



OKLAHOMA STATE REGENTS
FOR HIGHER EDUCATION

Improving our future by degrees

2026 OSRHE SCHOLARSHIPS AND GRANTS WORKSHOP – JULY 16

OTAG and OTEG Session

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What is OTAG?

The Oklahoma Tuition Aid Grant (OTAG) is a need-based, state-funded grant for Oklahoma residents that is administered by participating institutions. Each year, the Legislature appropriates funding, the State Regents allocate those funds and establish program guidelines, and institutions award grants to their eligible students within their assigned allocation.



CENTRAL The State Regents

- Legislature appropriates & Regents allocate funding to institutions
- Administer state law and program policies (residency, Pell eligibility, award limits, etc.)
- Process claims, release funds & reconcile



LOCAL Your institution

- Determine which eligible students are awarded
- Set award amounts within your allocation & the caps
- Apply your own eligibility & priority decisions
- Report eligible students, submit claims & disburse to students

Decentralized by design: OSRHE funds and oversees the program, but awarding decisions and priorities are made at each institution.

2026-2027 year's allocation

TOTAL ALLOCATION

\$19.01M

\$19,014,000 distributed across all institutions

MADE UP OF

\$17.0M

State Regents appropriation

+ \$2.0M

Carryover from prior periods

REACH

69

Institutions funded

6 sectors

from research universities to career techs

Up from \$17.02M in FY 2025–26 — an increase of roughly 11.7% in total funds available to institutions.



How allocations are determined

Based on 2019–20 expenditures

Each institution's share is calculated from its FY2019–20 OTAG expenditures, then scaled to the funds available this year.

Carryover included

The FY2026–27 total includes **\$2,003,671** in carryover funds from prior periods, on top of the \$17M appropriation.

Rounded up to \$100

Final allocations are rounded up to the next one hundred dollars for clean, predictable awarding.

\$3,000 minimum

No participating institution receives less than a **\$3,000** minimum allocation.

■ ■ ■ ■ FOR PERSPECTIVE

2025–26 in review

The most recent **completed** award year shows the program operating near full capacity.

TOTAL AVAILABLE

\$17M

Allocation including carryover from 2025–2026

DISBURSED TO STUDENTS

\$16.7M+

Over 98% of available funds reached students

Resources to bookmark



OTAG Resource Page

Claim templates, the **OTAG Handbook** & the Authorized Representative form.

okhighered.org/admin-fac/finaidresources/otag



O-SAFE

Submit anything with Personally Identifiable Information (PII) here. okhighered.org/O-SAFE



Authorized Representative Form

Required to submit claims on your institution's behalf. Found on the resource page.



OASFAA Listserv

OTAG news, legislative updates & more.

oasfaaok.org/listserv

Eligibility criteria

1

Oklahoma resident

As determined per State Regents policy.

2

Pell eligible

Must be eligible to receive a Pell Grant in the current academic term.

3

Unmet financial need

The student must have demonstrated unmet need.

4

The institution makes the final determination

Final award determination is made by each institution per its own eligibility requirements.



Guidelines for preference

When eligible students exceed available funds, **institutions may prioritize** students who are:

Most unmet need

Continuous enrollment

Close to graduation

**High-demand
employment programs**

At risk of dropping out

**Not receiving other
state-funded aid**

These are proposed guidelines applied at the institution level.



Award amounts

Maximum **annual** award by institution type:

\$1,500

Community colleges & career
technology centers

\$2,000

Regional universities

\$3,000

Research universities

75% cap

The maximum annual award cannot exceed 75% of
enrollment costs.

\$100 minimum

The minimum award is \$100 per student, per payment
period.

Spending your allocation

Aim for 50% / 50%

Spend roughly half your allocation in fall and half in spring.

Summer is optional

Summer awards are possible but **not required**.

Claims by June 15

Submit all claims prior to June 15 for processing. We monitor spending so no institution exceeds its allocation.

Use it — it won't carry over

Aim to spend your full allocation. Remaining funds do **not** carry into your next fiscal year.



Nuts & Bolts

Administering OTAG at your institution — from eligibility through final reconciliation.



The OTAG process

STEP 1

Retrieve the claim template

STEP 2

List eligible students &
disbursement amounts

STEP 3

Submit the claim via O-SAFE

STEP 4

Receive the disbursement
report & funds

STEP 5

Disburse funds to students

STEP 6

Submit the verified and
signed disbursement report
via O-SAFE



Award claim instructions

- 1. Claims must be submitted by an **Authorized Institutional Representative**.
- 2. Use the claim template on the **Resources** page.
- 3. Complete the top portion of the form — especially the "Completed By" fields.

! Do not alter the template formatting in any way.

FOR EACH STUDENT, LIST:

- ISIR transaction # and SAI
- Enrollment / attendance level — **FT**, **PT**, or **LT** (less than 6 hours)
- Disbursement amount for the payment period

If the SAI on the FAFSA is **−1500** (or any negative number), report the **actual SAI** on the claim — do not enter '0'.

*Military students residing outside Oklahoma: enter "Y" in the "Award due to Military Status" column (Column J). Student IDs are optional.

	A	B	C	D	E	F	G	H	J	K
1	OTAG Award Claim Form							Date Created By OTAG:		
3	Institution Name:	ABC University					Semester:	Summer		
4	Institution Title IV Code:	003030					Year:	2026		
5	Date Completed:	6/26/2026								
6	Completed By: Name	Jenny Doe		Title	Financial Aid Officer					
7										
8	INSTITUTION'S CERTIFICATION:									
9	By entering my name, title, and date completed above, I certify that:									
10	1. Payment of Oklahoma Tuition Aid Grant funds is requested for the students listed in this Award Claim Form.									
11	2. Each student included in this Award Claim Form meets all Oklahoma Tuition Aid Grant Program eligibility requirements									
12	as well as general Title IV student aid eligibility requirements as of the date of this claim.									
13	3. Oklahoma residency eligibility per the OSRHE Policy and Procedures Manual (3.18 In-State / Out-of-State Status of Enrolled Students) has been confirmed by the requesting instit									
14										
15	Student Name									
	SSN (No Dashes)	Last	First	Middle Name	ISIR Tran#	SAI	Enrollment Status (FT/PT/LT)	Payment Period Disbursement	Award due to Military Status (Mark Y if applicable)	Student ID
16										
17	123456789	Anderson	Lizeth	L	01	-1500	FT	1000		123123
18	987654321	Cox	Alan	N	02	0	PT	500		456123
19	000111222	Lincoln	Ron		01	2536	LT	250		789456
20										

A completed award claim

	A	B	C	D	E	F	G	H	J	K
1	OTAG Award Claim Form						Date Created By OTAG:			
3	Institution Name:	ABC University						Semester:	Summer	
4	Institution Title IV Code:	003030						Year:	2026	
5	Date Completed:	6/26/2026								
6	Completed By: Name	Jenny Doe		Title	Financial Aid Officer					
7										
8	INSTITUTION'S CERTIFICATION:									
9	By entering my name, title, and date completed above, I certify that:									
10	1. Payment of Oklahoma Tuition Aid Grant funds is requested for the students listed in this Award Claim Form.									
11	2. Each student included in this Award Claim Form meets all Oklahoma Tuition Aid Grant Program eligibility requirements									
12	as well as general Title IV student aid eligibility requirements as of the date of this claim.									
13	3. Oklahoma residency eligibility per the OSRHE Policy and Procedures Manual (3.18 In-State / Out-of-State Status of Enrolled Students) has been confirmed by the requesting instit									
14										
15		Student Name								
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17	123456789	Anderson	Lizeth	L	01	-1500	FT	1000		123123
18	987654321	Cox	Alan	N	02	0	PT	500		456123
19	000111222	Lincoln	Ron		01	2536	LT	250		789456
20										



Claim processing



Once the claim form is complete, submit the claim through **O-SAFE**. You may submit **multiple claims** per semester as needed.



If there are eligibility issues, our office **contacts you directly** to resolve them before processing.



A student **cannot be awarded at more than one institution** per semester.



Disbursement Report

The disbursement report is generated once the OTAG claim has been processed. The report is sent via O-SAFE to inform the institution that the claim has been processed. The institution is responsible for reviewing report, signing it, and returning it via O-SAFE.

30

DAYS

A **signed** disbursement report is required within 30 days of receiving the funds.

The report certifies that OTAG funds were disbursed to eligible students in the amounts specified — and returns any funds not issued.

Return of Disbursement Report without Refunds – Example 1

Once the disbursement report is received, save the original copy for your records and make a copy to make any changes.

Copy #1 – No returns are necessary, therefore no adjustments on the first sheet. Sign and date the second sheet, then send the report back via O-SAFE.

Oklahoma Tuition Aid Grant									
Disbursement Report - Accounting of Funds									
Educational Institution:					ABC University				
Institutional Code:					003030				
Report Issue Date:					6/29/2026				
Semester:					SUMMER				
Award Year:					2025-2026				
Fund:					1				
Return Due Date:					30 days from receipt of funds				
Institutional Accounting of Funds									
Total Students in this Disbursement:					5				
Total Funds Released to Institution for this Disbursement:					\$ 5,000				
Total Funds Issued to Eligible Students as Certified within this Report:					\$ 5,000				
Unissued Funds (Amount of Refund to OTAG):					\$ -				
By entering my name and the date below, I certify that Oklahoma Tuition Aid Grant funds have been									
disbursed to all eligible students identified in this Disbursement Report in the amounts specified in the									
Disbursement Amount column or as reported in the column titled Adjusted Disbursement Amount.									
All funds not issued to eligible students are being returned to the Oklahoma									
Tuition Aid Grant Program with this completed Disbursement Report.									
X Jenny Doe					6/30/2026				
Type Name of Authorized Institutional Representative					Date				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	OTAG Disbursement Report			* Indicates data field cannot be updated by the school								Awd Yr:	2025-2026		
2	Run Date		School			Total Adj Disb Amt	\$5,000	Student Count	5			Sem:	SUMMER	Original Disb Amt	\$5,000.00
3	06/29/26		003030	ABC University								Fund:	1		
4		*				*	Adj	Adj	*		*			*	
5			Student Name			Disb	Disb	Reason	Enroll		School's			Used for	
6	Update	SSN	Last	First	Middle	Amt	Amt	Codes	Status	SAI	StudentID			Adj Disb Totals Calc	
7		123456789	Anderson	Lizeth	L	1000			PT	-1500	125773			\$1,000	
8		987654321	Cox	Alan	N	1000			PT	0	105353			\$1,000	
9		000111222	Lincoln	Ron		1000			PT	1253	122426			\$1,000	
10		222333444	Owens	Calvin	R	1000			FT	2500	123876			\$1,000	
11		555666777	Bradley	Wei-Ju	D	1000			PT	5200	124109			\$1,000	
12															

Return of Disbursement Report with Refunds – Example 2

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	OTAG Disbursement Report			* Indicates data field cannot be updated by the school										Awd Yr: 2025-2026	
2	Run Date		School			Total Adj Disb Amt		\$3,500	Student Count		5	Sem:	SUMMER	Original Disb Amt \$5,000.00	
3	06/29/26		003030	ABC University								Fund:	1		
4		*				*			*		*			*	
5			Student Name			Disb	Adj	Adj	Enroll		School's		Used for		
6	Update	SSN	Last	First	Middle	Amt	Disb	Reason	Status	SAI	StudentID		Adj Disb Totals Calc		
7	Y	123456789	Anderson	Lizeth	L	1000	0	06	PT	-1500	125773		\$0		
8		987654321	Cox	Alan	N	1000			PT	0	105353		\$1,000		
9	Y	000111222	Lincoln	Ron		1000	500	02	FT	1253	122426		\$500		
10		222333444	Owens	Calvin	R	1000			FT	2500	123876		\$1,000		
11		555666777	Bradley	Wei-Ju	D	1000			PT	5200	124109		\$1,000		
12															

- To report a return:
- ‘Y’ in Update column (column A)
 - ‘Adjusted award amount’ in “Adj Disb Amt” column (column G)
 - ‘Reason Code’ in “Adj Reason Codes” column (column H)

1. Create a second copy of the original disbursement report to make any changes.
2. Copy #2: There is a \$1500 refund (\$1000 + \$500).
 - a. Sign and date the second sheet, then send the report back via O-SAFE.
3. Send the refund back via wire transfer or a check.

Important:

You cannot transfer an award from an ineligible student to an eligible student. The refund must first be returned for the ineligible student, then a new claim must be submitted for the eligible student.

	E	F	G	H	I
Oklahoma Tuition Aid Grant					
Disbursement Report - Accounting of Funds					
	ABC University				
	003030				
	6/29/2026				
8					
9	Semester:	SUMMER			
10	Award Year:	2025-2026			
11	Fund:	1			
12					
13	Return Due Date:	30 days from receipt of funds			
14					
15	Institutional Accounting of Funds				
16					
17	Total Students in this Disbursement:				5
18					
19	Total Funds Released to Institution for this Disbursement:	\$		5,000	
20					
21	Total Funds Issued to Eligible Students as Certified within this Report:	\$		3,500	
22					
23	Unissued Funds (Amount of Refund to OTAG):	\$		1,500	
24					
25	By entering my name and the date below, I certify that Oklahoma Tuition Aid Grant funds have been				
26	disbursed to all eligible students identified in this Disbursement Report in the amounts specified in the				
27	Disbursement Amount column or as reported in the column titled Adjusted Disbursement Amount.				
28	All funds not issued to eligible students are being returned to the Oklahoma				
29	Tuition Aid Grant Program with this completed Disbursement Report.				
30					
31					
32					
33					
34	X Jenny Doe				7/30/2026
35	Type Name of Authorized Institutional Representative				Date
36					
37					

Adjustment reason codes

01 Not enrolled at least part-time

02 Recalculated for part-time

03 Recalculated for full-time

04 Already received 1st bachelor's

05 Change UG to GR status

06 Withdrew / not attending

07 Not making SAP

08 Not an OKresident

09 Not in Title IV eligible program

10 Overaward adjustment

11 Ineligible due to Pell LEU

14 Title IV loan default status

15 Title IV grant payback status

16 Change in EFC

17 Title IV not met

18 Scholarship conflict

19 Funds not claimed by student

20 Cancelled — generic refund



Return of Disbursement Report with Refunds – Example 3

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	OTAG Disbursement Report			* Indicates data field cannot be updated by the school										Awd Yr: 2025-2026	
2	Run Date		School			Total Adj Disb Amt		\$4,000	Student Count		5	Sem:	SUMMER	Original Disb Amt \$5,000.00	
3	06/29/26		003030	ABC University								Fund:	1		
4		*				*			*		*			*	
5			Student Name			Disb	Adj	Adj	Enroll		School's			Used for	
6	Update	SSN	Last	First	Middle	Amt	Disb	Reason	Status	SAI	StudentID			Adj Disb Totals Calc	
7		123456789	Anderson	Lizeth	L	1000			PT	-1500	125773			\$1,000	
8		987654321	Cox	Alan	N	1000			PT	0	105353			\$1,000	
9		000111222	Lincoln	Ron		1000			FT	1253	122426			\$1,000	
10		222333444	Owens	Calvin	R	1000			FT	2500	123876			\$1,000	
11	Y	555666777	Bradley	Wei-Ju	D	1000		0 06	PT	5200	124109			\$0	
12															

To report a return:

- ‘Y’ in Update column (column A)
- ‘Adjusted award amount’ in “Adj Disb Amt” column (column G)
- ‘Reason Code’ in “Adj Reason Codes” column (column H)

1. Create a **third copy** of the **original** disbursement report to make any changes.
2. **Copy #3:** There is a **\$1000 refund**.
 - a. Sign and date the second sheet, then send the report back via O-SAFE.
3. Send the refund back via **wire transfer or a check**.

Important:

You **cannot** transfer an award from an ineligible student to an eligible student. The **refund must first be returned** for the ineligible student, then a **new claim must be submitted** for the eligible student.

	E	F	G	H	I				
	Oklahoma Tuition Aid Grant								
	Disbursement Report - Accounting of Funds								
	ABC University								
	003030								
	6/29/2026								
9	Semester:	SUMMER							
10	Award Year:	2025-2026							
11	Fund:	1							
12									
13	Return Due Date:	30 days from receipt of funds							
14									
15	Institutional Accounting of Funds								
16									
17									
18	Total Students in this Disbursement:				5				
19									
20	Total Funds Released to Institution for this Disbursement:				\$ 5,000				
21									
22	Total Funds Issued to Eligible Students as Certified within this Report:				\$ 4,000				
23									
24	Unissued Funds (Amount of Refund to OTAG):				\$ 1,000				
25									
26	By entering my name and the date below, I certify that Oklahoma Tuition Aid Grant funds have been								
27	disbursed to all eligible students identified in this Disbursement Report in the amounts specified in the								
28	Disbursement Amount column or as reported in the column titled Adjusted Disbursement Amount.								
29	All funds not issued to eligible students are being returned to the Oklahoma								
30	Tuition Aid Grant Program with this completed Disbursement Report.								
31									
32									
33									
34	X Jenny Doe				8/30/2026				
35	Type Name of Authorized Institutional Representative				Date				
36									
37									

Reconciliation report

Request any time

Available by **semester** (Fall, Spring, or Summer) or as an **annual** report.

OUR RECOMMENDATION

Reconcile at the **end of each semester** to resolve any issues before awarding begins for the next term.



Important Reminders

- We will contact you via email if we have any questions regarding award claims or if any changes need to be made. Please note that no adjustments to award claims will be processed without written confirmation from the institution.
- During the spring term, we will reach out to determine whether you plan to use any remaining allocation for summer awards. Please keep us informed of your plans, as we continuously monitor allocations to ensure that funding is utilized to its fullest extent for the benefit of students.
- We strongly encourage institutions to use their full allocation as unused funds may have a negative impact on future allocations.

Our goal is to support you and provide scholarships to as many eligible students as possible.





OTEG

Oklahoma Tuition Equalization Grant — need-based aid for students at private, not-for-profit colleges.



OKLAHOMA STATE REGENTS
FOR HIGHER EDUCATION

Improving our future by degrees



What Is OTEG?

Enacted by the Oklahoma Legislature in **2003**, OTEG provides need-based grants to Oklahoma residents attending **not-for-profit, independent (private) institutions** in Oklahoma, helping close the gap between public and private tuition.

2003

Established by the Oklahoma Legislature

\$1,000

Per semester · \$2,000 per academic year

5 years

Maximum consecutive years of support

Decentralized by design. Institutions select recipients and set their own priorities within the State Regents' eligibility guidelines.



2025-2026 by the Numbers

\$2.84M

Awarded directly to students

\$3.13M

Allocated for 2026-27, a 10% increase

97%

Of allocated funds distributed

12

Participating private institutions



Who Receives OTEG (2024-2025)

92%

Traditional students (under 24) ·
8% non-traditional

52%

Juniors & seniors · 48% freshmen
& sophomores

57%

Female recipients

3.12

Average cumulative GPA
· up from 3.10

1,022

New recipients (57%)

773

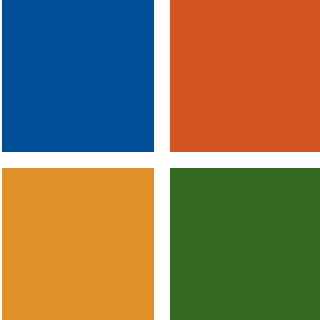
Returning recipients (43%)



2025-2026 Awards by Institution

Institution	Allocation	Disbursed	Recipients
Community Care College	\$462,000	\$440,000	369
Family of Faith Christian University	\$2,000	\$2,000	1
Mid-America Christian University	\$166,000	\$166,000	103
Oklahoma Baptist University	\$378,000	\$378,000	220
Oklahoma Christian University	\$186,000	\$185,000	114
Oklahoma City University	\$154,000	\$112,000	63
Oklahoma Wesleyan University	\$106,000	\$88,000	54
Oral Roberts University	\$426,000	\$426,000	256
Randall University	\$76,000	\$76,000	47
Southern Nazarene University	\$366,000	\$366,000	203
Southwestern Christian University	\$70,000	\$66,000	39
The University of Tulsa	\$534,000	\$534,000	303
Total	\$2,926,000	\$2,839,000	1772





Student Eligibility

File a **FAFSA** reporting Oklahoma as the state of legal residence.

Be an **Oklahoma resident** per the State Regents' in-state/out-of-state policy.

Be **enrolled full time** in the fall and/or spring semester(s) at an OTEG-eligible school.

Have a **family income of \$50,000 or less**.

Have **sufficient unmet financial need** toward the cost of attendance, as determined by the campus financial aid office.



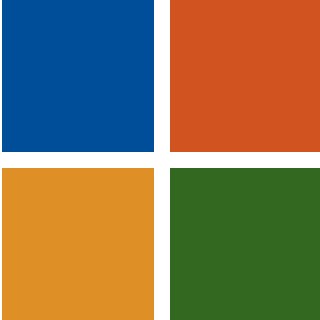
Eligibility, Continued

Meet the institution's **Satisfactory Academic Progress** requirements.

Not have already received the grant for **five consecutive years**. The eligibility period begins at the first disbursement.

Not have already earned a **first bachelor's degree**.

Pay **more tuition** than would be required at a comparable public institution.



Income Requirements

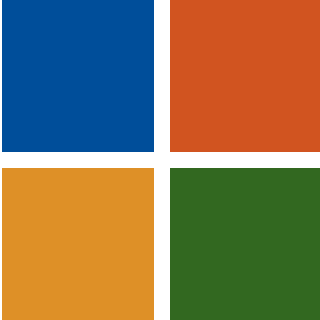
Total AGI of **\$50,000 or less**, measured by dependency status (Title IV definition). For non-filers, use income earned from work.

INDEPENDENT

Combined **student + spouse AGI** of \$50,000 or less.

DEPENDENT

Total of the student's **parents' AGI** of \$50,000 or less.
Statutes count **only parental income** for dependent students.



Selecting Recipients

OTEG is decentralized. Within the State Regents' guidelines, your institution sets its own selection priorities. Two factors help most:

1

Renewals first

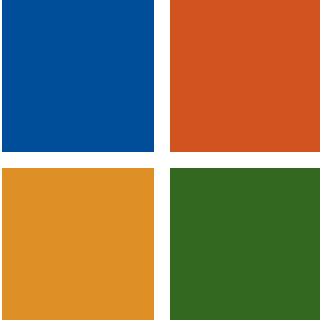
Returning students who remain eligible have **absolute priority** over first-time applicants.

Reminder: the five-year eligibility clock begins with the student's first OTEG disbursement.

2

Highest unmet need

Among eligible students, award those with the **greatest unmet** cost of attendance.



Key Program Notes

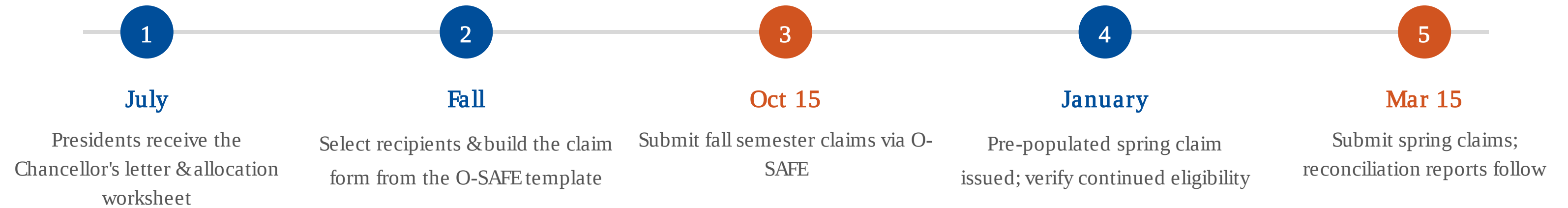
Flat award: every eligible student receives **\$1,000 per semester**. There are no partial grants.

Full-time only: the FAFSA must be valid and the student eligible for Title IV aid.

Use **O-SAFE** for all claims processing.

Verify residency: self-reported Oklahoma residency on the FAFSA is **not** verification (see OSRHE policy 3.18).

The Annual Cycle



Each recipient is verified by OSRHE and checked for expiration; payment is made to the institution on the student's behalf.



Submission Deadlines

FALL SEMESTER

Oct 15

Submit fall claims via O-SAFE

SPRING SEMESTER

Mar 15

Submit spring claims via O-SAFE

Partial or multiple claims are allowed, provided you do not exceed your allocated amount before each deadline.



Spring & Reconciliation

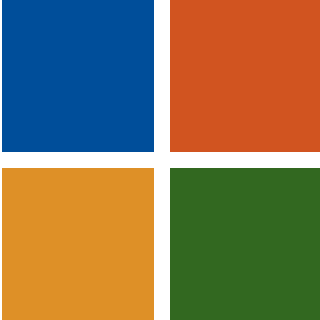
January: each institution receives a pre-populated claim listing every fall-paid student.

Verify continued eligibility : leave ineligible students on the claim with a reason; add new or transfer students at the bottom to replace them.

Payment is made to the institution on the student's behalf.

After the spring deadline: annual reconciliation reports are posted to O-SAFE; cumulative GPAs are required for the statutory report.

Next year's allocations are generally calculated from each institution's percentage of funds used.



Alternates

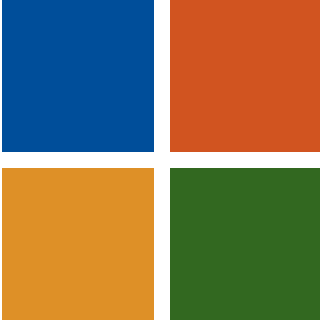
Submitting **alternates** on both the fall and spring claims protects your institution's funds.

Retain your funds

If a recipient is found ineligible **after the submission deadline** , alternates let you keep those funds in play.

Redirect to need

Unused program funds may be paid to alternates based on **highest unmet need**.



Resources & Common Issues

RESOURCES

One location for up-to-date OTEG information:

okhighered.org/admin-fac/FinAidResources

- Administrative rules & statutes
- Report templates
- Eligibility requirements
- Claim form instructions
- Allocation information
- O-SAFE for all claims processing

COMMON ISSUES

O-SAFE sign-up

Program differences: OTAG, OTEG, Oklahoma's Promise & Rising Scholars

Statutory deadlines & timelines

Onboarding new institutional staff



Questions?



OKLAHOMA STATE REGENTS
FOR HIGHER EDUCATION

Improving our future by degrees

Linette McMurtrey

Director, State Grants & Scholarships

lmcmurtrey@osrhe.edu

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