



Nathan Deal
GOVERNOR



Georgia Student Finance Commission
Georgia Student Finance Authority
Georgia Higher Education Assistance Corporation
GAcollege411

Tracy A. Ireland
PRESIDENT

May 16, 2013

Re: 2013-2014 State Scholarship, Grant and Loan Program Regulations and Tuition Award Charts and Invoicing and Extension Request Deadlines

Dear Colleagues:

The following is information about the 2013-2014 State Scholarship, Grant and Loan Program Regulations ("Program Regulations") and tuition award charts, term and year-end invoicing and extension deadlines requests.

2013-2014 State Program Regulations and Tuition Award Charts

The Georgia Student Finance Commission ("GSFC") and the Georgia Student Finance Authority ("GSFA") Boards approved the Program Regulations at their May 3, 2013 Board meetings. **Program Regulations are effective July 1, 2013.** The Program Regulations, a summary chart, and an executive summary are now posted at http://www.gsfc.org/gsfnew/SandG_regs_2013.cfm. A link to the Program Regulations can also be found at www.GAcollege411.org under "Shortcuts." In addition to Program Regulations changes made for clarity, other changes were made consistent with legislation passed during the 2013 Session of the Georgia General Assembly, including:

- The grade point average ("GPA") minimum for the HOPE Grant was changed from 3.0 to 2.0;
- Dual Credit Enrollment in core courses was weighted similar to IB and AP for purposes of calculating a student's high school GPA for HOPE and Zell Miller eligibility;
- The definition of "Eligible High School" was amended to include any Georgia school which may have lost accreditation, but was accredited within the last two years;
- An incarcerated individual who completes his or her GED while incarcerated has two years after the date of release from incarceration to use the GED voucher;
- Names of programs were changed to reflect the name change for the University of North Georgia ("UNG") -- UNG ROTC Grant, UNG ROTC Grant for Future Officers, and UNG Military Scholarship Program; and
- The Strategic Industries Workforce Development Grant was created.

State Program tuition award charts for 2013-2014 for HOPE Public and Private Scholarships, HOPE Grant, Zell Miller Scholarship and the Accel Program, **effective 2013 Fall term**, will be posted by May 20, 2013, and can be found at www.GAcollge411.org under "What's New."

If you have questions about the Program Regulations or tuition award charts, please contact Joy Hawkins, Vice President, Student Aid Services, at 770-724-9244 or email at joyh@gsfc.org.

FY 2013 and FY 2014 Invoicing and Extension Request Deadlines

FY 2013 (Current Fiscal Year) Invoices

As in the past, the Program Regulations require that all invoices for a term be fully submitted, processed and approved for payment by the invoicing term deadline. A postsecondary institution needing an extension to process current fiscal year invoices beyond the June 8th year-end deadline must submit a request for extension to GSFC by June 10, 2013.¹ The request for extension must include the reason an extension is needed, the number of invoices and the approximate total dollar amount of the invoices to be submitted. **Extensions for submitting the current fiscal year's invoices will not be granted beyond June 21, 2013.** Attached is the FY 2013 Invoicing and Extension Request Deadline chart for your reference.

If a postsecondary institution needs to submit invoices or increase the award amount on existing invoices after the term deadline and before the year-end deadline, the following procedures must be followed:

- For requests where invoices to be paid after the deadline date(s) total less than ½ % of the total amount disbursed to the postsecondary institution for the corresponding program in the current fiscal year, the institution's financial aid director must submit a written request to GSFC including the following:
 1. The reason for the request for extension;
 2. The approximate number of invoices; and
 3. The approximate total dollar amount of the invoices to be submitted.
- For requests where invoices to be paid after the deadline date(s) total more than ½ % of the total amount disbursed to the postsecondary institution for the corresponding program in the current fiscal year, the institution's president must submit a written request to GSFC including the following:

¹ If June 8th falls on a Saturday or Sunday, the deadline is automatically moved to the following Monday.

1. The reason for the request for extension;
2. The approximate number of invoices;
3. The approximate dollar amount of the invoices; and
4. A corrective action plan outlining measures that will be taken in the future to meet the published invoice deadlines which shall include, but not be limited to, the following:
 - a. Staff and/or systems changes implemented (including implementation dates) that ensure timely submission of invoices;
 - b. Dates and content of training to prepare staff for timely submission of invoices; and
 - c. Supplemental documentation relating to delays.

FY 2014 (Upcoming Fiscal Year) Invoices

The FY 2014 Invoicing and Extension Request Deadline chart is attached for your reference.

Prior Years' Invoices

Please note that invoices from prior fiscal year(s) will not be paid except under certain extraordinary and narrowly defined circumstances. The Program Regulations allow an invoice to be paid after the year-end invoicing only if the failure to meet the deadline was due to the need for supplemental documentation including, but not limited to, information required for the student's college admission (e.g., proof of citizenship or residency), late grades, grade changes or other adjustments made to the student's official academic transcript that result in a change in a student's eligibility (e.g., see *HOPE Scholarship Program at Public Institutions, Section 109.1.d.*). A postsecondary institution needing to submit a prior year's invoice(s) must email GSFC with the invoice, student information and the reason for missing the deadline (e.g., the documentation that became available after the deadline, as noted above).

If you have questions relating to deadlines, extensions, or need to submit an extension request, a current year late invoice request or a request for a prior year's invoice, please contact Pennie Strong, Operations Manager, at 770-724-9014 or email at pennies@gsfc.org.

Sincerely,



Tracy A. Ireland

Attachments