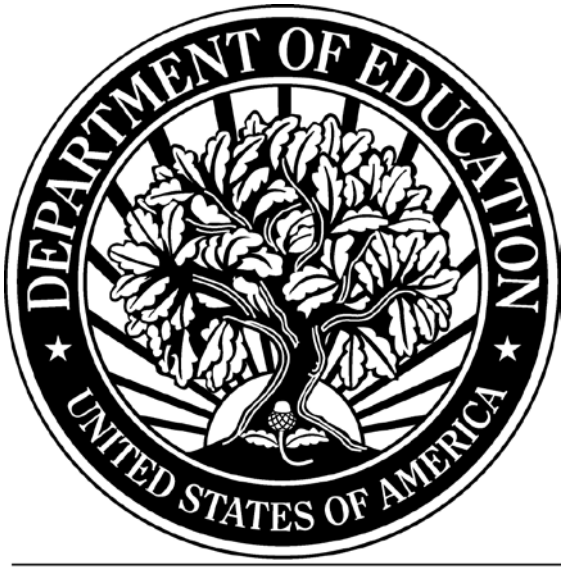
The ISIR Guide

2011-2012

U.S. Department of Education



FEDERAL STUDENT AID

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Introduction

Overview

The ISIR Guide is designed to assist financial aid administrators (FAAs) with interpreting student information on the Institutional Student Information Record (ISIR) and making corrections. The ISIR contains all information reported on the Free Application for Federal Student Aid (FAFSA), key processing results, and National Student Loan Data System (NSLDS) financial aid history information. The term *ISIR* refers to all processed student information records that are sent electronically to institutions by the Central Processing System (CPS).

ISIRs are sent to schools through the Electronic Data Exchange (EDE), the U.S. Department of Education's electronic service that enables schools to send electronic data to and receive resulting processed electronic data from the CPS and other Federal Student Aid systems. *The ISIR Guide* explains codes and flags that appear as FAA information on the ISIR.

Student Aid Reports (SARs) are the paper or electronic output documents that are sent to students or printed from the Web. SARs and ISIRs contain the same processed student information in different formats. The SAR is explained in detail in Appendix D of this guide.

The 2011-2012 ISIR follows the order of the FAFSA, and the remaining data elements are grouped with similar data elements in a logical order that we refer to as "data blocks." In 2010-2011 we made changes to the record layouts to minimize the impact of mid-cycle data element changes to the CPS and the systems that use the EDE record layouts. We added filler spaces after existing "data blocks," such as student demographic information, financial information, dependency determination questions, and parental information. When mid-cycle changes are needed to particular data elements, we will use these filler field positions to add, remove, or revise those data elements. As a result, the impact of the change will only affect the existing filler blocks and not the entire record layout.

A complete version of the *EDE Technical Reference* was posted in October 2010 on the U.S. Department of Education's Information for Financial Aid Professionals (IFAP) Web site, located at ifap.ed.gov on the Federal Student Aid Download (FSAdownload) Web site, located at fsadownload.ed.gov. It can be downloaded in portable document format (PDF).

Using the table below, you can determine where to find more information about the 2011-2012 Federal Student Aid system changes and enhancements. These following guides are posted on the IFAP and FSAdownload Web sites:

Document	Type of Changes
Summary of Changes for the Application Processing System guide	This guide provides an overview of major application processing system updates, such as major FAFSA data element changes, FAFSA simplification, ACG and National SMART Grant Program funding, legislative changes, IRS data retrieval process enhancements, Veterans Administration discharge of Federal Student Aid loans, and Expected Family Contribution (EFC) calculation changes. It also covers changes to Federal Student Aid's Web sites for students, such as FAFSA4caster, the PIN Web site, and the FAFSA on the Web site and Web sites for FAAs such as FAA Access to CPS Online, Return of Title IV Funds (R2T4) on the Web, the ISIR Analysis Tool, and Web demonstration site. This guide also includes an application processing system schedule and a summary of changes for the CPS, such as database matches, CPS edits, need analysis changes, comment code changes, and changes to application output sent to students, such as the SAR and SAR Acknowledgement.
Software Cover Letters	The software cover letters describe changes that have been implemented in the software product that is being released.
Electronic Data Exchange (EDE) Technical Reference	This technical reference includes general information about the EDE process, a summary of changes to the technical reference, descriptions of the electronic FAFSA and corrections process, information on sending and receiving electronic data, record layouts and processing codes used to send and receive electronic data, and information on printing an ISIR.
SAR Comment Codes and Text	This document includes the comment code number and text along with reject code and SAR C code information and data match information.

New for 2011-2012: Federal Student Aid continues the FAFSA on the Web simplification process that began last year as part of an ongoing effort to encourage more potential students to

apply for Title IV aid. As part of that effort, we redesigned the FAFSA on the Web site (FAFSA.gov) to better guide the applicant through all phases of the application process.

The new FAFSA on the Web design streamlines the FAFSA process by providing a single point of entry where the applicant can log in to start, continue, or complete a FAFSA, check the status of a submitted FAFSA, view or print processed results, make FAFSA corrections (formerly referred to as Corrections on the Web), or review and update his or her correction history. For more information, see the *Summary of Changes for the Application Processing System guide* which is available at the FSAdownload Web site, located at fsadownload.ed.gov.

Note: Throughout this guide, we will reference the FAFSA on the Web site, which includes the Spanish versions of these Web sites unless otherwise noted. The functionality of the English and Spanish versions of the Web sites is the same; the only difference is the language that is used.

Processing Flow

The applicant data process flow for generating ISIRs is the same in 2011-2012 as in 2010-2011.

The student starts the process by completing a FAFSA. The information is processed through the CPS, and the results are returned to the student and institution. See the bullet point labeled "The Financial Aid Application" on the next page for filing options.

The charts on pages 7 and 8 show how information from a financial aid applicant flows through the system for the various types of applications and corrections and describe when an ISIR is generated. The major participants, documents, and records in the application process are:

- **The U.S. Department of Education**

- **The Student.** The student can apply for federal student aid under the following Title IV programs: Federal Pell Grant, Teacher Education Assistance for College and Higher Education (TEACH) Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study, Federal Perkins Loan, the Federal Family Education Loan (FFEL) Program, and the William D. Ford Federal Direct Loan (Direct Loan) Program.

- **The PIN for Students and Parents.** The Federal Student Aid PIN, along with the user's personal information, serves as an electronic signature when entered on the FAFSA on the Web site. The PIN also serves as an identifier to let the student access his or her personal information in various U.S. Department of Education systems. Because the PIN serves as an electronic signature and provides access to personal information, the PIN should not be shared with anyone.

  Students and parents can create their own PINs, request that Federal Student Aid generate a PIN for them that is displayed on the screen in real-time, request that the PIN be e-mailed in real-time, or request to have the PIN sent through postal mail. For all options except a PIN sent through postal mail, the PIN is issued in real-time so that the student or parent can use it immediately to sign the application (original or renewal) or correction electronically. The Social Security Number (SSN), name, and date of birth information submitted by the applicant and parent is transmitted for a match with the Social Security Administration (SSA). If the SSN, name, and date of birth are successfully matched, the PIN remains valid and becomes a permanent PIN. After receiving a successful SSN match from SSA, the PIN can be used to access SAR information on the Web, make corrections, and access NSLDS data.

In the limited cases where the SSA match is unsuccessful, the PIN is disabled and an e-mail is sent to notify the applicant that a PIN will not be issued. When a valid e-mail address is not available, the notification is printed and mailed. If the applicant used the temporary PIN to sign his or her FAFSA, the applicant is also sent a paper SAR requesting all required signatures. A SAR comment (comments 275 to 280) appears on the student's SAR (and ISIR), indicating the specific results of the SSA match. Until a positive match is received from the SSA, the PIN cannot be used to sign any documents or access Web sites that require the PIN.

- **The Financial Aid Application.** Different forms of the application are available for the student to apply for federal student aid. These include FAFSA on the Web, Spanish FAFSA on the Web, FAFSA PDF, Spanish FAFSA PDF, paper FAFSA, paper Spanish FAFSA, FAFSA on the Phone, and Spanish FAFSA on the Phone. The school can also submit an application for the student by completing an online FAFSA through FAA Access to CPS Online or by submitting an ASCII flat file through the Student Aid Internet Gateway (SAIG) in message class EAPS12IN. Students can get an early start on the financial aid process by using FAFSA4caster to get an estimate of their eligibility for federal financial aid. A FAFSA4caster filer can have his or her data transferred into the FAFSA on the Web system the following year, similar to a returning renewal-eligible student.

- **The FAFSA Processor.** One organization serves as the data entry processor for the 2011-2012 processing year under contract with the U.S. Department of Education. The FAFSA processor receives paper applications, paper SAR corrections, and paper signature pages in the mail, performs document analysis to ensure that the data is acceptable, and handles missing or unacceptable responses. The processor images the application, enters the information from the application, and transmits the data and image electronically to the CPS.

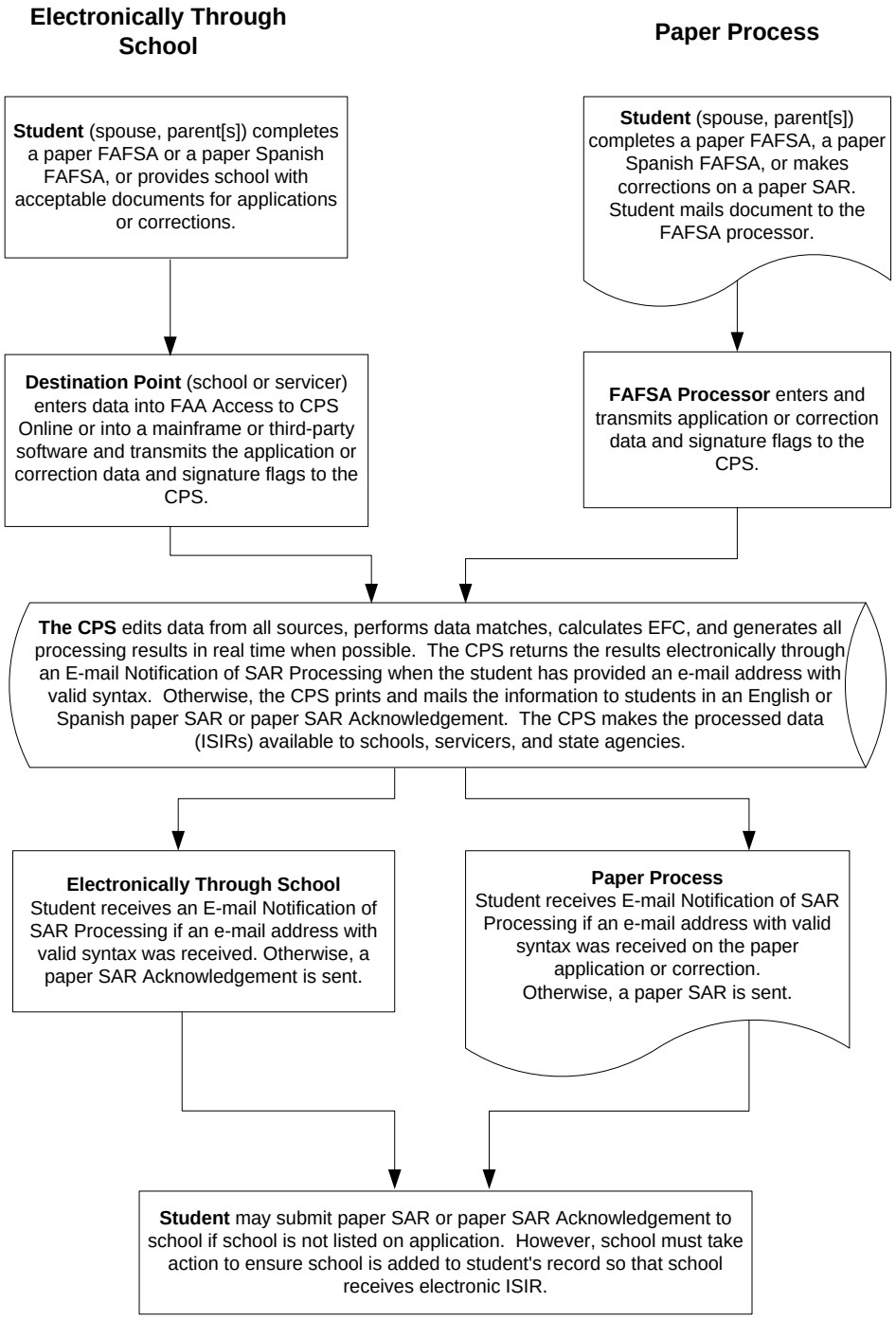
- **The Central Processing System (CPS).** The CPS operates under a contract with the U.S. Department of Education to receive and process application and correction information. The CPS matches student records with other federal databases, such as the SSA and Department of Homeland Security, to confirm eligibility. The CPS also applies a series of compute edits to the application information to check for inconsistencies, contradictions, and missing data. During the compute process, the CPS uses the need analysis formula specified by law to calculate each applicant's expected family contribution (EFC).

- **The Institutional Student Information Record (ISIR).** ISIRs are electronic records produced by the CPS that provide institutions with processed application and correction information. ISIRs can be sent to destination points (schools, servicers, and state agencies) daily or by request using FAA Access to CPS Online.

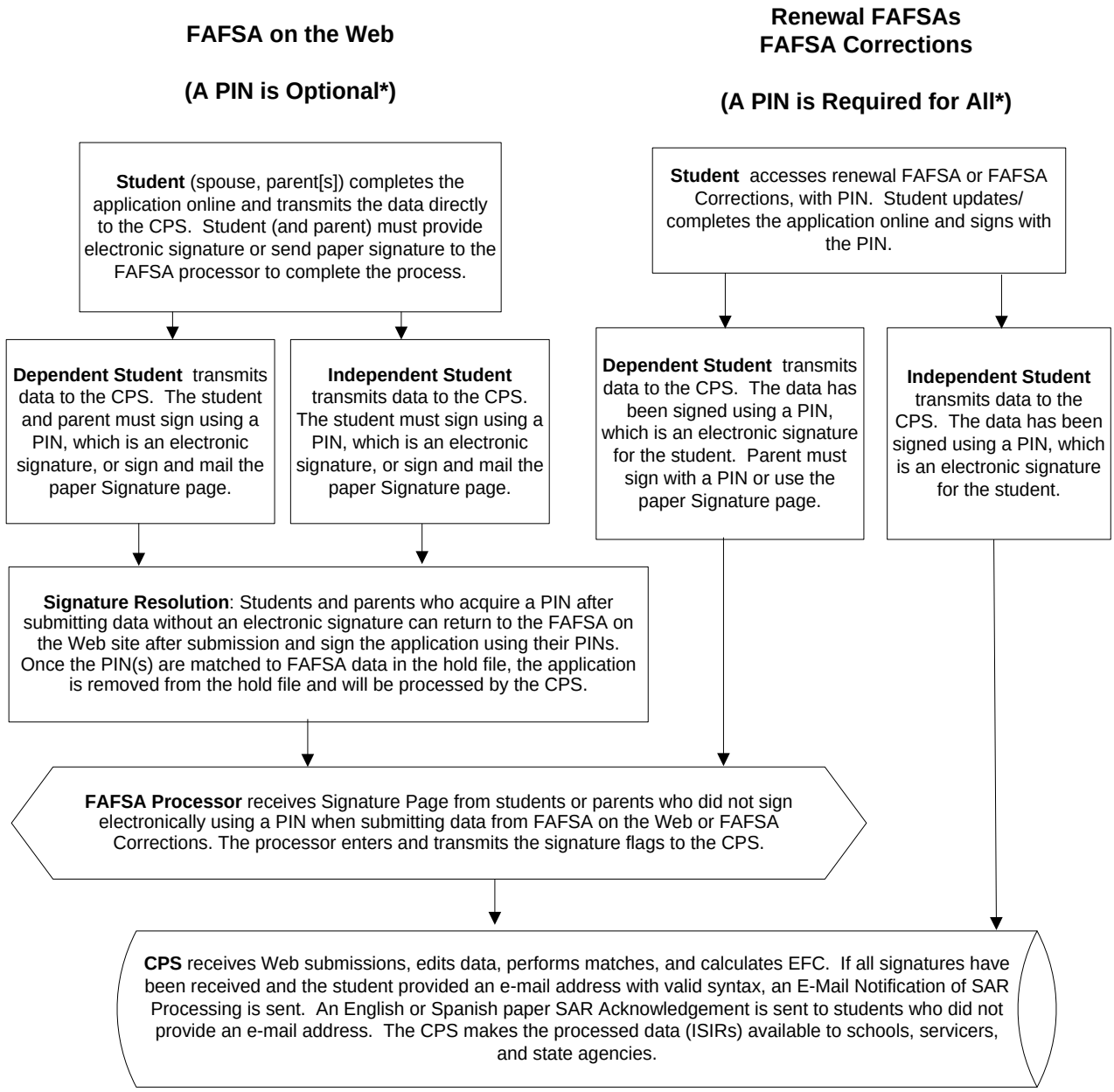
- **The Student Aid Report (SAR).** This document provides the student with processed application information. The CPS prints the SAR and mails it directly to the address the student provided. Alternatively, students who provide e-mail addresses on their FAFSAs are sent e-mails notifying them that their SARs can be accessed electronically. The SAR is in English or Spanish, depending on the language used on the application or correction that generates the SAR.

- **The School.** "The school" refers to each postsecondary educational institution that the student listed on the financial aid application. The FAA at the school will use the processed information from the ISIR or SAR to determine the types and amount of federal student aid the applicant is eligible to receive. Schools and states can also use information from the ISIR or SAR to award their own financial aid.

Federal Application Processing System Paper and Electronic Processes to Generate an ISIR



Federal Application Processing System Web Process to Generate an ISIR



* See "The PIN for Students and Parents" in the Processing Flow section of this guide for more information on PINs.

Transactions

A transaction is an interaction between the CPS and a financial aid applicant or a school that changes any of the data on a student's record. Each transaction results in a new ISIR and SAR, and is identified by a two-byte transaction number (for example, 01, 02, or 03). A transaction may be system-generated. For example, when a student's eligibility for federal student aid changes on the NSLDS, the CPS automatically processes the application information and generates a new transaction without additional input from the student or from a school. These system-generated transactions are automatically sent (or pushed) to the destination point in unique electronic message classes.

When application data for an award year first arrives at the CPS and is processed, the resulting report is called the "01" transaction. The student receives a SAR or an E-mail Notification of SAR Processing, and the listed schools can receive ISIRs. State agencies can also receive the ISIR data.

If corrections are necessary, the student can make changes on the SAR, return the SAR to the FAFSA processor, and have the information processed. Alternatively, the student can make the corrections electronically through FAFSA on the Web. A school can submit corrections electronically through the SAIG or enter the corrections using the FAA Access to CPS Online Web site, even if the school did not submit the original application electronically. The corrections generate a new record that is identified as the "02" transaction.

To create a correction transaction, a change must be made to at least one data element. Examples of common corrections include an address correction or the addition or change of a school. The first correction transaction is labeled "02," and subsequent correction transactions are labeled "03," "04," and so forth. Identifying the correct transaction is important when communicating with the Common Origination and Disbursement (COD) System and when requesting duplicate SARs or making ISIR requests. Transactions greater than 30 are rejected by the CPS for "too many transactions."

Highlights and Assumptions

Paper System Highlights and Assumptions

Students are instructed to review information on the SAR carefully for accuracy. SAR items requiring special attention are highlighted in **bold** type. The student and the FAA should pay careful attention to questions and responses that are highlighted.

During the edit process, the CPS applies logic that compares two or more pieces of information provided by the student. On the SAR, the CPS highlights information that is conflicting or missing and items that are questioned.

In certain instances, the application is rejected if the student's data is in conflict. For example, an independent student answers that he or she is not married but provides financial information for a spouse. The CPS rejects this application (Reject 11) and prints the questioned items in bold type on the SAR. In this situation, the student receives a SAR with arrows printed next to the questionable line items. The student is then required to correct them. The CPS does not calculate an EFC, because key financial information is conflicting.

In other situations, the CPS makes assumptions and does not reject the student's record. For example, a student reports that he or she is married and provides spouse's income, but reports only one person in the household. In this case, the CPS assumes two people are in the household, highlights both questions and responses on the SAR, and calculates an EFC as long as the record is not rejected for other reasons. Both the reported and the assumed values are printed, with the word "ASSUMED" in parentheses next to the assumed response that was used in the EFC calculation.

The CPS most often makes assumptions when questions are left blank. After an answer is assumed, the assumed information is used throughout the subsequent edits and in the EFC calculation.

On the ISIR, EDExpress prints the letter ***h*** to the left of the field title that was highlighted. EDExpress prints an asterisk (*) to the left of the field title to indicate that the CPS made an assumption, and the assumed value prints in place of the reported value.

Electronic System Highlights and Assumptions

All federal student aid application software and systems used to submit application data contain certain edits that prompt users to resolve inconsistencies before sending the information to the CPS. These edits are contained in the FAA Access to CPS Online and FAFSA on the Web applications and corrections.

When inconsistencies or missing data would cause the record to be rejected at the CPS, the Web sites do not allow the record to be submitted until information is changed or added. However, when these inconsistencies would cause an assumption, the user is prompted to review and change the data, but the application can be submitted even if a change is not made. The ISIR data file that a school receives includes a flag for each highlighted field in positions 2064 to 2258, and the printed ISIR displays an ***h*** (for highlight) next to the items on which assumptions were made.

An FAA can override certain CPS rejects using FAA Access to CPS Online. If a record contains inconsistent or missing data that would result in the CPS rejecting the record, the FAA receives a message to correct or reenter the information. If the data originally provided is correct, the FAA must reenter the data. FAA Access to CPS Online sets and transmits a reject override code in the student's record, suppressing the edit, and the actual data is used instead of assumed values. For example, a student may have an unusually large number of family members. When the FAA reenters the number of family members, FAA Access to CPS Online sets a reject override code in the student's record, which excludes the reject for an unusually large number of family members.

Similarly, an FAA can override certain CPS assumptions using FAA Access to CPS Online. For example, if three people are in an independent student's household and three are in college, CPS assumes one in college. By reentering the number in household and the number in college when the message appears, an assumption override code is submitted with the data that suppresses the assumption.

Students who are using FAFSA on the Web can confirm the data they have entered in the same way FAA Access to CPS Online works. In response to the student's confirmation, the Web application sets the assumption override codes and most reject override codes.

ISIR Data

Overview

A school can automatically receive ISIRs for students who listed that school's Federal School Code on their applications or corrections. Institutions can send application and correction data from the school or through a servicer (both are called destination points) and receive processed student records (ISIRs) at the destination point.

A school can also access 2010-2011 and 2011-2012 ISIRs from the ISIR Datamart, the centralized location for all ISIR data generated by the CPS. Schools, state agencies, and other authorized users receive ISIRs from the datamart through the SAIG. For more information on the ISIR Datamart, see the *2011-2012 Electronic Data Exchange (EDE) Technical Reference*, available at the FSAdownload Web site, located at fsadownload.ed.gov.

Schools do not need to print hard copy ISIRs. However, so that you can refer to the codes that appear on the ISIR as we discuss them in this guide, Appendix E contains an example of the ISIR as it appears when printed using the EDExpress for Windows software. The student's processed application information appears on the printout in a two-column, two-page format with an abbreviated version of each FAFSA question on the left and the student's response on the right. Information is divided into sections like the FAFSA sections (for example, Step One, Step Two, and Step Three). Questions are not numbered individually, but each section heading identifies the range of FAFSA questions included. One or two pages for NSLDS Financial Aid History are also provided, depending on the number of loans a student has borrowed.

FAFSA Questions

Changes to the questions on the 2011-2012 FAFSA are minimal.

We modified the following ISIR fields because of changes that were made to the FAFSA.

- **Deleted Two Questions –** As part of the Secretary's simplification initiative, we deleted the following FAFSA questions:
  - When you begin the 20XX-20XX school year, what do you expect your enrollment status to be?
  - Are you planning to complete course work necessary to become an elementary or secondary school teacher, either now or in the future?
- **Added High School Information, FAFSA Question 27 –** We added a new question to the FAFSA. The new question collects the name, city, and state of the applicant's high school if he or she reported receiving a high school diploma.

  We will use the National Center for Educational Statistics (NCES) database's list of high school codes. See the *Summary of Changes for the Application Processing System* guide for additional process information for this new field.

  Printing of the high school information varies as described below:

  - High School Name, City, and State

    The CPS prints the high school name, city, and state on the ISIR, SAR, SAR Acknowledgement, and eSAR.
  - High School Flag

    During processing, the high school information provided on paper, EDE, and FAA Access to CPS Online applications is compared with the NCES high school list. If the applicant's school information is not found on the NCES high school list, the CPS will set the new High School Flag, which is included in the ISIR file and printed on the SAR and ISIR. A **Y** in this field indicates the applicant's reported high school was not found on the high school list.
  - High School Code

    The high school code is for Department of Education analytical purposes only it will be included in the ISIR file but will not print on any output.
- **Revised Types of Aid Interested in Receiving, FAFSA Question 31 –**As part of the Secretary's simplification initiative, we reworded the question to, "Are you interested in being considered for work-study?" The responses are now Yes, No, and Don't know.

For more information on changes to the FAFSA, see the *Summary of Changes for the Application Processing System* guide on the IFAP Web site, located at ifap.ed.gov, and on the FSAdownload Web site, located at fsadownload.ed.gov.

Dependency Status Results

On the top right column of the second page of the ISIR, the applicant's dependency status is displayed. The following dependency status codes are used:

ISIR Value and Value Printed on ISIR	Description
D	Dependent
I	Independent
X	Rejected Dependent
Y	Rejected Independent

ISIR Office Information

In the section titled Office Information on page 3, in the right column of the sample ISIR, the following information appears:

- Primary EFC Type
- Secondary EFC Type
- Processed Date
- Transaction Data Source/Type
- Source of Correction
- Federal School Code Indicator
- Reject Override Codes
- Assumption Override Codes

Primary and Secondary EFC Types

These codes tell an FAA which formula was used to calculate the EFC.

ISIR Value and Value Printed on ISIR	Description
1	Full Needs Test: dependent
2	Full Needs Test: independent without dependents
3	Full Needs Test: independent with dependents
4	Simplified Needs Test: dependent
5	Simplified Needs Test: independent without dependents
6	Simplified Needs Test: independent with dependents

Processed Date

The Processed Date is the date this transaction was processed at the CPS.

Transaction Data Source/Type Code

The Transaction Data Source/Type code identifies a FAFSA processor or other source of the transaction.

ISIR Value	Value Printed on ISIR
1A	Electronic Application
1C	Electronic – Correction full SAR
2A	Web Student – Application
2B	Web Student – Application Spanish
2C	Web Student – Correction
2E	Web Student – EZ FAFSA
2F	Web Student – EZ FAFSA Spanish
2G	Web Student – EZ FAFSA application
2H	Web Student – EZ FAFSA renewal Spanish
2Q	Web Student – Spanish correction
2R	Web Student – Renewal application
2T	Web Student – Spanish renewal application
3A	Web FAA – Application
3C	Web FAA – Correction
3E	Web FAA – EZ FAFSA
3G	Web FAA – EZ FAFSA renewal application
3R	Web FAA – Renewal application
4A	Paper – Application
4B	Paper – Application Spanish
4C	Paper – Correction
4J	Paper – Correction application
4K	Paper – Correction application Spanish
4Q	Paper – Correction Spanish
4U	Paper – PDF FAFSA
4V	Paper – PDF FAFSA Spanish
5D	CPS – Drug abuse hold release
5M	CPS – Department of Homeland Security (DHS) secondary confirmation
5N	CPS – NSLDS postscreening
5P	CPS – Reprocessed record
5S	CPS – CPS system-generated signature
5W	CPS – SSA death file match

ISIR Value	Value Printed on ISIR
5X	CPS – DOD file match
6A	FSAIC – FAFSA on the Phone
6B	FSAIC – FAFSA on the Phone Spanish
6C	FSAIC – Correction
6E	FSAIC – EZ FAFSA on the Phone
6F	FSAIC – EZ FAFSA on the Phone Spanish
7G	FAFSA4caster – EZ FAFSA renewal
7H	FAFSA4caster – EZ FAFSA renewal Spanish
7R	FAFSA4caster – Renewal application
7T	FAFSA4caster – Renewal application Spanish

Source of Correction

The Source of Correction Flag is a field that is set on each correction transaction and indicates the source of the correction.

ISIR Value	Value Printed on ISIR
A	Applicant
D	CPS
S	School

Federal School Code Indicator

The Federal School Code Indicator verifies the identity of the originating institution.

Reject and Assumption Override Codes

The ISIR shows which Reject Override Codes and which Assumption Override Codes were set on the transaction. These override codes enable a student or an FAA to override certain rejects. FAAs can also override certain assumptions the CPS has made about a student's data when the information appears to be inconsistent. If an override is set, the ISIR prints "1," and, if no override is set, the field is blank.

The FAFSA is intended to be a snapshot of the student and parent's situation "as of the date" he or she completed the application. Students and parents should not change their answers to these questions unless the data originally submitted was incorrect as the date the application was submitted.

ISIR Value and Value Printed on ISIR	Description
Blank	No override code set
1	Override code set

ISIR FAA Information

The FAA Information section displays all relevant information about a student's eligibility in one place. FAA information is printed on the third page of the ISIR following the summary of application data and is labeled "FAA Information." Descriptive labels are intended to help the FAA identify reject codes, match flags, intermediate values, and so forth. Using the printed ISIR format as a basis, here are identifications for the codes and flags that appear as FAA information.

Date ISIR Received

The Date ISIR Received is the date the ISIR record was imported to the school's EDExpress software.

Verification Flag

The Verification Flag indicates if a student has been selected for verification on any transaction. After the student is selected, he or she is always selected for the current processing year. This data comes from the Student Is Selected for Verification field in the ISIR record layout.

ISIR Value and Value Printed on ISIR	Description
Y	Selected for verification
N	Not selected for verification
*	Selected for verification on a subsequent transaction

Professional Judgment

This flag indicates the status of an EFC adjustment resulting from a professional judgment decision by an FAA.

ISIR Value	Value Printed on ISIR	Description
Blank	Blank	No EFC adjustment processed
1	Yes	EFC adjustment processed
2	Failed	EFC adjustment attempted but failed

When an FAA uses professional judgment to change a data item on the ISIR, only the school that made the change remains listed on the new ISIR transaction.

Transaction Receipt Date

This is the date the FAFSA processor or the CPS received the input information that generated the transaction. The Application Receipt Date for the first application is a fixed date. However, the Transaction Receipt Date changes each time a new transaction is generated.

For example, a student mails a FAFSA that is received by the FAFSA processor on March 14, 2011. This first transaction SAR and ISIR has an Application Receipt Date and a Transaction Receipt Date of March 14, 2011. If the student then mails in a SAR with corrections and it is received on April 18, the 02 transaction shows an Application Receipt Date of March 14, 2011 and a Transaction Receipt Date of April 18, 2011.

Reprocessing Code

This code provides information about records that are reprocessed by the CPS for any reason. When the Transaction Data Source/Type Code is set to **5P** (reprocessed record), this position contains a two-digit number, beginning with **01** and incrementing each time a group of records is reprocessed. Check the IFAP Web site, located at ifap.ed.gov, for announcements that define the reason associated with a particular two-digit number.

Processed Record Type

This code indicates the type of processed record.

ISIR Value and Value Printed on ISIR	Description
Blank	Original or renewal application (from any source)
C	Correction Application
H	Correction (from any source)

CPS Pushed ISIR Flag

This flag is set to identify transactions that are automatically sent (pushed) to schools. If the ISIR is a pushed ISIR, the ISIR record layout contains **Y**, and the ISIR prints **Yes** for transactions meeting the pushed ISIR criteria. If the ISIR does not meet the criteria for a pushed ISIR, this field is blank and nothing prints next to the CPS Pushed ISIR Flag label on the ISIR. Examples of transactions automatically pushed to the school include:

- EFC Change Flag is set
- SAR C Flag changes between correction and transaction being corrected
- Transaction is system-generated
- Reject Status Change Flag is set
- Verification Selection Change Flag is set

Rejects Met

Up to seven reject reason codes can be printed in this space. See Appendix A for the reject reason codes and the comment numbers associated with certain types of rejects.

Verification Tracking Flag

New for 2011-2012: In prior years, the Verification Tracking Flag was used to determine the verification selection priority. This value is no longer used. Alphanumeric values may still appear in the Verification Tracking Flag field; however, this field is for Federal Student Aid use only.

Dependency Override

This flag identifies a record that resulted from an application or correction on which an FAA made a dependency override request. Initial applications enable overrides to be made in one direction only, from dependent to independent. FAA Access to CPS Online allows an FAA to cancel a previous override.

ISIR Value	Value Printed on ISIR	Description
Blank	Blank	No dependency override
1	Yes	FAA overrode dependency status from dependent to independent
2	Canceled	FAA canceled dependency override
3	Failed	Dependency override request failed

When an FAA performs a dependency override, only the school that submitted the override receives the new ISIR transaction.

ETI

The Electronic Transaction Indicator (ETI) Flag indicates whether the school receiving the ISIR submitted input to generate the ISIR transaction or did not generate the transaction but was listed on the record. It also indicates whether the type of ISIR is a daily, requested, or pushed ISIR. One character prints on the ISIR. Valid values for this field are:

0 = School generated transaction and is an ISIR Daily school (applications) (IDAP)

1 = School did not generate transaction and is an ISIR Daily school (automatic) (IDSA)

2 = School generated transaction and is an ISIR Request school (ISRF)

3 = School did not generate transaction and is an ISIR Request school (applications) (ISRF)

4 = School generated transaction and is an ISIR Daily school, ISIR is CPS Pushed ISIR (corrections) (IGCO)

5 = School did not generate transaction and is an ISIR Daily school, ISIR is CPS Pushed ISIR (automatic) (IGSA)

6 = School generated transaction and is an ISIR Request school, ISIR is CPS Pushed ISIR (corrections) (IGCO)

7 = School did not generate transaction and is an ISIR Request school, ISIR is CPS Pushed ISIR (automatic) (IGSA)

8 = School did not generate transaction and is an ISIR Daily school, ISIR is CPS Pushed System-Generated ISIR (IGSG)

9 = School did not generate transaction and is an ISIR Request school, ISIR is CPS Pushed System-Generated ISIR (IGSG)

Blank = No destination code associated or school not participating

Correction # Applied To

This field only applies to transactions greater than 01 and indicates the prior transaction against which the correction was applied. For example, if you are looking at an 03 transaction and the Correction # Applied To field is 02, that means that corrections were made against the 02 transaction to create the 03 transaction.

Application Receipt Date

This field shows the date the paper application was received by the FAFSA processor or the date an electronic FAFSA transmission was received by the CPS.

Pell Eligible Flag

The Pell Grant Eligibility Flag field, in the ISIR record layout, alerts schools to an applicant's Pell Grant eligibility status. This data is found in the Pell Elig Flag field on the ISIR. A **Y** confirms that a student's EFC and undergraduate or qualifying graduate status makes him or her eligible for a Pell Grant and that the record has been included in the payment system database.

ISIR Value and Value Printed on ISIR	Description
Blank	Not eligible for a Pell Grant
Y	Eligible for a Pell Grant

If an undergraduate student incorrectly reported on the FAFSA that he or she will be a graduate student or has a bachelor's degree, this information **must** be corrected. Otherwise, he or she will not be considered eligible for a Pell Grant, and the school will be unable to receive Pell funds for that student.

Primary and Secondary EFCs / Alternate EFCs

The ISIR FAA Information section contains the Primary EFC and Secondary EFC. If a Primary and a Secondary EFC appear, this indicates the student qualified for the Simplified Needs Test (SNT) but also provided information about assets. Two calculations were performed, producing the Primary EFC (asset information was not included in the calculation) and the Secondary EFC (asset information was included in a full-data calculation). If only a Primary EFC appears, it indicates the student:

- Did not meet the SNT criteria and only the full-data calculation was done, or

- Met the SNT criteria and provided no asset information or incomplete or inconsistent asset information and only one calculation could be performed.

The figures printed for each of the twelve months represent alternate EFCs that an FAA must use to award aid—other than a Federal Pell Grant—for an academic year that is less than or greater than nine months. For a dependent student, the alternate EFCs are calculated by the CPS according to a formula prescribed by Congress. For less than nine-month enrollment for the independent student, the EFC is prorated.

Intermediate Values

These abbreviations represent the intermediate steps used in calculating the EFC. They show the components of the need analysis formula, such as the employment allowance or parents' contribution from assets. These components are defined by Congress. The values can be useful to FAAs in performing recalculations or in making professional judgment adjustments to data items. The intermediate values are identified as follows:

ISIR Field Label	Description
TI	Total Income
ATI	Allowances against Total Income
STX	State and Other Tax Allowance
EA	Employment Allowance
IPA	Income Protection Allowance
AI	Available Income
CAI	Contribution from Available Income (Independent Student)
DNW	Discretionary Net Worth
NW	Net Worth
APA	Education Savings and Asset Protection Allowance
PCA	Parents' Contribution from Assets
AAI	Adjusted Available Income
TSC	Total Student's Contribution
TPC	Total Parents' Contribution
PC	Parents' Contribution
STI	Student's Total Income
SATI	Student's Allowance against Total Income

ISIR Field Label	Description
SIC	Dependent Student's Income Contribution
SDNW	Student's Discretionary Net Worth
SCA	Dependent Student's Contribution from Assets
FTI	FISAP Total Income

More information on the need analysis formula and methodology for calculating the EFC is available in the *Federal Student Aid Handbook*, Volume 1–FSA Handbook: Student Eligibility and the *2011-2012 EFC Formula Guide* located on ifap.ed.gov.

High School Flag

This flag is set to **Y** if the high school information reported on the application is not found on valid high school file.

IRS Request Flags

Two flags on the ISIR help you determine if an applicant was eligible for the IRS data retrieval process, if data was retrieved from the IRS, and if the data from IRS was modified. The two fields are:

- Student IRS Request Flag
- Parent IRS Request Flag

ISIR Value and Value Printed on ISIR	Description
Blank	Not eligible for IRS Data Retrieval (for example, application filed using a paper FAFSA, EDE, or FAA Access to CPS Online)
00	Eligible for IRS Data Retrieval, but request was not submitted to IRS (for example, parent/student was not presented with the option to use the IRS data retrieval process in FAFSA on the Web or chose not to use it)

ISIR Value and Value Printed on ISIR	Description
01	IRS data request was sent to IRS but the data was not transferred to the application (for example, parent/student was presented with the option to use the IRS data retrieval process in FAFSA on the Web, elected to go to the IRS Web site, but did not request the IRS to transfer data into the FAFSA on the Web)
02	IRS data was transferred from IRS and was not changed on the application by the user (for example, parent/student was presented with the option to use the IRS data retrieval process in FAFSA on the Web, elected to go to the IRS Web site and transfer IRS data into the FAFSA on the Web, and did not change IRS data once it was transferred)
03	IRS data was transferred from IRS and at least one IRS data field was changed by the user before submission (for example, parent/student was presented with the option to use the IRS data retrieval process in FAFSA on the Web, elected to go to the Web site and transfer IRS data into the FAFSA on the Web, but changed the IRS data before the application was submitted)
04	IRS data was transferred from the IRS and was corrected on a subsequent transaction (for example, IRS data for the parent/student was transferred from the IRS, but it was changed by the user on a subsequent transaction)

For more information on student eligibility, who should not and who cannot use the IRS Data Retrieval Tool, see the November 5, 2009 electronic announcement posted on the IFAP Web site. Enhancements to the process for 2010-2011 were described in the September 23, 2010 electronic announcement.

Auto Zero EFC Flag

An applicant who meets certain federal benefit, dislocated worker, tax filing, and income criteria qualifies automatically for an EFC amount of **0**. When these criteria are met, the CPS assigns a **0** EFC and does not perform a full calculation except for Total Income, Student's Total Income, and FISAP Total Income. Only these three intermediate values appear in the FAA Information section. This information is found in the Automatic Zero EFC Indicator field on the ISIR.

ISIR Value	Value Printed on ISIR	Description
Blank	Blank	Does not meet criteria
Y	Yes	Student meets automatic zero EFC criteria

EFC Change Flag

This flag indicates whether the EFC has increased or decreased between a correction transaction and the transaction to which the correction was applied.

ISIR Value	Value Printed on ISIR	Description
Blank	No change	No change in EFC value
1	Increase	EFC increased
2	Decrease	EFC decreased

SNT Flag

This flag gives information about the Simplified Needs Test (SNT), which excludes asset information from the EFC calculation. The SNT is performed if an applicant meets certain federal benefit, dislocated worker, tax filing status, and income criteria.

ISIR Value	Value Printed on ISIR	Description
Y	Yes	SNT was met
N	No	SNT was not met or could not be determined

Rejected Status Change Flag

If the reject status on a transaction changes from the status on the transaction being corrected, this field is filled.

ISIR Value and Value Printed on ISIR	Description
Blank	No change to reject status
Y	Reject status has changed

Verification Selection Flag

The Verification Selection Flag field on the ISIR identifies a correction transaction that is selected for verification, if the transaction being corrected was not selected for verification. This field is always blank on an initial transaction. This flag is set to **Y** only on the correction transaction that is initially selected for verification. If the Verification Selection Flag is set from the previous transaction, this field is blank. The data for this field comes from the Verification Selection Change Flag field in the ISIR record layout.

ISIR Value and Value Printed on ISIR	Description
Blank	Transaction not selected for verification
Y	Transaction is now selected for verification when the transaction being corrected was not selected

Special Circumstances Flag

The Special Circumstances Flag identifies a transaction that was filed on the Web by a dependent applicant who believes he or she has a special circumstance that prevents him or her from providing parental information.

ISIR Value and Value Printed on ISIR	Description
Blank	Flag is not set
1	Dependent record submitted without parental data
2	Correction made to parental data

ISIR Value and Value Printed on ISIR	Description
3	Unaccompanied homeless individual Dependent student who is 22 or 23 years of age (or 21 years of age or younger but answered No to all three homelessness dependency status questions) and indicated he or she is unaccompanied and homeless or at risk of homelessness.
4	Dependent record who only wants to be considered for unsubsidized loans

A value of **1** in this field identifies an applicant who did not provide parental information. The ISIR is rejected and no EFC is calculated for the transaction.

A youth (21 years of age or younger) who answers "Yes" to any of the homelessness dependency status questions is automatically determined to be independent.

If the student's application has a Special Circumstances Flag of **1** or **3**, you will need to collect appropriate documentation and, if the applicant qualifies, perform a dependency override. If not, the applicant needs to provide parental information.

If the student's application has a Special Circumstances Flag of **4**, you will need to collect appropriate documentation and, if warranted, you can award unsubsidized loans. In these situations, do ***not*** set and submit a dependency override flag, because doing so would trigger the CPS to treat the dependent student as independent and could lead to misawarding of aid.

When an applicant provides parental information on a subsequent transaction, the Special Circumstances Flag contains a value of **2**.

For more information on changes to Special Circumstances, see the *Summary of Changes for the Application Processing System* guide on the IFAP and FSAdownload Web site.

Duplicate SSN Flag

This flag is set to **Yes** if another record was found in the CPS database with the same SSN but a different last name.

Address Only Correction Flag

If a mailing or e-mail address modification is the only change to a record, this field contains data.

Note: Corrections to the Signed By and Special Handle fields can be included with an Address Only change. The Address Only Change Flag field on the ISIR contains one of the following values.

ISIR Value and Value Printed on ISIR	Description
Blank	No change
1	Student's mailing address corrected
2	Student's e-mail address corrected
3	Parent's e-mail address corrected
4	More than one of the above corrected

SAR C Change Flag

If the SAR C Flag is set or removed from the transaction being corrected, this field contains the value **Y**.

ISIR Value and Value Printed on ISIR	Description
Blank	SAR C Flag has not changed
Y	SAR C Flag has changed

Match Flags

These alphabetic or numeric codes show the results of matching the applicant record with databases containing information that can affect eligibility. The *2011-2012 SAR Comment Codes and Text* guide, posted on the IFAP Web site, located at ifap.ed.gov, and on the FSAdownload Web site, located at fsadownload.ed.gov, contains a detailed discussion about the flags or codes that appear in the FAA Information section for the SSN Match Flag, SSA Citizenship Code, DHS Match Flag, Selective Service Match Flag, NSLDS Match Flag, VA Match Flag, DHS Secondary Confirmation Match Flag, Father's/Stepfather's SSN, Selective Service Registration Flag, Mother's/Stepmother's SSN, and DOD Match.

Notes about the DOD Match Flag and Parent's Date of Death: The DOD Match Flag results and Parent's Date of Death are included in the ISIR file. For sensitivity reasons, we will limit the way this information is printed:

- The DOD Match Flag prints with the other match flag information in the FAA Information section of the ISIR.
- The Parent's Date of Death will not print on the EDExpress ISIR report.
- The DOD Match Flag results and the Parent's Date of Death will never print on the SAR.
- The DOD Match Flag and Parent's Date of Death will print on the FAA version of the e-SAR.

In addition, each time the DOD updates its database, the CPS will compare the most recent transaction for all non-matched student records with the DOD database. If a student's record was recently added to the DOD file, the CPS will:

- Send a system-generated ISIR transaction to the school that includes comment code 298, a DOD Match Flag of **Y**, Date of Parent's Death, and the Data Source/Type Code of **5X**.
- Send a system-generated SAR to the student that includes comment code 298 stating, "This SAR has been produced due to a possible change in your eligibility for federal student aid. Please contact your financial aid office for more information."
- Send a personalized letter to the student explaining the possible increase in eligibility for Title IV aid. New for 2011-2012, Department of Education staff will cease making personal calls to the students identified on the DOD match file.

FAAs need the Parent's Date of Death to confirm that applicants who were over age 23 at the time of their parent or guardian's death were enrolled in college at the time the parent or guardian died. The FAA can view this data in:

- The ISIR file;
- FAA Access to CPS Online; or
- The FAA Information View dialog box in the 2011-2012 EDExpress software.

Students with a positive DOD match may be eligible for additional Title IV aid, including a maximum Pell Grant award or an Iraq and Afghanistan Service Grant for the award year. As stated earlier, FAAs must assess each student with a positive DOD match for this additional eligibility and adjust the student's aid package as necessary.

Note: When submitting awards to Common Origination and Disbursement (COD) System, you must pay on an ISIR transaction with the DOD Match Flag set to **Y** in order for the award to be accepted.

On November 6, 2009, we posted an electronic announcement to the IFAP Web site providing detailed information on the steps you need to take for students with a positive DOD match and aid eligibility. On May 13, 2010, we posted an updated electronic announcement that provides additional guidance.

DHS Verification Number

The Department of Homeland Security (DHS) Verification Number also appears under the Match Flags section of FAA Information. This is a 15-digit confirmation number that the DHS returns when a student provides his or her Alien Registration Number (ARN) and a match with DHS is conducted. The FAA **must** enter this number on the G-845 form when manual Secondary Confirmation is necessary. If the DHS Verification Number is blank and DHS verification is needed, the FAA should add the student's ARN to the FAFSA by submitting a correction. A comment is returned on the resulting ISIR.

NSLDS Transaction Number

The NSLDS Transaction Number is the number of the last transaction on which the student's NSLDS data changed. It is a signal to the FAA to review the NSLDS information on a particular transaction.

NSLDS Database Results Flag

Each record sent to NSLDS is returned with an NSLDS Results Flag set to one of the following values:

ISIR Value and Value Printed on ISIR	Description
Blank	Record not sent to NSLDS and all NSLDS fields will be blank
1	Match was found and NSLDS data sent to CPS
2	SSN match but name or DOB did not match, no data sent
3	SSN not found in NSLDS, no match
4	Match was found but no relevant NSLDS data to send to the CPS
5	Real-time transaction not sent to NSLDS

Comment Codes

The last line in the FAA Information section shows the codes for comments generated on the record that are important to the FAA. Standard comments to the student are not included here. FAAs can review the comment codes without reading every SAR comment to find those that may require action. Up to 20 comment codes can be printed.

The EDExpress software prints comment text if the option is selected. Certain comment codes (047, 050, 112, 149, 158, 159, 170, and 171) are included in the ISIR file but do not print text on the ISIR printed from EDExpress. The text for these comments is used to print the variable text on the SAR. All comment codes and text used in 2011-2012 are provided in the *2011-2012 SAR Comment Codes and Text* guide, posted on the IFAP Web site, located at ifap.ed.gov, and on the FSAdownload Web site, located at fsadownload.ed.gov.

NSLDS Financial Aid History

FAAs can view limited NSLDS information provided on ISIRs or by accessing the FAA Access to CPS Online Web Site. Complete student financial aid history information is available at the NSLDS Professional Access Web site, located at nsldsfap.ed.gov.

The NSLDS Financial Aid History section displays the NSLDS information included in the ISIR file. Descriptive labels are intended to help the FAA identify the data. Using the printed ISIR format as a basis, descriptions of the NSLDS data that appears in the NSLDS Financial Aid History section follow.

Overpayment Flags

New for 2011-2012: The ISIR contains an Overpayment Flag and contact information for the Iraq and Afghanistan Service Grant.

The following values appear in the Overpayment Flag fields for ACG, Pell Grant, FSEOG, Perkins, National SMART Grant, TEACH Grant, and Iraq and Afghanistan Service Grant that appear on the ISIR:

ISIR Value and Value Printed on ISIR	Description
D	Deferred
N	N/A
S	Satisfactory Payment Arrangements
F	Fraud
W	Waived
Y	Overpayment exists

Contact

The Contact field for each Overpayment Flag displays a school code (OPEID) or ED Debt Collection Service Region code. N/A is displayed when no overpayment exists, and Access NSLDS is displayed when the ISIR Contact Value equals **Y,** because more than one overpayment exists for a specific aid type.

Flags (Upper Section)

The loan change flags appear at the top of the Financial Aid History page next to the label. If **#** appears to the right of the label, the flag has changed.

Discharged Loan Flag

The Discharged Loan Flag reflects the status of any loan discharged due to disability or death. If this flag contains a value other than **N**, the C Flag is set on the SAR/ISIR and a comment is given.

ISIR Value and Value Printed on ISIR	Description
C	Conditional discharge
D	Death
M	Multiple codes
N	None
P	Permanent discharge

Fraud Loans Flag

The Fraud Loans Flag is set when any loans or overpayments are flagged for potential fraud status. Appendix C includes a chart for 2011-2012 loan status codes and eligibility.

Defaulted Loans Flag

The Defaulted Loans Flag is set when any loans are in a defaulted status. Appendix C includes a chart for 2011-2012 loan status codes and eligibility.

Loan Satisfactory Payment Arrangement Flag

The Loan Satisfactory Payment Arrangement Flag at the top of the Financial Aid History page displays the value **Y** for Yes or **N** for No.

Active Bankruptcy Flag

The Active Bankruptcy Flag at the top of the Financial Aid History page displays the value **Y** for Yes or **N** for No.

Postscreening Reason Codes

Up to three postscreening codes can be sent on the same ISIR. The codes listed in the NSLDS Postscreening Reason Code field help schools identify students whose eligibility for federal student aid may have changed since the last SAR/ISIR transaction was produced. To find cases where a student's eligibility status has changed, NSLDS scans its database on a weekly basis.

Postscreening Reason Codes	
ISIR Value and Printed on ISIR	**Description**
Blank	Not an NSLDS postscreening transaction
01	The student entered default on a Title IV loan that was previously not in default
02	Became obligated for a new overpayment of a Title IV grant or loan
03	Cleared a previously reported default of a Title IV loan
04	Cleared an overpayment obligation on a previously reported Title IV grant or loan
05	Direct Loan Master Promissory Note (MPN) status change (Stafford)
06	A loan was discharged due to disability
07	A loan went out of disability discharged status
08	Student has a loan for a closed school
09	Student has exceeded subsidized aggregate loan limit
10	Student has exceeded combined aggregate loan limit
11	Applicant no longer exceeds subsidized aggregate loan limit
12	Applicant no longer exceeds combined aggregate loan limit
13	Change in disability discharged loan status
14	Loan entered active bankruptcy
15	Direct Loan PLUS MPN status change
16	Graduate Direct Loan PLUS MPN status change
17	A fraud conviction was added to the student's record
18	A fraud conviction on the student's record was cleared
19	TEACH Grant was converted to a loan
99	The "Other" category includes, NSLDS requests for individual reprocessing, NSLDS error reprocessing, etc.

When any of these postscreening situations occur, the CPS generates a new SAR/ISIR transaction that includes the changed information as part of the NSLDS Financial Aid History section. Students with a valid e-mail address receive an E-mail Notification of SAR Processing instead of a paper SAR for system-generated transactions. The CPS Pushed ISIR Flag is **Y** and the Transaction Data Source/Type Code is **5N** (NSLDS Postscreening) on these transactions. The processed ISIRs are returned to the school in the IGSG12OP message class.

A comment also prints on the output document (SAR/ISIR) informing the student and the school that the record needs to be reviewed because a change was made to the record that could affect the student's eligibility for Title IV aid.

Postscreened ISIR transactions meet the criteria of a pushed ISIR and are automatically returned to the school, even if the school did not request the ISIR. Postscreening Reason Codes are included in the top section of the Financial Aid History page. If the transaction is system-generated because of postscreening, a numeric value appears in this field. Values **01** through **19** correspond to the situations described previously, and a code of **99** is used for any other data changes that generate the transaction. Schools must act on the updated information they receive regarding a change in a student's eligibility for Title IV aid and must ensure that a student remains eligible for payment; otherwise, the school is liable for improperly disbursed funds.

TEACH Grant Loan Conversion Flag

The TEACH Grant Loan Conversion Flag at the top of the Financial Aid History page displays the value **Y** for Yes or **N** for No.

Note: The status changes reported on a 2011-2012 ISIR may affect eligibility for payments to the student during the 2010-2011 award year.

If the school has disbursed funds to a student who is found ineligible, the school must contact the student to arrange for repayment. If the student has received a Federal Family Education Loan (FFEL), the school must notify the lender. If the student has received a Federal Direct Loan, the school must notify the Direct Loan Servicer.

For additional discussion of NSLDS information and applicable school requirements, see the following documents:

- *Federal Student Aid Handbook*, Volume 1–FSA Handbook: Student Eligibility, Chapter 3–NSLDS Financial Aid History, located at: ifap.ed.gov.
- *Dear Colleague Letter* GEN-96-13, located at: ifap.ed.gov/dpcletters/doc0501_bodyoftext.htm
- *Dear Colleague Letter* GEN-98-6, located at: ifap.ed.gov/dpcletters/doc0350_bodyoftext.htm

- *Dear Colleague Letter* GEN-03-12, located at: ifap.ed.gov/dpcletters/GEN0312.html
- *Current and Archived NSLDS Newsletters*, located at: ifap.ed.gov/ifap/byNSLDSType.jsp?type=NSLDS%20Newsletters

Aggregate Amounts for FFEL/Direct Loans, TEACH Loan, and Perkins Loan Section

This section includes information on subsidized, unsubsidized, unallocated portions of consolidated loans, and TEACH Loans (TEACH Grant converted to a loan). The combined amount reflects the total amount the student has borrowed in subsidized and unsubsidized loans. The combined amount does not include any unallocated amounts, as that portion cannot be attributed to either loan type. Schools are not required to research unallocated dollars to determine their effect on a student's aggregate loan eligibility. NSLDS continues to calculate and send CPS the outstanding principal balance and total amounts of the unallocated portion of a Consolidation Loan. Separately, NSLDS calculates and reports the TEACH Loan (Direct Unsubsidized) outstanding principal balance and total amounts.

NSLDS does not maintain the Consolidation Loan's outstanding principal balance or total amounts. Instead, NSLDS has developed an algorithm to determine the breakdown of a Consolidation Loan (FFEL and Direct Loan) and then allocates it appropriately in the subsidized, unsubsidized, combined, and unallocated aggregate amounts. For purposes of calculating aggregates for prescreening and postscreening, NSLDS assumes that the total outstanding balance of a Consolidation Loan consists of the same ratio of subsidized and unsubsidized loans as the sum of the disbursed amounts on the original underlying loans. The remaining portion that cannot be attributed to either the subsidized or the unsubsidized loans is applied to the unallocated amounts. If NSLDS cannot identify the underlying loans for a FFEL Consolidation Loan, NSLDS counts the entire FFEL Consolidation Loan in the subsidized aggregate balance.

The outstanding principal balance and current year loan amount for Perkins loans are included in this section. For all FFEL and Direct Loans in an out-of-school status or cases where the loan period end date plus 90 days has passed, the aggregate outstanding principal balance amount is determined by comparing the net loan amount, disbursed amount, and outstanding principal balance. If all three of these are greater than zero, the one with the lowest value is used. Zero is not used if any one of these fields is equal to zero; instead, the lesser of the other two values is used. The net loan amount is the amount of the loan less cancellations and refunds.

For FFEL and Direct Loans in an in-school or in-grace status when the corresponding loan status date is within 90 days after the loan end period date, the aggregate outstanding principal balance amount is determined as follows:

- If either outstanding principal balance or disbursed amount is greater than zero, use the one with greater value, but do not exceed the net loan amount.
- If both are equal to zero, use zero. These are usually loans guaranteed or approved but not disbursed.

For non-consolidated Direct Loans in an in-school status when the corresponding loan status date is within 90 days after the loan end period date, pending disbursements are calculated by subtracting the total disbursed amount from the net loan amount. For non-consolidated FFEL loans in an in-school status when the corresponding loan status date is within 90 days after the loan end period date, pending disbursements are calculated by subtracting the aggregate outstanding principal balance from the net loan amount. Pending disbursements are not calculated for any Direct Loan or FFEL loan in an out-of-school status or after the loan period end date plus 90 days has past.

The ISIR provides cumulative undergraduate and graduate FFEL/Direct Loans aggregate loan totals; however, this information is separated out into corresponding undergraduate and graduate portions and dynamically displayed on the Loan History section of the NSLDS Professional Access Web site, located at nsldsfap.ed.gov. This makes it easy for an FAA to determine aggregate loan amounts and limits grouped by graduate and undergraduate academic levels.

Pell Payment Data Section

Pell Grant data shows current award year (2011-2012) payment information as reported by schools to the COD System. Information for up to three Pell Grants prints on the ISIR. This information includes the following:

- (Attending) School Code
- Transaction Number
- Scheduled Award Amount
- Award Amount
- Disbursed Amount (Amount Paid to Date)
- Additional Eligibility Indicator
- Percent Scheduled Award Used by Award Year
- As Of (Last Update Date)
- Pell Verification Flag
- EFC

A message instructing the school to "Access NSLDS for additional Pell Data" appears when the student has more than three Pell records for the award year.

Academic Competitiveness Grant (ACG) Data Section

ACG data shows payment information as reported by schools to the COD System. Information for up to three ACG awards prints on the ISIR from the prior award years. This program does not have funding after the 2010-2011 school year, so any information reported in this field is from prior years. NSLDS determines which three most relevant ACGs to include based on:

- Grants with the highest year in school; and
- Most recent reported grant data from the COD System

This information includes the following:

- (Attending) School Code
- Transaction Number
- Scheduled Award Amount
- Award Amount
- Disbursed Amount (Amount Paid to Date)
- Percent Eligibility Used by Scheduled Award
- Total Percent Eligibility Used by Academic Year Level
- Award Year
- As Of (Last Update Date)
- Academic Year Level
- Eligibility Code
- High School Program Code
- ACG Sequence Code

A message instructing the school to "Access NSLDS for additional ACG Data" appears when the student has more than three ACG records.

National Science and Mathematics Access to Retain Talent Grant (National SMART Grant) Data Section

National SMART Grant data shows payment information as reported by schools to the COD System. Information for up to three National SMART Grant awards prints on the ISIR from prior award years. This program does not have funding after the 2010-2011 school year, so any information reported in this field is from prior years. NSLDS determines which three most relevant National SMART Grants to include based on:

- Grants with the highest year in school; and
- Most recent reported grant data from the COD System

This information includes the following:

- (Attending) School Code
- Transaction Number
- Scheduled Award Amount
- Award Amount
- Disbursed Amount (Amount Paid to Date)
- Percent Eligibility Used by Scheduled Award
- Total Percent Eligibility Used by Academic Year Level
- Award Year
- As Of (Last Update Date)
- Academic Year Level
- Classification of Instructional Programs (CIP) Code
- National SMART Grant Sequence Code

A message instructing the school to "Access NSLDS for additional National SMART Data" appears when the student has more than three National SMART Grant records.

Teacher Education Assistance for College and Higher Education (TEACH Grant) Data Section

TEACH Grant data shows payment information as reported by schools to the COD System and transmitted to NSLDS by Direct Loan Servicing. This section provides aggregate disbursement amounts for undergraduate/post baccalaureate TEACH Grants and graduate TEACH Grants. Information for up to three TEACH Grant awards prints on the ISIR from the current and prior award years. NSLDS determines which three most relevant TEACH Grants to include based on:

- Grants with the highest year in school; and
- Most recent reported grant data from the COD System.

This information includes the following:

- (Attending) School Code
- Transaction Number
- Scheduled Award Amount
- Award Amount
- Disbursed Amount (Amount Paid to Date)
- Award Year
- As of (Last Update Date)
- Academic Year Level
- Loan Conversion Flag
- TEACH Grant Sequence Code

A message instructing the school to "Access NSLDS for additional TEACH Data" appears when the student has more than three TEACH Grant records.

Loan Detail Section

The information appearing for each loan in the Loan Detail section is as follows:

- Description of Loan Program Type – If a # symbol appears to the left of the label, the loan information has changed.
- Net Loan Amount
- Loan Begin Date
- Loan End Date

- GA Code
- School Code
- Grade Level
- Contact Code
- Contact Type
- Additional Unsubsidized Loans Flag
- Loan Type (Recent, Discharged, Defaulted, or Fraud)
- Capitalized Interest (appears as **YES** or **NO**)
- Date of Last Disbursement
- Amount of Last Disbursement
- Current Loan Status Code (**New for 2011-2012**: A new loan status code of **VA** identifies loans written off due to a disability as determined by the Veteran's Administration.)
- As of Current Loan Status Date
- Outstanding Principal Balance
- As of Outstanding Principal Balance Date

If no information is present to report, **N/A** is displayed.

Note: For a Direct Loan, when an additional unsubsidized loan has been awarded, one of the following reason codes appears:

ISIR Value	Value Printed on ISIR	Description
P	PLUS	PLUS Loan denial
H	Health Prof	Health Profession Loan
B	Both	Both
N	Neither	Neither

When an additional unsubsidized loan has been awarded due to a PLUS loan denial for a FFEL unsubsidized loan, the reason displayed is **PLUS**. NSLDS derives this value when the PLUS Denial conditions are met. Direct Loan Servicing provides NSLDS with these PLUS Denial and Health Profession codes after origination.

NSLDS monitors undergraduate and graduate aggregate loan levels for students who have undergraduate and graduate loans and flags them accordingly to the appropriate academic loan limits. NSLDS calculates the aggregate levels based on academic levels of loans reported to NSLDS by the data providers rather than the self-reported grade level from the applicant on the FAFSA.

When consolidation loans are reported to NSLDS, lenders often need some time to report underlying loans as paid in full through consolidation. NSLDS considers the age of the consolidation loans when calculating aggregate Outstanding Principal Balances.

NSLDS does not calculate an Aggregate Outstanding Principal Balance if:

- The consolidation loan (FFEL and Direct Loan) date is within 60 days of the current date *and*
- All the underlying loans have an open loan status code and are not one of the following Loan Status Codes: **PC**, **PN**, **DN**, **PF**, or **DP**. See Appendix C of this guide for code values.

This procedure should decrease the occurrences of double counting and inflated aggregate amounts that may have contributed to exceeding the aggregate loan limits. An underlying loan is a loan associated with a consolidated loan with Loan Status Code **PC**, **PN**, **DN**, **PF**, or **DP**, and the Loan Status Date of the underlying loan is within 210 days (before or after) of the consolidated loan date. See Appendix C of this guide for code values.

Additionally, FFEL Consolidation Loans factor out the Perkins and/or PLUS underlying loans from the unallocated amount. Direct Consolidation Subsidized Loans factor out the underlying Perkins loans.

The Loan Detail section continues to display up to six loans (including Perkins loans). The loans' sort and display order is chosen with regard to their current loan status and categorized into different groups:

- Group 1 includes loans in a deceased status, making the student ineligible for aid.
- Group 2 includes loans in a defaulted or fraud status, making the student ineligible for aid.
- Group 3 includes loans where a school may have to take action; this includes loans in an abandoned, disability, active bankruptcy, or temporary uninsured status.
- Group 4 are loans in an open status not included in groups 2 and 3.
- Group 5 includes closed loans (those not included in groups 1, 2, 3, and 4).

Group 1 consists of loan statuses for deceased borrowers, **DD** (defaulted, then loan holder died) and **DE** (loan holder died). This category ensures that FAAs are notified of these loan statuses because SARs for applicants with one or more Loan Status Codes **DD** or **DE** are not distributed.

Within each group, the sort order is determined by descending Loan Begin Date with the highest outstanding principal balance sorted first for loans with the same loan begin date. Loans selected are from group 1 first, group 2 second, followed by those in groups 3 and 4. Loan Status Codes and their groupings are identified in Appendix C. If more than six loans are in the NSLDS database, a message to **Access NSLDS** for additional information prints on the output. The NSLDS Professional Access Web site, located at nsldsfap.ed.gov, displays this loan information.

A contact type is included for each loan. The contents of the Contact Type field are:

ISIR Value and Value Printed on ISIR	Description
SCH	School
LEN	Lender
DLS	Direct Loan Servicer
EDR	ED Region
GA	Guaranty Agency
LNS	Lender Servicer
DDP	Disability Data Provider
RDS	U.S. Department of Education
N/A	Not applicable

Master Promissory Note/Loan Limit Information Section

Direct Loan Subsidized and Unsubsidized MPN
Direct Loan PLUS MPN
Direct Loan Graduate PLUS MPN

Master Promissory Note (MPN) Information is located at the end of the Loan Detail section. The Direct Loan Subsidized/Unsubsidized MPN field identifies whether a student has an MPN for Subsidized and Unsubsidized Direct Loans on file at the COD System. The Direct Loan PLUS MPN identifies if an MPN for a PLUS loan is on file at the COD System.

The Direct Loan Graduate/Professional PLUS loan's MPN information is provided by the Direct Loan Servicer if an MPN is on file at the COD System.

Each MPN indicator identifies the MPN status as listed below:

ISIR Value	Value Printed on the ISIR
Blank	No data from NSLDS
A	Active MPN
C	All MPNs Closed
I	All MPNs Inactive
N	No MPN on File

Undergraduate Subsidized Loan Limit Flag
Undergraduate Combined Loan Limit Flag
Graduate Subsidized Loan Limit Flag
Graduate Combined Loan Limit Flag

Four flags, the Undergraduate Subsidized Loan Limit Flag, Undergraduate Combined Loan Limit Flag, Graduate Subsidized Loan Limit Flag, and Graduate Combined Loan Limit Flag, print at the end of the MPN/Loan Limit Information section and indicate the condition of the borrower's loan limits. Comment codes are generated based on the value of these four flags. Because the NSLDS Web site displays the undergraduate and graduate portions separately, FAAs can use it to aid in researching the loan limit flags received on the ISIR.

The valid flag values for the two Subsidized Loan Limit Flags and the two Combined Loan Limit Flags are as follows:

ISIR Value	Value Printed on the ISIR
Blank	Blank
C	Close to or equal to limit
E	Exceeded limit
N	Not near limit

Additional ISIR Data

In addition to the information described above that is printed on the paper ISIR, we explain several important ISIR fields that are not printed on the EDExpress ISIR below:

DRN

The student's Data Release Number (DRN) does not print on the ISIR and is not part of the ISIR file. The DRN only prints on the student's SAR and the Web confirmation pages for FAFSAs, pre-filled FAFSAs, corrections, and standalone electronic signatures. The DRN appears immediately after the confirmation number. See Appendix D for more information about the DRN.

Signature Reject EFC

The Signature Reject EFC is an EFC value calculated for records that have only signature rejects, no other reject reasons. One or more of the following rejects can be displayed on the student's record: 14 (missing student signature on paper FAFSA or SAR), 15 (missing parent signature on FAFSA or SAR), or 16 (missing student signature on Web application). This EFC does not print on the ISIR from EDExpress, SAR, or eSAR and does not appear in FAA Access to CPS Online or Student Inquiry. Appropriate signatures must be processed, as usual, before award disbursements can be made. This information benefits students who are trying to meet state deadlines that require the EFC to be calculated by a certain date.

Field Correction Flags

The ISIR record contains a Correction Flag for each field on the FAFSA/SAR. These flags are found in positions 1854 through 2048 on the ISIR. The values for this field are as follows:

Value	Meaning	Symbol Printed on ISIR
0	Field was not previously corrected	
1	Field was corrected on the current transaction (*i.e.*, changed to another value; correction from blank to zero is not considered a correction)	#
2	Field was corrected on a previous transaction (*i.e.*, changed to another value; correction from blank to zero is not considered a correction)	@

EDExpress does not actually print the data in this field. EDExpress uses the values in this field to print the character **#** (pound symbol) on the ISIR to the right of the field variable that was corrected on the most current transaction and to print the character **@** (at symbol) to the right of the field variable that was corrected on a previous transaction.

Correction flags are cumulative (i.e., the flag is included on all subsequent transactions).

FAFSA Data Verify Flags

FAFSA Data Verify Flags are found on the ISIR record (positions 2274 through 2468). Each FAFSA Data Verify Flag byte corresponds to a specific SAR field and indicates fields corrected to the same value on the transaction being corrected.

Value	Meaning
0	Field was not corrected to the same value
1	Field was verified as containing the same data as the transaction being corrected
2	CPS has asked that the field be verified

EDExpress does not print these flags on the ISIR. These flags can be found on the ISIR record layout and were added at the request of third-party servicers to assist them when performing correction edits.

Corrections And Updates

Overview

The initial steps in the application process are sending a student's application information to the CPS and receiving that student's processed application data back from the system. One of three types of documents is sent to the applicant as a result of an application:

- E-mail Notification of SAR Processing
- SAR
- SAR Acknowledgement

For more information on the types of documents sent to student and the situations in which they are sent, see Appendix D of this guide.

When data must be updated (under the limited circumstances allowed by regulation) or corrected, additional steps are required. FAAs and students can correct application data. Different processes are used for updating records depending on who is correcting the record and the type of document used to make the correction.

FAAs Making Corrections

FAAs can make corrections to students' records using FAA Access to CPS Online, third-party software, or their own mainframe systems.

FAA Access to CPS Online

In FAA Access to CPS Online, changes (corrections or updates) can be made to any student's record by an FAA, regardless of whether the application originally entered the system in paper or electronic format. Both updates and corrections are referred to as correction transactions. The electronic correction process requires that the school that inputs the new information maintain signed correction documentation.

Documentation can consist of a paper SAR or other documents, such as tax returns, a verification worksheet, or a change-of-address form. The FAA enters the changes on the FAA Access to CPS Online correction entry screen, submits the changes to the CPS, and receives an ISIR containing the new processed data. In this electronic input situation, the student receives an E-mail Notification of SAR Processing if he or she provided an e-mail address with valid syntax. Otherwise, a SAR Acknowledgement is sent. The school receives an electronic ISIR.

Mainframe System

FAAs can use their own systems to make changes or updates to any student's record, regardless of whether it originally entered the system as a paper or an electronic application. Using a mainframe system or third-party software, FAAs can submit electronic corrections to the CPS using the SAIG. As with FAA Access to CPS Online, the school must maintain signed correction documentation.

In this electronic input situation, the student receives an E-mail Notification of SAR Processing if he or she provided an e-mail address with valid syntax. Otherwise, a SAR Acknowledgement is sent. The school receives an electronic ISIR.

For more information on supporting a mainframe system, see the *2011-2012 Electronic Data Exchange (EDE) Technical Reference*, which provides sufficient programmer specifications and information to design or build your own system or software or the *Application Processing System Specifications for Software Developers*. Both documents are posted on ifap.ed.gov and on fsadownload.ed.gov.

Students Making Corrections

A student can make corrections to his or her application data using paper output documents or using FAFSA on the Web. The options for a student to make a correction depend on the document the student received after the application or subsequent transaction was processed. In most cases, a student receives one of the following output documents. The exception is for a student who submits corrections that are processed in real-time through FAFSA on the Web; this student's confirmation page includes a link to his or her e-SAR and no other output document.

E-mail Notification of SAR Processing

The E-mail Notification of SAR Processing is designed to notify the student of application and eligibility status more quickly than either the paper SAR or the SAR Acknowledgement. The e-mail includes a link to the student's processed SAR information online and enables the student to print the online SAR document as often as needed. In addition, the student can correct or confirm the applicant data, as needed. To complete corrections to the application data, the student must provide his or her PIN or signature. If the student is dependent and is changing parental data, a parent PIN or signature must also be provided. Students with undeliverable e-mail addresses and those whose E-mail Notifications of SAR Processing have been returned to the U.S. Department of Education are sent paper SARs or SAR Acknowledgements.

SAR Acknowledgement

The SAR Acknowledgement is designed to notify the student of application and eligibility status and is mailed when an applicant has completed an electronic application or correction but has not provided an e-mail address. If corrections are needed, the student uses FAFSA on the Web, contacts the school to submit the corrections through FAA Access to CPS Online or a mainframe system, or calls the Federal Student Aid Information Center (FSAIC) to request a duplicate SAR and use it to mail corrections or updates to the FAFSA processor.

SAR

The SAR is designed to serve two basic purposes: to notify the student of application and eligibility status and to provide a means for correcting or confirming applicant data.

The SAR is a vehicle for corrections for students who filed on paper and do not have e-mail addresses, or for students who file or make corrections using FAFSA on the Web and (1) are rejected for lack of signatures or (2) do not have an SSN Match Flag of **4** (SSN, name, and date of birth match). A student can correct or update his or her application information on the SAR and mail it to the FAFSA processor for data entry.

After the FAA or student makes corrections and the changes are processed, the student receives a new E-mail Notification of SAR Processing, SAR Acknowledgement, or SAR. In all cases, an ISIR is generated for the school.

SAR Corrections

As described in the previous section, for each non-real-time transaction processed at the CPS, an output document is sent to the applicant: a paper SAR, a SAR Acknowledgement, or an E-mail Notification of SAR Processing with information for accessing SAR data on the Web. An applicant who submits corrections using FAFSA on the Web that are processed in real-time is presented with a link to his or her e-SAR on the confirmation page. This section describes the paper SAR. Additional information on the paper SAR, including changes for 2011-2012, can be found in Appendix D.

Boxes with the question number and a shortened question description that corresponds to a question on the FAFSA appear on the SAR. These question boxes contain the student's response to the question. Next to or below the question box are boxes or ovals that resemble the answer fields on the FAFSA where the student can indicate or write in a corrected answer, if necessary.

Items that are highlighted (printed in bold type) require special attention. Highlighting indicates the CPS identified the responses as questionable or inconsistent with other answers. The CPS may assume answers to certain questions by comparing them with other information on the application. Answers might be assumed when the question was left blank, or a positive number might be assumed when the answer to an income question was given as a negative number.

When the CPS assumes an answer, both the value reported by the applicant and the assumed value are printed on the SAR. The word "ASSUMED" appears in parentheses with the assumed value. Assumed values are used by the CPS in performing the EFC calculation and should be reviewed carefully. If the assumed values are correct, the student does not need to change them on the SAR.

The student can correct other items if necessary, whether or not they are highlighted.

If the record has been rejected, an arrow points to the response field for the questioned item. This indicates that the student must provide a new answer because the original response was blank or illegible, and the item is necessary to perform an EFC calculation. The student can also correct other items if necessary, even if they are not highlighted.

At the top of the SAR are instructions to the student explaining the meaning of the arrows and the proper way to fill in an oval or to correct, confirm, or delete an answer. To confirm a previously reported answer, the student must rewrite the same value in the answer fields and return the SAR.

Parent Information for Independent Students

The SARs for dependent and independent students contain the same sections and numbered items as the FAFSA. Parent information is printed in the parent section for an independent student if the student provided it on the FAFSA, although the EFC calculation does not include parental data. Students in certain health profession programs are advised that they may have to provide parental data because the data is required by many health profession schools to award Title VII aid. Parental data provided by independent students is not subject to any edits, but the data appears on the SAR and ISIR and is carried forward on all transactions.

Parental data is required for dependent students and is edited and used in the EFC calculation.

Signatures

SAR Corrections

A message in the lower portion of the last page of the SAR shows the address where SAR corrections should be mailed.

In the lower left corner of the same page, the student is asked to certify that any corrections made on the SAR are accurate and complete. The student must sign this statement if he or she chooses to submit the corrections on paper. If the student is dependent and is changing parental data, one parent must also sign.

The student can also make corrections using the Web site, located at fafsa.gov. A PIN is needed to access the correction data. When corrections are made using the Web, a parent needs to sign or supply his or her PIN only if the parental data is changed. The student must supply his or her PIN.

PINs

The PIN simplifies and expedites processing for any applicant and his or her parent. A PIN can be issued in real-time from the PIN Web site or FAFSA on the Web, enabling an applicant and his or her parent to immediately sign a 2011-2012 FAFSA or correction.

New for 2011-2012: In addition so signing an original FAFSA, a real-time PIN can be used to sign renewal applications and corrections.

Students and parents can create their own PIN, request that Federal Student Aid generate a PIN for them that is displayed on the screen in real-time, request that the PIN be e-mailed in real-time, or have the PIN sent through postal mail. For all options except a PIN sent through postal mail, the PIN is issued in real-time so that the student or parent can immediately use it to electronically sign the application. See "The PIN for Students and Parents" in the "Processing Flow" section earlier in this guide for more information.

Signature Rejects

The Signature Reject EFC field is calculated for records that have only one or more of the three signature rejects described on the following pages.

Note: The Signature Reject EFC is included in the ISIR file, but does not print on the ISIR from EDExpress, SAR, or eSAR and does not appear in FAA Access to CPS Online or Student Inquiry. Appropriate signatures must be processed as usual before award disbursements can be made. This information benefits students who are trying to meet state deadlines that require the EFC to be calculated by a certain date.

Reject 16 — Missing Student Signature from a FAFSA on the Phone or Web Application

Reject 16 is generated and a paper SAR is sent to a student who submitted an application by calling FSAIC to submit a FAFSA on the Phone or submitted an application through FAFSA on the Web or Spanish FAFSA on the Web but did *not* provide a PIN or follow up with a signed Signature/Certification page. Reject 16 is also generated if the Signature/Certification page sent by the applicant was incomplete and could not be processed.

If the application record indicates that a Signature/Certification page was printed, the CPS holds the transmission for up to 14 calendar days pending receipt of the page. If the Signature/Certification page is not received in 14 calendar days, the CPS processes the record and mails a SAR with a Reject 16 code.

If the application record indicates that a Signature/Certification page was *not* printed, the CPS immediately processes the record and mails a SAR with a Reject 16 code.

Note: Reject 16 may appear with other rejects or highlighted data requiring correction or verification. A Reject 16 SAR does not have a calculated EFC and contains the full Certification Statement that appears on the FAFSA.

Reject 15 — Missing Parent Signature on FAFSA or SAR

Reject 15 is generated and sent on an E-mail Notification of SAR Processing or paper SAR to a dependent student who submitted a paper FAFSA or SAR without a parent signature. Reject 15 is also generated if a dependent student files a FAFSA or renewal application on FAFSA on the Web and signs with a PIN but does not provide a parent signature or PIN.

To resolve a Reject 15 code, the CPS requires at least one parental signature for dependent students. The parent can use his or her PIN to sign electronically using FAFSA on the Web; sign and mail the Signature/Certification statement on the paper SAR; or contact the school's FAA, who can submit the signature data electronically through the FAA Access to CPS Online Web site.

When a parent signs his or her dependent child's application or correction record with a PIN, other corrections can be made simultaneously; however, both the dependent student and one of the student's parents must use their PINs to sign an application or correction, or the resulting transaction will have a Reject 15.

If a printer is available, a dependent student can also print the Signature/Certification page, obtain a parent's signature, and mail it to the processor. The transmitted application is held up to 14 calendar days pending receipt of the page. If the Signature/Certification page is not received in 14 calendar days, the CPS processes the record and sends an E-mail Notification of SAR Processing or a paper SAR with a Reject 15 code.

If the application record indicates that a Signature/Certification page was *not* printed, the CPS processes the record and mails a SAR with a Reject 15 code or sends the E-mail Notification of SAR Processing.

If neither parent of a dependent student has a PIN nor has a printer to print the Signature/Certification page, the student's school can obtain the necessary documentation and submit the parent signature using FAA Access to CPS Online.

Note: Reject 15 may appear with other rejects or highlighted data requiring correction or verification. A Reject 15 SAR does not have a calculated EFC and contains the full Certification Statement that appears on the FAFSA.

Reject 14 — Missing Student Signature on Paper FAFSA or SAR

Reject 14 is generated when a student submits a paper FAFSA or SAR without a student signature or if the FAFSA or correction was signed before January 1, 2011 and sent to the FAFSA processor after the January 1, 2011 system startup date.

To correct a SAR with Reject 14, the student must sign and return the paper SAR to the FAFSA processor address indicated on the form. The student can also make other corrections to the Reject 14 SAR simultaneously, if necessary. By signing and returning the certification statement along with the application data, the student completes the application process.

A student who has an active PIN can also sign his or her record electronically on the Web and make other corrections using FAFSA on the Web. Alternatively, schools can obtain the necessary documentation from the student and submit his or her signature using the FAA Access to CPS Online Web site.

Note: Reject 14 may appear with other rejects or highlighted data requiring correction or verification. A Reject 14 SAR does not have a calculated EFC and contains the full Certification Statement that appears on the FAFSA.

School Code Corrections

A student can correct the school codes listed on his or her record in several ways. A school code can be added, removed, or replaced using FAFSA on the Web, FAA Access to CPS Online, or the SAR.

Note: The FAFSA contains space for up to four school codes and housing plans, while FAFSA on the Web applications and corrections can contain up to ten school codes. All ten schools are included in the ISIR file but, due to space constraints, only the first four schools print on the SAR and the first six schools print on the ISIR from EDExpress. You can view all schools on the student's record using FAA Access to CPS Online.

On the SAR, the student can correct any of the four school code fields and the new code is added in the position in which it was entered on the SAR. If the student chooses a position that has a school code in it, the previous code is replaced by the new school code. The school with the code that was removed does not receive ISIRs for the student.

The same results occur if the school correction is made using FAA Access to CPS Online, FAFSA on the Web, or if the student makes the request over the telephone through FSAIC. However, all ten school code fields can be corrected, and, if the correction is made using FAA Access to CPS Online, the processing system does not process a change that removes the school that transmitted the correction from the student's record.

To prevent schools from viewing or receiving transactions that contain a professional judgment by another school, students and FAAs are not permitted to add a new school code to a transaction that contains a professional judgment flag. The student or FAA must choose the next available transaction to make the correction. This does not apply to transactions that result from dependency overrides.

Getting Help

Customer Service

FSATECH Listserv

FSATECH is an e-mail listserv for technical questions about Federal Student Aid systems, software, and mainframe products.

For more information on subscribing to FSATECH, go to ed.gov/offices/OSFAP/services/fsatechsubscribe.html**.**

CPS/SAIG Technical Support

Federal Student Aid maintains this call center to address questions about CPS processing, EDExpress and EDconnect software, SAIG enrollment, and data transmissions and to collect system enhancement suggestions.

800/330-5947; 319/665-4762; (TDD/TTY 800/511-5806)

Representatives are available Monday through Friday, 8 a.m. to 8 p.m. Eastern Time (ET).

E-mail: CPSSAIG@ed.gov

Federal Student Aid Information Center (FSAIC)

The Federal Student Aid Information Center (FSAIC) serves the public with information about the federal student aid application process. FSAIC customer service representative support is provided in English and Spanish. Customers include students, parents, and FAAs seeking general information about federal grant and loan programs and assistance with the FAFSA (paper and FAFSA on the Web versions, including Federal Student Aid PIN assistance) and student aid processing timeframes.

Types of FSAIC assistance include: FAFSA status checks, completion of FAFSA and FAFSA corrections, requests to change addresses and Federal School Codes on the FAFSA, duplicate SAR requests, identification of holders of existing student loans (including contact information), Federal Student Aid publication fulfillment, and assisting the student with NSLDS's exit counseling sessions.

800/4-FED-AID (800/433-3243); 319/337-5665; or TDD/TTY 800/730-8913

Representatives are available Monday through Friday, 8 a.m. to 12 a.m. ET, and Saturday 9 a.m. to 6 p.m. ET (excluding federal holidays).

Federal Student Aid's Research and Customer Care Center (RCCC)

This call center provides information about and assistance with Title IV policy, regulations, application processing questions, and contacting other Federal Student Aid staff. Contact them at:

800/433-7327

Representatives are available Monday through Friday, 9 a.m. to 5 p.m. ET.

E-mail address: fsa.customer.support@ed.gov

APPENDIX A – 2011-2012 REJECT CODES AND REJECT REASONS

Reject Reason Codes

Reject reason codes can be either alphabetic or numeric. Some reject reasons are verifiable—that is, the student can confirm the questionable data by reentering the same value or correcting it to a different value. Other reject reasons are not verifiable; the questioned data must be changed or provided. In all reject situations, the questioned information is highlighted on the SAR and an EFC is not calculated.

A confirmation overrides a CPS edit. For example, if a student reports an exceptionally large number of family members (such as 20), the student's application receives a Reject W. The student can confirm the information by correcting the item to the same value, and Reject W is not triggered again.

However, if instead of confirming that 20 family members is correct, the student changes "20" to "21," the corrected data is subject to the same edits and will receive Reject W again.

In FAA Access to CPS Online, an FAA can override some verifiable rejects before transmitting the student's data to the CPS if the FAA knows that the reported information is correct. When filing an application or making corrections using FAFSA on the Web, the student can also override the reject by confirming the information he or she has entered.

As part of the annual changes, we incremented the year references in our edits that cause rejects A and B to be set on a record.

Table of Reject Codes and How to Respond to Each

Reject codes, reasons, and their associated SAR comment codes are listed here. If a student is rejected for more than one reason, the reject codes appear in the FAA Information Box in priority order. The resolution for a rejected SAR is the responsibility of the student, not the institution, and the SAR comment generated by the reject explains what action the student must take.

New for 2011-2012: We have revised edits associated with reject reason 1. Applicants who apply using the Web may not be presented with asset questions; and if they are not presented with these questions we will not turn on reject reason 1 for incomplete asset information.

Reject Code	Reject Reason	Action	Comment Code
*A	Date of birth year equals 1900 through 1936.	Confirm (reenter the same value) or correct the Date of Birth.	069
*B	Independent student and date of birth equals 09/01/95 or greater, and date of birth is not equal to or greater than current year.	Confirm (reenter the same value) or correct the Date of Birth.	072
*C	Taxes Paid is greater than zero and greater than or equal to a fixed percentage of the AGI, but not equal to or greater than AGI. (Parent or Independent Student)	Confirm (reenter the same value) or correct Taxes Paid and Adjusted Gross Income.	154, 155
D	Student's SSN match, but no name match	Confirm (reenter the same value) Student's First and Last Name.	061
E	Father's SSN match, but no name match	Confirm (reenter the same value) Father's Last Name and First Initial.	040
F	Mother's SSN match, but no name match	Confirm (reenter the same value) Mother's Last Name and First Initial.	051

* These Reject Codes are the same as the Reject Override Codes.

Table of Reject Codes and How to Respond to Each (continued)

Reject Code	Reject Reason	Action	Comment Code
*G	Taxes Paid is greater than zero, and greater than or equal to a fixed percentage of the AGI, but not equal to or greater than AGI. (Dependent Student)	Confirm (reenter the same value) or correct Taxes Paid and Adjusted Gross Income.	153
*J	Father's SSN contains all zeroes and reported as a tax filer	Confirm (reenter the same value) for the Father's SSN.	**083
*K	Mother's SSN contains all zeroes and reported as a tax filer	Confirm (reenter the same value) for the Mother's SSN.	**084
*N	Missing first or last name	Correct the Student's Last Name or First Name or confirm (reenter the same value) a blank First or Last Name field if the student actually has only one name.	080
P	Invalid SSN range	Confirm (reenter the same value) or correct the Student's Current SSN.	023
R	Student's Social Security Match, but no Date of Birth Match	Confirm (reenter the same value) or correct the Student's Date of Birth.	060
S	Father's Social Security Match, but no Date of Birth Match	Confirm (reenter the same value) or correct the Father's Date of Birth.	016
T	Mother's Social Security Match, but no Date of Birth Match	Confirm (reenter the same value) or correct the Mother's Date of Birth.	017
*W	Unusually high number of family members	If the student is dependent, confirm (reenter the same value) or correct Parents' Number of Family Members. If the student is independent, confirm (reenter the same value) or correct Student's Number of Family Members.	178, 179

* These Reject Codes are the same as the Reject Override Codes.
** If rejects J and K are on the ISIR, comment codes 083 and 084 are suppressed and replaced with comment code 164.

Table of Reject Codes and How to Respond to Each (continued)

Reject Code	Reject Reason	Action	Comment Code
1	The simplified needs test is not met and any asset data is blank	If the student is dependent, provide the following: Student's Cash, Savings and Checking, Student's Real Estate/ Investment Net Worth, Student's Business/Investment Farm Net Worth, Parents' Cash, Savings, and Checking, Parents' Real Estate/Investment Net Worth, and Parents' Business/ Investment Farm Net Worth. If the student is independent, provide the following: Student's Cash, Savings and Checking, Student's Real Estate/Investment Net Worth, and Student's Business/ Investment Farm Net Worth.	150, 151
2	Incomplete FAFSA	If the student is dependent, provide Parents' Taxed and Untaxed Income. If the student is independent, provide Student and Spouse (if married) Taxed and Untaxed Income.	129, 130
*3	Student's Taxes Paid is greater than zero and equal to or greater than AGI.	Correct Student's Taxes Paid or AGI.	114, 152
4	Student's marital status date is greater than the date the application was signed	If the Student's Marital Status Date is after the date the application was originally signed, correct the Student's Marital Status.	062
5	Missing or invalid Date of Birth	Correct the Date of Birth.	018
6	Father's Social Security Number was not matched with the Social Security Administration	Correct the SSN for the father. Also review and correct the name and/or Date of Birth for mother and/or father to achieve a full match for at least one parent.	011

* These Reject Codes are the same as the Reject Override Codes.

Table of Reject Codes and How to Respond to Each (continued)

Reject Code	Reject Reason	Action	Comment Code
7	Mother's Social Security Number was not matched with the Social Security Administration	Correct the SSN for the mother. Also review and correct the name and/or Date of Birth for mother and/or father to achieve a full match for at least one parent.	012
8	SSN match with Date of Death	Contact the Social Security Administration to fix the error at SSA. Then reenter name or Date of Birth and submit as a correction for an updated SSA Match.	076, 140, 145
9	Dependent student and one of SSN, Last Name, or Date of Birth is missing for both parents	Correct the SSN, name, and/or Date of Birth for mother and/or father to achieve a full match for at least one parent.	049
10	Missing marital status and number of family members	If the student is dependent, review and correct Parents' Marital Status and Parents' Number of Family Members. If the student is independent, review and correct Student's Marital Status and Student's Number of Family Members.	168, 169
11	Marital status inconsistent with reported incomes	If the student is dependent, review and correct Parent's Marital Status or at least one of the following fields: Father's/ Stepfather's Income From Work or Mother's/ Stepmother's Income From Work. If the student is independent, review and correct Student's Marital Status or at least one of the following fields: Student's Income Earned From Work or Spouse's Income Earned From Work.	089, 099
*12	Parents' Taxes Paid is greater than zero and equal to or greater than AGI	Correct Parents' Taxes Paid or AGI.	111

* These Reject Codes are the same as the Reject Override Codes.

Table of Reject Codes and How to Respond to Each (continued)

Reject Code	Reject Reason	Action	Comment Code
13	Missing Name	Provide the following: Student's Last Name and/or Student's First Name or confirm a blank First or Last Name field if the student actually has only one name.	082
14	Missing student signature on paper FAFSA or SAR	Signature correction must be made on a printed SAR certification page and resubmitted to the FAFSA Processor or can be corrected electronically.	160
15	Missing parent signature on FAFSA or SAR	Signature correction must be made on a printed SAR certification page and resubmitted to the FAFSA Processor or can be corrected electronically.	108
16	Missing student signature on Web application	Signature correction must be made on a printed SAR certification page and resubmitted to the FAFSA Processor or corrected electronically.	110, 285
17	Citizenship status left blank and SSA did not confirm citizenship status or applicant reported not a citizen or eligible noncitizen	Provide the Citizenship Status with the Alien Registration Number if appropriate.	068
18	SSN not verified on SSA's database	Correct the SSN. If the SSN is correct, contact the SSA to fix the error in their records. Then reenter SSN and submit as a correction for an updated SSA Match.	024
19	An EFC cannot be calculated because the Department of Justice has placed a "hold" on the student	Student needs to call 202-377-3889 to resolve comment 009.	009

Table of Reject Codes and How to Respond to Each (continued)

Reject Code	Reject Reason	Action	Comment Code
*20	A non-tax filer is reporting an income that is above the IRS filing requirement	If the student is dependent, review and correct the appropriate set of data from the following: Student's Tax Return Completed status or student's income or Parents' Tax Return Completed status or income for the father and mother. If the student is independent, review and correct at least one of the following: Student's Tax Return Completed status or income for the student and spouse.	126, 131

* These Reject Codes are the same as the Reject Override Codes.

APPENDIX B – 2011-2012 DATABASE MATCHES AND MATCH FLAGS

Overview

Previously, this appendix included expanded charts showing match flags for all matches, the reasons associated with these match results, the SAR comment number that is triggered, and a determination as to if an action is required. This year we have moved all of this information into the *SAR Comment Codes and Text* guide into a reformatted table so that all comment information is in one document. At the end of the guide, we provide simplified tables that cross-reference match flag results with the rejects, C flag, and comment numbers.

The *2011-2012 SAR Comment Codes and Text* guide is posted on the IFAP Web site, located at ifap.ed.gov, and on the FSAdownload Web site, located at fsadownload.ed.gov, in early November.

APPENDIX C - LOAN STATUS CODES AND ELIGIBILITY CHARTS

Overview

Appendix C describes the loan status codes, Federal Direct Loan servicer codes, selected servicer codes, guaranty agency codes, selected lenders, and contact information/fields associated with loan status.

The Loan Status Codes table on the following pages contains a column titled "Group (ISIR sort order)." This column describes the order that these loans are sorted and displayed on the ISIR with regard to their current loan status, categorized in the following groups:

- Group 1 includes loans in deceased status, making the student ineligible for aid.
- Group 2 includes loans in a defaulted or fraud status, making the student ineligible for aid.
- Group 3 includes loans where a school may have to take action; this includes loans in an abandoned, disability, active bankruptcy, or temporary uninsured status.
- Group 4 are loans in an open status not included in groups 2 and 3.
- Group 5 includes closed loans (those not included in groups 1, 2, 3, and 4).

Loan Status Codes

New for 2011-2012: A new loan status code of **VA** identifies loans written off due to a disability as determined by the Veteran's Administration.

Code	Status	Eligibility for Title IV	Group (ISIR sort order)
AL	Abandoned Loan	Yes	3
BC	No Prior Default, Bankruptcy Claim, Discharged	Yes, because loan was not in default and was discharged	5
BK	No Prior Default, Bankruptcy Claim, Active	Yes, because loan was not in default	3
CA	Canceled (Perkins = Loan Reversal)	Yes	5
CS	Closed School Discharge	Yes	5
DA	Deferred	Yes	4
DB	Defaulted, then Bankrupt, Active. (Perkins: all bankruptcies. FFELP and Direct Loans: Chapter 13)	No, unless debtor can show that loan is dischargeable. See Dear Colleague letter GEN-95-40, dated September 1995	2
DC	Defaulted, Compromise	Yes, because compromise is recognized as payment in full	5
DD	Defaulted, then Died	No, because if borrower is reapplying, then loan status is in error	1
DE	Death	No, because if borrower is reapplying, then loan status is in error	1
DF	Defaulted, Unresolved	No	2
DI	Disability	Yes	3

Loan Status Codes (continued)

Code	Status	Eligibility for Title IV	Group (ISIR sort order)
DK	Defaulted, then Bankrupt, Discharged. (Perkins: all bankruptcies. FFELP and Direct Loans: Chapter 13)	Yes, because defaulted loan has been totally discharged	5
DL	Defaulted, in Litigation	No	2
DN	Defaulted, then Paid in Full through Consolidation Loan	Yes	5
DO	Defaulted, then Bankrupt, Active, other. For FFELP and Direct Loans in Chapters 7, 11, and 12	No, unless debtor can show that loan is dischargeable. See Dear Colleague letter GEN-95-40, dated September 1995	2
DP	Defaulted, then Paid in Full	Yes, because loan was paid in full	5
DR	Defaulted Loan Included in Roll-up Loan	Yes, because the loan was combined with other loans and subrogated to the Department of Education, which reported the same information to NSLDS in one loan. The status of that record will determine eligibility	5
DS	Defaulted, then Disabled	Yes, because loan debt is canceled	3
DT	Defaulted, Collection Terminated	No	2
DU	Defaulted, Unresolved	No	2
DW	Defaulted, Write-Off	No	2
DX	Defaulted, Satisfactory Arrangements, and Six Consecutive Payments	Yes, assuming student continues to comply with repayment plan on defaulted loan or is granted forbearance by the GA	4

Loan Status Codes (continued)

Code	Status	Eligibility for Title IV	Group (ISIR sort order)
DZ	Defaulted, Six Consecutive Payments, then Missed Payment	No, loan is back in active default status	2
FB	Forbearance	Yes	4
FC	False Certification Discharge	Yes	5
FD	Fraud Defaulted	No	2
FR	Fraud	No	2
FX	Fraud, Resolved	Yes	5
IA	Loan Originated	Yes	4
ID	In School or Grace Period	Yes	4
IG	In Grace Period	Yes	4
IM	In Military Grace	Yes	4
IP	In Post-Deferment Grace (Perkins only)	Yes	4
OD	Defaulted, then Bankrupt, Discharged, other. For FFELP and Direct Loans in Chapters 7, 11, and 12	Yes, because defaulted loan has been totally discharged	5
PC	Paid in Full through Consolidation Loan	Yes. Does not matter whether consolidation loan was through FFELP or Direct Loan or whether underlying loans were in default	5
PF	Paid in Full	Yes	5
PM	Presumed Paid in Full	Yes	5
PN	Non-defaulted, Paid in Full through Consolidation Loan	Yes	5

Loan Status Codes (continued)

Code	Status	Eligibility for Title IV	Group (ISIR sort order)
PX	Identity Theft – Loan Discharged	Yes	2
PZ	PLUS Loan, Student has since died	No, the deceased student is not eligible because if borrower is reapplying, then loan status is in error Yes, the living parent of a parent PLUS Loan is eligible to receive Title IV aid	5
RF	Refinanced	Yes, because defaulted loans cannot be refinanced	5
RP	In Repayment	Yes	4
UA	Temporarily Uninsured – No Default Claim Requested	Yes	3
UB	Temporarily Uninsured – Default Claim Denied	Yes, because the loan is not a federal loan while temporarily uninsured	3
UC	FFEL: Permanently Uninsured/Unreinsured – Non-Defaulted Loan Perkins: Non-Defaulted Loan Purchased by School	Yes	5
UD	FFEL: Permanently Uninsured/Unreinsured – Defaulted Loan Perkins: Defaulted Loan Purchased by School	Yes, because the loan is no longer a federal loan	5
UI	Uninsured/Unreinsured	Yes, does not matter if loan was in default	3
VA	Disability, determined by Veteran's Administration	Yes, disabled veteran discharged	3

Loan Status Codes (continued)

Code	Status	Eligibility for Title IV	Group (ISIR sort order)
XD	Defaulted, Satisfactory Arrangements, and Six Consecutive Payments	Yes, assuming student continues to comply with repayment plan on defaulted loan or is granted forbearance by the GA	4

Federal Direct Loan Servicer

Code	Name	Phone Number
00100	Direct Loan Servicing Center, Utica, NY	800-848-0979

Federal Loan Servicers

Code	Name	Phone Number
700577	Department of Education ACS, Utica, NY	800-508-1378
700578	Department Of Education SALLIE MAE, Reston, VA	800-722-1300
700579	Department Of Education FEDLOAN SERVICING (PHEAA), Harrisburg, PA	800-699-2908
700580	Department Of Education NELNET, Lincoln, NE	888-486-4722
700581	Department Of Education GREAT LAKES, Madison, WI	800-236-4300

Selected Servicers

Code	Name	City	State
700001	ALABAMA COMMISSION ON HIGHER EDUCATION	MONTGOMERY	AL
700002	CONN. ASSISTANCE FOR LOAN SERVICING (CAL)	ROCKY HILL	CT
700003	NYSHESC NEW YORK STATE HIGHER EDU	ALBANY	NY
700004	STUDENT LOAN MARKETING ASSOCIATION	KILLEEN	TX
700005	OHIO PAYMENT SERVICES	COLUMBUS	OH
700006	ACS	LONG BEACH	CA
700007	ADP NOT IN SERVICE	CHERRY HILL	NJ
700008	SOUTHWEST STUDENT SERVICES CORP	MESA	AZ
700009	BANK OF NORTH DAKOTA	BISMARCK	ND
700010	BANK OF COLUMBUS	COLUMBUS	OH
700011	BANKS OF IOWA COMPUTER SERVICES	CEDAR RAPIDS	IA
700012	BOONE COUNTY NATIONAL BANK	COLUMBIA	MO
700013	BORTHWICK ASS NOT IN SERVICE	DOVER	NH
700014	BRAZOS HIGHER ED AUTHORITY	AUSTIN	TX
700015	C.S.X. COMM NOT IN SERVICE	JACKSONVILLE	FL
700016	STUDENT LOAN MARKETING ASSOCIATION	LYNN HAVEN	FL
700017	CITIBANK (NYS) STUDENT LOAN	PITTSFORD	NY
700018	THE STUDENT LOAN CORPORATION	ROCHESTER	NY
700019	CITICORP INFO RES NOT IN SERVICE	TROY	MI
700020	CITICORP INFO RES - NOT IN SERVICE	WOBURN	MA
700021	CITIZENS FIDELITY BANK & TRUST CO	LEXINGTON	KY
700022	COLLEGE FINANCE ASSISTANCE CORP	DEERFIELD	IL
700023	COLORADO STUDENT LOAN PGM	DENVER	CO
700024	COMAC FINANCIAL SERV NOT IN SERVICE	OKLAHOMA CITY	OK
700025	COMERICA BANK - DETROIT	DETROIT	MI
700026	COMPUTER SERVICES, INC	ELIZABETHTOWN	KY
700027	COSTEP	MCALLEN	TX
700028	CROSS ISLAND COMPUTERS	WILLINSTON PARK	NY
700029	CSOBA	DENVER	CO
700030	INTUITION INC	JACKSONVILLE	FL
700031	CTHEA/COSTEP (CENTRAL TEXAS HIGH)	SAN MARCOS	TX

Selected Servicers (continued)

Code	Name	City	State
700032	CUSTOMER THRIFT SERVICES, INC.	FLORHAM PARK	NJ
700033	DATA CENTER, INC.	HUTCHINSON	KS
700034	UNIPAC SERVICE CORPORATION	DENVER	CO
700035	DUNFAM, INC.	LONGWOOD	FL
700036	E.L.M.I. (NOEL BAILEY)	WAKEFIELD	MA
700037	EDUCATION LOAN SERVICES INC	BRAINTREE	MA
700038	EDUCATION ASSISTANCE SERVICE CORP INC	ABERDEEN	SD
700039	EASTERN OPERATIONS CENTER	MECHANICSVILLE	VA
700040	EDS – NO LONGER IN BUSINESS	RICHARDSON	TX
700041	NELNET (EFS)	INDIANAPOLIS	IN
700042	STUDENT LOAN CO-OPERATIVE, INC.	WAKEFIELD	MA
700043	USA GROUP LOAN SERVICES INC	INDIANAPOLIS	IN
700044	EFS - PROFESSIONAL LOAN SERVICES	INDIANAPOLIS	IN
700045	EFS OF MICIGAN - NO LONGER BUSINESS	EAST LANSING	MI
700046	ELECTRONIC DATA SYSTEMS	LOMBARD	IL
700047	ELECTRONIC DATA SYSTEMS	WOBURN	MA
700048	FINANCIAL SERVICE, INC.	GLEN ROCK	NJ
700049	FIRST AMERICA SAVINGS BANK	LONGMONT	CO
700050	FIRST FINANCIAL MANAGEMENT CORP.	ATLANTA	GA
700051	FIRST INTERSTATE BANK OF DES MOINES	DES MOINES	IA
700052	FIRST NATIONAL BANK IN BOULDER	BOULDER	CO
700053	EDUSERV TECHNOLOGIES, INC	WINSTON-SALEM	NC
700054	FISC	LEWISTON	ME
700055	FISERV	CLEVELAND	OH
700057	GREAT LAKES HIGHER ED CORP	MADISON	WI
700058	OFFICE OF EDUCATION SERVICES	BATON ROUGE	LA
700059	GEORGIA STUDENT FINANCE AUTHORITY	TUCKER	GA
700060	GUARANTEED STUDENT LOAN	CANYON	TX
700061	EDUSERV TECHNOLOGIES INC	ST PAUL	MN
700062	HARPER, SMITH AND ASSOCIATE	JACKSONVILLE	FL
700063	HAWAII IMPULSE SYSTEMS	HONOLULU	HI
700064	HIGHER EDUCATION SERVICING CORP	ARLINGTON	TX
700065	IOWA HIGHER ED LOAN PGM	DES MOINES	IA
700066	ILLINOIS DESIGNATED ACCT PURCHASE PROG	DEERFIELD	IL

Selected Servicers (continued)

Code	Name	City	State
700067	ILLINOIS STUDENT ASSISTANCE COMMISSION	DEERFIELD	IL
700068	IOWA COLLEGE AND COMMISSION	DES MOINES	IA
700070	IOWA HIGHER EDUCATION LOAN PROGRAM	DES MOINES	IA
700071	KEARNEY STATE BANK	KEARNEY	NE
700072	KENTUCKY HIGHER ED STUDENT LOAN CORP	LOUISVILLE	KY
700073	LEBER SERVICES	ROCKFORD	IL
700074	LIBERTY NATIONAL BANK AND TRUST CO	LOUISVILLE	KY
700075	EDUSERV TECHNOLOGIES, INC	SALT LAKE CITY	UT
700076	STUDENT LOAN MARKETING ASSOCIATION	RESTON	VA
700077	SALLIE MAE	RESTON	VA
700078	STUDENT LOAN MARKETING ASSOC. VA	HERNDON	VA
700079	STUDENT LOAN MARKETING ASSOCI/TEXAS	KILLEEN	TX
700080	M.F.G. INFORMATION SYSTEMS	DECATUR	IL
700081	MISSOURI HIGHER ED LOAN AUTHORITY	ST. LOUIS	MO
700082	MAINE ED SERVICE	AUGUSTA	ME
700083	MFG INFORMATION SYSTEMS, INC.	BARTONVILLE	IL
700084	MISSISSIPPI GUARANTEE STUDENT LOAN	JACKSON	MS
700085	MASSACHUSETTS HIGHER ED ASSOC	BOSTON	MA
700086	MITCHELL SWEET AND ASSOCIATES	TEMPE	AZ
700087	MONTANA BANK OF SO MSCA	MISSOULA	MT
700088	MONTANA GUARANTEED STUDENT LOAN PGM	HELENA	MT
700089	N.C.R.	VIRGINIA BEACH	VA
700090	NATIONAL BANK OF AMERICA	SALINA	KS
700091	NCR CORPORATION	FRAMINGHAM	MA
700092	NCR DATA CORPORATION	GLASTONBURY	CT
700093	NCR DATA SERVICES	CRANBURY	NJ
700094	NCR-MID-ATLANTIC DATA SERV CENTER	COLUMBIA	MD
700095	NHELP SERVICING CENTER	LINCOLN	NE
700096	NELLIE MAE	BRAINTREE	MA
700097	NEW JERSEY DEPT OF HIGHER ED	TRENTON	NJ
700098	NEW MEXICO ED ASSISTANCE FOUNDATION	ALBUQUERQUE	NM
700099	NATIONAL EDUCATION SERVICING	CHICAGO	IL
700100	AMERICAN EDUCATION SERVICES	HARRISBURG	PA
700101	PANHANDLE PLAINS STUDENT LOAN CENTER	CANYON	TX

Selected Servicers (continued)

Code	Name	City	State
700102	PNC EDUCATION LOAN CENTER	PITTSBURGH	PA
700103	STUDENT ASSISTANCE SUPPORT SERVICE	AUSTIN	TX
700104	SANDUSKY COMPUTER CENTER, INC.	SANDUSKY	OH
700105	SAVINGS BANKS TRUST CO.	WOODBURY	NY
700106	SOUTH CAROLINA STUDENT LOAN CORP	COLUMBIA	SC
700107	SOUTHERN EDUCATORS LIFE INSURANCE	NORCROSS	GA
700108	SOUTHRUST BANK/LSC/VA	MERRIFIELD	VA
700109	TGSLC LOAN SERVICING	AUSTIN	TX
700110	STUDENT FINANCE SERVICE CORP	SEATTLE	WA
700111	STUDENT LOAN FINANCE ASSISTANCE	LOS ANGELES	CA
700112	STUDENT LOAN FUND OF IDAHO MARKET	FRUITLAND	ID
700113	STUDENT LOAN FUNDING CORP	CINCINNATI	OH
700114	SUBURBAN BANK OF AURORA	AURORA	IL
700115	SUSIE MAE	HARTFORD	CT
700116	T.E. LOTT & CO	COLUMBUS	MS
700117	THE CHASE MANHATTAN BANK N.A.	TAMPA	FL
700118	STUDENT LOAN SERVICE CENTER	HARTFORD	CT
700119	TRANS WORLD INSURANCE CO	SACRAMENTO	CA
700120	USA FUNDS	INDIANAPOLIS	IN
700121	NELNET LOAN SERVICES INC. (DEN)	JACKSONVILLE	FL
700122	UNIPAC	ST. PAUL	MN
700123	UNIVERSITY ACCOUNTING SERVICE	BROOKFIELD	WI
700124	STUDENT LOAN MARKETING ASSOCIATION	WALTHAM	MA
700125	USERS, INC	HONOLULU	HI
700126	UTAH STATE BOARD OF REGENTS LSC	SALT LAKE CITY	UT
700127	VERMONT SECONDARY LOAN MARKET	WINOOSKI	VT
700128	VIRGINIA EDUCATION LOAN AUTHORITY	RICHMOND	VA
700129	EDFINANCIAL SERVICES	KNOXVILLE	TN
700130	WESCO	HELENA	MT
700131	WESCO	GRAND RAPIDS	MI
700132	WEST TEXAS EDUCATION SERVICE	EL PASO	TX
700133	WYOMING STUDENT LOAN CORP	CHEYENNE	WY
700134	1ST INTERSTATE DALLAS	DALLAS	TX
700135	5/3 BANK	CINCINNATI	OH

Selected Servicers (continued)

Code	Name	City	State
700136	HIGHER EDUCATION ASSISTANCE FOUN	ST. PAUL	MN
700138	STUDENT INFORMATION SERVICE CENTER	ALBANY	NY
700139	STUDENT INITIATED LOAN SERVICING	MONTGOMERY	AL
700140	STUDENT LOAN SERVICES	JACKSONVILLE	FL
700141	AMERICAN EDUCATION SERVICES	HARRISBURG	PA
700142	STUDENT LOAN SERVICING CENTER	ST. PAUL	MN
700143	INDIANA SECONDARY MARKET	INDIANAPOLIS	IN
700144	NELNET LOAN SERVICES INC. (LOANSTAR)	BRYAN	TX
700145	IOWA CREDIT UNION LEAGUE	DES MOINES	IA
700146	ISM LOAN SERVICING CENTER	INDIANAPOLIS	IN
700147	LENDER SERVICE PGM	MADISON	WI
700148	NORTHEASTERN COMPUTER SERVICES INC.	SYRACUSE	NY
700149	OHIO STUDENT LOAN COMMISSION	COLUMBUS	OH
700150	PROMAX	WO. WEYMOUTH	MA
700151	MEMBER DATA PROCESSOR, INC.	CARMEL	IN
700152	NAT'L EDUCATION LOAN OF NEW ENGLAND	WARWICK	RI
700153	RONALD FRAME, EDS	BINGHAMTON	NY
700154	TEXAS GUARANTEED STUDENT LOAN CORP.	AUSTIN	TX
700155	OSLA STUDENT LOAN SERVICING	OKLAHOMA CITY	OK
700156	WISCONSIN HIGHER EDUCATION CORP.	MADISON	WI
700157	CHELA	SAN FRANCISCO	CA
700158	EFG TECHNOLOGIES	WINSTON-SALEM	NC
700160	AMSOUTH BANK N.A.	BIRMINGHAM	AL
700161	EDUCATION SERVICES FOUNDATION	JACKSON	MS
700162	CHEMICAL BANK - EDUCATIONAL	JERICHO	NY
700163	COMMERCE BANK OF ST. LOUIS	ST. LOUIS	MO
700164	COSTA MESA SERVICE CENTER	LOS ANGELES	CA
700165	CREDIT UNION PROCESSING	BATTLECREEK	MI
700166	CUPS	SOUTHFIELD	MI
700167	DAVENPORT BANK AND TRUST CO	DAVENPORT	IA
700168	FIRST BANK OPERATIONS CENTER	DULUTH	MN
700170	ICUL DATA SERVICES	DES MOINES	IA
700172	STUDENT ASSISTANCE FOUNDATION OF MT	HELENA	MT
700173	MISSOURI HIGHER EDUCATION LOAN AUTH	CHESTERFIELD	MO

Selected Servicers (continued)

Code	Name	City	State
700174	NELS	PROVIDENCE	RI
700178	NSLP	LINCOLN	NE
700180	STUDENT LOAN SERVICE CORP	SALT LAKE CITY	
700181	STUDENT LOAN SERVICING CENTER	MINNEAPOLIS	MN
700183	TOWN NORTH NATIONAL BANK	KILLEEN	TEX
700185	ACADEMIC LOAN RESOURCE	SEATTLE	WA
700189	STUDENT ASSISTANCE SUPPORT SERVICE	AUSTIN	TX
700190	STUDENT LOAN SVCING CTR/SLMA WA	SPOKANE	WA
700191	SALLIE MAE, INC.	WILKES-BARRE	PA
700192	MONTANA HIGHER EDUCATION STUDENT AS	HELENA	MT
700193	FIRST SECURITY STUDENT LOAN	BOISE	ID
700194	CHASE STUDENT LOAN SERVCING, LLC	MADISON	MS
700195	ACADEMIC LOAN RESOURCE	FRUITLAND	ID
700196	IOWA STUDENT LOAN LIQUIDITY CORP	DES MOINES	IA
700197	LSI FINANCIAL GROUP	LITTLE ROCK	AR
700198	AFSA DATA CORP	UTICA	NY
700199	STUDENT LOAN SERVICING CENTER/SLMA	PANAMA CITY	FL
700200	GREATER EAST TEXAS SERVICING CORP	BRYAN	TX
700201	ACS EDUCATION SERVICES, INC.	LONG BEACH	CA
700202	WELLS FARGO BANK NA	SIOUX FALLS	SD
700203	WACHOVIA EDUCATION FINANCE, INC	SACRAMENTO	CA
700204	GRANITE STATE MANAGEMENT & RESOURCE	CONCORD	NH
700205	KNIGHT COLLEGE RESOURCE GROUP	BOSTON	MA
700206	STUDENT LOAN FINANCE CORPORATION	ABERDEEN	SD
700207	GREAT LAKES EDUCATIONAL LOANS SERV	MADISON	WI
700208	BRAZOS HESC	WACO	TX
700209	STUDENT ASSISTANCE FOUNDATION OF MT	HELENA	MT
700210	GEORGIA HIGHER EDUCATION ASST. CORP	TUCKER	GA
700211	ELM RESOURCES(PEPS)	OAKLAND	CA
700212	ACCESS GROUP, INC.	WILMINGTON	DE
700213	WESTERN STATES LEARNING CORP	CHEYENNE	WY
700215	XPRESS LOAN SERVICING	CLEVELAND	OH
700216	CLC SERVICING CORP.	WOODBURY	MN
700217	STUDENT LOAN FUND OF IDAHO (IMA)	FRUITLAND	ID

Selected Servicers (continued)

Code	Name	City	State
700218	GCO SERVICING CORPORATION	FRUITLAND	ID
700219	GRADUATE LEVERAGE LOAN SERVICING CTR.	COLLEGE STATION	TX
700220	ALL STUDENT LOAN SERVICING CORP	VANCOUVER	WA
700788	STUDENT LOAN MARKETING ASSOCIATION	HERNDON	VA
700789	STUDENT LOAN MARKETING ASSOCIATION	WILKES-BARRE	PA
700790	UNIPAC SERVICE CORP	LINCOLN	NE
700791	FOUNTAINHEAD GROUP, LLC, STE 1910	ST. PAUL	MN

Guaranty Agencies

Number	Short Name	Name
555	DCMS	Debt Collection Management Service Department of Education
556	DMCS	Department of Education/Debt Management and Collections System
575	DDP	The Conditional Disability Discharge Tracking System (CDDTS)
577	ED/ACS	Department of Education/ACS
578	ED/Sallie Mae	Department of Education/Sallie Mae
579	ED/PHEAA	Department of Education/FEDLOAN Servicing (PHEAA)
580	ED/NELNET	Department of Education/NELNET
581	ED/Great Lakes	Department of Education/Great Lakes
582	ED/TPD	Department of Education/ NELNET Total and Permanent Disability Servicer
705	Arkansas	Student Loan Guaranty Foundation of Arkansas
706	California	California Student Aid Commission
708	Colorado	College Assist
712	Florida	Florida Department of Education OSFA
713	Georgia	Georgia Higher Education Assistance Corporation
717	Illinois	Illinois Student Assistance Commission
719	Iowa	Iowa College Student Aid Commission
721	Kentucky	Kentucky Higher Education Assistance Authority
722	Louisiana	Louisiana Office of Student Financial Assistance
723	Maine	Finance Authority of Maine (FAME)
725	Massachusetts	American Student Assistance of Massachusetts
726	Michigan	Michigan Higher Education Assistance Authority
729	Missouri	Missouri Coordinating Board for Higher Education
730	Montana	Montana Guaranteed Student Loan Program
731	Nebraska	National Student Loan Program, Inc.
733	New Hampshire	New Hampshire Higher Education Assistance Foundation
734	New Jersey	New Jersey Higher Education Assistance Authority
735	New Mexico	New Mexico Student Loan Guarantee Corporation
736	New York	New York State Higher Education Services
737	North Carolina	North Carolina State Ed. Assistance Authority
738	North Dakota	Student Loans of North Dakota
740	Oklahoma	Oklahoma Guaranteed Student Loan Program

Guaranty Agencies (continued)

Number	Short Name	Name
742	PHEAA	Pennsylvania Higher Education Assistance Agency
744	Rhode Island	Rhode Island Higher Education Assistance Authority
745	South Carolina	South Carolina State Ed Assistance Authority
747	Tennessee	Tennessee Student Assistance Corporation
748	Texas	Texas Guaranteed Student Loan Corporation
749	Utah	Utah Higher Education Assistance Authority
750	Vermont	Vermont Student Assistance Corporation
753	Washington	Northwest Education Loan Association-Washington
755	Great Lakes	Great Lakes Higher Education Guaranty Corporation
800	USAF	United Student Aid Funds, Incorporated
927 / 951	ECMC	Education Credit Management Corporation

Selected Lenders

To find the lender's code, name, city, and state, use the NSLDS Professional Access Web site at nslds.ed.gov/nslds_FAP/secure/logon.jsp. The organization's contact information can be found under the Org tab by filtering for the type as "Lender."

Contact Information & Fields Associated with Loan Status

Loan	Contact	GA Code	School Code	Current Holder	Region Code
FFEL	Primary: Servicer or Lender (as applicable) Secondary: GA	Yes	OPE-ID	Servicer or Lender Code (as applicable)	Blank
FFEL, defaulted	GA	Yes	OPE-ID	000### (### is the GA Code)	Blank
FFEL, assigned*	ED (See Region)	555 (ED)	OPE-ID	000555 (ED)	Yes
FFEL, CDDTS	ED	575 (ED)	OPE-ID	000575 (ED)	Blank
FFEL, U.S. Dept. of ED	ED/ACS	577 (ED)	OPE-ID	000577 (ED)	Blank
FFEL, U.S. Dept. of ED Servicer	ED/SALLIE MAE Primary: Servicer Code Secondary: GA Code	578 (ED)	OPE-ID	Servicer Code: 700578 (ED)	Blank
FFEL, U.S. Dept. of ED Servicer	ED/PHEAA Primary: Servicer Code Secondary: GA Code	579 (ED)	OPE-ID	Servicer Code: 700579 (ED)	Blank
FFEL, U.S. Dept. of ED Servicer	ED/NELNET Primary: Servicer Code Secondary: GA Code	580 (ED)	OPE-ID	Servicer Code: 700580 (ED)	Blank
FFEL, U.S. Dept. of ED Servicer	ED/Great Lakes Primary: Servicer Code Secondary: GA Code	581 (ED)	OPE-ID	Servicer Code: 700581 (ED)	Blank
FFEL and Perkins, U.S. Dept. of ED Servicer	ED/NELNET TPD	582 (ED)	OPE-ID	000582 (ED)	Blank

Loan	Contact	GA Code	School Code	Current Holder	Region Code
FDLP	Servicer	Blank	OPE-ID	Servicer Code	Blank
FDLP, Held by DCS	ED (See Region)	555 (ED)	OPE-ID	000555 (ED)	Yes
FISL	Primary: Servicer (if applicable) Secondary: School (is primary contact if no servicer used)	Blank	OPE-ID	Servicer Code (if applicable), or blank	Blank
FISL, Held by DCS	ED (See Region)	555 (ED)	OPE-ID	000555 (ED)	Yes
Perkins	Primary: Servicer (if applicable) Secondary: School (is primary contact if no servicer used)	Blank	OPE-ID	Servicer Code (if applicable), or blank	Blank
Perkins, Held by DCS	ED (See Region)				
Perkins, U.S. Dept. of ED/ACS	ED	577 (ED)	OPE-ID	000577 (ED)	Blank

* Assigned = Held by Debt Collection Service (DCS).

Note: The School Code field always shows the OPE-ID of the school the student attended when the loan was received.

APPENDIX D – SAR AND SAR ACKNOWLEDGEMENT

Overview

For each non-real-time transaction processed at the CPS, an output document is sent to the applicant: a paper SAR, SAR Acknowledgement, or an E-mail Notification of SAR Processing with information to access SAR data on the Web. An applicant who submits corrections using FAFSA on the Web that are processed in real-time is presented with a link to his or her e-SAR on the confirmation page. The type of document sent is determined by the type of record that was submitted by the applicant as follows:

Record Submitted	**Output**
Paper FAFSA or SAR	English or Spanish SAR or E-mail Notification of SAR Processing
FAFSA on the Web, application and corrections (non-real-time)	English or Spanish SAR Acknowledgement or E-mail Notification of SAR Processing
FAFSA on the Web, application and corrections (non-real-time) without signatures	English or Spanish SAR or E-mail Notification of SAR Processing
FAFSA on the Web, corrections (real-time)	No output, student receives link to e-SAR on confirmation page
FAA Access to CPS Online Application or Correction	English or Spanish SAR Acknowledgement or E-mail Notification of SAR Processing

Students who meet the following criteria receive an e-mail containing a link to access the SAR on the Web instead of the paper SAR or paper SAR Acknowledgement:

- E-mail address exists and has valid syntax and
- Social Security Administration (SSA) match equals 4.

We print and mail a paper SAR to students with e-mail addresses with invalid syntax and to those whose E-mail Notifications of SAR Processing were returned to us.

The SAR serves two basic purposes:

- Notifies the student of application and eligibility status
- Provides a means for correcting or confirming applicant data

The SAR Acknowledgement is designed to notify the student of application and eligibility status. If corrections are needed, the student uses FAFSA on the Web or contacts the school to submit them through FAA Access to CPS Online or a mainframe system.

The E-mail Notification of SAR Processing is designed to notify the student of application and eligibility status more quickly than the paper SAR or the SAR Acknowledgement. It enables the student to view the SAR online and to print the online SAR document as often as needed. The SAR links the student to FAFSA on the Web for correcting or confirming the applicant data. To complete corrections to the application data, the student must provide his or her PIN or signature and, if dependent and changing parental data, his or her parent's PIN or signature.

Paper SAR

The paper SAR follows the order of the questions as they are presented on the paper FAFSA.

All English SARs are ten-page documents, and Spanish SARs are eleven-page documents. The first four pages are in a letter format and include the comment text, NSLDS information, and FAA information. The last six pages (seven pages for Spanish) display the question responses reported by the student and provide space for making corrections. Each page of the SAR is described in detail below. In addition, to match the color scheme of the paper FAFSA, the 2011-2012 SAR is printed on yellow paper.

A draft copy of the 2011-2012 SAR is available on the IFAP Web (ifap.ed.gov) site.

SAR–Page 1

The date below the www.fafsa.gov Web site address in the upper left corner is the date the record was processed at the CPS. Below the process date is a tracking number for the FAFSA processor and the CPS that is not used for any institutional purpose. The student's name and mailing address is printed below the tracking number.

The student's four-digit Data Release Number (DRN) is to the right of the processed date in the upper right corner below the Office of Management and Budget (OMB) number. The DRN can be used by schools to access the student's electronic application record if they were not originally listed on the student's application or SAR. In addition, the student can use the DRN to make a request for correction by telephone through the FSAIC at 800/4FED AID (800/433-3243) or TDD/TTY 800/730-8913. The following types of changes can be made:

- Correct data entry errors made by the FAFSA processor
- Update the response to FAFSA question 23 (drug question)
- Request a change of address, e-mail address, telephone number, or institution
- Update the assumption overrides

Below the Data Release Number (DRN) is the student's EFC.

The EFC printed on the front page of the SAR is the primary EFC, calculated for a nine-month academic year. An asterisk printed next to the EFC indicates that the student was selected for verification by the CPS. A "C" printed next to the EFC indicates the student has an eligibility problem that must be resolved before Title IV aid can be disbursed to the student.

Below this information we print information specific to the applicant based on his or her application information, processing results, and database match results.

In the lower part of the SAR, two series of numbers appear on every page. The numbers on the left are processing codes used by the FAFSA processor and the CPS for tracking and quality control purposes. The numbers on the right are a cross-cycle student identifier, providing the CPS an alternate way to identify a student without printing his or her SSN on the form.

SAR–Page 2

The upper half of page 2 contains required information from the Office of Management and Budget regarding the:

- Paperwork Reduction Act,
- Information Release to Schools, and
- Drug convictions affecting aid eligibility.

The "Only For Use by Financial Aid Office" section on the SAR appears on the lower half of page 2. Descriptive labels are intended to help the FAA identify reject codes, match flags, intermediate values, and so forth. This data is similar to the FAA information provided on the ISIR, which is described in detail earlier in this guide; however, the presentation of the information is different.

Note: The DOD match flag information does not print on the SAR, it only prints on the ISIR.

Important Note: The comment codes listed on this part of the SAR are not all comments generated for this student. Only the comment codes that do not have a corresponding flag or other indicators already provided in the FAA information section are printed in this section.

SAR–Page 3

The third page uses checkboxes in front of each comment that prints on the SAR.

The first section, "Comments About Your Information" includes comments that have been set during the processing of the record at the CPS. The first section is for general notes.

The second section, "What You Must Do Now" is a checklist for students to use to make sure they resolve the issues on the SAR, such as missing information or eligibility problems and give the student more detailed information and directions for getting additional help.

SAR–Page 4

This page displays financial aid history information for the student. This is a subset of the information received from NSLDS, which is included on the ISIR record and described earlier in this guide. The information printed on the SAR includes the Aggregate Loan information for FFEL, Direct, Perkins, and TEACH loans.

SAR–Pages 5-10 (Spanish Pages 5-11)

The remaining six pages of the English SAR (seven pages of the Spanish SAR) display the information that was reported by the applicant for each question on the FAFSA/SAR.

The SAR is a vehicle for corrections in the paper system. A shortened version of each numbered item corresponding to a question on the FAFSA is displayed. Printed beneath the numbered item is the student's response to that question. Below or to the right of each question response are boxes or ovals that resemble the answer fields on the FAFSA, which the student can use to indicate or write in a corrected answer, if necessary.

Items that are highlighted (printed in bold type) require special attention. Highlighting indicates the student must provide a new answer, because the CPS identified the responses as blank, illegible, questionable, or inconsistent with other answers. The CPS may assume answers to certain questions by comparing them with other information on the application. Answers might be assumed when the question is left blank, or a positive number might be assumed when the answer to an income question is given as a negative number.

When the CPS assumes an answer, both the value reported by the applicant and the assumed value are printed on the SAR. The word "ASSUMED" appears in parentheses with the assumed value. Assumed values are used by the CPS in performing the EFC calculation and should be reviewed carefully. If the assumed values are correct, the student does not need to change them on the SAR.

The student can correct other items, if necessary, whether or not they are highlighted.

When an application is rejected, the resulting SAR does not have a calculated EFC. The SAR requires the student to correct information and return pages 5 through 10 of the English SAR (pages 5 through 11 of the Spanish SAR) to the FAFSA processor for reprocessing.

At the top of page 5 are instructions to the student explaining the meaning of the arrows and the proper way to fill in an oval or to correct, confirm, or delete an answer. To confirm a previously reported answer, the student must rewrite the same value in the answer field and return the SAR.

Sometimes students are caught in a reject "loop" because they do not respond to all highlighted and arrowed items to turn off the reject, or because they provide new information that the edit check still considers inconsistent or questionable.

The SAR has up to four school codes and housing plans printed on page 9 (Spanish page 10); however, the student can list up to ten school codes on his or her Web application or correction. The following English statement prints under question 101g if the fifth through tenth college code is non-blank on the applicant's record:

> "Your FAFSA information was sent to all colleges you listed although they are not all shown here. To see all of the colleges you listed go to www.fafsa.gov and select 'View and Print Your Student Aid Report'."

A graduation and retention rate statement prints below the school code statement described above. The statement is:

> "For more information about the colleges you listed on your FAFSA, visit College Navigator at www.nces.ed.gov/collegenavigator or view your Student Aid Report at www.fafsa.gov for graduation, retention, and transfer rates."

See the Corrections and Updates section of this guide for more information on using the SAR to make corrections.

SAR Acknowledgement

The SAR Acknowledgement in English is a three-page document; the SAR Acknowledgement in Spanish is a four-page document. It provides a summary of the student's processing results when the information is input electronically by the school or the student using the Web and no e-mail address is provided. The SAR Acknowledgement is printed on yellow paper and is an eligibility document containing information for the student and FAA but cannot be used to make corrections.

SAR Acknowledgement–Page 1

Page 1 of the SAR Acknowledgement is in a letter format addressed to the applicant. The format of this page looks similar to the SAR letterhead. The U.S. Department of Education letterhead is used and includes the Federal Student Aid Information Center telephone number and the FAFSA on the Web Internet address. The Office of Management and Budget (OMB) form-clearance number prints on the right side.

The date below the www.fafsa.gov Web site in the upper left corner is the date the record was processed at the CPS. Below the process date is a tracking number for the FAFSA processor and the CPS and is not used for any institutional purpose. The student's name and mailing address is printed below the tracking number.

To the right of the processed date (below the OMB number) is the student's four-digit Data Release Number (DRN).

Below the DRN is the student's EFC. The EFC printed on the front page of the SAR Acknowledgement is the primary EFC, calculated for a nine-month academic year. An asterisk printed next to the EFC indicates that the student was selected for verification by the CPS. A "C" printed next to the EFC indicates the student has an eligibility problem that must be resolved before Title IV aid can be disbursed to the student.

The front page of the SAR Acknowledgment contains two sections, "Application Status (review the checked boxes)" and "Federal Student Aid Eligibility (review the checked boxes)." Both sections display checkboxes next to statements regarding eligibility status and processing results.

SAR Acknowledgement–Pages 2-3 (Spanish Pages 2-4)

Page 2 (back of page 1) and page 3 display, in condensed form, every numbered question from the FAFSA and prints the answer the student gave to that question or the value the CPS assumed.

Only the first four school codes and housing plans print on the SAR Acknowledgement. However, because students can now enter up to ten college choices on the Web, the following statement prints before the "For Financial Aid Office Use Only" section if School Codes 5 through 10 are non-blank on an applicant's record:

> "Your FAFSA information was sent to all the colleges you listed although they are not all shown here. To see all of the colleges you listed go to www.fafsa.gov and select 'View and Print Your Student Aid Report'."

In the lower part of the page, the section "For Financial Aid Office Use Only" includes information and codes for FAAs. Included here are the important match flags showing results of eligibility matches and other information that an FAA needs when using the SAR Acknowledgement as an eligibility document.

Note: Up to 20 comment codes generated for the student's ISIR are printed here, regardless of whether an associated match flag or other indicator is also provided.

APPENDIX E – SAMPLE 2011-2012 ISIR

Overview

This section contains a sample of the 2011-2012 ISIR that is printed using the EDExpress software. You are not required to print your ISIR output documents in this or any other format. If you do choose to print ISIRs, you can also choose to print additional information on the ISIR. See the Printing section in the *2011-2012 Electronic Data Exchange (EDE) Technical Reference*, posted on the IFAP Web site, located at ifap.ed.gov and on the FSAdownload Web site, located at fsadownload.ed.gov.

Note: Changes to the EDExpress 2011-2012 ISIR report may occur following the publication of this guide. If this occurs, we will update the sample and repost *The 2011-2012 ISIR Guide*. *The ISIR Guide* is posted on the IFAP and FSAdownload Web sites.

Sample ISIR

```
                         CCYY-CCYY Institutional Student Information Record

 ******************************************************************************************
      * IMPORTANT: Read ALL information to find out what to do with this Report.    *
 ******************************************************************************************
                                                                   OMB Number: 9999-9999
 XXXXXXXXXXXX X. XXXXXXXXXXXXXXXX                                     MMMMMMMMM DD, CCYY
 XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
 XXXXXXXXXXXXXXXX XX 99999                                                  EFC   9999 X

 999
XXX XXXX XXXXXX XXXXXXXXX XXX XXXXXX XXXX XXXX XX XXXX XXXXXXXXXXXXX XXXXXXX XXXXXXXXXXX
XXXXXX XXXXX XXX XXX XXXXXX XXXXXXXXXXX XX XX XXXXXXXX XX XXXXXXXXX XXXX XXXXXXXXXX XXXXX
XX XXX XX XXXX XXXXXXXXX XXX XXXXXXXXXXXXXX XXXXX


 999
XX XXX XXX XXXXXXXXXX XX XXXX XXXX XX XXXXXXX XXX XXX XX XXXXXXX XX XXXXXXX X XXXXXXX
XXXX XXXXXX XXX XXXXX XXXXXXX XXXXXXX XXX XX XXXXXXXX XXXX XXX XXXX XXXXXXXXX XXXXXX XXX
XXXX XX XXXXXXXXXXXX XXXXXXXXXXXX XX XXXXXXX XXXX XXXX XXXXXX XX XXX XXXX XXXXXX XX XXX
XXXX XX XXXXXXXXXX XX XXXX XXXXXXX XXXX XXXXXXXXXXX XXXXXX XXXXXXXXXXX XXXXXXXXXX
XXXXXXXXXXX XXXXXXXXXX XX XXXX XXXX XXXXXXXXX XXXXXXXXXXXXX XXXXXX XXXXXXXXXXXXX XXX
XXXXX XXXXXXXX


 999
XXXX XX XXXX XXX XXXX XX XX XXXX XXXXXX XXX XXXXXXXXX XX XXXX XXXXX XX XXX XX XXX XXXX
XXXXX XXX XXXXXXXXX XXXX XXXXXXXXX XX XXXXXXXXX XXX XXXXXXXXXX XXXXX XX XXX XX XXXX XXXX
XX XXX XXX XXXXXXX XX XXXXXXXX XX XX XXX XXX XX XXXXXX XXX XXXXX XX XX XXXXX XXX XXXXXX
XXX XXXXXX XXXXX XXX XXXXXXX XXX XXXXXX XXXXXXXXXXXXXXX


 999
XXX XXXX XXXXXX XXXXXXXXX XXX XXXXXX XXXX XXXX XX XXXX XXXXXXXXXXXXX XXXXXXX XXXXXXXXXXX
XXXXXX XXXXX XXX XXX XXXXXX XXXXXXXXXXX XX XX XXXXXXXX XX XXXXXXXXX XXXX XXXXXXXXXX XXXXX
XX XXX XX XXXX XXXXXXXXX XXX XXXXXXXXXXXXXX XXXXX


 999
XXX XXXX XXXXXX XXXXXXXXX XXX XXXXXX XXXX XXXX XX XXXX XXXXXXXXXXXXX XXXXXXX XXXXXXXXXXX
XXXXXX XXXXX XXX XXX XXXXXX XXXXXXXXXXX XX XX XXXXXXXX XX XXXXXXXXX


 999
XXX XXXX XXXXXX XXXXXXXXX XXX XXXXXX XXXX XXXX XX XXXX XXXXXXXXXXXXX XXXXX


 999
XXX XXXX XXXXXX XXXXXXXXX XXX XXXXXX XXXX XXXX XX XXXX XXXXXXXXXXXXX XXXXXXX XXXXXXXXXXX
XXXXXX XXXXX XXX XXX XXXXXX XXXXXXXXXXX XX XX XXXXXXXX XX XXXXXXXXX XXXX XXXXXXXXXX XXXXX
```

Page 1 of 6 999-99-9999 XX 99

2011-2012 Institutional Student Information Record

OMB Number: 9999-9999

Student ID 999-99-9999 XX 99 EFC 9999 X

STEP ONE (THE STUDENT) (Q1 – Q31)
Name XXXXXXXXXXX XXXXXXXXXXXXXXX
Address:
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXX XX 99999
Social Security Number 999-99-9999
Date of Birth MM/DD/CCYY
Permanent Home Phone # 999-999-9999
Driver's License # XXXXXXXXXXXXXXXXXXX
E-mail Address
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Citizenship Status XXXXXXXXXXXXXXXXXX
Alien Registration Number XXXXXXXXX
Marital Status XXXXXXXXX
Marital Status Date MM/DD/CCYY
State of Legal Residence XX
Legal Resident before MM-DD-CCYY? XXX
Legal Residence Date MM/CCYY
Male or Female? XXXXXX
Register for Selective Service? XXX
Drug Conv Affecting Elig? XXX
Father's Educational Level XXXXXXXXXXXXXX
Mother's Educational Level XXXXXXXXXXXXXX
High School or Equivalent? XXX
High School Name/City, State XXXXXXXXXXXXXXXXXXXX

2011-2012 Institutional Student Information Record

```
Student ID                999-99-9999    99    EFC                                  9999 X
Last Name                  XXXXXXXXXXXXXXXX
STEP FOUR (PARENTS) CONT.                      STEP SIX (Q101)
Parents' Addl Financial Information  99999    School #1  999999  Housing #1  XXXXXXXXXXX
  Education Credits                  99999    School #2  999999  Housing #2  XXXXXXXXXXX
  Child Support Paid                 99999    School #3  999999  Housing #3  XXXXXXXXXXX
  Taxable Earnings Need-Based Emply  99999    School #4  999999  Housing #4  XXXXXXXXXXX
  Grant & Scholarship Aid Reported   99999    School #5  999999  Housing #5  XXXXXXXXXXX
  Special Combat Pay/Combat Pay      99999    School #6  999999  Housing #6  XXXXXXXXXXX
  Co-op Earnings                     99999
Parents' Untaxed Income              99999    STEP SEVEN (Q102 – Q106)
  Tax-Deferred Pension/Savings       99999    Date Application Completed      MM/DD/CCYY
  IRA Deductions and Payments        99999    Signed By             XXXXXXXXXXXXXXXXXXXX
  Child Support Received             99999    Preparer's SSN        999-99-9999
  Tax Exempt Interest Income         99999    Preparer's EIN                    XXXXXXXX
  Untaxed IRA Distributions          99999    Preparer's Signature                XXXXXX
  Untaxed Portions of Pension        99999
  Military or Clergy Allowances      99999    OFFICE INFORMATION
  Veterans Noneducation Benefits     99999    Primary EFC Type                         9
  Other Untaxed Income               99999    Secondary EFC Type                       9
                                              Processed Date                  MM/DD/CCYY
STEP FIVE (STUDENT HH) (Q93 – Q100)           Transaction Data Source/Type:
Number Family Members                   99    XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Number in College                       99    Source of Correction             XXXXXXXXX
Supplemental Security Income Benefits  XXX    Federal School Code Indicator       999999
Food Stamp Benefits                    XXX    Reject Override Codes:
Free/Reduced Price Lunch Benefits      XXX    A:  B:  C:  G:  J:  K:  N:  W:
TANF Benefits                          XXX    3:  12:  20:
WIC Benefits                           XXX    Assumption Override Codes:
Student/Spouse a Dislocated Worker?    XXX    1:   2:   3:   4:   5:   6:
```

```
FAA INFORMATION                               CPS Pushed ISIR Flag                   XXX
Date ISIR Received              MM/DD/CCYY    Rejects Met:          99,99,99,99,99,99,99
Verification Flag                        X    Verification Tracking Flag               X
Professional Judgment               XXXXXX    Dependency Override               XXXXXXXX
Transaction Receipt Date        MM/DD/CCYY    ETI                                      9
Reprocessing Code                       XX    Correction # Applied To                 99
Processed Record Type                    X    Application Receipt Date        MM/DD/CCYY

Pell Elig Flag          X                                          Intermediate Values
Primary EFC          9999  Secondary EFC  9999                      TI    999999 PCA   999999
Mon 1      9 Mon 7      9  Mon 1      9 Mon 7      9               ATI   999999 AAI   999999
Mon 2      9 Mon 8      9  Mon 2      9 Mon 8      9               STX   999999 TSC   999999
Mon 3      9 Mon 10     9  Mon 3      9 Mon 10     9               EA    999999 TPC   999999
Mon 4      9 Mon 11     9  Mon 4      9 Mon 11     9               IPA   999999 PC    999999
Mon 5      9 Mon 12     9  Mon 5      9 Mon 12     9               AI    999999 STI   999999
Mon 6      9                Mon 6      9                            CAI   999999 SATI  999999
                                                                    DNW   999999 SIC   999999
High School Flag        X                                           NW    999999 SDNW  999999
Student IRS Req Flag   XX                                           APA   999999 SCA   999999
Parent IRS Req Flag    XX                                                        FTI   999999
Auto Zero EFC Flag    XXX  Rejected Status Change Flag      XXX  Duplicate SSN Flag    XXX
EFC Change Flag  XXXXXXXX  Verification Selection Flag      XXX  Address Only Correction X
SNT Flag              XXX  Special Circumstance Flag          X  SAR C Change Flag       X

Match Flags: SSN 9  SSA    DHS    SS N  NSLDS 9  VA    DHS Sec. Conf. X   Father SSN 9
             DHS Verification #999999999999999 SS Registration Flag       Mother SSN 9
             NSLDS Transaction Number    9     NSLDS Database Results Flag  9    DOD X

Comments:   999,999,999,999,999,999

            *=assumption h=highlight flag #=corrected this trans @=corrected previous trans
```

Page 3 of 6

2011-2012 Institutional Student Information Record

Student ID 999-99-9999 XX 99 EFC 9999 X
Last Name XXXXXXXXXXXXXXXX

READ, SIGN, AND DATE

If you are the student, by signing this application you certify that you (1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it,(4) will notify your college if you default on a federal student loan, and (5) will not receive a Federal Pell Grant from more than one college for the same period of time.

If you are the parent or the student, by signing this application you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include U.S. or state income tax forms that you filed or are required to file. Also, you certify that you understand that the Secretary of Education has the authority to verify information reported on this application with the Internal Revenue Service and other federal agencies. If you sign any document related to the federal student aid programs electronically using a Personal Identification Number (PIN), you certify that you are the person identified by the PIN and have not disclosed that PIN to anyone else. If you purposely give false or misleading information, you may be fined $20,000, sent to prison, or both.

Everyone whose information is given on this form should sign below. The student (and at least one parent, if parent information is given) MUST sign below.

Student _____ Date: _____

Parent _____ Date: _____

```
2011-2012 Institutional Student Information Record

XXXXXXXXXXX XXXXXXXXXXXXXXX
999-99-9999
CCYY-CCYY NSLDS FINANCIAL AID HISTORY                          Processed: MM/DD/CCYY
This page contains your previous financial aid information, which is contained in the
National Student Loan Data System (NSLDS).  Your Financial Aid Administrator will use
it to determine your eligibility.
*******************************************************************************
#Discharged  #Fraud    #Defaulted  #Loan Sat.    #Active        Post Screening   #TEACH
 Loan Flag:X  Loans:X   Loans:X     Repayment:X   Bankruptcy:X  Reason:99,99,99   Loan: X
                                     #Overpayment: Contact:
ACG:
Pell:                                          X   XXXXXXXXXXXX
N.SMART:                                       X   99999999
TEACH:                                         X   99999999
Iraq and Afghanistan Service Grant:            X   99999999
FSEOG:                                         X   99999999
Perkins:
*******************************************************************************
Aggregate Amounts:                 Outstanding    Pending         Total:
#FFEL/Direct Loans:                Prin. Bal.:    Disb(s):
Subsidized Loans:                  $999,999       $999,999        $999,999
Unsubsidized Loans:                $999,999       $999,999        $999,999
TEACH Loans:                       $999,999                       $999,999
Combined Loans:                    $999,999       $999,999        $999,999
Unallocated Consolidation Loans:   $999,999                       $999,999
#Perkins Loans:
Outstanding Principal Bal.:     $999,999  Current Year Loan Amount:  $999,999
TEACH Grants:
Undergrad/Post Bacc Disb Amount:$999,999  Grad Disbursement Amount:  $999,999
*******************************************************************************
#Pell Payment Data:
Sch.Code: 99999999 Tran: 99 Sch.Amt:$9,999 Award Amt:$9999 Disb.Amt:$999,999 AEI: X
% Sch Awd Used by Award Yr: 999.9999 As Of: MM/DD/CCYY Pell Verification Flag: X EFC:9999
                  Access NSLDS for additional Pell Data.
*******************************************************************************
#ACG Payment Data:
Sch.Code: 99999999 Tran:  Sched. Award:$9,999 Award Amt:$9,999 Disb.Amt:$999,999
% Elig. Used by Sched. Award:999.9999 Tot. % Elig. Used by Acad. Yr. Level:999.9999
Awd Yr:9999 As Of: MM/DD/CCYY Academic Yr. Level: 9 Elig: 99 HS Prog: XX9999 Sequence: 999
                  Access NSLDS for additional ACG Data.
*******************************************************************************
#National SMART Payment Data:
Sch.Code: 99999999 Tran:  Sched. Award:$999,999  Award Amt:$ 9,999 Disb.Amt:$ 999,999
% Elig. Used by Sched. Award:999.9999 Tot. % Elig. Used by Acad. Yr. Level:999.9999
Awd Yr:9999 As Of: MM/DD/YYYY Academic Yr. Level: 9 CIP: 99.9999 Sequence: 999
                  Access NSLDS for additional National SMART Data.
*******************************************************************************
#TEACH Payment Data:
Sch.Code: 99999999 Tran: 99 Sched. Award:$9,999  Award Amt:$9,999 Disb.Amt:$ 9,999
Awd Yr:9999 As Of: MM/DD/CCYY Grade Level: 9 Loan Conv Flag: X  Sequence: 999
                  Access NSLDS for additional TEACH Grant Data.
*******************************************************************************
Loan Detail:                  Net Loan   Begin      End     GA   School  Grade   Contact
                              Amount     Date       Date    Code   Code   Level  Code/Type
                                 Additional   Loan        Capitalized  Date of    Amt of
                                 Unsub        Type        Interest     Last Disb  Last

#FFEL Stafford Subsidized    $999,999 MM/DD/CCYY MM/DD/CCYY 999 99999999  XXX    XXXXXXXX/999
                              XXXXXXXXXXX  XXXXXXXXX        XXX      MM/DD/CCYY    $9,999
Status Code RP as of MM/DD/CCYY
Outstanding Bal. $999,999 as of MM/DD/CCYY
```

```
XXXXXXXXXXXX XXXXXXXXXXXXXXXX
999-99-9999
CCYY-CCYY NSLDS FINANCIAL AID HISTORY                              Processed: MM/DD/CCYY
This page contains your previous financial aid information, which is contained in the
National Student Loan Data System (NSLDS).  Your Financial Aid Administrator will use
it to determine your eligibility.
********************************************************************************
Loan Detail:                  Net Loan   Begin      End     GA   School  Grade   Contact
                              Amount     Date       Date   Code   Code   Level  Code/Type
                                 Additional   Loan       Capitalized  Date of    Amt of
                                 Unsub        Type       Interest     Last Disb  Last

#FFEL Stafford Unsubsidized  $999,999 MM/DD/CCYY MM/DD/CCYY 999 99999999  XXX    XXXXXXXX/999
                                   XXXXXXXXXXX  XXXXXX     XXX         MM/DD/CCYY  $9,999
Status Code RP as of MM/DD/CCYY
Outstanding Bal. $999,999 as of MM/DD/CCYY

 FFEL Stafford Subsidized    $999,999 MM/DD/CCYY MM/DD/CCYY 999 99999999  XXX    XXXXXXXX/999
                               XXXXXXXXXX
Status Code DU as of MM/DD/CCYY
Outstanding Bal. $999,999 as of MM/DD/CCYY

 FFEL Stafford Subsidized    $999,999 MM/DD/CCYY MM/DD/CCYY 999 99999999  XXX    XXXXXXXX

Status Code DU as of MM/DD/CCYY                                                    999
Outstanding Bal. $999,999 as of MM/DD/CCYY

 FFEL Stafford Subsidized    $999,999 MM/DD/CCYY MM/DD/CCYY 999 99999999  XXX    XXXXXXXX

Status Code RP as of MM/DD/CCYY                                                    999
Outstanding Bal. $999,999 as of MM/DD/CCYY

 FFEL Stafford Subsidized    $999,999 MM/DD/CCYY MM/DD/CCYY 999 99999999  XXX    XXXXXXXX

Status Code ID as of MM/DD/CCYY                                                    999
Outstanding Bal. $999,999 as of MM/DD/CCYY



MPN/Loan Limit Information

Direct Loan Subsidized/Unsubsidized MPN:  XXXXXXXXXXXXXXX
Direct Loan PLUS MPN:                     XXXXXXXXXXXXXXX
Direct Loan Grad PLUS MPN:                XXXXXXXXXXXXXXX
Undergraduate Subsidized Loan Limit Flag: XXXXXXXXXXXXXXX
Undergraduate Combined Loan Limit Flag:   XXXXXXXXXXXXXXX
Graduate Subsidized Loan Limit Flag:      XXXXXXXXXXXXXXX
Graduate Combined Loan Limit Flag:        XXXXXXXXXXXXXXX
```