



New and Mid-Level Aid Officer Workshop

New: Designed for individuals with 0-3 years of experience in financial aid
Mid-Level: Designed for individuals with 3+ years of experience or those in a mid-level manager or assistant director role

Thursday, February 15, 2024		
	New/Introductory Track	Intermediate Track
9:00am	Check-In	
10:00am	Introductory and Welcome Session	
10:30am	Understanding the Cost of Attendance (NASFAA U Course)	Cash Management (NASFAA U Course)
12:30pm	Lunch (provided by FASFAA)	
2:00pm	Explaining Pell and SAI	Pell and SAI Calculations 24-25
3:30pm	Basic State Aid Terminology	Auditing and Reconciliation State Programs and Edits
4:45pm	Questions and Review	
5:00pm	End of Programming	
6:00pm	Happy Hour and Snacks at 6:00pm by Embassy Suites	
	Dinner On Your Own	
Friday, February 16, 2024		
	New/Introductory Track	Intermediate Track
8:30am	SAP Basics	R2T4: Calculation Completion
9:30am	R2T4: Calculation Overview and Explaining to Students	SAP Advanced
10:30am	PJ: What Would You Do?	Training Your People
11:45am	Hotel Check Out	
12:00pm	Lunch (Provided by FASFAA)	
1:00pm	Verification: Federal vs. Institutional Requirements (Finding information on documents)	Default Prevention Strategies
2:15pm	Develop your Counseling Skills: General Situations	Develop Your Counseling Skills: Escalations
3:15pm	Financial Aid Jeopardy Game	
4:30pm	Workshop Review	
5:00pm	End of Programming	