



COD Processing Update

July 18, 2014
NEWS/UPDATES

- **Second 2013-2014 Verification Status Code “W” Warning Message (7/17/14)**

On July 16, 2014, Federal Student Aid began processing a text message (PGTX14OP) as well as a Reconciliation Report (PGRC14OP) to schools that have one or more 2013-2014 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 July 29, 2014.

Notes:

- For the conditions under which each verification status code should be used, refer to the “Application and Verification Guide” of the [2013-2014 Federal Student Aid Handbook](#).
- A school does not need to submit a verification status code and should leave the field blank (nil = “True”) if the student was not selected for verification or if a selected transaction was received by the school after the student was no longer enrolled.

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 by the deadlines specified in the “Notice; 2013-2014 Deadline Dates for Reports and Other Records” published in the [Federal Register](#) on July 8, 2013. The [July 8, 2013 notice](#) is also posted on the IFAP Web site.

Following the July 29, 2014 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, 2014. After September 30, 2014, the COD System will no longer accept “W” as a valid verification status code for 2013-2014 Pell Grant awards.

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

- **G5 System Outage July 19-21, 2014 (7/16/14)**

During the period of July 19-21, 2014, the Department of Education (the Department) is planning system maintenance activities to G5. Please review the following information to determine how processing at your school will be affected.



G5 System Outage

From 12:01 A.M. (ET) on Saturday, July 19, 2014 through 6:00 A.M. (ET) on Monday, July 21, 2014, the [G5 Web site](#) will not be available. Schools will not be able to draw down funds during this period for the following Title IV Programs:

- Federal Pell Grant (Pell Grant)
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study (FWS)
- Teacher Education Assistance for College and Higher Education Grant (TEACH Grant)
- William D. Ford Federal Direct Loan (Direct Loan)
- Iraq and Afghanistan Service Grant

COD System Processing

From 12:01 A.M. Saturday, July 19, 2014 through 6:00 A.M. (ET) on Monday, July 21, 2014, the COD System will accept Pell Grant, TEACH Grant, Direct Loan, and Iraq and Afghanistan Service Grant records. However, after 2:00 P.M. (ET) on Friday, July 18, 2014, CFL changes (as a result of actual disbursements) and funding will not be processed by G5 until July 21, 2014.

All actual disbursements with a disbursement date from July 19, 2014 through July 21, 2014 must be received by the COD System **no later than 9:00 A.M. (ET) on Friday, July 18, 2014** and subsequently accepted by the COD System, in order to generate the appropriate funding level increase prior to the outage. Disbursements submitted by the deadline but not subsequently accepted, disbursements submitted after the deadline, and disbursements with a disbursement date on or after July 21, 2014 will be processed and funded after the outage.

Contact Information

We appreciate your patience and understanding as we complete the required activities during the upcoming period. If you have any questions about this announcement, contact one of the following help desks:

- **For questions related to G5**, contact the G5 Hotline at 888/336-8930. You may also e-mail edcaps.user@ed.gov.
 - **For questions related to the Campus-Based programs**, contact the Campus-Based Call Center at 877/801-7168. You may also e-mail CBFOB@ed.gov.
 - **For questions related to the COD System**, 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@ed.gov.
- **Missing Direct Loan Reports on COD Web site for Some Schools (7/11/14)**

Federal Student Aid has determined that the Web versions of the following Direct Loan reports were not generated and posted to the COD Reporting Newsbox for some schools for the week of 7/7/2014:



- Counseling Report
- Expired MPN Report
- Inactive Loans Report
- MPNs Due to Expire Report

Note: The Student Aid Internet Gateway (SAIG) versions of the Expired MPN, Inactive Loans, and MPNs Due to Expire reports generated and were sent to SAIG mailboxes.

The next weekly cycle of reports (for the week of 7/14) is expected to complete on time. As a reminder, these reports are not cumulative so the 7/14 reports will not include data from the previous week's reports (7/7).

If a school needs one of the impacted reports for the week of 7/7, it may contact the COD School Relations Center for additional assistance. In the case of the Counseling Report, a school can receive counseling information via system-generated counseling responses (CRECMYOP) or by performing a counseling search on the COD Web site (which can then be exported into Excel).

Federal Student Aid apologizes for any inconvenience this issue may have caused. If you have additional questions about these reports, contact the COD School Relations Center.

- **EDExpress and Prior-Year CRSU Files (7/3/14)**

Federal Student Aid will send Subsidized Usage Limit Applies (SULA) Calculation acknowledgement (CRSU) files for the 2014-2015 Award Year as well as prior award years. CRSU15OP files for the 2014-2015 Award Year can be imported into EDExpress for Windows for 2014-2015. For CRSU files received for the 2013-2014 Award Year and prior, schools using EDExpress can work with the files manually using user-defined fields. For example, for the CRSU14OP files, a school should:

- 1) Create user-defined fields in EDExpress for Windows for 2013-2014
- 2) Open the CRSU14 in a text editor or an XML editor and review the values for the SULA fields contained within, and
- 3) Manually enter those values into the user-defined fields in EDExpress

For additional assistance with EDExpress and working with prior-year CRSU files, contact CPS/SAIG Technical Support at 800/330-5947 (TDD/TTY 800/511-5806) or by e-mail at CPSSAIG@ed.gov.

- **Paper Entrance Counseling Addendum Available for Download Via FSAPubs (7/2/14)**

Federal Student Aid has published a one-page supplement to the paper Entrance Counseling Guide for Direct Loan Borrowers (published December 2013). The "Addendum to the Direct Loan Counseling Guide for Direct Loan Borrowers" (the addendum) provides a revised interest rate table for loans first disbursed on or after July 1, 2014 and before July 1, 2015, updated information about payment of interest on Direct Subsidized Loans, and a revised contact number for the Federal Student Aid Ombudsman.



Schools may download the addendum via the [FSAPubs Web site](#). It will also be available for bulk order in the next few months. Federal Student Aid will also make the addendum available for download on the Publications page of the [Direct Loan Web site](#).

If you have questions about the Entrance Counseling guide, contact the COD School Relations Center.

- **OMB Expiration Date on Direct PLUS Loan Request for Supplemental Information (Direct PLUS Loan Request) on StudentLoans.gov Web Site (7/01/14)**

The current Direct PLUS Loan Request (completed electronically on the StudentLoans.gov Web site) has an Office of Management and Budget (OMB) expiration date of 6/30/2014. Federal Student Aid is currently in the process of clearing a revised Direct PLUS Loan Request.

Until the revised Direct PLUS Loan Request has been approved by OMB and implemented, the current version remains valid for use.

- **COD System Warning Edit 211 (5/20/14)**

Since the April 2014 COD System implementation, many schools may have received COD Warning Edit 211 (Failure of Full Schema Enforcement). As a reminder, this warning edit is intended to help schools and software providers identify and fix invalid XML, but still allow the data to be processed by the COD System. Eventually, Federal Student Aid will reject batches sent with invalid XML and the data will not be processed by the COD System.

Since the cause of invalid XML can vary widely, Federal Student Aid cannot provide specific XML error(s) in the response when returning Warning Edit 211. However, some examples of common errors are:

- Submitting tags out of order
- Submitting a string longer than the posted maximum length value specified by the COD XML Schema
- Submitting an integer or decimal outside of the posted value range specified by the COD XML Schema
- Neglecting to submit a required tag within a complex element (for example, <City> in the <PermanentAddress> block)
- Submitting tag names that do not match the COD XML Schema (tag names are case-sensitive)

In addition, Federal Student Aid has posted guidance about using an XML validator tool to help schools identify XML errors. This guidance is posted on the IFAP Web site in a document titled "COD XML Schema Validation Instructions."

When using an XML validator tool, schools should keep a few things in mind:

- Use of an XML validator tool is optional and a school will need to find the right XML validator tool based on its individual circumstances. Some schools may need to work directly with their technical staff or software provider to select an XML validator tool.



- In some cases, a school can download an XML validator tool to a computer. In other cases, a school can upload files to a Web-based XML validator tool. If a school opts to use a Web-based XML validator tool and it has to upload files to run the validation, for security purposes, the school should use test data for the file upload.
- Federal Student Aid has validated the published COD XML Schema with some of the independent XML validator tools available, including XMLSpy, www.xmlvalidation.com, and XML Notepad 2007.

Finally, schools using a software vendor should consult with that vendor for additional assistance. In many cases, a school may need to ensure it is using the latest version of the chosen product. Additional information about the COD XML Schema can be found on the IFAP Web site at <https://ifap.ed.gov/ifap/codXMLSchema.jsp>. For additional questions about COD System processing or the COD XML Schema, contact the COD School Relations Center.

CURRENT ISSUES

DIRECT LOANS

There are no Direct Loan-related issues at this time.

GRANTS

There are no Grant-related issues at this time.

Keep School Contact Information Current in the COD System (7/18/14)

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.](#)