

PASFAA

Pennsylvania Association of Student Financial Aid Administrators

NEWSLETTER

SPRING 1993

VOLUME XXVI

Dear PASFAA Colleague:

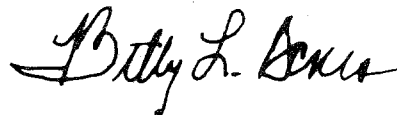
As H. Jackson Brown said in his book, Life's Little Instruction Book, "Remember no one makes it alone. Have a grateful heart and be quick to acknowledge those who help you." This column isn't long enough to thank individually the many PASFAA members who make PASFAA what it is. The 1992 Guidance Counselor workshops provided high school guidance counselors, OVR counselors, and other social service personnel with the opportunity to learn first hand about the changes brought about as a result of Reauthorization. So many have devoted your time and efforts to be part of this program. PASFAA Executive Council, in particular the members of the Professional Standards and Training Committee, went above and beyond the call of duty in the preparation and development of the workshop series. PASFAA staff, both in Harrisburg and in the Regional Offices, were partners in this endeavor. Without all of you, this annual event would not be possible.

In January, we focused our efforts on our Financial Aid Hotline project. The Hotline provided PASFAA members the opportunity to discuss financial aid with students and parents at three sites across the Commonwealth. PASFAA members once again gave their time to spend an evening answering phones. Imagine that - taking phone calls for four hours after working all day! That's dedication. The assistance and support of PNC Bank, the Hotline Coordinator, and Site Coordinators, made this event possible. Thank you all for your work.

Finally, members of the 1993 Conference Committee are hard at work preparing for our 25th anniversary celebration. Their task began in early December and will continue long after the conference concludes. I thank them for their work so far and anticipate that their dedication will yield a celebration we will long remember.

I am proud to be a part of your spirit of dedication and hard work. I will continue to encourage and support your efforts on behalf of our association.

Sincerely,



Betty L. Davis, President
PASFAA

25th Annual
Conference
Pittsburgh
Hyatt Regency

October 10
October 13
1993

P
A
S
F
A
A
25th
Anniversary

1992-93 PASFAA EXECUTIVE COUNCIL

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Editor Exerpts

1. NEWSLETTER EDITORIAL BOARD FOR 92-93

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BOARD: Bonnie L. Behm
Mary Frances Waite
Sally Whiteman
Ragan Watson
Randy Rennell
Rich Esposito

2. PUBLICATION SCHEDULE

Articles, position openings, or newsworthy items can be submitted to any of the Board members according to the following publication schedule:

Summer 93 issue: articles due June 15
Fall 93 issue: articles due August 15

3. IMPORTANT MESSAGE

The opinions expressed by individuals who contribute articles to the newsletter do not necessarily represent the position of PASFAA.

Pasfaa Potpourri

1. **MOVING OR CHANGING POSITION?** PASFAA membership belongs to the individual and not your institution. All changes in name, address, or title should be submitted to Georgia Prell, Financial Aid Office, East Stroudsburg University, East Stroudsburg, PA 18301. This is where our membership list is maintained.

2. 1992-93 PASFAA COMMITTEES

Government Relations Linda D. Brittain
Membership and Elections Ronald T. Laszewski
Professional Standards and Training Ronald L. Shunk
Public and Professional Information Bonnie L. Behm
1993 Conference Sheila M. Nelson
1993 Hotline Cynthia H. Farrell

3. MEMBERSHIP IN PASFAA

Subscription to the PASFAA Newsletter is included in your yearly membership fee. Contact Ronald T. Laszewski, Bucknell University for information about 1992-93 PASFAA membership.

4. LETTERS TO THE EDITOR

Do you have an opinion to share? Do you have a question to ask? Do you want to vent your frustrations? Do you wish to send a message to the readership? Do you wish to share an anecdote? If you have answered yes to any of the questions above, then you will be happy to know we are beginning a new column in the Newsletter to specifically address those types of issues, thoughts, and feelings.

Please send your letters to: Joyce M. Fantz, Editor
PASFAA Newsletter
Albright College
P.O. Box 15234
Reading, PA 19612
FAX: (215) 921-7530

All letters must be signed and we reserve the right to condense or edit if necessary.

Council Meeting Minutes

February 1, 1993

submitted by: *Bonnie Lee Behm*
PASFAA Secretary

- The February 1, 1993 PASFAA Council Meeting convened in Harrisburg, PA in the PHEAA Board Room.
- Plans for the 1993 Conference are well underway with the second Conference Committee meeting scheduled for the last week of February. Work is continuing on a commuter rate and a vendor/sponsor refund policy.
- The 1993 Hotline took place during the week of January 25-29, 1993. This year there were 2,778 calls received - 222 more calls than in 1992. Additional information on the 1993 Hotline is found in this issue of the newsletter.
- Betty Davis submitted a report on the success of the 1992 Guidance Counselor workshops. This report is reprinted elsewhere in the newsletter.
- Ron Laszewski distributed an updated report of the PASFAA Membership. There are currently 551 PASFAA members - 390 active members, 160 associate and 1 life member. The new directory is being printed. Announcements for nominations for the PASFAA Distinguished Service Award and nomination and election process information will be printed in the newsletter.
- Linda Brittain submitted a letter to NASFAA on behalf of PASFAA responding to the NPRM regarding the interim report of the Part B Negotiated Rulemaking. She reported that she received a good response from the membership to her request for input on the NPRM.
- Ron Shunk and the Professional Standards and Training Committee submitted a revised PASFAA/PHEAA Agreement on the administration of PAATP. Council voted to approve the new document. It will now be presented to PHEAA for signature.
- The Summer Institute dates have been set - June 14-19 for new financial aid administrators, June 7-9 for intermediate financial aid administrators and June 14-16 for new student loan administrators.
- PAATP Fundamentals training will once again be held immediately prior to the PASFAA conference.
- Rich Esposito and Randy Renell were approved as members of the Newsletter Editorial Board.
- Betty Davis circulated the Office of Vocational Rehabilitation Memo of Understanding. Once it is finalized it will be published in the Newsletter.
- Ron Shunk reported that PACU now has a video available for use at high school presentations. The Professional Standard and Training Committee will be looking at a mechanism to support increase in participation of Project Star Track.

VOLUNTEERS NEEDED

submitted by: *Ron Shunk*
President-Elect

You may recall the PAATP request for volunteers that was mailed to you in early February. The response to that solicitation has been only a small percentage of that of prior years. Look for the PAATP-WANTED-FACULTY MEMBERS mailing and volunteer now! Remember that PAATP is a cooperative effort of PHEAA and PASFAA, and PASFAA members are needed to become faculty (presenters) for the various PAATP workshops in 93-94. It is a valuable learning experience; a chance to "get your feet wet" teaching others what you know; and a chance to learn to know some others in the profession. Both aid officers and bankers are needed. Remember that expenses are reimbursed.

EDUCATION SECRETARY APPOINTED

*submitted by: Ragan Watson
Clarion Univ. of PA*

Richard W. Riley, President Clinton's newly appointed Education Secretary, may not be as dynamic a television personality as his new boss but he is well respected by his peers and has received a large number of public endorsements from both Republicans and fellow party members alike.

Mr. Riley, born on January 2, 1933, earned his B.A. from Furman University where he has lectured in the political science department from 1987 to the present. He earned his J.D. from the University of South Carolina. Mr. Riley has had a long and distinguished political career. He served as a state representative of South Carolina from 1963 to 1967, as State Senator from 1967 to 1977 and as Governor of the state from 1979 to 1987. Currently he is a senior law partner in the law firm of Nelson, Mullins, Riley and Scarborough.

Mr. Riley is perhaps best remembered in South Carolina as the governor who was a "dogged proponent of school reform" (Zook & Jaschik, 1993). He convinced state leaders that higher taxes for a better educational system was worthwhile and his reform program for public education was "hailed as one of the best state efforts in the 1980's" (Zook & Jaschik, 1993). He was commended for his involvement of prominent business leaders in educational reform committees that are still functioning in his home state. During his tenure as governor, Mr. Riley confronted the issue of college desegregation. He called for the development of a plan to eliminate this tenacious problem and allocated funds to support these efforts.

Recently, he served as a member of the Southern Regional Education Board (SREB) where he strongly urged colleges to re-establish entry, exit and curricular standards.

Experts believe that Mr. Riley will move quickly now that he is in office. He has already endorsed the President's education platform, including the newly proposed National Service Plan and the Direct Lending Program. He has also publicly spoken out in favor of minority scholarships, a bone of contention under former Secretary Lamar Alexander's administration.

Now that the secretary has assumed his new responsibilities, public school and post secondary officials alike will not have long to wait to see evidence of Mr. Riley's new reign in the Department of Education.

Zook J. & Jaschik, S. (1993). Clinton Vision Takes Shape with Nominations for Education, Science, and Health Posts. *The Chronicle of Higher Education*, XXXIX (18), A22-A24.

1992 GUIDANCE COUNSELOR WORKSHOP REPORT

*submitted by: Betty L. Davis
PASFAA President*

The 1992 Guidance Counselors Workshop Series exceeded previous records with 1167 participants attending the workshops. Thirty-nine sites were established, with the first workshop beginning November 4. The final workshop was held on December 15. Thirty-seven financial aid officers volunteered their time and expertise to serve as presenters; twenty-one aid officers volunteered the same to serve as site registrars. In conjunction with the Regional Directors from PHEAA, the participants received a half-day presentation on the 1993-1994 delivery system, including the changes anticipated with Reauthorization. While the participant evaluations are not as yet tabulated, unofficial evaluations indicate that the participants left with much needed information, including handouts they felt they could share with their colleagues not present. Of the evaluations returned by both presenters and site registrars, the consensus was that the syllabus, handouts and transparencies used in the program were complete and easy to follow.

To the members of the Professional Standards and Training Committee, I wish to express my sincere appreciation for the work and support in organizing and planning this years workshops. Their spirit of enthusiasm and dedication to the project, in spite of the many changes needed as a result of Reauthorization, will not be forgotten. They, along with the fifty-eight volunteers, are the reason for this success. Thank you

NASFAA ELECTRONIC ENCYCLOPEDIA

The National Association of Student Financial Aid Administrators (NASFAA) has announced it has developed an electronic encycloredia of student financial aid. This innovation is in conjunction with Alliance Software, Inc. of Vienna, Virginia.

Details of the system specifications are listed in the November 23 issue of the NASFAA Newsletter. Beginning this coming July, current and new encyclopedia users will have the option of subscribing to the hard copy, electronic version or both. Costs have not as yet been made available.

It is estimated that the electronic encyclopedia will be demonstrated at the NASFAA Conference July 7-10 in San Diego.

PASFAA MEMBERSHIP REPORT

*Submitted by: Ron Laszewski
Past President, PASFAA*

	<u>CURRENT</u>	<u>2/2/91</u>	<u>FINAL 1991-92</u>
TWO YEAR PUBLIC	37	31	31
TWO YEAR PRIVATE	18	14	14
SSHE	39	36	36
FOUR YEAR PRIVATE	188	156	163
PROPRIETARY	60	59	71
STATE RELATED	42	42	42
NURSING	32	34	38
GOVERNMENT AGENCY	32	37	38
PRIVATE SOCIAL AGENCY	20	18	19
LENDING INSTITUTION	46	53	54
OTHER	37	24	33
TOTAL	551	504	539
ACTIVE MEMBERS	390	362	380
ASSOCIATE MEMBERS	160	141	380
STUDENT MEMBERS	0	0	0
LIFE MEMBERS	1	1	1
TOTAL	551	504	539

BIRTH ANNOUNCEMENT:

Alisa DeStefano and her husband, Frank, are proud parents of their second son, Kyle Francesco, born on July 13, 1992 at 7 lbs. and 2 oz. Vincent, the 3 year old big brother, is thrilled and all are doing well.

PASFAA NEWSLETTER POSITION CHANGE:

Mike Lewis (formerly with Philadelphia Savings Fund Society) is now a vice-president responsible for educational loan products with Mellon Bank. His new phone number is (215) 553-4117. Mellon will continue to offer the same level of service that PSFS was noted for - only the name has changed.

DISTINGUISHED SERVICE AWARD

*submitted by: Ron Laszewski
Past President, PASFAA*

The Distinguished Service Award was created to recognize the contribution of a particular PASFAA member for service to PASFAA and/or the financial aid profession. A sub-committee of the Membership and Elections Committee, comprised of the four most recent past presidents who are members of PASFAA will recommend a slate of candidates to the PASFAA Executive Council. PASFAA Council will make the final determination as to the selection of the recipient at the June Council meeting. The formal announcement of the recipient(s) will be made at the annual conference.

Any member of PASFAA who would like to suggest a possible candidate to be honored with the Distinguished Service Award may contact any members of this Committee by May 1, 1993. Current Committee members are:

Sheila Angst	(215) 692-4014
Rachael Lohman	(717) 831-4346 PHEAA User ID: CG00177
Mary Miller	(412) 357-2218 PHEAA User ID: CG00305
Ron Laszewski	(717) 524-1331 PHEAA User ID: CG01489

A HOTLINE HIGH IN 93'

*submitted by Cynthia Farrell
93 Hotline Coordinator*

Again this year the PASFAA Financial Aid Hotline topped records with the number of calls taken by Financial Aid Volunteers across the Commonwealth during this eighth annual event. Nearly 2,800 calls were taken over the five evenings, with numerous requests for an extension or an additional Hotline week this spring. (Anyone interested?)

The last week of January was filled with not only students and parents pouring over the newly arriving financial aid application forms, but the financial aid professionals as well trying to quickly familiarize themselves with the new layouts and procedures. Though we sweated through the last few days, the forms arrived just in the nick of time and all went as planned. More than 85 PASFAA volunteers gave their time by either answering phones, coordinating sites or responding to public interest calls and questions. Preliminary reports indicate that the individual calls were more involved and time-consuming than in years past and last years numbers were still surpassed. A big thanks goes to those people who went non-stop each evening on the phone to provide this service to all those families.

A special thanks goes to Arlene Hassinger of the PHEAA Public Relations Department who did a super job of coordinating all of the mailings and public service publicity for the event and to all of those individuals at PNC Bank, especially Lanella Hooper of PNC Bank Education Loan Center in Pittsburgh, Sally Whiteman of Southeastern PA Region, Nancy Zlockie of Northeastern PA Region, Cheryl Rettman of Northwestern PA and Todd Frankford of Hershey Bank for the time and support in preparation and during the week. To all the people working at the three sites across the state, Harcum Junior College in Philadelphia, the PHEAA offices in Harrisburg and PNC Bank Education Loan Center in Pittsburgh, for your patience with those early, anxious callers that took your time during the day, and the influx of PASFAA volunteers each night using your desks and equipment, we can't thank you enough for your willingness to work with us.

Of course I can't forget our coordinators - Ron Dawson of Philadelphia College of Textiles and Sciences, the Assistant Coordinator for the state and site coordinator in Philadelphia, Wendy Dunlap of Point Park College at the Pittsburgh site and Carolyn Wharton of Elizabethtown College at the Harrisburg site. The individual coordination of site volunteers, location arrangements and detail work couldn't be done without you. Thanks for all the time and effort you put into this event.

Watch for the next issue of the PASFAA Newsletter for more details on the Hotline results. Information on the nature of calls, final tallies from various sites, mayoral proclamations, and types of publicity we received will be included.

Again, to all of you who gave so much to provide this much needed service and helped make it a success, thank you. In every year I have been involved with the Hotline I have heard repeatedly from students and parents what a wonderful service we are providing and how much they appreciate this opportunity for assistance. What we are doing really is important and it couldn't happen without all of you. **THANKS !**

1993 PASFAA HOTLINE VOLUNTEERS

Bonnie Lee Behm
Thomas Jefferson University

Michael Bertonaschi
LaRoche College

Karen Bloom
Lycoming College

Aileen Bowman
Indiana University of PA

Mary Lou Brooks
St. Vincent Health Center
School of Nursing

Cheryl Browning
Berean Institute

Carolyn Bryan
Central PA Business School

Ann Burris
Harrisburg Area C.C.

Madelyn Campbell
Dickinson College

Nick Chopich
Duff's Business Institute

Judy Christopher
St. Joseph's University

David Clark
Triangle Tech

Deb Clark
Lancaster Bible College

Allen Cobb
Berean Institute

Michael Colahan
Thomas Jefferson University

Linda Conard
Temple University

Janice Contino
Temple University

Lisa Cooper
Philadelphia College of
Textiles and Science

Ruth Cramer
Wilson College

Brandi Darr
Triangle Tech

Ron Dawson
Philadelphia College of
Textiles & Science

Maryann Dudas
Seton Hill College

Valerie Dudley
West Chester University

Wendy Dunlap
Point Park College

Mary Beth Dunn
Albright College

Kathleen Ebert
American Institute of Design

Rich Esposito
Pittsburgh Beauty Academy

Cindy Farrell
Thiel College

Steve Fekete
Duff's Business Institute

Patti Flannery
Lebanon Valley College

Robert Foulz
Widener University

Joyce M. Frantz
Albright College

Leanne Frech
University of Pittsburgh
Johnstown

Richard Frerichs
Millersville University

Greg Gearhart
Messiah College

Kristan Harrington
Rosemont College

Joanne Hastings
Waynesburg College

Rick Heckman
Dickinson College

Cindy Henderson
University of Pittsburgh

Robert Heyl
University of Pittsburgh

Patty Hladio
Chatham College

Betty Huston
Thomas Jefferson University

Sister Barbara Kaufmann
Gwynedd-Mercy College

Chris Knouse
Wilson College

Robert A. Latta
Westminster College

Cathy Marino
Gannon University

Marykay McCaughan
Villanova University

Sally Ann McCrea
Harrisburg Area C.C.

Nora M. McFadden
Gordon Phillips Beauty School

Melvin Miller
Lincoln University

Frances Mostle
Median School

Sheila M. Nelson
Washington & Jefferson College

Clark Paine
Pennsylvania School of
Art & Design

Dana C. Parker
West Chester University

Jack Pergolin
St. Joseph's University

Karen Pratz
Waynesburg College

Eloise Prescott
Moore College of Art

Donald Raley
Dickinson College

Mary Cay Reilly
Neumann College

John Reynadors
Allegheny College

Karin Right
Allegheny College

Judith Rile
Albright College

Lois Roemmele
Beaver College

Julie Salem
University of Pittsburgh
Johnstown

Patricia Serianni
Swarthmore College

Lynell Shore
Lebanon Valley College

Kathleen Smith
Boyd School

Deidre Smith
Point Park College

Jamie Sonnie
Boyd Career School

Valerie Speck
Juniata College

Fran Stefany
St. Joseph Hospital School of
Nursing

Mike Strite
Messiah College

Caryn Swank
Susquehanna University

Robin Szitas
Allegheny College

Lu Taleb
Connelley Technical Institute

Raymond L. Toole
St. Joseph's University

Mary Frances Waite
Ursinus College

Carolyn Wharton
Elizabethtown College

Randy Williams
Mercyhurst College

Julia K. Young
University of Pittsburgh

Sherry Youtz
National Education Center

Christine Zuzack
Indiana University of PA

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
PENNSYLVANIA OFFICE OF VOCATIONAL REHABILITATION
AND THE
PENNSYLVANIA ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS**

EDITOR'S NOTE: PASFAA & THE PA OFFICE OF VOCATIONAL REHABILITATION HAVE REVIEWED THE MEMORANDUM OF UNDERSTANDING BETWEEN THE TWO ASSOCIATIONS, CHANGES APPROPRIATE TO BOTH ASSOCIATIONS HAVE BEEN MADE EFFECTIVE FOR THE 93-94 ACADEMIC YEAR. ALL QUESTIONS, CONCERNS & COMMENTS REGARDING THE CONTENTS OF THE MEMORANDUM SHOULD BE DIRECTED TO THE ATTENTION OF:

BETTY DAVIS, PASFAA PRESIDENT,
%CCAC, 1750 CLAIRTON RD
ROUTE 885
WEST MIFFLIN, PA 15122

The basis of this memorandum of understanding is founded upon Section 504 of the Rehabilitation Act of 1973 as amended (Nondiscrimination Under Federal Grants and Programs) and further upon regulations promulgated in the Federal Register dated May 4, 1977, Part IV, entitled "Nondiscrimination on Basis of Handicap," Subpart E-Postsecondary Education.

In recognition of the need for a close working relationship between the Office of Vocational Rehabilitation (hereafter referred to as OVR) and the Pennsylvania Association of Student Financial Aid Administrators (hereafter referred to as PASFAA), this proposal is a statement of mutually endorsed procedures and responsibilities for the joint financial support of disabled students within the Commonwealth. It reflects the collective concern of OVR and PASFAA that disabled individuals in the Commonwealth receive fair and equitable treatment in obtaining financial assistance for postsecondary education.

This memorandum has the following three basic components:

1. An OVR client, attending postsecondary institution in our Commonwealth, shall be required to apply for financial aid by using the Free Application for Federal Student Aid (FAFSA), the PHEAA Aid Request Form (PAIR), and any other needs analysis document required by this postsecondary institution such as College Scholarship Service's Financial Aid Form (FAF) or any other needs analysis document required by the postsecondary institution, which will provide a standard measure of the family ability to contribute to the cost of a postsecondary education.
2. OVR clients who submit the necessary application for student assistance may receive financial aid from both the postsecondary institution and the vocational rehabilitation agency. Both agencies will use the same measure of estimated family contribution and cost of attendance in order to calculate their shares of support.
3. Unless otherwise stated, it is agreed that an academic year is defined as 30 weeks of instructional time, 24 Semester or 24 Trimester or 36 Quarter Hours, for Credits Programs. Clock Hour Programs require 900 hours.
4. If an OVR client's parents absolutely refuse to supply the necessary information to determine a family contribution, the Financial Aid Office (FAO) will so notify the OVR representative.
5. Students who are in their first year of OVR sponsorship will not be penalized for a late PHEAA application. Students beyond their first year of OVR sponsorship, however, will have estimated PHEAA grant amount used in their OVR Financial Need Formula even though the grant will be denied due to a late PHEAA application.
6. Students in default status must produce written evidence from the Plaintiff Organization that they have attempted to resolve their default status before OVR can provide them with any OVR Financial Assistance for training. As long as a legitimate attempt is in evidence, the student (client) will not be penalized even if the default is not resolved. If a student does, however, agree to repayment terms,

they must not default on such repayments. Default on such a repayment will result in OVR Financial Assistance for training being withheld for at least the next scheduled term after this matter has been discovered. OVR Financial Assistance may be resumed after the student (client) has made at least six consecutive monthly payments since the lapse occurred.

7. Due to extenuating circumstances, some students (clients) may be granted waivers that would allow them to receive an amount of OVR Financial Assistance in excess of what the OVR Financial Aid Formula calculation shows them to be qualified for. OVR is to consult with and provide notification of any waiver to the appropriate Financial Aid Administrator PRIOR to any such waiver being granted.

It is understood that Financial Aid Officers shall attempt to:

1. Determine the financial need of those OVR clients who wish to be considered for assistance. The Financial Aid Officer shall advise OVR of:
 - a. The educational expense budget used for the student to include tuition and fees; books and supplies; room and board; and personal costs (clothing, laundry, recreation, transportation, etc.), but not to include additional expenses incurred because of the student's handicap as those expenses may be funded separately by OVR (e.g., attendant care, interpreter, notetaker, etc.).
 - b. The amount of the expected family contribution according to the Federal Methodology.
 - c. The amounts of Pell Grant and PHEAA Grant to be awarded to the student.
 - d. The amounts of Other Grants or Scholarships to be awarded to the student.
2. Refund to the OVR client any credit balance caused by the OVR award which is to be used for non-institutionally billed education expenses.
3. Be sensitive to any unique characteristics or needs of the OVR client.

4. Refer to OVR to any student who also may benefit from OVR services.
5. Inform OVR of any changes in the client's status (i.e., change in family contribution, Pell award, etc.) which could affect a client's OVR award.

It is Understood that OVR shall attempt to:

1. Determine the client's requirements for support services considering the institution and course of study selected by the client. OVR assistance will be first directed toward offsetting the costs to these support services.
2. Determine the amount of financial assistance to be given to the client to help meet the student's unmet need once the institution has supplied the information provided for in 1(a), 1(b), and 1(c) above. For this purpose unmet need is defined as Cost of Attendance as determined in 1(a) above minus the expected family contribution, the Pell Grant award, and the PHEAA Grant award. To the extent possible, OVR will award the client a grant equal to the lessor of 80 percent of unmet need or a stated maximum grant to be determined each academic year provided that any such award does not jeopardize a PHEAA or Pell Grant (e.g., an OVR award may not result in a student's gift aid exceeding PHEAA's limits). The maximum award will be calculated by taking into consideration the average tuition, fees, and room and board costs for postsecondary institutions in Pennsylvania, an expected level of support from Pell Grants and PHEAA Grants, and the OVR budget. OVR reserves the right to terminate their financial participation for clients who cannot adjust to the educational situation or who fail to make satisfactory academic progress (e.g., maintaining a 2.0 grade point average on a 4.0 system).
3. Recognize the need of a Financial Aid Office to know when a client is to receive OVR financial assistance. OVR shall communicate on a timely basis information that will enable the Financial Aid Office and OVR to carry out the financial aid support decisions and arrangements of this document.
4. Inform the Financial Aid Office of any change in a client's status with OVR which could affect a client's financial aid package.

Both OVR and the Financial Aid Office shall:

1. Recognize the importance of communicating with each other when dealing with mutual client/students.
2. Jointly utilize information-sharing methods which would include:
 - a. Client authorization for OVR and FAO to exchange financial information.
 - b. Method for institution to note its award package by amount and type of award.
 - c. Method for OVR to establish level of assistance and estimated costs of special support services.
 - d. Informational exchanges as needed.
3. Actively involve the client in all negotiations.
4. Periodically conduct training programs and develop technical assistance materials which would educate both parties as to current OVR and institutional policies and practices.
5. Consult with directors of special services programs for disabled students and student organizations, especially organizations of disabled students, in the monitoring and review of this memorandum..
6. Agree to review this proposal annually and determine necessary changes or modifications.
7. Request that all Pennsylvania postsecondary institutions review and follow all the provisions of this memorandum.
8. Require all Pennsylvania OVR Counselors, Supervisors, and Managers to review and implement all provisions of this memorandum.

This memorandum becomes effective once signed by PASFAA and OVR and is to be implemented after that has occurred.

Both PASFAA and OVR recognize that this memorandum of understanding is an endorsement to provide coordination between OVR and postsecondary institutions. Acceptance and adherence by individual institutions is encouraged and anticipated.

OFFICE OF VOCATIONAL REHABILITATION
REQUEST FOR FINANCIAL AID INFORMATION

Academic Year _____ Terms: ☐ Fall ☐ Winter ☐ Spring ☐ Summer

District Office _____ Counselor _____

Name _____

Social Security Number _____ Age _____

Address _____

Institution _____

Student Enrollment Status: ☐ Full-Time ☐ Part-Time

Client Release Statement; I hereby request the release to the Office of Vocational Rehabilitation of all information necessary to complete the items listed on this form. This information will be used solely for the purpose of determining the amount of financial aid that OVR can provide and will remain confidential unless expressly released by me in writing.

Date _____ Student Signature _____

Parent Signature _____
(only necessary if student is under age 18)

TO BE COMPLETED BY POSTSECONDARY INSTITUTION

Housing status:	1. Cost of attendance* \$ _____	4. PHEAA Grant \$ _____	
() Commuter	2. Family contribution** \$ _____	5. Other grants or scholarships \$ _____	
() Dormitory	3. Pell Grant \$ _____	6. PHEAA max, gift aid amount*** \$ _____	
() Off-campus		Is student in default status? () Yes () No	

Time frame to which this information is applicable:

From _____ To _____
Month/Day/Year Month/Day/Year

Student Enrollment Status (form should not be delayed if enrollment status is not available) ☐ Full-Time ☐ Part-Time

Date _____ Financial Aid Administrator Signature _____

* The education expense budget should include, tuition, fees, books, supplies, room, board and personal costs (clothing, laundry, recreation, transportation, etc.) but not include additional expenses incurred because of the student's disability (e.g. attendant care, interpreter, notetaker).

** The amount of the expected family contribution according to Congressional Methodology.

*** To be furnished even if a student is not PHEAA eligible.

Upon completion form is to be returned to:

OFFICE OF VOCATIONAL REHABILITATION

Attn: _____

To be completed by OVR

OVR Allowable Grant Lessor of

a) OVR Unmet need x 80% _____
(+ 1-2-3-4) x .80

b) OVR Gift Aid Max. _____
(+ 6-3-4-5)

(photocopy of this form is permissible)



PASFAA 25th Anniversary Conference

October 10-13, 1993

*submitted by: Sheila M. Neslon
1993 Conference Chair*

The 1993 Conference Committee has been hard at work making plans for our association's 25th annual conference. The eight members of the committee have been meeting at the Pittsburgh Hyatt Regency to plan what is hoped to be a very enjoyable, relaxing and educational four days in the Steel City.

The committee has already made a tentative agenda of sessions, discussed various entertainment options, and planned some 25th anniversary surprises. Pittsburgh has been found to be an excellent site to accommodate a wide variety of cultural, historical, educational, and culinary tastes for all types of budgets.

Since many of our schools have been cutting budgets, the committee is trying to remain conscious of cost saving alternatives to help you remain an active conference participant. A few thrifty ideas are listed below:

ROOM RATES

Single \$92 plus 12% tax per night
Double \$92 plus 12% tax per night

An excellent way to cut costs is to share your room with another PASFAA member. If you share a double, the cost to you would only be \$46 plus tax per night.

COMMUTING

If you were used to driving to the conference in your own vehicle, but are looking at the cost of travel these days, why not call some colleagues in your area and suggest a van pool. What better way to pass the time and share a few good laughs across the turnpike.

Pittsburgh has train and bus lines servicing the area. Using public transportation will save the parking charge of \$10 per day. Taxi service is very easy to find at the train station or the bus terminal.

MEALS

At the present time, plans are being made to include in the conference fee two lunches and two dinners. All breakfasts and one dinner will be on your own.

The members of the conference committee are excited about the site and hope that you are beginning to make plans now. With Reauthorization about to be in full swing, this is a great opportunity to discuss "real office" effects with your colleagues, PHEAA staff, and Department of Education officials.

Since we are still in the planning stages of our sessions, we are still open to suggestions for topics or presenters. If you have an idea, please contact me at CG01492 or any other member of the committee. Members of the conference committee include Sheila Nelson, Conference Chair '93, Clarke Paine, Conference Chair '94 (Pennsylvania School of Art and Design), Julie Salem (University of Pittsburgh - Johnstown), Jim Zuzack (Slippery Rock University), Rich Esposito (Pittsburgh Beauty Academy), Deidre Smith (Point Park College), Mike Bertonaschi (LaRoche College), Pat Hayes (PNC Educational Loan Center).

PASFAA has recently learned our colleague, Catherine Kratzer, has entered a hospice facility very near her home. It seems Catherine's previous surgery was not as successful as hoped. It would be a wonderful gesture if a card or note were sent to let Catherine know we are thinking of her. Please send your mail to her husband, Vince, and he will share your thoughts with Catherine. The address is:

Catherine Kratzer
95 Lakeside Drive, RD #1
Effort, PA 18330

NASFAA

MULTI - CULTURAL INITIATIVES

*submitted by: Ken Grugel
Clarion University*

The America that we live and work in today will not be the same as in the Twenty-first Century. The population will continue to age, and the number of 18-year-olds, still the most common group, will rise by the end of the decade. However, by the year 2000, women, immigrants, and people of color will make up 85 percent of new workers.

During the next two decades, the U.S. will experience a greater change in racial-ethnic diversity than in any time in our history. Some futurists predict that we will become a collection of minorities, with no one racial group being represented as a majority. These changing trends in demographics, coupled with increasing birth rates among different ethnic, racial groups, will force our colleges and universities to begin to approach the topic of multi-cultural awareness at an accelerated pace. We can no longer pretend that all students come to our institutions with the same set of beliefs, values, and expectations to grab their piece of the American pie.

The major challenge for educational institutions will be to meet the needs of an ever changing multi-cultural, multi-ethnic and multi-racial population, while at the same time not projecting the image or intent that the current White majority is to be forgotten or ignored. Rather the process of multi-cultural awareness is a many faceted process, that of bringing identity and self-esteem to the current minority student population, while at the same time developing an education process that will provide non-minority groups the awareness and respect of the emerging ethnic and racial minority group member.

Each of our campuses must begin to develop long-range programs that will address the needs

of our future clients of the next century. To accomplish such a task, administrators, faculty, staff, and students need to become involved in the overall structure and planning of cultural awareness programs. Central administration will need to address this necessary challenge if their respective institutions will effectively serve and communicate with the emerging non-majority student of the future. It is the responsibility of each one of us as practicing financial aid administrators to confront our upper-level administration to begin to plan ways that our colleagues on campus can become part of the team that will effectively lead multi-cultural awareness and understanding into the Twenty-first century and beyond.

The American experience has been an ever changing journey of opportunity. Now the names and faces of the travelers have begun to change from the historic mainstream. This change process, as we know it, will be ever developing and evolving, until all students, faculty, administrators, and staff, truly feel they are part of the American dream, without having to address prejudice and hostility on a daily basis.

The Minority Concerns Committee of NASFAA has begun to address these changes through our continued sponsorship of conference sponsored events, the Minority Aid Administrators breakfast, directory, and longrange planning for multi-cultural initiatives for the remainder of this century.

EDITOR'S NOTE:

Ken Grugel has been Director of Financial Aid at Clarion University since 1981, and currently serves on NASFAA's Minority Concerns Committee.

To: President, Contemporary Game Company
 From: Vice President, Game Development
 Re: Great New Fun Game

Acting on your instructions and with the assistance of our marketing people, we have spent the last six months designing the comprehensive new game.

I think we have a winner. You'll get a sample game board and rules next month, but let me describe the game to you.

Our psychological research group feels that there is market potential in a game that would concentrate on a great American institution, postsecondary education, and use it as a vehicle for playing with most of the problems facing the country. We've put together that game. At present, we're calling it The Student Aid Administrator--until the ad boys come up with a more socko title.

The game goes like this: One player is the student aid administrator. He (or she) gets a certain amount of money to spend and is told that some number of students would like to come to his (or her) institution. The game board is designed to show one-year time span. The aid officer attempts to get around the board and end the year with the dollars and students matching. (NOTE: The game can be played on different levels of difficulty. The beginner would win if 50% of the students are retained, but the expert would have to attain a 90% match.)

The person to play aid officer is determined by a roll of the dice, regardless of background or training, and a second roll of the dice determines the line of authority--whether the president, a dean, or someone else will support or countermand the officer's decisions.

The other players would represent other people involved in the process: students, parents, the president, deans, the business officers, faculty, representatives of the state and federal governments and of private foundations, and talent-search and community action groups. Some of them would try to help the aid officer, some to hinder, and depending on the roll of the dice, a player could change from a helping posture to a thwarting one.

As the aid officer starts, four piles of money are allocated: from the institution, the federal government, the state government, and from outside benefactors. Each pile is further divided into different amounts with different rules for spending. The aid officer must keep records on how the money is spent and how money is packaged, and as the officer goes around the board, he or she lands on a lot of student parts. Each time one is stopped on, a student characteristics card is drawn, and an attempt is made to give money to students according to the guidelines. Some of those cards provide some humor. For instance, there's one

that says "counseling problem--lose two turns" and another that says "campus disruption--your office is blocked" and the officer has to stay in the office until doubles are rolled--or the get-out-of-the-office-free card is used. Some cards are not funny, such as one that says "family emergency--provide money you don't have or lose one student."

Every time the aid officer lands on a space occupied by another player, a card must be drawn from the appropriate pile. For instance, if the business officer already sits on the space, the financial aid budget could be cut or the officer could be told no additional travel can be made (lose two turns), etc. If the space is occupied by the federal agent, the officer can be audited and have to disclose the financial aid books, or be told that the guidelines or the laws have changed and that money must be redistributed; or a card might read "Congress hasn't voted legislation--wait three turns," or "appropriations uncertain--everyone waits, and waits, and waits."

There are so many possibilities that our biggest problem right now is limiting them. Why, we even thought of changing all of the rules right in the middle of the game by giving the money directly to the students and by completely changing the aid administrators' roles and functions, but we want to be realistic and decided that wouldn't happen in real life. Anyway, if the aid officer gets around the board successfully, the game is won and it's a socko ending. The officer gets a promotion and someone else has to be aid officer for the next game.

I think it will be a real winner but we do have one minor problem.

We in game development have been playing the prototype model for three weeks and no one has won yet. As soon as we get that little bug ironed out, we'll be ready for market.

FOOTNOTE: The memo is somewhat facetious but it should demonstrate a point; the life and times of the student aid administrator may strain credibility on a game board, but in real life it is an extremely difficult and confusing game to play.

FOOTNOTE FOOTNOTE: The "game" was picked up at the College Board meeting in Chicago and originated in a College Scholarship Service Office.

FOOTNOTE FOOTNOTE FOOTNOTE: Reprinted with permission of Kay Rindal, Newsletter Editor of MAFAA.

VOLUNTEER FOR A PASFAA COMMITTEE!

Submitted by : Ron Laszowski

PASFAA Past President

- Most of the activities conducted by the Association are dependent upon our members who volunteer their time and expertise to our efforts. Each year we need volunteers to meet the needs of the various PASFAA committees which provide a number of activities over the course of the year. If you are interested in volunteering your time and talent to a PASFAA committee during the 1993-94 year, please contact the appropriate committee chair, as listed below. Please remember that PASFAA committees seek representative sector distribution and the expense of travel limits some geographical diversity. Thus, not all volunteers can be selected.

- The following is a list of PASFAA committees, a brief explanation of their responsibilities, and the committee chair for the 1993-94 Association year.

Government Relations:

- Chaired by the Vice President of the Association. This committee has the responsibility of coordinating the Association's interests with governmental authorities. The Legislative Network is a sub-group of this Committee.

Linda D. Brittain
Director of Financial Aid
Harrisburg Area Community College
3300 Cameron Street Road
Harrisburg, PA 17110-2999
(717) 780-2330
Terminal: CG 00799

Public and Professional Information:

- Chaired by the Secretary of the Association. This committee has the responsibility for the Association Newsletter and for providing appropriate information distribution to the various publics serviced by the profession.

Bonnie L. Behm
Director of Financial Aid
Thomas Jefferson University
130 South 9th Street, Suite 707
Philadelphia, PA 19107
(215) 955-6531
Terminal: CG 00242

Membership and Elections:

- Chaired by the Past-President of the Association. This committee is responsible for soliciting new members to the Association and for coordinating the nomination and election process of the Association.

Betty L. Davis
Director of Financial Aid
Community College of Allegheny County-South Campus
1750 Clairton Boulevard
West Mifflin, PA 15122
(414) 469-6241
Terminal: CG 00525

Conference Committee, 1994:

- Chaired by a regular member selected by the President and approved by Council. This committee has responsibility for all aspects of the Association's 26th Annual Conference at the Hotel Hershey.

Clarke M. Paine
Director of Student Services
PA School of Art & Design
204 North Prince Street
P.O. Box 59
Lancaster, PA 17603-0059
(717) 396-7833

Hotline Committee, 1994:

- Chaired by a regular member and recommended by the previous year hotline chair and approved by Council. This committee is responsible for all aspects of the annual hotline activities conducted in January.

Ronald P. Dawson
Associate Director of Financial Aid
Philadelphia College of Textiles & Sciences
School House Lane & Henry Avenue
Philadelphia, PA 19144
(215) 951-2940
Terminal: CG 00237

THOUGHTS OF AN EDITOR

Just imagine! Rather than drone on and on about the "R" word (reauthorization), we now have a new subject matter! The Blizzard of 93! While winds whipped the snowflakes to and for, many of us were safely inside our snug little homes waiting the storm out! But even as the flakes were falling, the thought of financial aid was never far from mind. Thoughts ranged from "hope I can get into work to package" to "I wonder how many students will report untaxed income from shoveling snow" to "how many parents will say their income was reduced because of the storm or their income was inflated because of the storm"!

DOES A FINANCIAL AID OFFICER EVER STOP LIVING THEIR PROFESSION?

Thennnnnnnn, after those thoughts, I began to ponder the similarities between the blizzard conditions

occurring outside my window to the blizzard conditions occurring within my own office windows. We (and I mean a collective we as in all financial aid offices) are snowed under by the avalanche of FAF'S, FAFSA's, SNAD's, SAR's - in addition to - the federal regulations that go hand-in-hand with administering financial aid. Do you think the governor would perhaps call a state of emergency and declare that for several days no one could complete financial aid forms? This would give weary aid offices a chance to figure out what to do with all of the forms currently in house! Cities and towns are concerned they have no place to go with all the snow - well, where do we have to go with all of the papers I ask you?

I could go on and on but suffice it to say, this year, we would all be experiencing a blizzard, even if a single snowflake hadn't fallen.

THANKS AGAIN

In continuing with this issues' message of appreciation to those who serve on various PASFAA committee we would like to take this time to thank those on the Government Relations Committee and the Conference Committee for the work they have performed to date and the hours of work yet to come.

Government Relations Committee

Linda Brittain, Chair
Harrisburg Area C. C.

Fran McKeown
Bucks County C.C.

Wendy Barron
Villanova University Law School

Christy Tiano
LaSalle University

Mildred Jackson
Lincoln University

George Walter
Villanova University

Michael Lewis
Mellon Bank

Christine Zuzack
Indiana University of PA

Nora McFadden
Gordon Phillips Beauty School

Conference Committee

Sheila Nelson, Chair
Washington and Jefferson College

Julie Salem
University of Pittsburgh

Mike Bertonaschi
LaRoche College

Deidre Smith
Point Park College

Rich Esposito
Pittsburgh Beauty Academy

Jim Zuzack
Slippery Rock University

Pat Hayes
PNC Bank Education Loan Center

PHEAA NOTE:

PHEAA will no longer offer the PHEAA alternative loan (supplemental) for the 1993-94 academic year and will not process any applications for loan terms starting after May 31, 1993

NOMINATION AND ELECTIONS

*submitted by: Ron Laszewski
PASFAA Past President*

Now is the time to begin thinking about nominations for PASFAA Executive Council for the 1993-93 year. If you, or others that you may know are interested in running for PASFAA Council, the positions of President-Elect and the 7 sector representatives will be elected this year. The following is a brief description of the duties of each office as outlined in the Association By-Laws:

PRESIDENT-ELECT:

President-Elect shall assist the President and in all ways prepare for the Presidency. In the absence or disability of the President, the President-Elect shall have all the powers and shall perform all the duties of the President. The President-Elect shall nominate an Active member to serve as Annual Conference Chairperson for the subsequent administrative year and shall serve as the Chairperson of the standing committee for Profes-

sional Standards and Training. In second year serves as President and succeeds to Past President in the third year.

SECTOR REPRESENTATIVES:

A Sector representative is elected for a two-year term from each of PASFAA's seven sectors (public two-year, private two-year, private four year, state related, SSHE, proprietary, and nursing). They are responsible to make the views and concerns of the members of those sectors known to the leadership of the Association and to keep sector members informed of the actions of the PASFAA Council. Each sector representative serves on the standing committee for Professional Standards and Training.

Information on the nomination process will be mailed to all active (voting) PASFAA members in June.

Position Opening The University of Scranton

The University of Scranton is currently seeking candidates for the position of Assistant Director of Financial Aid. The University of Scranton is a four year and graduate, private Jesuit school.

The Role of the Assistant Director will be to supervise the student and parent loan programs as well as provide comprehensive counseling to students managing, training and development of support staff; establishing and maintaining policy and procedures manual; assisting in compilation of information for federal reports and surveys and conducting financial aid presentations, both on and off campus.

Qualifications include a baccalaureate degree; 3-5 years of comprehensive financial aid experience at a postsecondary institution with progressive levels of management experience. Familiarity with PHEAA terminal system, word processing and spreadsheet applications desired.

Interested candidates should send a resume, letter of interest and references by April 1, 1993 to: employment Manager, Personnel Services, University of Scranton, PA 18510-4679. Expected start date is June 1, 1993. The University of Scranton is an AA/EEO Employer/Educator.

Position Opening Cedar Crest College

Cedar Crest College is seeking a student billing manager. This hands on position is responsible for managing the student billing and accounts receivable functions. Mature and personable individual will advise and counsel parents and students regarding their financial obligations to the College. Business degree or equivalent experience preferred. Immediate opening. For more information write or call: Cedar Crest College 100 College Drive, Allentown, PA 18104, (215) 437-4471

Position Opening National Ed. Center (Allentown)

Employment opening for a Financial Aid Administrator at National Education Center Allentown Business School Campus. Personable, detail oriented person to package incoming students with financial aid. Must be able to perform well under pressure. Financial aid experience required. Please send resume and salary requirements to:

National Education Center
Allentown Business School
1501 Lehigh Street
Allentown, PA 18103
Attn: Mary Sensinger

Position Opening ICM School of Business

Full time position available at ICM School of Business. Responsibilities include completing state and federal grant applications. Knowledge of Stafford, PLUS/SLS applications. Counseling parents and students. Working with admission reps. Hours are 11:00 to 7:00 Tuesday through Friday and half a day on Saturday. Please send salary requirements and resume to:
D. Ringer, ICM School of Business, 10 Wood Street, Pgh, PA 15222.

**NEW JERSEY ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS
GRADUATE AND PROFESSIONAL CONCERNS COMMITTEE**
ANNOUNCES

**THE THIRD ANNUAL NORTHEAST SYMPOSIUM
ON
GRADUATE AND PROFESSIONAL SCHOOL ISSUES**

DATE: Tuesday, April 27, 1993
TIME: 8:30 am - 4:30 pm
PLACE: Princeton Theological Seminary
Princeton, New Jersey

REGISTRATION FEE: NJASFAA Members: \$25
Non-members: \$40

CONTACT: Rich Woodland or Cynthia Davidson
Rutgers University-Camden

TENTATIVE AGENDA ITEMS: Communication and Technology; Electronic Data Exchange; Packaging; and Ethics

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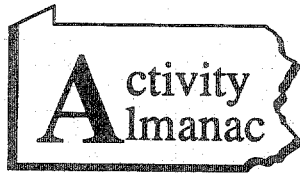
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April 14-22

May 12-15

June 7

July 5-6

July 7-10

August 3

October 10-13

PAATP Reauthorization Workshops (Part II)

EASFAA Conference, Baltimore, MD

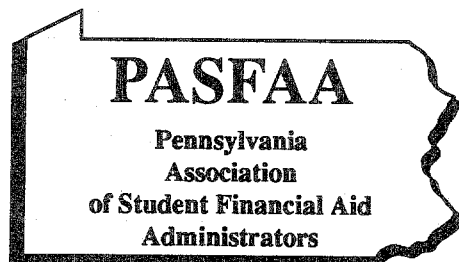
PASFAA Executive Council, PHEAA

CSS 1993 MICRO Product User's Conference, PRE-NASFAA, San Diego, CA

NASFAA Conference, San Diego, CA

PASFAA Executive Council, PHEAA

PASFAA Conference, Pittsburgh



Albright College

Financial Aid Office

Reading, PA 19612

