

### Adding an Equation Variable

(Previously known as an exemption in Orion)

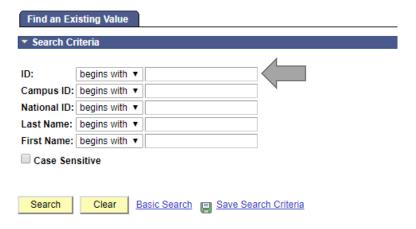
**Path:** Main Menu, Campus Solutions, Student Financials, Tuition and Fees, Equation Variable

Main Menu ▼	>	Campus Solutions ▼	>	Student Financials ▼ >		Tuition and Fees ▼ > Equ	ation Variables
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#### 1. Enter the Student ID or Last Name and First Name

#### **Equation Variables**

Enter any information you have and click Search. Leave fields blank for a list of all values.



#### 2. Click the **Search** button

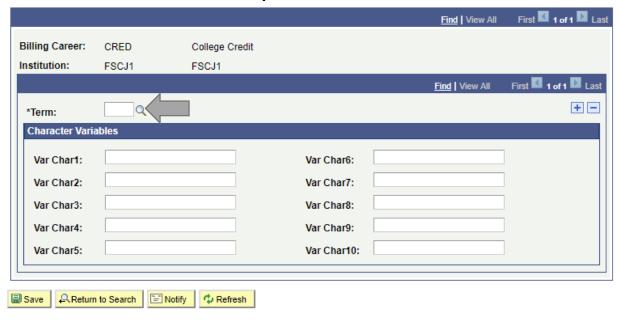
a. Example student: 3260898

#### **Equation Variables**

Enter any information you have and click Search. Leave fields blank for a list of all values.



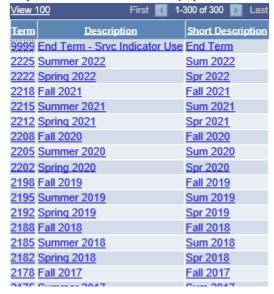
3. Enter the **Term** or use the **Look Up** 



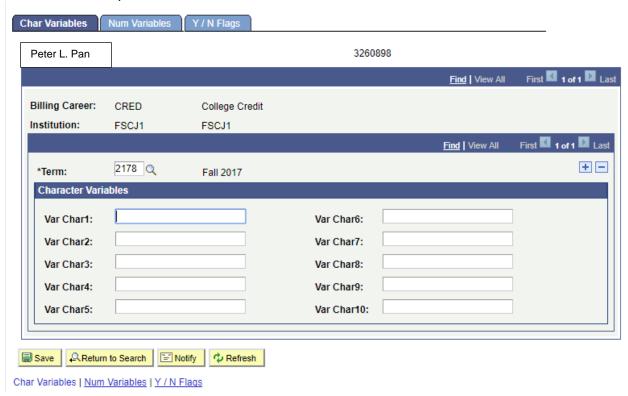


#### Search Results

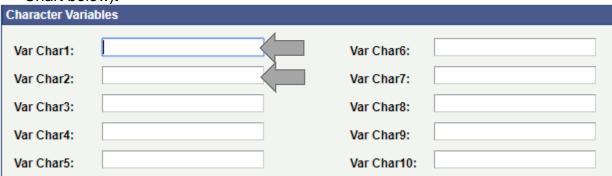
Only the first 300 results can be displayed.



a. Example: 3260898



4. Enter the type of exemption in **Var Char1** field or **Var Char2** field (See Item Type Chart below).

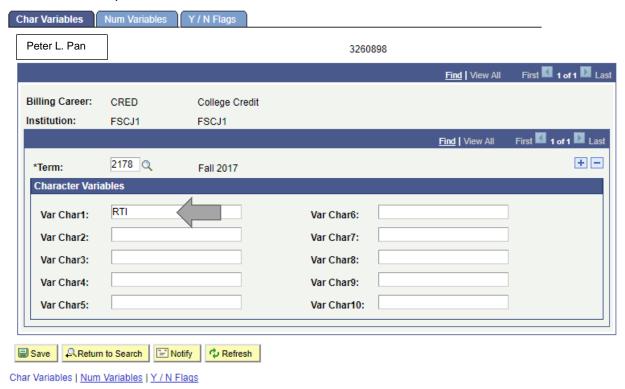


**Note:** The variable # indicates which field the staff needs to update in order to have the waiver applied. Some have to be entered in Variable 2 because the student may also be eligible for a waiver that was entered in variable #1.

## Item Type Chart

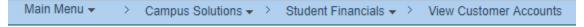
Adult Ed ABE ESOL GED Waiver (Variable Character #1)				
Adult Ed High School Waiver (Variable Character #1)				
Apprenticeship (Variable Character #1)				
Late Fee Waiver ( <i>Must be approved by Bursar/Asst. Bursar</i> ) (Variable Character #2)				
CO Enrolled (Variable Character #1)				
Dual Enrollment- assigned automatically based on students' academic plan (Variable Character #1)				
Deceased Fire Fighter (Variable Character #1)				
Florida-Eastern Europe Linkage (Variable Character #1)				
Homeless (Variable Character #1)				
Undocumented (HB851) (Variable Character #1)				
Waiver of Fees for Active Military (Variable Character #1)				
Deceased Law Enforcement (Variable Character #1)				
Purple Heart Recipient (Variable Character #1)				
Public School Teacher (Variable Character #1)				
Retiree Waiver (Variable Character #1)				
Road to Independence (Variable Character #1)				
Talent Grant Student Tuition (Variable Character #1)				
Veteran Out of State (Variable Character #1)				

a. Example: 3260898

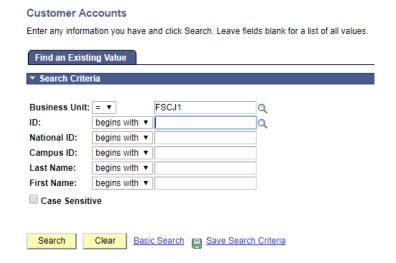


5. Click Save

 Now review the student's account to confirm the exemption applied to the student's account. Go to the Path: Main Menu, Campus Solutions, Student Financials, View Customer Accounts



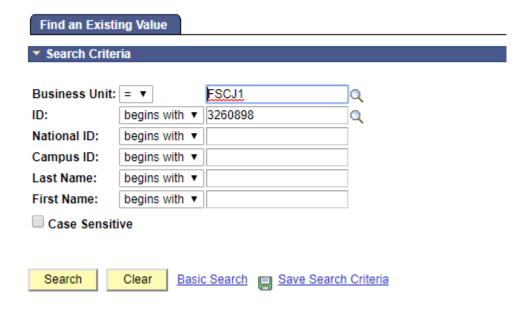
7. Enter the Student ID or Last Name and First Name



Example: 3260898

#### **Customer Accounts**

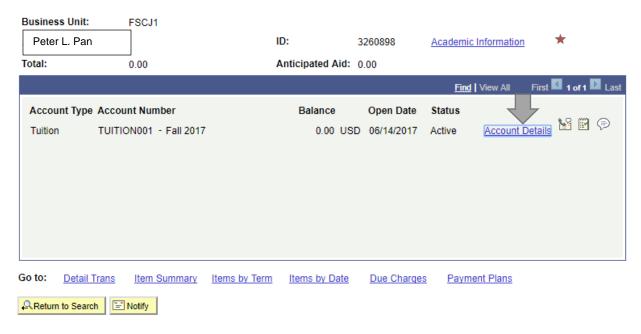
Enter any information you have and click Search. Leave fields blank for a list of all values.



#### 8. Click Search

9. Click the Account Details link to view the Item Details.

#### **Customer Accounts**

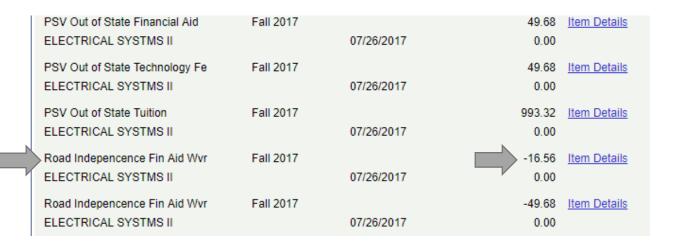


10. Now click on the **View All** link located in the dark blue section. If the exemption was applied correctly, the equation variable (exemption) type will appear as a deduction in the item details.

**Note:** If the exemption variable did not work properly, run a **Tuition Calculation** on the student's account. Path: Main Menu, Campus Solutions, Student Financials, Tuition and Fees, Tuition Calculation. Refer to the Tuition Calculation training for additional information.

#### **Account Details** Pan L. Peter ID: 3260898 **Business Unit:** FSCJ1 Account Number: Account Balance: TUITION001 - Fall 2017 0.00 Applied: "Unapplied: Debits: 5,749.44 Credits: -5,749.44 5,749.44 0.00 First 1-3 of 84 Last Find | View All Item Term Amount Class Installment ID **Last Activity Date** Balance **PSV Base Capital Improvement** Fall 2017 38.68 Item Details ELECTRICAL SYSTMS II 07/26/2017 0.00 PSV Base Financial Aid Fall 2017 16.56 Item Details ELECTRICAL SYSTMS II 07/26/2017 0.00 **PSV Base Student Activity** Fall 2017 16.60 Item Details ELECTRICAL SYSTMS II 07/26/2017 0.00

#### Return



# Student Financial Services Equation Variable/ Exemption Item Type Chart

ASE	Adult Ed ABE ESOL GED Waiver (Variable Character #1)					
AHS	Adult Ed High School Waiver (Variable Character #1)					
Α	Apprenticeship (Variable Character #1)					
BUR5	Late Fee Waiver (Must be approved by Bursar/Asst. Bursar) (Variable Character #2)					
CO	CO Enrolled (Variable Character #1)					
D	Dual Enrollment- assigned automatically based on students' academic plan (Variable Character #1)					
EAST	Florida-Eastern Europe Linkage (Variable Character #1)					
F	Deceased Fire Fighter (Variable Character #1)					
Н	Homeless (Variable Character #1)					
HIGH	Undocumented (HB851) (Variable Character #1)					
MTA	Waiver of Fees for Active Military (Variable Character #1)					
Р	Deceased Law Enforcement (Variable Character #1)					
PRPL	Purple Heart Recipient (Variable Character #1)					
PT	Public School Teacher (Variable Character #1)					
RET	Retiree Waiver (Variable Character #1)					
RTI	Road to Independence (Variable Character #1)					
TGS	Talent Grant Student Tuition (Variable Character #1)					
VET	Veteran Out of State (Variable Character #1)					