



KATHY HOCHUL
Governor

GUILLERMO LINARES, Ed.D
President

HESC Update February 2023

TAP 2021-22 Academic Year Closeout

On February 16, 2023, HESC will begin closing TAP processing for the 2021-22 academic year, which ended on June 30, 2022.

All student certification transactions for 2021-22 rosters 001- 019 must be submitted prior to February 16. Transactions left pending or in an error status after this date will be decertified by HESC.

Pending Certifications

To review pending student certification transactions for 2021-22 academic year, click on View/Submit Pending Certification, enter academic year 2021 and click view records. Select details for the student, enter appropriate values, and submit. A message will appear at the top of the screen indicating if the information was successfully submitted. Please use the available links to certify your pending Excelsior or ETA records as well.

The screenshot shows the HESC web application interface. The top navigation bar includes 'Transactions', 'Loans', 'G&S', 'DMCS', 'FAFSA/TAP Completion', 'HescPIN', and 'General'. The 'Student' tab is selected. A sidebar menu lists various tasks, with 'View/Submit Pending Certification' highlighted. The main content area is titled 'View/Submit Pending TAP Certification Transactions' and contains a form with the following fields:

- * College Code: 0000
- * Academic Year: 2021 (dropdown)
- Term: (dropdown)
- Roster Number: (text input)
- Roster Date: (three date inputs)
- SSN: (text input)
- Student ID: (text input)
- Status: Pending
- Sort: SSN/Student ID (dropdown)

Required information is marked with a *.

Certification Errors

Schools must also resubmit certification transactions that were not processed due to errors.

To view errored student certification transactions, click on View/Correct Student Certification, enter academic year 2021, select "Errored" under status, and click view records. Select details for the student, enter the appropriate values, and make any necessary corrections. Click the Submit button in the bottom right corner of your screen. A message will appear at the top of the screen indicating if the information was successfully submitted. Please use the available links to certify your pending Excelsior or ETA records as well.

The screenshot shows the HESC web application interface. At the top, there is a navigation bar with the HESC logo and tabs for Transactions, G&S, DMCS, and General Functions. Below this is a secondary navigation bar with tabs for Student, College, Chart of Accounts, Reports, Messages, and FAP Maintenance. On the left side, there is a 'Student Tasks' menu with various options, including 'View/Correct Student Certification' which is currently selected. The main content area is titled 'View/Correct Student TAP Certification Transactions'. It includes a note: 'Required information is marked with a *'. The form contains several fields: '* College Code:' (text input), '* Academic Year:' (dropdown menu set to 2021), 'Term:' (dropdown menu), 'Roster Number:' (text input), 'Date Processed:' (three date input fields), 'SSN:' (text input), 'Student ID:' (text input), 'Status:' (dropdown menu set to 'Errored'), and 'Sort:' (dropdown menu set to 'SSN/Student ID'). At the bottom of the form, there is a link: 'For more information see [Working with Grants & Scholarship Certifications](#)'.

Please contact priorityservices@hesc.ny.gov if you need assistance or have any questions.

Processing Updates

- Excelsior 2022 application follow up sent to students
 - Students needing to sign contract- email on December 8th with instructions on how to sign – these students can still sign contract.

- Excelsior applicants and recipients with IVP issues- email on November 23, 2022, with instructions to resolve IVP issues. This group is now closed out.
 - Excelsior/ETA recipients with no payment application for 2022 on file were sent an email to apply so they can receive their Excelsior/ETA payment. Email sent November 2, 2022- this group is now closed out.
- Spring 2023 Excelsior was opened until Thursday, February 9th at midnight. Now closed and we are working to get information to fully process accounts.
 - TAP recipients with IVP issues- email with instructions to review/resolve issue went out on December 19th HESC will send out one more reminder to students late February.
 - HESC will be developing tutorials to assist students with application processing, school code updates, and uploading documents.

Please select from the Student or Parent Account menu to
Student or Parent Account

- [Change HESC PIN Account/Email address](#)
 - [Review My NYS Financial Aid Information](#)
 - [Update College Information](#)
 - [Changing Your College Code Instructions](#)
 - [Request an Application for Student Aid](#)
 - [View Get on Your Feet Loan Program information](#)
 - [View Loan Forgiveness Status](#)
 - [View FFEL Loan History](#)
- The first SSL for 2023 will run on Wednesday, February 22nd. It will run every other week for the spring.

Certifying Information for Students with Part-time TAP and APTS

As you are aware, the 2022 NYS budget enhanced the opportunity for part-time students to receive Part-time TAP. For the 2022-23 academic year, there are instances where a student may be eligible for both Part-time TAP award and Aid for Part-time study (APTS).

At this time, payments for students receiving both awards (Part-time TAP and APTS) cannot be processed together on our mainframe system. Therefore, HESC will be processing APTS payments for these students manually. Schools should continue to process Part-time TAP through the normal process.

Schools will need to [complete the spreadsheet](#) for students who are eligible for both programs and are pending certification for APTS. Completed spreadsheets should be emailed to apts.administration@hesc.ny.gov. This spreadsheet should only be used for those for those students eligible for BOTH Part-time TAP and APTS. Students eligible for only APTS should be processed as normal. Once HESC has processed APTS awards for students receiving both Part-time TAP and APTS, the APTS award will be viewable on the mainframe system. It will not be visible until the student's award is processed by HESC.

If you have any questions, please contact priorityservices@hesc.ny.gov.

Fresh Start Guidance for Renewed State Financial Aid Eligibility

Through a series of Dear Colleague Letters, the U.S. Department of Education has provided defaulted Direct Loan and FFEL Program loan borrowers who defaulted on their federal student loans with the opportunity to regain eligibility for Title IV federal student aid.

Consistent with federal guidance, HESC will provide renewed eligibility for New York State financial aid to borrowers whose loss of Title IV eligibility was due solely to a default on their loan as follows:

1. **Students with federal student loans that defaulted on or after March 13, 2020.** HESC has received confirmation that FFELP loans (pursuant to DCL Gen 21-03) that defaulted on or after March 13, 2020 are immediately eligible for additional Federal Student Aid. Furthermore, the CARES Act provisions eliminated the default status of all Direct Loans with a defaulted status on or after March 13, 2020, making such borrowers immediately eligible for additional Federal Student Aid.

As a result, all borrowers with loans in default statuses on or after March 13, 2020, are immediately eligible for renewed State aid.

Please note that schools must maintain records for Title IV purposes in accordance with federal guidance and requirements; no other record keeping is required for State financial aid purposes.

2. **Students with federal student loans that defaulted prior to March 31, 2020.** The "Fresh Start" Program applies to FFEL Loan and Direct Loan borrowers who defaulted prior to March 13, 2020. HESC has received confirmation that such borrowers must either (i) sign an acknowledgement to regain Title IV eligibility or (ii) both sign an acknowledgement and request the transfer of their loan to a non-default student loan servicer (Nelnet) to regain Title IV eligibility.

As a result, all borrowers with loans in default statuses prior to March 13, 2020, are eligible for renewed State aid upon signing an acknowledgement to

regain Title IV eligibility during the Fresh Start period.

Please note that schools must maintain records for Title IV purposes in accordance with federal guidance and requirements; in addition, schools must complete the [Fresh Start Form](#) for each student loan borrower who defaulted prior to March 13, 2020, and who has signed the acknowledgment. Forms should be emailed to Doctrac@hesc.ny.gov so that the default status of students seeking renewed State financial aid eligibility can be cleared.

TAP for Incarcerated Students

Webinar held on October 31, 2022. Recording available on HESC website.

The 2022-2023 Enacted State Budget restored TAP funding eligibility for incarcerated individuals, providing thousands of incarcerated New Yorkers a chance to apply for and access TAP to fund postsecondary education, engage in programming that will expand their employment opportunities and their futures, help reduce recidivism rates, and ensure high success upon their release.

To effectuate this statutory change, HESC is now making available the [2022-23 Tuition Assistance Program Application for Incarcerated Students \(TAP-IS\)](#) that must be completed by or on behalf of all incarcerated individuals who have been accepted into a higher education program.

Please note the following details regarding TAP-IS:

1. The Application will be used by college officials to capture information to be entered into the online application system currently under development.
2. Because incarcerated students are not granted internet access, college officials will need to make the Application available to incarcerated students enrolling in a program offered by the college.
3. The Application should only be completed by or on behalf of students who have been accepted into a higher education program at your college.
4. Given incarcerated students are not granted internet access, college officials and/or NY-CHEP representatives will establish accounts on behalf of all their enrolled students and will enter the applicant data from the paper application into the TAP-IS online application form, when it becomes available.
5. College officials will be able to grant system access to multiple users on their campuses.
6. The TAP-IS Application and accompanying instructions are available on HESC's Financial Aid Professionals page [here](#).

2023-24 College Data Survey Now Available

HESC's College Data Survey for the 2023-24 academic year is now available to TAP Certifying Officers for updates by May 31, 2023.

Your school's information, collected in the survey, will be used to calculate estimate/awards for New York State grant and scholarship programs; including the Tuition Assistance Program (TAP).

To access the 2023-24 College Data Survey, please follow these steps:

- Log onto HESCweb Secure Transaction Processing
- Navigate to Grants and Scholarships
- Click the College tab and select either View/Update College Data or List College Codes by Federal Code to make your updates

Additional information and Survey requirements can be found [here](#).

2022-2023 IVP Processing

As you are aware, students must successfully complete the IVP process before award information is sent to colleges. Any outstanding IVP issue must be resolved for 2022.

Students whose income cannot be verified received instructions on how to review and resolve mismatches with NYS Tax and Finance. ***HESC no longer accepts copies of income tax returns to resolve IVP issues.***

Here are the instructions for IVP resolution issues for TAP and Excelsior/ETA.

<https://hesc.ny.gov/images/docs/excelsior/Excelsior-ETAIVPResolutionInstructions.pdf>

<https://hesc.ny.gov/images/docs/TAP/IVPResolutionInstructions4-27-22.pdf>