## Administrative and Support Units Assessment Plan

Financial Aid Office	
Unit/Office/Program	<b>Assessment Period Covered</b>
( ) Formative Assessment	
( ) Summative Assessment	Date Submitted

## **Institutional Mission/Strategic Goal:**

**Mission**: Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.

**Strategic Goal (***which strategic goal(s) most support the services being provided*): Goal #2 Provide institutional support to foster student success and satisfaction.

Administrative Unit/Program Mission Statement: COM-FSM Financial Aid Office supports the mission statement of the College and the Student Services. The primary mission of the Financial Aid Office is to administer all financial aid programs, federal or local in compliance with applicable law and regulations and maintaining integrity, accuracy and timeliness in the

delivery of financial assistance to all students admitted to COM-FSM,

## Administrative Unite/Program Objectives:

**Objective 1:** Provide accurate financial aid information to students and parents in a timely way so they can plan for a college education.

**Objective 2**: To process all financial aid documents in a timely way

**Objective 3**: Provide training to all financial aid personnel on all campuses to ensure accurate processing of financial aid documents

**Objective 4**: Provide training to students and parents to assist them in submitting accurate and complete forms

#### **Evaluation questions**

1. Did Financial Aid Office process student financial aid awards in a timely manner?

#### **Data sources**

- Financial statements from students & parents
- Personal documents needed for awards
- Institutional financial aid form
- US FAFSA
- Policies & procedures
- OAR grade

## Sampling

All awards for SY 2005 - 2006

#### **Analysis**

- Descriptive statistics
- Content statistics

<b>Evaluation questions</b>	Data sources	Sampling	Analysis
1. Did Financial Aid Office process student financial aid awards in a timely manner?	<ul> <li>Financial statements from students &amp; parents</li> <li>Personal documents needed for awards</li> <li>Institutional financial aid form</li> <li>US FAFSA</li> <li>Policies &amp; procedures</li> <li>OAR grade records</li> <li>Enrollment lists</li> <li>Student change information</li> <li>Letters of acceptance</li> </ul>	All awards for SY 2005 – 2006	<ul> <li>Descriptive statistics</li> <li>Content statistics</li> </ul>
2. What is the level of satisfaction of student, faculty, staff and community of Financial Aid office services?	<ul> <li>Registration &amp; orientation survey</li> <li>Counter services customer survey</li> <li>Focus group</li> </ul>	All     Focus     group     sample	<ul> <li>Descriptive Statistics</li> <li>Content Statistics</li> </ul>

	Workshook Administrative #2				
<b>Evaluation questions</b>	Data sources	Sampling	Analysis		
	CWS survey both students & employers				
3. Do Financial Aid Office staff have the technical skills to process awards in a timely manner?	<ul> <li>Training log (in house, travel, web based, etc.)</li> <li>Satisfaction survey</li> </ul>	All	<ul> <li>Descriptive         Statistics     </li> <li>Content         Statistics     </li> </ul>		
4. Did Financial Aid Office maintain accurate student records?	<ul> <li>FAO records</li> <li>OAR records</li> <li>Business Office reports</li> </ul>	All records SY 2005 – 2006	Descriptive statistics		

Activity Who is Date reports

## Timeline

Activity	Who is	Date
	Responsible?	
Provide COM-FSM financial aid documents on the college website	FAO and IT staff	On-going
Make available FAO documents at all FAO Offices of the COM-FSM	FAO staff	COM-FSM system wide
Conduct one FAFSA on the Web training to high counselors	FAO staff, High School counselors	March of every year

(Trio) Student Support Services Program

Academic Year 2007-2008

**Unit/Office/Program** 

**Assessment Period Covered** 

( ) Formative Assessment ( x ) Summative Assessment

**Date Submitted** 

Administrative Evaluation Question (Use a different form for each evaluation question): Has SSSP screen, select, and identify 160 eligible participants, and assess the need for academic support services upon Fall semester 2007?

1c: Use of Results to Improve Unit Services:

## Administrative and Support Units Assessment Report

Assessm	nent Report
Financial aid Office	-
Unit/Office/Program	Assessment Period Covered
( ) Formative Assessment	2006-2007 to 2007-2008
(X) Summative Assessment	Date Submitted
Administrative Evaluation Question (Use a	different form for each evaluation question):
1. Did Financial Aid Office process student fin	ancial aid awards in a timely manner?
First Means of Assessment for Evaluation Q assessment plan):	Question Identified Above (from your approved
1a. Means of Unit Assessment & Criteria for S	uccess:
Regents of COM-FSM that no qualified studen lack fund, an effort will be made by the Finance	arents
• Institutional financial aid form	
• US FAFSA	
<ul> <li>Policies &amp; procedures</li> </ul>	
<ul> <li>OAR grade records</li> </ul>	
• Enrollment lists	
1a. Summary of Assessment Data Collected:	

			SY 2007- 2008			
	# of Records National	National	Chuuk	Pohnpei	Kosrae	Yap
9/24/2007		543,730.00				
	National Can	npus students e	*	er was slightly	ment of pell to y higher than w	hat was
10/4/2007		181,147.00				
10/5/2007				365,074.00		
10/12/2007		86,266.00				
10/16/2007				80,274.00		
10/17/2007			74,348.00			
10/17/2007		78,319.00				
10/18/2007				208,500.00		
10/23/2007		69,025.00		10011000		
10/25/2007		1 = 2 10 00		120,142.00		
10/31/2007		17,240.00			(4 (61 00	
10/31/2007		121 00= 00	<b>-</b> 1.2.10.00		64,661.00	
Pell Payment		431,997.00	•	773,990.00	64,661.00	
Record Processed		485	38	368	36	
	payment of p	ell was 1,888,7		nount is higher	sed and a total r than what was ch was 1,722,3	
11/5/2007	13	167,019.00				
11/5/2007		10,,015.00	64,653.00			
11/5/2007			, - × <b>- · · · ·</b>		131,905.00	
11/9/2007			146,006.00		, <del>-</del>	
11/9/2007	17		-		39,282.00	
11/14/2007	18	78,748.00			*	
11/19/2007	19	81,179.00				
11/19/2007	20			91,573.00		
11/19/2007	21					90,287.00
11/19/2007	22		54,416.00			
11/19/2007	23				7,005.00	
11/22/2007						119,622.00
11/22/2007			73,273.00			
11/22/2007				32,871.00		
11/22/2007		12,392.00				
11/23/2007	28					37,715.00
Pell Payment		339,338.00	338,348.00	124,444.00	178,192.00	247,624.00

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Record Submitted	712	198	460	147	113
	At the end of November a t payment of pell was 3,116, paid to students for the san	672.00. This an	nount is higher t	han what was	
12/5/2007 29	93,206.00				
12/5/2007 30			42,562.00		
12/5/200731			,		44,182.00
12/5/2007 32				10,239.00	,
12/5/2007 33		83,512.00		,	
12/10/2007 34	29,571.00	,			
12/10/200735	•		6,465.00		
12/12/2007 36		78,661.00	,		
12/12/2007 37			58,724.00		
12/12/2007 38	60,881.00				
12/12/200739				9,699.00	
12/13/2007 40	4,310.00				
12/13/200741			4,849.00		
12/13/2007 42				2,155.00	
12/18/2007 43	51,922.00				
12/18/2007 44			3,232.00		
12/18/2007 45				1,617.00	
12/18/2007 46					4,850.0
12/18/2007 47		4,311.00			
12/20/2007 48		10,775.00			
12/20/2007 49	24,245.00				
12/20/2007 50		59,266.00			
12/20/2007 51					3,233.0
12/20/2007 52			2,155.00		
12/21/2007 53	4,310.00				
12/26/2007 54	23,705.00				
12/26/2007 55			2,155.00		
12/27/2007 56		2,155.00			
12/27/2007 57			6,465.00		
12/28/2007 58				6,466.00	
12/28/2007 59		2,694.00			
12/28/2007 60	• • • • • • • • • • • • • • • • • • • •		2,155.00		
1/7/2008 61	2,155.00				
Pell Payment	292,150.00	241,374.00	128,762.00	30,176.00	52,265.00
Record Processed	856	292	526	159	142
ļ r	At the end December a total opayment of pell was 3,863,55 paid to students for the same	4.00. This amo	unt is higher tha	an what was	50

1/17/200862						
2/1/2008 64 153,369.00 2/15/2008 65 367,843.00 2/15/2008 65 367,843.00 2/19/2008 67 2/25/2008 68 72/25/2008 68 187,476.00 223,376.00 2/29/2008 70 1,616.00 3/4/2008 71 13,057.00 3/4/2008 73 23,706.00 3/5/2008 75 17,237.00 3/5/2008 75 17,237.00 3/5/2008 76 3/5/2008 76 3/5/2008 77 3/10/2008 79 3/10/2008 79 3/14/2008 81 3/14/2008 81 3/14/2008 81 3/14/2008 81 3/27/2008 83 3/27/2008 83 4,848.00 3/28/2008 85 15,086.00 3/28/2008 85 4/3/2008 88 8,620.00 4/3/2008 89 4/17/2008 99 4/10/2008 90 4/10/2008 99 4/10/2008 99 4/10/2008 99 4/10/2008 99 4/10/2008 90 4/10/2008 99 4/10/2008 99 4/10/2008 99 4/10/2008 99 4/10/2008 90 4/10/2008 99 4/10/2008 90	1/17/2008 62					2,155.00
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3/14/2008 80 3/14/2008 81 3/14/2008 82 3/27/2008 83 3/27/2008 84 3/28/2008 85 3/28/2008 86 4/3/2008 87 4/3/2008 89 4/3/2008 89 4/3/2008 90 4/4/2008 91 4/10/2008 92 4/10/2008 93 4/11/2008 95 4/11/2008 96 4/17/2008 96 4/17/2008 97 4/11/2008 97 4/11/2008 97 4/11/2008 97 4/11/2008 97 4/11/2008 97 4/11/2008 97 4/11/2008 97 4/11/2008 98 3,772.00 4/11/2008 99 4/11/2008 90 4		17,777.00	60 884 00			
3/14/200881 3/14/200882 3/27/200883 3/27/200884 3/28/200885 3/28/200886 4/3/200887 4/3/200888 4/3/200889 4/4/200891 4/10/200893 4/10/200894 4/17/200896 4/17/200898 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/17/200899 4/18/2008100 4/22/2008101 4/22/2008102 4/23/2008104 4/23/2008105 4/25/2008106 4/25/2008107 4/25/2008107 4/25/2008108 8,624.00		25 221 00	00,004.00			
3/14/2008 82 3/27/2008 83 3/27/2008 84 3/28/2008 85 3/28/2008 86 4/3/2008 87 70,585.00 4/3/2008 89 4/4/2008 90 4/10/2008 93 4/10/2008 94 4/17/2008 95 4/17/2008 96 4/17/2008 98 4/17/2008 98 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 99 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 100 4/22/2008 101 4/22/2008 102 4/23/2008 103 4/23/2008 104 4/23/2008 105 4/25/2008 106 4/25/2008 106 4/25/2008 107 4/25/2008 107 4/25/2008 108 8,624.00		23,321.00		2 603 00		
3/27/2008 83				2,093.00	520.00	
3/27/2008 84 3/28/2008 85 3/28/2008 86 4/3/2008 87 4/3/2008 88 4/3/2008 89 4/4/2008 90 4/4/2008 91 4/10/2008 92 4/10/2008 95 4/117/2008 95 4/17/2008 96 4/17/2008 97 4/17/2008 97 4/17/2008 98 3,772.00 4/17/2008 99 4/17/2008 99 4/18/2008 103 4/17/2008 99 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 100 4/22/2008 101 4/22/2008 102 4/23/2008 103 4/23/2008 104 4/23/2008 105 4/25/2008 106 4/25/2008 106 4/25/2008 107 4/25/2008 107 4/25/2008 108 8,624.00		4 848 00			339.00	
3/28/2008 85 3/28/2008 86 4/3/2008 87 4/3/2008 88 4/3/2008 89 4/4/2008 90 4/4/2008 91 4/10/2008 92 4/10/2008 93 4/11/2008 95 4/17/2008 96 4/17/2008 97 4/17/2008 98 4/17/2008 98 3,772.00 4/17/2008 98 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 100 4/22/2008 100 4/22/2008 103 4/23/2008 103 4/23/2008 105 4/25/2008 106 4/25/2008 107 4/25/2008 107 4/25/2008 108 8,624.00  4/5,804.0		4,040.00		40 609 00		
3/28/2008 86 4/3/2008 87 4/3/2008 88 8,620.00 4/3/2008 89 4/4/2008 90 4/4/2008 91 4/10/2008 92 4/10/2008 93 4/11/2008 95 4/17/2008 96 4/17/2008 97 4/17/2008 98 4/17/2008 98 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 90 4/17/2008 100 4/18/2008 100 4/22/2008 101 4/22/2008 103 4/23/2008 103 4/23/2008 104 4/25/2008 106 4/25/2008 107 4/25/2008 107 4/25/2008 107 4/25/2008 108 8,624.00  4/5,804.00  4/5,804.00  4/5,804.00  33,945.00 33,945.00  33,945.00  4,622.00 33,945.00  4,622.00 33,945.00  4,622.00 33,945.00  4,622.00 3,772.00 4,622.00 4,622.00 4,622.00 4,725/2008 106 4,725/2008 107 4,725/2008 108 8,624.00		15 096 00		40,008.00		
4/3/2008 87       70,585.00         4/3/2008 88       8,620.00         4/3/2008 89       33,945.00         4/4/2008 90       15,085.00         4/4/2008 91       332.00         4/10/2008 92       4,622.00         4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/17/2008 95       11,853.00         4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/17/2008 99       2,155.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		13,000.00			45 904 00	
4/3/2008 88       8,620.00         4/3/2008 89       33,945.00         4/4/2008 90       15,085.00         4/10/2008 91       332.00         4/10/2008 92       4,622.00         4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/17/2008 96       13,469.00         4/17/2008 97       26,401.00         4/17/2008 99       2,155.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 103       38,253.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00			70 505 00		43,804.00	
4/3/2008 89       33,945.00         4/4/2008 90       15,085.00         4/4/2008 91       332.00         4/10/2008 92       4,622.00         4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/17/2008 95       11,853.00         4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 103       38,253.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		0.620.00	70,585.00			
4/4/2008 90       15,085.00         4/4/2008 91       332.00         4/10/2008 92       4,622.00         4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/14/2008 95       11,853.00         4/17/2008 96       13,469.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		8,620.00				22 045 00
4/4/2008 91       332.00         4/10/2008 92       4,622.00         4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/14/2008 95       11,853.00         4/17/2008 96       13,469.00         4/17/2008 98       3,772.00         4/17/2008 99       2,155.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		15.005.00				33,945.00
4/10/2008 92       4,622.00         4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/14/2008 95       11,853.00         4/17/2008 96       13,469.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		15,085.00		222.00		
4/10/2008 93       3,772.00         4/10/2008 94       5,927.00         4/11/2008 95       11,853.00         4/17/2008 96       13,469.00         4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		4 (22 00		332.00		
4/10/2008 94       5,927.00         4/14/2008 95       11,853.00         4/17/2008 96       13,469.00         4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		4,622.00				
4/14/2008 95       11,853.00         4/17/2008 96       13,469.00         4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00						3,772.00
4/17/2008 96       13,469.00         4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00					5,927.00	
4/17/2008 97       26,401.00         4/17/2008 98       3,772.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		11,853.00				
4/17/2008 98       3,772.00         4/17/2008 99       2,155.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/23/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/25/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00			13,469.00			
4/17/2008 99       2,155.00         4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00				26,401.00		
4/18/2008 100       13,469.00         4/22/2008 101       2,695.00         4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00		3,772.00				
4/22/2008 101       2,695.00         4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00					2,155.00	
4/22/2008 102       1,078.00         4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00			13,469.00			
4/23/2008 103       38,253.00         4/23/2008 104       1,078.00         4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00				2,695.00		
4/23/2008 104     1,078.00       4/23/2008 105     3,233.00       4/25/2008 106     6,465.00       4/25/2008 107     1,615.00       4/25/2008 108     8,624.00						1,078.00
4/23/2008 105       3,233.00         4/25/2008 106       6,465.00         4/25/2008 107       1,615.00         4/25/2008 108       8,624.00	4/23/2008 103		38,253.00			
4/25/2008 106 4/25/2008 107 4/25/2008 108 6,465.00 1,615.00 8,624.00	4/23/2008 104	1,078.00				
4/25/2008 107 4/25/2008 108 1,615.00 8,624.00	4/23/2008 105					3,233.00
4/25/2008 108 8,624.00	4/25/2008 106		6,465.00			
· · · · · · · · · · · · · · · · · · ·	4/25/2008 107				1,615.00	
4/30/2008 100 10.775 00	4/25/2008 108			8,624.00		
4/30/2008109 10,7/3.00	4/30/2008 109		10,775.00			

5/7/2008 110			6,466.00		
5/7/2008 111		34,482.00			
5/7/2008 112	26,400.00				
5/7/2008 113				538.00	
5/13/2008 114		7,543.00			
5/13/2008 115	8,620.00				
5/13/2008 116					4,310.00
5/14/2008 117					4,310.00
5/16/2008 118	6,465.00				
Pell Payment	1,909,281.00	725,740.00	969,542.00	244,054.00	353,228.00
Record Processed Spring					

Record Processed Spring

Pell Payment

At the end of Spring 08 a total of 1,785 records were processed and a total payment of pell was 7,590,067.00. This amount is higher than what was paid to students for the same period last school year which was 7,414,899.50

Summer 2008					
5/20/2008 119			6,465.00		
5/21/2008 120	2,155.00				
5/21/2008 121				4,312.00	
5/21/2008 122			1,078.00		
5/22/2008 123		15,088.00			
5/22/2008 124					4,310.00
5/23/2008 125				3,773.00	
5/29/2008 126			539.00		
6/24/2008 127	60,000.00				
6/25/2008 128			31,790.00		
6/25/2008 129	32,982.50				
6/27/2008 130	22,099.00				
6/27/2008 131			14,190.00		
7/2/2008 132	24,853.00				
7/2/2008 133				31,784.00	
7/9/2008 134	13,758.00				
7/10/2008 135			5,390.00		
7/10/2008 136					2,155.00
7/11/2008 137				1,617.00	
7/14/2008	18,328.00				
7/14/2008			11,858.00		
7/17/2008	15,630.00				
7/17/2008					37,116.00
7/17/2008		34,489.00			
7/23/2008			5,357.00		
7/23/2008		10,240.00			
7/23/2008				7,540.00	
7/28/2008					54,977.00
		18,860			

76,677.00

76,667.00

49,026.00

98,558.00

189,805.50

Unduplicated					
count of record					
processed					
School Y	ear 2006-2007				
9/12/2006 1	205,896.00				
9/15/20062	90,113.00				
9/20/20063	115,426.50				
9/25/20064	49,338.00				
9/25/20065		56,701.00			
9/28/2006 <u>6</u>	79,913.00				
	540,686.50	56,701.00			
10/2/20067	91,471.00				
10/9/20068	45,538.00				
10/9/20069				32,909.00	
10/10/2006 10	63,109.00				
10/13/2006 11			110,871.00		
10/16/2006 12			228,312.00		
10/16/2006 13	37,970.00				
10/16/2006 14		61,260.00			
10/17/2006 15			56,202.00		
10/20/2006 16			167,298.00		
10/25/2006 17	63,286.00				
10/26/2006 18	38,984.00				
10/29/2006 19	66,503.00				
10/31/2006 <u>20</u>		61,257.00			
	406,861.00	122,517.00	562,683.00	32,909.00	
	_				
11/1/200621	27,338.00				
11/2/2006 22			84,678.00		
11/2/200623					129,231.00
11/6/2006 24				70,888.00	
11/6/2006 25	104,014.00				
11/7/200626					12,150.00
11/7/200627	16,707.00				
11/7/200628				48,103.00	
11/13/2006 29			3,544.00		
11/16/2006 30	87,584.00				
11/16/200631			38,546.00		
11/21/2006 32	68,851.00				
11/21/200633			115,407.00		

				THOMOGRAPH THE	
11/21/200634					49,617.00
11/23/200635			10,634.00		
11/23/200636				20,760.00	
11/28/2006 37			34,934.00		
11/28/200638	8,713.00				
11/28/200639		3,544.00			
11/28/200640		,			40,505.00
	313,207.00	3,544.00	287,743.00	139,751.00	231,503.00
	313,207.00	2,211.00	207,7 13.00	157,701.00	231,203.00
12/4/200641	88,920.00				
12/4/200641	00,720.00		20,756.00		
12/4/200642			20,730.00		3,545.00
12/4/200643		111 277 00			3,343.00
	10 700 00	111,377.00			
12/6/200645	18,708.00				2 025 00
12/6/200646		102 252 22			2,025.00
12/6/200647		182,252.00	2 521 00		
12/6/200648			2,531.00		
12/7/200649			32,909.00		
12/7/2006 50		65,307.00			
12/7/2006 51	5,063.00				
12/13/2006 52				68,281.00	
12/13/2006 53	42,528.00				
12/13/2006 54		86,953.00			
12/13/2006 55					24,303.00
12/13/2006 56			4,051.00		
12/21/2006 57			39,997.00		
12/21/2006 58	13,670.00		,		
12/21/2006 59	- ,	4,050.00			
12/29/2006 60		32,908.00			
12/29/200661		22,200.00	30,377.00		
12/29/2006 62			20,277.00	6,075.00	
12/29/2006 63	1,013.00			0,075.00	
12/29/2006 64	1,013.00	3,544.00			
1/3/2007 65		15,254.00			
	19,238.00	13,434.00			
1/3/2007 66		501 645 00	120 (21 00	74.256.00	20.072.00
	189,140.00	501,645.00	130,621.00	74,356.00	29,873.00
1/26/2007 34Adjust.					506.00
2/13/2007 67	663,261.00				
2/14/2007 68				147,761.00	
2/16/2007 69	384,456.00				

2/26/200770 137,504.00 3/6/200771 572,580.00 3/9/200772 623,504.00 3/12/200773 39,994.00 3/13/200774 221,748.00 3/14/200775 92,645.00 3/14/200776 15,824.00 3/23/200777 4,557.00 3/23/200778 27,019.00 3/26/200779 74,419.00 3/26/200780 24,807.00 32,905.00 3/29/200781 3/29/200782 55,688.00 3/29/200783 20,250.00 3/29/2007 84 1,519.00 4/4/200785 31,894.00 4/4/198786 5,062.00 4/9/200787 4,050.00 4/11/200788 9,620.00 4/11/200789 30,380.00 4/11/200790 20,253.00 4/12/200791 29,364.00 21,089.00 4/17/200792 4/17/200793 102,772.00 6,581.00 4/19/2007 94 4/23/200795 57,725.00 13,164.00 4/23/2007 96 4/23/200797 5,569.00 38,708.00 4/23/200798 31,896.00 4/25/200799 4/26/2007 100 8,100.00 4/26/2007 101 3,543.00 4/26/2007 102 6,078.00 5/1/2007 103 30,848.00 5/1/2007 104 22,782.00 5/1/2007 105 11,138.00 5/1/2007 106 5,063.00 5/1/2007 107 3,543.00 15,605.00 5/3/2007 108 5/3/2007 109 5,270.00 5/8/2007110 8,100.00 5/8/2007 111 6,583.00 5/8/2007112 28,351.00 5/8/2007 113 2,025.00 5/8/2007114 3,544.00 5/14/2007 115 6,582.00 48,096.00 5/16/2007 116 5/16/2007117 8,101.00

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	5/16/2007 118	18,733.00				
	5/18/2007 119		54,677.00			
	5/18/2007 120				21,266.00	
	5/18/2007 121					2,025.00
	5/18/2007 122			2,025.00		
	5/21/2007 123		30,375.00			
	5/23/2007 124				19,239.00	
	5/23/2007 125	4,050.00				
	5/23/2007 126			19,239.00		
	5/30/2007 127			5,063.00		
		1,499,160.00	1,037,241.00	812,658.00	260,333.00	339,726.00
				Summer 200'	<del>-</del>	
	5/30/2007 128			Summer 200		
	6/5/2007 129		26,832.00		2,025.00	
	6/5/2007 130	2,531.00	20,832.00			
	6/5/2007 131	2,331.00			1,519.00	
	6/14/2007 131		7,088.00		1,319.00	
	7/2/2007 133		7,000.00	29,571.00		
	7/5/2007 134			27,371.00	27,834.00	
	7/9/2007 135	86,376.00			27,031.00	
	7/9/2007 136	00,570.00				40,016.00
	7/9/2007 137				30,877.00	10,010.00
	7/17/2007 138				20,077.00	36,467.00
	7/23/2007 139	12,487.00				
	7/23/2007 140	,			7,087.00	
	7/23/2007 141				.,	4,558.00
	7/23/2007 142			4,052.00		,
	7/24/2007 143		95,682.00	,		
	7/26/2007 144			3,038.00		
	7/31/2007 145				506.00	
		101,394.00	129,602.00	36,661.00	69,848.00	81,041.00
1						

1b. Means of Unit Assessment & Criteria for Success:					
Test anxiety workshops Surveys (October 30-31, 2007,	November 29; 20875 CAMILLIA RELIEVE #2				
1b. Summary of Assessment Data Collected:  Phiree anxiety workshops were conducted for students	throughout the fell comester. Two				
were done before mid-term examinations, and one before					
67 students attended workshop on conquering test anxi					
55 students strongly agreed that the workshop was well Stoomle Hang prediction that the workshop was well stoomle workshop with the workshop was well stoomle workshop with the workshop was well stoomle workshop was well stoomle with the workshop with the workshop was well stoomle with the workshop	l organized and informative. dendified hoboyse (from your				
approyedtassessyreet Play the workshop was well organ lottleaworkship topies sentients were invested in incl	ized and informative.				
management, stress, peer pressure anger management,					
1b: Use of Results to Improve Unit Services:	raming planning, & sen esteem.				
Pheunuseinig office will need to work with other office	ees to get more student participation				
in workshops. Although the feedback from those few t					
counseling office will need to come up with ways to see	if the workshops have any impact				
lbn stratefacesplerato-laureve Unit Services:					
*Increase number of student participation in workshop	os.				
*Impact of workshops will need to he explored.					
Third Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):					
I e. Maeur soft tritt Assessment & Critacia de gor Success:					
14c.Symmacityof.Assessment.PotaaCobaetada:					
1c: Use of Presults to Improve Unit Services:					
18: Use of Results to Improve Unit Services:					
Administrative and Suppo					
Assessment Report	τ				
Unit/Office/Program	<b>Assessment Period Covered</b>				
e e	Assessment Period Covered				
( ) Formative Assessment	Date Supposted				
(X) Summative Assessment Institutional Mission/Strategic Goal:	Date Submitted				
Minimistrative elyadiation question discorpante ed	ona torcence cteditation greenon):				
Micronasian Es Mais And Office Historian Proving and Studente	Engeled institute of nigher education.				

Missionistrative devaluation question (Useon anterent short for cover continuous from the content of higher education): Microplestants and is a committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.

Strategic Goal (which strategic goal(s) most support the services being provided): Goal #2 Provide institutional support to foster student success and satisfaction.

**Administrative Unit/Program Mission Statement :** COM-FSM Financial Aid Office supports the mission statement of the College and the Student Services. The primary mission of the Financial Aid Office is to administer all financial aid programs, federal or local in compliance with applicable law and regulations and maintaining integrity, accuracy and timeliness in the

# First Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

*1a. Means of Unit Assessment & Criteria for Success :* 

Student records are maintained in alphabetical order in locked file cabinets in the Financial Aid Office. A student record is started for each new applicant, is identified by the first year of application and maintained with cumulative applicant material until three years from the last application activity or three years from the date the student completes his/her program of study. Student files are kept at the National campus, filed separated by campus attended.

Financial Aid Office uses the following document to measure the success of the evaluation question 4.

FAO records

1		
Ia. Summary of Assessment Da National Campus National Campus	ta Collected:	
Enrollment Enrollment Pell Recepients Pell Recepients Pell Recepients Non Pell Non Pell FAS Part Time failed to file FAFSA Chuuk Campus Chuuk Campus	1068 9500 1188 699 489	
Enrollment Enrollment Pell Recipients Pell Recipients Non Pell Non Pell FAS Fas Failed to file FAFSA Failed to file FAFSA	7255 5355 1688 965 733	
Pohnpei Campus Pohnpei Campus Pohnpei Campus Enrollment Pell Pell Non Pell Non Pell FAS Failed to apply Failed to apply	7100 5885 1735 600 685	
Kosrae Campus Kosrae Campus Enrollment Enrollment Pell Non Pell Non Pell Teacher paid by DOF Teacher paid by DOE FAS Falled to file FAFSA Failed to file FAFSA	322 2233 969 344 255 40	

Yap Campus
Enrollment 327
Pell 259
Non Pell 68
Teacher paid by DOE 46
FAS 22

1a: Use of Results to Improve Unit Services:

## Second Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

1b. Means of Unit Assessment & Criteria for Success:

2006-2007 Audit Report

1b. Summary of Assessment Data Collected:

## Part I - Summary of Auditors' Results

- 1. The Independent Auditors' Report on the financial statements expressed an unqualified opinion.
- 2. No significant deficiencies in internal control over financial reporting were identified.
- Instances of noncompliance considered material to the financial statements were not disclosed by the audit.
- No significant deficiencies in internal control over compliance with requirements applicable to major federal awards programs were identified.
- The Independent Auditors' Report on compliance with requirements applicable to major federal award programs expressed an unqualified opinion.
- 6. The audit disclosed no findings required to be reported by OMB Circular A-133.
- 7. COM-FSM's major programs were:

CFDA Number Name of Federal Program or Cluster

### U.S. Department of Education:

Federal Student Aid Cluster: Federal Pell Grant Program Federal Work-Study Program

84.007 Federal Supplemental Opportunity Grant

See

1b: Use of Results to Improve Unit Services:

84.063 84.033