

# **Summary of Changes for the Application Processing System**

**2023–2024**

**U.S. Department of Education**



## TABLE OF CONTENTS

<b>INTRODUCTION .....</b>	<b>1</b>
Overview .....	1
<b>MAJOR CHANGES .....</b>	<b>3</b>
Description of Major Changes .....	3
<i>Retiring myStudentAid Mobile Application</i> .....	3
<i>FAFSA® Simplification Act</i> Implementations .....	3
Removal of Male or Female Question – FAFSA® Question 21 .....	4
Removal of Register for Selective Service Question – FAFSA® Question 22 .....	4
Removal of Drug Conviction Question – FAFSA® Question 23 .....	5
FAFSA® Question Renumbering .....	5
Incarcerated Students .....	8
Need Analysis Income Threshold Increase .....	9
<b>2023-2024 APPLICATION PROCESSING SYSTEM SCHEDULE.....</b>	<b>10</b>
Schedule for the 2023-2024 Application Processing System .....	10
<b>SUMMARY OF CHANGES TO THE 2023-2024 FAFSA ON THE WEB, MYSTUDENTAID MOBILE APP, AND PAPER FAFSA® FORM .....</b>	<b>14</b>
2023-2024 FAFSA on the Web Changes and Enhancements.....	14
Prefilling Answers on Renewal Applications .....	14
New Demographic Survey .....	14
2023-2024 myStudentAid Mobile App Decommission .....	15
2023-2024 FAFSA® Form and FAFSA on the Web Worksheet Availability .....	16
FAFSA® Form .....	16
FAFSA on the Web Worksheet .....	16
2023-2024 Paper FAFSA® Form Changes .....	17
We Value Your Comments and Suggestions! .....	20
<b>SUMMARY OF CHANGES TO FAA ACCESS TO CPS ONLINE.....</b>	<b>21</b>
Enrollment Requirements .....	21
FAA Access to CPS Online .....	21
EDEXpress 2023-2024 FAA Access Interface.....	22
FAA Access Application Processing Changes .....	23
Updates Due to the <i>FAFSA Simplification Act</i> .....	23
Removed three questions (21 through 23) .....	23

Made homeless-youth-determination questions renewal-eligible (55 through 57 [now 52 through 54]) .....	23
Identifying Incarcerated Applicants in FAA Access .....	24
<b>SUMMARY OF CHANGES TO THE 2023-2024 CPS.....</b>	<b>25</b>
Overview .....	25
Database Matches .....	25
Selective Service Match .....	25
NSLDS Match .....	26
Incarcerated Applicants .....	26
CPS Edits .....	26
Need Analysis .....	26
Application Output Sent to Students.....	27
Paper SAR and SAR Acknowledgement Changes.....	27
SAR Comments .....	29
Mailing Addresses .....	30
<b>GETTING HELP .....</b>	<b>31</b>
Customer Service .....	31
FSATECH Listserv .....	31
CPS/SAIG Technical Support.....	31
Federal Student Aid Information Center (FSAIC).....	31
Reach FSA .....	32
CPS Web Applications Demo System .....	33
Other Helpful Documents .....	34
Federal Student Aid Web Sites .....	35

# Introduction

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## Overview

The *Summary of Changes for the Application Processing System* is designed to meet the reference needs of financial aid administrators (FAA), National College Attainment Network (NCAN), Federal TRIO program staff, guidance counselors, programmers, and data processing staff. In this guide, we describe updates and enhancements to the 2023-2024 application processing system and to student and school Web products. We recommend you review the information provided in this guide, as some enhancements may require you to modify your office procedures and system operations.

The following sections are included in this guide:

- **Major Changes** – This section provides information about major changes for the 2023-2024 processing cycle and covers the following topics:
  - Retiring myStudentAid mobile application
  - *FAFSA Simplification Act* implementations
    - Male or female question removal – Free Application for Federal Student Aid (FAFSA<sup>®</sup>) question 21
    - Register for Selective Service question removal – FAFSA question 22
    - Drug conviction question removal – FAFSA question 23
    - Incarcerated students FAFSA form
- **2023-2024 Application Processing System Schedule** – This section provides important processing deadlines and anticipated document and software release dates.
- **Summary of Changes to the 2023-2024 FAFSA on the Web, myStudentAid Mobile App, and Paper FAFSA<sup>®</sup> Form** – This section describes changes and enhancements for the 2023-2024 FAFSA on the Web site and also describes the decommissioning of the myStudentAid mobile application. It also provides descriptions of the paper FAFSA form and FAFSA on the Web Worksheet, explains how to download the electronic documents, and details changes to the documents.

- **Summary of Changes to FAA Access to CPS Online** – This section provides information about FAA Access to CPS Online (FAA Access) enrollment requirements and changes to FAA Access.
- **Summary of Changes to the 2023-2024 Central Processing System** – This section provides information about changes to the U.S. Department of Education’s Central Processing System (CPS). The following areas are described:
  - Database Matches
  - CPS Edits
  - Need Analysis
  - Application Output Sent to Students
  - Student Aid Report (SAR) Comments
  - Mailing Addresses
- **Getting Help** – This section provides contact information for customer service and lists useful documents and Web sites you can access for additional assistance.

In addition to the annual 2023-2024 system updates that we will implement in October 2022, we plan to release other system updates intermittently. Scheduling intermittent releases enables us to continuously improve our Web sites and other systems.

Unless otherwise noted, we are implementing the changes described in this guide in October 2022, at the start of the 2023-2024 processing cycle.

We will describe enhancements implemented during the processing cycle in various future communications posted in the Knowledge Center at [fsapartners.ed.gov/knowledge-center](https://fsapartners.ed.gov/knowledge-center), including [electronic announcements](#) and [handbooks, manuals, and guides](#).

# Major Changes

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## Description of Major Changes

In this section, we describe major changes to the application processing system, mobile application, and Web products for 2023-2024, including updates and enhancements resulting from annual and legislative changes. You can find policy and operational guidance in the [Handbooks, Manuals, or Guides section of the Knowledge Center](#).

### ***Retiring myStudentAid Mobile Application***

The myStudentAid Mobile App will be decommissioned no later than July 10, 2022. Therefore, users will not be able to submit the 2023-2024 FAFSA application via the mobile app. Users will still be able to complete their FAFSA application on a mobile device by navigating to StudentAid.gov on their mobile browser.

### ***FAFSA® Simplification Act Implementations***

In June 2021, Federal Student Aid (FSA) [announced a phased approach to implementation of the FAFSA Simplification Act](#), which passed on December 27, 2020, as part of the *Consolidated Appropriations Act, 2021*. The *FAFSA Simplification Act* represents a significant overhaul of federal student aid, including the FAFSA form, need analysis, and many policies and procedures for schools that participate in the Title IV programs.

As part of the phased implementation of this act, in 2023-2024, provisions related to the homelessness and special circumstances questions will be implemented through revised guidance provided to applicants and institutions. Additionally, as part of the implementation of this act, we removed questions from the FAFSA form and are updating our processing system so incarcerated students can regain the ability to receive a Federal Pell Grant. The question numbers referenced below are from the 2022-2023 FAFSA form.

## **Removal of Male or Female Question – FAFSA® Question 21**

The “Are you male or female?” question has been removed from all application sources, including paper, Web, electronic data exchange (EDE), and FAA Access, and removed from all outputs such as the SAR, SAR Acknowledgment, and eSAR. System edits that use this question have been revised or removed. The male or female question in the applicant and Institutional Student Information Record (ISIR) record layouts have been changed to filler, which reduces the impact to field position renumbering. Finally, the “Is the Student Male or Female?” help topic in FAA Access has been removed.

## **Removal of Register for Selective Service Question – FAFSA® Question 22**

We removed the Register for Selective Service question, and where applicable, the filtering questions from all application sources, including paper, Web, electronic data exchange, and FAA Access. Because we will no longer have this question on the FAFSA form, we are eliminating the match with the Selective Service, which verified an applicant’s registration with the agency. Also, we can no longer provide the applicant the ability to register with the Selective Service using their FAFSA form.

With the removal of the FAFSA question and the elimination of the Selective Service match, we no longer include the Selective Service Registration question, Selective Service Registration Flag, and Selective Service Match Flag in output documents, including SARs, SAR Acknowledgements, and eSARs.

The record layouts have been revised for this change. We replaced the Selective Service Registration field from the EDE application with filler and replaced the following fields from the ISIR record layout with filler:

- Selective Service Registration
- Selective Service Registration Flag
- Selective Service Match Flag

We deleted edits used during form processing and the corresponding comments on outputs. The following comment codes, which print or display in outputs based on the match results or registration for Selective Service, have been removed: 026, 028, 030, 031, 033, and 057. These outputs include SARs, SAR Acknowledgements, and eSARs.

In addition to the comment removal in FAA Access, we removed the Selective Service question and match flag fields from Student Inquiry, ISIR Compare, and eSAR. The help topics pertaining to these changes have been removed from FAA Access.

## **Removal of Drug Conviction Question – FAFSA® Question 23**

We removed the drug conviction question from the FAFSA form, and where applicable, the filtering questions from all application sources, including paper, Web, electronic data exchange, and FAA Access.

The Drug Conviction Eligibility question was removed from output documents, including SARs, SAR Acknowledgments, and eSARs, and we no longer create or send the Student Aid Eligibility Worksheets in applicable SARs to help applicants determine their financial aid eligibility dates.

The record layouts have been revised for this change and we replaced the Drug Conviction Eligibility fields with filler in the Applicant Record and ISIR Record.

We deleted edits used during form entry and processing, as well as setting comments on outputs. The following comment codes that printed or displayed in outputs based on FAFSA form responses have been removed: 052, 053, 054, 056, and 058. These outputs include SARs, SAR Acknowledgements, and eSARs.

In addition to the comment removal in FAA Access, we removed the Drug Conviction Affecting Eligibility field and responses from FAA Access components, including Student Inquiry, ISIR Compare, and eSAR. The help topics pertaining to these changes have been removed from FAA Access.

## **FAFSA® Question Renumbering**

*FAFSA Simplification Act* changes eliminated three questions from the FAFSA form. The table below includes the 2022-2023 FAFSA question numbers and the new 2023-2024 FAFSA question numbers, which are different starting at question 21. For a comparison of ISIR question numbers and field numbers, refer to the *2023-2024 EDE Technical Reference, Processing Codes* section—“2023-2024 ISIR Cross Reference”—which describes the ISIR field names, question numbers, start and end positions, and field changes.

<b>FAFSA Question</b> <i>(Not exact question wording)</i>	<b>2022-2023</b> <b>FAFSA #</b>	<b>2023-2024</b> <b>FAFSA #</b>
Student's Last Name	1	1
Student's First Name	2	2
Student's Middle Initial	3	3
Student's Mailing Address	4	4
Student's City	5	5
Student's State Abbreviation	6	6
Student's ZIP Code	7	7
Student's Social Security Number	8	8
Student's Date of Birth	9	9
Student's Telephone Number	10	10
Student's Driver's License Number	11	11
Student's Driver's License State Abbreviation	12	12
Student's E-mail Address	13	13
Student's Citizenship Status	14	14
Student's Alien Registration Number	15	15



<b>FAFSA Question</b> <i>(Not exact question wording)</i>	<b>2022-2023 FAFSA #</b>	<b>2023-2024 FAFSA #</b>
Student's Marital Status	16	16
Student's Date of Marital Status	17	17
Student's State of Legal Residence Abbreviation	18	18
Did student become a legal resident of this state before January 1, 201X?	19	19
If answered "No" to question 19, date student became a legal resident.	20	20
Is the student male or female?	21	Removed
If the student is male (age 18-25) and not registered, answer "Register Me" and Selective Service will register you.	22	Removed
Does the student have a drug conviction affecting eligibility?	23	Removed
Parent 1 Educational Level	24	21
Parent 2 Educational Level	25	22
Student's High School Completion Status	26	23
Student's High School Name, City, and State	27	24
Student's First Bachelor's Degree Before beginning 20XX-20XX school year?	28	25
Student's Grade Level in College in 20XX-20XX	29	26
Student's Type of College Degree/Certificate in 20XX-20XX	30	27
Student interested in being considered for work-study?	31	28
Student (and Spouse) Filed 20XX Income Tax Return	32	29
Student's (and Spouse's) Type of 20XX Tax Form Used	33	30
Student's (and Spouse's) Tax Return Filing Status 20XX	34	31
Student (and Spouse) filed or will file a Schedule 1 with their tax form?	35	32
Student's (and Spouse's) Adjusted Gross Income from IRS Form	36	33
Student's (and Spouse's) U.S. Income Tax Paid from IRS Form	37	34
Student's Income Earned from Work	38	35
Spouse's Income Earned from Work	39	36
Student's (and Spouse's) Cash, Savings, and Checking	40	37
Student's (and Spouse's) Net Worth of Investments	41	39
Student's (and Spouse's) Net Worth of Businesses/Investment Farms	42	39
Student's (and Spouse's) Additional Financial Information	43	40
Student's (and Spouse's) Education Credits	43.a	40.a
Student's (and Spouse's) Child Support Paid	43.b	40.b
Student's (and Spouse's) Taxable Earnings from Need-based Employment	43.c	40.c
Student's (and Spouse's) Taxable College Grant and Scholarship Aid Reported to IRS	43.d	40.d
Student's (and Spouse's) Combat Pay/Special Combat Pay	43.e	40.e
Student's (and Spouse's) Earnings from Work Under a Cooperative Education Program	43.f	40.f
Student's (and Spouse's) Untaxed Income	44	41
Student's (and Spouse's) Tax-deferred Pension/Savings	44.a	41.a
Student's (and Spouse's) IRA Deductions and Payments	44.b	41.b
Student's (and Spouse's) Child Support Received	44.c	41.c
Student's (and Spouse's) Tax Exempt Interest Income	44.d	41.d
Student's (and Spouse's) Untaxed Portions of IRA Distributions and Pensions	44.e	41.e
Student's (and Spouse's) Military or Clergy Allowances	44.f	41.f
Student's (and Spouse's) Veterans Noneducation Benefits	44.g	41.g
Student's (and Spouse's) Other Untaxed Income	44.h	41.h
Student's (and Spouse's) Money Received or Paid on Their Behalf	44.i	41.i
Student born before 1-1-XXXX?	45	42

<b>FAFSA Question</b> <i>(Not exact question wording)</i>	<b>2022-2023 FAFSA #</b>	<b>2023-2024 FAFSA #</b>
Is the student married?	46	43
Student is working on a master's or doctorate program in 20XX-20XX?	47	44
Student is on active duty in U.S. Armed Forces?	48	45
Student is a veteran of U.S. Armed Forces?	49	46
Student has children who receive more than half of their support from you?	50	47
Student has dependents other than children or spouse?	51	48
Were student's parents deceased and was the student in foster care or a court dependent/ward?	52	49
Is or was the student an emancipated minor?	53	50
Is or was the student in legal guardianship?	54	51
Is or was the student verified as a homeless youth?	55	52
Is or was the student determined homeless by the Department of Housing and Urban Development?	56	53
Is the student an unaccompanied youth who is at risk for homelessness?	57	54
Parent's Marital Status	58	55
Parent's Date of Marital Status	59	56
Parent 1 Social Security Number	60	57
Parent 1 Last Name	61	58
Parent 1 First Initial	62	59
Parent 1 Date of Birth	63	60
Parent 2 Social Security Number	64	61
Parent 2 Last Name	65	62
Parent 2 First Initial	66	63
Parent 2 Date of Birth	67	64
Parents' E-mail Address	68	65
Parents' State of Legal Residence	69	66
Parents' legal resident of the state before January 1, 201X?	70	67
If "No" to question 70 [now 67], enter the date parent became legal resident	71	68
Parents' Number of Family Members in 20XX-20XX	72	69
Parents' Number of Family Members in College in 20XX-20XX	73	70
Parents received Medicaid or Supplemental Security Income (SSI)?	74	71
Parents received Supplemental Nutrition Assistance Program (SNAP)?	75	72
Parents received free/reduced price school lunch?	76	73
Parents received Temporary Assistance for Needy Families (TANF)?	77	74
Parents received Nutrition Program for Women, Infants and Children (WIC)?	78	75
Parents filed 20XX income tax return?	79	76
Parents' Type of 20XX Tax Form Used	80	77
Parents' Tax Return Filing Status 20XX	81	78
Parents filed or will file a Schedule 1 with their tax form?	82	79
Is either parent a dislocated worker?	83	80
Parents' Adjusted Gross Income from IRS Form	84	81
Parents' U.S. Income Tax Paid	85	82
Parent 1 Income Earned from Work	86	83
Parent 2 Income Earned from Work	87	84
Parents' Cash, Savings, and Checking	88	85
Parents' Net Worth of Investments	89	86
Parents' Net Worth of Businesses/Investment Farms	90	87
Parents' Additional Financial Information	91	88

<b>FAFSA Question</b> <i>(Not exact question wording)</i>	<b>2022-2023</b> <b>FAFSA #</b>	<b>2023-2024</b> <b>FAFSA #</b>
Parents' Education Credits	91.a	88.a
Parents' Child Support Paid	91.b	88.b
Parents' Taxable Earnings from Need-Based Employment	91.c	88.c
Parents' Taxable College Grant and Scholarship Aid Reported to IRS	91.d	88.d
Parents' Combat Pay/Special Combat Pay	91.e	88.e
Parents' Earnings from Work Under a Cooperative Education Program	91.f	88.f
Parents' Untaxed Income	92	89
Parents' Tax-deferred Pension/Savings	92.a	89.a
Parents' IRA Deductions and Payments	92.b	89.b
Parents' Child Support Received	92.c	89.c
Parents' Tax Exempt Interest Income	92.d	89.d
Parents' Untaxed portions of IRA Distributions and Pensions	92.e	89.e
Parents' Military or Clergy Allowances	92.f	89.f
Parents' Veterans Noneducation Benefits	92.g	89.g
Parents' Other Untaxed Income	92.h	89.h
Student's (and Spouse's) Number of Family Members in 20XX-20XX	93	90
Student's (and Spouse's) Number in College in 20XX-20XX	94	91
Student received Medicaid or Supplemental Security Income (SSI)?	95	92
Student received Supplemental Nutrition Assistance Program (SNAP)?	96	93
Student received free/reduced price school lunch?	97	94
Student received Temporary Assistance for Needy Families (TANF)?	98	95
Student received Nutrition Program for Women, Infants and Children (WIC)?	99	96
Is student or spouse a dislocated worker?	100	97
First College Name, City, and State	101.a	98.a
Housing Plans	101.b	98.b
Second College Name, City, and State	101.c	98.c
Housing Plans	101.d	98.d
Third College Name, City, and State	101.e	98.e
Housing Plans	101.f	98.f
Fourth College Name, City, and State	101.g	98.g
Housing Plans	101.h	98.h
Date Completed	102	99
Signed By?	103	100
Preparer's Social Security Number	104	101
Preparer's EIN	105	102
Preparer's Signature	106	103

## ***Incarcerated Students***

The *FAFSA Simplification Act* dictates that incarcerated students will regain the ability to receive a Federal Pell Grant. To address this legislative change, we are making system changes.

### **How does FSA identify incarcerated students?**

There are three ways an applicant can be identified as incarcerated:

1. The FAFSA form is submitted with an address that matches an address on our Correctional Facility file.

2. The applicant submits the new paper FAFSA form for incarcerated applicants. This application is clearly marked with “Incarcerated Applicant Form” at the top of the application. The only difference in the regular FAFSA form and the Incarcerated FAFSA form is the P.O. Box number where the application is sent. A new Special Handle Indicator is set on the transaction if the form is received at P.O. Box 7657.
3. The FAA submits an application for incarcerated students and sets the Incarcerated Applicant Flag. There is a new help topic in FAA Access describing this new process.

**How can I tell if a student was determined to be incarcerated?**

When applications are received, meeting any of the three conditions listed above, we set the Incarcerated Applicant Flag on the transaction, and the flag is carried forward on future transactions. This flag is included in the ISIR file and can be viewed on FAA Access in Student Inquiry, ISIR Compare, and the eSAR.

The Incarcerated Applicant Flag values include:

Value	ISIR Value	FAA Access Value
1	Correctional Facility Address file	Correctional Facility Address File
2	Received via P.O. Box at IDC	Received via P.O. Box
3	Incarcerated Applicant Flag set in FAA Access	Incarcerated Applicant Flag set in FAA Access
4	Incarcerated Applicant Flag removed in FAA Access	Incarcerated Applicant Flag removed in FAA Access
Blank	Field is blank	No value set, indicating the applicant is not incarcerated

If the Incarcerated Applicant Flag is equal to 1, 2, or 3, the applicant is not eligible to receive an e-mail notification of SAR processing even if they have a valid e-mail address. They will receive a SAR or SAR Acknowledgment printed on white paper. The SAR will include P.O. Box 7657, which is different from the regular SAR P.O. Box 7655. In addition, comments 405 or 406 will print on the SAR or SAR Acknowledgment.

**How can I get an incarcerated student FAFSA form?**

The incarcerated student FAFSA form is available on [StudentAid.gov](https://studentaid.gov). Watch for additional information on the Knowledge Center.

**Need Analysis Income Threshold Increase**

The income threshold for an automatic zero Expected Family Contribution (EFC) increased from \$27,000 to \$29,000 for the 2023-2024 award year.

# 2023-2024 Application Processing System Schedule

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## Schedule for the 2023-2024 Application Processing System

Date	Event
June 29, 2022	<p>Federal Student Aid announced the availability of the <a href="#">2023-2024 Electronic Data Exchange (EDE) Technical Reference</a>.</p> <p>The <i>EDE Technical Reference</i> provides programmer specifications and information that can assist you in designing or building your own software to communicate electronically with Federal Student Aid. The <i>EDE Technical Reference</i> includes information about record layouts, required edits, printing, and reject messages.</p>
July 7, 2022	<p>Federal Student Aid announces the availability of the <a href="#">CPS Test System User Guide</a>.</p> <p>This user guide describes the CPS Test System, a system in which you can test electronic application and correction-data transmissions from your system to the CPS (outside of the normal CPS production environment). The test system will be available on September 25, 2022.</p>
July 2022	<p>Federal Student Aid announces the availability of the <i>2023-2024 SAR Comment Codes and Text</i> guide. The guide provides the SAR comment codes, comment text, reject resolutions, and database match information.</p>
July 2022	<p>Federal Student Aid announces the availability of the <i>2023-2024 ISIR Guide</i>. The guide assists FAAs in interpreting applicant information from an ISIR.</p>

<b>Date</b>	<b>Event</b>
July 2022	The Secretary of Education announces the annual updates to the tables used in the statutory “Federal Need Analysis Methodology” to determine an applicant’s Expected Family Contribution (EFC) for the 2023-2024 processing cycle.
August 2022	Federal Student Aid announces the availability of the <i>2023-2024 Application Processing System Specifications for Software Developers</i> . The publication provides CPS system edits that can assist you in designing and building your own software to communicate with Federal Student Aid.
August 2022	Federal Student Aid announces the availability of the <i>EFC Formula Guide</i> , pending final 2023-2024 Need Analysis legislative updates. This guide can be used to calculate an EFC.
September 1, 2022	Federal Student Aid announces the availability of the <i>2023-2024 FAFSA.gov Preview Presentation</i> . This Microsoft (MS) PowerPoint presentation contains information and screen shots pertaining to the 2023-2024 FAFSA on the Web site that can be used as a tool for internal staff training or high school night presentations.
September 2022	Federal Student Aid announces the availability of the EDExpress for Windows Packaging Technical Reference. This technical reference provides instructions and record layouts for schools and other organizations that need to integrate their software or systems with the EDExpress 2023-2024 Packaging module (available October 2022). Record layouts are included for all imports from external systems, such as Packaging Import External Add, Packaging Import External Change, and Packaging Import Add Funds. Packaging module setup guidance and setup worksheets are also provided.
September 25, 2022	The CPS Test System is available. You can test electronic application and correction-data transmissions from your system to the CPS (outside of the normal CPS production environment).
September 25, 2022	The 2023-2024 <i>CPS Web Applications Demo System</i> is available at <a href="https://fafsademo.test.ed.gov">fafsademo.test.ed.gov</a> .
September 26, 2022	Federal Student Aid announces the availability of the EDExpress for Windows 2023-2024, Release 1.0, which includes Global, Application Processing, and Packaging functionality for the 2023-2024 processing cycle.
October 1, 2022	The 2023-2024 FAA Access to CPS Online Web site ( <a href="https://faaaccess.ed.gov">faaaccess.ed.gov</a> ) is available to FAAs.

<b>Date</b>	<b>Event</b>
October 1, 2022	The 2023-2024 FAFSA on the Web site is available to applicants.
October 1, 2022	The Internal Revenue Service Data Retrieval Tool (IRS DRT) is available to 2023-2024 FAFSA applicants.
October 1, 2022	CPS begins processing 2023-2024 applications.
October 2022	The PDF FAFSA form is available for download from the “Resources” page at <a href="https://studentaid.gov/sa/resources#fafsa">StudentAid.gov/sa/resources#fafsa</a> .
October 2022	The FAFSA PDF for incarcerated applicants is available from <a href="https://studentaid.gov">StudentAid.gov</a> .
October 2022	The FAFSA on the Web Worksheet PDF is available for download from the “Resources” page at <a href="https://studentaid.gov/sa/resources#fafsa">StudentAid.gov/sa/resources#fafsa</a> .
October 2022	Applicants and parents can begin requesting up to three copies of the paper FAFSA form from the Federal Student Aid Information Center.
October 2022	Federal Student Aid announces the availability of the final 2023-2024 Application Processing System Specifications for Software Developers.
November 2022	The 2023-2024 Federal School Code List is available online. This document is updated quarterly.
March 2023	EDEXpress for Windows 2023-2024, Release 2.0, is available. This software includes the William D. Ford Federal Direct Loan (Direct Loan), Federal Pell Grant (Pell Grant), and Teacher Education Assistance for College and Higher Education (TEACH) Grant modules for the 2023-2024 cycle.
June 2023	Direct Loan (DL) Tools for Windows, Release 23.0 is available. DL Tools is a supplemental software product for Direct Loan participants and contains Rebuild, Cash Management, and Compare functionalities for the 2021-2022, 2022-2023, and 2023-2024 cycles.
Late June 2023	The CPS accepts 2022-2023 paper and electronic FAFSA forms and renewal FAFSA forms until late June 2023. Watch for a <a href="#">Federal Register notice</a> with the final deadline. Electronic FAFSA forms must be transmitted to and received by the CPS by midnight Central Time (CT) to meet the deadline.
Mid-September 2023	The CPS accepts 2022-2023 paper and electronic corrections until mid-September 2023. Watch for a <a href="#">Federal Register notice</a> containing more information about this deadline. Electronic corrections must be transmitted to and received by the CPS by midnight CT to meet the deadline.

<b>Date</b>	<b>Event</b>
Late June 2024	The CPS accepts 2023-2024 paper and electronic FAFSA forms until late June 2024. Watch for a <a href="#">Federal Register notice</a> with the final deadline. Electronic FAFSA forms must be transmitted to and received by the CPS by midnight CT to meet the deadline.
Mid-September 2024	The CPS accepts 2023-2024 paper and electronic corrections until mid-September 2024. Watch for a <a href="#">Federal Register notice</a> containing more information about this deadline. Electronic corrections must be transmitted to and received by the CPS by midnight CT to meet the deadline.



# Summary of Changes to the 2023-2024 FAFSA on the Web, myStudentAid Mobile App, and Paper FAFSA<sup>®</sup> Form

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## 2023-2024 FAFSA on the Web Changes and Enhancements

In this section, we describe the 2023-2024 changes to FAFSA on the Web. Beyond the more general changes detailed in the Major Changes section, there are a number of more specific adjustments to FAFSA on the Web, as described below.

### Prefilling Answers on Renewal Applications

Answers to the following questions will now pre-fill on 2023-2024 renewal applications:

- On or after July 1, 2022, were you homeless or were you self-supporting and at risk of being homeless?
- At any time on or after July 1, 2022, did you receive a determination from any of the entities listed below that you were an unaccompanied youth who was homeless, or were self-supporting and at risk of being homeless? Select all that apply or “None of the above.”

### New Demographic Survey

An additional view has been added to the “Sign and Submit” section of renewal and initial applications. Users will now be asked to provide the student’s gender, race, and ethnicity prior to submitting the FAFSA application. Note—this view will not display on correction applications.

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## **2023-2024 myStudentAid Mobile App Decommission**

The myStudentAid Mobile App will be decommissioned no later than July 10, 2022. Therefore, users will not be able to submit the 2023-2024 FAFSA application via a mobile app. Users will still be able to complete their FAFSA application on a mobile device by navigating to StudentAid.gov on their mobile browser.

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# 2023-2024 FAFSA® Form and FAFSA on the Web Worksheet Availability

## FAFSA® Form

While most applicants file the FAFSA form electronically, a paper application option is still available. The FAFSA form has ten pages (six application pages and four instructional pages) and is used to apply for Title IV aid. The FAFSA form is available as a screen-fillable PDF document that can be printed and submitted by postal mail.

The PDF FAFSA form is an official FAFSA form that can be completed on the computer and printed, or it can be printed and completed manually. The printed and signed PDF FAFSA form is mailed to Federal Student Aid for processing or, in some instances, can be delivered to a school, where the student's application data is entered and submitted using FAA Access or third-party software. The signed FAFSA form is stored by the school according to Title IV record retention requirements.

English and Spanish 508-compliant PDF versions of the 2023-2024 FAFSA form will be available online for download in October 2022 from the Knowledge Center. The PDF version of the FAFSA form can also be accessed from the "Resources" page at [StudentAid.gov/resources](https://studentaid.gov/resources).

Applicants and parents can request up to three copies of the paper FAFSA form from the Federal Student Aid Information Center if they are unable to download an online version and print it.

## FAFSA on the Web Worksheet

The FAFSA on the Web Worksheet, available in English or Spanish, is a tool that helps applicants prepare for the online application process. The worksheet is an electronic 508-compliant PDF document that presents some of the FAFSA form questions in the order in which they appear on FAFSA on the Web.

The 2023-2024 FAFSA on the Web Worksheets will be available online for download in October 2022 from the Knowledge Center. The PDF version of the worksheet can also be accessed from the "Resources" page at [StudentAid.gov/resources](https://studentaid.gov/resources).

We recommend you continue to remind applicants and their parents that the worksheet is not a FAFSA form and is not processed as such if submitted.

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# 2023-2024 Paper FAFSA® Form Changes

This section describes changes and enhancements to the 2023-2024 FAFSA form.

Beginning in 2023-2024, due to legislative changes in the *FAFSA Simplification Act*, there is a new paper FAFSA form for incarcerated applicants. The only differences in the regular FAFSA form and the incarcerated FAFSA form are:

- The incarcerated applicant FAFSA form is clearly marked with “Incarcerated Applicant Form” at the top of each page of the application.
- The instructions for filling out the circles on the incarcerated application say, “use dark ink” instead of “use black ink.”
- The P.O. Box number on page 1 is different. The incarcerated applicant FAFSA forms are sent to P.O. Box 7657, and the regular FAFSA forms are sent to P.O. Box 7654.

We implemented the following changes to the paper FAFSA forms:

## Global Changes

- **Colors** – The 2023-2024 FAFSA forms colors are yellow (Pantone Matching System [PMS] 108) for student information and purple (PMS 263) for parent information.  
The student color of the FAFSA forms continues with the four-year color rotation of green (PMS 390) → blue (PMS 633) → yellow (PMS 108) → orange (PMS 156). Purple (PMS 263) continues to be the color for parent information regardless of the year.
- **Renumbering** – Three questions were removed on the FAFSA forms beginning with question 21. All question numbers have been updated in the forms, instructions, and notes. Refer to the FAFSA® Question Renumbering section in the Major Changes section of this document for a full description of the question number changes.
- **Tax Line References** – We updated the tax line references in response to changes to Internal Revenue Service forms.
- **1040NR References** – We updated all references to “1040NR” to read “1040-NR” in question responses and instructions.
- **Updated Footer** – We updated the help link in the footer on pages 3, 5, and 7 to [StudentAid.gov/apply-for-aid/fafsa-filling-out](https://StudentAid.gov/apply-for-aid/fafsa-filling-out).
- **Eliminated Student Aid Eligibility Worksheet** – As part of the *FAFSA Simplification Act*, we removed the drug conviction question. There is no longer a need to create or send with the SAR the Student Aid Eligibility Worksheet.

## Page 1

- **Fill out the FAFSA Form** – We updated the text in this section:
  - Updated the first paragraph to include “or pay cuts” so it now reads, “If you or your family experienced significant changes to your financial situation (such as loss of employment or pay cuts)...”
  - Updated the link in the second paragraph to [StudentAid.gov/apply-for-aid/fafsa/filling-out](https://StudentAid.gov/apply-for-aid/fafsa/filling-out).
  - The instructions for filling out the circles on the incarcerated version tell the applicant to use “dark” ink. The regular FAFSA form says “black” ink.
- **Mailing Addresses** – We updated the FAFSA form mailing addresses for the 2023-2024 processing cycle.
- **Deadlines** – We updated the state deadlines and the “^” symbol description to read, “As soon as possible on or after Oct. 1, 2022.”

## Page 3

- **Question 21** – We removed the male or female question.
- **Question 22** – We removed the Selective Service registration question.
- **Question 23** – We removed the drug eligibility question.

## Page 4

- **Questions 35 and 36 Instructions** – We updated the instructions in this section:
  - We clarified the instructions to read, “This information may be found on the W-2 forms or by adding up the following items: IRS Form 1040—line 1 (or IRS Form 1040-NR – line 1a) + Schedule 1—lines 3 + 6 + Schedule K-1 (IRS Form 1065)—Box 14 (Code A).”
  - Updated the last sentence to read, “If a tax form line’s value is negative, treat it as a zero in your calculation.”

## Page 5

- **Question 40b** – We bolded the word “paid” in “Child support paid” to make it clear that the reported child support for this question was paid, not received.
- **Question 41c** – We bolded the word “received” in “Child support received” to make it clear that the reported child support for this question was received, not paid.
- **Question 41h** – We clarified “untaxed foreign income not earned from work” in the first sentence to read, “Other untaxed income not reported in items 41a through 41g, such as workers’ compensation, disability benefits, and untaxed foreign income not earned from work.”

## Page 7

- **Questions 83 and 84 Instructions** – We updated the instructions in this section:
  - We clarified the instructions to read, “This information may be found on the W-2 forms or by adding up the following items: IRS Form 1040—line 1 (or IRS Form 1040-NR – line 1a) + Schedule 1—lines 3 + 6 + Schedule K-1 (IRS Form 1065)—Box 14 (Code A).”
  - We added the following sentence to the end of the instructions, “If a tax form line’s value is negative, treat it as a zero in your calculation.”
- **Question 88b** – We bolded the word “paid” in “Child support paid” to make it clear that the reported child support for this question was paid, not received.
- **Question 89c** – We bolded the word “received” in “Child support received” to make it clear that the reported child support for this question was received, not paid.
- **Question 89h** – We clarified “untaxed foreign income not earned from work” in the first sentence to read, “Other untaxed income not reported in items 89a through 89g, such as workers’ compensation, disability benefits, and untaxed foreign income not earned from work.”

## Pages 9 and 10

- **Notes for questions 14 and 15** – We updated the notes to include the M-1 visa and include hyphens in the visa types, so it reads, “If you are in the U.S. and have been granted Deferred Action for Childhood Arrivals (DACA); an F-1, F-2, or M-1 student visa; a J-1 or J-2 exchange visitor visa; or a G series visa...”
- **Notes for questions 32 (page 4) and 79 (page 6)** – We updated the Alaska Permanent Fund dividends bullet because it now has its own line number on the IRS forms.
- **Step Six Instructions** – We changed the link for the Federal School Code search to [StudentAid.gov/fafsa-app/FSCsearch](https://StudentAid.gov/fafsa-app/FSCsearch).
- **Removed Notes for questions 21 and 22 (page 3)** – Questions 21 and 22 were removed from the forms, so the notes were removed.

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## **We Value Your Comments and Suggestions!**

Federal Student Aid continually seeks new and innovative ways to make applying for financial aid easier and more convenient for applicants and their parents. Some of the changes we made to the paper FAFSA form and Web application were the result of feedback and comments we received from you. As always, we appreciate your contributions to improving our systems and processes and encourage you to continue to share your suggestions with us. We are particularly interested in ways to continue simplifying the paper and online FAFSA form by eliminating unnecessary data collection.

We encourage you to watch the Knowledge Center in 2023, when we will post an announcement regarding the 2024-2025 FAFSA forms.

# Summary of Changes to FAA Access to CPS Online

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## Enrollment Requirements

### FAA Access to CPS Online

To ensure your school can take full advantage of 2023-2024 enhancements at the beginning of the processing cycle, the Primary Destination Point Administrator (DPA) associated with the TG Number used to send and receive FAFSA form and ISIR correction data should verify your FAA Access enrollment status.

**Note:** If your school enrolled for 2022-2023, your enrollment carries over to 2023-2024.

Annually, your school's Primary DPA is required to actively confirm the FAA Access to CPS Online services and users associated with your school's TG Number. If you do not perform this confirmation when requested by Federal Student Aid, your staff's rights for FAA Access could be revoked, resulting in a "Primary DPA Validation Needed" error message when staff members attempt to access the site. We encourage you to monitor the Knowledge Center regularly for electronic announcements regarding active confirmation requirements.

If your school is not enrolled for CPS Online services, your school's Primary DPA can complete the enrollment for FAA Access to CPS Online services for your school through the Student Aid Internet Gateway (SAIG) Enrollment Web site, located at [fsawebenroll.ed.gov](https://fsawebenroll.ed.gov).

The Primary DPA must print a Federal Student Aid User of Electronic Services Statement to be signed by new users of FAA Access. While you are not required to mail this statement to Federal Student Aid's Participation Management system, you must retain signed copies at your school in accordance with Title IV retention requirements.

All users of FAA Access ([faaaccess.ed.gov](https://faaaccess.ed.gov)) must have an FSA User ID and password. Any FAA Access user at your school who does not have an FSA User ID can acquire one by completing the following steps:

**Step 1:** Go to the [SAIG Enrollment site](#) and click the "FSA User ID Registration" link on the left side of the home page.

**Step 2:** Enter the identifying information requested and click "Submit."



**Step 3:** Follow the remaining steps, which include establishing a password and setting up challenge questions.

During the FSA User ID registration process, the user must verify the e-mail address on the SAIG Enrollment Web site. We will use this e-mail address to send the FSA User ID.

**Note:** As first explained in a [January 13, 2012 electronic announcement](#), we implemented a technology security initiative in 2012 called two-factor authentication (TFA). Through TFA, when logging in to certain Federal Student Aid systems (including the FAA Access to CPS Online Web site), an authorized user is required to use a traditional user ID and password, as well as provide a one-time password (OTP). A registered token device in the physical possession of the user generates the OTP. We completed our phased distribution of tokens and token registration/usage information to schools, and most school users have successfully begun using TFA tokens to access FAA Access to CPS Online. Users also have the option to use a “soft token” via a downloadable mobile application, as explained in a [December 29, 2014 electronic announcement](#). If you have questions about TFA, send an e-mail to [TFASupport@ed.gov](mailto:TFASupport@ed.gov).

## **EDEXpress 2023-2024 FAA Access Interface**

To access FAA Access through the EDEXpress 2023-2024 interface, you must follow the same enrollment procedures and use the same FSA User ID and password login credentials as you would to access the sites using your Web browser outside of EDEXpress 2023-2024.

You can save your TG Number, school code, and application save/restore password (used for initial applications only) in EDEXpress FAA Access setup (**Tools, Setup, Global, FAA Access**) or enter them each time you connect to FAA Access through the FAFSA and Student Inquiry tabs in EDEXpress. When you select these tabs, you are prompted for your FSA User ID and password, which are not stored in the EDEXpress database and must be entered separately from your TG Number and school code. For more information on this topic—including system and browser requirements—refer to the Installation Guides in the [EDEXpress library in the Knowledge Center](#).

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# FAA Access Application Processing Changes

In this section, we describe 2023-2024 changes in FAA Access. These changes include:

- Updates due to the *FAFSA Simplification Act*
- Identifying incarcerated applicants in FAA Access

## Updates Due to the *FAFSA Simplification Act*

The latest phased implementation of the *FAFSA Simplification Act* removed some questions from the FAFSA form and made three questions renewal-eligible starting in the 2023-2024 cycle.

### **Removed three questions (21 through 23)**

We have removed the following three questions from the FAFSA form:

- 21. Is the Student Male or Female?
- 22. Register Student With Selective Service System?
- 23. Drug Conviction Affecting Eligibility?

The removal of these questions from the FAFSA form also removes them from FAA Application Entry, Renewal Entry, and Correction Entry. The corresponding fields, response values, and comment codes and text will no longer display in Student Inquiry, ISIR Compare, or the eSAR. We have also removed the help text topics for these three questions.

One important note because of this change: all question numbers that previously came after these three questions have been updated. Question 24 from the 2022-2023 FAFSA form is now 21, and all subsequent question numbers have been reduced by three. Refer to the FAFSA<sup>®</sup> Question Renumbering section in the Major Changes section of this document for a full description of the question number changes.

### **Made homeless-youth-determination questions renewal-eligible (55 through 57 [now 52 through 54])**

The three questions used to determine a youth's unaccompanied and homeless status are now renewal-eligible. This means that when one is working in FAA Renewal Entry, the following fields will be pre-populated with the student's response from the prior cycle:

- 55 (now 52). Is Student an Unaccompanied Homeless Youth as Determined by High School/Homeless Liaison?
- 56 (now 53). Is Student an Unaccompanied Homeless Youth as Determined by HUD?
- 57 (now 54). Is Student an Unaccompanied Homeless Youth as Determined by Director of Homeless Youth Center?

## Identifying Incarcerated Applicants in FAA Access

We have created a means of indicating whether federal student aid applicants are incarcerated and thereby helping them receive Pell Grants. The Incarcerated Applicant Flag can now be set based on any of three factors:

- The address information provided on a student’s application
- The receipt, at a designated P.O. Box, of a paper application created specifically for incarcerated applications
- An FAA setting the flag using FAA Application Entry, Renewal Entry, or Correction Entry

The Incarcerated Applicant Flag dropdown is available at the end of the Entry, Renewal, or Correction process, before the preparer’s information (questions 104–106 [now 101–103]).

The codes associated with the Incarcerated Applicant Flag that will appear in Student Inquiry, ISIR Compare, and the eSAR are:

**Blank** = No value set, indicating the applicant is not incarcerated

**1** = Correctional Facility Address File

**2** = Received via P.O. Box

**3** = Incarcerated Applicant Flag set in FAA Access

**4** = Incarcerated Applicant Flag removed in FAA Access

**Note:** 4 is only displayed if the code was previously set to 1, 2, or 3 (flag set) and subsequently changed in FAA Correction Entry. To remove the flag, the FAA must correct the dropdown value and submit a correction in FAA Access. An FAA cannot set the value to 4 in FAA Application Entry.

When the Incarcerated Applicant Flag is set to 1, 2 or 3, comment codes 405 or 406 and comment text will display on the student’s transaction. The comments for each code are:

- **405** = If you need to make corrections to your information, you may make them by using this SAR. Please make sure to mail in the corrections made on this SAR to: Federal Student Aid Programs, P.O. Box 7657, London, KY 40742-7657
- **406** = You have been identified as an incarcerated student. If this is incorrect, contact the financial aid office at your school.

We have created a new “Incarcerated Applicant Flag” help text topic.

# Summary of Changes to the 2023-2024 CPS

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## Overview

This section describes changes to the following components of the CPS:

- Database matches
- CPS edits
- Need analysis
- Application output sent to students
- SAR comments
- Mailing addresses

Information about changes to the ISIR Record Layout is found in the [2023-2024 Electronic Data Exchange \(EDE\) Technical Reference](#), which is available in the Knowledge Center.

## Database Matches

### ***Selective Service Match***

The “Are you male or female?” question has been removed from all application sources. This question was used to determine if an applicant needed to register with the Selective Service. We also removed the Register for Selective Service question from all application sources. Because we no longer have these questions on applications, we eliminated the match with the Selective Service, which verified an applicant’s registration with the agency. Also, we can no longer provide the applicant the ability to register with the Selective Service using the FAFSA form.

## **NSLDS Match**

We are receiving three new NSLDS fields that are part of the NSLDS prescreening applicant results file.

- TEACH Grant Discharge
- TEACH Grant Discharge Amount
- TEACH Grant Adjusted Disbursement

These fields will be included in the ISIR file and will print on the ISIR from EDEXpress but they will not print on the eSAR, SAR, or SAR Acknowledgement.

## **Incarcerated Applicants**

Applicants are determined to be incarcerated three ways:

1. The FAFSA form is submitted with an address that matches an address on our Correctional Facility File.
2. The Applicant submits the new paper FAFSA form for incarcerated applicants. This application is clearly marked with “Incarcerated Applicant Form” at the top of the application. The only difference in the regular FAFSA form and the Incarcerated FAFSA form is the P.O. Box number where the application is sent. A new Special Handle Indicator is set on their transaction if received at this P.O. Box.
3. The FAA submits an application for incarcerated students and sets the Incarcerated Applicant Flag. There are new help topics in FAA Access describing this new process.

## **CPS Edits**

We changed the year references in data-element field titles, changed year parameters in our edits by one year, and revised edits for requirement changes, such as FAFSA form changes and deleted questions. We also updated data-element field numbers to reflect data-element changes, including new fields, field values, and question name changes. There were no other notable changes to the edits for 2023-2024.

## **Need Analysis**

We updated the need analysis offsets and income protection allowances (IPAs) based on legislative changes. The methodology for determining the EFC is found in Part F of Title IV of the Higher Education Act of 1965, as amended.

The income threshold for an automatic zero EFC increased from \$27,000 to \$29,000 for the 2023-2024 award year.

A Federal Register will be posted in the Knowledge Center announcing changes to the 2023-2024 need analysis tables. You can also consult the *2023-2024 EFC Formula Guide* for more information.

## Application Output Sent to Students

For each 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.

- **SAR** – This document notifies the student of application and eligibility status and provides a paper-based means for correcting or confirming application data. Applicants can also request a SAR by calling Federal Student Aid Information Center (FSAIC).
- **SAR Acknowledgement** – This document notifies the student of application and eligibility status; however, if corrections are needed, the applicant uses FAFSA on the Web or may request that the school submit corrections through FAA Access or a mainframe system.
- **E-mail Notification of SAR Processing** – This e-mail notifies the student of application and eligibility status more quickly than the paper SAR or the SAR Acknowledgement. The applicant can view the SAR online and print the online SAR document as often as needed. The e-mail includes a link to the FAFSA on the Web Login page, where the applicant, after his or her identity is authenticated, can view, and print the SAR.

Beginning in 2023-2024, incarcerated students may be eligible for federal student aid. If incarcerated applicants file a FAFSA form and include a valid email address, they will not receive an e-mail notification of SAR processing; instead, they will receive a paper SAR or SAR Acknowledgment.

For more information on how the CPS determines the type of output document sent to applicants, see Appendix D of the *2023-2024 ISIR Guide*, which can be downloaded from the Knowledge Center.

Each year, we make annual rollover changes, such as updating the cycle-year references, deadline dates, question/item numbers, question text and responses, tax lines, and P.O. Box numbers.

### ***Paper SAR and SAR Acknowledgement Changes***

We made the following changes to the SAR and SAR Acknowledgement, unless otherwise specified:

- **Color** – Paper 2023-2024 SARs and SAR Acknowledgements are now printed on white paper. We will no longer be printing them on colored paper to match the color scheme of FAFSA form.
- **Regular and Incarcerated SAR Versions** – There are two versions of the SAR: one for regular applicants and one for incarcerated applicants. The only difference between the two is the P.O. Box number where the respective SAR is sent.

- **Questions removed and numbering revised** – We removed the following questions:
  - **Question 21** – Male or female question.
  - **Question 22** – Selective Service registration question.
  - **Question 23** – Drug eligibility question.

All subsequent questions were renumbered beginning with question 21. Refer to the FAFSA® Question Renumbering section in the Major Changes section of this document for a full description of the question number changes.

- **Removed Match Flags** – The removal of the Selective Service registration question led to match changes, and we have removed the following fields from the SAR and SAR Acknowledgment:
  - Selective Service Registration
  - Selective Service Registration Flag
  - Selective Service Match Flag

## SAR Comments

SAR comments appear on paper SARs that we mail to applicants and on eSARs that applicants view on FAFSA on the Web. The comment codes are printed on the ISIR report from EDExpress. In addition to the SAR/ISIR comments, there are FAFSA on the Web and FAA Access versions of comments that are worded slightly differently than the SAR/ISIR comments to account for the version of the input and the mention of buttons or functionality.

Each year we make annual rollover changes, such as updating year references, item numbers, and deadline dates. We also revise agency names and update mailing addresses and phone numbers where necessary. Some of the more significant changes to the comment text are described below.

- **Revised Comment 304** – Updated the servicer from NAVIENT to AIDVANTAGE.
- **Added Comments 405 and 406** – These comments are for applicants whom the Department of Education has determined to be incarcerated.

Comment	Reason for Comment	SAR Comment Text
405	Incarcerated student instructions for making corrections to the Student Aid Report.	If you need to make corrections to your information, you may make them by using this SAR. Please make sure to mail in the corrections made on this SAR to: Federal Student Aid Programs, P.O. Box 7657, London, KY 40742-7657
406	Notification to the student that the Department of Education has identified the applicant as an incarcerated student.	You have been identified as an incarcerated student. If this is incorrect, contact the financial aid office at your school.

- **Deleted Selective Service Comments** – These comments include 026, 028, 030, 031, 033, and 057.
- **Deleted Drug Conviction Comments** – These comments include 052, 053, 054, 056, and 058.

For a full listing of the 2023-2024 SAR/ISIR, and FAFSA on the Web comment code text and a description of changes to that text, see the *2023-2024 SAR Comment Codes and Text* guide.



## Mailing Addresses

Document	Mailing Address
FAFSA form English and Spanish (including Pacific Islanders)	Federal Student Aid Programs P.O. Box 7654 London, KY 40742-7654
FAFSA form (incarcerated applicants) English and Spanish	Federal Student Aid Programs P.O. Box 7657 London, KY 40742-7657
Student Aid Report (SAR) English and Spanish	Federal Student Aid Programs P.O. Box 7655 London, KY 40742-7655
SAR (incarcerated applicants) English and Spanish	Federal Student Aid Programs P.O. Box 7657 London, KY 40742-7657
FAFSA on the Web Signature Pages English and Spanish (including corrections)	Federal Student Aid Programs P.O. Box 7656 London, KY 40742-7656

# Getting Help

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## Customer Service

### FSATECH Listserv

FSATECH is an e-mail listserv for technical questions about Federal Student Aid systems, software, and mainframe products. For information on subscribing, go to [www2.ed.gov/offices/OSFAP/services/fsatechsubscribe.html](http://www2.ed.gov/offices/OSFAP/services/fsatechsubscribe.html).

### CPS/SAIG Technical Support

800/330-5947

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

Federal Student Aid maintains this call center to address questions about CPS processing, the FAA Access to CPS Online Web site, the CPS Web Applications Demo Web site, PC software such as EDExpress and EDconnect, SAIG enrollment, and data transmissions, as well as to collect system enhancement suggestions.

Representatives are available Monday through Friday, 8 A.M. to 8 P.M. Eastern Time (ET).

### Federal Student Aid Information Center (FSAIC)

800/4-FED-AID (800/433-3243); 334/523-2691

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

FSAIC serves the public with information about the federal student aid application process. FSAIC customer service representative support is provided in English and Spanish and includes a toll-free telephone number, interactive voice response unit (IVRU) self-service, e-mail, and Live Help. Customers include students, parents, and FAAs seeking general information about federal grant and loan programs, assistance with the FAFSA form (paper and FAFSA on the Web versions, including FSA ID assistance), and student aid processing timeframes.

FSAIC also assists with FAFSA form completion and corrections, application status checks, requests to change addresses and federal school codes on the FAFSA form, duplicate SAR requests, identification of loan holders (including contact information), and Federal Student Aid publication fulfillment.

For FSAIC's hours of operation, including weekend and holiday hours, visit the StudentAid.gov Web site at [StudentAid.gov/help-center/contact](https://StudentAid.gov/help-center/contact).

## **Reach FSA**

**855/FSA-4-FAA (855/372-4322)**

This phone number provides a simplified way for the financial aid community to access these Federal Student Aid School Contact Centers:

- Common Origination and Disbursement (COD) School Relations Center
- CPS/SAIG Technical Support
- eZ-Audit Help Desk
- Foreign Schools Participation Division
- G5 Hotline
- NSLDS Customer Support Center
- Nelnet Total and Permanent Disability Servicer
- School Eligibility Service Group

**Note:** You can also continue to use the specific phone number for each contact center.

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## CPS Web Applications Demo System

Demonstration versions of the FAFSA on the Web and FAA Access to CPS Online Web sites are available through the CPS Web Applications Demo System, a training tool for students, parents, and your financial aid staff.

This demo system offers most of the features of the production Web sites for FAFSA on the Web (for example, completing and submitting FAFSA forms) and FAA Access (for example, requesting ISIRs) and is preloaded with test data for your use.

The demonstration system can be accessed at [fafsademotest.ed.gov](https://fafsademotest.ed.gov), and the 2023-2024 options will be available for use on September 25, 2022.

Users can access the current and prior cycle's versions of our Web sites in the demonstration system. For the FAFSA on the Web feature, we display a tab for the previous cycle on the "My FAFSA" page. Preloaded demonstration data will be available for both cycles.

To access specific functions within the FAA Access to CPS Online, you need a destination code and a Federal School Code.

- For the Destination Code, type: **TG99999**
- For the Federal School Code, type: **001002**

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## Other Helpful Documents

We encourage you to review other documents in the Knowledge Center for more information about changes to the 2023-2024 application processing system. Unless noted otherwise, all documents are available from the [Knowledge Center](#):

- *2023-2024 Application Processing System Specifications for Software Developers*, August 2022: Provides CPS system edits that can assist you in designing or building your own software to communicate with Federal Student Aid. A final version will be posted in October 2022.
- [2023-2024 CPS Test System User Guide](#), July 7, 2022: Describes Federal Student Aid's *CPS Test System User Guide* and the testing process and provides testing instructions for the mainframe test environment, as well as instructions for using the CPS Web Applications Demo System.
- [2023-2024 Electronic Data Exchange \(EDE\) Technical Reference](#), June 29, 2022: Describes the 2023-2024 EDE process and provides programmer specifications and information that can assist you in building your own software to complement or replace the EDEExpress software that is used to exchange data electronically with Federal Student Aid.
- *2023-2024 SAR Comment Codes and Text*, July 2022: Describes changes to the SAR comment codes and associated text for 2023-2024 and database match information.
- *2023-2024 ISIR Guide*, July 2022: Provides in-depth information regarding the 2023-2024 ISIR.
- *2023-2024 EFC Formula Guide*, August 2022: Provides worksheets and tables that can be used to calculate an estimated EFC for students.
- *2023-2024 FAFSA.gov Preview Presentation*, September 1, 2022: MS PowerPoint presentation containing information and screen shots pertaining to the 2023-2024 FAFSA on the Web site.
- [SAVE System Instructions for US Department of Education \(School\) Users](#): Provides instructions to FAAs on accessing and navigating the Department of Homeland Security Systematic Alien Verification for Entitlements (DHS SAVE) system for submitting third-step verification electronically.
- [Federal Student Aid Handbook](#): The Federal Student Aid Handbook consists of the Application and Verification Guide, six numbered volumes, and appendices.
- English and Spanish versions of the FAFSA form and FAFSA instructions will be available in October 2022 for download from the [StudentAid.gov/resources](#) or [Worksheets, Schedules and Tables library in the Knowledge Center](#).
- English and Spanish versions of the sample SAR and SAR Acknowledgement will be available in October 2022 for download from the [Application Processing library in the Knowledge Center](#).
- English and Spanish versions of the 2023-2024 FAFSA on the Web Worksheet will be available for download in October 2022 from [StudentAid.gov](#).

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## Federal Student Aid Web Sites

- Common Origination and Disbursement (COD): [cod.ed.gov](http://cod.ed.gov)
  - Return to Title IV (R2T4)
- CPS Web Applications Demo System: [fafsademotest.ed.gov](http://fafsademotest.ed.gov)
- DHS/SAVE information: [fsapartners.ed.gov/knowledge-center/topics/dhs-save-eligible-noncitizen/dhs-save-electronic-third-step-verification](http://fsapartners.ed.gov/knowledge-center/topics/dhs-save-eligible-noncitizen/dhs-save-electronic-third-step-verification)
- FAA Access to CPS Online: [faaaccess.ed.gov](http://faaaccess.ed.gov)
- FAFSA on the Web: [fafsa.gov](http://fafsa.gov)
- Federal Student Aid Training Conference Web site: [fsaconferences.ed.gov](http://fsaconferences.ed.gov)
- FSA Partner Portal: [fsapartners.ed.gov](http://fsapartners.ed.gov)
- FSATECH e-mail listserv subscription information: [www2.ed.gov/offices/OSFAP/services/fsatechsubscribe.html](http://www2.ed.gov/offices/OSFAP/services/fsatechsubscribe.html)
- Knowledge Center: [fsapartners.ed.gov/knowledge-center](http://fsapartners.ed.gov/knowledge-center)
- NSLDS Professional Access Web site: [nsldsfap.ed.gov](http://nsldsfap.ed.gov)
- Student Aid.gov: [StudentAid.gov](http://StudentAid.gov)
  - FSA ID: [StudentAid.gov/fsa-id](http://StudentAid.gov/fsa-id)
- Student Aid Internet Gateway (SAIG) Enrollment: [fsawebenroll.ed.gov](http://fsawebenroll.ed.gov)
- Training information and registration Web site for upcoming Fundamentals of Federal Student Aid Administration training opportunities and learning resources: [fsatraining.ed.gov](http://fsatraining.ed.gov)