MBUG 2013

Session Title: Repeat Coursework Setup Presented By: Sandra Spraglin Institution: Ellucian September 17, 2013



Session Rules of Etiquette

- Please turn off your cell phone
- If you must leave the session early, please do so discreetly
- Please avoid side conversation during the session



Introduction

- Sandra Spraglin
- Ellucian
- Financial Aid Principal Functional Consultant
- > 34 years in Financial Aid Higher Education
- 10 years with Ellucian
- Sandra.Spraglin@ellucian.com



General Overview

MBUG

- This session will discuss how you can setup Banner Financial Aid to support Repeat Coursework processing.
- We will review the setup necessary to implement Repeat Coursework processing and the logic Banner uses to determine a course is a repeat.

Agenda

- Background
- Required Setup
- Additional Setup Considerations
- Banner Repeat Logic
- Questions & Answers



Background



US Federal Regulation

- Effective July 1, 2011
- Allows disbursement for 1 repeat of a previously passed course for Federal Funds



Documentation

Includes descriptive processing information

- -8.16 User Guide
- -8.14.2 Release Guide
- -8.15 Release Guide (FISAP)



Banner Financial Aid

- Enrollment rules
 - Allows disbursement if all course attempts are failures
 - Once student passes a course, allows for 1 repeat of the previously passed course
 - Prevents disbursement for repetition of previously passed course due to failure of other coursework



Banner Financial Aid

- To meet Fund requirements institutions create Enrollment Rules
 - Repeat course checking for any fund
 - Indicate how many times a course can be repeated
 - Decide if a <u>Withdrawal Registration status on a</u> <u>course that is not graded</u> will count as an attempt of a previously passed course. Once the course has a grade it looks at SHAGRDE Repeat Indicator to see if it should count as an attempt.

Repeat Coursework Processing Setup



- All fields have been modified to remove Use Repeat Coursework Calculation indicator and where needed replaced with Enrollment Rule field to assign enrollment rule code
- All funds that use the RPEDISB Financial Aid Disbursement process must have an Enrollment Rule defined

RTVENRR - Create name of Enrollment Rule

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Rule Code	Rule Description	Active	Activity Date
EDERAL	Federal Repeat Enrollment Rule		06-FEB-2013
REPEAT	REPEAT ENROLLMENT RULE		18-JUN-2012
STANDARD	STANDARD ENROLLMENT RULE		18-JUN-2012
STATE	State Enrollment Rule		23-MAR-2013
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ord: 5/5	<0SC>		

- RORENRR (Enrollment Rules)
 - STANDARD Rule Code was delivered with the 8.14.2 Release and is System Required allowing no changes
 - REPEAT Rule Code was delivered for institutions that had turned on repeat course tracking in Financial Aid. It is not System Required and does allow changes. If you were not using repeat course tracking at the time of 8.14.2 Release install you will need to create
 - Creation of other Enrollment Rules could be
 - State Fund Enrollment Rule

- Institutional Fund Enrollment Rule
- Scholarship Fund Enrollment Rule

- RORENRR (Enrollment Rules)
 - Use Repeat Course Checking check if rule is used in the repeat course checking during disbursement
 - Count Withdrawal Status as Repeat Attempt if field is checked then <u>Registration Status on</u> <u>courses not graded will</u> count as an attempt of a previously passed course.
 - Repeats Allowed number of repeats allowed for the enrollment rule



- RORENRR (Enrollment Rules)
 - Attendance Must be Verified if checked, attendance must be verified for the course to be counted in enrollment during disbursement
 - Exclude Remedial Courses Future Use
 - Use Only Courses In Program Future Use
 - System Required Set for STANDARD rule
 - Comment Optional



Rule Code:	STANDARD STANDARD ENROLLMENT RULE		Exclude Remedial Courses Use Only Courses in Program
	Count Withdrawal Status as Repeat Attempt		System Required
Repeats Allowed:		User ID:	FAISMGR
	☐ Attendance Must be Verified	Activity Date:	04-AUG-2012
		Comment:	Standard calculation of credit, billing, and
Rule Code:	REPEAT ENROLLMENT RULE		Exclude Remedial Courses
	✓Use Repeat Course Checking		Use Only Courses in Program
	Count Withdrawal Status as Repeat Attempt		System Required
Repeats Allowed:	1	User ID:	FAISUSR
	Attendance Must be Verified	Activity Date:	07-APR-2013
Pula Cada:			Evoludo Domodial Courses
Rule Code.	Use Repeat Course Checking		
	Count Withdrawal Status as Repeat Attempt		System Required
Repeats Allowed:		User ID:	
	Attendance Must be Verified	Activity Date:	
		Comment	

Fund Specific Setup

- Several options to add Enrollment Rules to Funds
 - -RFRMGMT (Fund Management)
 - -ROAMGMT (Funds Management)
 - RFRENRR (Fund Enrollment Rules)
 - Can add by Enrollment Rule
 - Can add by Fund Code, Fund Source, Fund Type or Federal Fund ID

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Payment Percent for Three Quarter Load:		
Payment Percent for Half Load:		
Payment Percent for less than Half Load:		
Change Load During Period:	A	
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+/- Days for Attending Hours:		
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	Use Disbursement Enrollment Edits for Memo	
	✓ Recoup when Award Reduced	
If Ineligible Before Cut off Date:	B=Backout Disbursements	
If Ineligible After Cut off Date:	B=Backout Disbursements	
If Selected for Verification but is Not Complete:	N=No do not allow disbursement	
	Override General Tracking Requirements	
	000000000000000000000000000000000000000	
Use the hours which the student is attending for courses which have begun when calculating en	rollment for disbursement	Ŋ

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PELL	Federal Pell Grant	FDRL	GRNT	PELL	REPEAT	
PHEAA	PHEAA Grant (PA)	STAT	GRNT	GTIV	STATE	
SEOG	Federal SEOG	FDRL	GRNT	SEOG	REPEAT	
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Repeat Coursework Processing Required Setup

- SHARPTR (Repeat/Multiple Course Rules)
 - Financial Aid repeat course checking only uses the:
 - Level Indicator
 - Title Indicator
 - Schedule Type Indicator
 - Transfer Course Indicator

- More Transfer Course information in slides below
- No other fields are used from this form
- Financial Aid office must coordinate with Registrars office to ensure indicators are set according to both institutional policy and repeat coursework regulations.

Level Indicato	Title Schedule Type r Indicator Indicator		dule Type Idicator	ule Type Transfer Course Passing icator Indicator Grade						User		Activity Date		
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255101	GR	Highest	•	c	Selected	-	Highest	-		с	Selected	-	27-AUG-2009	
244442	GR	Highest	•	D	Selected	*	Highest	•		D	Selected	•	31-AUG-2009	
244442	UG	Highest	•	D	Selected	*	Highest	•		D	Selected	•	28-AUG-2009	
203042	UG	Latest	-	c	Selected	-	Latest	-		с	Selected	-	25-NOV-2009	
202710	UG	Highest	-	D	All	-	Highest	-		D	All	-	14-SEP-2009	
200912	UG	Latest	-	D	Selected	-	Latest	-		D	Selected	-	08-MAY-2009	
200710	01	First Passing	-	F	Selected	-	First Passing	-		F	All	-	27-JAN-2008	
200082	UG	Highest	-	D	Selected	-	Highest	-		D	Selected	-	11-SEP-2009	
200081	GR	Highest	-	D	Selected	-	Highest	-		D	Selected	-	11-SEP-2009	
200081	UG	First Passing	-	D	Selected	-	First Passing	-		D	Selected	-	11-SEP-2009	
	LIC	Highest	+	D	Selected	-	Highest	-		C	Selected	-	21-SEP-2009	



Repeat Coursework Processing Additional Setup Considerations



RORRPCX – Financial Aid Repeat Course Exclusion

- Allows the institution to define legitimate course exclusions from repeat disbursement calculations
 - Examples include: Thesis, Dissertation, Physical Education and Performance Coursework
- Term Range used to define period of time to exclude course
 - From Term must be equal to or greater than the From Term for which the course was created and less than the To Term for which the course was created in SCACRSE (Basic Course Information)
 - To Term can be any term greater than the From Term, blank or 999999
- Courses can be entered multiple times as long as terms do not overlap

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Course

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Description	From Term
Marketing I	201065
Strategic Management	201065
Defect 94404 - test	201230
Test numeric subject	999999
Arts and Culture	201065
Introduction to Art	199510
History of Testing	199510
sdafsff	201210
Mathematics 101	201210
MEXC Math	200912
Math 504	201110
Math 504 New Title	201210

To Term
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201230
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999999
201120

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SCADETL - Course Detail Information

- Used to indicate course equivalencies or "course inclusion"
- Course equivalencies may already be defined by institutional policy or course expiration
 - Financial Aid and Registrar office should coordinate to ensure all applicable courses are properly defined as equivalencies
 - Examples:
 - Institution has ENG 101 for freshman, ENG 201 for sophomore. The student can take it at either level, but not both
 - Course HIST 500 is now called HIST 600, but course is the same
- Refer to Student User Guide for additional form setup detail



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From Term:	201110 Me	aintenance	lo lerm:	999999			

Additional Enrollment Calculation Options

- All options below will be used for repeat coursework calculations as they have been used for total hours calculations
 - Excluding hours from the enrollment calculation based on Student & Course Level
 - ROAINST (Global Institution Financial Aid Options)
 - Exclude Course Levels Tab
 - Excluding hours from the enrollment calculation based on Course Section
 - ROASECT (Section Unavailable for Aid)
 - Ability to manage Adjusted Hours Calculation
 - RPRAUDT (Audit Grading Mode)

Banner Repeat Logic



Banner Logic Will Look At...

- Courses not graded, not rolled to academic history
 - From student's registration, both previous and current
- Courses graded, not rolled to academic history
- Courses rolled to academic history
- Transfer courses and their equivalencies
- For those interested in code location, the logic for determining repeats is the Financial Aid Repeat Course (ROKRPTS) package.



STVRSTS (Course Registration Status Code Validation)

Status Code must be checked to Count in Enrollment

Status Code	Description	Allowed to Enter	Count in Enrollment	Count in Assessment	Count in Attempted	Count in Time Status
P7	Cnt in Attp/do not time Status					
РВ	Pams Registration					
PD	Pams Drop					
PW	Pams w/drawl					
RC	Reinstate Crse	v				
RE	**Registered**					
RP	This RSTS code is 30 character					
RS	Reinstated Stu					
RV	**Voice Registered**					
RW	**Web Registered**					

Grade Maintenance

- SHAGRDE (Grade Code Maintenance)
 - Repeat Indicator
 - Must be checked to use in repeat course checking
 - Gives institution additional control for which Grade Codes to use and which not to use
 - If indicator is changed at any time, the repeat calculation may be affected
 - Count in Passed Indicator
 - Must be checked for Grade Code to be considered as a "Passing Grade"

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SHATRNS (Transfer Course)

- Regulation
 - Transfer coursework accepted towards program of study must be included in repeat calculation
- Banner Logic
 - Transfer course must have Equivalency Detail completed, if applicable
 - Count in GPA indicator checked
 - Must have Transfer indicator checked on SHARPTR
 - Repeat indicator on SHAGRDE checked
- Repeat coursework calculation works with transfer courses entered manually on SHATRNS or via the Transfer Articulation module in Banner Student

Transfer Course SHA	RNS 8.3.0.2 (FIN-CIT)						Ľ×
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Course Attribute	25 Description						

- The Financial Aid Hours block Data updated either manually or by running RSRENRL Financial Aid Enrollment Hours process allows insert or update on single or multiple Enrollment Rules
 - If aid year is not listed in Key Block all terms where the student is/was enrolled is viewable
 - If Period and/or Enrollment Rule is entered with the Aid Year in the Key Block only that data is viewed
 - The Credit, Bill and Adjusted hours calculations in the Current Hours block is for each Enrollment Rule.

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- Financial Aid By Date
 - This window allows you to view and update the Attending Hour enrollment load for each Enrollment Rule for the aid year.
 - Data updated either manually or by running RSRENRL Financial Aid Enrollment Hours process allows insert or update on single or multiple Enrollment Rules



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- Financial Aid Enrollment By Period
 - The Financial Aid Hours by Period block will display each Enrollment Rule defined for the aid year for each Period that is part of the students aid period.
 - Only the Enrollment Rules which have been frozen manually or by running the RSRENRL process will have numerical Credit, Bill, and Adjusted hours.
 - Enrollment Rules for the aid year which have not been frozen will contain a *NULL value for the* Credit, Bill, and Adjusted hours.



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Binancial Aid Enrollment RO	AENRL 8.15 (SEED)					≚ X
Aid Year: 1314	ID: A00010122 TAdd-I	n Edit			Period:	
					Enrollment Rule:	
B Financial Aid Enrollment by F	Period ROAENRL 8.15 (SEED) 000000000000000				××
Financial Aid Hours b	by Period					
	Envellment	Credit	Bill	Adjusted		
Period	Rule	Hours	Hours	Hours		
201420	STANDARD					
201420	FEDERAL					8
201420	REPEAT					
201420	STATE					
201410	STANDARD	12.000	12.000	12.000		
201410	FEDERAL					
Financial Aid Attendi	ng by Period	7				
	Enrollment	Attend	Credit	Bill	Adjusted	
Period	Rule	Date	Hours	Hours	Hours	
201410		23-SEP-2013	12.000	12.000	E 000	
201410	STATE	13-SEP-2013	12.000	12.000	9 000	
201410			12.000	12.000		
						•
				<u> </u>		•
Period				~~~~~	55	
Record: 1/?	<0	ISC>				
				-		

- Current Enrollment by Date (Student) Displays credit, bill and adjusted hours for each enrollment rule based on Attend Date from the students registration record
- Current Hours by Period (Student) displays credit, bill and adjusted hours for each enrollment rule. No enrollment will show hours as Null



Financial Aid Enrollmer	nt ROAENRL 8.14.2 (FIN-CIT)				
Aid Year: 1112	ID: A00022396 🔻	Student402 Test40)2		Period: Enrollment Rule:	
Current Enrollment by	Date ROAENRL 8.14	.2 (FIN-CIT) 2003				
Enrollment Rule	Attend Date	Credit Hours	Bill Hours	Adjusted Hours		
STANDARD	16-OCT-2011	13.000	13.000	13.000		
REPEAT	16-0CT-2011	9.000	9.000	9.000		
STANDARD	15-AUG-2011	10.000	10.000	10.000		
REPEAT	15-AUG-2011	6.000	6.000	6.000		
Close)						

😤 Financial Aid Enrollment	t ROAENRL 8.14.2 (FIN-CI	T)				<u>ک</u>
Aid Year: 1112 💌	ID: A00022396 Stude	nt402 Test402			Period: Enrollment Rule:	
🙀 Current Enrollment by F	Period ROAENRL 8.14.2 (F	FIN-CIT) (2000/2000	000000000000			00000000000000000000000000000€ ≥
Current Hours by	Period					
Period	Enrollment Rule	Credit Hours	Bill Hours	Adjusted Hours		
SPRING 2012	STANDARD					<u> </u>
SPRING 2012	REPEAT					
FALL 2011	STANDARD	13.000	13.000	13.000		2
FALL 2011	REPEAT	9.000	9.000	9.000		
						•
Current Attending	ı by Period					
	, _ ,	Attend	Credit	Bill	Adjusted	
Period	Enrollment Rule	Date	Hours	Hours	Hours	
FALL 2011	STANDARD	16-0CT-2011	13.000	13.000	13.000	<u> </u>
FALL 2011	REPEAT	16-0CT-2011	9.000	9.000	9.000	
FALL 2011	STANDARD	15-AUG-2011	10.000	10.000	10.000	2
FALL 2011	REPEAT	15-AUG-2011	6.000	6.000	6.000	6
						•
Close						

- Current Hours Schedule Enrollment by Course (Student)
 - Withdrawal Counted field is used if 'Count Withdrawal Status as Repeat Attempt' is checked and Not Counted field is the number of repeats allowed, minus the Withdrawal Counted field. <u>Remember it is</u> <u>the Withdrawal Registration Status on ungraded courses that is affected</u>
 - Attendance Verified If the Last Date of Attendance is populated for the student/course on the SFAALST form, the Attendance Verified indicator will be checked (Y).
 - The Counts in Program and Remedial Course indicators are reserved for future use. The Counts in Program field will be checked (Y) for each course for every student <u>at this time</u>.

🔞 Financial A	id Enrolln	nent ROA	ENRL 8.14	.2 (FIN-CIT)								_≚×
Aid Year:	1112	ID: A00022396 Student402 Test402						Period: Enrollment Rule:				
😨 Enrollment	: by Cour:	se ROAEI	NRL 8.14.2	(FIN-CIT) 🖂				******				⊗≚×
CRN 16 Exclude	Part of Term 1 Section	Subject Code MATH	Course Number 501 urse Level	Start Date 15-AUG-2011 Excluded	End Date 14-DEC-2011 Attendance Verif	Credit Hours 4.000 fied Cour	Billing Hours 4.000 ts in Progra	CEU N	Grading Mode S Remed	Status RE ial Cour	Repeat Number Withdrawal as Repeat Counted Not Counted 2 2 rse	
CRN 29 Exclude	Part of Term 1 Section	Subject Code ACCT	Course Number 401 urse Level	Start Date 15-AUG-2011 Excluded	End Date 14-DEC-2011 Attendance Verif	Credit Hours 3.000 fied Coun	Billing Hours 3.000 ts in Progra	CEU N	Grading Mode S Remed	Status RE ial Cour	Repeat Number Withdrawal as Repeat Counted Not Counted 1 1	
CRN 45 Exclude	Part of Term 1 Section	Subject Code HIST	Course Number 101 urse Level	Start Date 15-AUG-2011 Excluded	End Date 14-DEC-2011 Attendance Verif	Credit Hours 3.000 fied Coun	Billing Hours 3.000 ts in Progra	CEU N	Grading Mode S Remed	Status RE ial Cour	Repeat Number Withdrawal as Repeat Counted Not Counted 0 0	
CRN 8 CRN Exclude	Part of Term 3 Section	Subject Code BIOL Cot	Course Number 801 urse Level	Start Date 16-OCT-2011 Excluded	End Date 14-DEC-2011 Attendance Verif	Credit Hours 3.000 fied Coun	Billing Hours 3.000 ts in Progra	CEU N	Grading Mode S Remed	Status RE ial Cour	Repeat Number Withdrawal as Repeat Counted Not Counted 0 0	•

RFRFUND (Fund Description)

- Displays the Enrollment Rule value for fund selected
- ROPROLL (FA New Year Roll Process)
 - Rolls values for Enrollment Rule field/values for fund
- RORGRDE (Grade Exception Report)
 - Removed the Excluded Repeat Course value for each course listed



- **RORREGS** (Financial Aid Reg. Report)
 - Modified to consider the values of two existing parameters
 - When Parameter 03 Registration Report Type = A and Parameter 10 - Period is NOT NULL, the process returns all records for Parameter 10 - Period.
 - Output lists the credit, billing and adjusted hours by enrollment rule for the terms within each period.
- **RPBLMID** (CLM Disbursement Feed)

- Modified to use Enrollment Rule of STANDARD
- **RPRVDIS** (Disbursement Validation Report)
 - Modified to use the enrollment rules for the fund.

- **RPEDISB** (Disbursement Process)
 - Modified to use the Enrollment Rule associated with the fund being disbursed
- **RPEPELL** (PELL Calculation Process)
 - The RPEPELL program has been modified to use the Enrollment Rule associated with the Pell fund when calculating the Pell load
- **RPEPCKG** (Packaging Process)

 modified to use the Enrollment Rule defined for the fund when awarding TEACH Grants using Billing or Adjusted hours

- RRRAREQ (Applicant Requirements Report)
 - Modified to remove all logic used to display and calculate enrollment status
 - Updated the process to display the period budget group
- RRREXIT (Exit Interview Requirements)
 - Modified to use Enrollment Rule of STANDARD when evaluating student's enrollment or when the Consortium indicator has been checked and Financial Aid Hours are used.



- **RSRENRL** (Financial Aid Enrollment Hours Process)
 - Calculates the Credit, Billing and Adjusted hours for each Enrollment Rule defined for aid year.
 - The Financial Aid Hours and Attending hours will be inserted/updated for each Enrollment Rule based on your parameter selections.
 - New Parameter 10-Enrollment Rule Code allows you to insert/update Financial Aid hours and Attending hours for a specific Enrollment Rule. If left blank all Enrollment Rules will be processed.



 FISAP logic will use the STANDARD enrollment rule when making the determination of Full or Less than Full Time Status



Summary

- Background
- Required Setup
- Additional Setup Considerations
- Banner Repeat Logic
- Questions & Answers



Questions

Thank you for your attendance

