



Academic Affairs
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Memorandum

TO: FAU Faculty Members

FROM: John Pritchett
University Provost and Chief Academic Officer

SUBJECT: Request for Audit Assistance

DATE: June 22, 2009

We need your immediate assistance to help ensure that FAU students who receive financial aid are afforded every opportunity to retain any and all support to which they may have been entitled.

In connection with the 2007-08 Student Financial Assistance audit of Florida Atlantic University, the U.S. Department of Education has required us to substantiate students' attendance information in cases where they had not officially withdrawn and had received all non-passing grades. The purpose of this audit is to produce evidence that the student attended class attended/participated in coursework. If the University is unable to establish documentation that the student attended/participated, we will incur a financial charge equal to the amount of federal financial aid that the student received during the semester in question. If we conclude that Title IV financial aid awards should be returned to the Federal government, students will be required to reimburse the university.

If you are the faculty of record in a course that has been identified as having such a student enrolled, you will receive an email within the next two weeks providing the course/section number and the student's name, and you will be asked to provide records noting that student's attendance or participation in that class.

Please help us ensure that FAU students who receive financial aid are afforded every opportunity to retain any and all support to which they have been entitled. Your timely assistance and cooperation is greatly appreciated.