

## Scholarship Administrators Meeting - Minutes

December 7, 2016

### Introductions

#### Financial Aid/Scholarship Updates – Dianne

- A few changes in our Scholarship office!
  - o Kari Zakariasen got married in September and is now Kari Ellering
  - o Molly Nelson's birthday is today!
  - o Dianne will be retiring in February
- Update on scholarship deadlines:
  - o End of Fall semester – December 22<sup>nd</sup>, Fall only awards need to be entered by Tuesday December 20<sup>th</sup>.
  - o First disbursement for Spring will be the week of January 9<sup>th</sup>. Awards need to be entered by January 5<sup>th</sup> in order to be included in the first disbursement.
  - o End of Spring semester – May 13<sup>th</sup>, awards need to be entered by Tuesday May 9<sup>th</sup>.
- Aid Year 2017-18
  - o The University has received 31,000 ISIRs. Of those, about 13,000 ISIRs are loaded into the system for current and/or admitted students.
  - o Communication to students: OSF will be sending an email to all current enrolled students that have not submitted a 2017-18 FAFSA starting soon (about 5,000 per day until each student receives an email)
  - o Freshman missing information letters have started to go out
  - o NHS packaging will take place the first week of February
    - You will be able to start uploading Aid Year 2018 files on Wednesday 1/4
    - You will need to have Freshman awards entered by Wednesday 1/25 by 1:00pm in order for them to be on the initial award letters.
  - o Able to start entering continuing and NHS awards on Wednesday January 4<sup>th</sup>.
  - o Continuing students will be packaged on the same timeline as the past – award letters would go out in July.
- Online Scholarship Application 2017-18
  - o The 2017-18 application year is now available (under 2018).
  - o Note: The student selector data in the Online Application is available for 2018 applications only.
- Student Selector in STAR
  - o Main concern is that if the selector is run for 2016-17 and the student has a FAFSA for 2017-18, the report comes back with no FAFSA data even if they have a 2016-17 FAFSA
  - o Note: the issues with award year selection do not apply to NHS students as they do not have a 2016-17 FAFSA application.
  - o The selector is currently being updated to pull in both aid years, it should be available by mid-January.
- Requests for Scholarship Data
  - o If you are in need of data around scholarships and your college (total amount of scholarship money paid, how many students are from the College of \_\_\_\_\_, etc.), send your request to the Office of Institutional Research. Their data is official and the most accurate. Their website is [www.oir.umn.edu](http://www.oir.umn.edu), their email is [oir@umn.edu](mailto:oir@umn.edu).
- Scholarships with very specific awarding criteria and you have not been able to award recently
  - o Any scholarships that are difficult to award based on criteria, or have small maximum amounts with a lot of money available, and/or you have not been able to award in the past few years.
  - o Email [saosf@umn.edu](mailto:saosf@umn.edu) with any of the information you have available (item type, money available, Memorandum of Agreement, etc.)
  - o We will work with the Foundation and the General Counsel's office to see if there is anything we can do to expand the criteria as we want the money to be available to students if possible.

Dorothy Cheng, CSE, volunteered to share her scholarship process in the next meeting.

#### Discussion

- Promotional Scholarship Search – reminder to add/update scholarship information available to students.
- The Foundation was curious if there are any scholarships that require or have the donor on a selection committee. They have had recent donors on being involved with awarding and the tax implications for donors – they want to mitigate the risks for donors. The Foundation is only in the discussion process right now about this topic.

Next Meeting will be on February 1<sup>st</sup>.