COD Test Cases

All schools must now use the Common Record in XML format to submit Pell, ACG, National SMART, and TEACH Grants and/or Direct Loan origination and disbursement data to the COD System over the Student Aid Internet Gateway (SAIG).

Schools should refer to Volume II of this technical reference for record layouts and processes.

Schools that participate in School Testing can test with the structured test cases described in this guide and will receive Receipt and Response files from COD.

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Test Data Sent from the Schools to the COD System

This section provides an overview of the records schools send to COD during the School Testing process. Each type of record and its general functionality are described. General test conditions are also discussed.

Common Record

The Common Origination and Disbursement Process utilizes one single record across programs for both originations and disbursements. Schools use the Common Record, which uses common data elements, definitions, edits, and structure for Pell, ACG, National SMART, and TEACH Grants and Direct Loans. Although the record has the same layout for all programs, not all data elements are required for each transmission or for each program. This record layout relies on a technology called XML.

For School Testing, the Common Record is submitted using the message class CRTESTIN.

Upon receipt of a Common Record in XML format, the COD System performs an immediate check to determine if the Common Record is readable. If the Common Record is readable and complies with the XML schema, the COD System returns a Receipt. COD will not return a Receipt or Response for records that are not readable nor comply with the XML schema.

For School Testing, the Receipt is returned using the message class CRTESTOP.

After the COD System confirms the Common Record is readable and complies with the XML schema, the COD System classifies the record to determine how it will be processed. The record is classified as either a new record or an update record.

> School Testing for 2010-2011 will only involve the 3.0c schema. During the testing process, schools can submit data for 2010-2011 awards. Testing concurrent award year processing in the 2009-2010 and earlier schemas will not be possible.

Establishing a New Record

A new record establishes a new student, award or disbursement on the COD System. There are three types of new records:

- New Student with a New Award - If the student identifier does not match any previously submitted to the COD System the record is considered a new student. A student cannot be established on the COD database until an award is accepted for the student.

- New Award - If the student identifier matches a person already established on the COD System, the system checks to determine if the award is already on file. If not, then the record is considered a new award.

- New Disbursement – If the person and award already exist on the COD System, the system checks the disbursement number submitted for the award. If it is not already on file, the system logs the

disbursement as a new disbursement. There are two types of disbursement records:

- o Actual Disbursement – Actual disbursement records contain a `Disbursement Release Indicator = true`

- o Anticipated Disbursement - Anticipated disbursement contain a `Disbursement Release Indicator = false` or omitted. These disbursements are not considered actual disbursements; therefore, they do not substantiate drawdowns or cause funds to be pushed to the school.

Establishing a Change Record

A change record performs an update to information or elements that were previously established on the COD System. There are two types of update records:

- Change Record – A change record performs an update to an award or disbursement data element that was previously established by a new record OR is used to change disbursement amounts and dates.

- Actual Disbursement Record - An Actual Disbursement record is submitted with a `Disbursement Release Indicator = true` for a disbursement record previously submitted as an anticipated disbursement. An actual disbursement signals to the COD System that the disbursement information is an actual disbursement. It either releases funds available to a school via drawdown, or substantiates cash already made available to the school.

After the Common Record is processed, the COD System returns a Receipt and Response to the school.

For School Testing, the Response is returned using the message class `CRTESTOP`.

Testing with the predefined test data covers scenarios for nine students including:

- New Students with a New Award

- New Disbursements – Actual Disbursements

- New Disbursements – Anticipated Disbursements

- Change Records

- Actual Disbursement Records

The Common Record layout is provided in the *Volume II, Section 3 – Common Record Layout* of this technical reference.

Test Data Received by the Schools from COD

This section provides an overview of the different record types that are received by a school from COD during the test process.

Common Record Receipts

The COD System returns a Receipt after it performs an XML schema check against valid schema. The Receipt is sent to the School after the Common Record is processed by the COD System. This Receipt is sent using the message class CRTESTOP.

Common Record Response

The Common Record Response is sent back to the school after processing is complete. Schools have the option of selecting either a standard or full Common Record Response. A full Response contains all the data elements that were in the original Common Record sent by the school and the rejected data elements and reason codes. A standard Response contains only the rejected data elements and error reason codes. It is recommended that full Responses be requested during this testing process. Test Responses are sent using the message classes CRTESTOP.

Test Execution

In this section, record profiles are provided for each test case. Use these test scripts in conjunction with the *Volume II, Section 3 – Common Record Layout*. Specific data are defined, and step-by-step instructions for executing the test are provided. Below is a checklist of the major steps in the testing process:

Common Record Manual Verification

Please note that Common Record Manual Verification is a required test phase for all schools that participate in School Testing.

The purpose of the Common Record Manual Verification testing is to ensure that the school's XML Common Record is well formed and properly structured according to the rules of the XML Common Record Schema. The COD team manually reviews a Common Record document sent by the school and assists the school in the identification of potential updates to their Common Record submissions. This testing does not validate the data submitted within the Common Record. For this phase of testing, only two student records should be sent in the Common Record.

Common Record Manual Verification Checklist

Step	Task	Task Completed
1	Schedule test dates with the COD School Relations Center for XML Common Record Manual Verification Testing (Phase I).	
2	Schools should use the test cases included in this document for the XML Common Record Manual Verification testing. This test data, after it has passed the XML structure verification, can be used in system testing and eliminate the need for the school to create more test data. DO NOT send real SSN, name, and/or address combinations. This is in respect to the Privacy act of 1974.	
3	Schools should e-mail Common Record data to COD School Relations Center. (E-mail address to be provided upon sign-up for testing).	
4	Schools will receive the results of the XML Common Record Manual Verification via e-mail. The results will include a list of errors and actions that need to be taken by the school to correct the data. It may also include a corrected file for the school to use as a reference for making corrections. Some potential errors are file size errors, missing tags and unused tags.	
5	Repeat steps 2-4 until test data passes XML Common Record Manual Verification.	

Structured Application Testing

Please note that Structured Application Testing can begin only after successful completion of the Common Record Manual Verification Testing.

The purpose of the Structured Application Testing is to ensure that schools can send, receive, and process batches of records using detailed input instructions with detailed expected results issued by COD. Schools use a test ISIR file supplied by COD that creates a test data set of students to use with the structured test cases. During this phase, Schools send Common Record documents to COD and receive Common Record Receipts and Response documents back from COD. This phase of testing is not all-inclusive; it is meant only to ensure schools can send, receive and process records with detailed expected results.

The submission of all test cases is not required in order to participate in Structured Testing. Schools are encouraged to use the test cases which

are supported by their software. The test cases are meant as a guide to submit records. Not all fields in test cases are required for processing and schools may submit several records during a given test cycle due to software limitations.

Structured Application Testing Checklist

Step	Task	Task Completed
1	Prepare a test environment using a Test Destination Mailbox, Test message classes (`CRTESTIN`), School Entity ID, and specified COD forward system date.	
2	Schedule test dates with the COD School Relations Center for Structured Application Testing (Phase II).	
3	Prepare the test data (received from COD) for Test Cycle 1 using the School Test Entity ID.	
4	Send the test document to COD school testing SAIG test mailbox (TG75891).	
5	If Response is not received within two (2) days, contact COD School Relations Center for an update.	
6	Once file has been sent, verify that the file has been received via SAIG portal and notify COD School Relations Center that the file has been sent.	
7	If the file was not received by SAIG, contact SAIG customer service at either (800) 330-5947 or CPSSAIG@ed.gov.	
8	Receive notification from the COD School Relations Center that the Receipt and Response are on the SAIG. Pull the Receipt and Response into the school COD system.	
9	Validate Response documents against the published expected.	
10	Call the COD School Relations Center to confirm results before proceeding.	
11	Repeat steps 4 through 8 for Test Cycle 2.	
12	Receive notification from the COD School Relations Center that the testing cycle is complete.	
13	If a test environment is not used, reset the school's system defaults for production, and verify that the test data is deleted or all test grants/loans are adjusted to $0. **Note:** If system is not reset to the defaults, it may cause errors in the production data. Remember to change the school test environment system date back to the correct current date.	

Test Student Profiles

Case #1: Student 1 applies for ACG, Pell & TEACH Grants

It may be assumed the student has an ATS already on file at COD.

The student is a second year student (Student Level Code = 2) eligible for ACG, Pell, and two TEACH Grant awards. The first submission contains the Common Record person, award, and disbursement with incorrect student date of birth data. The school receives a Response indicating that the awards rejected due to no eligible SSN, DOB and last name combination match on CPS. The second submission contains an updated record for the correct student DOB which will allow all awards to be accepted.

Case #2: Student 2 applies for a Federal Pell Grant, an ACG, and a PLUS Loan

This student is a second-year student (`Student Level Code = 2`) and is eligible for a Pell Grant (EFC = $3,400), a PLUS loan, and an ACG. The first submission contains the Common Record person, award, and disbursement data with a `Disbursement Release Indicator = false` for all awards. The student is awarded a Pell Grant of $2,200, an ACG of $1,300, and a PLUS loan of $6,600.

The second submission contains an adjustment to the disbursement amount and changes the Disbursement Release Indicator to true.

The third submission updates the award and disbursement amounts.

Case #3: Student 3 applies for a Federal Pell Grant and an ACG

This student is an incoming first-year student (`Student Level Code = 0`), and is eligible for a Pell Grant (EFC = $2,600) and an ACG. The first submission contains the Common Record person, award, and disbursement data with a `Disbursement Release Indicator = false` for both awards. The student is awarded a Pell Grant of $3000 and an ACG of $750. The second submission contains a Release Record with a `Disbursement Release Indicator = true` for an actual disbursement.

Case #4: Student 4 applies for Subsidized, Unsubsidized, Grad PLUS Loans and a TEACH Grant

The borrower is the student. It may be assumed that an ATS is already on file at COD.

This student is a first-year graduate professional (`Student Level Code = 6`). The student is awarded a Subsidized Loan of $8,500, an Unsubsidized Loan of $12,000, a Grad PLUS loan of $4500, and a TEACH Grant of $4000. The first submission contains disbursement information with a `Disbursement Release Indicator = false`. The second submission contains a Release Record with a `Disbursement Release Indicator = true` for actual disbursements.

Case #5: Student 5 applies for a Direct Unsubsidized Loan and a National SMART Grant

This student is an undergraduate student (`Student Level Code = 5`), and is an eligible non-citizen for a National SMART Grant and Direct Unsubsidized Loan. The student is awarded a National SMART Grant for $4,000 and Direct Unsubsidized Loan for $3,500. The first submission contains disbursement information with a `Disbursement Release Indicator = false` for both awards.

The second submission for National SMART Grant contains a Release Record with a `Disbursement Release Indicator = true` for an actual disbursement and the second submission for DL Unsubsidized Loan includes a decrease in the award amount and disbursement amounts and a Release Record with a `Disbursement Release Indicator = true` for the first actual disbursement.

The third submission updates the award and disbursement amounts.

Case #6: Student 6 applies for a Direct Subsidized Loan, a Direct Unsubsidized Loan, and an ACG

This student is a first-year student (`Student Level Code = 1`). The first submission contains the Common Record person, award, disbursement data with a `Disbursement Release Indicator = false` for all awards. The student is awarded a Direct Subsidized Loan for $2,000, a Direct Unsubsidized Loan for $1,500, and an ACG for $750.

The second submission includes a Release Record with a `Disbursement Release Indicator = true` for all disbursements for all awards.

Case #7: Student 7 applies for a Grad PLUS Loan and TEACH Grants

This student is a third-year student (`Student Level Code = 3`), and the Grad PLUS loan is for $10,000 and two TEACH awards totaling $8,000. The first submission contains a Common Record with disbursement information and a `Disbursement Release Indicator = false for all awards.`

The second submission includes a Release Record with a `Disbursement Release Indicator = true` for the only disbursement for each award.

Case #8: Student 8 applies for a Pell Grant, ACG, Direct Subsidized loan, and a Direct Unsubsidized Loan

This student is a second-year student (`Student Level Code = 2`). The first submission contains the Common Record person, award, disbursement data with a `Disbursement Release Indicator = false` for all four awards. The student is awarded a Pell Grant of $5,550, an ACG award of $1,300, a Direct Subsidized Loan for $3,500, and a Direct Unsubsidized loan for $3,000.

The second submission includes a Release Record with a `Disbursement Release Indicator = true` for all disbursements for all four awards.

Case #9: Student 9 applies for a Pell Grant, a National SMART Grant, a TEACH Grant, a Direct Subsidized Loan, and a Direct Unsubsidized loan

It is assumed that the student has an ATS already on file at COD.

This student is a fourth-year student (`Student Level Code = 4`). The first submission contains the person, award and disbursements with a `Disbursement Release Indicator = false` for all four awards. The student is awarded a Pell Grant of $5,550, a National SMART Grant of $4,000, a TEACH Grant of $4,000, a Direct Subsidized Loan for $5,500, and a Direct Unsubsidized Loan for $5,000.

The second submission includes the adjustment of changing all first disbursements to `Disbursement Release Indicator = true`.

The third submission includes the adjustment to $0 of the Direct Unsubsidized award amount and first disbursement. Warning Edit 119 may occur for the Direct Unsubsidized Loan's third submission and is acceptable.

Creating Unique Social Security Numbers

These students will already be created for you and sent via e-mail. The last four digits of the SSNs may vary from the below matrix, but the COD School Relations Center will provide this information prior to testing.

Because there are a large number of schools participating in this testing COD provides test data that make it easier to identify which data belongs to which school and test case. To do this the following two point formula is used to generate the SSNs for the school test data.

First Point: The school's five digit SAIG TG mailbox code is used as the first five numbers of each SSN. For example, if a school TG mailbox number is `TG77778` and the test data defines a SSN of `###-##-0001`, this would translate to `777-78-0001`.

Students intended for Test Case 1 (###-##-0001) will be loaded incorrectly by COD for testing purposes.

Within the last two years, TG Mailbox codes with letters in the last 5 characters have started to be issued. Since SSNs cannot contain letters we will be substituting numbers for the letters. Therefore, when assigning SSNs, "A" will be replaced by the number "1," "B" by the number "2". Any conflicts will be dealt with on an ad hoc basis.

Second Point: The last digit of each Student's and Borrower's SSN will identify which Test Case that person belongs to during Structured Testing. So going by the example above, Student 777-78-0001 belongs to Test Case 1.

Furthermore, other than the SSN, the data (Name, Date of Birth, Address. etc) for each Student for each Test Case is the same. The 6th, 7th, and 8th digits are merely used differentiate one Student/Borrower from another at this time. So continuing with the above example, Students `777-78-0001`, `777-78-0011`, `777-78-0021`, `777-78-0031`, and `777-78-0041` not only belong to Test Case 1, their Names, Dates of Birth, Address, etc are all the same. Only the SSN differentiates them.

Student Profile Matrix

Student Number	Award Type	Student SSN	First Submission	Second Submission	Third Submission
1 (Send)	ACG, TEACH, and PELL	###-##-0001	Common Record	Common Record with Disbursement Release Indicator = false	N/A
1 (Receive)	ACG, TEACH, and PELL	###-##-0001	Receipt Response—Reject	Receipt Response	N/A
2 (Send)	Pell, ACG, and PLUS	###-##-0002	Common Record with Disbursement Release Indicator = false	Actual Disbursements with Disbursement Release Indicator = true	Adjustments to award and disbursement amounts
2 (Receive)	Pell, ACG, and PLUS	###-##-0002	Receipt Response	Receipt Response	Receipt Response
3 (Send)	Pell and ACG	###-##-0003	Common Record with Disbursement Release Indicator = false	Actual Disbursements with Disbursement Release Indicator = true	N/A
3 (Receive)	Pell and ACG	###-##-0003	Receipt Response	Receipt Response	N/A
4 (Send)	PLUS, TEACH, and Direct Loans (Subsidized & Unsubsidized)	###-##-0004	Common Record with Disbursement Release Indicator = false	Actual Disbursement with Disbursement Release Indicator = true	N/A
4 (Receive)	PLUS, TEACH, and Direct Loans (Subsidized & Unsubsidized)	###-##-0004	Receipt Response	Receipt Response	N/A
5 (Send)	Direct Loan (Unsubsidized) and National SMART Grant	###-##-0005	Common Record with Disbursement Release Indicator = false	Actual Disbursement with Disbursement Release Indicator = true	Update award amount and disbursement amounts
5 (Receive)	Direct Loan (Unsubsidized) and National SMART Grant	###-##-0005	Receipt Response	Receipt Response	Receipt Response
6 (Send)	ACG and Direct Loans (Subsidized & Unsubsidized)	###-##-0006	Common Record with Disbursement Release Indicator = false	Actual Disbursements with Disbursement Release Indicator = true	N/A
6 (Receive)	ACG and Direct Loan (Subsidized & Unsubsidized)	###-##-0006	Receipt Response	Receipt Response	N/A
7 (Send)	PLUS and TEACH	###-##-0007	Common Record with Disbursement Release Indicator = false	Actual Disbursement with Disbursement Release Indicator = true	N/A
7 (Receive)	PLUS and TEACH	###-##-0007	Receipt Response	Receipt Response	N/A
8 (Send)	Pell & ACG & Direct Loans	###-##-0008	Common Record with Disbursement Release	Actual disbursements with Disbursement	N/A

	(Subsidized & Unsubsidized)		Indicator = false	Release Indicator = true	
8 (Receive)	Pell & ACG & Direct Loans Subsidized & Unsubsidized)	###-##-0008	Receipt Response	Receipt Response	N/A
9 (Send)	Pell & National SMART Grant & TEACH & Direct Loans (Subsidized & Unsubsidized)	###-##-0009	Common Record with Disbursement Release Indicator = false	Actual Disbursement with Disbursement Release Indicator = true	Adjust Unsubsidized award amount and 1st Actual Disbursement to $0
9 (Receive)	Pell & National SMART Grant & TEACH & Direct Loans (Subsidized & Unsubsidized)	###-##-0009	Receipt Response	Receipt Response	Receipt Response

Preparing the Test Environment

It is necessary to define separate, independent regions for the school test and production data. Before proceeding with testing, verify that the method defined is valid and that any test data created does not mix with live production data within the school's environment. The school test environment must have the ability to modify the system processing date.

Setting System Defaults

For the Testing Process, any defaults in a school's system should be set as follows:

Entity ID

- (Contact the COD School Relations Center for this information prior to testing)

For Pell

- Cost of Attendance = 9000

For ACG

- Student Level Code = 0, 1 or 2

For National SMART Grant

- Student Level Code = 3 or 4

For TEACH Grant

- Student Level Code = 0-7

For Direct Loan

- Promissory Note Print Options = Promissory note prints on-site at school

- Disclosure Statement Print Option = COD prints and sends to borrower

- Subsidized/Unsubsidized Fee Percentage = 1.0

- PLUS Fee Percentage = 4.0

- Subsidized/Unsubsidized Interest Rebate Percentage = 0.5

- PLUS Interest Rebate Percentage = 1.5

- Loan Period Start Date = 2010-07-02

- Loan Period End Date = 2011-07-01

If a loan is submitted with an earliest Disbursement Date on or after July 1, 2010 and before July 1, 2011, the corresponding Origination Fee Percent must be 1.0 %.

If a subsidized or unsubsidized loan is submitted with an earliest Disbursement Date on or after July 1, 2010 and before July 1, 2011, the corresponding Interest Rebate Percent must be 0.5 %.

The loan period start and end dates must be equal to or within the student's academic year start and end dates.

- Student's Academic Year Start Date = 2010-07-02

- Student's Academic Year End Date = 2011-07-01

First Test Cycle (First Submission)

In the first test cycle, a school submits Common Records in XML format for up to nine students.

- One student with ACG, Pell, and TEACH

- One students with Pell Grant, ACG, and PLUS

- One students with Pell Grant and ACG

- One student with Direct Loan Subsidized and Unsubsidized, PLUS loan, and TEACH

- One student with DL Unsubsidized Loan and National SMART Grant

- One student with DL Unsubsidized Loan and Subsidized Loan and National SMART Grant

- One student with PLUS Loan and TEACH

- One student with Pell Grant, ACG, Unsubsidized Loan and Subsidized Loan

- One student with Pell Grant, National SMART Grant, TEACH Grant, Unsubsidized Loan and Subsidized Loan

Once the awards are in XML Common Record format, create one file (batch) to be sent to COD:

First Test Cycle to COD in XML Format

File Description	Message Class	Maximum Number of Students in Batch
Common Record Documents	CRTESTIN	9

COD processes the files, and the school receives two files from COD in return:

First Test Cycle Receipts and Responses from COD

File Description	Message Class	Maximum Number of Students in Batch
Common Record Receipts	CRTESTOP	9
Common Record Responses	CRTESTOP	9

Helpful Hints for Preparing Test Case Input Files and Receiving COD Responses

When XML errors and rejection edits occur after an input file is entered into the COD system, these errors typically result because the input file contains errors. Many of these errors can be avoided before an input file is submitted. Common input errors are (but not limited to):

- Extra spaces (blanks) contained anywhere in the XML file. Each space, or position, counts as a value when the file processes through the COD system. As a result, the system does not accept the file as having the correct XML format and rejects the file.

- Personal Information of the Student and/or Borrower – Examples: Switching the SSN of Borrower and Student, incorrect SSN of Student/Borrower, Student/Borrower's DOB, Student/Borrower's Last Name, Student/Borrower's Address Information (Address, City, State Province, and Postal Code lines), CPS Transaction Number, Student Level Code, and Citizenship Status Code.

- Award Information – Examples: Disbursement Amount (common error for this is Duplicate Adjustment Information), Disbursement Number, Disbursement Sequence Number, Interest Rebate Amount, Attendance Cost, Financial Award Amount, Award Year, Promissory Note Print Code, Payment Period Start Date, and Payment Period End Date.

- School Information – Examples: Attending/Reporting Routing ID.

- ACG and SMART use Pell code, Direct Loans use DL code, and TEACH uses first six digits of OPE ID to construct the financial award ID for school.

- Remember that Test Cases are intended as a guide to submitting accurate records. Include only the test cases which are supported by your software. Keep as close to test cases as possible but include only eligible programs. For example, Test Case 8 includes a Pell Grant, ACG, DL Sub and DL Unsub. If the school is setup only for Pell, ACG and National SMART Grant, include only those programs. Schools may submit several submissions with only one program due to software limitations.

An XML error will result in the input file not being processed at all by the COD system. The system will process an input file with incorrect information (some examples of which are provided, above) and generate a variety of edits (depending on the number and degree of input errors) in its Response. Because an input file can contain a variety and combination of errors, it is not possible to list all possible edits occurring under all possible conditions.

The following are the most common edits and/or combination of edits that can result from a Response if the above information is not correct in the input file:

> Edits: 011, 015, 024, 034, 039, 056, 058, 059, 077, 078, 100, 114, 117, 120, 121, 996 and 998

It should also be noted that some edits also have companion edits. This means that if an edit is generated, it can be followed by a second edit because it is directly related to the first edit. When the first edit is resolved, this will typically also resolve the companion edit. Because of the variety and combination of errors that can be processed from an input file, not all possible edits and its companion edits can be listed.

Edits can be triggered for more than one type of error. For instance, an Edit 996 can be triggered by a variety of input errors, for instance an incorrect Student SSN, a school having an incorrect or incomplete Award Year Setup, or an incorrect Financial Award Amount entered for a student. A single edit like this can occur under such varied conditions due to the nature of the errors contained in that particular XML file. Also, depending on the award year, a particular edit or combination of edits can also be generated, based on incorrect information being submitted in that input file.

Even when an input file is in the correct XML format and contains correct information, it is still possible for the file to generate edits. In many of these cases, these are expected edits. In some cases, these edits can also have companion edits generated. Examples of the most common edits are (but not limited to):

- Disbursement Release Indicator

- Disbursement Date

- Award Year Setup

- Document ID

For more detailed information on specific edits, Schools should refer to *Volume II, Section 4* of this technical reference for Common Record Edits. This reference guide specifically defines the edits and the edit types. The reference also identifies conditions under which the edit occurs and provides solutions/actions for preventing these edits from reoccurring in the future.

NOTE: COD manages the test environment and the processing of input records. Any concerns regarding the environment or input record processing should be discussed with COD. CPS is responsible for the ISIR layout and COD manages ISIR generation. Any concerns about the ISIR layout should be discussed with CPS and any concerns about ISIR generation should be discussed with COD. School Setup Information is managed by COD. If you generate an edit for your School Information, and you have verified that your School Information is correct, you should contact COD.

Test Cases: Step by Step

The following steps assist the schools in completing these submission tasks:

Case 1: ACG, Pell, and TEACH

Step	Action/Input
1	Originate and disburse an ACG, Pell, and two TEACH awards for Student #1 with an SSN = ###-##-0001, where ###-## represents the 5 characters of the specified test mailbox (TG Number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0001.
2	Submit a Common Record containing the following information: **Student**: Person Information: Student's Current SSN = ###-##-0001 Student's Date of Birth = 1992-01-01 Student's First Name = Student Student's Middle Initial = P Student's Last Name = Test1 No eligible SSN, DOB and last name combination match on CPS
3	**Award Information:** Academic Competitiveness Grant Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 1300.00 Student Level Code = 2 Eligibility Payment Reason Code = 01 Rigorous High School Program Code = DD0001 *Financial Award ID = 777780001A11xxxxxx001, where xxxxxx represents the Pell ID 　　*Note: The financial award id is only an example
4	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1300.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
5	**Award Information:** TEACH Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 4000.00 Student Level Code = 2 *Financial Award ID = 777780001H11xxxxxx001, where xxxxxx represents the OPE ID 　　*Note: The financial award id is only an example
6	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4000.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
7	**Award Information:**

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

	TEACH Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 4000.00 Student Level Code = 2 *Financial Award ID = 777780001H11xxxxxx002, where xxxxxx represents the OPE ID 　　　*Note: The financial award id is only an example
8	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4000.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
9	**Award Information:** Pell Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 4700.00 Cost of Attendance = 9000.00 Enrollment Date = 2010-07-01 **Note:** Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.
10	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4251.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
11	Save the record.

Case 2: PLUS, Pell and ACG

Step	Action/Input
12	Originate and disburse a PLUS loan, a Pell Grant, and an ACG for Student #2 with an SSN = ###-##-0002, where ###-## represents the 5 characters of the specified test mailbox (TG Number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0002.
13	Submit a Common Record containing the following information: **Student:** 　Person Information: 　Student's Current SSN = ###-##-0002 　Student's Date of Birth = 1991-02-02 　Student's First Name = Student 　Student's Middle Initial = P 　Student's Last Name = Test2
14	**Award Information:** Pell Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 2200.00 Cost of Attendance = 9000.00 Enrollment Date = 2010-07-01 **Note:** Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

		case does NOT use the Secondary EFC.
	15	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 451.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
Any students for Structured Test Cases 2 and 3 (Student SSNs ending with either a 2 or a 3) will have an EFC greater than zero, which will impact the maximum award amount they may receive for the Two Pell Award option. This also applies to any Unstructured Student SSN ending with either a 2 or a 3.	16	**Academic Competitiveness Grant Complex Element:** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 1300.00 Student Level Code = 2 Eligibility Payment Reason Code = 01 Rigorous High School Program Code = DD0001 *Financial Award ID = 777780002A11xxxxxx001, where xxxxxx represents the Pell ID *Note: The financial award id is only an example
	17	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1300.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
	18	**Borrower**: Borrower SSN = ###-##-2002 Borrower Date of Birth = 1972-02-02 Borrower First Name = Parent Borrower Middle Initial = S Borrower Last Name = Test2 Address = 2 Main Street City = Newark State = NJ Zip or Postal Code = 07112 Citizenship Status Code = 1 Default Overpay Code = N (No)
	19	**Award Information:** Direct Loan Information: Award Key = 1 Origination Fee Percentage = 4.0 Interest Rebate Percentage = 1.5 Disclosure Statement Print Indicator = S (School Prints) Student Level Code = 2 Award Begin Date = 2010-07-02 Award End Date = 2011-07-01 Academic Year Begin Date = 2010-07-02 Academic Year End Date = 2011-07-01 **DL PLUS Complex Element** FinancialAwardYear=2011 CPSTransactionNumber=01 FinancialAwardAmount=6000.00 DependencyStatusCode=D Default Overpay Code = N (No) *Financial Award ID=777780002P11xxxxxx001, where xxxxxx represents the DL ID FinancialAwardAmountRequested=6000.00 Award Create Date = 2010-07-02 ***Note:** The financial award id is only an example **Student #2is dependent.**

20	**Disbursement Information:**
	Disbursement Number = 01
	Disbursement Amount = 6000.00
	Disbursement Date = 2010-08-02
	Disbursement Release Indicator = false
	Disbursement Sequence Number = 01
	First Disbursement Flag = true
	Disbursement Net Amount = 5850.00
	Disbursement Fee Amount = 240.00
	Interest Rebate Amount = 90.00
21	Save the record.

Case 3: Pell and ACG

Step	Action/Input
22	Originate and disburse a Pell Grant and an ACG for Student #3 with an SSN = ###-##-0003, where ###-## represents the 5 characters of the specified test mailbox (TG number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0003.
23	Submit a Common Record containing the following information: **Student**: Person Information: Student's Current SSN = ###-##-0003 Student's Date of Birth = 1993-03-03 Student's First Name = Student Student's Middle Initial = P Student's Last Name = Test3
24	**Award Information:** Pell Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 3000.00 Cost of Attendance = 9000.00 Enrollment Date = 2010-07-01 **Note:** Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.
25	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1500 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 Disbursement Number = 02 Disbursement Amount = 1500 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
26	**Academic Competitiveness Grant Complex Element** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 750.00 Student Level Code = 0 Eligibility Payment Reason Code = 02 *Financial Award ID = 777780003A11xxxxxx001, where xxxxxx represents the Pell ID

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

	*Note: The financial award id is only an example
27	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 375 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 Disbursement Number = 02 Disbursement Amount = 375 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
28	Save the record.

Case 4: Subsidized, Unsubsidized, and PLUS Loans and TEACH

Step	Action/Input
29	Originate and disburse a Subsidized, Unsubsidized, and PLUS Loans and a TEACH Grant for Student #4 with an SSN = ###-##-0004, where ###-## represents the 5 characters of the specified test mailbox (TG number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0004.
30	Submit a Common Record containing the following information: **Student**: Person Information: Student's Current SSN = ###-##-0004 Student's Date of Birth = 1984-04-04 Student's First Name = Student Student's Middle Initial = S Student's Last Name = Test4 Address = 4 Main Street City = Newark State = NJ Zip or Postal Code = 07112 Citizenship Status Code = 1
31	**Borrower**: Borrower SSN = ###-##-0004 Borrower Date of Birth = 1984-04-04 Borrower First Name = Student Borrower Middle Initial = S Borrower Last Name = Test4 Address = 4 Main Street City = Newark State = NJ Zip or Postal Code = 07112 Citizenship Status Code = 1 Default Overpay Code = N (No)
32	**Award Information:** Direct Loan Information: Award Key = 1 Origination Fee Percentage = 4.0 Interest Rebate Percentage = 1.5 Disclosure Statement Print Indicator = S (School Prints) Student Level Code = 6

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

	Award Begin Date = 2010-07-02
	Award End Date = 2011-07-01
	Academic Year Begin Date = 2010-07-02
	Academic Year End Date = 2011-07-01
	DL PLUS Complex Element
	FinancialAwardYear=2011
	CPSTransactionNumber=01
	FinancialAwardAmount=4500.00
	DependencyStatusCode=I
	Default Overpay Code = N (No)
	*Financial Award ID=777780004P11xxxxxx001, where xxxxxx represents the DL ID
	FinancialAwardAmountRequested=4500.00
	    Award Create Date = 2010-07-02
	     *Note: The financial award id is only an example
	Student #4 is independent.

33	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4500.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 4388.00 Disbursement Fee Amount = 180.00 Interest Rebate Amount = 68.00
34	**Award Information:** **Direct Loan Information:** Award Key = 2 Origination Fee Percentage = 1.0 Interest Rebate Percentage = 0.5 Disclosure Statement Print Indicator = S (School Prints) Student Level Code = 6 Award Begin Date = 2010-07-02 Award End Date = 2011-07-01 Academic Year Begin Date = 2010-07-02 Academic Year End Date = 2011-07-01 **Direct Loan Subsidized Complex Element** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 8500.00 Financial Award Number = 001 (maps to the loan sequence #) Dependency Status Code = I Default Overpay Code = N (No) *Financial Award ID = 777780006S11xxxxxx001, where xxxxxx represents the DL ID Award Create Date = 2010-07-02 ***Note:** The financial award id is only an example
35	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4250.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 4229.00 Disbursement Fee Amount = 42.00 Interest Rebate Amount = 21.00 Disbursement Number = 02

	Disbursement Amount = 4250.00 Disbursement Date = 2010-08-03 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 4229.00 Disbursement Fee Amount = 42.00 Interest Rebate Amount = 21.00
36	**Direct Loan Unsubsidized Complex Element** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 12000.00 Award Number = 001 (maps to the loan sequence #) Dependency Status Code = D Default Overpay Code = N (No) *Financial Award ID = 777780006U11xxxxxx001, where xxxxxx represents the DL ID Award Create Date = 2010-07-02 Additional Unsubsidized Eligibility Indicator= false *Note: The financial award id is only an example
37	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 6000.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 5970.00 Disbursement Fee Amount = 60.00 Interest Rebate Amount = 30.00 Disbursement Number = 02 Disbursement Amount = 6000.00 Disbursement Date = 2010-08-03 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 5970.00 Disbursement Fee Amount = 60.00 Interest Rebate Amount = 30.00
38	**Award Information:** TEACH Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 4000.00 Student Level Code = 6 *Financial Award ID = 777780004H11xxxxxx001, where xxxxxx represents the OPE ID *Note: The financial award id is only an example
39	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4000.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
40	Save the record.

Case 5: Unsubsidized Loan and National SMART Grant

Step	Action/Input
41	Originate and disburse an Unsubsidized Loan and National SMART Grant for Student #5 with an SSN = ###-##-0005, where ###-## represents the 5 characters of the specified test mailbox (TG Number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0005.
42	Submit a Common Record containing the following information: **Student**: Person Information: Student's Current SSN = ###-##-0005 Student's Date of Birth = 1989-05-05 Student's First Name = Student Student's Middle Initial = S Student's Last Name = Test5 Citizenship Status Code = 2 Address = 5 Main Street City = Newark State = NJ Zip or Postal Code = 07112
43	**Award Information:** Direct Loan Information: Award Key = 1 Origination Fee Percentage = 1.0 Interest Rebate Percentage = 0.5 Disclosure Statement Print Indicator = S (School Prints) Student Level Code = 5 Award Begin Date = 2010-07-02 Award End Date = 2011-07-01 Academic Year Begin Date = 2010-07-02 Academic Year End Date = 2011-07-01 Direct Loan Unsubsidized Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 3500.00 Award Number = 001 (maps to the loan sequence #) Dependency Status Code = I Default Overpay Code = N (No) *Financial Award ID = 777780005U11xxxxxx001, where xxxxxx represents the DL ID Award Create Date = 2010-07-02 Additional Unsubsidized Eligibility Indicator= **false** *Note: The financial award id is only an example
44	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1750.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 1742.00 Disbursement Fee Amount = 17.00 Interest Rebate Amount = 9.00 Disbursement Number = 02 Disbursement Amount = 1750.00 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

		Disbursement Net Amount = 1742.00 Disbursement Fee Amount = 17.00 Interest Rebate Amount = 9.00
	45	**National SMART Grant Complex Element** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 4000.00 Student Level Code = 5 *Financial Award ID = 777780005T11xxxxxx001, where xxxxxx represents the Pell ID ProgramCIPCode = 14.0101 *Note: The financial award id is only an example
	46	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 2000 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 Disbursement Number = 02 Disbursement Amount = 2000 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
	47	Save the record.

Case 6: Subsidized and Unsubsidized Loan and ACG

	Step	Action/Input
	48	Originate and disburse a Subsidized Loan and an Unsubsidized Loan and an ACG Grant for Student #6 with an SSN = ###-##-0006, where ###-## represents the 5 characters of the specified test mailbox (TG Number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0006.

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.
 	
Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.
	49	Submit a Common Record containing the following information:
		Student:
		    Person Information:
		    Student's Current SSN = ###-##-0006
		    Student's Date of Birth = 1991-06-06
		    Student's First Name = Student
		    Student's Middle Initial = S
		    Student's Last Name = Test6
		    Address = 6 Main Street
		    City = Fort Lauderdale
		    State = FL
		    Zip or Postal Code = 33301

	50	**Award Information:**
		    Direct Loan Information:
		    Award Key = 1
		    Origination Fee Percentage = 1.0
		    Interest Rebate Percentage = 0.5
		    Disclosure Statement Print Indicator = S (School Prints)
		    Student Level Code = 1
		    Award Begin Date = 2010-07-02
		    Award End Date = 2011-07-01
		    Academic Year Begin Date = 2010-07-02
		    Academic Year End Date = 2011-07-01

Direct Loan Subsidized Complex Element
Award Year = 2011 (2010-2011)
CPS Transaction Number = 01
Award Amount = 2000.00
Financial Award Number = 001 (maps to the loan sequence #)
Dependency Status Code = D
Default Overpay Code = N (No)
*Financial Award ID = 777780006S11xxxxxx001, where xxxxxx
represents the DL ID
Award Create Date = 2010-07-02
    *Note: The financial award id is only an example

51	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1000.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 995.00 Disbursement Fee Amount = 10.00 Interest Rebate Amount = 5.00 Disbursement Number = 02 Disbursement Amount = 1000.00 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 Disbursement Net Amount = 995.00 Disbursement Fee Amount = 10.00 Interest Rebate Amount = 5.00
52	**Direct Loan Unsubsidized Complex Element:** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 1500.00 Award Number = 001 (maps to the loan sequence #) Dependency Status Code = D Default Overpay Code = N (No) *Financial Award ID = 777780006U11xxxxxx001, where xxxxxx represents the DL ID Award Create Date = 2010-07-02 Additional Unsubsidized Eligibility Indicator= **false** *Note: The financial award id is only an example
53	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 750.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 747.00 Disbursement Fee Amount = 7.00 Interest Rebate Amount = 4.00 Disbursement Number = 02 Disbursement Amount = 750.00 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 Disbursement Net Amount = 747.00 Disbursement Fee Amount = 7.00

	Interest Rebate Amount = 4.00
54	**Award Information:** Academic Competitiveness Grant Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 750.00 Student Level Code = 1 Eligibility Payment Reason Code = 03 *Financial Award ID = 777780008A11xxxxxx006, where xxxxxx represents the Pell ID ***Note:** The financial award id is only an example
55	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 750.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01
56	Save the record.

Case 7: PLUS Loan and TEACH

Step	Action/Input
57	Originate and disburse a PLUS Loan and two TEACH Grants for Student #7 with an SSN = ###-##-0007, where ###-## represents the 5 characters of the specified test mailbox (TG number). The Student #7's Parent Borrower SSN = ###-##-0707. **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0007.

58	Submit a Common Record containing the following information:
	Student:
	    Person Information:
	    Student's Current SSN = ###-##-0007
	    Student's Date of Birth = 1991-07-07
	    Student's First Name = Student
	    Student's Middle Initial = S
	    Student's Last Name = Test7
	    Address = 7 Main Street
	    City = Fort Lauderdale
	    State = FL
	    Zip or Postal Code = 33301
	    Citizenship Status Code = 1

59	**Borrower**:
	    Borrower SSN = ###-##-7007
	    Borrower Date of Birth = 1967-07-07
	    Borrower First Name = Parent
	    Borrower Middle Initial = P
	    Borrower Last Name = Test7
	    Address = 7 Main Street
	    City = Fort Lauderdale
	    State = FL
	    Zip or Postal Code = 33301
	    Citizenship Status Code = 1
	    Default Overpay Code = N (No)

60	**Award Information:**
	    Direct Loan Information:
	    Award Key = 1
	    Origination Fee Percentage = 4.0

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

Interest Rebate Percentage = 1.5
Disclosure Statement Print Indicator = S (School Prints)
Student Level Code = 3
Award Begin Date = 2010-07-02
Award End Date = 2011-07-01
Academic Year Begin Date = 2010-07-02
Academic Year End Date = 2011-07-01
DL PLUS Complex Element
Award Year = 2011 (2010-2011)
CPS Transaction Number = 01
Award Amount = 10000.00
Award Number = 001 (maps to the loan sequence #)
Dependency Status Code = D
Default Overpay Code = N (No)
*Financial Award ID = 777780007P11xxxxxx001, where xxxxxx
represents the DL ID
Award Create Date = 2010-07-02
      *Note: The financial award id is only an example

61	**Disbursement Information:**
	Disbursement Number = 01
	Disbursement Amount = 10000.00
	Disbursement Date = 2010-08-02
	Disbursement Release Indicator = false
	Disbursement Sequence Number = 01
	First Disbursement Flag = true
	Disbursement Net Amount = 9750.00
	Disbursement Fee Amount = 400.00
	Interest Rebate Amount = 150.00

62	**Award Information:**
	TEACH Complex Element
	Award Year = 2011 (2010-2011)
	CPS Transaction Number = 01
	Award Amount = 4000.00
	Student Level Code = 3
	*Financial Award ID = 777780009H11xxxxxx001, where xxxxxx
	represents the OPE ID
	*Note: The financial award id is only an example

63	**Disbursement Information:**
	Disbursement Number = 01
	Disbursement Amount = 4000.00
	Disbursement Date = 2010-08-02
	Disbursement Release Indicator = false
	Disbursement Sequence Number = 01

64	**Award Information:**
	TEACH Complex Element
	Award Year = 2011 (2010-2011)
	CPS Transaction Number = 01
	Award Amount = 4000.00
	Student Level Code = 3
	*Financial Award ID = 777780009H11xxxxxx002, where xxxxxx
	represents the OPE ID
	*Note: The financial award id is only an example

65	**Disbursement Information:**
	Disbursement Number = 01
	Disbursement Amount = 4000.00
	Disbursement Date = 2010-08-02
	Disbursement Release Indicator = false
	Disbursement Sequence Number = 01

Step	Action/Input
66	Save the record.

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

Case 8: Pell, ACG, Subsidized Loan and Unsubsidized Loan

Step	Action/Input
67	Originate and disburse a Pell Grant, an ACG, a Subsidized Loan and an Unsubsidized Loan for Student #8 with an SSN = ###-##-0008, where ###-## represents the 5 characters of the specified test mailbox (TG number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0008.
68	Submit a Common Record containing the following information: **Student**: Person Information: Student's Current SSN = ###-##-0008 Student's Date of Birth = 1991-08-08 Student's First Name = Student Student's Middle Initial = C Student's Last Name = Test8 Address = 8 Main Street City = San Francisco State = CA Zip or Postal Code = 94109
69	**Award Information:** Pell Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 5550.00 Cost of Attendance = 9000.00 Enrollment Date = 2010-07-01 **Note:** Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.
70	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 5550.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
71	**Award Information:** Academic Competitiveness Grant Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 1300.00 Student Level Code = 2 Eligibility Payment Reason Code = 03 *Financial Award ID = 777780008A11xxxxxx001, where xxxxxx represents the Pell ID *Note: The financial award id is only an example
72	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1300.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
73	**Award Information:**

Direct Loan Information:
Award Key = 1
Origination Fee Percentage = 1.0
Interest Rebate Percentage = 0.5
Disclosure Statement Print Indicator = S (School Prints)
Student Level Code = 2
Award Begin Date = 2010-07-02
Award End Date = 2011-07-01
Academic Year Begin Date = 2010-07-02
Academic Year End Date = 2011-07-01
Direct Loan Subsidized Complex Element
Award Year = 2011 (2010-2011)
CPS Transaction Number = 01
Award Amount = 3500.00
Award Number = 001 (maps to the loan sequence #)
Dependency Status Code = D
Default Overpay Code = N (No)
*Financial Award ID = 777780008S11xxxxxx001, where xxxxx
represents the DL ID
Award Create Date = 2010-07-02
        *Note: The financial award id is only an example

74	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1750.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 1742.00 Disbursement Fee Amount = 17.00 Interest Rebate Amount = 9.00 Disbursement Number = 02 Disbursement Amount = 1750.00 Disbursement Date = 2010-08-03 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 Disbursement Net Amount = 1742.00 Disbursement Fee Amount = 17.00 Interest Rebate Amount = 9.00
75	**Direct Loan Unsubsidized Complex Element** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 3000.00 Award Number = 001 (maps to the loan sequence #) Dependency Status Code = D Default Overpay Code = N (No) *Financial Award ID = 777780008U11xxxxxx001, where xxxxx represents the DL ID Award Create Date = 2010-07-02 Additional Unsubsidized Eligibility Indicator= **true** *Note: The financial award id is only an example
76	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 1500.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 1493.00

	Disbursement Fee Amount = 15.00
	Interest Rebate Amount = 8.00
	Disbursement Number = 02
	Disbursement Amount = 1500.00
	Disbursement Date = 2010-08-03
	Disbursement Release Indicator = false
	Disbursement Sequence Number = 01
	Disbursement Net Amount = 1493.00
	Disbursement Fee Amount = 15.00
	Interest Rebate Amount = 8.00
77	Save the record.

Case 9: Pell, National SMART Grant, TEACH Grant, Subsidized and Unsubsidized Loan

Step	Action/Input
78	Originate and disburse a Pell Grant, a National SMART Grant, a TEACH Grant, a Subsidized Loan and an Unsubsidized Loan for Student #9 with an SSN = ###-##-0009, where ###-## represents the 5 characters of the specified test mailbox (TG Number). **For example:** If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0009.
79	Submit a Common Record containing the following information: **Student**: Person Information: Student's Current SSN = ###-##-0009 Student's Date of Birth = 1989-09-09 Student's First Name = Student Student's Middle Initial = C Student's Last Name = Test9 Address = 9 Main Street City = San Francisco State = CA Zip or Postal Code = 94109
80	**Award Information:** Pell Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 5550.00 Cost of Attendance = 9000.00 Enrollment Date = 2010-07-01 **Note:** Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.
81	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 5550.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
82	**Award Information:** National SMART Grant Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01

If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.

Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.

	Award Amount = 4000.00 Student Level Code = 4 *Financial Award ID = 777780009T11xxxxxx001, where xxxxxx represents the Pell ID ProgramCIPCode = 16.0303 *Note: The financial award id is only an example
83	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 4000.00 Disbursement Date = 2010-08-02 **Disbursement Release Indicator = false** Disbursement Sequence Number = 01
84	**Award Information:** Direct Loan Information: Award Key = 1 Origination Fee Percentage = 1.0 Interest Rebate Percentage = 0.5 Disclosure Statement Print Indicator = S (School Prints) Student Level Code = 4 Award Begin Date = 2010-07-02 Award End Date = 2011-07-01 Academic Year Begin Date = 2010-07-02 Academic Year End Date = 2011-07-01 Direct Loan Subsidized Complex Element Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 5500.00 Award Number = 001 (maps to the loan sequence #) Dependency Status Code = D Default Overpay Code = N (No) *Financial Award ID = 777780009S11xxxxxx001, where xxxxxx represents the DL ID Award Create Date = 2010-07-02 *Note: The financial award id is only an example
85	**Disbursement Information:** Disbursement Number = 01 Disbursement Amount = 2750.00 Disbursement Date = 2010-08-02 Disbursement Release Indicator = false Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 2737.00 Disbursement Fee Amount = 27.00 Interest Rebate Amount = 14.00 Disbursement Number = 02 Disbursement Amount = 2750.00 Disbursement Date = 2010-08-03 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 2737.00 Disbursement Fee Amount = 27.00 Interest Rebate Amount = 14.00
86	**Direct Loan Unsubsidized Complex Element** Award Year = 2011 (2010-2011) CPS Transaction Number = 01 Award Amount = 5000.00 Award Number = 001 (maps to the loan sequence #) Dependency Status Code = D Default Overpay Code = N (No)

		*Financial Award ID = 777780009U11xxxxxx001, where xxxxxx represents the DL ID Award Create Date = 2010-07-02 Additional Unsubsidized Eligibility Indicator = **true** *Note: The financial award id is only an example

	87	**Disbursement Information:**
		    Disbursement Number = 01
		    Disbursement Amount = 2500.00
		    Disbursement Date = 2010-08-02
		    Disbursement Release Indicator = false
		    Disbursement Sequence Number = 01
		    First Disbursement Flag = true
		    Disbursement Net Amount = 2488.00
		    Disbursement Fee Amount = 25.00
		    Interest Rebate Amount = 13.00
		
		    Disbursement Number = 02
		    Disbursement Amount = 2500.00
		    Disbursement Date = 2010-08-03
		    Disbursement Release Indicator = false
		    Disbursement Sequence Number = 01
		    Disbursement Net Amount = 2488.00
		    Disbursement Fee Amount = 25.00
		    Interest Rebate Amount = 13.00

	88	**Award Information:**
		    TEACH Complex Element
		    Award Year = 2011 (2010-2011)
		    CPS Transaction Number = 01
		    Award Amount = 4000.00
		    Student Level Code = 4
		    *Financial Award ID = 777780009H11xxxxxx001, where xxxxxx represents the OPE ID
		        *Note: The financial award id is only an example

	89	**Disbursement Information:**
		    Disbursement Number = 01
		    Disbursement Amount = 4000.00
		    Disbursement Date = 2010-08-02
		    Disbursement Release Indicator = true
		    Disbursement Sequence Number = 01

	90	Save the record.

Prepare Document Block and Entity Block for Batch

Step	Action/Input

91	Transmit the following Document tags with this batch to COD:
	`<CommonRecord`
	`xmlns=http://www.ed.gov/FSA/COD/2008/v3.0c>`
	`(Root element for the document)`
	`<TransmissionData>`
	`<DocumentID>>(Date/Time stamp with Source`
	`Routing ID)</DocumentID>`
	`<CreatedDateTime>>(CCYY-MM-`
	`DDTHH:mm:ss.ff)</CreatedDateTime>`
	`<Source>`
	`<School>`
	`<RoutingID>99999999</RoutingID>`
	`</School>`
	`or`

```
<ThirdPartyServicer>
<RoutingID>99999999</RoutingID>
</ThirdPartyServicer>
</Source>
<Destination>
<COD>
<RoutingID>00000001</RoutingID>
</COD>
</Destination>
<FullResponseCode>F</FullResponseCode>
</TransmissionData>
```

92	Transmit the following Entity tags with this batch to COD:
	`<ReportingSchool>`
	`<RoutingID>`
	`<ReportedFinancialSummary>` (one for each type of award in the record)
	`<FinancialAwardType>`
	`<FinancialAwardYear>`
	`<TotalCount>`
	`<TotalReportedAward>`
	`<TotalReportedDisbursement>`
	`</ReportedFinancialSummary>`
	`<AttendedSchool>`
	`<RoutingID>`

Send Files to COD

Step	Action/Input
93	Prepare the Common Record in XML.
94	Transmit the batch to COD via the SAIG using the message class `CRTESTIN` and your Test Destination Mailbox.
95	COD processes the batch and the Receipts and Response records are then placed on the SAIG to be retrieved.

Receive Receipts and Responses from COD

Step	Action/Input	
96	1.	Import the Receipts into the school's system. The message class is `CRTESTOP`.
97	2.	Import the Response into the school's system. The message class is `CRTESTOP`.
98	3.	Contact the COD School Relations Center to verify the results and the successful completion of the second test cycle.

Second Test Cycle (Second Submission)

In the second test cycle, a school performs the following steps:

- Submit updates to Student demographic data

- Submit updates and adjustments to award and disbursement amounts

- Submit Release Records for actual disbursements

Second Test Cycle to COD in XML Format

File Description	Message Class	Maximum Number of Students in Batch
Common Record Documents	CRTESTIN	9

COD processes the files, and the school receives two files from COD in return:

Second Test Cycle Receipts and Responses from COD

File Description	Message Class	Maximum Number of Students in Batch
Common Record Receipts	CRTESTOP	9
Common Record Responses	CRTESTOP	9

Test Cases: Step by Step

The following steps assist the schools in completing these submission tasks:

Case 1: ACG, Pell, and TEACH

Step	Action/Input
1	Retrieve Student #1 (###-##-0001).
2	Re-submit all three awards with the correct Person Information: Student's Current SSN = ###-##-0001 Student's Date of Birth = 1991-01-01 Student's Last Name = Test1
3	Before proceeding, make sure the record is saved.

Case 2: Pell, PLUS, and ACG

Step	Action/Input
4	Retrieve Student #2 (###-##-0002).
5	Submit the Person Information: Student's Current SSN = ###-##-0002 Student's Date of Birth = 1991-02-02 Student's Last Name = Test2
6	Pell Disbursement Information to adjust the first disbursement: Disbursement Number = 01 Disbursement Amount = 451.00 Disbursement Date = 2010-07-02 Disbursement Release Indicator = true Disbursement Sequence Number = 01
7	ACG Disbursement Information to adjust the first disbursement: Disbursement Number = 01 Disbursement Amount = 1300.00 Disbursement Date = 2010-07-02 Disbursement Release Indicator = true Disbursement Sequence Number = 01
8	PLUS Loan Disbursement Information to adjust the first disbursement: Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 Disbursement Amount = 6000.00 Disbursement Release Indicator = true Disbursement Sequence Number = 01
9	Before proceeding, make sure the record is saved.

Case 3: Pell and ACG

Step	Action/Input
10	Retrieve Student #3 (###-##-0003).
11	Submit the Person Information: Student's Current SSN = ###-##-0003 Student's Date of Birth = 1993-03-03

	Student's Last Name = Test3
12	Update the **Disbursement Information** for Pell and ACG: Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true**
13	Before proceeding, make sure the record is saved.

Case 4: Subsidized, Unsubsidized, and PLUS Loans and TEACH

Step	Action/Input
14	Retrieve Student #4 (###-##-0004).
15	Submit the Person Information: Student's Current SSN = ###-##-0004 Student's Date of Birth = 1984-04-04 Student's Last Name = Test4
16	Update the **Disbursement Information** for the Subsidized, Unsubsidized, and PLUS Loans and the TEACH Grant: Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true**
17	Before proceeding, make sure the record is saved.

Case 5: Unsubsidized Loan and National SMART Grant

Step	Action/Input
18	Retrieve the Common Record for student ###-##-0005.
19	Submit the Person Information: Student's Current SSN = ###-##-0005 Student's Date of Birth = 1989-05-05 Student's Last Name = Test5
20	Update the **Disbursement Information** for the Unsubsidized Loan and the National SMART Grant: Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true**
21	Before proceeding, make sure the record is saved.

Case 6: Subsidized and Unsubsidized Loans and ACG

Step	Action/Input
22	Retrieve Student ###-##-0006.
23	Submit the Person Information: Student's Current SSN = ###-##-0006 Student's Date of Birth = 1991-06-06 Student's Last Name = Test6
24	Update the **Disbursement Information** for **Subsidized and**

	Unsubsidized Loans and ACG Grant: Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true** Disbursement Number = 02 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-03 **Disbursement Release Indicator = true**
25	Before proceeding, make sure the record is saved.

Case 7: PLUS Loan and TEACH

Step	Action/Input
26	Retrieve Student #7 (###-##-0007).
27	Submit the Person Information: Student's Current SSN = ###-##-0007 Student's Date of Birth = 1991-07-07 Student's Last Name = Test7
28	Update the **Disbursement Information** for the PLUS Loan and the TEACH Grant: Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true**
28	Save the record.

Case 8: Pell Grant, ACG, Subsidized Loan and Unsubsidized Loan

Step	Action/Input
29	Retrieve Student ###-##-0008.
30	Submit the Person Information: Student's Current SSN = ###-##-0008 Student's Date of Birth = 1991-08-08 Student's Last Name = Test8
31	Update the **Disbursement Information** for Pell, ACG, Direct Loan **Subsidized and Unsubsidized Loans:** Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true** Disbursement Number = 02 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-03 **Disbursement Release Indicator = true**
32	Save the record.

Case 9: Pell, National SMART, and TEACH Grants, and Subsidized and Unsubsidized Loans

Step	Action/Input
33	Retrieve Student #9 (###-##-0009).
34	Submit the Person Information: Student's Current SSN = ###-##-0009 Student's Date of Birth = 1989-09-09 Student's Last Name = Test9
35	Update the **Disbursement Information** for Pell, SMART, and TEACH Grants and Subsidized and Unsubsidized Loans**:** Disbursement Number = 01 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-02 **Disbursement Release Indicator = true** Disbursement Number = 02 Disbursement Sequence Number = 01 Disbursement Date = 2010-07-03 **Disbursement Release Indicator = true**
36	Save the record.

Prepare Document Block and Entity Block for Batch

Step	Action/Input

37	Transmit the following Document tags with this batch to COD:
	`<CommonRecord xmlns=http://www.ed.gov/FSA/COD/2008/v3.0c>` (Root element for the document)
	`<TransmissionData>`
	`<DocumentID>`(Date/Time stamp with Source Routing ID)`</DocumentID>`
	`<CreatedDateTime>`(CCYY-MM-DDTHH:mm:ss.ff)`</CreatedDateTime>`
	`<Source>`
	`<School>`
	`<RoutingID>99999999</RoutingID>`
	`</School>`
	
	or
	
	`<ThirdPartyServicer>`
	`<RoutingID>99999999</RoutingID>`
	`</ThirdPartyServicer>`
	`</Source>`
	`<Destination>`
	`<COD>`
	`<RoutingID>00000001</RoutingID>`
	`</COD>`
	`</Destination>`
	`<FullResponseCode>F</FullResponseCode>`
	`</TransmissionData>`

38	Transmit the following Entity tags with this batch to COD:
	`<ReportingSchool>`
	`<RoutingID>`
	`<ReportedFinancialSummary>`(one for each type of award in the record)
	`<FinancialAwardType>`

```
<FinancialAwardYear>
<TotalCount>
<TotalReportedAward>
<TotalReportedDisbursement>
</ReportedFinancialSummary>
<AttendedSchool>
<RoutingID>
```

Send Files to COD

Step	Action/Input
39	Prepare the Common Record in XML.
40	Transmit the batch to COD via the SAIG using the message class `CRTESTIN` and your Test Destination Mailbox.
41	COD processes the batch and the Receipts and Response records are then placed on the SAIG to be retrieved.

Receive Receipts and Responses from COD

Step	Action/Input
42	Import the Receipts into the school's system. The message class is `CRTESTOP`.
43	Import the Response into the school's system. The message class is `CRTESTOP`.
44	Contact the COD School Relations Center to verify the results and the successful completion of the second test cycle.

Third Test Cycle (Third Submission)

In the third test cycle, a school performs the following steps:

- Submit updates to Student demographic data

- Submit updates and adjustments to award and disbursement amounts

Second Test Cycle to COD in XML Format

File Description	Message Class	Maximum Number of Students in Batch
Common Record Documents	CRTESTIN	3

COD processes the files, and the school receives two files from COD in return:

Third Test Cycle Receipts and Responses from COD

File Description	Message Class	Maximum Number of Students in Batch
Common Record Receipts	CRTESTOP	3
Common Record Responses	CRTESTOP	3

Test Cases: Step by Step

The following steps assist the schools in completing these submission tasks:

Case 2: PLUS, Pell, and ACG

Step	Action/Input
1	Retrieve Student #2 (###-##-0002).

2	Submit the Person Information:
	    Student's Current SSN = ###-##-0002
	    Student's Date of Birth = 1991-02-02
	    Student's Last Name = Test2

3	Pell Disbursement Information to adjust the first disbursement:
	    Disbursement Number = 01
	    Disbursement Amount = 801.00
	    Disbursement Date = 2010-07-02
	    Disbursement Release Indicator = true
	    Disbursement Sequence Number = 02

4	ACG Disbursement Information to adjust the first disbursement:
	    Disbursement Number = 01
	    Disbursement Amount = 800.00
	    Disbursement Date = 2010-07-02
	    Disbursement Release Indicator = true
	    Disbursement Sequence Number = 02

5	PLUS Loan Disbursement Information to adjust the award and first disbursement:
	    FinancialAwardAmount = 5500.00
	    Disbursement Number = 01
	    Disbursement Sequence Number = 01
	    Disbursement Date = 2010-07-02
	    Disbursement Amount = 5500.00
	    Disbursement Release Indicator = true
	    Disbursement Sequence Number = 02

6	Before proceeding, make sure the record is saved.

Case 5: Unsubsidized Loan and National SMART Grant

Step	Action/Input
7	Retrieve Student #5 (###-##-0005).

8	Submit the Person Information:
	    Student's Current SSN = ###-##-0005
	    Student's Date of Birth = 1989-05-05
	    Student's Last Name = Test5

9	Update the **Disbursement Information** for National SMART Grant:
	    Disbursement Number = 01
	    Disbursement Sequence Number = 02
	    Disbursement Release Indicator = true
	    Disbursement Amount = 1900.00
	
	    Disbursement Number = 02
	    Disbursement Sequence Number = 02

	Disbursement Release Indicator = true Disbursement Amount = 1900.00
10	Update the **Unsubsidized Award** Amount: **From:** 3500.00 **To:** 2800.00
11	Update the **Disbursement Information** for Unsubsidized Loan: Disbursement Number = 01 Disbursement Sequence Number = 02 Update Disbursement Amounts: Disbursement Amount: **From:** 1750.00 **To:** 1400.00 Disbursement Fee Amount: **From:** 17.00 **To:** 14.00 Interest Rebate Amount: **From:** 9.00 **To:** 7.00 Disbursement Net Amount: **From:** 1742.00 **To:** 1393.00 **Disbursement Release Indicator = true**
12	Update the **Disbursement Information** for Unsubsidized Loan: Disbursement Number = 02 Disbursement Sequence Number = 02 Update Disbursement Amounts: Disbursement Amount: **From:** 1750.00 **To:** 1400.00 Disbursement Fee Amount: **From:** 17.00 **To:** 14.00 Interest Rebate Amount: **From:** 9.00 **To:** 7.00 Disbursement Net Amount: **From:** 1742.00 **To:** 1393.00 **Disbursement Release Indicator = true**
13	Before proceeding, make sure the record is saved.

Case 9: Pell, National SMART GRANT, TEACH Grants, Subsidized and Unsubsidized Loans

Step	Action/Input
14	**Submit the Person Information:** **Student's Current SSN = ###-##-0009** **Student's Date of Birth = 1989-09-09** **Student's Last Name = Test9**
15	**Update the Award Amount for the Unsubsidized Loan:** **From: 2000.00 To: 0.00**
16	**Submit Disbursement Information for an Adjustment for:** **Disbursement Number 01** **Disbursement Number = 01** **Disbursement Sequence Number = 02** **Disbursement Amount: From: 2500.00 To: 0.00** **Disbursement Net Amount: From: 2488.00 To: 0.00** **Disbursement Fee Amount: From: 25.00 To: 0.00** **Interest Rebate Amount: From: 13.00 To: 0.00**
17	**Update the Disbursement Information for:** **Disbursement Number = 02** **Disbursement Sequence Number = 02** **Disbursement Amount: From: 2500.00 To: 0.00** **Disbursement Net Amount: From: 2488.00 To: 0.00** **Disbursement Fee Amount: From: 25.00 To: 0.00** **Interest Rebate Amount: From: 13.00 To: 0.00**
18	**Save the record.**

Prepare Document Block and Entity Block for Batch

Step	Action/Input
19	Transmit the following Document tags with this batch to COD: <CommonRecord xmlns=http://www.ed.gov/FSA/COD/2008/v3.0c> (Root element for the document) <TransmissionData> <DocumentID>(Date/Time stamp with Source Routing ID)</DocumentID> <CreatedDateTime>(CCYY-MM-DDTHH:mm:ss.ff)</CreatedDateTime> <Source> <School> <RoutingID>99999999</RoutingID> </School> or <ThirdPartyServicer> <RoutingID>99999999</RoutingID> </ThirdPartyServicer> </Source> <Destination> <COD> <RoutingID>00000001</RoutingID> </COD> </Destination <FullResponseCode>F</FullResponseCode> </TransmissionData>
20	Transmit the following Entity tags with this batch to COD: <ReportingSchool> <RoutingID> <ReportedFinancialSummary>(one for each type of award in the record) <FinancialAwardType> <FinancialAwardYear> <TotalCount> <TotalReportedAward> <TotalReportedDisbursement> </ReportedFinancialSummary> <AttendedSchool> <RoutingID>

Send Files to COD

Step	Action/Input
21	Prepare the Common Record in XML.
22	Transmit the batch to COD via the SAIG using the message class CRTESTIN and your Test Destination Mailbox.
23	COD processes the batch and the Receipts and Response records are then placed on the SAIG to be retrieved.

Receive Receipts and Responses from COD

Step	Action/Input
24	Import the Receipts into the school's system. The message class is **CRTESTOP**.
25	Import the Response into the school's system. The message class is **CRTESTOP**.
26	Contact the **COD** School Relations Center to verify the results and the successful completion of the second test cycle.

Wrap-Up

This section describes the final steps associated with the testing process and provides some suggestions for the school during the conversion to a production status.

Notification of Results

The COD School Relations Center notifies the contact person at the participating school of the results of each test cycle. If problems are discovered, a retest is scheduled. The contact person should be available during the testing period to analyze problems, assist with, and coordinate any follow-up tests that may be required. Schools should contact the COD School Relations Center if test results are not received or communicated when expected.

Preparing School Database for Production

Production data is processed using the production message classes outlined in *Volume II, Section 2* of this technical reference.

The school should clean out their system (remove all test data) before sending production data.

- Warning: Ensure that the system date is changed back to the current date and that message classes and destinations have been changed from 'test' to 'production.'

- Warning: All test data MUST be removed from a school's system prior to beginning actual processing and before sending production (live) data to COD.

- Warning: Test Message Classes and the Test Destination Mailbox CANNOT be used to process production data.

Addendum

This section describes an update to the School Testing capabilities.

Environment: The School Test environment has been upgraded since the AY 09-10 School Testing period. It is now a full test environment rather than just a Common Record processing environment. This means the test environment may now roll the date forward as is done in Production. This will not impact Phase I Manual Verification. Phase II Structured Testing disbursement dates have been revised but will otherwise work in mostly the same way they have before. Part of the way through Phase III Unstructured Testing the real world date will reach the preset test date of July 2nd, 2010. Starting at this point, the test environment will roll its date daily to match the real world date.

Program Related: 1) Due to requests of the vendors the number of test cases for each program (or program sub-type) will be increased by one. 2) Changes to the Direct Loan program require that a student/borrower be established within the system before MPNs may be accepted. As a result, all test cases First Submission will start with pending (DRI=false) disbursements. After a Direct Loan award is successfully processed the COD Test Team will submit an MPN for each Direct Loan award. This will avoid any edits from the system requiring a linked MPN to allow actual disbursements. 3) A Third Submission has been added to one of the test cases due to the change in Item 2.