Sul Ross State University
Business Process Analysis – Financial Aid Module

Process Name: Applying FA Funds to Student Accounts
Date: November 29, 2005
Time: 1:00 p.m.
Location: MAB 205
Participants: Rena Gallego, Melinda Cullins, Mickey Corbett, Lucio Garcia-Zuazua, Yvette Gonzales, Yvette Villa and Fernando Villanueva
Session Lead: Rena Gallego

Narrative/Description:
There are two ways to apply financial aid funds to student accounts:
1) When student files are complete and ready to be awarded, the PARS report is run and FA funds are posted to student accounts on SCR318. 2) FA Staff may manually post funds to student accounts on SCR318.

Electronic Inputs: PARS

Manual/Paper Inputs: Notification of aid

Key Decision Points (list all): New award vs. revisions

Related Policy(s): Institutional and Outside Agencies

Interface to Other Systems: SIS; Web for Students; Cashiers

Web Features: Web for students

Electronic Outputs: Awards to SCR318 and Email notifications

Manual/Paper Outputs: Award notifications

Customer(s): FAO, OIT, students, Cashiers and Outside Agencies

Regulatory Items: Federal and State Regulations

Frequency/Volume: Ongoing

Potential Break Points: Failure of Pars to post through Batch Maintenance

Automation: N/A

Issues: N/A