



**TEXAS HIGHER EDUCATION
COORDINATING BOARD**
Agency Operations and Communications
P.O. Box 12788 Austin, Texas 78711

TO: Directors of Financial Aid
Public and Private/Independent Institutions of Higher Education

FROM: DeChà Reid
Director, Financial Aid Services

DATE: June 5, 2017

RE: Resources for the End-of-Year (EOY) Reporting FY 2017

The EOY portals for the Toward Excellence, Access and Success (TEXAS) Grant, Texas Educational Opportunity Grant (TEOG), Tuition Equalization Grant (TEG), and Top Ten Percent (Top 10%) Scholarship programs opened **April 26, 2017**. The EOY instruction manuals are available on the [Student Financial Aid Programs Information](#) website.

To help ensure reports are certified by the deadline dates, THECB staff will be actively communicating to the institutions by phone and email. Attached are the program deadline dates for EOY reporting:

Program	Deadline Date	# of Remaining Working Days Until Deadline
Top 10%	June 15, 2017	9 days
TEG	July 6, 2017	23 days
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TEXAS Grant (4-Year Public Universities and HRIs)	July 6, 2017	23 days
TEXAS Grant (Community Colleges, Lamars, and TSTCs)	July 20, 2017	33 days

To assist staff at institutions with correcting errors and understanding data elements for the EOY files, the Financial Aid Services team will be offering a Skype demonstration including a conference call Q&A session on **June 8, 2017**. The session will go over an available tool called the "**Data Record Reader**" as well as the common errors on the EOY report processing. Information about the training session and the Data Record Reader tool are enclosed in flyer within the memo.

If you have any questions, please contact Financial Aid Services at (844) 792-2640 or [CONTACT US](#).

Enclosed: [EOY Data Record Reader Flyer 2017](#)
[EOY Data Record Reader Tool 2017](#)
[EOY Data Record Reader Instructions 2017](#)

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