



Project Overview Statement

Executive Summary

Project Title: Tuition Payment Plan
Project ID: 11
Project Leader: Liz Mendez
Department: Finance
Executive Sponsor: Bill Pennell

PROJECT BUSINESS CASE

Project Overview

FCCSC has developed a tuition and book payment plan. Some of the functionality for this plan was delivered in the 2006.1 port and enhancements are available since then. In order for BCC to implement this plan, those items delivered with the port and all enhancements since then would have to be brought in as a dataset. The project was broken down into 3 phases. Note: We had originally planned to implement for March 1 2007. Esther had said all phases would be completed in 2006.

Phase I – One way interface to the vendor with a batch feedback process. Web pages have been created allowing us to pass the student's data to an external vendor website. This allows the student to enroll in the plan on the vendor's website. The enrollment information is then passed back to the college via a batch feedback updating a coverage contract for the student.

Phase II – Guarantee and disbursement process. The vendor must communicate to the college those students who are guaranteed for payment. The vendor must then remit payment via an automated process to the college by the disbursement date.

Phase III – Reconciliation process. There must be an automated reconciliation process to reconcile the student id, ssn, term, amount and payer information. A billing process will be needed for any unpaid balance by the vendor.

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Business Goals

- Provide improved student support and services
- Positive impact on student enrollment
- Provide alternatives to Financial Aid for assistance in paying tuition

Success Factors

- Automation is a key component for this process to be effectively managed at the College.
- Measure participation in the program and it's affect on current pay methods and enrollment.
- Measure student satisfaction

WORK BREAKDOWN STRUCTURE

Project Functions	Assigned Start Date	Completion Date	Functional Team Leader
Function 1	[mm/dd/yy]	[mm/dd/yy]	
Function 2	[mm/dd/yy]	[mm/dd/yy]	
Function 3	[mm/dd/yy]	[mm/dd/yy]	