Memo

To: Financial Aid Administrators
From: Elizabeth K. McCloud
Vice President,
PA State Grant and Special Programs
Date: April 2020
Subject: PA State Grant Program – Extension of the 2020-21 Educational Costs Collection via the Web

The Pennsylvania Higher Education Assistance Agency (PHEAA) has continued review of the impact of COVID-19 on both students and institutions as it relates to the PA State Grant Program.

In acknowledgement of the difficulties facing institutions at this time, PHEAA has extended the deadline to submit educational costs to be used in calculation of PA State Grant eligibility for the 2020 Summer term and/or 2020-21 Academic Year.

Please update your school's educational cost information no later than Friday, May 8, 2020. Educational costs submitted after this date will only be accepted at the discretion of PHEAA and may result in a processing hold which will impact determining student financial need. Costs received after the deadline will be stored as baseline data for the 2021-22 Academic Year. It is suggested that you print a copy of the completed and submitted cost information for your files as a point of reference if we need to contact you with any questions.

While we understand the final tuition and fees for your institution may not be approved by your governing board prior to our deadline, please provide the figures that you expect will be adopted.

REMINDEERS

1. Educational costs may only be submitted via PHEAA’s school portal, Alec. In Alec, select State Grant Education Costs from the menu dropdown. Help screens are available within the online form to assist with common questions.

   a. If your school does not currently have a PHEAA user ID for at least one member of your financial aid staff or if that User ID has not been used within the last 120 days, you may not be able to access the Web Cost Form since it is located on a secure and confidential part of the website. Contact PHEAA staff at 1-800-443-0646, option 3, option 1. If you have a PHEAA user ID but the password has expired, please contact the PHEAA Help Desk at 717-720-3000 for assistance.

If you have any questions or need assistance, please contact PA State Grant and Special Programs staff at 1-800-443-0646, option 3, option 1, a private number reserved for the use of Financial Aid Administrators. Financial Aid Administrators may also email questions to sghelp@pheaa.org.

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