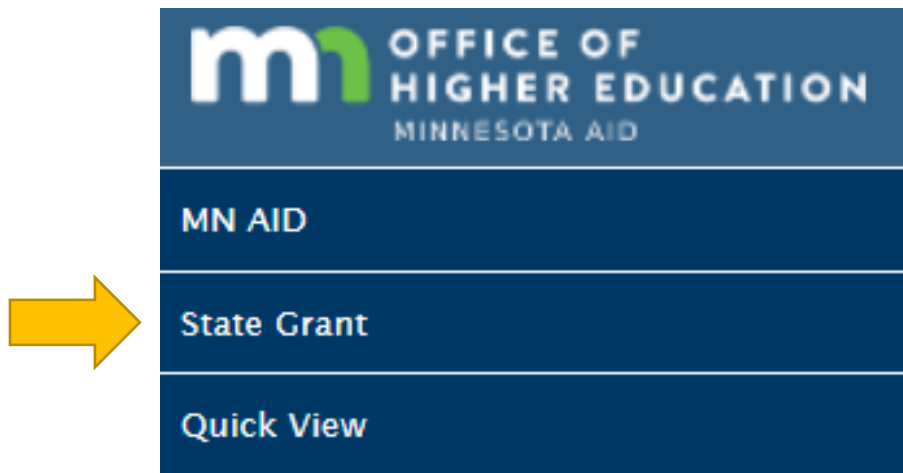
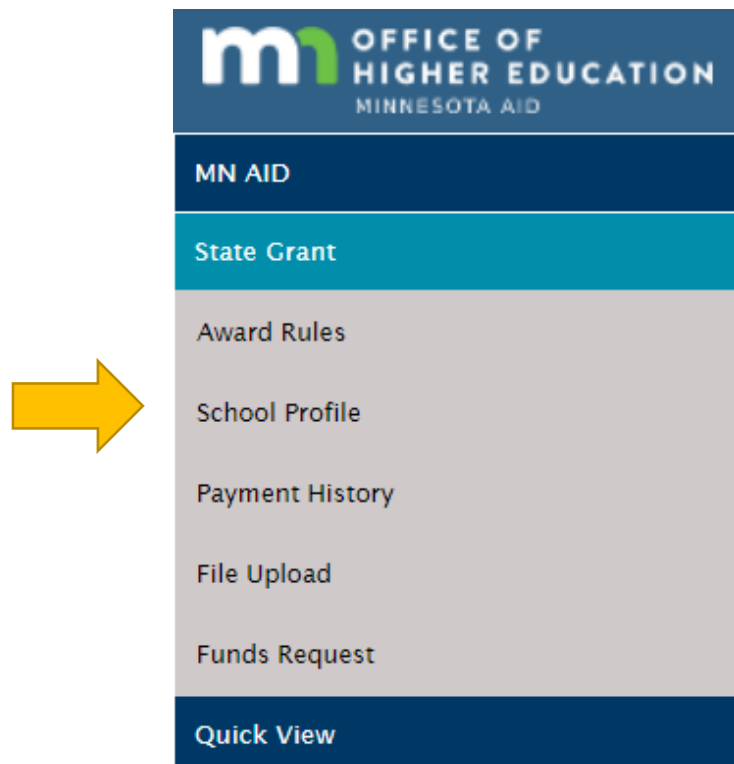


## Entering a Budget for a Credit Hour Institution

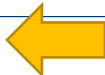
1. Log into MN Aid at [Login \(guarantorsolutions.com\)](https://login.guarantorsolutions.com).
2. Click on State Grant.



3. Click on School Profile.




4. Select the correct academic year and click on Update Budget.

Change Academic Year:  

**Academic Year**  
2021 to 2022

<b>School OECODE</b>	002377	<b>School Type</b>	Minnesota State 4-Year University
<b>Vendor ID</b>	0000198706	<b>Hour Type</b>	Credit-Hour or Term-Based
<b>School Name</b>	ST. CLOUD STATE UNIVERSITY	<b>Term/Payment Periods</b>	Semester or 2 Clock-Hour Payment Periods
<b>Address</b>	720-4TH AVENUE S	<b>Participate in Federal Pell Grant Program</b>	Yes
<b>Address2</b>		<b>Accrediting Agency (if accredited)</b>	Higher Learning Comm
<b>City</b>	ST CLOUD	<b>Licensing Agency (if licensed)</b>	
<b>State</b>	Minnesota	<b>Use College Financing Plan?</b>	
<b>Zip Code</b>	56301 -	<b>Use College Financing Plan For?</b>	
<b>Phone Number</b>	3202552047	<b>Financial Aid Software Platform</b>	ISRS
<b>Tuition and Fees</b>	\$0.00	<b>State Grant Software Platform</b>	ISRS
		<b>Hold Funds Requests</b>	



5. The following message is displayed at the top of the page.

Only credit hour and term based schools should complete this section.

The 2022-2023 tuition and fees you report will be used for:

- OHE's web page on college costs
- OHE's financial aid estimators
- Checking MN State Grant awards calculated by colleges

Tuition and fees report should reflect:

- Weighted average tuition charged to a student taking 15 credits per term
  - For Minnesota State and U of M campuses, this is the standard resident tuition rate
  - Minnesota State institutions should use the separate guidance provided by Meghan Flores when calculating what to report for the 2022-2023 rates
  - For colleges with multiple tuition rates, the weighted average tuition rate
    - Multiply each program tuition rate by percentage of student population in program and add results for weighted average
    - Email the supporting calculation to Nancy Johnson in the State Grant Unit
- The per-credit tuition rate should reflect the actual per-credit rate, which is not always the term rate divided by 15 credits
- Mandatory general fees charged to a student taking 15 credits per term
  - Do not include fees for the purchase of items if the student retains ownership (rental fees are accepted if your school retains ownership)
  - Do not include refundable deposits or fees, or fees that can be waived
- Dollars and cents for each item and column (OHE will round the final result)

6. Enter tuition costs per credit, per term and per year. Enter each fee individually per credit, per term and per year (if applicable).

Item	Per Credit	Per Term	Per Year
Undergraduate Resident Tuition	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Breakdown General Fees Below</b>			
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Fee Name <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

7. Marking the budget as Estimated will save the information in MN Aid, but until it is marked as Final, institutions are unable to upload State Grant Files or submit Funds Requests.

**The tuition and fees reported above are:**

Final  
 Estimated

SAVE AND CONTINUE

CANCEL

8. Enter the values for each category for students living on-campus, with parents or off-campus.

This section must be completed by all schools.  
Schools should report the same figures they will be using for the full-time 9-month 2022-2023 cost of attendance used for federal aid programs or the State SELF loan program.

	On-Campus	With Parents	Off-Campus
RoomAndBoard	\$ 0.00	\$ 0.00	\$ 0.00
BooksAndSupplies	\$ 0.00	\$ 0.00	\$ 0.00
Transportation	\$ 0.00	\$ 0.00	\$ 0.00
Misc/Personal	\$ 0.00	\$ 0.00	\$ 0.00

9. Review the information to ensure its accuracy. If any changes need to be made, the process can be repeated (information entered previously is saved).

School Budget Summary			
	Per Credit	Per Term	Per Year
	\$308.24	\$3941.08	\$7882.16
Fees	\$127.23	\$643.93	\$1287.86
<b>Total Tuition and Fees</b>	<b>\$435.47</b>	<b>\$4,585.01</b>	<b>\$9,170.02</b>

Tuition Maximums for 2022-2023:

- 4-year degree program: \$7,570.00
- 2-year or less degree/certificate/diploma program: \$3,057.00

Living and Miscellaneous Expense Allowance (LME) for 2022-2023:

- \$5,265.00