

BANNER PACKAGING

- What is it?
 - Based on college defined rules, Banner Packaging assigns funds to groups of students with common packaging criteria.

BANNER PACKAGING

- How do you want to use your funds?
 - System-wide grant award policy
 - Self-Help (work, loans)
 - Over-commitment of funds

BANNER PACKAGING

- **What controls packaging?**
 - **Packaging Groups** (scheduled Pell > 2450, scheduled Pell 400 to 2450, scheduled Pell = 0, etc.)
 - **Packaging Rules** (equity packaging, gap packaging)
 - **Packaging Group Fund Rules** (minimum/maximum award based on group)

BANNER PACKAGING CONTROL MENU

- **RTVARSC (Resource Code Validation Form)**
 - This form enables you to define codes for other resources that students may receive. These codes are viewed on the Resource Form (**RPAARSC**). The "Info Access" field will allow Banner Web access in the future.

BANNER PACKAGING CONTROL MENU

- RTVPGRP (Packaging Group Validation Form)

- On this form, you will create packaging groups and codes which will categorize students into designated packaging groups.

BANNER PACKAGING CONTROL MENU

- RTVAWST (Award Status Validation Form)
 - Award status codes are defined (Offer, Accept, Cancel, Decline, etc.)
- RPI PGRP (Packaging Group Inquiry Form)
 - Shows the packaging groups and the number of students assigned to each group.

BANNER PACKAGING CONTROL MENU

- **RPRAUDT (Audit Grading Mode Form)**
 - This form identifies all grading mode and registration status codes that will be excluded from the student's billing hours. These codes will not be counted in the financial aid adjusted hours. Financial aid will then be calculated based on the adjusted hours.

BANNER PACKAGING CONTROL MENU

- **RPROPTS (Packaging Options Form)**
 - Options are set on **RPROPTS** to control the packaging process and other functions in the financial aid system.

PACKAGING: RPROPTS

- PACKAGING OPTIONS

- Default Estimated Enrollment
- Package Using Estimated EFC
- Package if SAR "C" Flag Exists
- Additional Stafford Eligibility (independent students)
- Award History, Mass Accept, Expiration Days, Tracking Requirement Status

PACKAGING: RPROPTS

- EXEMPTIONS/CONTRACTS

- Interface Exemptions (vet waivers, etc.)
- Pro-ration of Exemptions for Enrollment Status

PACKAGING: RPROPTS

- DISBURSEMENT OPTIONS
 - Disburse if Charges Not Accepted
 - Disburse if SAR C Flag Exists
 - Allow Memos Where Disbursement is Backed Out
 - Enrollment Option for Disbursement

PACKAGING: RPROPTS

- Enrollment Cut Off Date Rules
 - For us this will coincide with freeze dates.
- Pell Options
 - Pay Pell if Disb Amt Differs From Award Amount
 - Default Less Than Half Time Pell COA
 - Pay Pell if System/SAR EFCs Are in Same Cell
- Enrollment Options: Not Used

BANNER PACKAGING CONTROL MENU

- **RPREXPT (Exemption Rules Form)**
 - Lists exemption codes and exemptions (veteran tuition waivers, employee tuition waivers, etc.) for specific terms.

BANNER PACKAGING CONTROL MENU

- **RPRPCKR (Packaging Rules Form)**

- This form is used to optionally assign Gap, Equity or Self-Help packaging rules to a packaging group.
- If desired, create default rules on **RPRDEFR**

BANNER PACKAGING CONTROL MENU

- **RPRGFND (Packaging Group Fund Rules Form)**
 - Identifies the set of funds you wish to assign to students in a particular packaging group. You can also prioritize the order in which funds are packaged, set a minimum/maximum range for each fund and determine how much of the student's unmet need should be met by each fund.

BANNER PACKAGING CONTROL MENU

- **RORRULE (Selection Rules Form)**

- Use this form to establish rules which will place students in packaging groups.

BANNER PACKAGING CONTROL MENU

- Packaging controls we don't plan to use:
 - Group Fund Source Maximums (**RPRFSRC**)
 - Third Party Contract Rules (**RPRCONT**)
 - Default Packaging Rules Form (**RPRDEFR**)

BANNER PACKAGING

- **RPAAWRD (Award Form)**

- The Award Form displays and maintains packaging information for a student.
- Summary Information block gives budget data, award period, EFC, and gross need/unmet need.
- The Fund Award block shows all funds offered, declined, etc.
- The Group Data window shows the student's packaging group, award letter indicator dependency status and package lock.

PACKAGING: RPAAWRD

- The Pell Orig field indicates if an updated Pell origination record is to be created automatically.
- **Fund Awards By Term** window shows the term amounts of a student's award. You can use the "override" field to override the following error messages: 1) Exceeds Unmet Need, 2) Outstanding Requirements, 3) Exceeds EFC, 4) Violates Fed Fund ID Limits or 5) Violates Fund Min or Max. Enter a "Y" to override the specific error or an "A" to override all possible reasons.

PACKAGING: RPAAWRD

- Disbursements - This window shows the scheduled and actual disbursement of the fund by term.
- Enrollment window shows Financial Aid hours and Current hours.

This will be reviewed in the disbursement training session.

PACKAGING: ROARMAN

- **ROARMAN** enables you to review and change most of the important aspects of a student's financial aid record. By choosing different options, you are taken to different forms which display various information.
 - App Data - displays **RNANAx** (Needs Analysis Form)

PACKAGING: ROARMAN

- Pell Info - displays ROAPELL (Applicant Pell Grant Form)
- Tracking - shows tracking requirements for student
- Budget - budget components are displayed. Changes/additions to budget can be entered here.
- Resources - shows any resources for the student.

PACKAGING: ROARMAN

- Offered Aid - gives award detail (fund, status, offered, accepted, etc.) Revisions can be made here.
- Status - displays enrollment status
- Eligibility - SAP information
- Group Assign - Applicant Immediate Processing
- Fund Detail - displays **RPAAMPT** to give detail by fund
- Group Data - shows packaging group information

PACKAGING: RPAAPMT

- **RPAAPMT (Package Maintenance Form)**
RPAAPMT displays and maintains packaging information for a student. This form can be used to update scheduled disbursement dates or percentages and fund amounts. Information is processed one fund at a time on RPAAPMT.

BANNER PACKAGING

- **RPAMACC (Award Acceptance Mass Entry)**
 - Use this form to enter many applicants' acceptances or rejections. A check in the Accept Award field indicates you want to accept the award - unchecked indicates the award is rejected (declined).
 - Enter fund code & amount. (Amount can be left blank to accept the entire amount of award or for posting rejected awards.)

PACKAGING: RPAMACC

- When entering more than one acceptance or rejection for the same student, you can use the Duplicate Record function to copy the record then change the fund code and, if necessary, the accepted amount.
- The Override field will override the following:
 - 1) Exceeds Unmet Need, 2) Outstanding Requirements, 3) Exceeds EFC, 4) Violates Fed Fund Id Limits and 5) Violates Fund Min/Max.

BANNER PACKAGING

- **RPAARSC (Resource Form)**
 - Use this form to post resources for a student (e.g., private scholarships, voc rehab benefits, etc.) These are the resources that you entered on the **RTVARSC (Resource Code Validation Form)**.
 - The Summary button will show you budget/need information for the student.

BANNER PACKAGING

- **RHACOMM (Applicant Comments Form)**
 - This form records and displays comments about a student for the aid year. The "Orig." field shows the original date of the comment. The "Act." date shows the date the comment was last updated.
 - These comments are unique to your User Id so only you can update or delete these fields. You can only view comments created by another User Id.

BANNER PACKAGING

- **RPI ARPY (Contracts/Exemptions Payment Inquiry Form)**
 - This is an inquiry form which allows you to view any contract/exemption information on a student's record.

BANNER PACKAGING

- **RPI ATRM (Applicant Award By Term)**
 - **RPI ATRM** is an inquiry form which summarizes the offered amounts from the **AWARD** by Term window of **RPAAPMT**.

BANNER PACKAGING

- How do you want to package?
 - Batches of students
 - One student at a time by packaging formula
 - One student at a time, selecting funds manually

BANNER PACKAGING

- RPEPKG (Batch Packaging)
 - This is the Batch Processing job which will package all students who have met packaging requirements.

BANNER PACKAGING

- **ROAI MMP (Applicant Immediate Process Form)**
 - **ROAI MMP** allows you to perform automatic group assignments, such as packaging, for one student at a time.