



**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 26, 2017

RE: End-of-Year (EOY) Reporting Training Demo FY 2017

The Financial Aid Services team recently hosted a Skype demonstration that walked through an available tool called the "**Data Record Reader**". This tool was designed to assist institutions with correcting errors and understanding data elements for the FY 2017 EOY files. A recorded webinar was created as a follow up to this training which is now available along with the EOY instruction manuals 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
TEG	July 6, 2017	8 days
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TEXAS Grant (4-Year Public Universities and HRIs)	July 6, 2017	8 days
TEXAS Grant (Community Colleges, Lamars, & TSTCs)	July 20, 2017	18 days

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

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

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