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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: March 22, 2018

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

The Texas Higher Education Coordinating Board (THECB) is required to invite all eligible institutions the opportunity to participate in certain state financial aid programs in order 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.

All institutions are required to complete the enclosed Opt-In/Opt-Out form. Participation in the listed state financial aid programs are contingent upon completing the survey by **April 6, 2018**. 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.

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