



Session 5

FAA Access to CPS Online Hands-on

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Agenda

- Overview of current functionality and enhancements planned for 2004-2005
- Hands-on exercises



Current Functionality

- Student Inquiry
- Application/Correction Entry
- PIN Requests
- Signature Hold File Request
- Batch Status



Student Inquiry: Current Functionality

- View a student's ISIR data, including:
 - Processing information
 - Expected Family Contribution (EFC)
 - SAR C
 - Verification
 - FAFSA information
 - Comments
 - Match Results
 - NSLDS information



Student Inquiry: Changes for 2004-2005

- Adding Application Status Check
 - Displayed when an Application has been received but is not yet processed
 - Link to Application Status from transaction page when student has both processed and unprocessed transactions
 - Includes DHS (Department of Homeland Security) Hold Flag



Student Inquiry: Application Status Check



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Student Inquiry

Application Found

Application Status	
Application Type:	FAFSA on the Web 2004-2005
Date Received:	01/01/2004
Current Status:	Processing
Signature Status:	Parent's and Student's Signature Missing

We received the student's application on 01/01/2004.

Our records show that the student either printed a signature page for the student and/or the student's parents or that the student and/or the student's parents will electronically sign the application using a PIN. Before we can complete the processing of the application the student and a parent must sign the application. You must provide all required signatures before we can finish processing the student's federal aid application.

If the student or the student's parents already have a PIN and [would like to sign the application electronically](#), select this link. Using your PIN to sign is faster and more reliable than printing, signing and mailing a signature page, or providing your signature on a paper SAR (Student Aid Report). If the student or the student's parents do not have a PIN, we encourage the student to [obtain one](#) by selecting this link. Once the student and the student's parents receive their PINs, go to the FAFSA on the Web home page and select [Provide Electronic Signature](#) under the [Filling out a FAFSA](#) section to sign the application electronically.

The application will be processed by the Central Processing System (CPS) within three working days after we receive the student's and the student's parents' signed signature page or PINs at the CPS. If either the student's or the student's parents' signatures or PINs are not received at the CPS within 14 days after the application is received at the CPS, the application will be processed with a signature reject and we will send the student a Student Aid Report (SAR) in the mail to sign and return to complete the processing.

Select this link if you need to [print the signature page again](#). It will need to be signed and mailed to the address indicated in order for processing to continue.

If the student submitted a PIN signature today, it will take approximately 1-3 days to be matched with the student's application. Once all signatures are received, we will continue processing the student's application.

For added security, we recommend that you exit your browser completely when you are finished using the FAFSA on the Web site. Select this link for [further detail](#). You may also want to consider [clearing your browser's cache](#) and deleting any temporary files.

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Student Inquiry: Link to Correction Status



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Student Inquiry

SAR Transactions

Below is a list of the 2004-2005 transactions we have processed for 001010001 MP, with the Federal School Code of 001002 at the Central Processing System (CPS) as of 10/07/2003. You can select any of the transaction numbers to view the complete details for that transaction. Select this link if you would like to [view this student's 2003-2004 processed transactions](#).

Note to FAA: This student has an application or correction on hold. Select this link to [view the status](#).

Transaction Number	Processed Date	Expected Family Contribution (EFC)	Transaction Source
01	03/14/2004	Not Calculated	Paper FAFSA

[View a Different Student's Data](#)

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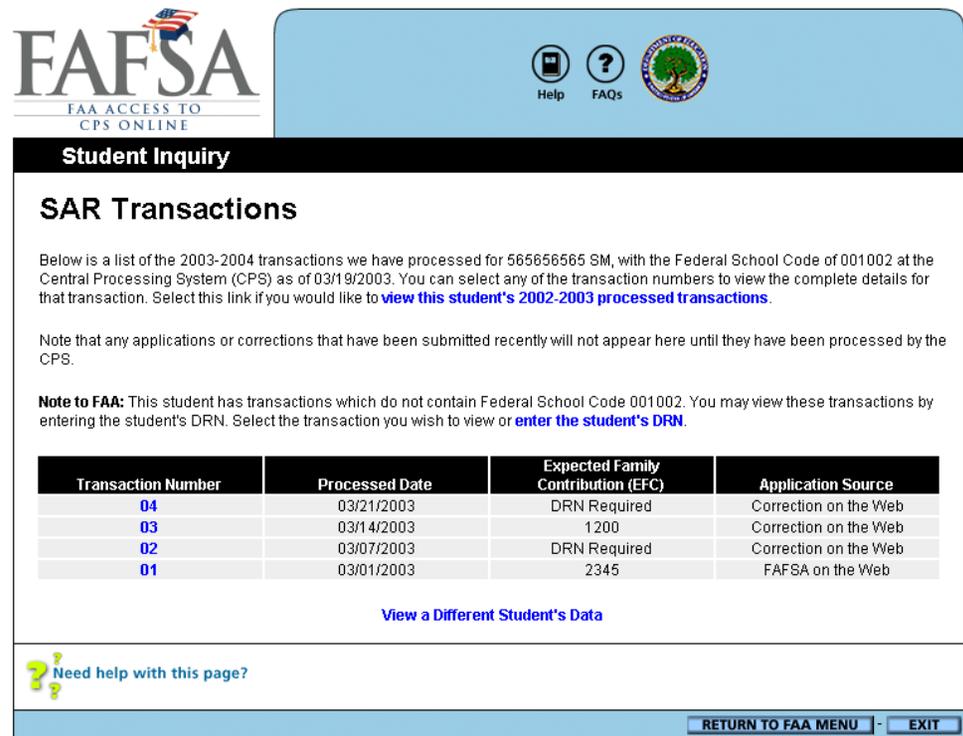


Student Inquiry: Changes for 2004-2005 (continued)

- Display all transaction numbers, even if school code not listed
- Adding Correction flags to each field
 - # - corrected on current transaction
 - @ - corrected on prior transaction
- Adding fields that were previously only on the ISIR to the FAA Information page
- Adding a 'Verification Worksheet' button to the FAA Information page, which links to the new Verification Worksheet
- Bypassing login when Correction or Verification Worksheet buttons selected
- Adding a link to NSLDS

Student Inquiry: Transactions

- Choose which transaction to view
- View last year's processed transactions
- If your school code is not on the student's record, use their DRN to access their record



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Student Inquiry

SAR Transactions

Below is a list of the 2003-2004 transactions we have processed for 565656565 SM, with the Federal School Code of 001002 at the Central Processing System (CPS) as of 03/19/2003. You can select any of the transaction numbers to view the complete details for that transaction. Select this link if you would like to [view this student's 2002-2003 processed transactions](#).

Note that any applications or corrections that have been submitted recently will not appear here until they have been processed by the CPS.

Note to FAA: This student has transactions which do not contain Federal School Code 001002. You may view these transactions by entering the student's DRN. Select the transaction you wish to view or [enter the student's DRN](#).

Transaction Number	Processed Date	Expected Family Contribution (EFC)	Application Source
04	03/21/2003	DRN Required	Correction on the Web
03	03/14/2003	1200	Correction on the Web
02	03/07/2003	DRN Required	Correction on the Web
01	03/01/2003	2345	FAFSA on the Web

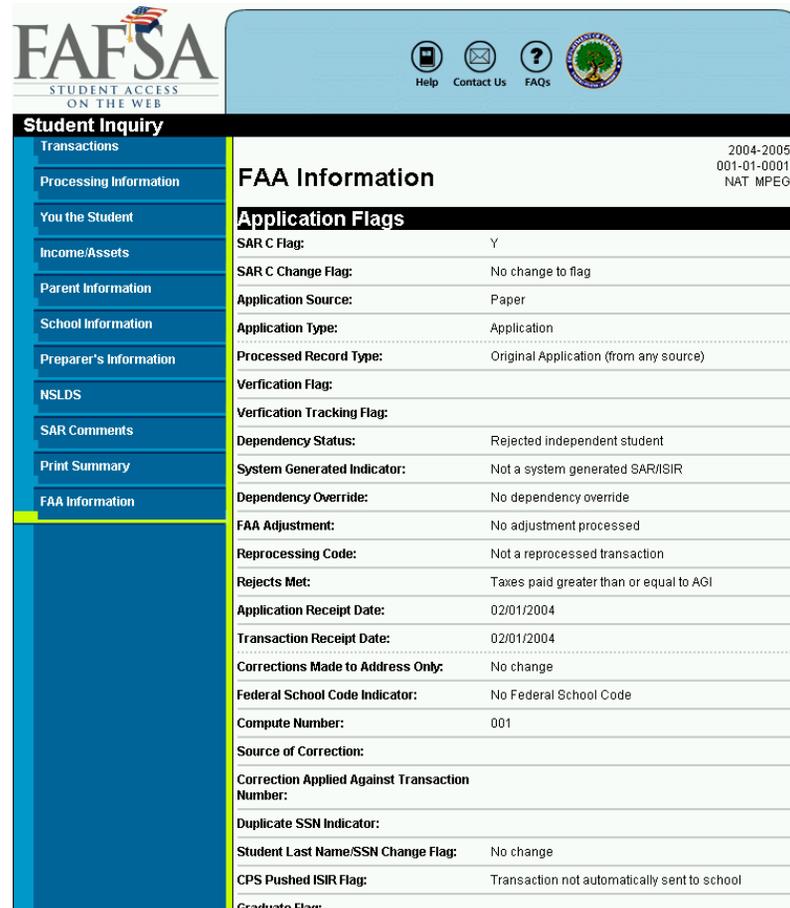
[View a Different Student's Data](#)

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Student Inquiry: FAA Information

- Instead of codes, spell out:
 - Application flags
 - Financial Aid flags
 - Match flags
- Updated to include all fields from the ISIR



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Student Inquiry

Transactions
Processing Information
You the Student
Income/Assets
Parent Information
School Information
Preparer's Information
NSLDS
SAR Comments
Print Summary
FAA Information

2004-2005
001-01-0001
NAT MPEG

FAA Information

Application Flags

SAR C Flag: Y

SAR C Change Flag: No change to flag

Application Source: Paper

Application Type: Application

Processed Record Type: Original Application (from any source)

Verification Flag:

Verification Tracking Flag:

Dependency Status: Rejected independent student

System Generated Indicator: Not a system generated SAR/ISIR

Dependency Override: No dependency override

FAA Adjustment: No adjustment processed

Reprocessing Code: Not a reprocessed transaction

Rejects Met: Taxes paid greater than or equal to AGI

Application Receipt Date: 02/01/2004

Transaction Receipt Date: 02/01/2004

Corrections Made to Address Only: No change

Federal School Code Indicator: No Federal School Code

Compute Number: 001

Source of Correction:

Correction Applied Against Transaction Number:

Duplicate SSN Indicator:

Student Last Name/SSN Change Flag: No change

CPS Pushed ISIR Flag: Transaction not automatically sent to school

Graduate Flag:



FAA Entry: Current Functionality

- Enter FAFSAs, Renewal FAFSAs and FAFSA Corrections
- Entire form displayed on a single page
- Reject, Dependency, and Assumption Overrides
- FAA Adjustments
- Calculate Estimated EFC prior to submission
- Signatures
 - Follows current EDExpress process
 - FAAs print and retain signature pages
- Submission
 - Federal School Code of FAA must be present
 - pre-filled on FAFSA and Renewal
- Save
 - Student's data (SSN, DOB, last name) used to save and restore
 - System ensures that partial FAA form cannot be restored by the student



FAA Entry: Current Functionality (continued)

- Corrections
 - FAA logs in with Student's stable data
 - Select Transaction
 - Defaults to last transaction
 - System verifies institution code exists on the transaction
 - If not, DRN is required
 - Fields that were previously corrected will be flagged
 - Processed real-time when only the NSLDS match is required
 - Confirmation page displays the official EFC, not an estimated EFC
- Who is eligible for real-time corrections
 - Students who don't need to go through the database matches other than NSLDS
 - Will process without doing a NSLDS match, but will hit the regular post screening in no more than a week



FAA Entry: Changes for 2004-2005

- Removing text-only introduction pages
- Optional password
- Updating questions to match paper FAFSA
- Adding Parents E-mail Address
- Integrating with EDEExpress
 - All application and correction entry is being removed from EDEExpress
- Income and Assets no longer populated on Renewal FAFSA records that met Auto-Zero EFC criteria



FAA Entry: Changes for 2004-2005 (continued)

- Adding an estimated taxes paid calculation
- Income and/or asset questions not required for students who qualify for an Automatic Zero EFC or the Simplified Needs Test
- Removing prompt to update/provide e-mail address
- Combining Signature Page and Application Summary reports



FAA Entry: Changes for 2004-2005 (continued)

- Combined login and transaction pages
- Allowing SSN and DOB to be corrected
 - SSN correctable when SSN Match is not 4 (Full Match)
- Carrying forward Signed By value
- Confirmation page for real-time records will indicate if transaction has been selected for verification
- Adding a Verification Worksheet
- If student provided e-mail address, SAR e-mail notification will inform student that a school has made corrections on their behalf



FAA Entry: Verification Worksheet

- Similar to Verification Worksheet tab in EDEExpress
- Accessed via Student Inquiry or Main Menu
- Calculates Verification Tolerance
- Printed report available
- Option to submit correction
- Data subjected to cross-field edits
- FAA returned to full correction form when edits are encountered



Signature Hold File Requests

- Allows FAA to request receipt or stop receipt of Signature Hold Files (HOLD04OP) from CPS
 - Requests entered by school code or by destination
 - When requesting receipt must indicate if file is to be sent
 - On a continuous basis, or
 - One-time only



ISIR Request

- New feature in FAA Access to CPS Online allows users to request ISIRs from CPS
- Destinations have option to continue receiving all ISIRs automatically or receiving only the ISIRs they request
 - ISIR delivery method option provided on SAIG Enrollment Web under the CPS Service
 - Default is automatic daily receipt (like current system)
 - DPA may change option at any time
 - Users who select automatic daily receipt can also request ISIRs at any time
- ISIR Request will be used for Duplicate, YTD and FDR requests



Technical Assistance

We appreciate your feedback and comments. CPS/WAN Technical Support can be reached at:

Phone: 1-800-330-5947

Fax: 319-665-7662

E-mail: cpswan@ncs.com



Questions

Hands-on Exercises

Related Sessions:

25 – FAA Access to CPS Online

4 – ISIR Datamart Hands-on