



DECEMBER 2023 NEWSLETTER

IMPORTANT DATES:

December 18

Redesigned FSA Partner Connect is Live

December 22-26

Christmas Holiday- DJA Closed

December 31

Deadline to Report FWS Wages to COD

December 31

24/25 FAFSA Available- Soft Launch Period Begins

January 1st

Happy New Year!- DJA Closed

January 17

Cohort Default Rate Webinar 11:00 a.m. CST

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It is hard to believe we are coming to the end of 2023 and approaching a new year in 2024. This past year brought many regulatory changes that are set to implement in July 2024, with Borrower Defense to Repayment still pending a court review. New requirements threaten many institutions with what many deem overreaching expectations. Additionally, the higher education industry has spent much of 2023 preparing for the first major overhaul of the Free Application for Federal Student Aid (FAFSA) in 40 years. Nearly every system is changing, alongside aid processing updates and an application transformation.

In this month's newsletter, we review FSA's announcement of the 24/25 FAFSA soft launch period, as well as the expectations students, families, institutions, and industry partners should prepare for during this time. The biggest message being communicated is that contributors should not feel rushed to complete the FAFSA and all parties should expect delays with website maintenance outages. FSA Partner Connect has been launched after the redesign of the site which added expanded features for the E-App. Those features are outlined below, as well as training opportunities to learn how to navigate the updated partner portal.

We also include several deadlines and regulatory reminders within the newsletter. Institutions have until December 31st to report FWS wages into COD so they may be included on the 24/25 ISIR. Additionally, the Department provided guidance on how institutions should treat U.S. Army tuition assistance funds that have been belatedly received and may subsequently affect the 90/10 calculation. Lastly, we review general reconciliation regulations, as well as those specific to the Direct Loan Program.

DJA extends to each of you our warmest wishes that 2024 is a prosperous year for all. We wish you and your teams have a Happy Holiday and New Year! May you have time to celebrate among family and friends.

We appreciate the opportunity to keep your institution informed.

*Thank you,
Renee Ford, Vice President*



IN THE NEWS: 24/25 FAFSA SOFT LAUNCH DETAILS AND TIMELINES

In last month's newsletter, we shared FSA's update on the availability of the 24/25 FAFSA in the [Electronic Announcement released on November 15, 2023](#). This month, FSA released a follow-up [Electronic Announcement](#) expanding upon previously shared information, as well as defining what they are coining the soft launch period of the re-designed FAFSA. As a reminder, the November communication by FSA announced that students and families would be able to complete and submit the 24/25 FAFSA online starting December 31, 2023. FSA will be treating the period leading up to the online availability of the FAFSA later this month and the subsequent time period following its release as a soft launch period. FSA's recent announcement outlines the expectations contributors and institutions should anticipate during this time.

Although the FAFSA is delayed more than two months from its typical release date of early October, FSA communicates to students and families there is ample time to complete the 24/25 FAFSA. Contributors should not feel a sense of urgency to complete the application as FSA will not transmit the results in the form of the ISIR to schools until later in January 2024. The announcement shares the following key points with students, families and schools:

- Contributors (the student, parent, student's spouse, or parent's spouse), including those without a Social Security number (SSN), will be able to create a StudentAid.gov account to access and complete the online FAFSA form. Contributors who already have a verified account username and password will use their existing credentials to sign in and access the form.
- FSA will initiate planned pauses for site maintenance and to make updates as needed to create a better FAFSA experience for students and families. **During these pauses, users who are already online will be able to complete their work, but other users may not be able to begin or resume work on the 2024-25 FAFSA form.** Users who go on-line during a temporary pause should check back later to complete the form.
- Applicants may experience a waiting room feature, which will help control website volumes to ensure optimal performance of the form.
- If a student completes their form during the soft launch period, their information will be stored for processing. They do NOT need to return to resubmit their application after the soft launch concludes.
- If a student completes their FAFSA form, but a contributor cannot access the site during a period when the site is unavailable, the contributor can return to complete their portion of the form as soon as the site becomes available again. Any data entered in the form is still in the system and is secure.
- If FSA initiates site maintenance while a student or contributor is completing an application, they will be able to continue until they have completed the form.
- After all sections of the online FAFSA form are completed and submitted, the student will receive a confirmation email noting their submission date, their estimated Student Aid Index (SAI), and estimated Federal Pell Grant eligibility. However, the student will not receive a FAFSA Submission Summary until FSA processes the FAFSA, beginning in late January. **(At this school level, if student's have the estimated SAI, you could effectively provide a packaging estimate prior to receiving the published SAI on the finalized ISIR.)**



FSA reiterates several times in their announcement, addressing students and families, there should not be a rush to complete the FAFSA form as processing will not be initiated until a month later. However, because of that delay in processing they are also encouraging students to review their application deadlines and processes for their state as well as the college and career schools they are applying to attend for the 24/25 year. Many institutions and states are making accommodations to their application deadline schedule to provide for the delay in FAFSA processing.

For institutions, state aid agencies and college access partners, the announcement requests consideration be given to annual FAFSA completion events that are routinely scheduled prior to the institutional release of the ISIR. With the soft launch occurring in December and January and the announcement of site maintenance occurring, FSA feels these events would be more successful if scheduled for late January or February when they anticipate the FAFSA site will be past the soft launch period. Additionally, FSA encourages its partners to utilize their communication channels with students and families to echo the key messages in the bulleted list above. They also direct those partners to guide students and their families to the StudentAid.gov website to learn more on the soft launch and the expectations FAFSA contributors can anticipate during this period.

During the soft launch, FSA will provide regular updates and resources on the [2024-25 FAFSA Update](#) section of the FAFSA Simplification Information Topics page located in the Knowledge Center.

Sources:

[Electronic Announcement: 2024-25 FAFSA Soft Launch Details and Timelines](#)

EXPANDED FEATURES FOR THE E-APP LIVE IN FSA PARTNER CONNECT

In October, FSA provided the planned redesign and transition of the Application for Approval for the Eligibility and Certification (eligcert.ed.gov) website to the FSA Partner Portal. The move reinforces the Department's goal to allow the FSA Partner Portal to be a one stop shop for all Federal Student Aid and partner engagement. The main features of Partner Connect include account capabilities such as a dashboard tailored to partner users, easier access to school profile information, integrated views of student and borrower account information, and the student's view of StudentAid.gov for school staff providing customer support to students. Partner Connect also provides access to the Knowledge Center, the *Federal Student Aid Handbook*, and FSA Training Conference information.

The features added to the FSA Partner Portal as part of this redesign and E-App transition include the following:

- **E-App** – A new version of the E-App will be available in FSA Partner Connect for partners to submit new applications for school eligibility, recertifications of school eligibility, and other program participation changes. Partner Connect also will provide access to an automated pre-eligibility application for new applicants and schools seeking reinstatement. Schools that meet the pre-eligibility application criteria will be able to submit an E-App through a temporary Application Administrator identified in the application. The Application Administrator will be able to complete, edit, and submit the application, identify additional temporary users who can complete and edit the application, and track the application process on Partner Connect.

The updated E-App will improve the supporting documentation and signature processes. Supporting documentation, such as the Accrediting Letter and State License/Legal Authorization Letter, will be uploaded within the applicable E-App section and eliminate the need to mail or use a separate system to provide supporting documentation. The updated E-App will utilize DocuSign’s digital signature process to collect the required signatures via email notification and eliminate the need to print and mail the signature page. If an authorized signature authority is unavailable, a delegated signature authority will be able to sign the E-App.

- **Eligibility & Oversight Administrator Role** – The Eligibility & Oversight Administrator will facilitate account management and grant access to those who will edit and update the E-App and view specific eligibility and oversight-related cases. There also will be an option to designate an alternate. FSA will assign this role to the financial aid administrator at each school initially; that individual will then be able to reassign the role to someone else after implementation.
- **Third-Party Servicer Relationships** – A school’s Eligibility & Oversight Administrator will be able to grant the school’s third-party servicers access to certain systems.
- **Third-Party Servicer Inquiry Form** – This form—used to validate the information reported to FSA by higher education institutions about the third-party servicers who administer one or more aspects of the *Title IV*, HEA programs on an institution’s behalf—will be available on FSA Partner Connect. All third-party servicers will be required to electronically submit the form after implementation and keep it up to date going forward.
- **Reports** – Partners will have access to reports associated with *Title IV* participation. Users will be able to view and download reports such as:
 - Weekly Institutional Update Reports
 - Weekly School File
 - Monthly Closed School Reports
 - Weekly Closed School Search File

The implementation and transition occurred during November 24th through December 17th and the FSA Partner Connect site was live with the added features on Monday, December 18th. A Dear Colleague earlier this month provided training resources and opportunities for partners to explore and master the new features and functionality available on the redesigned site. For self-paced learning resources, login to the FSA Training Center and under the Systems Training menu option select “FSA Partner Connect”. Additionally, FSA is offering a live webinar series that began the week of December 18th and continues during the weeks of January 16th and January 29th. For a full break down of those learning opportunities, read the [Dear Colleague](#).

As with most website transitions, FSA anticipates there may be unplanned issues. Users experiencing issues with functionality or access with the newly launched FSA Partner Connect are advised to utilize the Contact Customer Support Form in the FSA Partner Connect Help Center with “Partner Connect Feedback” as the topic, or contact the FSA Partner and School Relations Center at 1-800-848-0978, Monday–Friday 8 a.m. to 8 p.m. Eastern time.



Sources:[EA: FSA Partner Connect Implementation Planned](#)[EA: FSA Partner Connect New Features Implemented](#)

INSTITUTIONAL REPORTING OF 90/10 CALCULATION AND HOW TO TREAT DELAYED RECEIPT OF CERTAIN U.S. ARMY TUITION ASSISTANCE FUNDS

Under the new 90/10 regulations that were effective in July of this year, institutions must include all federal funds received to cover tuition, fees, and institutional charges as revenues subject to the 90 percent threshold in the annual 90/10 calculation reporting. Prior to this regulatory update, institutions were only required to include Title IV federal funds towards the 90 percent calculation. When configuring the 90/10 calculation, the funds included are those received in the current fiscal year (presently the FY2023 and the subsequent FY2024). The purpose of this figure and the requirement to report is to determine financial viability and continued participation in the federal student aid programs.

In March 2021, the U.S. Army (Army) launched ArmyIgnitED, to replace GoArmyED as its system for processing the Army's tuition assistance funds for participating institutions. As reported publicly and confirmed to ED by the Army, there were significant problems with the launch of ArmyIgnitED that resulted in calendar year (CY) 2021 and 2022 Army tuition assistance payments to institutions being delayed until CY 2023 and 2024. ED has confirmed with the Army that these late payments made during 2023 were solely related to the ArmyIgnitED system issues and not the fault of institutions.

Since the tuition assistance funds were delayed and initially meant to be allocated for the 2021 and 2022 calendar year, the Department of Education (ED) does not feel it appropriate to penalize institutions should the reporting of these funds received now in 2023 push a school over on the 90 percent revenue receipt from federal funds. For public reporting purposes, the Department will clarify that the rate includes delayed tuition assistance payments and will not result in the institution being penalized. This enforcement relief is only available to an institution whose reported revenue from Federal sources exceeds the 90 percent threshold solely because of tuition assistance payments delayed by the ArmyIgnitED system issue and the institution complies with the reporting requirements outlined by ED in the Electronic Announcement released this month on the topic.

ED directs institutions to still adhere to the regulatory requirements and calculate their 90/10 percentage for the to include all federal funds received in in FY 2023 or 2024 that were used to satisfy tuition, fees, and other institutional charges and make all disclosures required by the Department for that calculation in its 90/10 note to its financial statements. However, to receive the enforcement relief outlined above, **an institution must also disclose in its 90/10 note to the financial statements a revised 90/10 attestation that excludes the CY 2021 or 2022 late ArmyIgnitED payments received in FY 2023 or 2024 that were used to pay tuition, fees, and other institutional charges.** The additional note should include the amount of the payment and the program source, including the Assistance Listing Number for each program, that are being excluded as a result of the ArmyIgnitED system issues.



Sources:

[EA: Institutional Reporting on 90/10 Accounting for Delayed Army Tuition Funds](#)

FINAL REMINDER: REPORTING FWS WAGES TO THE COD SYSTEM

Under the *FAFSA Simplification Act*, FSA will use school-reported data for the FWS Program to accurately calculate the Student Aid Index (SAI) for aid recipients. The collection of this data began after Aug. 1, 2023, and will be utilized in the 2024–25 *Free Application for Federal Student Aid* (FAFSA®) processing cycle. As a result, the deadline for reporting the FWS wages is December 31, 2023 to ensure inclusion on the 24/25 ISIR.

Schools can meet this submission requirement by reporting FWS earnings via batch submission or via the COD website. For directions on where and how to report, we recommend revisiting the [July 21st Electronic Announcement](#) summarizing that operational guidance. If circumstances require either a late submission of FWS earnings or a correction to previously submitted FSA earnings after the December 2023 deadline, schools should take action to submit any new or updated FWS data as soon as possible. However, how the FWS earnings will be used will differ based on the status of a student's 2024–25 FAFSA form:

- If the new or updated FWS earnings are submitted and accepted in the COD System prior to submission of the student's 2024–25 FAFSA form, the FWS earnings will be used in the calculation of the SAI upon FAFSA submission.
- If the new or updated FWS earnings are submitted and accepted in the COD System after submission of the student's 2024–25 FAFSA form, the FWS earnings will be held in the COD System and will not be pushed to the FAFSA Processing System (FPS) until a later date.

DJA Clients: If contracted with DJA for the Campus-based program, this submission has already been finalized for your institution and a report disseminated via the Document Portal.

Sources:

Electronic Announcement: [Reporting FWS Wages to COD](#)

FSA ENFORCEMENT BULLETIN: REMINDER OF STATUTORY RESPONSIBILITIES TO MAINTAIN COMPLIANCE MANAGEMENT SYSTEMS AND POLICIES

This month FSA released an Enforcement Bulletin by way of an electronic announcement reminding institutions of their obligation to establish and maintain appropriate compliance management systems and policies as part of the responsibilities required under their Program Participation Agreement (PPA) and to foster an overall culture of compliance to prevent violations and minimize harm to students and taxpayers. While in the same breath, FSA recognizes that deploying appropriate systems and policies is not a fool proof strategy in preventing all violations, it



is an effective way to reduce the risk of violations and provides the opportunity for early detection of potential violations.

When an institution signs a PPA, it agrees to comply with the regulations governing the *Title IV* program. Institutions that fail to comply could face administrative action. The applicable regulations require an institution to demonstrate that it is capable of adequately administering the program pursuant to the standards established in the regulations. 34 C.F.R. § 668.16. Appropriate *Title IV* compliance management systems and policies are key components of a school's internal controls that contribute to its meeting the administrative capability requirement.

While FSA recognizes that resources among institutions participating in the FSA programs vary widely and are subject to the size, volume and complexity of the institution, it points out several key features that effective compliance management systems may include:

- An adequate number of capable staff responsible for administering and overseeing the administration of *Title IV* and the provision of educational services, including marketing and recruiting activities;
- Adequate checks and balances in the system of internal controls;
- A well-known and easy-to-use mechanism for students, faculty, or staff to file complaints or report suspected violations;
- Appropriate records retention;
- Due diligence and monitoring for compliance, including through independent testing and audits;
- Monitoring and oversight of third party servicers acting on an institution's behalf to ensure compliance with applicable laws and regulations; and,
- A process to address any identified shortcomings.

The enforcement bulletin is not providing new guidance, but rather reinforcement of the regulatory requirement to maintain robust compliance management systems. FSA also recognizes in the EA that many institutions may be struggling with employee retention and adequate staffing in their financial aid offices. Since the regulations do not make concessions for these challenges, the bulletin advises senior level administrators at these institutions to address hiring and retention efforts to ensure the effectiveness of compliance management systems are not compromised.

Sources:

Electronic Announcement: [FSA Enforcement Bulletin](#)

REGULATION CHECK IN: TITLE IV DISBURSEMENT REPORTING, EXCESS CASH AND RECONCILIATION

As the fiscal year for many institutions is coming to a close and compliance audit preparations are underway, FSA published an electronic announcement last month reminding schools of the general disbursement reporting, excess cash, and reconciliation requirements for all *Title IV* programs. In reviewing the regulations surrounding these functions, it is important for both the Financial Aid Office and Business Office at your institution to take the



opportunity to refresh their understanding of these requirements. For ease of reference, we have provided the regulatory requirements outlined in the announcement below:

Disbursement Reporting Requirements

The disbursement and disbursement adjustment reporting requirements for all *Title IV* aid are announced in an annual *Federal Register* notice. The most recent *Federal Register* notice, published on [June 23, 2023](#), specifies that a school must submit disbursement records no later than 15 days after making the disbursement or becoming aware of the need to adjust a student's previously reported disbursement.

Excess Cash Requirements

The Department of Education (the Department) considers excess cash to be any amount of *Title IV* funds (other than Federal Perkins Loan Program funds) that a school does not disburse to students or parents by the end of the third business day after the date the school (1) received the funds from the Department, or (2) deposited or transferred to its federal account previously disbursed *Title IV* funds received from the Department. In limited circumstances, cash may be held for up to seven calendar days. A school must meet the excess cash tolerance (not to exceed one percent of the funds drawn down by the school in the prior award year) and must be able to disburse the aid to students within the 7-day period. In no circumstance should cash balances remain beyond the seven days.

See [34 CFR 668.162](#) for the federal regulations that govern requesting funds for the *Title IV* programs and [34 CFR 668.166](#) for the excess cash regulations.

Reconciliation

Reconciliation is the process by which a school reviews and compares *Title IV* aid (grants, loans, and campus-based aid) recorded on the Department's systems (COD System/G6) with the information in the school's internal records. Schools should reconcile both internally (between Business Office and Financial Aid Office data) and externally (between school data and the COD System/G6). Through reconciliation, disbursement and cash discrepancies are identified and resolved in a timely manner to ensure the school meets all regulatory requirements. Schools must document their reconciliation efforts and retain this documentation for auditing purposes.

If completed on a regular basis, reconciliation can assist schools in determining whether the disbursement reporting requirements and excess cash deadlines noted above are being met, and also whether any additional data needs to be submitted to ensure all school data is reflected correctly in the Department's systems. For the Direct Loan and Campus-Based programs (including Federal Perkins Loan, Federal Work-Study, and Federal Supplemental Educational Opportunity Grant), schools must reconcile at least monthly to meet regulatory requirements. For all other *Title IV* programs (including Pell Grant, Iraq and Afghanistan Service Grant, and TEACH Grant) it is recommended that schools also reconcile at least monthly or as frequently as necessary to identify issues and maintain compliance with the cash management and disbursement reporting requirements outlined above.

Additional information on reconciliation can be found in the following publications posted on the [Knowledge Center](#):

- Electronic Announcements (published annually by program)
- Federal Student Aid Handbook
- Federal Student Aid Training Conference Presentations

Final Reconciliation

If a school is meeting all disbursement/adjustment reporting, excess cash, and reconciliation requirements, a final reconciliation should begin no later than the last award or payment period end date at the school for a given program and year. A school should be able to reconcile to a zero cash balance soon after its final disbursements and should not carry a cash balance (positive or negative) for an extended period. **Note:** Schools must reconcile to both zero Ending Cash Balance and zero Total Net Unbooked for Direct Loan and TEACH Grant; and to zero Cash > Net Accepted & Posted Disbursements for Pell Grant.

After completing final reconciliation of the Direct Loan, Pell Grant, and TEACH Grant programs, schools can officially confirm closeout via the School Balance Confirmation page on the COD website. Balance confirmation will allow schools to receive a Program Year Closeout Letter to document completion of final reconciliation. It also provides tighter controls over available funding and data submission so that the school can then focus on processing and reconciliation in more current award years. **Note:** The balance confirmation process is available for all award years for Direct Loans; it is available for Pell Grant and TEACH Grant for the 2016–17 award year and forward.

Final reconciliation of Campus-Based expenditures (as reported on the Fiscal Operations Report) must be performed so that any necessary corrections may be made to the Fiscal Operations Report before the FISAP corrections deadline (typically mid-December), along with any final draws or returns to be performed in G6.



Important

Reconciliation is a process that a school must perform in operating the FSA programs. It is also a tool that a school should use to ensure that its management of the FSA programs is optimal. Most importantly, reconciliation is a shared responsibility. That is, the business office and the financial aid office are equally responsible for performing the periodic reconciliation that is required to make certain that a school is managing the FSA programs as they should be managed. This responsibility involves much more than the mere sharing of reports. It requires joint action by the financial aid and business office to identify discrepancies and to correct them in a timely manner.

DJA Recommended Reconciliation Practices

A key factor in facilitating reconciliation is staying on top of the process. Best practices that DJA recommends and are encouraged by the USDE are:

- define responsibilities of key individuals and offices;
- document your reconciliation procedures;



- build in regular communication between your business office, financial aid office, and school's technical staff;
- compare internal student accounts and business office/bursar records with financial aid office records and resolve any discrepancies;
- balance all subsidiary accounts to the general ledger;
- ensure that all drawdowns and refunds of cash are accounted for and applied to the correct program year;
- ensure that all batches have been sent to and accepted by the COD system, all disbursements and adjustments are accurately reflected on the COD system, and all responses are imported into the school's system;
- ensure that all un-booked loans are booked or inactivated (reduced to \$0) for Direct Loans;
- resolve all outstanding rejected records;
- return all refunds of cash via G5; and
- request any remaining funds owed to the school based on actual disbursements accepted by the COD System

Reconciliation and Third-Party Servicers

If your school uses a third-party servicer, your school is ultimately responsible to ensure that all regulatory requirements are being met and that your school is reconciling on a regular basis. You should request and retain documentation of your reconciliation efforts. Also, a part of your reconciliation should include ensuring that your schools internal records match what is at the servicer as well as what is in the COD System.

DJA Clients: As part of your partnership with DJA, our team not only reconciles Direct Loan accounts for our clients on a monthly basis, but we also reconcile Pell each month to ensure they are balanced. Additionally, we will complete the final reconciliation of all Title IV programs (Direct Loan, Pell and Campus-Based) for your institution. Although DJA reconciles the DL SAS, Pell Grant YTD, FSEOG and FWS reports to our accounting records monthly, institutions must do an internal reconciliation to these reports as well. Please reconcile that all disbursements have been credited to the student's accounts and any credit balance remaining was returned within the required 15-day time frame.

Keep in mind that if your school is under the Heightened Cash Monitoring payment method, a school must credit a student's ledger account for the amount of Title IV funds the student or parent is eligible to receive and pay the amount of any credit balance due under 668.164(h) before the school submits a request for funds.

While the above announcement outlines the general reconciliation requirements placed on institutions participating in the Title IV programs, we encourage you to check out this month's *Compliance Corner* below for a more thorough review of the specific reconciliation requirements surrounding the Direct Loan program.

Sources:

Electronic Announcement: [Title IV Aid Disbursement. Excess Cash. Reconciliation Requirements](#)

COMPLIANCE CORNER

DIRECT LOAN PROGRAM RECONCILIATION

At the end of each calendar year, the Department of Education takes the opportunity to remind institutions participating in the Direct Loan program of their regulatory obligation to participate in reconciliation on a monthly basis. In conjunction with providing an Electronic Announcement on the general reconciliation requirements, the Department also issued an Electronic Announcement earlier this month providing specific information to assist schools' with reconciling the William D. Ford Federal Direct Loan (Direct Loan) Program. While participation in the Direct Loan program is largely managed in the Financial Aid office, the Business Office is a key player in ensuring successful monthly reconciliation. We recommend providing the guidance outlined below to each office to facilitate accuracies in this monthly internal process.

In tackling compliance regulations, I feel the first step is always defining the required process. In this case, Direct Loan reconciliation is the process by which Direct Loan funds received and disbursed as recorded on the Department of Education's (the Department's) systems are reviewed and compared with a school's internal records; AND

- Discrepancies are identified and resolved
- Reasons for remaining cash balances are documented

Direct Loan reconciliation is a **mandatory** monthly process, as required under 34 CFR 685.300(b)(5). A school should reconcile all cash (drawdowns and refunds of cash) and disbursement records (actual disbursements and adjustments) with information in the Common Origination and Disbursement (COD) System on an ongoing basis.

There are two types of reconciliation, which can be performed separately or simultaneously during the month, including:

- **Internal Reconciliation**

This is the process where the business and financial aid offices compare the monthly financial aid office roster of scheduled and actual disbursements in each office's system to a monthly business office cash detail report that reflects funds drawn down and funds disbursed for the month. If discrepancies are found, the school must document and resolve them in a timely manner.

- **External Reconciliation**

The school compares its reconciled internal records to the Department's records of funds received and returned, and loans originated and disbursed to students at the school. At a minimum, this reconciliation must be completed at least monthly to ensure that data is correct in all systems and that cash management and disbursement reporting timelines are being met. If you have completed the internal reconciliation first, there will be fewer discrepancies to resolve when you perform this external reconciliation. The Department offers various tools to assist you with external reconciliation. For more information, the Department provides a thorough FAQ in its EA that we have linked following this article.



Direct Loan schools must also complete a final reconciliation to a zero (\$0) Ending Cash Balance at the end of their processing year. This should occur within a month or two of the school's final disbursements but no later than the Program Year Closeout deadline, which is the last processing day in July of the year following the end of the award year. Information regarding this final reconciliation and the Program Year Closeout deadline is published in three (3) Electronic Announcements posted to the [FSA Partner Connect - Knowledge Center](#), in February, May, and July prior to the deadline.

DJA Clients: DJA completes the monthly external reconciliation and final reconciliation for the Direct Loan program for your institution. Please note that your offices are still responsible for the internal reconciliation steps.

To review the complete announcement, as well as a comprehensive FAQ to assist with the Direct Loan reconciliation process [click here](#).

CALENDAR and RESOURCES

Training Resources

DJA MONTHLY WEBINARS

Cohort Default Rate- Wednesday, January 17, 2024 11 a.m. CST

NOTE: There may be a difference between DJA local time and your time zone. To determine your time zone equivalent, click on this link to view a time zone map: <http://www.worldtimezone.com/time-usa12.php>

Webinars are free to clients, as well as our newsletter recipients. Invitations are automatically sent to all clients, however if you do not receive an invitation, email Lynessa Roberts at lroberts@gotodja.com. After registering, you will receive the log-in information. If you would like to attend a webinar and are not a DJA client, please email Lynessa and she will ensure you receive an invite to register. Questions can be directed to Lynessa by email or by calling toll free at 1-800-242-0977.

2024 DJA WEBINAR SCHEDULE

JAN 17	Cohort Default Rate
FEB 7	Consumer Information, Record Keeping and Disclosures
MAR 6	Administrative Capabilities
APR 3	Satisfactory Academic Progress
MAY 8	Return of Title IV Funds (Including LOA)
JUN 5	General Participation Requirements
JUL 10	Campus Crime Report
AUG 7	Entrance and Exit Counseling



SEPT 4	Cash Management
OCT 2	Enrollment Reporting Using NSLDS
NOV 6	Program Integrity (Audits, Program Review)
DEC 4	1098-T Reporting

Conference Schedule

ABACC Annual Conference

The Association of Business Administrators of Christian Colleges (ABACC) Annual Conference is the only event that provides professional development and networking opportunities specifically for Christian Higher Education business officers. The conference will be held at the Embassy Suites Orlando in Lake Buena Vista South from February 19th -22nd, 2024. DJA will be attending as an exhibitor to provide administrators an opportunity to visit with our team on the financial aid software and services we offer to streamline the complexities of Title IV aid administration. To sign up as an attendee and learn more on the conference, click [here](#).

20th Annual National Conference on Allied Health Education

The National Conference on Allied Health Education is an annual event hosted by the Accrediting Bureau of Health Education Schools (ABHES). This year's conference will be held in Las Vegas at the Aria Resort and Casino starting March 25, 2024 through March 28, 2024. An array of informative and timely break-out sessions will be offered to attendees. DJA will also be present, alongside other exhibitors, to showcase the advantages a partnership with our company can offer to ensure your institution maintains regulatory compliance through our streamlined, cost-savings approach. Visit us at Booth 310 to discuss how our services can best meet your financial aid administration needs.

For more information on this event visit their [site](#).

Disclaimer: The information presented in this Newsletter is provided as a service and represents our best efforts to assist institutions with federal student aid regulations. We have collected information we believe to be important in finding and obtaining the resources for administering federal student aid; however, we assume no liability for the use of this information. The information in this newsletter does not constitute, and should not be construed as, legal advice.

