

Federal Requirement 4.7

The Institution is in compliance with its program responsibilities under Title IV of the 1998 Higher Education Amendments.

Compliance Non-Compliance

Proof/Explanation:

Program Eligibility and Participation

Tennessee Technological University Office of Financial Aid received notification from the US Department of Education in March 2007 that continued eligibility in all federal aid programs was reaffirmed from March 15, 2007, through December 31, 2012. A copy of the Eligibility and Certification Approval Report is available below (1). This document approves the University to participate in the following aid programs through the December 2012 date:

Program	Approved continuously since
Federal Pell Grant	July 1, 1972
Federal Family Education Loan	December 1, 1965
Federal Direct Loan	July 1, 1994
Federal Perkins Loan	July 1, 1972
Federal Work Study	December 1, 1965
Federal Supp Educational Opportunity Grant	December 1, 1965

Additional programs have been approved by the US Department of Education that are not included in the ECAR report. The TEACH Grant Program was approved on August 29, 2008 (2).

The University has also received a Program Participation Agreement dated through December 31, 2012, signed on behalf of the Secretary of Education providing continued participation in any Title IV, HEA Program (3).

These three documents, all provided by the US Department of Education, provide the basis for participation in Title IV aid programs. The Institution adheres to all federal regulations as set forth under the Title IV Student Aid Programs SFA Handbook (4). Processing of student aid applications and of

final report before submission is complete. Copies of the last four years of completed reports are available below (5, 6, 7, 8).

Office Structure

The Office of Financial Aid is led by the Director of Financial Aid who is assisted by an Associate Director, Assistant Director, and a Technical Administrator. Clerical and support staff, supervised by administrative staff, include one coordinator, two technical clerks, four financial aid assistants, and a secretary 2 position. The Office of Financial Aid reports directly to the Executive Director of Enrollment Management and is a vital part of the Enrollment Management process. The Executive Director of Enrollment Management reports to the University Provost. All staff positions of the Office of Financial Aid are permanent full-time positions.

Director	22 Years of Experience in FA	6 Years at TTU
Associate Director	18 Years of Experience in FA	18 Years at TTU
Assistant Director	12 Years of Experience in FA	10 Years at TTU
Technical Administrator	Unfilled	
Clerical Support	11 Years of Experience on Avg	All at TTU

Annual Audit

The State of Tennessee Division of State Audit in accordance with the US Office of Management and Budget Circular A-133 conducts an annual audit of the federal award programs and those administered through the Tennessee Student Assistance Corp. The most recent finalized audit was for fiscal year 2009-10. There have been no reported findings related to administering Title IV aid programs over the past three years. The narrative for Comprehensive Standard 3.10.3 3.10.-inistrator

Supporting Documentation:

1. <http://www.tntech.edu/files/sacscoc/compliance/ECAR.pdf>
2. <http://www.tntech.edu/files/sacscoc/compliance/TEACH.pdf>
3. <http://www.tntech.edu/files/sacscoc/compliance/PPA.pdf>
4. <http://www.ifap.ed.gov/ifap/byAwardYear.jsp?type=fsahandbook>
5. [2007/08 FISAP](#)
6. [2008/09 FISAP](#)
7. [2009/10 FISAP](#)
8. [2010/11 FISAP](#)

Ms. Deanna Metts, Director of Internal Audit, indicated that a subsequent audit has not been conducted by her office due to consistently clean state audit records. Ms. Metts surveys all offices on campus to assist in identifying potential risks and needed audits. The Office of Financial Aid has not been included in that annual list of needed audits due to the annual audits conducted by State officials.

A copy of the internal audit can be found at: [2006 Internal Audit of Financial Aid](#)

Supporting Documentation:

1. <http://www.tntech.edu/business/statements/>
2. <http://www.comptroller1.state.tn.us/sa/SASub.asp?SC=AG&F>
3. <http://www.tntech.edu/files/sacscoc/compliance/AuditExit.pdf>