



Common Origination and Disbursement COD Processing Update

For Pell Grants

January 13, 2006

Pell Grants

COD News

COD System Maintenance Planned For Sunday, January 15, 2006 (01/11/06)

The COD System will undergo routine maintenance on Sunday, January 15, 2006 from 2:00 A.M. until 8:00 A.M. (ET). During this period, users will not be able to submit or retrieve data via the COD Web site. Additionally, batches submitted by schools will be held and not processed until after the COD System comes back up. COD apologizes for any inconvenience this outage may cause. If you have any questions, contact the COD School Relations Center.

COD Holiday Schedule For January 16, 2006 (01/06/06)

The COD School Relations Center will be open on Monday, January 16, 2006, the Birthday of Martin Luther King, Jr. Federal holiday. The COD System will accept and process data from schools and send back responses/acknowledgements on January 16th, but schools will not be able to receive any Federal funds on that day. Additional information regarding the Birthday of Martin Luther King, Jr. Federal holiday and customer service hours for other Federal Student Aid/Department of Education call centers is posted on the IFAP Web site, <http://ifap.ed.gov/eannouncements/0106MLKJrHolidayClosing.html>.

2006-2007 Federal Pell Grant Payment And Disbursement Schedules (01/13/06)

On December 30, 2005, the President signed the Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 2006 (P.L. 109-149) that establishes the maximum Federal Pell Grant award for the 2006-2007 Award Year at \$4,050 and, with the minimum award continuing to be \$400, sets the maximum Expected Family Contribution (EFC) that a student may have to be eligible to receive a Federal Pell Grant at 3850. The Department used these amounts (and related statutory provisions) to develop the Pell payment and disbursement schedules for the 2006-2007 Award Year.

On January 11, 2006, the Department posted a Dear Colleague Letter (P-06-01) on the IFAP Web site at <http://www.ifap.ed.gov/dpcletters/P0601.html>. The attachments to this letter contain the 2006-2007 Award Year Federal Pell Grant Program Payment and Disbursement Schedules - Regular and Alternate. The letter describes when an institution must determine a student's Pell Grant award using the Alternate Schedules and when it can use the Regular Schedules.



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Unlocking And Resetting COD Web Site Passwords (01/13/06)

COD would like to remind COD Web site users that Security Administrators (COD Web site User Level 5) are able to unlock and reset passwords for the users (User Level 1-4) they established at their school or organization. However, if the Security Administrator needs his or her password unlocked or reset, the Security Administrator must contact the COD School Relations Center.

In order to unlock users, a Security Administrator should log in to the COD Web site, www.cod.ed.gov, and complete the following steps:

- Step 1: From the Welcome to Common Origination & Disbursement Web Site screen, click on the User tab on the blue bar at the top of the screen. The User Search screen displays.
- Step 2: Enter the search criteria for the user and click on the submit button at the bottom of the User Search screen. The Search Results screen displays and lists users that match the search criteria.
- Step 3: On the Search Results screen, select the name of the user that needs to be unlocked. The User Information screen displays.
- Step 4: Click on the Modify button at the bottom of the User Information screen. The Update User Profile screen displays.
- Step 5: The Locked Out box on the Update User Profile screen contains a checkmark. Click on the Locked Out box to remove the checkmark.
- Step 6: If a new temporary password is not needed, skip this item and go to Step 7. If a new temporary password is needed, enter the new temporary password in the New Password field. Then re-enter the new password in the Re-enter New Password field to confirm. The user will need to change this password to one of his or her choosing.
- Step 7: Click on the submit button at the bottom of the Update User Profile screen. The Update Your Profile screen displays.
- Step 8: On the Update Your Profile screen, click on the Submit button to confirm the updates made to the user's profile.

This information is also posted on the COD Web site in a document entitled "Unlocking And Resetting COD Web Site Passwords." To access the document *before* you log in to the Web site, click on the "[Click here if you are looking for more information on Common Origination and Disbursement](#)" Link. To access the document *after* you log in to the Web site, click on the "Today's Updates" link at the bottom of the page.

Schools can refer to the Electronic Announcement on the IFAP Web site, <http://www.ifap.ed.gov/eannouncements/0316UpdateCODWebsiteaccessforschools.html>, for information regarding COD Web site access. Third party servicers can refer to the Electronic Announcement on the IFAP Web site at <http://www.ifap.ed.gov/eannouncements/0316UpdatedCODWebsiteaccessforthirdpartyservic.html>



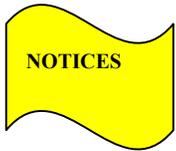
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Hurricane Information (09/14/05)

FSA has established a link on the IFAP Web site, <http://www.ifap.ed.gov/eannouncements/katrina.html>, as a central location for posting up-to-date hurricane information and guidance. Click on this link regularly for updates related to the impact of recent hurricanes on students, parents, borrowers, colleges and universities, and financial institutions that participate in the Federal higher education student assistance programs.

Reports And Data Requests



This section contains important notices regarding reports and/or data requests. While we encourage you to review this section, note that some schools may not be impacted by the information presented below.

- Pell Year-to-Date (YTD) Records—

The YTD Record can be used to assist a school with its year-end and ongoing reconciliation processes. Schools also use the YTD Record for the purpose of rebuilding a complete student record or Pell Grant database.

- For rebuilds for the 2005-2006 Award Year, the school can submit the data request via the COD Web site or batch.
- For rebuilds for the 2004-2005 and earlier award years, the school must contact the COD School Relations Center by e-mail to CODSupport@acs-inc.com. The school should include "Pell YTD" in the subject line. If a school is unable to e-mail its request, it can contact the COD School Relations Center by phone. [10/03/05 (Updated 10/27/05)]

Resolved Issues In Clean Up

COD has implemented code fixes for the issues listed below and is cleaning up the affected records. After a clean up has been completed, its status will be updated and it will remain in this section for an additional 7 calendar days.

<u>Issue</u>	<u>In Progress</u>	<u>Completed</u>
Pell Grant Information Not Updated In NSLDS	√	