Common Origination and Disbursement
COD Processing Update

For Pell Grants

March 24, 2006

Pell Grants

COD News

COD System Maintenance Planned For Sunday, March 26, 2006 (03/22/06)
The COD System will undergo routine maintenance on Sunday, March 26, 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.

NEW!

Unlocking And Resetting COD Web Site Passwords (03/24/06)
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.

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Please refer to this announcement. If you have questions about the warning message or about reporting verification status codes to the COD System, contact the COD School Relations Center.

2003-2004 Pell Grant CFL Reduction To GAPS Net Drawdown Warning Message (03/02/06)
On March 1, 2006, COD sent a message (PGTX04OP) to schools that have a Grant Administration and Payment System (GAPS) authorization (known in the COD System as Current Funding Level (CFL)) for the 2003-2004 Award Year that is greater than their GAPS Net Drawdown reflected in the COD System. The message warns an affected school that its 2003-2004 CFL will be reduced to the GAPS Net Drawdown if the CFL is still greater than the GAPS Net Drawdown on March 29, 2006. When the actual reduction occurs later in March, the school will have a reduced authorization in the GAPS and will receive an Electronic Statement of Account (ESOA) that reflects the revised authorization.

Note: The amount of the reduction will equal the difference between the school's CFL and GAPS Net Drawdown. This means that the amount of the reduction could equal as little as $0.01.

A school that receives the warning message should review its internal records and its CFL, GAPS Net Drawdown, and Net Accepted and Posted Disbursements (NAPD) reflected in the COD System as soon as possible. The school should submit all outstanding downward disbursement adjustments to the COD System and/or request any outstanding drawdown from the GAPS for the 2003-2004 Award Year as soon as possible but before March 29, 2006.

An electronic announcement informing schools of the message is posted to the IFAP Web site
(http://www.ifap.ed.gov/eannouncements/0301CFLReduct0304GAPSNetDrawdown.html).

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.

- 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)]

Resolved Issues

Described below are "Current Issues" that have been resolved. A full description of each issue will remain in this section for 7 calendar days following the "Updated" date. If a clean up is required, the title of the issue will then be moved to "Resolved Issues In Clean Up."

For the full description of a resolved issue after it is removed from this section, refer to previous postings of the COD Processing Update on the IFAP Web site, www.IFAP.ed.gov/. The COD Processing Update is posted to the IFAP Web site each Friday.

Action Queue Search Screen Functionality Not Working In All Cases [03/15/06 (Updated 03/22/06)]
In the Electronic Announcement, COD System Implementation for 2006-2007 Award Year, posted on the IFAP Web site, Federal Student Aid informed schools of two enhancements planned for the COD System's 2006-2007 Award Year implementation. One of the enhancements increases the number of disbursements that can be returned when a user performs a search on the COD Web site's Action Queue Search screen.

Previously, the maximum number of disbursements returned per search on the COD Web site's Action Queues Search screen was 3,000. While the explanation in the Electronic Announcement did not state this specifically, the enhanced search allows for the return of up to 15,000 disbursements. If a search results in more than 15,000 disbursements, the system will generate a message informing the user that more disbursements exist.

On March 10-11, 2006, COD implemented the additional functionality for the 2006-2007 Award Year, including the enhancement to the COD Web site's Action Queue Search screen. However, the search was not functioning as it should. In some cases, the user was

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not informed when more than 15,000 disbursements existed. In other cases, no
disbursements were returned to the user when they did exist.

On March 20, 2006, COD implemented a fix for this issue. In all cases, disbursements (up
to the 15,000 limit) and applicable messages are being displayed on the Action Queue
Search screen.

Note: When a search results in more than 15,000 records, COD will display the first 15,000
records. The user will also see the following message: *15,000 Disb Found—More Disbs
Exist—Please Narrow Search.*

We apologize for any inconvenience this issue may have caused and appreciate your
patience.