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Technical Reference for

Common Origination & Disbursement

2002-2003

U.S. Department of Education



Version 2.1

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Document Standards

1. A Note to the Reader: The information included in version 2 of the COD Draft Technical Reference applies to Full Participants in the 2002-2003 year of Common Origination and Disbursement only. You are considered a Full Participant if you will be submitting the Common Record in the new XML format instead of the fixed file formats. The purpose of this document is to support 2002-2003 Full Participants in this transition to using a single Common Record instead of the multiple layouts for origination and disbursement for the Pell Grant and Direct Loan processes currently used. This document is an accurate reflection of the COD System at the time of the document's publication. The final release of this document is scheduled for later this fall. With knowledge of this process and schedule, please use the information contained in this document as appropriate to its status .

If you are not currently signed up as a 2002-2003 Full Participant and would like to be considered, you may contact SFA's Customer Service Call Center at (800) 433-7327. Staff is available Monday through Friday, 9 – 5 pm, Eastern Time.

2. Style Standards: Throughout the document when a new COD term or concept is introduced it is italicized and is an indication to locate the term in the glossary.

Overview of Changes from 2001-2002 to 2002-2003 for Common Origination and Disbursement Full Participants

The table below provides an overview of the changes made from 2001-2002 to 2002-2003 that affect COD Full Participants. The change descriptions are organized by the following three categories: Removed, Added, and Modified.

- First column provides a description of each change
- Second column indicates if the change affects the Pell Grant Program
- Third column indicates if the change affects Direct Loan Program

The table is intended to indicate where functionality has changed for a given program. It does not indicate functionality that already exists for a program. (For example, if the Direct Loan Program already has a given functionality, but 02-03 is the first award year the Pell Grant Program has the same functionality, an X is placed in the Added column for the Pell Grant Program. There is no X in the column for the Direct Loan Program.)

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Note: Phase In Participants are advised to refer to the 2002-2003 Federal Direct Loan Program and the 2002-2003 Federal Pell Grant Program Technical References for changes that affect Direct Loan and Pell Grant processing for the 2002-2003 award year.

Table of Changes from 2001-2002 to 2002-2003 for Common Origination and Disbursement Full Participants

| Description | Pell Grant Program | Direct Loan Program |
|--|--------------------|---------------------|
| Removed | | |
| Permanent Address Change Date, Local Address Change Date, Borrower's SSN Change Date and Borrower's Date of Birth Change Date fields from the Common Record. | | X |
| Loan Amount Requested from the Common Record and the Rebuild process. | | X |
| School Code Status, Loan Identifier Status, Disbursement Number Status, Transaction Date Status and Sequence Number Status from the Response record. | | X |
| Added | | |
| Award and disbursement amounts on the Common Record include two digits behind the decimal. Schools have the option to report pennies for Pell Grants. If not reporting pennies, you may submit whole dollars, and the decimal and following zeros are inferred by COD. | X | |
| For Adjusted Disbursements, you report the new positive adjusted disbursement amount(s) NOT the amount the disbursement is increased or decreased. | X | |
| Sequence Number to the Pell disbursement transactions. The Sequence Number determines the order in which transactions must be processed for a given disbursement number. | X | |
| e-MPN Indicator to Response Record. | | X |

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| Description | Pell Grant Program | Direct Loan Program |
|---|--------------------|---------------------|
| COD generated Disbursement Sequence Number (91-99) to the Response Record for Payment to Servicer transactions (formerly Servicer Refunds). | | X |
| Functionality for schools to enter Disbursements and Changes on the web. | | X |
| Process for schools to request an Entrance Counseling file or report to identify students who have completed entrance counseling on the LO On-line Application | | X |
| Process for schools to request an Exit Counseling file or report to identify students who have completed exit counseling on the Servicing Web site. | | X |
| Attributes for Software Provider and Vendor Software Version. Software Provider cannot be sent without the Version attribute. | | X |
| Functionality to process disbursement records dated 7 calendar days in the future. | | X |
| Functionality for schools to enter new records during regular award year processing. | X | X |
| Modified | | |
| <p>Verification Status Code is an optional field on the Common Record and is only required if the school paid a Pell Grant without supporting documentation.</p> <p>Please note: report “V” if verified; report “W” if paid without documentation AND flagged for verification by the CPS; do not report if not verified.</p> | X | |
| Change process so that you have the option to submit only the data elements to be updated or you can resubmit all data elements including the updated data. | X | |
| <p>Pell Year-to-Date Data Requests to be initiated by a school via the COD website.</p> <p>Note: This functionality is currently under discussion.</p> | X | |

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| Description | Pell Grant Program | Direct Loan Program |
|--|--------------------|---------------------|
| <p>Valid values for the Promissory Note Print Indicator to include:</p> <p>S = COD Prints and sends to Borrower</p> <p>R = COD Prints and sends to School</p> <p>Z = COD Reprint</p> <p>Note: Refer to Appendix C for more information on the Promissory Note Print Indicator.</p> | | X |
| <p>Valid values for the Disclosure Statement Print Flag to include:</p> <p>Y = COD prints and sends to Borrower</p> <p>R = COD reprint</p> <p>Continues to default to School Profile</p> <p>Note: Refer to Appendix C for more information on the Disclosure Statement Print Flag.</p> | | X |
| <p>Direct Loan Rebuild file to replace the Disbursement Anticipated Percentage fields and the Loan Amount Requested field with filler.</p> | | X |
| <p>Booking Notification process. A Booking Notification is sent to a school only for the first disbursement of a Direct Loan. Booking Notifications are NOT sent for subsequent disbursements or adjustments.</p> | | X |
| <p>DLSAS and 732 reports are combined into one report the SAS-DL. At the school's option, this report contains all data elements from both reports.</p> | | X |
| <p>Loan Limits edits performed on a loan to be based on loan with the same academic year or wholly within an academic year but not for overlapping academic years.</p> | | X |

Overview

Introduction to the Common Origination and Disbursement Process

Background

The Office of Student Financial Assistance (SFA) became a *Performance Based Organization* (PBO) in 1998. A PBO is an organization that is held accountable for producing measurable results that customers value. In return, the organization is given unusual flexibility in how it can pursue those results.

SFA continuously seeks to enhance the way in which students receive financial aid. SFA's commitment to its customers necessitates changing with the times. The PBO reorganization provides an opportunity to set new *enterprise wide* goals. Two of SFA's strategic goals are to increase customer satisfaction and reduce costs by modernizing business processes.

In an effort to achieve these strategic goals, SFA sought an improved process for delivering student financial aid. Focus groups consisting of a cross section of schools representing mainframe, combination, large volume, small volume, Federal Direct Loan, and Federal Family Educational Loan Program (FFEL) institutions met for several months to discuss how the delivery of student financial aid could be improved. The partnership between SFA and the schools led to the development of a conceptual design and identified key components of the new *Common Origination and Disbursement (COD) Process*.

Since 1999, the COD Process has evolved to address many of the concerns first put forth by the original focus groups. The goals of the COD Process were

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developed from institutional feedback and offer many benefits to schools. They emphasize the need for:

- A more streamlined and simplified aid origination and disbursement process
- Improved information accuracy by providing a central repository for SFA's data storage
- Common reporting for Pell Grants and Direct Loans (eliminates duplicate data reporting)
- Integrated customer service
- Transmissions via batch or *real-time* updates
- Student-centric data collection
- Program integrity through data integration

New technology, increased emphasis on customer service, and intensified efforts to reduce unit costs have created a foundation to re-engineer the current processes of delivering and reporting Federal Pell Grants and Direct Loans from two processes into one *Common Origination and Disbursement Process*.

Benefits of the COD Process

COD provides a common process and an integrated system that enables efficient Title IV funds delivery. COD allows for:

- Common Processing:
 - One process and record for submitting origination and disbursement data
 - Edits that are common across programs
 - Data tags that are common across programs, and (approaching) a cross-industry standard for data definitions
 - Elimination of duplicate data reporting for Pell Grants and Direct Loans
- Streamlined edits to reduce turnaround time for exception processing
- Expanded online capability to make corrections/*changes*, process “emergency” requests, and check transmission status

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- Expanded reporting capabilities to benchmark like school groups
- Optional student level data reporting capabilities for Federal Supplemental Educational Opportunity Grant, Federal Work Study and Federal Perkins Loans

In short, the COD Process is a more simplified process for requesting, reporting, and reconciling federal funds.

COD Process and the Common Record

The COD Process redefines aid origination and disbursement for the Pell Grant and Federal Direct Loan Programs. COD is a common process integrated with a system designed to support origination, disbursement and reporting. The new process also provides integrated customer service.

The COD Process uses a new *Common Record* with common data elements, definitions, edits, and structure across Pell Grants and Direct Loans. It facilitates submission of student data for Pell Grant, Direct Loan and Campus-Based Programs using the same record.

The Common Record is a new standard within the student financial aid community. Not only is it applicable to Pell Grant, Direct Loan and Campus-Based aid, but it is also flexible and can be used in the future for state grants, FFEL, alternative loans, etc. if desired by program administrators.

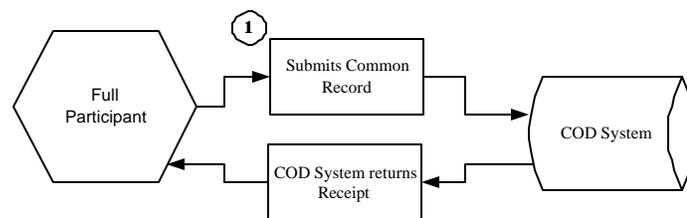
Members of the National Council of Higher Education Loan Programs (NCHELP) and Postsecondary Electronic Standards Council (PESC) assisted with the development of the Common Record. This collaborative effort enables the Common Record to bring consistency and standardization to the transmission of Student Financial Assistance data.

The Common Record provides a structure to allow for the addition of FFEL Program data. Thus, the inherent processing efficiencies of the COD Process will also be available to FFEL schools as the FFEL *trading partners* adopt this format.

Common Record Processing Walkthrough

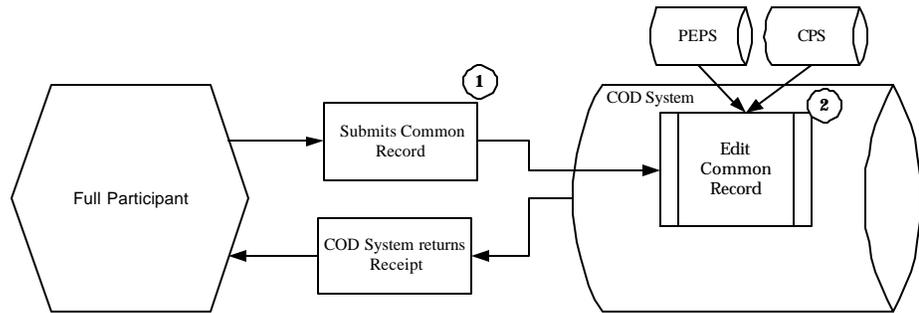
This walkthrough applies to *Full Participants* for the 2002-2003 Award Year. Numbers in parenthesis, [e.g., (1)], refer to a step enumerated on the diagram. This section addresses, at a high level, the processing of the Common Record from the institution perspective. This section does not explain the complete COD Process. Further detailed COD Process information will be described in the COD Process section available in September 2001.

1 Full Participant Submits Common Record



The COD Process begins when a school submits a Common Record (1). The COD System performs an immediate check to determine if the Common Record is readable. If the Common Record is readable, or complies with the *XML schema*, the COD System returns a *receipt*.

2 Edit Common Record



If a Common Record passes the XML schema match, the Common Record is edited (2). For a comprehensive list of Common Record edits, please see Appendix C.

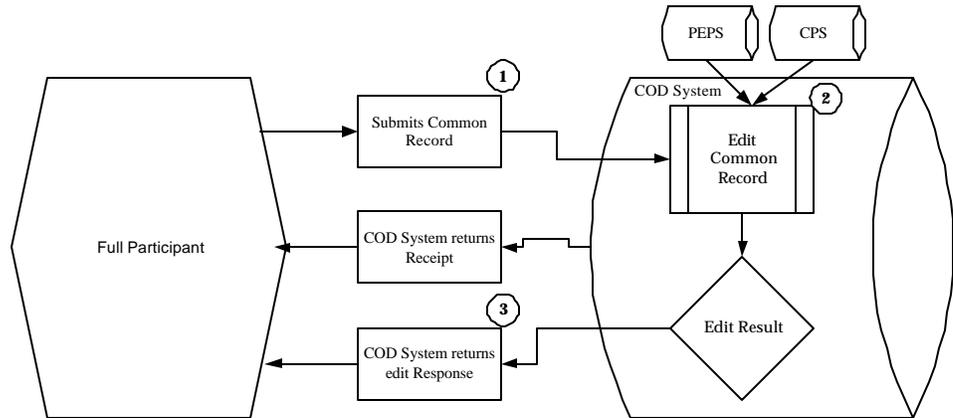
The COD System interfaces with the Postsecondary Education Participant System (PEPS) and the Central Processing System (CPS) to gather school and student eligibility information for editing the Common Record.

Program Specific Edits

Certain edits performed are *program specific*. Each program has unique requirements that must be met. Program specific edits do not prevent the student record from being established in the COD System. For example, if an institution sends a Common Record that contains Pell Grant and Direct Loan data, and the Pell data fails the maximum Pell annual award amount edit, the COD System still establishes the student record in its database and process the Direct Loan, even though the Pell portion of the Common Record was rejected.

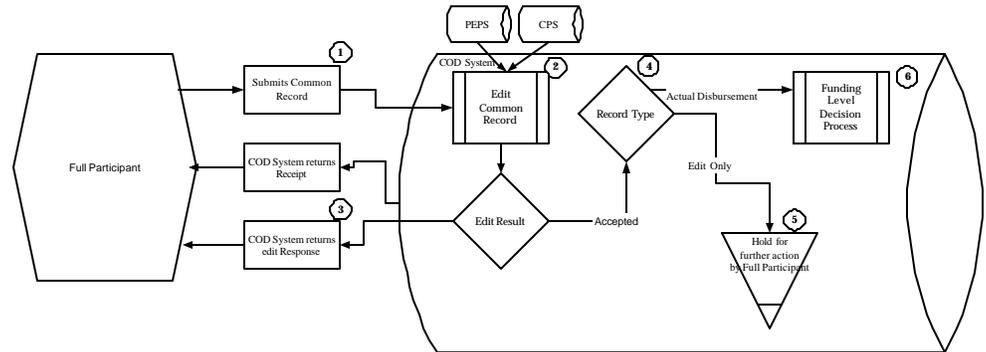
Campus-Based edits vary significantly from those for Pell Grants and Direct Loans. Once the COD System performs an eligible ISIR check with CPS, Campus-Based records are only edited for formatting and *reasonability checks*.

3 Edit Response



After processing, the COD System sends an edit *Response* to the school indicating whether the record passed the edits. The Response is the Common Record that is returned to the *Full Participant* after it is processed (3). If the record does not pass the edits, the Response identifies the reject reasons and the related data elements.

4 Accepted Records

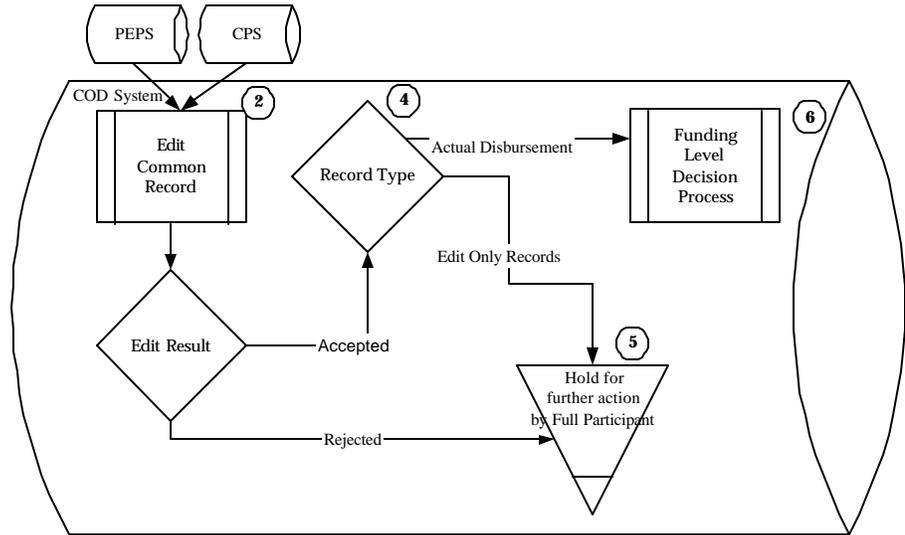


Accepted records continue through the COD Process (4). There are separate processing paths depending on record type. There are two record types: *Edit Only* and *Actual Disbursement*.

For Edit Only Records, disbursements are not considered actual disbursements; therefore, they do not substantiate drawdowns (6). This Edit Only option applies to all Campus-Based records and those Direct Loan and Pell Grant records designated by the institution as Edit Only. For Pell Grants and Direct Loans, the Edit Only option is exercised as a preliminary edit check, and is similar to the current origination record in RFMS and DLOS in that it does not generate funding. Edit Only Records are housed in a holding area (5) where they are accessible for changes. Changes are made either via the Web for online changes or through Common Record re-submission. The Common Record can be re-sent in its entirety, or sent just with identifiers and those data elements that have changed.

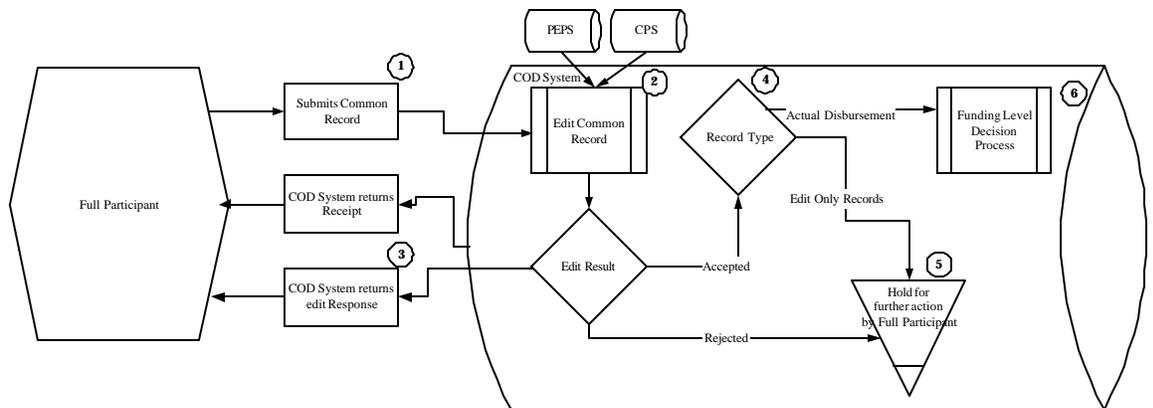
Actual Disbursement Records move on to the Funding Level Decision Process (6). This option applies only to those records reporting Pell Grants and Direct Loans, not to Campus-Based Records.

5 Rejected Data



Data that do not pass edits are housed in the holding area (5). Rejected data are changed through two methods. Records are either accessed via the Web for online changes to specific elements, or rejected data are corrected through Common Record re-submission. The Common Record can be re-submitted via batch or online, either in its entirety or with specific identifiers and those data elements requiring correction.

6 Common Record Process Completion



Process completion occurs when a Common Record designated as an Actual Disbursement is authorized for funding (6). If a school has submitted a disbursement prior to submitting the promissory note to COD, the process does

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not end until the promissory note is received and the loan is booked with Direct Loan Servicing.

Common Record Processing Summary

This walkthrough presents the high level steps for Common Record Processing. A *Full Participant* submits a Common Record to the COD System. The record is edited and a response is sent back to the Full Participant. Edit Only Records and rejected data are housed in a holding area where they are accessible for changes (5). Actual Disbursement Records move on to the Funding Level Decision Process (6). If a record passes all of the edits, the record may trigger an increase in the money available for the institution to draw down.

More detailed information will be provided in the COD Process Section available in September 2001.

Differences Between Current Processes and COD Process

The table found below outlines the differences between the current processes and the COD Process. Please note that all benefits relate to 02-03 processing.

| Current Process | COD Process |
|---|---|
| Fixed-length record <ul style="list-style-type: none">- Data elements recognized based on their position in the record layout- All data elements must be populated for each submission | XML Record <ul style="list-style-type: none">- Data elements recognized by tags, do not need to be in a specific location- Submissions only require those elements necessary for the particular business process the school is trying to perform |
| Origination required in all circumstances | Option for early reporting to run record through edits, not required. Options include: <ul style="list-style-type: none">- School can report records early, then release as disbursement date nears (similar to current origination and disbursement); or- School can send one Common Record within 7 days of disbursement date without taking any additional action (similar to current just in time, except only one record and transmission is required, not multiple and may or may not trigger a |

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| Current Process | COD Process |
|--|--|
| | drawdown request on behalf of the school). Additionally, for those schools whose business process is to do all reporting after disbursing to the student, only one transmission of one record is required, not cycles to both originate and then disburse |
| Two-step resolution process: origination change and disbursement change | One step resolution process via Common Record |
| Change records for Pell require resubmission of all data elements | Change records require only data elements that have changed |
| Different process for reporting changes for Pell Grant and Direct Loan | Process for reporting changes consistent across both programs |
| Only Direct Loan rejects stored | All rejects stored, with online resolution and re-submission available |
| Separate Websites to access Pell and Direct Loan information | Information across all programs available via single Website Note: The RFMS and DLOS websites are operational in 02-03 |
| Separate customer service support for Pell and Direct Loan | Single customer support contact for both programs |
| Only changes to records available via the Web for standard processing (i.e.: non post-award year processing) | In addition to making changes to existing records, schools will also be able to submit new Common Records via the Web. Schools will also be able to ‘release’ Common Records via the Web |
| Limited Web access to funding information; requires log on to two different sites (Pell Grant and Direct Loan) | Consolidated view of funding information by award year and program, including amount drawn to date, amount of accepted records to date, progress towards 30-day reporting requirement |
| Limited Web access to processing information | Web access to real-time processing statistics such as day/ time received, batch status, # of records, # of accepted/ corrected/ rejected records, % of rejects by error type |

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| Current Process | COD Process |
|--|--|
| No student-level reporting in the campus-based programs | Optional reporting of campus-based disbursements in order to pre-populate portions of the FISAP |
| Timing differences cause rejects when attempting to match Pell records to CPS data | Records that cannot be matched to the CPS are pending for up to three days, with a match reattempted every time an updated file is received from the CPS |

The Common Record

Overview

The Common Origination and Disbursement Process utilizes one single record across programs for both origination and disbursement. In the interest of simplification, Pell Recipient Financial Management System (RFMS) and Direct Loan Origination System (DLOS) will integrate into one. The COD design requires a new Common Record, one that uses common data elements, definitions, edits, and structure for Pell Grants and Direct Loans. Although the record has the same layout for all programs, not all data elements are required for each transmission. This new record layout relies on a new technology called *XML, EXtensible Markup Language*.

This section describes the structure and layout of the Common Record. The following topics are addressed:

- What is XML?
- XML 101
- Common Record Structure

What is XML?

XML stands for **EXtensible Markup Language**. It is a new technology designed to both describe and exchange structured data between a range of applications. XML consists of elements that are defined by tags. A start tag precedes the name of an element. An end tag follows it. While it does employ the kind of tags you see in HTML, XML is not a replacement for HTML. XML employs tags to identify data elements, or what data is, while HTML is used to identify data

attributes, or how data looks. XML can be used in conjunction with HTML to store data within standard Web pages. It can also be used to store data in files and to pull information from disparate, incompatible databases.

One of the objectives behind the conceptual design of the COD Process was to provide SFA and our partnering student aid institutions greater flexibility in record processing, i.e., opportunities for multiple data cross-walks and smaller-sized files. The COD Process could serve as a technological foundation for future SFA integration initiatives. Given these objectives, XML was the logical choice for the Common Record's format and structure. XML offers the flexibility to design records, known as XML documents, particular to an audience or community. It allows increased access and reuse of information. It supports validation [edits] by checking structural validity and flagging errors. It also enables systems to share information and users to see different views of available data.

XML 101

XML technology allows a common transmission structure to be used between two disparate systems. It is a markup language that defines data structure. An XML *document* is the vehicle through which data is transmitted. It can be thought of as a batch.

XML documents are comprised of markup and content. Markup is the definition of the data that follows. It is distinguished by `<>` and `</>`. Markup within brackets is considered an *element*. An element within brackets is a *tag*. In the example,

```
<LastName>Jones</LastName>
```

`<LastName>` is a start tag. Note the presence of brackets. `LastName` is an element. `Jones` is the data, or XML content. `</LastName>` is an end tag.

Elements can be either simple or complex. A *simple element* refers to the value that is contained within tags. A *complex element* is grouping of *attributes* or other elements. The Common Record is a logical grouping of complex elements.

Fixed Format Files vs. XML Documents

Fixed format files have been used as vehicles through which data can be exported and imported to business applications. Fixed format files contain a sequence of fields that is in machine-readable language. An example of a student fixed format file follows:

```
SALLY   JONES  12345678919820304           Y
```

Business applications are rapidly moving toward the use of XML to exchange data. XML is a language that is not only machine readable, but also human readable. This characteristic facilitates correcting rejected fields. An XML example of the Person Block follows.

XML Example of the Person Block

```
<Student SSNum="123456789" DOB= "19820304" LastName "Jones">
  <Name>
    <FirstName>Sally</FirstName>
    <MiddleInitial>A</MiddleInitial>
    <LastName>Jones</LastName>
  </Name>
  <Contact>
    <Address>
      <Addr>531 Tower Drive Apt 3C</Addr>
      <City>Alexandria</City>
      <State>VA</State>
      <ZipCd>22314</ZipCd>
    </Address>
    <PhoneNum>2021234567</PhoneNum>
    <Email>Sally.A.Jones@email.org</Email>
  </Contact>
  <Identifier>
    <DLNum>"123972" state= "VA"</DLNum>
  </Identifier>
  <Information>
    <DtofBirth>19820304</DtofBirth>
  </Information>
</Student>
```

Common Record Structure

The XML document called the Common Record is composed of different information modules, referred to as *blocks*. Within the blocks, or *complex elements* are data fields that emphasize similarities across programs and contain information such as: demographic data, award amount, disbursement amount and the accept/reject response status of the record.

The Common Record is organized into the following structure:

Quick Reference Block Description

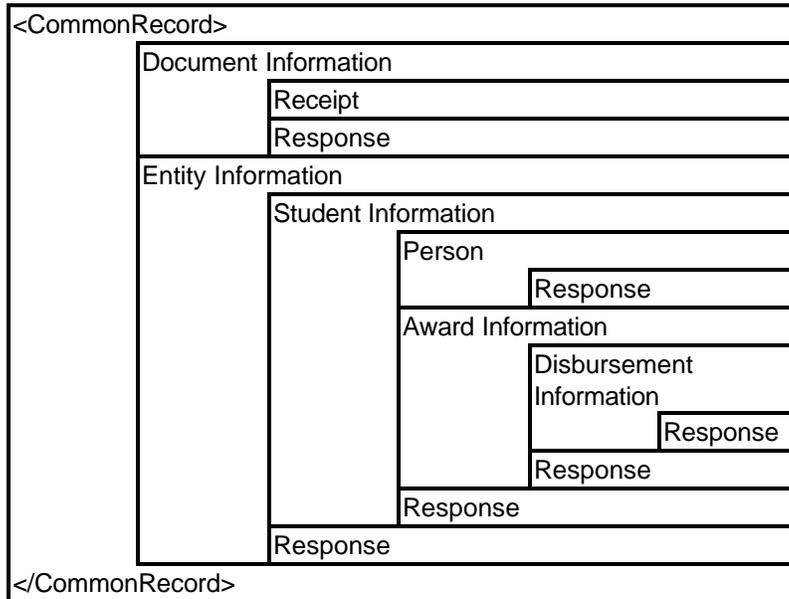
| | Block Name | Block Description |
|---|--------------------------|---|
| 1 | Document Information | The Document Information Block contains information that was previously associated with a batch. It contains a date/time stamp, document validation information, summary level document information, as well as the source of the document. |
| 2 | Entity Information | The Entity Information Block contains information about the reporting and attending school. |
| 3 | Person | The Person Block contains student or PLUS borrower information. |
| 4 | Award Information | The Award Information Block is for SFA’s use and contains Direct Loan, Pell Grant and Campus-Based Award information. As other partners use the Common Record to transport data, this will be the location of those awards. |
| 6 | Disbursement Information | The Disbursement Information Block contains disbursement information. |

Quick Reference Block Description

| | Block Name | Block Description |
|---|-------------------|--|
| 7 | Response | A response block is nested within each block. The response block is returned to the submitting entity upon processing the Common Record. The response block contains information about edits that were rejected. It is a complete record that includes only the rejected fields populated with edit codes. |

Below is a pictorial representation of the Common Record layout. It illustrates how the Common Record is comprised of information modules or blocks. The Common Record structure is subject to change in subsequent technical reference versions.

The Common Record Document Structure



Detailed specifications for coding the Common Record are included in Appendix B. For participating institutions, software developers, and servicers, the transition to XML may initially require an investment of resources to build

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the Common Record. However, reformatting in subsequent years will take considerably less time and effort than currently required for updating fixed format files.

Appendix A - XML Resources

Extensible Markup Language (XML) is a growing standard for e-commerce, data transmissions and structured documents using the Internet. Many industry groups are developing schemas and data dictionaries for this purpose. As a result, there is extensive information available about XML and the initiatives specific to the higher education community. Many institutions are already using XML for their own Internet initiatives including self-service applications for students, faculty, and staff; data exchanges both within and outside the institution; and even data coordination or backup with data warehouse projects.

Available resources about XML include courses at many institutions and local or Internet bookstores. The Web is also a resource, including the sites mentioned below. The first three are international standards bodies, and the last is specifically for the schema and data dictionary for higher education.

- <http://www.w3c.org>
- <http://www.ebXML.org>
- <http://www.oasis-open.org>
- <http://www.standardscouncil.org>

Literature is constantly being updated as new technologies develop and mature. Therefore, it is recommended that time be spent exploring these resources.

Appendix B - XML Schema

An XML Schema specifies the rules surrounding the logical structure of an XML document. It is an application that describes the allowed content of documents. It defines the elements present in the document and the order in which they appear, as well as any attributes that may be associated with an element.

Available resources about XML Schema include courses at many institutions and local or Internet bookstores. The web is also a resource, including one specifically for the schema and data dictionary for higher education:

- <http://www.standardscouncil.org>

Literature is constantly updated as new technologies develop and mature. Therefore, it is recommended time be spent exploring these resources and those referenced in Appendix A.

To support the open standards proven effective in the development of the Common Record, the Office of Student Financial Assistance is making the XML Schemas for the Common Record available electronically to all interested parties. Whether an institution, a software provider, or a third party servicer is using it for product development to support COD or any student financial resource training partner interested in incorporating the Common Record into their products and services, the schema is available starting in August 2001 at SFA's website:

- <http://ifap.ed.gov>

Appendix C – Common Record Layout

Introduction

This section provides the Common Record layout table, which lists block information grouped according to the following column headings:

- **Field Number** - Lists the Common Record field number
- **COD Data Field** – Contains the Common Record field name and description
- **Maximum Length** – Specifies the maximum length of the element
- **Data Type** – Specifies the type of field (e.g. date, integer, string, Boolean etc.)
- **Field Type** – Specifies whether the field is a simple or complex element
- **Format and Valid Field Values** – Describes the acceptable values for a given Common Record field
- **Element Requirements for Various Business Processes** - Indicates whether the field is required to perform the following functions:
 - **S=Establish Student for edit only.**
 - **P=Establish Pell for edit only**
 - **DS=Establish DL Subsidized for edit only**
 - **DU=Establish DL Unsubsidized for edit only**
 - **DP=Establish DL Plus for edit only**
 - **CB=Establish Campus based info for edit only**
 - **DB=Establish a disbursement for an award/loan**
 - **RC=Receipt**
 - **RS=Response**

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Under each of the functions, an “R” indicates the field is required. An “O” indicates the field is optional to perform the function. “NA” indicates the field is not applicable to the function being referenced.

Unless otherwise noted, the following annotations apply:

- *This field is required if first disbursement has a disbursement number greater than 01.
- ** This field is required if the school has become ineligible.

The Common Record Layout lists elements in block sequence. It includes the formats, field tags and edits. If there are rules for the layout which are needed for implementation, they would be described here.

The intent of this Technical Reference is to describe the purpose and use of the COD Process and the Common Record. XML Standards are not presented here and should be obtained from other sources. The following is a representation of the Common Record content, for example, data elements, valid values and maximum field lengths. It does not represent the physical layout of the data transmission. The layout will be depicted in a separate document, the XML schema. This schema will be available on the SFA Download website on or around August 29, 2001. It will be provided in a format that can be downloaded for printing or importing to another application.

The Common Record Layout

Document Information

| DOCUMENT INFORMATION | | | | | | | | | | | | | | |
|----------------------|---|------------|-----------|-----------------|--------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | | | | | | | | | |
| 1 | <CommonRecord> Common Record: The root element for the document. | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |
| 2 | <CreatedDtTm> DateTime: The DateTime stamp when the document was created. | 22 | date/time | Simple Element | CCYY-MM-DDTHH:mm:ss.ff | R | R | R | R | R | R | R | R | R |
| 3 | <DocumentId> Document Identification: The DateTime stamp with the Entity Id. This tag maps to the Pell Batch ID and the Direct Loan Loan Origination Batch Identifier, the Disbursement Batch Number, and the Change Batch Identifier. | 30 | string | Simple Element | CCYY-MM-DDTHH:mm:ss.ff99999999 | R | R | R | R | R | R | R | R | R |
| 4 | <Source> Source: This element provides a logical grouping of elements related to Document Information. | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |
| 5 | <Destination> Destination: This element provides a logical grouping of elements related to Document Information. | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |

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| DOCUMENT INFORMATION | | | | | | | | | | | | | | | |
|----------------------|--|------------|-----------|-----------------|-------------------------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| 6 | <Lender> <Guarantor> <School> <ThirdPartyServicer> <COD> <Other> Source and Destination Points of Contact: These tags are simple elements that identify the type of data exchange partner. | NA | NA | Simple Element | NA | R | R | R | R | R | R | R | R | R | R |
| 7 | <Lender EntityId= " "> <Guarantor EntityId= " "> <School EntityId= " "> <ThirdPartyServicer EntityId=" "> <Other EntityId= " "> Entity ID: Attribute listing the Unique identifier for each data exchange partner. This number is used by a translator to produce all related numbers (i.e., OPE ID, Direct Loan School Code, Reporting Pell ID, DUNS number, etc). | 8 | string | Attribute | 99999999 | R | R | R | R | R | R | R | R | R | R |
| 8 | <Software> Software: This element provides a logical grouping of elements related to Document Information. | NA | NA | Complex Element | NA | O | O | O | O | O | O | O | O | O | O |
| 9 | <Software Provider=" "> Software Provider: Attribute that indicates the software provider and product. Provider cannot be sent without the Version attribute. This tag maps to the Pell Software Provider field and the first 6 values of the Direct Loan Vendor Identifier and Version Number. | 10 | string | Attribute | Software provider defined | O | O | O | O | O | O | O | O | O | O |

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| DOCUMENT INFORMATION | | | | | | | | | | | | | | |
|----------------------|--|------------|-----------|----------------|--|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 10 | <Software Version= " "> Software Version: Attribute that indicates the software version number. This tag maps to the Pell ED Use field. | 6 | string | Attribute | Software version defined | C | O | O | O | O | O | O | O | O |
| 11 | <FullRsFlg> Full Return Flag: Flag allowing an override on Entity profile concerning the response document. | 1 | string | Simple Element | S=Standard Response F=Full Response (standard plus original data) M= Standard Response with Message N= Full Response with Message Defaults to School Profile | C | O | O | O | O | O | O | N | N |
| 12 | <Receipt> Receipt: A datetime stamp indicating receipt of the document at COD. | 19 | date/time | Simple Element | CCYY-MM-DDTHH:mm:ss.ff | N | N | N | N | N | N | N | R | N |
| | | | | | | A | A | A | A | A | A | A | A | A |

Entity Information

| ENTITY INFORMATION | | | | | | | | | | | | | | |
|--------------------|--|------------|-----------|-----------------|-------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 13 | <ReportingSchl> Reporting School: A complex element. This element provides a logical grouping of elements related to Entity Information. | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |
| 14 | <ReportingSchl EntityId= " "> Reporting School Entity Identification: A complex element. This element provides a logical grouping of elements related to Entity Information. | 8 | string | Attribute | 99999999 | R | R | R | R | R | R | R | R | R |

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| ENTITY INFORMATION | | | | | | | | | | | | | | |
|--------------------|--|------------|-----------|-----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 15 | <AttendingSchl> Attending School: A complex element. This element provides a logical grouping of elements related to Entity Information. | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |
| 16 | <AttendingSchl EntityId= "> Attending School Entity Identification: A complex element. This element provides a logical grouping of elements related to Entity Information. | 8 | string | Attribute | 99999999 | R | R | R | R | R | R | R | R | R |
| 17 | <ProgYrSummary> Summary by Program by Award Year: A complex element. This element provides a logical grouping of elements related to Entity Information. | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |
| 18 | <Award> Award: Tag indicating the corresponding aid program. | 4 | year | Complex Element | NA | O | O | O | O | O | N | N | R | R |
| 19 | <SummaryYr> Summary Year: Tag indicating the year corresponding to awards. | 4 | year | Complex Element | CCYY Last year in cycle is used (i.e., 2002 corresponds to 2001-2002) Year > 2001 | O | O | O | O | O | N | N | R | R |
| 20 | <TotNumStuds> Total Number of Students: Total number of students in this document. This information is summarized by program by award year. This tag maps to the Direct Loan Total Number of Records. | 9 | integer | Simple Element | 0-999999999 | R | O | O | O | O | N | N | R | R |

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| ENTITY INFORMATION | | | | | | | | | | | | | | |
|--------------------|---|------------|-----------|----------------|-------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 21 | <TotNumAcc> Total Number Accepted: Total number of accepted records in this document. This information is summarized by program by award year. This tag maps to the Direct Loan Total Number of Accepted Records. | 9 | integer | Simple Element | 0-999999999 | R | O | O | O | O | O | N | N | R |
| 22 | <TotNumRej> Total Number Rejected: Total number of rejected records in this document. This information is summarized by program by award year. This tag maps to the Direct Loan Total Number of Rejected Records. | 9 | integer | Simple Element | 0-999999999 | R | O | O | O | O | O | N | N | R |
| 23 | <TotNumCorr> Total Number Corrected: Total number of corrected records in this document. This information is summarized by program by award year. | 9 | integer | Simple Element | 0-999999999 | R | O | O | O | O | O | N | N | R |
| 24 | <TotNumDup> Total Number Dup: Total number of duplicate records in this document. This information is summarized by program by award year. This tag maps to the Pell Number of Duplicate Records. | 9 | integer | Simple Element | 0-999999999 | O | O | O | O | O | O | N | N | R |
| 25 | <TotNumHeld> Total Number Held: Total number of held records in this document. This information is summarized by program by award year. | 9 | integer | Simple Element | 0-999999999 | O | O | O | O | O | O | N | N | R |

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| ENTITY INFORMATION | | | | | | | | | | | | | | |
|--------------------|---|------------|-----------|-----------------|-------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 26 | <TotNumPartial> Total Number Partial: Total number of awards for which only part of the award transaction is accepted. This information is summarized by program by award year. | 9 | integer | Simple Element | 0-999999999 | O | O | O | O | O | O | N | N | R |
| 27 | <TotNumVerif> Total Number Verified: Total number of students in this document that are reported to be selected for verification by CPS. This information is summarized by program by award year. | 9 | integer | Simple Element | 0-999999999 | O | O | O | O | O | O | N | N | R |
| 28 | <TotNumSSAdmin> Total Number SSA Match: Total number of students in this document that are reported by CPS to have a SSA match not equal to 4. This information is summarized by program by award year. | 9 | integer | Simple Element | 0-999999999 | O | O | O | O | O | O | N | N | R |
| 29 | <Pell> <DLSub> <DLUnsub> <DLPLUS> <FFELSub> <FFELUnsub> <FFELPLUS> <ALTLoan> <FWSP> <SEOG> <PERK> <CWC> A complex element. This element provides a logical grouping of elements related to award information. | NA | NA | Complex Element | NA | N | R | R | R | R | R | R | N | R |

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| ENTITY INFORMATION | | | | | | | | | | | | | | |
|--------------------|--|------------|-----------|----------------|-------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | A | S | U | P | B | B | C | S | |
| 30 | <TotAmtRep> Total Amount Reported: The total dollar value reported in this document. This information is summarized by program by award year. This tag maps to the Pell Reported Total of Batch. | 15 | decimal | Simple Element | 0-999999999999.99 | N | R | R | R | R | R | R | R | R |
| 31 | <TotAmtAcc> Total Amount Accepted: The total dollar value reported in this document. This information is summarized by year by program. | 15 | decimal | Simple Element | 0-999999999999.99 | N | N | N | N | N | N | N | N | R |
| 32 | <TotAmtCorr> Total Amount Corrected: The total dollar value reported in this document for corrected Pell awards. This information is summarized by program by award year. | 15 | decimal | Simple Element | 0-999999999999.99 | N | N | N | N | N | N | N | N | R |

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Person

| PERSON | | | | | | | | | | | | | | |
|---------|--|------------|-----------|-----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | S | U | P | B | B | C | S |
| 33 | <p><Student> <Borrower></p> <p>A complex element. This element provides a logical grouping of elements related to Person Information.</p> | NA | NA | Complex Element | NA | R | R | R | R | R | R | R | R | R |
| 34 | <p><Person SSNum=" " DtofBirth=" " LastName=" "></p> <p>Person Identifier: The person's identification information on COD.</p> <p>The SSNum portion of this tag maps to the Pell Student's Current SSN for this transaction and the Direct Loan Borrower's Social Security Number, Student's Social Security Number (PLUS) and Student's Social Security Number.</p> <p>The DtofBirth portion of this tag maps to the Pell Student's Date of Birth for this transaction and the Direct Loan Borrower's Date of Birth, Student's Date of Birth (PLUS) and Student's Date of Birth.</p> <p>The LastName portion of this tag maps to the Pell Student's Last Name for this transaction and the Direct Loan Borrower's Last Name, Student's Last Name (PLUS) and Student's Last Name.</p> | 52 | NA | Complex Element | <p>Person SSNum: 001010001 to 999999998</p> <p>DtofBirth: Format is CCYYMMDD 19020101 to 19901231</p> <p>LastName: 0-9; Uppercase A to Z; Spaces(s); . (period); '(apostrophe); -(dash)</p> | R | R | R | R | R | R | R | R | R |

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| PERSON | | | | | | | | | | | | | | |
|---------|---|------------|-----------|-----------------|--|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 35 | <SSNum> Social Security Number: The person's current Social Security Number. This tag is the appropriate vehicle in which to change the Social Security Number. If the content of this tag is different than the SSNum in the Person Identifier, then COD will update the Person Identifier. The SSNum portion of this tag maps to the Pell Student's Current SSN for this transaction and the Direct Loan Borrower's Social Security Number, Student's Social Security Number (PLUS) and Student's Social Security Number. | 9 | string | Simple Element | 001010001 to 999999998 | C | O | O | O | O | O | O | N | O |
| 36 | <DriversLicense> Driver's License: A complex element. This element provides a logical grouping of elements related to Person Information. | NA | NA | Complex Element | NA | C | O | O | O | O | O | O | N | O |
| 37 | <DLNum> Driver's License Number: The person's Driver's License Number. This tag maps to the Direct Loan Borrower's Driver's License Number. | 20 | string | Simple Element | 0 to 9; Uppercase A to Z; Space(s); *(Asterisk); -(Dash) | C | O | O | O | O | O | O | N | O |
| 38 | <DLState> Driver's License State: Attribute indicating the person's Driver's License State. This tag maps to the Direct Loan Borrower's Driver's License State. | 3 | string | Simple Element | Uppercase A to Z; Valid postal code (See State/Country/Jurisdiction Table) | C | O | O | O | O | O | O | N | O |

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| PERSON | | | | | | | | | | | | | | |
|---------|---|------------|-----------|----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 39 | <p><FirstName></p> <p>First Name: The person's first name.</p> <p>This tag maps to the Pell Student's First Name for this transaction and the Direct Loan Borrower's First Name and Student's First Name.</p> | 12 | string | Simple Element | 0 to 9; Uppercase A to Z; Space(s); .(period); '(apostrophe); -(dash) | O | O | O | O | O | O | O | N | O |
| 40 | <p><LastName></p> <p>Last Name: The person's last name. This element is the appropriate vehicle in which to change the Last Name. If the content of this element is different than the LastName in the Person Identifier, then COD will update the Person Identifier.</p> <p>The LastName portion of this tag maps to the Pell Student's Last Name for this transaction and the Direct Loan Borrower's Last Name, Student's Last Name (PLUS) and Student's Last Name.</p> | 35 | string | Simple Element | 0 to 9; Uppercase A to Z; Space(s); .(period); '(apostrophe); -(dash) | O | O | O | O | O | O | O | N | O |
| 41 | <p><MiddleInitial></p> <p>Middle Initial: The person's middle initial.</p> <p>This tag maps to the Pell Student's Middle Initial for this transaction and the Direct Loan Borrower's Middle Initial, Student's Middle Initial (PLUS), and the Student's Middle Initial.</p> | 1 | string | Simple Element | Uppercase A to Z | O | O | O | O | O | O | O | N | O |

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| PERSON | | | | | | | | | | | | | | |
|---------|--|------------|-----------|----------------|--|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 42 | <Temp> Address Type: This tag indicates if the address listed is temporary. While this tag doesn't have a direct match, it is associated with Direct Loan Local information. | NA | boolean | Simple Element | true = Address is temporary This tag is optional. If the tag is not sent, the default is false. | C | O | R | R | R | O | O | N | O |
| 43 | <Foreign> Address Type: This tag indicates if the address is foreign. This tag is associated with FFEL information. | NA | boolean | Simple Element | true = Address is foreign This tag is optional. If the tag is not sent, the default is false. | C | N | O | O | O | N | N | N | O |
| 44 | <Addr> Address : A line of the person's address. There is a maximum occurrence of three address lines for this tag. The sequence of this tag maps to the person's first, second, and third lines of address. This tag maps to the Direct Loan Borrower's Permanent Address and the Student's Local Address. | 40 | string | Simple Element | 0 to 9 Uppercase A to Z; .(Period); '(Apostrophe); - (Dash); ,(Comma); #(Number); @(At); %(Percent or care of); &(Ampersand); /(Slash); Space(s) | C | O | R | R | R | O | O | N | O |
| 45 | <City> City: The person's city. This tag maps to the Direct Loan Borrower's Permanent Address City and the Student's Local Address City. | 24 | string | Simple Element | 0 to 9 Uppercase A to Z; .(Period); '(Apostrophe); - (Dash); ,(Comma); #(Number); @(At); %(Percent or care of); &(Ampersand); /(Slash); Space(s) | C | O | R | R | R | O | O | N | O |

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| PERSON | | | | | | | | | | | | | | |
|---------|---|------------|-----------|----------------|--|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | O | S | S | U | P | B | B | C | S |
| 46 | <StateProv> State: The person's State or Province. This tag maps to the Direct Loan Borrower's Permanent Address State and the Student's Local Address State. | 3 | string | Simple Element | Uppercase A to Z; Valid postal code (See State/Country/Jurisdiction Table) | O | O | R | R | R | O | O | N | O |
| 47 | <County> County: The person's county. | 19 | string | Simple Element | Uppercase A to Z | O | O | O | O | O | O | O | N | O |
| 48 | <Country> Country: The person's country. | 3 | string | Simple Element | Uppercase A to Z; Valid postal code (See State/Country/Jurisdiction Table) | O | O | O | O | O | O | O | N | O |
| 49 | <PostalCd> Zip or Postal Code: The person's Postal Code (Zip Code). This tag maps to the Direct Loan Borrower's Permanent Zip Code and the Student's Local Zip Code. | 13 | integer | Simple Element | 0 to 99999999999999 | O | O | R | R | R | O | O | N | O |
| 50 | <PhoneNum> Phone Number: The person's phone number. This tag maps to the Direct Loan Borrower's Telephone Number. | 17 | integer | Simple Element | 0 to 9999999999999999 | O | O | O | O | O | O | O | N | O |
| 51 | <Email> Email Address: The person's email address. This tag maps to the Direct Loan Student's E-mail Address. | 128 | string | Simple Element | Any valid keyboard character including an underscore; but not the pipe symbol or space | O | O | O | O | O | O | O | N | O |

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| PERSON | | | | | | | | | | | | | | |
|---------|---|------------|-----------|----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 52 | <DtofBirth> Birth Date: The person's current date of birth. This tag is the appropriate vehicle in which to change the Date of Birth. If the content of this tag is different than the Date of Birth in the Person Identifier, then COD will update the Person Identifier. The DtofBirth portion of this tag maps to the Pell Student's Date of Birth for this transaction and the Direct Loan Borrower's Date of Birth, Student's Date of Birth (PLUS) and Student's Date of Birth. | 8 | date | Simple Element | Format is CCYYMMDD 19030101 to 19911231 | C | O | O | O | O | O | O | N | O |
| 53 | <CitznStatusInd> Citizenship Status Indicator: The person's citizenship status. COD will pull citizenship status from CPS. This is an override field to allow schools to report information for PLUS only or for correction information from documentation located at the school. This tag maps to the Direct Loan Borrower's Citizenship and the Student's Citizenship. | 1 | string | Simple Element | The value the student reported for citizenship. 1 = U.S. citizen (or U.S. national) 2 = Eligible noncitizen 3 = Not eligible | C | O | O | O | R | O | O | N | O |

Award Information

| AWARD INFORMATION | | | | | | | | | | | | | | |
|-------------------|---|------------|-----------|-----------------|--|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | S | U | P | B | B | C | S |
| 54 | <Pell> <DLSub> <DLUnsub> <DLPLUS> <FFELSub> <FFELUnsub> <FFELPLUS> <ALTLoan> <FWSP> <SEOG> <PERK> <CWC> A complex element. This element provides a logical grouping of elements related to award information. | NA | NA | Complex Element | NA | O | R | R | R | R | R | R | N | R |
| 55 | <DLLoanInfo> A complex element. This element provides a logical grouping of elements related to loan information. | NA | NA | Complex Element | NA | O | N | A | R | R | R | N | O | N |
| 56 | <DLLoanInfo LoanKey = " " > Loan Key: An attribute which identifies related loan information. | 99 | integer | Attribute | 1-99 | O | N | A | R | R | R | N | O | N |
| 57 | <LoanKey> Loan Key: This tag references related loan information. | 99 | integer | Simple Element | 1-99 | O | N | A | R | R | R | N | O | N |
| 58 | <AwardYr> Award Year: Tag indicating the year corresponding to awards. | 4 | year | Simple Element | CCYY List last year in cycle (i.e., 2002 for 2001-2002) | O | R | R | R | R | R | R | N | R |

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| AWARD INFORMATION | | | | | | | | | | | | | | |
|-------------------|--|------------|-----------|----------------|-------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | O | O | O | O | O | O | O | N | O |
| 59 | <SchlUseOnly> School Use Only: This tag contains cross-reference information useful to the School. This tag maps to the Pell Origination Cross-Reference field. | 20 | string | Simple Element | Institutionally defined. | O | O | O | O | O | O | O | N | O |
| 60 | <FISAPIncomeOverride> FISAP Income Override: COD will download the primary and secondary FISAP Income amounts from CPS. This is a field to allow schools to override the total Taxable and Nontaxable Income for the student and parents, if dependent, or the student only if independent. | 11 | decimal | Simple Element | -99999999.99 to 99999999.99 | N | N | N | N | N | N | O | O | N |
| | | | | | | A | A | A | A | A | A | | A | O |
| 61 | <CostOfAttend> Cost of Attendance: The estimated cost of attending school during the requested award period before subtracting any financial aid or expected family contribution. For Pell the amount must equal COA calculated by the School following the Federal Pell Grant Payment regulations. This tag maps to Pell Accepted Cost of Attendance and Cost of Attendance fields. | 11 | decimal | Simple Element | 0 - 99999999.99 | N | R | N | N | N | N | N | N | N |
| | | | | | | A | A | A | A | A | A | A | A | O |

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| AWARD INFORMATION | | | | | | | | | | | | | | |
|-------------------|--|------------|-----------|----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 62 | <VerifStatCd> Verification Status Code: Status of verification of applicant data by the school. Required only if school has paid a Pell Grant without supporting documentation. This tag is not a direct translation but maps to the Pell Verification Status Code field. | 1 | string | Simple Element | W: Without Documentation V: Verified | R | N | N | N | N | N | N | N | O |
| 63 | <LDefGOver> Loan Default/Grant Overpay: Identifies if the borrower/student is in default on a Title IV loan or owes a refund on a Title IV grant. This tag maps to the Direct Loan Borrower's Loan Default/Grant Overpayment, Student's Loan Default/Grant Overpayment (PLUS) and Student's Loan Default/Grant Overpayment. | 1 | string | Simple Element | Y=Yes N=No Z=Overridden by School | N | N | O | O | R | N | N | N | O |
| 64 | <LowTuitFeesInd> Low Tuition and Fees Indicator: Indicator identifying tuition ranges when the annual tuition is less than or equal to minimum defined by low tuition and fees table. This tag maps to the Pell Low Tuition & Fees Code and Accepted Low Tuition & fees flag. | 1 | string | Simple Element | 1: 0 2: 1 - 262 3: 236 - 524 | N | O | N | N | N | N | N | N | O |

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| AWARD INFORMATION | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | |
| | | | | | | S | P | D | D | C | D | R | R |
| | | | | | | A | A | S | U | P | B | B | S |
| 65 | < IncarceratedFlg > Incarcerated Federal Pell Recipient Indicator: Indicator identifying if the student is incarcerated in local penal institution but otherwise eligible to receive Federal Pell Grants. This tag maps to the Incarcerated Federal Pell Recipient Code and Accepted Incarcerated Federal Pell Recipient code. | 1 | string | Simple Element | true = Yes, the student is incarcerated in a local institution, but is otherwise eligible. false = No, the student previously reported as incarcerated, but is not or is no longer incarcerated. | N | O | N | N | N | N | N | N |
| | | | | | | A | A | A | A | A | A | A | O |
| 66 | < CPSTransNum > CPS Transaction Number: Transaction number from eligible SAR used to calculate award. This tag maps to the Pell Transaction Number and Accepted Transaction Number field. | 2 | string | Simple Element | 1-99 | R | R | R | R | R | R | N | O |
| | | | | | | A | A | A | A | A | A | A | A |
| 67 | < DependOverride > Dependency Override: COD will download dependency status from CPS. This is a field to allow schools to override dependency information. This tag maps to the Direct Loan Dependency Status field. | 1 | string | Simple Element | I = Independent D = Dependent | N | N | O | O | O | O | N | O |
| | | | | | | A | A | A | A | A | A | A | A |
| 68 | < SecondaryEFCInd > Secondary EFC Used Indicator: Indicator of EFC value used to determine award amount. This tag maps to the Pell Accepted Secondary Expected Family Contribution Code and Secondary Expected Family Contribution Codes. | 1 | string | Simple Element | 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 a calculated by the CPS. | N | O | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A |

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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| 69 | <AcCal> Academic Calendar: Calendar which applies to this student's educational program. Must be valid or system accepted to process record. This tag maps to the Pell Accepted Academic Calendar and Academic Calendar fields. | 1 | string | Simple Element | 1=Credit Hours-non-standard terms; 2=Credit Hours-standard terms of quarters; 3=Credit Hours-standard terms of semesters; 4=Credit Hours-standard terms of trimesters; 5=Clock hours; 6=Credit Hours without terms The academic calendar dictates which Payment Methodology can be accepted, and the data required for the elements used in calculating the student's award. | N | R | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | A | |

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| AWARD INFORMATION | | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| 70 | <PmtMethod> Payment Methodology: Formula used to calculate the student's Federal Pell Grant Award. This tag maps to the Pell Accepted Payment Methodology and Payment Methodology fields. | 1 | string | Simple Element | 1=(a)Credit hour with standard terms in which total weeks of instructional time Fall through Spring terms equal or exceed 30 weeks, or have been granted waiver; or (b) School offers a summer term in addition to fall through spring terms, could calculate awards using Formula 1 or 2 and chooses to perform alternate calculation (AC: 2,3, or 4) 2=Credit hour with standard terms in which total weeks of instructional time Fall through Spring terms are less than 30 weeks, has not been granted waiver. School does not use alternate calculation (AC: 2, 3, or 4) 3=Credit hour with standard or non-standard terms (AC: 1, 2, 3, or 4) 4=Clock hour or Credit hour without terms (AC: 5 or 6) 5=Programs of study by correspondence (AC: 1, 2, 3, or 4 denotes Formula 5B AC: 6 denotes Formula 5A) | N | R | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | A | |

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| AWARD INFORMATION | | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| 71 | <InstructWksUsed> Weeks of instructional time used to calculate payment: Total Number of weeks of instructional time provided by this student's Program of Study during a full academic year. Valid Values depend upon Payment Methodology and Academic Calendar fields. Must be completed when Payment Methodologies 2, 3, 4, or 5 are used. This tag maps to the Pell Accepted Weeks of Instructional Time Used to Calculate Payment and Weeks of Instructional Time Used to Calculate Payment fields. | 2 | string | Simple Element | No element reported in Document (Payment Methodology 1) 0 - 78 (Payment Methodology 2, 3, 4, or 5) IF PM=2 Must be <30 IF PM=3 Must be valid range IF PM=4 Must be valid range IF PM=5 Must be valid range | O | N | N | N | N | N | N | N | N | O |
| 72 | <InstructWksDefiningAcYr> Weeks of instructional time in program's definition of academic year: Total number of weeks of instructional time in the School's definition of a full academic year for this student's Program of Study. This tag maps to the Pell Accepted Weeks of Inst. time in Program's Definition of Academic Year and Weeks of Inst. Time in Program's Definition of Academic Year fields. | 2 | string | Simple Element | No element reported in document (Payment Methodology 1) 30 - 78(May never be less than the number provided in Weeks of instructional time used to calculate payment. If>78 set to 30. | O | N | N | N | N | N | N | N | N | O |

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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R |
| 73 | <CrClockHrsinAwardYr> Credit/Clock hours in this student's program of study's academic year: Total number of credit/clock hours in all payment periods School expects this student to attend and be paid for during this Federal Pell Grant Award year. This tag maps to the Accepted Pell Cr/Clock Hours in Award Year and Pell Cr/Clock Hours in Award Year fields. | 4 | string | Simple Element | Required for Academic Calendars 5 and 6 or Ranges: 0-3120 AC=Clock Hour (5) 0-100 AC=Credit Hours without terms(6) | O | N | N | N | N | N | N | O |
| 74 | <CrClockHrsinProgsAcYr> Credit/Clock hours in this student's program of study's academic year: Total number of credit or clock hours in the School's definition of a full academic year for this student's Program of Study. This tag maps to the Pell Accepted Cr/Clock Hours in the Student's Program of Study's Academic Year and Pell Cr/Clock Hours in the Student's Program of Study's Academic Year fields. | 4 | string | Simple Element | Required for Academic Calendars 5 and 6 or ranges: 900-3120 Academic calendar 5 24-100 Academic calendar 6 | O | N | N | N | N | N | N | O |
| 75 | <AwardId> Award ID: Unique Award Identifier. This tag maps to the Direct Loan Loan Identifier field. | 23 | string | Simple Element | Student's Social Security Number: 001010001-99999998 Loan Type: S = Subsidized U = Unsubsidized P = Plus Program Year: 03 School Code: X00000-X99999 where X = G or E Loan Sequence Number: 001-999 | N | R | R | R | N | R | N | O |

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| AWARD INFORMATION | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | C | D | R | R | |
| | | | | | | A | A | S | U | P | B | B | S | |
| 76 | <AwardCreateDt> Award Create Date: The date the award record was created by the school. This tag maps to the Direct Loan Loan Origination Date field. | 8 | date | Simple Element | CCYYMMDD 19000101-20991231 | N | N | R | R | R | N | O | N | O |
| 77 | <AwardAmt> Award Amount: The total award amount that the student is eligible to receive as determined by the school. This tag maps to the Pell Accepted Award Amount for the Entire School Year, Award Amount for the Entire School Year and the Direct Loan Loan Amount Approved. | 11 | decimal | Simple Element | DL Sub - Grade Level = 0 or 1 Max = 2625 Grade Level = 2 Max 3500 Grade Level = 3,4,5 Max = 5500 Grade Level >= 6 Max = 8500 DL Unsub - Grade Level = 0 or 1 Max = 6625 Grade Level = 2 Max 7500 Grade Level = 3,4,5 Max = 10500 Grade Level >= 6 Max = 18500 If Additional Unsubsidized Loan for HPPA = Y, Grade Level = 3,4,5 Max = 27167 Grade Level >= 6 Max = 45167 PLUS - 0-99999.99 Pell - refer to the Pell Payment Schedule | R | R | R | R | O | O | N | A | O |
| 78 | <FedShareAmt> Federal Share Amount: The federal share portion of the Perkins, FSEOG, or FWS award amount. | 11 | decimal | Simple Element | 0 - 99999999.99 | N | N | N | N | N | R | N | N | O |
| 79 | <OrigntnFeePct> Origination Fee Percentage: The origination fee percentage used for this record. This tag maps to the Direct Loan Origination Fee Percentage. | 5 | decimal | Simple Element | 0-100.000 .03 for 3 percent .04 for 4 percent | N | N | R | R | R | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |

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| AWARD INFORMATION | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | A | A | R | R | R | A | A | A | O |
| 80 | <IntRebatePct> Interest Rebate Percentage: The upfront interest rebate percentage for the disbursement. This tag maps to the Direct Loan Interest Rebate Percentage field. | 5 | decimal | Simple Element | 0-100.000 .015 = 1.5 percent | N | N | R | R | R | N | N | N | O |
| | | | | | | A | A | | | | A | A | A | |
| 81 | <PromNtPrtInd> Promissory Note Print Indicator: The Promissory Note print option used for this record. This tag maps to the Direct Loan Promissory Note Print Indicator. | 1 | string | Simple Element | S = COD Prints and sends to Borrower R = COD Prints and sends to School Z = COD Reprint | N | N | O | O | O | N | N | N | O |
| | | | | | | A | A | | | | A | A | A | |
| 82 | <DiscStmntPrtInd> Disclosure Statement Print Flag: 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 Statement. This tag maps to the Direct Loan Disclosure Statement Print Indicator. | 1 | string | Simple Element | Y = COD prints and sends to Borrower R = COD reprint Defaults to School Profile | N | N | O | O | O | N | N | N | O |
| | | | | | | A | A | | | | A | A | A | |
| 83 | <AddtHPPA> Additional Unsubsidized Loan for HPPA: Indicates if the dependent student is eligible for an additional unsubsidized loan amount. This was formerly a HEAL loan. This maps to the Direct Loan Additional Unsubsidized Eligibility up to Health Profession Programs Amount. | NA | boolean | Simple Element | true = Dependent student is eligible for an additional loan amount. Unsubsidized only This tag is optional. If the tag is not sent, the default is false. | N | N | N | O | N | N | N | N | O |
| | | | | | | A | A | A | | A | A | A | A | |

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| AWARD INFORMATION | | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| | | | | | | S | P | D | D | D | C | D | R | R | |
| | | | | | | A | A | S | U | P | B | B | C | S | |
| 84 | <GradeLevelInd> Grade Level Indicator: Indicates the student's current college grade level in the program or college. This tag maps to the Direct Loan Student's College Grade Level. | 1 | string | Simple Element | 0 = 1st year, undergraduate/never attended college; 1 = 1st year, undergraduate/attended college before; 2 = 2nd year undergraduate/sophomore; 3 = 3rd year undergraduate/junior; 4 = 4th year undergraduate/senior; 5 = 5th year/other undergraduate; 6 = 1st year graduate/professional; 7 = Continuing graduate/professional or beyond | N | N | R | R | R | R | N | N | N | O |
| 85 | <AwardBeginDt> Award Begin Date: The date when classes begin for the specific period covered by aid. This tag maps to the Direct Loan Loan Period Start Date. | 8 | date | Simple Element | CCYYMMDD 20010702-20030630 Cannot be prior to the student's academic year begin date | N | N | R | R | R | N | N | N | N | O |
| 86 | <AwardEndDt> Award Date: The date when classes end for the specific period covered by aid. This tag maps to the Direct Loan Loan Period End Date. | 8 | date | Simple Element | CCYYMMDD 20030701-20040629 Cannot be after the student's academic year end date | N | N | R | R | R | N | N | N | N | O |
| 87 | <AcYrBeginDt> Academic Year Start Date: The date the student's academic year starts at the school. This tag maps to the Direct Loan Academic Year Start Date. | 8 | date | Simple Element | CCYYMMDD 20010702-20030630 | N | N | R | R | R | N | N | N | N | O |

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| AWARD INFORMATION | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| 88 | <AcYrEndDt> Academic Year End Date: The date the student's academic year ends at the school. This tag maps to the Direct Loan Academic Year End Date. | 8 | date | Simple Element | CCYYMMDD 20020701-20040629 | N | N | R | R | R | N | N | N | O |
| 89 | <EnrollDt> Enrollment Date: First date that the student was enrolled in an eligible program for the designated award 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 2002-2003 funds, report the actual start date of the student's classes for that payment period. This tag maps to the Pell Accepted Enrollment Date and Enrollment Date. | 8 | date | Simple Element | CCYYMMDD 20020101 - 20030630 | N | R | N | N | N | N | N | N | O |
| 90 | <LessThanFTFlg> Less Than Full Time Flag: Flag indicating if student is less than full-time. | NA | boolean | Simple Element | true = Less than Full Time Status This tag is optional. If the tag is not sent, the default is false. | N | O | O | O | O | R | N | N | O |

Disbursement Information

| DISBURSEMENT INFORMATION | | | | | | | | | | | | | | |
|--------------------------|---|------------|-----------|-----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | A | A | S | U | P | A | B | B | C |
| 91 | <p><Disbursement></p> <p>This is a complex element. This element provides a logical grouping of elements related to disbursement information.</p> | NA | NA | Complex Element | NA | N | N | N | N | N | N | R | N | O |
| 92 | <p><Disbursement Number= "></p> <p>Disbursement Number: Number of the disbursement.</p> <p>This tag maps to the Pell Disbursement Reference Number and the Direct Loan Disbursement Number.</p> | 2 | integer | Attribute | 1-20 | N | N | N | N | N | N | R | N | O |
| 93 | <p><DisbDt></p> <p>Disbursement Date: The date money was credited to the student's account at the school or paid to the student (or borrower if a PLUS loan) directly.</p> <p>This tag maps to the Pell Accepted Disbursement Date, Disbursement Date, and the Direct Loan Disbursement Anticipated Date and the Transaction Date fields.</p> | 8 | date | Simple Element | CCYYMMDD 20010702-20080930 | N | N | N | N | N | N | R | N | O |
| 94 | <p><DisbSeqNum></p> <p>Sequence Number: The number that determines the order in which transactions must be processed for a given disbursement number.</p> <p>This tag maps to the Direct Loan Disbursement Sequence Number.</p> | 2 | integer | Simple Element | 1-99 Disbursement sequence numbers must be sequential and follow in order. Pell valid values are: 1-90 Direct Loan valid values are: 1-65 School assigned 66-90 COD assigned 91-99 Servicer refund | N | N | N | N | N | N | R | N | O |

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| DISBURSEMENT INFORMATION | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | A | A | S | U | P | B | B | C | S |
| 95 | <DisbNetAmt> Disbursement Net Amount: The net award amount. This tag maps to the Direct Loan Disbursement Actual Net Amount, Disbursement Actual Net Amount LOC and Disbursement Anticipated Amount. | 11 | decimal | Simple Element | 0 - 99999999.99 | N | N | N | N | N | N | R | N | O |
| | | | | | | A | A | A | A | A | A | - | A | |
| | | | | | | | | | | | | D | | |
| | | | | | | | | | | | | L | | |
| 96 | <DisbFeeAmt> Disbursement Fee Amount: The Fee Amount. This tag maps to the Direct Loan Disbursement Actual Loan Fee Amount and Disbursement Anticipated Loan Fee Amount. | 11 | decimal | Simple Element | 0 - 99999999.99 | N | N | N | N | N | N | R | N | O |
| | | | | | | A | A | A | A | A | A | - | A | |
| | | | | | | | | | | | | D | | |
| | | | | | | | | | | | | L | | |
| 97 | <IntRebateAmt> Interest Rebate Amount: The Upfront Interest Rebate Amount. This tag maps to the Direct Loan Disbursement Actual Interest Rebate Amount, Disbursement Actual Interest Rebate Amount - LOC, and the Disbursement Anticipated Interest Rebate Amount. | 11 | decimal | Simple Element | 0 - 99999999.99 | N | N | N | N | N | N | R | N | O |
| | | | | | | A | A | A | A | A | A | - | A | |
| | | | | | | | | | | | | D | | |
| | | | | | | | | | | | | L | | |
| 98 | <DisbAmt> Disbursement Amount: Amount of money credited to the student's account at the school or paid to the student (or borrower if PLUS) directly. This tag maps to the Pell Disbursement Amount, Accepted Disbursement Amount and the Direct Loan Disbursement Actual Gross Amount, Disbursement Actual Gross Amount - LOC fields. | 11 | decimal | Simple Element | 0 - 99999999.99 (MAX AWARD – for Pell) | N | N | N | N | N | N | R | N | O |
| | | | | | | A | A | A | A | A | A | - | A | |
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| DISBURSEMENT INFORMATION | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | A | A | S | U | P | B | B | C | S |
| 99 | <PmtTriggerFlg> Payment Trigger Flag: The flag indicating if the Entity is submitting disbursement records for disbursements that have been or will be disbursed. This flag indicates if the record is a disbursement or edit only record. | NA | boolean | Simple Element | true = Yes, submit records as actual disbursements. false = No, submit records for edit only. Defaults to No | N | N | N | N | N | N | R | R | O |
| 100 | <SchlUseOnly> School Use Only: This field contains cross reference information useful to the School. This tag maps to the Pell Disbursement Cross-Reference field and the Direct Loan User Identifier Create fields. | 20 | string | Simple Element | Institutionally defined. | N | N | N | N | N | N | O | N | O |
| 101 | <FirstDisbFlg> First Disbursement Flag: Flag identifying the disbursement with the earliest disbursement date. This tag maps to the Direct Loan First Disbursement Flag field. | NA | boolean | Simple Element | true = Yes, this is the First Disbursement This tag is optional. If the tag is not sent, the default is false. However, Required if First Actual Disbursement has a disbursement number greater than 01. | N | N | N | N | N | N | R | N | O |
| 102 | <ConfFlg> Confirmation Flag: Indication that this disbursement has been confirmed by the borrower at the school. This tag maps to the Direct Loan Confirmation Flag field. | NA | boolean | Simple Element | true = Yes, this disbursement has been confirmed by the borrower. This tag is optional. If the tag is not sent, the default is false. | N | N | N | N | N | N | O | N | O |
| 103 | <PmtPeriodStartDt> Payment Period Start Date: Beginning date of the Payment Period. Used to pay on awards submitted by schools that have become ineligible. This tag maps to the Pell | 8 | date | Simple Element | CCYYMMDD 20010101 to 20020630 | N | N | N | N | N | N | R | N | O |
| | | | | | | A | A | A | A | A | A | - | P | E |
| | | | | | | | | | | | | L | L | * |
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| DISBURSEMENT INFORMATION | | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | | | S | U | P | B | B | C | S |
| | Enrollment Date field. | | | | | | | | | | | | | |

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Response (Nested within each of the above Blocks)

| RESPONSE | | | | | | | | | | | | | |
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| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | |
| | | | | | | S | P | D | D | C | D | R | R |
| | | | | | | S | P | D | D | C | D | R | R |
| | | | | | | S | P | D | D | C | D | R | R |
| 104 | <DocumentType> Document Type: The type of document being returned from COD. | 2 | string | Simple Element | WB = Response to web HL = Response to hold process CO = Response to Credit Override | N | N | N | N | N | N | N | O |
| 105 | <DocumentStat> Document Status: The status of the processed document on COD. | 1 | string | Simple Element | A = Accepted R = Rejected D = Duplicate | N | N | N | N | N | N | N | R |
| 106 | <ProcessDt> Processing Date: The date the document information was processed at COD. This tag maps to the Pell RFMS Process Date and the Direct Loan Acknowledgement Date and Promissory Note Acknowledgement Date. | 8 | date | Simple Element | CCYYMMDD | N | N | N | N | N | N | N | R |
| 107 | <PmttoSvrAmt> Payment to Servicer Amount: Amount of payment sent to the Servicer by the borrower. This tag maps to the Direct Loan Payment to Servicer Amount. | 11 | decimal | Simple Element | (-99999999.99 to 99999999.99) FileType = SR only A negative amount indicates a payment A positive amount indicates a reversal of the payment (that is, bounced check) | N | N | N | N | N | N | N | O |
| 108 | <PmttoSvrDt> Payment to Servicer Date: The date the Servicer posted the payment to the student's account. | 8 | date | Simple Element | CCYYMMDD | N | N | N | N | N | N | N | O |
| 109 | <BkdLoanAmt> Booked Loan Amount: Total net amount of disbursements accepted and booked. This tag maps to the Direct Loan LOC's Total Net Booked | 11 | decimal | Simple Element | 0 - 99999999.99 | N | N | N | N | N | N | N | O |

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| RESPONSE | | | | | | | | | | | | | | |
|----------|---|------------|-----------|----------------|--|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | Loan Amount. | | | | | | | | | | | | | |
| 110 | <BkdLoanAmtDt> Booked Loan Date: The date the loan booked on COD. | 8 | date | Simple Element | CCYYMMDD | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |
| 111 | <YrTDDisbAmt> Year-To-Date Disbursement Amount: Total amount that has been disbursed to the student for the award year. This tag maps to the Pell YTD Disbursed Amount. | 11 | decimal | Simple Element | 0 - 99999999.99 | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |
| 112 | <TotEligUsed> Total Eligibility Used: Total percentage of the student's Pell eligibility used for the specific award year. | 7 | decimal | Simple Element | 0-100.999 | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |
| 113 | <EMPNFlg> Electronic MPN Flag: Flag indicating whether there is an electronic or paper MPN. This tag maps to the Direct Loan Electronic Master Promissory Note Indicator | NA | boolean | Simple Element | true = Electronic MPN | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |
| 114 | <MPNId> MPN ID: The MPN identifier printed on the MPN. This tag maps to the Direct Loan Electronic Master Promissory Note Identification. | 23 | string | Simple Element | Student's Social Security Number: 001010001-999999998 Loan Type: M = Subsidized and Unsubsidized N = PLUS Program Year: 03 School Code: X00000-X99999 where X = G or E Loan Sequence Number: 001-999 | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |
| 115 | <MPNStat> MPN Status: The status of the MPN on file at COD. This tag maps to the Direct | 1 | string | Simple Element | A = Accepted R = Rejected X = Pending | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |

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| RESPONSE | | | | | | | | | | | | | |
|----------|--|------------|-----------|----------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | |
| | | | | | | S | P | D | D | C | D | R | R |
| | | | | | | S | P | D | D | C | D | R | R |
| | | | | | | S | P | D | D | C | D | R | R |
| | Loan Promissory Note Status. | | | | | | | | | | | | |
| 116 | <p><MPNLinkFlg></p> <p>MPN Link Flag: The Master Promissory Note flag is used to indicate whether or not the record has been linked to an MPN at COD.</p> <p>This tag maps to the Direct Loan Master Promissory Note Indicator.</p> | NA | boolean | Simple Element | true = Record has been linked to an MPN false = Record is not linked to an MPN | N | N | N | N | N | N | N | O |
| 117 | <p><SchedFedPellGrt></p> <p>Scheduled Federal Pell Grant: Scheduled amount for a full time student.</p> <p>This tag maps to the Pell Scheduled Federal Pell Grant field.</p> | 11 | decimal | Simple Element | 0-Award Amount Maximum | N | N | N | N | N | N | N | O |
| 118 | <p><SFAInd></p> <p>SFA Indicator: Indicator set to inform institutions of modifications that have been made to their database and require immediate action to rectify.</p> <p>This tag maps to the Pell ED Use Flags field.</p> | 2 | string | Simple Element | SA = Shared SAR CE = Concurrent Enrollment PO = POP | N | N | N | N | N | N | N | O |
| 119 | <p><CrDecisionStat></p> <p>PLUS Credit Decision Status: The status of the PLUS credit decision for the loan on COD.</p> | 1 | string | Simple Element | A = Accepted D = Denied P = Pending | N | N | N | N | N | N | N | O |
| 120 | <p><CrDecisionDate></p> <p>PLUS Credit Decision Date: The date on which the credit check decision was processed.</p> | 8 | date | Simple Element | CCYYMMDD | N | N | N | N | N | N | N | O |

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| RESPONSE | | | | | | | | | | | | | | |
|----------|--|------------|-----------|----------------|---|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | This tag maps to the Direct Loan Credit Decision Date field. | | | | | | | | | | | | | |
| 121 | <p><CrOverrideInd></p> <p>PLUS Credit Decision Override Indicator: The status of the credit check for this loan on COD as a result of an override.</p> <p>This tag maps to the Direct Loan Credit Override field.</p> | 1 | string | Simple Element | C = Credit overridden as a result of new credit information provided E = Credit overridden as a result of an endorser's approval D = Credit denied as a result of an endorser's denial N = Credit denied after pending | N | N | N | N | N | N | N | N | O |
| 122 | <p><RsInd></p> <p>Response Indicator: The result of processing the record on COD.</p> <p>This tag maps to the Pell Action Code, Origination warning/reject reasons, Action Code/Status and the Direct Loan Full Loan Origination Status Flag.</p> | 1 | string | Simple Element | A = Accepted R = Rejected D = Duplicate H = Held C = Corrected P = Partial | N | N | N | N | N | N | N | N | R |
| 123 | <p><RsErrorCd></p> <p>Response Error Code: Edit result from COD processing.</p> <p>This tag maps to the Pell Edit/Comment Codes and the Direct Loan Full Loan Origination Reject Reasons, Loan Identifier Error Code, and Promissory Note Reject Codes.</p> | 3 | string | Simple Element | See COD edit table. | N | N | N | N | N | N | N | N | O |
| 124 | <p><RsMsg></p> <p>Response Message: The text of the edit result. This field is transmitted only via web applications.</p> | 150 | string | Simple Element | See COD edit table. | N | N | N | N | N | N | N | N | O |
| 125 | <p><Field></p> <p>Field: The element referenced by the Edit Code. The tag and the original</p> | Variable | Variable | Variable | | N | N | N | N | N | N | N | N | O |

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| RESPONSE | | | | | | | | | | | | | | |
|----------|---|------------|-----------|------------|-------------------------------|---|---|---|---|---|---|---|---|---|
| Field # | COD Data Field | Max Length | Data Type | Field Type | Format and Valid Field Values | Element Requirements for Various Business Processes | | | | | | | | |
| | | | | | | S | P | D | D | D | C | D | R | R |
| | | | | | | | | S | U | P | B | B | C | S |
| | content are returned. | | | | | | | | | | | | | |
| 126 | <Value> Value: New value in field if a correction is applied. | Variable | Variable | Variable | | N | N | N | N | N | N | N | N | O |
| | | | | | | A | A | A | A | A | A | A | A | |

Appendix D – Edit Comment Codes and Descriptions

Introduction

This section provides a table illustrating the various edit codes that are used in the COD Process and their related comments. The information is grouped by the Common Record blocks with the following column headings:

- **Edit Type/Error Code** - this column lists the edit error code and one of the three edit types. They are:
 - R Rejected
 - W Warning
 - C Corrected
- **Message** – this column gives an explanation of the comment that is displayed for the prescribed edit condition.
- **Condition** – this column provides a description of the situation that caused the edit, the action taken to resolve it, and/or the notification message sent to the school identifying the potential error.
- **How to Fix Record** – this column explains what the user must do to resolve the mistaken condition.

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Document Information/ Entity Information Edits

| DOCUMENT INFORMATION/ENTITY INFORMATION EDITS | | | |
|--|---|---|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 001 | Invalid Destination Mailbox ID | Occurs if the Entity ID is invalid or not assigned to send Pell/ Direct Loan/ Campus-Based data from the school. | Resubmit using the appropriate Destination Mailbox ID. |
| R 002 | Reporting Entity ID is Not Eligible To Report | Entity ID in Document Information Block is not eligible to report. | Resubmit using appropriate reporting campus Entity ID. |
| R 003 | Duplicate Document (Batch) ID | Batch ID (Entity ID, DateTime stamp) has been previously submitted. | Review batch to determine if duplicate. If not, resubmit with unique batch number. |
| R 004 | Entity ID Not Found On Participant File | The Entity ID submitted does not match any existing Entity ID on file at COD. | Verify your Entity ID. For further clarification, if needed, call your Customer Service Representative. |
| W 005 | Software Provider Not Found | Software Provider ID was not found on the list of known software providers. | Call your Software Provider and confirm the appropriate Software Provider ID to use for your specific software. |
| R 006 | Document Create Date Greater Than Current System Date | The date indicated in Created DateTime in the Document ID is greater than the current system date at COD. | Correct Document (Batch) ID Create Date Time and resubmit. |
| R 007 | No Detail Records In Document | The Document (Batch) contained no detail records, cannot be processed. | Resubmit Document (Batch) with detail records. |
| W 008 | Reported Number of Persons Does Not Equal Detail Count | The reported Total Number of Persons reported in the Document Information Block does not equal the total number of persons in the document (batch). | No action required. |
| W 009 | Reported Number of Awards By Program Does Not Equal Count of Detail Awards by Program | The reported Total Number of Awards by program by year reported in the Document Information Block does not equal the number of awards by program by year in the document (batch). | No action required. |
| R 010 | Phase-in Schools cannot submit Common Record Documents | An Entity that is not a Full Participant in the Common Origination and Disbursement Process has submitted a Common Record | You must resubmit data using the appropriate record layout for Phase-in Schools See appropriate Technical Reference for record layouts. |

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Person Edits

| PERSON EDITS | | | |
|--------------------------|---|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 011 | No eligible SSN, DOB, and Last Name Combination Match On CPS For Person | The Person Identifier -- current SSN, current Date of Birth, and current Last Name (first two characters) combination reported on the Common Record cannot be found on the CPS. | Review SSN, Date of Birth, and Last Name combination reported in the Common Record to the same data elements on the student's ISIR. If any of these identifiers do not match, resubmit with the corrected data. If the data on the ISIR is incorrect, the student must submit a corrected FAFSA. Once a corrected FAFSA is processed by CPS, resubmit the Common Record for this student. |
| W 012 | No Eligible SSN, DOB, and Last Name Combination Match Found On CPS For Person; Record Pending | A correction or change was submitted and the Student Identifier – current SSN, current Date of Birth, and current Last Name (first two characters) combination reported in the Common Record cannot be found on CPS, this record is pending a valid match. COD will continue to attempt a match for three days. If no match occurs during that time, a reject will be sent. | Review the SSN, Date of Birth, and Last Name combination reported in the Common Record to the same data elements on the student's ISIR. If any of these identifiers do not match, resubmit with the corrected data. If identifiers are correct as submitted, await confirmation of a match with CPS. A record can remain pending for three days awaiting confirmation of a match. |
| R 013 | Citizenship Status Indicator for the PLUS Borrower is not eligible | PLUS borrower's citizenship is not "1" for U.S. citizen or "2" for eligible non-citizen. (PLUS Only) | If this data is correct, the PLUS borrower is not eligible for a PLUS loan. If this data is incorrect, update and resubmit. |
| R 014 | Citizenship Status Indicator for PLUS student is not eligible | Student's citizenship is not "1" for U.S. citizen or "2" for eligible non-citizen. (PLUS Only) | If this data is correct, the PLUS borrower is not eligible for a loan. If this data is incorrect, update and resubmit. |
| W 015 | Corrected Value Same as Original Value | The corrected value submitted in the Common Record matches the value currently on file at COD. | Verify the submitted value for accuracy. If correct, this record is a duplicate and no update is necessary. If incorrect, update the value and resubmit. |
| R 016 | PLUS Borrower and Student Cannot be the Same Person | The PLUS borrower has the same SSN as the student associated with this PLUS loan. (PLUS Only) | Verify the SSN of the parent borrower and the student. Update records appropriately and resubmit. |
| R 017 | PLUS Endorser and Student Cannot Be The Same Person | The PLUS Endorser has the same SSN as the student associated with this PLUS loan. (PLUS Only) | Verify the SSN of the endorser and the student. Update records appropriately and resubmit. |

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| PERSON EDITS | | | |
|----------------------------------|-------------------------------------|---|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| W 018 | No Driver's License Number provided | Driver's License Number is not provided and the Driver's License State is not blank. | Submit Driver's License Number. |
| W 019 | Driver's License State Blank | Driver's License State is not provided and the Driver's License Number is not blank. | Submit Driver's License State. |
| R 020 | First Name and Last Name Blank | First and Last names are both blank. | Submit first name, last name or both. |
| R/W 021 | Address is Incomplete | <p>This edit ensures that - At least one valid and complete Address is on file for a specific Person Block. All three components of the an Address are required; Address 1 and when applicable Address 2, City and Zip Code. This edit checks</p> <ol style="list-style-type: none"> 1) that Address 1, City, State and Zip Code are not all blank 2) Zip code is all zeros or not numeric 3) If Zip Code is populated and State is blank 4) State Code is not blank and is not CN, MX or FC and Zip Code is blank 5) State is an invalid value. <p>For Permanent Address, if the data submitted meets any of these conditions reject the record.</p> <p>For Temporary Address, if the data submitted meets any of these conditions, a warning will be set.</p> <p>If All fields of the Permanent Address are BLANK (Address 1, City, State and Zip Code) pull data from Abbreviated Applicant File"</p> | <p>If rejected, update and resubmit address information.</p> <p>If warning, no action required.</p> |

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Award Information Edits

| AWARD INFORMATION EDITS | | | |
|--------------------------|--|---|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| C/R 023 | Incorrect Low Tuition & Fees Code/ Correction Applied | <p>The COA as reported by the school (either in the record or as previously reported) is greater than the low tuition threshold or the student's EFC is greater than the Low Tuition and Fees minimum amount for the award year.</p> <p>If the school has chosen to have COD correct its records, COD sets to blank.</p> <p>(Pell Only)</p> | Review the COA and EFC and confirm. If correct, no action required. If incorrect, update and resubmit. |
| R 024 | Reported CPS Transaction Number Does Not Match CPS | Transaction number reported for this student is not on file at the CPS. | Review the Reported Transaction Number and ensure that you have an ISIR record on file for the student with that transaction number. If incorrect, update the Reported Transaction Number and resubmit. |
| R 025 | Duplicate Match on CPS | The Person Identifier – current SSN, current Date of Birth, current Last Name (first two characters), and transaction number reported in the Common Record has two or more matches on CPS | Go to the COD website and review the CPS matches for this person. Select the correct transaction. |
| C/R 026 | Incorrect Secondary EFC Used / Correction Applied | <p>Ensures the reported Secondary EFC Used Indicator is valid. The valid values are O, S, and Blank. O is only valid if the value currently on the COD system is S. If the school has chosen to have COD correct its records and an invalid value is submitted, COD will correct to the value currently on the COD system or to blank.</p> <p>(Pell Only)</p> | <p>Review the field for the correct value and resubmit.</p> <p>Ensure the value is S if you are using the Secondary EFC; or O if you originally reported you were using the Secondary EFC and are now using the Original EFC.</p> |

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| AWARD INFORMATION EDITS | | | | | | | | | | | | | | | | | | |
|--------------------------|--|---|---|----|-----------|---|----|---------------|------------|----|--------|---|----|---------------|---|----|--------|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record | | | | | | | | | | | | | | | |
| C/R 027 | Incorrect Payment Methodology/ Correction Applied | <p>If ANY of the following are true:</p> <p>AC - Academic Calendar PM - Payment Methodology ◇ - Not equal to</p> <p>AC = 1 and PM ◇ 3 or 5 AC = 2, 3 or 4 and PM = 4 AC = 6 and PM ◇ 4 AC = 5 and PM = 5</p> <p>If the school has chosen to have COD correct its records and the submitted value is a change and Accepted PM is valid with current AC then COD will set to previously accepted value. Otherwise, if Accepted AC = 1, 2, 3 or 4, COD will set Accepted PM to 3. Otherwise, COD will set Accepted PM to 4.</p> <p>(Pell Only)</p> | Review the field for the correct value and resubmit | | | | | | | | | | | | | | | |
| C/R 028 | Incorrect Academic Calendar/ Correction Applied | <p>The academic calendar (AC) dictates which Payment Methodology can be accepted. Used in award amount validation. The following changes in Academic Calendar indicate need to change Payment Methodology.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"><u>From</u></td> <td style="text-align: center;">to</td> <td style="text-align: center;"><u>To</u></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">to</td> <td style="text-align: center;">2, 3, 4, or 5</td> </tr> <tr> <td style="text-align: center;">2, 3, or 4</td> <td style="text-align: center;">to</td> <td style="text-align: center;">1 or 5</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">to</td> <td style="text-align: center;">2, 3, 4, or 6</td> </tr> <tr> <td style="text-align: center;">6</td> <td style="text-align: center;">to</td> <td style="text-align: center;">1 or 5</td> </tr> </table> <p>If the school has chosen to have COD correct its records and If AC invalid or BLANK, then set accepted value to previous value or If Attending Pell ID default AC populated, then set accepted value to default. ELSE If Reporting Pell ID default AC populated, then set accepted value to default. ELSE If Payment Methodology = 4, then set accepted value to 5. ELSE set accepted value to 3.</p> <p>(Pell Only)</p> | <u>From</u> | to | <u>To</u> | 1 | to | 2, 3, 4, or 5 | 2, 3, or 4 | to | 1 or 5 | 5 | to | 2, 3, 4, or 6 | 6 | to | 1 or 5 | <p>Review the field for the appropriate value and re-submit.</p> <p>Ensure the value is either Blank if Award Type is not equal to Pell or correct to:</p> <ol style="list-style-type: none"> (1) if you measure academic progress in Credit Hours – non-standard terms; (2) if you measure academic progress in Credit Hours – standard terms of quarters; (3) if you measure academic progress in Credit Hours – standard terms of semesters; (4) if you measure academic progress in Credit Hours – standard terms of trimesters; (5) if you measure academic progress in Clock hours; (6) if you measure academic progress in Credit Hours without terms |
| <u>From</u> | to | <u>To</u> | | | | | | | | | | | | | | | | |
| 1 | to | 2, 3, 4, or 5 | | | | | | | | | | | | | | | | |
| 2, 3, or 4 | to | 1 or 5 | | | | | | | | | | | | | | | | |
| 5 | to | 2, 3, 4, or 6 | | | | | | | | | | | | | | | | |
| 6 | to | 1 or 5 | | | | | | | | | | | | | | | | |

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| AWARD INFORMATION EDITS | | | |
|--------------------------|---|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| C/R 029 | Invalid Weeks of Instructional Time in Program’s Definition of Academic Year/Correction Applied | <p>Reported Payment Methodology is 2, 3, 4 or 5 and the Weeks of Instructional Time Used in Program’s Definition of Academic Year is not in the valid range (30 – 78).</p> <p>The Reported Payment Methodology is 1 and the Weeks of Instructional Time Used in Program’s Definition of Academic Year is not BLANK. (Pell Only)</p> | <p>Verify that the Payment Methodology and Academic Calendar are correct. Correct the Payment Methodology, Academic Calendar and/or Weeks of Instructional Time and resubmit.</p> |
| C/R 030 | Invalid Weeks of Instructional Time used to Calculate Payment | <p>Reported Payment Methodology is 1 and Weeks of Instructional Time Used to Calculate Payment is not BLANK.</p> <p>Payment Methodology is 2 and Weeks of Instructional Time Used to Calculate Payment is not in the valid range (00 – 29).</p> <p>Payment Methodology is 3, 4 or 5 and Weeks of Instructional Time Used to Calculate Payment is not in the valid range (00-78). (Pell Only)</p> | <p>Verify that the Payment Methodology and Academic Calendar are correct. Correct the Payment Methodology, Academic Calendar and/or Weeks of Instructional Time and resubmit.</p> |
| C/R 031 | Invalid Credit or Clock Hours in program’s definition of academic year | <p>Academic Calendar is 1, 2, 3 or 4 and Credit or Clock Hours in Program’s Definition of Academic Year is not BLANK.</p> <p>Academic Calendar is 5 and Credit or Clock Hours in Program’s Definition of Academic Year is not in valid range (900 – 3120).</p> <p>If Academic Calendar is 6 and Credit or Clock Hours in Program’s Definition of Academic Year is not in valid range (24 – 100). (Pell Only)</p> | <p>Verify that the Payment Methodology and Academic Calendar are correct and our assumption is correct. If this is correct, no further action is necessary. If it is not correct, update the Payment Methodology and Academic Calendar and Cr/Clock Hours and resubmit.</p> |

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| AWARD INFORMATION EDITS | | | |
|--------------------------|--|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| C/R 032 | Invalid Credit or Clock Hours-in all payment periods expected to complete this school year | <p>Academic Calendar is 1, 2, 3 or 4 and Credit or Clock Hours in this Student's Program of Study's Academic Year is not BLANK.</p> <p>Academic Calendar is 5 or 6 and Credit or Clock Hours in this Student's Program of Study Academic Year is not between 0000 and the value of Credit or Clock Hours in Program's Definition of Academic Year. (Pell Only)</p> | Verify that the Payment Methodology and Academic Calendar are correct. If it is not correct, update the Payment Methodology and Academic Calendar and/or Credit/Clock Hours and resubmit. |

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Award Edits

| AWARD EDITS | | | |
|-----------------------|--|---|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 033 | Duplicate Award ID | This Award ID is already established under a different student identifier. (Direct Loan only) | Create a new Award ID for this borrower. |
| R 034 | Attending School Entity Identifier has no relationship with the Reporting School Entity Identifier | The Attending School Entity Identifier in the Award Block has no established relationship to the Reporting School Entity Identifier in the Entity Block. | Verify the Attended Entity ID and the Reporting Entity ID. If incorrect, update and resubmit. |
| R 035 | Inconsistent Award Information Data | Award Type listed in Award ID does not match Award Type in the Award Block and/or Award Year listed in Award ID does not match Award Year in Award Information Block. | Review the Award Type and Award Year fields to ensure they are the same as the values in the Award ID. Correct the necessary field(s) and resubmit. |
| W 036 | PLUS Credit Decision Status is not accepted for this PLUS award | No credit decision has been accepted for this award. (PLUS Only) | PLUS Credit Decision Status for this award is pending. Once a credit decision is received, a response will be sent. |
| R 037 | PLUS loan has an Endorser, award amount cannot be increased | PLUS loan has an Endorser, award amount cannot be increased (PLUS Only) | Submit a new PLUS loan record if this PLUS borrower wants to borrow an additional loan amount. |
| R 038 | Student Not Pell Eligible | Award type listed is Pell and student is not Pell eligible according to CPS record. (Pell Only) | Review student's ISIR for Pell eligibility. If student is eligible, review transaction number reported. If incorrect, update and resubmit. |

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| AWARD EDITS | | | |
|-----------------------|---|---|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 039 | Incorrect Award Amount | <p>Award Amount exceeds the maximum annual limit:</p> <p>DL Sub – Grade Level = 0 or 1 Max = 2625 Grade Level = 2 Max 3500 Grade Level = 3,4,5 Max = 5500 Grade Level >= 6 Max = 8500</p> <p>DL Unsub - Grade Level = 0 or 1 Max = 6625 Grade Level = 2 Max 7500 Grade Level = 3,4,5 Max = 10500 Grade Level >= 6 Max = 18500</p> <p>If Additional Unsubsidized Loan for Health Profession Programs (formerly HEAL eligible) = Y, Grade Level = 3,4,5 Max = 27167 Grade Level >= 6 Max = 45167</p> <p>PLUS - 0-99999.99</p> <p>Pell – refer to the Student Financial Aid Handbook</p> | <p>Review the maximum annual limit for this award. If appropriate, update this field and resubmit.</p> |
| W 040 | Changed Award Amount Is Less Than Total Disbursements | <p>Award amount cannot be less than the sum of the accepted funded disbursements.</p> <p>(Pell only)</p> | <p>Reduce disbursement amounts to correspond with the funded disbursements and resubmit.</p> <p>If an adjustment is not received within 30 days, COD will process a decrease.</p> |
| R 041 | Changed Award Amount Is Less Than Total Disbursements | <p>Award amount cannot be less than the sum of the accepted funded disbursements.</p> <p>(Direct Loan only)</p> | <p>Review Award Amount and funded disbursements. Update and resubmit.</p> <p>If you are attempting to decrease the loan, you must make adjustments to the disbursements that have already been processed.</p> |
| R 042 | New Award Type Submitted with a Zero Award Amount | For an initial submission for this award type, the award amount is not greater than zero. | Enter an Award Amount and resubmit. |

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| AWARD EDITS | | | |
|-----------------------|--|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 043 | New Award Amount or Award Increase Received After End Of Processing Year and Institution Has Not Been Granted Administrative Relief (Pell)/ Extended Processing (DL) | <p>A new or increased award amount or was submitted after the processing deadline for the award year and the school has not been granted administrative relief/ extended processing.</p> <p>If ALL of the following are true:</p> <ul style="list-style-type: none"> -- The Received Date is greater than the Award Year Processing Cycle End Date -- The school has not been granted administrative relief/ extended processing or an audit adjustment. -- An award for this student identifier is currently not in COD or the Award amount is an increase to the amount in COD. | <p>To disburse after the deadline of the award year, your school must seek either Administrative Relief for Pell or Extended Processing for Direct Loan.</p> <p>Contact your Customer Service Representative if your school has been granted either Administrative Relief or Extended Processing or if you want to apply for either of these extensions.</p> |
| R 044 | Incorrect Flag For Additional Unsubsidized Eligibility for Health Profession Programs (formerly HEAL eligible) | <p>Additional Unsubsidized Eligibility for Health Profession Programs value is "Y" and school does not have Health Profession Programs OR.</p> <p>Additional Unsubsidized Eligibility for Health Profession Programs value is "Y" and the student's grade level code is not 4, 5, 6, or 7 (graduate student).</p> | <p>Review the record and ensure you are providing the correct value for the Additional Unsubsidized Eligibility for Health Professions flag. If your school is eligible to use this flag, ensure the student's grade level is reported as greater than 3 and resubmit.</p> <p>If grade level is correct and you are eligible to use this flag, please contact your Customer Service Representative.</p> |
| R 045 | Incorrect Award Dates | <p>Difference between Award Begin Date and Award End Date is greater than 12 months</p> <p>OR</p> <p>Award Begin Date is after the Award End Date</p> <p>OR</p> <p>Award Begin Date and Award End Date is not equal to or within the student's academic year dates.</p> | <p>Review the record and ensure the Award Begin and End Dates are accurate. If incorrect, update and resubmit.</p> |
| R 046 | Incorrect Academic Year Dates | <p>Academic Year Start Date is after the Academic Year End Date</p> <p>OR</p> <p>Academic year is greater than 12 months</p> | <p>Review the record and ensure the Academic Year Begin (Start) and End Dates are accurate. If incorrect, update and resubmit.</p> |

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| AWARD EDITS | | | |
|-----------------------|---|---|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 047 | Academic Year Dates Already Linked to MPN | Academic Year Start Date cannot be changed because a Direct Loan is already linked to an MPN based on specific academic year dates. | Academic Year Begin (Start) Date cannot be changed on this loan since it is linked to a MPN based on the existing Academic Year Begin (Start) and End Dates. If the academic year dates are incorrect, you must obtain a new promissory note and process a new loan with the correct academic year dates. |

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Disbursement Information Edits

| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|---|--|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 048 | School is Ineligible | Edit checks to ensure that a. School is eligible to participate in the Title IV programs b. If school is requesting Pell Grant funds, school is eligible to participate in the Pell Grant program. c. If school is requesting Direct Loan funds, school is eligible to participate in the Direct Loan program, is open and not undergoing an ownership change. | Review your Attend School Entity Identifier to ensure it is correct and that you are eligible to participate in the program for which you are submitting records and/or requesting funds. If incorrect, update and resubmit. |
| R 049 | Disbursement Date Is More Than 120 Days After the Original Disbursement Date | Adjusted Disbursement Date is not within 120 days of original Disbursement Date. (Direct Loan only) | Review your adjusted disbursement date in conjunction with your original disbursement date. If incorrect, update and resubmit. |
| R 050 | Disbursement Date Outside Allowable Window | Disbursement date is more than 10 days prior to the award begin date or greater than 90 days after the award end date. (Direct Loan only) | Review your award dates and your disbursement dates. If incorrect, update and resubmit. |
| R 051 | Disbursement Date With Payment Trigger Set to Yes Outside of Allowable Window | Payment Trigger Flag is Yes and disbursement date is outside of allowable window. Pell Allowable Window: Funds First (Advanced Pay) = 30 calendar days Records First = 7 calendar days Reimbursement = 0 days Heightened Cash Monitoring = 0 days Direct Loan Allowable Window: Funds First (Advance Pay) = 7 calendar days Records First = 7 calendar days Reimbursement = 0 days Heightened Cash Monitoring = 0 days | Review your Payment Trigger Flag and submit a release based on the disbursement date and your school's allowable disbursement window. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|--|---|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 052 | First Funded Disbursement Date Must Be the Earliest | Subsequent Disbursement Date is not after the Disbursement Date of the first disbursement (Either disbursement number 01 or the disbursement with the first disbursement flag). (Direct Loan only) | Review the disbursement dates of the subsequent disbursement and the first disbursement. If incorrect, update and resubmit. |
| R 053 | Disbursement Date Cannot Be Blank On Sequence Number 01 | The Disbursement Date is not populated on disbursement sequence number 01. | Resubmit disbursement number 01 with a disbursement date. |
| W 054 | Disbursement Date Within 7 Days or Passed, Payment Trigger Set To "N" | A record has been submitted with the payment trigger flag set to "N" but the disbursement date is within the 7 calendar day window or has passed. | Review record to determine if a payment trigger flag of "Y" is appropriate. This record will not be considered an actual disbursement until a payment trigger flag of "Y" is received. If you intended this to be an actual disbursement, update the payment trigger flag and resubmit. |
| W 055 | Disbursement Information Received 30 Days or more after Date of Disbursement | Disbursement Information was received and processed by COD more than 30 days later than the Disbursement Date reported on the record. | No action required. |
| R 056 | Sequence Number Not In Sequential Order | Sequence Number is not one higher than the last previously accepted transaction for this disbursement. | Review disbursement transactions and disbursement sequence numbers for this disbursement and resubmit all transactions not yet accepted by COD in the proper order. |
| R 057 | A change/ adjustment to a Disbursement Date and Disbursement Amount were submitted on the same transaction. Adjustment to Disbursement Amount has been rejected. | A change to Disbursement Date and an adjustment to a Disbursement Amount were made at the same time, i.e. in the same transaction with the same Sequence Number for the same Disbursement Number. | The change to the Disbursement Date is accepted but the change to the disbursement amount is rejected. Resubmit the adjustment to the Disbursement Amount with a new Sequence Number. |
| R 058 | Duplicate Disbursement Information On File | The reported Disbursement Number, Sequence Number, and Payment Trigger Flag are already on file with COD. | No action is required. If you are attempting to make a change, resubmit with a higher sequence number. |
| W 059 | Duplicate Adjustment Information on File | The Disbursement Number, Disbursement Amount(s), Disbursement Date, and Payment Trigger Flag are already on file with COD for this Disbursement Adjustment. | No action required. If you are attempting to make a change, update and resubmit. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|--|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 060 | Insufficient Number of Disbursements Based on School Type | <p>Disbursement Amount equals the Total Net Loan Amount and the school does not meet special condition status.</p> <p>Special condition status includes “Experimental Site Schools” and schools with a less than 10 percent cohort default rate for the last three consecutive cohort years or less than 5% cohort default rate and the student is enrolled in a study abroad program. Only schools meeting special condition status are allowed to make one disbursement. A minimum of two disbursements is required for all other schools.</p> <p>(Direct Loan only)</p> | <p>Since your school does not meet special condition status, you must disburse a loan in two or more disbursements and the disbursement amount (net disbursement) cannot equal the total net loan amount.</p> <p>Update the disbursement amount for this record and resubmit. If you believe your school does meet special condition status, call your Customer Service Representative.</p> |
| R 061 | Only One Disbursement Allowed for Students with a Verification Status of “W” | <p>You can only make one disbursement for a student with a Verification Status of “W.”</p> <p>(Pell Grant only)</p> | <p>You must perform verification on this student’s application data. Once verification has been performed, update the verification status to “V” and resubmit.</p> |
| R 062 | Disbursement Amount(s) Is Less Than Or Equal to Zero for Disbursement Sequence Number 01 | <p>Disbursement Amounts (Gross and Net) are not populated or less than zero for disbursement sequence number 01.</p> | <p>Resubmit disbursement sequence number 01 with a disbursement amount greater than zero.</p> |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|-------------------------------|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 063 | Incorrect Disbursement Amount | <p>Disbursement amount(s) are not equal to COD's calculated amount For DL:</p> <p style="margin-left: 40px;">a. The Disbursement Amount is calculated using the following steps (+ or - \$1 tolerance):</p> <p style="margin-left: 80px;">Step 1: Calculate the Combined Fee/Interest Rebate Percentage by subtracting the Interest Rebate Percentage from the Loan Fee Percentage</p> <p style="margin-left: 80px;">Step 2: Calculate the Combined Fee/Interest Rebate Amount by multiplying the Gross Amount by the Combined Fee/Interest Rebate Percentage (go out 3 decimal places) and truncating the result</p> <p style="margin-left: 80px;">Step 3: Calculate the Net Amount by subtracting the Combined Fee/Interest Rebate Amount from the Gross Amount</p> <p style="margin-left: 80px;">Step 4: Calculate the Loan Fee Amount by multiplying the Gross Amount by the Loan Fee Percentage (go out to 3 decimal places) and truncating the result</p> <p style="margin-left: 80px;">Step 5: Calculate the Interest Rebate Amount by subtracting the Loan Fee Amount from the Gross Amount and then subtracting the result from the Net Amount.</p> <p style="margin-left: 40px;">b. Payment Trigger set to "Y" and Disbursement Amount exceeds annual loan limit across schools. See common record for loan limit criteria.</p> <p>For Pell: The sum of the disbursements exceeds the Award Amount --OR-- The reported Disbursement Amount exceeds 100% of the student's Total Eligibility Used and the student is already in a POP situation involving up to three schools.</p> | Verify your disbursement calculations based on the award type. Resubmit if appropriate. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|---|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| C/R 064 | Disbursement Amount > 50% of award with Verification Status of "W" | <p>ALL of the following are true: The Verification Status is W on the award AND Disbursement Amount is >50% of the Scheduled Award Amount</p> <p>If the school has chosen to have COD correct its records, COD will set the Accepted Disbursement Amount to the lesser of either the Origination Award Amount or 50% of the Schedule Award Amount (Pell only)</p> | Review disbursement amount and verification status or assumption made. If incorrect, update and resubmit. |
| W 065 | Insufficient Decrease in the Disbursement amount. Disbursement is expected for Amount of the Negative Pending | <p>If ALL of the following are true:</p> <ul style="list-style-type: none"> • The Award has an "Over Paid" status • The Disbursement Amount Adjustment is for a decrease and • The decrease in the Disbursement Amount is < the Negative Pending Disbursement Amount <p>Update the Negative Pending Amount with the reported decrease in the Disbursement Amount (Pell only)</p> | No action required. |
| R 066 | Award is in "Overpaid" status. Disbursement Increase cannot be accepted" | <p>If ALL of the following are true:</p> <ul style="list-style-type: none"> • School is Advance Funded or Just in Time (JIT) • Award is in "Overpaid" Status • A 'Disbursement Amount' that would increase the sum of the accepted Disbursements to an Amount greater than the 'Award Amount' <p>The 'Attended Entity ID' is Eligible (Pell Only)</p> | |
| R 067 | Incorrect Disbursement Gross Amount | <p>Sum of all the gross Disbursement Amounts is greater than the Award Amount. (Direct Loan Only)</p> | Review the gross disbursement amount for each disbursement number and compare to the award amount (Loan Amount Approved). Update record where appropriate and resubmit. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|---|---|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| W 068 | Potential Overaward Project- Notice Sent Separately | Two or more Pell disbursements for a student have been received from two or more schools and all of the following are true: Disbursement is not rejected AND Other Pell awards exist for the student at different Attended School Entity ID's for the current Award Year AND Total amount disbursed for any of the other Pell awards is greater than zero AND Total of the Percentage Used is greater than 100.00 (plus tolerance.) (Pell only) | Review guidance contained in separate notice. |
| W 069 | Potential Concurrent Enrollment - Notice Sent Separately | Two or more Pell disbursements for a student have been received from two or more schools and all of the following are true: Other Pell awards exist for the student at different Attended School Entity ID's for the current Award Year AND Total amount disbursed for the student for any of the other Pell awards is greater than zero AND Enrollment dates for the student are within 30 days of one another. (Pell only) | Review guidance contained in separate notice. |
| W 070 | Payment Trigger is Blank | Data in the disbursement block has been received but the payment trigger is not populated. | When the Payment Trigger is blank, COD records the Payment Trigger as "N." If the payment trigger should be "N", no further action is necessary. If you want this record to be considered an actual disbursement, update the payment trigger flag to "Y" and resubmit. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|--|---|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 071 | New Disbursement, Increase, or Payment Trigger to “Y” Received After End Of Processing Year and Institution Has Not Been Granted Administrative Relief (Pell)/Extended Processing (DL) | <p>A new disbursement, an increase, or a payment trigger set to “Y” was submitted after the processing deadline for the award year and the school has not been granted administrative relief/ extended processing.</p> <p>Other than in the case of an increase as a result of a student that had been blocked (POP) prior to the deadline, new disbursements and increases to existing disbursements are only permitted for schools that have been granted administrative relief/ extended processing or an audit adjustment</p> | <p>To disburse after the deadline of the award year, your school must seek either Administrative Relief for Pell or Extended Processing for Direct Loan.</p> <p>Contact your CSR if your school has been granted either Administrative Relief or Extended Processing or if you want to apply for either of these extensions.</p> |
| R 072 | Incomplete Disbursement Amounts | <p>If the disbursement sequence number is 02 or greater, and any of the disbursement amounts (gross amount, loan fee amount, interest rebate amount, or net amount) are populated, then all four amounts must be present.</p> <p>(Direct Loan only)</p> | Resubmit record with all disbursement amounts populated. |
| R 073 | Insufficient information with payment trigger set to “Y” | <p>A record has been submitted with the payment trigger flag set to “Y” but there is insufficient data on file.</p> <p>See Common Record Layout for fields required prior to setting the payment trigger flag to “Y”.</p> | Review the record in conjunction with the Common Record Layout. Resubmit with all required data elements populated. |
| R 074 | Incorrect Adjustment to Payment Trigger | Payment trigger adjusted to “N” after disbursement became an actual disbursement. | <p>No action required.</p> <p>Payment trigger cannot be changed to “N” after disbursement becomes an actual disbursement. If you are attempting to cancel a disbursement, you must send an adjustment to the disbursement amount.</p> |
| R 075 | Multiple First Disbursement Flags | <p>More than one disbursement was submitted to COD with a first disbursement flag of “F” for this loan in the same cycle.</p> <p>(Direct Loan only)</p> | Review disbursements and resubmit record with only one disbursement flagged as the first disbursement. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|---|---|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 076 | First Disbursement Flag Changed More Than Twice | First disbursement flag can be changed a maximum of two times before requiring Department of Education's approval (Direct Loan only) | Contact your Customer Service Representative for the procedures on how to obtain the Department of Education's approval to change the first disbursement flag more than two times. |
| R 077 | Incorrect Disbursement Loan Fee Amount | Disbursement fee amount does not equal COD's calculated Loan Fee Amount. (+ or - \$1 tolerance.) (Direct Loan only) | Review Disbursement Loan Fee Amount calculation. Resubmit record with corrected disbursement amounts. |
| R 078 | Incorrect Disbursement Rebate Amount | Up-Front Interest Rebate amount does not equal COD's calculated Up-Front Interest Rebate Amount, (+ or - \$1 tolerance.), for this disbursement. (Direct Loan only) | Review Disbursement Loan Fee Amount calculation. Resubmit record with corrected disbursement amounts. |
| R 079 | Payment Period Start Date Not In Eligible Range | The school is ineligible and the payment period start date does not fall within the range of eligibility. (Pell only) | Review the payment period start date reported. If incorrect, update and resubmit. If correct, you are not eligible to receive Pell Grant funds for this student. No further action required. |
| R 080 | No Accepted PLUS Credit Decision Status | The payment trigger is set to "Y" and there is no approved PLUS Credit Decision Status on file for this loan. An approved PLUS Credit Decision Status must be obtained for a PLUS borrower prior to disbursement. (PLUS only) | Resubmit payment trigger of "Y" after an approved credit decision is obtained for this PLUS borrower. |
| R 081 | No Promissory Note on File | The payment trigger is set to "Y", there is no Master Promissory Note or PLUS Promissory Note on file for this loan, and the school is required to have an MPN/ PLUS Promissory on file at COD prior to disbursement. (Direct Loan only) | Resubmit payment trigger of "Y" after you receive a response record indicating that an accepted MPN/ PLUS Promissory Note is on file at COD for this loan. |
| R 082 | Field Cannot Be Modified | Non-modifiable field. | Attempted to change a field that cannot be modified. No action required. |
| R 083 | Case Management Office (CMO) Rejected This Student For Inadequate/ Missing Eligibility Documentation/ Information | CMO rejected this student for inadequate/missing eligibility documentation / information. (Reimbursement and HCM II Schools only) | Contact your reimbursement analyst for additional information about correcting this record. |

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| DISBURSEMENT INFORMATION EDITS | | | |
|---------------------------------------|--|--|---|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 084 | CMO Rejected This Student For Inadequate/ Missing Fiscal Documentation/ Information | CMO rejected this student for inadequate/missing eligibility documentation / information. (Reimbursement and HCM II Schools only) | Contact your reimbursement analyst for additional information about correcting this record. |
| R 085 | CMO Rejected This Student For Inadequate/ Missing Award or Disbursing Documentation/ Information | CMO rejected this student for inadequate/missing eligibility documentation / information. (Reimbursement and HCM II Schools only) | Contact your reimbursement analyst for additional information about correcting this record. |
| R 086 | CMO Rejected This Student For Not Meeting Reporting Requirements | CMO rejected this student for inadequate/missing eligibility documentation / information. (Reimbursement and HCM II Schools only) | Contact your reimbursement analyst for additional information about correcting this record. |
| R 087 | CMO Rejected This Student For Failure To Comply With Requirements | CMO rejected this student for inadequate/missing eligibility documentation / information. (Reimbursement and HCM II Schools only) | Contact your reimbursement analyst for additional information about correcting this record. |
| R 088 | CMO Rejected This Student For Inadequate or Missing Documentation | CMO rejected this student for inadequate/missing eligibility documentation / information. (Reimbursement and HCM II Schools only) | Contact your reimbursement analyst for additional information about correcting this record. |
| R 089 | Pending Bankruptcy on File | TBA | TBA |

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General Edits

| GENERAL EDITS | | | |
|-----------------------|------------------------------------|--|--|
| Edit Type/ Error Code | Message | Condition | How to Fix Record |
| R 998 | Invalid Format | The content submitted did not conform to the valid format outlined in the Common Record Schema. The content has not been loaded to COD. | Review the Format and Valid Values cell corresponding to the rejected tag. Update data accordingly and resubmit. |
| W 997 | Invalid Format; Correction Applied | The content submitted did not conform to the valid format outlined in the Common Record Schema. Correction applied. | Correction applied. No action required. |
| R 996 | Invalid Value | The content submitted did not conform to valid values outlined in the Common Record Schema. The content has not been loaded to COD. | Review the Format and Valid Values cell corresponding to the rejected tag. Update data accordingly and resubmit. |
| W 995 | Invalid Value; Correction Applied | The content submitted did not conform to valid values outlined in the Common Record Schema. | Correction applied. No action required. |
| R 994 | Missing Value | Content was not submitted for a required field. | Review the Format and Valid Values cell corresponding to the rejected tag. Update data accordingly and resubmit. |
| W 993 | Missing Value; Correction Applied | Content was not submitted for a required field. | No action required. Correction applied. |

Appendix E – Direct Loan Edit Conversion Table

Overview

The Direct Loan Edit Conversion Table provides a crosswalk of edits in the Direct Loan Origination System, (DLOS) with those in the COD System.

The table lists the legacy error or reject code and the corresponding message with the COD error code and message. When applicable, the table references the COD error code and message that may be sent back after a legacy record is processed.

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Batch Reject Codes from the Header Record

| BATCH REJECT CODES FROM THE HEADER RECORD | | | | |
|--|---|-------------------|--|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 01 | Duplicate Batch ID Number | 003 | Duplicate Document (Batch) ID | |
| 02 | School code indicates non-direct Loan Participant | 004 | Entity ID Not Found On Participant File | |
| 03 | File contains non-ASCII keyboard printable characters | N/A | N/A for COD | N/A for COD |
| 04 | Batch not processed, contact LOC for more information | 001 002 007 | Invalid Destination Mailbox ID Reporting Entity ID is Not Eligible To Report No Detail Records In Document | 808 - Creation date must be numeric 809 - Creation time invalid 810 - Batch Type Invalid 812 - Discrepancy between different records with identical Batch ID 817 – Data Record Length is not valid for Message Class 818 – Batch Type code in Batch ID must equal record type for Message Class 819 - Batch ID indicates you have included a Batch with data from a different Award Year 821 - Trailer Message Class does not match the Header 822 - Trailer Destination Mailbox ID does not match the Header |
| 05 | Invalid message class | N/A | N/A for COD | 816 - Invalid Message Class |

Loan Origination/Change Reject Codes

| LOAN ORIGINATION/CHANGE REJECT CODES | | | | |
|---|--|----------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 01 | Invalid School Code (Loan Origination/Change) | 004 | Entity ID Not Found On Participant File | |

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| LOAN ORIGATION/CHANGE REJECT CODES | | | | |
|------------------------------------|---|----------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 02 | Borrower's Address is incomplete (Loan Origination/Change) | 021 | Address is incomplete | |
| 03 | Invalid Borrower's Date of Birth (Loan Origination/Change) | 996 998 | Invalid Value OR Invalid Format | |
| 04 | Invalid Borrower's Loan Default/Grant Overpayment (Loan Origination/Change) | | N/A for COD | |
| 05 | Invalid Borrower's Citizenship (Loan Origination/Change) | 013 996 | Citizenship Status Indicator for PLUS Borrower is not eligible Invalid Value | |
| 06 | Must provide Borrower's First or Last Name (Loan Origination/Change) | 020 | First Name and Last Name Blank | |
| 07 | Must provide Borrower's Alien Registration Number (Loan Origination/Change) | N/A | N/A for COD | |
| 08 | Anticipated Disbursement Date Prior to the Loan Period Start Date (-10 Days) (Loan Origination/Change) | 050 | Disbursement Date Outside Allowable Window | |
| 09 | Anticipated Disbursement Date after the Loan Period End Date (+90 Days) (Loan Origination/Change) | 050 | Disbursement Date Outside Allowable Window | |
| 10 | Minimum of two anticipated disbursements is required (Loan Origination) | 060 | Insufficient Number of Disbursements Based on School Type | |

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| LOAN ORIGINATION/CHANGE REJECT CODES | | | | |
|--------------------------------------|--|---------------------------|---|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 11 | Anticipated Disbursement Date is blank (Loan Origination/Change) | 053 | Disbursement Date Cannot Be Blank On Sequence Number 01 | |
| 12 | Total anticipated gross amount must be less than or equal to the Loan Amount Approved (Loan Origination/Change) | 067 | Incorrect Disbursement Gross Amount | 846 - Total 'Anticipated Gross Amount' must be less than or equal to the Loan Amount Approved |
| 13 | Anticipated Disbursement Dates are not in chronological order (Loan Origination) | N/A | N/A for COD | 847 - Anticipated Disbursement Dates are not in chronological order |
| 15 | Invalid Program Year | 035 996 998 | Inconsistent Award Information Data Invalid Value OR Invalid Format | |
| 16 | Loan Identifier must be unique (Loan Origination) | 033 | Duplicate Award ID | |
| 17 | This borrower has the same Social Security Number as another direct loan borrower (Loan Origination/Change) | N/A | N/A for COD | |
| 18 | Anticipated Loan Fee Amount is not equal to the LOC's calculated loan fee amount (Loan Origination/Change) | 077 | Incorrect Disbursement Loan Fee Amount | |
| 19 | Field cannot be modified (Change) | 082 | Field Cannot Be Modified | |
| 20 | Invalid state code (Loan Origination/Change) | 021 996 | Address is Incomplete Invalid Value | |

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| LOAN ORIGINATION/CHANGE REJECT CODES | | | | |
|--------------------------------------|---|---------------------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 21 | Invalid Disclosure Statement Print Indicator (Loan Origination/Change) | 996 998 | Invalid Value OR Invalid Format | |
| 22 | Invalid Change Field Number (Change) | 996 998 | Invalid Value OR Invalid Format | |
| 24 | Loan Identifier does not exist (Change) | N/A | N/A for COD | |
| 25 | Must provide Loan Period Start and End Dates (Loan Origination/Change) | 994 | Missing Value | |
| 26 | Loan Amount Approved exceeds the maximum annual loan limits for this borrower at your school for equal or overlapping academic years (Loan Origination/Change) | 039 | Incorrect Award Amount | |
| 27 | Anticipated Net Amount is not equal to the LOC's calculated net amount (Loan Origination/Change) | 063 | Incorrect Disbursement Amount | |
| 28 | Invalid Loan Type (Loan Origination/Change) | 996 998 | Invalid Value OR Invalid Format | |
| 29 | Must provide Borrower's/Student's Social Security Number (Loan Origination/Change) | 994 | Missing Value | |
| 30 | Invalid loan period (Loan Origination/Change) | 045 996 998 | Incorrect Award Dates Invalid Value OR Invalid Format | |

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| LOAN ORIGINATION/CHANGE REJECT CODES | | | | |
|--------------------------------------|--|---------------------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 31 | Loan Period Start Date is greater than the Loan Period End Date (Loan Origination/Change) | 045 996 998 | Incorrect Award Dates Invalid Value OR Invalid Format | |
| 33 | Loan Amount Approved must be positive (Loan Origination/Change) | 996 | Invalid Value | |
| 34 | Invalid Promissory Note Print Indicator (Loan Origination/Change) | 996 998 | Invalid Value OR Invalid Format | |
| 36 | Borrower's and Student's Social Security Numbers cannot be the same (Loan Origination/Change) | 016 | PLUS Borrower and Student Cannot be the Same Person | |
| 37 | Invalid Student's Date of Birth (Loan Origination/Change) | 996 998 | Invalid Value OR Invalid Format | |
| 38 | Invalid Student's Citizenship (Loan Origination/Change) | 014 | Citizenship Status Indicator for PLUS Student is not eligible | |
| 39 | Invalid Student's Loan Default/Grant Overpayment | N/A | N/A for COD | |
| 40 | Must provide Student's First or Last Name (Loan Origination/Change) | 020 | First Name and Last Name Blank | |
| 41 | Must provide Student's Alien Registration Number (Loan Origination/Change) | | N/A for COD | |
| 42 | School is closed (Loan Origination/Change) | 048 | School is ineligible | |

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| LOAN ORIGATION/CHANGE REJECT CODES | | | | |
|---|--|----------------|--|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 44 | School is ineligible (Loan Origination/Change) | 048 | School is ineligible | |
| 46 | Invalid Borrower's Middle Initial (Loan Origination/Change) | 996 | Invalid Value | |
| 47 | Invalid Student's Middle Initial (Loan Origination/Change) | 996 | Invalid Value | |
| 48 | Invalid Borrower's Telephone Number (Loan Origination/Change) | 996 | Invalid Value | |
| 52 | Invalid Date Format (Loan Origination/Change) | 998 | Invalid Value | |
| 55 | Invalid Zip Code (Loan Origination/Change) | 021 996 | Address is Incomplete Invalid Value | |
| 56 | Invalid Borrower's State Code (Loan Origination/Change) | 021 996 | Address is Incomplete Invalid Value | |
| 57 | Borrower's Permanent Zip Code should not be blank (Loan Origination/Change) | 021 | Address is Incomplete | |
| 59 | Invalid numeric field (Loan Origination/Change) | 996 | Invalid Value | |
| 60 | Invalid Dependency Status (Loan Origination/Change) | N/A | N/A for COD | |
| 61 | Student's Local Address is incomplete (Loan Origination/Change) | 021 | Address is Incomplete | |

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| LOAN ORIGATION/CHANGE REJECT CODES | | | | |
|------------------------------------|---|----------------|--|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 62 | Student's Local Zip Code must be numeric (Loan Origination/Change) | 021 996 | Address is Incomplete Invalid Value | |
| 63 | Student's Local Address State should not be blank (Loan Origination/Change) | 021 | Address is Incomplete | |
| 64 | Student's Local Zip Code should not be blank (Loan Origination/Change) | 021 | Address is Incomplete | |
| 65 | Invalid Student's Local Address State (Loan Origination/Change) | 021 996 | Address is Incomplete Invalid Value | |
| 66 | Invalid Borrower's Permanent Address Change Date (Change) | 996 | Invalid Value | |
| 67 | Invalid Student's Local Address Change Date (Change) | 996 | Invalid Value | |
| 68 | Invalid Borrower's Social Security Number Change Date (Change) | 996 | Invalid Value | |
| 69 | Invalid Borrower's Date of Birth Change Date (Change) | 996 | Invalid Value | |
| 72 | Total Anticipated Gross Amount must be greater than zero (Loan Origination/Change) | N/A | N/A for COD | |
| 75 | Acknowledged but not applied (Loan Origination/Change) | N/A | N/A for COD | |

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| LOAN ORIGATION/CHANGE REJECT CODES | | | | |
|---|--|---------------------------|--|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 76 | Invalid Loan Origination Date (Loan Origination) | 996 998 | Invalid Value OR Invalid Format | |
| 78 | Invalid Student's College Grade Level (Loan Origination/Change) | 996 998 | Invalid Value OR Invalid Format | |
| 81 | Program Year and Cycle Indicator do not match (Loan Origination/Change) | 035 | Inconsistent Award Information Data | 825 - Program Year and Cycle Indicator do not match |
| 82 | Actual gross disbursement amount exceeds Loan Amount Approved (Change) | 041 | Changed Award Amount Is Less Than Total Disbursements | |
| 83 | Borrower and student cannot be the same person (Loan Origination/Change) | 016 | PLUS Borrower and Student Cannot be the Same Person | |
| 84 | Endorser and student cannot be the same person (Change) | 017 | PLUS Endorser and Student Cannot Be the Same Person | |
| 86 | Invalid Academic Year Start and End Dates (Loan Origination/Change) | 046 996 998 | Incorrect Academic Year Dates Invalid Value OR Invalid Format | |
| 87 | Invalid Additional Unsubsidized Eligibility up to Health Profession Programs Amount (Loan Origination/Change) | 044 | Incorrect Flag For Additional Unsubsidized Eligibility for Health Profession Programs (formerly HEAL eligible) | |
| 88 | Invalid Additional Unsubsidized Eligibility for Dependent Student (Loan Origination/Change) | N/A | N/A for COD | |
| 90 | All actual disbursements must be adjusted to \$0 (Change) | 041 | Changed Award Amount Is Less Than Total Disbursements | |

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| LOAN ORIGINATION/CHANGE REJECT CODES | | | | |
|--------------------------------------|--|----------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 91 | Anticipated disbursement gross amount(s) must be greater than zero (Change) | N/A | N/A for COD | |
| 92 | Loan Period Start and End Dates exceed the Academic Year Dates (Loan Origination/Change) | 045 | Incorrect Award Dates | |
| 93 | Invalid borrower's social Security Number (Change) | N/A | N/A for COD | |
| 95 | Only four anticipated disbursements are allowed for a PLUS loan (Loan Origination/Change) | 996 | Invalid Value | |
| 96 | Loan not inactive for fee change (Change) | N/A | N/A for COD | |
| 97 | Invalid Origination Fee Percentage (Loan Origination/Change) | 996 | Invalid Value | |
| A2 | First Anticipated Disbursement Date must be the earliest. (Change) | 052 | First Funded Disbursement Date Must Be the Earliest | |
| A3 | Anticipated Interest Rebate Amount is not equal to the LOC's calculated interest rebate amount (Loan Origination) | 078 | Incorrect Disbursement Rebate Amount | |
| A6 | Cannot Change Academic Year Start or End Date (Change) | 047 | Academic Year Dates Already Linked to MPN | |
| A7 | Invalid Interest Rebate Percentage (Change) | 996 | Invalid Value | |

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| LOAN ORIGINATION/CHANGE REJECT CODES | | | | |
|--------------------------------------|--|----------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| A8 | All Actual Disbursements Are Not Reduced to Zero (Change) | 041 | Changed Award Amount Is Less Than Total Disbursements | |

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Disbursement Reject Codes

| DISBURSEMENT REJECT CODES | | | | |
|---------------------------|---|----------------|--|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 1 | Disbursement cancellation not allowed | N/A | N/A for COD | |
| 2 | School is currently a non-participating school | 048 | School is Ineligible | |
| 4 | Discrepancy being researched by the LOC | N/A | N/A for COD | |
| 5 | Program Year and Cycle Indicator do not match | 035 | Inconsistent Award Information Data | 840 - Program Year and Cycle Indicator do not match |
| 7 | Disbursement Actual Net Amount does not match LOC's calculated net amount | 063 | Incorrect Disbursement Amount | |
| 8 | Invalid Disbursement Actual Net Amount | 062 996 | Disbursement Amount(s) Is Less Than Or Equal to Zero for Sequence Number 01 Invalid Value | |
| 9 | Disbursement Actual Loan Fee Amount does not match LOC's calculated loan fee amount | 077 | Incorrect Disbursement Loan Fee Amount | |
| 11 | Invalid Disbursement Actual Loan Fee Amount | 996 | Invalid Value | |
| 12 | Invalid Disbursement Actual Gross Amount | 062 996 | Disbursement Amount(s) Is Less Than Or Equal to Zero for Sequence Number 01 Invalid Value | |
| 16 | Disbursement Sequence Number not in sequential order | 056 | Sequence Number Not In Sequential Order | |
| 17 | An actual disbursement does not exist for this disbursement number | | N/A for COD | 851 - An actual disbursement does not exist for this disbursement number |
| 20 | Disbursement date cannot be after the current date | 996 | Invalid Value | |
| 22 | New disbursement date is more than 120 days after the original disbursement date | 049 | Disbursement Date Is More Than 120 Days After the Original Disbursement Date | |

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| DISBURSEMENT REJECT CODES | | | | |
|----------------------------------|--|-----------------------|---|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 23 | Original disbursement date is invalid or missing | 996 998 | Invalid Value OR Invalid Value | |
| 24 | Disbursement Actual Gross Amount exceeds the maximum annual loan limit for this borrower at all enrolled schools for equal or overlapping academic years | N/A | N/A for COD | |
| 25 | Total Disbursement Actual Gross Amount cannot be greater than the promissory note amount at the LOC for this PLUS loan | N/A | N/A for COD | |
| 26 | Confirmation required prior to disbursement | N/A | N/A for COD | |
| 29 | Invalid Disbursement Number for PLUS | 996 | Invalid Value | |
| 31 | Invalid Disbursement Number for Subsidized/Unsubsidized | 996 | Invalid Value | |
| 36 | Disbursement Actual Gross Amount is not numeric | 996 | Invalid Value | |
| 37 | Disbursement Actual Loan Fee Amount is not numeric | 996 | Invalid Value | |
| 38 | Disbursement Actual Net Amount is not numeric | 996 | Invalid Value | |
| 39 | Invalid Disbursement Actual Gross Amount | 057 | A change/adjustment to a Disbursement Date and Disbursement Amount were submitted on the same transaction. Adjustment to Disbursement Amount has been rejected. | 836 - Invalid Disbursement Actual Gross Amount |
| 40 | Duplicate date adjustment | N/A | N/A for COD | |
| 41 | Original disbursement date does not match current disbursement date | N/A | N/A for COD | 839 - Original disbursement date does not match current disbursement date |
| 42 | Invalid loan fee rate | 996 | Invalid Value | |
| 43 | Missing loan limit data | N/A | N/A for COD | |
| 44 | First actual disbursement date cannot be after any subsequent disbursements | 052 | First Funded Disbursement Date Must Be the Earliest | |

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| DISBURSEMENT REJECT CODES | | | | |
|---------------------------|--|----------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 45 | Invalid First Disbursement Flag | 996 | Invalid Value | |
| 46 | First disbursement must be received before any subsequent disbursements | N/A | N/A for COD | |
| 47 | First disbursement must be received before any changes to the first disbursement | N/A | N/A for COD | |
| 48 | First disbursement already received | 996 | Invalid Value | |
| 49 | First disbursement changed more than twice | 076 | First Disbursement Flag Changed More Than Twice | |
| 50 | More than one disbursement record contains the same First Disbursement Flag for this loan | 075 | Multiple First Disbursement Flags | |
| 51 | First disbursement must have the earliest disbursement date | 052 | First Funded Disbursement Date Must Be the Earliest | |
| 52 | Disbursement Interest Rebate Amount is not numeric | 996 | Invalid Value | |
| 53 | Invalid Disbursement Interest Rebate Amount | 996 | Invalid Value | |
| 54 | Disbursement Interest Rebate Amount does not equal the LOC's calculated interest rebate amount | 078 | Incorrect Disbursement Rebate Amount | |
| 55 | Invalid Loan Fee Rate for First Anticipated Disbursement Date | N/A | N/A for COD | |
| 56 | Invalid Adjusted Disbursement Date fee amount | 996 | Invalid Value | |
| 57 | Invalid Adjusted Disbursement Date net amount | 996 | Invalid Value | |
| 58 | Invalid Adjusted Disbursement Date interest rebate amount | 996 | Invalid Value | |
| E | Invalid Disbursement Activity | 996 | Invalid Value | |
| F | Invalid Disbursement Sequence Number | 996 | Invalid Value | |

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| DISBURSEMENT REJECT CODES | | | | |
|----------------------------------|---|----------------|--|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| G | Total Disbursement Actual Gross Amounts cannot be greater than the Loan Amount Approved/Requested | 067 | Incorrect Disbursement Gross Amount | |
| J | Credit check not yet approved for this PLUS loan. | 080 | No Accepted PLUS Credit Decision Status | |
| K | No Actual Disbursement exists for this adjustment | N/A | N/A for COD | 849 - No Actual Disbursement exists for this adjustment |
| L | Unsatisfactory school eligibility conditions | N/A | N/A for COD | |
| M | Duplicate disbursement transaction | 058 | Duplicate Disbursement Information On File | |
| P | Duplicate adjustment transaction | 059 | Duplicate Adjustment Information on File | |
| Q | Disbursement date outside of allowable window | 050 | Disbursement Date Outside Allowable Window | |
| R | Disbursement date cannot be after the current date | N/A | N/A for COD | |
| T | Must have valid promissory note to disburse | 081 | No Promissory Note on File | |
| U | Invalid Loan Identifier | N/A | N/A for COD | |
| V | Invalid disbursement date | 996 | Invalid Value | |
| X | Invalid School Code | 996 | Invalid Value | |
| Y | School is physically closed or ownership changed | N/A | N/A for COD | |
| Z | School Code does not match School Code on loan record | N/A | N/A for COD | |

Appendix F – Pell Grant Edit Conversion Table

Overview

The Pell Grant Edit Conversion Table provides a crosswalk of edits in the Recipient Financial Management System, (RFMS) with those in the COD System.

The table lists the legacy error or reject code and the corresponding message with the COD error code and message. When applicable, the table references the COD error code and message that may be sent back after a legacy record is processed.

Batch Edit/Reject Codes

| BATCH EDIT/REJECT CODES | | | | |
|-------------------------|--|----------------|-----------------------|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 201 | Missing/Mismatched Grant Batch Header | N/A | N/A for COD | 801 - Missing/Mismatched Grant Batch Header |
| 202 | Missing/Mismatched Grant Batch Trailer | N/A | N/A for COD | 802 - Missing/Mismatched Grant Batch Trailer |
| 203 | Duplicate Grant Batch Header | 3 | Duplicate Document ID | |
| 206 | Data Record Length must be numeric | 998 | Invalid Format | 803 - Data Record Length must be numeric |
| 207 | Reported Number of Records must be numeric | 998 | Invalid Format | 804 - Reported Number of Records must be numeric |

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| BATCH EDIT/REJECT CODES | | | | |
|--------------------------------|--|-----------------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 208 | Reported Total of Batch must be numeric | 90 998 | Reported Amount of Disbursements does not equal Amount of detail records Invalid Format | 805 - Reported Total of Batch must be numeric |
| 209 | Invalid/Missing Batch Number | 994 | Missing Value | 806 - Invalid/Missing Batch ID |
| 210 | Year must be numeric | 998 | Invalid Format | 807 - Year must be numeric |
| 211 | Pell ID must be numeric | 998 | Invalid Format | |
| 212 | Pell ID invalid or not found | 4 | Entity ID Not Found On Participant File | |
| 213 | Creation date must be numeric | 998 | Invalid Format | 808 - Creation date must be numeric |
| 214 | Creation time invalid | 996 | Invalid Value | 809 - Creation time invalid |
| 215 | Batch Type Invalid | 996 | Invalid Value | 810 - Batch Type Invalid |
| 216 | Grantee DUNS does not match the institution's Reporting Pell ID in Batch Number for Award Years prior to 2001-2002 | N/A | N/A for COD | 811 - Grantee DUNS does not match the institution's 'Reporting Pell ID' in 'Batch ID' for Award Years prior to 2001-2002 |
| 217 | Discrepancy between different records with identical batch number | N/A | N/A for COD | 812 - Discrepancy between different records with identical Batch ID |
| 218 | Reported Number of Records does not equal count of detail records | 8 9 | Reported Number of Persons Does Not Equal Detail Count Reported Number of Awards by Program Does Not Equal Count of Detail Awards by Program | 813 - Reported Number of Records does not equal count of detail records |
| 219 | Total of Batch does not equal computed total of detail record amounts | 90 | Reported Amount of Disbursements does not equal Amount of detail records | 814 - Message Class, Batch ID, Origination Award Amount, Disbursement Amount, Reported Total of Batch |
| 220 | Reported Sign Indicator must be a valid indicator | N/A | N/A for COD | 815 - Reported Sign Indicator must be a valid indicator |
| 221 | Reporting Campus Pell Institution ID is a branch | 2 | Reporting Entity ID is Not Eligible To Report | |
| 222 | Institution is currently ineligible upon receipt of batch at RFMS | 2 | Reporting Entity ID is Not Eligible To Report | |
| 224 | Invalid Message Class | N/A | N/A for COD | 816 - Invalid Message Class |
| 225 | Data Record Length is not valid for Message Class | N/A | N/A for COD | 817 - Data Record Length is not valid for Message Class |

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| BATCH EDIT/REJECT CODES | | | | |
|--------------------------------|---|-----------------------|---|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 226 | Batch type code in Batch Number must equal record type for Message Class | N/A | N/A for COD | 818 - Batch Type code in Batch ID must equal record type for Message Class |
| 227 | Batch Create Date is greater than current system date | 6 | Document Create Date Greater Than Current System Date | |
| 228 | Batch Number indicates you have included a batch with data from a different Award Year | N/A | N/A for COD | 819 - Batch ID indicates you have included a Batch with data from a different Award Year |
| 229 | Batch submitted prior to system start-up date | N/A | N/A for COD | |
| 230 | Disbursements submitted prior to award year start date | 50 | Disbursement Date Outside Allowable Window | |
| 231 | Reporting Institution must send Special Disbursement for Award Years prior to 2001-2002 | N/A | N/A for COD | |
| 232 | No detail records in Batch | 7 | No Detail Records In Document | |
| 233 | Invalid Destination Mailbox ID | 1 | Invalid Destination Mailbox ID | |
| 235 | For Award year 2000-2001 and prior. Blank OUTPUT MEDIA TYPE. Set to media type that was received | N/A | N/A for COD | 820 - For Award year 2000-2001 and prior. Blank OUTPUT MEDIA TYPE. Set to media type that was received |
| 236 | Trailer Message Class does not match the Header | N/A | N/A for COD | 821 - Trailer Message Class does not match the Header |
| 238 | Trailer Destination Mailbox ID does not match the Header | N/A | N/A for COD | 822 - Trailer Destination Mailbox ID does not match the Header |
| 240 | OPE ID Number does not match the Institutions Reporting Pell ID in the Batch Number for Award Years after 2000-2001 | N/A | N/A for COD | 823 - OPE ID Number does not match the Institutions Reporting Pell ID in the Batch ID for Award Years after 2000-2001 |

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Origination Edit/Reject Codes

| ORIGINATION EDIT/REJECT CODES | | | | |
|-------------------------------|--|----------------|--|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 301 | Invalid Origination ID | N/A | N/A for COD | 826 - Invalid Origination ID |
| 302 | Duplicate Origination for Award Year 2001 and before | N/A | N/A for COD | |
| 303 | Invalid Original SSN resulting in RFMS being unable to match with the Applicant record for Award Year 2002 and beyond Invalid Original SSN or Name Code resulting in RFMS being unable to match with the Applicant record for Award Year 2001 and before. | N/A | N/A for COD | 828 - Invalid Original SSN resulting in COD being unable to match with the Applicant record for Award Year 2002 and beyond Invalid Original SSN or Name Code resulting in COD being unable to match with the Applicant record for Award Year 2000-2001 and before. |
| 304 | Attending and Reporting/Funded campus mismatch or Origination Identifier Pell ID mismatch with Attending campus Pell ID | 34 | Attending School Entity Identifier has no relationship with the Reporting School Entity Identifier | |
| 305 | Invalid Award Amount/Correction Applied | 39 | Incorrect Award Amount | |
| 306 | Invalid Disbursement Date/Correction Applied | 995 | Invalid Value; Correction Applied | |
| 307 | Invalid Enrollment Date/Correction Applied | 995 | Invalid Value; Correction Applied | |
| 308 | Invalid Low Tuition & Fees Code/Correction Applied | 23 | Incorrect Low Tuition & Fees Code/ Correction Applied | |
| 309 | Invalid Verification Code/Correction Applied | 995 | Invalid Value; Correction Applied | |
| 310 | Invalid Incarcerated Federal Pell Recipient Code/Correction Applied | 995 | Invalid Value; Correction Applied | |
| 311 | Invalid Transaction Number | 24 | Reported CPS Transaction Number Does Not Match CPS | |
| 312 | Invalid Expected Family Contribution | N/A | N/A for COD | 824 - Invalid Expected Family Contribution |

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| ORIGINATION EDIT/REJECT CODES | | | | |
|--------------------------------------|--|-----------------------|---|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 313 | Invalid Secondary Expected Family Contribution/Correction Applied | 26 | Incorrect Secondary EFC Used/ Correction Applied | |
| 314 | Invalid Academic Calendar/Correction Applied | 28 | Incorrect Academic Calendar/ Correction Applied | |
| 315 | Invalid Payment Methodology/Correction Applied | 27 | Incorrect Payment Methodology/ Correction Applied | |
| 316 | Invalid number of Payment Periods/ Correction Applied for Award Year 2001 and before | N/A | N/A for COD | |
| 317 | Invalid Cost Of Attendance/Correction Applied | 995 | Invalid Value; Correction Applied | |
| 318 | Invalid Enrollment Status/Correction Applied | N/A | N/A for COD | |
| 319 | Invalid Weeks of Instructional Time in Program’s Definition of Academic Year/Correction Applied | 29 | Invalid Weeks of Instructional Time in Program’s Definition of Academic Year/Correction Applied | |
| 320 | Invalid Weeks of Instructional Time used to Calculate Payment/Correction Applied | 30 | Invalid Weeks of Instructional Time used to Calculate Payment | |
| 321 | Invalid Credit or Clock Hours in program’s definition of academic year/Correction Applied | 31 | Invalid Credit or Clock Hours in program’s definition of academic year | |
| 322 | Invalid Credit or—Clock Hours in all payment periods expected to complete this school year/Correction Applied | 32 | Invalid Credit or Clock Hours in all payment periods expected to complete this school year | |
| 323 | Origination is “Over Paid” and Negative Disbursement is Expected | 40 | Changed Award Amount Is Less Than Total Disbursements | |
| 324 | Invalid Name Code resulting in RFMS being unable to match with the Applicant Record, or does not equal the name code in the Origination ID, for Award Year 2002 and beyond | N/A | N/A for COD | 829 - Invalid Name Code resulting in COD being unable to match with the Applicant Record, or does not equal the name code in the Origination ID, for Award Year 2002 and beyond |

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| ORIGINATION EDIT/REJECT CODES | | | | |
|--------------------------------------|--|-----------------------|--|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 325 | Invalid Origination ID - Pell ID is non-numeric for Award Year 2002 and beyond | 998 | Invalid Format | 830 - Invalid Origination ID - Pell ID is non-numeric for Award Year 2001-2002 and beyond |
| 326 | Invalid Origination ID - Invalid Award Year for the Batch for Award Year 2002 and beyond | 996 | Invalid Value | 831 - Invalid Origination ID - Invalid Award Year for the Batch for Award Year 2001-2002 and beyond |
| 327 | Invalid Origination ID - Sequence Number is not "00" for Award Year 2002 and beyond. | 996 | Invalid Value | 832 - Invalid Origination ID -Sequence Number is not "00" for Award Year 2001-2002 and beyond |
| 328 | Invalid Origination ID - SSN is non-numeric, or is not >=001010001 and <= 999999999 for Award Year 2002 and beyond | N/A | N/A for COD | 833 - Invalid Origination ID - SSN is non-numeric, or is not >=001010001 and <= 999999999 for Award Year 2001-2002 and beyond |
| 330 | Duplicate SAR ID may be shared by two students for Award Year 2002 or beyond | 25 | Duplicate Match on CPS | 835 - Duplicate SAR ID may be shared by two students for Award Year 2001-2002 or beyond |
| 331 | Duplicate Origination for Award Year 2002 and beyond | N/A | N/A for COD | 827 - Duplicate Origination for Award Year |
| 399 | New Origination Award or increase received after end of processing year and institution has not been granted Administrative Relief | 43 | New Award Amount or Award Increase Received After End Of Processing Year and Institution Has Not Been Granted Administrative Relief (Pell)/ Extended Processing (DL) | |

Disbursement Edit/Reject Codes

| DISBURSEMENT EDIT/REJECT CODES | | | | |
|---------------------------------------|---|-----------------------|---|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 401 | Invalid Origination ID | 11 | No Eligible SSN, DOB, and Last Name Combination Match On CPS For Person | |
| 402 | Origination ID does not match on RFMS | N/A | N/A for COD | 848 - Origination ID does not match on COD |
| 403 | Disbursement Reference Number Already on File | N/A | N/A for COD | 841 - Disbursement Reference Number Already on File |

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| DISBURSEMENT EDIT/REJECT CODES | | | | |
|---------------------------------------|---|-----------------------|--|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 404 | Debit/Credit Indicator Flag Not Valid | N/A | N/A for COD | 842 - Debit/Credit Indicator Flag Not Valid |
| 405 | Disbursement Amount Not Valid because amount is non-numeric | 996 | Invalid Value | |
| 406 | Disbursement Amount Is Not in Valid Range | 63 | Incorrect Disbursement Amount | |
| 407 | Disbursement Date is Not Valid Date because date is non-numeric | 998 | Invalid Format | |
| 408 | Disbursement Date is Not Valid for Processing Date, not in Valid Range, or not a valid RFMS Date format | 51 996 998 | Disbursement Date With Payment Trigger Set to Yes Outside of Allowable Window Invalid Format Invalid Value | |
| 410 | Potential Concurrent Enrollment – Multiple Reporting, Sent separately | 69 | Potential Concurrent Enrollment - Notice Sent Separately | |
| 411 | Potential Overaward Project – Multiple Reporting, Sent separately | 68 | Potential Overaward Project- Notice Sent Separately | |
| 412 | Negative Disbursement cannot be accepted without a previous positive disbursement | 996 | Invalid value | 843 - Negative Disbursement cannot be accepted without a previous accepted positive disbursement |
| 413 | Insufficient Negative Disbursement amount. Negative Disbursement is expected for difference amount | 65 | Insufficient Decrease in the Disbursement amount. Disbursement is expected for Amount of the Negative Pending | |
| 414 | Origination is in “Overpaid” status. Positive Disbursement cannot be accepted | 66 | Award is in “Overpaid” status. Disbursement Increase cannot be accepted | |
| 415 | Institution Eligibility Status indicates the Institution must submit a Special Disbursement Record and Award Year is 2000 – 2001 or prior | N/A | N/A for COD | |
| 416 | Negative Disbursement adjusted to reflect accepted Previous Disbursement Balance | N/A | N/A for COD | 844 - Negative Disbursement adjusted to reflect accepted Previous Disbursement Balance |

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| DISBURSEMENT EDIT/REJECT CODES | | | | |
|--------------------------------|--|----------------|--|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 417 | Disbursement submitted after end of processing year and institution has not been granted Administrative Relief | 71 | New Disbursement, Increase, or Payment Trigger to “Y” Received After End Of Processing Year and Institution Has Not Been Granted Administrative Relief (Pell)/Extended Processing (DL) | |
| 418 | Origination indicates Verification Status ‘W’, Disbursement adjusted to the Origination Award Amount or 50% of the Scheduled Award Amount, whichever is lesser, and Award Year is 2000 – 2001 or prior | 64 | Disbursement Amount > 50% of award with Verification Status of “W” | |
| 419 | Origination indicates Verification Status ‘W’. Verification W needs to be updated on the Origination record in RFMS. | N/A | N/A for COD | “Legacy Edit to be added” |
| 420 | Origination indicates Verification Status ‘W’, only one disbursement allowed, and Award Year is 2000 – 2001 or prior | 61 | Only One Disbursement Allowed for Students with a Verification Status of “W” | |
| 422 | Institution is eligible, Payment Period Start Date is invalid or not in a valid range and Award Year is 2001 – 2002 or beyond | 996 | Invalid Value | |
| 423 | Institution is not eligible, Payment Period Start Date is invalid or not in a valid range and Award Year is 2001 – 2002 or beyond | 996 | Invalid Value | |
| 424 | Institution is not eligible, Payment Period Start Date is not in the eligible range and Award Year is 2001 – 2002 or beyond | 79 | Payment Period Start Date Not In Eligible Range | |
| 425 | Invalid Origination ID - Pell ID is non-numeric for Award Year 2002 and beyond | 998 | Invalid Format | |
| 426 | Invalid Origination ID - Invalid Award Year for the Batch for Award Year 2002 and beyond | 996 | Invalid Value | |

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| DISBURSEMENT EDIT/REJECT CODES | | | | |
|--------------------------------|--|----------------|---|---|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 427 | Invalid Origination ID - Sequence number is not "00" for Award Year 2002 and beyond | 996 | Invalid Value | |
| 428 | Invalid Origination ID - SSN is not >=001010001 and <= 999999999 for Award Year 2002 and beyond | 11 996 | No Eligible SSN, DOB, and Last Name Combination Match On CPS For Person Invalid Value | |
| 429 | Invalid Origination ID - Name Code not A-Z or ". " or "- " or " " for Award Year 2002 and beyond | 11 996 | No Eligible SSN, DOB, and Last Name Combination Match On CPS For Person Invalid Value | |
| 430 | Duplicate Disbursement reference number. Reference number already at RFMS | 58 | Duplicate Disbursement Information On File | |
| 431 | Award Year is 2002 or greater and the Disbursement Reference number is nonnumeric or not between 01 to 90 | 998 996 | Invalid Format Invalid Value | |
| 432 | Disbursement amount would have been corrected to zero by RFMS calculations so the disbursement record was rejected | N/A | N/A for COD | 845 - Disbursement amount would have been corrected to zero by COD calculations so the disbursement record was rejected |
| 440 | CMO rejected this student for inadequate/missing eligibility documentation/ | 83 | Case Management Office (CMO) Rejected This Student For Inadequate/ Missing Eligibility Documentation/ Information | |
| 441 | CMO rejected this student for inadequate/missing fiscal documentation/information | 84 | CMO Rejected This Student For Inadequate/ Missing Fiscal Documentation/ Information | |
| 442 | CMO rejected this student for inadequate/missing award or disbursing documentation/information | 85 | CMO Rejected This Student For Inadequate/ Missing Award or Disbursing Documentation/ Information | |

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| DISBURSEMENT EDIT/REJECT CODES | | | | |
|---------------------------------------|---|----------------|---|--|
| Legacy Reject Code | Legacy Edit Message | COD Error Code | COD Edit Message | COD Error Code & Message for Legacy Records Only |
| 443 | CMO rejected this student for not meeting reporting requirements | 86 | CMO Rejected This Student For Not Meeting Reporting Requirements | |
| 444 | CMO rejected this student for failure to comply with requirements | 87 | CMO Rejected This Student For Failure To Comply With Requirements | |
| 445 | CMO rejected this student for inadequate or missing documentation | 88 | CMO Rejected This Student For Inadequate or Missing Documentation | |

Appendix G – Glossary

The COD NASFAA Draft Glossary contains new terms or concepts introduced in the Overview, the Common Record and the Edit Comment Codes sections. This is an abbreviated glossary. The complete glossary will be published with the complete COD Technical Reference, available in September 2001.

Actual Disbursement Record

A Common Record submitted to the COD System in order to request or substantiate funding. An Actual Disbursement Record only refers to Pell Grant and Direct Loan Awards.

Attended School Entity Identifier

The location where the student will be attending classes for which Federal Financial Aid funds are being used.

Campus-Based Programs

The term applied to three federal Title IV student aid programs administered on campus by eligible institutions of postsecondary education:

Federal Perkins Loan Program

Federal Work-Study (FWS) Program

Federal Supplemental Educational Opportunity Grant (FSEOG) Program

Central Processing System (CPS)

This is the ED system that processes information from the Free Application for Federal Student Aid (FAFSA), calculates the Expected Family Contribution (EFC) for each applicant, prints the Student Aid Report (SAR), and transmits ISIR data electronically.

Changes

Corrections made to a previously submitted Common Record are referred to as Changes.

Common Origination and Disbursement (COD) Process

The COD Process is a common process integrated with a system designed to support origination, disbursement and reporting.

Common Origination and Disbursement (COD) System

The COD System is a technical solution designed to accommodate the COD Process for Pell Grant and Direct Loan funding and Campus-Based reporting.

Common Record

The Common Record is a data transport mechanism exchanged by trading partners participating in Student Financial Assistance. The Common Record is a document formatted in Extensible Markup Language.

Complex Element

An XML Element that contains other elements. It may also contain text but it isn't required to. Elements contain other elements in order to provide for logical groupings of data. For example, an applicant's address information can be represented by the following XML:

```
<home_address>
  <street>1 Country Drive</street>
  <city>Small Town</city>
  <state>VA</state>
  <zip>11111</zip>
</home_address>
<work_address>
```

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```
<street>1 Main Street</street>
<city>Big City</city>
<state>VA</state>
<zip>22222</zip>
</work_address>
```

Through the nesting of street, city, state, and zip code information in the home_address and work_address complex elements, the information is logically grouped and the meaning of each group of address information is very clear. Complex elements can contain other complex elements so many levels of nesting and organization are possible.

CPS Transaction Number

Transaction number from eligible SAR.

Direct Loan Program

A Federal program where the government provides four types of education loans to student and parent borrowers directly through schools:

- Federal Direct Subsidized Loan (subsidized, for students)
- Federal Direct Unsubsidized Loan (for students)
- Federal Direct PLUS Loan (for parents)
- Federal Direct Consolidation Loan (for students and parents)

These loans, which are referred to collectively as Direct Loans, are guaranteed by the Department of Education.

Disbursement

Title IV program funds are disbursed when a school credits a student's account with funds or pays a student or parent directly with either:

- Title IV funds received from ED,
- Federal Family Education Loan (FFEL) Program funds received from a lender, or
- Institution funds used before receiving Title IV program funds.

Document

In the context of XML, a document is a message or data transmission and is a combination of markup and content. Markup is a type of language contained within start and end tags. Content is the data that falls between the tags. A

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Common Record message or transmission is considered to be an XML document.

Edit Only Records

Edit Only Records are records sent as edits only, and are not intended to request or report funds.

Element

XML documents consist of elements that are preceded and terminated with tags. An example of an element is <LastName> Smith </LastName>, where LastName is an element.

Enterprise Wide

SFA is seeking solutions which support all of the SFA enterprise, not just a departmental solution.

Entity Identifier

Unique identifier for each data exchange partner.

Expected Family Contribution (EFC)

The amount that a family is expected to pay toward meeting the costs of postsecondary attendance (both students and parents of dependent students are expected to make contributions). This amount is determined through analysis of need (i.e., the Congressional Methodology) and is based on taxable and nontaxable income and assets as well as family size, the number of family members attending postsecondary institutions, extraordinary medical expenses, and so forth. For dependent students, the EFC consists of both a parental contribution and a separately calculated student contribution. The minimum student contribution in 1988-89 was \$700 for freshmen and \$900 for other undergraduates.

Full Participant

Full Participants are Schools that will be submitting the Common Record in the new XML format for origination and disbursement of the Pell Grant and Direct Loan Processes instead of the multiple layouts in fixed file formats.

Institutional Student Information Record (ISIR)

This is the electronic version of the Student Aid Report (SAR) that indicates eligibility for the Federal Pell Grant Program.

The ISIR contains the family's financial and other information reported on the Free Application for Federal Student Aid (FAFSA), as well as key processing results and NSLDS (National Student Loan Data System) Financial Aid History information.

It is transmitted electronically to postsecondary schools and state educational agencies.

National Student Loan Data System (NSLDS)

As a Title IV automated system, the National Student Loan Data System, or NSLDS, is a national database of information about loans and other financial aid awarded to students under Title IV of the Higher Education Act of 1965. This system prescreens applications for Title IV aid, supports program administrative research functions, and improves Title IV aid delivery through automation and standardization.

Payment to Servicer Amount

Amount of payment sent to the Servicer by the borrower within 120 days of the disbursement date.

Performance Based Organization (PBO)

Performance Based Organization is an organization based on the principle that it is held accountable for producing measurable results that customers value. In return, the organization is given unusual flexibility in how it can pursue those results.

Postsecondary Education Participants System (PEPS)

PEPS is the system that provides the Recipient Financial Management System (RFMS), the Direct Loan Operating System (DLOS) and now the Common Origination and Disbursement (COD) system, with school eligibility information.

Potential Overaward Project (POP)

Federal Pell Grant recipients are allowed to receive a maximum of one full Scheduled Pell Grant (SPG) during an award year. The COD System is programmed to calculate the percentage of SPG used each time a school reports a recipient's award. Any amount exceeding 100 percent of a full SPG represents an overaward and is disallowed.

Processing Termination

COD Process termination occurs when a Common Record designated as an Actual Disbursement substantiates a draw down.

Program Specific

In the context of the edits, some edits performed in the COD System are program specific. They apply only to Direct Loans, such as loan limits, or only to Pell Grants.

Real-time

Describes an application that requires a program or process to respond immediately, typically on-line while an operator waits for the response or update. The alternative is batch processing which is done for high volumes and does not require the operator to wait for each response.

Reasonability Checks

Checks that confirm information is within prescribed parameters to allow posting to the COD database (e.g., date of birth is numeric and between 19901231 and 19020101).

Receipt

The COD System returns a receipt after it performs an XML Schema check. The receipt is sent to the Full Participant after the Common Record is received by the COD System, but before actual processing of the Common Record.

Response

The Common Record sent back to the school after processing is complete. This Common Record contains updated information including edit comments and rejects, if necessary.

Simple Element

An XML Element that does not contain any other elements. A Simple Element contains only text. An example of a Simple Element is:

```
<simple_element_name>text for this simple element</simple_element_name>
```

SFA

Office of Student Financial Assistance.

Student Aid Report (SAR)

After the student's application is received by the processing system, the processor will produce a Student Aid Report (SAR). The SAR will report the information from the student's application and, if there are no questions or problems with the application, the SAR will report the Expected Family Contribution (EFC), the number used in determining the eligibility for federal student aid. The EFC will appear in the upper right-hand portion of the student's SAR. The results will be sent to the student and to the schools that he or she listed on the application.

Substantiate

The act of accounting for funds already drawn. In the COD Process, institutions can substantiate funds by sending in a Common Record detailing disbursement amount and date.

Tag

A tag is an element name that is used inside brackets to denote the beginning and end of content. For example, <LastName>Jones</LastName> uses the tag of LastName.

Title IV Student Financial Aid

Federal financial aid programs for students attending postsecondary educational institutions, authorized under Title IV of the Higher Education Act of 1965, as amended. The programs are administered by the U.S. Department of ED. Title IV programs consist of:

- Academic Achievement Incentive Scholarship Program
- Pell Grants
- FSEOGs
- FWS

- Federal Perkins Loans
- Federal Direct Student Loans
- FFEL Program
- Federal Consolidation Loans
- Gaining Early Awareness and Readiness for Undergraduates Program (GEAR-UP)
- LEAP
- Robert C. Byrd Honors Scholarships

Trading Partner

Two parties that exchange electronic data. Those parties that do not exchange data through the COD System can use the Common Record as a means of data exchange. These organizations are known as trading partners. Examples of trading partners are: FFEL partners and institutions; state grant agencies and institutions, alternative loan partners and institutions.

Verification Status Code

A field by which the school can inform SFA that they have paid a Pell Grant without supporting documentation for a student who was selected for verification. The Verification Status Codes are:

| | |
|---|-----------------------|
| V | Verified |
| W | Without Documentation |

XML Schema

XML Schema specifies the rules surrounding the structure of an XML document. It defines the elements present in the document and the order in which they appear, as well as any attributes that may be associated with an element.