



State of Wisconsin  
Higher Educational Aids Board

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John Reinemann  
Executive Secretary

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**MONTHLY MEMO**  
**Higher Educational Aids Board**  
**FEBRUARY 2017**

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**Refunds**

Please remember **ALL REFUND LISTS MUST BE SUBMITTED ELECTRONICALLY TO THE HEAB MAILBOX**. If you have refunds please submit them (electronically) so we can get the money redistributed. Some schools have been sending in checks without lists and this slows down the process, especially if the student is not enrolled at that school.

**Covenant Grant Program**

Please review your 16-17 notification lists to make sure that you have added the Covenant grant to eligible students' financial aid packages or if the student has changed their schedule from full time to part time. Please check any transfer students that may be eligible.

**NOTIFICATION LIST 1617**

Distributed Wednesday afternoons:

February 1, 8, 15, and 22.

March 1, 8, 15, 22, and 29.

**AES and TES LIST**

February 1 and 15.

March 1, 15, and 29.

**NOTIFICATION LIST 1718 –**

Distributed on Thursday afternoons:

February 2, 9, 16, and 23.

March 2, 9, 16, 23, and 30.

Please look for the schedule online at: <http://www.heab.wi.gov/finaid.html>

**VOUCHER PROCESSING**

Tuesdays and Fridays for files uploaded by noon

February 3, 7, 14, 17, 21, 24, and 28.

March 7, 10, 14, 17, 21, 24, 28, and 31.

**Vouchers will not be processed on February 10 or March 3.**

Please check our Webpage for current Notification List and Voucher Processing Schedules.

<http://www.heab.wi.gov/finaid.html>

**16 – 17 GRANT UPDATES – COMMITTED 2/7/17**

	<u>Current</u>	<u>This Time Last Year</u>
<b><u>Wisconsin Grant – PNP</u></b>		
Committed	159.20%	163.10%
Spent	64.71%	72.31%
<b><u>Wisconsin Grant - TR (W codes 10/5/2016)</u></b>		
Committed	194.15%	193.00%
Spent	60.42 %	56.16%
<b><u>Wisconsin Grant - UW</u></b>		
Committed	139.49%	129.04%
Spent	87.43%	93.18%
<b><u>Wisconsin Grant - TC (W codes 7/19/16)</u></b>		
Committed	171.93%	180.53%
Spent	89.93%	95.56%

**17 – 18 GRANT UPDATES – COMMITTED 2/8/17**

	<u>Current</u>	<u>This Time Last Year</u>
<b><u>Wisconsin Grant – PNP</u></b>		
Committed	95.72%	00.00%
Spent		
<b><u>Wisconsin Grant - TR</u></b>		
Committed	49.63%	00.00%
Spent		
<b><u>Wisconsin Grant - UW</u></b>		
Committed	66.67%	00.00%
Spent	00.00%	00.00%
<b><u>Wisconsin Grant - TC</u></b>		
Committed	83.82%	00.00%
Spent	00.00%	00.00%

**UPCOMING EVENTS**

**Scheduled HEAB Board Meetings:** February 24, 2017; April 21, 2017; and July 28, 2017.

**2017 College Goal Wisconsin:** January 18, 21, 25, and 28, 2017.

**HEAB Training Date:** March 16

HEAB conducts one-day training programs for new and continuing financial aid administrators. The training session covers all aspects of the programs administered by HEAB, including:

Goals of State Aid; *Eligibility for State Aid*; The Notification List; *The Voucher Process*; Return of State Funds; *Submitting and Receiving Data to/from HEAB*; Overviews of the Individual HEAB Programs

The program begins at 10:00 a.m. and ends no later than 3:00 p.m. It is held at the HEAB offices at 131 W. Wilson St, Suite 902, Madison, WI. We have room for up to 6 people at each session. Please let us know if you are coming to training as materials are printed based on the number of people attending. To register for a session or for more information, please contact Nancy Wilkison at (608) 267-2213 or email her at [nancy.wilkison@wi.gov](mailto:nancy.wilkison@wi.gov).

Please contact me by phone at (608) 264-6181 or by email at [john.reinemann@wisconsin.gov](mailto:john.reinemann@wisconsin.gov) if you have any questions, concerns or comments. Thank you!