A Letter to Your Institution’s Leadership

**Justify Your Request to Renew Your NASFAA Membership**

[Insert date]

Dear [Insert Supervisor’s First Name]:

While budget constraints are always a key concern for our institution, I wanted to share my thoughts about the importance of renewing [insert the name of your institution]’s membership with the National Association of Student Financial Aid Administrators (NASFAA). Keeping up with the ever-changing laws and regulations that govern the Title IV student ﬁnancial aid programs has become increasingly diﬃcult as we navigate a post-pandemic landscape. It is vital to ensure our ﬁnancial aid oﬃce stays up to date and learns how to implement changes to the student aid programs so [insert the name of your institution] can remain in compliance with federal regulations.

Keeping our NASFAA membership is more important now than ever before. With the Biden administration continuing its higher education agenda, it’s not a question of *whether* new federal student aid guidance and regulation will come out, but *when*. NASFAA collaborates with the Department of Education and oﬀers continuing education opportunities our staﬀ can utilize to maintain and strengthen our knowledge of Title IV programs and resources to streamline our processes.

As NASFAA members, we’ll receive access to training and professional development oﬀerings, which include pop-up webinars, many of which are available exclusively to NASFAA members. Timely topics may include FAFSA simpliﬁcation implementation, the implications of race-conscious admission policy cases on ﬁnancial aid, as well as regulatory topics the Department of Education is currently drafting, such as gainful employment.

We also get unlimited subscriptions to NASFAA’s daily newsletter with updates from the Department of Education, Congress, and in-depth predictive analysis on future legislative and regulatory actions, and access to NASFAA’s AskRegs Knowledgebase. AskRegs is a help desk-type resource that our institution can use to receive in-depth answers to our speciﬁc compliance and regulatory questions. NASFAA also provides many other vital compliance resources, like how-to and quick reference guides, compiled Title IV regulations, and a community resource library ﬁlled with information provided by our peers in other ﬁnancial aid oﬃces.

I hope you agree that renewing our NASFAA membership is a worthwhile investment that will greatly beneﬁt the ﬁnancial aid oﬃce, our institution, and our students. You can ﬁnd more information about membership options and the associated costs at [www.nasfaa.org/Institutional\_Membership](http://www.nasfaa.org/Institutional_Membership).

Thank you for considering this request. Sincerely,

[Insert your name here]

