

# Finance (F) Reporting Grant Aid Tutorial Script 2024-25 Data Collection

This tutorial discusses the reporting of scholarships, fellowships, and student grant aid for the IPEDS Finance survey component.

The information used to complete all sections of the Finance survey component, including the scholarships and fellowships section, come from the institution's General Purpose Financial Statement or GPFS.

The primary places where student grant aid data are reported in the Finance survey are Part E for public institutions following GASB standards, and Part C for private, not-for-profit and public institutions using FASB standards, as well as private, for-profit institutions.

Additionally, some student grant aid information is also collected with revenue and expenditure data. When reporting student grant aid in the scholarships and fellowships section, include outright grants-in-aid (such as Pell Grants), trainee stipends, tuition and fee waivers, and other scholarships and fellowships awarded to students by the institution. Regardless of whether the grant aid is need-based or merit-based it will still be included in this part of the survey.

Student grant aid amounts should not include loans to students (including Federal Direct Student Loans), College Work-Study Program funds, or awards granted because of faculty or staff status.

Public and private, not-for-profit institutions report the total amount of student grant aid awarded by the following source categories:

- Pell grants;
- Other federal grants;
- Grants from state governments;
- Grants from local governments;
- Institutional grants from restricted resources; and
- Institutional grants from unrestricted resources;
- Total grant aid from all sources.

The total must equal the sum of the categories listed above.

Private, for-profit institutions report similar student grant aid amounts by source, except that they report all institutional grant aid together, regardless of whether it is funded or unfunded.

Awards used to pay tuition and other institutional charges are considered discounts or allowances because they reduce the amount the student actually pays to attend the institution.

The amounts of student grant aid that are applied as discounts and allowances to both tuition and fees and auxiliary enterprises (primarily food and housing) are also collected in this part of the Finance survey.

Starting the 2020-21 collection, Finance survey component collects data on the sources of discounts and allowances. Institutions are asked to report the amounts of the scholarships and fellowships applied to (1) tuition and fees discounts and allowances and (2) auxiliary enterprises discounts and allowances that come from Pell grants, other federal grants, grants by state government, grants by local government, endowment and gifts, and/or other institutional sources. The total amounts across all sources of tuition and fees discounts and allowances are the amounts reported on Scholarships and Fellowships section (or Part E-1, line 08) and the total amounts across all sources of auxiliary enterprises discounts and allowances are the amounts reported on Scholarships and Fellowships section (or Part E-1, line 09) for public institutions following GASB standards. For private not-for-profit and public institutions following FASB standards as well as private for-profit institutions, the total amounts across all sources of tuition and fees discounts and allowances are the amounts reported on Scholarships and Fellowships (or Part C-1, line 08/line 06, respectively) while all amounts from sources of auxiliary enterprises discounts and allowances are the amounts reported on Scholarships and Fellowships section (or Part C-1, line 09/line 07, respectively).

Make sure that when you are reporting tuition and fees and auxiliary enterprises in the revenue part of the Finance survey, that you are reporting amounts after subtracting the discounts and allowances reported in the scholarship and fellowship section. Grant aid amounts that are not applied as discounts or allowances or pass-through transactions (neither a revenue or expense for the institution, simply a credit to the student's account), should be counted in the expense section of the Finance survey.

More detailed information on reporting scholarships and fellowships to IPEDS is available from the IPEDS Report Your Data webpage.

You can also refer to NACUBO's Financial Accounting and Reporting Manual (FARM) available to NACUBO members on their website. Links to both these resources are listed next to this tutorial.

For more information on the material presented in this tutorial, please contact the IPEDS Help Desk.