

2016-17

Self-Study Training Manual
Online Transcript Entry
and Evaluation System
(OTEEs)
Public Schools

Florida Department of Education
Office of Student Financial Assistance (OSFA)
www.FloridaStudentFinancialAid.org



Table of Contents

A. Introduction.....	2
B. Evaluations	2
C. Navigating to the Online Transcript Entry and Evaluation System (OTEES)	3
D. OTEES Home Page	5
E. Student Lists/Search	5
1. Find Specific Student	5
a. Column Headers: Action	7
b. Column Headers: FFAA Status	8
c. Column Headers: Student ID, Last Name, First Name, MI, Suffix, Graduation Date, Last Sent/Last Received and Potential Award.....	9
2. All Transcripts	10
3. All Applications	15
F. OSFA Contact Information	15

A. Introduction

The Online Transcript Entry and Evaluation System (OTEES) is an electronic system used to evaluate official transcript data submitted by Florida public high schools and eligible private schools to the Florida Department of Education (FDOE). OTEES evaluates transcript data and makes available an evaluation report for students in grades 9 – 12.

OTEES allows counselors to:

- Provide evaluation reports to students and parents; and
- Match **Florida Financial Aid Applications** (FFAA) to student transcript records.

The Florida Automated System for Transferring Educational Records (FASTER) provides public school districts, state colleges, universities and technical centers with the means to exchange transcripts and other student records electronically. Transcripts are submitted to the High School Transcript Database (HSTD) three times per year:

- Fall, after schedules are finalized;
- Start of second semester; and
- End of school year.

B. Evaluations

Early Evaluation is an evaluation after the 7th semester of a student's senior year. Information submitted from grade 9 through the end of the first semester of the senior year is called Early Evaluation.

During Early Evaluation counselors may:

- Update and correct information on student transcripts;
- Provide transcript audits to discuss academic progress with students including grade point average (GPA) and ACT®/SAT® test scores;
- Match demographics on the FFAA and transcript;
- Enter service hours earned on or before January 31 of the senior year; and
- Submit courses in progress for the 8th semester.

Official college entrance exam scores on the ACT®/SAT® are received from the test repository and displayed on the Student Evaluation Report.

Final Evaluation is an evaluation following the 8th semester of a student's senior year. This evaluation includes transcript data from all high school coursework submitted, including the total service hours and test scores through June 30.

During the final evaluation counselors may:

- Update and correct information on student transcripts;
- Match demographic data on the FFAA and the transcript;
- Enter service hours earned through June 30 of the senior year;

Official college entrance exam scores on the ACT®/SAT® are received from the test repository and displayed on the Student Evaluation Report.

Please finish data clean-up and processing before leaving at the end of the school year as initial eligibility Final Evaluation processes run during the summer months.

Mid-year Graduates are students who graduate between September 1 and January 31 of an academic year and plan to enroll at an eligible Florida postsecondary institution in the spring of the same academic year. For example, a mid-year graduate who desires funding for the spring of 2018 must complete the 2017-18 FFAA by August 31, 2017. The student must meet all scholarship requirements applicable for the academic year in which the student graduates. Service hours completed by high school graduation and test scores for test dates through January 31 will be considered in a mid-year graduate's final evaluation. If a student does not graduate mid-year as planned, then the student must submit an FFAA for the following academic year.

C. Navigating to the Online Transcript Entry and Evaluation System (OTEES)

Accessing OTEES

- From www.FloridaStudentFinancialAid.org, go to **State Grants, Scholarships & Applications**
- Select **Bright Futures Scholarship***



The screenshot shows the Florida Student Scholarship & Grant Programs website. The top navigation bar includes links for State Programs Home, Applications and Updates, Financial Aid Resources, Postsecondary Institutions, High Schools, and State Program Links. The phone number 1-888-827-2004 and the Florida Department of Education Office of Student Financial Assistance are also visible. The main content area features a 'What's New' section with links to Florida Legislative Updates and History of Financial Aid Changes. The 'STATE SCHOLARSHIP AND GRANT PROGRAMS' section contains a description of OSFA's role in administering grants and scholarships, followed by a list of programs: Access to Better Learning and Education (ABLE) Grant, Bright Futures Scholarship*, and First Generation Matching Grant.

- Under **Administrator Quick Links**, select **Login to the Online Transcript Entry and Evaluation System**.



Welcome to
Florida Student Scholarship & Grant Programs

1-888-827-2004
Florida Department of Education
Office of Student Financial Assistance

State Programs Home Applications and Updates Financial Aid Resources Postsecondary Institutions High Schools State Program Links

Applicant Quick Links

- Student Application (for new applicants)
- View Student Financial Aid History
- Update My Demographics
- Check My Status
- Reinstatement/Restoration Application (for returning students)

Administrator Quick Links

- Login to the Online Transcript Entry and Evaluation System
- Bright Futures Course Table (BFCT)

Florida Bright Futures Scholarship Program

The Florida Bright Futures Scholarship Program establishes three lottery-funded scholarships to reward Florida high school graduates for high academic achievement.

2016 Bright Futures Florida Legislative Changes

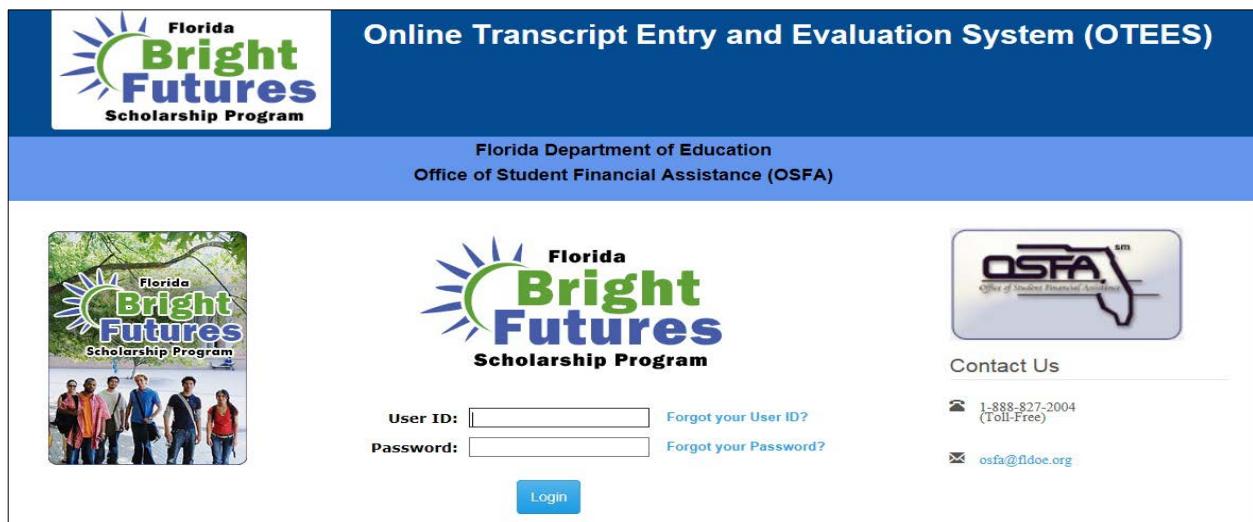
Bright Futures Student Handbook:

Chapter 1: Initial Eligibility Requirements

- Requirements for Scholarship Types (FAS, FMS, GSV, GSC)
- Non-Traditional Students (home-educated, GED, out-of-state, mid-year)

- Login with assigned **User ID** and **Password** credentials.

After signing onto the OTEES for the first time, the password must be changed. If you are unable to use the “Forgot your User ID?” and/or “Forgot your Password?” prompts, please contact OSFA Customer Service 888-827-2004 or email OSFASecurity@fldoe.org.



Florida Bright Futures Scholarship Program

Online Transcript Entry and Evaluation System (OTees)

Florida Department of Education
Office of Student Financial Assistance (OSFA)

Florida Bright Futures Scholarship Program

User ID: Forgot your User ID?
Password: Forgot your Password?

Login

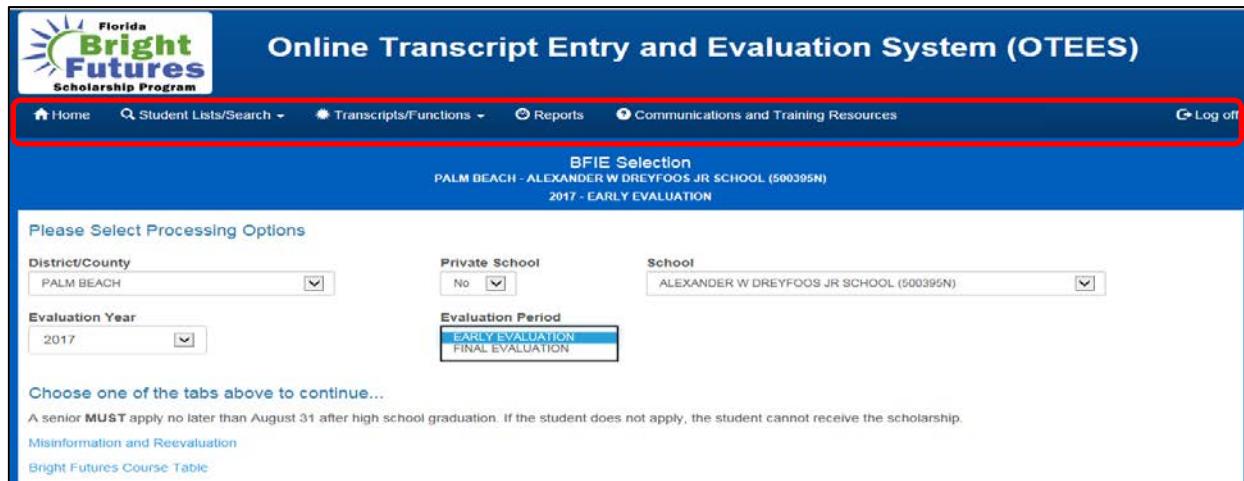
Contact Us

1-888-827-2004 (Toll-Free)
osfa@fldoe.org

D. OTEES Home Page

Please Select Processing Options provides a drop-down menu for the Evaluation Year and Evaluation Period. The **Evaluation Year** is the student's expected year of graduation. For example, students graduating during the 2016-17 academic year will have an **Evaluation Year of 2017**. Use the drop-down arrows in the processing option fields to make selections.

Use the menu bar and embedded links for navigation after choosing the processing options.



E. Student Lists/Search

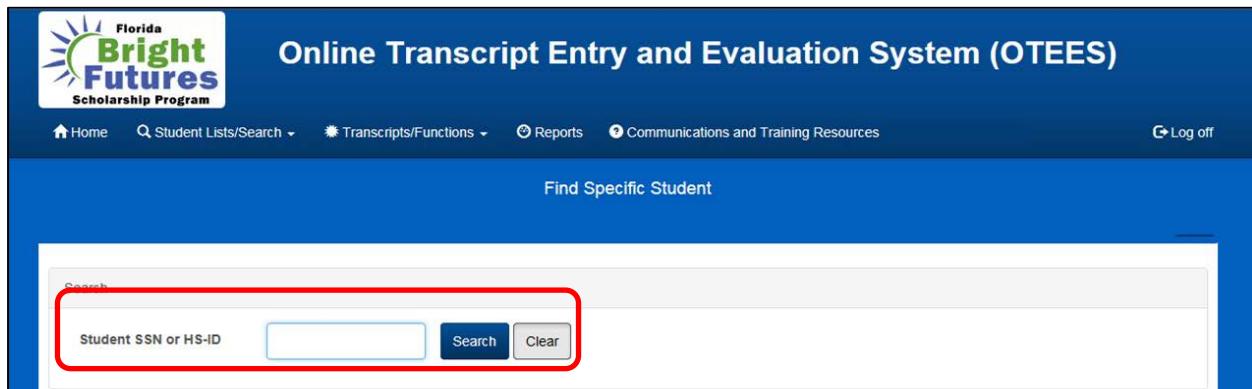
Student Lists/Search provides a counselor access to student transcripts submitted via FASTER.

1. Find Specific Student

To search for an individual student's transcript, select **Student Lists/Search** and **Find Specific Student**.

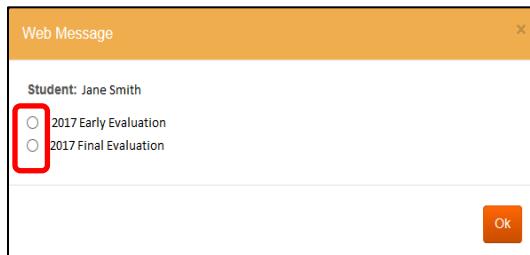


On the **Find Specific Student** screen, enter the Social Security Number (SSN) or High School Identification Number (HS-ID) and select **Search**. Note: Select **Clear** before searching for an additional student.

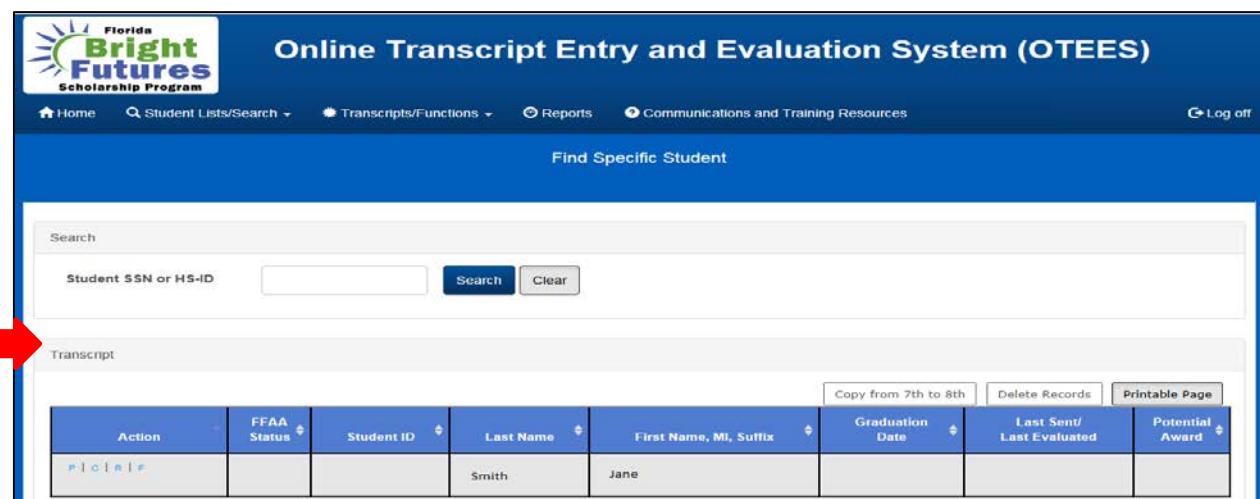


The screenshot shows the OTEES interface. At the top, the Florida Bright Futures Scholarship Program logo is on the left, and the title 'Online Transcript Entry and Evaluation System (OTEES)' is in the center. Below the title, there is a navigation bar with links for Home, Student Lists/Search, Transcripts/Functions, Reports, Communications and Training Resources, and Log off. The main content area is titled 'Find Specific Student'. It contains a search form with a text input field labeled 'Student SSN or HS-ID', a 'Search' button, and a 'Clear' button. A red box highlights this search area.

If the student has a transcript in both early and final evaluation, the evaluation period will need to be selected from the message box.



The individual student transcript data will be available in the **Transcript** section.

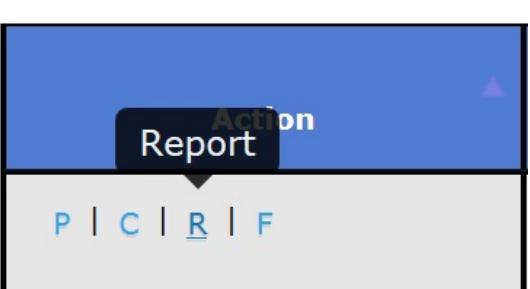


The screenshot shows the OTEES interface with a red arrow pointing to the 'Transcript' tab. The main content area is titled 'Find Specific Student'. Below it, there is a search form with a text input field labeled 'Student SSN or HS-ID', a 'Search' button, and a 'Clear' button. The 'Transcript' tab is selected, and the table below shows student data. The table has columns for Action (with values P | C | R | E), FFAA Status, Student ID, Last Name (Smith), First Name, Mi, Suffix (Jane), Graduation Date, Last Sent/Last Evaluated, and Potential Award. At the top of the table, there are buttons for 'Copy from 7th to 8th', 'Delete Records', and 'Printable Page'.

Action	FFAA Status	Student ID	Last Name	First Name, Mi, Suffix	Graduation Date	Last Sent/Last Evaluated	Potential Award
P C R E			Smith	Jane			

a. Column Headers: Action

Action Code Descriptions – Display of these codes will vary depending upon security access level.

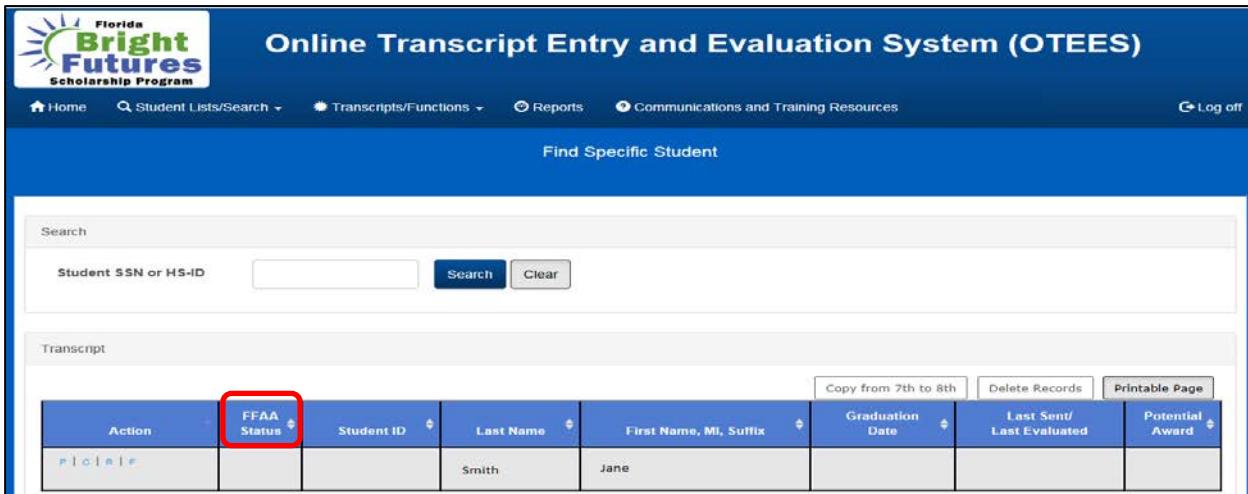
	<p>P (Profile) – Student Demographics and Student Education Status Counselors may update or correct student demographic information until this information is matched to a student's FFAA. Afterwards, only the student may update demographics on the FFAA. On this screen, service hours can be edited (in either early or final evaluation) and the high school graduation date and diploma type can be edited in final evaluation.</p>
	<p>C (Course Summary) – Student Credit Summary Public schools will send an updated transcript via FASTER to update course data.</p>
	<p>R (Report) – Florida's Bright Futures Scholarship System Student Evaluation Provides the Student Evaluation Report.</p>



F (FloridaShines) – FloridaShines displays the unofficial view of the student's evaluation report.

b. Column Headers: FFAA Status

The **FFAA Status** column header provides a link to a legend which explains each of the designations in the column. It will open in a separate window.



The screenshot shows the OTEES interface. At the top, there is a navigation bar with the Florida Bright Futures Scholarship Program logo, menu items like 'Home', 'Student Lists/Search', 'Transcripts/Functions', 'Reports', 'Communications and Training Resources', and 'Log off'. Below the navigation is a search bar labeled 'Find Specific Student' with fields for 'Search' and 'Clear'. The main area is titled 'Transcript' and contains a table with columns: 'Action', 'FFAA Status', 'Student ID', 'Last Name', 'First Name, MI, Suffix', 'Graduation Date', 'Last Sent/Last Evaluated', and 'Potential Award'. The 'FFAA Status' column header is highlighted with a red box. The 'Action' column contains the text 'P | C | R | E'.

Florida's Bright Futures Scholarship Program FFAA Status Code Descriptions

The code listed in the FFAA Status column header indicates the results of the student's preliminary FFAA evaluation.



Online Transcript Entry and Evaluation System (OTEES)

[Home](#)[Student Lists/Search](#)[Transcripts/Functions](#)[Reports](#)[Communications and Training Resources](#)[Log off](#)

Florida's Bright Futures Scholarship Program FFAA Status Code Descriptions

Post Date: 01/23/2007

Student List

In the practice system, the FFAA Status column indicates the results of the student's preliminary FFAA evaluation. Each student's record will indicate one of the following codes:

- B** The student has an FFAA on file and has requested an official Bright Futures eligibility evaluation. A transcript must be sent to the Bright Futures production evaluation system when appropriate for early and end-of-year evaluations.
- A** The student has an FFAA on file; however, the SSFAD did not estimate the student potentially eligible for Bright Futures. It is possible for a student to be eligible for Bright Futures even though the SSFAD did not list Bright Futures. You are encouraged to send a transcript to the Bright Futures production evaluation system if you choose, after a practice review.
- S2** The student is either ineligible to participate (the student answered 'yes' to the felony question) or has requested that her/his transcripts not be evaluated for Bright Futures. A transcript will be rejected if submitted to the Bright Futures production evaluation system.
- N** The student does not have an FFAA on file or has an FFAA on file with information in one of the matching fields differing from the district or school and therefore is not interfacing with the High School Transcript Database. Use your FFAA List of Applicants to reconcile the information on your student transcripts with their applications. A transcript with "N" status will be rejected if submitted to the Bright Futures production evaluation system.

The Bright Futures practice evaluation system includes only FFAA indicators for students you have submitted to the practice evaluation system. It is not intended to be a complete list of all FFAA applicants.

Private high schools using the "On-line Transcript Entry and Evaluation System" data entry screen to enter a new student will provide the student's SSN (or unique local student ID if SSN is not available), first name, last name, date of birth, gender, and ethnicity. The Bright Futures system will search the SSFAD system for the student's FFAA. If an FFAA is found, the student's demographic information will pre-fill on the screen. If an FFAA is not found for the student, you may enter the student's demographic information. When the student completes an FFAA, the FFAA demographic information will automatically update the Bright Futures system demographic information.

c. Column Headers: Student ID, Last Name, First Name, MI, Suffix, Graduation Date, Last Sent/Last Received and Potential Award

Action	FFAA Status	Student ID	Last Name	First Name, MI, Suffix	Graduation Date	Last Sent/Last Evaluated	Potential Award
P C R F			Smith	Jane			

- **Student ID:** Student ID may be the student Social Security Number or High School Identification Number.
- **Last Name, First Name, MI, Suffix:** This information is provided by the high school on a student transcript.
- **Graduation Date:** Graduation date is provided in Final Evaluation only.

- **Last Sent/Last Evaluated:** The column provides the date when the transcript was downloaded from the HSTD and the date when the transcript was last evaluated in OTEES.
- **Potential Award:** The potential award provides information on the status of initial eligibility after the evaluation.

2. All Transcripts

To view all student transcripts, submitted via FASTER for the selected evaluation year, choose **All Transcripts**. The **List of Students** displays all transcripts submitted to the Bright Futures evaluation system from the school identified in the **Processing Options** school field.



Use the search box to find individual students by entering the entire last name or a partial spelling of the last name.

To print or save the list of students, select the **Printable Page** button. To page through the list of students, use the arrows at the top of the page or enter a page number. Select the save icon and choose the format from the **Export drop-down menu** to download the student list and save or print. Available formats for download include XML file with report data, CSV (comma delimited), PDF, MHTML (web archive), Excel, TIFF file and Word. To return to the List of Students, close the printable page.

Florida's Bright Futures Scholarship Program

List of Students

FLORIDA SCHOOL - BRIGHT FUTURES TEST HIGH SCHOOL

EARLY EVALUATION

Number of Transcripts: 1

FFAA Status	Student ID	Last Name	First Name, MI, Suffix	Created/Edited	Graduation Date	Last Sent/Last Evaluated	* Best Award	Service Hours
N	***-**-****	Doe	John	2016-09-13 2016-11-04		2016-11-04 2016-11-04	INEL - 7	0

*Best Award – Indicates the best award based on the Early (7th) or Final (8th) Evaluation System

The **List of Students** displays 10 student records per page. To navigate, select the numbers at the top of each page. Column headers are defined on pages 8 and 9.

Online Transcript Entry and Evaluation System (OTEES)

List of Students

This list displays all transcripts submitted to the Bright Futures evaluation system from your school.

To search for a student by last name, enter 1 or more characters then **Search**

Mid-Year List of Students **Copy from 7th to 8th** **Delete Records** **Printable Page**

Showing 1 to 10 of 320 entries
For general results select one of the page numbers below.

Action	Select Box	FFAA Status	Student ID	Last Name	First Name, MI, Suffix	Graduation Date	Last Sent/Last Evaluated	*Potential Award
P C R	<input type="checkbox"/>			ABITBOL	CARLY W			

Select the arrows on the column headers to sort the **List of Students** by field.

The letters in the **Action** column provide access to student reports.

Profile (P) – Provides Student Demographics and Student Education Status in two sections.

Florida Bright Futures Scholarship Program

Online Transcript Entry and Evaluation System (OTEES)

Home Student Lists/Search Transcripts/Functions Reports Maintenance Communications and Training Resources Log off

Please complete as much of the information as possible. Required fields are denoted by red asterisks. Note that either SSN or Student ID is required.

Student Demographics

This student has no application on file. You will be able to update this demographic data until the student submits an FFAA and the application demographics match the demographics on the transcript. <http://www.floridabrightfutures.org>

FFAA Status	N - No application on file		
* Current School	F W BUCHHOLZ HIGH SCHOOL (010431N)		
* (Preferred) SSN	***-**-****	- OR -	* Student ID
* First Name	John	* Street Address	325 W. Gaines St
Middle Name		Address2	
* Last Name	Doe	* City	Tallahassee
Suffix		* State	FL
Home Phone		* Zip Code	32399
Email			
* Year entered ninth	2013-2014		

* Date of Birth (mm/dd/yyyy) 11-01-2000
 * Gender M
 * Race White

Student Education Status

Service Hours Completed 0

Working toward earning a standard high school diploma

IB Diploma
 AICE Diploma
 Home-Educated
 Home-Educated District Confirmation Letter

National Merit Scholar
 National Achievement Scholar
 National Hispanic Scholar

Not Applicable
 Not Applicable
 Not Applicable

TEST SCORES: To see a student's test scores. Select the All Tests button located above the Student Demographics

To view test scores, choose **All Tests** at the top of the page. The legend at the top of the page assists with interpretation of Score Source and Value Computed (Score).

- **Select test type** provides access to ACT®, SAT® and PERT test scores.

Florida Bright Futures Scholarship Program

Online Transcript Entry and Evaluation System (OTEES)

Home Student Lists/Search Transcripts/Functions Reports Communications and Training Resources Log off

Student Demographic and Test Data
 NON FLORIDA SCHOOL - BRIGHT FUTURES TEST HIGH SCHOOL (990011N)
 2017 - EARLY EVALUATION

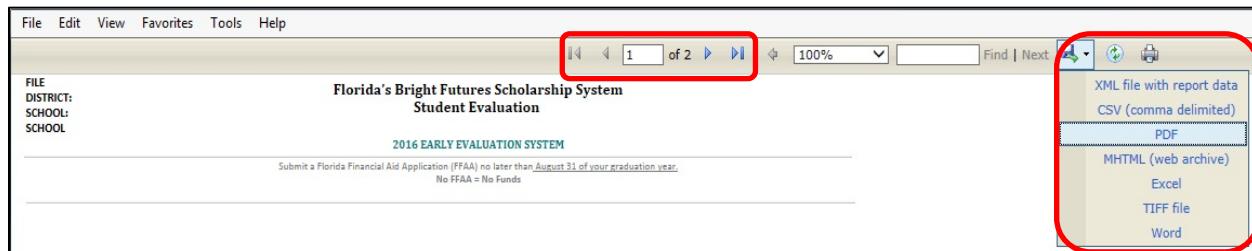
Student :	ID :																
NOTE: Florida's ACT/SAT Test Score Repository is our official source for these scores.																	
ETS = Official score(s) from Test Repository FASTER = Test scores received on student transcript; On-Line = Test scores entered via OTEES; Value Computed = Best test score																	
Select test type:	<input checked="" type="checkbox"/> ACT <input type="checkbox"/> SAT <input type="checkbox"/> PERT																
Showing 0 to 0 of 0 entries																	
<input type="button" value="Add Test"/> <input type="button" value="Print"/> <input type="button" value="Demographics"/> <input type="button" value="Remarks"/>																	
<table border="1"> <thead> <tr> <th>Test Code</th> <th>Score</th> <th>Score Source</th> <th>Test Date</th> <th>Date Created</th> <th>Created By</th> <th>Changed By</th> <th>Date Changed</th> </tr> </thead> <tbody> <tr> <td colspan="8">No data available in table</td> </tr> </tbody> </table>		Test Code	Score	Score Source	Test Date	Date Created	Created By	Changed By	Date Changed	No data available in table							
Test Code	Score	Score Source	Test Date	Date Created	Created By	Changed By	Date Changed										
No data available in table																	

- **Remarks** provides a field for entering comments.
- **Demographics** is used to return to the previous page.

Course Summary (C) – Public schools update transcripts through FASTER transmissions.

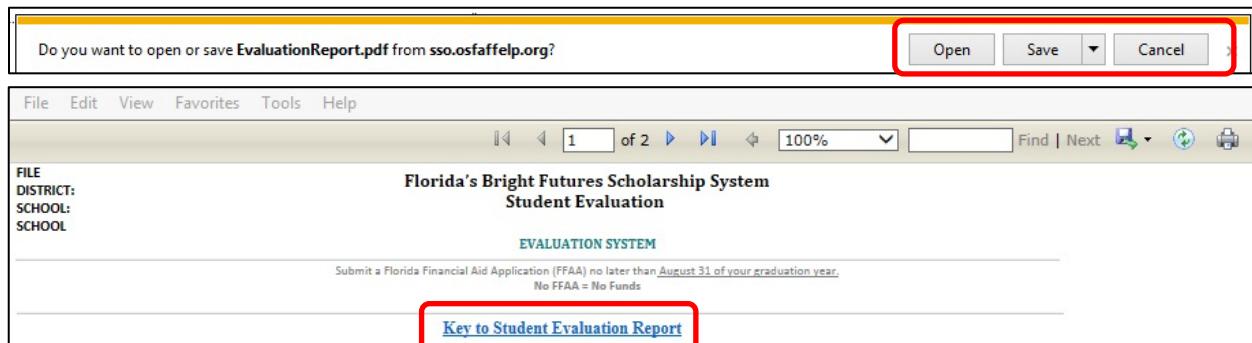
Report (R) – Florida's Bright Futures Scholarship System Student Evaluation

Access the Evaluation Report via the action code R in the Action column of the Specific Student or List of Students screens. The student evaluation is a report which opens in a new window. To navigate the pages use the arrows at the top or type in the page number.



To print or save, select the disk icon to download the report in a specific format.

After selecting the preferred format, a pop-up provides the option to open, save, or cancel request.



Select **Key to Student Evaluation Report** for a detailed description of the report.

The evaluation report has three (3) sections- Section 1 and 2 are on the first page of the report and Section 3 is on the second page.

Section 1 displays: demographics, potential award status, APP (FFAA) status, highest test scores, service hours and special academic programs completed.

Key to Student Evaluation Report					
SECTION 1					
STUDENT NAME: Doe, Jane	SSN:	HS-ID:	POTENTIAL AWARD STATUS:		
EVALUATION DATE:	DIPLOMA TYPE:	GRADUATION DATE:			
HIGHEST TEST SCORES			APP (FFAA) SUBMITTED:		
ACT COMPOSITE:	READING -	MATH -	ENGLISH -	SCIENCE -	SERVICE HOURS:
SAT COMBINED:	READING -	MATH -	WRITING -		IB CURRICULUM:
PERT SCORES:	READING -	MATH -			IB DIPLOMA:
CPT SCORES:	READING -	ALGEBRA -	SENTENCE SKILLS -		AICE CURRICULUM:
					AICE DIPLOMA:
					NATIONAL MERIT SCHOLAR/ FINALIST:
					NATIONAL HISPANIC:
					NATIONAL ACHIEVEMENT

Section 2 provides a summary of the student's progress toward Bright Futures awards. A summary of course credits as well as GPA and quality points (QPTS) is provided under the each award. Missing criteria for each award is shown at the bottom of section 2.

SECTION 2				Credit shown in SECTION 2 reflects the credit reported on the transcript through various means.									
FLORIDA ACADEMIC			FLORIDA MEDALLION			GOLD SEAL VOCATIONAL							
						GSV CREDITS							
EN:	0.00	EN	0.00	EN:	0.00	AG:	0.00	AG:	0.00	GSV CREDITS			
MA:	0.00	MA	0.00	MA:	0.00	AH:	0.00	AH:	0.00				
SC:	0.00	SC	0.00	SC:	0.00	EC:	0.00	EC:	0.00				
FL:	0.00	FL	0.00	FL:	0.00	WH:	0.00	WH:	0.00				
SS:	0.00	SS	0.00	SS:	0.00	PE:	0.00	PE:	0.00				
X2:	0.00	X2	0.00	X2:	0.00	PF:	0.00	PF:	0.00	VOCATIONAL CREDITS IN PROGRAM			
TOTAL:	0.00	TOTAL:	0.00	TOTAL:	0.00	TOTAL:	0.00	TOTAL:	0.00				
QPTS:	0.00	QPTS:	0.00	QPTS:	0.00	QPTS:	0.00	QPTS:	0.00				
GPA:	0.00	GPA:	0.00	GPA:	0.00	GPA:	0.00	GPA:	0.00				
MISSING			MISSING			MISSING							

Section 3 is on page 2. Use the arrow at the top of the Student Evaluation report to navigate to page 2.

File	Edit	View	Favorites	Tools	Help
1 of 2 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 <span style="border: 2px solid red; padding					

3. All Applications

Under **Student Lists/Search**, select **All Applications**



All Applications displays **Florida Financial Aid Applicants**. This list displays students that have submitted a FFAA and indicated your school as their graduating school.

A screenshot of the 'Florida Financial Aid Applicants' page. The page title is 'Online Transcript Entry and Evaluation System (OTEES)'. The sub-section title is 'Florida Financial Aid Applicants' with the subtitle 'NON FLORIDA SCHOOL - BRIGHT FUTURES TEST HIGH SCHOOL (990011N) 2017 - EARLY EVALUATION'. Below this is a list of bullet points explaining the data: 'This list displays students that have submitted a Florida Financial Aid Application (FFAA) and indicated that they will graduate from your school.', 'The demographic information below is provided by the student on their FFAA. The first six columns are used to match a student's application with his/her transcript.', 'If Student ID field is blank then the student applied using a Pseudo Number.', 'NOTE: If the FFAA has a Pseudo SSN, we will match on the next five demographic fields only.', 'The Bright Futures (BF Status 7th Sem & BF Status 8th Sem) columns will display the student's Bright Futures evaluation status if the FFAA and Bright Futures transcript have been matched. "Unmatched" records indicate either (1) FFAA applicants with no transcripts in the Bright Futures evaluation system or (2) FFAA applicants whose applications have not matched their transcripts.', 'You may use the demographic information on this list to compare and reconcile FFAA information with Bright Futures transcript information.', 'Contact Bright Futures if a student is not enrolled at your school or is not graduating.' Below the list is a search bar with placeholder text 'To search for a student by last name, enter 1 or more characters' and a 'Search' button. To the right are 'Mid-Year List of Students' and 'Printable Page' buttons. At the bottom, it says 'Showing 0 to 0 of 0 entries' and 'For general results select one of the page numbers below.' with 'Previous' and 'Next' buttons. A table header is shown with columns: Student ID, Last Name, First Name, MI, Birth Date, Gender, Race, FFAA Status, BF Status 7th Sem, and BF Status 8th Sem. The table body below says 'No data available in table'.

Columns provide the demographic information that students provided on the FFAA. Use this list to reconcile demographic information on the FFAA with the information on the transcript.

Navigation of the Florida Financial Aid Applicants List is similar to the navigation of the List of Students.

F. OSFA Contact Information

For assistance, please call OSFA Customer Service 888-827-2004 and request to speak with a Bright Futures program specialist.