

Reminder: Important Dates for Summer 2017, Fall 2017, Spring 2018

Calendar Item	Date
SAFM Open for Summer 2017 entry	3/16/2017, *interface from SAFM to DA started on 3/16
DA Page Open for Entry (for those not in SAFM)	3/16/2017
SAFM Open for Fall 2017, Spring 2018 entry	...awaiting approved health ins rates
Summer Tuition Calcs (waivers go from \$1 to tuit amt)	Starting 4/10/2017
Summer Session 1 Begins	5/15/2017
Last Day to Get All Your Entries in SAFM for Summer	6/22/2017 (changes after this date will be applied to FY18)
Last GA Interface to Oracle for FY2017	6/23/2017
See Chart Below for Additional Information Regarding Summer Dates	
Fall Tuition Calcs (waivers go from \$1 to tuit amt)	7/7/2017
All Entries Should be Approved in SAFM for Fall 2017	7/17/2017
Fall Term Statements Created	7/18/2017
Fall Financial Aid Disburses	8/14/2017
Fall Tuition Due Date	8/16/2017
Fall First Day of Classes	8/22/2017
Students w/Past Due or No Enrollment Cancelled (Fall)	8/25/2017
Aetna Student Health Ins Website Opens	mid-July, specific date TBD

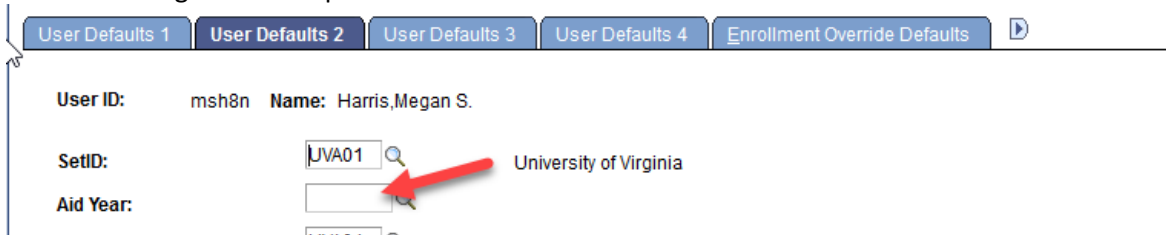
Summer Specifics

SIS - SAFM		SIS – Departmental Awarding (FA) Pages			Oracle
Budget/Target Fiscal Year	Academic Term	Financial Aid Aid Year	Summer Award Type	Projected Disb Date	Charge Appears in Fiscal Year
<u>Tuition Awards</u>					
2016-17	1176	2018	Tuition – Summer 1	May 12, 2017	→ 2016-17
2017-18	1176	2018	Tuition – Summer 2	July 7, 2017	→ 2017-18
<u>Stipend Awards</u>					
2016-17	1176	2018	Stipends - June	May 23, 2017	→ 2016-17
2016-17	1176	2018	Stipends - July	June 21, 2017	→ 2016-17
2017-18	1176	2018	Stipends - August	July 21, 2017	→ 2017-18

- Awards will credit the student's SIS account on the dates listed above.
- Stipends will process to AP the following day.
- June and July stipends will come from 2016-2017 budgets. August stipends will come from 2017-2018 budgets.
- Regardless of Disbursement Date, if you enter your award in SAFM after June 22, the funds will come from Fiscal Year 2017-18.
- Federal aid will be disbursed depending on what sessions they are taking in the summer and career/program. The students can see the disbursement dates in SIS once the aid is entered. Contact SFS (Sarah Doran or Debbie Davis) directly regarding questions about Federal Aid.

Reminder: Default SAFM Fiscal Year

- To default your SAFM Fiscal Year, remember to change your Aid Year in User Default Tab 2 to the fiscal year you wish to use. Navigate to Set up SACR > User Defaults > User Defaults 2 tab.



User Defaults 1 | **User Defaults 2** | User Defaults 3 | User Defaults 4 | Enrollment Override Defaults

User ID: msh8n Name: Harris, Megan S.

SetID: UVA01 University of Virginia

Aid Year:

FYI: New SAFM Target Key Field on Departmental Aid PTAEAO Page

- On the DA PTAEAO page, a new field "SAFM Target Key" has been added (this is related to a change we made to enhance the SAFM-to-DA interface in order to eliminate some manual behind-the-scenes work.)
- SAFM Users: 2018 and going forward, you will see a SAFM Target Key field on the DA PTAEAO page. This page is view-only for you anyway, but we wanted to make you aware of the new field.



Date Placed	Award	Project	Task	Org.	Exp. Type	SAFM Target Key	Validator	Validated On	Percentage	Offer Amount
04/03/2017 1:42:00PM	FA00139	101194	101	31315	1012	62	Validator		100.00	1.00

Save and Return

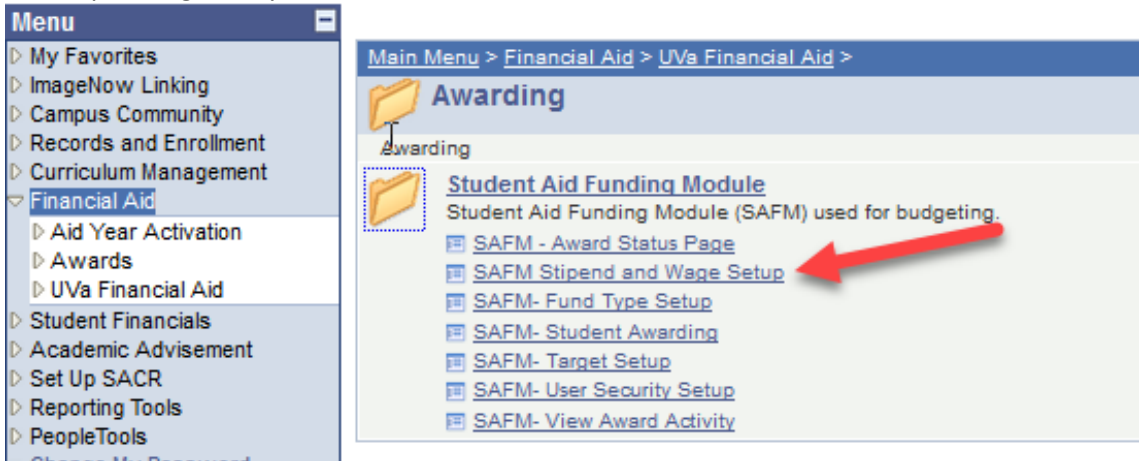
- Users not using SAFM: 2018 and going forward, you will see a SAFM Target Key field on the DA PTAEAO page when entering PTAEOs, but it will not be editable. There is nothing new that you need to do.



Date Placed	Award	Project	Task	Org.	Exp. Type	SAFM Target Key	Validator	Validated On	Percentage	Offer Amount
04/10/2017 3:31:10PM					1013		Validator		100.00	1.00

New SAFM Menu Item (for GSAS only at this time)

- You may have noticed, there is a new menu item added under the SAFM folder.
- This was added so that the GSAS SAFM School Admin can default stipend and wage amounts into their packages.
- All users can access this link, but this is meant for use with GSAS SAFM packages (if you are not in GSAS, you don't even see those packages as something to select when awarding students).
- Note: If you are a GSAS departmental admin or departmental user, you can view the stipend/wage amounts that have been set up for orgs that you have access to.



Menu

- My Favorites
- ImageNow Linking
- Campus Community
- Records and Enrollment
- Curriculum Management
- Financial Aid
 - Aid Year Activation
 - Awards
 - UVa Financial Aid
- Student Financials
- Academic Advisement
- Set Up SACR
- Reporting Tools
- PeopleTools

Main Menu > Financial Aid > UVa Financial Aid >

Awarding

Student Aid Funding Module
Student Aid Funding Module (SAFM) used for budgeting.

- SAFM - Award Status Page
- SAFM Stipend and Wage Setup
- SAFM- Fund Type Setup
- SAFM- Student Awarding
- SAFM- Target Setup
- SAFM- User Security Setup
- SAFM- View Award Activity

Enhancement: Cancel Package in Any Combination of Start, Processed, or Rejected

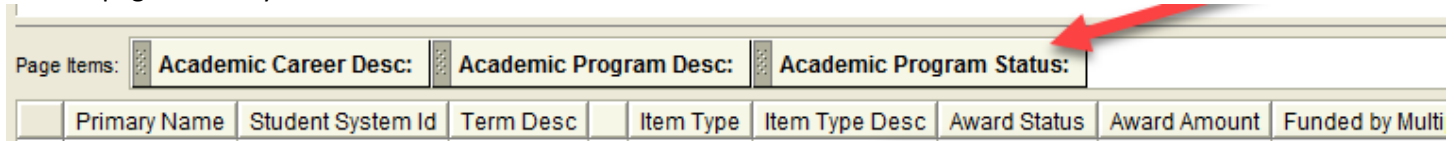
- As of March 16, users are now able to cancel packages when awards statuses are in any combination of start, processed, or rejected as long as no reversal is waiting to be processed.

Discoverer Reporting: Transition to UBI

- SAFM reports will transition to UBI
- SIS-EA is working on a few outstanding Discoverer reporting issues before the transition to UBI.

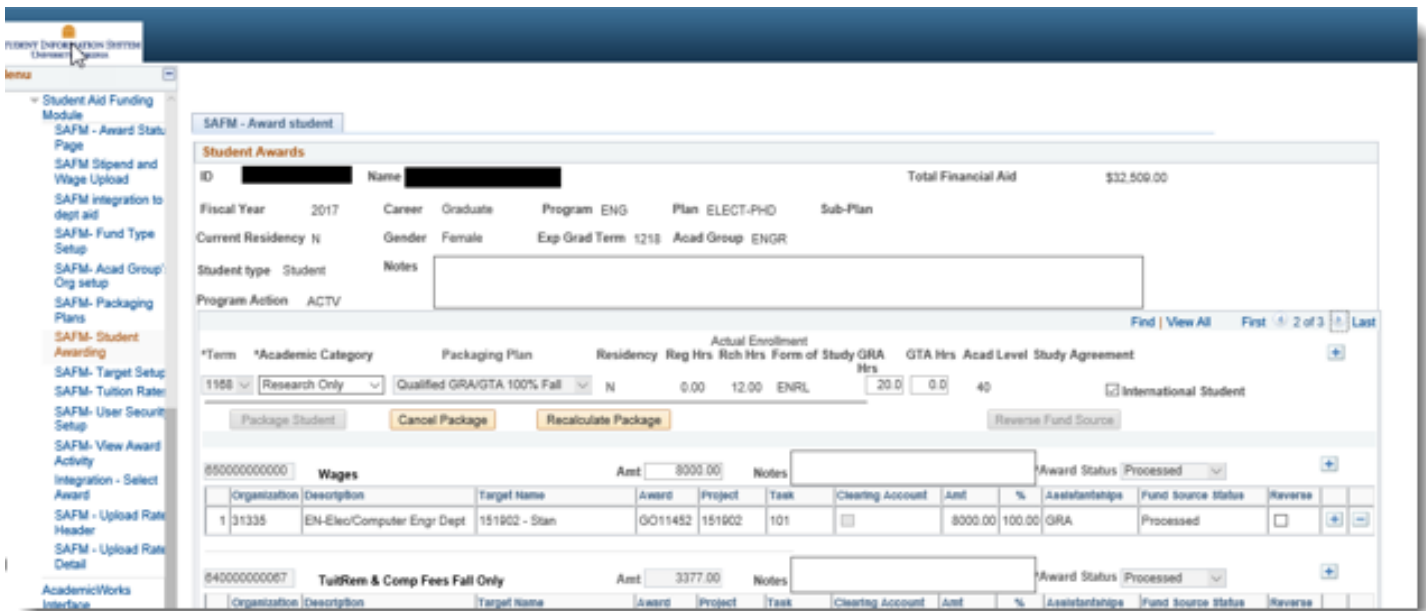
Forthcoming Enhancement: SAFM Award Status Report (Discoverer)

- In the past, the SAFM Award Status Report only displayed students who had a Program Status of Active in Program (so, admitted applicants were missing). We are modifying the report to include students in other program statuses as long as they have awards in SAFM.
- We will add a parameter to the report so you can search by specific statuses if you wish. We will also add it as a page item so you can filter.



SIS 9.2 Upgrade

- The upgrade of production scheduled for Memorial Day weekend, starting at 5 PM on Friday, 5/26, the system will be available when you return to work on Tuesday morning (if not sooner).
- With 9.2, PeopleSoft has delivered a new stylesheet. The main differences are:
 - The pages appear lighter, much of the blue has been replaced by white or gray
 - New items have been added to the top banner, NavBar provides an alternate way to navigate within the system and Notifications will display notifications and worklist items.
- We can log-in to a test environment so you can see what the new SIS will look like.
- Here is a screenshot of the SAFM awarding page as an example:

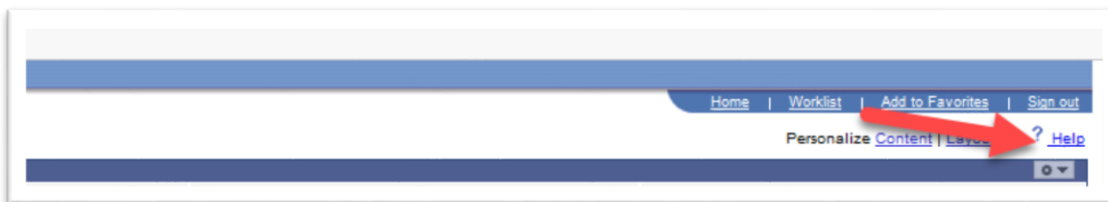


Meetings: Upcoming Dates, Times, Locations

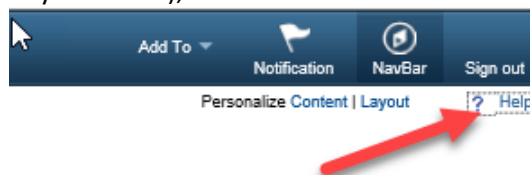
- GSAS Specific Meeting (to review school specific GSAS changes): May, day TBD, 3:30pm, location TBD
- DAUG meetings will not occur over the summer, will resume for the fall

Reminder: How to Get Help

- Access help from within SIS. Click “Help” link, in the search box type “SAFM” and uncheck Applicable. You can view SAFM training materials and quick guides.



In SIS 9.2 (after the Memorial Day weekend), will look like this:



- Bookmark and visit the DAUG website: <http://sfs.virginia.edu/internal/deptaid>. Regularly updated and includes DAUG meeting notes, important dates, links to quick guides, etc.
- Contact your School Admin/Local Expert via email or phone.

School/Unit	School Admin	Phone	Email
GSAS	Lloyd Banks	4-3919	lb3ne@Virginia.EDU
Curry	Katie Walker	3-4585	kwalker@virginia.edu
Engineering	Joan Wicks	4-4380	jew9s@virginia.ed
BIMS	Fay Miller	4-2217	fmiller@virginia.edu
Nursing	Adam Seid	4-0067	ads8n@Virginia.EDU
Architecture	Kristine Nelson/Matthew Dean	4-6442	mtd7u@virginia.edu

- Attend the monthly DAUG meetings. These typically occur on the second Wednesday of the month at 3:30pm.
- Send email to 4help@virginia.edu, please use **subject line: “SAFM”**
- 4help tickets are automatically routed: once you send the email, the help desk routes it to SFS. If SFS is unable to resolve/it is a true system issue, it is then escalated to the Financial Aid team in ITS.
- We kindly ask that you please do not send emails to individuals in SFS or ITS directly. Sending your questions through 4help ensures that we are able to track the issues as well as analyze the types of questions you are sending.
- We have seen very rare instances of the helpdesk incorrectly routing or incorrectly solving a ticket; IF this happens to you, let us know immediately so we can correct it and ensure it does not happen again.

Questions?

