



# COD Processing Update

---

September 24, 2004

## *Direct Loan*

### COD News

#### **Duplicate Reports Pushed To Some Schools' SAIG Mailboxes (09/23/04)**

Over the weekend of September 18 and 19, 2004, duplicate Direct Loan reports were pushed to some schools' SAIG mailboxes. COD apologizes for any inconvenience this may cause schools.

#### **Extended Deadlines For Schools And Applicants Affected By Hurricanes (09/22/04)**

On September 21, 2004, FSA posted GEN-04-09 on the IFAP web site at <http://www.ifap.ed.gov/dpletters/GEN0409.html>. This letter announced the Department's intent to extend certain filing and reporting deadlines for institutions or applicants located in a federally-declared disaster area and adversely impacted by the recent hurricanes in the United States. As explained in the letter, the Department will publish a notice in the Federal Register, extending specific, previously published institutional reporting and applicant filing deadlines. Extensions will apply for the—

- FISAP Filing Deadline;
- 2003-2004 Federal Pell Grant Reporting Deadline;
- Submission of Federal Pell Grant Disbursement Records;
- Submission of Federal Direct Loan Records;
- FAFSA Correction Deadline;
- Receipt of SARS and ISIRS By Schools; and
- Receipt of Verification Documents.

Affected schools should refer to the announcement for details about the deadline extensions. Additionally, each affected school must maintain documentation of the hurricane-related reason why it was unable to meet the published deadline.

#### **Direct Loan Bulletin 04-22 Released (09/21/04)**

Direct Loan Bulletin 04-22 was released to schools from the COD School Relations Center on September 20, 2004, and is available on the IFAP web site at <http://www.ifap.ed.gov/dlbulletins/DLB0422.html>. This bulletin announced that some responsibilities previously handled by the Direct Loan Client Account Managers (DL CAMs) have been merged with those of several other offices within FSA. This realignment will provide schools with much more direct access to the information they need. Attached to the bulletin is updated information on who to contact for various issues.

If you would like to be added to or removed from the distribution list, please submit an e-mail to [CODSupport@acs-inc.com](mailto:CODSupport@acs-inc.com), with the subject line of "DLB Distribution List".



# COD Processing Update

---

## Required Electronic Processes And Related System Requirements (09/20/04)

On September 14, 2004, the Department of Education published a notice in the Federal Register, <http://ifap.ed.gov/fregisters/FR09142004.html/>, designating the electronic processes that schools must participate in to be considered administratively capable under the regulations at 34 CFR 668.16(o). That notice also included minimum and optimal (desktop PC and communications) requirements needed by schools to participate in the required electronic processes.

We want to emphasize that a new required electronic process, beginning with the 2005-2006 Award Year, requires that all schools must send and receive origination and disbursement data for the Federal Pell Grant Program and the Federal Direct Loan Program to the Common Origination and Disbursement (COD) System using the Extensible Markup Language (XML) "Common Record: COD." Further details regarding the electronic processes are available in GEN-04-08 at <http://www.ifap.ed.gov/dpcletters/GEN0408.html/>.

## End Of Federal Fiscal Year-Impact On Pell Grant And Direct Loan Funds Availability (09/10/04)

September 30, 2004 marks the end of the Department of Education's 2004 Federal fiscal year. Some of the Department's core financial systems will be on a modified processing schedule while the Department finalizes its processing and accounting for Fiscal Year 2004. Schools should refer to the Electronic Announcement on the IFAP web site, <http://www.ifap.ed.gov/eannouncements/0909CODEndofFYImpact.html/>, for details on how Common Origination and Disbursement (COD) processing will be affected, and how this may impact the way your school processes Pell Grant and Direct Loan records during the days surrounding the September 30th date.

## All Schools Must Be COD Full Participants Beginning With 2005-2006 Award Year [08/02/04 (Updated 08/09/04)]

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.

Note: FSA informed schools in [GEN-04-06](#) that the implementation of the Common Record: ISIR will not be implemented for the 2005-2006 Award Year. The adjustment of the Common Record: ISIR implementation schedule **does not** affect the requirement that **all** schools must be COD Full Participants beginning with the 2005-2006 Award Year.

Current Phase-In Participants can refer to the following sections of the 2004-2005 COD Technical Reference (<http://www.ifap.ed.gov/cod/0405CODTechRefDraft.html/>) for information that may be helpful in determining their Full Participant solution:

- Volume I, Section 3 provides information about XML.
- Volume II, Section 1 and Volume V, Section 1 provide information about FSA's EDExpress software that can be used to submit data to the COD System.

Updated information about Full Participant sign up for the 2005-2006 Award Year is posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0806CODFullParticReq0506.html/>.



# COD Processing Update

## Reports and Data Requests



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:

- 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)
- Duplicate Student Borrower Report— For 2002-2003 and forward, is not being pushed to schools' SAIG mailboxes and is not available on the COD web site. (08/25/04)

## 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	√	
Direct Loan School Account Statement (SAS) Data Issues	√	
Changes To Award And Disbursement Amounts Not Processed Correctly	√	
COD Edit 116 Not Working Correctly	√	

## Current Issues

### **Duplicate Disbursement Information In COD [05/06/04 (Updated 09/17/04)]**

COD has learned that duplicate disbursement numbers are displaying incorrectly on the COD web site's Award Disbursements Information screen. On this screen under the Disbursement Number column, disbursement numbers are appearing twice. However, when viewing the Disbursement Information screen, each disbursement displays a different status (Pending or Disbursed).

COD has made significant progress in researching the cause of this issue and anticipates a resolution in September 2004. Updates will be provided 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)



## COD Processing Update

---

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.

### **MPN Status Inaccurate On COD Web Site [10/30/03 (Updated 09/17/04)]**

For the 2002-2003 and 2003-2004 Award Years, the COD web site is displaying an MPN Status of Active for MPNs that have expired when it should display as Inactive. Currently, COD believes this is only a display issue and does not impact data processing. COD is researching a code fix that will adjust the MPN status to its correct value and will provide updates as more information becomes available.

### **COD Not Generating Credit Decision Override Response For The 2004-2005 Award Year (09/03/04)**

COD generates a Credit Decision Override response when a PLUS borrower's endorser or appeal of a credit decision has been approved. Additionally, COD generates correspondence to the PLUS borrower and the endorser, if applicable. Recently, some schools have not received a Credit Decision Override response for 2004-2005 Award Year PLUS awards when the PLUS borrower's endorser has been approved. It also appears that COD is not generating the correspondence related to these overrides to the affected parents and endorsers.

COD is researching this issue and will provide updates as more information becomes available. If you discover that you have not received a Credit Decision Override response, contact the COD School Relations Center to report their information. In the meantime, you can view the status of credit decision overrides and credit decision results for endorsers via the COD web site.

### **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.



## COD Processing Update

---

### **Rejected Records Not Viewable On The COD Web Site [07/30/04 (Updated 08/26/04)]**

Some schools are receiving 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 causes 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. Next, the code fix will be migrated to correct the affected Common Records. COD will provide more information about the code fix for Common Records as soon as it becomes available.

### **Phase-In Records Incorrectly Rejecting For COD Edit 056 (08/12/04)**

COD has discovered 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.

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



# COD Processing Update

## *Pell Grants*

### COD News

#### **Delay In Pushing Pell YTD Records (09/23/04)**

COD is delayed in pushing to schools' SAIG mailboxes Pell Year-to-Date (YTD) Records for all award years (PGYRxxOP) that have been requested since September 20, 2004. COD expects to push all reports to schools by September 24, 2004 and apologizes for any inconvenience this delay may cause schools.

#### **Duplicate Reports Pushed To Some Schools' SAIG Mailboxes (09/23/04)**

Over the weekend of September 18 and 19, 2004, duplicate Pell Pending Disbursement List (PGPD05OP) and Pell POP (PGPR05OP) reports were pushed to some schools' SAIG mailboxes. COD apologizes for any inconvenience this may cause schools.

#### **Extended Deadlines For Schools And Applicants Affected By Hurricanes (09/22/04)**

On September 21, 2004, FSA posted GEN-04-09 on the IFAP web site at <http://www.ifap.ed.gov/dpclatters/GEN0409.html/>. This letter announced the Department's intent to extend certain filing and reporting deadlines for institutions or applicants located in a federally-declared disaster area and adversely impacted by the recent hurricanes in the United States. As explained in the letter, the Department will publish a notice in the Federal Register, extending specific, previously published institutional reporting and applicant filing deadlines. Extensions will apply for the—

- FISAP Filing Deadline;
- 2003-2004 Federal Pell Grant Reporting Deadline;
- Submission of Federal Pell Grant Disbursement Records;
- Submission of Federal Direct Loan Records;
- FAFSA Correction Deadline;
- Receipt of SARS and ISIRS By Schools; and
- Receipt of Verification Documents.

Affected schools should refer to the announcement for details about the deadline extensions. Additionally, each affected school must maintain documentation of the hurricane-related reason why it was unable to meet the published deadline.

#### **Reminder: 2003-2004 Pell Grant Processing Deadline Is September 30, 2004 (09/22/04)**

The deadline for electronically transmitting Pell Grant records for the 2003-2004 Award Year to COD is **Thursday, September 30, 2004**. To meet this deadline, your school's transmissions must be completed by midnight (in your local time zone) on September 30, 2004. For additional information about the deadline, refer to the announcement posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0902PellProcDeadline0304.html/>.

#### **Required Electronic Processes And Related System Requirements (09/20/04)**

On September 14, 2004, the Department of Education published a notice in the Federal Register, <http://ifap.ed.gov/fregisters/FR09142004.html/>, designating the electronic processes that schools



# COD Processing Update

must participate in to be considered administratively capable under the regulations at 34 CFR 668.16(o). That notice also included minimum and optimal (desktop PC and communications) requirements needed by schools to participate in the required electronic processes.

We want to emphasize that a new required electronic process, beginning with the 2005-2006 Award Year, requires that all schools must send and receive origination and disbursement data for the Federal Pell Grant Program and the Federal Direct Loan Program to the Common Origination and Disbursement (COD) System using the Extensible Markup Language (XML) "Common Record: COD." Further details regarding the electronic processes are available in GEN-04-08 at <http://www.ifap.ed.gov/dpclatters/GEN0408.html/>.

## **End Of Federal Fiscal Year-Impact On Pell Grant And Direct Loan Funds Availability (09/10/04)**

September 30, 2004 marks the end of the Department of Education's 2004 Federal fiscal year. Some of the Department's core financial systems will be on a modified processing schedule while the Department finalizes its processing and accounting for Fiscal Year 2004. Schools should refer to the Electronic Announcement on the IFAP web site, <http://www.ifap.ed.gov/eannouncements/0909CODEndofFYImpact.html/>, for details on how Common Origination and Disbursement (COD) processing will be affected, and how this may impact the way your school processes Pell Grant and Direct Loan records during the days surrounding the September 30th date.

## **All Schools Must Be COD Full Participants Beginning With 2005-2006 Award Year [08/02/04 (Updated 08/09/04)]**

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.

Note: FSA informed schools in [GEN-04-06](#) that the implementation of the Common Record: ISIR will not be implemented for the 2005-2006 Award Year. The adjustment of the Common Record: ISIR implementation schedule *does not* affect the requirement that *all* schools must be COD Full Participants beginning with the 2005-2006 Award Year.

Current Phase-In Participants can refer to the following sections of the 2004-2005 COD Technical Reference (<http://www.ifap.ed.gov/cod/0405CODTechRefDraft.html/>) for information that may be helpful in determining their Full Participant solution:

- Volume I, Section 3 provides information about XML.
- Volume II, Section 1 and Volume V, Section 1 provide information about FSA's EDEExpress software that can be used to submit data to the COD System.

Updated information about Full Participant sign up for the 2005-2006 Award Year is posted on the IFAP web site at <http://www.ifap.ed.gov/eannouncements/0806CODFullParticReq0506.html/>.

## **Reports and Data Requests**

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





# COD Processing Update

at [www.IFAP.ed.gov/](http://www.IFAP.ed.gov/). There are issues with the following Pell Grant reports and/or data requests:

- Pell POP Report— For 2004-2005, is not available on the COD web site. COD is evaluating the functionality to push the report to schools' COD newsboxes. Report is being pushed to schools' SAIG mailboxes (Message Class PGPR05OP). (08/25/04)
- Verification Status Report— For 2004-2005, is not being pushed to schools' SAIG mailboxes and is not available on the COD web site. COD is evaluating all functionality. (08/25/04)

## 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	√	
COD Edit 116 Not Working Correctly	√	

## Current Issues

### **Duplicate Disbursement Information In COD [05/06/04 (Updated 09/17/04)]**

COD has learned that duplicate disbursement numbers are displaying incorrectly on the COD web site's Award Disbursements Information screen. On this screen under the Disbursement Number column, disbursement numbers are appearing twice. However, when viewing the Disbursement Information screen, each disbursement displays a different status (Pending or Disbursed).

COD has made significant progress in researching the cause of this issue and anticipates a resolution in September 2004. Updates will be provided 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 Processing Update

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 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.

### **Rejected Records Not Viewable On The COD Web Site [07/30/04 (Updated 08/26/04)]**

Some schools are receiving 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 causes 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. Next, the code fix will be migrated to correct the affected Common Records. COD will provide more information about the code fix for Common Records as soon as it becomes available.