



# COD Processing Update

January 6, 2012

## NEWS/UPDATES

- **Availability of EExpress for Windows 2012-2013, Release 1.0 (01/04/12)**

Federal Student Aid is pleased to announce the posting of EExpress for Windows 2012-2013, Release 1.0, on the Federal Student Aid Download (FSAdownload) Web site, located at <https://www.fsadownload.ed.gov>. This release contains Global, Application Processing, and Packaging functionality for the 2012-2013 cycle.

For complete information on Release 1.0, refer to [the January 3, 2012 Electronic Announcement](#) posted on the IFAP Web site.

### CURRENT ISSUES

#### DIRECT LOANS

#### **Direct PLUS Loan Responses Issue [(11/16/11) Updated 12/27/11]**

Federal Student Aid has identified an issue in which Direct PLUS Loan Request Acknowledgements (Message Class: CRSP) are not being generated in certain situations. Specifically, the CRSP files are not being sent when a borrower submits a Direct PLUS Loan Request via the [StudentLoans.gov Web site](#) **and** there is no corresponding Direct PLUS Loan award on the COD System, **and** one of the following is true:

- A pending credit decision is resolved and processed.
- An appeal to an adverse credit decision is received and approved.

Federal Student Aid has determined the cause of the issue and will correct it on January 22, 2012. In the meantime, a manual workaround is in place which allows the COD School Relations Center to identify the incorrect CRSP file and send an updated CRSP file to the school within a few days.

We apologize for any inconvenience this issue may have caused schools. If you have any questions, contact the COD School Relations Center.

### GRANTS

There are no Grant specific issues to report at this time.

### REMINDERS

#### **Birthday of Martin Luther King, Jr. Federal Holiday (01/06/12)**

**Monday, January 16, 2012** is the Birthday of Martin Luther King, Jr. Federal holiday.

- The COD School Relations Center will be open.
- The COD System will accept and process data from schools and send back responses/acknowledgments on Monday, January 16, 2012, but schools will not be able to receive any Federal funds on that day. Requests for changes in funding levels and for funds will not be processed until Tuesday, January 17, 2012.

Complete information regarding processing and customer service hours for COD and other Federal Student Aid/Department of Education call centers on the holiday is posted in a [January 5, 2012 Electronic Announcement](#) on the Information for Financial Aid Professionals (IFAP) Web site.



### COD Computer-Based Training (01/06/12)

Federal Student Aid takes this opportunity to remind the community of the availability of the COD Computer-Based Training (CBT).

The COD CBT consists of component simulations and CBTs. The electronic files associated with each component, as well as information about downloading and navigating the COD CBT, are available on the Information for Financial Aid Professionals (IFAP) Web site. Under the “Tools for Schools” section on the home page, click on [COD Computer-Based Training](#).

### Sending Addresses for U.S. Territories and Foreign Countries on the Common Record or the COD Web site (01/06/12)

When submitting student or borrower addresses or address changes to the Common Origination and Disbursement (COD) System, it is important that the correct tags are used, particularly when the student or borrower address is located in a U.S. Territory or Foreign Country. If these addresses are not submitted correctly, important correspondence from the COD System and the federal loan servicers is delayed or not received.

- When a student or borrower address is located in a U.S. Territory it is considered a domestic address. Do not submit a Country Code.
- When a student or borrower address is located in a Foreign Country, it is treated as a foreign address.

See below for the correct procedures for submitting U.S. Territories and Foreign Country addresses via the Common Record batch submission or COD Web site.

### Submitting Addresses for U.S. Territories and Foreign Countries via the Common Record

When creating or updating a person record via the Common Record batch submission, a school should send the address block with the following tags:

Schema Version	Included Tags for Domestic Address, including U.S. Territories	Excluded Tags for Domestic Address, including U.S. Territories	Included Tags for Foreign Addresses
3.0c or 3.0d	<AddressLine> <City> <StateProvinceCode> <PostalCode>	<StateProvince> <CountryCode>	<AddressLine> <City> <StateProvince> (Optional) <PostalCode> (Optional) <CountryCode>

### Submitting Addresses for U.S. Territories and Foreign Countries via the COD Web site

When creating or updating a person record on the COD Web site, a school should select the U.S. Territory from the dropdown box in the State/Province field. A school should select the Country field as “Blank”.

A complete list of State Codes (including U.S. Territories), Jurisdictions, and Country Codes are provided in Volume VI, Section 4 of the [2010-2011 COD Technical Reference](#). If you have questions about this information, contact the COD School Relations Center.