# SAFM Recalculations Quick Guide – Workflow Changes

SAFM Recalculations:

Recalculation of tuition and fees may be required when there are changes to the student's enrollment or other student status changes (residency, international, etc.). These recalculations will automatically change the affected awards status to REJECTED. The award and/or fund sources must be modified and sent back through the workflow as necessary in order to accommodate the recalculations.

 A. If enrollment or student status has changed affecting tuition charges, the system will display an alert indicating that recalculation is required any time the SAFM student awarding page is accessed.

 B. Selecting the Recalculate Package button will recalculation and update the appropriate waiver item types.

  i. If there is a discrepancy between an award amount and fund source amount totals for any item type due to the recalculation, the system will automatically change the award status for those item types to REJECTED.

  ii. Note that fund sources that are in 'Processed' status will remain in 'Processed' status even though the award status has been changed to 'Rejected'. If a fund source is in any status other than 'Processed' the system will also change the fund source status to 'Rejected'.

 C. The Reject Reason code will be 'Fund source amt <> award amt' for all associated fund sources regardless of fund source status.

 D. The rejected awards will need to be modified and moved back to READY status so the corrected and/or new fund sources can be processed. See the SAFM Rejections Quick Guide.
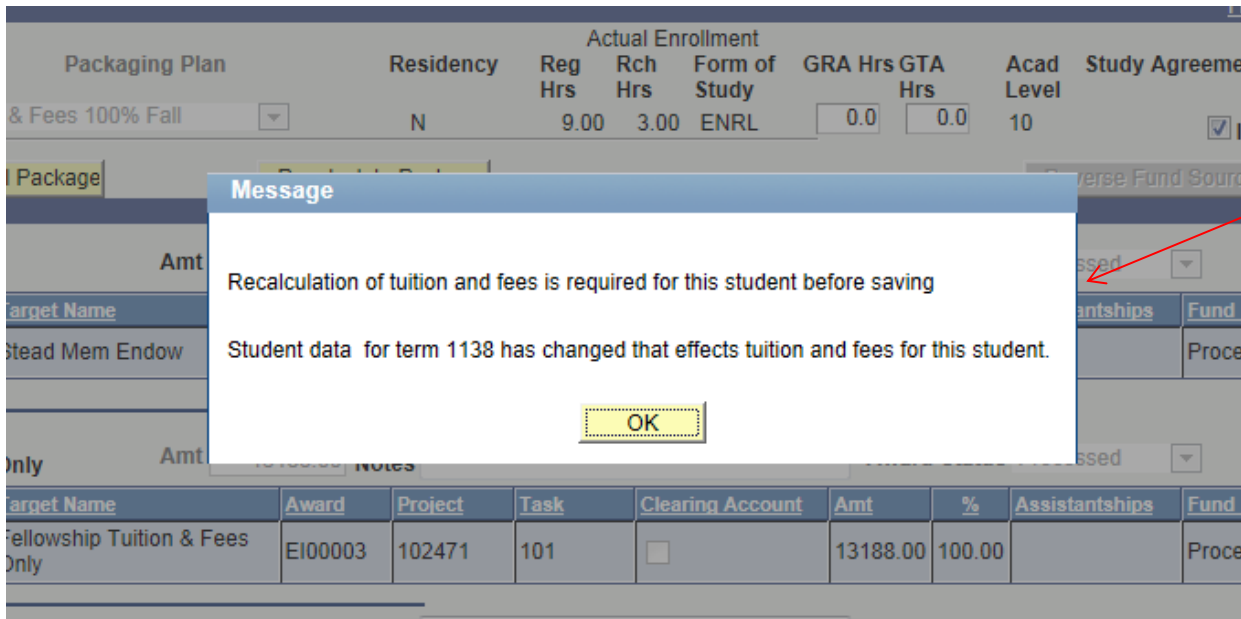
Term 1138 | **Academic Category** PhD Levels 4+ | **Packaging Plan** Tuition & Fees 100% Fall | **Residency** N | **Reg Hrs** 9.00 | **Rch Hrs** 3.00 | **Form of Study** ENRL | **GRA Hrs** 0.0 | **GTA Hrs** 0.0 | **Acad Level** 10 | **Study Agreement** ☑ International Student

Package Student | Cancel Package | Recalculate Package | Reverse Fund Source

640000010502 🔍 Stipends-Fall Only   Amt 10000.00 Notes   *Award Status Processed

	Organization	Description	Target Name	Award	Project	Task	Clearing Account	Amt	%	Assistantships	Fund Source Status	Reverse		
1	31825	AS-History	Stead Mem Endow	ER01380	102471	101	☐	10000.00	100.00		Processed	☐	+	−

640000000060   Tuition & Fees 100% -Fall Only   Amt 3770.00 Notes   *Award Status Rejected | Reject Code

	Organization	Description	Target Name	Award	Project	Task	Clearing Account	Amt	%	Assistantships	Fund Source Status	Reverse		
1	31825	AS-History	Fellowship Tuition & Fees Only	EI00003	102471	101	☐	13188.00	100.00		Processed	☐	+	−

640000000024 🔍 GRAD Health Ins Subsidy   ☐ Declined   Amt 2574.00 Notes   *Award Status Processed

	Organization	Description	Target Name	Award	Project	Task	Clearing Account	Amt	%	Assistantships	Fund Source Status	Reverse		
1	31825	AS-History	Stead Mem Endow	ER01380	102471	101	☐	2574.00	100.00		Processed	☐	+	−

B

Term 1142 | **Academic Category** PhD Levels 1-3 | **Packaging Plan** Qualified GRA/GTA 100% Spr | **Residency** N | **Actual Enrollment** **Reg Hrs** 0.00 | **Rch Hrs** 12.00 | **Form of Study** ENRL | **GRA Hrs** 20.0 | **GTA Hrs** 0.0 | **Acad Level** 40 | **Study Agreement** ☑ International Student

Package Student | Cancel Package | Recalculate Package | Reverse Fund Source

650000000000   Wages   Amt 9300.00 Notes   *Award Status Ready

	Organization	Description	Target Name	Award	Project	Task	Clearing Account	Amt	%	Assistantships	Fund Source Status	Reverse		
1	31340	EN-Mat Sci/Engr Dept	Lu - DOD 138224 (Wolf)	GG11442	138224	101	☐	9300.00	100.00	GRA	Ready	☐	+	−

640000000037   TuitRem & Comp FeesSpr   Amt 8526.00 Notes   *Award Status Rejected | Reject Code

	Organization	Description	Target Name	Award	Project	Task	Clearing Account	Amt	%	Assistantships	Fund Source Status	Reverse		
1	31340	EN-Mat Sci/Engr Dept	Lu - DOD 138224 (Wolf)	GG11442	138224	101	☑	3770.00	100.00	GRA	Rejected	☐	+	−

Reject Reason Codes

Select a Fund Source Reject Code Reason

	Academic Career	GRAD		Academic Program	ASG	Term	1142

Item Type 640000000037 TuitRem & Comp FeesSpr   **Notes**   Amt   8526.00

	Org	Target	Award	Project	Task	Line Amount	Clearing Account	Clearing Account	Assistantships	Reject Reason
1	31340	Lu - DOD 138224 (Wolf)	GG11442	138224	101	3770.00 ☑		113508.101.FA00011.31340	GRA	Fund source amt <> award amt

OK   Cancel

C