



**TEXAS HIGHER EDUCATION  
COORDINATING BOARD**  
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TO: Directors of Financial Aid  
Public and Private/Independent Institutions of Higher Education

FROM: DeChà Reid  
Director, Financial Aid Services

DATE: April 4, 2018

RE: DEADLINE REMINDER: 2018-19 (FY 2019) Texas State Financial Aid  
OPT-IN/OPT-OUT Form

As a friendly reminder, the deadline to submit the FY 2019 Opt-In/Opt-Out survey is **April 6, 2018**. All institutions are required to complete this form by the deadline. Each institution will receive a copy of the survey results through a confirmation email once the form is completed. Institutions who do not submit an Opt-In/Opt-Out form by the deadline **will not** be included in the allocation calculation process for the 2019 Fiscal Year.

The Texas Higher Education Coordinating Board (THECB) is required to invite all eligible institutions to participate in certain state financial aid programs to be included in the allocation calculation process on an annual basis. These programs include the Educational Aide Exemption (EAE), Texas College Work-study (TCWS), Texas College Work-Study (TCWS) Mentorship and Tuition Equalization Grant (TEG). General rules concerning the invitation are found in [Chapter 4](#), [Chapter 21](#) and [Chapter 22](#) of the Texas Administrative Code under the **Allocations** section for each program.

If you have any questions, please contact Financial Aid Services at (844) 792-2640 or [CONTACT US](#) (select the "State and Federal Grant and Scholarships" option in the drop-down selection under **Contact Reason**).

Enclosed: [2018-19 \(FY 2019\) Texas State Financial Aid OPT-IN/OPT-OUT Form](#)

cc: Ken Martin, Assistant Commissioner  
Charles W. Puls, Deputy Assistant Commissioner