

# Session 49



## FAA Access to CPS Online and the ISIR Datamart

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# Agenda

- ❑ What is FAA Access to CPS Online?
- ❑ Enrollment on Student Aid Internet Gateway
- ❑ FAA Access Functions and Updates for 2005-2006
  - Application and Correction Entry
  - Verification Tool
  - ISIR Compare
  - FAA Signature
  - ISIR Request
- ❑ Questions and Comments

# What is FAA Access to CPS Online?



- ❑ Online system which allows FAAs to access:
  - Student Inquiry
  - Application/Correction Entry
  - ISIR Request
  - R2T4
  - ISIR Analysis Tool
- ❑ URL: [fafsa.ed.gov/faa/faa.htm](http://fafsa.ed.gov/faa/faa.htm)

# **Enrollment on Student Aid Internet Gateway**

# Enrolling New FAA Users

- ❑ DPA at the school sets up all FAA Users on the Student Aid Internet Gateway Enrollment Site
- ❑ DPA provides their own stable data
- ❑ Selects “Add new FAA User”
- ❑ Sets up FAA
  - To duplicate DPA access
  - To customize access by product

# How Does the DPA Enroll FAA Users?

- Access the Student Aid Internet Gateway Online at:  
[fsawebenroll.ed.gov](http://fsawebenroll.ed.gov)
- Choose Enroll for FAA Online Access

## Enroll for FAA Online Access



Enroll FAA users for access to the CPS Online Web site for FAFSA/ISIR data, or for FISAP online access.

# Enrolling New FAA Users

## SAIG-FAA Enrollment Form - CPS 2004-2005

As the destination point administrator, you may select below the desired combination of service options/access rights/institutions for a [FAA user](#). When you have completed the selection of rights, press "Update" to assign the rights.

- Use the "[Duplicate DPA Rights](#)" button to have the FAA User rights mirror the destination point administrator rights
- Use the "Apply to all institutions" button to assign the same service options and rights for all institutions that do not necessarily mirror the DPA
- Use the "Clear all FAA access rights" button to clear all access rights for the FAA User

If you want to assign [access rights](#) that do not mirror the DPA rights, you may use this section. You may choose to initially select to mirror the DPA, then change access rights or institutions below. Or you may select to assign the same access rights for all institutions for a service and then modify.

To apply the same access rights for all institutions, select the service and use the access rights from the selected dropdown below. When finished, click "Apply to all institutions".

<input type="checkbox"/> <a href="#">Student Inquiry/Application and Correction Entry</a>	Read	<input type="checkbox"/> <a href="#">Signature Hold File Requests</a>	Write
<input type="checkbox"/> <a href="#">PIN Requests</a>	Write	<input type="checkbox"/> <a href="#">ISIR Analysis Tool</a>	Write
<input type="checkbox"/> <a href="#">Return of Title IV Funds</a>	Write		

*New*

*New*

Read only

Write

[Sort by School Code](#) | Sort by School Name

Please indicate what institutions the FAA user should have access to along with the type of access right :

	School Code	Institution Name	Student Inquiry/Application and Correction Entry	Signature Hold File Requests	PIN Requests	ISIR Analysis Tool	Return of Title IV Funds
<input checked="" type="checkbox"/>	E89033	SMITH STATE COLLEGE	Write	Write	Write	Write	Write

# Access Right Changes

## □ New Functionality

- FAAs with **Read-only access** to Student Inquiry/Application and Correction Entry
  - will be able to enter and save applications and corrections,
  - but **not submit**
- FAA with Write access can review and submit

# **FAA Access to CPS Online Enhancements for 2005-2006**

# FAA Access Home Page

## FAA Access to CPS Online

### Welcome to FAA Access to CPS Online!

Use FAA Access to CPS Online to:

- View students' SAR data
- Request the signature hold file and set the frequency of receipt
- Enter a FAFSA or Renewal FAFSA
- Correct a processed FAFSA
- Continue working on a saved FAFSA
- Use the Verification Tool
- Request ISIR data
- Analyze ISIR data as a basis for improving your verification process
- Calculate and manage the return of Title IV funds

Select **Next** to continue.

Next



*New*

Post  
schedule of  
maintenance  
activity

#### Scheduled Maintenance:

FAA Access to CPS Online will be unavailable on every Sunday from 5 a.m. to 11 a.m. (Eastern Standard Time). We apologize for any inconvenience this may cause.

# Login Screens

## FAA Access to CPS Online

### Confirming Your Identity

We need some personal information and the PIN we mailed to you. You must provide this information to access U.S. Department of Education information through the Internet. Please answer the following questions and select **Submit**.

Since your PIN can be used to retrieve personal information about your students, you must not share or disclose the PIN to others. By using your PIN, you agree that it has not been compromised -- no one besides you knows it. If you think your PIN has been compromised, you should change it at the U.S. Department of Education's PIN Registration Web site using the option "**Change PIN**".

What is your social security number?

Please enter this number without the dashes. For example, 123456789. If a foreign school's FAA, please enter your pseudo SSN starting with the letter 'F'.

What are the first two (2) letters of your last name?

What is your date of birth?

Please enter this date in "mmddyyyy" format. For example, 08171975 for August 17, 1975.

What is your PIN?

**Submit**

 Need help with this page?

**EXIT**

# Login Screens

## FAA Access to CPS Online

### Welcome to the FAA Main Menu

Select an option from the following menu. It will be necessary to provide your Destination Code and/or your Federal School Code:

- **Student Inquiry**  
View a student's Student Aid Report (SAR) information, including the Expected Family Contribution (EFC), NSLDS information, SAR Comments, etc.
- **Signature Hold File Request**  
If you want to receive a list of students for your school whose applications are on hold pending receipt of signature(s), you may determine how often you would like to receive the signature hold file.
- **Application/Correction Entry**  
Enter a student's FAFSA, Renewal FAFSA, FAFSA Corrections or Verification Worksheet on the Web form and submit it to the CPS for processing.
  - **FAFSA Application**
  - **Renewal FAFSA**
  - **FAFSA Corrections**
  - **Verification Tool**
- **Restore a Saved Application**  
Restore a partially completed and saved FAFSA, Renewal FAFSA or FAFSA Corrections on the Web form and submit it to the CPS for processing.
  - **FAFSA Application**
  - **Renewal FAFSA**
  - **FAFSA Corrections**
- **ISIR Request**  
Request ISIR data.
- **ISIR Analysis Tool**  
Analyze FAFSA information reported on the ISIR. Data is used to determine what impact changes to student-reported information had on EFC and Pell eligibility.
- **Return of Title IV Funds on the Web**

FAA  
Access  
Menu  
from  
which to  
choose

# Login Screens

**FAA Access to CPS Online**

## Destination/Federal School Code Entry

We need you to provide us with your Destination Code, Federal School Code, and school year. After you have entered your Destination Code, Federal School Code, and school year, select **Next** to continue.

What is your Destination Code?  
Enter this number without the 'TG':

What is your Federal School Code?

For which school year are you logging in?  
The 2005-2006 School Year (July 1st, 2005 - June 30th, 2006)  
The 2004-2005 School Year (July 1st, 2004 - June 30th, 2005)

Your Destination Code

Your Federal School Code

Select

 Need help with this page?

# Global Enhancements



- ❑ Added a help search feature similar to the one available in FAFSA on the Web
- ❑ Display Idle Session Message when session is idle for 25 minutes



# Global Enhancements



- ❑ No longer required to enter the TG when entering the TG number

What is your Destination Code?  
Enter this number without the 'TG'.

What is your Federal School Code?

For which school year are you logging in?

The 2005-2006 School Year (July 1st, 2005 - June 30th, 2006)

The 2004-2005 School Year (July 1st, 2004 - June 30th, 2005)

TG

▼

# Application and Correction Entry

# Streamlined Entry Process

- ❑ Demographic data from EDEExpress pre-filled into initial FAFSA
- ❑ Removed the Step links

[Step 1](#) | [Step 2](#) | [Step 3](#) | [Step 4](#) | [Step 5](#) | [Step 6](#) | [Step 7](#) | [Bottom](#)

# Streamlined Entry Process

- ❑ Moved the Student and Parent Taxes Paid Calculation buttons to the bottom of the page

102. Preparer's EIN:	<input type="text"/>	<input type="text"/>	Select 
<p>Prior to submission, you are required to obtain signed documentation from the student. Your school is required to retain this documentation for appropriate record retention period.</p>			
<a href="#">List Changes</a>	<a href="#">Student Taxes Paid Calculator</a>	<a href="#">Parent Taxes Paid Calculator</a>	
 Need help with this page?	<a href="#">Print Signature Page/FAFSA Summary</a>	<a href="#">Run Final Check</a>	<a href="#">Submit</a>
			<a href="#">RETURN TO FAA MENU</a> - <a href="#">EXIT</a>

# Clarified Input Format

- ❑ Date field labels updated to indicate entry format required
  - MMDDYYYY
  - MMYYYY
- ❑ Hard-coded an “A” in front of the ARN field to make it clearer that only the numbers should be entered in this field

# Clarified Input Format

<p>9. Date of Birth: (Please enter just the date in MMDDYYYY format, without the slashes. For example, 01012004.)</p>	<input type="text" value="01011980"/>
<p>10. Phone Number:</p>	<input type="text"/>
<p>11. Driver's License Number:</p>	<input type="text"/>
<p>12. Driver's License State:</p>	<input type="text" value="Select"/>
<p>13. Student's E-mail Address:</p>	<input type="text"/>
<p>14. Citizenship Status:</p>	<input type="text" value="Select"/>
<p>15. Alien Registration Number:</p>	<input type="text" value="A"/>
<p>16. Marital Status:</p>	<input type="text" value="Select"/>
<p>17. Marital Status Date: (Please enter just the date in MMYYYY format, without the slash. For example, 012004.)</p>	<input type="text"/>
<p>18. State of Legal Residence:</p>	<input type="text" value="Select"/>
<p>19. Legal Resident before January 1, 2000?</p>	<input type="text" value="Select"/>
<p>20. Legal Residence Date: (Please enter just the date in MMYYYY format, without the slash. For example, 012004.)</p>	<input type="text"/>

Month  
Day  
Year

Month  
Year

Month  
Year

# Response Updates

- Added a link to the interactive Drug Worksheet next to the Drug question
- All fields with a selectable list of responses are now prefaced with the numeric equivalent of the response
- Reduced the choices for Questions 33 and 71 (Type of Tax Return Filed) from 12 to 4 to match the FAFSA
- Pre-filled answer to Question #48, based on DOB

# Response Updates

Link to interactive drug worksheet

Reduced choices to match FAFSA

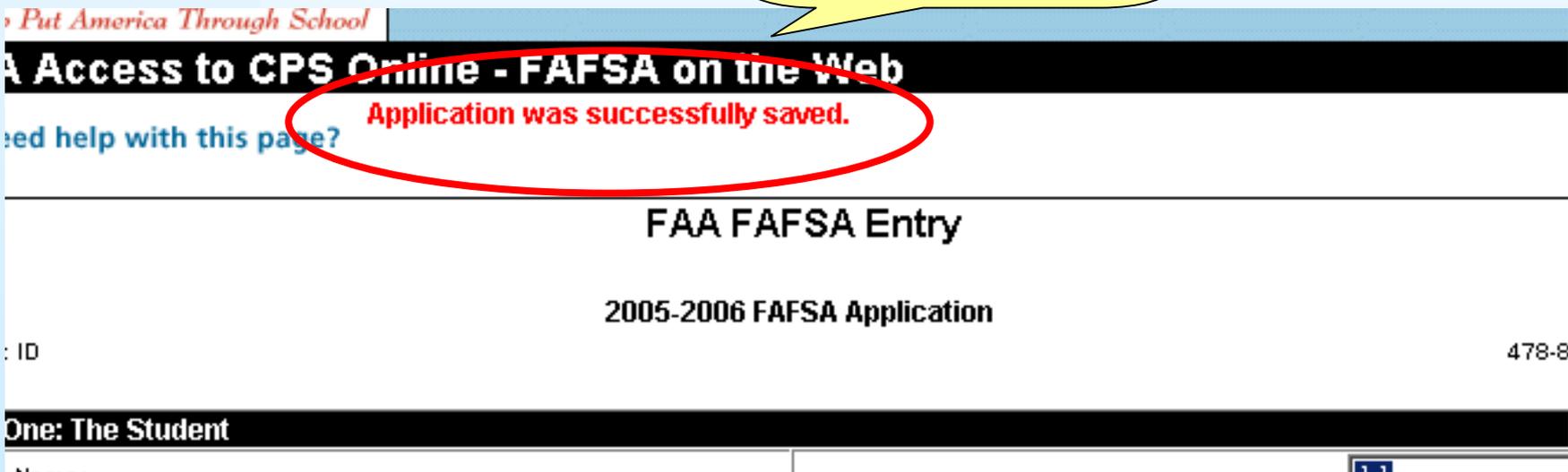
Prefaced with number

Pre-fill based on DOB

31. Drug Conviction Affecting Eligibility?	<a href="#">Drug Worksheet</a>	Select
<b>Step Two: The Student's and Spouse's Income and Assets</b>		
32. 2004 tax return filed:		Select
33. Type of 2004 tax return used:		Select
34. Eligible to file 1040A or 1040EZ?		Select
35. 2004 Adjusted Gross Income:		1 - IRS 1040 2 - IRS 1040A, 1040EZ, or 1040TeleFile 3 - Foreign tax return 4 - U.S. Trust Territory/Freely Associated State
36. 2004 U.S. income tax paid:		
37. 2004 Exemptions claimed:		
38. 2004 Student's income:		\$ <input type="text"/> .00
39. 2004 Spouse's income:		\$ <input type="text"/> .00
40. Total from Worksheet A:	<a href="#">Show Me the Worksheet</a>	\$ <input type="text"/> .00
41. Total from Worksheet B:	<a href="#">Show Me the Worksheet</a>	\$ <input type="text"/> .00
42. Total from Worksheet C:	<a href="#">Show Me the Worksheet</a>	\$ <input type="text"/> .00
43. Cash, savings, and checking accounts:		\$ <input type="text"/> .00
44. Current net worth of investments:		\$ <input type="text"/> .00
45. Current net worth of business/farm:		\$ <input type="text"/> .00
46. Number of Months VA benefits received:		<input type="text"/>
47. Monthly VA education benefits:		\$ <input type="text"/> .00
<b>Step Three: Student Status</b>		
48. Born before January 1, 1982?		1 - Yes
49. Working on a master's or doctorate in 2005-2006?		Select

# Save Process

- ❑ New Save message replaces Save Successful Page



Put America Through School

**FAA Access to CPS Online - FAFSA on the Web**

Application was successfully saved.

FAA FAFSA Entry

2005-2006 FAFSA Application

ID 478-8

One: The Student

FAA

Application was successfully saved.

Application was successfully saved.

# Rejects

- ❑ Rejects 3 and 12 (taxes paid is greater than or equal to AGI) can only be overridden by an FAA
- ❑ Verifiable rejects have new button labels to provide better guidance
  - OK changed to **Answer is Correct**
  - Cancel changed to **Change the Answer**

# Rejects

Error message appears indicating what is wrong

## FAA Access to CPS Online - FAFSA on the Web

### Error Found

 You entered only one name for the student. If this is correct, select **Data is Correct**; if not, select **Change My Data** to correct your answer(s) or to return to the form.

Last Name (question 1):	Smith
First Name (question 2):	

Only a last name was given.

Opportunity to say Answer is correct or change the answer

 Need help with this page?

[Data is Correct](#) [Change My Data](#)

# Correction Entry

- ❑ Provided better instructions at top of page
- ❑ Added a column to display the values for the transaction being corrected with Transaction Number showing in column header
- ❑ Added third column in which to make correction
- ❑ Fourth column now used for **this** transaction
  - Data is correct
  - Correct to blank

Provide instructions on how to use this correction page

# Correction Entry

## FAFSA Application Correction

### 2005-2006 FAFSA Application Correction

Make corrections to values that appear in the "Selected ISIR Value" column by entering the new value in the associated "Enter Correct Value" field, or select an option from the last column to indicate that you wish to confirm that a selected ISIR value is correct (Data is Correct) or change a selected ISIR value to blank (Correct to Blank).

If you enter a value in the "Enter Correct Value" field and choose Data is Correct or Correct to Blank in the last column, the last action that you took will override any previous action for that field.

Note: If a field is highlighted on the student's SAR because the CPS determined that the data is questionable, you should choose Data is Correct in the last column if you want to eliminate the highlight on subsequent transactions.

Fields that have been corrected on a previous transaction are marked with an '@' (at) sign  
 Fields that have been corrected on the current transaction are marked with a '#' (pound) sign  
 Fields that have been assumed are marked with an '\*' (asterisk) sign  
 Student ID

Added separate column for making corrections

For this transaction

Transaction # Selected

Step One: The Student	Selected ISIR Value (Transaction # 01)	Enter Correct Value	For Selected ISIR: Data is Correct or Correct to Blank
1. Last Name:	LASTNAME	<input type="text"/>	Select <input type="button" value="v"/>
2. First Name:	FIRSTNAME	<input type="text"/>	Select <input type="button" value="v"/>
3. Middle Initial:	M	<input type="text"/>	Select <input type="button" value="v"/>
4. Address:	STREET ADDRESS	<input type="text"/>	Select <input type="button" value="v"/>
5. City:	CITY	<input type="text"/>	Select <input type="button" value="v"/>

# List Changes

- ❑ Added a page that lists only the fields that were changed or confirmed
  - Accessed by selecting the List Changes button

102. Preparer's EIN:			Select
Prior to submission, you are required to obtain signed documentation from the student. Your school is required to retain this documentation for appropriate record retention period.			
<b>List Changes</b>		<b>Student Taxes Paid Calculator</b>	<b>Parent Taxes Paid Calculator</b>
 Need help with this page?	<b>Print Signature Page/FAFSA Summary</b>	<b>Run Final Check</b>	<b>Submit</b>
<b>RETURN TO FAA MENU</b>			<b>EXIT</b>

# List Changes

## Field Changes

This is a list of the fields that changed or were verified in the current correction.

To print this page, select **Print This Page**.

To view this page, move your browser's vertical scroll bar upward or downward, or press the **Page Up** or **Page Down** key on the right side of your computer keyboard.

[Print This Page](#)

[Print Help](#)

[Close Window](#)

Fields that have been verified are marked with a # (pound) sign.

Student ID

220010122 LA 01

### Step 1. (Q1 - Q31)

Citizenship Status

U.S. CITIZEN

Date you Became a Legal Resident

011980

### Step 2. (Q32 - Q47)

### Step 3. (Q48 - Q54)

### Step 4. (Q55 - Q83)

### Step 5. (Q84 - Q85)

### Step 6. (Q86 - Q98, Q101 - Q102)

# Correcting School Codes

- ISIR values for School Codes and Housing Plans are pre-filled in the Enter Correct Value column
  - Fields **not submitted** as corrections **unless modified**
  - Pre-filled to prevent confusion
- No longer required to provide Housing Plans that are blank for colleges other than your own

# Correcting School Codes

Although pre-filled, instructed to enter Correct Value

Step Six: Student's School Information	Selected ISIR Value (Transaction # 01)	Enter Correct Value	For Selected ISIR: Data is Correct or Correct to Blank
86. First Federal School Code:	001002	<input type="button" value="Search"/> <input type="text" value="001002"/>	Select <input type="button" value="v"/>
87. First Housing Plan:	CAMPUS	<input type="text" value="1 - On Campus"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>
88. Second Federal School Code:	001003	<input type="button" value="Search"/> <input type="text" value="001003"/>	Select <input type="button" value="v"/>
89. Second Housing Plan:	CAMPUS	<input type="text" value="1 - On Campus"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>
90. Third Federal School Code:	001004	<input type="button" value="Search"/> <input type="text" value="001004"/>	Select <input type="button" value="v"/>
91. Third Housing Plan:	CAMPUS	<input type="text" value="1 - On Campus"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>
92. Fourth Federal School Code:	001005	<input type="button" value="Search"/> <input type="text" value="001005"/>	Select <input type="button" value="v"/>
93. Fourth Housing Plan:	CAMPUS	<input type="text" value="1 - On Campus"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>
94. Fifth Federal School Code:	000000	<input type="button" value="Search"/> <input type="text" value="000000"/>	Select <input type="button" value="v"/>
95. Fifth Housing Plan:	CAMPUS	<input type="text" value="1 - On Campus"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>
96. Sixth Federal School Code:		<input type="button" value="Search"/> <input type="text" value=""/>	Select <input type="button" value="v"/>
97. Sixth Housing Plan:	(BLANK)	<input type="text" value="Select"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>
98. Enrollment Plan for 2005-2006:	(BLANK)	<input type="text" value="Select"/> <input type="button" value="v"/>	Select <input type="button" value="v"/>

# Simplified Submission Process

- ❑ Removed the separate certification page that displayed after selecting Submit
- ❑ Also added a Submit button to the Run Final Check Success page



# Verification Tool

# Verification Tool

- Renamed from Verification Worksheet
- Added a Calculate button
- Added a Difference column
- Display messages when a correction is required
- Must now link into Correction Entry to submit corrections

New Name

Verification Tool

Enter the student's Verification Tool values in the Tax/Tool column below. If you need to make corrections to the student's ISIR data, select **Make Corrections at the bottom of the page.**

Student's SSN: 220-01-0122  
Student's Name: FIRSTNAME LASTNAME  
Transaction: 01

Differences Column added

Student Information	ISIR	Tax/Tool	Difference
Number in Household:	3	<input type="checkbox"/>	No
Number in College:	1	<input type="checkbox"/>	No
Tax return filed:	WILL FILE	1 - Already completed	Yes
Type of Tax Form:	1040	Select	No
Eligible to file 1040A/1040EZ:	YES	Select	No
AGI:	10000	5000	Yes
U.S. Income Tax Paid:	3000	0	Yes
Student's Income from Work:	5000	0	Yes
Spouse's Income from Work:		0	Yes
Total from Worksheet A:	1000	0	Yes
Total from Worksheet B:	2000	0	Yes
<b>Totals:</b>	<b>ISIR</b>	<b>Tax/Tool</b>	
Verification Total:	167300		176300
Verification Tolerance:			9000

Directions on next steps

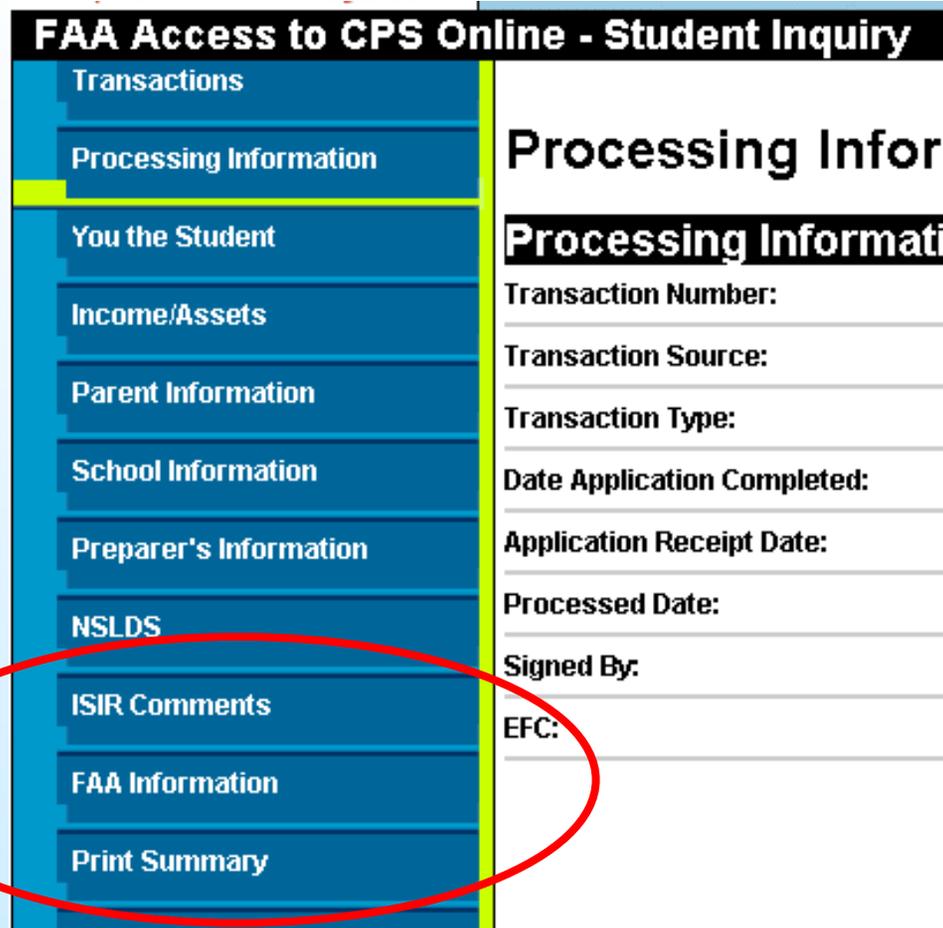
If any of the following are true, you must submit a correction.  
1. Verification Tolerance is \$400 or greater.  
2. Income from Work was updated for a tax filer.  
3. Number in Household or Number in College was updated

New Calculate Button

# Student Inquiry

# Student Inquiry Updates

- ❑ Moved the Print Summary option to follow the FAA Information option
- ❑ ISIR comment text displays instead of SAR comment text



**FAA Access to CPS Online - Student Inquiry**

Transactions

Processing Information

You the Student

Income/Assets

Parent Information

School Information

Preparer's Information

NSLDS

ISIR Comments

FAA Information

Print Summary

**Processing Information**

Transaction Number:

Transaction Source:

Transaction Type:

Date Application Completed:

Application Receipt Date:

Processed Date:

Signed By:

EFC:

# FAA Signatures

- ❑ Updated Application Status Check within student Inquiry to allow FAAs to submit signatures
  - When Signature Status indicates that student and/or parent signatures is missing from a transaction, the FAA can access a page to:
    - Print a Signature Page
    - Submit a signature flag for the student and/or parent
  - Remains on Signature Status for 14 days

# FAA Signatures (Links to Application Status)

## Application Found

Tells you if signature is missing

Application Status	
Application Type:	FAFSA on the Web 2005-2006
Date Received:	01/01/2005
Current Status:	Processing
Signature Status:	<b>Student's Signature Missing</b>

We received the student's application on 01/01/2005.

Our records show that the student either printed a signature page or that the student intends to sign electronically using a PIN. All required signatures must be submitted before we can complete the processing of the student's federal aid application.

The application will be processed by the U.S. Department of Education within three business days after the student's signature page or electronic PIN signature is received at the U.S. Department of Education. If the signature page or electronic PIN signature is not received at the U.S. Department of Education within 14 days after the application is received, the application will be processed with a signature reject and the student will receive a Student Aid Report (SAR) in the mail to sign and return in order to complete application processing.

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

Select this link if you want to **apply a student and/or parent signature** to this record.

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 details**. You may also want to consider **clearing your browser's cache** and deleting any temporary files.

# FAA Signatures

## (Option to view/print Signature Page/select Signature Flag)

### FAA Access to CPS Online - Student Inquiry

## Submit Electronic Signatures

### Step 1

Select this link to [view the signature page](#) and collect the student and/or parent signatures.

To collect a signature, print Signature Page

### Step 2

Select the type of electronic signature(s) that you would like to submit for this student and select **Submit**.

To report signature to CPS, select correct option

What type of signature would you like to submit for the student?

[View Signature Page](#)

Select ▼  
Select  
Student  
Parent  
Both

? Need help with this page?

◀ Previous [Submit](#)

Then, Submit



# ISIR Compare

# ISIR Compare



- ❑ New feature in Student Inquiry that allows the FAA to view and compare two transactions for a student
- ❑ Contains a Difference column that can be used to sort all differences to the top of the columns
- ❑ Links available into Student Inquiry for the individual transactions

# ISIR Compare (Transactions Page)






**FAA Access to CPS Online - Student Inquiry**

## SAR Transactions

Below is a list of the 2005-2006 transactions we have processed for 220010062 LASTNAME 07/17/1982 at the U.S. Department of Education as of 01/18/2005. You can select any of the transaction numbers to view the complete details for that transaction. To compare two transactions, select the checkbox next to the two you would like to compare and select the **Compare ISIRs** button. Select this link if you would like to **view this student's 2004-2005 processed transactions**.

ISIR Compare	Transaction Number	Processed Date	Expected Family Contribution (EFC)	Transaction Source
 <input type="checkbox"/>	<b>03</b>	01/18/2005	2005	Corrections on the Web
<input type="checkbox"/>	<b>02</b>	01/17/2005	2005	Corrections on the Web
 <input type="checkbox"/>	<b>01</b>	01/15/2005	1005	Paper FAFSA

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

Put a check in the box of the ISIRs you wish to compare

 Need help with this page?

**Compare ISIRs**

# ISIR Compare (Top of Compare Page)

## FAA Access to CPS Online - Student Inquiry

### ISIR Compare

2005-2006  
220-01-0062  
FIRSTNAME M. LASTNAME

The data below can be sorted by field number or difference. Select the 'Field' column heading to sort the data by field number (default). Select the 'Difference' column heading to sort the fields with differences to the top (ordered by field number).

You may also select either of the 'Transaction' column headings to view the transaction individually.

When you are finished, select the **Previous** button to return to the student's transaction list.

Field	Transaction 01	Transaction 03	Difference
1. Last Name	LASTNAME	LASTNAME	
2. First Name	FIRSTNAME	FIRSTNAME	
3. Middle Initial	M.	M.	
4. Permanent Street Address	STREET ADDRESS	STREET ADDRESS	

# ISIR Compare (Bottom of Compare Page)

DHS Sec. Conf. Flag	No secondary match has been conducted	No secondary match has been conducted	
DHS Verification #	000000220110062	000000220110062	
NSLDS Match Flag	Applicant has at least one reported default and Pell overpayment	Applicant has at least one reported default	Y
NSLDS Database Results Flag	Match found, NSLDS data sent	Match found, NSLDS data sent	
NSLDS Post-screening Reasons		No longer exceeding subsidized loan status	Y
NSLDS Transaction Number	01	01	
Selective Service Registration Flag	Registration not completed, but name has been forwarded to Selective Service, as requested	Registration not completed, but name has been forwarded to Selective Service, as requested	
Selective Service Match	Record not sent to Selective Service	Record not sent to Selective Service	
VA Match Flag	No match conducted	No match conducted	
SSA Citizenship Code	Match conducted. Other	Match conducted. Other	
Comment Codes	047, 143, 134, 043, 077, 102, 115, 099, 057, 011, 157, 006	004, 047, 143, 132, 115, 099, 057, 011, 157, 006	Y
Transaction Receipt Date	02/15/2005	01/17/2005	Y

# ISIR Compare (Sorted by Differences)

## ISIR Compare

220 01 0002  
FIRSTNAME M. LASTNAME

The data below can be sorted by field number or difference. Select the 'Field' column heading to sort the data by field number (default). Select the 'Difference' column heading to sort the fields with differences to the top (ordered by field number).

You may also select either of the 'Transaction' column headings to view the transaction individually.

When you are finished, select the **Previous** button to return to the student's transaction list.

**Sorted by Differences**

**Sort by field**

Field	Transaction 01	Transaction 03	Difference
38. Student's Income Earned from Work	\$ 3,000	\$ 5,000	Y
39. Spouse's Income Earned from Work	\$ 3,000	\$ 5,000	Y
40. Total Amount from FAFSA Worksheet A	\$ 1,000	\$ 2,000	Y
Processed Record Type	Original Application (from any source)	History Correction (from any source)	Y
Source of Correction		CPS	Y
Correction Applied Against Transaction Number		02	Y
CPS Pushed ISIR Flag	Transaction not automatically sent to school	Transaction automatically sent to school	Y
NSLDS Match Flag	Applicant has at least one reported default and Pell overpayment	Applicant has at least one reported default	Y
NSLDS Post-screening Reasons		No longer exceeding subsidized loan status	Y

# ISIR Request

# ISIR Request



- ❑ Users can request ISIRs from CPS using queries
- ❑ Destinations have option to continue receiving all ISIRs automatically or receiving only the ISIRs they request
- ❑ ISIR Request used for Duplicate, Year to Date and Federal Data Requests

# ISIR Request Enrollment

## Central Processing System

### Information about your organization

For which school do you want this DPA's destination point to submit and/or receive data with the Central Processing System ( [CPS](#) ) and/or the Pell Grant Payment System?

Federal School Code :

E89033

For which award years?

2004-2005

Is this destination point to provide all CPS services for the school selected?

Yes  No

Is this destination point to provide service for Initial Applications for the school selected?\*

Yes  No

The following ISIR preference will apply to all institutions for this TG number for the 2004-2005 cycle.

Please indicate the delivery method.

Daily  By request

- ISIR delivery method option provided under the CPS Service
- Default is automatic daily receipt
- DPA may change option at any time
- Users who select automatic daily receipt can also request ISIRs at any time

# ISIR Request Enhancements

- ❑ Allow users to enter multiple requests each day
- ❑ Add a Title field to each request
  - Title is included in the first record of the ISIR file resulting from the request
- ❑ Add an option to allow destinations to request the ISIRs resulting from **corrections** submitted by their school(s)

# Main Menu

- ❑ Two options available on ISIR Request menu:
  - Create/Edit Request
  - Check Request Status



The screenshot shows a web interface for "ISIR Request". At the top, there is a black header with the text "ISIR Request" in white. Below the header, there is a yellow question mark icon and the text "Need help with this page?". To the right of this text is a small dropdown menu icon. Below this is a horizontal line. Underneath the line, the word "Menu" is displayed in a large, bold, black font. Below "Menu", the text "Destination Code: TG53275" and "School Year: 2004-2005" is shown. At the bottom right of the menu area, the text "Create/Edit ISIR Request" and "ISIR Request Status" is displayed in blue, and this text is circled in red.

# Selection Criteria

- SSN/Name ID  
(manually enter or provide SSN file)
- School code
- Transaction number:  
first, last, all, specific,  
or greater than X
- Eligibility status
- Veteran status
- New*  Corrections
- Verification status
- Dependency status
- Grade level
- EFC range
- Date Range for  
process date, receipt  
date, or date  
completed
- Combination of these  
fields

# Selection Criteria

**FAA Access to CPS Online - ISIR Request**

 [Need help with this page?](#)

## Selection Criteria

**Destination Code:** TG53275  
**School Year:** 2005-2006

**Request Title:**

**Specify SSNs:**

**Federal School Codes:**

**Transaction Number:**

**Transaction Number Qualifier:**

**Eligibility Status:**

**Veteran Status:**

**Verification Status:**

**Dependency Status:**



# Selection Criteria

Grade Level:

- First year never attended
- First year attended before
- Second year
- Third year
- Fourth year
- Fifth year or more undergraduate
- First year graduate
- Continuing graduate

Request ISIRs resulting from your corrections:  Yes

EFC range:

Starting EFC:

Ending EFC:

Which date should be used to select on:

Date range:  
Enter the date in mmddyyyy format. For example, 01012003.

From:

To:

Date to start Execution:

Note: Leave this date blank for the request to be processed after the next CPS Compute.

# SSN File

**ISIR Request**

 Need help with this page?

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## Student SSN File

**Destination Code:** TG53275  
**School Year:** 2004-2005

Enter the location of the SSN file you want to load:

Enter name of file or select name from Browse

 Need help with this page?

# Enter SSNs

**ISIR Request**

? Need help with this page?

## SSN Entry

Destination Code: TG52222  
School Year: 200

**Enter SSNs**      **Enter Name ID**      **Select Transaction #**

Enter the SSN, Name ID, Transaction Number, and Transaction Number qualifier.

SSN	Name ID	Transaction Number
<input type="text"/>	<input type="checkbox"/>	Select ▾
<input type="text"/>	<input type="checkbox"/>	Select ▾
<input type="text"/>	<input type="checkbox"/>	Select ▾
<input type="text"/>	<input type="checkbox"/>	Select ▾
<input type="text"/>	<input type="checkbox"/>	Select ▾

# Select Schools

## ISIR Request

 Need help with this page?

### School Selection

Destination Code: TG52222  
School Year: 2004-2005

Select the school's ISIRs you want to receive.

- 001007 CENTRAL ALABAMA COMMUNITY COLLEGE
- 001329 UNIVERSITY OF THE PACIFIC

If you have more than one school, you can choose from list.

Select All

# Selection Criteria Confirmation

**ISIR Request**

 [Need help with this page?](#)

## Selection Criteria Confirmation

**Destination Code:** TG53275  
**School Year:** 2004-2005

Eligibility status:	Pell Eligible
Request Type:	ISIR
Date selected on:	Processed Date
Date range:	
From:	01/01/2004
To:	03/01/2004
Date to start Execution:	03/02/2004

[Edit ISIR Request](#)

 [Need help with this page?](#)

[Previous](#) [ISIR Request Menu](#) [Submit Request](#)

# Check Request Status

- ❑ Request Status
  - Pending
  - In Progress
  - Complete

## Request Status

**Destination Code:** TG53275  
**School Year:** 2005-2006

Request Title: **All corrections processed this week**  
 Request Date: 09/22/2004  
 Request Status: Pending  
 Request Completion Date:  
 Number of ISIRs:

Request Title: **YTD**  
 Request Date: 09/24/2004  
 Request Status: Pending  
 Request Completion Date:  
 Number of ISIRs:

Request Title: **Duplicate Request**  
 Request Date: 09/24/2004  
 Request Status: Pending  
 Request Completion Date:  
 Number of ISIRs:

# Query Requirements

- ❑ Queries can be set up
  - to run following the next CPS compute or
  - at a future date
- ❑ No limit on number of times an ISIR is requested
- ❑ ISIR Request shows
  - status of all pending queries
  - if no queries pending, the status of all queries completed on the last processing day

# Examples

- Year To Date
- All records for one or more school(s)
- By Processing date
- Don't want any ISIRs until X date
- Duplicate Requests

# Actual Examples Requested

- ❑ Schools with SSN Request
- ❑ Most popular Criteria used:
  - School Specific
  - Transaction Specific
  - SSN Specific
  - Date to Evaluate  
(Process/Transaction/Completion)
  - Grade Level Specific

# Query Results

- ❑ As queries run, files of requested ISIRs are generated
- ❑ Files loaded to SAIG mailboxes in ISRF06OP message class
- ❑ Files of requested ISIRs must be retrieved within 14 calendar days

# School's Responsibility

# “Pushed” ISIRs

- Certain ISIRs automatically “pushed” regardless of option selected by institution
  - EFC changes
  - SAR C Code changes
  - System-generated transactions (NSLDS post-screening, DHS automated secondary confirmation, reprocessing, etc.)

# School Responsibilities

- Retrieve and review all of the ISIRs that are automatically pushed to you
- Review the ISIRs for all of the students who have enrolled at your school

# Additional Information and Resources

- FAA Access to CPS Online URL:
  - [fafsa.ed.gov/FAA/faa.htm](http://fafsa.ed.gov/FAA/faa.htm)
  
- SAIG Enrollment URL:
  - [fsawebenroll.ed.gov](http://fsawebenroll.ed.gov)

# Demo Site for FAFSA on the Web and FAA Access

- ❑ Purpose: For FAA's to learn and to train staff
- ❑ [fafsademo.test.ed.gov](http://fafsademo.test.ed.gov)
  - User Name: **eddemo**
  - Password: **fafsatest**
- ❑ Documented in the 2004-2005 CPS Test System User Guide
  - [fsadownload.ed.gov/CPSTestSys0405.htm](http://fsadownload.ed.gov/CPSTestSys0405.htm)



# Technical Assistance

We appreciate your feedback and comments.

## **CPS/SAIG Technical Support**

can be reached at:

Phone: 1-800-330-5947

Fax: 319-665-7662

E-mail: [cpssaig@ed.gov](mailto:cpssaig@ed.gov)

# Questions and Comments

Need more information while at the conference?

- Come to the PC Lab for assistance with
  - FAA Access to CPS Online
  - FAFSA on the Web
  - SAIG Enrollment
  - ISIR Analysis Tool
  - Return to Title IV on the Web (R2T4)