Volume VI, Section 8 – COD Reports

Introduction

This section provides descriptions, business rules, and record layouts for Pell Grant, Direct Loan and/or ACG and National SMART reports generated by COD and by CSB.

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Pell Grant Reports

Pell Grant Report Options

Pell Grant Reports are available to schools via the school's SAIG mailbox, via the school's Newsbox on the COD web site, or via data requests.

Business Rules:

1. Pell Grant Reports for 2006-2007 are generated as fixed-length, flat files and not as XML documents.

2. Pell Grant Reports for 2006-2007 are viewable on the COD web site in the following format:

    a. Comma-Delimited (CSV)

3. Pell Grant Reports are sent to schools SAIG mailbox in the following format options. Format options vary by report. Not all reports are offered in all formats:

    a. Preformatted Text file

        i. Portrait

        ii. Courier 10

        iii. 78 characters per line

        iv. 59 lines per page

    b. Fixed-length file

4. The Pell Grant Report delivery method and format options vary by report type. These specific options are discussed under the appropriate report section.

Below is a summary of all Pell Grant Reports and available formats generated by the COD System.

REPORT NAME	FORMAT & DELIVERY METHOD									
	SORT	FREQUENCY	DATA REQUEST		SAIG MAILBOX				COD WEB SITE	
			Batch	Web	Preformatted Text	Comma-Delimited	Pipe-Delimited	Fixed Length	PDF	Comma-Delimited
Electronic Statement of Account (ESOA)	Pell ID	By Request	X	X				X		
Funded Disbursement List	SSN	Daily		X	X					X
Multiple Reporting Record (MRR)	SSN	Daily	X	X				X		
Pell POP Report	Last Name	Weekly	X	X	X					X
Pending Disbursement List	Last Name	Weekly		X	X					X
Reconciliation Report	SSN	By Request	X	X				X		
SSN/Name/Date of Birth Change Report	Last Name	Weekly (if triggered by change)		X	X					X
Verification Status Report	Name	Monthly	X	X	X					X
Year-to-Date (YTD) file	SSN	By Request	X	X				X		

Pell Grant Header/Trailer Layout

Grant Batch Header

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	10	10	A	Header Identifier	Identify Header record in file. Left Justified.	This field is required. Constant: 'GRANT HDR '	Missing Batch Header – Reject Batch
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to length for Message Class, then Reject Batch.

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle: '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	Valid Batch Type codes: #A = Statement of Account #C = Reconciliation #M = Multiple Reporting #R = Data Request #T = ASCII Text #Y = Year-to-Date #S = SSN/Name/DOB Change #U = Preformatted Pending Disbursement List #B = Delimited Pending Disbursement List #F = Preformatted Funded Disbursement List #H = Delimited Funded Disbursement List #V= Verification Status Report #Z = Pell POP Report If duplicate Batch ID, then reject Batch. If Batch type does not agree with Message Class type, then reject Batch. If #R Batch and received before system startup, then reject Batch. If Batch Award Year does not agree with Message Class award year, then reject. If reporting Pell ID is ineligible, then send warning message. If Reporting Pell ID is a branch campus or has Central Funding, then reject Batch. If date batch created is > system date, then reject Batch.
41	48	8	A/N	OPE ID	The OPE ID number assigned to the reporting institution.	Valid OPE ID number or blank.	If not blank and not equal to OPE ID associated with Pell ID, then warn the Batch.

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
49	58	10	A/N	Software Provider	For non-Express software provide an identifier to indicate the software provider and version number if applicable.	This field is required. Software provider defined or blank	No edits will be performed on this field.
59	62	4	A	Unused	Reserved for future expansion.	Constant spaces	
63	63	1	A	ED Use	ED Use Only – do not use	Constant Spaces	Media Type = Y for Year-to-Date
64	68	5	A/N	ED Use	ED Use Only – do not use	Constant spaces	ED Express PC software version number
69	76	8	N	Process Date	Date the corresponding Batch was processed.	Format = CCYYMMDD	Completed as a result of processing the Batch.
77	100	24	N	Batch Reject Reasons	List of up to eight 3-digit batch reject reason codes which occurred during initial editing of the Batch. Only reject reason codes hit will display in this field. Otherwise, this space will be zero filled.	Reject Reasons format = 000 to 999 Position 101 to 103 = 1st reject reason code Position 104 to 106 = 2nd reject reason code Position 107 to 109 = 3rd reject reason code Position 110 to 112 = 4th reject reason code Position 113 to 115 = 5th reject reason code Position 116 to 118 = 6th reject reason code Position 119 to 121 = 7th reject reason code Position 122 to 124 = 8th reject reason code	Completed by Pell processor as a result of Batch editing. These are the 200 series of edits that can be found in this section of the Technical Reference.
		XX	A	Unused	Length extended to make the header record the same length as the detail records which follow.	Constant spaces	
		≥100		**Total Record Length**			

Grant Batch Trailer

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	10	10	A	Trailer Identifier	Identify Trailer record in file.	This field is required. Constant: 'GRANT TLR '	Missing Batch Trailer – reject batch. No detail records—reject Batch.
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to Data Record on Header, then reject Batch.
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	If not equal to Batch ID on Header, then reject Batch.
41	46	6	N	Reported Number of Records	Number of data records included in the Batch.	This field is required. Must be numeric: 000000 to 999999	If not equal to count of detail records in input Batch, then return warning message.
47	57	11	N	Unused	Constant Zeros		
58	58	1	A	Reported Total Sign Indicator	Positive or negative sign for total amount reported.	This field is required. P = Positive N = Negative For ESOA is constant P.	
59	64	6	N	Accepted and Corrected Number of Records	ED USE ONLY - Number of data records accepted and corrected by the Pell Processor.	000000 to 999999	

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
65	75	11	N	Accepted and Corrected Total of Batch	ED USE ONLY - Total Award or Disbursement amount accepted and corrected on Batch.	Dollars and cents. Use leading zeros, do not include the $ sign or decimal point. 00000000000 to 99999999999	
76	76	1	A	Accepted and Corrected Total Sign Indicator	ED USE ONLY - Positive or negative sign for total amount accepted.	P = Positive N = Negative	
77	82	6	N	Number of Duplicate Records	ED USE ONLY- Number of data records that duplicate a previously accepted Origination or Disbursement record. For all other types of batches this field is all zeroes.	000000 to 999999 or Blank.	
83	100	18	A	Unused	Reserved for future expansion.	Constant spaces	
		XX	A	Unused	Length extended to make the trailer record the same length as the detail records.	Constant spaces	
		≥100		**Total Record Length**			

Pell Grant Data Requests

Data Requests are sent by schools to request information files. These files are the Multiple Reporting Record, Electronic Statement of Account, Year-to-Date, Reconciliation File, Verification Status and Pell POP Report.

Business Rules:

1. Pell Data Requests are sent as fixed-length, flat files and not as XML documents.

2. Pell Data Requests are sent to the COD system via SAIG batch with message class PGRQ07IN or via the COD web site.

3. After the Data Request is received and processed, a Data Request Acknowledgement record is sent back to the institution for each data request received.

IMPORTANT: Effective April 14, 2007, the record layout for Pell Grant Data Requests will be slightly modified to include the "Program Type" field with a valid value of "PL" for Pell. Refer to the ACG and National SMART Data Request record layout for an example of the new layout (VI-8-231).

Record Layout:

Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP						
Field Positions **First Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**

Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
1	6	6	N	Requesting Attended Campus Pell-ID	Pell-ID campus	This field is required. Valid Pell-ID	If all zeros are entered and the request is a Year-to-Date or Reconciliation request then a YTD or Reconciliation file will be generated for the reporting campus, contained in the Batch ID, and each attended campus associated with the reporting campus. A separate Year-to-Date or Reconciliation file will be generated for each Pell ID. The all campus request option of all zeros is not applicable for a Statement of Account. All Statements of Account are generated for the Reporting Campus Pell ID.
7	7	1	A	Request Type	Code for data request type.	This field is required. M = Multiple Reporting R = Reconciliation S = Statement of Account Y = Year-to-Date V= Verification Status List P= Pell POP Report	
8	8	1	A	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by Electronic File Or Blank	Cannot be blank for requests from the WEB.
9	34	26	A	Unused	Reserved for future expansion	Constant spaces	

Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
35	35	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information.	This field is required for type M requests. O = Send origination information D = Send disbursement information	
36	36	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	This field is required for type M requests. A = Send list of other institutions for all students S = Send other institution for students listed in record. I = Send students for institution listed in record	There may be multiple detail records to accommodate the number of Student IDs or institution numbers listed for the attended campus institution.
37	47	11	A/N	Student ID	The Student SSN and Name code for which a MR is requested. Only required if MR Code 2 equals S.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name	Must be non-blank if MRR Code 2 equals S.
48	53	6	N	MR Institution Pell-ID	The institution code for which MR listings are requested. Only required if the MR Code 2 equals I.	Blank or Valid Pell-ID	Must be non-blank if MRR Code 2 equals I.

Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
54	76	23	A	Origination ID	The Origination ID for which a Year-to-Date is Requested.	Blank or Format = 999999999XX200599999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2007 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	This field can be blank.
77	85	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS.. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number or blank	This field will only be populated for student specific Data Requests.
86	93	8	D	Student's Date of Birth	The date of birth of the student for this transaction.	Format: CCYYMMDD	This field will only be populated for student specific Data Requests.
94	109	16	A/N	Student's Last Name	The last name of the student for this transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	This field will only be populated for student specific Data Requests.
110	121	12	A/N	Student's First Name	The first name of the student for this transaction.	A – Z, 0 – 9 or blank	This field will only be populated for student specific Data Requests.
122	122	1	A	Student's Middle Initial	The middle initial of the student for this transaction.	A – Z or blank	This field will only be populated for student specific Data Requests.
123	125	3	A/N	Unused	Reserved for future expansion	Constant spaces	

Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
		125		**Total Record Length**			

Data Request Acknowledgement

After a data request is received and processed by COD, a Data Request Acknowledgement is sent back to the school for each data request received.

Business Rules:

1. The Data Request Acknowledgement is provided in fixed-length, flat file format.

2. Pell Data Request Acknowledgments are sent from the COD system with message class PGRA07OP.

IMPORTANT: Effective April 14, 2007, the record layout for Pell Grant Data Requests will be slightly modified to include the "Program Type" field with a valid value of "PL" for Pell. Refer to the ACG and National SMART Data Request record layout for an example of the new layout (VI-8-231).

Record Layouts:

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
1	6	6	N	Requesting Attended Campus Pell-ID	Pell-ID campus	Valid Pell-ID	If all zeros are entered and the request is a Year-to-Date or Reconciliation request then a YTD or Reconciliation file will be generated for the reporting campus, contained in the Batch ID, and each attended campus associated with the reporting campus. A separate Year-to-Date or Reconciliation file will be generated for each Pell ID. The all campus request option of all zeros is not applicable for a Statement of Account. All Statements of Account are generated for the Reporting Campus Pell ID.

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
7	7	1	A	Request Type	Code for data request type.	M = Multiple Reporting R = Reconciliation S = Statement of Account Y = Year-to-Date V= Verification Status List P= Pell POP Report	
8	8	1	A	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by Electronic file	
9	34	26	A	Unused	Reserved for Future Expansion	Constant spaces	
35	35	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information.	O = Send Origination information D = Send Disbursement information	
36	36	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	A = Send list of other institutions for all students S = Send other institution for students listed in record. I = Send students for institution listed in record	
37	47	11	A	MR Student ID	The Student SSN and Name code for which a MRR is requested. Only required if MRR Code 2 equals S.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name	
48	53	6	N	MR Institution Pell-ID	The institution code for which MRR listings are requested. Only required if the MRR Code 2 equals I.	Blank or Valid Pell-ID	There may be multiple detail records to accommodate the number of Student IDs or institution numbers listed for the attended campus institution.

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
54	76	23	A	Origination ID	The Origination ID for which a Year-to-Date is Requested.	Format = 999999999XX200599999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2007 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	If Request Type is Y and the Origination ID is not blank and was requested by the user. If the Origination ID is not found or invalid the request will be rejected.
77	77	1	A	Action Code	Code to indicate action taken	Valid Codes: A: Accepted - all fields accepted C: Corrected - one or more fields corrected E: Rejected - record was rejected	
78	98	21	N	Edit/Comment Codes	List of up to seven 3-digit comment codes which occurred during processing of the data request.	Comment format: 000 – 199 Position 78-80:1st comment code Position 81-83: 2nd comment code Position 96-98: 7th comment code	
99	107	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number or blank	This field will only be populated for student specific Data Requests.

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status, Pell POP							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
108	115	8	D	Student's Date of Birth	The date of birth of the student for this transaction.	Format: CCYYMMDD or 0	This field will only be populated for student specific Data Requests. **Note**: This field will contain zeros on the Year-To-Date file if the student's date of birth is not returned.
116	131	16	A/N	Student's Last Name	The last name of the student for this transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	This field will only be populated for student specific Data Requests.
132	143	12	A/N	Student's First Name	The first name of the student for this transaction.	A – Z, 0 – 9 or blank	This field will only be populated for student specific Data Requests.
144	144	1	A	Student's Middle Initial	The middle initial of the student for this transaction.	A – Z or blank	This field will only be populated for student specific Data Requests.
145	150	6	A/N	Unused	Reserved for future expansion	Constant spaces	
		150		**Total Record Length**			

Edit Codes

Introduction

This section provides a table to help you interpret the various edit codes that are used and their related comments. The information is grouped according to the following column headings:

- **Edit Code** – the number that is assigned if the edit condition(s) is met. This column also lists one of the three edit types. They are:

  W Warning and/or Corrected

  E Rejected

  D Duplicate

- **Message –** the explanation that displays for the prescribed edit condition.
- **Condition and Action –** a description of the situation that caused the edit and the action taken either to resolve it and/or to notify the school of the potential error.
- **What It Means –** further explanation of the message in an effort to make the cause of the edit clearer.
- **How to Fix It –** what the user must do to resolve the mistaken condition.
- **COD Website Edit Code –** the edit code that the user will see on the COD Website; Website edit codes are translated to the Pell Phase-In edit code on the SAIG Acknowledgment files.

The following comparison operators are used in performing these edits:

Equals	=
Less than	<
Greater than	>
Less than or equal to	<=
Greater than or equal to	>=
Not equal to	<>
A parameter value that can be changed between cycles, this is the data that comes from the ALGORITHM and AWARD YEAR tables and can be made year-specific.	@

Batch Edit / Reject Codes

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
201 E	"Missing/ Mismatched Grant Batch Header"	If ANY of the following are true: • Grant Batch Header Record is missing • Batch Number in Header Record does not match Batch Number in Trailer • Literal "GRANT HDR" is misspelled or not in all uppercase letters REJECT BATCH Set edit code 201	Occurs when there is no Grant Batch Header, when the Batch Number in the header and trailer do not match, or when the "GRANT HDR" is misspelled or not in uppercase letters.	Resubmit the batch with a new batch number in the Grant Batch Header and Trailer.	801
202 E	"Missing/ Mismatched Grant Batch Trailer"	If ANY of the following are true: • Grant Batch Trailer Record is missing • Batch Number in Trailer Record does not match Batch Number in Header • Literal "GRANT TLR" is misspelled or not in all uppercase letters REJECT BATCH Set edit code 202	Occurs when there is no Grant Batch Trailer, when the Batch Number in the header and trailer do not match or when the "GRANT TLR" is misspelled or not in uppercase letters.	Resubmit the batch with a new batch number in the Grant Batch Header and Trailer. Verify "TLR" is spelled correctly.	802
203 E	"Duplicate Grant Batch Header"	If the Batch Number already exists on the database REJECT BATCH Set edit code 203	Occurs when the Batch Number has been used before either with the same batch or a different batch.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer.	003
206 E	"Data Record Length must be numeric"	If Data Record Length is nonnumeric REJECT BATCH Set edit code 206	Occurs when the record length in the Grant Batch Header and Trailer is missing or has a nonnumeric character.	Resubmit the batch with a new batch number in the Grant Batch Header and Trailer and the correct record length.	803

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
207 E	"Reported Number of Records must be numeric" NOT IN USE FOR 2005-2006 AND FORWARD.	If reported number of records is nonnumeric REJECT BATCH Set edit code 207	Occurs when the Reported number of records in the Grant Batch Trailer is missing or has a nonnumeric character.	Resubmit the batch with a new batch number in the Grant Batch Header and Trailer and the correct number of records.	804
208 E	"Reported Total of Batch must be numeric"	If Reported Total of Batch in the Trailer record is nonnumeric REJECT BATCH Set edit code 208	Occurs when the dollar Total of the Batch is either missing or has a nonnumeric character.	Resubmit the batch with a new batch number in the Grant Batch Header and Trailer and a new Reported Total of Batch in the Grant Batch Trailer.	805
209 E	"Invalid/Missing Batch Number" NOT IN USE FOR 2005-2006 AND FORWARD.	If Batch Number does not have a length of 26 REJECT BATCH Set edit code 209	Occurs when: • the batch number is missing, • is not the proper length of 26 characters, or • is not properly formatted.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer.	806
210 E	"Year must be numeric"	If ANY of the following are true: • Positions 3 to 6 of the Batch ID are nonnumeric • Positions 3 to 6 of the Batch ID do not equal a valid Award Year @ REJECT BATCH Set edit code 210	Occurs when the year is missing or nonnumeric.	Correct the award year and resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer.	807
211 E	"Pell ID must be numeric" NOT IN USE FOR 2005-2006 AND FORWARD.	If Positions 7 to 12 of the Batch ID are nonnumeric REJECT BATCH Set edit code 211	Occurs when the Pell ID is missing or nonnumeric.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and also correct or include the Reporting Campus Pell ID in the Batch Number.	998

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
212 E	"Pell ID invalid or not found"	If Pell ID is not found in the institution table REJECT BATCH Set edit code 212	If Pell ID is incorrect or missing, the batch cannot be returned to the school.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and also correct or include the Reporting Campus Pell ID in the Batch Number.	004
213 E	"Creation date must be numeric"	If ANY of the following are true: • Positions 13 – 14 of the Batch ID do not equal 19 or 20(century) • Positions 15 – 16 of the Batch ID do not equal 00 to 99 (year) • Positions 17 – 18 of the Batch ID do not equal 01 to 12 (month) • Positions 19 – 20 of the Batch ID do not equal 01 to 31(day), based on the Month value REJECT BATCH Set edit code 213	Occurs if date is missing or nonnumeric.	Correct the date in the Batch Number and resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer.	808
214 E	"Creation time invalid"	If ANY of the following are true: • Positions 21 – 22 of the Batch ID do not equal 00 to 23 (hours) • Positions 23 – 24 of the Batch ID do not equal 00 to 59 (minutes) • Positions 25 - 26 of the Batch ID do not equal 00 to 59 (seconds) REJECT BATCH Set edit code 214	Occurs if time is missing or nonnumeric.	Correct the time in the Batch Number and resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer.	809

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
215 E	"Batch Type Invalid"	If Batch Type is not valid for the award year @ in the Batch ID of the incoming record REJECT BATCH Set edit code 215	Occurs if record type is invalid or missing.	Correct the batch type code and resubmit with a new Batch Number in the Grant Batch Header and Trailer.	810
216 W	"Grantee DUNS does not match the institution's Reporting Pell ID in Batch Number for Award Years prior to 2001-2002" NOT IN USE FOR 2005-2006 AND FORWARD.	If **ALL** of the following are true: • DUNS Number is nonblank • DUNS Number is not assigned to that Reporting Campus (position 46-51) • Award Year portion of batch number <=2001 Set edit code 216	Occurs if "Grantee DUNS Number Does Not Match" for award years 2000-2001 and prior. It is reserved for future use as of Award Year 2001-2002.	Warning Message – No Correction Necessary.	811
217 E	"Discrepancy between different records with identical batch number"	The Record Length on the header record does not match the Record Length on the trailer record REJECT BATCH Set edit code 217	Occurs when the Grant Batch Header detail information does not match the Grant Batch Trailer detail information for a batch.	Review Grant Batch Header and Trailer and correct any discrepancies.	812
218 W	"Reported Number of Records does not equal count of detail records"	The "Reported Number of Records" in the Trailer does not equal the actual number of detail records in the batch Set edit code 218	Occurs when the reported Number of Records does not match the actual total of records received.	Warning message – no correction necessary.	008
219 W	"Total of Batch does not equal computed total of detail record amounts" NOT IN USE FOR 2005-2006 AND FORWARD.	The "Reported Total of Batch" in the Trailer does not equal the actual total of the batch Set edit code 218	Occurs when the reported Total of Batch does not match the actual total of batch.	Warning message – no correction necessary.	090 102 814

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
220 W	"Reported Sign Indicator must be a valid indicator"	If Reported Sign Indicator is not a "P" or "N" Set the Sign Indicator to 'P' Set edit code 220	Occurs when the Positive (P) or Negative (N) indicator is not present.	Warning message, correction applied – no further action necessary.	815
221 E	"Reporting Campus Pell Institution ID is a branch"	The Institution's Campus Type is 3 (School is a Non-funded Branch campus) REJECT BATCH Set edit code 221	Occurs when the Pell ID number in Grant Batch Header is a branch campus.	Change the branch campus Pell ID to the Reporting Campus Pell ID number. If there is no other campus ID number, contact the Federal Pell Grant Hotline.	002 858
222 W	"School is currently ineligible upon receipt of batch at the Pell Processor" NOT IN USE FOR 2005-2006 AND FORWARD.	The Institution's Eligible Flag is < > "Y" Set edit code 222	Occurs when the Pell ID in the Grant Batch Header is ineligible.	Warning message, contact Federal Pell Grant Hotline.	854
224 E	"Invalid Message Class"	If the message class does not exist on the database REJECT BATCH Set edit code 224	Occurs when wrong message class is selected by the user when submitting a batch through SAIG. OR When Non-Express users assign an incorrect message class name to the batch.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and send in the correct SAIG message class.	816
225 E	"Data Record Length is not valid for Message Class"	If Data Record Length is not valid for message class REJECT BATCH Set edit code 225	Occurs when wrong message class is selected by the user when submitting a batch through SAIG.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and send in the correct SAIG message class.	817

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
226 E	"Batch type code in Batch Number must equal record type for Message Class"	If Batch type code in Batch Number is not equal to record type for Message Class REJECT BATCH Set edit code 226	Occurs when wrong message class is selected by the user when submitting a batch through SAIG. OR Occurs when a non-Express User assigns the wrong batch type code in the Batch ID.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and send in the correct SAIG message class.	818
227 E	"Batch Create Date is greater than current system date"	If the Batch Create Date is greater than current system date REJECT BATCH Set edit code 227	Occurs when a future date is entered in the Batch Number or when the date on the PC where that batch was created has a future date.	Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and a corrected date. Verify the date on your PC is current and correct.	006
228 E	"Batch Number indicates you have included a batch with data from a different Award Year"	If the Message Class is not valid for the Award Year @ in the Batch ID of the incoming record REJECT BATCH Set edit code 228	Occurs when the Award Year in the Batch Number is incorrect.	Verify the batch was created with software for the correct award year or if the wrong Award Year was entered in error. Resubmit the batch with a new Batch Number in the Grant Batch Header and Trailer and a corrected Award Year.	819
229 E		Not in use			N/A
230 E		Not in use			N/A
231 E		Not in use			N/A
232 E	"No detail records in Batch"	No detail records in batch REJECT BATCH Set edit code 232	Occurs if the batch had only a Grant Batch Header and Grant Batch Trailer with no data records.	Resubmit the batch detail records with a new Batch Number in the Grant Batch Header and Trailer and a corrected date.	007

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
233 E	"Invalid Destination Mailbox ID"	If Destination Mailbox ID does not exist on the database for the Award Year @ from the Batch ID of the incoming record REJECT BATCH Set edit code 233	Occurs if the TG number is invalid or not assigned to send Pell data from the school. Some schools have multiple TG numbers but only one TG number is assigned to send Pell data. If another number is used in error, the batch will be rejected. Also if the batch is sent from a TG number assigned to an attended campus the batch will be rejected. The batch must be sent from the TG number assigned to the reporting campus.	Verify that the correct TG number was used by contacting SAIG.	005 852 853
234		Not in use			N/A
235 W		Not in use			N/A
236 E	"Trailer Message Class does not match the Header"	If Trailer Message Class does not match the Header Message Class REJECT BATCH Set edit code 236	Occurs when the SAIG Transmission Header message class does not match the SAIG Transmission Trailer message class.	Resubmit the batch with a corrected message class in the SAIG Transmission Header and Trailer and a new Batch Number in the Grant Batch Header and Trailer.	821
238 E	"Trailer Destination Mailbox ID does not match the Header"	If Trailer Destination Mailbox ID does not match the Header Destination Mailbox ID REJECT BATCH Set edit code 238	Occurs when the SAIG Transmission Header Destination Mailbox ID does not match the SAIG Transmission Trailer Destination mailbox ID.	Resubmit the batch with a new Batch Number and same mailbox in the SAIG Transmission Header and Trailer after Disbursement Start-up date.	822
239 W		Not in use			N/A

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It	COD Website Edit Codes
240 W	"OPE ID Number does not match the School's Reporting Pell ID in the Batch Number for Award Years after 2000-2001"	If **ALL** of the following are true: • OPE ID Number is nonblank • OPE ID Number is not assigned to that Reporting Campus (position 46 – 51) • Award Year portion of batch number >= 2002 Set edit code 240	Occurs when the OPE ID is incorrect or does not match the reporting campus ID number.	Correct the OPE ID number or leave blank.	823

Data Request Edit Codes

The following edit codes are returned in positions 78 – 98 on Grant Data Request Acknowledgement:

Grant Data Request Edit Codes					
Edit Code and Type	**Message**	**COD Condition and Action**	**What It Means**	**How to Fix It**	**COD Web Site Edit Codes**
601 E	"Invalid Attended Pell ID"	If ANY of the following are true: • The Attended Pell ID is nonnumeric • The Attended Pell ID does not exist on the CODdatabase • The Attended Pell ID is not a branch of the Reporting or Central Funded ID (only if the attended campus is not also the Reporting Campus) • The Award Year <=2001 and Attended Pell ID is all zeros REJECT RECORD Set edit code 601	Occurs if the Attended Pell ID is either missing or invalid.	Resubmit data request with valid Attended Campus Pell ID.	601
602 E	"Invalid Data Request Type"	If ANY of the following are true: • The Data Request Code is <> 'M' or 'S' or 'R' or 'Y' for Award Year 2001 – 2002 and beyond • The Data Request Code is <> 'M' or 'S' or 'Y' for Award Year 2000 – 2001 and beyond • The Data Request Code is <> 'M' or 'S' or 'Y' or 'B' for Award Year 1999 – 2000 • **Applicable after April 14, 2007**, the Data Request Code is 'V' or 'P' and the Program Type is 'AG' or 'SG' or 'PL' • **Applicable after April 14, 2007**The Program Type or Request Type is missing. REJECT RECORD Set edit code 602	Occurs if invalid or missing data request type: M-Multiple Reporting Record, S-Statement of Account, Y-Year-To-Date, or R - Reconciliation.	Resubmit data request with valid data request type.	602

Grant Data Request Edit Codes					
Edit Code and Type	**Message**	**COD Condition and Action**	**What It Means**	**How to Fix It**	**COD Web Site Edit Codes**
603 E	"Invalid Requested Output Media Type"	If **ANY** of the following are true: • The Media Type is <> 'E' or blank for Award Year 2000 – 2001 and beyond • The Media Type is <> 'C', 'R', 'E' or blank for Award Year 1999 – 2000 • REJECT RECORD Set edit code 603	Occurs if school's Output Media type is invalid. Must submit BLANK or E.	Resubmit data request with BLANK or E.	603
604 E	"Invalid Pell Batch Number"	If **ALL** of the following are true: • The Request Type = 'B' • Batch ID is Blank or Batch ID type is not #O, #D, or #S • Award Year is equal to 1999 – 2000 REJECT RECORD Set edit code 604	Occurs if an invalid Batch ID has been requested.	Resubmit the data request with a valid Batch ID.	604
605 E	"Invalid Multiple Reporting Request Code 1, should be 'O' or 'D'"	If **ALL** of the following are true: • The first position of the Data Request Type = 'M' • MRR Code 1 <> 'O' or 'D' REJECT RECORD Set edit code 605	Occurs if an invalid MRR code is entered on data request. Must submit O-Origination or D-Disbursement.	Resubmit data request with O or D.	605
606 E	"Invalid Multiple Reporting Request Code 2, should be 'A', 'S' or 'I'"	If **ALL** of the following are true: • The first position of the Data Request Type = 'M' • MRR Code 2 <> 'A' or 'S' or 'I' REJECT RECORD Set edit code 606	Invalid MRR code entered on data request. Must submit A (All), S (Single), or I (Institution).	Resubmit data request with A, S, or I.	606

Grant Data Request Edit Codes					
Edit Code and Type	**Message**	**COD Condition and Action**	**What It Means**	**How to Fix It**	**COD Web Site Edit Codes**
607 E	"Invalid MR Student ID"	If **ALL** of the following are true: • The MRR Code 2 = 'S' • Positions 1 – 9 of the Student ID are nonnumeric REJECT RECORD Set edit code 607	Occurs if an invalid or incomplete Student ID is entered on a Data request for a specific student.	Resubmit data request with corrected Student ID.	607
608 E	"Invalid MR Institution ID"	If **ALL** of the following are true: • The MRR Code 2 = 'I' • The MR Pell ID is nonnumeric REJECT RECORD Set edit code 608	Occurs if an invalid Institution Pell ID is entered on a Data Request for MRR records.	Resubmit data request with the corrected institution Pell ID.	608
609 E	"Requested/ Matching Data Not Found"	If no data is found for the Request REJECT RECORD Set edit code 609	Occurs if no data is found for request.	Create a different request; otherwise, no further action is necessary.	609
610 E	"Student Not Originated at Requesting Institution"	If no data is found for the transaction being sought (Only applies to MRR) REJECT RECORD Set edit code 610	Occurs if a Student ID is requested on MRR but the ID was not originated at the requesting school.	Verify the correct Student ID was entered. If correct, school must submit an Origination for student prior to requesting MRR information.	610
611 E	"Invalid Reconciliation Origination ID"	**If ALL** the following are true: • Request type = 'R' • Positions 1-9 of the Student ID are nonnumeric REJECT RECORD Set edit code 611	Occurs if the Student ID is incomplete or not valid.	Resubmit the Data Request with the correct identifier.	611

Grant Data Request Edit Codes					
Edit Code and Type	**Message**	**COD Condition and Action**	**What It Means**	**How to Fix It**	**COD Web Site Edit Codes**
612 W	Invalid reported Current SSN	If **ANY** of the following are true: • The Current SSN does not match the Current SSN on the applicant table for the same transaction number. If the Current SSN does not match the value on the applicant table, then set the incorrect fields to the value currently stored on the applicant table. Set edit code 612.	The student specific Data request was received with incorrect Current SSN	Verify on the ISIR the correct Current SSN and resubmit the corrected record. If the ISIR is incorrect, a correction to the ISIR should be done.	612

Multiple Reporting Record (MRR)

The Multiple Reporting Record (MRR) provides information to a school about a student's origination and disbursement status at other schools and the amount of the scheduled Pell Grant award disbursed. The MRR identifies two primary types of multiple reporting conditions: concurrent enrollment and potential overaward situations.

Business Rules:

1. An MRR can be COD system generated or may be requested by the school via batch data request, or COD web site.
2. The MRR is provided in fixed-length, flat file format.
3. The MRR is sent from the COD System using message class PGMR07OP.

Record Layout:

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
1	2	2	A	Record Type	Code that indicates the reason the institution is receiving the record.	RO = Data request for Origination information. RD = Data request for Disbursement information. RN = No MRR information found CE = The student is concurrently enrolled PB = The student is in a POP situation. The school listed on the MRR was not the first that disbursed funds to the student. PR = The student is in a POP situation. The school listed on the MRR was the first school to disburse funds to the student. PU = The student is no longer in a POP situation. BC = The student is in a POP condition and is concurrently enrolled. The school listed on the MRR was the first that disbursed funds to the student RC = The student is in a POP condition and is concurrently enrolled. The school listed on the MRR was the first school to disburse funds to the student.	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
3	8	6	N	Requesting Institution Pell-ID	Pell-ID of the requesting attended campus of the student. Will be blank for concurrent enrollment and potential over award records.	Must be a valid Pell-ID assigned by the Department of Education. May be BLANK.	
9	9	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information. Will be blank for concurrent enrollment and potential over award records.	O = Send origination information D = Send disbursement information May be BLANK.	
10	10	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students. Will be blank for concurrent enrollment and potential over award records.	A = Send list of other institutions for all students S = Send list of other institutions for students listed in record. I = Send student for institution listed in record May be blank.	
11	21	11	A	MR Student ID	The Student SSN and Name code for which a MR is requested. Will be blank for concurrent enrollment and potential over award records.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z; . (period); ' (apostrophe); - (dash); Blank = no last name	
22	27	6	N	MR Institution Pell-ID	The institution code for which MR are requested. Will be blank for concurrent enrollment and potential over award records.	Valid Pell-ID. May be blank.	
28	36	9	N	Student Original SSN	Student's Original SSN from the origination record.	001010001 to 999999999	
37	38	2	A	Original Name Code	Student's name code from the origination record.	Uppercase A to Z; . (period); ' (apostrophe); - (dash) Blank (no last name).	
39	44	6	N	Institution	Pell-ID of the attended campus	Must be a valid Pell-ID	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				Pell-ID	of the student. Use the record type to interpret the relationship this institution has to the institution receiving this record.	assigned by the Department of Education.	
45	114	70	A/N	Institution Name	The name of the institution.		
115	149	35	A/N	Institution Street Address - Line 1	The street or post office box address of institution.		
150	184	35	A/N	Institution Street Address - Line 2	The street or post office box address of institution.		
185	209	25	A/N	Institution City	The city in which the institution is located.		
210	211	2	A	Institution State	The two-character code assigned by the US Postal Service to the state or other entity in which the institution is located.		
212	220	9	A/N	Zip Code	The zip code of the institution.		
221	250	30	A/N	Financial Aid Administrato r (FAA) Name	The full name of the institutional administrator officially responsible for the accuracy and completeness of the data, starting with first name, e.g., JOHN E DOE.		
251	260	10	N	FAA Telephone Number	The working phone number for the person indicated as FAA.	Includes area code, but not parentheses or dashes.	
261	270	10	A/N	FAA Fax Number (Optional)	The working fax number used by the person indicated as FAA.	May be BLANK. Otherwise includes area code, but not parentheses or dashes.	
271	320	50	A/N	Internet Address	Internet address of an authorized official.	May be BLANK.	
321	327	7	N	Scheduled Federal Pell Grant	Scheduled Federal Pell Grant for a student with this EFC and COA attended full-time for a full academic year	Range = 0000000 to AWARD AMOUNT MAX	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
328	334	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
335	336	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
337	341	5	N	Expected Family Contribution	Amount of the student's Expected Family Contribution (EFC) from the SAR used to calculate the award.	Range = 00000 to EFC MAXIMUM	
342	349	8	D	Enrollment Date	First date the student was enrolled in an eligible program for the award year.	CCYYMMDD Range = 20060101 to 20060630	
350	357	8	D	Origination Create Date	Date the origination was created in COD database.	CCYYMMDD Range = 20050401 to 20100930	
358	364	7	N	Total of Disbursements Accepted	Total amount of all disbursements accepted by the Federal Pell Grant Program for the POP student.	Range = 0000000 to AWARD AMOUNT MAX	
365	372	8	D	Last Activity Date	Date the last payment was received from the institution.	Format = CCYYMMDD	
373	380	8	D	Next Estimated Disbursement Date	Date of the next estimated disbursement date.	Blank or CCYYMMDD Range = 20050621 to 20100930	
381	385	5	N	Eligibility Used	The percentage of the student's eligibility used by the institution.	Format = 000.00% The last two digits represent less than 1 percent. Field does not include decimal point or %.	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
386	395	10	N	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify	Format = 0000000000 – 1111111111 Values: 0 – indicates not set 1 – indicates flag is set Where: Each digit signifies a different situation 1st = Shared SAR ID 2nd = Reserved for future use. 3rd = Concurrent Enrollment 4th = POP 5th through 10th = Reserved for future use.	
396	411	16	A/N	Student's Last Name	The last name of the student for this CPS transaction number.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
412	423	12	A/N	Student's First Name	The first name of the student for this CPS transaction number.	A to Z, 0 to 9 or blank	
424	424	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction number.	A to Z or blank	
425	432	8	D	Student's Date of Birth	The date of birth of the student for this CPS transaction number.	Format = CCYYMMDD	
433	441	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing.	Valid Social Security Number or BLANK if not matched	
442	450	9	A	Unused	Reserved for future expansion	Constant spaces	
		450		**Total**			

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				Record Length			

Reconciliation Report

The Reconciliation Report is a one-record student summary of processed records and can be helpful to a school as it completes both the year-end and ongoing reconciliation processes. This report can be downloaded, printed, or imported into a spreadsheet for comparison with the school's data. This report provides the total YTD disbursement amount per student with COD.

Business Rules:

1. The Reconciliation Report may be requested by the school via batch data request or COD web site.

2. The Reconciliation Report is provided in fixed-length, flat file format.

3. The Reconciliation report is sent from the COD System with message class PGRC07OP.

Record Layout:

Reconciliation Report							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	16	16	A/N	Student's Last Name	The last name of the student.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
17	28	12	A/N	Student's First Name	The first name of the student.	A to Z, 0 to 9 or blank	
29	29	1	A	Student's Middle Initial	The middle initial of the student.	A to Z or blank	
30	52	23	A	Unused	Reserved for future expansion	Constant spaces	
53	61	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS	Valid Social Security Number or BLANK if not matched	
62	67	6	N	Reported Campus Pell-ID	Pell-ID of the reporting campus	Valid Pell-ID	

Reconciliation Report							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
68	69	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
70	74	5	N	Expected Family Contribution (EFC)	The EFC supplied on the origination record.	Range 00000 to EFC MAX	
75	81	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
82	86	5	N	Scheduled Award Amount	Scheduled Federal Pell Grant for a student with this EFC and COA attended full-time for a full academic year	Range = 00000 to AWARD AMOUNT MAX	
87	93	7	N	YTD Disbursement Amount	Total of all the accepted Disbursement amounts for the student.	0000000 to 9999999. The first five positions are the whole dollars and the last two positions are the cents.	If there are no disbursements at the Pell Processor or they have all been rejected then this amount will be 0.
94	94	1	A	Verification Status	The verification status supplied on the origination record.	V: Verified W: Without Documentation S: Selected, Not Verified Or Blank	Accept 'W' and 'V', and 'S' or else set to blank for 2003 – 2004 and after.
95	95	1	A	POP Flag	Flag set in origination record when a student is in a POP situation.	Y: student currently in POP N: student previously in POP during the award year Blank: student has not been in POP during the award year	
96	100	5	A	Unused	Reserved for future expansion	Constant spaces	
		100		**Total Record Length**			

Year-to-Date Record (YTD)

A Year-to-Date (YTD) Record can be requested for one given student or for all Pell Grant recipients at the school and contains detailed award and disbursement data at a transaction level. The YTD Record shows the number of recipients at the school; the number of award and disbursement records that were accepted, corrected, and rejected; and, for certain edit codes, the number of times a school received that specific edit code on a response document. The YTD Record can be used to replace a corrupt database or to reconcile records with accepted data on COD.

Business Rules:

1. The Year-To-Date Record may be requested by the school via batch data request, or the COD web site.

2. The Year-To-Date Record is provided in fixed-length, flat file format.

3. The Year-To-Date Record is sent from the COD System with message class PGYR07OP.

Record Layout(s):

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement or Summary data.	Constant: “O”	
2	24	23	A/N	Unused	Reserved for future expansion	Constant spaces	
25	33	9	N	Original SSN	Student's SSN from original FAFSA for this school year	001010001 to 999999999	Identifier
34	35	2	A	Original Name Code	Student's name code from original FAFSA for this school year.	Uppercase A to Z; . (period); ' (apostrophe); - (dash); BLANK: no last name	Identifier

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
36	41	6	N	Attended Campus Pell-ID	Pell-ID of campus attended.	Valid Pell-ID	Identifier Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.
42	46	5	A/N	Unused	Reserved for future expansion	Constant spaces	
47	59	13	A/N	Origination Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	This is a School Use only field. No edits are performed in COD. Any data received in this field must be transmitted back to the school.
60	60	1	A	Action Code	Code to indicate action taken	Valid Codes: A = Accepted - all fields accepted C = Corrected - one or more fields corrected	Rejected YTD records shall contain Requested Original SSN, Original Name Code, Attended Campus, and "Action Code". All other fields shall be blank and no other records for the student will be enclosed in batch.
61	61	1	A	Unused	Reserved for future expansion.	Constant spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
62	68	7	N	Accepted Award amount for entire school year	Must equal the award amount calculated by the institution to be disbursed to this student for attendance for this entire Pell Grant award year.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range: 0000000-MAX AWARD AMOUNT	Cannot exceed Total Payment Ceiling for student – award validation performed.
69	76	8	N	Accepted Estimated Disbursement Date #1	Date 1st disbursement to student is estimated to be made.	Format: CCYYMMDD Range: N days prior to 20060701 – 20120930	
77	84	8	N	Accepted Estimated Disbursement Date #2	Date 2nd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
85	92	8	N	Accepted Estimated Disbursement Date #3	Date 3rd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
93	100	8	N	Accepted Estimated Disbursement Date #4	Date 4th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
101	108	8	N	Accepted Estimated Disbursement Date #5	Date 5th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
109	116	8	N	Accepted Estimated Disbursement Date #6	Date 6th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
117	124	8	N	Accepted Estimated Disbursement Date #7	Date 7th disbursement to student is estimated to be made	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
125	132	8	N	Accepted Estimated Disbursement Date #8	Date 8th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
133	140	8	N	Accepted Estimated Disbursement Date #9	Date 9th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
141	148	8	N	Accepted Estimated Disbursement Date #10	Date 10th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
149	156	8	N	Accepted Estimated Disbursement Date #11	Date 11th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
157	164	8	N	Accepted Estimated Disbursement Date #12	Date 12th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
165	172	8	N	Accepted Estimated Disbursement Date #13	Date 13th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
173	180	8	N	Accepted Estimated Disbursement Date #14	Date 14th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
181	188	8	N	Accepted Estimated Disbursement Date #15	Date 15th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
189	196	8	D	Accepted Enrollment Date	First date that the student was enrolled in an eligible program for the designated school year. If the student enrolled in a crossover payment period before the first day of the Pell award year (July 1), but which will be paid from 2004-2005 funds, report the actual start date of the student's classes for that payment period.	CCYYMMDD = Range = 20060101 to 20070630	
197	197	1	A/N	Accepted Low Tuition and Fees Flag	Flag to identify tuition ranges when the annual tuition is less than or equal to minimum defined by low tuition and fees table.	Valid Values: 1 = 0 2 = 1-225 3 = 226-450 4 = 451-674 or BLANK= low tuition doesn't apply	
198	198	1	A	Accepted Verification Status Flag	Status of verification of applicant data by the school.	V: Verified W: Without Documentation S: Selected, Not Verified or BLANK	Accept 'W' and 'V' and 'S' or else set to blank for 2003 – 2004 and after.
199	199	1	A	Accepted Incarcerated Federal Pell Recipient Code	Code to indicate the student's incarcerated status for students incarcerated in local penal institutions, but otherwise eligible to receive Federal Pell Grants.	BLANK = Not incarcerated Y = Yes, the student is incarcerated in a local institution, but is otherwise eligible. N = No, if student previously reported as incarcerated, but is not or is no longer incarcerated	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
200	201	2	N	Accepted Transaction Number	CPS-assigned Transaction number from eligible SAR used to calculate the student's award	Must be numeric: 01 to 99	Changes to this field, after associated disbursements are made, create a new active origination record. Disbursements for the previous origination will be set to zero.
202	206	5	N	Accepted Expected Family Contribution (EFC)	Must equal the student's Expected Family Contribution from the ISIR or SAR	Range = 00000 to EFC MAXIMUM	Changes to this field, after associated disbursements are made, create a new active origination record. Disbursements for the previous origination will be set to zero.

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
207	207	1	N	Accepted Secondary Expected Family Contribution Code	Code indicating which EFC value is used to determine award amount	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as calculated by the CPS. OR BLANK if Secondary EFC not used. **For award year 05-06 and forward**: BLANK	
208	208	1	N	Unused	Reserved for future expansion	Constant spaces	
209	209	1	N	Unused	Reserved for future expansion	Constant spaces	
210	216	7	N	Accepted Cost of Attendance	Must equal COA calculated by the institution following the Federal Pell Grant Payment regulations.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 0000000 to 9999999.	
217	217	1	A	Unused	Reserved for future expansion	Constant spaces	
218	219	2	A	Unused	Reserved for future expansion	Constant spaces	
220	221	2	A	Unused	Reserved for future expansion	Constant spaces	
222	225	4	A	Unused	Reserved for future expansion	Constant spaces	
226	229	4	A	Unused	Reserved for future expansion	Constant spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
230	232	3	A/N	Institution Internal Sequence Number	This is an internal sequence number the institution can define.	Institutional defined	No editing
233	251	19	A	Unused	Reserved for expansion	Constant spaces	
252	256	5	N	Scheduled Federal Pell Grant	Scheduled amount for a full-time student.	Range = 00000 to Maximum Award Amount	Refer to the Pell Payment Schedule for the maximum Award Amount for the award year.
257	272	16	A	Student's Last Name	The last name of the student for this CPS transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	
273	284	12	A	Student's First Name	The first name of the student for this CPS transaction.	A – Z, 0 – 9 or blank	
285	285	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction.	A – Z or blank	
286	294	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS.	Valid Social Security Number	
295	302	8	D	Student's Date of Birth	Date of birth of the student.	Valid date of birth = CCYYMMDD	
303	303	1	A	CPS Verification Selection Code	Designates whether CPS selected the student for institutional verification of applicant data as of the Transaction number reported.	BLANK = Not selected by CPS for verification * or Y = Selected by CPS for Institution verification of applicant data	
304	310	7	N	YTD Disbursement Amount	The total of disbursements processed by the Pell Processor	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAX	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
311	336	26	A	Unused	Reserved for future expansion	Constant spaces	
337	344	8	D	Process Date	Date this record (segment) was processed by the Federal Pell Grant program	Format = CCYYMMDD	
345	350	6	A	Unused	Reserved for future expansion	Constant spaces	
		350		**Total Record Length**			

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "D"	
2	24	23	A/N	Unused	Reserved for future expansion	Constant spaces	
25	37	13	A/N	Disbursement Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	No editing
38	38	1	A	Action Code	Code to indicate action taken	A = Accepted - all fields accepted C = Corrected - one or more fields corrected	
39	40	2	N	Disbursement Number	Number of the disbursement per student for the Award Year	Must be numeric: 01 to 99	Identifier = 66 to 99 are Reserved for the Pell Processor system-generated disbursements
41	47	7	N	Accepted Disbursement Amount	Amount of disbursement for student's payment period. If an adjustment, this value is a replacement amount.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 00000 to Maximum for Award Year	
48	48	1	A	Accepted Sign Indicator	Indicates whether the Reported Disbursement Amount is an increase or a decrease to the total amount that has been disbursed to the student for the award year.	P = positive N = negative	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
49	56	8	D	Disbursement Date	Date this disbursement was or will be made to the student.	CCYYMMDD = Range = 20060701 to 20120930	Process Date must be within N days prior of disbursement date.
57	57	1	A	Unused	Reserved for future expansion	Constant spaces	
58	65	8	N	Payment Period Start Date	Beginning date of Payment Period	CCYYMMDD = Range = 20060101 to 20070630 or BLANK	Field is required when an institution is ineligible.
66	103	38	A	Unused	Reserved for future expansion	Constant spaces	
104	129	26	A/N	Disbursement Batch ID	Number produced by COD	Format = #DCCYY999999CCYYMMDDHHMMSS where: CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	
130	137	8	D	Disbursement Process Date	Date disbursement information was processed by the COD System.	Full Participants: CCYYMMDD = Range = 20060701 to 20120930	
138	145	8	N	Routing ID	Unique entity identifier assigned to each record	Full Participants: 00000002 – 99999999	The Routing ID (RID) must be for the Attended School.
146	149	4	N	Financial Award Year	The last year in the two-year cycle of the Program's Award Year.	Full Participants: Format: CCYY = last year in cycle = '2007	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
150	155	6	N	Attended Campus Pell-ID	Pell-ID of attended campus. Change creates new Origination/Award record. Institution must change award amounts for student at original attended campus as necessary.	Full Participants: Valid Pell-ID	Identifier Change creates new origination /award record. Institution must change award amounts for student at original attended campus as necessary.
156	171	16	A	Student's Last Name	The last name of the student for this CPS transaction.	Full Participants: Valid values: A – Z, 0 – 9, period, apostrophe, hyphen or blank	
172	183	12	A	Student's First Name	The first name of the student for this CPS transaction.	Full Participants: Valid values: A – Z, 0 – 9 or blank	
184	184	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction.	Full Participants: Valid Values: A – Z or blank	
185	193	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS.	Full Participants: Valid social security number	
194	201	8	D	Student's Date of Birth	Student's Date of birth for this CPS transaction.	Full Participants: Valid date of birth: CCYYMMDD	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
202	203	2	N	Disbursement Sequence Number	The two-digit integer assigned to count the progression of disbursement adjustments for a given Disbursement Number. This numerical string tracks the number of transactions that have been processed for a previously accepted or corrected Disbursement Number.	Full Participants: Valid Values: Must be incrementally sequential within the following group assignment: 01 - 65 School-Assigned 66 - 90 COD-Assigned Or Web-based transactions	If the Disbursement Release Indicator is False, the Disbursement Sequence must be 01. The Sequence Number of any disbursement submitted by a Phase-In School must be 01. All disbursements either submitted by a school or generated by the COD System, must be included in the file. Each Disbursement transaction must be written to the file in the order that it appears in the database. For example: School submits Disb Sequence Numbers 01 and 02 for Disbursement Num 01. COD creates a system-generated Disb Sequence Number 66 and then school submits Disb Sequence Number 03. The transactions should appear in the record in the order: 01, 02, 66, and 03.

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
204	204	1	A/N	Disbursement Release Indicator	Value that is reported by the Full Participant school to indicate whether the disbursement is anticipated or actual. COD sets the value to true for Disbursements accepted from Phase-In Schools.	Full Participants: T- True (record for payment) F – False (edit only, disbursement is anticipated)	If the Disbursement Sequence Number is equal to or greater than 02, then the Disbursement Release Indicator must always be True.
205	206	2	N	Previous Disbursement Sequence Number	The prior sequence number is given to substantiate the order in which Disbursement records were processed.	Full Participants: Valid Values: Must be incrementally sequential within the following group assignment: 01 - 65 School-Assigned 66 - 90 COD-Assigned Or Web-based transactions BLANK (when disbursement sequence number =01 and no previous disbursement sequence number exists)	Identify the last sequence number that was processed immediately before this disbursement was accepted.
207	350	144	A/N	Unused	Reserved for future Expansion	Constant Spaces	
		350		**Total Record Length**			

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "S"	
2	8	7	N	Number of Recipients	The number of students with at least one accepted actual disbursement at this attended campus.	Range = 0000000 to 9999999	
9	15	7	N	Total Originations	Provided by the Pell Processor. Year -to-Date number of originations received for the institution.	Range = 0000000 to 9999999	
16	22	7	N	Originations Accepted	Provided by the Pell Processor. Year-to-Date number of originations received and accepted for the institution.	Range = 0000000 to 9999999	
23	29	7	N	Originations Corrected	Provided by the Pell Processor. Year-to-Date number of originations received and corrected for the institution.	Range = 0000000 to 9999999	
30	36	7	N	Originations Rejected	Provided by the Pell Processor. Year-to-Date number of originations received and rejected for the institution.	Range = 0000000 to 9999999	
37	43	7	N	Total Disbursements	Provided by the Pell Processor. Year-to-Date number of Disbursements received for the institution.	Range = 0000000 to 9999999	
44	50	7	N	Disbursements Accepted	Provided by the Pell Processor. Year-to-Date number of Disbursements received and accepted for the institution.	Range = 0000000 to 9999999	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
51	57	7	N	Disbursements Corrected	Provided by the Pell Processor. Year-to-Date number of Disbursements received and corrected for the institution.	Range = 0000000 to 9999999	
58	64	7	N	Disbursements Rejected	Provided by the Pell Processor. Year-to-Date number of Disbursements received and rejected for the institution.	Range = 0000000 to 9999999	
65	67	3	N	Comment Code XXX	Comment code number.	Range = 000 to 999 or Blank	
68	74	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
75	77	3	N	Comment Code XXX	Comment code number.	Range = 000 to 999 or Blank	
78	84	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
85	87	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
88	94	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
95	97	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
98	104	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
105	107	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
108	114	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
115	117	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
118	124	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
125	127	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
128	134	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
135	137	3	N	Comment Code XXX Count	Comment code number	Range = 000 to 999 or Blank	
138	144	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
145	147	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
148	154	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
155	157	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
158	164	7	N	Comment Code XXX Count	Provided by the Pell Processor. Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
165	350	186	A	Unused	Reserved for future expansion	Constant spaces	
		350		**Total Record Length**			

SSN / Name / Date of Birth Change Report

The SSN/Name/Date of Birth Change Report shows SSN, Name and Date of Birth changes that are initiated by any school for students attending a specific Reporting school for the current award year or two prior award years.

Business Rules:

1. The SSN/Name/Date of Birth Change Report is automatically sent to the school's SAIG mailbox on a weekly basis, when a change is initiated.
2. The SSN/Name/Date of Birth Change Report is available via SAIG in the following format:
    a. Preformatted Text file (message class PGSN07OP)
3. The SSN/Name/Date of Birth Change Report is available via the COD web site in the following format:
    a. Comma-Delimited (CSV)
    b. The SSN/Name/Date of Birth Change Report available on the COD web site is the report most recently generated by COD.
4. Although the SSN/Name/Date of Birth Change Report is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

IMPORTANT: After April 14, 2007, this report will contain Pell, ACG and National SMART data.

Electronic Statement of Account (ESOA)

The Electronic Statement of Account (ESOA) summarizes the status of a school's CFL versus the net drawdown for that award year. In addition, the ESOA provides the YTD Unduplicated Recipient Count, YTD Total Accepted and Posted Disbursements, YTD Total ACA paid to schools and net drawdown payments in GAPS.

NOTE**:** Please refer to Volume VI, Section 7 for the printing specifications for ESOA.

Business Rules:

1. An ESOA can be COD system generated or may be requested by the school via batch data request, or COD web site
   a. The ESOA sent via data request is a retransmission of the most recent ESOA generated by COD.
2. The COD system generates an ESOA each time a school's CFL changes, regardless of funding method.
3. The ESOA is provided in the fixed-length, flat file format.
4. The ESOA is sent from the COD System with message class PGAS07OP.

Record Layout:

Electronic Statement of Account Record – Summary							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
1	1	1	A	Record Indicator	Indicates the record is summary or detail.	Constant "S"- Summary level account status	
2	7	6	N	Reporting Campus PELL-ID	PELL-ID of reporting campus	Valid PELL-ID	
8	18	11	A/N	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format = 999999999BB where 999999999 is a unique number and BB are Blanks.	
19	26	8	N	Entity ID	Routing ID randomly assigned to the school by COD.	99999999	
27	29	3	A	Unused	Reserved for FSA use.	Constant Spaces	

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
30	45	16	A/N	GAPS Award Number	Used to uniquely identify school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS). Comprised of the following fields = Program Office Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Subprogram Id GAPS Award year Sequence Number	Valid GAPS Award number. Format = P063P CCYYXXXX Where "P" = constant for PO Indicator "063" = constant for Federal Pell Grants "P" = constant " " 3 spaces CCYY = Beginning year of school year pair; '2006' for 2006-2007. XXXX = unique value for each funded institution	
46	50	5	A	Unused	Reserved for FSA use.	Constant zeroes	
51	58	8	D	Effective Date	Effective date for the CFL change	Valid Date in CCYYMMDD format.	
59	69	11	A/N	Previous Obligation	Amount of school's obligation prior to this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.
70	80	11	N	Obligation Adjustment	Change in the obligation amount for this Accounting cycle.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.
81	91	11	N	Current Obligation Amount	Amount of school's current obligation balance.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
92	102	11	A/N	Previous Pell Grant Payments	Amount of direct payments to school prior to this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999 or Blank (only valid for obligate only accounts)	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year.
103	113	11	A/N	Payment Adjustment	Change in the direct payments to the schools as a result of this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999 or Blank (only valid for obligate only accounts)	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year.
114	124	11	A/N	Current Pell Grant Payments	Amount of direct payments pushed to school's bank account by COD processing.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999 or Blank (only valid for obligate only accounts)	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year.
125	131	7	N	YTD Total Unduplicated Recipients	Year-to-Date number of unduplicated recipients for institution.	Range = 000000000 to 999999999 or Blank	
132	142	11	N	YTD Accepted & Posted Disbursement Amount	YTD Total of disbursements accepted and posted by COD processing.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999 or Blank	
143	153	11	A	Unused	Reserved for FSA use.	Constant spaces	

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
154	164	11	N	YTD Administrative Cost Allowance (ACA)	YTD amount of ACA paid to the institution.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	
165	177	13	N	GAPS Draw-down/Payment	Net drawdown/ payments as posted in GAPS, i.e.,: the sum of school-initiated drawdowns, direct payments for Obligate/Pay accounts, adjustments (+/-) less refunds and returns.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. 0000000000000 to 99999999999999 or Blank	
178	185	8	D	Date of Last Activity in GAPS	The date GAPS last posted a transaction for the GAPS Award number.	Valid date in CCYYMMDD format or Blank.	
186	200	15	A	Unused	Reserved for future expansion	Constant spaces	
		200		**Total Record Length**			

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	Record Indicator	Indicates the record is summary or detail.	Constant "D" = Detailed institution activity	
2	7	6	N	Reporting Campus Pell-ID	Pell-ID of reporting campus	Valid Pell-ID	
8	18	11	A/N	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format = 999999999BB where 999999999 is a unique number and BB are blanks.	
19	26	8	N	Entity ID	Routing ID randomly assigned to the school by COD.	99999999	
27	29	3	A	Unused	Reserved for FSA use.	Constant Spaces	

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
30	45	16	A/N	GAPS Award Number	Used to uniquely identify school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS). Comprised of the following fields = Program Office Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Subprogram Id GAPS Award year Sequence Number	Valid GAPS Award number. Format = P063S CCYYXXXX Where "P" = constant for PO indicator "063" = constant for Federal Pell Grants "S" CFDA subprogram constant followed by 3 spaces: 'P/J/Q/' constant for CFDA Subprogram ID P = Advance funded (Obligate only accounts) J = Pushed Cash (Obligate/Pay) Q = ACA (Obligate/Pay) " " = 3 spaces CCYY = Beginning year of school year pair '2006' for 2006-2007. XXXX = unique value for each funded institution	
46	53	8	D	Transaction Date	Effective date of financial transaction created by COD for submission to GAPS.	Valid Date in CCYYMMDD format.	
54	54	1	A	Sign Indicator	Indicates whether the Adjustment Amount is an increase or a decrease	P = positive (Increase) N = negative (Decrease)	

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
55	65	11	N	Adjustment Amount	Amount of individual adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	
66	73	8	D	Process Date	The date COD processed the adjustment.	Valid date in CCYYMMDD format.	

74	103	30	A/N	Adjustment Document/Batch ID	Document/Batch ID generated by COD.	Format of Document ID (full participants only) CCYY-MM-DDTHH:mm:ss.ff9999 9999 where:
						CCYY-MM-DD-date document created
						T=constant
						HH:mm:ss.ff=time document created
						99999999=Entity ID of reporting campus.
						
						Format of Batch ID (phase-in participants): CCYYXX999999CCYYMMDDHHMMSS where:
						XX = #D = Disbursements, #G: System-generated; #A Statement of Account; #W: Disbursements from the Web.
						CCYY = End year of school year pair = '2007'
						999999 = Reporting Pell ID
						CCYYMMDD = date batch created
						HHMMSS = time batch created
							For Phase-In Participants only, batch id is still 26 characters in length and left justified in the full 30 positions.

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
104	200	97	A	Unused	Reserved for future expansion	Constant spaces	
		200		**Total Record Length**			

Pending Disbursement List

The Pending Disbursement List is available for Award Year 2004-2005 and forward. This report provides a listing of all Pell anticipated disbursements (DRI = false) and actual disbursements (DRI = true) with a disbursement date 8 to 30 days in the future.

Business Rules:

1. The Pending Disbursement List is automatically sent to the school's SAIG mailbox on a weekly basis in the following formats:
    a. Preformatted Text file (message class PGPD07OP)
2. The Pending Disbursement List is available via the COD web site in the following format:
    a. Comma-Delimited (CSV)
    b. The Pending Disbursement List available on the COD web site is the report most recently generated by COD.
3. Although the Pending Disbursement List is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Example:

```
Report ID:                  U.S. Department of Education         Page 1 of 1
Run Date:02/26/2007          Federal Pell Grant Program    Run Time: 03:50PM
                             Pending Disbursement List
                             For Award Year: 2006-2007
*THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT*
***********************************************************************

School Name: NATIONAL EDUCATION CENTER - BRYMAN CAMPUS       Pell ID: 041234
Address:                                                  Routing ID: 68212345
         PUEBLO,  CO       -

Student First Name    Disb. Release Ind.                Disb. No        Disb.
Student Last Name     Disb. Date                        Disb.             Amt
SSN                   Batch ID/Document ID              Seq No.
Date of Birth

JOHN                  Y                                 01         $1,000.00
ADAMS                 2006-09-03                        01
999903129             2006-09-03T07:07:07.0768212406
1985-04-15



ZACHERY               Y                                 01           $850.00
TAYLOR                2006-12-19                        01
999903330             2007-02-16T14:09:08.0849296754
1985-04-15
                      Y                                 02           $350.00
                      2006-12-19                        01
                      2007-02-16T14:09:08.0849296754
SUBTOTAL DISBURSEMENT AMOUNT:                                     $1,200.00

TOTAL NUMBER OF DISBURSEMENTS: 3      TOTAL DISBURSEMENT AMOUNT:   $2,200.00
```

Funded Disbursement List

The Funded Disbursement List provides a listing of all Pell actual disbursements (DRI = true) that have been funded. This report is only for schools using the Pushed Cash/Just-in-Time funding method.

Business Rules:

1. The Funded Disbursement List is automatically sent to the school's SAIG mailbox on a daily basis in the following formats:
    a. Preformatted Text file (message class PGFD07OP)
2. The Funded Disbursement List is available via the COD web site in the following format:
    a. Comma-Delimited (CSV)
    b. The Funded Disbursement List available on the COD web site is the report most recently generated by COD.
3. Although the Funded Disbursement List is generated daily, if there is no data for the report on a given day, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Example:

RUN DATE: 02/11/2007 U.S. DEPARTMENT OF EDUCATION PAGE 1 OF 1

RUN TIME: 11:21 FEDERAL PELL GRANT PROGRAM

FOR GRANTS TO BE FUNDED BY 01/10/2007

FOR AWARD YEAR 2006-2007

* THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT *

RID: 75781694 PELL ID 048119

SCHOOL NAME: UNIVERSITY OF GEORGIA

ADDRESS: 123 MAIN STREET

PUEBLO, GA 12345-4444

STUDENT FIRST NAME LAST NAME	SSN	DATE OF BIRTH	DISB DATE	DISB NO.	DISB SEQ NO.	DISB AMT
PREVIOUS DOWNWARD DISBURSEMENT ADJUSTMENTS NOT YET APPLIED:						$0.00
QUINCY B ADAMS	999909611	4/15/1985	09/3/2006	01	02	($300.00)
TOTAL NET AMOUNT:						($300.00)
WILLIAM H HARRISON	999909624	4/15/1985	09/13/2006	01	02	($1,000.00)
TOTAL NET AMOUNT:						($1,000.00)
JAMES H MONROE	999909659	4/15/1985	09/13/2006	01	01	$2,000.00
TOTAL NET AMOUNT:						$2,000.00
JAMES P MONROE	999909660	4/15/1985	09/13/2006	01	01	$3,000.00
TOTAL NET AMOUNT:						$3,000.00

REFUND: $ 1,300.00

SCHOOL TOTAL DAILY NET AMOUNT: $5,000.00

PAYMENT: $3,700.00

TOTAL PAYMENTS PROCESSED: $3,700.00

DOWNWARD DISBURSEMENT ADJUSTMENTS NOT YET APPLIED: $0.00

NEGATIVES APPEAR IN PARENTHESIS. FOR THE DISBURSEMENT ADJUSTMENTS, THE

ADJUSTED AMOUNT APPEARS ON REPORT INSTEAD OF THE NEW DISBURSEMENT AMOUNT. DOWNWARD DISBURSEMENT ADJUSTMENTS THAT HAVEN'T NETTED AGAINST POSITIVE DISBURSEMENTS OR REFUNDS WILL CARRY FORWARD.

Verification Status Report

The Verification Status Report is designed to assist schools with early intervention for complying with verification requirements. It lists all students selected for verification by CPS with a verification status code of "blank" or "W".

Business Rules:

1. The Verification Status Report is automatically sent to the school's SAIG mailbox on a monthly basis in the following format:
    a. Preformatted Text file (message class PGVR07OP)
2. The Verification Status Report is available via the COD web site in the following format:
    a. Comma-Delimited
    b. The Verification Status Report available on the COD web site is the report most recently generated by COD.
3. Schools submit a data request for the Verification Status Report either through Batch or the COD web site.
    a. The Reporting School Entity ID is required on the data request while the Attended School Entity ID is optional.
        i. If no Attended School Entity ID is submitted (zero filled), then the report will consist of the Reporting School and <u>all</u> the associated Attended School(s) student records.
        ii. If an Attended School Entity ID is submitted, then the report will list the Reporting School and <u>only</u> contain that Attended School student records.
4. Quality Assurance Schools are excluded from receiving this report.
5. The report will be sent to schools monthly until the last day of December for that specific award year. Example: Award year 2006 - 2007 ends 9/30/07; the final date that COD would generate the Verification Status Report for 2006- 2007 would be 12/31/2007.

6. Although the Verification Status Report is generated monthly, if there is no data for the report on a given month, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

```
================================================================================
                            U.S. Department of Education            Page 1 of 1
Run Date: 11/10/2006         Federal Pell Grant Program        Run Time: 11:27AM
                             Verification Status Report
                              For Award Year: 2006-2007
*THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT*

Reporting School Name: WACO TECHNICAL INSTITUTE
Reporting School ID: 019993

Prev Attend. Student Name                    CPS Process Dt.   COD Create Dt.
Rpt  School  SSN                             CPS Ver. Status   COD Ver. Status
             Date of Birth                   CPS High Tran.#   COD Tran.#


     019992  HOLT,JEFFERSON D                2006-06-10        2006-09-13
             999969824                       Y
             1985-04-10                      01                01

Y    019992  BAKER,WILLIAM L                 2006-06-17        2006-09-13
             999963454                       Y
             1985-05-07                      01                01

Y    019992  LONG,BUCKY L                    2006-07-16        2006-08-23
             999969847                       Y                 W
             1985-06-15                      01                01

Total number of awards newly reported with status of Blank:                  1
Total number of awards newly reported with status of W:                      0
Total number of awards previously reported with status of Blank:             1
Total number of awards previously reported with status of W:                 1

     019993  ARTELT,KELLIE J                 2006-07-12        2006-09-13
             999924527                       Y                 W
             1985-12-09                      01                01

     019993  WEBB,ARMAND J                   2006-03-02        2006-09-13
             999928256                       Y
             1985-09-18                      01                01

Y    019993  FORKENBROCK,HEATH J             2006-08-02        2006-08-23
             999948489                       Y                 W
             1985-02-13                      02                02

Y    019993  SECREST,RODNEY E                2006-05-26        2006-09-13
             999961308                       Y
             1985-09-06                      01                01

Y    019993  SMITH,JAMISON L                 2006-05-18        2006-09-13
             999986868                       Y
             1985-07-28                      02                02
```

```
Total number of awards newly reported with status of Blank:                  1
Total number of awards newly reported with status of W:                      1
Total number of awards previously reported with status of Blank:             2
Total number of awards previously reported with status of W:                 1


Summary
Grand Total number of awards newly reported with status of Blank:            2
Grand Total number of awards newly reported with status of W:                1
Grand Total number of awards previously reported with status of Blank:       3
Grand Total number of awards previously reported with status of W:           2


==============================================================================
                          U.S. Department of Education            Page 1 of 1
Run Date: 11/08/2006       Federal Pell Grant Program        Run Time: 08:54AM
                           Verification Status Report
                           For Award Year: 2006-2007
*THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT*

Reporting School Name: ATLANTA UNIVERSITY OF COSMETOLOGY
Reporting School ID: 099931
Attended School Name: COLUMBUS COSMETOLOGY ACADEMY

Prev Attend. Student Name                 CPS Process Dt.   COD Create Dt.
Rpt  School  SSN                          CPS Ver. Status   COD Ver. Status
             Date of Birth                CPS High Tran.#   COD Tran.#

     099932  BRAGG,KELLIE M               2006-10-29        2006-11-08
             999993465                    Y                 W
             1985-09-26                   01                01

Y    099932  ALLEN,NICOLE L               2006-07-30        2006-09-07
             999996592                    Y
             1985-12-08                   01                01

Y    099932  GARFOLI,MEREDITH L           2006-04-23        2006-08-16
             999992710                    Y
             1985-07-23                   01                01

Y    099932  HATCH,KIMBERLY               2006-07-02        2006-09-07
             999999241                    Y
             1985-04-19                   01                01

Total number of awards newly reported with status of Blank:                  0
Total number of awards newly reported with status of W:                      1
Total number of awards previously reported with status of Blank:             3
Total number of awards previously reported with status of W:                 0
```

Pell POP Report

The Pell POP Report is sent to all schools that have reported disbursements for students that are in or have been in a POP situation for this award year. The report lists all students currently in POP, all students no longer in POP and all schools involved in the POP situations.

Business Rules:

1. The Pell POP Report is automatically sent to the school's SAIG Mailbox on a weekly basis in the following format:
    a. Preformatted Text file (message class PGPR07OP)
2. The Pell POP Report is automatically sent to the school's Newsbox on the COD web site on a weekly basis in the following format:
    a. Comma-Delimited (CSV)

NOTE: The Pell POP Report is only sent to a school for that week if it currently has at least one student in POP.

3. Schools can also submit a data request for the Pell POP Report either through Batch or the COD web site.
    a. Pell POP Reports generated as a result of a data request are sent to the school's SAIG mailbox in Preformatted format (message class PGPR07OP).
    b. The Reporting School Entity ID is required on the data request while the Attended School Entity ID is optional.
        i. If no Attended School Entity ID is submitted (zero filled), then the report will consist of the Reporting School and <u>all</u> the associated Attended School(s) student records.
        ii. If an Attended School Entity ID is submitted, then the report will consist of the Reporting School and <u>only</u> that Attended School student records.
    c. The report generated as of result of a data request will contain data as of the previous night's processing.
4. The Pell POP Report is grouped by Attended School ID
    a. Within each Attended School ID group, the Pell POP Report groups students who:
        i. Are currently in a POP situation for this award year
        ii. Have been in a POP situation during this award year, but are no longer in a POP situation. Students no longer in a POP situation include:

1. Students for whom a school has submitted a negative disbursement to resolve the situation
2. Students for whom COD has reduced all disbursements to $0 because the POP situation has gone unresolved for more than 30-Days

b. Within each grouping, students are sorted by Last Name, First Name, Middle Initial, SSN, and DOB.

5. The Pell POP Report will be sent to schools weekly until the last day of December for that specific award year. Example: Award year 2006 - 2007 ends 9/30/07; the final date that COD would generate the Pell POP Report for 2006- 2007 would be 12/31/2007.
6. Although the Pell POP Report is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Example:

The following report mockup is for a Reporting school that has multiple Attending Schools:

DATE: 01/31/2007 U.S. DEPARTMENT OF EDUCATION PAGE 1 OF 3
RUN TIME: 11:05:43 ET FEDERAL PELL GRANT PROGRAM
PELL POP REPORT
FOR AWARD YEAR: 2006-2007

REP SCHL PELL ID 002413 REP SCHL RID 12345678
REP SCHL NAME COLUMBUS UNIVERSITY OF ARCHITECTURE AND DESIGN

** THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT **

OTH ATT SCHOOL PELL ID RID	STUDENT NAME SSN DOB	OTH ATT SCHOOL NAME	AWARD AMOUNT	YTD DISBURSED AMOUNT	SCHEDULED FEDERAL PELL	POP FLAG BEGIN END DATE
ATT SCHL PELL ID		002413		ATT SCHL RID		12332112
ATT SCHL NAME		COLUMBUS UNIVERSITY OF ARCHITECTURE AND DESIGN				
006354	ADAMS, CHRISTOPHER J.					Y
87654321	123-45-6789	KIRKWOOD COMMUNITY COLLEGE				1/27/2007
	1/26/1985		$3,500.00	$2,025.00	$3,500.00	
008415	ARTHUR, SAMUEL M.					Y
5648731	777-77-7777	ROCKVILLE COUNTY COMMUNITY COLLEGE				1/7/2007
	1/27/1986		$2,000.00	$2,000.00	$2,000.00	
003446	BRADLEY, MILTON					Y
55467318	888-88-8888	COLUMBUS STATE UNIVERSITY				1/10/2007
	5/13/1985		$1,500.00	$1,500.00	$1,500.00	
001695	SMITH, THOMAS J					N
32165487	321-65-9874	MISSISSIPPI STATE UNIVERSITY				11/2/2006
	10/6/1986		$2,300.00	$0.00	$2,300.00	11/24/2006

TOTAL NUMBER OF STUDENTS IN A POP SITUATION THIS REPORTING PERIOD 3
TOTAL NUMBER OF STUDENTS WHO ARE NO LONGER IN POP 1

DATE: 01/31/2007 U.S. DEPARTMENT OF EDUCATION PAGE 2 OF 3
RUN TIME: 11:05:43 ET FEDERAL PELL GRANT PROGRAM
PELL POP REPORT
FOR AWARD YEAR: 2006-2007

REP SCHL PELL ID 002413 REP SCHL RID 12345678
REP SCHL NAME COLUMBUS UNIVERSITY OF ARCHITECTURE AND DESIGN

** THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT **

OTH ATT SCHOOL PELL ID RID	STUDENT NAME SSN DOB	OTH ATT SCHOOL NAME	AWARD AMOUNT	YTD DISBURSED AMOUNT	SCHEDULED FEDERAL PELL	POP FLAG BEGIN END DATE
ATT SCHL PELL ID		002415		ATT SCHL RID		12332112
ATT SCHL NAME		COLUMBUS UNIV OF ARCHITECTURE AND DESIGN - SOUTH				

** THIS REPORT CONTAINS NO DATA **

DATE: 01/31/2007 U.S. DEPARTMENT OF EDUCATION PAGE 3 OF 3
RUN TIME: 11:05:43 ET FEDERAL PELL GRANT PROGRAM
PELL POP REPORT
FOR AWARD YEAR: 2006-2007

REP SCHL PELL ID 002413 REP SCHL RID 12345678
REP SCHL NAME COLUMBUS UNIVERSITY OF ARCHITECTURE AND DESIGN

** THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT **

OTH ATT SCHOOL PELL ID RID	STUDENT NAME SSN DOB	OTH ATT SCHOOL NAME	AWARD AMOUNT	YTD DISBURSED AMOUNT	SCHEDULED FEDERAL PELL	POP FLAG BEGIN END DATE
ATT SCHL PELL ID		002416		ATT SCHL RID		36145782
ATT SCHL NAME		COLUMBUS UNIVERSITY - ATLANTA				

002220	JOHNSON, RYAN					N
54678913	535-93-9731	UNIVERSITY OF MINNESOTA				11/10/2006
	4/27/1985		$1,500.00	$0.00	$1,500.00	12/2/2006

Direct Loan Reports

Direct Loan Reports Options

Direct Loan Reports are available to schools in a variety of format options. Direct Loan reports are available via the school's SAIG mailbox or via the school's Newsbox on the COD web site.

Business Rules:

1. Direct Loan Reports for 2006-2007 are sent to schools as a flat file and not an XML document.

2. Direct Loan Reports for 2006-2007 and prior years are sent to school's SAIG mailbox in the following format options. Not all reports are offered in all formats:

    a. Comma-Delimited (CSV)

    b. Pipe-Delimited

    c. Preformatted Text file

        i. Portrait

        ii. Courier 10

        iii. 78 characters per line

        iv. 59 lines per page

    d. Fixed-length File

    e. Do Not Distribute - This is only available for specific reports (see the individual report Business Rules for more information). If this option is chosen, the report will not be generated and sent to a school's SAIG mailbox, although it will still be available for viewing on the COD website. Schools can select the Do Not Distribute option from the COD Website Report Selection screen at any time. Keep in mind that, if a school chooses not to receive a report, COD will not be able to send any missed reports via SAIG at a later time. If a school updates its options to begin

receiving a report, the school will only receive reports generated from that point forward.

3. Many Direct Loan Reports for 2006-2007 and prior years are viewable on the COD web site in the following format options:

    a. PDF (These files are downloadable into Adobe)

    b. Comma-Delimited (CSV)

4. Some report options are tailored to a specific report. These specific options are discussed under the appropriate report section.

Below is a summary of all Direct Loan Reports and available formats generated by the COD System.

Report Name	Report Selection Web Page	Format & Delivery Method								
		Sort	Frequency	SAIG Mailbox					COD Website	
				Preformatted Text	Comma Delimited	Pipe Dilimited	Fixed Length	Do Not Distribute	PDF	Comma Dilimited
30-Day Warning Report	Yes	Award ID	Monthly	X*	X	X		X	X	X
Direct Loan Rebuild File	No (Separate Direct Loan Rebuild Page)	SSN	By Request via COD School Relations Center				X			
Duplicate Student Borrower Report	Yes	SSN	Monthly	X*	X	X		X	X	X
Funded Disbursement Listing (For Pushed Cash Schools Only)	Yes	SSN	Daily	X*	X	X			X	X
Inactive Loan Report	Yes	Award ID	Monthly	X*	X	X		X	X	X
Pending Disbursement Listing	Yes	Last Name	Weekly	X*	X	X		X	X	X
School Account Statement (SAS)	Yes (Link to Separate SAS Page)	SSN	Monthly		X	X	X*			
SSN/Name?Date of Birth Change Report	No	SSN	Weekly (if Triggered by Change)	X*	X	X		X	X	X
MPN Discharge Report	Yes	Last Name	Weekly		X	X	X*			X
Expired MPN Report	Yes	Last Name	Weekly		X	X	X*			X
MPNs Due to Expire	Yes	Last Name	Monthly		X	X	X*			X

* Indicates default options

Direct Loan Header/Trailer Layouts

Header

Field #	Start Position	End Position	Field Length	Field Name and Description	Valid Field Content	Justify
1	1	10	10	Header Record Identifier Identifies record as a header record	Must be "DL HEADER" Uppercase and left-justified with one blank position after DL and one blank position after HEADER	Left
2	11	14	4	Data Record Length Indicates length of the data record	0000–9999	Right
3	15	22	8	Message Class File name recognized by COD	See the Summary of Direct Loan Report Message Classes table in Volume II, Section 2	Left
4	23	45	23	Batch Identifier The batch ID associated with the detail records	Batch Type: #A–Z Cycle Indicator = 7 (for 06–07) School Code: X00000–X99999 Where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
5	46	53	8	Created Date The date when the record was created	Format is CCYYMMDD CCYY = 2006–2007	Date
6	54	59	6	Created Time The time when the record was created	000000–235959 Format is HHMMSS HH = 00–23 MM = 00–59 SS = 00–59	Right
7	60	61	2	Unused	Blank	
8	62	69	8	*Filler	For ED use only	Left
9	70	71	2	Rebuild Loan File Request Type Identifies the data requested by schools for data recovery	01 = Program Year 02 = Date Range 03 = Borrower 04 = 21-Character Loan ID Can be blank This is used only on the Rebuild Loan File (CODRBFOP Batch Type RB)	Left

Field #	Start Position	End Position	Field Length	Field Name and Description	Valid Field Content	Justify
10	72	80	9	Software Provider Identifier and Version Number Identifies software vendor and version number of software	Software Provider ID = 3 alphanumeric characters Software Provider Version = 6 alphanumeric characters Can be blank Always blank for all files sent to schools	Left
11	81	N	N	*Filler Length of filler = N minus 80 where N= Record length provided in Field #2	For ED use only	Left
		Total Bytes	N*			

*Filler is added, if necessary, to make the header record the same length as the detail records which follow.

Trailer

Field #	Start Position	End Position	Field Length	Field Name and Description	Valid Field Content	Justify
1	1	10	10	Trailer Record Identifier Code to identify record as a trailer record	Must be “DL TRAILER” Uppercase and left justified with one blank position after DL	Left
2	11	14	4	Data Record Length Indicates length of the data record	0000–9999	Right
3	15	21	7	Number of Records The number of data records included in the file	Numeric > = 0	Right
4	22	26	5	Unused	All Zeros	
5	27	31	5	Unused	All Zeros	
6	32	36	5	Unused	All Zeros	
7	37	80	44	*Filler Length of filler = N minus 36 where N = Record length provided in Field #2	For ED use only	Left
		Total Bytes	N*			

*The minimum filler length is 44 bytes, making the minimum trailer record length 80 bytes. Filler is added, if necessary, to make the trailer records the same length as the detail records that precede them.

School Account Statement (SAS)

The School Account Statement (SAS) is a monthly statement, similar to a bank statement, which summarizes the school's processing activity for each month. The SAS is the school's primary tool used in reconciliation and program year closeout, and should be compared to both financial aid and business office records. This report provides the Department's official ending cash balance as of the end date of the report, based on data submitted by the school. As such, all schools are required to receive the SAS on a monthly basis until they have officially closed out a program year.

Sections of the SAS:

- **Cash Summary** - This section of the SAS provides the Department's official Ending Cash Balance for the school for the reported period. The Cash Summary contains both a monthly and a year-to-date summary of cash and loan data processed at COD for that program year. This section can be compared to summary information on the school's internal systems. The comparison may then identify areas where further research is needed. For example, if the school determines their internal systems match the SAS Cash Summary information for Net Drawdowns/Payments but not for Total Net Booked or Total Net Unbooked, the school can target further research to loan detail only.
- **Disbursement Summary by Loan Type** - This section of the SAS provides monthly and year-to-date summary information by loan type for the reported period. It can be used to monitor loan volumes at the summary level (both booked and unbooked) for all loan types processed at COD.
- **Cash Detail** - This section of the SAS provides detail on cash transactions processed at COD during the reported period. This includes drawdowns, drawdown adjustments, pushed funds, or refunds of cash. If the monthly option is chosen, this section will only include cash transactions processed at COD during that month. This section will not include any cash transactions requested or sent during the month, but not processed on COD until after the last day of that month. If the Year-to-date option is chosen, the section will include cash transactions processed at COD from the start of the program year through the end date of the report.
- **Loan Detail, Loan Level** - This section of the SAS provides loan-level detail for disbursement transactions processed on COD through the end date of the report. Each transaction lists the total amount disbursed on that loan as of the end date of the report. This information can be used to perform an award-level comparison to your internal systems. This section is only available as year-to-date.
- **Loan Detail, Disbursement Activity Level** - This section of the SAS provides transaction-level detail for all disbursement and adjustment transactions processed on COD during the reported period. This section may have multiple transactions per award id (as applicable). This section is available as monthly, year-to-date, or both. The monthly version will only

show disbursements booked on COD during the reported month, but will include all unbooked disbursements (unbooked transactions are always year-to-date). The year-to-date version of the report will show all disbursements, booked and unbooked, on COD as of the end date of the report. This information can be used to do a transaction-level comparison to the school's internal records, for either that month, or year-to-date.

Business Rules:

1. The COD System generates the School Account Statement (SAS) on a monthly basis and automatically sends it to the school's SAIG mailbox.
2. Once a school has officially completed the closeout process for a specific program year, a school will no longer receive a SAS for that year.
3. The SAS is generated on the first full weekend of the month and includes all data through the last day of the previous month. If the first day of the month falls on a Sunday, the SAS will run the following weekend. For example, the October SAS report, containing all data through October 31, will be run the first weekend of November.
4. Schools have the option to customize the SAS in a number of ways on the COD web site.
    a. The following options can be set for the SAS on the SAS Options page on the COD web site (Note: Each option is described in detail below):
        i. Report Format
        ii. Include Names of Borrowers
        iii. Report Activity Type
        iv. Sections of SAS to Receive
    b. Schools may set or change their options at any time. Changes to SAS options will be applied to the next scheduled run of the report.
    c. Schools new to the Direct Loan program or schools that have not changed their options on the COD web site are set to the default values. Note: Default values are noted in parentheses below.
    d. These options are year-specific, so schools must update their options separately for each year to change the defaults. Schools should ensure that they are in the correct program year in the SAS Report Options screen before updating their options.
    e. Schools may receive more than one report for an award year depending on which options are selected.
5. The **Report Format** option allows the school to select the format of the SAS Report that is delivered to its SAIG mailbox.
    a. The choices for the Report Format option are:

i. Fixed-length flat file (**Default**) (message class DSDF07OP – Disbursement level and DSLF07OP – Loan level)

ii. Comma-Delimited (message class DSDD07OP – Disbursement level and DSLD07OP – Loan Level)

1. Schools have the option of receiving the SAS in Comma-Delimited format with or without headings

iii. Pipe-Delimited (message class DSDD07OP – Disbursement level and DSLD07OP – Loan Level)

1. The Pipe-Delimited format of the SAS is not available with headings

6. The **Include Names of Borrowers** option allows the school to choose to have borrower names included in the detail portion of the SAS.

   a. The choices for the Include Names of Borrowers option are:

      i. Yes

      ii. No (**Default**)

   b. If Yes is selected, PLUS loans will show both Borrower and Student names.

   c. Borrower and Student First Name, Last Name, and Middle Initial are provided in the Loan Detail, Loan Level Section of the Fixed-length report.

   d. Borrower and Student First Name and Last Name (not Middle Initial) are provided in the Loan Detail, Loan Level section, and the Loan Detail, Disbursement Activity Level section of the Comma-Delimited and Pipe-Delimited reports.

   e. Borrower and Student First Name, Last Name, and Middle Initial are NOT provided in the Loan Detail, Disbursement Activity Level section of the Fixed-length report.

7. The **Report Activity Type** option allows the school to select whether to receive the Monthly, Year-to-Date, or Both for both the Cash and Loan detail sections of the SAS. Regardless of its choice, the school will receive the Monthly Cash Summary and the Year-to-Date Cash Summary.

   a. The choices for the Report Activity Type option are:

      i. Monthly (**Default**)

      ii. Year-to-Date

      iii. Both Monthly and Year-to-Date

   b. The school's Report Activity Type selection will determine the choices available under the Sections of SAS to Receive option.

i. If Monthly is selected,

1. The school will receive the Monthly Cash Detail.
2. The school will have the choice to receive or not receive the Monthly Disbursement Transaction Level Detail.
3. The school will NOT have the choice to receive the Year-to-Date Loan Level section **or** the Year-to-Date Disbursement Transaction Detail section.

ii. If Year-to-Date is selected,

1. The school will receive the Year-to-Date Cash Detail.
2. The school will have the choice to receive or not receive the Year-to-Date Loan Level section **and/or** the Year-to-Date Disbursement Transaction Detail section.
3. The school will NOT have the option to receive the Monthly Disbursement Transaction Level Detail section.

iii. If Both Monthly and Year-to-Date are selected,

1. The school will receive both the Monthly and Year-to-Date Cash Detail.
2. The school will have the choice to receive or not receive the Monthly Disbursement Transaction Level Detail section.
3. The school will have the choice to receive or not receive the Year-to-Date Loan Level section **and/or** the Year-to-Date Disbursement Transaction Detail section.

iv. In order to use Direct Loan Tools comparison function, schools MUST receive the Year-to-Date Loan Level section **and/or** Year-to-Date Disbursement Transaction Detail section in fixed-length format.

8. The **Sections of the SAS to Receive** option allows the school to select which sections of the SAS it receives.

a. The school may choose whether or not to receive the Summary By Loan Type section.

i. The choices for the Summary By Loan Type option are:

1. Yes (**Default**)
2. No

ii. If the school selects to receive the Summary By Loan Type section, it will receive both Monthly Disbursement Summary By Loan Type and the Year-to-Date Disbursement Summary By Loan Type.

b. Depending on the school's selection in the Report Activity Type option, the school can choose whether or not to receive:

i. Monthly Disbursement Transaction Detail (**Default**)

ii. Year-to-Date Disbursement Transaction Detail

iii. Year-to-Date Loan Level Detail

c. In order to use Direct Loan Tools comparison function, the schools MUST receive the Year-to-Date Loan Level section **and/or** Year-to-Date Disbursement Transaction Detail section.

Fixed-length Record Layouts:

NOTE**:** Field Names and Valid Field Content in brackets [ ] indicate old terminology provided for reference

Sections I and II (Fixed-Length)—Year-To-Date and Monthly Cash Summary (Record Type "T")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Statement Record Type Code that identifies the type of records in the batch	T = Cash Summary	Left
2	2	24	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
3	25	30	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E	Left
4	31	32	2	Region Code 2-digit region code of the school	01-99	Right
5	33	34	2	State Code	Uppercase A–Z	Left

Sections I and II (Fixed-Length)—Year-To-Date and Monthly Cash Summary (Record Type "T")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				2-letter state code of the school.	A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank	
6	35	42	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101–20991231	Date
7	43	50	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101–20991231	Date
8	51	52	2	Cash Summary Type	Y1 = Year-To-Date Cash Summary Total T1 = Monthly Cash Summary Total	Left
9	53	63	11	Beginning Cash Balance This is COD's beginning balance for this report. For Cash Summary Type = "Y1," this field is zero filled For Cash Summary Type = "T1," this field represents last month's ending balance. It is all booked activity up to and through the prior month's end date	-9999999999 to 09999999999 Zeros for Cash Summary Type = Y1	Right
10	64	74	11	Cash Receipts Total receipts of cash (drawdowns) for the period For Cash Summary Type = "Y1," this is the sum of all cash receipt (drawdowns) transactions for the program Year-To-Date and corrections to drawdowns processed during the program Year-To-Date For Cash Summary Type = "T1,"	-9999999999 to 09999999999 If no activity, zero filled	Right

Sections I and II (Fixed-Length)—Year-To-Date and Monthly Cash Summary (Record Type "T")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				this is the sum of all cash receipts (drawdowns) transactions for the current month and corrections to drawdowns processed during current month		
11	75	85	11	Refunds of Cash [Excess Cash] Total cash refunded for the period For Cash Summary Type = "Y1," this is the sum of all refunds of cash transactions received by COD for the program Year-To-Date and corrections to refunds of cash processed during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all refunds of cash transactions received by COD for the current month and corrections to refunds of cash processed during the current month	-9999999999 to 09999999999 If no activity, zero filled	Right
12	86	96	11	Net Drawdowns/Payments [Total Net Cash Receipts] The difference between the total Cash Receipts (drawdowns) and total Refunds of Cash For Cash Summary Type = "Y1," this is the sum of all cash receipts (drawdowns) minus all Refunds of Cash returned to COD for the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all cash receipts (drawdowns) minus all refunds of cash returned to COD for the current month	-9999999999 to 09999999999 If no activity, zero filled	Right
13	97	107	11	Booked Disbursements [Net Booked Disbursements] The total net amount of all actual disbursements booked at COD	-9999999999 to 09999999999 If no activity, zero filled	Right

Sections I and II (Fixed-Length)—Year-To-Date and Monthly Cash Summary (Record Type "T")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				For Cash Summary Type = "Y1," this is the sum of all actual disbursements that were booked at COD during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all actual disbursements that were booked at COD during the current month		
14	108	118	11	Booked Adjustments [Net Booked Adjustments] The total net amount of all disbursement adjustments booked at COD For Cash Summary Type = "Y1," this is the sum of all actual disbursement adjustments that were booked at COD during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all actual disbursement adjustments that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled (-) indicates a downward adjustment (+) indicates an upward adjustment	Right
15	119	129	11	Total Net Booked Disbursements [Total Booked Loan Detail] The total of Net Booked Disbursements and Net Booked Adjustments For Cash Summary type = "Y1," this is the sum of all net disbursements and adjustments that were booked at COD during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all net disbursements and adjustments that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled	Right
16	130	140	11	Ending Cash Balance	-9999999999 to 09999999999	Right

Sections I and II (Fixed-Length)—Year-To-Date and Monthly Cash Summary (Record Type "T")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				This is COD's ending balance for this report. For Cash Summary Type = "Y1" and "T1," this is the ending cash balance at COD as of the report end date		
17	141	151	11	Unbooked Disbursements [Net Unbooked Disbursements Actual] The total net amount of all the actual disbursements accepted but not booked at COD For Cash Summary Type = "Y1" and "T1," this is the sum of all unbooked actual net disbursements at COD as of the program Year-To-Date	-9999999999 to 09999999999 If no activity, zero filled	Right
18	152	162	11	Unbooked Adjustments [Net Unbooked Adjustments] The total net amount of all the actual disbursement adjustments not booked at COD For Cash Summary Type = "Y1" and "T1," this is the sum of all unbooked actual net disbursement adjustments at COD as of the program Year-To-Date	-9999999999 to 09999999999 If no activity, zero filled (-) indicates a downward adjustment (+) indicates an upward adjustment	Right
19	163	173	11	Total Net Unbooked Disbursements [Total Unbooked Loan Detail] The total of unbooked Disbursements and Unbooked Adjustments For Cash Summary Type = "Y1" and "T1," this is the sum of all unbooked actual disbursement activities at COD as of the program Year-To-Date	-9999999999 to 09999999999 If no activity, zero filled	Right
20	174	184	11	Cash>Accepted and Posted Disbursements [Adjusted Ending Cash Balance]	-9999999999 to 09999999999 If no activity, zero filled	Right

Sections I and II (Fixed-Length)—Year-To-Date and Monthly Cash Summary (Record Type "T")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				The difference between the Ending Cash Balance and the Total Net Unbooked Disbursements For Cash Summary Type = "Y1" and "T1," this is the total Year-To-Date unbooked amount applied to the ending balance		
21	185	214	30	Filler	For ED use only	Left
22	215	220	6	Record Count Sequence # Record counter for each record in the SAS file	000001-999999	Right
		Total Bytes	220			

Sections III and IV (Fixed-Length)—Year-To-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Statement Record Type Code that identifies the type of records in the batch	Y = Year-To-Date Disbursement Summary M = Monthly Disbursement Summary	Left
2	2	24	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
3	25	30	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E	Left
4	31	32	2	Region Code 2-digit region code of the school	01-99	Right
5	33	34	2	State Code 2-letter state code of the school.	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank	Left
6	35	42	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101–20991231	Date
7	43	50	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101–20991231	Date

Sections III and IV (Fixed-Length)—Year-To-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
8	51	52	2	Disbursement Summary Type	YS = Year-To-Date Disbursement Total for Subsidized Loans YU = Year-To-Date Disbursement Total for Unsubsidized Loans YP = Year-To-Date Disbursement Total for PLUS Loans YT = Year-To-Date Disbursement Total for Subsidized/ Unsubsidized/PLUS Loans MS = Monthly Disbursement Total for Subsidized Loans MU = Monthly Disbursement Total for Unsubsidized Loans MP = Monthly Disbursement Total for PLUS Loans MT = Monthly Disbursement Total for Subsidized/ Unsubsidized/PLUS Loans	Left
9	53	63	11	Booked Gross For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the gross amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and "MT," this is the sum of the gross amount of all actual	-9999999999 to 09999999999 If no activity, zero filled	Right

Sections III and IV (Fixed-Length)—Year-To-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				disbursements that were booked at COD during the current month		
10	64	74	11	Booked Fee For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the loan fee amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and "MT," this is the sum of the loan fee amount of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled	Right
11	75	85	11	Booked Interest Rebate For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the interest rebate amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP" and "MT," this is the sum of the interest rebate amount of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled	Right
12	86	96	11	Booked Net For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the net amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and	-9999999999 to 09999999999 If no activity, zero filled	Right

Sections III and IV (Fixed-Length)—Year-To-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				"MT," this is the sum of the net amount of all actual disbursements that were booked at COD during the current month		
13	97	107	11	Unbooked Gross For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total gross amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of current reporting period	-9999999999 to 09999999999 If no activity, zero filled	Right
14	108	118	11	Unbooked Fee For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total fee amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of the current reporting period	-9999999999 to 09999999999 If no activity, zero filled	Right
15	119	129	11	Unbooked Interest Rebate For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total interest rebate amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of the current reporting period	-9999999999 to 09999999999 If no activity, zero filled	Right
16	130	140	11	Unbooked Net For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total net amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of the current	-9999999999 to 09999999999 If no activity, zero filled	Right

Sections III and IV (Fixed-Length)—Year-To-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				reporting period		
17	141	214	74	Filler	For ED use only	Left
18	215	220	6	Record Count Sequence # Record counter for each record in the SAS file	000001–999999	Right
		Total Bytes	**220**			

Section V (Fixed-Length)—Cash Detail (Record Type "C")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Statement Record Type Code that identifies the type of records in the batch	C = Cash Detail	Left
2	2	24	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
3	25	30	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E	Left
4	31	32	2	Region Code 2-digit region code of the school	01-99	Right
5	33	34	2	State Code 2-letter state code of the school.	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank	Left
6	35	42	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101–20991231	Date
7	43	50	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101–20991231	Date
8	51	51	1	Transaction Type—Cash Type of Cash Transaction	R = Cash Receipts X = Refunds of Cash [Returns	Left

Section V (Fixed-Length)—Cash Detail (Record Type "C")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
					of Excess Cash]	
9	52	59	8	Transaction Date Date that Refund of Cash [Excess Cash] is applied, or Date that Cash Receipt [Drawdown] activity occurred or processed on COD	Format is CCYYMMDD 20030622-20070927	Date
10	60	71	12	Check Number (if available at COD) Check Number returned by the school on a check for refund of cash [return of excess cash]	Numeric > = 0 Can be blank	Right
11	72	82	11	Transaction Amount COD amount of the cash receipt or refund of cash [return of excess cash] transaction	-9999999999 to 09999999999 Cannot be blank; can be zero filled	Right
12	83	95	13	GAPS Control Number Code received from GAPS for cash receipts only	Numeric > 0 Can be blank	Right
13	96	214	119	Filler	For ED use only	Left
14	215	220	6	Record Count Sequence # Record counter for each record in the SAS file	000001–999999	Right
		Total Bytes	**220**			

NOTE**:** For Cash Receipts (drawdowns) and Refunds of Cash (excess cash), the GAPS system is accepting pennies. However, these amounts are truncated on the SAS.

Section VI (Fixed-Length)—Loan Detail, Loan Level (Record Type "L")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Statement Record Type Code that identifies the type of records in the batch	L = Loan Detail	Left
2	2	24	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
3	25	30	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E	Left
4	31	32	2	Region Code 2-digit region code of the school	01-99	Right
5	33	34	2	State Code 2-letter state code of the school.	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table Can be blank	Left
6	35	42	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101–20991231	Date
7	43	50	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101–20991231	Date

Section VI (Fixed-Length)—Loan Detail, Loan Level (Record Type "L")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
8	51	71	21	Loan Identifier Unique Identifier created at the time of origination	Student's Social Security Number: 001010001–999999998 Loan Type: S = Subsidized U = Unsubsidized P = PLUS Program Year: 07 School Code: X00000–X99999 where X = G or E Loan Sequence Number: 001–999	Left
9	72	79	8	Loan Booked Date at COD Date the loan booked at COD	Format is CCYYMMDD 19000101–20991231 Will be blank if the loan is not booked	Date
10	80	87	8	Filler		Left
11	88	92	5	Actual Gross Amount—COD The sum of COD-calculated actual gross amounts (in dollars) for the loan	Numeric > = 0	Right
12	93	97	5	Actual Loan Fee Amount—COD The sum of COD-calculated actual loan fee amounts (in dollars) for the loan	Numeric > = 0	Right
13	98	102	5	Actual Interest Rebate Amount—COD The sum of COD-calculated actual interest rebate amounts (in dollars) for the loan	Numeric > = 0	Right
14	103	107	5	Actual Net Amount— COD The sum of COD-calculated actual net amount (in dollars) for the loan	Numeric > = 0	Right

Section VI (Fixed-Length)—Loan Detail, Loan Level (Record Type "L")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
15	108	119	12	Borrower's First Name The borrower's first name	0–9 Uppercase A–Z . (period) ' (apostrophe) - (dash) Left justified with an A-Z in the first position Can be blank	Left
16	120	135	16	Borrower's Last Name The borrower's last name	0-9 Uppercase A-Z . (period) ' (apostrophe) - (dash) Can be blank	Left
17	136	136	1	Borrower's Middle Initial The borrower's middle initial	Uppercase A-Z Can be blank	Left
18	137	148	12	Student's First Name The student's first name (PLUS Only)	0–9 Uppercase A–Z . (period) ' (apostrophe) - (dash) Left justified with an A-Z in the first position Can be blank	Left
19	149	164	16	Student's Last Name The student's last name (PLUS Only)	0-9 Uppercase A-Z . (period) ' (apostrophe) - (dash) Can be blank	Left
20	165	165	1	Student's Middle Initial	Uppercase A-Z	Left

Section VI (Fixed-Length)—Loan Detail, Loan Level (Record Type "L")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				The student's middle initial (PLUS Only)	Can be blank	
21	166	214	49	Filler	ED use only	
22	215	220	6	Record Count Sequence # Record counter for each record in the SAS file	000001–999999	Right
		Total Bytes	**220**			

Section VII (Fixed-Length)—Loan Detail, Disbursement Activity Level (Record Type "D")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Statement Record Type Code that identifies the type of records in the batch	D = Disbursement Activity Detail	Left
2	2	24	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
3	25	30	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E	Left
4	31	32	2	Region Code 2-digit region code of the school	01-99	Right
5	33	34	2	State Code 2-letter state code of the school.	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank	Left
6	35	42	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101–20991231	Date
7	43	50	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101–20991231	Date

Section VII (Fixed-Length)—Loan Detail, Disbursement Activity Level (Record Type "D")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
8	51	71	21	Loan Identifier Unique Identifier created at the time of origination	Student's Social Security Number: 001010001–999999998 Loan Type: S = Subsidized U = Unsubsidized P = PLUS Program Year: 07 School Code: X00000–X99999 where X = G or E Loan Sequence Number: 001–999	Left
9	72	79	8	Loan Booked Date at COD Date the loan booked at COD	Format is CCYYMMDD 19000101–20991231 Will be blank if the loan is not booked	Date
10	80	87	8	Disbursement Booked Date at COD Date the individual disbursement activity booked at COD	Format is CCYYMMDD 19000101–20991231 Will be blank if the loan is not booked	Date
11	88	92	5	Disbursement Actual Gross Amount—COD COD-calculated actual gross amount (in dollars) of the disbursement	Numeric > =0	Right
12	93	97	5	Disbursement Actual Loan Fee Amount—COD COD-calculated actual loan fee amount (in dollars)	Numeric > =0	Right
13	98	102	5	Disbursement Actual Interest Rebate Amount—COD COD-calculated actual interest rebate amount (in dollars)	Numeric > =0	Right

Section VII (Fixed-Length)—Loan Detail, Disbursement Activity Level (Record Type "D")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
14	103	107	5	Disbursement Actual Net Amount— COD COD-calculated actual net amount (in dollars) of the disbursement	Numeric > =0	Right
15	108	113	6	Disbursement Actual Net Adjustment—COD COD-calculated actual net adjustment amount (in dollars) of the disbursement	-99999 to 099999 Can be blank	Right
16	114	115	2	Disbursement Number The disbursement number for the current disbursement transaction	01–04 for PLUS 01–20 for Subsidized/Unsubsidized	Right
17	116	117	2	Disbursement Sequence Number The sequence number that determines the order in which the disbursement activity is processed	01–99	Right
18	118	118	1	Transaction Type—Disbursement Disbursement Activity Type recorded at COD	A = Adjustment D = Disbursement Disbursement Activity = Q is not indicated on the SAS	Left
19	119	126	8	Transaction Date Date disbursement activity occurred at the school	Format is CCYYMMDD 20060701-20070930	Date
20	127	131	5	Total Gross Amount—COD The sum of COD-calculated actual gross amounts (in dollars) for the loan	Numeric > = 0	Right
21	132	136	5	Total Loan Fee Amount—COD The sum of COD-calculated actual loan fee amounts (in dollars) for the loan	Numeric > = 0	Right

Section VII (Fixed-Length)—Loan Detail, Disbursement Activity Level (Record Type "D")						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
22	137	141	5	Total Interest Rebate Amount—COD The sum of COD-calculated actual interest rebate amounts (in dollars) for the loan	Numeric > = 0	Right
23	142	146	5	Total Net Amount— COD The sum of COD-calculated actual net amount (in dollars) for the loan	Numeric > = 0	Right
24	147	214	68	Filler	For ED use only	Left
25	215	220	6	Record Count Sequence # Record counter for each record in the SAS file	000001–999999	Right
		Total Bytes	**220**			

Comma-Delimited Record Layout:

The comma-delimited report has optional header information and column headings prior to the detail records:

NOTE: Field Names, Valid Field Content, and Column Heading in brackets [ ] indicate old terminology provided for reference

Note: The Pipe-Delimited report layout is the same as the comma-delimited report layout without optional header information and column headings. The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

Comma-Delimited Optional Header Information - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	Optional	U.S. Department of Education	U.S. Department of Education
2	Optional	Report Name	School Account Statement Cash Summary
3	Optional	School Code:	Direct Loan Code
4	Optional	School Name:	Direct Loan School Name

Comma-Delimited Optional Column Headings - Year-to-Date and Monthly Cash Summary (Record Type "T")		
Column	**Maximum Field Length**	**Column Heading**
A	Optional	Statement Record Type
Comma	1	,
B	Optional	School Account Statement Batch Identifier
Comma	1	,
C	Optional	School Code
Comma	1	,
D	Optional	Region Code
Comma	1	,
E	Optional	State Code
Comma	1	,
F	Optional	End Date

Comma-Delimited Optional Column Headings - Year-to-Date and Monthly Cash Summary (Record Type "T")		
Column	**Maximum Field Length**	**Column Heading**
Comma	1	,
G	Optional	Process Date
Comma	1	,
H	Optional	Cash Summary Type
Comma	1	,
I	Optional	Beginning Cash Balance
Comma	1	,
J	Optional	Cash Receipts
Comma	1	,
K	Optional	Refunds of Cash [Excess Cash]
Comma	1	,
L	Optional	Net Drawdown/Payments [Total Net Cash Receipts]
Comma	1	,
M	Optional	Booked Disbursements [Net Booked Disbursements]
Comma	1	,
N	Optional	Booked Adjustments [Net Booked Adjustments]
Comma	1	,
O	Optional	Total Net Booked Disbursements [Total Booked Loan Detail]
Comma	1	,
P	Optional	Ending Cash Balance
Comma	1	,
Q	Optional	Unbooked Disbursements [Net Unbooked Disbursements Actual]
Comma	1	,
R	Optional	Unbooked Adjustments [Net Unbooked Adjustments]
Comma	1	,
S	Optional	Total Net Unbooked Disbursements [Total Unbooked Loan Detail]
Comma	1	,

Comma-Delimited Optional Column Headings - Year-to-Date and Monthly Cash Summary (Record Type "T")		
Column	**Maximum Field Length**	**Column Heading**
T	Optional	Cash>Accepted and Posted Disbursements [Adjusted Ending Cash Balance]
Comma	1	,
U	Optional	Record Count Sequence #
Comma	1	,
Total Bytes	Variable	

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	1	Statement Record Type Code that identifies the type of records in the batch	T = Cash Summary
	1	Comma	,
2	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS
	1	Comma	,
3	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E
	1	Comma	,
4	2	Region Code 2-digit region code of the school	01-99
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
5	2	State Code 2-Letter state code of the school	Uppercase A – Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank
	1	Comma	,
6	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101-20991231
	1	Comma	,
7	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101-20991231
	1	Comma	,
8	2	Cash Summary Type	Y1 = Year-To-Date Cash Summary Total T1 = Monthly Cash Summary Total
	1	Comma	,
9	11	Beginning Cash Balance This is COD's beginning balance for this report. For Cash Summary Type = "Y1," this field is zero filled For Cash Summary Type = "T1," this field represents last month's ending balance. It is all booked activity up to and through the prior month's end date	-9999999999 to 09999999999 Zeros for Cash Summary Type = Y1
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
10	11	Cash Receipts Total receipts of cash (drawdowns) for the period For Cash Summary Type = "Y1," this is the sum of all cash receipt (drawdowns) transactions for the program Year-To-Date and corrections to drawdowns processed during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all cash receipts (drawdowns) transactions for the current month and corrections to drawdowns processed during current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
11	11	Refunds of Cash [Excess Cash] Total cash refunded for the period For Cash Summary Type = "Y1," this is the sum of all refund of cash transactions received by COD for the program Year-To-Date and corrections to refund of cash processed during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all refund of cash transactions received by COD for the current month and corrections to refund of cash processed during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
12	11	Net Drawdowns/Payments [Total Net Cash Receipts] The difference between the total Cash Receipts (drawdowns) and total Refunds of Cash [Excess Cash] returned For Cash Summary Type = "Y1," this is the sum of all cash receipts (drawdowns) minus all refunds of cash returned to COD for the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all cash receipts (drawdowns) minus all refunds of cash returned to COD for the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
13	11	Booked Disbursements [Net Booked Disbursements] The total net amount of all actual disbursements booked at COD For Cash Summary Type = "Y1," this is the sum of all actual disbursements that were booked at COD during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
14	11	Booked Adjustments [Net Booked Adjustments] The total net amount of all disbursement adjustments booked at COD For Cash Summary Type = "Y1," this is the sum of all actual disbursement adjustments that were booked at COD during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all actual disbursement adjustments that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled (-) indicates a downward adjustment (+) indicates an upward adjustment
	1	Comma	,
15	11	Total Net Booked Disbursements [Total Booked Loan Detail] The total of Net Booked Disbursements and Net Booked Adjustments For Cash Summary Type = "Y1," this is the sum of all net disbursements and adjustments that were booked at COD during the program Year-To-Date For Cash Summary Type = "T1," this is the sum of all net disbursements and adjustments that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
16	11	Ending Cash Balance This is COD's ending balance for this report. For Cash Summary Type = "Y1" and "T1," this is the ending cash balance at COD as of the report end date	-9999999999 to 09999999999
	1	Comma	,
17	11	Unbooked Disbursements [Net Unbooked Disbursements Actual] The total net amount of all the actual disbursements accepted but not booked at COD For Cash Summary Type = "Y1" and "T1," this is the sum of all unbooked actual net disbursements at COD as of the program Year-To-Date	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
18	11	Unbooked Adjustments [Net Unbooked Adjustments] The total net amount of all the actual disbursement adjustments not booked at COD For Cash Summary Type = "Y1" and "T1," this is the sum of all unbooked actual net disbursement adjustments at COD as of the program Year-To-Date	-9999999999 to 09999999999 If no activity, zero filled (-) indicates a downward adjustment (+) indicates an upward adjustment
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Cash Summary (Record Type "T")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
19	11	Total Net Unbooked Disbursements [Total Unbooked Loan Detail] The total of Unbooked Disbursements and Unbooked Adjustments For Cash Summary Type = "Y1" and "T1," this is the sum of all unbooked actual disbursement activities at COD as of the program Year-To-Date	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
20	11	Cash>Accepted and Posted Disbursements [Adjustment Ending Cash Balance] The difference between the Ending Cash Balance and the Total Net Unbooked Disbursements For Cash Summary Type = "Y1" and "T1," this is the total Year-To-Date unbooked amount applied to the ending balance	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
21	6	Record Count Sequence # Record counter for each Record in the SAS file	000001-999999
	1	Comma	,
Total Bytes	Variable		

Comma-Delimited Optional Header Information – Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	Optional	U.S. Department of Education	U.S. Department of Education
2	Optional	Report Name	School Account Statement Disbursement Summary by Loan Type
3	Optional	School Code:	Direct Loan Code
4	Optional	School Name:	Direct Loan School Name

Comma-Delimited Optional Column Headings - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")		
Column	**Maximum Field Length**	**Column Heading**
A	Optional	Statement Record Type
Comma	1	,
B	Optional	School Account Statement Batch Identifier
Comma	1	,
C	Optional	School Code
Comma	1	,
D	Optional	Region Code
Comma	1	,
E	Optional	State Code
Comma	1	,
F	Optional	End Date
Comma	1	,
G	Optional	Process Date
Comma	1	,
H	Optional	Disbursement Summary Type
Comma	1	,
I	Optional	Booked Gross For Disbursement
Comma	1	,

Comma-Delimited Optional Column Headings - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")		
Column	**Maximum Field Length**	**Column Heading**
J	Optional	Booked Fee
Comma	1	,
K	Optional	Booked Interest Rate
Comma	1	,
L	Optional	Booked Net
Comma	1	,
M	Optional	Unbooked Gross
Comma	1	,
N	Optional	Unbooked Fee
Comma	1	,
O	Optional	Unbooked Interest Rebate
Comma	1	,
P	Optional	Unbooked Net
Comma	1	,
Q	Optional	Record Count Sequence #
Comma	1	,
Total Bytes	Variable	

Comma-Delimited Detail Record - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	1	Statement Record Type Code that identifies the type of records in the batch	Y = Year-To-Date Disbursement Summary M = Monthly Disbursement Summary
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
2	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS
	1	Comma	,
3	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E
	1	Comma	,
4	2	Region Code 2-digit region code of the school	01-99
	1	Comma	,
5	2	State Code 2-Letter state code of the school	Uppercase A – Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank
	1	Comma	,
6	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101-20991231
	1	Comma	,
7	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101-20991231

Comma-Delimited Detail Record - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
	1	Comma	,
8	2	Disbursement Summary Type	YS = Year-To-Date Disbursement Total for Subsidized Loans YU = Year-To-Date Disbursement Total for Unsubsidized Loans YP = Year-To-Date Disbursement Total for PLUS Loans YT = Year-To-Date Disbursement Total for Subsidized/Unsubsidized/PLUS Loans MS = Monthly Disbursement Total for Subsidized Loans MU = Monthly Disbursement Total for Unsubsidized Loans MP = Monthly Disbursement Total for PLUS Loans MT = Monthly Disbursement Total for Subsidized/Unsubsidized/PLUS Loans
	1	Comma	,
9	11	Booked Gross For Disbursement Summary Type = "YS" "YU," "YP," and "YT," this is the sum of the gross amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and "MT," this is the sum of the gross amount of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
10	11	Booked Fee For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the loan fee amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and "MT," this is the sum of the loan fee amount of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
11	11	Booked Interest Rebate For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the interest rebate amount of the actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and "MT," this is the sum of the interest rebate amount of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,

Comma-Delimited Detail Record - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
12	11	Booked Net For Disbursement Summary Type = "YS," "YU," "YP," and "YT," this is the sum of the net amount of all actual disbursements that were booked at COD during the program Year-To-Date For Disbursement Summary Type = "MS," "MU," "MP," and "MT," this is the sum of the net amount of all actual disbursements that were booked at COD during the current month	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
13	11	Unbooked Gross For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total gross amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of current reporting period	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
14	11	Unbooked Fee For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total fee amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of the current reporting period	-9999999999 to 09999999999 If no activity, zero filled

Comma-Delimited Detail Record - Year-to-Date and Monthly Disbursement Summary by Loan Type (Record Types "Y" and "M")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
	1	Comma	,
15	11	Unbooked Interest Rebate For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total interest rebate amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of the current reporting period	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
16	11	Unbooked Net For Disbursement Summary Type = "YS," "YU," "YP," "YT," "MS," "MU," "MP," and "MT," this is the total net amount of disbursements at COD that are unbooked for the program Year-To-Date at the end of the current reporting period	-9999999999 to 09999999999 If no activity, zero filled
	1	Comma	,
17	6	Record Count Sequence # Record counter for each record in the SAS file	000001-999999
	1	Comma	,
Total Bytes	Variable		

Comma-Delimited Optional Header Information - Cash Detail (Record Type "C")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	Optional	U.S. Department of Education	U.S. Department of Education
2	Optional	Report Name	School Account Statement Cash Detail
3	Optional	School Code:	Direct Loan Code
4	Optional	School Name:	Direct Loan School Name

Comma-Delimited Optional Column Headings - Cash Detail (Record Type "C")		
Column	**Maximum Field Length**	**Column Heading**
A	Optional	Statement Record Type
Comma	1	,
B	Optional	School Account Statement Batch Identifier
Comma	1	,
C	Optional	School Code
Comma	1	,
D	Optional	Region Code
Comma	1	,
E	Optional	State Code
Comma	1	,
F	Optional	End Date
Comma	1	,
G	Optional	Process Date
Comma	1	,
H	Optional	Transaction Type – Cash
Comma	1	,
I	Optional	Transaction Date
Comma	1	,
J	Optional	Check Number
Comma	1	,

Comma-Delimited Optional Column Headings - Cash Detail (Record Type "C")		
Column	**Maximum Field Length**	**Column Heading**
K	Optional	Transaction Amount
Comma	1	,
L	Optional	GAPS Control Number
Comma	1	,
M	Optional	Record Count Sequence #
Comma	1	,
Total Bytes	Variable	

Comma-Delimited Detail Record - Cash Detail (Record Type "C")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	1	Statement Record Type Code that identifies the type of records in the batch	C = Cash Detail
	1	Comma	,
2	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS
	1	Comma	,
3	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E
	1	Comma	,
4	2	Region Code 2-digit region code of the school	01-99
	1	Comma	,

Comma-Delimited Detail Record - Cash Detail (Record Type "C")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
5	2	State Code 2-Letter state code of the school	Uppercase A – Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank
	1	Comma	,
6	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD 19000101-20991231
	1	Comma	,
7	8	Process Date Date report processed at COD	Format is CCYYMMDD 19000101-20991231
	1	Comma	,
8	1	Transaction Type – Cash Type of Cash Transaction	R = Cash Receipts X = Refunds of Cash [Returns of Excess Cash]
	1	Comma	,
9	8	Transaction Date Date that Refund of Cash [Excess Cash] is applied, or Date that Drawdown activity occurred or processed on COD	Format is CCYYMMDD 20030622-20070927
	1	Comma	,
10	12	Check Number (if available at COD) Check Number returned by the school on a check for refund of cash [return of excess cash]	Numeric > = 0 Can be blank

Comma-Delimited Detail Record - Cash Detail (Record Type "C")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
	1	Comma	,
11	11	Transaction Amount COD amount of the cash receipts or refunds of cash [return of excess cash] transaction	-9999999999 to 09999999999 Cannot be blank; can be zero filled
	1	Comma	,
12	13	GAPS Control Number Code received from GAPS for cash receipts only	Numeric > 0 Can be blank
	1	Comma	,
13	6	Record Count Sequence # Record counter for each record in the SAS file	000001-999999
Total Bytes	Variable		

Comma-Delimited Optional Header Information - Loan Detail, Loan Level (Record Type "L")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	Optional	U.S. Department of Education	U.S. Department of Education
2	Optional	Report Name	School Account Statement Loan Detail
3	Optional	School Code:	Direct Loan Code
4	Optional	School Name:	Direct Loan School Name

Comma-Delimited Optional Column Headings - Loan Detail, Loan Level (Record Type "L")		
Column	**Maximum Field Length**	**Column Heading**
A	Optional	Record Type
Comma	1	,
B	Optional	SAS Batch Identifier
Comma	1	,

Comma-Delimited Optional Column Headings - Loan Detail, Loan Level (Record Type "L")		
Column	**Maximum Field Length**	**Column Heading**
C	Optional	School Code
Comma	1	,
D	Optional	Region Code
Comma	1	,
E	Optional	State Code
Comma	1	,
F	Optional	End Date
Comma	1	,
G	Optional	Run Date
Comma	1	,
H	Optional	Award Identifier
Comma	1	,
I	Optional	Loan Booked Date at COD
Comma	1	,
J	Optional	Act Gross Amt COD
Comma	1	,
K	Optional	Act Loan Fee Amt COD
Comma	1	,
L	Optional	Act Int Rebate Amt COD
Comma	1	,
M	Optional	Act Net Amt COD
Comma	1	,
N	Optional	Borrower's First Name
Comma	1	,
O	Optional	Borrower's Last Name
Comma	1	,
P	Optional	Student's First Name
Comma	1	,
Q	Optional	Student's Last Name

Comma-Delimited Optional Column Headings - Loan Detail, Loan Level (Record Type "L")		
Column	**Maximum Field Length**	**Column Heading**
Comma	1	,
R	Optional	Record Count Seq #
Comma	1	,
Total Bytes	Variable	

Comma-Delimited Detail Record - Loan Detail, Loan Level (Record Type "L")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	1	Statement Record Type Code that identifies the type of records in the batch	L = Loan Level
	1	Comma	,
2	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS
	1	Comma	,
3	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E
	1	Comma	,
4	2	Region Code 2-DIGIT REGION CODE OF THE SCHOOL	01-99
	1	Comma	,
5	2	State Code 2-letter state code of the school.	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank

Comma-Delimited Detail Record - Loan Detail, Loan Level (Record Type "L")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
	1	Comma	,
6	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD
	1	Comma	,
7	8	Run Date Date report processed at COD	Format is CCYYMMDD
	1	Comma	,
8	21	Award Identifier (Loan ID) associated with this record	
	1	Comma	,
9	8	Loan Booked Date at COD Date the loan booked at COD	Format is CCYYMMDD If the loan is unbooked this field will be blank.
	1	Comma	,
10	5	Actual Gross Amount—COD The sum of COD-calculated actual gross amounts (in dollars) for the loan	Numeric >= 0
	1	Comma	,
11	5	Actual Loan Fee Amount—COD The sum of COD-calculated actual loan fee amounts (in dollars) for the loan	Numeric >= 0
	1	Comma	,

Comma-Delimited Detail Record - Loan Detail, Loan Level (Record Type "L")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
12	5	Actual Interest Rebate Amount—COD The sum of COD-calculated actual interest rebate amounts (in dollars) for the loan	Numeric >= 0
	1	Comma	,
13	5	Actual Net Amount— COD The sum of COD-calculated actual net amount (in dollars) for the loan	Numeric >= 0
	1	Comma	,
14	12	Borrower's First Name	
	1	Comma	,
15	35	Borrower's Last Name	
	1	Comma	,
16	12	Student's First Name	For PLUS only
	1	Comma	,
17	35	Student's Last Name	For PLUS only
	1	Comma	,
18	6	Record Count Sequence # Record counter for each record in the SAS file	000001–999999
	1	Comma	,
Total Bytes	Variable		

Comma-Delimited Optional Header Information - Loan Detail, Disbursement Activity Level (Record Type "D")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	Optional	U.S. Department of Education	U.S. Department of Education
2	Optional	Report Name	School Account Statement Disbursement Detail
3	Optional	School Code:	Direct Loan Code
4	Optional	School Name:	Direct Loan School Name

Comma-Delimited Optional Column Headings - Loan Detail, Disbursement Activity Level (Record Type "D")		
Column	**Maximum Field Length**	**Column Heading**
A	Optional	Record Type
Comma	1	,
B	Optional	SAS Batch Identifier
Comma	1	,
C	Optional	School Code
Comma	1	,
D	Optional	Region Code
Comma	1	,
E	Optional	State Code
Comma	1	,
F	Optional	End Date
Comma	1	,
G	Optional	Run Date
Comma	1	,
H	Optional	Award Identifier
Comma	1	,
I	Optional	Loan Booked Date
Comma	1	,
J	Optional	Disb Booked Date

Comma-Delimited Optional Column Headings - Loan Detail, Disbursement Activity Level (Record Type "D")		
Column	**Maximum Field Length**	**Column Heading**
Comma	1	,
K	Optional	Disb Act Gross Amt
Comma	1	,
L	Optional	Disb Act Loan Fee Amt
Comma	1	,
M	Optional	Disb Act Int Rebate Amt
Comma	1	,
N	Optional	Disb Act Net Amt
Comma	1	,
O	Optional	Disb Act Net Adj
Comma	1	,
P	Optional	Disb Number
Comma	1	,
Q	Optional	Disb Seq #
Comma	1	,
R	Optional	Trans Type
Comma	1	,
S	Optional	Trans Date
Comma	1	,
T	Optional	Total Gross Amt
Comma	1	,
U	Optional	Total Loan Fee Amt
Comma	1	,
V	Optional	Total Int Rebate Amt
Comma	1	,
W	Optional	Total Net Amt
Comma	1	,
X	Optional	Borrower's First Name
Comma	1	,

Comma-Delimited Optional Column Headings - Loan Detail, Disbursement Activity Level (Record Type "D")		
Column	**Maximum Field Length**	**Column Heading**
Y	Optional	Borrower's Last Name
Comma	1	,
Z	Optional	Student's First Name
Comma	1	,
AA	Optional	Student's Last Name
Comma	1	,
BB	Optional	Rec Cnt Seq #
Comma	1	,
Total Bytes	Variable	

Comma-Delimited Detail Record - Loan Detail, Disbursement Activity Level (Record Type "D")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1	1	Statement Record Type Code that identifies the type of records in the batch	D = Disbursement Activity Detail
1		Comma	,
2	23	School Account Statement Batch Identifier The batch identifier for this file	Batch Type = AS Cycle Indicator = 7 (for 06–07) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS
1		Comma	,
3	6	School Code Direct Loan School Code Also, identifies school originating loan record	X00000–X99999 where X = G or E
1		Comma	,
4	2	Region Code 2-digit region code of the school	01-99

Comma-Delimited Detail Record - Loan Detail, Disbursement Activity Level (Record Type "D")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
1		Comma	,
5	2	State Code 2-letter state code of the school.	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank
1		Comma	,
6	8	End Date The date representing the end of the current statement period This account statement represents activity up to and through this date only	Format is CCYYMMDD
	1	Comma	,
7	8	Run Date Date report processed at COD	Format is CCYYMMDD
	1	Comma	,
8	21	Award Identifier (Loan ID) associated with this record	
	1	Comma	,
9	8	Loan Booked Date at COD Date the loan booked at COD	Format is CCYYMMDD This field will be blank for unbooked loans
	1	Comma	,
10	8	Disbursement Booked Date at COD Date the individual disbursement activity booked at COD	Format is CCYYMMDD This field will be blank for unbooked loans
	1	Comma	,

Comma-Delimited Detail Record - Loan Detail, Disbursement Activity Level (Record Type "D")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
11	5	Disbursement Actual Gross Amount—COD COD-calculated actual gross amount (in dollars) of the disbursement	Numeric >= 0
	1	Comma	,
12	5	Disbursement Actual Loan Fee Amount—COD COD-calculated actual loan fee amount (in dollars)	Numeric >= 0
	1	Comma	,
13	5	Disbursement Actual Interest Rebate Amount—COD COD-calculated actual interest rebate amount (in dollars)	Numeric >= 0
	1	Comma	,
14	5	Disbursement Actual Net Amount— COD COD-calculated actual net amount (in dollars) of the disbursement	Numeric >= 0
	1	Comma	,
15	6	Disbursement Actual Net Adjustment—COD COD-calculated actual net adjustment amount (in dollars) of the disbursement	-99999 to 099999 Can be blank
	1	Comma	,
16	2	Disbursement Number The disbursement number for the current disbursement transaction	01–04 for PLUS 01–20 for Subsidized/Unsubsidized
	1	Comma	,

Comma-Delimited Detail Record - Loan Detail, Disbursement Activity Level (Record Type "D")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
17	2	Disbursement Sequence Number The sequence number that determines the order in which the disbursement activity is processed	01–99
	1	Comma	,
18	1	Transaction Type—Disbursement Disbursement Activity Type recorded at COD	A = Adjustment D = Disbursement Disbursement Activity = Q is not indicated on the SAS
	1	Comma	,
19	8	Transaction Date Date disbursement activity occurred at the school	Format is CCYYMMDD
	1	Comma	,
20	5	Total Gross Amount—COD The sum of COD-calculated actual gross amounts (in dollars) for the loan	Numeric >= 0
	1	Comma	,
21	5	Total Loan Fee Amount—COD The sum of COD-calculated actual loan fee amounts (in dollars) for the loan	Numeric >= 0
	1	Comma	,
22	5	Total Interest Rebate Amount—COD The sum of COD-calculated actual interest rebate amounts (in dollars) for the loan	Numeric >= 0
	1	Comma	,

Comma-Delimited Detail Record - Loan Detail, Disbursement Activity Level (Record Type "D")			
Line #	**Maximum Field Length**	**Field Name and Description**	**Valid Field Content**
23	5	Total Net Amount— COD The sum of COD-calculated actual net amount (in dollars) for the loan	Numeric >= 0
	1	Comma	,
24	12	Borrower's First Name	
	1	Comma	,
25	35	Borrower's Last Name	
	1	Comma	,
26	12	Student's First Name	For PLUS only
27	35	Student's Last Name	For PLUS only
	1	Comma	,
28	6	Record Count Sequence # Record counter for each record in the SAS file	000001–999999
	1	Comma	,
Total Bytes	Variable		

Pending Disbursement Listing Report

The Pending Disbursement Listing Report shows all pending/anticipated disbursements [with Disbursement Release Indicator (DRI) equal to false] from your school for the reported period and award year. The reported period is a 45-day window into the future from the date of the report, or any date in the past. This means that if a pending disbursement has a disbursement date less than or equal to 45 days from today, it will be included on the report.

The information displayed on this report can be used to:

1) Determine your school's future funding needs.

-Your school can identify pending disbursements on the report that fall within a period of immediate need (generally 3 business days), to calculate what amount to request in GAPS (Advance Funded schools only). Keep in mind that any downward disbursement adjustments made since the last drawdown that have not resulted in a refund of cash back to the Department must be included in your calculation of funds needed by your school.

2) To identify pending disbursements that should be reflected as actual disbursements (DRI = true).

-If there are pending disbursements on the report with disbursement dates in the past or the immediate future, you can compare this information to internal school records to determine if any of these should be reflected as actual disbursements. If so, submit a disbursement release indicator = “true” to COD as soon as possible.

3) To identify awards or disbursements that need to be inactivated (reduced to $0).

-If a disbursement is listed on the report and the associated award should have been inactivated or the individual disbursement needs to be reduced to $0, submit updated records to COD as soon as possible.

Business Rules:

1. The Pending Disbursement Listing Report is automatically sent to the school’s SAIG mailbox on a weekly basis.

2. The Pending Disbursement Listing Report is available via SAIG mailbox in the following formats, which can be selected via the COD website Report Selection screen under the “School” menu:

    a. Comma-Delimited (message class DALC07OP)

b. Pipe-Delimited (message class DALC07OP)

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (“) around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

c. Preformatted Text file (message class DIAA07OP)

d. The default format is Preformatted Text file. Schools may change their default options via the COD web site.

e. Do Not Distribute - if this option is chosen, the Pending Disbursement Listing will not be generated and sent to your school's SAIG mailbox, although it will still be available for viewing on the COD website. You can select the Do Not Distribute option from the COD Website Report Selection screen at any time. Keep in mind that, if you choose not to receive a report, COD will not be able to send any missed reports for your school via SAIG at a later time. If you update your options to begin receiving a report, you will only receive reports generated from that point forward.

3. The Pending Disbursement Listing Report is available via COD web site in the following formats:

   a. PDF

   b. Comma-Delimited (CSV)

   c. The Pending Disbursement List available on the COD web site is the report most recently generated by COD.

4. Although the Pending Disbursement Listing Report is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools’ SAIG mailbox or made available via the COD web site.

Example:

```
RUN DATE: 02/26/2007        U.S. DEPARTMENT OF EDUCATION                    PAGE 1
RUN TIME: 09:07AM           FEDERAL DIRECT LOAN PROGRAM
                        PENDING DISBURSEMENT LISTING REPORT
                               AWARD YEAR: 2006-2007
                             REPORTING PERIOD: 2/23/07
     THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

SCHOOL NAME: Sample University      SCHOOL CODE: G01001
ADDRESS: 11661 Cusack Avenue
         San Diego, CA 92131

STUDENT NAME                        SOC SEC NO    LOAN TYPE   LOAN ID
DISB DATE            DISB NO        GROSS AMT     ORIG FEE    REBATE AMT         NET AMT

Aaron K Spells                      123456789     S           123456789S07G01000101
1/13/07              2              2750.00       82.00       41.00              2709.00

TOTAL NET AMOUNT:                                                                2709.00

                                                  U           123456789U07G01000101
1/13/07              2              885.00        26.00       13.00               872.00

TOTAL NET AMOUNT:                                                                 872.00

Allison J Brown                     111222333     S           111222333S07G01000101
9/23/06              2              2500.00       75.00       38.00              2463.00

TOTAL NET AMOUNT:                                                                2463.00

Carrie L Kent                       999888777     P           999888777P07G01000101
1/09/07              2              3251.00       130.00      49.00              3170.00

TOTAL NET AMOUNT:                                                                3170.00

                                                  U           999888777U07G01000101
1/09/07              2              2750.00       82.00       41.00              2709.00

TOTAL NET AMOUNT:                                                                2709.00

Marcus N Harvey                     123123123     P           123123123P07G01000101
8/16/06              1              2264.00       90.00       34.00              2208.00
1/13/07              2              2263.00       90.00       34.00              2207.00

TOTAL NET AMOUNT:                                                                4415.00

SCHOOL TOTAL NET AMOUNT:                                                        16338.00
```

Funded Disbursement Listing Report

The Funded Disbursement Listing Report is provided to Pushed Cash schools only. It shows all funded/actual disbursements [Disbursement Release Indicator (DRI) = true] accepted from your school for the reported date and award year, plus any previously reported downward adjustments that have not yet been netted against funding calculated for your school. The report also includes information regarding any refunds of cash received that may impact your funding calculations (where applicable), and the total payment your school should expect to receive for the reported date.

The information displayed on this report can be used to:

1) Verify actual disbursements made against funds received

-The report will show a list of actual (funded) disbursements that were used in your school's payment (cash receipt) calculation, which can be matched to school records.

-The report will also include any downward adjustments that were netted into the payment amount

-The total payment amount listed on the report can be matched against school financial records to verify these funds were received within applicable timeframes.

2) Reconcile school disbursement records to COD

-The funded disbursements listed on the report can be reconciled on a daily basis to an internal listing of disbursements made to student accounts and disbursements submitted to COD on that date.

-Any actual disbursements not accepted at COD and not reflected on the report should be corrected and resent (these may have been sent by your school on the reported date, but were not processed as accepted and funded disbursements on that date and therefore, are not reflected on the report).

Business Rules:

1. The Funded Disbursement Listing Report is automatically sent to Pushed Cash schools' SAIG mailbox on a daily basis.

2. The Funded Disbursement Listing Report is available via SAIG to Pushed Cash schools only in the following formats (for Pushed Cash schools only), which can be selected via the COD website Report Selection screen under the "School" menu:

a. Comma-Delimited (message class DARC07OP)

b. Pipe-Delimited (message class DARC07OP)

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (“) around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

c. Preformatted Text file (message class DIAO07OP)

d. The default format is Preformatted Text file. Schools may change their default options on the COD web site.

3. The Funded Disbursement Listing Report is available to Pushed Cash schools via the COD web site in the following formats (with the exception of the 2002-2003 award year only):

   a. PDF

   b. Comma-Delimited (CSV)

   c. The Funded Disbursement Listing Report available on the COD web site is the report most recently generated by COD

4. Although the Funded Disbursement List is generated daily, if there is no data for the report on a given day, the report will not be sent to the schools’ SAIG mailbox or made available via the COD web site.

Example:

RUN DATE: 10/11/2007 U.S. DEPARTMENT OF EDUCATION PAGE 1 OF 1
RUN TIME: 03:14 PM FEDERAL DIRECT LOAN PROGRAM
FUNDED DISBURSEMENT LISTING REPORT
FOR LOANS TO BE FUNDED BY 10/10/2007
FOR AWARD YEAR: 2007-2008
THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

RID: 123456 SCHOOL CODE: G46295
SCHOOL NAME: LINCOLN SCHOOL OF COMMERCE
ADDRESS: 123 OAK LANE
PUEBLO, CO 87652-1234

FIRST NAME LAST NAME LOAN ID	LOAN TYPE SSN DISB DATE	DISB NUM	DISB SEQ NO.	GROSS AMT	FEE AMT	REBATE AMT	NET AMT
PREVIOUS DOWNWARD DISBURSEMENT ADJUSTMENTS NOT YET APPLIED:							0.00
JAMES P BUCHANAN 123456789S07G12345001	S 123456789 2007-10-01	02	01	$4,250.00	(127.00)	64.00	4,187.00
TOTAL NET AMOUNT:							4,187.00
RYAN JONES 123456789S07G12345001	S 123456789 2007-08-19	01	02	($1,313.00)	39.00	(20.00)	(1,294.00)
TOTAL NET AMOUNT:							(1,294.00)
RFND:							1,294.00
SCHOOL TOTAL DAILY NET AMOUNT:							4,187.00
PYMT:							4,187.00
TOTAL PAYMENTS PROCESSED:							4,187.00
DOWNWARD DISBURSEMENTS ADJUSTMENTS NOT YET APPLIED:							0.00

Note:
Downward Disbursement Adjustments appear in parenthesis. For Disbursement Adjustments, the Net Adjusted Amount appears on report instead of the new disbursement amount. Downward Disbursement Adjustments that haven't netted against positive disbursements or refunds will carry forward.

30-Day Warning Report

The 30-Day Warning Report lists unbooked loans for which the COD System has not received the required elements for “booking” a loan. The items needed to book a Direct Loan are included in the Business Rules. These items must be submitted to the Department within 30 days of the initial actual disbursement date. Any missing items will result in the loan remaining unbooked, which may be in violation of this 30-day reporting requirement.

Unbooked awards are listed on the report if any activity occurred on the award (award, MPN, or initial actual disbursement are accepted) during the reported period. The reported period is a 90 day period beginning 120 days prior to the report run date, to allow for the 30-day reporting requirement. Awards remain on the report for 90 days, unless the award books or becomes inactive. For example, if an award is accepted on 10/15/2006 without a promissory note or a disbursement, it will not appear on the October 2006 30 Day Warning Report (30 days have not passed since the award was accepted), but it will appear on the November, December, and January reports if the award remains unbooked. Inactive loans (award amount and disbursements = $0) will not appear on the report. Promissory notes listed on the report are unlinked as of the report end date.

The 30 Day Warning Report can be used to:

1) Identify the missing pieces necessary for booking the loan. This information is contained in the Loans Pending Booking section of the report.

-Fields listed on the report indicate which piece(s) of data are still needed by the Department to book the loan (any missing data will display a "Y" in the corresponding Data Needed column).

-For an award to be listed on the 30 Day Warning report, the award must be accepted on COD. Therefore, you will never see a "Y" in the Data Needed column under "Loan."

2) Identify MPNs awaiting awards. This information is included in the Promissory Notes Without Origination Records section of the report.

-The report will display all unlinked MPNs accepted by COD from your school during the reported period.

3) Reconcile to your school's internal records of unbooked awards.

-Schools can run internal reports of unbooked awards and match this against the 30 Day Warning Report. If there are awards on the 30 Day Warning showing as unbooked that are booked in the school's internal records, the school should research the outstanding piece needed to book the loan, as listed on the 30 Day Warning report.

4) Monitor compliance with the 30 day reporting requirement.

-If an award is listed on the 30 Day Warning Report and there is an actual disbursement on file (data needed = N for Disb column), your school is out of compliance with the 30 day reporting requirement.

-If an award is listed on the report and there is not an actual disbursement on file (data needed = Y for Disb column), and internal school records show that there was an actual disbursement made on this award, submit the disbursement immediately to COD. If it is >30 days after the date the actual disbursement was made, your school is out of compliance.

NOTE: The 30 Day Warning Report does not provide any information regarding disbursement amounts or any subsequent disbursements made to a loan that also will need to book. For this type of information, you will need to consult school records or the School Account Statement (SAS). Also, since awards with actual disbursements will drop off the 30 Day Warning after 90 days, it is important to reference the SAS for a complete record of unbooked loans with actual disbursements accepted on COD.

Business Rules:

1. The 30-Day Warning report displays the missing components that are necessary for the loan to book. The necessary items for a loan to be booked are:

    a. Accepted award/origination record

    b. Accepted MPN

    c. Accepted first disbursement record

    d. Accepted credit decision (for PLUS only)

2. Loans with Award Amounts = $0 do not display on this report.

3. Loans that display on this report without a promissory note accepted and an actual disbursement are removed from the report after 90 days.

4. The 30-Day Warning Report is automatically sent to the school's SAIG mailbox on a monthly basis.

5. The 30-Day Warning Report is available via SAIG mailbox in the following formats, which can be selected via the COD website Report Selection screen under the “School” menu:

    a. Comma-Delimited (message class DIWC07OP)

    b. Pipe-Delimited (message class DIWC07OP)

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (“) around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

    c. Preformatted Text file (message class DIWR07OP)

    d. The default format is Preformatted Text file. Schools may change their default options on the COD web site.

    e. Do Not Distribute - if this option is chosen, the 30 Day Warning Report will not be generated and sent to your school's SAIG mailbox, although it will still be available for viewing on the COD website. You can select the Do Not Distribute option from the COD Website Report Selection screen at any time. Keep in mind that, if you choose not to receive a report, COD will not be able to send any missed reports for your school via SAIG at a later time. If you update your options to begin receiving a report, you will only receive reports generated from that point forward.

6. The 30-Day Warning Report is available via the COD web site in the following formats:

    a. PDF

    b. Comma-Delimited

    c. The 30-Day Warning Report available on the COD web site is the report most recently generated by COD.

7. For 2003-2004 and forward, the Batch ID under the section entitled “Pnotes Without Origination Records” is removed from the preformatted 30-Day Warning Report (DIWR07OP).

8. For 2003-2004 and forward, the Batch ID is replaced with filler in the delimited versions of the 30-day Warning Report (DIWC07OP).

9. Although the 30-Day Warning Report is generated monthly, if there is no data for the report on a given month, the report will not be sent to the schools’ SAIG mailbox or made available via the COD web site.

Example:

```
REPORT ID:                    U.S. DEPARTMENT OF EDUCATION                PAGE 1 OF 1
RUN DATE: 03/21/2007          FEDERAL DIRECT LOAN PROGRAM            RUN TIME: 01:05PM
                                 30-Day WARNING REPORT
                                 AWARD YEAR: 2006-2007
                            FOR THE PERIOD ENDING 02/28/2007
      THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

SCHOOL NAME: SAMPLE UNIVERSITY                                   SCHOOL CODE: G01999
ADDRESS: 5 COLLEGE AVE
         NEW YORK, NY  10038-2206

Loans Pending Booking Section:
                                                                   DATA NEEDED
LOAN          LOAN ID               BORR NAME         DATE        LOAN  PROM  DISB
TYPE                                                  RCV'D

P       111234222P07G01999001   NOONAN, DANNY        02/02/2007         N     Y
P       222345333P07G01999001   SASSAFRAS, HENRY     02/26/2007         Y     N
P       345432111P07G01999001   BELL, BOBBY G        02/08/2007         Y     Y
P       465433333P07G01999001   SIMON, JOHN S        02/08/2007         Y     Y
P       733433593P07G01999001   MARK, KELLY D        02/08/2007         Y     Y
P       743433582P07G01999001   MILLBERN, DAN M      02/08/2007         Y     Y
P       877433583P07G01999001   SUITER, GARY B       02/08/2007         Y     Y
P       888433366P07G01999001   FLOOD, MEGHAN        01/30/2007         Y     Y
P       999433330P07G01999001   BECHARA, MARK        02/07/2007         Y     Y
--------------------------------------------------------------------------------
TOTAL NUMBER PLUS             9
--------------------------------------------------------------------------------
S       314111634S07G01999001   LEE, KIM G           02/25/2007   OK    Y     Y
S       765555463S07G01999001   KIBBEE, LOIS         02/25/2007   OK    Y     Y
--------------------------------------------------------------------------------
TOTAL NUMBER SUBSIDIZED             2
--------------------------------------------------------------------------------
U       654321674U07G31933001   BUCHANAN, JAMES      02/07/2007   OK    Y     Y
--------------------------------------------------------------------------------
TOTAL NUMBER UNSUBSIDIZED           1
--------------------------------------------------------------------------------

GRAND TOTAL                   12
--------------------------------------------------------------------------------

Promissory Notes Without Origination Records Section:

PROMISSORY NOTE ID                                DATE RECEIVED        NOTE AMOUNT

123404117M07G01999001                             12/02/06
200104117M07G01999001                             12/02/06
200156765N07G01999001                             12/04/06
```

Inactive Loans Report

The Inactive Loan Report lists all Direct Loan Awards that have been inactivated (the award and any pending or actual disbursements have been adjusted to $0) by the school for the reporting period. The reported period is a 30 day period, as shown at the top of the report, and this will be the calendar month prior to the run date of the report.

This report can be used to:

1) Confirm that only the correct loans have been made inactive

-Schools can reconcile this report with internal school records to verify that all awards needing to be made inactive have been processed at COD.

2) Identify awards that may have dropped off the 30-Day Warning Report

-Loans will drop off the 30 Day Warning when they are inactivated.

-If you expect an award to be listed on the 30 Day Warning and it is not, you may want to research if it now appears on the Inactive Loans report, or if it has been booked since the last report.

Business Rules:

1. The Inactive Loans Report is automatically sent to the school's SAIG mailbox on a monthly basis.

2. The Inactive Loans Report is available via the SAIG mailbox in the following formats, which can be selected via the COD website Report Selection screen under the "School" menu:

    a. Comma-Delimited (message class INACCDOP)

    b. Pipe-Delimited (message class INACCDOP)

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (") around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

    c. Preformatted Text file (message class INACPFOP)

    d. The default format is Preformatted Text file. Schools may change their default options on the COD web site.

e. Do Not Distribute - if this option is chosen, the Duplicate Student Borrower Report will not be generated and sent to your school's SAIG mailbox, although it will still be available for viewing on the COD website. You can select the Do Not Distribute option from the COD Website Report Selection screen at any time. Keep in mind that, if you choose not to receive a report, COD will not be able to send any missed reports for your school via SAIG at a later time. If you update your options to begin receiving a report, you will only receive reports generated from that point forward.

3. The Inactive Loans Report is available via the COD web site in the following formats:

   a. PDF

   b. Comma-Delimited (CSV)

   c. The Inactive Loans Report available on the COD web site is the report most recently generated by COD.

4. Although the Inactive Loans Report is generated monthly, if there is no data for the report on a given month, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Example:

```
RUN DATE: 08/20/2006        U.S. DEPARTMENT OF EDUCATION                PAGE 1
RUN TIME: 04:34PM           FEDERAL DIRECT LOAN PROGRAM
                               INACTIVE LOANS REPORT
                               AWARD YEAR: 2006-2007
                      REPORTING PERIOD: 2006-07-01 - 2006-07-31

    THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

SCHOOL NAME: SAMPLE COMMUNITY COLLEGE                      SCHOOL CODE: G08303
ADDRESS: 100 NORTH 40TH STREET
         PHOENIX, AZ 85034-1795

LOAN                                                       INACTIVE
TYPE  LOAN ID                 BORROWER NAME                DATE
-------------------------------------------------------------------------------
S     100017013S07G08303001   CREWS, JOHN M                07/31/2006
S     100013828S07G08303001   JOHNSON, THOMAS P            07/31/2006


TOTAL NUMBER OF INACTIVE DIRECT SUBSIDIZED LOANS FOR PERIOD: 2
-------------------------------------------------------------------------------
U     100019365U07G08303001   MILLER, JOEL J               07/31/2006
U     100014333U07G08303001   RUMSFELD, MICHAEL F          07/31/2006
U     100018722U07G08303001   WALKER, PETER I              07/31/2006

TOTAL NUMBER OF INACTIVE DIRECT UNSUBSIDIZED LOANS FOR PERIOD: 3
-------------------------------------------------------------------------------
P     100111365P07G08303001   FORD, KRISTEN J              07/31/2006
P     100111333P07G08303001   KENDRICK, LORI F             07/31/2006

TOTAL NUMBER OF INACTIVE PLUS LOANS: 2
-------------------------------------------------------------------------------


GRAND TOTAL:      7
```

Duplicate Student Borrower Report

The Duplicate Student Borrower Report lists the student borrowers for which the COD System has accepted multiple Direct Subsidized and/or Unsubsidized Award records with overlapping academic years within the same award year. This report assists in identifying subsequent award or disbursement records that may reject due to exceeding the annual loan limits. This report does NOT relieve the school of its responsibility to monitor all loan activity (including FFEL) for a student through the Financial Aid Transcript and NSLDS processes.

This information can be used to:

1) Identify potential overaward situations.

-Use data on the report to identify when multiple sub/unsub awards have been originated with overlapping academic years, which could result in an overaward situation.
-If any of the listed awards at your school will not be disbursed, or will only be partially disbursed, reduce the award by the applicable amount.
-Monitor remaining awards for students listed on the report and any associated disbursements for any rejects due to overaward situations.

Business Rules:

1. The Duplicate Student Borrower Report is automatically sent to the school's SAIG mailbox on a monthly basis.

2. The Duplicate Student Borrower Report is available via SAIG mailbox in the following formats, which can be selected via the COD website Report Selection screen under the "School" menu:

    a. Comma-Delimited (message class DUPLCDOP)

    b. Pipe-Delimited (message class DUPLCDOP)

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (") around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

    c. Preformatted Text file (message class DUPLPFOP)

    d. The default format is Preformatted Text file.

    e. Do Not Distribute - if this option is chosen, the Duplicate Student Borrower Report will not be generated and sent to your school's SAIG mailbox, although it will still be

available for viewing on the COD website. You can select the Do Not Distribute option from the COD Website Report Selection screen at any time. Keep in mind that, if you choose not to receive a report, COD will not be able to send any missed reports for your school via SAIG at a later time. If you update your options to begin receiving a report, you will only receive reports generated from that point forward.

3. The Duplicate Student Borrower Report is available via the COD web site in the following formats:

    a. PDF

    b. Comma-Delimited (CSV)

    c. The Duplicate Student Borrower Report available on the COD web site is the report most recently generated by COD.

4. Although the Duplicate Student Borrower Report is generated monthly, if there is no data for the report on a given month, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Example:

```
RUN DATE: 12/02/2006        U.S. DEPARTMENT OF EDUCATION                    Page 1
RUN TIME: 03:13PM            FEDERAL DIRECT LOAN PROGRAM
                         DUPLICATE STUDENT BORROWER REPORT
      THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

REPORTING PERIOD: 2006-11-01 - 2006-11-30
SCHOOL NAME: SAMPLE UNIVERSITY                                SCHOOL CODE: G010001
ADDRESS: ONE ARMORY SQUARE,  SPRINGFIELD, MA  01101-9000

--------------------------------------------------------------------------------
Borrower SSN              Borrower Name
--------------------------------------------------------------------------------
Loan Id                   Loan        Total    G   Loan Period              School
                          Amt         Actual   R                            Code
                          Approved    Gross    A
                                      Dis      D
                                      Amount   E
--------------------------------------------------------------------------------
School Name               City         State       Zipcode         Telephone #
--------------------------------------------------------------------------------
Borrower Academic         Dependency   Additional UnSub. Eligibility:
Year                                   Dependent Student HEAL
--------------------------------------------------------------------------------
765433004                 MAGGIE SMITH
765433004S07G01006001     3000        $1500    5   2006-07-02-2007-07-01    G01006
FAULKNER UNIVERSITY       MONTGOMERY   AL          36109-3398      (334) 555-7211
2006-07-02-2007-07-01     I            N

765433030                 JOHN SMAILS
765433030S07G01020001     2000        $1500    5   2006-07-03-2007-07-02    G01020
TECHNICAL STATE           MONTGOMERY   AL          36265-1602      (205) 782-5006
2006-07-03-2007-07-02     D            Y

765433031                 HARRIS NELSON
765433031S07G02183001     3000        $1500    5   2006-07-02-2007-07-01    G02000
MASSACHUSETTS STATE       NATICK       MA          02325-2511      (508) 697-1341
2006-07-02-2007-07-01     I            N
```

The Duplicate Student Borrower Report lists student borrowers for which COD has accepted multiple Direct Subsidized and/or Unsubsidized common records. The list indicates other schools that have submitted a common record for the same borrower who may be attending your school. This report assists in identifying subsequent loan origination records that may reject due to exceeding the annual loan limits. This report does NOT relieve the school of its responsibility to monitor all loan activity (including FFEL) for a student through the Financial Aid Transcript and NSLDS processes.

SSN / Name / Date of Birth Change Report

The SSN/Name/Date of Birth Change Report lists students/borrowers who have had identifier changes (including changes to SSN, name, and date of birth) during the reporting period, which is 90 days prior to the report end date. A student/borrower with an identifier change will be included on your school's report if that person was associated with your school for any of the 3 most recent award years. The change may have been initiated by: a) your school, b) another school associated with that borrower, or c) Direct Loan Servicing (in the case of an SSN change only). The report detail provides information on the school submitting the change, the field changed, the old value, the new value, and the date the change was accepted, to assist your school with researching any related identifier issues.

The information on this report can be used to:

1) Confirm identifier changes sent by your school have been accepted properly on COD.

2) Update your records (where appropriate).

-Because your school may not have initiated the change, it is important to monitor the information on this report for any updated identifier information for your students and make changes to your records where appropriate. This will help you prevent future rejects based on old identifier information.

-If your school has more current information on the student's identifiers, you will need to ensure this information is properly documented and updated on COD.

Business Rules:

1. The SSN/Name/Date of Birth Change Report is automatically sent to the school's SAIG mailbox on a weekly basis, when a change is initiated.

2. The SSN/Name/Date of Birth Change Report is available via SAIG in the following formats, which can be selected via the COD website Report Selection screen under the "School" menu:

    a. Comma-Delimited (message class SNDCCDOP)

    b. Pipe-Delimited (message class SNDCCDOP)

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (") around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

c. Preformatted Text file (message class SNDCPFOP)

d. The default format is Preformatted Text file.

e. Do Not Distribute - if this option is chosen, the SSN/Name/Date of Birth Change Report will not be generated and sent to your school's SAIG mailbox, although it will still be available for viewing on the COD website. You can select the Do Not Distribute option from the COD Website Report Selection screen at any time. Keep in mind that, if you choose not to receive a report, COD will not be able to send any missed reports for your school via SAIG at a later time. If you update your options to begin receiving a report, you will only receive reports generated from that point forward.

3. The SSN/Name/Date of Birth Change Report is available via the COD web site in the following formats:

   a. PDF

   b. Comma-Delimited (CSV)

   c. The SSN/Name/Date of Birth Change Report available on the COD web site is the report most recently generated by COD.

4. Although the SSN/Name/Date of Birth Change Report is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Example:

RUN DATE: 11/16/2007

U.S. DEPARTMENT OF EDUCATION
FEDERAL DIRECT LOAN PROGRAM
SSN/NAME/DATE OF BIRTH CHANGE REPORT
REPORTING PERIOD: 2007-07-01 - 2007-09-30

Page 1 of 1
RUN TIME: 8:49AM

THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

SCHOOL ID: 10029000
OPE ID: 00129000
SCHOOL NAME: SAMPLE TECH
ADDRESS: 555 CAMPANILE DRIVE
ARLINGTON, VA 12345-1234

PERSON LAST NAME, FIRST NAME, MI	USER	FIELD NAME
PERSON SSN	SCHOOL PHONE	OLD VALUE
SCHOOL ID	SCHOOL CITY, ST	NEW VALUE
SCHOOL NAME	SCHOOL ZIP CODE	DATE CHANGE ACCEPTED
BLANCO, JOI P	BATCH	NAME
356-55-2355	7066442544	JOI P BALA
10029000	ARLINGTON, VA	JOI P BLANCO
SAMPLE TECH	12345-1234	2007-09-20
MASRIOS, JOIE Q	BATCH	BIRTH DATE
357-56-2356	7066442544	1985-04-15
10029000	ARLINGTON, VA	1985-12-15
SAMPLE TECH	12345-1234	2007-09-20
SMITH, PAUL T	BATCH	SSN
358-56-2356	7066442544	350-06-2356
10029000	ARLINGTON, VA	358-56-2356
SAMPLE TECH	12345-1234	2007-09-20

This report lists SSN/NAME/DOB changes for a student with awards from schools. This report assists schools in identifying when demographic data changes for a student.

Direct Loan Rebuild File

An electronic rebuild file can be requested to rebuild a school's lost or corrupted Direct Loan Database or to recreate specific student records. This file is available only by request through the COD School Relations Center. It may be imported into Direct Loan Tools to rebuild an EDExpress database or into a school's vendor or mainframe system. For more information on the rebuild functionality in DL Tools, refer to Volume IV, Section 1 of this Technical Reference.

Business Rules:

1. The Direct Loan Rebuild File is provided in a fixed-length file format (message class CODRBFOP)

2. The Rebuild File for award years 2005-2006 and forward can only be requested through the COD School Relations Center.

3. A Rebuild File can be requested by a school for a specific:

    a. Award Year (e.g. 2006-2007) – provides all the loan/disbursement information for the entire award year

    b. Borrower/Student - provides loan(s)/disbursement(s) information for one particular borrower/student by Social Security Number

    c. Award ID (Loan ID) - provides loan/disbursement information for a specific Award ID

    d. Date Range – provides loan(s)/disbursement(s) information within a range of dates for a particular award year.

NOTE**:** The date range option selects awards accepted within the date range and provides all disbursement transactions, including disbursement adjustments, related to these loans.

Record Layout:

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Record Type The type of record included in the file	O = Rebuild Origination Detail Record	Left
2	2	22	21	**Full Participants:** Financial Award ID Unique award identifier	Student's Social Security Number: 001010001–999999998 Loan Type: S = Subsidized U = Unsubsidized P = PLUS Program Year: 07 (for 06-07) 06 (for 05-06) 05 (for 04-05) 04 (for 03–04) School Code: X00000–X99999 where X = G or E Financial Award Number/Loan Sequence Number: 001–999	Left
3	23	31	9	Borrower's Social Security Number The borrower's current Social Security Number	001010001–999999998	Right
4	32	43	12	Borrower's First Name The borrower's first name	0–9 Uppercase A–Z . (Period) ' (Apostrophe) - (Dash) Left justified with an A-Z in the first position	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
5	44	59	16	Borrower's Last Name The borrower's last name	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) **I**f the last name is more than 16 bytes, the value will be truncated to 16 bytes	Left
6	60	60	1	Borrower's Middle Initial	Uppercase A-Z Can be blank	Left
7	61	95	35	Borrower's Permanent Address The first line of the borrower's permanent address	0-9 Uppercase A-Z , (Comma) . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Space(s) **I**f the address is more than 35 bytes, the value will be truncated to 35 bytes	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
8	96	111	16	Borrower's Permanent Address City The city where the borrower permanently resides	0-9 Uppercase A-Z , (Comma) . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Space(s) **I**f the city is more than 16 bytes, the value will be truncated to 16 bytes	Left
9	112	113	2	**Full Participants:** Person's Permanent Address State/Province Code The state or province where the person permanently resides	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table Volume 8, Section 4 **I**f the state/province is 3 bytes, the value will be truncated to 2 bytes	Left
10	114	122	9	**Full Participants**: Person's Permanent Zip Code The Person's address Zip Code	0–9 Space(s) Last 4 digits can be blank **I**f the postal code is more than 9 bytes, the value will be truncated to 9 bytes	Left
11	123	132	10	Borrower's Telephone Number The borrower's home telephone number	0–9 Can be blank If the telephone number is more than 10 bytes, the value will be truncated to 10 bytes	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
12	133	152	20	Borrower's Driver's License Number The borrower's driver's license number	0–9 Uppercase A–Z Space(s) - (Dash) * (Asterisk) Can be blank	Left
13	153	154	2	Borrower's Driver's License State The borrower's driver's license state	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1 Can be blank **I**f the Drivers License State is 3 bytes, the value will be truncated to 2 bytes	Left
14	155	162	8	Borrower's Date of Birth The borrower's date of birth	Format is CCYYMMDD	Date
15	163	163	1	**Full Participant:** Person's Citizenship Status Code The person's/borrower's citizenship status	1 = U.S. Citizen 2 = Eligible Non-Citizen 3 = Ineligible Non-Citizen Can be blank for Subsidized/Unsubsidized	Right
16	164	172	9	**Full Participants:** Not applicable	0-9 Can be blank **Full Participants:** always blank	Right
17	173	173	1	**Full Participants:** Default/Overpay Code The person/borrower is in default on a Title IV loan or owes a refund on a Title IV grant	**Phase-In Participants:** N = No Z = Overridden by School **Full Participants:** N = No Z = Overridden by School Y = Yes	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
18	174	175	2	**Full Participants:** Student Level Code Indicates the student's current college grade level in the program or college	Values for Program Year = 01 01 = 1st year undergraduate, never attended college 02 = 1st year undergraduate, attended college before 03 = 2nd year undergraduate/sophomore 04 = 3rd year undergraduate/junior 05 = 4th year undergraduate/senior 06 = 5th year/other undergraduate 07 = Continuing graduate/professional or beyond Values for Program Year = 02, 03, 04 and 05: 00 = 1st year undergraduate, never attended college 01 = 1st year undergraduate, attended college before 02 = 2nd year undergraduate/sophomore 03 = 3rd year undergraduate/junior 04 = 4th year undergraduate/senior 05 = 5th year/other undergraduate 06 = 1st year graduate/professional 07 = Continuing graduate/professional or beyond	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
19	176	180	5	**Full Participant:** Financial Award Amount The total maximum amount for which the borrower is eligible	Numeric > = 0 **Full Participants,** pennies are truncated. Zero filled to the left of the dollar amount	Right
20	181	188	8	**Full Participant:** Financial Award Begin Date The date when classes begin for the specific period covered by the loan	Format is CCYYMMDD	Date
21	189	196	8	**Full Participant:** Financial Award End Date The date when classes end for the specific period covered by the loan	Format is CCYYMMDD	Date
22	197	204	8	1st Disbursement Anticipated Date The anticipated disbursement date for the 1st disbursement	Format is CCYYMMDD **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
23	205	209	5	**Full Participant:** 1st Anticipated Disbursement Amount The anticipated gross amount for the 1st disbursement	Numeric > = 0 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
24	210	214	5	**Full Participant:** 1st Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 1st disbursement	Numeric > = 0 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
25	215	219	5	1st Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 1st disbursement	Numeric > = 0 Will be blank for 2000-2001 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
26	220	224	5	1st Disbursement Anticipated Net Amount The anticipated net amount for the 1st disbursement	Numeric > = 0 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
27	225	232	8	2nd Disbursement Anticipated Date The anticipated disbursement date for the 2nd disbursement	Format is CCYYMMDD Can be blank **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
28	233	237	5	**Full Participant:** 2nd Anticipated Disbursement Amount The anticipated gross amount for the 2nd disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
29	238	242	5	**Full Participant:** 2nd Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 2nd disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
30	243	247	5	2nd Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 2nd disbursement	Numeric > = 0 Will be blank for 2000-2001 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
31	248	252	5	2nd Disbursement Anticipated Net Amount The anticipated net amount for the 2nd disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
32	253	260	8	3rd Disbursement Anticipated Date The anticipated disbursement date for the 3rd disbursement	Format is CCYYMMDD Can be blank **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
33	261	265	5	**Full Participant:** 3rd Anticipated Disbursement Amount The anticipated gross amount for the 3rd disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
34	266	270	5	**Full Participant:** 3rd Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 3rd disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
35	271	275	5	3rd Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 3rd disbursement	Numeric > = 0 Will be blank for 2000-2001 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
36	276	280	5	3rd Disbursement Anticipated Net Amount The anticipated net amount for the 3rd disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
37	281	288	8	4th Disbursement Anticipated Date The anticipated disbursement date for the 4th disbursement	Format is CCYYMMDD Can be blank **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
38	289	293	5	**Full Participant:** 4th Anticipated Disbursement Amount The anticipated gross amount for the 4th disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
39	294	298	5	4th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 4th disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
40	299	303	5	4th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 4th disbursement	Numeric > = 0 Will be blank for 2000-2001 **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
41	304	308	5	4th Disbursement Anticipated Net Amount The anticipated net amount for the 4th disbursement	Numeric > = 0 Can be blank **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
42	309	316	8	5th Disbursement Anticipated Date The anticipated disbursement date for the 5th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
43	317	321	5	**Full Participant:** 5th Anticipated Disbursement Amount The anticipated gross amount for the 5th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
44	322	326	5	**Full Participant:** 5th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 5th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
45	327	331	5	5th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 5th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
46	332	336	5	5th Disbursement Anticipated Net Amount The anticipated net amount for the 5th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
47	337	344	8	6th Disbursement Anticipated Date The anticipated disbursement date for the 6th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
48	345	349	5	**Full Participant:** 6th Anticipated Disbursement Amount The anticipated gross amount for the 6th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
49	350	354	5	**Full Participant:** 6th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 6th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
50	355	359	5	6th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 6th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
51	360	364	5	6th Disbursement Anticipated Net Amount The anticipated net amount for the 6th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
52	365	372	8	7th Disbursement Anticipated Date The anticipated disbursement date for the 7th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
53	373	377	5	**Full Participant:** 7th Anticipated Disbursement Amount The anticipated gross amount for the 7th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
54	378	382	5	**Full Participant:** 7th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 7th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
55	383	387	5	7th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 7th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
56	388	392	5	7th Disbursement Anticipated Net Amount The anticipated net amount for the 7th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
57	393	400	8	8th Disbursement Anticipated Date The anticipated disbursement date for the 8th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
58	401	405	5	**Full Participant:** 8th Anticipated Disbursement Amount The anticipated gross amount for the 8th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
59	406	410	5	**Full Participant:** 8th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 8th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
60	411	415	5	8th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 8th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
61	416	420	5	8th Disbursement Anticipated Net Amount The anticipated net amount for the 8th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
62	421	428	8	9th Disbursement Anticipated Date The anticipated disbursement date for the 9th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
63	429	433	5	**Full Participant:** 9th Anticipated Disbursement Amount The anticipated gross amount for the 9th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
64	434	438	5	9th Disbursement Anticipated Loan Fee Amount **Full Participant:** 9th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 9th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
65	439	443	5	9th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 9th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
66	444	448	5	9th Disbursement Anticipated Net Amount The anticipated net amount for the 9th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
67	449	456	8	10th Disbursement Anticipated Date The anticipated disbursement date for the 10th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
68	457	461	5	**Full Participant:** 10th Anticipated Disbursement Amount The anticipated gross amount for the 10th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
69	462	466	5	**Full Participant:** 10th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 10th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
70	467	471	5	10th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 10th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
71	472	476	5	10th Disbursement Anticipated Net Amount The anticipated net amount for the 10th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
72	477	484	8	11th Disbursement Anticipated Date The anticipated disbursement date for the 11th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
73	485	489	5	**Full Participant:** 11th Anticipated Disbursement Amount The anticipated gross amount for the 11th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
74	490	494	5	**Full Participant:** 11th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 11th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
75	495	499	5	11th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 11th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
76	500	504	5	11th Disbursement Anticipated Net Amount The anticipated net amount for the 11th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
77	505	512	8	12th Disbursement Anticipated Date The anticipated disbursement date for the 12th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
78	513	517	5	**Full Participant:** 12th Anticipated Disbursement Amount The anticipated gross amount for the 12th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
79	518	522	5	**Full Participant:** 12th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 12th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
80	523	527	5	12th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 12th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
81	528	532	5	12th Disbursement Anticipated Net Amount The anticipated net amount for the 12th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
82	533	540	8	13th Disbursement Anticipated Date The anticipated disbursement date for the 13th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
83	541	545	5	**Full Participant:** 13th Anticipated Disbursement Amount The anticipated gross amount for the 13th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
84	546	550	5	**Full Participant:** 13th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 13th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
85	551	555	5	13th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 13th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
86	556	560	5	13th Disbursement Anticipated Net Amount The anticipated net amount for the 13th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
87	561	568	8	14th Disbursement Anticipated Date The anticipated disbursement date for the 14th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
88	569	573	5	**Full Participant:** 14th Anticipated Disbursement Amount The anticipated gross amount for the 14th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
89	574	578	5	**Full Participant:** 14th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 14th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
90	579	583	5	14th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 14th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
91	584	588	5	14th Disbursement Anticipated Net Amount The anticipated net amount for the 14th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
92	589	596	8	15th Disbursement Anticipated Date The anticipated disbursement date for the 15th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
93	597	601	5	**Full Participant:** 15th Anticipated Disbursement Amount The anticipated gross amount for the 15th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
94	602	606	5	15th Disbursement Anticipated Loan Fee Amount **Full Participant:** 15th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 15th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
95	607	611	5	15th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 15th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
96	612	616	5	15th Disbursement Anticipated Net Amount The anticipated net amount for the 15th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
97	617	624	8	16th Disbursement Anticipated Date The anticipated disbursement date for the 16th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
98	625	629	5	**Full Participant:** 16th Anticipated Disbursement Amount The anticipated gross amount for the 16th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
99	630	634	5	**Full Participant:** 16th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 16th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
100	635	639	5	16th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 16th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
101	640	644	5	16th Disbursement Anticipated Net Amount The anticipated net amount for the 16th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
102	645	652	8	17th Disbursement Anticipated Date The anticipated disbursement date for the 17th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
103	653	657	5	**Full Participant:** 17th Anticipated Disbursement Amount The anticipated gross amount for the 17th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
104	658	662	5	**Full Participant:** 17th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 17th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
105	663	667	5	17th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 17th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
106	668	672	5	17th Disbursement Anticipated Net Amount The anticipated net amount for the 17th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
107	673	680	8	18th Disbursement Anticipated Date The anticipated disbursement date for the 18th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
108	681	685	5	**Full Participant:** 18th Anticipated Disbursement Amount The anticipated gross amount for the 18th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
109	686	690	5	**Full Participant:** 18th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 18th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
110	691	695	5	18th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 18th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
111	696	700	5	18th Disbursement Anticipated Net Amount The anticipated net amount for the 18th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
112	701	708	8	19th Disbursement Anticipated Date The anticipated disbursement date for the 19th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
113	709	713	5	**Full Participant:** 19th Anticipated Disbursement Amount The anticipated gross amount for the 19th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right
114	714	718	5	**Full Participant:** 19th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 19th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
115	719	723	5	19th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 19th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
116	724	728	5	19th Disbursement Anticipated Net Amount The anticipated net amount for the 19th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right
117	729	736	8	20th Disbursement Anticipated Date The anticipated disbursement date for the 20th disbursement	Format is CCYYMMDD Can be blank Blank for PLUS **Full Participant:** Disbursement Date with a Release Indicator = false or true	Date
118	737	741	5	**Full Participant:** 20th Anticipated Disbursement Amount The anticipated gross amount for the 20th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
119	742	746	5	**Full Participant:** 20th Disbursement Anticipated Loan Fee Amount The anticipated loan fee amount for the 20th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Fee Amount with a Release Indicator = false or true	Right
120	747	751	5	20th Disbursement Anticipated Interest Rebate Amount The anticipated interest rebate amount for the 20th disbursement	Numeric > = 0 Will be blank for 2000-2001 Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Interest Rebate Amount with a Release Indicator = false or true	Right
121	752	756	5	20th Disbursement Anticipated Net Amount The anticipated net amount for the 20th disbursement	Numeric > = 0 Can be blank Blank for PLUS **Full Participant:** Pennies are truncated. Zero filled to the left of the dollar amount. Disbursement Net Amount with a Release Indicator = false or true	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
122	757	779	23	**Full Participant:** Document ID The rebuild batch number generated by COD This matches the batch ID in the Header Record	Batch Type = RB Cycle Indicator = 7 (for 06-07) = 6 (for 05-06) = 5 (for 04-05) = 4 (for 03–04) = 3 (for 02–03) = 2 (for 01–02) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left
123	780	780	1	**Full Participant:** Promissory Note Print Code	S = COD Prints (Send to Borrower) R = COD Prints (Return to School) O = On-site (EDExpress) F = On-site (Custom System) Z = COD Reprints and sends to borrower. V = COD Reprints and sends to school The following valid values and definitions are for Phase-In Participants Only: O= Onsite (EDExpress) – for award years prior to 0304 F= Onsite (Custom System)	Left
124	781	781	1	**Full Participants:** Not applicable	**Full Participants:** Always Blank	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
125	782	786	5	Origination Fee Percentage The origination fee percentage used for this loan	Numeric > 0 03000 for 3 percent 04000 for 4 percent There is an implied decimal between the 2nd and 3rd positions from the left	Left
126	787	795	9	Student's Social Security Number (PLUS) Social Security Number of the student	001010001–999999998 Blank for Subsidized/Unsubsidized	Right
127	796	807	12	Student's First Name (PLUS) The student's first name	0-9 Uppercase A-Z ' (Apostrophe) - (Dash) Left justified with alpha character in the first position Blank for Subsidized/Unsubsidized	Left
128	808	823	16	Student's Last Name (PLUS) The student's last name	0-9 Uppercase A-Z ' (Apostrophe) - (Dash) Left justified with alpha character in the first position Blank for Subsidized/Unsubsidized **Full Participants**, if the last name is more than 16 bytes, the value will be truncated to 16 bytes.	Left
129	824	824	1	Student's Middle Initial (PLUS) The student's middle initial	Uppercase A-Z Blank for Subsidized/Unsubsidized	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
130	825	825	1	**Full Participants:** Student's Citizenship Status	1 = U.S. Citizen 2 = Eligible Non-Citizen 3 = Ineligible Non-Citizen Blank for Subsidized/Unsubsidized	Left
131	826	834	9	**Full Participants:** Not applicable	Always BLANK	Right
132	835	842	8	Student's Date of Birth (PLUS) The student's date of birth	Format is CCYYMMDD Blank for Subsidized/Unsubsidized	Date
133	843	843	1	**Full Participant:** Student's Default Overpay Code The student is in default on a Title IV loan or owes a refund on a Title IV grant	**Full Participant:** N = No Z = Overridden by School Y = Yes Blank for Subsidized/Unsubsidized	Left
134	844	849	6	School Code Direct Loan School Code	X00000–X99999 where X = G or E	Left
135	850	854	5	**Full Participants:** Not applicable	Always BLANK	Right

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
136	855	889	35	Student's Local/Temporary Address The first line of the student's local/temporary address Student's local/temporary address is not required	0-9 Uppercase A-Z , (Comma) . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Space(s) Can be blank **I**f the temporary address is more 35 bytes, the value will be truncated to 35 bytes.	Left
137	890	905	16	Student's Local/Temporary Address City The student's local/temporary address city Student's local/temporary address is not required	0-9 Uppercase A-Z , (Comma) . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Space(s) Can be blank **I**f the temporary city is more 16 bytes, the value will be truncated to 16 bytes.	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
138	906	907	2	**Full Participant:** Student's Temporary Address State/Province Code The state or province where the student temporarily resides	Uppercase A-Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in this section Can be Blank **I**f the state/province is 3 bytes, the value will be truncated to 2 bytes.	Left
139	908	916	9	**Full Participants:** Student's Temporary Postal Code The student's temporary postal code	0-9 Space(s) Last 4 digits can be blank Can be blank **I**f the postal code is more than 9 bytes, the value will be truncated to 9 bytes.	Left
140	917	917	1	Dependency Status The dependency status of the student	I = Independent D = Dependent **Full Participants,** this is the dependency status on file for this loan as submitted by the school or if not submitted by the school. The CPS status as provided by CPS	Left
141	918	918	1	**Full Participant:** Electronic MPN Indicator Indicates whether the MPN is electronic or paper	**Full Participant:** Y = Electronic MPN Blank = Paper MPN Can be blank Blank for PLUS loans 0203 and prior.	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
142	919	920	2	**Full Participant:** CPS Transaction Number This data element is only for Full Participants and denotes the transaction number submitted by the school from an eligible ISIR used to calculate this loan	**Full Participant:** Numeric 01-99	Left
143	921	925	5	**0304 and forward:** Endorser Amount (PLUS) Total amount of a loan for which the endorser has agreed to cosign	Numeric>=0 for PLUS loans for program years 0304 and forward Can be blank Blank for subsidized and unsubsidized **Full Participants,** pennies are truncated. Zero filled to the left of the dollar amount.	Right
144	926	958	33	Filler	For ED Use Only	Left
145	959	966	8	Loan Origination Date The date the loan record was originated by the school	Format is CCYYMMDD	Date
146	967	974	8	Academic Year Start Date The date the student's academic year starts at the school	Format is CCYYMMDD	Date
147	975	982	8	Academic Year End Date The date the student's academic year ends at the school	Format is CCYYMMDD	Date

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
148	983	983	1	**Full Participant:** HPPA Indicator Indicates if the student in a Health Profession Program is eligible for an additional unsubsidized loan amount	Y = Yes Can be blank Unsubsidized only; always blank for subsidized and PLUS	Left
149	984	984	1	**Full Participant:** Disclosure Statement Print Code Indicates whether the school or COD will print the Disclosure Statement The party (school or COD) who is responsible for mailing the Disclosure Statement is also responsible for printing and mailing the Plain Language Disclosure	**Full Participant:** Y = COD prints and sends to Borrower Blank = School prints Blank for PLUS loans Program Year 03 and prior	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
150	985	1034	50	Student's E-mail Address The student's e-mail address	Alphanumeric Upper and Lower Cases ' (Apostrophe) - (Dash) _ (Underscore) # (Number) @ (At) % (Percent or in care of) & (Ampersand) / (Slash) , (Comma) Space(s) Can be blank **I**f the email address on file is greater than 50 bytes, the value will be truncated to 50 bytes. Any valid keyboard character including underscore; but not the pipe symbol or space.	Left
151	1035	1035	1	**Full Participant:** PLUS Credit Decision The credit decision at COD for this loan	A = Accepted D = Denied P = Pending Blank for Subsidized/Unsubsidized	Left
152	1036	1036	1	For PLUS awards 0203 and prior, the status of the PLUS Promissory Note at COD **0304 and forward, all schools:** Not applicable; blank	Blank for PLUS loans Program Year 04 and forward. Always BLANK	Left
153	1037	1037	1	**Full Participant:** MPN Status Code The status of the MPN on file at COD **0203 and Prior, all schools:** Not applicable; blank	**Full Participant:** A=Accepted R= Rejected MPN or MPN not on file at COD X=Pending Blank for PLUS loans program year 0203 and prior.	Left

Rebuild Origination Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
154	1038	1038	1	**Full Participant:** MPN Link Indicator The Master Promissory Note indicator is used to indicate whether or not the loan has been linked to an MPN at COD (For 2004-2005 award year and prior.)	Y = Loan has been linked to an MPN at COD N = Loan is not linked to an MPN on file at COD For Sub/Unsub loans For PLUS loans Program Year 04 and forward	Left
155	1039	1059	21	Master Promissory Note Identification The Master Promissory Note (MPN) Identifier printed on the Master Promissory Note linked to this loan	Student's Social Security Number: 001010001–999999998 MPN Indicator: M, S, U or N(PLUS) Program Year: 00–07 School Code: X00000–X99999 where X = G or E Loan Sequence Number: 001–999 Can be blank For 2002-2003 PLUS Loans will be blank	
		Total Bytes	**1059**			

Rebuild Disbursement Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	1	1	Record Type The type of record included in the file	D = Rebuild Disbursement Detail Record	Left
2	2	22	21	**Full Participant:** Financial Award ID Unique award identifier	Student's Social Security Number: 001010001–999999998 Loan Type: S = Subsidized U = Unsubsidized P = PLUS Program Year: 07 (for 06-07) 06 (for 05-06) 05 (for 04-05) 04 (for 03–04) 03 (for 02–03) 02 (for 01–02) School Code: X00000–X99999 where X = G or E Loan Sequence Number: 001–999	Left
3	23	24	2	Disbursement Number The disbursement number for the current disbursement transaction	01–04 for PLUS 01–20 for Subsidized/Unsubsidized **Full Participants,** disbursement number 1 to 9 is zero filled to the left and is returned as 01 to 09	Right
4	25	25	1	**Full Participant:** Not applicable; blank	**Full Participant:** Always BLANK	Left
5	26	33	8	**Full Participant:** Disbursement Date The date the disbursement (disbursement sequence number 01) was credited to school's account at the school or paid to the student	Format is CCYYMMDD	Date
6	34	35	2	Disbursement Sequence	01–99	Right

Rebuild Disbursement Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
				Number The sequence number that determines the order in which this disbursement activity transaction is processed for a specific disbursement	01-65 available for use by schools 66-99 reserved for system-generated disbursements and/or adjustments Disbursement sequence numbers 1 to 9 are zero-filled to the left and are returned as 01 to 09 Disbursement sequence numbers are in order by chronology.	
7	36	40	5	**Full Participants:** Disbursement Amount The actual gross amount (in dollars) of the disbursement	**Full Participants:** Numeric > 0 or = 0 Disbursement Activity field is blank for Full Participants. However, Disbursement Adjustments that are either date changes only and Disbursement Adjustments that only change the sequence number = all zeros. Pennies are truncated. Zero filled to the left of the dollar amount.	Right
8	41	45	5	**Full Participant:** Disbursement Fee Amount The actual loan fee (in dollars) associated with the disbursement	**Full Participants:** Numeric > 0 or = 0 Disbursement Activity field is blank for Full Participants. However, Disbursement Adjustments that are either date changes only (Q for Phase-In) and Disbursement Adjustments that only change the sequence number = all zeros. Pennies are truncated. Zero filled to the left of the dollar amount.	Right

Rebuild Disbursement Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
9	46	50	5	**Full Participant:** Interest Rebate Amount The actual interest rebate amount for the disbursement	**Full Participant:** Numeric > 0 or = 0 Disbursement Activity field is blank for Full Participants. However, Disbursement Adjustments that are either date changes only (Q for Phase-In) and Disbursement Adjustments that only change the sequence number = all zeros. Pennies are truncated. Zero filled to the left of the dollar amount.	Right
10	51	55	5	**Full Participant:** Disbursement Net Amount The actual net amount (in dollars) of the disbursement	**Full Participant:** Numeric > 0 or = 0 Disbursement Activity field is blank for Full Participants. However, Disbursement Adjustments that are either date changes only (Q for Phase-In) and Disbursement Adjustments that only change the sequence number = all zeros. Pennies are truncated. Zero filled to the left of the dollar amount.	Right
11	56	61	6	**Full Participant:** Not applicable; all zeros	**Full Participant:** Always all zeros	Right
12	62	84	23	**Full Participants:** Document ID The Rebuild Batch Number generated by COD This matched the Batch ID in the Header	Batch Type = RB Cycle Indicator = 7 (for 06-07) = 6 (for 05-06) = 5 (for 04-05) = 4 (for 03–04) = 3 (for 02–03) = 2 (for 01–02) School Code = X00000–X99999 where X = G or E Date Batch Created = CCYYMMDD Time Batch Created = HHMMSS	Left

Rebuild Disbursement Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
13	85	90	6	School Code Direct Loan School Code Also identifies school originating loan record	X00000–X99999 where X = G or E	Left
14	91	91	1	**Full Participant:** First Disbursement Flag Identifies the disbursement with the earliest disbursement date.	**Full Participant:** Y = First Disbursement Can be blank	Left
15	92	96	5	COD's Total Net Booked Loan Amount for the First Disbursement Total net disbursement amount of the first disbursement accepted and booked by COD for this loan	Numeric > = 0 Disbursement Activity Q = Blank Disbursement Adjustments that only change the sequence number = Blank Unbooked Loans = All zeros **Note**: If the 1st Disbursement is adjusted the amount becomes the Total Net Booked Loan Amount for the 1st Disbursement. **Full Participants:** Pennies are truncated. Zero filled to left of the dollar amount	Right
16	97	104	8	**Full Participants:** Booked Loan Date The date the loan booked on COD	Format is CCYYMMDD Disbursement Activity Q = Blank Can be blank. Unbooked loans = Blank.	Date
17	105	112	8	**Full Participants:** Not applicable; blank	**Full Participants:** Always blank	Date
18	113	113	1	**Full Participants:** Disbursement Release Indicator Indicates if a disbursement is an actual disbursement used to substantiate cash that has been drawn down or may lead to a change in the CFL	**Full Participants:** Y= true N= false Or blank	Left

Rebuild Disbursement Detail Record—Import from Common Origination and Disbursement System						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
19	114	115	2	**Full Participants:** Previous Disbursement Sequence Number Previous Disbursement Sequence Number processed by COD prior to the processing of this disbursement transaction	**Full Participants:** 01-90 Can be blank Previous disbursement sequence number 1 to 9 is zero filled to the left and is returned as 01 to 09 Previous disbursement sequence number is blank when disbursement sequence number is 01	Left
20	116	1059	944	Filler	For ED Use Only	Left
		Total Bytes	**1059**			

Entrance Counseling File / Report

Schools may request an Entrance Counseling File or Report to identify students who have completed entrance counseling. Starting in 2004-2005, this request is made on the Direct Loan Servicing web site.

Business Rules:

1. Borrower's Entrance Counseling results from the Direct Loan Servicing web site are available in an electronic file format.

2. Schools can choose to receive this optional report daily, weekly, or monthly. The default frequency option is monthly.

3. Schools can choose from the following file formats:

    a. Comma-Delimited (message class DECC07OP)

    b. Fixed-length with Header and Trailer (message class DECF07OP)

    c. Pre-formatted report (message class DECP07OP)

4. The default file format is fixed-length file.

Record Layout:

Entrance Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	9	9	Borrower's Social Security Number The borrower's current Social Security Number	001010001–999999998	Right
2	10	17	8	Borrower's Date of Birth The borrower's date of birth	Format is CCYYMMDD	Date

Entrance Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
3	18	33	16	Borrower's Last Name The borrower's last name	0–9 Uppercase A–Z . (Period) ' (Apostrophe) - (Dash) Left justified with an A–Z in the first position	Left
4	34	45	12	Borrower's First Name The borrower's first name	0–9 Uppercase A–Z . (Period) ' (Apostrophe) - (Dash) Left justified with an A-Z in the first position	Left
5	46	46	1	Borrower's Middle Initial	Uppercase A–Z Can be blank	Left
6	47	54	8	Completion Date Date that Entrance Counseling was completed.	Format is CCYYMMDD	Date
7	55	60	6	Completion Time Time that Entrance Counseling was completed.	000000–235959 Format is HHMMSS HH = 00–23 MM = 00–59 SS = 00–59	Right
8	61	61	1	Rights and Responsibilities Acknowledgement Indicator for whether rights and responsibilities have been acknowledged by the borrower.	Y = Yes N = No	Left
9	62	80	19	Filler	For ED Use Only	Left
		Total Bytes	**80**			

Exit Counseling File / Report

Schools may request an Exit Counseling File or Report to identify students who have completed exit counseling on the Direct Loan Servicing web site.

Business Rules:

1. Borrower's Exit Counseling results from the Direct Loan Servicing web site are available in an electronic file or downloadable format.

2. Schools can choose to receive this optional report daily, weekly, or monthly. The default frequency option is monthly.

3. Schools can choose from the following file formats:

   a. ASCII-delimited (message class DLCM07OP)

   b. Fixed-length with Header and Trailer (message class DLFF07OP)

   c. Pre-formatted report (message class DLFM07OP)

Record Layout:

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
1	1	9	9	Borrower's Social Security Number The borrower's current Social Security Number	001010001–999999998	Right
2	10	17	8	Borrower's Date of Birth The borrower's date of birth	Format is CCYYMMDD	Date
3	18	33	16	Borrower's Last Name The borrower's last name	0–9 Uppercase A–Z . (Period) ' (Apostrophe) - (Dash) Left justified with an A–Z in the first position	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
4	34	45	12	Borrower's First Name The borrower's first name	0–9 Uppercase A–Z . (Period) ' (Apostrophe) - (Dash) Left justified with an A-Z in the first position	Left
5	46	46	1	Borrower's Middle Initial	Uppercase A–Z Can be blank	Left
6	47	54	8	Exit Counseling Completion Date	Format is CCYYMMDD	Date
7	55	62	8	Exit Counseling Completion Time	Format is HHMMSSNN HH = 00–23 MM = 00–59 SS = 00–59 NN = 00–99	Time
8	63	65	3	Borrower's Acknowledgement of Rights and Responsibilities Indicator for whether rights and responsibilities have been acknowledged by the borrower.	Yes or No	Left
9	66	90	25	Borrower's Current Street Address Line 1	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
10	91	115	25	Borrower's Current Street Address Line 2	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
11	116	131	16	Borrower's Current Address City	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
12	132	133	2	Borrower's Current Address State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 1	Left
13	134	142	9	Borrower's Current Address Zip Code	0-9 Spaces Last 4 digits may be blank	Left
14	143	152	10	Borrower's Current Home Telephone Number	0-9 May be blank	Left
15	153	154	2	Borrower's Driver's License State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 4 May also be blank	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
16	155	174	20	Borrower's Driver's License Number	0-9 Uppercase A-Z -(Dash) *(Asterisk) May be blank	Left
17	175	199	25	Employer's Name	0-9 Uppercase A-Z .(Period) -(Dash) *(Asterisk) May be blank	Left
18	200	224	25	Employer's Street Address Line 1	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) #(Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
19	225	249	25	Employer's Street Address Line 2	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
20	250	265	16	Employer's City	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
21	266	267	2	Employer's State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 4	Left
22	268	276	9	Employer's Zip Code	0-9 Spaces Last 4 digits may be blank	Left
23	277	286	10	Employer's Telephone Number	0-9 May be blank	Left
24	287	311	25	Reference Name-1	Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) Left justified with an A-Z in the first position	Left
25	312	336	25	Reference 1 - Street Address Line 1	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
26	337	361	25	Reference 1- Street Address Line 2	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
27	362	377	16	Reference 1- City	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
28	378	379	2	Reference 1-State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 4	Left
29	380	388	9	Reference 1- Zip Code	0-9 Spaces Last 4 digits may be blank	Left
30	389	398	10	Reference 1- Telephone Number	0-9 May be blank	Left
31	399	423	25	Reference Name-2	Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) Left justified with an A-Z in the first position	Left
32	424	448	25	Reference 2- Street Address Line 1	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
33	449	473	25	Reference 2- Street Address Line 2	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
34	474	489	16	Reference 2- City	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
35	490	491	2	Reference 2-State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 4	Left
36	492	500	9	Reference 2- Zip Code	0-9 Spaces Last 4 digits may be blank	Left
37	501	510	10	Reference 2- Telephone Number	0-9 May be blank	Left
38	511	535	25	Next of Kin- Name	Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) Left justified with an A-Z in the first position	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
39	536	560	25	Next Of Kin- Street Address Line 1	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
40	561	585	25	Next Of Kin- Street Address Line 2	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
41	586	601	16	Next of Kin- City	0-9 Uppercase A-Z . (Period) ‘ (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
42	602	603	2	Next of Kin- State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 4	Left
43	604	612	9	Next of Kin- Zip Code	0-9 Spaces Last 4 digits may be blank	Left
44	613	622	10	Next of Kin- Telephone Number	0-9 May be blank	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
45	623	647	25	Borrower's Permanent Street Address Line 1	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
46	648	672	25	Borrower's Permanent Street Address Line 2	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
47	673	688	16	Borrower's Permanent Address City	0-9 Uppercase A-Z . (Period) ' (Apostrophe) - (Dash) # Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Spaces	Left
48	689	690	2	Borrower's Permanent Address State Code	Uppercase A–Z A valid two-letter postal code See the State/Country/Jurisdiction Codes table in Section 4	Left
49	691	699	9	Borrower's Permanent Zip Code	0-9 Spaces Last 4 digits may be blank	Left
50	700	709	10	Borrower's Permanent Telephone Number	0-9 May be blank	Left

Exit Counseling Results Report (Fixed-Length)—Import from Direct Loan Servicing Center						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name and Description**	**Valid Field Content**	**Justify**
51	710	710	1	Borrower's Rights and Responsibilities Media Type	P = Paper E = Electronic	Left
	Total Bytes	**710**				

Delinquent Borrower Report

The Delinquent Borrower Report indicates delinquent borrowers who are at least 31 days delinquent in making their loan payments.

Business Rules:

1. The Delinquent Borrower Report is available in the following file formats:

    a. Data format (message class DQBD07OP)

    b. Pre-formatted report (message class ED0407OP)

2. The report is printed in portrait and lists four borrowers on a page.

Record Layout:

Delinquent Borrower Detail Record (Data Format)						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
1	1	6	6	Direct Loan School Code	A/N	Gnnnnn or Ennnnn
2	7	10	4	Record Type	A/N	DETL=Detail
3	11	18	8	As of Date	N	MMDDCCYY
4	19	27	9	Borrower SSN	N	
5	28	35	8	Borrower Date of Birth	N	MMDDCCYY
6	36	65	30	Borrowers Last Name	A/N	
7	66	95	30	Borrowers First Name	A/N	
8	96	96	1	Borrowers Middle Initial	A/N	
9	97	107	11	Past Due Amount	N	Includes Pennies
10	108	111	4	Days Delinquent	N	
11	112	119	8	Delinquent Date	N	MMDDCCYY
12	120	130	11	Loan Amount	N	Includes Pennies
13	131	141	11	Monthly Payment Amount	N	Includes Pennies
14	142	149	8	Academic Completion Date	N	MMDDCCYY
15	150	179	30	Address Line 1	A/N	
16	180	209	30	Address Line 2	A/N	
17	210	234	25	City	A/N	
18	235	236	2	State Abbreviation	A	
19	237	250	14	Zip Code	A/N	
20	251	275	25	Country	A/N	
21	276	276	1	Address Condition	A	G=Good

Delinquent Borrower Detail Record (Data Format)						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
						R=Returned B=Bad
22	277	286	10	Borrower's Residence Phone	A/N	
23	287	296	10	Borrower's Business Phone	A/N	
24	297	304	8	Grace End Date	N	MMDDCCYY
25	305	314	10	Borrower Status	A	Delinquent Defaulted
26	315	316	2	Repayment Option	A	FF = Fixed Payment FE = Fixed Payment Extended Term GR = Graduated Payment IC = Income Contingent NR = Not in Repayment SP = Special Plan SF = Alternate Plan Fixed Payment SG = Alternate Plan Graduated SN = Alternate Plan Fixed Term ST = Alternate Plan, Negative Amortization
27	317	320	4	Location Code	N	0101
28	321	350	30	Location Name	A/N	DLSC – Utica
29	351	360	10	Location Phone Number	N	8008480979
30	361	486	126	Filler	A/N	
		Total Bytes	**486**			

Privacy Act Warning Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
1	1	6	6	Direct Loan School Code	A/N	Gnnnnn or Ennnnn
2	7	10	4	Record Type	A/N	PRVC = Privacy Act
3	11	18	8	As of Date	N	MMDDCCYY

Privacy Act Warning Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
4	19	108	90	Privacy Act Warning	A/N	The information included in these transactions is protected under the Privacy Act of 1974
5	109	486	378	Filler	A/N	
		Total Bytes	**486**			

Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
1	1	6	6	Direct Loan School Code	A/N	Gnnnnn or Ennnnn
2	7	10	4	Record Type	A/N	PRVC = Privacy Act
3	11	18	8	As of Date	N	MMDDCCYY
4	19	22	4	Non Reporting Location ID	N	0101
5	23	52	30	Non Reporting Location Name	A/N	DLSC – Utica
6	53	62	10	Borrower Services Phone Number	A/N	8008480979
7	63	486	424	Filler	A/N	
		Total Bytes	**486**			

Stafford Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
1	1	6	6	Direct Loan School Code	A/N	Gnnnnn or Ennnnn
2	7	10	4	Record Type	A/N	STTL = School Total
3	11	18	8	As of Date	N	MMDDCCYY
4	19	27	9	Stafford Borrowers count 31-60 days delinquent	N	
5	28	40	13	Stafford Amount Past Due 31-60 days delinquent	N	Includes Pennies
6	41	54	14	Stafford Original Loan Amount 31-60 days delinquent	N	Includes Pennies
7	55	63	9	Stafford Borrowers count 61-90 days delinquent	N	
8	64	76	13	Stafford Amount Past Due 61-90 days delinquent	N	Includes Pennies

Stafford Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
9	77	90	14	Stafford Original Loan Amount 61-90 days delinquent	N	Includes Pennies
10	91	99	9	Stafford Borrowers count 91-120 days delinquent	N	
11	100	112	13	Stafford Amount Past Due 91-120 days delinquent	N	Includes Pennies
12	113	126	14	Stafford Original Loan Amount 91-120 days delinquent	N	Includes Pennies
13	127	135	9	Stafford Borrowers count 121-150 days delinquent	N	
14	136	148	13	Stafford Amount Past Due 121-150 days delinquent	N	Includes Pennies
15	149	162	14	Stafford Original Loan Amount 121-150 days delinquent	N	Includes Pennies
16	163	171	9	Stafford Borrowers Count 151-180 days delinquent	N	
17	172	184	13	Stafford Amount Past Due 151-180 days delinquent	N	Includes Pennies
18	185	198	14	Stafford Original Loan Amount 151-180 delinquent	N	Includes Pennies
19	199	207	9	Stafford Borrowers count 181-210 days delinquent	N	
20	208	220	13	Stafford Amount Past Due 181-210 days delinquent	N	Includes Pennies
21	221	234	14	Stafford Original Loan Amount 181-210 days delinquent	N	Includes Pennies
22	235	243	9	Stafford Borrowers Count 211-240 days delinquent	N	
23	244	256	13	Stafford Amount Past Due 211-240 days delinquent	N	Includes Pennies
24	257	270	14	Stafford Original Loan Amount 211-240 days delinquent	N	Includes Pennies
25	271	279	9	Stafford Borrowers Count 241-270 days delinquent	N	
26	280	292	13	Stafford Amount Past Due 241-270 days delinquent	N	Includes Pennies
27	293	306	14	Stafford Original Loan Amount 241-270 days delinquent	N	Includes Pennies

Stafford Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
28	307	315	9	Stafford Borrowers Count 271-360 days delinquent	N	
29	316	328	13	Stafford Amount Past Due 271-360 days delinquent	N	Includes Pennies
30	329	342	14	Stafford Original Loan Amount 271-360 days delinquent	N	Includes Pennies
31	343	351	9	Stafford Borrowers Count Monthly Total	N	
32	352	364	13	Stafford Borrowers Past Due Amount Monthly Total	N	Includes Pennies
33	365	378	14	Stafford Borrowers Original Loan Amount Monthly Total	N	Includes Pennies
34	379	387	9	Stafford Borrowers Count Defaulted this month	N	
35	388	400	13	Zeroes	N	
36	401	414	14	Zeroes	N	
37	415	423	9	Stafford Borrowers Count Defaulted Calendar YTD		
38	424	436	13	Zeroes	N	
39	437	450	14	Zeroes	N	
40	451	486	36	Filler	N	
		Total Bytes	**486**			

In-School Consolidation Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
1	1	6	6	Direct Loan School Code	A/N	Gnnnnn or Ennnnn
2	7	10	4	Record Type	A/N	CTTL = School In-School Total
3	11	18	8	As of Date	N	MMDDCCYY
4	19	27	9	In-School Borrowers count 31-60 days delinquent	N	
5	28	40	13	In-School Amount Past Due 31-60 days delinquent	N	Includes Pennies
6	41	54	14	In-School Original Loan Amount 31-60 days delinquent	N	Includes Pennies
7	55	63	9	In-School Borrowers count 61-90 days delinquent	N	
8	64	76	13	In-School Amount Past Due 61-90 days delinquent	N	Includes Pennies
9	77	90	14	In-School Original Loan Amount 61-90 days	N	Includes Pennies

In-School Consolidation Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
				delinquent		
10	91	99	9	In-School Borrowers count 91-120 days delinquent	N	
11	100	112	13	In-School Amount Past Due 91-120 days delinquent	N	Includes Pennies
12	113	126	14	In-School Original Loan Amount 91-120 days delinquent	N	Includes Pennies
13	127	135	9	In-School Borrowers count 121-150 days delinquent	N	
14	136	148	13	In-School Amount Past Due 121-150 days delinquent	N	Includes Pennies
15	149	162	14	In-School Original Loan Amount 121-150 days delinquent	N	Includes Pennies
16	163	171	9	In-School Borrowers Count 151-180 days delinquent	N	
17	172	184	13	In-School Amount Past Due 151-180 days delinquent	N	Includes Pennies
18	185	198	14	In-School Original Loan Amount 151-180 delinquent	N	Includes Pennies
19	199	207	9	In-School Borrowers count 181-210 days delinquent	N	
20	208	220	13	In-School Amount Past Due 181-210 days delinquent	N	Includes Pennies
21	221	234	14	In-School Original Loan Amount 181-210 days delinquent	N	Includes Pennies
22	235	243	9	In-School Borrowers Count 211-240 days delinquent	N	
23	244	256	13	In-School Amount Past Due 211-240 days delinquent	N	Includes Pennies
24	257	270	14	In-School Original Loan Amount 211-240 days delinquent	N	Includes Pennies
25	271	279	9	In-School Borrowers Count 241-270 days delinquent	N	
26	280	292	13	In-School Amount Past Due 241-270 days delinquent	N	Includes Pennies
27	293	306	14	In-School Original Loan Amount 241-270 days delinquent	N	Includes Pennies
28	307	315	9	In-School Borrowers Count 271-360 days delinquent	N	
29	316	328	13	In-School Amount Past Due	N	Includes Pennies

In-School Consolidation Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
				271-360 days delinquent		
30	329	342	14	In-School Original Loan Amount 271-360 days delinquent	N	Includes Pennies
31	343	351	9	In-School Borrowers Count Monthly Total	N	
32	352	364	13	In-School Borrowers Past Due Amount Monthly Total	N	Includes Pennies
33	365	378	14	In-School Borrowers Original Loan Amount Monthly Total	N	Includes Pennies
34	379	387	9	In-School Borrowers Count Defaulted this month	N	
35	388	400	13	Zeroes	N	
36	401	414	14	Zeroes	N	
37	415	423	9	In-School Borrowers Count Defaulted Calendar YTD		
38	424	436	13	Zeroes	N	
39	437	450	14	Zeroes	N	
40	451	486	36	Filler	N	
		Total Bytes	**486**			

All Borrowers Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
1	1	6	6	Direct Loan School Code	A/N	Gnnnnn or Ennnnn
2	7	10	4	Record Type	A/N	ATTL=School All Borrowers Total
3	11	18	8	As of Date	N	MMDDCCYY
4	19	27	9	All Borrowers count 31-60 days delinquent	N	
5	28	40	13	All Borrowers Amount Past Due 31-60 days delinquent	N	Includes Pennies
6	41	54	14	All Borrowers Original Loan Amount 31-60 days delinquent	N	Includes Pennies
7	55	63	9	All Borrowers count 61-90 days delinquent	N	
8	64	76	13	All Borrowers Amount Past Due 61-90 days delinquent	N	Includes Pennies
9	77	90	14	All Borrowers Original Loan Amount 61-90 days delinquent	N	Includes Pennies
10	91	99	9	All Borrowers count 91-120 days delinquent	N	

All Borrowers Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
11	100	112	13	All Borrowers Amount Past Due 91-120 days delinquent	N	Includes Pennies
12	113	126	14	All Borrowers Original Loan Amount 91-120 days delinquent	N	Includes Pennies
13	127	135	9	All Borrowers count 121-150 days delinquent	N	
14	136	148	13	All Borrowers Amount Past Due 121-150 days delinquent	N	Includes Pennies
15	149	162	14	All Borrowers Original Loan Amount 121-150 days delinquent	N	Includes Pennies
16	163	171	9	All Borrowers Count 151-180 days delinquent	N	
17	172	184	13	All Borrowers Amount Past Due 151-180 days delinquent	N	Includes Pennies
18	185	198	14	All Borrowers Original Loan Amount 151-180 delinquent	N	Includes Pennies
19	199	207	9	All Borrowers count 181-210 days delinquent	N	
20	208	220	13	All Borrowers Amount Past Due 181-210 days delinquent	N	Includes Pennies
21	221	234	14	All Borrowers Original Loan Amount 181-210 days delinquent	N	Includes Pennies
22	235	243	9	All Borrowers Count 211-240 days delinquent	N	
23	244	256	13	All Borrowers Amount Past Due 211-240 days delinquent	N	Includes Pennies
24	257	270	14	All Borrowers Original Loan Amount 211-240 days delinquent	N	Includes Pennies
25	271	279	9	All Borrowers Count 241-270 days delinquent	N	
26	280	292	13	All Borrowers Amount Past Due 241-270 days delinquent	N	Includes Pennies
27	293	306	14	All Borrowers Original Loan Amount 241-270 days delinquent	N	Includes Pennies

All Borrowers Summary Record						
Field #	**Start Position**	**End Position**	**Length**	**Field Name**	**Field Type**	**Valid Field Content**
28	307	315	9	All Borrowers Count 271-360 days delinquent	N	
29	316	328	13	All Borrowers Amount Past Due 271-360 days delinquent	N	Includes Pennies
30	329	342	14	All Borrowers Original Loan Amount 271-360 days delinquent	**N**	Includes Pennies
31	343	351	9	All Borrowers Count Monthly Total	**N**	
32	352	364	13	All Borrowers Past Due Amount Monthly Total	**N**	Includes Pennies
33	365	378	14	All Borrowers Original Loan Amount Monthly Total	**N**	Includes Pennies
34	379	387	9	All Borrowers Count Defaulted this month	**N**	
35	388	400	13	Zeroes	**N**	
36	401	414	14	Zeroes	**N**	
37	415	423	9	All Borrowers Count Defaulted Calendar YTD		
38	424	436	13	Zeroes	**N**	
39	437	450	14	Zeroes	**N**	
40	451	486	36	Filler	**N**	
		Total Bytes	**486**			

MPN Discharge Report

The MPN Discharge Report contains data on MPNs that have become inactive within the last 30 days due to discharges for Death or Unauthorized Signature.

This report can be used to:

1) Identify when a new MPN is needed for an award at your school.

-If an MPN has been made inactive due to a discharge, it cannot be used for additional awards. If you expect to award and disburse additional funds to the affected borrower or student, verify that the individual is still eligible and obtain a new, signed promissory note.

Business Rules:

1. The MPN Discharge Report is sorted in the following order (with each field listed in ascending order):
    a. Last Name
    b. First Name
    c. Middle Initial
    d. SSN, and then
    e. DOB
2. The MPN Discharge Report is available via SAIG in the following formats, which can be selected via the COD website Report Selection screen under the "School" menu:
    a. Fixed-Length (default)
    b. Pipe-delimited
    c. Comma-delimited
3. The MPN Discharge Report is available via the COD web in only comma-delimited format.
4. The MPN Discharge Report (all format types) is sent from the COD System with non-award year specific message class MPNDISOP.

5. The MPN Discharge Report is transmitted to the Reporting School's SAIG mailbox and Newsbox on a weekly basis.

6. The MPN Discharge Report is transmitted to the following Attended School's Web Newsbox on a weekly basis:

    a. All Attended Schools with loans linked to the MPNs in the report.

    b. All Attended Schools that created the MPNs listed in the report regardless of whether or not an award was linked to the MPN.

7. Although the MPN Discharge Report is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Fixed-length Record Layout (default):

MPN Discharge Report Detail Record						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name Description**	**Valid Field Content**	**Justify**
1	1	16	16	Borrower Last Name	• 0-9 • Uppercase A-Z • . (Period) • ' (Apostrophe) • - (Dash) If the last name is more than 16 bytes, the value will be truncated to 16 bytes	Left
2	17	28	12	Borrower First Name	• 0–9 • Uppercase A–Z • . (Period) • ' (Apostrophe) • - (Dash)	Left
3	29	29	1	Borrower Middle Initial	Uppercase A-Z Can be blank	Left
4	30	38	9	Borrower Social Security Number (SSN)	001010001–999999998	Right
5	39	46	8	Borrower Date of Birth (DOB)	Format is CCYYMMDD	Date

MPN Discharge Report Detail Record						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name Description**	**Valid Field Content**	**Justify**
6	47	67	21	MPN ID	123456789M07G12345678 21 character loan ID of one of the loans associated with the MPN The components of the MPN ID are: • Person's SSN: 001010001–999999998 • MPN Indicator • Program Year: 99 and forward • Direct Loan School Code: X00000-X99999 where X = G or E • Loan Sequence Number: 001-999	Left
7	68	75	8	Expiration Date	Format is CCYYMMDD	Date
8	76	76	1	Reason Code	• D = Inactive Due to Death • G = Inactive Due to Unauthorized Signature • I = Identity Theft	Left
9	77	146	70	Reason Description	• Inactive Due to Death • Inactive Due to Unauthorized Signature • Inactive Due to Identity Theft	Left
		Total Bytes	**146**			

Comma and Pipe-Delimited Record Layout:

The comma and pipe-delimited reports have required header information and column headings prior to the detail records.

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (“) around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

Comma or Pipe-Delimited Required Heading Information – MPN Discharge Report		
Line #	**Field Name and Description**	**Valid Field Content**
1	U.S. Department of Education	U.S. DEPARTMENT OF EDUCATION
2	Report Name	MPN DISCHARGE REPORT
3	Borrower Last Name	LAST NAME
	Borrower First Name	FIRST NAME
	Borrower Middle Initial	MIDDLE INITIAL
	Borrower Social Security Number (SSN)	SSN
	Borrower Date of Birth (DOB)	DOB
	Master Promissory Note ID	MPN ID
	Master Promissory Note Expiration Date	EXPIRATION DATE
	Expiration Reason Code	MPN STATUS
	Expiration Reason Description	MPN EXPIRATION STATUS

Comma or Pipe-Delimited Detail Record – MPN Discharge Report		
Column	**Field Name and Description**	**Valid Field Content**
A	Borrower Last Name	• 0-9 • Uppercase A-Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma (or Pipe)	Delimiter	, or |
B	Borrower First Name	• 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) - (Dash)
Comma (or Pipe)	Delimiter	, or |
C	Borrower Middle Initial	Uppercase A-Z Can be blank
Comma (or Pipe)	Delimiter	, or |
D	Borrower Social Security Number (SSN)	001010001–999999998
Comma (or Pipe)	Delimiter	, or |
E	Borrower Date of Birth (DOB)	Format is CCYYMMDD
Comma (or Pipe)	Delimiter	, or |
F	MPN ID	123456789M07G12345678

Comma or Pipe-Delimited Detail Record – MPN Discharge Report		
Column	**Field Name and Description**	**Valid Field Content**
		21 character loan ID of one of the loans associated with the MPN The components of the MPN ID are: • Person's SSN: 001010001–999999998 • MPN Indicator • Program Year: 99 and forward • Direct Loan School Code: X0000-X99999 where X = G or E Loan Sequence Number: 001-999
Comma (or Pipe)	Delimiter	, or |
G	Expiration Date	Format is CCYYMMDD
Comma (or Pipe)	Delimiter	, or |
H	Expiration Reason Code	• D = Inactive Due to Death • G = Inactive Due to Unauthorized Signature • I = Identity Theft
Comma (or Pipe)	Delimiter	, or |
I	Expiration Reason Description	• Inactive Due to Death • Inactive Due to Unauthorized Signature • Inactive Due to Identity Theft

Expired MPN Report

The Expired MPN Report contains data on MPNs that have expired (become inactive) within the last 30 days due to any of the following reasons:

1. No awards linked within a year of the date of receipt
2. No actual disbursements on a linked award within a year of the date of receipt
3. 10 years passing since the date of receipt
4. A PLUS loan linked with an Endorser.

MPNs will not appear on the Expired MPN Report if they have expired due to Disbursement inactivity more than 30 days prior to the date of the report generation.

This report can be used to:

1) Identify when a new MPN may be needed for an award at your school

-If an MPN has expired, you cannot use that MPN to link to a new, unlinked award at your school that will be disbursed after the expiration date. You must obtain a new, signed promissory note to book additional loans.

-If an MPN has expired that is already linked to an award at your school, no further action is necessary for that award. Any disbursements made to the linked award will book using the existing promissory note.

Business Rules:

1. The Expired MPN Report is sorted in the following order (with each field listed in ascending order):
    a. Last Name
    b. First Name
    c. Middle Initial
    d. SSN, and then
    e. DOB

2. The Expired MPN Report is available via SAIG in the following formats, which can be selected via the COD website Report Selection screen under the “School” menu:

    a. Fixed-length (default)

    b. Pipe-delimited

    c. Comma-delimited

3. The Expired MPN Report is available via the COD web in only comma-delimited format.

4. The Expired MPN Report (all format types) is sent from the COD System with non-award year specific message class MPNINAOP.

5. The Expired MPN Report is transmitted to the Reporting School’s SAIG mailbox and Newsbox on a weekly basis.

6. The Expired MPN Report is transmitted to the following Attended School’s Newsbox on a weekly basis:

    a. All Attended Schools with loans linked to the MPNs in the report.

    b. All Attended Schools that created the MPNs listed in the report regardless of whether or not an award was linked to the MPN.

7. Although the Expired MPN Report is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools’ SAIG mailbox or made available via the COD web site.

NOTE: This report will not display the last name and middle initial, and will truncate all but the first two characters of the first name of borrowers who have not been established on the COD system.

Fixed-length Record Layout (default):

Expired MPN Report Detail Record						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name Description**	**Valid Field Content**	**Justify**
1	1	16	16	Borrower Last Name	• 0-9 • Uppercase A-Z • . (Period) • ’ (Apostrophe) • - (Dash) If the last name is more than 16 bytes, the value will be truncated to 16 bytes	Left
2	17	28	12	Borrower First Name	• 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)	Left
3	29	29	1	Borrower Middle Initial	Uppercase A-Z Can be blank	Left
4	30	38	9	Borrower Social Security Number (SSN)	001010001–999999998	Right
5	39	46	8	Borrower Date of Birth (DOB)	Format is CCYYMMDD	Date
6	47	67	21	MPN ID	123456789M07G12345678 21 character loan ID of one of the loans associated with the MPN The components of the MPN ID are: • Person’s SSN: 001010001–999999998 • MPN Indicator • Program Year: 99 and forward • Direct Loan School Code: X00000-X99999 where X = G or E • Loan Sequence Number: 001-999	Left
7	68	75	8	Expiration Date	Format is CCYYMMDD	Date
8	76	76	1	Reason Code	E = Expired	Left
9	77	146	70	Reason Description	Expired	Left
		Total Bytes	**146**			

Comma and Pipe-Delimited Record Layout:

The comma and pipe-delimited reports have required header information and column headings prior to the detail records.

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (“) around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

Comma or Pipe-Delimited Required Heading Information – Expired MPN Report		
Line #	**Field Name and Description**	**Valid Field Content**
1	U.S. Department of Education	U.S. DEPARTMENT OF EDUCATION
2	Report Name	EXPIRED MPN REPORT
3	Borrower Last Name	LAST NAME
	Borrower First Name	FIRST NAME
	Borrower Middle Initial	MIDDLE INITIAL
	Borrower Social Security Number (SSN)	SSN
	Borrower Date of Birth (DOB)	DOB
	Master Promissory Note ID	MPN ID
	Master Promissory Note Expiration Date	EXPIRATION DATE
	Expiration Reason Code	MPN STATUS
	Expiration Reason Description	MPN EXPIRATION STATUS

Comma or Pipe-Delimited Detail Record – Expired MPN Report		
Column	**Field Name and Description**	**Valid Field Content**
A	Borrower Last Name	• 0-9 • Uppercase A-Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma (or Pipe)	Delimiter	, or |
B	Borrower First Name	• 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma (or Pipe)	Delimiter	, or |
C	Borrower Middle Initial	Uppercase A-Z Can be blank
Comma (or Pipe)	Delimiter	, or |
D	Borrower Social Security Number (SSN)	001010001–999999998
Comma (or Pipe)	Delimiter	, or |
E	Borrower Date of Birth (DOB)	Format is CCYYMMDD
Comma (or Pipe)	Delimiter	, or |
F	MPN ID	123456789M07G12345678

Comma or Pipe-Delimited Detail Record – Expired MPN Report		
Column	**Field Name and Description**	**Valid Field Content**
		21 character loan ID of one of the loans associated with the MPN The components of the MPN ID are: • Person's SSN: 001010001–999999998 • MPN Indicator • Program Year: 99 and forward • Direct Loan School Code: X0000-X99999 where X = G or E Loan Sequence Number: 001-999
Comma (or Pipe)	Delimiter	, or |
G	Expiration Date	Format is CCYYMMDD
Comma (or Pipe)	Delimiter	, or |
H	Expiration Reason Code	E = Expired
Comma (or Pipe)	Delimiter	, or |
I	Expiration Reason Description	Expired

MPNs Due to Expire Report

The MPNs Due to Expire Report contains data on MPNs that will expire (become inactive) within the next 60 days due to any of the following reasons:

1. No awards linked within a year of the date of receipt
2. No actual disbursements on a linked award within a year of the date of receipt
3. 10 years passing since the date of receipt

MPNs that have expired and were previously included on the report will no longer appear on the report. In addition, MPNs that will no longer expire within the next 60 days due to recent activity will be removed from future report.

This report can be used to:

1) Identify when a new MPN may be needed for an award at your school

-If an MPN is about to expire, and you know that your award will not be accepted, linked, and disbursed prior to the expiration date of the note, you should obtain a new MPN.

-If an MPN is about to expire that is already linked to an award at your school, no further action is necessary for that award. Any disbursements made to the linked award will book using the existing promissory note.

Business Rules:

1. The MPNs Due to Expire Report is sorted in the following order (with each field listed in ascending order):
    a. Last Name
    b. First Name
    c. Middle Initial
    d. SSN, and then
    e. DOB
2. The MPNs Due to Expire Report is available via the SAIG in the following formats, which can be selected via the COD website Report Selection screen under the “School” menu:

   a. Fixed-length (default)

   b. Pipe-delimited

   c. Comma-delimited

3. The MPN's Due to Expire Report is available via the COD web in only comma-delimited format.

4. The MPNs Due to Expire Report (all format types) is sent from the COD System with message class MPNEXPOP.

5. The MPNs Due to Expire Report is transmitted to the Reporting School's SAIG mailbox and Newsbox on a monthly basis.

6. The MPNs Due to Expire Report is transmitted to the following Attended School's Newsbox on a weekly basis:

   a. All Attended Schools with loans linked to the MPNs in the report.

   b. All Attended Schools that created the MPNs listed in the report regardless of whether or not an award was linked to the MPN.

7. Although the MPNs Due to Expire Report is generated monthly, if there is no data for the report on a given month, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site

NOTE: This report will not display the last name and middle initial, and will truncate all but the first two characters of the first name of borrowers who have not been established on the COD system.

Fixed-length Record Layout (default):

MPNs Due to Expire Report Detail Record						
Field #	**Start Position**	**End Position**	**Field Length**	**Field Name Description**	**Valid Field Content**	**Justify**
1	1	16	16	Borrower Last Name	• 0-9 • Uppercase A-Z • . (Period) • ’ (Apostrophe) • - (Dash) If the last name is more than 16 bytes, the value will be truncated to 16 bytes	Left
2	17	28	12	Borrower First Name	• 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)	Left
3	29	29	1	Borrower Middle Initial	Uppercase A-Z Can be blank	Left
4	30	38	9	Borrower Social Security Number (SSN)	001010001–999999998	Right
5	39	46	8	Borrower Date of Birth (DOB)	Format is CCYYMMDD	Date
6	47	67	21	MPN ID	123456789M07G12345678 21 character loan ID of one of the loans associated with the MPN The components of the MPN ID are: • Person’s SSN: 001010001–999999998 • MPN Indicator • Program Year: 99 and forward • Direct Loan School Code: X00000-X99999 where X = G or E Loan Sequence Number: 001-999	Left
7	68	75	8	Expiration Date	Format is CCYYMMDD	Date
8	76	76	1	Reason Code	A = About to Expire	Left
9	77	146	70	Reason Description	About to Expire	Left
		Total Bytes	**146**			

Comma and Pipe-Delimited Record Layout:

The comma and pipe-delimited reports have required header information and column headings prior to the detail records.

NOTE: The pipe-delimited report layout is the same as the comma-delimited report layout (except the comma-delimited report utilizes text qualifiers (“) around each field). The commas (,) in the valid field content are replaced with pipes (|) in the pipe-delimited report.

Comma or Pipe-Delimited Required Heading Information – MPNs Due to Expire Report		
Line #	**Field Name and Description**	**Valid Field Content**
1	U.S. Department of Education	U.S. DEPARTMENT OF EDUCATION
2	Report Name	MPNS DUE TO EXPIRE REPORT
3	Borrower Last Name	LAST NAME
	Borrower First Name	FIRST NAME
	Borrower Middle Initial	MIDDLE INITIAL
	Borrower Social Security Number (SSN)	SSN
	Borrower Date of Birth (DOB)	DOB
	Master Promissory Note ID	MPN ID
	Master Promissory Note Expiration Date	EXPIRATION DATE
	Expiration Reason Code	MPN STATUS
	Expiration Reason Description	MPN EXPIRATION STATUS

Comma or Pipe-Delimited Detail Record – MPNs Due to Expire Report		
Column	**Field Name and Description**	**Valid Field Content**
A	Borrower Last Name	• 0-9 • Uppercase A-Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma (or Pipe)	Delimiter	, or |
B	Borrower First Name	• 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) - (Dash)
Comma (or Pipe)	Delimiter	, or |
C	Borrower Middle Initial	Uppercase A-Z Can be blank
Comma (or Pipe)	Delimiter	, or |
D	Borrower Social Security Number (SSN)	001010001–999999998
Comma (or Pipe)	Delimiter	, or |
E	Borrower Date of Birth (DOB)	Format is CCYYMMDD
Comma (or Pipe)	Delimiter	, or |
F	MPN ID	123456789M07G12345678

		21 character loan ID of one of the loans associated with the MPN The components of the MPN ID are: • Person's SSN: 001010001–999999998 • MPN Indicator • Program Year: 99 and forward • Direct Loan School Code: X0000-X99999 where X = G or E Loan Sequence Number: 001-999
Comma (or Pipe)	Delimiter	, or |
G	Expiration Date	Format is CCYYMMDD
Comma (or Pipe)	Delimiter	, or |
H	Expiration Reason Code	A = About to Expire
Comma (or Pipe)	Delimiter	, or |
I	Expiration Reason Description	About to Expire

Grant Reports

NOTE: For the 2006-2007 Award Year, schools will be able to submit the Pell Data Request and receive Pell Data Request Acknowledgements, separate from ACG and National SMART information. However, beginning with the 2007-2008 Award Year, schools will be required to submit Grant Data Request and Grant Data Request Acknowledgements, which require users to specify a program type (Pell, ACG or National SMART).

Grant Reports Options

Beginning April 14, 2007, Grant Reports will include information for Pell, ACG and National SMART Grants. Grant Reports are available to schools via the school's SAIG mailbox, via the school's Newsbox on the COD web site, or via data requests.

Business Rules:

5. Grant Reports for 2006-2007 are generated as fixed-length, flat files and not as XML documents.

6. Grant Reports for 2006-2007 are viewable on the COD web site in the following format:

    a. Comma-Delimited (CSV)

7. Grant Reports are sent to schools SAIG mailbox in the following format options. Format options vary by report. Not all reports are offered in all formats:

    a. Preformatted Text file

        i. Portrait

        ii. Courier 10

        iii. 78 characters per line

        iv. 59 lines per page

    b. Fixed-length file

8. The Grant Reports delivery method and format options vary by report type. These specific options are discussed under the appropriate report section.

Below is a summary of all Grant Reports and available formats generated by the COD System.

REPORT NAME	FORMAT & DELIVERY METHOD									
	SORT	FREQUENCY	DATA REQUEST		SAIG MAILBOX				COD WEB SITE	
			Batch	Web	Preformatted Text	Comma-Delimited	Pipe-Delimited	Fixed Length	PDF	Comma-Delimited
Electronic Statement of Account (ESOA) – Pell, ACG and National SMART	SSN	By Request	X	X				X		
Funded Disbursement List – Pell Only	SSN	Daily		X	X					X
Multiple Reporting Record (MRR) – Pell, ACG and National SMART	SSN	Daily	X	X				X		
Pell POP Report – Pell Only	Last Name	Weekly	X	X	X					X
Pending Disbursement List – Pell, ACG and National SMART	Last Name	Weekly		X	X					X
Reconciliation Report – Pell, ACG and National SMART	SSN	By Request	X	X				X		
SSN/Name/Date of Birth Change Report – Pell, ACG and National SMART	Last Name	Weekly (if triggered by change)		X	X					X
Verification Status Report – Pell Only	Name	Monthly	X	X	X					X
Year-to-Date (YTD) file – Pell, ACG and National SMART	SSN	By Request	X	X				X		

Grant Header / Trailer Layout

Grant Batch Header

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	10	10	A	Header Identifier	Identify Header record in file. Left Justified.	This field is required. Constant: 'GRANT HDR '	Missing Batch Header – Reject Batch
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to length for Message Class, then Reject Batch.

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits

15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required.
						
						Format = XXCCYY999999CCYYMMDDHHMMSS
						Where:
						XX = batch type code (alpha)
						CCYY = last year in cycle: '2007'
						999999 = Reporting PELL ID
						CCYYMMDD = date batch created
						HHMMSS = time batch created
							Valid Batch Type codes:
							#A = Pell Electronic Statement of Account
							#C = Pell Reconciliation
							#I = Pell Institution Data from web
							#M = Pell Multiple Reporting
							#R = Pell Data Request
							#T = Pell ASCII Text
							#Y = Pell Year-to-Date
							#S = Pell SSN/Name/DOB Change
							#U = Pell Preformatted Pending Disbursement List
							#B = Pell Delimited Pending Disbursement List
							#F = Pell Preformatted Funded Disbursement List
							#H = Pell Delimited Funded Disbursement List
							#V= Pell Verification Status Report
							#Z = Pell POP Report
							AA=ACG Electronic Statement of Account
							AR = ACG Data Request Response
							AM = ACG Multiple Reporting Record
							AC = ACG Reconciliation Report
							AY = ACG Year-to-Date Record
							AT = ACG Text Message
							AU = ACG Preformatted Pending
							SA=National SMART Electronic Statement of Account
							SR = National SMART Data Request Response
							SM = National SMART Multiple Reporting Record
							SC = National SMART Reconciliation Report
							SY = National SMART Year-to-Date Record
							ST = National SMART Text Message
							SU = National SMART Preformatted Pending
							Disbursement List Report
							If duplicate Batch ID, then reject Batch. If Batch type does not agree with Message Class type, then reject Batch.
							If Batch Award Year does not agree with Message Class award year, then reject.
							If reporting Pell ID is ineligible, then send warning message.
							If Reporting Pell ID is a branch campus or has Central Funding, then reject Batch.
							If date batch created is > system date, then reject Batch.

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
41	48	8	A/N	OPE ID	The OPE ID number assigned to the reporting institution.	Valid OPE ID number or blank.	If not blank and not equal to OPE ID associated with Pell ID, then warn the Batch.
49	58	10	A/N	Software Provider	For non-Express software provide an identifier to indicate the software provider and version number if applicable.	This field is required. Software provider defined or blank	No edits will be performed on this field.
59	62	4	A	Unused	Reserved for future expansion.	Constant spaces	
63	63	1	A	ED Use	ED Use Only – do not use	Constant Spaces	Media Type = Y for Year-to-Date
64	68	5	A/N	ED Use	ED Use Only – do not use	Constant spaces	ED Express PC software version number
69	76	8	N	Process Date	Date the corresponding Batch was processed.	Format = CCYYMMDD	Completed as a result of processing the Batch.
77	100	24	N	Batch Reject Reasons	List of up to eight 3-digit batch reject reason codes which occurred during initial editing of the Batch. Only reject reason codes hit will display in this field. Otherwise, this space will be zero filled.	Reject Reasons format = 000 to 999 Position 101 to 103 = 1st reject reason code Position 104 to 106 = 2nd reject reason code Position 107 to 109 = 3rd reject reason code Position 110 to 112 = 4th reject reason code Position 113 to 115 = 5th reject reason code Position 116 to 118 = 6th reject reason code Position 119 to 121 = 7th reject reason code Position 122 to 124 = 8th reject reason code	Completed by Pell processor as a result of Batch editing. These are the 200 series of edits that can be found in this section of the Technical Reference.
		XX	A	Unused	Length extended to make the header record the same length as the detail records which follow.	Constant spaces	
		≥100		**Total Record Length**			

Grant Batch Trailer

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	10	10	A	Trailer Identifier	Identify Trailer record in file.	This field is required. Constant: 'GRANT TLR '	Missing Batch Trailer – reject batch. No detail records—reject Batch.
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to Data Record on Header, then reject Batch.
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	If not equal to Batch ID on Header, then reject Batch.
41	46	6	N	Reported Number of Records	Number of data records included in the Batch.	This field is required. Must be numeric: 000000 to 999999	If not equal to count of detail records in input Batch, then return warning message.
47	57	11	N	Unused	Constant Zeros		
58	58	1	A	Reported Total Sign Indicator	Positive or negative sign for total amount reported.	This field is required. P = Positive N = Negative For ESOA is constant P.	
59	64	6	N	Accepted and Corrected Number of Records	ED USE ONLY - Number of data records accepted and corrected by the Pell Processor.	000000 to 999999	

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
65	75	11	N	Accepted and Corrected Total of Batch	ED USE ONLY - Total Award or Disbursement amount accepted and corrected on Batch.	Dollars and cents. Use leading zeros, do not include the $ sign or decimal point. 00000000000 to 99999999999	
76	76	1	A	Accepted and Corrected Total Sign Indicator	ED USE ONLY - Positive or negative sign for total amount accepted.	P = Positive N = Negative	
77	82	6	N	Number of Duplicate Records	ED USE ONLY- Number of data records that duplicate a previously accepted Origination or Disbursement record. For all other types of batches this field is all zeroes.	000000 to 999999 or Blank.	
83	100	18	A	Unused	Reserved for future expansion.	Constant spaces	
		XX	A	Unused	Length extended to make the trailer record the same length as the detail records.	Constant spaces	
		≥100		**Total Record Length**			

Grant Data Requests

Data Requests are sent by schools to request information files. These files are the Multiple Reporting Record, Electronic Statement of Account, Year-to-Date, Reconciliation File, Verification Status, and Pell POP Report.

Note: There are no Verification Status and Pell POP Reports for ACG or National SMART.

Business Rules:

4. Grant Data Requests are sent as fixed-length, flat files and not as XML documents.

5. Grant Data Requests are sent to the COD system via SAIG batch with message class PGRQ07IN (Pell), AGRQ07IN (ACG) or SGRQ07IN (National SMART) or via the COD web site.

6. After the Data Request is received and processed, a Data Request Acknowledgement record is sent back to the institution for each data request received.

IMPORTANT: Effective April 14, 2007, the record layout for Pell Grant Data Requests will be slightly modified to include the "Program Type" field with a valid value of "PL" for Pell

Record Layout:

Grant Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
1	6	6	N	Requesting Attended Campus Pell-ID	Pell-ID campus	This field is required. Valid Pell-ID	If all zeros are entered and the request is a Year-to-Date or Reconciliation request then a YTD or Reconciliation file will be generated for the reporting campus, contained in the Batch ID, and each attended campus associated with the reporting campus. A separate Year-to-Date or Reconciliation file will be generated for each Pell ID. The all campus request option of all zeros is not applicable for a Statement of Account. All Statements of Account are generated for the Reporting Campus Pell ID.
7	7	1	A	Request Type	Code for data request type.	This field is required. M = Multiple Reporting R = Reconciliation S = Statement of Account Y = Year-to-Date V= Verification Status List P= Pell POP Report	
8	8	1	A	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by Electronic File Or Blank	Cannot be blank for requests from the WEB.

Grant Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
9	10	2	A	Program Type	2 characters that denote the program type NOTE: This is a new field created for the Grant Date Request	Field is required for all requests: PL = Pell AG = ACG SG = National SMART	
11	34	24	A	Unused	Reserved for future expansion	Constant spaces	
35	35	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information.	This field is required for type M requests. O = Send origination information D = Send disbursement information	
36	36	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	This field is required for type M requests. A = Send list of other institutions for all students S = Send other institution for students listed in record. I = Send students for institution listed in record	There may be multiple detail records to accommodate the number of Student IDs or institution numbers listed for the attended campus institution.
37	47	11	A/N	Student ID	The Student SSN and Name code for which a MR is requested. Only required if MR Code 2 equals S.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name	Must be non-blank if MRR Code 2 equals S.

Grant Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
48	53	6	N	MR Institution Pell-ID	The institution code for which MR listings are requested. Only required if the MR Code 2 equals I.	Blank or Valid Pell-ID	Must be non-blank if MRR Code 2 equals I.
54	76	23	A	(Unused) Award ID	Reserved for future use.	This field is not being used, but in the future will use this format: Blank or Format = 999999999XX200599999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2007 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	This field is not being used.
77	85	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS.. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number or blank	This field will only be populated for student specific Data Requests.
86	93	8	D	Student's Date of Birth	The date of birth of the student for this transaction.	Format: CCYYMMDD	This field will only be populated for student specific Data Requests.
94	109	16	A/N	Student's Last Name	The last name of the student for this transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	This field will only be populated for student specific Data Requests.

Grant Data Requests: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
110	121	12	A/N	Student's First Name	The first name of the student for this transaction.	A – Z, 0 – 9 or blank	This field will only be populated for student specific Data Requests.
122	122	1	A	Student's Middle Initial	The middle initial of the student for this transaction.	A – Z or blank	This field will only be populated for student specific Data Requests.
123	125	3	A/N	Unused	Reserved for future expansion	Constant spaces	
		125		**Total Record Length**			

Grant Data Request Acknowledgement

After a data request is received and processed by COD, a Grant Data Request Acknowledgement is sent back to the school for each data request received.

Business Rules:

3. The Grant Data Request Acknowledgement is provided in fixed-length, flat file format.

4. Grant Data Request Acknowledgments are sent from the COD system with message class PGRA07OP (Pell), AGRA07OP (ACG) or SGRA07OP (National SMART).

IMPORTANT: Effective April 14, 2007, the record layout for Pell Grant Data Requests will be slightly modified to include the "Program Type" field with a valid value of "PL" for Pell.

Record Layouts:

Grant Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
1	6	6	N	Requesting Attended Campus Pell-ID	Pell-ID campus	Valid Pell-ID	If all zeros are entered and the request is a Year-to-Date or Reconciliation request then a YTD or Reconciliation file will be generated for the reporting campus, contained in the Batch ID, and each attended campus associated with the reporting campus. A separate Year-to-Date or Reconciliation file will be generated for each Pell ID. The all campus request option of all zeros is not applicable for a Statement of Account. All Statements of Account are generated for the Reporting Campus Pell ID.

Grant Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
7	7	1	A	Request Type	Code for data request type.	M = Multiple Reporting R = Reconciliation S = Statement of Account Y = Year-to-Date V= Verification Status List P= Pell POP Report	
8	8	1	A	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by Electronic file	
9	10	2	A	Program Type	2 characters that denote the program type	Field is required for all requests: PL = Pell AG = ACG SG = National SMART	
11	34	24	A	Unused	Reserved for Future Expansion	Constant spaces	
35	35	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information.	O = Send Origination information D = Send Disbursement information	
36	36	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	A = Send list of other institutions for all students S = Send other institution for students listed in record. I = Send students for institution listed in record	

Grant Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
37	47	11	A	MR Student ID	The Student SSN and Name code for which a MRR is requested. Only required if MRR Code 2 equals S.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name	
48	53	6	N	MR Institution Pell-ID	The institution code for which MRR listings are requested. Only required if the MRR Code 2 equals I.	Blank or Valid Pell-ID	There may be multiple detail records to accommodate the number of Student IDs or institution numbers listed for the attended campus institution.
54	76	23	A	(Unused) Award ID	Reserved for future use.	This field is not being used, but in the future will use this format: Blank or Format = 999999999XX200599999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2007 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	This field is not being used.
77	77	1	A	Action Code	Code to indicate action taken	Valid Codes: A: Accepted - all fields accepted C: Corrected - one or more fields corrected (Pell only) E: Rejected - record was rejected	

Grant Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
78	98	21	N	Edit/Comment Codes	List of up to seven 3-digit comment codes which occurred during processing of the data request.	Comment format: 000 – 199 Position 78-80:1st comment code Position 81-83: 2nd comment code Position 96-98: 7th comment code	
99	107	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number or blank	This field will only be populated for student specific Data Requests.
108	115	8	D	Student's Date of Birth	The date of birth of the student for this transaction.	Format: CCYYMMDD or 0	This field will only be populated for student specific Data Requests. **Note**: This field will contain zeros on the Year-To-Date file if the student's date of birth is not returned.
116	131	16	A/N	Student's Last Name	The last name of the student for this transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	This field will only be populated for student specific Data Requests.
132	143	12	A/N	Student's First Name	The first name of the student for this transaction.	A – Z, 0 – 9 or blank	This field will only be populated for student specific Data Requests.
144	144	1	A	Student's Middle Initial	The middle initial of the student for this transaction.	A – Z or blank	This field will only be populated for student specific Data Requests.
145	150	6	A/N	Unused	Reserved for future expansion	Constant spaces	

Grant Data Request Acknowledgements: Multiple Reporting, Reconciliation, Electronic Statement of Account, YTD, Verification Status (Pell Only), Pell POP (Pell Only)							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
		150		**Total Record Length**			

ACG Electronic Statement of Account (ESOA)

The Electronic Statement of Account (ESOA) summarizes the status of a school's CFL versus the net drawdown for that award year and provides the YTD Total Accepted and Posted Disbursements.

NOTE**:** Please refer to Volume VI, Section 7 for the printing specifications for ESOA.

NOTE: The ACG ESOA will be available via Data Request after April 14, 2007

Business Rules:

1. The ESOA is COD system generated and is delivered to the school's SAIG mailbox.
2. The COD system generates an ESOA each time a school's CFL changes, regardless of funding method.
3. The ESOA is provided in the fixed-length, flat-file format.
4. The ESOA is sorted by Pell ID/Transaction Date in descending order.
5. The ESOA is sent from the COD System with message class AGAS07OP.

Record Layout:

Electronic Statement of Account Record – Header							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	10	10	A	Header Identifier	Identify Header record in file. Left Justified.	This field is required. Constant: 'GRANT HDR '	Missing Batch Header – Reject Batch
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to length for Message Class, then Reject Batch.

Electronic Statement of Account Record – Header							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle: '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	Valid Batch Type codes: AA = Statement of Account If duplicate Batch ID, then reject Batch. If Batch type does not agree with Message Class type, then reject Batch. If #R Batch and received before system startup, then reject Batch. If Batch Award Year does not agree with Message Class award year, then reject. If reporting Pell ID is ineligible, then send warning message. If Reporting Pell ID is a branch campus or has Central Funding, then reject Batch. If date batch created is > system date, then reject Batch.
41	48	8	A/N	OPE ID	The OPE ID number assigned to the reporting institution.	Valid OPE ID number or blank.	If not blank and not equal to OPE ID associated with Pell ID, then warn the Batch.
49	58	10	A/N	Software Provider	For non-Express software provide an identifier to indicate the software provider and version number if applicable.	This field is required. Software provider defined or blank	No edits will be performed on this field.
59	62	4	A	Unused	Reserved for future expansion.	Constant spaces	
63	63	1	A	ED Use	ED Use Only – do not use	Constant Spaces	Media Type = Y for Year-to-Date
64	68	5	A/N	ED Use	ED Use Only – do not use	Constant spaces	ED Express PC software version number
69	76	8	N	Process Date	Date the corresponding Batch was processed.	Format = CCYYMMDD	Completed as a result of processing the Batch.

Electronic Statement of Account Record – Header							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
77	100	24	N	Batch Reject Reasons	List of up to eight 3-digit batch reject reason codes which occurred during initial editing of the Batch. Only reject reason codes hit will display in this field. Otherwise, this space will be zero filled.	Reject Reasons format = 000 to 999 Position 101 to 103 = 1st reject reason code Position 104 to 106 = 2nd reject reason code Position 107 to 109 = 3rd reject reason code Position 110 to 112 = 4th reject reason code Position 113 to 115 = 5th reject reason code Position 116 to 118 = 6th reject reason code Position 119 to 121 = 7th reject reason code Position 122 to 124 = 8th reject reason code	These are the 200 series of edits that can be found in this section of the Technical Reference.
		XX	A	Unused	Length extended to make the header record the same length as the detail records which follow.	Constant spaces	
		≥100		**Total Record Length**			

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	Record Indicator	Indicates the record is summary or detail.	Constant “S”- Summary level account status	
2	7	6	N	Reporting Campus PELL-ID	PELL-ID of reporting campus	Valid PELL-ID	

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
8	18	11	A/N	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format = 999999999BB where 999999999 is a unique number and BB are Blanks.	
19	26	8	N	Entity ID	Routing ID randomly assigned to the school by COD.	99999999	
27	29	3	A	Unused	Reserved for FSA use.	Constant Spaces	
30	45	16	A/N	GAPS Award Number	Used to uniquely identify school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS). Comprised of the following fields = Program Office Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Subprogram Id GAPS Award year Sequence Number	Valid GAPS Award number. • ACG Format = P375A CCYYXXXX Where "P" = constant for PO Indicator "375" = constant for ACG "A" = constant " " 3 spaces CCYY = Beginning year of school year pair; '2006' for 2006 - 2007. XXXX = unique value for each funded institution	
46	50	5	A	Unused	Reserved for FSA use.	Constant zeroes	
51	58	8	D	Effective Date	Effective date for the CFL change	Valid Date in CCYYMMDD format.	
59	69	11	A/N	Previous Obligation	Amount of school's obligation prior to this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.
70	80	11	N	Obligation Adjustment	Change in the obligation amount for this Accounting cycle.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.
81	91	11	N	Current	Amount of school's	Dollars and cents. Right	Applies to schools with

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
				Obligation Amount	current obligation balance.	justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	obligate/pay accounts as well as schools with obligate only accounts.
92	102	11	A/N	Previous ACG Payments Does not apply to ACG.	Amount of direct payments to school prior to this adjustment. Does not apply to ACG.	Blanks Does not apply to ACG.	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year. Does not apply to ACG.
103	113	11	A/N	Payment Adjustment	Change in the direct payments to the schools as a result of this adjustment. Does not apply to ACG.	Blanks Does not apply to ACG.	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year. Does not apply to ACG.
114	124	11	A/N	Current ACG Payments Does not apply to ACG.	Amount of direct payments pushed to school's bank account by COD processing. Does not apply to ACG	Blanks Does not apply to ACG.	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year. Does not apply to ACG.
125	131	7	N	YTD Total Unduplicated Recipients Does not apply to ACG	Year-to-Date number of unduplicated recipients for institution. Does not apply to ACG	Zeros Does not apply to ACG	Does not apply to ACG.
132	142	11	N	YTD Accepted & Posted Disbursement Amount	YTD Total of disbursements accepted and posted by COD processing.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999 or Blank	
143	153	11	A	Unused	Reserved for FSA use.	Constant spaces	

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
154	164	11	N	YTD Administrative Cost Allowance (ACA) Does not apply to ACG	YTD amount of ACA paid to the institution. Does not apply to ACG	Zeros Does not apply to ACG	Does not apply to ACG
165	177	13	N	GAPS Draw-down/Payment .	Net drawdown/ payments as posted in GAPS, i.e.,: the sum of school-initiated drawdowns, direct payments for Obligate/Pay accounts, adjustments (+/-) less refunds and returns.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 0000000000000 to 9999999999999	
178	185	8	D	Date of Last Activity in GAPS	The date GAPS last posted a transaction for the GAPS Award number.	Valid date in CCYYMMDD format or Blank	
186	200	15	A	Unused	Reserved for future expansion	Constant spaces	
200			**Total Record**				

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	Record Indicator	Indicates the record is summary or detail.	Constant “D” = Detailed institution activity	
2	7	6	N	Reporting Campus Pell-ID	Pell-ID of reporting campus	Valid Pell-ID	

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
8	18	11	A/N	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format = 999999999BB where 999999999 is a unique number and BB are blanks.	
19	26	8	N	Entity ID	Routing ID randomly assigned to the school by COD.	99999999	
27	29	3	A	Unused	Reserved for FSA use.	Constant Spaces	
30	45	16	A/N	GAPS Award Number	Used to uniquely identify school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS). Comprised of the following fields = Program Office Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Subprogram Id GAPS Award year Sequence Number	Valid GAPS Award number. Format = P375A CCYYXXXX Where "P" = constant for PO Indicator "375" = constant for ACG "A" = constant " " 3 spaces CCYY = Beginning year of school year pair; '2006' for 2006 - 2007. XXXX = unique value for each funded institution	
46	53	8	D	Transaction Date	Effective date of financial transaction created by COD for submission to GAPS.	Valid Date in CCYYMMDD format.	
54	54	1	A	Sign Indicator	Indicates whether the Adjustment Amount is an increase or a decrease	P = positive (Increase) N = negative (Decrease)	
55	65	11	N	Adjustment Amount	Amount of individual adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	
66	73	8	D	Process Date	The date COD	Valid date in	

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
					processed the adjustment.	CCYYMMDD format.	
74	103	30	A/N	Adjustment Document/ Batch ID	Document/Batch ID generated by COD.	Format of Document ID (full participants only) CCYY-MMDDTHH: mm:ss.ff99999999 where: CCYY-MM-DD-date document created T=constant HH:mm:ss.ff=time document created 99999999=Entity ID of reporting campus.	
104	200	97	A	Unused		Reserved for future expansion	Constant spaces
200		**Total Record**					

Electronic Statement of Account Record – Trailer							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	10	10	A	Trailer Identifier	Identify Trailer record in file.	This field is required. Constant: 'GRANT TLR '	Missing Batch Trailer – reject batch. No detail records—reject Batch.
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to Data Record on Header, then reject Batch.

Electronic Statement of Account Record – Trailer							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	If not equal to Batch ID on Header, then reject Batch. The only valid indicator for ESOA is Valid Batch Type Codes: AA = Statement of Account
41	46	6	N	Reported Number of Records	Number of data records included in the Batch.	This field is required. Must be numeric: 000000 to 999999	If not equal to count of detail records in input Batch, then return warning message.
47	57	11	N	Unused	Constant Zeros		
58	58	1	A	Reported Total Sign Indicator	Positive or negative sign for total amount reported.	This field is required. P = Positive N = Negative For ESOA is constant P.	
59	64	6	N	Accepted and Corrected Number of Records	ED USE ONLY - Number of data records accepted and corrected by the Pell Processor.	000000 to 999999	
65	75	11	N	Accepted and Corrected Total of Batch	ED USE ONLY - Total Award or Disbursement amount accepted and corrected on Batch.	Dollars and cents. Use leading zeros, do not include the $ sign or decimal point. 00000000000 to 99999999999	
76	76	1	A		ED USE ONLY - Positive or negative sign for total amount accepted.	P = Positive N = Negative	
77	82	6	N	Number of Duplicate Records	ED USE ONLY- Number of data records that duplicate a previously accepted Origination or Disbursement record. For all other types of batches this field is all zeroes.	000000 to 999999	

Electronic Statement of Account Record – Trailer							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
83	100	18	A	Unused	Reserved for future expansion.	Constant spaces	
		XX	A	Unused	Length extended to make the trailer record the same length as the detail records.	Constant spaces	
		>100		Total Record Length			

National SMART Electronic Statement of Account (ESOA)

The Electronic Statement of Account (ESOA) summarizes the status of a school's CFL versus the net drawdown for that award year and provides the YTD Total Accepted and Posted Disbursements.

NOTE**:** Please refer to Volume VI, Section 7 for the printing specifications for ESOA.

NOTE: The National SMART ESOA will be available via Data Request after April 14, 2007.

Business Rules:

1. The ESOA is COD system generated and is delivered to the school's SAIG mailbox.
2. The COD system generates an ESOA each time a school's CFL changes, regardless of funding method.
3. The ESOA is provided in the fixed-length, flat file format.
4. The ESOA is sorted by Pell ID/Transaction Date in descending order.
5. The ESOA is sent from the COD System with message class SGAS07OP.

Record Layout:

Electronic Statement of Account Record – Header							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	10	10	A	Header Identifier	Identify Header record in file. Left Justified.	This field is required. Constant: 'GRANT HDR '	Missing Batch Header – Reject Batch
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to length for Message Class, then Reject Batch.

Electronic Statement of Account Record – Header							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle: '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	Valid Batch Type codes: SA = Statement of Account If duplicate Batch ID, then reject Batch. If Batch type does not agree with Message Class type, then reject Batch. If #R Batch and received before system startup, then reject Batch. If Batch Award Year does not agree with Message Class award year, then reject. If reporting Pell ID is ineligible, then send warning message. If Reporting Pell ID is a branch campus or has Central Funding, then reject Batch. If date batch created is > system date, then reject Batch.
41	48	8	A/N	OPE ID	The OPE ID number assigned to the reporting institution.	Valid OPE ID number or blank.	If not blank and not equal to OPE ID associated with Pell ID, then warn the Batch.
49	58	10	A/N	Software Provider	For non-Express software provide an identifier to indicate the software provider and version number if applicable.	This field is required. Software provider defined or blank	No edits will be performed on this field.
59	62	4	A	Unused	Reserved for future expansion.	Constant spaces	
63	63	1	A	ED Use	ED Use Only – do not use	Constant Spaces	Media Type = Y for Year-to-Date
64	68	5	A/N	ED Use	ED Use Only – do not use	Constant spaces	ED Express PC software version number
69	76	8	N	Process Date	Date the corresponding Batch was processed.	Format = CCYYMMDD	Completed as a result of processing the Batch.

Electronic Statement of Account Record – Header							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
77	100	24	N	Batch Reject Reasons	List of up to eight 3-digit batch reject reason codes which occurred during initial editing of the Batch. Only reject reason codes hit will display in this field. Otherwise, this space will be zero filled.	Reject Reasons format = 000 to 999 Position 101 to 103 = 1st reject reason code Position 104 to 106 = 2nd reject reason code Position 107 to 109 = 3rd reject reason code Position 110 to 112 = 4th reject reason code Position 113 to 115 = 5th reject reason code Position 116 to 118 = 6th reject reason code Position 119 to 121 = 7th reject reason code Position 122 to 124 = 8th reject reason code	These are the 200 series of edits that can be found in this section of the Technical Reference.
		XX	A	Unused	Length extended to make the header record the same length as the detail records which follow.	Constant spaces	
		≥100		**Total Record Length**			

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	Record Indicator	Indicates the record is summary or detail.	Constant "S"- Summary level account status	
2	7	6	N	Reporting Campus PELL-ID	PELL-ID of reporting campus	Valid PELL-ID	

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
8	18	11	A/N	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format = 999999999BB where 999999999 is a unique number and BB are Blanks.	
19	26	8	N	Entity ID	Routing ID randomly assigned to the school by COD.	99999999	
27	29	3	A	Unused	Reserved for FSA use.	Constant Spaces	
30	45	16	A/N	GAPS Award Number	Used to uniquely identify school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS). Comprised of the following fields = Program Office Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Subprogram Id GAPS Award year Sequence Number	Valid GAPS Award number. Format = P376S CCYYXXXX Where "P" = constant for PO Indicator "376" = constant for National SMART "S" = constant " " 3 spaces CCYY = Beginning year of school year pair; '2006' for 2006 - 2007. XXXX = unique value for each funded institution	
46	50	5	A	Unused	Reserved for FSA use.	Constant zeroes	
51	58	8	D	Effective Date	Effective date for the CFL change	Valid Date in CCYYMMDD format.	
59	69	11	A/N	Previous Obligation	Amount of school's obligation prior to this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.
70	80	11	N	Obligation Adjustment	Change in the obligation amount for this Accounting cycle.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
81	91	11	N	Current Obligation Amount	Amount of school's current obligation balance.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 00000000000 to 99999999999	Applies to schools with obligate/pay accounts as well as schools with obligate only accounts.
92	102	11	A/N	Previous SMART Grant Payments Does not apply to National SMART.	Amount of direct payments to school prior to this adjustment. Does not apply to SMART.	Blanks Does not apply to National SMART.	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year. Does not apply to National SMART.
103	113	11	A/N	Payment Adjustment	Change in the direct payments to the schools as a result of this adjustment. Does not apply to National SMART.	Blanks Does not apply to National SMART.	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year. Does not apply to National SMART.
114	124	11	A/N	Current SMART Grant Payments Does not apply to National SMART.	Amount of direct payments pushed to school's bank account by COD processing. Does not apply to National SMART.	Blanks Does not apply to National SMART.	Applies only to schools where COD initiates a transaction that results in a cash payment directly to their bank account. Always blank for schools with obligate only accounts for the entire school year. Does not apply to National SMART.
125	131	7	N	YTD Total Unduplicated Recipients Does not apply to National SMART.	Year-to-Date number of unduplicated recipients for institution. Does not apply to National SMART.	Zeros Does not apply to National SMART.	Does not apply to National SMART.
132	142	11	N	YTD Accepted & Posted	YTD Total of disbursements accepted and posted by COD	Dollars and cents. Right justify, left zero fill; do not include the $ sign or	

Electronic Statement of Account Record – Summary							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
				Disbursement Amount	processing.	decimal point. Range = 00000000000 to 99999999999 or Blank	
143	153	11	A	Unused	Reserved for FSA use.	Constant spaces	
154	164	11	N	YTD Administrative Cost Allowance (ACA) Does not apply to National SMART.	YTD amount of ACA paid to the institution Does not apply to National SMART.	Zeros Does not apply to National SMART.	Does not apply to National SMART.
165	177	13	N	GAPS Draw-down/Payment	Net drawdown/ payments as posted in GAPS, i.e.,: the sum of school-initiated drawdowns, direct payments for Obligate/Pay accounts, adjustments (+/-) less refunds and returns.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range = 0000000000000 to 9999999999999	
178	185	8	D	Date of Last Activity in GAPS	The date GAPS last posted a transaction for the GAPS Award number.	Valid date in CCYYMMDD format or Blank.	
186	200	15	A	Unused	Reserved for future expansion	Constant spaces	
200			**Total Record**				

Electronic Statement of Account Record – Detail

Field Positions First	Last	Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	1	1	A	Record Indicator	Indicates the record is summary or detail.	Constant "D" = Detailed institution activity	
2	7	6	N	Reporting Campus Pell-ID	Pell-ID of reporting campus	Valid Pell-ID	
8	18	11	A/N	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format = 999999999BB where 999999999 is a unique number and BB are blanks.	
19	26	8	N	Entity ID	Routing ID randomly assigned to the school by COD.	99999999	
27	29	3	A	Unused	Reserved for FSA use.	Constant Spaces	
30	45	16	A/N	GAPS Award Number	Used to uniquely identify school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS). Comprised of the following fields = Program Office Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Subprogram Id GAPS Award year Sequence Number	Valid GAPS Award number. Format = P376S CCYYXXXX Where "P" = constant for PO Indicator "376" = constant for SMART "S" = constant " " 3 spaces CCYY = Beginning year of school year pair; '2006' for 2006 - 2007. XXXX = unique value for each funded institution	
46	53	8	D	Transaction Date	Effective date of financial transaction created by COD for submission to GAPS.	Valid Date in CCYYMMDD format.	
54	54	1	A	Sign Indicator	Indicates whether the Adjustment Amount is an increase or a decrease	P = positive (Increase) N = negative (Decrease)	
55	65	11	N	Adjustment Amount	Amount of individual adjustment.	Dollars and cents. Right justify, left zero fill; do not include the $ sign or decimal point. Range =	

Electronic Statement of Account Record – Detail							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
						00000000000 to 99999999999	
66	73	8	D	Process Date	The date COD processed the adjustment.	Valid date in CCYYMMDD format.	
74	103	30	A/N	Adjustment Document/ Batch ID	Document/Batch ID generated by COD.	Format of Document ID (full participants only) CCYY-MMDDTHH: mm:ss.ff99999999 where: CCYY-MM-DD-date document created T=constant HH:mm:ss.ff=time document created 99999999=Entity ID of reporting campus.	
104	200	97	A	Unused		Reserved for future expansion	Constant spaces
200		**Total Record**					

Electronic Statement of Account Record – Trailer							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	10	10	A	Trailer Identifier	Identify Trailer record in file.	This field is required. Constant: 'GRANT TLR '	Missing Batch Trailer – reject batch. No detail records—reject Batch.
11	14	4	N	Data Record Length	Length of data records included in this Batch.	This field is required. Must be numeric: 0001 to 9999	If not equal to Data Record on Header, then reject Batch.

Electronic Statement of Account Record – Trailer							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMSS Where: XX = batch type code (alpha) CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	If not equal to Batch ID on Header, then reject Batch. The only valid indicator for ESOA is Valid Batch Type Codes: SA = Statement of Account
41	46	6	N	Reported Number of Records	Number of data records included in the Batch.	This field is required. Must be numeric: 000000 to 999999	If not equal to count of detail records in input Batch, then return warning message.
47	57	11	N	Unused	Constant Zeros		
58	58	1	A	Reported Total Sign Indicator	Positive or negative sign for total amount reported.	This field is required. P = Positive N = Negative For ESOA is constant P.	
59	64	6	N	Accepted and Corrected Number of Records	ED USE ONLY - Number of data records accepted and corrected by the Pell Processor.	000000 to 999999	
65	75	11	N	Accepted and Corrected Total of Batch	ED USE ONLY - Total Award or Disbursement amount accepted and corrected on Batch.	Dollars and cents. Use leading zeros, do not include the $ sign or decimal point. 00000000000 to 99999999999	
76	76	1	A		ED USE ONLY - Positive or negative sign for total amount accepted.	P = Positive N = Negative	
77	82	6	N	Number of Duplicate Records	ED USE ONLY- Number of data records that duplicate a previously accepted Origination or Disbursement record. For all other types of batches this field is all zeroes.	000000 to 999999	

Electronic Statement of Account Record – Trailer							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
83	100	18	A	Unused	Reserved for future expansion.	Constant spaces	
		XX	A	Unused	Length extended to make the trailer record the same length as the detail records.	Constant spaces	
		>100		Total Record Length			

ACG Multiple Reporting Record (MRR)

The Multiple Reporting Record (MRR) provides information to a school about a student's origination and disbursement status at other schools and the amount of ACG award(s) disbursed. The ACG MRR only identifies one primary type of multiple reporting conditions: concurrent enrollment.

Business Rules:

1. An MRR can be COD system generated or may be requested by the school via batch data request, or COD web site.
2. The MRR is provided in fixed-length, flat file format.
3. The MRR is sent from the COD System using message class AGMR07OP.

Record Layout:

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
1	2	2	A	Record Type	Code that indicates the reason the institution is receiving the record.	RO = Data request for Origination information. RD = Data request for Disbursement information. RN = No MRR information found CE = The student is concurrently enrolled	
3	8	6	N	Requesting Institution Pell-ID	Pell-ID of the requesting attended campus of the student. Will be blank for concurrent enrollment and potential over award records.	Must be a valid Pell-ID assigned by the Department of Education. May be BLANK.	
9	9	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information. Will be blank for concurrent enrollment and potential over award records.	O = Send origination information D = Send disbursement information May be BLANK.	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
10	10	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students. Will be blank for concurrent enrollment and potential over award records.	A = Send list of other institutions for all students S = Send list of other institutions for students listed in record. I = Send student for institution listed in record May be blank.	
11	21	11	A	MR Student ID	The Student SSN and Name code for which a MR is requested. Will be blank for concurrent enrollment.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z; . (period); ' (apostrophe); - (dash); Blank = no last name	
22	27	6	N	MR Institution Pell-ID	The institution code for which MR are requested. Will be blank for concurrent enrollment.	Valid Pell-ID. May be blank.	
28	36	9	N	Student Original SSN	Student's Original SSN from the origination record.	001010001 to 999999999	
37	38	2	A	Original Name Code	Student's name code from the origination record.	Uppercase A to Z; . (period); ' (apostrophe); - (dash) Blank (no last name).	
39	44	6	N	Institution Pell-ID	Pell-ID of the attended campus of the student. Use the record type to interpret the relationship this institution has to the institution receiving this record.	Must be a valid Pell-ID assigned by the Department of Education.	
45	114	70	A/N	Institution Name	The name of the institution.		
115	149	35	A/N	Institution Street Address - Line 1	The street or post office box address of institution.		
150	184	35	A/N	Institution	The street or post office box		

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				Street Address - Line 2	address of institution.		
185	209	25	A/N	Institution City	The city in which the institution is located.		
210	211	2	A	Institution State	The two-character code assigned by the US Postal Service to the state or other entity in which the institution is located.		
212	220	9	A/N	Zip Code	The zip code of the institution.		
221	250	30	A/N	Financial Aid Administrato r (FAA) Name	The full name of the institutional administrator officially responsible for the accuracy and completeness of the data, starting with first name, e.g., JOHN E DOE.		
251	260	10	N	FAA Telephone Number	The working phone number for the person indicated as FAA.	Includes area code, but not parentheses or dashes.	
261	270	10	A/N	FAA Fax Number (Optional)	The working fax number used by the person indicated as FAA.	May be BLANK. Otherwise includes area code, but not parentheses or dashes.	
271	320	50	A/N	Internet Address	Internet address of an authorized official.	May be BLANK.	
321	327	7	A/N	Unused	Reserved for future expansion	Constant Spaces	
328	334	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
335	336	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
337	341	5	A/N	Unused	Reserved for future expansion	Constant Spaces	
342	349	8	D	Enrollment Date	First date the student was enrolled in an eligible program for the award year.	CCYYMMDD Range = 20060101 to 20070630	
350	357	8	D	Origination Create Date	Date the origination was created in COD database.	CCYYMMDD Range = 20060701 to 20110930	
358	364	7	N	Total of Disbursement	Total amount of all disbursements accepted by the	Range = 0000000 to AWARD	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				s Accepted	ACG Program.	AMOUNT MAX	
365	372	8	D	Last Activity Date	Date the last payment was received from the institution.	Format = CCYYMMDD	
373	380	8	D	Next Estimated Disbursement Date	Date of the next estimated disbursement date.	Blank or CCYYMMDD Range = 20060701 to 20110930	
381	385	5	N	Unused	Reserved for future expansion	Constant spaces	
386	395	10	N	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify	Format = 0000000000 – 1111111111 Values: 0 – indicates not set 1 – indicates flag is set Where: Each digit signifies a different situation 1st = Shared SAR ID 2nd = Reserved for future use. 3rd = Concurrent Enrollment 4th = Reserved for future use. 5th through 10th = Reserved for future use.	
396	411	16	A/N	Student's Last Name	The last name of the student for this CPS transaction number.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
412	423	12	A/N	Student's First Name	The first name of the student for this CPS transaction number.	A to Z, 0 to 9 or blank	
424	424	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction number.	A to Z or blank	
425	432	8	D	Student's Date of Birth	The date of birth of the student for this CPS transaction number.	Format = CCYYMMDD	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
433	441	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during ACG processing.	Valid Social Security Number or BLANK if not matched	
442	462	21	A/N	Award ID	Award ID is a unique identifier for ACG Awards.	Student's Social Security Number: 001010001-999999998 Award Type: A = ACG, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
		462		**Total Record Length**			

National SMART Multiple Reporting Record (MRR)

The Multiple Reporting Record (MRR) provides information to a school about a student's origination and disbursement status at other schools and the amount of National SMART award(s) disbursed. The National SMART MRR only identifies one primary type of multiple reporting conditions: concurrent enrollment.

Business Rules:

4. An MRR can be COD system generated or may be requested by the school via batch data request, or COD web site.
5. The MRR is provided in fixed-length, flat file format.
6. The MRR is sent from the COD System using message class SGMR07OP.

Record Layout:

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
1	2	2	A	Record Type	Code that indicates the reason the institution is receiving the record.	RO = Data request for Origination information. RD = Data request for Disbursement information. RN = No MRR information found CE = The student is concurrently enrolled	
3	8	6	N	Requesting Institution Pell-ID	Pell-ID of the requesting attended campus of the student. Will be blank for concurrent enrollment.	Must be a valid Pell-ID assigned by the Department of Education. May be BLANK.	
9	9	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information. Will be blank for concurrent enrollment.	O = Send origination information D = Send disbursement information May be BLANK.	
10	10	1	A	Multiple Reporting	Indicates the institution is requesting by selected student,	A = Send list of other institutions for all	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				Request Code 2	selected institution, or all students. Will be blank for concurrent enrollment.	students S = Send list of other institutions for students listed in record. I = Send student for institution listed in record May be blank.	
11	21	11	A	MR Student ID	The Student SSN and Name code for which a MR is requested. Will be blank for concurrent enrollment.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z; . (period); ' (apostrophe); - (dash); Blank = no last name	
22	27	6	N	MR Institution Pell-ID	The institution code for which MR are requested. Will be blank for concurrent enrollment.	Valid Pell-ID. May be blank.	
28	36	9	N	Student Original SSN	Student's Original SSN from the origination record.	001010001 to 999999999	
37	38	2	A	Original Name Code	Student's name code from the origination record.	Uppercase A to Z; . (period); ' (apostrophe); - (dash) Blank (no last name).	
39	44	6	N	Institution Pell-ID	Pell-ID of the attended campus of the student. Use the record type to interpret the relationship this institution has to the institution receiving this record.	Must be a valid Pell-ID assigned by the Department of Education.	
45	114	70	A/N	Institution Name	The name of the institution.		
115	149	35	A/N	Institution Street Address - Line 1	The street or post office box address of institution.		
150	184	35	A/N	Institution Street Address -	The street or post office box address of institution.		

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				Line 2			
185	209	25	A/N	Institution City	The city in which the institution is located.		
210	211	2	A	Institution State	The two-character code assigned by the US Postal Service to the state or other entity in which the institution is located.		
212	220	9	A/N	Zip Code	The zip code of the institution.		
221	250	30	A/N	Financial Aid Administrator (FAA) Name	The full name of the institutional administrator officially responsible for the accuracy and completeness of the data, starting with first name, e.g., JOHN E DOE.		
251	260	10	N	FAA Telephone Number	The working phone number for the person indicated as FAA.	Includes area code, but not parentheses or dashes.	
261	270	10	A/N	FAA Fax Number (Optional)	The working fax number used by the person indicated as FAA.	May be BLANK. Otherwise includes area code, but not parentheses or dashes.	
271	320	50	A/N	Internet Address	Internet address of an authorized official.	May be BLANK.	
321	327	7	A/N	Unused	Reserved for future expansion	Constant Spaces	
328	334	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
335	336	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
337	341	5	A/N	Unused	Reserved for future expansion	Constant Spaces	
342	349	8	D	Enrollment Date	First date the student was enrolled in an eligible program for the award year.	CCYYMMDD Range = 20060101 to 20070630	
350	357	8	D	Origination Create Date	Date the origination was created in COD database.	CCYYMMDD Range = 20060701 to 20110930	
358	364	7	N	Total of Disbursements Accepted	Total amount of all disbursements accepted by the National SMART Program.	Range = 0000000 to AWARD AMOUNT MAX	
365	372	8	D	Last Activity	Date the last payment was	Format =	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
				Date	received from the institution.	CCYYMMDD	
373	380	8	D	Next Estimated Disbursement Date	Date of the next estimated disbursement date.	Blank or CCYYMMDD Range = 20060701 to 20110930	
381	385	5	N	Unused	Reserved for future expansion	Constant spaces	
386	395	10	N	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify	Format = 0000000000 – 1111111111 Values: 0 – indicates not set 1 – indicates flag is set Where: Each digit signifies a different situation 1st = Shared SAR ID 2nd = Reserved for future use. 3rd = Concurrent Enrollment 4th = Reserved for future use. 5th through 10th = Reserved for future use.	
396	411	16	A/N	Student's Last Name	The last name of the student for this CPS transaction number.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
412	423	12	A/N	Student's First Name	The first name of the student for this CPS transaction number.	A to Z, 0 to 9 or blank	
424	424	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction number.	A to Z or blank	
425	432	8	D	Student's Date of Birth	The date of birth of the student for this CPS transaction number.	Format = CCYYMMDD	

Multiple Reporting Record							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/ Edits**
433	441	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during National SMART Grant processing.	Valid Social Security Number or BLANK if not matched	
442	462	21	A/N	Award ID	Award ID is a unique identifier for National SMART Awards.	Student's Social Security Number: 001010001-999999998 Award Type: T = National SMART, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
		462		**Total Record Length**			

ACG Reconciliation Report

The Reconciliation Report is a one-record student summary of processed records and can be helpful to a school as it completes both the year-end and ongoing reconciliation processes. This report can be downloaded, printed, or imported into a spreadsheet for comparison with the school's data. This report provides the total YTD disbursement amount per student with COD.

Business Rules:

1. The Reconciliation Report may be requested by the school via batch data request or COD web site.

2. The Reconciliation Report is provided in fixed-length, flat file format.

3. The Reconciliation report is sent from the COD System with message class AGRC07OP.

Record Layout:

Reconciliation Report							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	16	16	A/N	Student's Last Name	The last name of the student.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
17	28	12	A/N	Student's First Name	The first name of the student.	A to Z, 0 to 9 or blank	
29	29	1	A	Student's Middle Initial	The middle initial of the student.	A to Z or blank	
30	50	21	A/N	Award ID	Award ID is a unique identifier for ACG Awards.	Student's Social Security Number: 001010001-999999998 Award Type: A = ACG, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	

Reconciliation Report							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
51	51	1	N	Grade Level	Grade Level as reported by school to COD	0 = 1st year never previously attended 1 = 1st year 2 = 2nd year	
52	52	1	A/N	Unused	Reserved for future expansion	Constant spaces	
53	61	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS	Valid Social Security Number or BLANK if not matched	
62	67	6	N	Reported Campus Pell-ID	Pell-ID of the reporting campus	Valid Pell-ID	
68	69	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
70	74	5	A/N	Unused	Reserved for future expansion	Constant spaces	
75	81	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
82	86	5	A/N	Unused	Reserved for future expansion	Constant spaces	
87	93	7	N	YTD Disbursement Amount	Total of all the accepted Disbursement amounts for the student.	0000000 to 9999999. The first five positions are the whole dollars and the last two positions are the cents.	If there are no disbursements at the Pell Processor or they have all been rejected then this amount will be 0.
94	94	1	A/N	Unused	Reserved for future expansion	Constant spaces	
95	95	1	A/N	Unused	Reserved for future expansion	Constant spaces	
96	97	2	N	Eligibility/ Payment Reason	School submitted eligibility/payment reason for ACG Grant	01 = Rigorous High School Program 02 = AP/IB Courses 03 = Coursework	

Reconciliation Report							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
98	103	6	A/N	Rigorous High School Program Code	Rigorous High school program code includes the state and program code, or Department of Defense Code (6 position code).	Refer to Volume VI, Section 9 for a complete list of valid values. Format example: TX0002 If Eligibility/Payment Reason = 01, then this value cannot be blank. If Eligibility/Payment Reason = 01 or 02, then this value may be blank.	
		103		**Total Record Length**			

National SMART Reconciliation Report

The Reconciliation Report is a one-record student summary of processed records and can be helpful to a school as it completes both the year-end and ongoing reconciliation processes. This report can be downloaded, printed, or imported into a spreadsheet for comparison with the school's data. This report provides the total YTD disbursement amount per student with COD.

Business Rules:

1. The Reconciliation Report may be requested by the school via batch data request or COD web site.

2. The Reconciliation Report is provided in fixed-length, flat file format.

3. The Reconciliation report is sent from the COD System with message class SGRC07OP.

Record Layout:

Reconciliation Report							
Field Positions		**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
First	**Last**						
1	16	16	A/N	Student's Last Name	The last name of the student.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
17	28	12	A/N	Student's First Name	The first name of the student.	A to Z, 0 to 9 or blank	
29	29	1	A	Student's Middle Initial	The middle initial of the student.	A to Z or blank	
30	50	21	A/N	Award ID	Award ID is a unique identifier for National SMART Awards.	Student's Social Security Number: 001010001-999999998 Award Type: T = National SMART, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
51	51	1	N	Grade Level	Grade Level as reported by school to COD	3 = 3rd year 4 = 4th year	

Reconciliation Report							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
52	52	1	A/N	Unused	Reserved for future expansion	Constant spaces	
53	61	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS	Valid Social Security Number or BLANK if not matched	
62	67	6	N	Reported Campus Pell-ID	Pell-ID of the reporting campus	Valid Pell-ID	
68	69	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
70	74	5	A/N	Unused	Reserved for future expansion	Constant spaces	
75	81	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
82	86	5	A/N	Unused	Reserved for future expansion	Constant spaces	
87	93	7	N	YTD Disbursement Amount	Total of all the accepted Disbursement amounts for the student.	0000000 to 9999999. The first five positions are the whole dollars and the last two positions are the cents.	If there are no disbursements at the Pell Processor or they have all been rejected then this amount will be 0.
94	94	1	A/N	Unused	Reserved for future expansion	Constant spaces	
95	95	1	A/N	Unused	Reserved for future expansion	Constant spaces	
96	101	6	N	CIP Code	Classification of Instructional Programs (CIP) Code	Refer to Volume VI, Section 9 for a complete list of valid values. Format example: 99v9999 (v is implied decimal)	
		101		**Total Record Length**			

ACG Year-to-Date Record (YTD)

A Year-to-Date (YTD) Record can be requested for one given student or for all ACG recipients at the school and contains detailed award and disbursement data at a transaction level. The YTD Record shows the number of recipients at the school; the number of award and disbursement records that were accepted and rejected; and, for certain edit codes, the number of times a school received that specific edit code on a response document. The YTD Record can be used to replace a corrupt database or to reconcile records with accepted data on COD.

Business Rules:

1. The Year-To-Date Record may be requested by the school via batch data request, or the COD web site.

2. The Year-To-Date Record is provided in fixed-length, flat file format.

3. The Year-To-Date Record is sent from the COD System with message class AGYR07OP.

Record Layout(s):

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement or Summary data.	Constant: "O"	
2	22	21	A/N	Award ID	Award ID is a unique identifier for ACG Awards.	Student's Social Security Number: 001010001-999999998 Award Type: A = ACG, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
23	23	1	N	Grade Level	Grade Level as reported by school to COD	0 = 1st year never previously attended 1 = 1st year 2 = 2nd year	
24	24	1	A/N	Unused	Reserved for future expansion	Constant spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
25	33	9	N	Original SSN	Student's SSN from original FAFSA for this school year	001010001 to 999999999	Identifier
34	35	2	A	Original Name Code	Student's name code from original FAFSA for this school year.	Uppercase A to Z; . (period); ' (apostrophe); - (dash); BLANK: no last name	Identifier
36	41	6	N	Attended Campus Pell-ID	Pell-ID of campus attended.	Valid Pell-ID	Identifier Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.
42	46	5	A/N	Unused	Reserved for future expansion	Constant spaces	
47	59	13	A/N	Origination Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	This is a School Use only field. No edits are performed in COD. Any data received in this field must be transmitted back to the school.

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
60	60	1	A	Action Code	Code to indicate action taken	Valid Codes: A = Accepted - all fields accepted	Rejected YTD records shall contain Requested Original SSN, Original Name Code, Attended Campus, and "Action Code". All other fields shall be blank and no other records for the student will be enclosed in batch.
61	61	1	A	Unused	Reserved for future expansion.	Constant spaces	
62	68	7	N	Accepted Award amount for entire school year	Must equal the award amount calculated by the institution to be disbursed to this student for attendance for this entire ACG award year.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range: 0000000-MAX AWARD AMOUNT	Cannot exceed Total Payment Ceiling for student – award validation performed.
69	76	8	N	Accepted Estimated Disbursement Date #1	Date 1st disbursement to student is estimated to be made.	Format: CCYYMMDD Range: 20060701 – 20110930	
77	84	8	N	Accepted Estimated Disbursement Date #2	Date 2nd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
85	92	8	N	Accepted Estimated Disbursement Date #3	Date 3rd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
93	100	8	N	Accepted Estimated Disbursement Date #4	Date 4th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
101	108	8	N	Accepted Estimated Disbursement Date #5	Date 5th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
109	116	8	N	Accepted Estimated Disbursement Date #6	Date 6th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
117	124	8	N	Accepted Estimated Disbursement Date #7	Date 7th disbursement to student is estimated to be made	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
125	132	8	N	Accepted Estimated Disbursement Date #8	Date 8th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
133	140	8	N	Accepted Estimated Disbursement Date #9	Date 9th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
141	148	8	N	Accepted Estimated Disbursement Date #10	Date 10th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
149	156	8	N	Accepted Estimated Disbursement Date #11	Date 11th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
157	164	8	N	Accepted Estimated Disbursement Date #12	Date 12th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
165	172	8	N	Accepted Estimated Disbursement Date #13	Date 13th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
173	180	8	N	Accepted Estimated Disbursement Date #14	Date 14th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
181	188	8	N	Accepted Estimated Disbursement Date #15	Date 15th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
189	196	8	D	Accepted Enrollment Date	First date that the student was enrolled in an eligible program for the designated school year. If the student enrolled in a crossover payment period before the first day of the ACG award year (July 1), report the actual start date of the student's classes for that payment period.	CCYYMMDD = Range = 20060101 to 20070630	
197	197	1	A/N	Unused	Reserved for future expansion	Constant Spaces	
198	198	1	A/N	Unused	Reserved for future expansion	Constant Spaces	
199	199	1	A/N	Unused	Reserved for future expansion	Constant Spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
200	201	2	N	Accepted Transaction Number	CPS-assigned Transaction number from eligible SAR used to calculate the student's award	Must be numeric: 01 to 99	Changes to this field, after associated disbursements are made, create a new active origination record. Disbursements for the previous origination will be set to zero.
202	206	5	A/N	Unused	Reserved for future expansion	Constant spaces	
207	207	1	A/N	Unused	Reserved for future expansion	Constant spaces	
208	208	1	A/N	Unused	Reserved for future expansion	Constant spaces	
209	209	1	A/N	Unused	Reserved for future expansion	Constant spaces	
210	216	7	A/N	Unused	Reserved for future expansion	Constant spaces	
217	217	1	A/N	Unused	Reserved for future expansion	Constant spaces	
218	219	2	A/N	Unused	Reserved for future expansion	Constant spaces	
220	221	2	A/N	Unused	Reserved for future expansion	Constant spaces	
222	225	4	A/N	Unused	Reserved for future expansion	Constant spaces	
226	229	4	A/N	Unused	Reserved for future expansion	Constant spaces	
230	232	3	A/N	Institution Internal Sequence Number	This is an internal sequence number the institution can define.	Institutional defined	No editing
233	234	2	N	Eligibility/ Payment Reason	School submitted eligibility/payment reason for ACG Grant	01 = Rigorous High School Program 02 = AP/IB Courses 03 = Coursework	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
235	240	6	A/N	Rigorous High School Program Code	Rigorous High school program code includes the state and program code, or Department of Defense Code (6 position code).	Refer to Volume VI, Section 9 for a complete list of valid values. Format example: TX0002 or DD0001 If Eligibility/Payment Reason = 01, then this value cannot be blank. If Eligibility/Payment Reason = 01 or 02, then this value may be blank.	
241	251	11	A/N	Unused	Reserved for expansion	Constant spaces	
252	256	5	A/N	Unused	Reserved for expansion	Constant spaces	
257	272	16	A	Student's Last Name	The last name of the student for this CPS transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	
273	284	12	A	Student's First Name	The first name of the student for this CPS transaction.	A – Z, 0 – 9 or blank	
285	285	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction.	A – Z or blank	
286	294	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS.	Valid Social Security Number	
295	302	8	D	Student's Date of Birth	Date of birth of the student.	Valid date of birth = CCYYMMDD	
303	303	1	A/N	Unused	Reserved for expansion	Constant spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
304	310	7	N	YTD Disbursement Amount	The total of disbursements processed	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAX	
311	336	26	A	Unused	Reserved for future expansion	Constant spaces	
337	344	8	D	Process Date	Date this record (segment) was processed by the Federal ACG program	Format = CCYYMMDD	
345	350	6	A	Unused	Reserved for future expansion	Constant spaces	
		350		**Total Record Length**			

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "D"	
2	22	21	A/N	Award ID	Award ID is a unique identifier for ACG Awards.	Student's Social Security Number: 001010001-999999998 Award Type: A = ACG, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
23	23	1	N	Grade Level	Grade Level as reported by school to COD	0 = 1st year never previously attended 1 = 1st year 2 = 2nd year	
24	24	1	A/N	Unused	Reserved for future expansion	Constant spaces	
25	37	13	A/N	Disbursement Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	No editing
38	38	1	A	Action Code	Code to indicate action taken	A = Accepted - all fields accepted	
39	40	2	N	Disbursement Number	Number of the disbursement per student for the Award Year	Must be numeric: 01 to 99	Identifier = 66 to 99 are Reserved for system-generated disbursements
41	47	7	N	Accepted Disbursement Amount	Amount of disbursement for student's payment period. If an adjustment, this value is a replacement amount.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 00000 to Maximum for Award Year	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
48	48	1	A	Accepted Sign Indicator	Indicates whether the Reported Disbursement Amount is an increase or a decrease to the total amount that has been disbursed to the student for the award year.	P = positive N = negative	
49	56	8	D	Disbursement Date	Date this disbursement was or will be made to the student.	CCYYMMDD = Range = 20060701 to 20110930	Process Date must be within N days prior of disbursement date.
57	57	1	A	Unused	Reserved for future expansion	Constant spaces	
58	65	8	N	Payment Period Start Date	Beginning date of Payment Period	CCYYMMDD = Range = 20060101 to 20070630 or BLANK	Field is required when an institution is ineligible.
66	103	38	A	Unused	Reserved for future expansion	Constant spaces	
104	129	26	A/N	Disbursement Batch ID	Number produced by COD	Format = #DCCYY999999CCYYMMDDHHMMSS where: CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	
130	137	8	D	Disbursement Process Date	Date disbursement information was processed by the COD System.	CCYYMMDD = Range = 20060701 to 20110930	
138	145	8	N	Routing ID	Unique entity identifier assigned to each record	00000002 – 99999999	The Routing ID (RID) must be for the Attended School.

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
146	149	4	N	Financial Award Year	The last year in the two-year cycle of the Program's Award Year.	Format: CCYY = last year in cycle = '2007	
150	155	6	N	Attended Campus Pell-ID	Pell-ID of attended campus. Change creates new Origination/Award record. Institution must change award amounts for student at original attended campus as necessary.	Valid Pell-ID	Identifier Change creates new origination /award record. Institution must change award amounts for student at original attended campus as necessary.
156	171	16	A	Student's Last Name	The last name of the student for this CPS transaction.	Valid values: A – Z, 0 – 9, period, apostrophe, hyphen or blank	
172	183	12	A	Student's First Name	The first name of the student for this CPS transaction.	Valid values: A – Z, 0 – 9 or blank	
184	184	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction.	Valid Values: A – Z or blank	
185	193	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS.	Valid social security number	
194	201	8	D	Student's Date of Birth	Student's Date of birth for this CPS transaction.	Valid date of birth: CCYYMMDD	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
202	203	2	N	Disbursement Sequence Number	The two-digit integer assigned to count the progression of disbursement adjustments for a given Disbursement Number. This numerical string tracks the number of transactions that have been processed for a previously accepted or corrected Disbursement Number.	Valid Values: Must be incrementally sequential within the following group assignment: 01 - 65 School-Assigned 66 - 90 COD-Assigned Or Web-based transactions	If the Disbursement Release Indicator is False, the Disbursement Sequence must be 01. All disbursements either submitted by a school or generated by the COD System, must be included in the file. Each Disbursement transaction must be written to the file in the order that it appears in the database. For example: School submits Disb Sequence Numbers 01 and 02 for Disbursement Num 01. COD creates a system-generated Disb Sequence Number 66 and then school submits Disb Sequence Number 03. The transactions should appear in the record in the order: 01, 02, 66, and 03.

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
204	204	1	A/N	Disbursement Release Indicator	Value that is reported by the school to indicate whether the disbursement is anticipated or actual.	T- True (record for payment) F – False (disbursement is anticipated)	If the Disbursement Sequence Number is equal to or greater than 02, then the Disbursement Release Indicator must always be True.
205	206	2	N	Previous Disbursement Sequence Number	The prior sequence number is given to substantiate the order in which Disbursement records were processed.	Valid Values: Must be incrementally sequential within the following group assignment: 01 - 65 School-Assigned 66 - 90 COD-Assigned Or Web-based transactions BLANK (when disbursement sequence number =01 and no previous disbursement sequence number exists)	Identify the last sequence number that was processed immediately before this disbursement was accepted.
207	350	144	A/N	Unused	Reserved for future Expansion	Constant Spaces	
		350		**Total Record Length**			

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "S"	
2	8	7	N	Number of Recipients	The number of students with at least one accepted actual disbursement at this attended campus.	Range = 0000000 to 9999999	
9	15	7	N	Total Originations	Year -to-Date number of originations received for the institution.	Range = 0000000 to 9999999	
16	22	7	N	Originations Accepted	Year-to-Date number of originations received and accepted for the institution.	Range = 0000000 to 9999999	
23	29	7	A/N	Unused	Reserved for future expansion	Constant spaces	
30	36	7	N	Originations Rejected	Year-to-Date number of originations received and rejected for the institution.	Range = 0000000 to 9999999	
37	43	7	N	Total Disbursements	Year-to-Date number of Disbursements received for the institution.	Range = 0000000 to 9999999	
44	50	7	N	Disbursements Accepted	Year-to-Date number of Disbursements received and accepted for the institution.	Range = 0000000 to 9999999	
51	57	7	N	Unused	Reserved for future expansion	Constant spaces	
58	64	7	A/N	Disbursements Rejected	Year-to-Date number of Disbursements received and rejected for the institution.	Range = 0000000 to 9999999	
65	67	3	N	Comment Code XXX	Comment code number.	Range = 000 to 999 or Blank	
68	74	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
75	77	3	N	Comment Code XXX	Comment code number.	Range = 000 to 999 or Blank	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
78	84	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
85	87	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
88	94	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
95	97	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
98	104	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
105	107	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
108	114	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
115	117	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
118	124	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
125	127	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
128	134	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
135	137	3	N	Comment Code XXX Count	Comment code number	Range = 000 to 999 or Blank	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
138	144	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
145	147	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
148	154	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
155	157	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
158	164	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
165	350	186	A	Unused	Reserved for future expansion	Constant spaces	
		350		**Total Record Length**			

National SMART Year-to-Date Record (YTD)

A Year-to-Date (YTD) Record can be requested for one given student or for all National SMART recipients at the school and contains detailed award and disbursement data at a transaction level. The YTD Record shows the number of recipients at the school; the number of award and disbursement records that were accepted and rejected; and, for certain edit codes, the number of times a school received that specific edit code on a response document. The YTD Record can be used to replace a corrupt database or to reconcile records with accepted data on COD.

Business Rules:

1. The Year-To-Date Record may be requested by the school via batch data request, or the COD web site.

2. The Year-To-Date Record is provided in fixed-length, flat file format.

3. The Year-To-Date Record is sent from the COD System with message class SGYR07OP.

Record Layout(s):

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement or Summary data.	Constant: "O"	
2	22	21	A/N	Award ID	Award ID is a unique identifier for National SMART Awards.	Student's Social Security Number: 001010001-999999998 Award Type: T = National SMART, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
23	23	1	N	Grade Level	Grade Level as reported by school to COD	3 = 3rd year 4 = 4th year	
24	24	1	A/N	Unused	Reserved for future expansion	Constant spaces	
25	33	9	N	Original SSN	Student's SSN from original FAFSA for this school year	001010001 to 999999999	Identifier

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
34	35	2	A	Original Name Code	Student's name code from original FAFSA for this school year.	Uppercase A to Z; . (period); ' (apostrophe); - (dash); BLANK: no last name	Identifier
36	41	6	N	Attended Campus Pell-ID	Pell-ID of campus attended.	Valid Pell-ID	Identifier Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.
42	46	5	A/N	Unused	Reserved for future expansion	Constant spaces	
47	59	13	A/N	Origination Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	This is a School Use only field. No edits are performed in COD. Any data received in this field must be transmitted back to the school.
60	60	1	A	Action Code	Code to indicate action taken	Valid Codes: A = Accepted - all fields accepted	Rejected YTD records shall contain Requested Original SSN, Original Name Code, Attended Campus, and "Action Code". All other fields shall be blank and no other records for the student will be enclosed in batch.

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
61	61	1	A	Unused	Reserved for future expansion.	Constant spaces	
62	68	7	N	Accepted Award amount for entire school year	Must equal the award amount calculated by the institution to be disbursed to this student for attendance for this entire National SMART award year.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range: 0000000-MAX AWARD AMOUNT	Cannot exceed Total Payment Ceiling for student – award validation performed.
69	76	8	N	Accepted Estimated Disbursement Date #1	Date 1st disbursement to student is estimated to be made.	Format: CCYYMMDD Range: 20060701 – 20110930	
77	84	8	N	Accepted Estimated Disbursement Date #2	Date 2nd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
85	92	8	N	Accepted Estimated Disbursement Date #3	Date 3rd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
93	100	8	N	Accepted Estimated Disbursement Date #4	Date 4th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
101	108	8	N	Accepted Estimated Disbursement Date #5	Date 5th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
109	116	8	N	Accepted Estimated Disbursement Date #6	Date 6th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
117	124	8	N	Accepted Estimated Disbursement Date #7	Date 7th disbursement to student is estimated to be made	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
125	132	8	N	Accepted Estimated Disbursement Date #8	Date 8th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
133	140	8	N	Accepted Estimated Disbursement Date #9	Date 9th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
141	148	8	N	Accepted Estimated Disbursement Date #10	Date 10th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
149	156	8	N	Accepted Estimated Disbursement Date #11	Date 11th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
157	164	8	N	Accepted Estimated Disbursement Date #12	Date 12th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
165	172	8	N	Accepted Estimated Disbursement Date #13	Date 13th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
173	180	8	N	Accepted Estimated Disbursement Date #14	Date 14th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	
181	188	8	N	Accepted Estimated Disbursement Date #15	Date 15th disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
189	196	8	D	Accepted Enrollment Date	First date that the student was enrolled in an eligible program for the designated school year. If the student enrolled in a crossover payment period before the first day of the National SMART award year (July 1), report the actual start date of the student's classes for that payment period.	CCYYMMDD = Range = 20060101 to 20070630	
197	197	1	A/N	Unused	Reserved for future expansion	Constant Spaces	
198	198	1	A/N	Unused	Reserved for future expansion	Constant Spaces	
199	199	1	A/N	Unused	Reserved for future expansion	Constant Spaces	
200	201	2	N	Accepted Transaction Number	CPS-assigned Transaction number from eligible SAR used to calculate the student's award	Must be numeric: 01 to 99	Changes to this field, after associated disbursements are made, create a new active origination record. Disbursements for the previous origination will be set to zero.
202	206	5	A/N	Unused	Reserved for future expansion	Constant spaces	
207	207	1	A/N	Unused	Reserved for future expansion	Constant spaces	
208	208	1	A/N	Unused	Reserved for future expansion	Constant spaces	
209	209	1	A/N	Unused	Reserved for future expansion	Constant spaces	
210	216	7	A/N	Unused	Reserved for future expansion	Constant spaces	
217	217	1	A/N	Unused	Reserved for future expansion	Constant spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
218	219	2	A/N	Unused	Reserved for future expansion	Constant spaces	
220	221	2	A/N	Unused	Reserved for future expansion	Constant spaces	
222	225	4	A/N	Unused	Reserved for future expansion	Constant spaces	
226	229	4	A/N	Unused	Reserved for future expansion	Constant spaces	
230	232	3	A/N	Institution Internal Sequence Number	This is an internal sequence number the institution can define.	Institutional defined	No editing
233	238	6	N	CIP Code	Classification of Instructional Programs (CIP) Code	Refer to Volume VI, Section 9 for a complete list of valid values. Format example: 99v9999 (v is implied decimal)	
239	251	13	A/N	Unused	Reserved for expansion	Constant spaces	
252	256	5	A/N	Unused	Reserved for expansion	Constant spaces	
257	272	16	A	Student's Last Name	The last name of the student for this CPS transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	
273	284	12	A	Student's First Name	The first name of the student for this CPS transaction.	A – Z, 0 – 9 or blank	
285	285	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction.	A – Z or blank	
286	294	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS.	Valid Social Security Number	
295	302	8	D	Student's Date of Birth	Date of birth of the student.	Valid date of birth = CCYYMMDD	
303	303	1	A/N	Unused	Reserved for expansion	Constant spaces	

Year-to-Date Record (Origination)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
304	310	7	N	YTD Disbursement Amount	The total of disbursements processed	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAX	
311	336	26	A	Unused	Reserved for future expansion	Constant spaces	
337	344	8	D	Process Date	Date this record (segment) was processed by the National SMART program	Format = CCYYMMDD	
345	350	6	A	Unused	Reserved for future expansion	Constant spaces	
		350		**Total Record Length**			

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "D"	
2	22	21	A/N	Award ID	Award ID is a unique identifier for National SMART Awards.	Student's Social Security Number: 001010001-999999998 Award Type: T = National SMART, Award Year: 07 Pell School ID: 000000-999999 Award Sequence Number: 001-999	
23	23	1	N	Grade Level	Grade Level as reported by school to COD	3 = 3rd year 4 = 4th year	
24	24	1	A/N	Unused	Reserved for future expansion	Constant spaces	
25	37	13	A/N	Disbursement Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	No editing
38	38	1	A	Action Code	Code to indicate action taken	A = Accepted - all fields accepted	
39	40	2	N	Disbursement Number	Number of the disbursement per student for the Award Year	Must be numeric: 01 to 99	Identifier = 66 to 99 are Reserved for system-generated disbursements
41	47	7	N	Accepted Disbursement Amount	Amount of disbursement for student's payment period. If an adjustment, this value is a replacement amount.	Dollars and cents. Use leading zeros; do not include the $ sign or decimal point. Range = 00000 to Maximum for Award Year	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
48	48	1	A	Accepted Sign Indicator	Indicates whether the Reported Disbursement Amount is an increase or a decrease to the total amount that has been disbursed to the student for the award year.	P = positive N = negative	
49	56	8	D	Disbursement Date	Date this disbursement was or will be made to the student.	CCYYMMDD = Range = 20060701 to 20110930	Process Date must be within N days prior of disbursement date.
57	57	1	A	Unused	Reserved for future expansion	Constant spaces	
58	65	8	N	Payment Period Start Date	Beginning date of Payment Period	CCYYMMDD = Range = 20060101 to 20070630 or BLANK	Field is required when an institution is ineligible.
66	103	38	A	Unused	Reserved for future expansion	Constant spaces	
104	129	26	A/N	Disbursement Batch ID	Number produced by COD	Format = #DCCYY999999CCYYMMDDHHMMSS where: CCYY = last year in cycle = '2007' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	
130	137	8	D	Disbursement Process Date	Date disbursement information was processed by the COD System.	CCYYMMDD = Range = 20060701 to 20110930	
138	145	8	N	Routing ID	Unique entity identifier assigned to each record	00000002 – 99999999	The Routing ID (RID) must be for the Attended School.

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
146	149	4	N	Financial Award Year	The last year in the two-year cycle of the Program's Award Year.	Format: CCYY = last year in cycle = '2007	
150	155	6	N	Attended Campus Pell-ID	Pell-ID of attended campus. Change creates new Origination/Award record. Institution must change award amounts for student at original attended campus as necessary.	Valid Pell-ID	Identifier Change creates new origination /award record. Institution must change award amounts for student at original attended campus as necessary.
156	171	16	A	Student's Last Name	The last name of the student for this CPS transaction.	Valid values: A – Z, 0 – 9, period, apostrophe, hyphen or blank	
172	183	12	A	Student's First Name	The first name of the student for this CPS transaction.	Valid values: A – Z, 0 – 9 or blank	
184	184	1	A	Student's Middle Initial	The middle initial of the student for this CPS transaction.	Valid Values: A – Z or blank	
185	193	9	N	Student's Current SSN	Social Security Number, as altered by the student through the CPS. This field equals the original SSN if the student has not changed SSN in the CPS.	Valid social security number	
194	201	8	D	Student's Date of Birth	Student's Date of birth for this CPS transaction.	Valid date of birth: CCYYMMDD	

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
202	203	2	N	Disbursement Sequence Number	The two-digit integer assigned to count the progression of disbursement adjustments for a given Disbursement Number. This numerical string tracks the number of transactions that have been processed for a previously accepted or corrected Disbursement Number.	Valid Values: Must be incrementally sequential within the following group assignment: 01 - 65 School-Assigned 66 - 90 COD-Assigned Or Web-based transactions	If the Disbursement Release Indicator is False, the Disbursement Sequence must be 01. All disbursements either submitted by a school or generated by the COD System, must be included in the file. Each Disbursement transaction must be written to the file in the order that it appears in the database. For example: School submits Disb Sequence Numbers 01 and 02 for Disbursement Num 01. COD creates a system-generated Disb Sequence Number 66 and then school submits Disb Sequence Number 03. The transactions should appear in the record in the order: 01, 02, 66, and 03.

Year-to-Date Record (Disbursement)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
204	204	1	A/N	Disbursement Release Indicator	Value that is reported by the school to indicate whether the disbursement is anticipated or actual.	T- True (record for payment) F – False (disbursement is anticipated)	If the Disbursement Sequence Number is equal to or greater than 02, then the Disbursement Release Indicator must always be True.
205	206	2	N	Previous Disbursement Sequence Number	The prior sequence number is given to substantiate the order in which Disbursement records were processed.	Valid Values: Must be incrementally sequential within the following group assignment: 01 - 65 School-Assigned 66 - 90 COD-Assigned Or Web-based transactions BLANK (when disbursement sequence number =01 and no previous disbursement sequence number exists)	Identify the last sequence number that was processed immediately before this disbursement was accepted.
207	350	144	A/N	Unused	Reserved for future Expansion	Constant Spaces	
		350		**Total Record Length**			

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "S"	
2	8	7	N	Number of Recipients	The number of students with at least one accepted actual disbursement at this attended campus.	Range = 0000000 to 9999999	
9	15	7	N	Total Originations	Year -to-Date number of originations received for the institution.	Range = 0000000 to 9999999	
16	22	7	N	Originations Accepted	Year-to-Date number of originations received and accepted for the institution.	Range = 0000000 to 9999999	
23	29	7	A/N	Unused	Reserved for future expansion	Constant spaces	
30	36	7	N	Originations Rejected	Year-to-Date number of originations received and rejected for the institution.	Range = 0000000 to 9999999	
37	43	7	N	Total Disbursements	Year-to-Date number of Disbursements received for the institution.	Range = 0000000 to 9999999	
44	50	7	N	Disbursements Accepted	Year-to-Date number of Disbursements received and accepted for the institution.	Range = 0000000 to 9999999	
51	57	7	N	Unused	Reserved for future expansion	Constant spaces	
58	64	7	A/N	Disbursements Rejected	Year-to-Date number of Disbursements received and rejected for the institution.	Range = 0000000 to 9999999	
65	67	3	N	Comment Code XXX	Comment code number.	Range = 000 to 999 or Blank	
68	74	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
75	77	3	N	Comment Code XXX	Comment code number.	Range = 000 to 999 or Blank	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
78	84	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
85	87	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
88	94	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
95	97	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
98	104	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
105	107	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
108	114	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
115	117	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
118	124	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
125	127	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
128	134	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
135	137	3	N	Comment Code XXX Count	Comment code number	Range = 000 to 999 or Blank	

Year-to-Date Record (Summary)							
Field Positions First	**Last**	**Length (# of Bytes)**	**Type**	**Field Name**	**Description**	**Valid Values**	**Processing Notes/Edits**
138	144	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
145	147	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
148	154	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
155	157	3	N	Comment Code XXX	Comment code number	Range = 000 to 999 or Blank	
158	164	7	N	Comment Code XXX Count	Year-to-Date number of times comment code was returned to the institution on an acknowledgement.	Range = 0000000 to 9999999 or Blank	
165	350	186	A	Unused	Reserved for future expansion	Constant spaces	
		350		**Total Record Length**			

ACG Pending Disbursement List

This report provides a listing of all ACG anticipated disbursements (DRI = false).

Business Rules:

1. The Pending Disbursement List is automatically sent to the school's SAIG mailbox on a weekly basis in the following formats:
    a. Preformatted Text file (message class AGPD07OP)
    b. Comma-Delimited (CSV)
2. The Pending Disbursement List is available via the COD web site in the following format:
    c. Comma-Delimited (CSV)
    d. The Pending Disbursement List available on the COD web site is the report most recently generated by COD.

Although the Pending Disbursement List is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Comma Delimited (CSV) Detail Record

Column	Field Name and Description	Valid Field Content
A	Award Year	• 2006-2007 and forward
Comma	Delimiter	,
B	School Name	• 0–9 • Uppercase A–Z • . (Period) • ' (Apostrophe) • - (Dash)
Comma	Delimiter	,
C	Routing ID (External School ID.)	8 digit number. • 0–9
Comma	Delimiter	,
D	PELL ID (School PL ID)	Number field
Comma	Delimiter	,

Column	Field Name and Description	Valid Field Content
E	Address (School Address)	Character field: 40 characters per line (up to three address lines): • 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
F	CityStateZip	Character field: • 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
G	Student First Name	Character field: • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
H	Student Last Name	Character field: • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
I	SSN (Student Social Security Number)	Number field: 001010001–999999998
Comma	Delimiter	,
J	Date of Birth (Student Date of Birth)	Date field: Format is CC*YY*-MM-DD
Comma	Delimiter	,

Column	Field Name and Description	Valid Field Content
K	Award ID (Student Award ID)	Character field: 123456789A07123456001 21 character award ID of an ACG The components of the Award ID are: • Person's SSN: 001010001–999999998 • Program Indictator ('A' for ACG) • Award Year: 07 • Pell School code: 000000-999999 • Sequence Number: 001-999
Comma	Delimiter	,
L	Grade Level (Student Grade Level)	Number field: 1 digit number, 0-4 For ACG: • 0, 1 or 2
Comma	Delimiter	,
M	Batch ID/Document ID	Character field: Example: 2007-09-18T20:19:25.4372193049
Comma	Delimiter	,
N	Disb. Release Ind. (Disbursement Release Indicator)	Character field: • 'T' for true • 'F' for false
Comma	Delimiter	,
O	Disb. Date (Disbursement Date)	Date field: Format is CC*YY*-MM-DD
Comma	Delimiter	,
P	Disb. No. (Disbursement Number – sequential number which uniquely identifies a disbursement for an award.)	Number field: • 1-99
Comma	Delimiter	,
Q	Disb. Seq No. (Disbursement Sequence Number – determines the order in which transactions must be processed for a given disbursement number.)	Number field: • 1-999
Comma	Delimiter	,
R	Disbursement Amount	Decimal field
Comma	Delimiter	,
S	Subtotal Disbursement Amount for Student	Decimal field
Comma	Delimiter	,

Column	Field Name and Description	Valid Field Content
T	Total Number of Disbursements (the count of all disbursements on the report)	Number field
Comma	Delimiter	,
U	Total Disbursement Amount (the sum of all disbursements on the report)	Decimal field

National SMART Pending Disbursement List

This report provides a listing of all National SMART anticipated disbursements (DRI = false).

Business Rules:

1. The Pending Disbursement List is automatically sent to the school's SAIG mailbox on a weekly basis in the following formats:
    a. Preformatted Text file (message class SGPD07OP)
    b. Comma-Delimited (CSV)
2. The Pending Disbursement List is available via the COD web site in the following format:
    a. Comma-Delimited (CSV)
    b. The Pending Disbursement List available on the COD web site is the report most recently generated by COD.

Although the Pending Disbursement List is generated weekly, if there is no data for the report on a given week, the report will not be sent to the schools' SAIG mailbox or made available via the COD web site.

Comma Delimited (CSV) Detail Record

Column	Field Name and Description	Valid Field Content
A	Award Year	• 2006-2007 and forward
Comma	Delimiter	,
B	School Name	• 0–9 • Uppercase A–Z • . (Period) • ' (Apostrophe) • - (Dash)
Comma	Delimiter	,
C	Routing ID (External School ID.)	8 digit number. • 0–9
Comma	Delimiter	,
D	PELL ID (School PL ID)	Number field
Comma	Delimiter	,

Column	Field Name and Description	Valid Field Content
E	Address (School Address)	Character field: 40 characters per line (up to three address lines): • 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
F	CityStateZip	Character field: • 0–9 • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
G	Student First Name	Character field: • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
H	Student Last Name	Character field: • Uppercase A–Z • . (Period) • ’ (Apostrophe) • - (Dash)
Comma	Delimiter	,
I	SSN (Student Social Security Number)	Number field: 001010001–999999998
Comma	Delimiter	,
J	Date of Birth (Student Date of Birth)	Date field: Format is CC*YY*-MM-DD
Comma	Delimiter	,

Column	Field Name and Description	Valid Field Content
K	Award ID (Student Award ID)	Character field: 123456789T07123456001 21 character award ID of a National SMART The components of the Award ID are: • Person's SSN: 001010001–999999998 • Program Indictator ('T' for National SMART) • Award Year: 07 • Pell School code: 000000-999999 • Sequence Number: 001-999
Comma	Delimiter	,
L	Grade Level (Student Grade Level)	Number field: For National SMART: • 3 or 4
Comma	Delimiter	,
M	Batch ID/Document ID	Character field: Example: 2007-09-18T20:19:25.4372193049
Comma	Delimiter	,
N	Disb. Release Ind. (Disbursement Release Indicator)	Character field: • 'T' for true • 'F' for false
Comma	Delimiter	,
O	Disb. Date (Disbursement Date)	Date field: Format is CC*YY*-MM-DD
Comma	Delimiter	,
P	Disb. No. (Disbursement Number – sequential number which uniquely identifies a disbursement for an award.)	Number field: • 1-99
Comma	Delimiter	,
Q	Disb. Seq No. (Disbursement Sequence Number – determines the order in which transactions must be processed for a given disbursement number.)	Number field: • 1-999
Comma	Delimiter	,
R	Disbursement Amount	Decimal field
Comma	Delimiter	,
S	Subtotal Disbursement Amount for Student	Decimal field

Column	Field Name and Description	Valid Field Content
Comma	Delimiter	,
T	Total Number of Disbursements (the count of all disbursements on the report)	Number field
Comma	Delimiter	,
U	Total Disbursement Amount (the sum of all disbursements on the report)	Decimal field