

New E-App Questions

Implemented in FSA Partner Connect – Dec. 17, 2023

The Application for Approval to Participate in the Federal Student Financial Assistance Programs (E-App) has been revised to request and document the following additional information about a school. This information was not previously part of the E-App and must be updated the first time a user submits an E-App via FSA Partner Connect, regardless of the reason for submission. Answers to all the new questions and a review of the full application will be required the first time the E-App is updated after Dec. 17, 2023, and users will receive an error if the new questions are not answered. After the first E-App update is submitted, a user will not need to re-answer the new questions unless there is a change to a prior response to one or more of those questions.

Note: If a school has a third-party servicer prepare the E-App on its behalf, the school will need to provide this new information to its third-party servicer. In addition, the school must authorize a relationship to its third-party servicer within FSA Partner Connect before its third-party servicer can access the E-App on the school's behalf. (See the [Dec. 22, 2023 Electronic Announcement](#) for explanation of this action the school must take.)

The additional information now collected throughout various sections of the E-App includes:

- Explanation if an accreditation or state authorization entity has taken any adverse action against the school (*see 3 – Accreditation & State Authorization*)
- Accurate ownership type, additional information about each person owner or entity owner including expanded ownership questions, emergency contact information, related party and entity information needed on a person-by-person basis, other schools owned and past liability at other schools (*see 4 – Owners, Officials, & Administrators*)
- Home address, personal email address, and personal telephone number for the school's officials to better facilitate communication in an emergency (*see 4 – Owners, Officials, & Administrators*)
- Identification of, and business and personal contact information for, the school's chief executive officer, chief operations officer, and/or chief information officer in addition to the school's president, chief financial officer, and financial aid director, along with their effective date in this role (*see 4 – Owners, Officials, & Administrators*)
- Email address and effective date for board members, and their connections to other schools (through ownership or positions held) or third-party servicers owned, and any past liability at those entities (*see 4 – Owners, Officials, & Administrators*)
- Business contact information for the school's FSA Partner Connect Eligibility & Oversight Administrator and Alternate Eligibility & Oversight Administrator (*see 4 – Owners, Officials, & Administrators*)

Note: An Alternate Eligibility & Oversight Administrator must be designated.

- Additional questions about a school's locations, including if physical instruction is provided at a location or if the school's location is a prison or jail (*see 5 – Locations & Educational Programs*)
- Additional questions about a school's educational programs, including Standard Occupational Code (SOC), method of delivery, and written arrangements with other entities to provide instruction for each reported educational program (*see 5 – Locations & Educational Programs*)
- More options to report services provided by the school's third-party servicer if it has one (*see 7 – Third-Party Servicer*)

Note: This information is different than the third-party servicer authorization action that a school must take as explained in the [Dec. 22, 2023 Electronic Announcement](#).

- Name and address of Ability to Benefit (ATB) test administrator (*see 8 – Ability to Benefit*)