

Tips for successful preparation of the tuition abatement form (F9.15)

Tip #1 Understand the system

- Two equal payouts one in the fall and one in the spring.
- The Award amount and the payout amount are not the same.
- Payout is **prorated** based on the number of credits taken.
 - 1-5 credits pays 33% of the amount awarded
 - 6-8 credits pays 67% of the amount awarded
 - 9 or more credits pays 100% of the amount awarded

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Tip #2 Track the critical information

- What do you intend to pay?
- How many credits is the student taking?
- Continue to monitor graduate student enrollments



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Tip #3 Override the system as needed

- If a student changes the number of credits they are taking submit a change request.
- If the fall payout and the spring payout are different, submit the form based on the fall requirements and then submit a change request based on the spring requirements.
- May need to submit a FALL ONLY or SPRING ONLY request.



Tips for successful preparation of the tuition supplement form (F9.15)

Tip #4 EXPLAIN, EXPLAIN, EXPLAIN

- For anything unusual take advantage of the comments section on the form. Let the Financial Aid office know what you are trying to accomplish.
- Make all comments on the form to ensure that your instructions move through the system with the form.



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Tip #5 Simplify the math

- Find a tool that works for you.
- If you consistently provide a set amount a chart may be sufficient.
- We designed a calculator to maximize flexibility



GA Tuition Supplement Calculator

Enter Target Payout (Per Semester):	<input type="text" value="2500"/>
Enter Credits Taken (Per Semester):	<input type="text"/>
Award Amount (Per Semester):	<input type="text" value="\$0"/>
Annualized Amount (To be used on form F9.15)	<input type="text" value="\$0"/>

Enter the amount of funding you want to provide.



GA Tuition Supplement Calculator

Enter Target Payout (Per Semester):

2500

Enter Credits Taken (Per Semester):

6

Award Amount (Per Semester):

\$0

Annualized Amount

\$0

(To be used on form F9.15)

Enter the number of credits the student is taking.



GA Tuition Supplement Calculator

Enter Target Payout (Per Semester):

2500

Enter Credits Taken (Per Semester):

6

Award Amount (Per Semester):

3731

Annualized Amount

(To be used on form F9.15)

7462

The calculator automatically provides the semester award and the annualized award for the form.

