

VOLUME VI

APPENDICES

COMMON ORIGINATION AND DISBURSEMENT
2022-2023 TECHNICAL REFERENCE



GLOSSARY OF TERMS.....	1
TABLE OF CONTENTS	1
Ability to Benefit.....	10
Academic Year.....	10
Academic Year Length.....	10
Account.....	10
Actual Disbursement Record.....	10
Actual Non Credential Teacher Certification Subsidized Usage Period	10
Actual Subsidized Usage Period	11
Additional Eligibility Indicator (AEI).....	11
Administrative Cost Allowance (ACA).....	11
Administrative Relief Request.....	11
Aging of Drawdown.....	11
Agreement to Serve or Repay(Agreement).....	11
Anticipated Disbursement Record	11
Anticipated Non Credential Teacher Certification Subsidized Usage Period	12
Anticipated Subsidized Usage Period	12
Agreement IDTS ID.....	12
Attended School	12
Available Balance	12
Award	12
Award Year	12
Batch	12
Booked Loan/ TEACH GRANT.....	13
Calculated Published Program Length Years.....	13
Call for Cash	13
Campus-Based Programs.....	13
Cash at School.....	13
Central Processing System (CPS).....	13
Common Origination and Disbursement (COD) Process	14
Common Origination and Disbursement (COD) System.....	14
Common Record	14
Common School Identifier (CSID).....	14
Complex Element.....	14
Consolidation Loan.....	14
Correction Edit Codes.....	14
Cost of Attendance (COA)	15
CPS Transaction Number.....	15
Credit Check	15
Current Funding Level (CFL).....	15
Current Social Security Number.....	15
Direct Loan Program	15
Direct Subsidized Loan	16
Direct Unsubsidized Loan.....	16
Disbursement	16
Disbursement Release Indicator.....	16
Document.....	16
Drawdown	16
Edit/Comment Codes	17
Edit Only Record.....	17

Element.....	17
Eligible Applicant	17
Eligible Program.....	17
Eligibility Used.....	17
Endorser	17
Endorser Addendum	17
Enrollment Date.....	18
Enrollment School Code	18
Enrollment Status	18
Expected Family Contribution (EFC).....	18
Extended Processing.....	18
Federal Pell Grant Payment Schedule	18
Federal Pell Grant Program	18
Federal Supplemental Educational Opportunity Grant (FSEOG)	19
Financial Aid Management System (FMS).....	19
FISAP	19
Free Application for Federal Student Aid (FAFSA®).....	19
Freeze Cash	19
FSA	19
Full Response	19
G5.....	19
Information for Financial Aid Professionals (IFAP).....	20
Institutional Student Information Record (ISIR).....	20
Iraq Afghanistan Service Grant Indicator (IAS Grant).....	20
Lifetime Eligibility Used (LEU).....	20
Loan Period Length.....	20
Master Promissory Note (MPN).....	20
Maximum Subsidized Eligibility Period	21
MPN Acknowledgement.....	21
MPN ID.....	21
Multiple Reporting Record (MRR).....	21
Multi-Year (MY) Feature	21
National Student Loan Data System (NSLDS).....	21
School Processing Option.....	21
Direct PLUS Loans	22
Payment Analyst	22
Payment to Servicer Amount.....	22
Perkins.....	22
PLUS Credit Counseling.....	22
Post 9/11 Deceased Veteran Dependent	22
Post Secondary Education Participants System (PEPS)	22
Pell Overaward Process (POP).....	22
Program CIP Code	23
Program Credential Level	23
Published Program Length Months.....	23
Published Program Length Weeks.....	23
Published Program Length Years.....	24
Program-Related Data Reporting	24
Reject Edit Codes.....	24
Release Record.....	24
Remaining Actual Non Credential Teacher Certification Subsidized Eligibility Period	24

Remaining Actual Subsidized Eligibility Period	24
Remaining Anticipated Non Credential Teacher Certification Subsidized Eligibility Period	24
Remaining Anticipated Subsidized Eligibility Period	24
Reporting School.....	25
Response	25
Routing Identifier	25
School Closeout	25
Sequester-Limited Scheduled Award.....	25
Sequestration.....	25
Simple Element	26
Single Year (SY) Feature	26
Special Programs	26
Standard Response	26
Student Aid Internet Gateway (SAIG)	26
Student Aid Report (SAR)	26
Student Eligibility Code	27
Subsidized Usage Limit Applies (SULA)	27
Substantiate.....	27
Sum Actual Non Credential Teacher Certification Subsidized Usage Period	27
Sum Actual Subsidized Usage Period	27
Sum Anticipated Non Credential Teacher Certification Subsidized Usage Period	27
Sum Anticipated Subsidized Usage Period.....	27
Subsidized Usage Period (SUP)	27
Tag	27
Teacher Education Assistance for College and Higher Education (TEACH) Grant.....	28
Third-Party Servicer	28
Title IV Student Financial Aid	28
Total Eligibility Used.....	29
Trading Partner	29
Unbooked Loan/TEACH Grant	29
Unsubstantiated Cash.....	29
Warning Edit Codes	29
Weeks Programs Academic Year.....	29
XML.....	29
XML Schema	29
FUNDING METHODS.....	1
TABLE OF CONTENTS.....	1
CURRENT FUNDING LEVEL (CFL)	2
FUNDING METHODS.....	3
Advance Funded	3
Heightened Cash Monitoring 1 (HCM1)	3
Heightened Cash Monitoring 2 (HCM2)	3
Reimbursement.....	3
Records First.....	3
FUNDING CONTROLS	4
Advance Funded	4
Heightened Cash Monitoring 1 (HCM1)	4
Heightened Cash Monitoring 2 (HCM2)	5
Reimbursement.....	5

FUNDING METHODS AND PROCESSING OPTION RELATIONSHIPS	7
STATE, JURISDICTION AND COUNTRY CODES	1
TABLE OF CONTENTS.....	1
STATE/JURISDICTION CODES.....	2
Changes to the State/Jurisdiction Codes	2
Additions to the State/Jurisdiction Codes	2
Removals from the State/Jurisdiction Codes	2
State/Jurisdiction Codes.....	3
COUNTRY CODES.....	4
Changes to the Country Codes	4
Additions to the Country Codes.....	4
Removals from the Country Codes.....	4
Country Codes, Sorted by Country.....	5
Country Codes, Sorted by Code.....	8
SYSTEM SECURITY	1
TABLE OF CONTENTS.....	1
PRIVACY NOTICE	2
COD WEB SITE ACCESS.....	3
RULES OF BEHAVIOR.....	5
Introduction	5
Physical Security.....	5
Computer Virus Protection	6
Computer System Responsibilities	6
Unofficial use of Government equipment.....	7
Remote access.....	7
Connection to the Internet.....	8
E-Mail	8
Copyright	8
User IDs	8
Passwords	9
Users	9
Privacy Act Data Protection.....	10
Other Policies and Procedures	10
XML EXAMPLES.....	1
TABLE OF CONTENTS.....	1
COD SCHEMA 4.0D COMMON RECORD.....	2
Common Record Input Example	2
Common Record Direct Loan Input Example	11
COD SCHEMA 4.0D RESPONSE DOCUMENTS	14
Pell Grant, TEACH Grant, and Direct Loan with Warning Edit Response	14
Pell Origination and Disbursement Response	20
Pell Award Correction Response	23
Pell Award Reject Response	25
SSN Date of Birth Reject Response.....	27
Direct PLUS Loan Common Record Response.....	31
Direct Loan with Anticipated Disbursements and Warning Edits Response.....	34
Direct Loan Correction Response.....	38
Direct Loan Denied Credit Decision Response	38
Direct Loan Web Origination and Disbursement Response.....	42
Direct PLUS Loan Web Origination and Disbursement Response.....	45
TEACH Grant Web Origination and Disbursement Response.....	47
TEACH Grant Counseling Acknowledgement	50
Direct Loan Entrance Counseling Acknowledgement.....	51

Exit Counseling Acknowledgement	52
Financial Awareness Counseling Acknowledgement	53
MPN Acknowledgment	54
PLUS Application Acknowledgment	56
PRINT SPECIFICATIONS AND FORMS	1
TABLE OF CONTENTS	1
DIRECT LOAN PRINT SPECIFICATIONS	2
Direct Loan Subsidized/Unsubsidized Disclosure Statement Print Specifications	2
Borrower Information	2
School Information	4
Loan Information	5
Chart of Anticipated Disbursements (Direct Subsidized Loan)	6
Chart of Anticipated Disbursements (Direct Unsubsidized Loan).....	9
DISCLOSURE STATEMENT (CONTINUED)	12
Direct Loan PLUS Disclosure Statement Print Specifications	13
Borrower Information	13
School Information	14
Student Information	15
Loan Information	16
Chart of Anticipated Disbursements	17
Direct Subsidized/Unsubsidized Loan Master Promissory Note (MPN) Print Specifications	21
Borrower Information	21
School Information	22
Direct Subsidized/Unsubsidized Loan MPN Sample.....	22
Direct PLUS Loan Master Promissory Note (MPN) Print Specifications	22
Borrower Information	22
School Information	24
Dependent Undergraduate Student Information	25
Direct PLUS Loan MPN Sample	25
Graduate Student Borrowers - Direct PLUS Loan Master Promissory Note (MPN) Print Specifications	25
Borrower Information	26
School Information	27
Dependent Undergraduate Student Information	27
Direct PLUS Loan MPN Sample	27
DIRECT LOAN FORMS	28
Creating Master Promissory Note Paper Manifests	28
Sample Subsidized/Unsubsidized MPN Paper Manifest	29
Sample PLUS MPN Paper Manifest.....	30
Sample Grad PLUS MPN Paper Manifest	31
PELL GRANT PRINT SPECIFICATIONS	32
ESOA Print Specifications	32
Summary Information	32
Detail Information.....	34
Sample ESOA Output Document	35
REPORTS	1
TABLE OF CONTENTS	1
GRANT REPORTS	5
Grant Header/Trailer Layout	5
Grant Batch Header Layout	5
Grant Batch Trailer Layout.....	8
Grant Data Requests	9
Record Layout.....	9

Grant Data Request Acknowledgement	11
Grant Edit Codes	14
Introduction.....	14
Grant Batch Edit/Reject Codes	15
Grant Data Request Edit Codes	21
 PELL GRANT REPORTS.....	 24
Grant Reports Options.....	24
Pell Grant Electronic Statement of Account (ESOA).....	26
Summary Record Layout	26
Detail Record Layout.....	28
Pell Grant Multiple Reporting Record (MRR)	30
Record Layout.....	30
Pell Grant Reconciliation Report.....	35
Record Layout.....	35
Pell Grant Year-to-Date Record (YTD).....	37
Origination Record Layout	37
Disbursement Record Layout.....	43
Summary Record Layout	46
Pell Grant Pending Disbursement List	49
Comma-Delimited (CSV) Detail Record Layout	50
Pell Grant Verification Status Report	53
Comma-Delimited (CSV) Detail Record Layout.....	54
Pell POP Report.....	57
Comma-Delimited (CSV) Detail Record Layout.....	59
Pell Lifetime Eligibility Used 2022-2023 Report.....	62
Pell Grant School Account Statement (SAS).....	64
Sections of the SAS	64
Comma Delimited (CSV) with Headers Record Layouts	66
Year-To-Date and Monthly Pell Grant Cash Summary Section Header Information	66
Year-To-Date and Monthly Pell Grant Cash Summary Section Column Headings	67
Year-To-Date and Monthly Pell Grant Cash Summary, Detail Record	67
Year-To-Date and Monthly Pell Grant Cash Detail Section Header Information	69
Year-To-Date and Monthly Pell Grant Cash Detail Section Column Headings	69
Year-To-Date and Monthly Pell Grant Cash Detail, Detail Record	70
Disbursement Level Detail Section Header Information.....	72
Disbursement Level Detail Section Column Headings	72
Disbursement Level Detail, Detail Record.....	74
Award Level Disbursement Summary Section Header Information ...	77
Award Level Disbursement Summary, Column Headings.....	77
Award Level Disbursement Summary, Detail Record	78
Pell Grant School Account Statement (SAS) Disbursement Detail on Demand.....	80
Disbursement Level Detail on Demand Section Header Information .	81
Disbursement Level Detail on Demand Column Headings.....	81
Disbursement Level Detail on Demand, Detail Record	83
 TEACHER EDUCATION ASSISTANCE FOR COLLEGE AND HIGHER EDUCATION GRANT REPORTS	 86
TEACH Grant Reports Options.....	86
Format and Delivery Methods.....	87
TEACH Grant Header/Trailer Layout.....	88
TEACH Grant Batch Header Layout	88
TEACH Grant Batch Trailer Layout.....	90

TEACH Grant Multiple Reporting Record (MRR)	92
Record Layout	92
TEACH Grant School Account Statement (SAS)	96
Sections of the TEACH SAS	96
Comma-Delimited (CSV) Record Layouts	97
Year-To-Date and Monthly Cash Summary Header Information	97
Year-To-Date and Monthly Cash Summary Column Headings	97
Year-To-Date and Monthly Cash Summary, Detail Record	98
TEACH SAS Cash Detail, Header Information	102
Cash Detail, Column Headings	102
Cash Detail, Detail Record	103
TEACH Award Detail, Disbursement Activity Level, Header Information	104
TEACH Award Detail, Disbursement Activity Level, Column Headings	104
TEACH Award Detail, Disbursement Activity Level, Detail Record	106
TEACH School Account Statement Disbursement Detail on Demand	108
Comma-Delimited (CSV) Record Layouts	109
TEACH SAS Disbursement Detail on Demand Comma-Delimited Header Information	109
TEACH SAS Disbursement Detail on Demand Comma-Delimited Column Headings	109
TEACH SAS Disbursement Detail on Demand Comma-Delimited Record Layout	111
TEACH Grant Pending Disbursement List	114
Comma-Delimited (CSV) Detail Record Layout	115
TEACH Rebuild File	118
TEACH Rebuild Origination Detail Record Layout	118
TEACH Rebuild Disbursement Detail Record Layout	123
TEACH ATS Agreement Discharge Report	126
Fixed-Length Record Layout	127
TEACH Counseling Report	128
Comma-Delimited (CSV) Detail Record Layout	129
 DIRECT LOAN REPORTS	 131
Direct Loan Reports Options	131
Format and Delivery Methods	132
Direct Loan Batch Header Layout	133
Direct Loan Batch Trailer Layout	135
Direct Loan School Account Statement (SAS)	136
Sections of the SAS	136
Fixed-Length Record Layouts	139
Year-to-Date and Monthly Cash Summary	139
Year-to-Date and Monthly Disbursement Summary by Loan Type	143
Cash Detail	145
Loan Detail, Loan Level	146
Loan Detail, Disbursement Activity Level	148
Comma-Delimited (CSV) with Headers Record Layouts	150
Year-To-Date and Monthly Cash Summary, Header Information	150
Year-To-Date and Monthly Cash Summary, Column Headings	150
Year-To-Date and Monthly Cash Summary, Detail Record	151
Year-to-Date and Monthly Disbursement Summary by Loan Type, Header Information	155
Year-to-Date and Monthly Disbursement Summary by Loan Type, Column Headings	155
Year-to-Date and Monthly Disbursement Summary by Loan Type, Detail Record	156
Cash Detail, Header Information	159
Cash Detail, Column Headings	159
Cash Detail, Detail Record	160
Loan Detail, Loan Level, Header Information	162
Loan Detail, Loan Level, Column Headings	162

Loan Detail, Loan Level, Detail Record.....	163
Loan Detail, Disbursement Activity Level, Header Information	166
Loan Detail, Disbursement Activity Level, Column Headings	166
Loan Detail, Disbursement Activity Level, Detail Record.....	168
Direct Loan School Account Statement Disbursement Detail on Demand.....	171
Fixed-Length Record Layout.....	172
Comma Delimited (CSV) with Headers Record Layout	176
Comma Delimited Column Headings	180
Comma-Delimited Header Information	182
Direct Loan Pending Disbursement Listing Report	183
Comma-Delimited (CSV) Detail Record Layout.....	184
Direct Loan Funding Disbursement Listing Report.....	188
The Direct Loan Funding Disbursement Listing Report is no longer available. Please see the Actual Disbursement List for more information about actual disbursement reports.	188
Direct Loan Duplicate Student Borrower Report.....	188
Comma-Delimited (CSV) Detail Record Layout.....	189
Direct Loan Rebuild File.....	193
Direct Loan Rebuild Origination Detail Record Layout	193
Direct Loan Rebuild Disbursement Detail Record Layout	205
Direct Loan Actual Disbursement List	209
Comma-Delimited (CSV) Detail Record Layout.....	210
Direct Loan Completed PLUS Application Report	212
Comma-Delimited (CSV) Detail Record Layout.....	213
Direct Loan Completed Master Promissory Note (MPN) Report	216
Comma-Delimited (CSV) Detail Record Layout.....	216
Exit Counseling File/Report.....	219
Counseling Report.....	220
Comma-Delimited (CSV) Detail Record Layout.....	220
Weekly Credit Status Report.....	221
Comma-Delimited (CSV) Detail Record Layout.....	221
Direct Subsidized Loan Usage Change	224
Comma-Delimited (CSV) Detail Record Layout.....	225
SULA Adjustments Needed Report	229
Using the Report	230
Comma-Delimited (CSV) Detail Record Layout.....	231
MPN Status Report	235
Comma-Delimited (CSV) Detail Record Layout.....	236
 IRAQ AND AFGHANISTAN SERVICE GRANT REPORTS	 239
Format and Delivery Methods.....	239
Iraq and Afghanistan Service Grant ESOA Report.....	240
Iraq and Afghanistan Service Grant EOSA Summary Record Layout	240
Iraq and Afghanistan Service Grant EOSA Detailed Record Layout	242
Iraq and Afghanistan Service Grant MRR	244
 NON PROGRAM SPECIFIC REPORTS.....	 250
Format and Delivery Methods.....	250
COD School Monitoring Report.....	250
COD School Monitoring Report Header Layout	251
COD School Monitoring Report Trailer Layout	253
COD School Funding History Report.....	259

Report Layout259