DAUG MEETING

Topics

- Important Dates
- Summer Reminders
- SAFM 2020-21: Reminders
- New for SAFM in 2020-21 (Enhancements)
- FST Update
- SAFM Access
- Getting Help: Resources and Contacts

Important Dates

Calendar Item	Date
SAFM/DA Open for 2020-21 (1206,1208,1211,1212)	March 26, 2020
Returning Grad & UGRD Summer Enrollment	March 31, 2020
Graduate Fall Enrollment	April 2, 2020
2020 Summer Tuition Calc'ed	April 3, 2020
April 2020 stipend disbursement	March 23, 2020
Last Day to Get Entries in SAFM for Summer 20	Mid-May (tuit. shows as anticipated aid)
Finals Weekend (Graduation)	Friday, May 15 - Sunday, May 17, 2020
Summer Term Begins	May 18, 2020
June Stipend disbursement	May 22, 2020
Summer Session Calendar	https://summer.virginia.edu/calendars
Last Day to Process Changes in SAFM for FY20	June 18, 2020
Last GA Interface to Oracle for FY2020	June 22, 2020 (morning)
2020 Fall Tuit Calc'ed (waivers go from $1 to amt)	July 3, 2020
Aetna Student Health Ins Website Opens	July 6, 2020
Fall Term Charges Notification	July 21, 2020
Aetna Website Last Day to Enroll/Waive	August 11, 2020
Fall Financial Aid Disburses	Aug. 17, 2020
Fall Tuition Due Date	Aug. 19, 2020
Fall First Day of Classes	August 25, 2020
Students w/Past Due or No Enrollment Cancelled	August 31, 2020
Health Insurance Charges Posted	September 18, 2020
Health Ins Subsidy Fall Disbursement	October 1, 2020

Stipend Disbursement Dates May 2020-August 2021

Stipend	Disb Date
May 2020	4/23/2020
June 2020	5/22/2020
July 2020	6/16/2020
August 2020	7/23/2020
September 2020	8/21/2020
October 2020	9/23/2020
November 2020	10/23/2020
December 2020	11/20/2020
January 2020	12/18/2020
February 2020	1/22/2021
March 2020	2/23/2021
April 2020	3/23/2021
May 2020	4/23/2021
June 2020	5/21/2021
July 2020	6/17/2021
August 2020	7/23/2021

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**
		Tuition Awards			
2019-20	1206	2020	Tuition–Summer 1	May 6, 2020	2019-20
2020-21	1206	2020	Tuition–Summer 2	July 10, 2020	2020-21
		Stipend Awards			
2019-20	1206	2020	Stipends - June	May 22, 2020	2019-20
2019-20	1206	2020	Stipends - July	June 16, 2020	2019-20
2020-21	1206	2020	Stipends - August	July 23, 2020	2020-21

Summer Reminders

In the summer, you can award students in either Summer 1 (Fiscal Year 2020, term 1206) or Summer 2 (Fiscal year 2021, term 1206). This allows you to choose which fiscal year you wish for the charges to hit your PTAEOs.

But, you should only award a student a tuition award in <u>either</u> Summer 1 <u>**or**</u> Summer 2. Not both.

Exception: If you need to pay part of the student's tuition from a PTAEO in FY2020 and part from a PTAEO in FY2021, then you should use a limited package in Summer 1 and a limited package in Summer 2.

SAFM 2020-21: Reminders

Reminder: Rollover Targets
Setup your targets for 2020-21. Navigation: Financial Aid > UVa Financial Aid > Awarding > Student Aid Funding Module > SAFM- Target Setup. For detailed instructions, please see the February 2020 DAUG notes that will be posted on the DAUG website.

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.
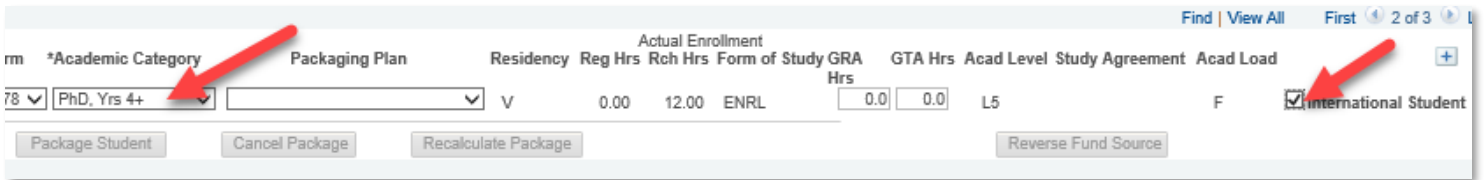

Reminder: Awarding Admitted Applicants
We are opening SAFM for 2020-21 in March 2020, which means you will be able to award admitted applicants. If you do this, but the student does not accept your offer of admission make sure to cancel the awards you entered for them. *If you neglect to cancel their awards, but the student accepts an offer at another school within UVA, the funds will disburse to them.

Reminder: Academic Category Defaulted
To improve the accuracy of SAFM tuition award amounts and decrease data entry, on the SAFM Awarding page, once the term is selected from the drop down menu, the system defaults the academic category and international fee check box (if applicable).

March 2020

If the student is not yet term activated for fall OR if the individual is still an applicant (not yet a student), the academic category and international student check box will NOT default. You will need to enter this information manually.
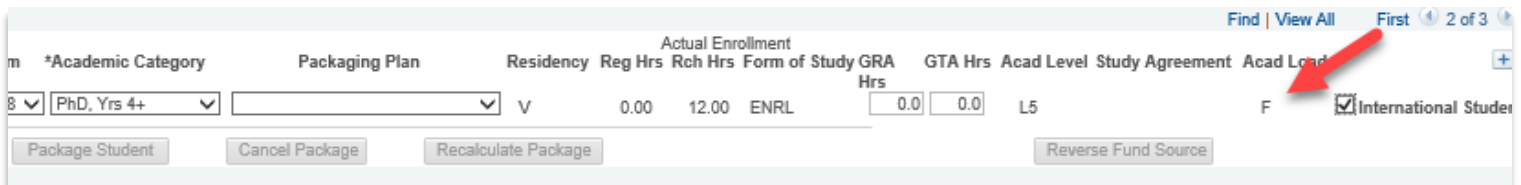
Spring will assume the same information as fall.

The system will only default the academic category once term selected from the drop down.

The academic category will not update once you have saved and go out/come back in.

The international student checkbox will be defaulted as checked or unchecked based on the information in SIS; the checkbox will remain editable for students and applicants; the user will be able to check or uncheck the box. If the user checks or unchecks the international student box, but it does not match what is in the system, there will eventually be a discrepancy between the amount in SAFM and the amount the student was charged.

Field of Acad Load added to the page. **F** indicates that the student has an approved academic load of full-time. **P** indicates that he student has an approved academic load of part-time. If the student is a Part-time student, the academic category of Part-time will be defaulted and you will then pick the part-time packaging plan.

Reminder: Health Insurance
We do not have the "approved" health insurance rate yet. So, when you package a student, an "estimated" amount for the health insurance rates will populate as the award level amount for health insurance.

You can go ahead and award (package, cancel package, repackage, etc.) as normal without the finalized health insurance rate. You will not be able to move the health insurance award past start (defaulted to Start status and grayed out).

Health insurance will not be interfaced from SAFM to the Departmental Award area.

Once the rate has been approved (likely in April or May), the health insurance amounts will be updated and the Award Status box will open up.

You will then be able to move the award through the workflow - and it will interface from SAFM to the Departmental Aid area of SIS.

New for SAFM in 2020-21 (Enhancements)
- Modify SAFM for Architecture to include the Design Technology fee in the award amounts.
- Set up the new Engineering Computer Science as a new category

FST Update
The FST team has defined the fields that will make up the FDM (Chart of Accounts) but is still working on definitions for the fields and valid values for each new chart field.

We are starting to meet internally in ITS to plan resources for the changes in SIS and will meet with school representatives soon.

The goal of the FDM transition in SIS will be to keep existing functionality but to redefine the fields according to the new FDM and to take opportunities to leverage any new WorkDay functionality that could improve processes.

SAFM Access
Reminder: When new users submit an ESHARP request for the UV FA SAFM User role, they do not need to request separately access to UBI reporting (for the SAFM reports). They also do not need to request separate access for the UV SF Viewer Departments role (which allows users to view the Student Finance Customer Accounts and Item Line Detail). All of this is included with the UV FA SAFM User role.

Getting Help: Resources and Contacts

Training Materials & Quick Guides
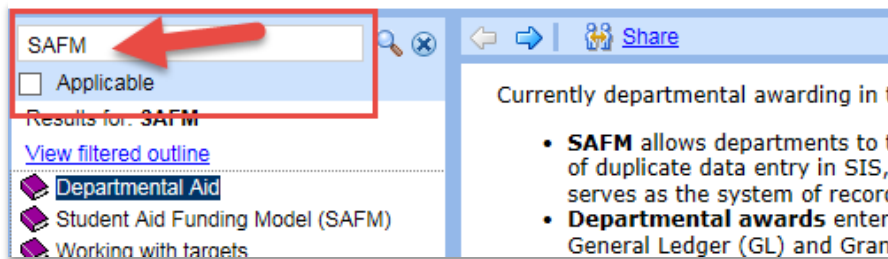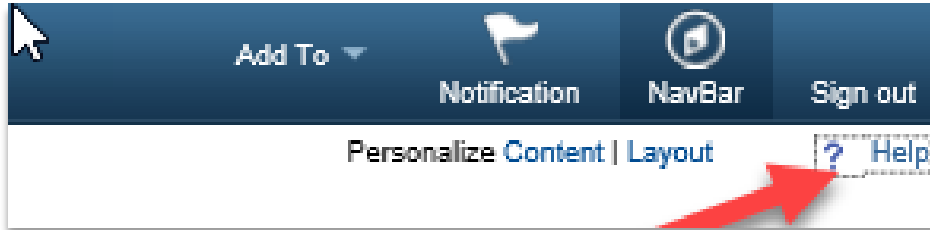
School Admins

School/Unit	School Admin	Phone	Email
Architecture	Carolyn Buchanan	4-6228	ceb4gw
BIMS	Fay Miller	4-2217	jff3f
Curry	Dana Stanley	4-7161	dfb6n
Engineering	Joan Wicks	4-4380	jew9s
GSAS	Lloyd Banks	4-3919	lb3ne
Nursing	Julie Kusnerik	4-1978	jak8bz
Batten	Cindy Moore	2-2033	chm3b

DAUG Website
http://sfs.virginia.edu/internal/deptaid

DAUG Email List
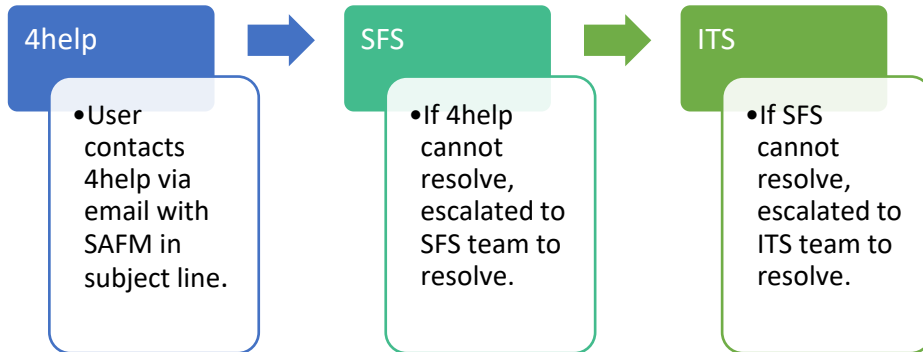Let us know if someone needs to be added.

DAUG Meetings
Recurring meetings, second Wednesday of each month @ 3:30pm.

*We will meet once more before we break for summer. Our next meeting will be on April 8, 2020 @ 3:30pm. We will meet in Ruffner 206.

Additional Help
Send questions to 4help@virginia.edu; enter "SAFM" in subject line. Sending your questions to

4help@virginia.edu ensures that we are able to track the issues and analyze the types of questions asked.

4help
- User contacts 4help via email with SAFM in subject line.

SFS
- If 4help cannot resolve, escalated to SFS team to resolve.

ITS
- If SFS cannot resolve, escalated to ITS team to resolve.