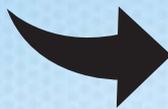


Frequently Asked Questions



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 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 PA-TIP institution application 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.
- 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 ten (10) weeks but less than two academic years in length and cannot be eligible for the Pennsylvania State Grant Program.
- Program of study must **not** be completed through 100% 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 EFT.

Q. For institutions that have multiple branch campuses, does each branch need to submit a separate PA-TIP School Application?

A. If the campuses process financial aid centrally under one OE code, then the institution only needs to submit one [PA-TIP School Application](#). Branch campuses with different OE codes require separate applications.

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 Inclusion Request Form and submit it to PHEAA for review. The form is available on the [PA-TIP website for Schools and Employers](#). Inclusion forms are reviewed by PHEAA, then forwarded the PDE for review.

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 Institution Application/Renewal Form. Students with start dates that do not align with those reported will not appear on the ACSL for certification.

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 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 two years of instruction; whereas, associate and bachelor's degrees have a minimum length of at least two years. Programs of less than two 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 State Grant up to the degree. Please see the most recent version of the State Grant Program Handbook or contact sghelp@pheaa.org for additional information on 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 State Grant award or 75% 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 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% of the program of study cost minus the Pell award and other gift aid or the 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 State Grant award (or the equivalent for recipients enrolled at least half-time) or 100% 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 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.).