



## Governor Guinn Millennium Scholarship (GGMS)

### Key Date Calendar

*Last revised 4/18/17*

*Note: The GGMS Fiscal Year runs summer, fall, spring.*

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#### June

**Middle of Month** – Treasurer’s Office declares data are “official” for the spring term. Institutions may begin packaging continuing students who are eligible and enrolled for the upcoming award year.

**Middle of Month** – Treasurer’s Office sends notice to students that their eligibility has been updated.

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#### July

**Third Friday** – deadline for Nevada school districts, private and charter schools to send data for graduating class to Treasurer’s Office

**July 31** – SCS/institutions stop sending spring data to Treasurer’s Office.

**End of Month** – Treasurer’s Office begins sending award packets to newly eligible students.

**End of Month** – Treasurer’s GGMS Office sends low remaining balance letters to students.

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#### August

**Beginning of Month** – Treasurer’s Office completes sending award packets to newly eligible students and notifies NSHE Director of Student Affairs, who then updates campuses. Students begin completing online acknowledgement process.

**Beginning of Month** – Treasurer’s GGMS Office provides term reconciliation files for prior spring term to Director of Student Affairs, who shares the data with the NSHE institutions.

**Beginning to Middle of Month** – Treasurer’s Office provides list of newly eligible scholars to the Director of Student Affairs. Board of Regents designee (Chancellor) provides Certification of Eligible Millennium Scholars memo to Treasurer’s Office.

**August 15** – NSHE Institutions complete spring term reconciliation.

**August 16** – NSHE submits spring recon funding request to Treasurer’s GGMS Office.

**Middle to End of Month** – NSHE Institutions begin disbursing funds to recipients for the fall term.

**Middle to End of Month** – Institutions may begin packaging and disbursing summer reimbursements as early as the end of the latest summer term.

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### September

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**Middle to End of Month** – NSHE Office of Academic and Student Affairs will request initial funding levels for summer and fall term from the NSHE institutions. The request is processed by the State Treasurer’s GGMS Office and payment is made to NSHE within 5 days of submission.

**September 30** – Institutions must complete packaging and disbursing the bulk of summer reimbursements by this date. Updates to individual student records may occur after this date, but the intent is for institutions to complete summer reimbursement for all eligible students of which they are aware prior to the first day to send summer data to the Treasurer’s GGMS Office.

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### October

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**October 1** – SCS/institutions begin sending summer end-of-term data to Treasurer’s GGMS Office.

**Beginning of Month** – NSHE Office of Finance sends initial funding request for summer and fall term to Treasurer’s Office. Treasurer’s Office verifies and payment made to NSHE within 5 days.

**Middle of Month** – Treasurer’s Office declares data are “official” for the summer term. Institutions may package continuing students who regained eligibility in summer and are enrolled for the fall semester.

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### November

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**November 30** – SCS/institutions stop sending summer data to Treasurer’s Office.

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### December

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**Beginning of Month** – Treasurer’s GGMS Office provides annual reconciliation files for prior fiscal year to Director of Student Affairs, who shares the data with the NSHE institutions.

**Beginning of Month** – Treasurer’s GGMS Office provides term reconciliation files for prior summer term to Director of Student Affairs, who shares the data with the NSHE institutions.

**December 15** – NSHE Institutions complete summer term reconciliation.

**December 16** – NSHE submits summer reconciliation funding request to Treasurer’s GGMS Office.

**December 31** – SCS/institutions begin sending fall end-of-term data to Treasurer’s GGMS Office.

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### January

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**Second Week of Month** – Treasurer’s Office declares data are “official” for the fall term. Institutions may begin packaging continuing students who are eligible and enrolled for the spring semester.

**Middle of Month** – Treasurer’s Office sends notice to students that their eligibility has been updated.

**Middle of Month** – Treasurer’s Office sends scholarship expiration and low remaining balance notifications to students.

**January 31** – Prior Millennium Fiscal Year closes. No further adjustments to funding levels can be made after this date.

**End of Month** – Treasurer’s GGMS Office sends “\$2000 or less” student letters.

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### February

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**Beginning to Middle of Month** – NSHE Office of Academic and Student Affairs requests any necessary funding adjustment from or provides any necessary payment to Treasurer’s Office based on annual reconciliation.

**Middle to End of Month** – NSHE Office of Academic and Student Affairs requests initial funding levels for spring term from NSHE institutions. The request is processed by the State Treasurer’s GGMS Office and payment is made to NSHE within 5 days of submission.

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### March

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**Beginning of Month** – NSHE Office of Finance sends initial funding request for spring term to Treasurer’s Office. Treasurer’s Office verifies and payment made to NSHE within 5 days.

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### April

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**April 30** – SCS/institutions stop sending fall data to Treasurer’s Office.

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### May

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**Beginning of Month** – Treasurer’s GGMS Office provides term reconciliation files for prior fall term to Director of Student Affairs, who shares the data with the NSHE institutions.

**May 15** – NSHE Institutions complete fall term reconciliation.

**May 16** – NSHE submits fall recon funding request to Treasurer’s GGMS Office.

**May 31** – SCS/institutions begin sending spring end-of-term data to Treasurer’s Office.