



## Governor Guinn Millennium Scholarship (GGMS)

### Key Date Calendar

*Last revised 5/18/20*

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#### June

**Middle of Month** – Treasurer’s Office declares data “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.

**June 30** – SCS stops sending spring data to Treasurer’s Office (WNC only).

**June 30** – Nevada school districts, private and charter schools send data for graduating class to Treasurer’s Office

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#### July

**July 10** - Treasurer’s Office begins sending award packets to newly eligible students (except Washoe County School District). Students begin completing online acknowledgement process.

**July 10** – Washoe County School District sends data for graduating class to Treasurer’s Office.

**July 24** - Treasurer’s Office continues sending award packets to newly eligible students (Washoe County School District). WCSD students begin completing online acknowledgement process.

**July 31** – SCS/institutions stop sending spring data to Treasurer’s Office (except for WNC, which stops on June 30).

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

**End 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 continue online acknowledgement process.

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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 uploads term reconciliation files to NSHE ownCloud for prior spring term, and-Director of Student Affairs 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.

**Middle of Month** – NSHE Institutions complete spring term reconciliation.

**Middle of Month**– 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.

**October 31** – SCS stops sending summer data to Treasurer’s Office (WNC only).

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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. *(Note: the summer recon funding request occurs in May along with the fall recon funding request. Updated summer recon files will be provided along with the fall files in May.)*

**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** – SCS stops sending fall data to Treasurer’s Office (WNC only).

**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 summer and fall term to Director of Student Affairs, who shares the data with the NSHE institutions.

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

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

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

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