



# COD Processing Update

April 15, 2011

## NEWS/UPDATES

### • **2008-2009 National SMART Grant CFL Reduction to G5 Net Drawdown On April 12, 2011 (04/13/11)**

On April 12, 2011, Federal Student Aid reduced the National Science and Mathematics Access to Retain Talent Grant (National SMART Grant) 2008-2009 Award Year Current Funding Level (CFL) to equal the Net Drawdown amount reflected in the COD System and in G5. This action applies to schools that had a CFL greater than their G5 Net Drawdown. As noted in the warning message that we sent to affected schools on March 29, 2011, this action was taken because disbursements and disbursement adjustments for the 2008-2009 Award Year should have already been submitted to the COD System for processing. This reduction affected approximately 23 schools.

A school affected by the April 12, 2011 CFL reduction to G5 Net Drawdown will be impacted as follows:

- Receive a text message (SGTX09OP Message Class) in the school's Student Aid Internet Gateway (SAIG) mailbox notifying the school of the reduction.
- Receive a new Electronic Statement of Account (ESOA) that reflects the reduction.
- See a change in the school's CFL that reflects the reduction.
- See a change in the school's authorization in G5 that reflects the reduction.

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

If you have questions about the 2008-2009 CFL reduction to G5 Net Drawdown or need to have funding reinstated, contact the COD School Relations Center.

### • **2010-2011 Verification Status Code "W" Warning Message (04/07/11)**

On April 6, 2011, Federal Student Aid began processing a text message (PGTX11OP) as well as a Reconciliation Report (PGRC11OP) to schools that have one or more Federal Pell Grant (Pell Grant) student records still reported with a verification status code of "W". The message is a warning that disbursements to all students with a verification status code of "W" will be considered overawards and reduced to a zero dollar amount (\$0.00), even though the disbursements were previously accepted in the COD System. The reduction of the affected disbursements is scheduled to occur on April 20, 2011.

#### ***Note Regarding Verification Deadline:***

Some of the student records included in the Reconciliation Report may be for students who are still within the allowable timeframe for submitting verification documentation/completing the verification process as will be



specified in a forthcoming notice that will be published in the [Federal Register](#) and subsequently posted on the [Information for Financial Aid Professionals \(IFAP\) Web site](#).

Following the April 20, 2011 reduction, if a school needs additional time to complete verification for an individual student in accordance with the allowable timeframe in the [Federal Register](#) notice, the school may resubmit a disbursement record with a value greater than zero (\$0.00) until September 30, 2011. After September 30, 2011, the COD System will no longer accept "W" as a valid verification status code for 2010-2011 Pell Grant awards. For complete information, refer to the [April 7, 2011 Electronic Announcement](#) posted on the Information for Financial Aid Professionals (IFAP) Web site. If you have questions about the warning message or about reporting verification status codes to the COD System, contact the COD School Relations Center.

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## CURRENT ISSUES

### DIRECT LOANS

#### **RESOLVED-Financial Transaction Processing Issues and Impact to School Account Statement Updated 04/13/11 (04/01/11)**

Following the G5 Phase 3 implementation and shutdown in early March, Federal Student Aid began processing financial files on March 14, 2011. In a few instances, processing issues caused financial transactions, including drawdown, drawdown adjustment, and refund transactions, to be duplicated and posted to the COD System in error. Federal Student Aid has corrected the duplicate transactions.

**Note:** The duplicate transactions and any reversing transactions will be seen in the Direct Loan School Account Statement (SAS) and/or TEACH Grant SAS for the impacted schools. The duplicate transactions and any reversing transactions processed in the COD System during the month of March appeared in the March month-end SAS. Any remaining reversing transactions processed in the COD System during the month of April will appear in the April month-end SAS.

Federal Student Aid apologizes for the inconvenience this issue may have caused.

### GRANTS

There are no Grant specific issues to report at this time.

**Contact Information:** If you have questions, contact the COD School Relations Center at 800/474-7268 for Grants or 800/848-0978 for Direct Loans. You may also e-mail [CODSupport@acs-inc.com](mailto:CODSupport@acs-inc.com).

### REMINDERS

#### **Impact on COD Processing April 17, 2011 (04/13/11)**

Federal Student Aid is planning several system maintenance activities on April 17, 2011. In addition, the Student Aid Internet Gateway (SAIG) will be unavailable from 3:00 A.M. until 11:00 A.M. (ET) due to its regular Sunday morning maintenance. These activities will result in outages of certain COD System functionality for a period of time.

**Note:** On April 17, 2011 from 5:00 A.M. (ET) until 7:00 P.M. (ET), there will also be extended system maintenance for the Central Processing System (CPS) that will impact several Federal Student Aid Web sites and systems. For complete information, refer to the [March 30, 2011 electronic announcement](#) posted to the Information for Financial Aid Professionals (IFAP) Web site.

An explanation of how these activities will impact COD System availability and processing follows below. Please review this information to determine if processing at your school will be affected.

#### **Extended COD System Maintenance**

From 1:30 A.M. (ET) until 11:00 A.M. (ET) on Sunday, April 17, 2011—



- Users will not be able to submit or retrieve data via the [COD Web site](#).
- An individual will not be able to complete online Direct Loan Entrance Counseling, complete a new Master Promissory Note (MPN) electronically, complete a Direct PLUS Loan Request electronically, endorse a Direct PLUS Loan electronically or view loan correspondence via the [StudentLoans.gov Web site](#).
- An individual will not be able to complete TEACH Grant Initial and Subsequent Counseling, complete a new TEACH Grant Agreement to Serve (ATS), or retrieve an existing ATS via the [TEACH Grant Web site](#).
- Batches submitted by schools via the SAIG will be held or schools will receive an error message informing them that the SAIG is unavailable and that the data must be transmitted at a later time.

Financial Aid Professionals (IFAP) Web site. Under the “Tools for Schools” section on the home page, click on [COD Computer-Based Training](#).

If you have questions or comments about the COD CBT, contact the COD School Relations Center at 800/474-7268 for Grants or 800/848-0978 for Direct Loans. You may also e-mail [CODSupport@acs-inc.com](mailto:CODSupport@acs-inc.com). If you e-mail your question or comment, please include “COD CBT Question/Comment” in the subject line.

### **Sending Addresses for U.S. Territories and Foreign Countries on the Common Record or the COD Web site (04/15/11)**

When submitting student or borrower addresses or address changes to the Common Origination and Disbursement (COD) System, it is important that the correct tags are used, particularly when the student or borrower address is located in a U.S. Territory or Foreign Country. If these addresses are not submitted correctly, important correspondence from the COD System and the federal loan servicers is delayed or not received.

- When a student or borrower address is located in a U.S. Territory it is considered a domestic address. Do not submit a Country Code.
- When a student or borrower address is located in a Foreign Country, it is treated as a foreign address.

See below for the correct procedures for submitting U.S. Territories and Foreign Country addresses via the Common Record batch submission or COD Web site.

### **Submitting Addresses for U.S. Territories and Foreign Countries via the Common Record**

When creating or updating a person record via the Common Record batch submission, a school should send the address block with the following tags:

### **Contact Information**

Federal Student Aid appreciates your patience and understanding as it completes this important activity. If you have any questions about the COD System, the StudentLoans.gov Web site, or the TEACH Grant Web site, contact the COD School Relations Center. If you have any questions about the SAIG, contact CPS/SAIG Technical Support at 800/330-5947 or by e-mail at [CPSSAIG@ed.gov](mailto:CPSSAIG@ed.gov).

### **COD Computer-Based Training (04/15/11)**

Federal Student Aid takes this opportunity to remind the community of the availability of the COD Computer-Based Training (CBT). The COD CBT includes enhancements that have been made to the COD System, the [COD Web site](#), and associated Web sites and software products through June 26, 2010.

The COD CBT consists of component simulations and CBTs. Each COD CBT component is explained below. The electronic files associated with each component, as well as information about downloading and navigating the COD CBT, are available on the Information for

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Schema Version	Included Tags for Domestic Address, including U.S. Territories	Excluded Tags for Domestic Address, including U.S. Territories	Included Tags for Foreign Addresses
3.0c or 3.0d	<AddressLine> <City> <StateProvinceCode> <PostalCode>	<StateProvince> <CountryCode>	<AddressLine> <City> <StateProvince> (Optional) <PostalCode> (Optional)  <CountryCode>

**Submitting Addresses for U.S. Territories and Foreign Countries via the COD Web site**

When creating or updating a person record on the COD Web site, a school should select the U.S. Territory from the dropdown box in the State/Province field. A school should select the Country field as “Blank”.

A complete list of State Codes (including U.S. Territories), Jurisdictions, and Country Codes are provided in Volume VI, Section 4 of the [2010-2011 COD Technical Reference](#). If you have questions about this information, contact the COD School Relations Center.