Academic Fees Orientation

September 25, 2024

WEBINAR PANELISTS

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We respectfully acknowledge the University of Arizona is on the land and territories of Indigenous peoples. Today, Arizona is home to 22 federally recognized tribes, with Tucson being home to the O'odham and the Yaqui. Committed to diversity and inclusion, the University strives to build sustainable relationships with sovereign Native Nations and Indigenous communities through education offerings, partnerships, and community service.

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AGENDA

1. Academic Fees Processes
2. Recent Changes
3. Dashboard & Year-End Report
4. Financial Aid Considerations
5. Budgeting & Allocations
6. Things to Remember
7. Questions & Contact Information

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Academic Fees Process

- ABOR approves new Academic Fee proposals and changes that exceed the growth rates once a year, and we recently transitioned to a Fall approval process.

  -Academic Fees growth rate is 5%-

- The president approves changes to existing Academic Fees that do not exceed the growth rates once a year. ABOR must be notified of these changes during the T&F setting process.

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Recent Changes

- Undergraduate College Fee.
- Undergraduate FAS.
- Graduate Fees & FAS awarding.
- New FAS Awarding Year-end Review
- Fall Tuition & Fees Setting Process & Deadline.
- New Handbook.

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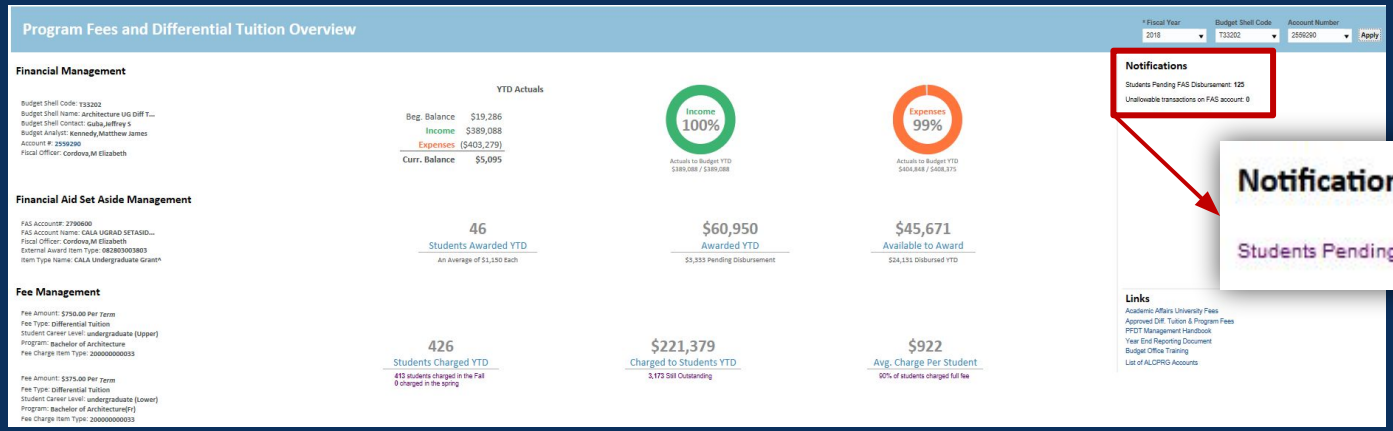
Dashboard

UAccess Analytics> Dashboards> Student> *Course and Fee Management*



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 per student

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Dashboard
Budget & Financials

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

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

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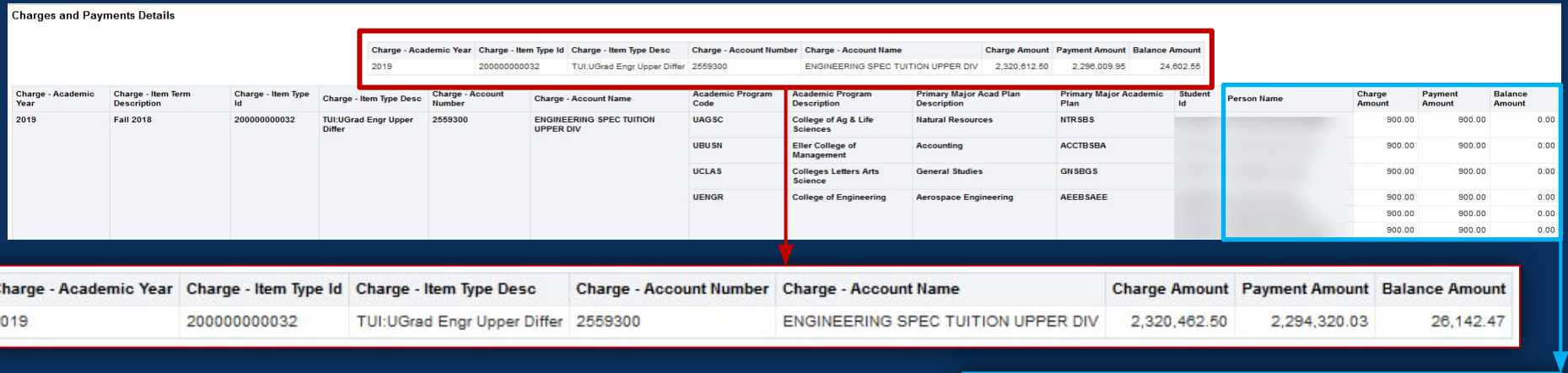
Dashboard

Charges & Payments



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

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

Totals at College Level & Per Student

- Charged Amount
- Payment Amount
- Balance Amount

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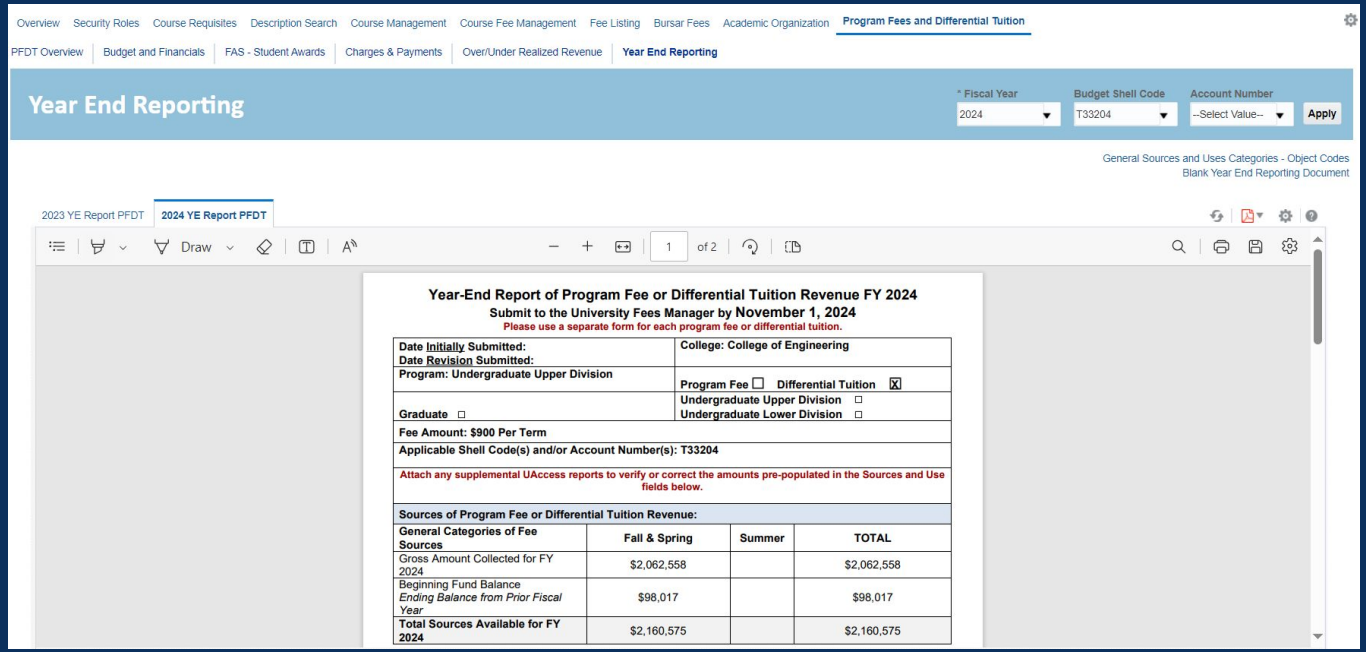
Dashboard
Year-End Reporting



DEADLINE: November 1, 2024

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Year-End Reporting

Form

- **Budget Shell Code**
- **Justification & Narrative**
- **Signatures**
- **Pre-Populated Form:**

  - ✔ Verify the data – correct fiscal year.
  - ✔ One form for each PFDT.
  - ✔ Attach any additional pages.

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Financial Aid Considerations

Determining Need

COA – SAI = Need

- Financial aid eligibility is the difference between the Cost of Attendance (COA) and the Student Aid Index (SAI) (SAI replaced EFC in the simplified FAFSA).
- A federal formula performs the needs analysis to determine the SAI. During this transition, you might still see EFC in some reports.
- The 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 the OSFA website).

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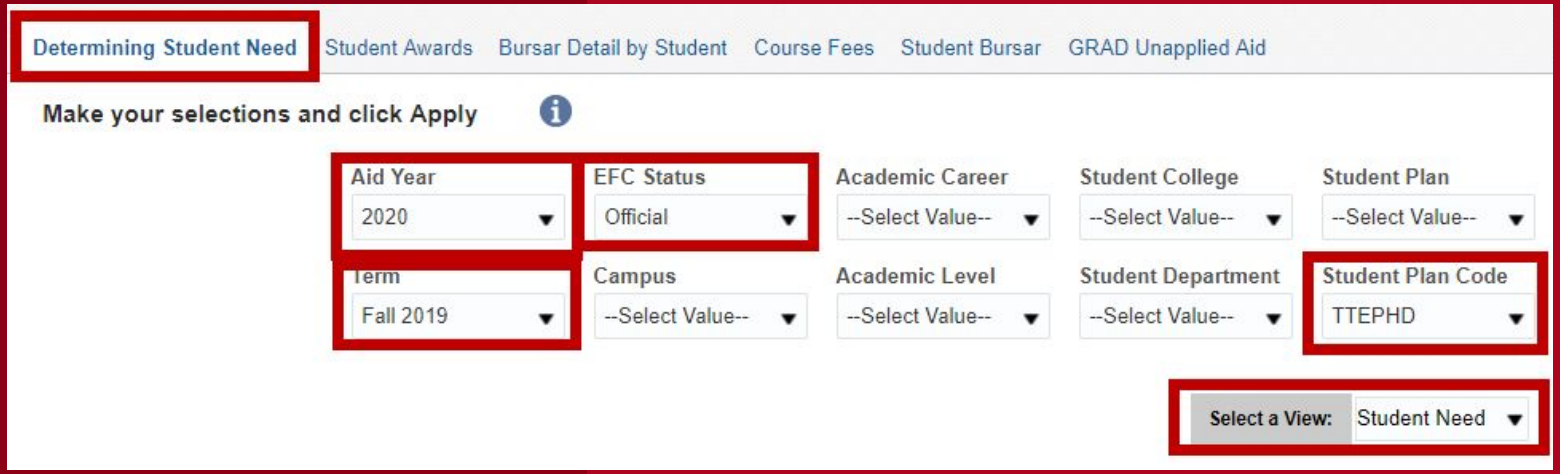
UAccess Analytics

Student Fin Aid & Fin Details Dashboard

Determining Student Need Report

Dashboard> Student> Student Fin Aid & Fin Details



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Reading the Report

Select a View:	Student Need

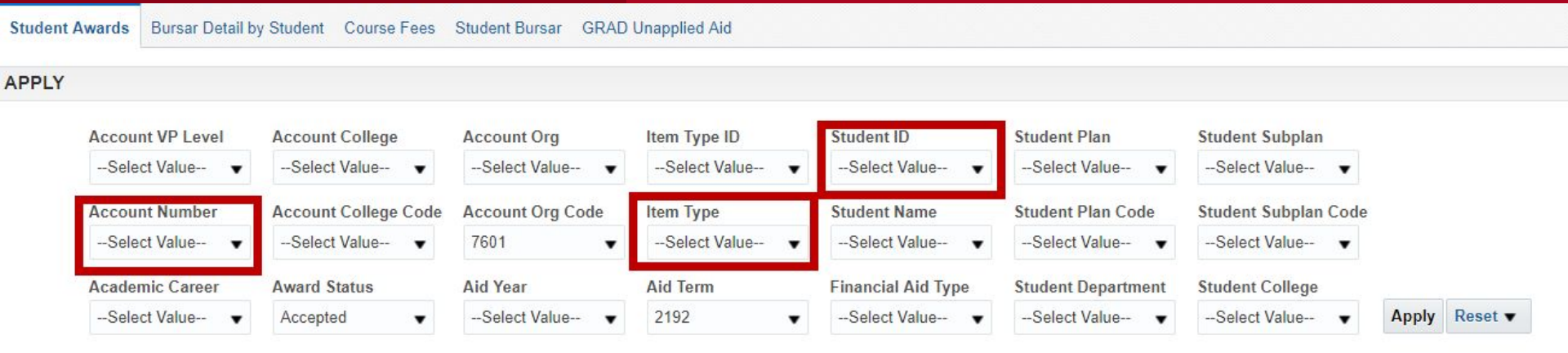
Cost of Attendance	EFC Status	Federal need	Gift Aid	Need after gift aid	Work Study offered	Need before loans	Loans offered	Total offered	Unmet need
13,407.00	Official	-39,815.00	3,500.00	**0.00**	0.00	0.00	0.00	3,500.00	**0.00**
33,050.00	Official	18,748.00	16,361.00	**2,387.00**	0.00	2,387.00	16,689.00	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**

UAccess Analytics

Check on Award Status

Student Awards Report

Dashboard> Student> Student Fin Aid & Fin Details



Can enter a list of SID's, KFS numbers, or Item Types.

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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

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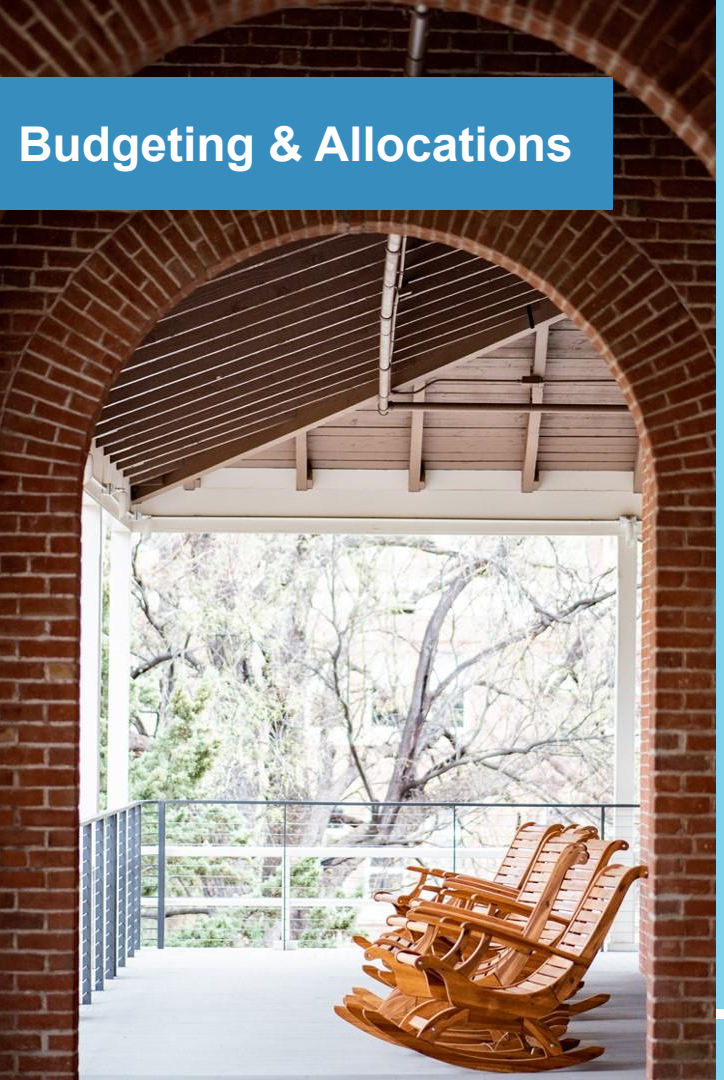
Changes to Awards

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

Set-Aside Notifications

Emails to students should include:

- Deadline for disbursement.
- FAFSA filing requirement to demonstrate need.
- Disclaimer that an award can be canceled if the 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.



Budgeting & Allocations

Changes in Budget and Cash Management Process Effective FY25

- Fee accounts are no longer assessed SBA
- Units process FAS transfers
- Budget Load to fee accounts - OPTIONAL
    - Processed by units

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Timeline

- Non-Budgeted Accounts
  - Process FAS assessments periodically:
    - Quarterly
    - Monthly
    - Follow OBP's prior timeline - Spring and Year End

Timeline

- Budgeted accounts
  - July - New Year Budget Load forecast in Original Budget and FAS transfers.
  - Process over/under FAS and budget adjustments periodically
    - Quarterly
    - Monthly
    - Follow OBP's prior timeline - Spring and Year End

Accounting Considerations

KFS Revenue Object Codes

- 0101: Honors Program Fee.
- 0097: Program Fee Graduate.
- 0110: Eller's Master's Program Fee.

Transfer Out Object Codes and Sub Object Codes

- 0939 - FAS: 14% Gross Revenue
- FAS sub object code will need to be created for object code 0939.

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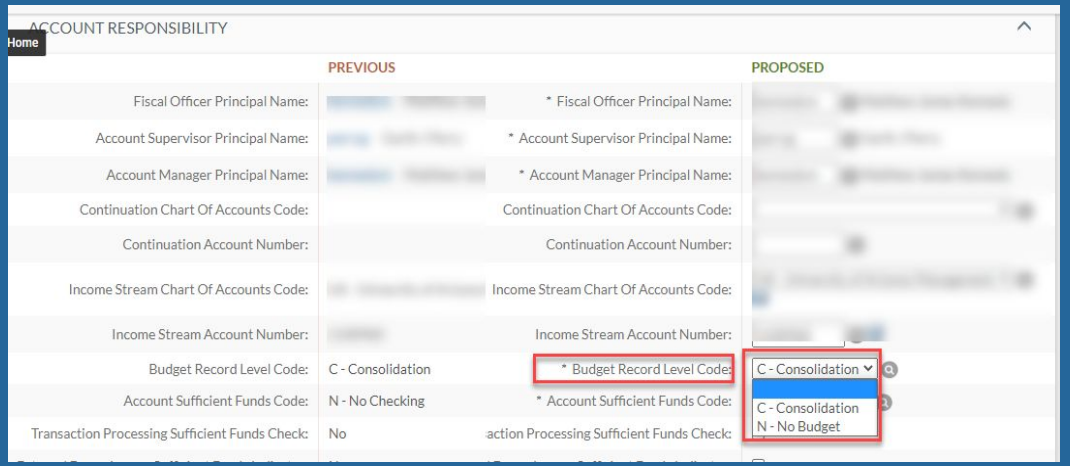
Accounting Considerations

- Edit account attributes in KFS to convert from budget to cash style or vice versa.

  UaccessFinancials -> Chart of Accounts -> Account



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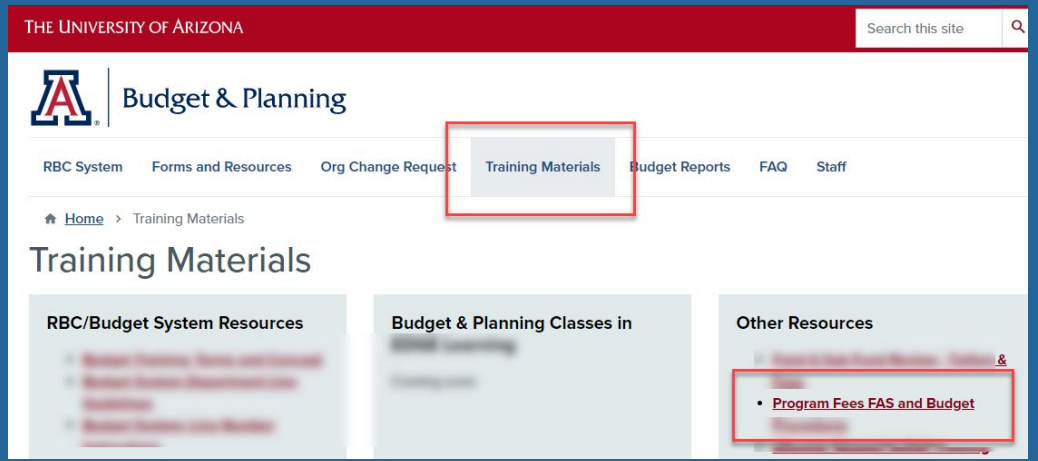
Accounting Considerations

- "FAS Transfers and Budget Load" Guide available in [OBP website]



Things to Remember

- FAS Responsibilities
- Transfers
- Awards on Fee Accounts
- Approved Expenditures

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Q&A

CONTACT INFORMATION

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THANK YOU.

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