



FINANCIAL AID GUIDANCE MEMO

REFERENCE: FA 26-013
TOPIC: FINANCIAL COST AND AID DISCLOSURE FORM
AUTHOR: TAMIKA BRASWELL, DIRECTOR
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RELEVANT STATUTE: OHIO REVISED CODE, SECTION 3345.0210

Section 3345.0210 Financial Cost and Aid Disclosure Forms <https://codes.ohio.gov/ohio-revised-code/section-3345.0210>

Effective for the 2026-2027 academic year, **State Universities and Community Colleges** are required to include a Financial Cost and Aid Disclosure Form to a qualifying student with the student's initial financial aid packet, prior to the student decision deadline to accept admission. A qualifying student is defined as a newly admitted full-time student who is seeking a degree. ***It is important to note that this form does not replace the ED College Financing Plan (CFP) for schools that agreed to implement the Principles of Excellence Executive Order 13607.***

The Ohio Department of Higher Education (ODHE) has created a template that includes the requirements of the form. This template, along with an optional supplemental glossary document, can be found here: <https://highered.ohio.gov/educators/financial-aid/sgs-guidance-memos>.

State Universities and Community Colleges may opt to use their own institutional form. This institutional form must include all the requirements listed below and must be reviewed and approved by ODHE ***prior to the utilization of the form.***

Institution Financial Cost and Aid Disclosure Form Review and Approval Process

- Submit forms for review to ODHE no later than March 31, 2026 (*Please allow time for review and revisions*)
 - Submit a blank form for template review and
 - Submit a form populated with a fictitious student for formatting review
- Send to:
 - Tamika Braswell tbraswell@highered.ohio.gov and
 - Chris Kacir ckacir@highered.ohio.gov

- All attempts will be made to provide notification of approval, revision, or additional information within 30 days of submission.

Financial Cost and Aid Disclosure Form Requirements

The form may be provided electronically and shall not exceed one double-sided page in length when printed.

For State Universities, the following information must be included in the form:

- (1) Costs associated with attendance including all the following:
 - (a) General and instructional fees;
 - (b) Room and board, or a reasonable estimate of room and board if the qualifying student has not selected a room and board plan;
 - (c) Special fees that the state university charges at the time the form is created.
- (2) The qualifying student's aggregate cost of attendance, including the instructional, general, and special fees, and room and board;
- (3) All available sources of financial aid offered by the state university for which the qualifying student would be eligible including all the following:
 - (a) Any grants and scholarships the state university is aware of and that it offers, including a description of any requirements for maintaining that eligibility;
 - (b) Federal student loans, including federal direct subsidized and unsubsidized student loans;
 - (c) Work study programs, including a description of any requirements for maintaining that eligibility.
- (4) The qualifying student's expected net cost of attendance after the student's aggregate financial aid, including the student's grants, scholarships, loans, and work study programs, is applied to the student's aggregate cost of attendance;
- (5) The qualifying student's expected monthly education loan payment upon graduation based on the student loans described in (3)(b) above;
- (6) The income range between the twenty-fifth and seventy-fifth percentiles for all of the following:
 - (a) The state university's most recent cohort of graduates;
 - (b) The state university's cohort of graduates who graduated five years prior to the qualifying student's admission to the university;

(c) If the qualifying student has declared a major or enrolled in a particular school at the state university, the university shall include income ranges for graduates who had that major or were enrolled in that school.

Update:

To assist with the determination of income ranges, ODHE has created a dashboard to provide detailed information on the employment outcomes of Ohio graduates. This dashboard relies on data from Post-Secondary Employment Outcomes (PSEO), and can be found here:

<https://highered.ohio.gov/data-reports/data-and-reports-sa/data-employment/pseo-dashboard>.

Unemployment Insurance (UI) data from the Ohio Department of Job and Family Services (ODJFS) is also available to monitor wage outcomes. Institutions can enter into a data sharing agreement directly with ODJFS by initiating a data request found here:

<https://data.jfs.ohio.gov/request-data/request-data-form/request-data-form>.

Institutions will need to determine which data set they will use and provide income ranges for the most recent cohort that is available from the data. Please note that both the PSEO and UI data available has a lag. Therefore the “most recent cohort” as used in (6)(a) of the ORC is limited by availability of data and therefore, would be considered the most recent cohort for which data is available.

For State Community Colleges, the following information must be included in the form:

- (1) Costs associated with attendance including all the following:
 - (a) General and instructional fees;
 - (b) Room and board, or a reasonable estimate of room and board if the qualifying student has not selected a room and board plan;
 - (c) Special fees that the state university charges at the time the form is created.

- (2) The qualifying student's aggregate cost of attendance, including the instructional, general, and special fees, and room and board;

- (3) All available sources of financial aid offered by the community college for which the qualifying student would be eligible including all the following:
 - (a) Any grants and scholarships the state university is aware of and that it offers, including a description of any requirements for maintaining that eligibility;
 - (b) Federal student loans, including federal direct subsidized and unsubsidized student loans;

(c) Work study programs, including a description of any requirements for maintaining that eligibility.

(4) The qualifying student's expected net cost of attendance after the student's aggregate financial aid, including the student's grants, scholarships, loans, and work study programs, is applied to the student's aggregate cost of attendance;

(5) The qualifying student's expected monthly education loan payment upon graduation based on the student loans described in (3)(b) above;

(6) A link to a readily available page on the college's web site that contains information on the income range between the twenty-fifth and seventy-fifth percentiles for all the following:

(a) The community college's most recent cohort of graduates;

(b) The community college's cohort of graduates who graduated five years prior to the qualifying student's admission to the college;

(c) If the qualifying student has declared a major or enrolled in a particular school at the community college's, the community college shall include income ranges for graduates who had that major or were enrolled in that school.

Update:

To assist with the determination of income ranges, ODHE has created a dashboard to provide detailed information on the employment outcomes of Ohio graduates. This dashboard relies on data from Post-Secondary Employment Outcomes (PSEO), and can be found here:

<https://highered.ohio.gov/data-reports/data-and-reports-sa/data-employment/pseo-dashboard>.

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<https://data.jfs.ohio.gov/request-data/request-data-form/request-data-form>.

Institutions will need to determine which data set they will use and provide income ranges for the most recent cohort that is available from the data. Please note that both the PSEO and UI data available has a lag. Therefore the "most recent cohort" as used in (6)(a) of the ORC is limited by availability of data and therefore, would be considered the most recent cohort for which data is available.