



COD Processing Update

March 8, 2013

NEWS/UPDATES

- **Operational Implementation Guidance – Implementation of 2013-2014 Federal Pell Grant Payment and Disbursement Schedules (3/8/13)**

In [Dear Colleague Letter GEN-13-06, posted to the Information for Financial Aid Professionals \(IFAP\) Web site on January 30, 2013](#), Federal Student Aid provided schools with the payment and disbursement schedules for determining Federal Pell Grant (Pell Grant) awards for the 2013-2014 Award Year. These schedules must be used for all 2013-2014 Pell Grant award calculations.

Federal Student Aid has begun the work needed to modify its systems, Web and software products, technical documents, training materials, and publications to reflect the 2013-2014 Pell Grant payment and disbursement schedules. In [a March 8, 2013 Electronic Announcement](#), Federal Student Aid provides schools with high-level information about the impact on the Central Processing System (CPS), the ISIR Analysis Tool, the Common Origination and Disbursement (COD) System, and the EDEXpress for Windows software and the anticipated completion dates for the system modifications.

For complete information about the Federal Pell Grant payment and disbursement schedules, refer to [the March 8, 2013 Electronic Announcement](#) posted on the IFAP Web site.

- **COD Reporting NewsBox Outage Scheduled for March 7-11, 2013 (3/6/13)**

Due to system maintenance, the COD Reports area of the COD Web site will be unavailable from 10:00 P.M. (ET) Thursday, March 7, 2013 until 8:00 A.M. (ET) on Monday, March 11, 2013. During this period, a school will not be able to access reports through its COD Reporting NewsBox. This work is in addition to the regular weekly maintenance that occurs each weekend.

We apologize for any inconvenience this outage may cause and appreciate your understanding and patience while we complete this important activity.

- **Impact of Sequestration on the Title IV Student Financial Assistance Programs (3/4/13)**

On March 1, 2013 the Department of Education posted an electronic announcement about the impact of sequestration on the Title IV Student Financial Assistance Programs. For more information, please refer to the [March 1, 2013 Electronic Announcement](#).

- **Preliminary Information about COD Web Site Access Change Planned for March and May 2013 (1/28/13)**

Over the last year, we have implemented several new technology security initiatives related to Federal Student Aid system access. In the coming months, there will be a change in how authorized users access the Common Origination and Disbursement (COD) System via the Web.



With the COD Web site access change, authorized users will log in to the COD Web site using an FSA User ID and password as well as the six-digit password generated by the user's Two-Factor Authentication (TFA) token. All new and existing COD Web site users must be enrolled for COD Web site access by a school's (or organization's) Primary Destination Point Administrator (PDPA) via the SAIG Enrollment Web site instead of completing a paper process via the COD School Relations Center.

We plan to implement the COD Web site access change in two phases – the first phase will occur in March 2013 and the second phase will occur in May 2013. The COD Web site access change will apply to all schools, including foreign schools.

COD Web Site Access Change - Implementation Plans

- March 9-10, 2013** – In the first phase, we will update the SAIG Enrollment Web site to allow PDPAs to enroll new and existing COD Web site users for the COD Online Service and to allow those users to register for an FSA User ID and password, if they do not already have one. **Note:** Existing school PDPAs of COD Batch accounts at the time of the March 2013 SAIG Enrollment update will be automatically enrolled for the new COD Online Service and will not need to take immediate action. Full details about this phase will be provided in an Electronic Announcement planned for mid-February 2013.
- May 4-5, 2013** – In the second phase, we will change COD Web site login requirements to include entry of an authorized user's FSA User ID and password, as well as the six-digit password generated by the user's TFA token. All users must first be enrolled for the COD Online Service. Full details about this phase will be provided in an Electronic Announcement planned for mid-April 2013.

We appreciate your cooperation in providing secure access to Federal Student Aid systems and look forward to working with the school community to simplify COD Web site access. For more information, please refer to the [January 25, 2013 Electronic Announcement](#) posted on the Information for Financial Aid Professionals (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.

REMINDERS

Keep School Contact Information Current in the COD System (03/08/13)

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



START HERE
GO FURTHER
FEDERAL STUDENT AID™

*This edition will remain on the [COD Web site](#) until a new edition is posted.
We will notify schools via a COD Web Message when a new edition has been posted*

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.](#)