



# COD Processing Update

February 13<sup>th</sup>, 2015

## NEWS/UPDATES

- **Processing Tips - COD System Edits 204, 205, and 206 (2/12/15)**

Federal Student Aid has identified an increased number of Common Origination and Disbursement (COD) System edits triggered for Direct Loan awards, specifically COD Reject Edits 204, 205, and 206. In an [October 31, 2014 Electronic Announcement](#) posted on the IFAP Web site, Federal Student Aid provides processing tips and reminders to assist schools in researching and resolving these edits for each impacted award.

For posted guidance and resources and other frequently asked questions related to 150%, refer to the [150 Percent Direct Subsidized Loan Limit Information page](#) on the IFAP Web site. If you have 150%-related questions, submit them to [150Percent-Questions@ed.gov](mailto:150Percent-Questions@ed.gov) and include the name of your school in the subject line.

If you have questions about the COD System edits, contact the COD School Relations Center.

- **COD Holiday Schedule For February 16, 2015 (2/5/15)**

The COD School Relations Center will be open on Monday, February 16, 2015, Washington's Birthday federal holiday. The COD System will accept and process data from schools and send back responses/acknowledgements on Monday, February 16, 2015 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, February 17, 2015.

Further information regarding Washington's Birthday processing and customer service hours for COD and other Federal Student Aid/ED call centers is posted in a [February 4, 2015 Electronic Announcement](#) on the IFAP Web site.

- **2015-2016 COD Technical Reference (February 2015 Update) Now Available (2/5/15)**

The updated [2015-2016 COD Technical Reference](#) is now available on the Information for Financial Aid Professionals (IFAP) Web site. The 2015-2016 COD Technical Reference contains development information for the 2015-2016 Award Year. If you have any questions about this material, contact the COD School Relations Center.

- **Direct Loan Closeout Information for 2013-2014 Program Year (2/5/15)**

On February 2, 2015, Federal Student Aid posted on the Information for Financial Aid Professionals (IFAP) Web site the first in a 3-part series of Direct Loan closeout announcements that informs schools of the closeout deadline for the 2013-2014 Program Year. For more information, refer to the [Electronic Announcement](#).



- **Direct PLUS Loan Changes – Initial Operational Guidance for Schools (2/4/15)**

On February 3, 2015, Federal Student Aid posted the first in a series of announcements that will provide operational information about the changes to the Direct PLUS Loan adverse credit history provisions. In the first announcement, Federal Student Aid explains early operational impacts to schools and provides preliminary information about the changes planned for the COD System implementation during the period March 27-29, 2015.

For complete information, refer to the [February 3, 2015 Electronic Announcement](#).

- **2015-2016 Pell Grant Payment & Disbursement Schedules Now Posted (01/30/15)**

In [Dear Colleague Letter GEN-15-02](#), posted to the Information for Financial Aid Professionals (IFAP) Web site on January 29, 2015, Federal Student Aid provided the community with the Federal Pell Grant Payment and Disbursement Schedules for the 2015-2016 Award Year for full-time, three-quarter-time, half-time, and less-than-half-time students. All 2015-2016 Pell Grant awards must be based on the schedules attached to the letter. In a forthcoming electronic announcement, Federal Student Aid will provide information about the operational implementation of the schedules in its systems, including the COD System. Please monitor the IFAP Web site for this forthcoming operational guidance.

- **Temporary Change to COD Reject Edit 147 – December 2014 - March 2015 (12/23/14)**

As explained in a [November 24, 2014 electronic announcement](#) posted to the Information for Financial Aid Professionals (IFAP) Web site, we implemented changes to the Common Origination and Disbursement (COD) System, including revised functionality for COD Reject Edit 147 (Identifier inconsistency for PLUS Award for Graduate/Professional Student), during the weekend of December 12-14, 2014.

As explained in the announcement, when submitting changes to identifiers for a graduate/professional student Direct PLUS Loan borrower, a school must submit the change in **both** the student block and the borrower block in the Common Record. If the change tags are not submitted in both blocks, the school will receive COD Reject Edit 147.

As a result of this change, some schools are experiencing unexpected rejected records for their Direct PLUS Loans for graduate/professional students. To lessen the potential impact to schools during the early 2015 peak processing period, beginning December 30, 2014, we will change the COD System to return COD Reject Edit 147 under the previous business rules (those in place prior to the December 12-14 implementation) for a temporary period of time. Accordingly, we will evaluate records for graduate/professional student Direct PLUS Loan borrowers as follows:

- ***From December 30, 2014 until March 27, 2015***, we will not enforce the COD Reject Edit 147 change. This means that we will not require the identifier change tags in both the student block and the borrower block of the Common Record.
- ***Beginning March 27, 2015***, we will enforce the COD Reject Edit 147 change. At that time, we will require the identifier change tags in both the student block and the borrower block of the Common Record.



Prior to restarting COD Reject Edit 147 enforcement on March 27, 2015, we will inform the community through an electronic announcement posted to the IFAP Web site. Schools should monitor the IFAP Web site for this guidance.

If you have questions about this change, contact the COD School Relations Center.

- **REMINDER: End of Paper Check Processing for DL Refunds of Cash Beginning January 1, 2015 (11/25/14)**

As noted in a [February 26, 2014 Electronic Announcement](#), Federal Student Aid is moving away from processing paper checks. Beginning January 1, 2015, we will no longer accept Direct Loan refunds of cash sent manually via paper check. As a result, schools should update their processes to refund cash electronically via the [G5 Web site](#) as soon as possible, but no later than December 31, 2014.

For more details about this change, refer to the Electronic Announcement posted on the [IFAP Web site](#).

- **150% EA #16 – Reminders About COD Reporting and Impacts to 150% Calculations (11/24/14)**

In a [November 21, 2014 Electronic Announcement](#), Federal Student Aid reminds schools of the importance of accurate and timely reporting of a student's Direct Loan (Direct Subsidized Loan, Direct Unsubsidized Loan, and Direct PLUS Loan) information to the COD System to ensure that the Subsidized Usage Period can be calculated correctly. It is equally important that schools update previously-reported loan information, including closed Direct Loan program years, as needed. Specifically, when a student's situation changes, in addition to changing disbursement dates or reducing amounts, schools **must** also change key award information like award amounts, loan period dates, and academic year dates. For complete information, refer to the announcement.

If you have 150%-related questions or questions about determining the correct loan period and academic year dates, submit them to [150Percent-Questions@ed.gov](mailto:150Percent-Questions@ed.gov) and include the name of your school in the subject line.

If you have questions about how to make changes to award or disbursement information on the COD System, contact the COD School Relations Center.



---

## 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 (2/13/15)

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.](#)