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## Tip<sup>of</sup> the Week

Plan a debt management session as part of your orientation activities for your next group of incoming students. Call TG at (800) 338-4752 for ideas, handouts, and other resources.

## TG updates

### TG offers valuable resources for college planning

Although families and students are enjoying the summer break, many are already anticipating returning to campuses for the fall semester. In addition, recent high school graduates will soon face the challenges and opportunities that come with their first semester in college. Along with these important transitions can come many questions about financial aid and college planning. As student loan processing picks up this summer, financial aid professionals can count on TG to help prepare families and students for a successful fall semester.

#### Online calculators and more

Families and students will find several helpful resources for college planning on *Adventures In Education* (AIE), TG's public-service Web site at [www.AIE.org](http://www.AIE.org).

AIE offers two online calculators to help families and students estimate college costs and make informed decisions about college planning: the Early College-Cost Estimator and College Aid Calculator.

The Early College-Cost Estimator allows families with children of any age to:

- Calculate current and future college costs.
- Design a saving and borrowing plan for college financing.

- Estimate eligibility for financial aid years in advance.
- Print a detailed college financial analysis report.
- Analyze the effects of saving and borrowing.

The College Aid Calculator provides families with a close look at financial aid eligibility at both public and private institutions and allows users to:

- Estimate Expected Family Contribution (EFC) for public and private colleges.
- Calculate an inflation-adjusted EFC any number of years into the future.
- Obtain before and after “what if” results for changes in income and assets.
- Access an educational loan calculator to compare loan types and estimate loan repayment.
- Print an EFC estimate report to save for future reference.

AIE also has special sections for parents, high school students, and college students offering helpful information, checklists, and links to other Web resources. Also available is a scholarship search, a free weekly e-mail newsletter (AIEmail), and access to JobGusher.com<sup>®</sup>, TG’s online employment site geared especially to students.

### **One-on-one attention**

For more personalized service, families and students may also contact TG customer assistance toll-free at (800) 845-6267 or by e-mail at [cust.assist@tgsic.org](mailto:cust.assist@tgsic.org). Our knowledgeable counselors can help lighten your office’s load by answering financial aid questions; providing information on state and federal grants, scholarships, and other financial aid resources; and offering support in pursuing a higher education.

### **A shared commitment**

“Together with our many industry and educational partners, we are committed to helping families and students understand college costs and how to prepare for college both academically and financially,” said Milt Wright, TG president and chief executive officer. “TG is pleased to offer these resources to help all families and students realize their educational and career dreams.”

### **More information**

To see first-hand how TG is helping the families and students you serve, visit us online at [www.AIE.org](http://www.AIE.org).

To find out more about the other products and services that can enhance the financial aid experience for your students, contact your TG customer service consultant or national account representative. Contact information is provided on *TG Online* at [www.tgsic.org/custfocus/national2.cfm](http://www.tgsic.org/custfocus/national2.cfm).

## **TG workshops coming to Houston and Amarillo in July**

If you and your financial aid team are looking for an opportunity to grow personally and professionally while tackling issues facing financial aid professionals, there's still time to catch one of TG's regional training workshops. Workshops will be offered in Houston on July 9 and Amarillo on July 15, with other stops planned for later this summer.

TG workshops offer the opportunity to join your financial aid colleagues for an unforgettable learning and professional development experience. Our training experts have prepared fun and informative sessions on a variety of topics. With eighteen TG workshops from coast to coast under their belts so far this year, our trainers are just getting warmed up!

Attendees will have lots of opportunities to interact with other financial aid professionals in the region during the sessions and over lunch.

For details on times, places, and agendas for the current Texas workshop series being offered by TG customer services, visit *TG Online* at [www.tgslc.org/workshops/regional/locations.cfm](http://www.tgslc.org/workshops/regional/locations.cfm).

### **How to register**

Training is offered free of charge. You can register for the workshops online at [www.tgslc.org/workshops/regional/register.cfm](http://www.tgslc.org/workshops/regional/register.cfm). Please register each person from your institution who plans to attend so that we can ensure that we have the right number of complimentary lunches and session handouts available. Also, please tell us if anyone has special dietary needs so that we may plan menus accordingly.

### **For more information**

If you have any questions or special needs, please contact Sheila Casey at (800) 252-9743, extension 4576, or by e-mail at [sheila.casey@tgslc.org](mailto:sheila.casey@tgslc.org).

## **Federal updates**

### **The elusive RT4: Calculations required even after 60% point**

Return of Title IV funds (RT4). It's the calculation that a school performs when a student who begins attendance during a payment period or period of enrollment ceases attendance in (withdraws from) all of his or her classes. Its purpose is to provide the school with a mechanism to determine how much Title IV aid the student has earned based on the length of time that he or she was actually in attendance. Sounds simple, right?

Although the idea behind RT4 is fairly straightforward, the actual calculation is not. There is so much to know about return of Title IV funds that it is easy for some issues surrounding the calculation to elude even the most diligent RT4 expert.

## Withdrawals after 60% point

One such issue concerns students who withdraw after the 60% point in the payment period or period of enrollment. Those who perform RT4 calculations know that if a student withdraws after the 60% point, the student is considered to have earned 100% of his or her Title IV aid for the payment period or period of enrollment. So why even bother to perform the RT4 calculation, right? You already know what the outcome will be. Well, federal guidance still requires a school to perform the calculation, even if the school knows that the student has crossed the 60% point. Why?

The reason is explained this way in the 2003-2004 *Federal Student Aid Handbook* (FSAH), volume 2, chapter 6 (Return of Title IV Funds), on page 2-107:

**“Important:** For a student who withdraws after the 60% point-in-time, a return will not be required. However, a school must still **complete a Return calculation** in order to determine whether the student is eligible for a post-withdrawal disbursement.”

Essentially, the school must perform the RT4 calculation to determine whether the school must offer the student—who we already know has earned all of his or her Title IV funds by virtue of crossing the 60% point—a post-withdrawal disbursement.

There is a chance that the student has not received all of the Title IV aid that he or she has earned, and the school may have to present the student with an option to accept that undelivered aid. But even if the school knows that the student has been delivered all of his or her aid, the calculation is still required for the student’s file. At least you know that in a situation like this, the calculation should be relatively easy!

## More information

For more information on RT4, consult the Return of Title IV Funds chapter of the FSAH. The FSAH is available on *TG Online* at [www.tgslc.org/resources/fsa\\_handbook.cfm](http://www.tgslc.org/resources/fsa_handbook.cfm).

## **Common Manual**

### **Training brief encourages program participants to draft policy proposals**

If you have ideas for updating the *Common Manual*, you can see them in the manual sooner by submitting your ideas through a standard policy proposal format, according to the latest training brief from the *Common Manual* Policy Committee. The brief, available on *TG Online* at [www.tgslc.org/resources/cm\\_training.cfm](http://www.tgslc.org/resources/cm_training.cfm), is the thirteenth in a series of training resources created by the committee.

TG hopes that you find the training briefs useful. If you have any comments or suggestions on the briefs, please contact Michelle Anderson, TG senior policy

advisor and a member of the *Common Manual* Policy Committee, at michelle.anderson@tgslc.org or (800) 252-9743, ext. 4608.

The current version of the *Integrated Common Manual* is available on *TG Online* at [www.tgslc.org/resources/integrated\\_online\\_manual.cfm](http://www.tgslc.org/resources/integrated_online_manual.cfm).



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