



# State of Wisconsin Higher Educational Aids Board

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## Monthly Memo August 2025

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### Update on GLASS

We have provided additional resources on the HEAB website for the GLASS system; please look in the drop-down menu under the **For Administrators** tab, and then you will see **GLASS Resources**. It contains General Information, System Access, and File Layouts.

<https://heab.state.wi.us/glassresources.html>

Please check the website as it will be regularly updated.

### 2025 GLASS Training Schedule

Monday, August 11	Academic and Technical Excellence Scholarship training
• 1:00 pm	
Wednesday, August 13	Open Question & Answer session
• 1:00 pm	

### Pro-ration and rounding of Wisconsin Grant awards

A student that is enrolled full time (12 credits) will receive a full award;  $\frac{3}{4}$  time (9-11 credits) will receive 75% of the award; half time (6-8 credits) will receive 50% of the award; or less than half time (5 credits or less) will receive 25% of the award. We do not break the awards out with cents so when an award is divided between the two semesters the higher amount of the award goes to the first semester and the lower amount goes to the second semester, i.e., if the full

award is \$3,051, the award will be divided between the first semester \$1,526 and the second semester \$1,525.

### **Certification of Awards**

You may begin certifying your students on August 1, 2025. When certifying, please use the **UPPER-CASE LETTERS** for certification, SAP, and enrollment level. Have your students certified with enrollment information by **September 22**. You can change the certification after September 22 if needed.

### **AES/TES Certification**

Currently, schools can't certify AES/TES students who have not filed a FAFSA by using the download/upload file or the institution-initiated file because the uploads need an SAI.

Our partner is working on a fix for this so that field is ignored for AES and TES lines and we will let you know when it has been deployed.

In the meantime, if necessary, AES/TES students can be certified manually online.

### **First semester Vouchering**

Please have the bulk of your requests for first semester vouchering by **November 14**. This will help us, and you anticipate spending for the second semester.

### **Non-resident ISIRs**

We are still unable to request non-resident ISIRs from the FAFSA Partner Portal, but we started receiving non-resident ISIRs on April 22, 2025. If you have students who filed their FAFSA prior to that date and they aren't on GLASS, you can either submit them for matching or make a small change to the street address, e.g. Rd to Road, both options produce a new transaction.

### **Residency changes**

We contacted the Department of Education for a legal opinion on changing the residency so that the schools could provide the students with their funds and then change it back and this is what they advised: "While we are always empathetic to the hardships of any student, the Department does not support your proposal. When signing the FAFSA, both the parent and student agree with the following:

"I consent and certify under penalty of perjury under the laws of the United States of America, **that the information I provide on the FAFSA form is true and correct.** I understand that any falsification of this statement is punishable under the provisions of 18 U.S.C. § 1001 by a fine, imprisonment of not more than five years, or both, and that the knowing and willful request for or acquisition of records pertaining to an individual under false pretenses is a criminal offense under the *Privacy Act of 1974*, subject to a fine of not more than \$5,000 fine (5 U.S.C. § 552(a)(i)(3)). By accepting and submitting my part of the FAFSA, my execution date of consent and approval will be logged in the U.S. Department of Education's Person Authentication Service (PAS) System of Record (18-11 12)."

Therefore, the Department would not support any guidance to students and/or parents that asks them to falsify a federal form, even for a short period of time.”

## **Minority Undergraduate Retention Grant**

In 1985, the Minority Undergraduate Retention Grant (MURG) Program was enacted into Wisconsin law. In 2023, the State of Wisconsin won a circuit court case that upheld the validity of the MURG Program in this state. On February 26, 2025, the court of appeals overturned this circuit court’s ruling and subsequently found the MURG Program to be discriminatory and unlawful. With this new ruling, HEAB will continue to award and disburse funds for the MURG Program only until the court files its injunction.

After the injunction is filed, HEAB will no longer be able to award or disburse any funds for nominated MURG students.

If you have any questions regarding the court case specifically, please contact DOJ Public Communications at 608-266-1220.

## **Refunds**

Please get your refunds in. When sending in your refunds, **please include the list of students being refunded, both as a paper copy and an electronic file.** To safely send HEAB your refund spreadsheet, please go to the [HEAB website](#), to the **Administrator** tab, under **Processing Schedule**, at the bottom of the calendar, you will find the **Voucher Instructions**. The Voucher Instructions will show you how to log into the secure site to send sensitive student data.

## **Processing Schedule**

We will begin the voucher process for the 25-26 academic year on **August 15, 2025**. We will continue to run on Tuesdays and Fridays. We will be processing the loan programs separately on Wednesdays. Once the loan programs are in GLASS, the loan programs will be part of the normal processing on Tuesdays and Fridays.

### **Voucher Processing**

Tuesdays and Fridays for payments requested by noon.

August 15, 19, 22, 26 and 29.

September 2, 5, 9, 12, 16, 19, 23, 26 and 30.

### **Special Vouchers (for loan programs)**

Processed weekly on Wednesdays.

August 20 and 27.

September 3, 10, 17, and 24.

Please check our [website calendar](#) for the most current processing schedule updates.

## **Upcoming Events**

### **Scheduled HEAB board meetings:**

Friday, October 24, 2025

Friday, February 20, 2026

Friday, April 17, 2026

Friday, July 24, 2026

## **Thank you!**

Thank you for your continued patience and partnership with our staff while we implement the new GLASS system. Change isn't easy and this system change is no exception. We appreciate the learning curve; this is for you. Please continue to communicate with us; we are listening to your feedback and using it when possible. In our office, we share the same mission you do regarding helping students with state aid in the best way possible.

If you have any questions, concerns or comments please contact Tammie DeVooght Blaney at (608) 267-2206 or [tammie.devooght@wisconsin.gov](mailto:tammie.devooght@wisconsin.gov). Thank you!