

OFFICE OF FINANCIAL AID & SCHOLARSHIPS

Annual Report -- AY 2004-05

Services

During the 2004-05 academic year, the Office of Financial Aid & Scholarships (OFA&S) provided monetary assistance through the administration of various federal, State, institutional, and privately funded programs to students who can benefit from further education, but who cannot do so without such support.

Services provided by the office included, but were not limited to the processing of loans, grants, scholarships, and fellowships; Federal Work-Study placement/coordination; budget preparation and financial counseling; recognizable budget adjustments for specific needs, e.g. medical, car repair, child care, etc.; referral to public assistance agencies and commercial lending institutions; athletic grant-in-aid certification; and the provision of student consumerism information, financial aid workshops, parents' night presentations, and high school and community college outreach visits.

Financial Aid Expenditures by Campus/Program

Total Financial Aid expenditures and number of recipients by campus/program during the 2004-05 academic year are shown in Table I.

Financial Aid Expenditure Comparison

Total Financial Aid expenditures and number of recipients during the 2004-05 academic year compared to the previous year by specific program are shown in Table II.

Changes in Number of Awards and Expenditures – The office continues to experience growth in the number of awards and expenditures. The number of awards (duplicated) increased from 17,391 in AY 2003-04 to 18,507 in AY 2004-05, a growth of 1,116 awards, or 6.4%. The unduplicated number of financial aid and scholarship recipients decreased slightly from 5,377 in AY 2003-04 to 5,373 in AY 2004-05, a decrease of 4 aid recipients. This is attributed to the one-time awarding of STAAR Grant during AY 2003-04 that did not occur during AY 2004-05. The total dollar volume of expenditures increased from \$31,875,981 to \$33,385,320, an increase of \$1,509,339 or 4.7%.

Notable Programmatic Changes – This year, the most dramatic programmatic changes occurred in the Cal Grant B – Fees, Cal Grant B - Stipend, Federal Pell Grant, and State University Grant (SUG) programs.

The number of Cal Grant B – Fee recipients increased from 657 in AY 2003-04 to 785 in AY 2004-05, a growth of 128 recipients, or 19.5%. The total dollar volume of Cal Grant B – Fee expenditures increased from \$1,212,106 to \$1,622,052, an increase of \$409,946 or 33.8%. The number of Cal Grant B – Stipend recipients increased from 894 to 1,009, a growth of 115 recipients, or 12.9%. The total dollar volume of Cal Grant B – Stipend expenditures increased from \$1,241,660 to \$1,394,171, an increase of \$152,511. The growth in these programs is largely the result of the effort the University community continues to put forth in promoting the availability of the Cal Grant Entitlement Programs to prospective freshman students.

The number of Federal Pell Grant recipients increased from 3,013 to 3,075, a growth of 62 recipients, or 2.1%. The total dollar volume of Federal Pell Grant expenditures increased from \$7,885,553 to \$8,010,681, an increase of \$125,128, or 1.6%.

The number of State University Grant (SUG) recipients decreased from 3,084 to 2,614, a decrease of 470 recipients, or 15.2%. This is attributable to the fact that a much larger percentage of SUG recipients

qualified for the maximum \$3,600 SUG award. The total dollar volume of SUG expenditures decreased slightly from \$4,938,300 to \$4,932,635, a decrease of \$5,665, or 0.1%.

Activities/Highlights of the Year

No Audit Findings

Each campus of the CSU was subject to some measure of audit procedures for the year ended June 30, 2004. Campus audits were performed by KPMG Peat Marwick for purposes of providing opinions and reports necessary to include federal funds received by the CSU in the State's Single Audit Report. Inclusion in the state's Single Audit enables CSU campuses to satisfy the Department of Education's requirements for annual audits and submission of an audited financial statement as a result of the procedures performed by the audit firm. CSUB had no findings as a result of the limited-scope audit and is therefore not included in the Schedule of Findings and Questioned Costs found in the report.

Direct Loan Reconciliation Efforts

Through the efforts of OFA&S DL staff, CSUB reconciled Direct Loan program activity for AY 2003-04 on 4/21/05, some three months prior to the Department of Education's reconciliation deadline of 7/31/05. Staff continued its record of reconciling on-time all Direct Lending loan transactions for every academic year since becoming a participant in the program in AY 1995-96. As a result, unlike many other institutional program participants, CSUB has never been required to return loan funds for missing or unreconciled promissory notes.

America Reads/Counts Initiative

During the 2004-05 academic year, CSUB again participated in both the America Reads and America Counts initiatives, which are part of former President Clinton's challenge to colleges and universities to train work-study eligible students to provide tutoring of reading and math to elementary/middle school children performing below grade level. The University encumbered sufficient Federal Work-Study monies to place 15 students with an average annual award of \$2,892 at elementary schools in the community to serve as reading tutors, and 8 students with an average annual award of \$1,922 to serve as math tutors. During the year, the CSUB America Reads and Counts projects continued to function as a partnership between: 1) the OFA&S, which determined work-study eligibility and award amount; 2) the School of Education and the Mathematics Department, which identified and trained work-study eligible students with the capability and interest in serving as reading and math tutors; and 3) participating elementary/middle schools in the community, which utilized these trained work-study students as reading and math tutors. Five elementary schools participated in the America Reads project including Harris, Horace Mann, Munsey, Roosevelt, and Wayside. Three middle/junior high schools participated in the America Counts project including Freedom, Richland, and Sequoia.

Update of the OFA&S Website

Staff continued with the review and update of information contained on the office website. New language was developed for the "How to Apply" section of the website that clarifies the financial aid application and delivery process, and also provides tips for application success. Informational items were also developed for the website pertaining to electronic award letters, advice about financial aid opportunities for prospective teachers, information for exchange students, and available resources for blind and visually impaired applicants.

Conversion from SSN to CSUB Id

In order to comply with new CSU system-wide requirements, with the assistance of the CSUB Administrative Computing Support department, staff converted all paper, electronic, and web-based correspondence containing any student SSN reference to the new system-generated CSUB Id.

Installation of Card Swipe Readers

The CSUB student Runner card contains important information, which now includes the student's CSUB Id. In order to expedite security and processing for students at the front counter, staff acquired and installed new card swipe readers on the three computers at that location.

Goals and Objectives

Each year staff identifies a set of goals and objectives to accomplish in an effort to improve and/or assess the various services provided by the office. Each of the goals and objectives for the 2004-05 academic year were successfully accomplished and included the following:

Goal 1: Assess PeopleSoft Conversion Needs – All CSU campuses are required to implement the CSU Common Management System (CMS) baseline version of the PeopleSoft Student Administration system by fall 2008.

Objective 1: During AY 2004-05, OFA&S staff will evaluate PeopleSoft Student Administration system requirements with regard to the financial aid application and delivery process with the CSUB PeopleSoft Project Director in order to determine office back-fill position needs and third party product compatibility.

Objective 2: Staff will also work with the PeopleSoft Project Director to determine office training needs and an appropriate implementation timeline for the fall 2008 conversion.

Goal 2: Update the OFA&S Website – Review and update information contained on the office website.

Objective 1: During AY 2004-05, staff will develop language for the “How to Apply” section of the OFA&S website that clarifies the financial aid application and delivery process and also provides tips for application success.

Objective 2: Staff will also develop informational items for the website with regard to 2004-05 electronic award letters, information for prospective teachers, information for exchange students, and available resources for blind and visually impaired applicants.

Goal 3: Convert Paper, Electronic, and Web-based Correspondence from Student SSN to Newly Generated CSUB Id. – The CSU Chancellor’s Office has asked that all CSU campuses discontinue the use of student SSN as a campus ID. The CSUB Administrative Computing Support department will coordinate the conversion from SSN to a generated CSUB Id in the SCT Banner database. The OFA&S must change all paper, electronic, and web based correspondence to utilize this new CSUB Id.

Objective 1: During AY 2004-05, OFA&S staff will convert all paper, electronic, and web-based correspondence containing any student SSN reference to the new system-generated CSUB Id.

Goal 4: Install New Card Swipe Readers on Front Counter Computers – The CSUB student RunnerCard contains important information, which includes the student’s CSUB Id. New Card Swipe Readers need to be installed and connected to the computers at the OFA&S front counter that will read the student’s CSUB Id and enter it into the appropriate SCT Banner form.

Objective 1: During AY 2004-05, the OFA&S will acquire and staff will install new card swipe readers on the three computers at the front counter.

Goal 5: Orient and Train New Financial Aid Counselor – It is anticipated that the OFA&S will be filling a vacated SSP II Financial Aid Counselor position during the fall.

Objective 1: During the month of September, various professional staff in the office will fully orient the new Financial Aid Counselor to the mission and services provided by the OFA&S.

Objective 2: During AY 2004-05, staff in the office will assist in the training of the new Financial Aid Counselor with regard to the financial aid application and delivery process, and the various need-based financial aid, academic scholarship, and athletic grant-in-aid programs administered by the office. This will include use of the SCT Banner Financial Aid Module, and an overview of the federal needs analysis methodology.

Goal 6: Policies and Procedural Manual Update - Continual update of the existing OFA&S Policies and Procedures Manual is necessary in order to meet staff needs for the proper administration of student financial aid programs in the current electronic and imaging environment.

Objective 1: During AY 2004-05, staff will continue to be involved in the update of the Policies and Procedures Manual. As part of this effort, designated staff with particular administrative oversight responsibility will receive specific sections of the NASFAA Policies and Procedures Manual template for review and further update.

Objective 2: Staff will continue to follow an on-going development and maintenance cycle for the Policies and Procedures Manual by creating and updating appropriate policies and procedures for the office, training of staff, implementation of these policies and procedures, and regularly evaluating the policies and procedures in an effort to keep them current.

Plans for the Future; Office Needs

Plans for the future include the acquisition of a new server which is needed in order to maintain imaging software and imaged documents; department forms, letters, and documents/procedures; EdConnect software; and the NASFAA Encyclopedia. CSUB Administrative Computing Support department personnel have recommended a Dell PowerEdge 1850 with 2 CPUs and 1GB RAM and 300GB of disk space.

With regard to staffing needs, due to the expansion and increased complexity of existing programs, the office is still in need of two additional counseling positions. One position will serve as the Title IV Refund Coordinator and also Athletic Grant-in-Aid Coordinator. The other position will serve as the Cal Grant Coordinator focusing on new eligibility and reporting requirements brought on by the expansion of the Cal Grant programs as a result of the passage of SB 1644 in September of 2000.



**Table I
Annual Report
AY 2004-05**



Office of Financial Aid & Scholarships
California State University, Bakersfield
 9001 Stockdale Highway 48SA, Bakersfield, CA 93311-1022

Telephone: (661) 654-3016 Fax: (661) 654-6800
 E-mail: finaid@csub.edu
 Web: www.csub.edu/finaid

Financial Aid Expenditures by Campus/Program - Total Financial Aid expenditures and number of recipients by campus/program during the 2004-05 academic year were as follows:

<i>Name of Program</i>	CSUB Main Campus		CSUB AV Campus		Regional Online		Southern Kern		On-Line Courses		All Campuses	
	Awds	Paid	Awds	Paid	Awds	Paid	Awds	Paid	Awds	Paid	Awds	Paid
Admission Fee Waiver ⁽⁴⁾	3,905	214,775	229	12,595	0	0	0	0	0	0	4,134	227,370
AGIA - Female	202	339,697	0	0	0	0	0	0	0	0	202	339,697
AGIA - Male	134	228,227	0	0	0	0	0	0	0	0	134	228,227
Alternate Loan	1	22,858	0	0	0	0	0	0	0	0	1	22,858
Cal Grant A	264	551,629	11	20,753	1	389	0	0	0	0	276	572,771
Cal Grant B - Fees	741	1,537,587	41	80,283	0	0	3	4,182	0	0	785	1,622,052
Cal Grant B - Stipend	965	1,340,391	41	51,098	0	0	3	2,682	0	0	1,009	1,394,171
CSU Graduate Equity Fellowship	11	16,980	0	0	0	0	0	0	0	0	11	16,980
Emergency Loans (Short-Term) ⁽⁵⁾	219	52,650	0	0	0	0	0	0	0	0	219	52,650
Federal Pell Grants	2,733	7,271,005	310	679,299	4	5,375	26	51,902	2	3,100	3,075	8,010,681
Federal Perkins Loans	98	204,994	6	14,000	0	0	0	0	0	0	98	204,994
Ford Federal Direct Loans - Subsidized	2,428	8,239,185	376	1,275,771	21	72,230	40	140,972	1	5,012	2,866	9,733,170
Ford Federal Direct Loans - Unsub.	685	2,251,852	157	500,766	16	42,675	30	126,913	0	0	888	2,922,206
Ford Federal Direct Parent Loans for Undergrad. Students	34	196,109	0	0	0	0	0	0	0	0	34	196,109
Federal Supplemental Educational Opportunity Grants (SEOG)	268	141,795	10	6,000	0	0	0	0	0	0	278	147,795
Federal Work Study	177	333,464	0	0	0	0	0	0	0	0	177	333,464
Nursing Student Loans (NSL)	20	56,947	0	0	0	0	0	0	0	0	20	56,947
Professional Nurse Traineeship Grant	26	31,565	0	0	0	0	0	0	0	0	26	31,565
Scholarships	978	1,932,772	16	12,236	0	0	0	0	0	0	994	1,945,008
Scholarships for Disadvantaged Students (SDS-Nursing)	5	17,445	0	0	0	0	0	0	0	0	5	17,445
State Educational Opportunity Program Grants (EOP)	650	369,864	11	6,661	0	0	0	0	0	0	661	376,525
State University Grants (SUG)	2,294	4,395,597	320	537,038	0	0	0	0	0	0	2,614	4,932,635
Total ⁽²⁾	16,838⁽¹⁾	\$29,747,388	1,528⁽¹⁾	\$3,196,500	42⁽¹⁾	\$120,669	102⁽¹⁾	\$326,651	3⁽¹⁾	\$8,112	18,507⁽¹⁾	\$33,385,320

Unduplicated total for all programs excluding Admission Fee Waivers and Emergency Loans

5,373⁽³⁾

⁽¹⁾ Duplicated total – students may be counted more than once.

⁽²⁾ Source: SCT Banner Financial Aid database, September 8, 2005.

⁽³⁾ Unduplicated total for all programs excluding Admission Fee Waivers and Emergency Loans.

⁽⁴⁾ The Admissions Fee Waivers program is administered by the Office of Admissions & Records.

⁽⁵⁾ The Emergency Loan program is administered by the Foundation Accounting Office.



**Table II
Annual Report
AY 2004-05**



Office of Financial Aid & Scholarships
California State University, Bakersfield
 9001 Stockdale Highway 48SA
 Bakersfield, CA 93311-1022

Telephone: (661) 654-3016
 Fax: (661) 654-6800
 E-mail: finaid@csub.edu
 Web: www.csub.edu/finaid

Financial Aid Expenditure Comparison - Total Financial Aid expenditures and number of recipients during the 2004-05 academic year compared to the previous year by specific program were as follows:

Name of Program	Number of Awards			Expenditures		
	0405	0304	% Chg	0405	0304	% Chg
Admission Fee Waiver ⁽⁴⁾	4,134	2,754	+50.1%	227,370	151,470	+50.1%
AGIA - Female	202	242	-16.5%	339,697	361,752	-6.1%
AGIA - Male	134	143	-6.3%	228,227	240,893	-5.3%
AGIA - General	0	1	-100%	0	805	-100%
Alternate Loan	1	0	+100%	22,858	0	+100%
Cal Grant A	276	272	+1.5%	572,771	490,136	+16.9%
Cal Grant B - Fees	785	657	+19.5%	1,622,052	1,212,106	+33.8%
Cal Grant B - Stipend	1,009	894	+12.9%	1,394,171	1,241,660	+12.3%
Cal Grant T - Credential	0	2	-100%	0	3,948	-100%
CSU Graduate Equity Fellowship	11	13	-15.3%	16,980	17,908	-5.2%
Emergency Loans (Short-Term) ⁽⁵⁾	219	160	+36.9%	52,650	37,210	+41.5%
Federal Pell Grants	3,075	3,013	+2.1%	8,010,681	7,885,553	+1.6%
Federal Perkins Loans	98	95	+3.2%	204,994	190,913	+7.4%
Ford Federal Direct Loans - Subsidized	2,866	2,893	-0.9%	9,733,170	8,958,550	+8.6%
Ford Federal Direct Loans - Unsub.	888	938	-5.3%	2,922,206	2,852,428	+2.4%
Ford Federal Direct Parent Loans for Undergrad. Students	34	18	+88.8%	196,109	85,764	+128.6%
Federal Supplemental Educational Opportunity Grants (SEOG)	278	259	+7.3%	147,795	142,739	+3.5%
Federal Work Study	177	197	-10.2%	333,464	380,517	-12.4%
Nursing Student Loans (NSL)	20	15	+33.3%	56,947	36,849	+54.5%
Professional Nurse Traineeship Grant	26	22	+18.1%	31,565	34,113	-7.5%
Scholarships	994	983	+1.1%	1,945,008	2,128,369	-8.6%
Scholarships for Disadvantaged Students (SDS-Nursing)	5	19	-73.7%	17,445	67,596	-74.2%
State Educational Opportunity Program Grants (EOP)	661	658	+0.4%	376,525	382,345	-1.5%
State University Grants (SUG)	2,614	3,084	-15.2%	4,932,635	4,938,300	-0.1%
STAAR Grant	0	39	-100%	0	34,057	-100%
Total ⁽²⁾	18,507 ⁽¹⁾	17,391 ⁽¹⁾	+6.4%	\$33,385,320	\$31,875,981	+4.7%

	0405	0304	% Change
Unduplicated total for all programs excluding Admission Fee Waivers and Emergency Loans	5,373 ⁽³⁾	5,377 ⁽³⁾	0%

- (1) Duplicated total – students may be counted more than once.
 (2) Source: SCT Banner Financial Aid database, September 8, 2005.
 (3) Unduplicated total for all programs excluding Admission Fee Waivers and Emergency Loans.
 (4) The Admissions Fee Waivers program is administered by the Office of Admissions & Records.
 (5) The Emergency Loan program is administered by the Foundation Accounting Office.