



## Training for Financial Aid Professionals New Financial Aid Professionals: To Be Developed Courses

Title	Description	Delivery Format	Duration	Schedule
<b>Getting It Right: “Mistakes We’ve Found That You Can Learn From”</b>	<p>This one day course will include audit and program review findings, and will focus on improving procedures by using FSA resources and tools to avoid common and costly mistakes. In addition, input will be solicited from participants on what resources they need from FSA.</p> <p>Recommended for all financial aid administrators.</p>	Traditional classroom	1 day	Fall 04
<b>Statute, Regulations, and Subregulatory Documents: How to Understand Title IV</b>	<p>This training topic ranked high on the schools’ list of requested topics. The team felt that understanding how to read the laws and regulations, and the relationship of statute to regulations and subregulatory guidance is a critical skill for aid administrators. The team recommends that this also be a computer based training effort, either via web conference training or a CBT. Delivery could be done regionally, or by school choice.</p> <p>Recommended for all FAA’s who need to read Federal documents.</p>	CBT or Web Conference Training	Self-paced or 2 hour sessions	TBD
<b>Web Resources (also called Untangling the Web)</b>	<p>A beginner’s course on FSA websites related to understanding, participating in, and administering Federal Student Aid.</p> <p>Recommended for all FAA’s interested in “untangling the web”.</p>	Web-based tutorial	Self-paced	TBD