

Session # 17

Processing Direct Loans for Schools That Have Never Processed with COD

Barbara Davis



START HERE
GO FURTHER
FEDERAL STUDENT AID®

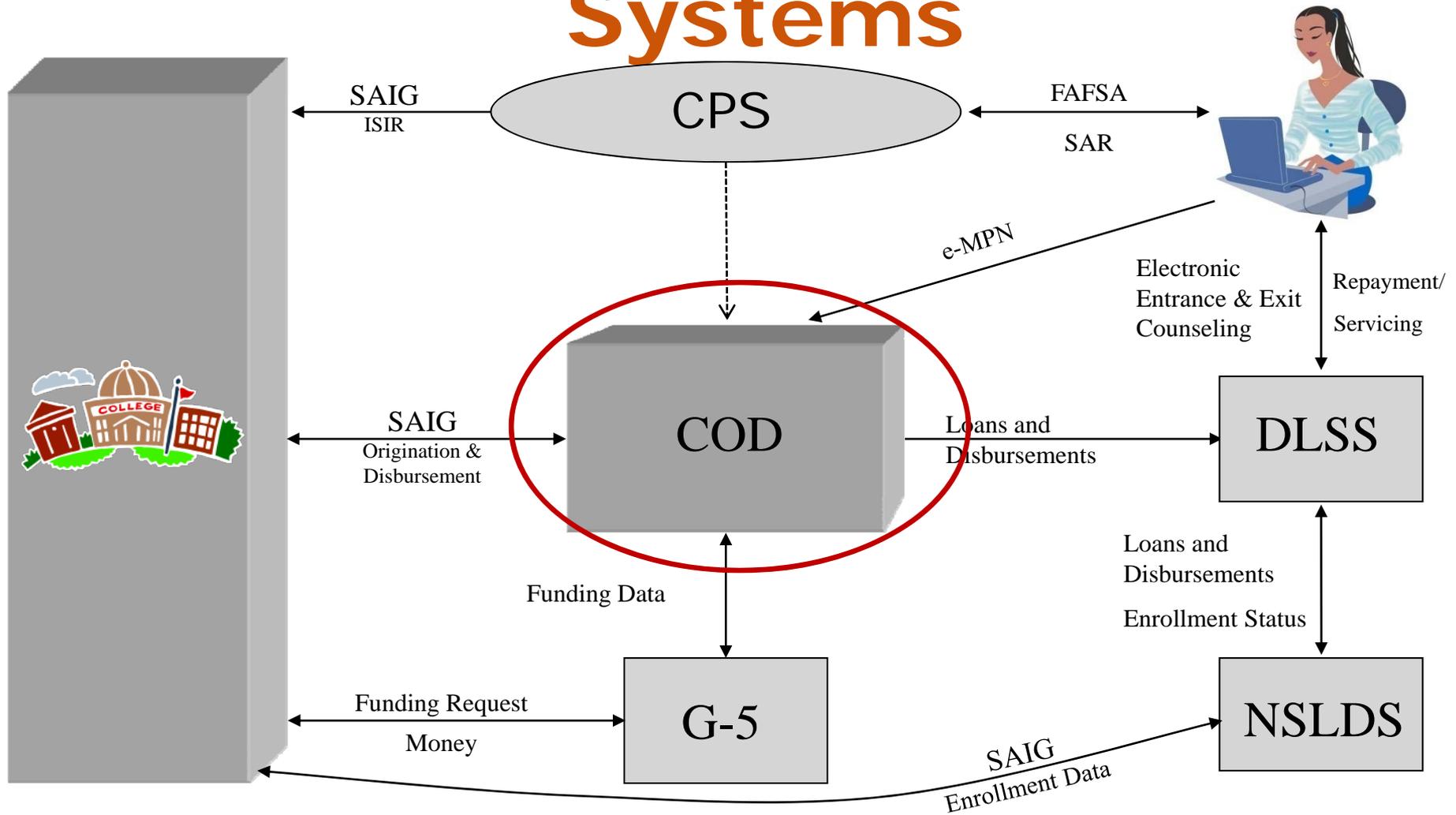
Agenda

- What is COD?
- Let's look at the website from a processing cycle perspective
- COD Resources

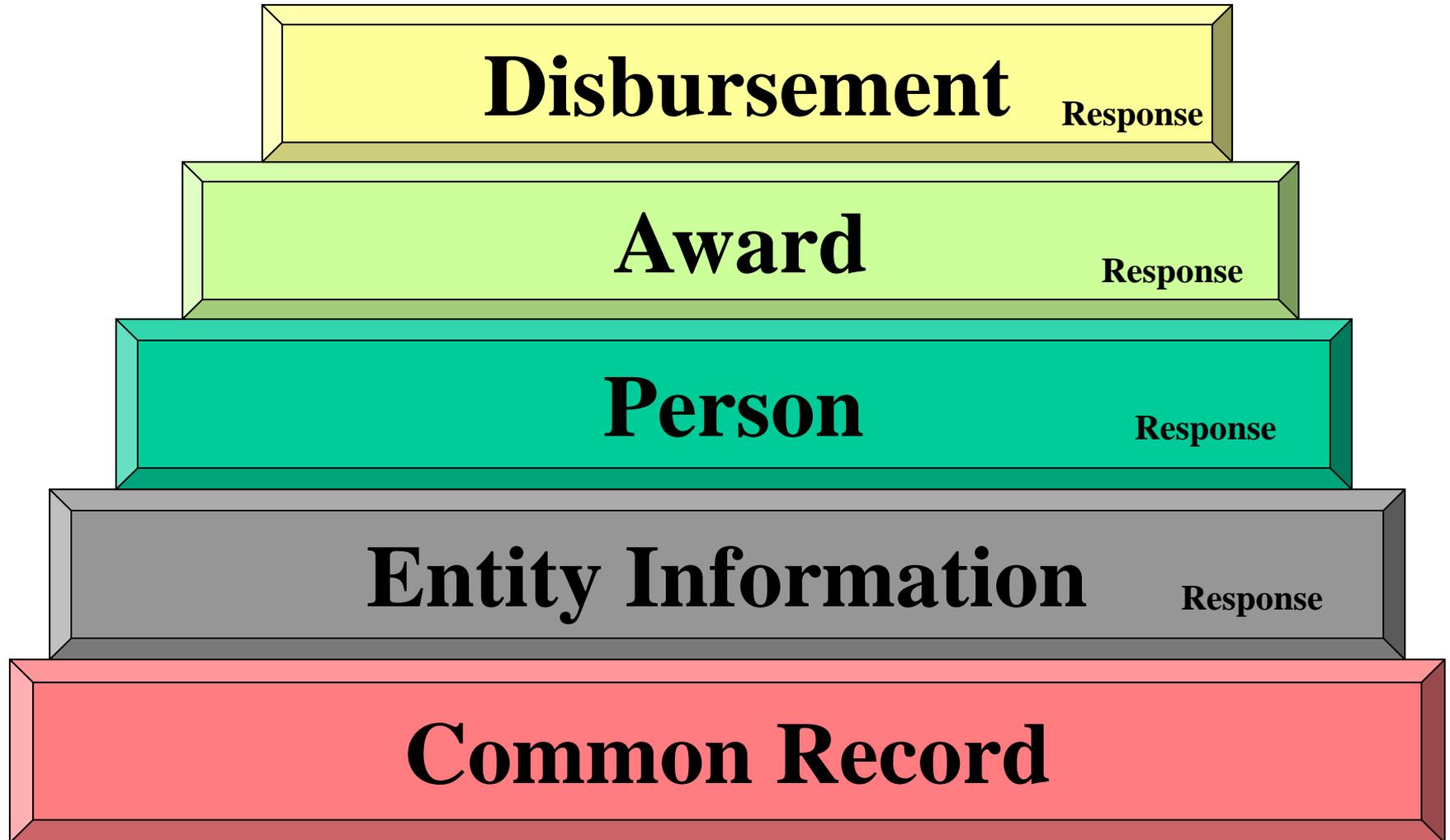
What is COD?

- FSA's system to collect, process, store and transmit Grant and Direct Loan data
- Interacts with CPS, Schools, G5 and Direct Loan Servicing

Direct Loan Processing Systems



Common Record "Data Blocks"



COD.ed.gov



U.S. DEPARTMENT OF EDUCATION
COMMON ORIENTATION & DISBURSEMENT



School
Search

Batch Search



Welcome to the **Common Origination & Disbursement Web Site**

Welcome to the U.S. Department of Education's Common Origination and Disbursement (COD) web site. Financial Aid Administrators, Servicers, or other officials can use this site to perform a variety of functions related to student/award/disbursement data for Pell, Direct Loan, and Campus-Based programs.

If you are a student looking for information on Federal Student Financial Aid, please visit:
<http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp>.

To access this site, please login: [▶ Login](#)

[Click here if you are looking for more information on Common Origination and Disbursement.](#)

If you experience any problems with the information presented on this page, please use the [Contact Us](#) feature.

Sep 18 2008 14:15 EDT

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Looking for More Information?



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



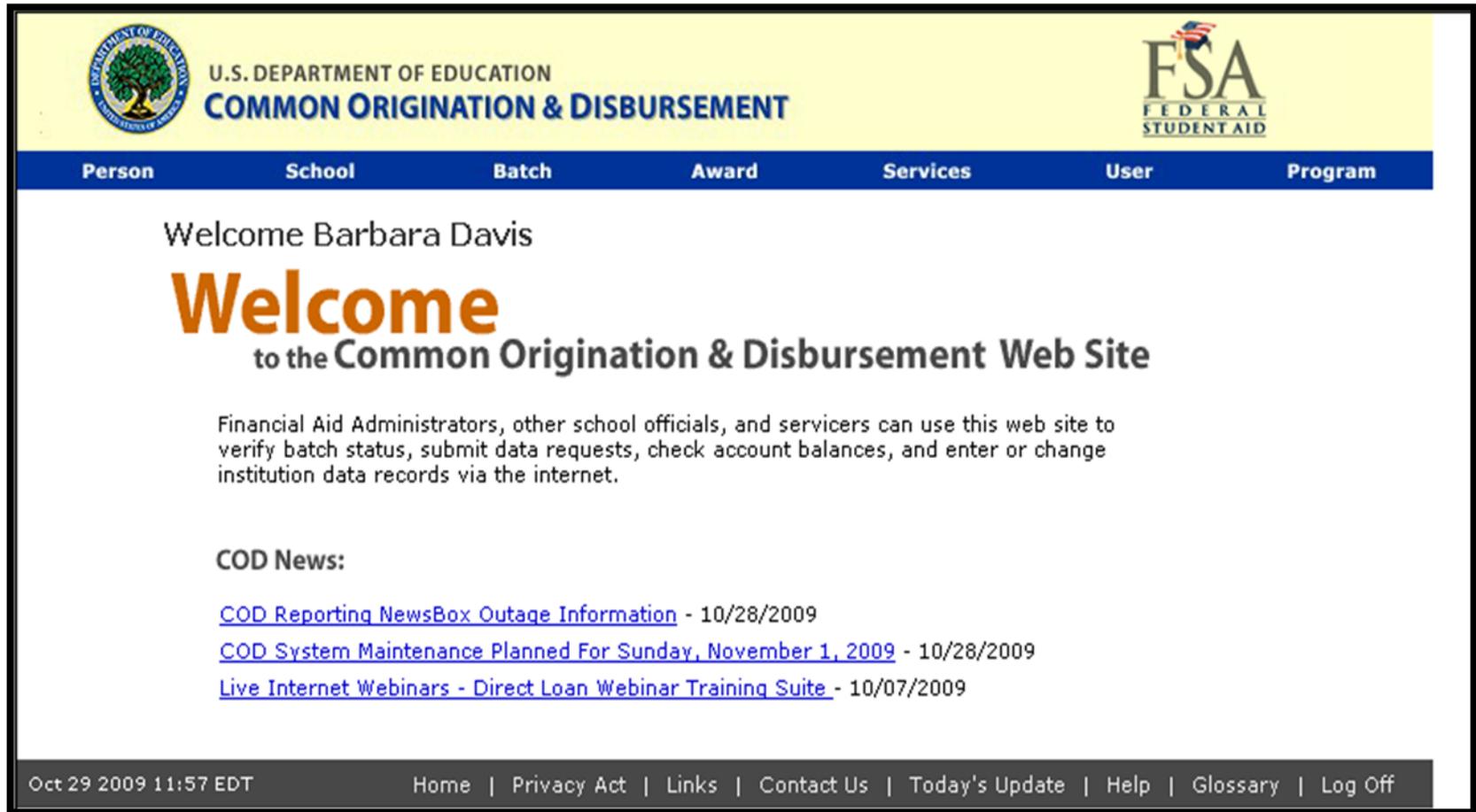
Please select a file to download to your computer.

Filename	Length (bytes)	Date Modified
COD Frequently Asked Questions FAQs .pdf	162779	10/22/2009 08:14:23 AM
COD Processing Update for Direct Loan and Grants.pdf	91255	10/28/2009 11:06:52 AM
COD Processing Update for Grants.pdf	75608	10/28/2009 11:06:47 AM
COD School Relations CPSSAIG - Quick Reference Guide.pdf	92331	10/14/2009 02:21:40 PM
COD Web Site Access for Schools.doc	44034	02/06/2006 08:04:23 AM
COD Web Site Access for Third Party Servicers.doc	44546	02/06/2006 08:05:02 AM
COD Web Site User Role Chart.doc	37890	09/13/2005 01:12:41 PM
Computer Based Training Program for COD Web, COD Reports, EMPN Web, ATS Web.pdf	129339	04/10/2009 08:52:06 AM
How To Update School Contact Information In COD.pdf	61623	10/04/2006 10:35:34 AM
School Online Change Authorization Instructions.pdf	144604	03/19/2007 08:58:26 AM



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COD Home Page



The screenshot shows the COD Home Page with a yellow header containing the U.S. Department of Education logo and the text "U.S. DEPARTMENT OF EDUCATION COMMON ORIGATION & DISBURSEMENT" and the FSA Federal Student Aid logo. A blue navigation bar below the header contains the following links: Person, School, Batch, Award, Services, User, and Program. The main content area features a welcome message for Barbara Davis, a large "Welcome" heading, and a sub-heading "to the Common Origination & Disbursement Web Site". Below this is a paragraph explaining the site's purpose for financial aid administrators. A "COD News:" section lists three news items with dates: "COD Reporting NewsBox Outage Information - 10/28/2009", "COD System Maintenance Planned For Sunday, November 1, 2009 - 10/28/2009", and "Live Internet Webinars - Direct Loan Webinar Training Suite - 10/07/2009". The footer of the page shows the date "Oct 29 2009 11:57 EDT" and a series of links: Home, Privacy Act, Links, Contact Us, Today's Update, Help, Glossary, and Log Off.

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT

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Person School Batch Award Services User Program

Welcome Barbara Davis

Welcome

to the **Common Origination & Disbursement Web Site**

Financial Aid Administrators, other school officials, and servicers can use this web site to verify batch status, submit data requests, check account balances, and enter or change institution data records via the internet.

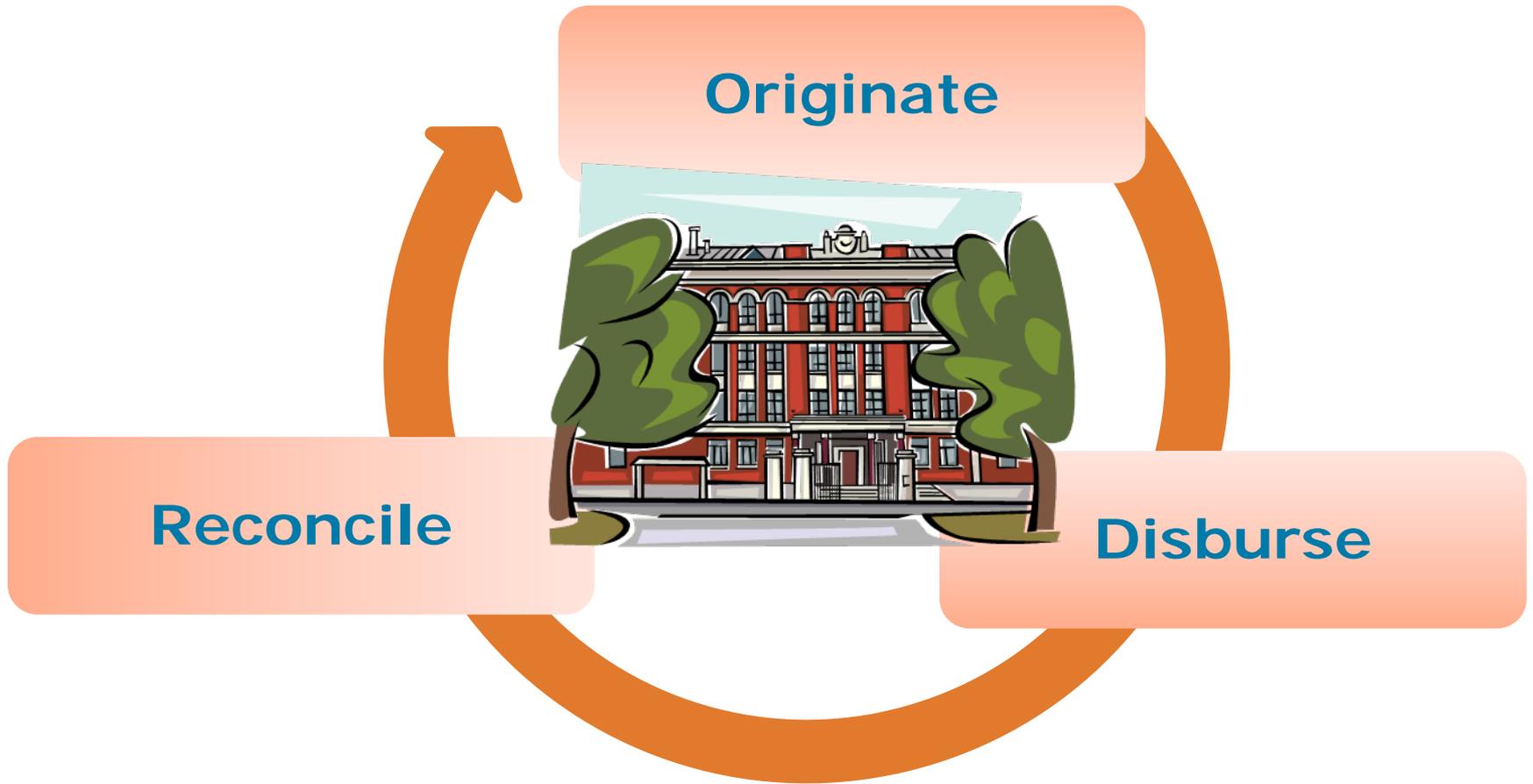
COD News:

- [COD Reporting NewsBox Outage Information](#) - 10/28/2009
- [COD System Maintenance Planned For Sunday, November 1, 2009](#) - 10/28/2009
- [Live Internet Webinars - Direct Loan Webinar Training Suite](#) - 10/07/2009

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Direct Loan Processing Cycle



Origination

- What does origination mean?
- What does an origination ID look like?
- Where can I see these records in COD?
- What about credit checks for PLUS? And the Promissory note?

The Direct Loan Award ID

- 21 characters

Sequence # of loan
at this school
for this borrower
during award year

Award year
Trailing (0910)

123456789S10G999999001

Social
Security
Number

Loan Type
Sub,
Unsub,
Plus

Direct Loan
School code



Person Menu



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



[Person](#) | [School](#) | [Batch](#) | [Award](#) | [Services](#) | [User](#) | [Program](#)

▼ **Person Search**

- ▶ [TEACH Coun Search](#)
- ▶ [ATS/Pnote Search](#)
- ▶ [Credit Check Search](#)

- ▶ [Applicant Search](#)

Person Search HELP

Use this screen to search for individuals. The information consists of student and borrower demographics along with details about the awards they hold. Please enter a Social Security Number or Name.

SSN OR

Name Last First MI

SEARCH

- Please enter full SSN for SSN search. (No dashes)
- You may enter up to nine characters of the last name and up to five characters of the first name.
- If you enter a **partial** name the search may take longer to display the results.
- If you enter a valid SSN, the Person Detail page will appear allowing you to view information an individual and their associated awards.
- If you enter a valid name, the Person Detail page will appear allowing you to view information about the person and their associated awards.

Oct 29 2009 12:10 EDT

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Person Information

The screenshot displays the 'View Person Information' page in the FSA system. The header includes the U.S. Department of Education logo and the FSA logo. A navigation bar contains tabs for Person, School, Batch, Award, Services, User, and Program. The 'Person' tab is active, showing a search bar and a list of search options: Person Search, Person Info (with sub-options: Detail, All Awards, Direct Loan, ATS/Promissory Notes, Credit Check, Events, Correspondence, Memo, Additional Eligibility), TEACH Coun Search, ATS/Pnote Search, Credit Check Search, and Applicant Search. The main content area shows the name 'Margaret Day' and a blue box containing the ID '123456789' and birth date '01/01/1980'. Below this is the 'Permanent Information' section, which includes a table for Address, Email, Telephone, Citizenship, and Previous SSN. The 'Local Information' section also shows the same address.

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COMMON ORIGATION & DISBURSEMENT**

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Person School Batch Award Services User Program

▶ **Person Search** ? HELP

▼ **Person Info**

- Detail
- All Awards
- Direct Loan
- ATS/Promissory Notes
- Credit Check
- Events
- Correspondence
- Memo
- Additional Eligibility

▶ **TEACH Coun Search**

▶ **ATS/Pnote Search**

▶ **Credit Check Search**

▶ **Applicant Search**

View Person Information

Margaret Day
123456789
01/01/1980

Permanent Information

Address	123 Main Street Oak City, TN 12345 USA		
Email	mday@usa.com	OU	Citizenship US Citizen
Telephone	(123) 456-7890		Previous SSN
School Assigned Id			
Post 9/11 Deceased Veteran Dependent Indicator			

Local Information

Address
123 Main Street
Oak City, TN 12345 USA



Direct Loan Information

[Person Search](#)
 Person Info
 Detail
 All Awards
 Direct Loan
 Pell
 National SMART
 ATS/Promissory Notes
 Credit Check
 Events
 Correspondence
 Memo
 Additional Eligibility
[TEACH Coun Search](#)
[ATS/Pnote Search](#)
[Credit Check Search](#)
[Applicant Search](#)

[Return to: Person Detail](#)
Person Direct Loan Information ? HELP

Margaret Day
123456789
01/01/1980

Award Year:

Loan Summary						
Attending School	Person Type	Award ID	Award Amount Approved	Award Amount Disbursed	Grade Level	Type
Year '09-'10						
University University University University	Student	XXXXX1234S10G12345001	\$4,900.00	\$1,833.00	4	DLSUB
	Student	XXXXX1234P10G12345001	\$0.00	\$0.00	4	DLPLUS
	Student	XXXXX1234U10G12345001	\$0.00	\$0.00	4	DLUNSUB
	Student	XXXXX1234U10G12345002	\$1,600.00	\$533.00	4	DLUNSUB
Total for Grade Level 4:			\$6,500.00	\$2,366.00		
Total for '09-'10:			\$6,500.00	\$2,366.00		
Year '08-'09						
University University University University	Student	XXXXX1234S09G12345001	\$5,500.00	\$5,500.00	3	DLSUB
	Student	XXXXX1234P09G12345001	\$1,065.00	\$1,065.00	3	DLPLUS
	Student	XXXXX1234P09G12345001	\$7,516.00	\$7,516.00	3	DLPLUS
	Student	XXXXX1234U09G12345001	\$2,000.00	\$2,000.00	3	DLUNSUB
Total for Grade Level 3:			\$16,081.00	\$16,081.00		



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Award Detail



U.S. DEPARTMENT OF EDUCATION
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Person
School
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User
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Return to: [Batch List](#) -> [Batch Detail](#) -> [Person Detail](#) -> [Direct Loan Awards](#)

Award Detail Information

Margaret Day
123456789
01/01/1980

University
123456789S09G12345002
'08-'09



Award Information	
Award ID	123456789U09G12345002
Award Amount Approved	\$3,500.00
Award Amount Disbursed	\$0.00
Award Start Date	05/18/2009
Award End Date	12/18/2009
Grade Level	1st year, undergraduate/attended college before
CPS Transaction Number	02
Disclosure Print Indicator	COD Prints (Sends to Borrower)
Disclosure Print Date	06/25/2009
Pnote Print Indicator	School or its Delegate Prints and Sends
Booked Date	06/29/2009
Dependency Status	Dependent
Loan Fee Percentage	2.0%
Academic Start Date	05/18/2009
Academic End Date	12/18/2009
Interest Rebate Percentage	1.5%
Less than Full-time Flag	
Loan Default / Grant Overpay	N
School Use Only	7252581

Sep 25 2009 14:01 EDT
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Promissory Note



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- ▶ [Credit Check Search](#)
- ▶ [Applicant Search](#)

Award Promissory Notes ? HELP

Barbara Davis
 xxxxx1234
 01/01/1954

[View Signed Promissory Note](#)

Details

MPN ID	xxxxx1234M06G01234001	MPN Received Date	10/10/2005
MPN Status	Accepted	MPN Expiration Date	10/08/2015
Type	Electronic	MPN Last Updated Date	10/10/2005
# linked awards	4	MPN Close Date	

Borrower Type Indicator

Linked Awards

Program	School Name	Award Year	Award ID
DIRECT LOAN/SUBSIDIZED	Favorite University, Over the, HILLS	'08-'09	xxxxx1234S09G01234001
DIRECT LOAN/SUBSIDIZED	Favorite University, Over the, HILLS	'07-'08	xxxxx1234S08G01234001
DIRECT LOAN/SUBSIDIZED	Favorite University, Over the, HILLS	'06-'07	xxxxx1234S07G01234001
DIRECT LOAN/SUBSIDIZED	Favorite University, Over the, HILLS	i-'06	xxxxx1234S06G01234001

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Credit Check Decision



U.S. DEPARTMENT OF EDUCATION
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▶ Person Search

▶ TEACH Coun Search

▶ ATS/Pnote Search

▶ Credit Check Search

▶ Applicant Search

Credit Check Information

? HELP

Credit Check Decision

SSN	Xxxxx1111
Name	Barb Davis
Date of Birth	01/01/1972
Request Date	02/02/2009
Original Decision	Accepted
Decision Date	02/02/2009

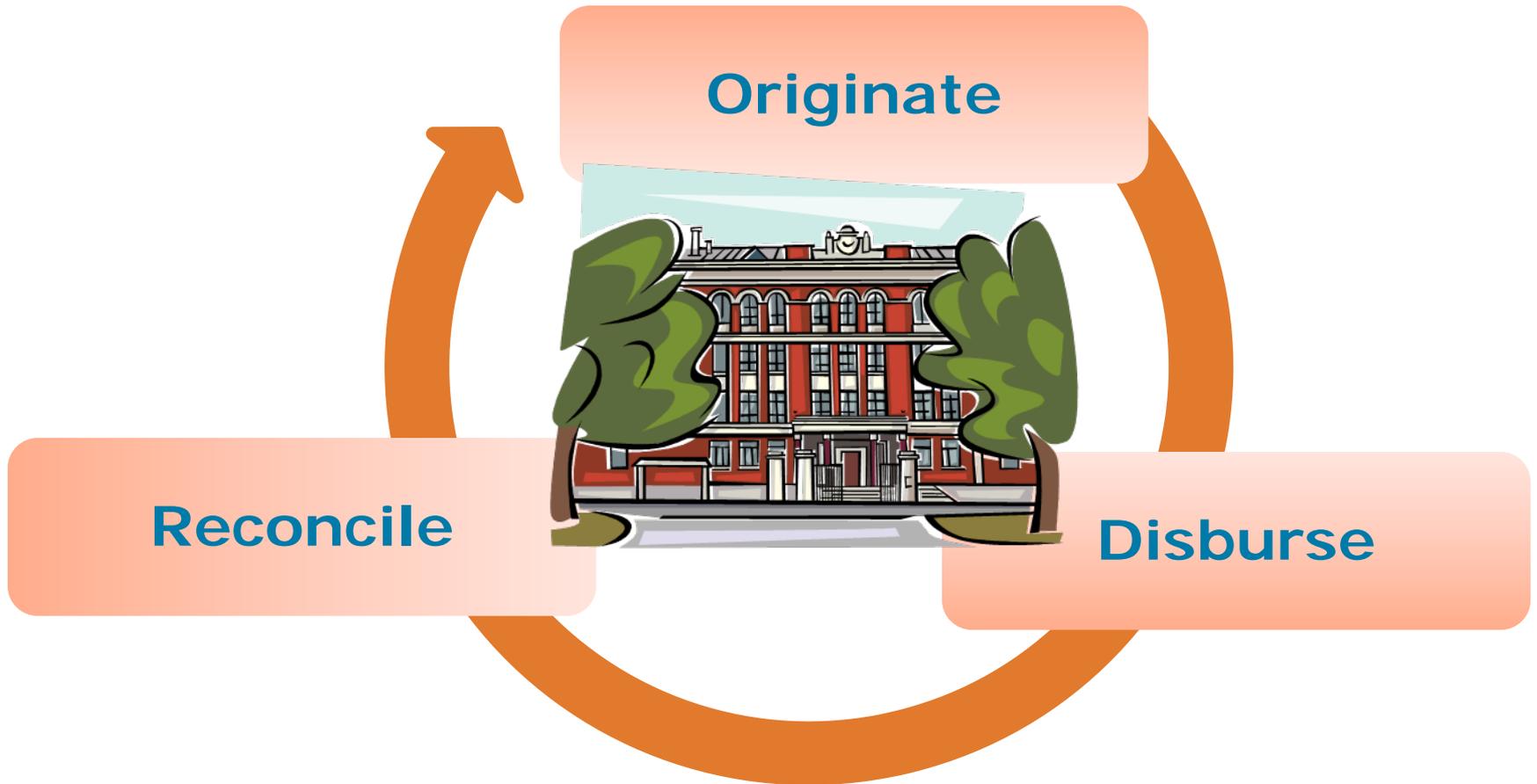
Mar 31 2009 08:39 EDT

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Direct Loan Processing Cycle



Disbursement

- Pending versus Actual
- Where can I see these records in COD?
 - Tabs – Person, Batch
- Tools to assist you
 - Reports both COD and internal
 - School Monitoring email

Person Menu - Disbursement



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Person
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▶ **Award Search** Return to: [Batch List](#) -> [Batch Detail](#) -> [Person Detail](#) -> [Direct Loan Awards](#) -> [Award Detail](#)

▼ **Award Information** ? HELP

[Detail](#)
[Disbursements](#)
[ATS/Promissory Notes](#)

Award Disbursements Information

Please click on the Disbursement number to view Disbursement Detail.

<p>Margaret Day 123456789 01/01/1980</p>	<p>University 123456789S09G12345002 '08-'09</p>
---	--

Totals for Actual Disbursements						
Gross:	\$0.00	Origination Fee:	\$0.00			
		Rebate:	\$0.00			
		Net Award:	\$0.00			
Totals for Pending Disbursements						
Gross:	\$1,750.00	Origination Fee:	(\$35.00)			
		Rebate:	\$27.00			
		Net Award:	\$1,742.00			
Disbursements						
No.	Disb. Date	Gross	Orig. Fee	Rebate	Net Award	Status
1	06/25/2009	\$0.00	(\$0.00)	\$0.00	\$0.00	Disbursed
2	09/07/2009	\$1,750.00	(\$35.00)	\$27.00	\$1,742.00	Pending

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Disbursement Detail



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



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- ▶ **Award Search**
- ▶ **Award Information**
- ▼ Disbursement Info
 - Detail
 - History
- ▶ **Post Data Archive**

Return to: [Batch List](#) -> [Batch Detail](#) -> [Person Detail](#) -> [Direct Loan Awards](#) -> [Award Detail](#) -> [Disbursement List](#)

Disbursement Information ? HELP

Margaret Day	University
123456789	123456789S09G12345002
01/01/1980	'08-'09
	Disbursement 1

Disbursement Information	
Award ID	
Award Disbursement Date	06/25/2009
Award Amount	\$3,500.00
Award Disbursement Gross	\$0.00
Origination Fee	(\$0.00)
Disbursement Rebate	\$0.00
Net Award	\$0.00
Sequence Number	66
Status	Disbursed
Date Disbursed	06/25/2009
Date Processed	09/24/2009
Confirmation Flag	
First Disbursement Flag	Yes

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Disbursement History



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▶ **Award Search**

▶ **Award Information**

▼ **Disbursement Info**

- Detail
- History

Return to: [Batch List](#) -> [Batch Detail](#) -> [Person Detail](#) -> [Direct Loan Awards](#) -> [Award Detail](#) -> [Disbursement List](#) -> [Disbursement Detail](#)

Disbursement History Information ?HELP

Margaret Day
123456789
01/01/1980

University
123456789S09G12345002
'08-'09
Disbursement 1

Actual History									
Sequence #	Description	Action Date	Gross	Fee	Rebate	Net	Disbursement Date	Response Date	Booked Date
1	SUBSTANTIATED DISBURSEMNT	06/29/2009	\$1,750.00	(\$35.00)	\$27.00	\$1,742.00	06/25/2009	06/29/2009	06/29/2009
66	SUB DISB CREDIT ADJ	09/24/2009	(\$1,750.00)	\$35.00	(\$27.00)	(\$1,742.00)	06/25/2009	09/24/2009	09/24/2009

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Batch Search: SSN

The screenshot shows the 'Batch Search' page of the U.S. Department of Education's Common Origination & Disbursement system. The page has a yellow header with the department logo and 'FSA FEDERAL STUDENT AID' logo. A blue navigation bar contains tabs for 'Person', 'School', 'Batch', 'Award', 'Services', 'User', and 'Program'. The 'Batch' tab is selected. On the left, a sidebar lists 'Batch Search', 'Action Queue', and 'Grant Data Requests'. The main content area is titled 'Batch Search' and includes a 'HELP' icon. It contains three search sections: 1) A section for searching by school, with fields for 'Entity ID Type' (set to 'COD'), 'Entity ID', 'Batch Type' (set to 'All'), 'Award Year' (set to 'All'), 'Start Date' (October 28, 2009), 'End Date' (October 28, 2009), and 'Status' (set to 'All'). 2) A section for searching by document ID, with a 'Document ID' text input field. 3) A section for searching by person, with fields for 'SSN', 'Status' (set to 'All'), and 'Award Year' (set to ''09-'10'). A 'SEARCH' button is located at the bottom right of the form.

Enter SSN and
choose specific award year
or select all award years
for complete history

SSN Batch Search Results

2009-06-22T21:16:16.9504304838	DL	RS	06/23/2009	06/23/2009	'09-'10	- Accepted	DLS	001 - Accepted	03 - Accepted
2009-06-22T21:16:16.9504304838	DL	RS	06/23/2009	06/23/2009	'09-'10	- Accepted	DLS	001 - Accepted	04 - Accepted
2009-06-22T21:16:16.9504304838	DL	RS	06/23/2009	06/23/2009	'09-'10	- Accepted	DLU	001 - Accepted	01 - Accepted
2009-06-22T21:16:16.9504304838	DL	RS	06/23/2009	06/23/2009	'09-'10	- Accepted	DLU	001 - Accepted	02 - Accepted
2009-06-22T21:16:16.9504304838	DL	RS	06/23/2009	06/23/2009	'09-'10	- Accepted	DLU	001 - Accepted	03 - Accepted
2009-06-22T21:16:16.9504304838	DL	RS	06/23/2009	06/23/2009	'09-'10	- Accepted	DLU	001 - Accepted	04 - Accepted
2009-06-23T15:06:38.0200000001	DL	PN	06/23/2009	06/23/2009	'09-'10	- Accepted	DLU	001 - Accepted	
2009-06-23T15:06:38.0200000001	DL	PN	06/23/2009	06/23/2009	'09-'10	- Accepted	DLS	001 - Accepted	
2009-06-24T14:03:25.4704304838	DL	RS	06/24/2009	06/24/2009	'09-'10	- Accepted	DLS	001 - Accepted	01 - Rejected
2009-06-24T14:03:25.4704304838	DL	RS	06/24/2009	06/24/2009	'09-'10	- Accepted	DLS	001 - Accepted	02 - Accepted
2009-06-24T14:03:25.4704304838	DL	RS	06/24/2009	06/24/2009	'09-'10	- Accepted	DLU	001 - Accepted	01 - Rejected
2009-06-24T14:03:25.4704304838	DL	RS	06/24/2009	06/24/2009	'09-'10	- Accepted	DLU	001 - Accepted	02 - Accepted
2009-06-25T13:19:51.8704304838	DL	RS	06/25/2009	06/25/2009	'09-'10	- Accepted	DLS	001 - Accepted	01 - Rejected
2009-06-25T13:19:51.8704304838	DL	RS	06/25/2009	06/25/2009	'09-'10	- Accepted	DLU	001 - Accepted	01 - Rejected
2009-06-26T13:06:07.1604304838	DL	RS	06/26/2009	06/26/2009	'09-'10	- Accepted	DLS	001 - Accepted	01 - Rejected
2009-06-26T13:06:07.1604304838	DL	RS	06/26/2009	06/26/2009	'09-'10	- Accepted	DLU	001 - Accepted	01 - Rejected

Records 1 to 100 of 264

Record Reject



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



Person School **Batch** Award Services User Program

- ▶ **Batch Search**
- ▼ Batch Information Detail
- ▶ **Action Queue**
- ▶ **Grant Data Requests**

Return to: [Batch List](#)

Record Errors

[? HELP](#)

Document ID	Entity Id	Award Year	Person
2009-06-26T13:06:07.1604304838		'09-'10	
Disbursement 1 Error			
Field	DisbursementDate		
Edit number	144		
Description	DISBURSEMENT DATES DO NOT MATCH ORIGATION FEE PERCENT AND/OR INTEREST REBATE PERCENT ON FILE		
Edit status	Rejected		
Field value	12/26/2009		

[VIEW RECORD](#) [VIEW RESPONSE](#)

View Response

Disbursement Information	
Disbursement Number	01
Disbursement Date	03/20/2010
Disbursement Release Indicator	false
Disbursement Sequence Number	01
Gross Amount	1337.00
Loan Fee Amount	26.00
Interest Rebate Amount	20.00
Net Amount	1331.00
Response Indicator	R
Field	DisbursementDate
Field Value	12/26/2009
Loan Information	
Loan Key	02
Origination Fee Percentage	2.0
Interest Rebate Percentage	1.5
Pnote Print Indicator	S
Disclosure Statement Print Indicator	Y
Grade Level	7
Award Begin Date	03/29/2010
Award End Date	06/03/2010
Academic Begin Date	03/29/2010
Academic End Date	06/03/2010

[VIEW RECORD](#)

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30 Day Warning Report

Sample Direct Loan 30-Day Warning Report Mockup

REPORT ID: U.S. DEPARTMENT OF EDUCATION PAGE 1 OF 1
 RUN DATE: 04/03/2010 FEDERAL DIRECT LOAN PROGRAM RUN TIME: 01:08AM
 30-Day WARNING REPORT
 AWARD YEAR: 2009-2010
 FOR THE PERIOD ENDING 03/31/2010

THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

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

Loans Pending Booking Section:

LOAN TYPE	LOAN ID	BORR NAME	DATE RCV'D	DATA NEEDED		
				LOAN	FROM	DISB
P	111234222P10G01999001	NOONAN, DANNY	02/02/2010	Y		Y
P	222345333P10G01999001	SASSAFRAS, HENRY	02/26/2010	Y		Y
P	345432111P10G01999001	BELL, BOBBY G	02/08/2010	N		Y
P	465432333P10G01999001	SIMON, JOHN S	02/08/2010	Y		Y
P	732432593P10G01999001	MARK, KELLY D	02/08/2010	N		Y
P	742432582P10G01999001	MILLBERN, DAN M	02/08/2010	N		Y
P	877432583P10G01999001	SUITER, GARY B	02/08/2010	N		Y
P	888432366P10G01999001	FLOOD, MEGHAN	01/30/2010	N		Y
P	999432320P10G01999001	BECHARA, MARK	02/07/2010	N		Y

TOTAL NUMBER PLUS 9

S	314111624810G01999001	LEE, KIM G	02/28/2010	OK	N	Y
S	765555462810G01999001	RIBBEE, LOIS	02/28/2010	OK	N	Y

TOTAL NUMBER SUBSIDIZED 2

U	654321674U10G21933001	BUCHANAN, JAMES	01/07/2010	OK	Y	Y
---	-----------------------	-----------------	------------	----	---	---

NUMBER UNSUBSIDIZED 1

GRAND TOTAL 12

Promissory Notes Without Origination Records Section:

PROMISSORY NOTE ID	DATE RECEIVED	NOTE AMOUNT
123404117M10G01999001	12/31/09	
200104117M10G01999001	01/30/10	
200156765N10G01999001	12/04/09	



School Monitoring Email



COD School Monitoring

School OPE ID: 00364200

As part of our proactive approach to assist schools with the financial aid disbursement process, the Common Origination and Disbursement (COD) School Relations Center would like to alert you to one or more of the following conditions at your school:

- Unsubstantiated Cash
- Pell Grant Potential Overaward Process (POP) Situations
- 30-Day Disbursement Reporting

Note: We understand that some of the information provided in this e-mail may be associated with outstanding COD System issues currently logged with the COD School Relations Center. However, the information will still help your school identify and resolve conditions that are not associated with COD System issues. If your school discovers additional COD System issues that have not yet been logged, please notify the COD School Relations Center.

Your school's information is listed below and is current as of [December 30, 2008].

Unsubstantiated Cash

Regulations require schools to submit disbursement and adjustment records within certain timeframes. (For Pell Grant, ACG, and National SMART Grant, the timeframe is published annually in the Federal Register.) Additionally, the cash management regulations require schools to return excess cash (i.e., refund of cash) within certain timeframes. You can



START HERE
GO FURTHER
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School Monitoring: Unsubstantiated Cash

Unsubstantiated Cash

Regulations require schools to submit disbursement and adjustment records within certain timeframes. (For Pell Grant, ACG, and National SMART Grant, the timeframe is published annually in the Federal Register.) Additionally, the cash management regulations require schools to return excess cash (i.e., refund of cash) within certain timeframes. You can review your school's cash balances on the COD Web site or the G5 Web site.

Issue: The COD System reflects that your school has received cash for one or more Title IV Programs; however, to date, we have not received a sufficient number of student actual disbursement records to substantiate these amounts. We call this unsubstantiated cash.

Action: To prevent delays in receiving additional cash, resolve your school's unsubstantiated cash by submitting disbursement records to the COD System or returning cash to the Department of Education.

Regulatory References: Pell Grant, 34 CFR 690.83; ACG and National SMART Grant, 34 CFR 691.83; TEACH Grant, 34 CFR 686.37; Direct Loan, 34 CFR 685.301(e); all programs, 34 CFR 668.166.

Net Draws - Net Accepted and Posted Disbursements (NAPD) = Unsubstantiated Funds

Direct Loan Unsubstantiated Cash	Net Draws	NAPD	Unsubstantiated Funds
2005-2006			
2006-2007			
2007-2008			
2008-2009			



School Monitoring: 30 day disbursement reporting

30-Day Disbursement Reporting

Regulations require schools to submit disbursement and adjustment records within certain timeframes. (For Pell Grant, ACG and National SMART Grant, the timeframe is published annually in the Federal Register.)

Issue: COD System records reflect awards with funded disbursements that were not accepted within 30 days of the disbursement date. The summary below provides information accepted by the COD System within the past week where one or more funded disbursements were accepted more than 30 days after the actual disbursement date.

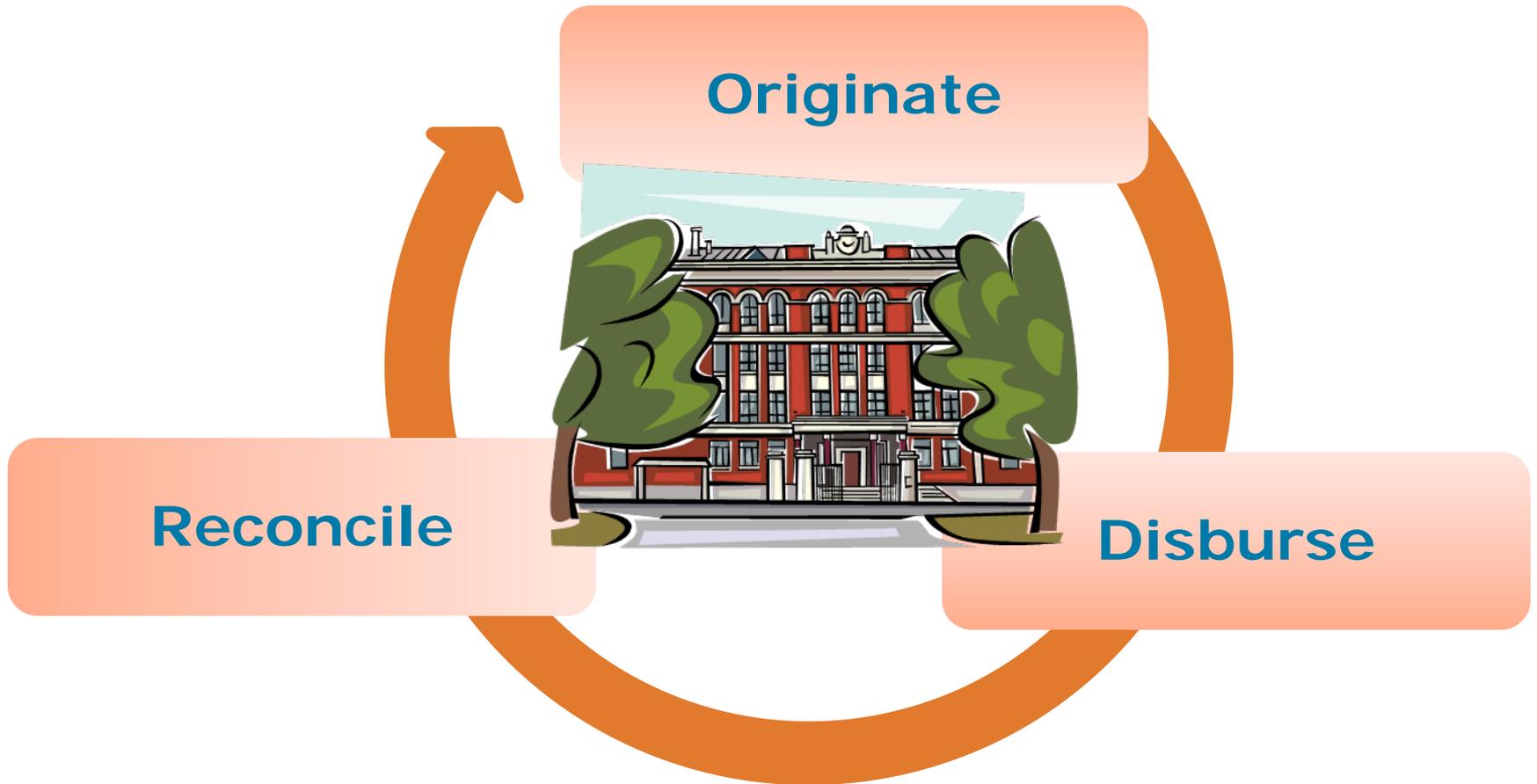
Action: Review the 30-day disbursement reporting requirements and make adjustments to your reporting processes for future disbursements.

Regulatory References: Pell Grant, 34 CFR 690.83; ACG and National SMART Grant, 34 CFR 691.83; TEACH Grant, 34 CFR 686.37; Direct Loan, 34 CFR 685.301(e).

Program	Disbursements Accepted	Disbursements Accepted > 30 Days	Percentage of Disbursements > 30 Days	Net Amount Accepted	Net Amount Accepted > 30 Days After Disbursement
Pell Grant					
ACG					
National SMART Grant					
TEACH Grant					
Direct Loan					



Direct Loan Processing Cycle



Reconciliation

- What is it?
- Tools for Reconciliation
 - COD Screens
 - SAS
 - COD customer service reconciliation specialists

Reconcile

- Know where the cash is
- Monthly basis
 - School reconciles internally, FAA and Business offices
 - School reconciles externally with COD
- End of award year close out

School Summary Information



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



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Award
Services
User
Program

▶ **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Memos
- Message List
- Yearly Totals
- Relationships
- Balance Confirmation
- Request Post
- Deadline/Extended
- Processing
- Correspondence
- Report Selection

School Summary Information ? HELP

School of Ms
[DAVIS](#) i

Enter the default selections here for Program and Award Year:

Default Program

Default Award Year

Contacts			Summary	
Type	Name	Phone	Award Year	Program
Direct Loan Financial Aid Officer			<input type="text" value="'09-'10"/>	<input type="text" value="DIRECT LOAN"/>
Pell Financial Aid Officer				
FINANCIAL AID ADMINISTRATOR				
			Cash > Accepted & Posted Disbursements & older than 30 days	\$0.00
			% of Cash > Accepted & Posted Disbursements	-0.62326%
			Cash > Accepted & Posted Disbursements	(\$300,767.00)
			Current CFL	\$94,141,676.00



Cash Activity



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



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Cash Activity

[HELP](#)

School of Ms Davis

Program/Year Selection

Program **DIRECT LOAN**
Award Year **'09-'10**
Printer Friendly

Cash Activity Summary

Net Draws \$48,257,032.00

Cash > Accepted & Posted Disbursements & older than 30 days \$0.00

Date of Transaction	Totals	
	10/20/2009	10/20/2009
Time	10:15:29 AM	10:15:20 AM
GAPS Debit Date	10/20/2009	
Drawdowns/Payments	\$48,248,233.00	\$3,630,860.00
Drawdown Adjustments	\$8,799.00	\$8,799.00
Refunds of Cash	\$0.00	
Returns of Cash	\$0.00	
Drawdown Offsets	\$0.00	
Days Since Net Draws Increase	9	9
Days Left For On-time Reporting	021	021
Payment Control Number	2009101961399	
Accepted & Posted Disbursements Applied	\$48,257,032.00	\$3,630,860.00
% of Accepted & Posted Disb. Applied to Net Draws	100.0%	
Cash > Accepted & Posted Disbursements	(\$300,767.00)	
% of Cash > Accepted & Posted Disbursements	-0.62%	
Source System	GAPS	GAPS

Amounts in parentheses decrease net draws

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School Summary Financial



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



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▶ School Search

▼ School Information

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School Summary Financial Information ? HELP

Summary Financial Information

Program DIRECT LOAN Award Year '09-'10

Entity ID		04304838
Beginning Cash Balance		\$0.00
Cash Receipts	\$48,257,032.00	
Refunds of Cash	\$0.00	
Net Drawdowns/Payments		\$48,257,032.00
Booked Disbursements	\$49,418,411.00	
Booked Adjustments	(\$888,060.00)	
Total Net Booked Disbursements		\$48,530,351.00
Ending Cash Balance		(\$273,319.00)
Unbooked Disbursements	\$41,312.00	
Unbooked Adjustments	(\$41,312.00)	
Total Net Unbooked Disbursements		\$0.00
Cash > Accepted and Posted Disbursements		(\$273,319.00)

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School Account Statement

- Cash Summary
- Cash Detail
- Loan Detail
- Disbursement Detail
- All either monthly and/or YTD



COD Customer Service Support

- Direct Loan # 800-848-0978
- codsupport@acs-inc.com
- Team of dedicated reconciliation specialists in addition to your regular CSR

More about COD?

- COD Computer Based Training
 - Available to download from IFAP
- Visit COD in the PC lab
- COD Technical Reference
 - Vol 1- Cod Overview
 - Vol 2- Implementation Guide
 - Vol 6 – Reports and Print Specifications (manifest)



Contact Information

We appreciate your feedback and comments and can be reached at:

Barbara.davis@ed.gov

202.821.3953