INSTITUTION AND PROGRAM ELIGIBILITY

Q. How can my school receive PA-TIP funds for eligible students?
A. Institutions eligible to apply to participate in the 2018-19 PA-TIP must meet the following requirements:
   • School and program of study must be federal Title IV eligible and located in Pennsylvania.
   • School must complete and return to PHEAA the 2018-19 PA-TIP school application/renewal and receive approval from PHEAA. Applications are located on the PA-TIP website for Schools and Employers.
   • Submit a copy of a current U.S. Department of Education Eligibility & Certification Approval Report (ECAR) with the school application/renewal.
   • Program of study must correspond to the Pennsylvania Department of Education (PDE) identified Classification of Instructional Program (CIP) codes available on the PA-TIP website for Schools and Employers.
   • Program of study must be at least 10 weeks but less than 2 academic years in length and cannot be eligible for the PA State Grant Program.
   • Program of study must not be completed through 100 percent distance education (online).
   • Complete and return a Remote Access Agreement (RAA) for use of the Business Partner Access Management System (BPAMS), if one is not approved and on file.
   • Complete and return the Automated Clearing House (ACH) Authorization Agreement to receive funds via Electronic Funds Transfer (EFT).

Q. For schools that have multiple branch campuses, does each branch need to submit a separate PA-TIP school application/renewal?
A. If the campuses process financial aid centrally under one OE code, then the institution only needs to submit one PA-TIP School Application/renewal. Branch campuses with different OE codes require separate applications/renewals.

Q. Where can I find programs of study that are eligible?
A. Eligible programs of study are available on the PA-TIP website for Schools and Employers.

Q. What if I have a program of study that I think should qualify, but PHEAA does not list the program as being eligible?
A. To add new programs, please complete a CIP Code Inclusion Request Form and submit it to PHEAA for review. The form is available on the PA-TIP website for Schools and Employers.

Q. What if I have a program of study with more than one start date?
A. To report multiple start dates, please list all start dates for eligible CIP codes separately on the school application/renewal form.

Q. Can non-credit courses be approved for PA-TIP?
A. Non-credit courses are not eligible for PA-TIP, as they are not approved for federal Title IV aid.

Q. Can a PA-TIP program of study also be approved for PA State Grant funds?
A. Degree programs are not approved for PA-TIP. This is generally because the program length requirement for PA-TIP is less than 2 years of instruction; whereas, associate and bachelor’s degrees have a minimum length of at least 2 years. Programs of less than 2 years may qualify and be approved for PA-TIP funds for up to the certificate or diploma and, then, if additional instruction is required to earn a degree, the program could qualify for PA State Grant funds up to the degree. Please see the most recent version of the PA State Grant Program Handbook or contact sghelp@phea.org for additional information on PA State Grant approved programs of study.

AWARD DETERMINATION

Q. How are awards determined?
A. Full-time awards are based on the student’s need and students must have an Expected Family Contribution (EFC) of 12,000 or less. PHEAA will consider a student’s educational costs including tuition, fees, books, supplies, required equipment, and an educational expense allowance of $4,000. PHEAA will then deduct the Federal Pell Grant award and any gift aid or employer reimbursement from the educational cost. The student can receive a PA-TIP award up to the maximum PA State Grant award or 75 percent of the unmet educational cost, whichever is less.

To assist schools in calculating awards, PHEAA annually publishes an award estimator in the Technical and Processing Information section of the PA-TIP folder in the Document Library.

Full-time PA-TIP Award = [Full-time Program Costs – (Pell Grant + Gift Aid)] X .75 or PA State Grant Award Maximum (whichever is less).

Half-time awards are calculated as half of the allowable program costs minus the resources if the student meets the half-time requirement (see Example C of the Guidelines). The maximum award amount is either 75 percent of the program of study cost minus the Pell award and other gift aid or the PA State Grant maximum award amount (divided in half for a half-time award), whichever is less.

Half-time PA-TIP Award = [(Full-time Program Costs/2) – (Full-time Pell Award/2) – Gift Aid] X .75 or Maximum PA-TIP Half-time Award (whichever is less).

Veteran recipients who were honorably discharged are eligible to receive a PA-TIP Grant equal to the maximum PA State Grant award (or the equivalent for recipients enrolled at least half-time) or 100 percent of program costs, whichever is less. As of the 2016–17 award year, EFC is not factor in determining veteran eligibility. For veteran status award consideration, students must supply a copy of the DD214 Form with the student application.

Veteran Full-time PA-TIP Award = [Full-time Program Costs] or PA State Grant Award Maximum (whichever is less).

Q. How should I review Academic Progress? Which requirements should I use?
A. In order to receive a PA-TIP Grant, recipients are required to be making satisfactory academic progress as defined by the federal Title IV guidelines. To report academic progress for the PA-TIP, the ACSL academic progress field should be populated with either a “Y” (for yes) or “N” (for did not maintain academic progress). See ifap.ed.gov/qahome/qaassessments/sap.html for Title IV requirements.

Q. Can incarcerated students receive PA-TIP funds?
A. No. With the exception of individuals in “halfway houses” or community service centers, incarcerated students are not eligible for PA-TIP. Prior to crediting the award, schools should make every effort to identify incarcerated recipients to PHEAA, and cancel awards for recipients identified as incarcerated.

Q. Can a student who already has a bachelor’s degree receive PA-TIP funds?
A. Yes. As long as the student’s enrolled in a PA-TIP eligible program of study, he or she can still apply for PA-TIP even if the student has already received a credential (bachelor’s, associate, etc.).