



# COD Processing Update

July 25, 2014  
NEWS/UPDATES

- **Impact on COD Processing July 27, 2014 (7/22/14)**

Federal Student Aid is planning several system maintenance activities on July 27, 2014. 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.

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 12:00 P.M. (ET) on Sunday, July 27, 2014—

- Users will not be able to submit or retrieve data via the [COD Web site](#).
- Users will not be able to access the COD Reports area of the [COD Web site](#).
- An individual will not be able to complete any actions or view loan correspondence via the [StudentLoans.gov Web site](#).
- An individual will not be able to complete any actions 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.

## **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 the CPS/SAIG Technical Support and the TFA Support Center at 800/330-5947 or by e-mail at [CPSSAIG@ed.gov](mailto:CPSSAIG@ed.gov).

- **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:**

**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@ed.gov](mailto:CODSupport@ed.gov).



- 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.

- **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](mailto:CPSSAIG@ed.gov).

- **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](http://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.

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## CURRENT ISSUES

## GRANTS

### DIRECT LOANS

There are no Grant-related issues at this time.

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



## **Keep School Contact Information Current in the COD System (7/25/14)**

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.](#)