INSTITUTIONAL CORRECTIVE ACTION RESPONSES FOR
THE A-133 FINDINGS AND QUESTIONED COSTS

FISCAL YEAR ENDDED JUNE 30, 2011
Corrective Action Plan Related to the Schedule of Findings and Questioned Costs
Student Financial Assistance Cluster
University of Hawai‘i at Mānoa
Year Ended June 30, 2011

Finding No. 11-01: Eligibility – Academic Competitiveness Grant - Control Deficiency

Federal Agency: U.S. Department of Education

CFDA Number and Title: 84.375 - Academic Competitiveness Grants ("ACG")

Responsible Individual: Jodie Kuba, Director, University of Hawai‘i at Mānoa Financial Aid Services

Date Action Taken: Immediately

The ineligible student's ACG grant was returned to the Federal Aid program. The institution immediately put into place controls and procedures to ensure that only eligible students, who meet all requirements, receive the federal ACG grant. As of the 2011-2012 aid year, federal ACG grant funds are no longer available to students and the program was discontinued.
Corrective Action Plan Related to the Schedule of Findings and Questioned Costs
Student Financial Assistance Cluster
Maui College
Year Ended June 30, 2011

Finding No. 11-02: Enrollment Reporting - Control Deficiency

Federal Agency: U.S. Department of Education

CFDA Number and Title: 84.268 – Federal Direct Student Loans

Responsible Individuals: Steve Kameda, Registrar, Maui College
Cathy Bio, Financial Aid Officer, Maui College

Date Action Taken: January 3, 2012

The institution will return the Enrollment Reporting roster file within 30 days of the receipt in accordance with Federal regulations. In addition, personnel in Admissions and Records will be cross-trained to perform reporting functions in the event of turnover.
Corrective Action Plan Related to the Schedule of Findings and Questioned Costs
Student Financial Assistance Cluster
Windward Community College
Year Ended June 30, 2011

Finding No. 11-03: Federal Perkins Exit Interview - Control Deficiency
Federal Agency: U.S. Department of Education
CFDA Number and Title: 84.038 – Federal Perkins Loan Program
Responsible Individual: Steven Chigawa, Financial Aid Administrator, Windward Community College
Date Action Taken: September 1, 2011

The Financial Aid Administrator will ensure that Perkins Loan recipients who unofficially withdraw are exited within 30 days of the date the institution learned the student had withdrawn from school. A Return of Title IV Checklist will be used to aid in the proper and timely exit of Perkins Loans. The Financial Aid Office Clerk will continue to monitor the enrollment level of all active Perkins Loan recipients twice a month to identify students who drop below half-time and also require an exit.
Finding No. 11-04: Federal Direct Student Loan Exit Interview - Control Deficiency

Federal Agency: U.S. Department of Education

CFDA Number and Title: 84.268 – Federal Direct Student Loans

Responsible Individual: Rebecca Thompson, Financial Aid Director, Kaua‘i Community College

Date Action Taken: Immediately

After reviewing the identified students in the finding, it appears that an R2T4 calculation was completed for most students, but student loan exit counseling was completed as part of a separate process at a later time. Due to the extended winter break of 2010, the regularly scheduled bi-weekly procedure was not completed within the 30 day time frame.

In order to provide student loan exit counseling information in a timely manner, effective immediately the R2T4 procedure has been updated to include sending exit interview information for unofficial and official withdrawal students who require exit counseling at the time of R2T4 calculation. Our master calendar has also been adjusted to add an additional exit interview process before and immediately following extended campus breaks to ensure that all students are receiving loan exit interview information within the 30 day time frame.