

Learning Objectives for “Getting It Right” Training

Performance/Action	Environment/Condition	Measure/Criterion	Learning Objective
<ul style="list-style-type: none"> Participants who attend the training will be able to: 	<ul style="list-style-type: none"> The typical situations that occur at post-secondary institutions that cause compliance problems: 	<ul style="list-style-type: none"> How well must the performance be done? Speed? Accuracy? Quality? 	<ul style="list-style-type: none"> For an institution that sends staff to this training:
Recognize common errors schools make in administering the Title IV programs; recognize common program review and audit findings	Staff shortages and staff turnover; some institutions have difficulty finding experienced staff to fill vacancies	Participants will recognize common errors and to correct errors before the end of the current award year	FSA will observe fewer compliance problems in audits and program reviews
Analyze current policies and procedures in their own offices to determine possible trouble spots	Staff isn't able to attend training and may not know where to find necessary resources	Participants will have fewer audit findings and program review findings within next two years	FSA staff will observe fewer questions and less confusion on the part of FAAs at these institutions with respect to common compliance errors of the past
Determine corrective actions to take to bring policies and procedures into compliance	The training will provide the participants with a systematic approach to developing policies and procedures that meet Title IV requirements		
Share information with staff and administration at institution to explain reasons for corrective actions	The training will suggest ways that the financial aid administrator may educate institution's staff and administrators about institutional eligibility and institutional requirements for Title IV participation		
Discover and use resources that are available to stay well informed about Title IV program requirements			
Participants will provide input to FSA staff on additional resources needed to improve program integrity			

NOTE: The information on the chart at this point is intended to be read down the columns—the items do not track across the rows.