June 13, 2011

THECB Board Members

Audit of Financial Aid at The University of Texas (UT) Health Science Center at San Antonio

The University of Texas (UT) Health Science Center at San Antonio complied with relevant Texas Higher Education Coordinating Board (THECB) rules and regulations for financial aid awards during fiscal year 2010.

The UT Health Science Center at San Antonio complied with relevant Texas Higher Education Coordinating Board (THECB) rules and regulations for financial aid awards totaling $835,466.

We performed work to determine whether $749,487 College Access Loan (CAL) to 58 students, $64,699 B–On-Time (BOT) to 14 students, and $21,280 Towards EXcellence, Access and Success (TEXAS) Grants to 4 students complied with relevant THECB rules and regulations. We obtained the population from the Financial Aid Database System (FADS), which contains data submitted and certified to the THECB by the University.

Due to the small number of items in the population, we tested 100% of the awards. Testing reviewed and compared student eligibility criteria with information and documentation certified and maintained by the University. Student eligibility criteria used for testing consisted of the following: Texas residency, financial need, Selective Service registration, enrollment in an undergraduate degree program, graduation from accredited Texas high school, completion of Recommended or Advanced High School program, and satisfactory academic progress. Additionally for Texas Grants, we tested criteria to validate whether student records indicated no felony conviction relating to a controlled substance and that the student registered at the University no later than 16 months from their high school graduation, or 12 months from earning a 2-year degree.

During our site visit, we verified the University’s financial aid information with the FADS data previously submitted and certified as correct by the University, and that the disbursements to the student account occurred in a timely manner.
BACKGROUND

In accordance with the approved Internal Audit Work Plan for fiscal year 2011, we performed an audit of financial aid at the institution. The University and the THECB have a signed Financial Aid agreement in effect, with a term of 5 years and renewable 5-year options, thereafter. It establishes mutually agreed upon performance requirements related to financial aid programs named under Texas Administrative Code, Chapters 21 and 22.

AUDIT OBJECTIVE, SCOPE, AND METHODOLOGY

The audit objective was to determine whether compliance The UT Health Science Center at San Antonio complied with the THECB rules and regulations for financial aid. The audit scope was financial aid awarded by THE UT Health Science Center at San Antonio during fiscal year 2010.

The audit methodology to address the audit objective included a review of relevant THECB statutes, rules, policies and procedures, manuals and documentation. The auditors also conducted interviews, sent, and reviewed a pre-audit survey, identified eligibility criteria, and performed compliance testing on 100% of the financial aid population at the University.

STANDARDS

This audit was conducted in conformance with the International Standards for the Professional Practice of Internal Auditing and Generally Accepted Government Auditing Standards (GAGAS). Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.
We wish to express our appreciation to The UT Health Science Center at San Antonio for their assistance during this audit. If you have any questions, please call me at (512) 427-6497.

Best Regards,

Ruby Elizabeth Garcia, CIA, CISA, Acting Director of Internal Audit

PERFORMED BY

Mr. Steve Allen, CIA, CISA, Auditor, Information Technology
Ms. Ruby Elizabeth Garcia, CIA, CISA, Acting Director of Internal Audit

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