



# COD Processing Update

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February 18, 2005

## *Direct Loan*

### COD News

#### **COD System Maintenance Planned For Friday, February 18, 2005 – Sunday, February 20, 2005 (02/14/05)**

The COD System will undergo routine maintenance from 8:00 P.M. (ET) on Friday, February 18, 2005 until 11:00 A.M. (ET) on Sunday, February 20, 2005. During this period, users will not be able to submit or retrieve data via the COD web site. Additionally, batches submitted by schools after 8:00 P.M. on Friday, February 18th will be held and not processed until after the COD System comes back up. Due to the Washington's Birthday Federal holiday (also observed as Presidents' Day) on Monday, February 21, 2005, requests for changes in funding levels and for funds will not be processed until Tuesday, February 22, 2005.

***Note: The guidance related to funds processing also applies to requests for changes in funding levels and for funds received after 10:00 AM (ET) on February 18, 2005.***

COD apologizes for any inconvenience this outage may cause. If you have any questions, contact the COD School Relations Center.

#### **Extended Direct Loan Electronic MPN Web Site Outage Planned For Friday, February 18, 2005 – Sunday, February 20, 2005 (02/14/05)**

As a reminder, the Direct Loan Electronic Master Promissory Note (MPN) web site is unavailable every Sunday morning from 5:00 A.M. until 11:00 A.M. (ET) while routine maintenance is performed. During this period, borrowers are not able to complete new MPNs electronically or retrieve existing MPNs that were completed electronically.

However, due to COD System maintenance from 8:00 P.M. (ET) on Friday, February 18, 2005 until 11:00 A.M. (ET) on Sunday, February 20, 2005, the Direct Loan Electronic MPN web site will be unavailable for an extended period of time. As previously noted, borrowers will not be able to complete or retrieve MPNs during this extended period.

COD apologizes for any inconvenience this outage may cause. If you have any questions, contact the COD School Relations Center.

#### **COD Holiday Schedule For Monday, February 21, 2005 (02/16/05)**

The COD School Relations Center will be open on Monday, February 21, 2005, the Washington's Birthday Federal holiday (also observed as President's Day). The COD System will accept and process data from schools and send back responses/acknowledgements on the 21st. However, requests for changes in funding levels and for funds will not be processed until Tuesday, February 22, 2005. ***Note that this also applies to requests for changes in funding levels and for funds received after 10:00 AM (ET) on February 18, 2005.***



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Additional information regarding processing and customer service hours for other FSA/ED call centers on the holiday is posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0217GWBirthdayClosings.html>.

## All Schools Must Be COD Full Participants Beginning With 2005-2006 Award Year [08/02/04 (Updated 10/25/04)]

As a reminder, *all* schools must be Full Participants beginning with the 2005-2006 Award Year. This means that *all* schools must be able to submit 2005-2006 Pell and/or Direct Loan origination and disbursement data to the COD System using the COD Common Record in XML format.

If your school currently is a Phase-In Participant (for one or all of the programs in which it participates) and has not yet submitted the required Full Participant information specified in the announcement posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0806CODFullParticReq0506.html>, please submit it to the COD School Relations Center as soon as possible. Doing so will assist us in preparing the COD System to accept and process your school's 2005-2006 Pell Grant and/or Direct Loan data.

## Reports and Data Requests



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

- Duplicate Student Borrower Reports— Have not yet been sent to schools' SAIG mailboxes. However, these reports are available on the COD web site. COD will inform schools when these reports have been pushed to schools' SAIG mailboxes. (02/09/05)



Except as listed below, all Direct Loan reports and data requests are available as specified in Volume VIII, Section 8 of the 2004-2005 COD Technical Reference posted on the IFAP web site at [www.IFAP.ed.gov/](http://www.IFAP.ed.gov/). There are issues with the following Direct Loan reports and/or data requests:

- Funded Disbursement List— Is not displaying correct figures in the Previous Downward Disbursement Adjustments Not Yet Applied field. COD is researching the code fix for this issue and will provide updates as more information becomes available. (12/20/04)
- Direct Loan Rebuild File— Cannot be requested on the COD web site and is not being produced. COD is researching several issues related to incorrect data in the file. (08/25/04)



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## Resolved Issues

Described below are “Current Issues” that have been resolved. A full description of each issue will remain in this section for 7 calendar days following the “Updated” date. If a clean up is required, the title of the issue will then be moved to “Resolved Issues In Clean Up.”

For the full description of a resolved issue after it is removed from this section, refer to previous postings of the COD Processing Update on the IFAP web site, [www.IFAP.ed.gov/](http://www.IFAP.ed.gov/). The COD Processing Update is posted to the IFAP web site each Friday.

### **Rejected Records Not Viewable On The COD Web Site [07/30/04 (Updated 02/16/05)]**

Previously, some schools received an error message when attempting to view rejected records on the COD web site’s Batch Detail Information screen. Clicking on the Rejected link in the Award No. column caused the following error message to display: “An unexpected error has occurred. Please contact your administrator if the problem persists.”

On August 10, 2004, COD partially corrected this problem by migrating a code fix to correct the affected Phase-In records. On February 1, 2005, COD migrated a code fix to correct the affected Common Records, and we have now verified that this problem is no longer occurring for the affected Common Records. COD regrets the inconvenience this issue caused for schools.

*Note:* A related issue that involves rejects for invalid data in the First Name field and/or Zip Code field still exists. Schools may be unable to view records that rejected for this reason on the Batch Detail Information screen. COD expects to implement a code fix to resolve this issue in the very near future.

## 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>
Disbursements Not Displaying On COD Web Site And/Or SAS	√	

## Current Issues

### **COD Rejecting Records Incorrectly For COD Edit 12 (02/10/05)**

COD has identified three situations in which records are rejecting incorrectly for COD Edit 12 (No Eligible SSN, DOB, and Last Name Combination Match Found on CPS for Student). These situations are as follows:

- Schools are receiving COD Edit 12 for students with prior year Direct Loan Awards in the COD System who have since changed their name or require a change to their date of



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birth. The schools are attempting to submit updates to Direct Loan origination records. In the reported cases, students have updated their SARs appropriately and there are valid CPS transactions on file in the COD System.

COD is currently researching a code fix to resolve this situation and will provide updates as more information becomes available. If your school has students affected by this situation, contact the COD School Relations Center.

- An award is being established in the COD System; however, a rejected response (COD Edit 12) is being sent back to the school.

COD is currently researching a code fix to resolve this situation and will provide updates as more information becomes available. If your school has students affected by this situation contact the COD School Relations Center.

- When making online changes to names that contain a space rather than a character, schools are receiving COD Edit 12.

COD is aware that this is occurring and is in the process of developing a code fix to resolve this situation. At this time, there is no need to contact the COD School Relations Center to report the affected records.

COD apologizes for any inconvenience caused by these processing issues.

### **COD Incorrectly Rejecting For COD Edit 039 [12/27/04 (Updated 01/04/05)]**

COD has become aware of an issue that results in schools receiving COD Edit 039 (Incorrect Award Amount) in error. This sometimes occurs when schools submit changes to awards to lower the amount to zero through either batch or online processing.

COD is researching this issue and will provide updates as more information becomes available.

### **Zeros Incorrectly Displaying On The Record Errors Screen (01/04/05)**

COD has learned that, in some instances, the "Field Value" on the COD web site's Record Errors screen is displaying additional zeros before the actual field value. This display issue seems to be occurring when changes to awards are rejected for COD Edit 039, 042, or 117.

COD is researching this issue and will provide updates as more information becomes available.

### **Phase-In Records Incorrectly Rejecting For COD Edit 056 [08/12/04 (Updated 09/27/04)]**

COD previously notified schools that some Phase-In 2003-2004 and 2004-2005 records are incorrectly rejecting for COD Edit 056 (Sequence Number Not In Sequential Order). This edit is being returned incorrectly to Phase-In schools that submit changes to anticipated disbursement amounts.

Additionally, when a change to the anticipated disbursement amount is submitted along with a reduced award amount, COD is only accepting the reduced award amount. As a result, COD Edit 846 (Total 'Anticipated Gross Amount' must be less than or equal to the Loan Amount Approved) is returned because the award amount is less than the total anticipated disbursements.



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COD is researching a code fix for this issue and will continue to provide updates as more information becomes available.

### **Student Name And Date Of Birth Not Updated In COD [05/03/04 (Updated 09/17/04)]**

As previously reported, COD identified an issue where new 2003-2004 and 2004-2005 origination records are accepted in COD; however, the student's Name and Date of Birth (DOB) updates submitted by the school are not displaying on the COD web site's Person Information screen. The COD web site is reflecting the Name and DOB from the previous award year. Additionally, in some cases, changes to Name and DOB for previously accepted origination records are not displaying on the Person Information screen as well.

COD is still analyzing this issue and appreciates your patience. Updates will be provided as more information becomes available.

### **Some Null Tags Submitted Via Batch Not Updated In COD (09/01/04)**

A null tag containing a *nil="true"* attribute can be submitted for some data elements in a Common Record document to remove or delete content currently on file in the COD database. Recently, COD determined that some null tags are being accepted by the COD System, but are not appropriately updating the COD database. This means that if a school submits a null tag for some data elements, the COD System is ignoring it and the content on the COD database for that data element is not being removed.

On August 10, 2004, COD implemented a code fix to allow a null tag submitted for the Verification Status Code data element to update the COD database correctly. COD continues research to ensure that all applicable data elements reported with a null tag will update the COD database correctly. Note that not all data elements can be submitted with null tags; refer to the COD Technical Reference, Volume II, Section 3 for the applicable data elements.

COD will provide updates as more information becomes available. In the meantime, schools needing to remove or delete content in COD for a specific data element may do so via the COD web site.



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## *Pell Grants*

### COD News

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***Note: The guidance related to funds processing also applies to requests for changes in funding levels and for funds received after 10:00 AM (ET) on February 18, 2005.***

COD apologizes for any inconvenience this outage may cause. If you have any questions, contact the COD School Relations Center.

#### **COD Holiday Schedule For Monday, February 21, 2005 (02/16/05)**

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Additional information regarding processing and customer service hours for other FSA/ED call centers on the holiday is posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0217GWBirthdayClosings.html>.

#### **2002-2003 Pell Grant CFL Reduction To GAPS Net Drawdown On February 12, 2005 (02/14/05)**

On February 12, 2005, the COD System reduced the Pell Grant 2002-2003 Award Year Current Funding Level (CFL) to equal the Net Drawdown amount found in the Grant Administration and Payment System (GAPS). This action applies to schools that had a CFL greater than their GAPS Net Drawdown. As noted in the warning message that we sent to affected schools on January 11, 2005, this action was taken because disbursements and disbursement adjustments for the 2002-2003 Award Year should have already been submitted to the COD System for processing. This reduction affected approximately 700 schools.

A school affected by the February 12, 2005 CFL reduction to GAPS Net Drawdown will—



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- Receive a text message (PGTX03OP Message Class) in the school's SAIG mailbox notifying the school of the reduction;
- Receive a new Electronic Statement of Account (ESOA) that reflects the reduction;
- See a change in the school's CFL that reflects the reduction; and
- See a change in the school's obligation level in GAPS that reflects the reduction.

If you have any questions regarding the 2002-2003 CFL reduction to GAPS Net Drawdown or need to have funding reinstated, contact the COD School Relations Center.

### **Pell Grant Year-To-Date Record In Production [12/01/04 (Updated 02/09/05)]**

Pell Grant Year-to-Date (YTD) records (PGYRxxOP) are being generated and sent to schools' SAIG mailboxes. The YTD record can be used to assist a school with its year-end and ongoing reconciliation processes.

Previously, we informed schools of three COD System issues affecting the Pell Grant YTD record and cautioned schools not to use the YTD record for rebuilding a complete student record or Pell database until the issues were resolved. At this time, two of the three issues are no longer affecting the YTD Record.

We regret that the one remaining COD System issue continuing to affect the Pell Grant YTD record has taken longer than initially expected to resolve. We continue to caution schools not to use the YTD record for rebuilding a complete student record or Pell database until the issue is resolved. The issue is as follows:

- In some cases, when we process more than one disbursement transaction for the same disbursement number on the same day, the individual transactions are ***currently not reflected in the YTD record and on the COD web site***. Instead, one combined disbursement transaction is reflected with the correct disbursement amount, the correct disbursement date, and the highest disbursement sequence number. We are currently researching a code fix and cleanup plan for this issue.

**Note:** For a disbursement with this issue, if a school encounters difficulty processing further disbursement activity through its software, the activity can be performed on the COD web site.

Schools should also refer to the Electronic Announcement that was posted on the IFAP web site, <http://www.ifap.ed.gov/eannouncements/1130PellGrantYTDRecord.html>, for additional information on the Pell Grant YTD record. Note: The status of the YTD record will continue to be covered in the Reports and Data Requests section of this document until the COD System issue affecting the YTD record is resolved.

### **All Schools Must Be COD Full Participants Beginning With 2005-2006 Award Year [08/02/04 (Updated 10/25/04)]**

As a reminder, *all* schools must be Full Participants beginning with the 2005-2006 Award Year. This means that *all* schools must be able to submit 2005-2006 Pell and/or Direct Loan origination and disbursement data to the COD System using the COD Common Record in XML format.

If your school currently is a Phase-In Participant (for one or all of the programs in which it participates) and has not yet submitted the required Full Participant information specified in the announcement posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0806CODFullParticReq0506.html>, please submit it to



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the COD School Relations Center as soon as possible. Doing so will assist us in preparing the COD System to accept and process your school's 2005-2006 Pell Grant and/or Direct Loan data.

## Reports and Data Requests



### NOTICES

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.

- Verification Status Reports—

The Verification Status Reports for February were sent to schools' SAIG mailboxes (Message Class PGVR05OP) on February 8, 2005 and reflect all updates accepted by COD for students' verification statuses.

As a reminder, we encourage Pell schools currently using EDEExpress for Windows 2004-2005, Release 2.0, to read the IFAP announcement at

<http://www.ifap.ed.gov/eannouncements/1116PellVerifStatusandSSNNameDOBChng.html>.

This electronic announcement outlines the actions that a school must follow to ensure that the Verification Status in their EDEExpress database and the one reported to COD is accurately reflected in COD. [01/17/05 (Updated 02/10/05)]



### ISSUES

Except as listed below, all Pell Grant reports and data requests are available as specified in Volume VIII, Section 8 of the 2004-2005 COD Technical Reference posted on the IFAP web site at [www.IFAP.ed.gov/](http://www.IFAP.ed.gov/). There are issues with the following Pell Grant reports and/or data requests:

- Pell Year-to-Date (YTD) Records—

For all award years, are being sent to schools' SAIG mailboxes (Message Class PGYRxxOP). The YTD record can be used to assist a school with its year-end and ongoing reconciliation processes. Until resolution of a current COD System issue affecting the YTD record, we caution a school not to use the current YTD record for rebuilding a complete student record or Pell database. See the "Pell Grant Year-To Date Record Back In Production" item in the COD News section of this document for an explanation of the issue. [10/05/04 (Updated 02/09/05)]



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## Resolved Issues

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### **Rejected Records Not Viewable On The COD Web Site [07/30/04 (Updated 02/16/05)]**

Previously, some schools received an error message when attempting to view rejected records on the COD web site’s Batch Detail Information screen. Clicking on the Rejected link in the Award No. column caused the following error message to display: “An unexpected error has occurred. Please contact your administrator if the problem persists.”

On August 10, 2004, COD partially corrected this problem by migrating a code fix to correct the affected Phase-In records. On February 1, 2005, COD migrated a code fix to correct the affected Common Records, and we have now verified that this problem is no longer occurring for the affected Common Records. COD regrets the inconvenience this issue caused for schools.

## 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>
Disbursements Not Displaying On COD Web Site	√	

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COD has identified three situations in which records are rejecting incorrectly for COD Edit 12 (No Eligible SSN, DOB, and Last Name Combination Match Found on CPS for Student). These situations are as follows:

- Schools are receiving COD Edit 12 for students with prior year Pell Awards in the COD System who have since changed their name or require a change to their date of birth. The schools are attempting to submit updates to Pell origination records. In the reported cases, students have updated their SARs appropriately and there are valid CPS transactions on file in the COD System.



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COD is currently researching a code fix to resolve this situation and will provide updates as more information becomes available. If your school has students affected by this situation, contact the COD School Relations Center.

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COD is currently researching a code fix to resolve this situation and will provide updates as more information becomes available. If your school has students affected by this situation contact the COD School Relations Center.

- When making online changes to names that contain a space rather than a character, schools are receiving COD Edit 12.

COD is aware that this is occurring and is in the process of developing a code fix to resolve this situation. At this time, there is no need to contact the COD School Relations Center to report the affected records.

COD apologizes for any inconvenience caused by these processing issues.

### **Zeros Incorrectly Displaying On The Record Errors Screen (01/04/05)**

COD has learned that, in some instances, the "Field Value" on the COD web site's Record Errors screen is displaying additional zeros before the actual field value. This display issue seems to be occurring when changes to awards are rejected for COD Edit 039 or 042.

COD is researching this issue and will provide updates as more information becomes available.

### **Student Name And Date Of Birth Not Updated In COD [05/03/04 (Updated 09/17/04)]**

As previously reported, COD identified an issue where new 2003-2004 and 2004-2005 origination records are accepted in COD; however, the student's Name and Date of Birth (DOB) updates submitted by the school are not displaying on the COD web site's Person Information screen. The COD web site is reflecting the Name and DOB from the previous award year. Additionally, in some cases, changes to Name and DOB for previously accepted origination records are not displaying on the Person Information screen as well.

COD is still analyzing this issue and appreciates your patience. Updates will be provided as more information becomes available.

### **Some Null Tags Submitted Via Batch Not Updated In COD [08/31/04 (Updated 09/16/04)]**

As previously reported, a null tag containing a *nil="true"* attribute can be submitted for some data elements in a Common Record document to remove or delete content currently on file in the COD database. Recently, COD determined that some null tags are being accepted by the COD System, but are not appropriately updating the COD database. This means that if a school submits a null tag for some data elements, the COD System is ignoring it and the content on the COD database for that data element is not being removed.

On September 7, 2004 COD implemented a code fix to allow a null tag submitted for the Low Tuition and Fees Code data element to update the COD database correctly. Additionally, a null tag submitted for the Verification Status Code data element continues to update the COD



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database correctly. COD continues research to ensure that all applicable data elements reported with a null tag will update the COD database correctly. Note that not all data elements can be submitted with null tags; refer to the COD Technical Reference, Volume II, Section 3 for the applicable data elements.

In the meantime, schools needing to remove or delete content in COD for a specific data element may do so via the COD web site.