



Fall Reconciliation Report

Presenter: Carlie Curlee
September 2026





Presenter



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360-485-1201





Agenda

- **The Why**
- **What's New?**
- **Reminders**
- **Edits**
- **WASFA Corrections**
- **Reconciliation Report Walkthrough**
- **Q&A**





LET US KNOW IN THE CHAT

Introduce yourself and describe your week using an emoji/s





Why Do We Do This?

Why is the
reconciliation
report important?



Reconciling Records

- Consistent reconciliation of your records with WSAC, financial aid, student accounts, and your finance office.

Forecasting and Budget

- Data received from each report is used to predict what funds are required to support our students.

No Surprises on the Unit Record Report

- Accurate and consistent reconciliation makes for an easy URR.



What's New?

Enrollment in more than 18 credits



We updated the max enrollment reported to be 18 credits for any enrollment of 18 credits or more.

Upload



The following warnings were found while processing your file. Do you wish to proceed?

- Family Size values are ignored as of 2024-2025. These fields should be removed in 2025-2026.
- Enrollment: "19" will be imported as "18.00 credits".
- Enrollment: "49" will be imported as "18.00 credits".



What's New?



SB 5963

Beginning this academic year (2026-27), students who are eligible for Passport to College (PTC) qualify for the maximum Washington College Grant (WCG)!



Reminders

FALL RECON REPORT



Opens October 12th



Due by November 9th



Reminders



The **All Student Awards** report in CSAW is a great tool for reconciliation



CSAW - List all Student Awards for Year

 download all to incremental csv

 download all to legacy csv

2 options:

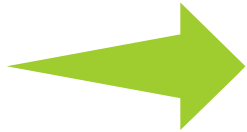
Incremental or Legacy (full file) format



Reminders

Incremental File Upload

WHAT IS IT?



The incremental file upload allows you to load partial student data instead of a full file, also called a change-only file. **You will also use this as your initial full student data upload.**



Reminders

Can I override the HS/GED Grad Year and 2.0 GPA in the CB Eligibility Checker?



YES



- Final high school transcript from a Washington state public or private school
- WA State GED Transcript

NO



- Homeschooled
- Non-WA State School
- Non-GPA School



Reach out to
collegebound@wsac.wa.gov



Reminders

File is uploaded into CSAW

- The file contains the award amount/s and financial aid application transaction # used to award.



CSAW matches the information provided through the file upload to the FAFSA or WASFA transaction # reported.



If the information does not match, there will be an edit to resolve





Reminders

Make sure you are reviewing and updating transaction numbers for Professional judgment or other reasons to ensure the number provided in CSAW matches the transaction number they are awarded on in your system.



Reminders

Who do I contact?



- For most questions, contact **wcg@wsac.wa.gov**. This includes WASFA, CB Eligibility Checker, Recon Report questions, and more!
- For help CB high school transcript special situations, contact our College Bound team at **collegebound@wsac.wa.gov**.
- For any inquiries that include PII or sensitive student information, please use our secure messaging feature in the WSAC Portal.





Reminders

Correcting Multiple IDs



The hierarchy of awarding in CSAW is SSN > ITIN > WASFA ID



Reminders

Correcting Multiple IDs



1. If the student has multiple SSN and/or ITIN numbers, confirm which number is correct.
 - If the student has a confirmed SSN they should be awarded on that number.
 - If they do not have an SSN, but have an ITIN, they should be awarded on that number.
 - If the student doesn't have either, they need to be awarded on their WASFA number.



Reminders

Correcting Multiple IDs



2. Once the correct ID has been determined and the student is awarded in CSAW on the correct ID, any awards are deleted from the incorrect ID, and a duplicate ID still remains - send a secure message to the Washington College Grant inbox via the portal, including the following:
 - Student Name
 - ID that they should be awarded on
3. WSAC will merge the student records



Reminders

Verify status in the CB Eligibility Checker

- Why does this status appear?
 - Appears when HS/GED Grad Year and/or HS 2.0 GPA information needs to be verified in the CB Eligibility Checker.
 - Can also appear under “Enrolled by Deadline” if this is the first year a student is being awarded in CSAW or HS/GED Grad Year information is missing.

Name ▾	SSN ▾	Birth Date ▾	SID ▾	OK to Award ▾	OK to Pay ▾	HS/GED Grad Year ▾	HS 2.0 GPA ▾	Enrolled By Deadline ▾	Elig. Open ▾	CBS Qtrs Used ▾	CBS Qtrs Remaining ▾	In Repayment ▾	Last Updated ▾
Smith Details				Yes updated 02/21/2025	Verify updated 02/21/2025	Verify estimated 2025, from OSPI	Yes	Verify	Yes	0.00	18.00	No	08/20/2025



Reconciliation Edits

Options to resolve “Student is OK to award, not OK to pay, and hasn't been awarded CBS” edit:

- If a final high school or GED transcript has been received, override the CB Eligibility Checker using the HS/GED Grad Year and GPA overrides. Except for situations that require CB team’s assistance (previous slide).

Overrides

Select a field to override

HS/GED Grad Year

Value

— Select —

Is the student a GED graduate?

— Select —

Reason

Submit Override

Cancel

Overrides

Select a field to override

GPA

Value

Value

Reason

Submit Override

Cancel



Reconciliation Edits

Options to resolve “Student is OK to award, not OK to pay, and hasn't been awarded CBS” edit:

- What does a GED transcript look like?
 - Can be ordered at <https://www.ged.com/transcripts/>
- What do you need to override the CB Eligibility Checker?
 - Testing Jurisdiction (must be WA)
 - Pass Date

VERIFIED OFFICIAL GED® TRANSCRIPT IN PDF FORMAT ONLY

GED TESTING SERVICE® **OFFICIAL GED® TRANSCRIPT**
Issued by the GED Testing Service as of 07/11/2017

Martin D. Kehe
Martin Kehe
Vice President, Assessment Services

CANDIDATE INFORMATION

LAST NAME: [REDACTED] FIRST NAME: [REDACTED] MIDDLE: [REDACTED]
ADDRESS: [REDACTED] ADDRESS2: [REDACTED]
CITY: [REDACTED] STATE: [REDACTED] POSTAL CODE: [REDACTED] COUNTRY: [REDACTED]
ID NUMBER: [REDACTED] DATE OF BIRTH: [REDACTED] PHONE: [REDACTED]
TESTING JURISDICTION: [REDACTED] PASS DATE: [REDACTED]

Click on a test subject area or performance level for more detailed information

TEST RESULTS

	LANGUAGE	DATE	SCORE*	PERFORMANCE LEVEL	STATUS	PERCENTILE RANK
Social Studies	English	06/29/2017	155		PASS	40
Science	English	07/06/2017	174		PASS	92
Reasoning Through Language Arts	English	07/04/2017	161		PASS	58
Mathematical Reasoning	English	07/11/2017	164		PASS	72
TOTAL			654		OVERALL	PASS

* The scores on this report are the highest scores achieved by the candidate and not necessarily the most recent. If retest scores are lower than scores previously achieved, the retest scores are not reported.

To learn more about score scales and content descriptions please visit www.GEDtesting.com/transcriptinfo

Order additional transcripts from www.GED.com

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Reconciliation Edits

Options to resolve “Student is OK to award, not OK to pay, and hasn't been awarded CBS” edit:

- If you have not yet received a transcript (high school or GED) and cannot override the CB Eligibility Checker, please do the following:
 - Award the student CB in CSAW and your system
 - If you can do this in offered status in your system, that will prevent disbursement until the information is verified.
 - Do not override the edit if you are still in the process of requesting/receiving a transcript.
 - **This will leave the “CBS is not OK to Pay” edit in place – your reconciliation report can still be submitted with it outstanding.**



Reconciliation Edits

“Student does not have a FAFSA/WASFA on file” edit:

- This edit appears when CSAW cannot match a financial aid application to the student.
 - **Troubleshooting**
 - Student’s ID doesn’t match what is reported on their application
 - This is usually due to the hierarchy for WASFA applicants (SSN > ITIN > WASFA ID)
 - Student hasn’t listed your school on their financial aid application
 - Student’s transaction number reported does not match a FAFSA or WASFA transaction number that exists.
 - Example: School reports FAFSA transaction #3 on file upload, but there are only two FAFSA transactions or the student filed a WASFA, and the transaction reported is #1, but WASFA transactions start with #50.



Reconciliation Edits

“Student has been awarded WCG and WG-A in the same academic year edit”

- This edit appears when a student who has received WCG at your school has also received WA Grant for Apprenticeship (WG-A) through an approved apprenticeship program.
 - **2 override options**
 - WSAC to verify that the student is not over-awarded between WCG and WG-A.
 - Please look for email from Apprenticeship and/or WCG with any questions we have.
 - My college paid on adjusted COA - tuition and books only



Reconciliation Edits



“Student has been awarded WCG and WG-A in the same academic year edit”

Coming Soon....

- We are working on making the information for both this edit and the combined enrollment edit easier to see in CSAW



WASFA Corrections

Corrections will be available for download in the WSAC portal the following business day.

2026-27 WASFA Corrections



Use Regent Advisor Assist to make WASFA corrections

2027-28 WASFA Corrections



Complete WSAC form to get staff registered as users in the Concourse system (email sent to Directors)



Those with editor user access can make corrections



It's Recon Report Walkthrough Time!

Home ▾ | Csaw ▾

[Upload](#) | [Edits](#) | [Request Funds](#) | [Payments](#) | [Reconciliation Report](#) | [Students](#) | [Fund Management](#) | [Transmittal](#) | [Settings](#) | [Account Status](#) | [Manage Interim](#) | [Reports](#) | [Grant Amounts](#)

Choose a menu item



[Upload](#)

[Edits](#)

[Request Funds](#)

[Reconciliation Report](#)

[Students](#)

[Account Status](#)

Welcome to the **College Bound** ^{WCG and PTC, too} **Scholarship Award Warehouse!**

To get started:

1. [Upload](#)
2. [Address Edits](#)
3. [Request Funds/Submit Interim Report](#)

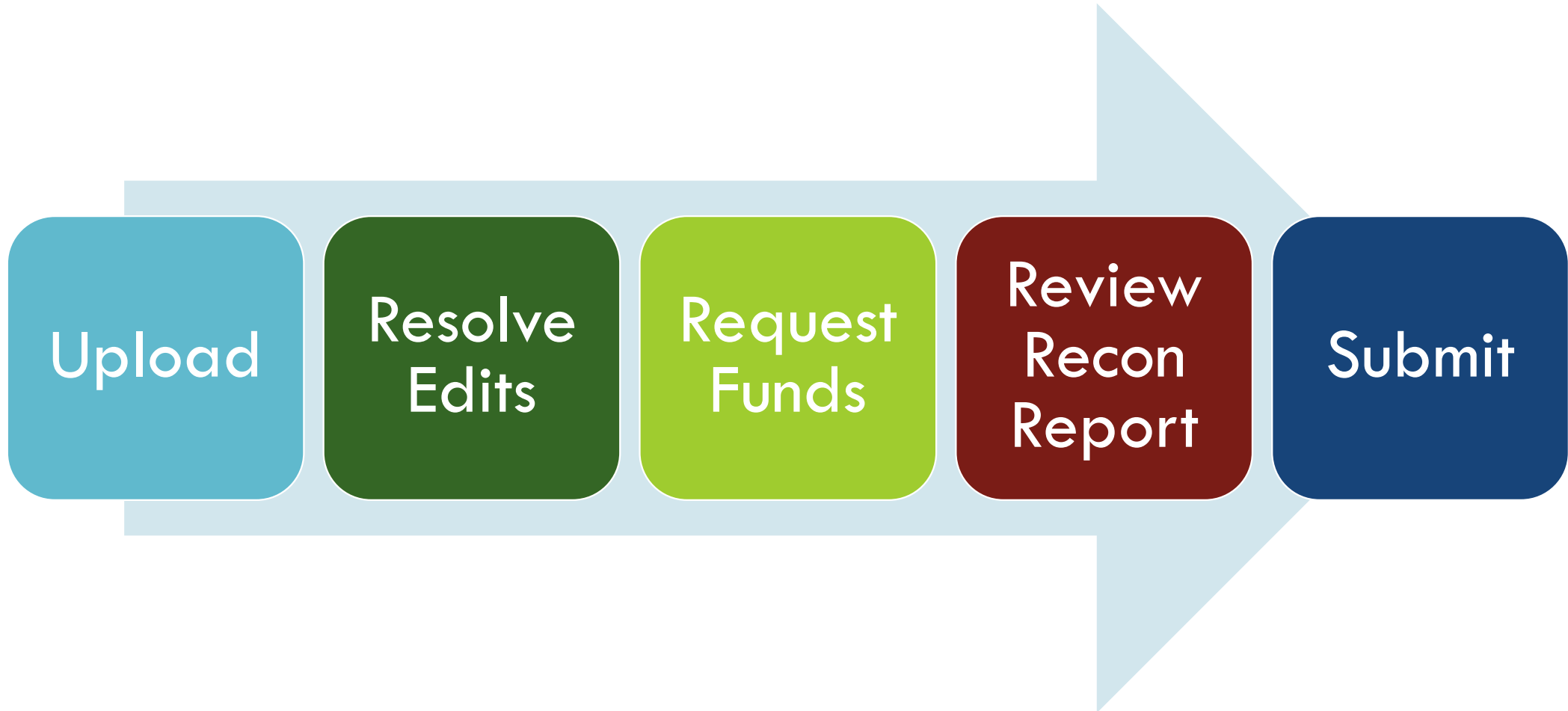
Other useful tools:

- [Summary of account status: WCG CBS PTC](#)
- [Search for students](#)
- [Submit a receivable transmittal](#)





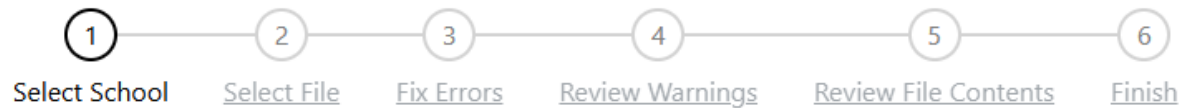
Reconciliation Process





Step 1: Upload Your File

Upload



Which year and institution are you uploading data for?

Academic Year

School

Continue



Select the academic year for the file upload and click on “Continue”



Step 1: Upload Your File

Upload



2

[Select School](#)

Select File

3

[Fix Errors](#)

4

[Review Warnings](#)

5

[Review File Contents](#)

6

[Finish](#)

Please select the file you would like to upload

Choose File

No file chosen

Only CSV files are supported – Max Size: 10MB

[CSV Template](#)

Start over

Continue



Choose your file to upload and click on “Continue”.

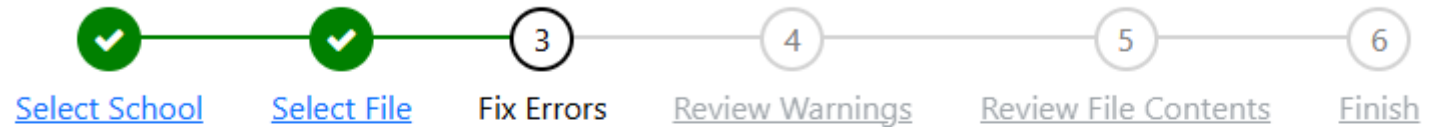
Click the “Start over” button anytime to start from the beginning



Step 1: Upload Your File

The system will check for errors. If there are any errors, they'll be listed. Click the "Start over" button to start the upload process again once your file is fixed.

Upload



There were errors processing your file. Please address them and resubmit.

Row	Column	Message
		The SchoolCode was found multiple times in the same file. Duplicate SchoolCodes are not allowed

[Download errors](#)

Start over



Step 1: Upload Your File

Upload



Review any warnings. This will not prohibit your file from being uploaded but are reminders to update your file or changes made.

The following warnings were found while processing your file. Do you wish to proceed?

- Family Size values are ignored as of 2024-2025. These fields should be removed in 2025-2026.
- Enrollment: "19" will be imported as "18.00 credits".
- Enrollment: "49" will be imported as "18.00 credits".

Start over

Continue



Step 1: Upload Your File

Last step is to review your file contents and make sure it looks correct.

Click the “Confirm” button once you are ready to upload file contents into CSAW.

Upload



Please carefully review the summary of the file contents. If the summary looks correct, click “Confirm”.

This will apply the changes to CSAW and cannot be undone.

0 records marked for deletion.

		Total	Summer 1	Fall	Winter	Spring	Summer 2
WCG	Amount	\$6,876,858	\$228,367	\$2,391,522	\$2,130,836	\$2,126,133	
	Total Awards	3984	160	1343	1242	1239	
	Need Met Awards						
CBS	Amount	\$3,791,199	\$96,657	\$1,311,020	\$1,191,528	\$1,191,994	
	Total Awards	1611	59	540	506	506	
	Need Met Awards						
PTC	Amount	\$56,250	\$5,063	\$17,063	\$17,062	\$17,062	
	Total Awards	76	7	23	23	23	
	Need Met Awards						

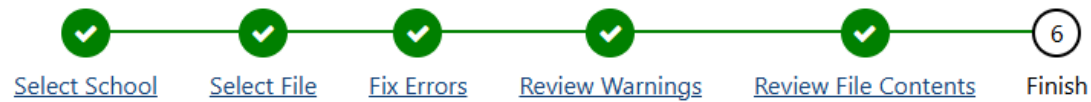
Start over

Confirm



Step 1: Upload Your File

Upload



Saving file to database...

[Start a new upload](#)

A status bar will appear as your file is saved to CSAW.

Once the file is uploaded, click on "Review Edits"

Upload



All records have been saved.

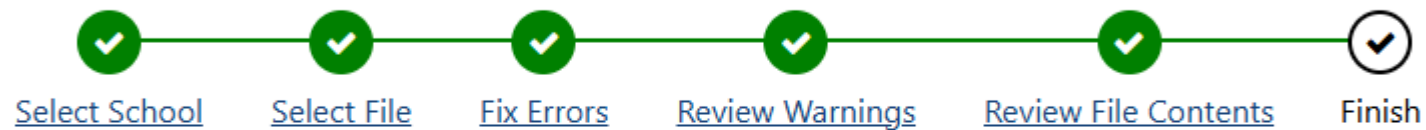
[Start a new upload](#)

[Review Edits](#)



Step 2: Resolve Edits

Upload



All records have been saved.

[Start a new upload](#)

[Review Edits](#)



Click on “Review Edits”
tab to access any edits
that need to be
resolved or access the
edit menu in CSAW >
Edits



Step 2: Resolve Edits

When you access the edits tab, a list of all edits will be there.

Those listed as informational do not have to be addressed to move on with the Reconciliation report but are helpful to review.

Click on an edit to view the students associated with the edit.



Edits

Request Funds

Reconciliation Report

Students

Account Status

Edits

Search edits by program, description, or type

Academic Year

School

2026-2027

Seattle University

491 Edits (52 informational)

Group edits by:

Program

Edit Type

Download

General Edits

253

🔍

overrideable

Combined enrollment status cannot exceed full-time for a single term

253

CBS Edits

234

🚫

non-overridable

CBS student is not OK to Pay

216

🔍

overrideable

CBS award exceeds maximum eligible amount

4

🔍

overrideable

Student is OK to award, not OK to pay, and hasn't been awarded CBS

3

🔍

overrideable

Total CBS awards for year cannot exceed \$2 of maximum

2

⚠️

informational

CBS student has 3 or less QER

9

PTC Edits

11

🚫

non-overridable

PTC cannot be awarded to students attending less than half time

1

🔍

overrideable

Student is eligible for PTC but hasn't been awarded

3

⚠️

informational

Maximum PTC amount not awarded

4

⚠️

informational

PTC student has 3 or less QER

3



Step 2: Resolve Edits

Student not eligible for CBS

overridable

1–15 of 55 items

☐	SID ↕	SSN ↕	Name ^	Term ↕	Credits ↕	WCG ↕	CBS ↕	PTC ↕	
☐	-			Fall	12.00 credits ▾	\$4,401	\$166		Save Override Delete CBS award
☐				Winter	12.00 credits ▾	\$4,401	\$167		Save Override Delete CBS award
☐				Spring	12.00 credits ▾	\$4,401	\$167		Save Override Delete CBS award
☐				Winter	12.00 credits ▾	\$4,401	\$167		Save Override Delete CBS award
☐				Spring	12.00 credits ▾	\$4,401	\$167		Save Override Delete CBS award

- Students' names will populate, and you can click the link to go to their student detail record.
- If you know the fix or the override, you can do it directly in the edit screen.
 - It is good to review the student detail information.



Step 2: Resolve Edits

Edits may be **term** specific
or
Academic year specific

Click on the triangle icon in
the term detail or
academic year to view
edit/s.

This is also one area where
any override information
will be displayed if WSAC
rejects an override.

Home ▾ | Csa ▾ | Students ▾

Choose a menu item

Upload Edits Request Funds Reconciliation Report Students

Student detail - [redacted] award view

9,000 WCG QER ⓘ Eligible for CBS ⓘ 12,000 CBS QER ⓘ PTC eligibility pending ⓘ 19,000 PTC QER ⓘ Birthdate: [redacted]

2026-2027 ⓘ

Credits

Spring	12.00 credits	\$4,400.00
Winter	12.00 credits	\$4,400.00
Fall	12.00 credits	\$4,400.00

2025-2026

Credits	V
Spring	12.00 credits \$2,130.00
Winter	12.00 credits \$2,130.00
Fall	12.00 credits \$2,130.00

2024-2025

3 edits

- ⚠ CBS award exceeds maximum eligible amount Overridable as of Sep 25, 2026
- ⚠ WCG award exceeds maximum eligible amount Overridable as of Sep 25, 2026
- ⚠ Student not eligible for CBS Overridable as of Sep 25, 2026

ISIR/WASFA Trans #: 5

classified Information

n sensitive PII. Accordingly, all FTI must be handled—at minimum—in accordance with the confidentiality protections e with all applicable privacy laws, regulations, and policies. The person accessing this information understands and

ation (FTI). Sharing of this data, or any other FAFSA data, is strictly prohibited.

or return information (IRC §7213)
nent up to 5 years, or both, plus the costs of prosecution
or return information (IRC §7213A)
or return information (IRC §7213A)
ent up to 1 year, or both, plus the costs of prosecution

- Knowing or negligent inspection or disclosure of tax return or return information by officer or employee in violation of any provision of IRC §6103
 - Taxpayer may bring a civil action for damages against officer or employee

This box contains information using restricted CUI//SP FTI data and may ONLY be used for the purpose of the application, award and administration of student (state) aid programs and is permitted under the HEA and IRC rules.

CUI//SP-TAX Family income: ⓘ show CUI//SP-TAX Family size: ⓘ show MFI Category:



Step 2: Resolve Edits

2026-2027 



Credits

WCG

CBS

PTC

Spring



12.00 credits

\$4,401.00

\$167.00



Winter



12.00 credits

\$4,401.00

\$167.00



Fall



12.00 credits

\$4,401.00

\$166.00

Click the edit icon to update credit enrollment, amounts, and/or funds.



Make any updates.

Awards

	Credits	Term Type	App Bacc?	WCG	CBS	PTC
Summer 1						
Fall	13.00 credits	Semester	☐	6144 	250 	
Winter						
Spring	12.00 credits	Semester	☐	6143 	250 	
Summer 2						



Click “update student” to save. Once saved, refresh the student detail page and the edit should be gone if resolved. If the edit was not fully resolved, there is more to fix.

cancel

update student



Step 3: Request Funds

The easiest way to request funds is to select “Choose all students by term/program”.

Once there, select all previous terms and the current terms.

Home | Csaw | Request Funds

UploadEditsRequest FundsReconciliation Report

CSAW - Request Funds2026-2027

* Choose all students by term/program

Upload a list of students from your existing CSAW population

Choose students individually

View previous requests



Home | Csaw | Request Funds

Choose a menu item

UploadEditsRequest FundsReconciliation ReportStudentsAccount Status

CSAW - Request Funds2026-2027

send a secure message to WSAC

* Choose all students by term/program back

All Terms/Programs	WCG			BRIDGE			CBS			PTC		
	Selected	Total	Edits	Selected	Total	Edits	Selected	Total	Edits	Selected	Total	Edits
Summer 1	☐	\$0.00	\$35,531.00				☐	\$0.00	\$5,646.00	☒	\$0.00	\$1,500.00
Fall	☐	\$0.00	\$1,103,444.00				☐	\$0.00	\$27,254.00	☒	\$0.00	\$2,250.00
Winter	☐	\$0.00	\$1,197,020.00				☐	\$0.00	\$29,038.00	☒	\$0.00	\$2,250.00
Spring	☐	\$0.00	\$1,186,147.00				☐	\$0.00	\$28,904.00	☒	\$0.00	\$2,250.00
Total	\$0.00			\$0.00			\$0.00			\$0.00		



Step 4: Request Funds

Click on “I Agree, Request Funds”.

— Fall

Showing 1-10 of 797 results

First Previous 1 2 3 4 5 6 7 8 9 10 Next Last

Search for a student by name 

Name ^	SSN ^	Credits ^	WCG ^	BRIDGE ^	CBS ^	PTC ^
		15.00 credits	☒ \$1,698.00			
		15.00 credits	☒ \$1,698.00		☒ \$167.00	
		15.00 credits	☒ \$1,698.00			
		12.00 credits	☒ \$170.00			
		15.00 credits	☒ \$1,698.00			
		12.00 credits	☒ \$1,698.00		☒ \$167.00	
		12.00 credits	☒ \$1,698.00		☒ \$166.00	
		12.00 credits	☒ \$1,698.00			
		10.00 credits	☒ \$1,410.00		☒ \$138.00	
		15.00 credits	☒ \$1,698.00			

 By submitting this funds request for state financial aid, I certify that each student meets this program's eligibility requirements, has a student directive on file, and has been paid the amount specified with institutional funds. Adjusted awards must all flow through a non-interest bearing account.

[I Agree, Request Funds](#) [back](#)

CSAW - Request Funds

Request Submitted on 2026-09-25

WSAC staff has been notified. You should have received an email notification.
[view all previous funds requests](#)

Confirmation of the request will appear. A list of students in that request can be downloaded.



Step 4: Review Report

Home ▾ | Csaw ▾

Upload | Edits | Request Funds | Reconciliation Report | Students | Transmittal | Account Status | Reports | Grant Amounts

Choose a menu item



Upload

Edits

Request Funds

Reconciliation Report

Students

Account Status

2026-2027 Fall Reconciliation Report for

[view other reports](#)

Submit

Awards & Payments

Total Eligible

Receivables



Make sure to
review all
awards

Expenditure Type	WCG	CBS	PTC
Funds Drawn	\$0.00	\$0.00	\$0.00
Returned by Institution	\$0.00	\$0.00	\$0.00
Net Funds Drawn	\$0.00	\$0.00	\$0.00
Pending Payments	\$290,700.00	\$1,002.00	\$750.00
Total Funds Requested	\$290,700.00	\$1,002.00	\$750.00
Unrequested Awards	\$21,847.00	\$0.00	\$0.00
Awards Reported	\$312,547.00	\$1,002.00	\$750.00
Difference	❌ -\$21,847.00	✅ \$0.00	✅ \$0.00

Not yet submitted - due on 11/9/26

Submit Reconciliation Report



Once the report has been reviewed and looks correct, click on “Submit Reconciliation Report” to submit.

If the report button is not present or grayed out, there are still edits to resolve.



Step 5: Submit Report

A confirmation email will be sent to you and to wcg@wsac.wa.gov



Our team will review any overrides and will contact you if there are any changes needed



Reconciliation Reminders



- ✓ Request **payments** before submitting your report for Summer 1 (header) and Fall terms
- ✓ Pay close attention to the due date and start early
- ✓ Ask questions! If you don't understand something, reach out – we're here for you! Email wcg@wsac.wa.gov



Questions?