

**REPORT OF THE
NCAA DIVISION III FINANCIAL AID COMMITTEE**

INFORMATIONAL ITEMS.

a. Communication Initiatives with Division III Membership.

The NCAA staff, on behalf of the committee, disseminated multiple communications about the required reporting process to the Division III membership and financial-aid administrator community. These communications began prior to the July 1, 2005, start of the financial aid data reporting window and continued through the September 30 reporting window deadline. Specifically, memos detailing the reporting process and accompanying submission deadline were distributed to institutional presidents, financial aid officers, athletics directors, faculty athletics representatives and senior woman administrators in June and September. Several articles on the reporting process also appeared in the NCAA News, the Division III Commissioner's Monthly Update and the Division III newsletter.

b. Financial Aid Data Submission - Extension Requests.

The committee granted the NCAA staff authority to grant extensions to institutions that could not meet the September 30 data submission deadline. The committee recognized that the financial aid reporting process is in its first cycle and that extenuating circumstances affecting an institution's ability to submit its financial aid data should be evaluated on a case-by-case basis and afforded appropriate flexibility within the parameters of the committee's review timeline.

c. Final Data Submissions Received by September 30, 2005 Deadline.

[Updated totals of final data submissions received, extension requests granted and late/non-submissions will be provided to the Council at its meeting.]

d. Level I Review Process.

(1) The Level I Review Process will commence in late October following the completion of the electronic reporting process. The objective of the Level I review process is to determine whether institutions with variance estimates above the four percent threshold will be asked to provide a justification for that variance during the Level II review. The preliminary report is the central tool that will be used by the committee for assessment. Institution confidentiality will be maintained throughout the process to ensure impartial assessments.

- (2) During an October 11 teleconference, the committee will review the protocol for the entire process and the composition of the three established Level I review subcommittees. The three subcommittees will meet via teleconference in late October to form recommendations on individual cases for full committee review at its December 1-2 meeting. The final outcomes of the Level I review process will be determined by the full committee at the December 1-2 meeting. This procedure will help to ensure that the committee can meet its established timeline while ensuring thorough reviews of all institutional reports.

Committee Chair: Dan Preston, Linfield College
Staff Liaisons: Matt Banker, Membership Services
Eric Hartung, Research
Ann Kearns, Research

