



# South Carolina Commission on Higher Education

## MEMORANDUM

**TO:** Institutional Research Personnel at Public Institutions

**FROM:** Camille Brown

**DATE:** October 21, 2016

**RE:** November Reporting for FY17 Proviso 11.15 (CHE Abatement)

In FY2015-16, a new proviso in the Appropriations Act, Proviso 11.29 (CHE Abatements) required institutions to report certain data to CHE relating to abatements/waivers of tuition provided under Sections 59-112-70 and 59-101-620 of the SC Code of Laws. In the Appropriations Act for the current fiscal year, the proviso from FY15-16 was continued in FY16-17 (Proviso 11.15)<sup>1</sup>. This proviso was amended to change the report date from October 1 to November 1 and to clarify information to be reported. A change was made to report only undergraduate students with the previous proviso requiring all students. This memo is to provide you with a template and outline of the data to be reported per the proviso and request that your institutional report be submitted by November 1. If your institution needs additional time to prepare this data, please let us know when we can expect to receive the requested information. We will provide you with access to the secure web site address (same as used in prior year) to upload the Excel and Word documents if you do not have it.

CHE has created a web page ([click here](#)) that contains the attachments described below and provide additional details about this reporting along with an Excel template and file layout description to be used in submitting your institution's report for the required individual student data. A word file template can be found for reporting information about your policies pursuant to Section 59-112-70(A-C) and the requested aggregated summary data relating to Section 59-101-620. The reported data are to be compiled based on Academic Year 2015-16 (Fall 2015, Spring 2016, and Summer 2016). A link for the questions from 2015 is included along with one modification because of definitional changes. As is always the case, reported individual student data will be treated in accord with the Family Educational Rights and Privacy Act (FERPA).

The reporting format remains the same from last year. Where possible, we have made our best efforts to reduce reporting burdens by aligning with existing definitions and considering the type data already submitted.

Should you have any questions, please do not hesitate to contact me.

**ATT:** Instructions (Reporting on Abatement of Tuition Rates for Out-of-state Undergraduates)  
Student data reporting Excel Template (Excel CHE Abatement Template)  
File Layout Description (File Layout for Abatements/Waivers)  
Supplemental Information, Word Template (Supplemental Reporting Information)  
Cumulative List of Questions asked regarding the proviso from 2015(one change to question 7)

<sup>1</sup>(CHE: Abatements) "By November first of each year, state supported institutions of higher learning must submit to the Commission on Higher Education the total number of out-of-state undergraduate students during the prior fiscal year that received abatement of rates pursuant to Section 59-112-70 of the 1976 Code as well as the total dollar amount of the abatements received. The report must include the geo-origin of the student, class of the student, comprehensive listing of all financial awards received by the student, number of semesters the student has received the abated rate, as well as the athletic status of the student. The report must also include the calculation method used to determine the abatement amount awarded to students as well as the number of students that received educational fee waivers pursuant to Section 59-101-620."