

**Academic and Student Affairs**  
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**MEMORANDUM**

**Coded Memo: ASA-2016-15**

**Date:** August 3, 2016

**To:** Presidents

**From:** Eric G. Forbes   
Assistant Vice Chancellor

**Action requested from  
Directors of Financial Aid**

**Subject: Final 2015-2016 Financial Aid Database Report**

Campuses are requested to submit their final Financial Aid Database (FADB) report by **September 8, 2016**. As in prior years, this report will be used to track and manage the State University Grant (SUG) campus allocations. The financial aid database report is also used for other reporting requirements such as the Institution Prices and Student Financial Aid (IPSFA) survey from the National Center for Education Statistics (NCES) of the U.S. Department of Education and for responding to requests from the Governor and the legislature.

Technical information on submission of the final 2015-2016 FADB is included in Attachments A and B. The database file should include the full range of data as identified in Attachment B.

Please note the enhanced functionality to the FADB module for campuses using PeopleSoft remains the same from last year. Dream Loan was added to the Financial Aid Record and the overall record length was expanded. As such, campuses should make note of the position of all awards in the record layout. Please refer to the CMS 9.0 Business Processing Guide, Financial Aid Database (FADB) Report for more details.

Please compile and transfer the database file to your campus financial aid account on the Chancellor's Office server, [coweusftp101.calstate.edu](http://coweusftp101.calstate.edu), by **September 8, 2016**. Questions regarding this report may be directed to Wendy Ortega-Garrett, Associate Director of Student Financial Aid, Academic and Student Affairs - Student Academic Support. Mrs. Ortega-Garrett may be reached at (562) 951-4730 or [wortega@calstate.edu](mailto:wortega@calstate.edu).

EF/dk

Attachments (3)

c: Provosts/Vice Presidents, Academic Affairs  
Vice Presidents, Student Affairs  
Vice Presidents, Administration  
Directors of Financial Aid  
Loren J. Blanchard, Executive Vice Chancellor for Academic and Student Affairs

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