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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.

COD Processing Update
April 14, 2017
NEWS/UPDATES

- **First 2016-2017 Verification Status Code "W" Warning and Deobligation Process Postponed (4/14/17)**

Typically, in April of each year, we complete the first warning and deobligation process for student records reported with a verification status code of "W". For this process, we send to schools a warning message stating that we will consider Pell Grant disbursements to all students with a verification status code of "W" as overawards and we will soon reduce the disbursements to a zero dollar amount ($0.00), even though the disbursements were previously accepted in the COD System. Then approximately two weeks following the warning message, we systematically reduce the affected disbursements.

To ensure schools have enough time and resources to complete the verification process, we are delaying the deobligation process for 2016-2017 Pell Grant awards until May 31, 2017. We will provide full details about the first 2016-2017 warning and deobligation process in a forthcoming Electronic Announcement. *Note:* On April 11, 2017, we inadvertently posted school correspondence to the COD Web Site warning that a school has one or more 2016-2017 student records still reported with a verification status code of "W". We have removed the inadvertent warning messages from the COD Web Site.

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

- **Formatting and Printing the Pell Grant School Account Statement and the Pell Grant SAS Disbursement Detail on Demand (4/13/17)**

In March 2017, Federal Student Aid implemented the Pell Grant School Account Statement (SAS) and the Pell Grant SAS Disbursement Detail on Demand. In an April 13, 2017 Electronic Announcement posted on the Information for Financial Aid Professionals (IFAP) website, we provide additional information about how schools can format and print the Pell Grant SAS and/or Pell Grant SAS Disbursement Detail on Demand if the file is not able to be imported directly into the school's Financial Aid software or mainframe systems.

Instructions for formatting Comma Delimited with Headers SAS files are posted on the April 13, 2017 Electronic Announcement, as well as the Common Origination and Disbursement (COD) Web Site and can be accessed by clicking on the "COD Resources" link located on the gray bar at the bottom of the

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home page. If you have questions about the Pell Grant SAS, Pell Grant SAS Disbursement Detail on Demand, or need additional assistance with using them, contact the COD School Relations Center.

- **Full COD Common Record XML Schema Validation Begins March 2017 (2/24/17)**

Federal Student Aid will begin to fully validate all Common Record files against the published [COD Common Record XML Schema](#). This means that if a school submits a Common Record batch that does not conform to the published schema format, *it will not be processed by the COD System and the school will receive COD Reject Edit 210*.

Currently, in some cases, Federal Student Aid is accepting Common Record batches that do not fully conform to the published schema format. In those cases, the batches are processed by the COD System, but we return COD Warning Edit 211 at the batch level. This warning edit provides the opportunity for a school to know that there is an XML coding issue. *Beginning in March 2017, the warning edit will no longer be returned. Instead, the Common Record batch will be rejected at the batch level with COD Reject Edit 210, and the records included in the batch will not be processed.*

COD Testing Support – COD testing is available to allow schools to send test data to the COD System prior to processing and submitting production data using the new schema version. Detailed information about COD Testing can be found in a [November 18, 2016 Electronic Announcement](#). Additional testing documentation is found in Volume V of the COD Technical Reference.

In addition, schools can use an XML validator program to test its XML files prior to sending them to the COD System. Federal Student Aid provides step-by-step instructions for how a school can use an XML validator program with our posted [COD XML Schema files](#) on the IFAP website.

For complete information about schema validation, refer to a [February 23, 2017 Electronic Announcement](#). If you have additional questions, contact the COD School Relations Center.

- **New Street Address for Mailing Paper Master Promissory Notes and Endorser Addenda Effective March 24, 2017 (2/23/17)**

On March 24, 2017, the street address for sending *paper* Master Promissory Notes (MPNs) and Endorser Addenda to the Department of Education (the Department) via express or overnight delivery will change. There will also be a change to the P.O. Box address used for regular postal delivery.

The new address information will be as follows:

Delivery Method	New address effective March 24, 2017…	Replaces old address…
Express or Overnight Delivery	U.S. Department of Education 2429 Military Road, Suite 200 Niagara Falls, NY 14304	U.S. Department of Education 100 Capitol Commerce Blvd. Montgomery, AL 36117
Regular Postal Delivery	U.S. Department of Education P.O. Box 9002 Niagara Falls, NY 14302	U.S. Department of Education P. O. Box 5692 Montgomery, AL 36103-5692

For complete information regarding the address change, refer to the [February 17, 2017 Electronic Announcement](#) posted on the IFAP website.

CURRENT ISSUES

DIRECT LOANS

Inactive Awards Incorrectly Considered for MPN Processing Options (4/6/17)

Federal Student Aid has determined an issue in which the COD System is incorrectly evaluating inactive awards (award and disbursement amounts reduced to $0) when considering if a loan origination record is on file. As a result, schools may receive Master Promissory Note responses (message class: CRPN) prematurely. Federal Student Aid is working to correct the issue, but a resolution date has not been determined.

Federal Student Aid appreciates your patience as it works to correct the issue. For further assistance with COD System processing, schools should contact the COD School Relations Center.

GRANTS

There are no Grants-related issues at this time.

Keep School Contact Information Current in the COD System (4/14/17)

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.](#)