Common Origination and Disbursement

COD Processing Update

January 20, 2006

Direct Loan

COD News

COD System Maintenance Planned For Sunday, January 22, 2006 (01/18/06)
The COD System will undergo routine maintenance on Sunday, January 22, 2006 from 2:00 A.M. until 8:00 A.M. (ET). During this period, users will not be able to submit or retrieve data via the COD Web site. Additionally, batches submitted by schools will be held and not processed until after the COD System comes back up. COD apologizes for any inconvenience this outage may cause. If you have any questions, contact the COD School Relations Center.

Extended Direct Loan Electronic MPN Web Site Outage For Sunday, January 22, 2006 (01/18/06)
As a reminder, the Direct Loan Electronic Master Promissory Note (MPN) Web site is unavailable every Sunday morning from 5:00 A.M. until 11:00 A.M. (ET) while routine maintenance is performed. During this period, borrowers are not able to complete new MPNs electronically or retrieve existing MPNs that were completed electronically.

Due to COD System routine maintenance on Sunday, January 22, 2006, the Direct Loan Electronic MPN Web site will be unavailable for an extended period of time from 2:00 A.M. until 11:00 A.M. (ET). As previously noted, borrowers will not be able to complete or retrieve MPNs during this extended period.

COD apologizes for any inconvenience this outage may cause. If you have any questions, contact the COD School Relations Center.

Unlocking And Resetting COD Web Site Passwords (01/20/06)
COD would like to remind COD Web site users that Security Administrators (COD Web site User Level 5) are able to unlock and reset passwords for the users (User Level 1-4) they established at their school or organization. However, if the Security Administrator needs his or her password unlocked or reset, the Security Administrator must contact the COD School Relations Center.

In order to unlock users, a Security Administrator should log in to the COD Web site, www.cod.ed.gov, and complete the following steps:

Step 1: From the Welcome to Common Origination & Disbursement Web Site screen, click on the User tab on the blue bar at the top of the screen. The User Search screen displays.
Step 2: Enter the search criteria for the user and click on the submit button at the bottom of the User Search screen. The Search Results screen displays and lists users that match the search criteria.
Step 3: On the Search Results screen, select the name of the user that needs to be unlocked. The User Information screen displays.
Step 4: Click on the Modify button at the bottom of the User Information screen. The Update User Profile screen displays.
Step 5: The Locked Out box on the Update User Profile screen contains a checkmark. Click on the Locked Out box to remove the checkmark.
Step 6: If a new temporary password is not needed, skip this item and go to Step 7. If a new temporary password is needed, enter the new temporary password in the New Password field. Then re-enter the new password in the Re-enter New Password field to confirm. The user will need to change this password to one of his or her choosing.
Step 7: Click on the submit button at the bottom of the Update User Profile screen. The Update Your Profile screen displays.
Step 8: On the Update Your Profile screen, click on the Submit button to confirm the updates made to the user's profile.

This information is also posted on the COD Web site in a document entitled "Unlocking And Resetting COD Web Site Passwords." To access the document ***before*** you log in to the Web site, click on the "Click here if you are looking for more information on Common Origination and Disbursement" Link. To access the document ***after*** you log in to the Web site, click on the "Today's Updates" link at the bottom of the page.

Schools can refer to the Electronic Announcement on the IFAP Web site, http://www.ifap.ed.gov/eannouncements/0316UpdateCODWebsiteaccessforschools.html, for information regarding COD Web site access. Third party servicers can refer to the Electronic Announcement on the IFAP Web site at http://www.ifap.ed.gov/eannouncements/0316UpdatedCODWebsiteaccessforthirdpartyservic.html

Data Center Move—Impact on Campus-Based and Direct Loan Funds Availability (GAPS, EDCAPS, and COD) (01/17/06)

The Department of Education (the Department) is in the process of relocating its data center. Some of the Department's core financial systems, including the Grant Administration and Payment System (GAPS), will be shut down and unavailable while the Department completes the relocation. This shutdown will impact how the Common Origination and Disbursement (COD) System will process financial data and when schools can obtain funds for their Federal Student Aid programs as follows:

- ***Thursday, February 2, 2006 through Sunday, February 5, 2006***—The COD System will accept Direct Loan disbursements, but Current Funding Level (CFL)

changes and funding will not be processed by EDCAPS/GAPS until Monday, February 6, 2006.

Actual disbursements must be received and accepted by the COD System no later than 8:00 P.M. (ET) on Wednesday, February 1, 2006, in order for them to be included in the drawdown prior to the shutdown. Disbursements submitted after this time will be funded after EDCAPS/GAPS re-opens on February 6, 2006.

- ***7:00 P.M. (ET) on Thursday, February 2, 2006 through 7:00 A.M. (ET) on Monday, February 6, 2006***—The GAPS e-Payments Web site will not be available. Schools will not be able to draw down Campus-Based or Direct Loan funds during this period.

An Electronic Announcement with this same information is posted on the IFAP Web site (http://ifap.ed.gov/eannouncements/0117DataCenterMove.html). Thank you for your patience and understanding as the Department completes this important activity. The Department expects financial processing to be caught up by Tuesday, February 7, 2006.

Hurricane Information (09/14/05)
FSA has established a link on the IFAP Web site, http://www.ifap.ed.gov/eannouncements/katrina.html, as a central location for posting up-to-date hurricane information and guidance. Click on this link regularly for updates related to the impact of recent hurricanes on students, parents, borrowers, colleges and universities, and financial institutions that participate in the Federal higher education student assistance programs.

Reports and Data Requests

NOTICES

This section contains important notices regarding reports and/or data requests. While we encourage you to review this section, note that some schools may not be impacted by the information presented below.

- Direct Loan Rebuild File— Schools in need of this file should contact the COD School Relations Center. (10/03/05)

Pell Grants

COD News

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- ***Thursday, February 2, 2006 through Sunday, February 5, 2006***—The COD System will accept Pell Grant disbursements, but Current Funding Level (CFL) changes and funding will not be processed by EDCAPS/GAPS until Monday, February 6, 2006.

  Actual disbursements must be received and accepted by the COD System no later than 8:00 P.M. (ET) on Wednesday, February 1, 2006, in order for them to be included in the drawdown prior to the shutdown. Disbursements submitted after this time will be funded after EDCAPS/GAPS re-opens on February 6, 2006.

- ***7:00 P.M. (ET) on Thursday, February 2, 2006 through 7:00 A.M. (ET) on Monday, February 6, 2006***—The GAPS e-Payments Web site will not be available. Schools will not be able to draw down Campus-Based or Pell Grant funds during this period.

An Electronic Announcement with this same information is posted on the IFAP Web site (http://ifap.ed.gov/eannouncements/0117DataCenterMove.html). Thank you for your patience and understanding as the Department completes this important activity. The Department expects financial processing to be caught up by Tuesday, February 7, 2006.

2006-2007 Federal Pell Grant Payment And Disbursement Schedules (01/13/06)

On December 30, 2005, the President signed the Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 2006 (P.L. 109-149) that establishes the maximum Federal Pell Grant award for the 2006-2007 Award Year at $4,050 and, with the minimum award continuing to be $400, sets the maximum Expected

Family Contribution (EFC) that a student may have to be eligible to receive a Federal Pell Grant at 3850. The Department used these amounts (and related statutory provisions) to develop the Pell payment and disbursement schedules for the 2006-2007 Award Year.

On January 11, 2006, the Department posted a Dear Colleague Letter (P-06-01) on the IFAP Web site at http://www.ifap.ed.gov/dpcletters/P0601.html. The attachments to this letter contain the 2006-2007 Award Year Federal Pell Grant Program Payment and Disbursement Schedules - Regular and Alternate. The letter describes when an institution must determine a student's Pell Grant award using the Alternate Schedules and when it can use the Regular Schedules.

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- Pell Year-to-Date (YTD) Records—

The YTD Record can be used to assist a school with its year-end and ongoing reconciliation processes. Schools also use the YTD Record for the purpose of rebuilding a complete student record or Pell Grant database.

- For rebuilds for the 2005-2006 Award Year, the school can submit the data request via the COD Web site or batch.
- For rebuilds for the 2004-2005 and earlier award years, the school must contact the COD School Relations Center by e-mail to CODSupport@acs-inc.com. The school should include "Pell YTD" in the subject line. If a school is unable to e-mail its request, it can contact the COD School Relations Center by phone. [10/03/05 (Updated 10/27/05)]

COD Processing Update

Resolved Issues In Clean Up

COD has implemented code fixes for the issues listed below and is cleaning up the affected records. After a clean up has been completed, its status will be updated and it will remain in this section for an additional 7 calendar days.

Issue	In Progress	Completed
Pell Grant Information Not Updated In NSLDS	√	