

BM1628 – Third Party Sponsorship Screen

The Third Party Sponsorship Screen is optional when using the Cashiering and Customer Accounts module.

Use the Third Party Sponsorship Screen to create and maintain sponsorship awards (third party billing records) processed through the Cashiering and Customer Accounts modules. The amount or percentage that the sponsor (the third party) agrees to finance is awarded on this screen for an individual student.

When a sponsorship award is used as the payment method for a customer's charges, open charges are created on the sponsor's account and are displayed as open charges on the Cashiering Screen (BM1600), the Customer Accounts Activity Maintenance Screen (BM1620), or both. These charges are also displayed on the Customer Account Activity Screen (BM1625) with the customer's identification number in the Reference field.

Note: When you use a sponsorship award as a payment method for an open charges, only the Cashiering Screen (BM1600) edits the remaining balance to ensure sufficient funds exist for payment.

User Function Keys

F1	REFRESH	Redisplays the screen and returns your cursor to the beginning of the Sponsor ID field. Any changes or additions you made to the screen after you last pressed Enter will disappear.
F2	ADD RECORDS – or –	Adds a new sponsorship award.
F3	CHANGE RECORDS	Changes an existing sponsorship award.
F4	INQUIRE – or –	Displays an existing sponsorship award.
	RESTART CHANGE	Takes you to the first page or screen of sponsorship awards.
F5	PREVIOUS SCREEN	Accesses the previous page or screen of sponsorship awards.
F6	NEXT SCREEN	Accesses the next page or screen of sponsorship awards.
F8	MENU	Redisplays the FMS System menu.

Data Fields

DATE (display only)	AMT/PERC/INDICATOR (required)
SPONSOR ID (key field; required)	EDIT STAT (required)
CUSTOMER ID (key field; required)	EXC IND
FOR YRS (key field; optional)	FEE CLASSES
ID/NAME (required)	AMT USED/BALANCE
YRS (optional)	

Date

Definition	Display only. The current date.
Length	6 digits
Format	MM/DD/YY

Sponsor Identification Number/Type

Definition	Key field; entry required if you do not enter a Customer ID/Type. A unique code identifying a sponsor.
Length	10 characters. A 9-character code identifying a person or organization (for example, Social Security Number, student identification number, or vendor number) followed by a 1-character code identifying the type of person or organization.
Values	Valid customer type values defined by SBCTC-ITD are: S Student E Employee V Vendor O Other F Financial Aid Program Code (FAPC). Valid only if Student Aid Financial Evaluation and Record Keeping System (FAM) is not used.

Customer Identification Number/Type

Definition	Key field; entry required if you do not enter a Sponsor ID/Type. A unique code identifying a customer.
Length	10 characters. A 9-character code identifying a person or organization (for example, Social Security Number, student identification number, or vendor number) followed by a 1-character code identifying the type of person or organization.
Values	Valid customer type values defined by SBCTC-ITD are: S Student E Employee V Vendor O Other

For Year/Session

Definition	Key field; entry optional. An academic year and session. Entering a year/session in this field will cause only the entries for that year and session to be displayed.
Length	4 characters
Format	For year/quarter codes and more detailed information, see Year/Quarter Codes .

Edits	Must be valid on the Year/Session Detail Table (GA1101).
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Identification Number/Name

Definition	Entry required. This field displays a sponsor's ID and name if a customer ID has been entered, or a customer's ID and name if a sponsor ID has been entered.																		
Length	10 characters. A 9-character code identifying a person or organization (for example, Social Security Number, student identification number, or vendor number) followed by a 1-character code identifying the type of person or organization. The 30-character, more-detailed customer or sponsor name automatically appears underneath the line containing the ID.																		
Values	Valid customer type values defined by SBCTC-ITD are: <table style="margin-left: 40px;"> <tr><td>S</td><td>Student</td></tr> <tr><td>E</td><td>Employee</td></tr> <tr><td>V</td><td>Vendor</td></tr> <tr><td>O</td><td>Other</td></tr> </table> Valid sponsor type values defined by SBCTC-ITD are: <table style="margin-left: 40px;"> <tr><td>S</td><td>Student</td></tr> <tr><td>E</td><td>Employee</td></tr> <tr><td>V</td><td>Vendor</td></tr> <tr><td>O</td><td>Other</td></tr> <tr><td>F</td><td>Financial Aid Program Code (FAPC). Valid only if Student Aid Financial Evaluation and Record Keeping System (FAM) is not used.</td></tr> </table>	S	Student	E	Employee	V	Vendor	O	Other	S	Student	E	Employee	V	Vendor	O	Other	F	Financial Aid Program Code (FAPC). Valid only if Student Aid Financial Evaluation and Record Keeping System (FAM) is not used.
S	Student																		
E	Employee																		
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O	Other																		
F	Financial Aid Program Code (FAPC). Valid only if Student Aid Financial Evaluation and Record Keeping System (FAM) is not used.																		
Edits	The name and ID number must be valid in the Student Management System (SMS) or the Customer Accounts module.																		

Year/Session

Definition	Key field; entry optional. An academic year and session.
Length	4 characters
Format	Prior to academic year 2000/2001, the four characters are all digits and are used as follows: <ul style="list-style-type: none"> • The first three positions represent the academic year. For example, the academic year 1998-1999 is coded as 989. • The last position is used for one of the following session codes: <ul style="list-style-type: none"> ○ 1 (summer) ○ 2 (fall) ○ 3 (winter) ○ 4 (spring)

	<ul style="list-style-type: none"> <i>Example:</i> The complete year/session code for winter quarter of the 1998-1999 academic year is 9893. <p>For academic years 2000/2001 through 2009/2010, the code consists of an alphabetic character (A) followed by three digits which are used as follows:</p> <ul style="list-style-type: none"> The first three positions represent the academic year. For example, the academic year 2000-2001 is coded as A01. The last position is the session code (see above). <i>Example:</i> The complete year/session code for winter quarter of the 2000-2001 academic year is A013.
Edits	Must be valid on the Year/Session Detail Table (GA1101).

Amount/Percent Indicator

Definition	Key field; entry required. The dollar amount or percentage of a sponsorship awarded to a customer.
Length	10 digits plus one character indicating whether the value shown is a dollar amount or percent amount.
Values	Valid customer type values defined by SBCTC-ITD are: <ul style="list-style-type: none"> A Dollar amount (default) P Percent amount

Edit Status

Definition	Entry required. A code identifying the status of a reference code.
Length	1 character
Values	Valid values defined by SBCTC-ITD are: <ul style="list-style-type: none"> A Active I Inactive D Delete L Limited

Exclude Indicator

Definition	Entry required. A code identifying whether or not the fee classifications listed are to be excluded for the sponsorship.
Length	1 character

Values	Valid values defined by SBCTC-ITD are: E Exclude the fee classification or classifications listed I Include the fee classification or classifications listed
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Fee Classifications

Definition	A maximum of ten codes identifying the fee classifications that can or cannot be used (depending on the value in the Exclude Indicator field). Fee classifications identify a group of similar fees used for controlling the sequencing of payments, application of financial aid, and use of deposits.
Length	Ten 2-character fields, separated by commas

Amount Used/Balance

Definition	<i>Amount Used</i> : The amount of the sponsorship award that has been used. <i>Balance</i> : Display only. The remaining amount of the sponsorship award.
Length	10 digits each
Format	9999999.99
Note	<i>Amount Used</i> : The amount displayed can be changed by a user with a system access level of 3 or above.

Updating the Table

To update the Third Party Sponsorship Table, perform the following steps:

1. In the Sponsor ID field or Customer ID field, type a sponsor ID or customer, as appropriate.
2. In the optional For YrS field, to limit the search to a specific year and session, type a year/session code.
3. Press the function key for the action you want to perform (Add Records, Change Records, or Inquire).
4. View, add or modify data as needed.
5. To save new or modified data, press Enter.