

RWRXA01 - Bookstore Report

The Bookstore Report (RWRXA01) provides information needed to determine students' eligibility for bookstore charges

The report lists the amount of "Authorized Aid" on the student's Banner record. As you recall, authorized aid includes federal, state and institutional grant awards. This authorization is prorated based on the student's current enrollment status for the term and your fund management rules. Authorized aid is determined each evening as a result of the disbursement process. In order to receive authorized aid, students must meet all disbursement edits with the exception of reaching the actual disbursement date.

From this authorized amount, the "Amount Due" column is deducted. "Amount Due" is the current balance due the college for the term and includes all charges and payments posted to the student's account for the term.

"Net Aid" is the calculation of "Authorized Aid" minus "Amount Due". "Net Aid" is the amount that is available to the student for additional charges (such as bookstore charges). From this "Net Aid", you can determine the amount each student may receive for bookstore charges. Please keep in mind that the Board of Trustees policy limits the maximum amount of bookstore charges to that amount defined for books/supplies in your student budgets for the term.

The report also shows the total of loans memo'd for the term. This amount is reported in case you want to consider anticipated loan advances when granting bookstore charges.

The "Book Voucher" column is for information only. An amount in this column indicates that a bookstore charge has already been posted to the student's account. This amount, if any, is included in the "Amount Due" column.

The "TIV Auth" column indicates whether the student has completed the Title IV authorization to apply federal funds to charges other than tuition and fees.

To run this report, use *DIRECT ACCESS* and type "RWRXA01". This brings you to *GJAPCTL* - the Process Submission Control Form.

Enter parameters as follows:

01 Term Code: enter term code

02 Sort Order: N (Name), I (Banner ID), S (SSN)

In the "Submission" block, save your default parameters and submit the process with the *SAVE* button.

RWRXA01 creates four outputs: a .pdf file, which can be printed, a .csv (comma separated value) file, which can be opened in Excel, and the usual .log and .lis files. After the job runs, the pdf output will automatically open in Adobe. To use the csv file in Excel, close the Adobe window, and from the Options menu on *GJAPCTL*, select "Review Output." This opens the *GJIREVO* form; perform a "next block" to display the outputs, and double-click the csv file to open it in Excel. (Note that students' mailing addresses are included in the csv file, but not in the pdf output.)

Name	SSN	Banner Id	Credits	Auth. Aid	Amount Due	Net Aid	Memo'd Loans	TIV AUTH	Book Voucher
Adomako-Mensah, Elizabeth	999-99-9999	@99999999	12.00	\$2,075.00	\$1,155.00	\$920.00	\$0.00	Yes	\$0.00
Ahern, Brendan	999-99-9999	@99999999	12.00	\$0.00	\$0.00	\$0.00	\$625.00	No	\$0.00
Ahmed, Rubina	999-99-9999	@99999999	3.00	\$437.50	\$309.25	\$128.25	\$0.00	Yes	\$0.00
Aigner, Alycen	999-99-9999	@99999999	7.00	\$200.00	\$50.00	\$150.00	\$0.00	Yes	\$0.00
Albert, Courtney	999-99-9999	@99999999	13.00	\$1,600.00	\$1,200.00	\$400.00	\$0.00	Yes	\$0.00
Alderman, Carol	999-99-9999	@99999999	6.00	\$0.00	\$584.50	\$-584.50	\$2,267.86	Yes	\$0.00
Alderman, Susan	999-99-9999	@99999999	6.00	\$1,062.50	\$584.50	\$478.00	\$0.00	Yes	\$0.00
Ali, Awanna	999-99-9999	@99999999	12.00	\$1,700.00	\$1,155.00	\$545.00	\$0.00	Yes	\$0.00
Allard, Erin	999-99-9999	@99999999	13.00	\$1,600.00	\$1,205.00	\$395.00	\$0.00	Yes	\$0.00
Almodovar, Sonia	999-99-9999	@99999999	7.00	\$975.00	\$728.75	\$246.25	\$0.00	Yes	\$0.00
Almonte, Luis	999-99-9999	@99999999	12.00	\$2,075.00	\$1,267.00	\$808.00	\$0.00	Yes	\$0.00
Andreoli, Jessica	999-99-9999	@99999999	15.00	\$1,600.00	\$1,150.00	\$450.00	\$0.00	Yes	\$0.00
Aponte, Maria	999-99-9999	@99999999	6.00	\$1,062.50	\$613.75	\$448.75	\$0.00	Yes	\$0.00