
Application Processing System Summary of Changes Process Guide

2005-2006

U.S. Department of Education



**F E D E R A L
S T U D E N T A I D**

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Summary of Changes to the 2005-2006 FAFSA and Renewal FAFSA

Overview

This section provides information about the paper 2005-2006 Free Application for Federal Student Aid (FAFSA), including how to order quantities of the form from our Bulk Publication Ordering System (BPOS). We address the following topics in this section:

- Information about 2005-2006 FAFSA ordering and distribution
- Description of changes to the 2005-2006 FAFSA
- Description of changes to the 2005-2006 Renewal FAFSA
- FAFSA instructions for Pacific Islanders

2005-2006 FAFSA Ordering and Distribution

When and How Can You Order FAFSAs?

On October 21, 2004, you could begin ordering English and Spanish versions of the paper 2005-2006 FAFSA by going to our online Bulk Publication Ordering System (BPOS). You can access the BPOS through our Schools Portal Web page (fsa4schools.ed.gov) by clicking on “Publications and How to Order” and then selecting “Bulk Publication Ordering System”. You must provide your 8-digit OPE-ID number when placing your order.

Due to the dramatic increase in the number of students applying electronically for financial aid, we are again printing smaller quantities of paper FAFSAs for the upcoming year. Therefore, we ask you to continue to voluntarily reduce the number of 2005-2006 FAFSAs you order.

FAFSA on the Web Pre-Application Worksheet

We are once again offering the *FAFSA on the Web Pre-Application Worksheet* for students who plan to use the Web to apply for financial aid. Some students like to complete a paper FAFSA to prepare for filling out the online FAFSA. However, because FAFSA on the Web enables students who qualify for an automatic zero Expected Family Contribution (EFC) or the Simplified Needs Test (SNT) the option of skipping certain questions, the order of the questions on the online FAFSA is different from the order on the paper FAFSA. It is therefore helpful to tell Web filers to complete the Pre-Application Worksheet instead of a paper FAFSA, as the questions are in the same order as they appear on the online FAFSA.

The *2005-2006 FAFSA on the Web Pre-Application Worksheet* has been updated to include Worksheets A, B, and C. Students who complete the Pre-Application Worksheet will now be able to complete Worksheets A, B, and C more easily before completing their FAFSAs.

To help students get a head start on the 2005-2006 FAFSA, we are posting the *2005-2006 FAFSA on the Web Pre-Application Worksheet* on the FAFSA on the Web site in November 2004. Beginning on November 28, 2004, students can print the 2005-2006 Pre-Application Worksheet from Section 1 of the FAFSA on the Web home page at fafsa.ed.gov. Federal Student Aid (FSA) will also post printable versions of both the English and Spanish Pre-Application Worksheets on the Information for Financial Aid Professionals (IFAP) Web site at ifap.ed.gov and on Student Aid on the Web at studentaid.ed.gov. We encourage you to either print copies of the worksheet and distribute them to your students or direct your students to FAFSA on the Web or Student Aid on the Web, where they can locate and print a copy for themselves.

Refer to the *2005-2006 Student Web Application Products Process Guide*, posted on the IFAP Web site at ifap.ed.gov, for more detail regarding the changes we are making to the 2005-2006 online FAFSA.

2005-2006 FAFSA

The 2005-2006 FAFSA retains the core design of the 2004-2005 FAFSA. We reworded some questions and instructions to clarify and simplify the form. The questions on the FAFSA are in the same order and no questions were added or deleted.

Once again the FAFSA includes a one-page insert and a return receipt postcard.

The following section explains the items that changed on the paper 2005-2006 FAFSA.

Changes to the Paper 2005-2006 FAFSA

Global Changes

- **Colors** – The 2005-2006 FAFSA colors are green for student information and purple for parent information. The green is PANTONE 344 CVU and the purple is PANTONE 263 CVU.

Green is the next color in our four-year color rotation of blue → yellow → pink → green. Purple has been our stable color for parent information since the 1999-2000 FAFSA redesign.

- **Year References** – All year references have been increased by one year.
- **Date Fields** – To help applicants enter accurate data on their FAFSAs, we have added shaded letters within all the date field boxes indicating the date format to use. For example, in MMDDYYYY, *M* indicates month, *D* indicates the day, and *Y* indicates the four-digit year.
- **Italicized Titles** – All occurrences of the following titles have been italicized:
 - *Free Application for Federal Student Aid*
 - *Student Aid Report*
 - *FAFSA on the Web*
- **Wording** – We have made the following global replacements:
 - “over the internet” has been changed to “online”
 - “Telefile” has been replaced with “TeleFile”
 - “Telefilers” has been changed to “TeleFilers”
- **Parentheses** – We have removed parentheses around the “s” in “parent(s)”.

Page 1

- **Design** – The layout of the information on this and the following pages was not redesigned this year.

The information immediately under the FAFSA title was revised to say, “Use this form to apply free for federal and state student grants, work-study, and loans. Or apply free online at www.fafsa.ed.gov.”

- **Applying by the Deadlines** – We inserted “and easiest” after “fastest” in the last sentence of the third paragraph. The full sentence now reads “This is the fastest and easiest way to apply for aid.”
- **Using Your Tax Return** – We clarified the wording in this section and now stress that the student must include income and tax data on his or her application, even if a tax return has yet to be filed.
- **Filling Out the FAFSA** – We reworded the paragraph describing unusual circumstances to say “If you or your family has unusual circumstances (such as loss of employment), complete and submit this form as instructed and then consult with the financial aid office at the college you plan to attend.” Also in the last paragraph, the text “look on the Internet” was replaced with “visit our Web site.”
- **Mailing Your FAFSA** – In the first paragraph, we updated the mailing address and modified the last sentence to emphasize that students should only send the form and not the worksheets. We also combined the first two sentences in the second paragraph and expanded our clarification of what the student should receive after the application is processed.
- **State Aid Deadlines** – All state deadlines have been updated for 2005-2006. In addition:
 - We changed “File On-Line and File On-Time” to “File Online and File On Time.”
 - We changed deadline notices for Maryland, Montana, and New York to “date received.”
 - We deleted the deadline for Puerto Rico and added “PR” to the list of states whose deadlines students should obtain from their financial aid administrators.
 - We added the phrase “and territories” in the sentence “Check with your financial aid administrator for these states and territories” at the bottom of this section.

Page 2

- **Notes for questions 34 (page 4) and 72 (page 5)** – We are changing the income level from \$50,000 to \$100,000 to qualify for filing a 1040A, 1040EZ, and TeleFile form for 2004 to correspond with changes made by the Internal Revenue Service (IRS). People who itemize, or use any of the 1040 Schedules still must use the 1040. There is no change to the Simplified Needs Test.

Page 3

- **Question 9** – This date field now includes gray shading to assist the applicant in providing accurate date information and the slash marks separating the month, date, and year have been removed.
- **Questions 23-24** – We bolded the text “See page 2” to be consistent with other referrals.

Page 4

- **Step Two** – We updated all IRS line item references in Step Two to correspond with 2004 tax returns.
- **Question 33** – The text for answer “d” is modified from “A tax return for...” to “A tax return with...”
- **Question 44** – We added a definition of net worth to the end of the question: “*Net worth* means current value minus debt.”
- **Questions 46-47** – We added a color bar around these questions to separate the veterans’ benefit questions from the student’s income column.
- **Question 53** – To clarify the definition of an orphan, we modified the placement of the parentheses from “...or were you (until age 18)...” to “...(or were you until age 18)...”

Page 5

- **Step Four** – We updated all IRS line item references in Step Four to correspond with 2004 tax returns.
- **Questions 60 and 64** – An eight-digit date of birth (DOB) is now entered instead of a six-digit DOB. This date field also includes gray shading to assist the applicant in providing accurate date information and the slash marks separating the month, date, and year have been removed.
- **Questions 71** – The text for answer “d” is modified from “A tax return for...” to “A tax return with...”
- **Questions 78 to 80** – We added an apostrophe after “parents” in the second sentence.
- **Question 82** – We changed “(not your home)” to “(not your parents’ home)” and added the following definition of net worth to the end of the question: “*Net worth* means current value minus debt.”

Page 6

- **Step 6 instructions** – The phrase “and your enrollment level” has been changed to “and indicate your enrollment status.”
- **Step 7** – We added a sentence to the Certification Statement that says “If you sign any document related to the federal student aid programs electronically using a Personal Identification Number (PIN), you certify that you are the person identified by the PIN and have not disclosed that PIN to anyone else.” The sentence stresses to applicants that they should not share their PINs with anyone, including third-party commercial vendors. We want to ensure that applicants are aware that their PIN provides access to personal student and parental data on the Web and that the PIN could be used to sign important financial aid documents, including loan promissory notes, for which the applicant would be responsible.

Page 7

- **Notes for question 84 (page 6)** – We deleted an extra “and” at the end of the first bullet.
- **Notes for question 98 (page 6)** – We added quotation marks around “full time,” “3/4 time,” and “Half time.”

Page 8

- **All Worksheets** – We updated all IRS line item references in the worksheets to correspond with the 2004 tax returns.
- **Worksheet A, Social Security Benefits** – We clarified the Social Security benefits instructions by adding the following sentence: “Report benefits paid to parents in the Parents’ column, and benefits paid directly to student (or spouse) in the Student/Spouse column.”
- **Worksheet B, line 8** – We enclosed “nonfarmers only” in parentheses and removed the dash that appeared before that phrase to emphasize the text more clearly.

2005-2006 Renewal FAFSA

Each year the Central Processing System (CPS) creates a Renewal Free Application for Federal Student Aid (FAFSA) for students who are eligible to participate in the renewal application process. The Renewal FAFSA is a tremendous timesaver for students because most of the information they provided on their prior-year application is carried forward and preprinted on their Renewal FAFSAs. Students need only answer certain income and asset questions and update other information if it has changed from the previous year.

Since most continuing students are now using the Web to reapply for aid, beginning in 2005-2006 we now automatically send Renewal Reminders to all renewal eligible students instead of sending them paper Renewal FAFSAs. The PIN Mailer and E-mail Renewal Reminders inform students they can use the Web to reapply for aid.

However, if you want to request that some of your students continue to receive paper Renewal FAFSAs instead of Renewal Reminders, you can do so through FAA Access to CPS Online or by sending a request file through the Student Aid Internet Gateway (SAIG).

As in past years, only students who meet certain criteria are eligible to receive paper Renewal FAFSAs. Therefore, if you want to request paper Renewal FAFSAs for selected students for 2005-2006, you can only do so for those students who provided a deliverable mailing address on their 2004-2005 applications and meet *all* of the following criteria:

- Did not use the Web to file an application or make a correction in 2004-2005, and
- Did not provide a valid e-mail address on their 2004-2005 FAFSA, and
- Are not fifth-year undergraduates or graduate/professional students in 2004-2005

If we do not have a deliverable mailing address with which to correspond with the student, we will not create a paper Renewal FAFSA. However, if the student provided a valid e-mail address on his or her 2004-2005 FAFSA, we now send a Renewal Reminder in lieu of a paper Renewal FAFSA.

Refer to the *Renewal Application Data (RAD) Process Guide* (located on the IFAP and FSA Download Web sites) for complete details about the 2005-2006 renewal application process. The *RAD Process Guide* provides useful information about the process, including a summary of the major changes to the process and the form, a schedule of important dates, and procedures for requesting paper Renewal FAFSAs using the FAA Access to CPS Online Web site.

New for 2005-2006! Renewal FAFSA on the Web is available in Spanish.

Changes to the 2005-2006 Paper Renewal FAFSA

The format of the 2005-2006 paper Renewal FAFSA remains largely unchanged. As always, the form contains all the data from the applicant's previous year's FAFSA, except income information, the cash, checking, and savings account responses, and grade level. We have added and reworded questions to correspond with changes made to the paper 2005-2006 FAFSA. You can download a copy of the Renewal FAFSA and instructions from the IFAP Web site at ifap.ed.gov.

Changes and enhancements to the paper Renewal FAFSA are summarized below:

- **Design Changes** – We have made the following changes:
 - **Department of Education Logo** – Beginning this year, at the top of the Renewal FAFSA, we are alternating the side of the page on which we print the logo. For 2004-2005, the logo printed on the left side of the page. In 2005-2006, the logo will print on the right side of the page. This will help you and the FAFSA processor more quickly identify the Renewal FAFSA cycle year.
 - **Bar Code** – We added the cycle year to the bar code to ensure forms are processed in the correct cycle flow.
 - **Student Last Name** – We discontinued printing the student's last name on page two of the Renewal FAFSA, as this data is no longer needed for quality control purposes.
- Note:** In the *2005-2006 Renewal Application Data (RAD) Process Guide* we told you that the 2005-2006 Renewal FAFSA return envelope would be gray to simplify mail sorting. Because of readability issues at the U.S. Post Office, we have decided not to use a gray envelope and will continue to use a white envelope.
- **Enrollment Status** – We now carry forward the enrollment status response values from the student's 2004-2005 FAFSA to the 2005-2006 Renewal FAFSA, including:
 - 1 – Full time
 - 2 – 3/4 time
 - 3 – 1/2 time
 - 4 – Less than 1/2 time
 - 5 – Not sure

- **Parental Data** – If the student’s parents received a positive Social Security Number (SSN), name, and DOB match (SSN Match Flag equals “4”) with the Social Security Administration (SSA) on the student’s 2004-2005 application, we now do the following:
 - Preprint the parent’s name, DOB, and the last four digits of each parent’s SSN from the 2004-2005 application on the 2005-2006 paper Renewal FAFSA and the Renewal on the Web application;
 - Print only the last four digits of the parents’ SSN to protect their privacy. The first five digits will appear as Xs. If you need to access the full parental SSN, you can view it using FAA Access to CPS Online or on the ISIR.
 - Carry forward the parental SSN match results to the 2005-2006 Renewal FAFSA.
- **DOB Instruction** – The instruction for the student’s DOB changed from “Use MM/DD/CCYY” to “Use MM/DD/YYYY”.
- **Parents’ DOB** – The parents’ DOB fields have been expanded to include entry boxes for the century, which was not previously printed on the application.

FAFSA Instructions for Pacific Islanders

As in the prior two cycles, we are not using a separate P.O. Box and zip code for applicants from the Pacific Islands who do not have Social Security Numbers (SSNs). Pacific Islanders without SSNs must send their FAFSAs to the address printed on the paper FAFSA, which is:

Federal Student Aid Programs

P.O. Box 7001

Mt. Vernon, IL 62864-0071

The CPS assigns an identification number for the student who indicates on the 2005-2006 FAFSA that his or her state of legal residence is one of the Pacific Islands, but does not provide an SSN. As in previous years, these applicants are exempt from the SSN match with the Social Security Administration.

We Value Your Comments and Suggestions!

Many of the changes we made to the 2005-2006 FAFSA and Renewal FAFSA were the result of feedback and comments we received from you. We received many very helpful suggestions from focus groups we conducted on corrections and the FAA Access to CPS Online Web site. As always, we appreciate your contributions to improving the FAFSA and encourage you to continue to share your suggestions with us. We are particularly interested in ways to simplify the form by eliminating unnecessary data collection.

Direct your comments and suggestions to:

U.S. Department of Education
FAFSA Coordinator
Application Processing, Students Channel
Union Center Plaza
830 First Street, NE
Room 31C2
Washington, DC 20202

Or send a fax to: 1-202-275-0492.

We also encourage you to watch IFAP this winter when we will post *Federal Register Notices* requesting public comments on the 2006-2007 FAFSA.

2005-2006 Application Processing System Schedule

Schedule for the 2005-2006 Application Processing System

Date	Event
June 17, 2004	The Secretary of Education announced the annual updates to the tables that will be used in the statutory ``Federal Need Analysis Methodology'' to determine a student's Expected Family Contribution (EFC) for award year 2005-2006 on the IFAP Web site. ifap.ed.gov/fregisters/FR06172004.html
July 21, 2004	FSA announced the availability of the <i>Draft 2005-2006 Electronic Data Exchange (EDE) Technical Reference</i> (including the Institutional Student Information Record [ISIR] Record Layout and ISIR Cross Reference) on the IFAP and FSAdownload Web sites. ifap.ed.gov/eannouncements/0720EDETechRef0506.html
July 23, 2004	FSA announced the availability of SSCR for Windows, Release 2.0. SSCR for Windows is a multi-year application designed to help you electronically certify borrowers' enrollment and update student information on the National Student Loan Database System (NSLDS). ifap.ed.gov/eannouncements/0723SSCRNetworkMsg.html

Schedule for the 2005-2006 Application Processing System (Continued)

Date	Event
September 7, 2004	FSA announced the posting of the <i>2005-2006 Renewal Application Data (RAD) Process Guide</i> posted on the FSAdownload Web site. ifap.ed.gov/eannouncements/0907RADGuide0506.html
September 9, 2004	FSA announced that the Return of Title IV Funds for Windows Service Release, Version 1.1.2, was available on the FSAdownload Web site. ifap.ed.gov/eannouncements/0909R2T4ReleasePG083004draft.html
September 10, 2004	In preparation for the renewal application process, FSA sent a network message to schools asking them to remind students to update their mailing and e-mail addresses in the CPS. ifap.ed.gov/eannouncements/0910StudentReminderUpdateInfo.html
September 14, 2004	FSA announced that the Return of Title IV Funds (R2T4) on the Web site was available from the FAA Access to CPS Online Web site. ifap.ed.gov/eannouncements/0914WebR2T4Funds.html
October 4 – 29, 2004	Schools could use FAA Access to CPS Online to request paper Renewal FAFSAs, rather than PINs, for those students eligible to participate in the renewal application process and who are eligible for a paper Renewal FAFSA. See the <i>Renewal Application (RAD) Process Guide</i> posted on the IFAP and FSAdownload Web sites for more information on the renewal application process.
October 21, 2004	Schools could begin ordering 2005-2006 FAFSAs from FSA’s online Bulk Publications Ordering System at edpubs.org/bpos .
November 5, 2004	The <i>2005-2006 EDE Technical Reference</i> was posted to the IFAP and FSAdownload Web sites.
November 5 – December 17, 2004	The CPS sends e-mail Renewal Reminders to students who are not receiving a paper Renewal FAFSA and who have valid e-mail addresses. Paper PIN Mailers are sent to students who are not receiving a paper Renewal FAFSA, do not have valid e-mail addresses, but have deliverable mailing addresses.

Schedule for the 2005-2006 Application Processing System (Continued)

Date	Event
November 5 – December 17, 2004	The CPS mails paper Renewal FAFSAs to eligible students who were selected by a school to receive a paper Renewal FAFSA.
November 12, 2004	The <i>2005-2006 SAR/ISIR Comment Codes and Text</i> was posted to the IFAP and FSAdownload Web sites.
November 2004	The <i>School Electronic Process Guide</i> is posted on the IFAP and FSAdownload Web sites, describing changes to FAA Access to CPS Online, the 2005-2006 EDEExpress software, other EDESuite software changes, Return of Title IV Funds on the Web, and the ISIR Analysis Tool Web application. The ISIR Datamart is also discussed.
November 2004	The <i>Student Web Application Products Process Guide</i> is posted on the IFAP and FSAdownload Web sites. This guide describes the 2005-2006 changes to student Web application products, including the FAFSA on the Web and PIN Web sites.
November 2004	The Federal School Code List is mailed.
November 2004	The <i>Guide to 2005-2006 ISIRs</i> is posted to the IFAP Web site.
November 22, 2004	The CPS Test System will be available on November 22, 2004 and is available through the end of August 2006. The CPS Test System is designed to enable you to test electronic application and correction data transmissions from your system with the CPS (outside of the normal CPS production environment).
November 28, 2004	The 2005-2006 FAFSA on the Web and FAA Access to CPS Online Demonstration sites are available at fafsademo.test.ed.gov . The user name is eddemo and the password is fafsatest .
January 1, 2005	The 2005-2006 FAFSA on the Web, Renewal FAFSA on the Web, and Corrections on the Web sites are available to students.
January 1, 2005	The 2005-2006 FAA Access to CPS Online Web site is available to financial aid administrators.
January 3, 2005	The 2005-2006 Central Processing System (CPS) begins processing.

Schedule for the 2005-2006 Application Processing System (Continued)

Date	Event
January 2005	In early January the EDEExpress for Windows 2005-2006 software, Release 1.0, with global functionality and the Application Processing and Packaging modules, is posted on the FSAdownload Web site.
March 2005	The EDEExpress for Windows 2005-2006 software, Release 2.0, with the Direct Loan and Pell modules, is posted on the FSAdownload Web site.
June 2005	The 2005-2006 ISIR Analysis Tool Web application is available from the FAA Access to CPS Online Web site.
July 2005	The Direct Loan (DL) Tools for Windows software, Release 5.0, is posted to the FSAdownload Web site.
June 30, 2006	This is the last day that the CPS accepts receipt of 2005-2006 paper and electronic FAFSAs and Renewal FAFSAs. Electronic FAFSAs must be fully transmitted and received by 5 p.m. Central Time (CT). Watch the IFAP Web site for a Federal Register Notice that finalizes this deadline.
September 16, 2006	This is the last day the CPS accepts receipt of 2005-2006 paper and electronic corrections. Electronic corrections must be fully transmitted and received by 5 p.m. CT. Watch the IFAP Web site for a Federal Register Notice for more information about this deadline.

Summary of Changes to the 2005-2006 Central Processing System

Database Match Changes

Department of Homeland Security Match

- **Resend Records to Department of Homeland Security (DHS) Match** – When a correction to the Alien Registration Number (ARN) is made on a transaction that had previously gone through the DHS Match and received a match result of “eligible,” CPS will resend the transaction with the changed ARN to the DHS for rematching and updated eligible non-citizenship status check. In the past, after a DHS Match record received a match result of “eligible,” the record was not resent regardless of any corrections made.
- **No System-Generated SAR or ISIR for Secondary Confirmation if Primary Match Results are “Y”** – With any correction, records that do not have a citizenship status of “eligible” on the Secondary Confirmation Match continue to be resent through the match process, including Primary Verification. If the result from Primary Verification is “not eligible,” the record is automatically sent to Secondary Confirmation. In 2005-2006, if the result from Primary Verification is “eligible” on correction transactions, the match flag value from the Secondary Confirmation process will be reset to “blank” rather than remain as the “not eligible” result from the previous match. If the results from the Primary Verification are “eligible,” there is no further action needed from the FAA and the CPS does not need to send the record for the Secondary Confirmation Match. Hence for these records, system-generated ISIRs will not be generated since there will not be any records received from DHS.

Department of Veterans Affairs Match

- **Reset Department of Veterans Affairs (VA) Match Flag to Blank** – When a correction of “No” or “blank” is made to the veterans’ status question that was previously answered “Yes,” and when a VA Match had occurred, the VA Match Flag will be reset to “blank.” The student is now indicating that he or she is not a veteran and, therefore, no further action is required by the FAA. With a match flag of “blank,” there will not be a SAR C code or comments continuing to say that a resolution is required.

Social Security Administration (SSA) Match

- **Three New Match Rejects** – We are implementing three new rejects (D, E, and F), when the SSA Match Flag equals “3.” A match flag of 3 occurs when:
 - The student’s SSN is found in the Social Security Administration’s (SSA) records, but the name does not match (reject D); or
 - Either Parent’s SSN is found in the SSA’s records but the name does not match (rejects E and F).

This change to the match process was made to improve the accuracy of the data on the CPS database. By setting a reject we are requiring students and parents to resolve the conflicting data. See the Rejects section for more information on this reject and how to resolve it.

National Student Loan Database System (NSLDS)

- **New Comment** – A new comment (comment code 137) will be applied to a record when the NSLDS contact type for a defaulted loan is the disability data provider.
- **Consolidated Comments** – For simplification, we consolidated the comments for NSLDS loan limit flags into one comment (comment code 256) for exceeding loan limits and one comment (comment code 257) to specify that the student is close to or equal to the loan limits. The loan type (subsidized or unsubsidized) is not included in the text of the comment.

Master Death File

New Process – Beginning with 2005-2006, we will verify that student SSNs do not appear on a master death file provided by the SSA listing SSNs associated with deceased persons. The master death file match is in addition to the regular Social Security matches we conduct with SSA.

We will regularly compare the records on the CPS database with the records on the master death file. If we find a match, the CPS will resend the student record to SSA for a rematch.

- If no match is found (SSA Match Flag does not equal “5”) during the rematch process, no further action is taken.
- If the SSA’s records confirm a date of death for the applicant (SSA Match Flag equals “5”) during the rematch process, the CPS system-generates and sends an ISIR with the new Transaction Data Source/Type code “5W” to the schools listed on that ISIR transaction. Out of sensitivity to the family, we will not send a SAR to the student.

In addition, the CPS will disable PINs associated with individuals found in the file of deceased persons and will not generate a renewal application for any student found on the master death file. The applicant record will not be deleted from the CPS database. If the applicant appears in the deceased persons file inaccurately, the applicant will need to apply for a PIN again and they must receive a match flag of 4 before a new PIN will be issued.

Changes to CPS Edits

We have added and modified several CPS edits for 2005-2006. The changes we have made are as follows:

Warning Edits

- **Student's/Father's earned income is equal to Spouse's/Mother's earned income.** We added a warning edit that is applied to a transaction when the student's earned income equals the spouse's earned income or when the father/stepfather's earned income equals the mother/stepmother's earned income. Students who trigger this edit receive a comment (comment code 096 for parents or 098 for students) on their Student Aid Reports (SARs) asking them to verify and, if necessary, correct the earned income information provided on their FAFSAs.
- **Applicants selected for verification on transaction number 02 or greater.** The Verification Selection Change Flag is a new flag on the ISIR that is applied when the current transaction number is 02 or greater and the student is selected for verification for the first time. This will help FAAs identify students who may have been awarded aid before they were selected for verification. (Y = Previous transaction was not selected and Blank = No change in flag)

Rejects

We added five new verifiable rejects: D, E, F, J, and K. A verifiable reject indicates that the information originally provided is questionable but could be correct. The information must be corrected or the same value must be reentered before an EFC can be calculated. Rejects J and K have override codes.

- **Student's SSN matches with the SSA, but there is no name match** – Reject D is a new verifiable reject that occurs when the student's SSN is found on the SSA database but the name does not match (match flag equals "3"). For 2005-2006, we will reject the record when the SSA Match Flag equals "3." If the name reported is correct and the name on record at SSA is incorrect, the student or school must reenter the student's name and submit a correction. The record is sent back to the SSA for rematching. If the correction is returned with a match flag equal to "4," no further action is required and the CPS will suppress the reject and calculate an EFC. If the match flag is still equal to "3" the comments and SAR C Flag will be set but the reject will be suppressed and an EFC will be calculated. Resolution for this SAR C Flag is still required. (See Appendix B of the *2005-2006 ISIR Guide on SSA Match Flags* for more information) To avoid problems in subsequent years, the student should take steps to correct the information with SSA.

- **No SSA Match on Parent's Name** – We added two new verifiable rejects that will be applied to a dependent student's record. The reject occurs when the name reported for the student's parent is not found on the SSA database and there is no successful SSA match for the other parent:
 - Reject E – No SSA match on the father's/stepfather's name
 - Reject F – No SSA match on the mother's/stepmother's name

For either reject, if the reported name in the CPS is correct, but the name in SSA's records is incorrect, the student or school must reenter the parent's name and submit a correction; otherwise the record will continue to be rejected. The record is sent back to the SSA for rematching. If the correction is returned with a match flag equal to "4," no further action is required and the CPS will suppress the reject and calculate an EFC. If the match flag is still equal to "3," the record will have a comment to indicate there was still no name match with SSA. Unlike the student's SSA match, no SAR C code is set for a parent if the name does not match the SSN. Although the name may still not match the SSA's information, the CPS suppresses the reject (on the current and future transactions) and calculates an EFC. To avoid problems in subsequent years or to accommodate other dependent children also applying for Title IV aid, the parent should take steps to correct the information with SSA.

- **Parent SSN contains all zeros and the parents filed a non-foreign income tax return.** We added two new verifiable rejects that have reject override codes. These rejects occur when the SSN reported for the parent contains all zeros and they filed a U.S. federal income tax return:
 - Reject J – Father's/stepfather's SSN contains all zeros and the parents filed a federal income tax return.
 - Reject K – Mother's/stepmother's SSN contains all zeros and the parents filed a federal income tax return.

If the parent's SSN contains all zeros, and the parent did file a federal income tax return, the student or school must enter a valid, non-zero SSN for the parent and submit a correction. Students and FAAs who complete the online application are prompted to correct the SSN or tax return status or verify that this information is correct. If the FAA or applicant verifies that the data is correct by reentering zeros in the field, the appropriate reject override code is set and the CPS suppresses the reject. Schools that send their application data electronically through the SAIG can also set these override codes in their application and correction files if appropriate.

We added one non-verifiable reject (3) and modified one non-verifiable reject (12). A non-verifiable reject indicates that the information originally provided must be corrected before an EFC can be calculated. Rejects 3 and 12 have override codes that can only be set by the financial aid administrator.

- **Taxes Paid is greater than zero and equal to or greater than Adjusted Gross Income (AGI).** We modified reject 12 to apply to the parents' taxes paid and adjusted gross income and added reject 3 to apply to both dependent and independent students' taxes paid and adjusted gross income. These rejects occur when the taxes paid amount is greater than zero and equal to or greater than the AGI:
 - Reject 3 – Student's taxes paid is greater than zero and equal to or greater than AGI.
 - Reject 12 – Parents' taxes paid is greater than zero and equal to or greater than AGI.

These rejects are non-verifiable to students. If the student enters these values in any Web application product, he or she will be prompted to review and correct the information. If the taxes paid and AGI amounts are correct, the student will be allowed to reenter the data but will be prompted to see his or her FAA to override the reject before an EFC can be calculated. The record will be rejected and no EFC will be calculated. To resolve the reject the student must see his or her FAA.

If the FAA enters these values using FAA Access to CPS Online he or she will be prompted to review and correct the information. In the rare cases where the taxes paid are in fact equal to or greater than the AGI, the FAA can verify that the information is correct and the reject override code is set. An EFC will be calculated for the student and the record will not be rejected. The reject override codes for rejects 3 and 12 can be set using FAA Access to CPS Online or in application and correction data files that are transmitted electronically through the SAIG.

To summarize, students cannot override this reject online (FAFSA on the Web or Corrections on the Web) or on the paper SAR. Only the financial aid administrator can set the reject override.

Other Notable Changes to the CPS

Multi-Year Applicant Database

FSA continues to develop procedures to ensure that accurate data is reported on the FAFSA. To detect possible inconsistencies across application years, the CPS performs cross-year edit checks. Certain data from an applicant's 2004-2005 record is compared to data submitted on the 2005-2006 application and a warning comment is returned if an edit is triggered. Possible reporting errors are identified with this process and applicants are asked to review the data and make any necessary corrections.

A warning edit will be triggered and a comment will be set if there is a significant change in the parents' number of family members or number in college, an independent student's number of family members or number in college, the parents' total income, or the parents' taxes paid. This alerts applicants and schools on the SAR/ISIR to possible errors in the data and further promotes program integrity by encouraging applicants to submit accurate information. While we encourage schools to work with their students to resolve any possible errors, the comments are intended as warnings only and do not require resolution by the FAA.

New for 2005-2006! Students who meet the criteria for a cross-year edit when applying on the Web are prompted with a comment to verify that the data is correct. In addition, we now check to see if an FAA Adjustment was performed on the record. If an adjustment was made to the record, we suppress the resulting edits.

Need Analysis Changes

We updated the need analysis offsets and Income Protection Allowances (IPA) for 2005-2006. The methodology for determining the EFC is found in Part F of Title IV of the Higher Education Act of 1965, as amended. See the Federal Register Notice on the IFAP Web site at ifap.ed.gov/fregisters/FR06172004.html, dated June 17, 2004, for details about changes to the 2005-2006 need analysis tables.

Maximum Income for Automatic Zero EFC

The maximum adjusted gross income, or income earned from work, to qualify for the Automatic Zero EFC is tentatively \$15,000 for 2005-2006 (we are still awaiting confirmation of this amount from the IRS at this time). \$15,000 is tentatively the maximum amount of income that can be earned in 2004 to claim the Internal Revenue Service's "maximum federal earned income credit."

Income Protection Allowances

Student Income Protection Allowance

Income Protection Allowance (IPA) information can be found in the *Federal Register* announcement of June 17, 2004. In this announcement the Secretary of Education describes the annual updates to the tables that will be used in the statutory "Federal Need Analysis Methodology" that determines a student's Expected Family Contribution (EFC) for award year 2005-2006. The *Federal Register* can be downloaded from the IFAP Web site at ifap.ed.gov/fregisters/FR06172004.html.

For 2005-2006, the student Income Protection Allowances (IPA) changed to the following:

Student Income Protection Allowance (IPA)

Type of Student	Income Protection Allowance
Dependent students	\$2,440
Single independent students without dependents other than a spouse	\$5,560
Married independent students without dependents other than a spouse, and spouse is enrolled in postsecondary school at least half time	\$5,560

Student Income Protection Allowance (IPA) (Continued)

Type of Student	Income Protection Allowance
Married independent students without dependents other than a spouse, and spouse is not enrolled in postsecondary school at least half time	\$8,890
Independent students with dependents other than a spouse	Use the Income Protection Allowances in the <i>Federal Register</i> announcement or in the 2005-2006 EFC Formula Worksheets and Tables which can be found on IFAP (ifap.ed.gov) to determine the student's IPA (the IPA for independent students with dependents other than a spouse is based on household size and the number of college students in the household).

Parent Income Protection Allowance

To determine the Income Protection Allowance for parents, use the Income Protection Allowances in the 2005-2006 EFC Formula Worksheets and Tables, which are based on household size and the number of college students in the parents' household.

Improvements to 2005-2006 Application Output Sent to Students

As in 2004-2005, students can provide their e-mail addresses on the paper or online versions of the FAFSA. Students who provide a legible e-mail address with valid syntax and have a Social Security Number match of “4” from the Social Security Administration are sent separate e-mails that include a personal and secure URL linking them to their PINs or their SAR information on the Web (E-mail Notifications of SAR Processing).

In past years, if the E-mail Notification of SAR Processing that was sent to a student resulted in a message delivery failure, no follow-up paper document was sent to the student. Beginning with 2005-2006 processing, when an e-mail message with a link to the students’ SAR information is undeliverable, we will send a paper SAR if he or she provided a deliverable mailing address. This will help ensure more students receive their processed FAFSA information. Students who do not provide an e-mail address will continue to receive a paper SAR or SAR Acknowledgement from us.

In addition, beginning January 1, 2005, the PIN E-mail and E-mail Notification of SAR Processing now contain a URL specifically for AOL users. In the past, many AOL users were unable to select the link provided in the e-mail because the URL was not formatted in a manner recognized by AOL.

Parent SSNs

To protect the privacy of parents’ data on all student output, including the paper Renewal FAFSA, SAR, and Student Access on the Web, we now only display or print the last four digits of the parents’ SSN. Each of the first five digits is represented with an X.

PIN E-mails and Mailers

To communicate assigned PINs that have been automatically generated for FAFSA applicants or generated from requests made through the PIN Web site, a PIN Mailer is sent to the applicant. Applicants for whom we have a valid e-mail address will receive a PIN E-mail instead of a PIN Mailer. The PIN E-mail contains text explaining why the student is receiving the message. Along with the text, the PIN E-mail includes an encrypted URL to view his or her PIN on the Web. The student must also provide his or her SSN, DOB, and first two letters of the last name, select “Next,” and, if the student has not already done so, agree to the terms and conditions of receiving a PIN and select and answer a challenge question. The new Terms and Conditions Agreement and the PIN Challenge Response requirement are enhancements to increase the general security of the PIN and the PIN process (see the Security of the PIN section for more

information about these new requirements). Users who do not provide a challenge question response and who do not accept the terms and conditions of receiving a PIN, will not be able to retrieve and use their PIN.

E-mail Renewal Reminders

Students who are eligible to participate in the Renewal Application Process are sent E-mail Renewal Reminders that remind them they can use their PINs to complete their Renewal FAFSA application on the Web. Students who do not have an e-mail address, but have a deliverable mailing address, will receive a PIN Mailer that includes a PIN and a reminder to complete the Renewal FAFSA on the Web.

Security of the PIN

To enhance the security of the PIN, we made two significant changes to the PIN process, effective January 1, 2005. The changes include the implementation of a PIN Terms and Conditions Agreement and a challenge question and response process. These changes affect all current and new PIN users, including financial aid administrators. New PIN applicants will be required to agree to the new PIN Terms and Conditions, and provide a challenge question and response, before we will issue them a PIN. Users who have an existing PIN will be directed to provide a challenge question and response, and agree to the terms and conditions of PIN use, the first time they attempt to use their PIN on or after January 1, 2005.

Users will be presented with nine possible challenge questions to choose from and must then provide a response to the one they select.

PIN users can use their challenge question and response in the following ways.

- To reactivate the PIN because the user unsuccessfully attempted to authenticate the PIN more than three times;
- To re-establish a PIN that has been disabled;
- To update an e-mail or mailing address without using a PIN; or
- To retrieve a PIN through e-mail.

E-mail Notification of SAR Processing

All applicants who provided an e-mail address with valid syntax on their paper or Web applications or corrections will be sent an E-mail Notification of SAR Processing.

The e-mail contains a secure link to the student's SAR information on the Web. When the student clicks on the URL embedded in the message and provides his or her SSN, DOB, and first two letters of the last name, the application processing results will display. Students can access their SAR information on the Web an unlimited number of times.

Beginning in 2005-2006, students who complete a Spanish FAFSA or Spanish Renewal FAFSA (either paper or Web) and who provide an e-mail address with valid syntax will receive an E-mail Notification of SAR Processing written in Spanish.

As noted earlier, we are now tracking e-mails that are returned as undeliverable. If an E-mail Notification of SAR Processing is returned as undeliverable, and the applicant has a deliverable mailing address, the CPS prints and mails a paper SAR to the applicant.

Important Information about E-mail

Some students and parents have told us they are not receiving their PIN E-mails and E-mail Notifications of SAR Processing. The following possibilities explain why an e-mail from the U.S. Department of Education may not reach a user's e-mail inbox:

- **Bulk Mail Folders** – Some e-mail accounts include a "bulk mail folder" or a "junk mail folder." The e-mail is sometimes perceived as unsolicited mail and directed into these folders. Students should check all folders in their e-mail accounts to determine if this has happened. Some e-mail providers may require an e-mail address to be listed in an e-mail address book before allowing delivery to the user's inbox. To ensure that the e-mail is delivered to the user's inbox, enter the originating e-mail address, cpsnotify@cpsemail.ed.gov, in the e-mail account's address book.

We are also adding new text to the 2005-2006 FAFSA and PIN Web sites alerting users to expect an e-mail from the cpsnotify@cpsemail.ed.gov originating address and advising them to enter this address in their address books.

- **Delivery Failure** – Some e-mail does not reach its intended destination. This can be due to a failure on the Internet or heavy e-mail traffic exceeding an e-mail provider's bandwidth. In addition, the user's personal e-mail account settings may prevent the delivery of our e-mail, as will most filters that reduce unwanted e-mails or "Spam." This delivery failure is due to our use of a hyperlink to a secure Web site. The user may want to contact his or her e-mail provider if e-mail delivery problems continue.

- **Exceeded Mailbox Size Limit** – Most e-mail providers limit the amount of space available for e-mail storage. If the user has exceeded the allotted limitations, his or her e-mail will not be delivered. Ensure the user has plenty of space available in his or her mailbox.
- **Incorrect E-mail Address** – If the user’s e-mail address has changed or was typed incorrectly into our database, the e-mail will not be delivered. E-mail addresses must adhere to a strict format and syntax. An e-mail address must have a domain (.com, .edu, .gov, etc.) and cannot begin with “www.”

Advantages of Using E-mail

Processing time for an application can be greatly reduced when the applicant provides a valid e-mail address. As you can see from the following table, applicants who apply online and who provide all required signatures as well as an e-mail address, will receive their processing results in as little as one day.

Processing Time Table			
Web Application		Paper Application	
An application that is filed and submitted on the Web by 2:00 a.m. Central Time (CT) is processed the same day. Applications and corrections submitted after 2:00 a.m. CT will be processed the following day. The type of input determines the type of output and when the output is sent to the student.		After a paper application is received by the data processor, it can take up to 7 to 10 days to scan, input, and process the data. The type of input determines the type of output and when the output is sent to the student.	
Input	Output and timeframe	Input	Output and timeframe
E-mail address provided Student (and parent, if the student is dependent) electronically signed the application using a PIN.	An E-mail Notification of SAR Processing is sent and the computed SAR data is available the same day around 1:00 p.m. CT.	E-mail address provided Student (and parent, if the student is dependent) signed the paper application.	An E-mail Notification of SAR Processing is sent and the computed SAR data is available around 1:00 p.m. CT on the day the application has finished processing (between the seventh and tenth day).

Processing Time Table (Continued)

Web Application		Paper Application	
Input	Output and timeframe	Input	Output and timeframe
<p>E-mail address provided</p> <p>All necessary signatures were not received electronically (using PIN)</p>	<p>An e-mail is sent to the student with a link to his or her SAR information on the Web, rather than a full paper SAR. The e-mail instructs students on how they can sign electronically or print, sign, and mail in a paper signature page. After the signature is received, it will take three to five days to process. If no signature is received after 14 days, we will automatically start processing the application. The e-mail is sent when the application has finished processing.</p>	<p>E-mail address provided</p> <p>Not all required signatures received on application</p>	<p>An e-mail is sent to the student with a link to his or her SAR information on the Web, rather than a full paper SAR. The e-mail instructs students on how they can sign electronically or print, sign, and mail in a paper signature page. After the signature is received, it will take three to five days to process. If no signature is received after 14 days, we will automatically start processing the application. The e-mail is sent when the application has finished processing.</p>
<p>E-mail address not provided</p> <p>Student (and parent, if the student is dependent) electronically signed the application using PIN(s)</p>	<p>A computed SAR is printed by 1:30 p.m. CT and is quality checked and mailed within one to two days, depending on volume.</p>	<p>E-mail address not provided</p> <p>All required signatures received on application</p>	<p>A full paper SAR is printed by 1:30 p.m. CT on the day the application has finished processing (between the seventh and tenth day) and is quality checked and mailed within one to two days, depending on volume.</p>
<p>E-mail address not provided</p> <p>All necessary signatures were <i>not</i> received electronically (using PIN)</p>	<p>A rejected, full paper SAR is printed by 1:30 p.m. CT and is quality checked and mailed within one to two days, depending on volume. To eliminate the signature reject, the student must sign the paper SAR; request a PIN to sign electronically; or print, sign, and mail a paper signature page printed from the Web.</p>	<p>E-mail address not provided</p> <p>Not all required signatures received on application</p>	<p>A rejected, full paper SAR is printed by 1:30 p.m. CT on the day the application has finished processing (between the seventh and tenth day) and is quality checked and mailed within one to two days, depending on volume. To eliminate the signature reject, the student must sign the paper SAR; request a PIN to sign electronically; or print, sign, and mail a paper signature page printed from the Web.</p>

Improvements to the Paper SAR

A copy of the 2005-2006 SAR can be downloaded from the IFAP Web site at ifap.ed.gov. The SAR follows the order of the questions as they are presented on the paper FAFSA. In addition, to match the color scheme of the paper FAFSA, the 2005-2006 SAR is printed on green paper.

Improvements to the 2005-2006 SAR are as follows:

- **Printed Paper SARs and SAR Acknowledgements** – We print and mail a paper SAR or SAR Acknowledgement to students with undeliverable e-mail addresses and whose E-mail Notifications of SAR Processing were returned to us.
- **Parent’s SSN** – To protect privacy, we are printing only the last four digits of the parent’s SSN. The first five digits contain Xs.
- **Financial Aid Office Use Only Box** – We are printing the Duplicate SSN Flag value on the SAR. A value of “Y” printed next to the Duplicate SSN Flag label indicates that another 2005-2006 filer is using the same original SSN as this student. In addition, because the system-generated field was eliminated this year we are not printing it in the Financial Aid Office Use Only box on the SAR.
- **Summary of Federal Student Loans** – The name of this section on page four of the SAR, previously labeled “Your Financial Aid History Information,” has been renamed “Summary of Federal Student Loans” and has been moved to the top of the page. This section no longer displays defaulted and discharged loan detail, but will continue to display aggregate loan amounts. In addition, it will include standard text about loan repayments. Note that the ISIR and FAA Access to CPS Online will continue to display the same type of NSLDS information financial aid administrators have been able to see in past years. Students can view complete financial aid history information on the NSLDS Web site at www.nsls.ed.gov.
- **Certification** – We are revising the certification wording on page eight of the SAR to match FAFSA wording. The statement now includes the following text: “If you sign any document related to the federal student aid programs electronically using a Personal Identification Number (PIN), you certify that you are the person identified by the PIN and have not disclosed that PIN to anyone else.”

Improvements to the 2005-2006 Institutional Student Information Record

The Institutional Student Information Record (ISIR) contains all information reported on the FAFSA as well as key processing results and NSLDS financial aid history information. As it has for the past few years, the 2005-2006 ISIR record layout follows the order of the paper FAFSA questions.

As noted earlier in this letter, we posted a draft 2005-2006 ISIR record layout on the IFAP and FSAdownload Web sites in July 2004. In addition, the ISIR record layout is included in the *2005-2006 Electronic Data Exchange (EDE) Technical Reference*.

To get to the ISIR record layout, go to ifap.ed.gov, select Application Processing Materials under the On-Line References heading, and then select 2005-2006 Award Year. Alternatively, go to FSAdownload (fsadownload.ed.gov), select Technical References and Guides, and then select the *2005-2006 Electronic Data Exchange Technical Reference*.

Changes to the ISIR

No changes were made to the FAFSA questions for 2005-2006 and therefore there are no changes to the FAFSA data elements included on the ISIR. We have added six new CPS data elements because of processing changes and we have updated the valid field content of some fields. These changes are summarized below:

Global Changes:

- **Date Fields** – We incremented all date fields.
- **Receipt Date Fields** – We modified the description for the application receipt date and transaction receipt date fields on the ISIR and other record layouts. The description now says “Date the transaction was received by the CPS.” If the transaction receipt date contains a date other than the current date, the CPS will change the data to the current date.

CPS Data Element Changes

- **Added Fields**

- Four new override fields have been added to the ISIR because of new edits in the CPS system. These overrides are for verifiable rejects, which can be overridden by setting the override code (valid values are 1 = Yes and Blank).
 - Reject Override 3, ISIR field 120: Student’s Taxes Paid is greater than zero and equal to or greater than AGI.
 - Reject Override 12, ISIR field 121: Parents’ Taxes Paid is greater than zero and equal to or greater than AGI.
 - Reject Override J, ISIR field 127: Father’s SSN contains all zeroes and the father reported being a non-foreign income tax filer.
 - Reject Override K, ISIR field 128: Mother’s SSN contains all zeroes and the mother reported being a non-foreign income tax filer.
- Reject Status Change Flag, ISIR field 145: We added this field so you can determine if the previous transaction has gone from a valid transaction with an EFC to a rejected status or vice versa. (Y = Reject status has changed and Blank = No change to reject status).
- Verification Selection Change Flag, ISIR field 147: We added this flag so you can easily determine if a student has had a change in verification selection. This flag is set to a “Y” *only* on the transaction initially selected for verification. This field is blank on any other transactions before or after the transaction that was initially selected for verification.

- **Deleted System-Generated Indicator Field** – Due to processing changes and message class updates, we were able to delete the system-generated indicator field.

- **Modified Valid Content in the Following Six Fields**

- **New Data Source/Data Type Codes** – In the Office Information section of the ISIR, changes have been made to the data source/type codes.

Added	2T = Spanish Renewal Application
	5D = Drug Abuse Hold Release
	5P = Reprocessed Record
	5W = SSA Death File Match
Modified	2H = EZ FAFSA Renewal Spanish
Deleted	3H = EZ FAFSA Correction
	3V = Verification Correction
	5C = CPS System-Generated

- **Address Only Change Flag** – To clarify what address changes may be included when this flag is set we added the following text to the field description on the ISIR Record Layout: “Corrections to the Signed By and Special Handle fields may also be included with the address correction.”
- **NSLDS Post-Screening Reason Code** – Two new valid content values were added:
 - 14 = Loan entered active bankruptcy
 - 15 = PLUS MPN status change
- **CPS Pushed ISIR Flag** – This flag is set to identify transactions that are automatically sent to schools because of the following reasons:
 - EFC Change Flag is set
 - SAR C Flag changes between correction and transaction being corrected
 - Transaction is system-generated
 - **New for 2005-2006!** Reject Status Change Flag is set
 - **New for 2005-2006!** Verification Selection Change Flag is set
- **Electronic Transaction Indicator (ETI) Flag and Multi School Code Flags** – We modified the valid content for these two fields. We expanded the definitions for values 0 to 7 to include more description (such as applications, corrections, or automatic) and to include the message class in which the record was received. Values “8” and “9” are new for 2005-2006.
 - 0 = School generated transaction and is an ISIR Daily school (applications) (IDAP)
 - 1 = School did not generate transaction and is an ISIR Daily school (automatic) (IDSA)
 - 2 = School generated transaction and is an ISIR Request school (ISRF)
 - 3 = School did not generate transaction and is an ISIR Request school (applications) (ISRF)
 - 4 = School generated transaction and is an ISIR Daily school, ISIR is CPS Pushed ISIR (corrections) (IGCO)
 - 5 = School did not generate transaction and is an ISIR Daily school, ISIR is CPS Pushed ISIR (automatic) (IGSA)
 - 6 = School generated transaction and is an ISIR Request school, ISIR is CPS Pushed ISIR (corrections) (IGCO)
 - 7 = School did not generate transaction and is an ISIR Request school, ISIR is CPS Pushed ISIR (automatic) (IGSA)
 - 8 = School did not generate transaction and is an ISIR Daily school, ISIR is CPS Pushed System-Generated ISIR (IGSG)

- 9 = School did not generate transaction and is an ISIR Request school, ISIR is CPS Pushed System-Generated ISIR (IGSG)
- Blank = No destination code associated or school not participating

NSLDS Data Element Changes

- **Direct Loan Plus Master Prom Note Flag** – We added descriptive text to the valid content that reads, “This flag indicates the status of the MPN for the parent of this student who has borrowed a PLUS loan on behalf of this student.”

XML ISIR Implementation

Federal Student Aid (FSA) will not implement the XML (Extensible Markup Language) ISIR for 2005-2006. FSA remains committed to XML as an effective tool to meet the current and future business needs of FSA, schools, and the community. In addition, we realize that a large benefit of XML is the creation and adoption of a community-based XML standard. However, we are not able to implement the XML ISIR at this time without significant impact to schools and other customers.

XML technology is the foundation for the shared services outlined in the FSA Data Strategy Initiative. Note the following:

- All schools are required to be full participants using the Common Origination and Disbursement (COD) Common Record for 2005-2006.
- The XML Registry and Repository for the Education Community will be made available in fall 2004. The XML Registry and Repository will house all XML schemas related to the Standards Forum for Education.

Watch for further information on the revised implementation schedule in early spring 2005. FSA is fully committed to community standards, which benefit all of us in the financial aid community. We look forward to the continuation of this endeavor.

ISIR Datamart

The ISIR Datamart continues to be the centralized location for all ISIR data generated by the CPS. Schools, state agencies, and other authorized users can request ISIRs from the ISIR Datamart using FAA Access to CPS Online and receive ISIR distributions from the datamart through the Student Aid Internet Gateway (SAIG). Schools can receive “daily” ISIRs or request specific ISIR records or groups of records from the datamart. For a more detailed description of the ISIR Datamart and FAA Access to CPS Online see the *2005-2006 School Electronic Process Guide*, which is scheduled to be available in November 2004 on the FSAdownload Web site at fsadownload.ed.gov and the IFAP Web site at ifap.ed.gov.

Other Noteworthy Information

Federal School Codes

In November 2004, a 2005-2006 Federal School Code List will be distributed to postsecondary institutions, high schools, and libraries. Schools can also search for a specific school's Federal School Code on FAFSA on the Web at fafsa.ed.gov or on IFAP at ifap.ed.gov.

2005-2006 CPS Mainframe Test System

The U.S. Department of Education will continue to provide a CPS Test System in 2005-2006. The test system is scheduled to be available on November 22, 2004 and will be available through the end of August 2006.

The CPS Test System is designed to enable you to test electronic application and correction data transmissions from your system with the CPS outside of the normal CPS production environment. The CPS provides test files of application records and matching ISIRs for you to use. As an alternative, you can submit and test application and correction records that you have created. To submit test correction records you have created, call CPS/SAIG Technical Support for record IDs that will process successfully in the CPS Test System.

You may be interested in testing with CPS if you develop your own software or you are developing or testing for a software development company supplying schools with software that sends data to and receives data from the CPS.

In November 2004, the *CPS Test System User Guide*, along with CPS-provided input and ISIR data, is scheduled to be available on FSAdownload at:

fsadownload.ed.gov.

A network message will be sent when the test system is available for your testing.

For questions regarding the CPS Test System, contact CPS/SAIG Technical Support at 800/330-5947, or through e-mail at CPSSAIG@ed.gov.

Getting Help

Customer Service

For a complete listing of all FSA sources of assistance go to the FSAdownload Web site at fsadownload.ed.gov to download the *Sources of Assistance for Schools* guide.

FSATECH Listserv

FSATECH is an e-mail listserv for technical questions about the U.S. Department of Education's FSA systems, software, and mainframe products. For more information about FSATECH, including how to subscribe, visit the FSA Schools Portal: Listservs & Mailing Lists:

ed.gov/offices/OSFAP/services/fsatechsubscribe.html

CPS/SAIG Technical Support

This call center is maintained by ED to address questions about CPS processing, EDEExpress and EDconnect software, SAIG enrollment, and data transmissions.

800/330-5947; TDD/TTY 800/511-5806

Representatives are available Monday-Friday, 7 a.m. to 7 p.m. Central Time.

E-mail: CPSSAIG@ed.gov

Federal Student Aid Information Center (FSAIC)

ED maintains this call center to provide (1) assistance to those completing the FAFSA or correcting the SAR (2) FAFSA status and (3) help with FAFSA on the Web, PIN Registration, and Student Aid on the Web site questions.

800/4-FED-AID (800/433-3243); TDD/TTY 800/730-8913

Representatives are available Monday-Friday, 7 a.m. to 11 p.m., and Saturday 8 a.m. to 5 p.m. Central Time (excluding federal holidays).

For more information, see: fafsa.ed.gov, pin.ed.gov, and studentaid.ed.gov.

FSA Customer Service Call Center (CSCC)

This call center provides information on and assistance with Title IV policy, regulation, and application processing questions, and helps clients contact other ED staff. Contact them at:

800/433-7327

Representatives are available Monday through Friday, 9 a.m. to 5 p.m. Eastern Time.

E-mail address: fsa.customer.support@ed.gov

For more information, see: fsa4schools.ed.gov and ifap.ed.gov.

Other Helpful Documents

We encourage you to review other documents on IFAP for more information about changes to the 2005-2006 application processing system.

- *RAD Process Guide*, August 2004: Describes changes to the 2005-2006 renewal application process. ifap.ed.gov/eannouncements/0907RADGuide0506.html
- *School Electronic Process Guide*, November 2004: Describes changes and enhancements to 2005-2006 FAA Access to CPS Online and the EDESuite of software.
- *Student Web Application Products Process Guide*, November 2004: Describes changes and enhancements to student Web application products (the PIN and FAFSA on the Web sites).
- *2005-2006 ISIR Guide*, November 2004: Describes the Institutional Student Information Record (ISIR).
- *2005-2006 EDE Technical Reference*, November 2004: Describes the electronic data exchange (EDE) process and provides sufficient information for schools who want to build their own systems to complement or take the place of the EDEExpress software functionality for entering, sending, and receiving the FAFSA data. It includes information about record layouts, required edits, ISIR print assistance, and reject messages that are applicable for electronic FAFSAs, Institutional Student Information Records (ISIRs), electronic corrections, and signature records.
- 2005-2006 English and Spanish versions of the FAFSA and FAFSA Instructions
- 2005-2006 Renewal FAFSA and Renewal FAFSA Instructions
- 2005-2006 English and Spanish versions of the Question 31 Worksheet (Drug Worksheet)
- Draft 2005-2006 SAR, SAR Acknowledgement: Sample of the SAR and SAR Acknowledgement. ifap.ed.gov/sarmaterials/0506SARMockUp.html
- 2005-2006 English and Spanish versions of the FAFSA on the Web Pre-Application Worksheet

FSA Web Sites

- FSA Conferences Web site for information about the Department of Education's conferences including the 2004 Electronic Access Conferences: edeworkshop.ncspearson.com
- Training Information and Registration Web site for upcoming training opportunities: ed.gov/offices/OSFAP/training/index.html
- Information for Financial Aid Professionals (IFAP) Web site: ifap.ed.gov
- FSATECH e-mail listserv: ed.gov/offices/OSFAP/services/fsatechsubscribe.html
- FSAdownload Web site: fsadownload.ed.gov