

Streamlining VA Payments and Reconciliations: Best Practices in Banner Accounting

By: Kim Kahler, Wallace State Community College, Hanceville
Accounts Receivable Supervisor

Most Important!

- You must have communication between the two departments.
- Financial Aid and Business Office must have a good working relationship to be successful!

Contract pages in Banner

- TSACONT - Contract setup screens: payment codes, charge codes. For each contract, you can create authorizations at the account level, detail code, or category code level. You cannot create authorizations for more than one level per contract. A maximum amount to be paid by the contract and a minimum payment amount by the student may be established. After the contract is established, students may be assigned to the contract on this page.
- TSACONP – Contract screen only used to load students.
- TSACONR – Reconciliation screen

TSACONT – Contract Base Information




Contract ID: A01367627 **Dept of Veterans Affairs Debt Mgt Ctr** **Contract Number:** 33100 **Term:** 202510 **Fall 2024**



▼ CONTRACT BASE INFORMATION

Description * Charge Detail Code * ... Third Party Charge
 Payment Detail Code * ... Chapter 33 Full Print Rule Code ...





Contract Roll Options
 Expiration Term ... Roll Students
 Roll Contract

▼ CONTRACT AUTHORIZATION QUERY

 Insert
  Delete
  Copy

Active filters: Contract Number: 33%  Term: 202510  [Clear All](#)
Filter Ag

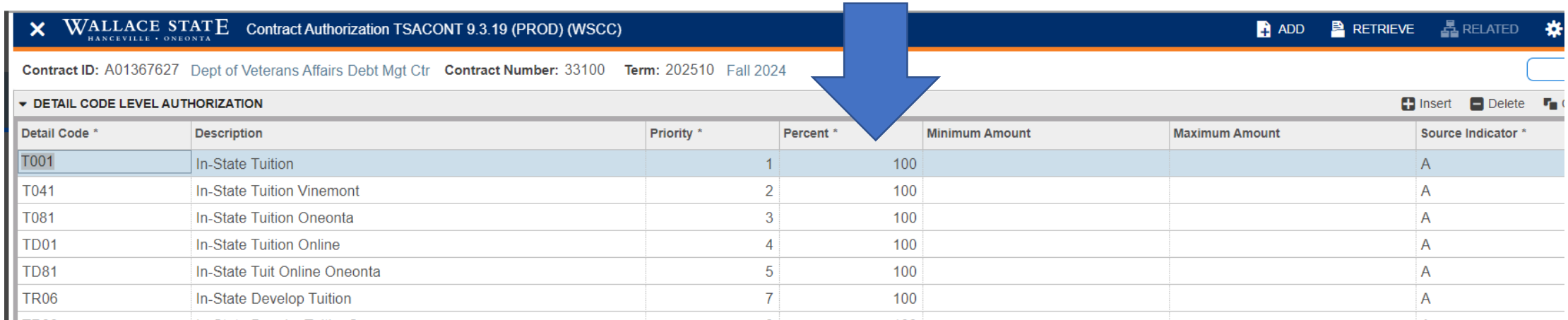
ID	Contract Number	Term	Description	Expiration Term	Payment *	Charge *
A01367627		3340 202510	C33 Post 911 40% Tuition&Fees		CP40	CC01
A01367627		3350 202510	C33 Post 911 50% Tuition&Fees		CP50	CC01
A01367627		3360 202510	C33 Post 911 60% Tuition&Fees		CP60	CC01
A01367627		3370 202510	C33 Post 911 70% Tuition&Fees		CP70	CC01
A01367627		3380 202510	C33 Post 911 80% Tuition&Fees		CP80	CC01
A01367627		3390 202510	C33 Post 911 90% Tuition&Fees		CP90	CC01
A01367627		33100 202510	C33 Post 911 100% Tuition&Fees		CP00	CC01
A01367627		33101 202510	C33 Post 911 OUT OF STATE		CP02	CC01



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TSACONT – FEE SETUP

For each contract, you can create authorizations at the account, detail code, or category code level. You cannot create authorizations for more than one level per contract.

You can do the % contract to prevent you from manually calculating the correct payment amount for C33.



WALLACE STATE HANCEVILLE • ONEONTA Contract Authorization TSACONT 9.3.19 (PROD) (WSCC)

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: 33100 Term: 202510 Fall 2024

DETAIL CODE LEVEL AUTHORIZATION

Detail Code *	Description	Priority *	Percent *	Minimum Amount	Maximum Amount	Source Indicator *
T001	In-State Tuition	1	100			A
T041	In-State Tuition Vinemont	2	100			A
T081	In-State Tuition Oneonta	3	100			A
TD01	In-State Tuition Online	4	100			A
TD81	In-State Tuit Online Oneonta	5	100			A
TR06	In-State Develop Tuition	7	100			A

WALLACE STATE HANCEVILLE • ONEONTA Contract Authorization TSACONT 9.3.19 (PROD) (WSCC)

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: 3390 Term: 202510 Fall 2024

DETAIL CODE LEVEL AUTHORIZATION

Detail Code *	Description	Priority *	Percent *	Minimum Amount	Maximum Amount	Source Indicator *
T001	In-State Tuition	1	90			A
T041	In-State Tuition Vinemont	2	90			A
T081	In-State Tuition Oneonta	3	90			A
TD01	In-State Tuition Online	4	90			A
TD81	In-State Tuit Online Oneonta	5	90			A
TR06	In-State Develop Tuition	7	90			A

TSACONT – Person Authorization

WALLACE STATE HANCEVILLE • ONEONTA Contract Authorization TSACONT 9.3.19 (PROD) (WSCC)

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: 33100 Term: 202510 Fall 2024

PERSON AUTHORIZATION

Delete	Student ID	Name	Roll	Expiration Term	Priority *	Maximum Amount	Text	Sponsor Reference Number
			<input type="checkbox"/>		1			4
			<input type="checkbox"/>		1			12
			<input type="checkbox"/>		1	1,750.00		10 3 ODP
D			<input type="checkbox"/>		1		Y	12 8 DAYS REMAINING
D			<input type="checkbox"/>		4			SHOULD BE ON CHAPTER 31
			<input type="checkbox"/>		1			12
			<input type="checkbox"/>		1			12
			<input type="checkbox"/>		1			13
			<input type="checkbox"/>		2			11
			<input type="checkbox"/>		1			9

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- Sponsor Reference Number – We list the credit hours certified.
- ODP is Out of Degree Plan, we have to cap those students so that the contract does not overpay.
- Enter a “D” in the Delete column if you need to remove student from contract.
- You can also use the Text box by going to Tools, Create Student Text. A “Y” will be placed in the Text column so that you know that student has a text comment.

TSACONT – Person Authorization

WALLACE STATE HANCEVILLE · ONEONTA Contract Authorization TSACONT 9.3.19 (PROD) (WSCC) ADD RETRIEVE RELATED TOOLS

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: 33100 Term: 202510 Fall 2024 Start Over

STUDENT ID INFORMATION + Insert - Delete Copy

Return

Student ID [REDACTED]

STUDENT TEXT + Insert - Delete Copy

Additional Text	Print *
Student was NS from class on 8/30/2024	<input type="checkbox"/>
Student was added back to class on 9/7/2024	<input checked="" type="checkbox"/>

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You can place detail information on the Notes Screen.

TSACONR – Contract Review

WALLACE STATE HANCEVILLE • ONEONTA Contract Review TSACONR 9.3.19 (PROD) (WSCC)

ADD RETRIEVE RELATED TOOLS

Contract ID: Contract Number:

Term: Student ID:

Go

Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER.

- These fields are “Filters”. You do not have to enter all the information.
- If you only enter the Contract ID, then Go. All transactions for the contract will pull.
- If you just want to see the current term, then enter the Contract ID and Term, then Go.

TSACONR – By Term

WALLACE STATE HANCEVILLE • ONEONTA Contract Review TSACONR 9.3.19 (PROD) (WSCC) ADD RETRIEVE RELATED TOOLS

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: Term: 202510 Student ID: [Start Over](#)

CONTRACT REVIEW Insert Delete Copy Filter

Student ID	Name	Detail Code	Detail Code Description	Tran Number	Trans Date	Term	Contract Number	Detail Tran
		CC01	Third Party Charge	20718	09/28/2024	202510		100
		CC01	Third Party Charge	20717	09/28/2024	202510		100
		CC01	Third Party Charge	20716	09/28/2024	202510		60
		CC01	Third Party Charge	20715	09/28/2024	202510		100
		P006	09.27.24 Wire	20714	09/27/2024	202510		33100 1
		P006	09.27.24 Wire	20714	09/27/2024	202510		33100 2
		P006	09.27.24 Wire	20714	09/27/2024	202510		33100 3
		CC01	Third Party Charge	20713	09/26/2024	202510		100
		CC01	Third Party Charge	20712	09/26/2024	202510		100
		CC01	Third Party Charge	20711	09/25/2024	202510		100

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Amount	Cross Ref	Indicator	
	Charge	292.50	Balance 292.50
	Payment		

BALANCE DETAILS Insert Delete Copy Filter

Query Balance	62,773.30	Account Balance	47,383.67
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The charge and balance for the line you are on is shown at the bottom. I find that this is hard to read, so I like to export to excel. Go to Tools, Export.

This is the view when you export. I then sort by Student Name, Transaction date.

	A	B	C	D	E	F	G	H	I	J	K	L
1	'Confid Ind'	'Dcsd Ind'	'Contract ID'	'Name'	'Contract Number'	'Term'	'Student ID'	'Namestudent'				
2			A01367627	Dept of Veterans Affairs Debt Mgt Ctr		202510						
3	'Student ID'	'Tbvrconr Stu Name'	'Detail Code'	'Desc'	'Tran Number'	'Trans Date'	'Term'	'Contract Number'	'Detail Tran'	'Charge'	'Payment'	'Balance'
4			P006	09.27.24 Wire	20714	9/27/24 9:47:52 AM	202510	33100	1		1015	0
5			P006	09.27.24 Wire	20714	9/27/24 9:47:52 AM	202510	33100	2		504	0
6			P006	09.27.24 Wire	20714	9/27/24 9:47:52 AM	202510	33100	3		2023	0
7			P006	09.23.24 Wire	20701	9/23/24 11:59:12 AM	202510	33100	2		2023	0
8			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	1		2016	0
9			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	3360	2		1487.4	0
10			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	3		2524	0
11			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	4		529.5	0
12			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	5		672	0
13			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	3360	7		7	0
14			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	8		2023	0
15			P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	3390	9		453.6	0

Then I will subtotal each student by Charge, Payment, and Balance.

	A	B	C	D	E	F	G	H	I	J	K	L
1	'Confid Ind'	'Dcsd Ind'	'Contract ID'	'Name'	'Contract Number'	'Term'	'Student ID'	'Namestudent'				
2			A01367627	Dept of Veterans Affairs Debt Mgt Ctr		202510						
3	'Student ID'	'Tbvrconr Stu Name'	'Detail Cod'	'Desc'	'Tran Number'	'Trans Date'	'Term'	'Contract Number'	'Detail Tra'	'Charg'	'Paymer'	'Balanc'
7	A00354832		CC01	Third Party Charge	20517	8/30/24 4:56:00 AM	202510	33100		54		54
8	A00354832		CC01	Third Party Charge	20516	8/30/24 4:56:00 AM	202510	33100		60		60
9	A00354832		CC01	Third Party Charge	20515	8/30/24 4:56:00 AM	202510	33100		6		6
10	A00354832		CC01	Third Party Charge	20514	8/30/24 4:56:00 AM	202510	33100		60		60
11	A00354832		CC01	Third Party Charge	20513	8/30/24 4:56:00 AM	202510	33100		54		54
12	A00354832		CC01	Third Party Charge	20512	8/30/24 4:56:00 AM	202510	33100		54		54
13	A00354832		CC01	Third Party Charge	20511	8/30/24 4:56:00 AM	202510	33100		60		60
14	A00354832		CC01	Third Party Charge	20510	8/30/24 4:56:00 AM	202510	33100		6		6
15	A00354832		CC01	Third Party Charge	20509	8/30/24 4:56:00 AM	202510	33100		774		774
16	A00354832		CC01	Third Party Charge	20508	8/30/24 4:56:00 AM	202510	33100		774		244.5
17	A00354832		P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	4		529.5	0
18	A00354832 Total									2023	529.5	1493.5
19	A00767619		CC01	Third Party Charge	20572	9/4/24 7:21:22 PM	202510	3390		54		54
20	A00767619		CC01	Third Party Charge	20571	9/4/24 7:21:22 PM	202510	3390		48.6		48.6
21	A00767619		CC01	Third Party Charge	20570	9/4/24 7:21:22 PM	202510	3390		48.6		48.6
22	A00767619		CC01	Third Party Charge	20569	9/4/24 7:21:22 PM	202510	3390		54		54
23	A00767619		CC01	Third Party Charge	20568	9/4/24 7:21:22 PM	202510	3390		5.4		5.4
24	A00767619		CC01	Third Party Charge	20567	9/4/24 7:21:22 PM	202510	3390		696.6		243
25	A00767619		P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	3390	9		453.6	0
26	A00767619 Total									907.2	453.6	453.6
27	A00805222		CC01	Third Party Charge	20029	8/14/24 12:00:00 AM	202510	33100		7		0
28	A00805222		CC01	Third Party Charge	20028	8/14/24 12:00:00 AM	202510	33100		120		0
29	A00805222		CC01	Third Party Charge	20027	8/14/24 12:00:00 AM	202510	33100		108		0
30	A00805222		CC01	Third Party Charge	20026	8/14/24 12:00:00 AM	202510	33100		108		0
31	A00805222		CC01	Third Party Charge	20025	8/14/24 12:00:00 AM	202510	33100		120		0
32	A00805222		CC01	Third Party Charge	20024	8/14/24 12:00:00 AM	202510	33100		12		0
33	A00805222		CC01	Third Party Charge	20023	8/14/24 12:00:00 AM	202510	33100		1548		0
34	A00805222		P006	09.20.24 Wire	20699	9/23/24 10:42:40 AM	202510	33100	13		2023	0
35	A00805222 Total									2023	2023	0

Compliance Audit items

- Tuition and fees must be entered within 30 days of semester start date.
- The term “GI Bill[®]” is to be used solely to promote official VA benefit programs and services and must include the proper trademark symbol. If you have on your website, you must have the [®] showing.

Yellow Ribbon

- VA wants to see that the tuition waived matches what VA paid. So we have three contracts/exemptions for a yellow ribbon students.

WALLACE STATE HANCEVILLE • ONEONTA Customer Service Inquiry TSICSRV 9.3.11 (PROD) (WSCC) ADD RETRIEVE RELATED TOOLS

ID: Credit Limit: Holds: Sum by Effective Date: Last Term Registered: 202510 [Start Over](#)

ACCOUNT SUMMARY + Insert - Delete Copy Filter

Detail Code *	Description *	Term *	Aid Year	Period	Charge	Payment	Balance	Effective Date *
CP00	Chapter 33 Full	202510				2,184.00	0.00	
CP02	Chapter 33 Full out of state	202510				838.50	0.00	
E001	Ch33 Yellow Ribbon	202510				838.50	0.00	
F002	Reserve Fee	202510			13.00		0.00	
F003	Building Fee	202510			130.00		0.00	
F004	Facility Fee	202510			117.00		0.00	
F005	Tech Fee	202510			117.00		0.00	
F006	Enhancement Fee	202510			130.00		0.00	
T000	Out-of-State Tuition	202510			3,354.00		0.00	

Yellow Ribbon

WALLACE STATE Account Detail Review Form - Student TSAAREV 9.3.21.1 (PROD) (WSCC) WSCC

CHANGE ADD RETRIEVE RELATED TOOLS

ID: [] Credit Limit: User: A00715592_KKAHLER Holds:

ACCOUNT DETAILS

Detail Code *	Description *	Term *	Charge	Payment	Balance	Source *	Effective Date *	Transaction Date	Aid Year	Period
FL02	Late Payment Fee	202430	-100.00		0.00	T	07/16/2024	07/16/2024		
FM99	Payment Plan Enrollment Fee	202430	25.00		0.00	T	07/16/2024	07/16/2024		
CP02	Chapter 33 Full out of state	202430		835.00	0.00	C	07/16/2024	07/16/2024		
E001	Ch33 Yellow Ribbon	202430		635.00	0.00	E	07/16/2024	07/16/2024		
CP02	Chapter 33 Full out of state	202510		838.50	0.00	C	08/14/2024	08/14/2024		
E001	Ch33 Yellow Ribbon	202510		838.50	0.00	E	08/14/2024	08/14/2024		
CP00	Chapter 33 Full	202510		1,677.00	0.00	C	08/14/2024	08/14/2024		
CP00	Chapter 33 Full	202510		130.00	0.00	C	08/14/2024	08/14/2024		
CP00	Chapter 33 Full	202510		117.00	0.00	C	08/14/2024	08/14/2024		
CP00	Chapter 33 Full	202510		117.00	0.00	C	08/14/2024	08/14/2024		

BALANCE DETAILS

Query Balance: 0.00 Authorized Aid Balance: 0.00

Account Balance: 0.00 NSF: 0

Amount Due: 0.00 Receipt?: N

- Search
- Display Receipt [TGARCPT]
- Unapply Transactions [TSAUNAP]
- View Contract/Exemption History [TSIAUTH]
- Enter Miscellaneous Transactions [TFAMISC/TSAMISC]
- Comment Form
- Maintain Contract [TSACONT]
- Maintain Exemption [TSAEXPT]
- Authorization Data [TVAAUTH]
- Maintain Contract Payment Detail [TSACPDT]
- Review Contract Account [TSACONR]
- Review Application of Payments [PPL]

WALLACE STATE Contract/Exemption History Query TSIAUTH 9.3 (PROD) (WSCC)

ADD RETRIEVE RELATED TOOLS

ID: [] Start Over

CONTRACTS

Term *	Priority	Number	Contractor ID	Description	Delete
202510		1	33100 A01367627	C33 Post 911 100% Tuition&Fees	
202510		2	33101 A01367627	C33 Post 911 OUT OF STATE	
202430		1	33100 A01367627	C33 Post 911 100% Tuition&Fees	
202430		2	100 A01367627	Chapter 33 100% Flight	
202430		3	33101 A01367627	C33 Post 911 OUT OF STATE	
202420		1	33100 A01367627	C33 Post 911 100% Tuition&Fees	D
202420		2	33101 A01367627	C33 Post 911 OUT OF STATE	

EXEMPTIONS

Term *	Priority	Code	Description	Delete
202510		1	1 Chapter 33 Yellow Ribbon	
202430		1	1 Chapter 33 Yellow Ribbon	
202420		1	1 Chapter 33 Yellow Ribbon	

Yellow Ribbon – by contract/exemption setup

WALLACE STATE HANCEVILLE • ONEONTA Contract Authorization TSACONT 9.3.19 (PROD) (WSCC)

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: 33101 Term: 202510 Fall 2024

DETAIL CODE LEVEL AUTHORIZATION

Detail Code *	Description	Priority *	Percent *	Minimum
T000	Out-of-State Tuition	1	25	
T040	OutOfState Tuition Vinemont	2	25	
T080	Out-of-State Tuition Oneonta	3	25	
TD00	Out-of-State Tuit Online	4	25	
TD80	Out-State Tuit OnlineOneonta	5	25	

WALLACE STATE HANCEVILLE • ONEONTA Exemption Authorization TSAEXPT 9.3.19 (PROD) (WSCC)

Exemption Code: 1 Term: 202430 Summer 2024

DETAIL CODE LEVEL AUTHORIZATION

Detail Code *	Description	Priority *	Percent *	Minimum
T000	Out-of-State Tuition	1	25	
T040	OutOfState Tuition Vinemont	2	25	
T080	Out-of-State Tuition Oneonta	3	25	
TD00	Out-of-State Tuit Online	4	25	

Contract Authorization TSACONT 9.3.19 (PROD) (WSCC)

Contract ID: A01367627 Dept of Veterans Affairs Debt Mgt Ctr Contract Number: 33100 Term: 202510 Fall 2024

DETAIL CODE LEVEL AUTHORIZATION

Detail Code *	Description	Priority *	Percent *	Minimum
FR85	DevelopTech Fee Oneonta	58	100	
FR86	Enhancement Fee Develop One	59	100	
FC31	HESI Exam NUR115, NUR221	60	100	
FC32	HESI Exam MAT230	61	100	
FC33	RPT 243 PSI Exam	62	100	
FC34	RAD227 Clover Learning	63	100	
FC35	RAD112 Clover Learning	64	100	
T000	Out-of-State Tuition	65	50	
T040	OutOfState Tuition Vinemont	66	50	
T080	Out-of-State Tuition Oneonta	67	50	

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All Sources are Included

Out of State tuition is two times In State tuition. We have the Out of State tuition on the regular contract paying 50%. The Out of State contract pays 25% and the Yellow Ribbon Exemption pays 25%.

Mass Load Contract payments and students

- TSPCPDT – Mass load contract payment details to TSACPDT
- TSPESTU – Mass load students to Exemption
- TSPCSTU – Mass load students to Contract
- TSPLOAD – Mass entry to TSAAREV

You populate the excel template and upload to Banner using GJAJFLU

Misc. Screens

- TSICSRV – Customer Service Inquiry
 - This screen shows the total of each detail code by term. This is great to see if all fees are being covered. You can also see if the student has any other funding that may cause C33 to be reduced.
- TSASPAY – Student Payment
 - This will move funds from contract/exemptions over to TSAAREV for one student by term. This is useful to correct prior term shortages or overpayments.
- TGACOMC – General comment screen.

Should Chapter 33 be reduced for a scholarship?

Effective August 1, 2011 – Tuition and Fees

Public Law 111-377 changes the amount of Tuition and Fee charges that should be reported to VA. For periods of enrollment beginning on or after August 1, 2011, you should report the following charges:

The actual net cost for in-state tuition and fees assessed by the institution for the program of education after the application of any waiver of, or reduction in, Tuition and Fees; and any scholarship, or other Federal, State, institutional or employer-based aid or assistance (excluding loans and title IV funds) that is provided directly to the institution and specifically designated for the sole purpose of defraying tuition and fees.

Example: Student gross in-state charges	\$4,000
Veteran Discount	- 400
Tuition Scholarship	-2,000
Title IV (ex. Pell Grant) *	2,500
General Scholarship*	<u>1,000</u>
Net In-State Charges	\$1,600

*Denotes to exclude calculating net cost

Aid or assistance that is designated for the sole purpose of reducing a student's Tuition and Fee cost should be deducted from the net in-state charges reported to VA.

In the above example the student also has a \$1,000 scholarship from a local Veterans Service Organization. The scholarship is general in nature and may be used to defray school costs such as food, housing, books, etc. **Since it's not "specifically designated for the sole purpose of defraying tuition and fees", it is not deducted from the charges submitted to VA.**

Questions??

Thank you for your time.

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