

COD Processing Update

January 15th, 2016

NEWS/UPDATES

- **Notice about 2016-2017 Pell Grant Award Information (1/12/16)**

While the Department of Education's fiscal year 2016 budget table has listed the maximum Pell Grant award amount for the 2016-2017 award year, that amount is an estimate only. Official 2016-2017 Federal Pell Grant amounts and the related Payment and Disbursement schedules have not been finalized. Schools should not determine 2016-2017 Pell Grant awards until such information is posted by the Department on the IFAP website. Schools should monitor the IFAP website for this forthcoming guidance.

- **Holiday Schedule and COD Outage For January 15-18, 2016 (1/11/16)**

The COD School Relations Center will be closed on Monday, January 18, 2016 to observe the Birthday of Martin Luther King, Jr. federal holiday. Further information regarding the Birthday of Martin Luther King, Jr. processing and customer service hours for COD and other Federal Student Aid/ED call centers is posted in a [January 8, 2016 Electronic Announcement](#) on the IFAP Web site.

IMPORTANT: In addition, other system maintenance activities will occur during the weekend and will result in outages of certain COD System functionality for an extended period of time.

From 8:00 P.M. (ET) on Friday, January 15, 2016 until 8:00 P.M. (ET) on Monday, January 18, 2016—

- Users will not be able to submit or retrieve data via the [COD Web site](#).
- Users will not be able to access the COD Reports area of the [COD Web site](#).
- An individual will not be able to complete any actions or view loan correspondence via the [StudentLoans.gov Web site](#).
- An individual will not be able to complete any actions via the [TEACH Grant Web site](#).
- Batches submitted by schools via the SAIG will be held or schools will receive an error message informing them that the SAIG is unavailable and that the data must be transmitted at a later time.

Contact Information

Federal Student Aid appreciates your patience and understanding as it completes this important activity. If you have any questions about the COD System or the StudentLoans.gov Web site, contact the COD School Relations Center. If you have any questions about the SAIG, contact the CPS/SAIG Technical Support and the TFA Support Center at 800/330-5947 or by e-mail at CPSSAIG@ed.gov.

- **COD School Testing for the 2016-2017 Award Year (11/23/15)**

The Common Origination and Disbursement (COD) School Relations Center will conduct Common Record Manual Verification and Structured Application Testing for the 2016-2017 Award Year from January 4, 2016

through November 4, 2016. Optional Unstructured Testing will be available April 4, 2016 through December 16, 2016.

All entities that wish to participate in COD School Testing must submit the “COD School Testing 2016-2017 Sign-Up Document” to the COD School Relations Center. Schools, third party servicers, and software vendors can submit the sign-up document beginning Tuesday, December 1, 2015.

Further information regarding COD School Testing for the 2016-2017 Award Year is posted in a [November 19, 2015 Electronic Announcement](#) on the IFAP Web site.

CURRENT ISSUES

DIRECT LOANS

There are no Direct Loan-related issues at this time.

GRANTS

There are no Grant-related issues at this time.

Keep School Contact Information Current in the COD System (1/15/16)

We remind schools and third party servicers that contact information in the COD System must be kept current. Contact information is extremely important for us to be able to reach the right people at the school, particularly about program-specific issues. The e-mail addresses for the President, Financial Aid Administrator, Pell Grant Financial Aid Officer, and Direct Loan Financial Aid Officer are used to deliver time-sensitive materials and critical COD processing information to the school.

Having current contact information for the Pell Grant Financial Aid Officer and Direct Loan Financial Aid Officer is most critical for a school that is an additional location to a main campus. The information allows us to contact those officers directly at the additional location rather than needing to contact the main campus.

For more information on updating School Contact Information, please refer to [the December 20, 2012 Electronic Announcement posted on the Information for Financial Aid Professionals \(IFAP\) Web site.](#)