

WEBINAR PANELISTS



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Program Fees & Differential Tuition (PFDT) Orientation



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



WELCOME

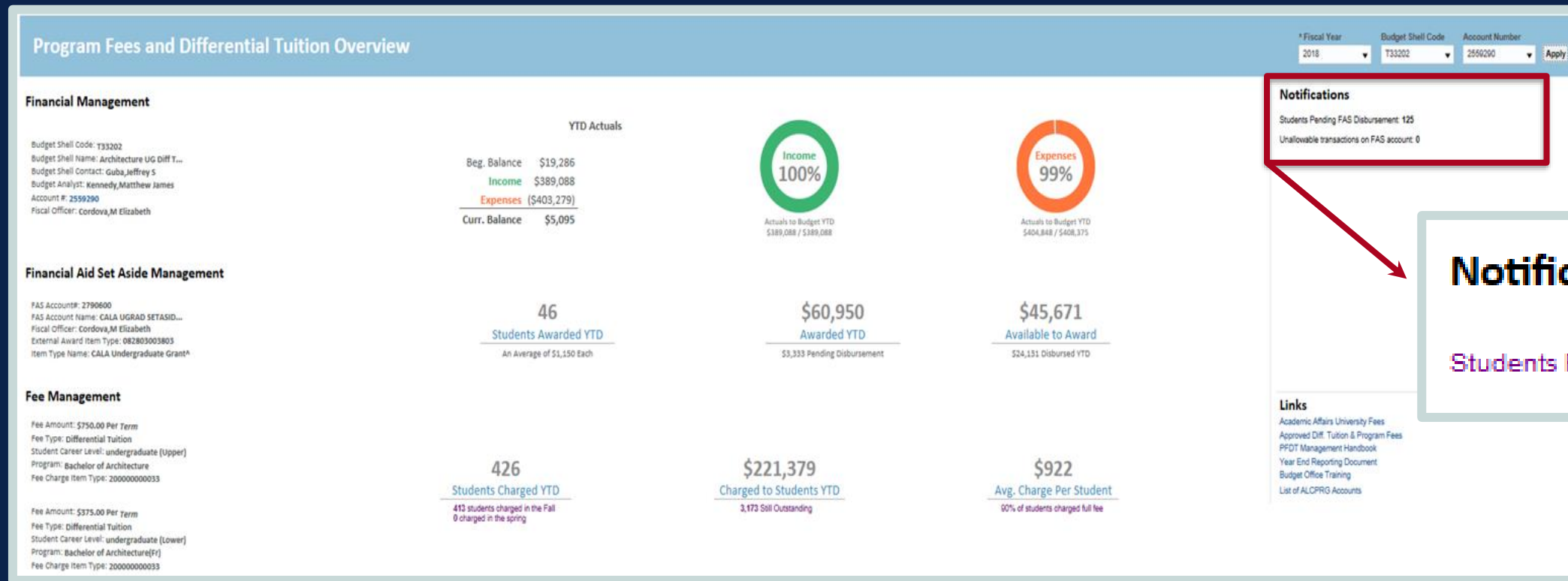
AGENDA

- NEW COURSE FEE WEBSITE
- 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

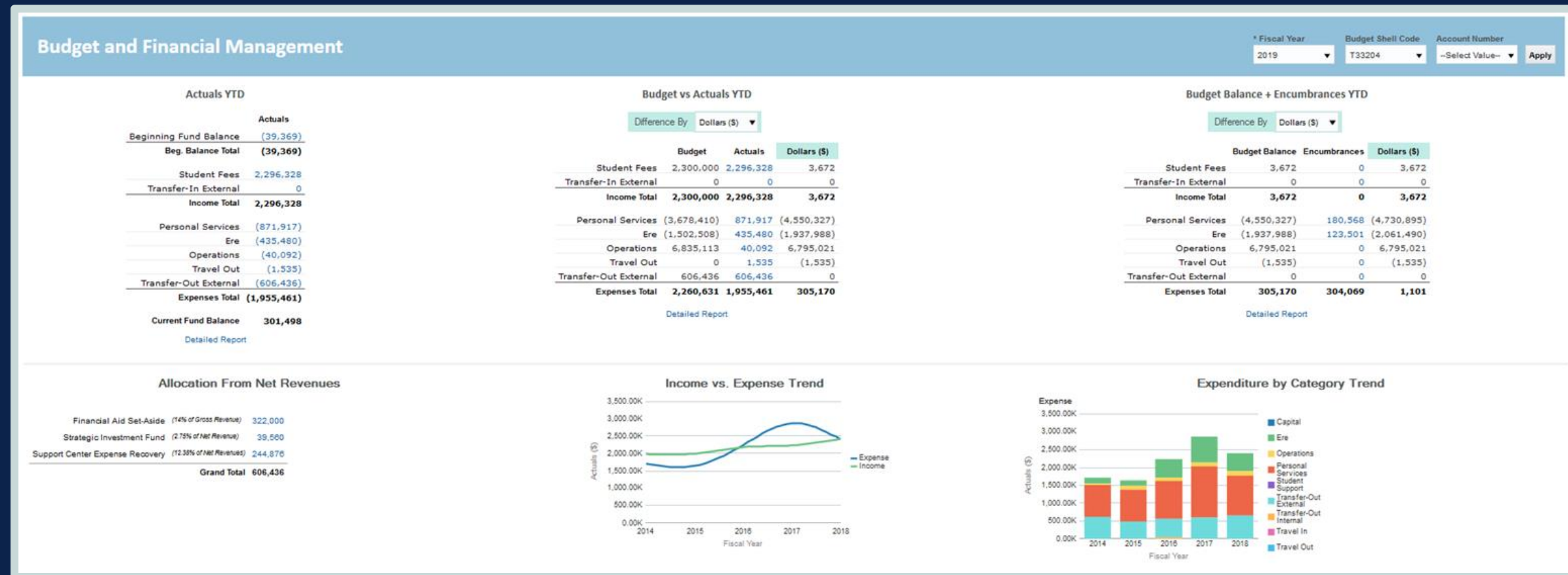
FAS Management

- 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

OverviewSecurity RolesCourse RequisitesDescription SearchCourse ManagementCourse Fee ManagementFee ListingBursar FeesAcademic OrganizationProgram Fees and Differential TuitionContact Minutes

PFD OverviewBudget and FinancialsFAS - Student AwardsCharges & PaymentsOver/Under Realized RevenueYear End Reporting

Year End Reporting

* Fiscal Year2022

Budget Shell CodeT33204

Account Number--Select Value--

Apply

General Sources and Uses Categories - Object Codes
Blank Year End Reporting Document

Year End Summary 2022

1 of 2

Automatic Zoom

Year-End Report of Program Fee or Differential Tuition Revenue FY 2022
Submit to the University Fees Manager by November 1, 2022
Please use a separate form for each program fee or differential tuition.

Date <u>Initially</u> Submitted:	College: College of Engineering		
Date <u>Revision</u> Submitted:			
Program: Undergraduate Upper Division	Program Fee <input type="checkbox"/> Differential Tuition <input checked="" type="checkbox"/>		
Graduate <input type="checkbox"/>	Undergraduate Upper Division <input type="checkbox"/>		
	Undergraduate Lower Division <input type="checkbox"/>		
Fee Amount: \$900 Per Term			
Applicable Shell Code(s) or Account Number(s): T33204			
Attach any supplemental UAccess reports used to verify or correct the amounts pre-populated in the Sources and Uses fields below.			
Sources of Program Fee or Differential Tuition Revenue:			
General Categories of Fee Sources	Fall & Spring	Summer	TOTAL

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

$$\text{COA} - \text{EFC} = \text{NEED}$$

- 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

2020 ▼

EFC Status

Official ▼

Academic Career

--Select Value-- ▼

Student College

--Select Value-- ▼

Student Plan

--Select Value-- ▼

Term

Fall 2019 ▼

Campus

--Select Value-- ▼

Academic Level

--Select Value-- ▼

Student Department

--Select Value-- ▼

Student Plan Code

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

Student Awards Bursar Detail by Student Course Fees Student Bursar GRAD Unapplied Aid

APPLY

Account VP Level --Select Value-- ▼	Account College --Select Value-- ▼	Account Org --Select Value-- ▼	Item Type ID --Select Value-- ▼	Student ID --Select Value-- ▼	Student Plan --Select Value-- ▼	Student Subplan --Select Value-- ▼
Account Number --Select Value-- ▼	Account College Code --Select Value-- ▼	Account Org Code 7601 ▼	Item Type --Select Value-- ▼	Student Name --Select Value-- ▼	Student Plan Code --Select Value-- ▼	Student Subplan Code --Select Value-- ▼
Academic Career --Select Value-- ▼	Award Status Accepted ▼	Aid Year --Select Value-- ▼	Aid Term 2192 ▼	Financial Aid Type --Select Value-- ▼	Student Department --Select Value-- ▼	Student College --Select Value-- ▼

Apply Reset ▼

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	<ol style="list-style-type: none"> 1. Process Over/Under Realized Revenue 2. Set up new accounts for approved fees 3. Submit Axiom "KFS Load Tool" 	<ol style="list-style-type: none"> 1. OBP 2. OBP 3. Departments/Colleges
July	<ol style="list-style-type: none"> 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	<ol style="list-style-type: none"> 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"

UAccessAnalytics

Course and Fee Management

Alerts!

Home

My Roles

Visualizer

Catalog

Favorites

Dashboards

Create

Open

Overview

Security Roles

Course Requisites

Description Search

Course Management

Course Fee Management

Fee Listing

Bursar Fees

Academic Organization

Program Fees and Differential Tuition

Contact Minutes

PFDT Overview

Budget and Financials

FAS - Student Awards

Charges & Payments

Over/Under Realized Revenue

Year End Reporting

Over/Under Realized Revenue

* Fiscal Year

Budget Shell Code

Account Number

2023

T33204

--Select Value--

Apply

Rate Information and Helpful Links

Purpose: The Over/Under Realized Revenue Report will provide the unit with an amount of over or under realized revenue by Program (Shell Code or Account) and will calculate the adjustments to Assessments, Aid, and Operations. The Office of Budget & Planning will adjust current year budget, assessment & aid transfers during the spring and again at year-end. The table below will describe column names & provide calculations and rates.

(Variance-FAS Adj) * 15%

Current Year Budget	Total Income	Variance	FAS Adj	SBA	Ops Adj
Program Fee Revenue Budget on Object Code 0096-0099	Object Codes 0096-0099	Total Income - Current Budget	Variance * 14%	(Variance - FAS Adj) * 15%	Variance - FAS Adj - SBA
From KFS as of prior business day	From KFS as of prior business day		Regents Financial Aid Setaside	Strategic Budget Allocation rate per AIB model. Rate could change from year to year. Below is a table of historical & future rates. Prior to FY23, assessments consisted of PIF and SCR.	Operational dollars available to the unit.

Rates per RCM Model

Program Fee Handbook

Rates per AIB Model

*formerly SIF

Year	*PIF	SCR	SBA
2018	2.75%	12.38%	
2019	2.00%	12.38%	
2020	2.33%	12.38%	
2021	2.66%	12.78%	
2022	3.33%	12.78%	
2023	0.00%	0.00%	15.00%

College Name	Organization Code	Budget Shell Code	Budget Shell Name	Account Number	Object Code	(Temp) Current YR Budget	Total Income & Transfers In	Variance	FAS Adj	SBA	Ops Adj
College of Engineering	2300	T33204	Engineering UG Upper Div Diff Tuition	2559300	0098	2,249,132	949,206	-1,299,926	-181,990	-167,690	-950,246

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](#)

OVERVIEW	BUDGET*	TRANSFERS	PLANNING FUND REVIEW	CONSOLIDATED SUMMARY	NARRATIVES			
PFD - Program Fees & Different... ≡		FY22 Net Change \$0		FY23 Forecast Net Change \$0		▲ FY24 Proposed Net Change \$0		
Budget Group		Budget Method	Proposed Budget FY2024	Comments	% Adjust FY2025	Plan FY2025	% Adjust FY2026	Plan FY2026
► Revenues								
▼ Net Tuition Revenue			250,000			260,000		270,000
B0090 - Program Fees and Differential Tuition		Input Adjustment	250,000		4.0%	260,000	3.8%	270,000

Set FY24 Budget Load in Axiom (May/June)

- Axiom> KFS Load
- Training videos and guides available in the planning [website](#)

OVERVIEW

KFS LOAD

FUND REVIEW

DES

FIN

OTH

PFD

RES

Bulk Load

Search:

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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