Using NASFAA Tools to Ensure Title IV Compliance

Overview of NASFAA Tools

Quick Reference Guides

- Deadlines: Direct Loan Program Year Closeout vs. Reconciliation Q & A
- 2012-13 Student Aid Reference Sheet
- 2011-12 Graduate & Professional Reference Sheet
- 2011-12 Health Professions Loans & Scholarships Reference Sheet
- Cash For College
- And more...
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Monographs

- Monograph 13: Research Tools, Tips, and Resources
  - Competent review of literature on financial aid related topics
  - Publications offering historical, research driven information that summarizes statistics
  - Monograph 18: A Primer on the Federal Budget Process
  - Monograph 19: Completing the Common Data Set
  - Monograph 22: Professional Judgment in Eligibility Determination & Need Analysis
  - And more...

Student Aid Transcript

The Student Aid Transcript is the magazine of NASFAA, featuring in-depth articles by NASFAA members, policy experts, and colleagues in related industries.

Webinars

- Training & Professional Development
  - Online
  - Live Virtual
  - On-Demand
  - NASFAA Leadership Institute (In-Person Courses)
  - Virtual Institutes
  - Multimedia DVDs
  - Core in Service Curriculum (for Training)

培训与专业发展

- 在线
- 现场虚拟
- 按需
- NASFAA 领导力学院（现场课程）
- 虚拟学院
- 多媒体DVD
- 核心必修课（针对培训）
- NASFAA 领导力学院（现场课程）
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**Webinars**

Live webinars bring the latest information and allow you to actively engage with NASFAA staff and featured presenters from government, partner organizations, and fellow aid administrators. On demand webinars of previously broadcast events are available for purchase and viewing at your convenience.

**NASFAA University**

Earn your NASFAA Credentials!
- Knowledge demonstrated by experience
- Completion of NASFAA Self-Study Guides
- Completion of NASFAA Facilitated Online Courses
- Participation in a Boot Camp utilizing NASFAA materials

**CORE**

- Comprehensive instructional materials for teaching financial aid fundamentals
- Perfect for individuals with less than 2 years of experience
- 13 modules cover almost all topics relevant to financial aid administration
- Contains an instructor’s guide, a PowerPoint presentation and trainee handouts
What is the Self Evaluation Guide?
• Contains regulatory citations & other references
• In-house evaluation tool for Title IV and HHS programs
• Includes best practices
• Describes majority of requirements
• Questions designed to easily identify areas of noncompliance
• Interactive form fields

Why use the Self Evaluation Guide?
• Train staff and prepare for audit and program reviews
• Affirm and/or revise financial aid operations, policies, and procedures
• Prepare reports and provide outline for policies and procedures manual
• Convey magnitude and complexity of financial aid administration to others
• Document need for resources, staffing, and physical accommodations
• Determine progress towards achieving goals for improvement

The Guide is divided into four major parts:
I. Institutional Responsibilities
II. Administration of Title IV Federal Aid Programs
III. Administration of Title VII and Title VIII Health Professions Programs
IV. Appendices

Compiled Title IV Regulations

Part 602: Institutional Eligibility

Example
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Compiled Title IV Regulations

- Searchable PDF document
- Linked table of contents in each document
- New regulations incorporated each award year
- Current edition is as of July 1, 2011, effective 2011-12 award year

Compiled Title IV Legislation

- Searchable PDF for each major subchapter of U.S. Code
- Files constructed by incorporating amendments to the law
- Each document contains bookmarks for easier navigation
- For ED regulations that interpret these sections of law - Compiled Title IV Regulations
- For official version of the law, visit Thomas at http://thomas.loc.gov/home/thomas.php
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**Policy and Procedure Tools**

- **Policy and Procedure Tools**
  - Tools for formatting, implementing, and evaluating policies and procedures
  - Regulatory Resources Guide containing:
    - Explicit and implied regulatory requirements
    - Areas where schools have implementation options

- **Policy and Procedure Tools**
  - Customizable P&P manual
  - Page format samples, style decisions, and master template document
  - Guidance for reading and interpreting statutes and regulations

- **Policy and Procedure Tools**
  - How-to Guides
  - How-to Guides: Adding New Academic Programs and Locations
    - Highlights major areas schools should review when:
      - Establishing new academic programs and adding locations
    - Notes institutional eligibility and program eligibility considerations

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Ask Regs

Standards of Excellence

Standards of Excellence in Financial Aid Administration

Voluntary appraisal of financial aid operations
Assesses strengths and weaknesses
Makes recommendations to improve Title IV operations and customer service
Comprised of a team of your peers
Program compliance, operations, and delivery
Systems, automation, and technology utilization
Student service and satisfaction
Human resources and facilities

For a quote or more information contact:
Kenneth McGhee
Program Coordinator
202-785-6963
excellence@nasfaa.org
mcgheek@nasfaa.org

Graduate and Professional Listserve

Graduate and Professional Listserv

The Graduate and Professional Listserv is the primary service for master and professional degree and postgraduate institutions. It serves as a communication forum for team members who participate in the administration of educational and practical programs, where you can discuss and share program ideas, best practices, and the latest trends in education and professional development. It also provides an excellent platform for networking, sharing research, and collaborating on projects.

LISTSERV INSTRUCTIONS
To join the listserv, simply send a message to listserv@nasfaa.org with the command "subscribe Graduate_and_Professional Listserv" in the message body. Once you are subscribed, you can send messages to the listserv by sending them to the same address.

For additional information or assistance, please contact the Listserv Administrator at listserv@nasfaa.org or call 202-785-6963.
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Graduate and Professional Listserv

- Free service for student aid professionals at graduate and professional institutions
- Serves as a communications forum for issues specifically related to the administration of financial aid at Grad/Prof schools

Search Feature

Please send your questions to:
askregs@nasfaa.org