

- Transfers
- Encumbrances
- Awards on PFDT Accounts
- Approved Expenditures

ANNOUNCEMENTS

- Modification to existing Academic Fees or New Academic Fee proposals will NOT be accepted for academic year 2023-2024.

- Non-Academic Fees are still accepted.

- Updated ABOR policy to be published November 2022.

QUESTIONS

CONTACT INFORMATION

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