



June 2008

CB-08-09

Subject: FISAP Form/Instructions

Summary: This letter provides information about the final OMB-approved Fiscal Operations Report for 2007-2008 and the Application to Participate for 2009-2010 (FISAP) for the Federal Perkins Loan (Perkins Loan), Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Work-Study (FWS) programs.

Dear Colleague:

The Fiscal Operations Report for 2007-2008 and the Application to Participate for 2009-2010 (FISAP) has been approved by the Office of Management and Budget (OMB). This FISAP will be available on the eCampus-Based (eCB) Web site at <http://cbfisap.ed.gov> in late July 2008.

In [Dear Colleague Letter CB-08-05](#), we stated that we were revising the definition of an Independent Student in the “2009-2010 Instructions for the FISAP” (also referred to as the FISAP Instruction Booklet) to reflect changes made by the College Cost Reduction and Access Act (CCRAA), Pub. L. 110-84. However, the changes made by the CCRAA to the definition of an Independent Student will not be effective until the 2009-2010 Award Year. Therefore, those changes are not necessary for the FISAP that is due October 1, 2008. The “2009-2010 Instructions for the FISAP” that is attached to this letter has the correct definition of an Independent Student for the 2007-2008 Award Year.

As announced in the [“Notice of the 2008-2009 Award Year Deadline Dates for the Campus-Based Programs.”](#) published in the [Federal Register](#) on March 10, 2008 (73 FR 12718), the date by which your school must submit this FISAP is **Wednesday, October 1, 2008**.

The questions and answers that follow will assist your school in completing this FISAP. Additionally, your school may use the attached final approved FISAP form, instructions, and desk reference to assist in completing its FISAP submission.

### **QUESTIONS AND ANSWERS**

#### **Q1: How do we submit our FISAP that is due by October 1, 2008?**

**A1:** All schools that wish to request funding under the campus-based programs for the 2009-2010 Award Year, and all schools that had campus-based expenditures for the 2007-2008 Award Year, are required to electronically submit a FISAP via the [eCB Web site](#). The [eCB Web site](#)

830 First St. N.E., Washington, DC 20202  
[www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov)  
1-800-4-FED-AID

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allows a school to complete and submit its FISAP online, receive real-time validation edits, and access prior-year data to assist in completing the FISAP.

**Q2: How do we access the FISAP on the eCB Web site?**

**A2:** To access the FISAP, log in to the [eCB Web site](#) and then select the “FISAP” link on the top navigation bar. From that point, follow the instructions for completing the six sections of the FISAP.

**Q3: By what time on October 1, 2008 is our FISAP due?**

**A3:** The deadline for electronic submission of the FISAP is 11:59 P.M. (ET) on October 1, 2008. Transmissions must be completed and accepted by 12:00 midnight.

For additional information about this FISAP, contact the Campus-Based Call Center at 877/801-7168. Customer service representatives are available Monday through Friday from 8:00 A.M. until 8:00 P.M. (ET). You may also e-mail [CBFOB@ed.gov](mailto:CBFOB@ed.gov).

Sincerely,



Sherlene McIntosh, Director  
Campus-Based Systems and Operations Division  
Federal Student Aid

Attachments/Enclosures:

2009-2010 FISAP in PDF Format  
2009-2010 Instructions for the FISAP in PDF Format  
FISAP Desk Reference 2009-2010 in PDF Format