

Academic Year 2024-25 MiSSG Aid Administrator Security Access Form

Financial Aid Director	Financial Aid Director Email	Institution

Financial Aid Director Certification

I certify that each person(s) listed on the employee access roster is an employee of the institution and is authorized to have access to MiSSG. Additionally, I understand that MiSSG data, information, and reports are confidential and should be handled as such. I understand it is my responsibility to notify MI Student Aid when an employee's account should be terminated.

Financial Aid Director Signature (type or sign)	Date of Signature

Financial Aid Director: Email this completed form to MI Student Aid at mistudentaid@michigan.gov.

CEPI UIC Contact

The Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) works closely with the Center for Education Performance and Information (CEPI) on the reporting and analysis of State financial aid programs. To ensure accurate reporting between MiSSG and CEPI data systems, all postsecondary students must have a CEPI UIC on file. A representative at your institution must be listed below as a CEPI UIC contact. This person will be responsible for supporting with the assignment of new CEPI UICs when necessary and/or resolution of mismatched CEPI UICs; therefore, the CEPI UIC contact must be someone with appropriate access to perform this responsibility.

CEPI UIC Contact Name	CEPI UIC Contact Title	CEPI UIC Contact Email	CEPI UIC Contact Phone

Programs

<p>MCS/MTG = Michigan Competitive Scholarship/Michigan Tuition Grant TIP = Tuition Incentive Program CVTG = Children of Veterans Tuition Grant STG = Police Officer's and Fire Fighter's Survivor Tuition Grant</p>	<p>FFS = Fostering Futures Scholarship GEAR UP = Gaining Early Awareness and Readiness for Undergraduate F4F/Path 2 = Futures for Frontliners and Future for Frontliners Path 2 Reconnect/Reconnect Expansion = Michigan Reconnect Scholarship and Reconnect Expansion</p>	<p>Fellowship = MI Future Educator Fellowship Stipend = MI Future Educator Stipend Michigan Achievement Skills Scholarship Michigan Achievement Scholarship</p>
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Employee Access Roster

List employees who will have access to MiSSG and what security level they will have for each program.
Security Level Key: Administrator 1 (A1), Update 1 (U1), View-Only (VO), and No Access (NONE).
Emails: Indicate 'NO' to stop receiving automatic student transfer emails.

Employee First Name				Employee Last Name				Employee Email					
Receive Transfer Emails	Access	MCS/MTG	TIP	CVTG	STG	FFS	GEAR UP	F4F/Path 2 (Cmty Colleges Only)	Reconnect/ Reconnect Expansion (Cmty Colleges Only)	Fellowship	Stipend	Michigan Achievement Skills Scholarship	Michigan Achievement Scholarship
Employee First Name				Employee Last Name				Employee Email					
Receive Transfer Emails	Access	MCS/MTG	TIP	CVTG	STG	FFS	GEAR UP	F4F/Path 2 (Cmty Colleges Only)	Reconnect/ Reconnect Expansion (Cmty Colleges Only)	Fellowship	Stipend	Michigan Achievement Skills Scholarship	Michigan Achievement Scholarship
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