

**LOUISIANA STUDENT FINANCIAL ASSISTANCE
COMMISSION
OFFICE OF STUDENT FINANCIAL ASSISTANCE**

***Taylor Opportunity Program for Students (TOPS)
Bulletin***

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DISTRIBUTION:	High School Counselors, College, University and LAICU Chancellors, Financial Aid Offices, Business Offices, Registrars and Auditors; Louisiana Legislators, Officials and the Congressional Delegation; Higher Education Board; Libraries; Commission Members; Technical College Campus Deans and Student Personnel Services Officers
TOPICS:	TOPS Initial Eligibility Processing for Academic Year 2011-2012

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TOPS initial eligibility for the 2011 graduates for academic year 2011-2012 will begin Thursday, June 2, 2011. This will be the first complete academic year for processing graduates and TOPS continuing students on LOSFA's new Louisiana Award System (LAS). The system provides students access to their individual data, while schools have access to the data for their student population.

As records for the 2011 high school graduates are processed, those who are determined eligible will appear on the Academic Year (AY) 2012 Master Roster as disposition 000 New Eligible. When postsecondary schools submit end of term grades, TOPS continuing student eligibility processes and the updated student status is reflected on the TOPS Master Roster as disposition 001 Approved Renewal. The initial AY 2012 TOPS Master Roster became available to the schools on May 27, 2011.

Initial eligibility determinations for TOPS applicants begin when LOSFA receives the following: final grades and graduation certification from the high schools through the Louisiana Department of Education (LDE), Student Transcript System (STS); either a Free Application for Federal Student Aid (FAFSA) or TOPS online application; and official scores from ACT and/or SAT.

Local Education Agencies (LEAs) and non-public high schools have until June 15, 2011 to submit 2011 graduate transcript data to the LDE, and until September 15, 2011 to submit any additional transcript data from summer school.

Special populations, such as home study, out-of-state, out-of-country, military, non-graduate, and returning student applicants also process weekly. Because these students process with alternate eligibility requirements, the student is responsible for ensuring that certain required documents, such as ACT and/or SAT scores, out-of-state and out-of-country final high school transcripts with graduation date, and completed TOPS Affidavit of Residency, are received timely by LOSFA. The TOPS Initial Eligibility requirements for special populations, along with the other initial and continuing eligibility requirements can be found on our Web site, www.osfa.la.gov.

TOPS weekly processing runs each Thursday night, and the updated Master Roster is available to the

school on the LAS at www.osfa.la.gov each Friday morning. Students also have access to their personal updated TOPS status, and are encouraged to monitor that status via the LAS at www.osfa.la.gov . TOPS award notification letters are mailed each week to newly eligible, reinstated, and ineligible students after the Thursday processing.

Students who have questions concerning their TOPS eligibility can check their initial and continuing status via the LAS at www.osfa.la.gov , or can contact a Public Information and Communication Representative at 1-800-259-5626, extension 1012 or 225-219-1012 or via email at custserv@osfa.la.gov.