

AUDIT REPORTS PACKAGE

In order to ensure the security of your data, the reports listed below will be available to you on our secure FAME Connect web site, rather than emailed to you or your auditors.

This package of reports was developed in conjunction with FAME's Auditor Users Group. This is a group of CPA firms that specializes in performing U.S. Department of Education (ED) student financial aid compliance and financial audits for schools. It was unanimously determined by the group that the reports listed below meet all current requirements of ED's most recently published Audit Guide for a student financial aid compliance audit, as far as data that is available from a Financial Aid Servicer. Therefore, if a school or audit firm requires additional reports in order to complete their audit, there will a fee charged for each such report.

FAME is currently working with the group in order to make additional reports from FAME's Student Information Systems (SIS) available to auditors for the financial audit.

Item	Report	Report Provided
1.	FAME Compliance Audit	- for FAME's most recent audit.
2.	G5 External Award History (Summary) Award Year from ED CAPS web site	- for period Jan 1 of year prior to audit period thru current date.
3.	G5 External Award History (Summary) Audit Period from ED CAPS web site	- for each Award Year with G5 activity in audit period.
4.	Pell G5 Detail Audit Period from ED CAPS web site	- for each Award Year with G5 activity in audit period.
5.	Pell G5 Admin Allowance from ED CAPS web site	- for each Award Year with G5 activity in audit period.
6.	Pell Funding from ED COD web site	- for each Award Year with activity in audit period.
7.	Pell Reconciliation of GL to G5 & COD This reconciles GL to: - G5 for cash receipts and refunds, - COD for student transactions.	- for last Award Year closed out.
8.	DL G5 Detail Audit Period from ED CAPS web site	- for each Award Year with G5 activity in audit period.
9.	DL Funding from ED COD web site	- for each Award Year with activity in audit period.
10.	DL Reconciliation of GL to G5 & COD This reconciles GL to: - G5 for cash receipts and refunds, - COD for student transactions.	- for each Award Year with activity in audit period.
11.	Campus Based FSEOG G5 Detail Audit Period from ED CAPS web site Campus Based FWS G5 Detail Audit Period from ED CAPS web site	- for each Award Year with G5 activity in audit period.
12.	Campus Based Reconciliation of GL to G5 This reconciles GL to G5 for cash receipts and refunds.	- for each Award Year with activity in audit period.
13.	Cash Reconciliation of G5 to COD This reconciles G5 to COD for cash receipts and refunds.	- for each Award Year with activity in audit period.
14.	FISAP from ED Campus Based web site FISAP Schedule 1 - Eligible Aid Applicants	- for last Award Year closed out.

	<p>FISAP Schedule 2 - Summary of Campus Based Disbursements FISAP Funds Requested and Tuition & Fees Data – ESP schools only FISAP Enrollment Data - ESP schools only FISAP Funds Requested - Freedom FinAid schools only FISAP Enrollment Data and Tuition & Fees Data - Freedom FinAid schools only FISAP Tuition & Fees Data FISAP Summary Trail Balance - Pell, FWS & SEOG FISAP Summary Trail Balance - Perkins FWS Activity Report FISAP Submission Log from ED Campus Based web site</p>	
15.	FWS Activity Report	<ul style="list-style-type: none"> - in CSV format for each Award Year with activity in audit period. <p>This report is provided in your monthly Business Office Reports Package, and is now provided in CSV format.</p>
16.	Fund Disbursements	<ul style="list-style-type: none"> - in CSV format for audit period, - in CSV format for last Award Year closed out. - for each Award Year with G5 activity in audit period.
17.	Summary Trial Balance	<ul style="list-style-type: none"> - for audit period year end date, and - as of current date.
18.	<p>Financial Aid Journal Freedom Financial Aid clients can print the Title IV Audit Report; they do not receive this report.</p>	<ul style="list-style-type: none"> - in CSV format for each Award Year with activity in audit period. <p>Although this report is provided in your monthly Financial Aid Office Reports Package, it is now provided in the CSV format, as required by many auditors.</p>
19.	<p>Verification – V4 & V5 Reporting Begins with 2014-15 award year.</p>	<ul style="list-style-type: none"> - for audit period.
20.	<p>Enrollment Reporting</p> <ul style="list-style-type: none"> - ESP clients are provided an Enrollment Reporting Tracking Log. - Freedom Financial Aid clients are provided an: <ul style="list-style-type: none"> - Enrollment Reporting Detail Report, for audit periods up to 6/30/2014, - Enrollment Reporting Tracking Log, for audit periods after 6/30/2014. - Advantage Financial Aid clients can run at any time an Enrollment Reporting Summary Report and an Error/Acknowledgement File. <p>Therefore, these are not part of the Audit Reports Package.</p>	<ul style="list-style-type: none"> - for audit period.

OTHER PACKAGES AVAILABLE

See next page.

FINANCIAL AID OFFICE REPORTS PACKAGE

FAME provides all ESP clients a Financial Aid Office Reports Package, as listed below, each month via FAME Connect. Your auditor may need some of those reports. Since July 2013, the inventory of reports stored on FAME Connect is increasing each month so that it will ultimately carry three years of reports. If any of those reports are not available to you on FAME Connect, request them in the Message box above. Freedom Financial Aid clients have similar reports within Freedom.

- Students with ISIR but No Input Form
- Students with Award Decisions on Hold
- Students with Payments on Hold
- Students with ISIR but no FSEOG Award
- Award Year Crossover Students
- Projected Disbursements
- Federal Funds Summary (main campus only)
- FWS Activity Report
- Financial Aid Journal

BUSINESS OFFICE REPORTS PACKAGE

FAME provides you a Business Office Reports Package, as listed below, each month via FAME Connect. Your auditor may need some of those reports. In the same manner as the Financial Aid Office Reports Package, there will ultimately be three years of Business Office Reports Packages on FAME Connect. If any of those reports are not available to you on FAME Connect, request them in the Message box above.

- Bank statement
- Federal Funds Account - Bank Statement Reconciliation
- Federal Funds Account - Unidentified Items
- Federal Funds Account - Bank Charges Due
- Federal Funds Account - Potential Excess Cash
- Federal Funds Account - Checks to be Voided
- Institutional Contributions Due
- Summary Trial Balance
- General Ledger Detail Report
- Fund Disbursements
- Projected Disbursements (ESP clients only)
- Federal Funds Summary
- Direct Loan Account Statement Reconciliation (if applicable)
- FWS Activity Report (if applicable)