The MASFAP Conference will be held November 6-8 at the one and only Lodge of the Four Seasons! Conference registration is OPEN. Please register to attend at masfap.org, then click on “register” on the right side. Besides having an impactful keynote speaker, the conference will have all you need to learn about the new FAFSA.

Please register as we plan to learn and grow together with your financial aid peers from across the state. For your use, we have included a letter that you may customize to help justify your attendance at this conference, which is on the next page.

**REGISTER FOR THE CONFERENCE AT:**

[masfap.org](http://masfap.org)

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**Annual Conference Charity**

This year we will be raising money for Rainbow House, a nonprofit that operates as a children’s emergency and child advocacy center in Columbia, MO. Services provided by Rainbow House include: emergency shelter for children in a safe, home-like environment; crisis care, respite care, case management, child advocacy services, conflict resolution, therapeutic services, positive youth development, physical activities, life skills training, forensic interviews, SAFE exams, and CAC child/family advocacy services.

Please consider giving a basket or an item yourself or teaming up with your office to sponsor a themed basket. If you would like to donate an item or basket, please email anita_radcliffe@wustl.edu.
The start of the 2024-2025 financial aid processing cycle is just around the corner, and it is more important than ever to be familiar with the changes in law and regulations that govern student financial aid. It is vital that our financial aid office stay up-to-date and learn how to implement changes to the student aid programs, including the new FAFSA, so [your institution] remains in compliance. The annual conference of the Missouri Association of Student Financial Aid Personnel (MASFAP) will be held November 6-8, 2023 at the Lodge of the Four Seasons in Lake Ozark, Missouri. It is extremely important that we attend to learn from experts and speak with our peers within the state.

The MASFAP Conference will provide me with valuable, updated information on the student aid programs and, most importantly, how to implement any changes to better serve our students. There will be sessions on FAFSA Simplification, Return to Repayment, Professional Judgments, and Cost of Attendance, to name a few.

Financial aid professionals from across the state attend the MASFAP conference each year to learn, network, and share best practices. With the pending changes to our profession, the information shared and relationships made at the MASFAP conference will prove invaluable in the successful administration of aid at [your institution].

The cost to send me to the conference is:

- Registration: [$350 if director is not attending or $0 if director is attending]
- Approx. travel: [Cost of rental car/fuel or roundtrip mileage]
- Hotel: [$122/night]
- Meals: Meals are provided during the conference at no additional charge

Estimated Total Cost: [Enter your total]

I hope you agree that the MASFAP Conference is a good investment of time and resources that will benefit the financial aid office, the institution, and our students greatly. I am requesting your approval to register.

Thank you for considering this request!

[Your Name Here]