

COD Processing Update

August 5, 2016

NEWS/UPDATES

- **Unfulfilled Pell Grant Electronic Statement of Account Requests (8/3/16)**

Federal Student Aid is aware of an issue in which several schools did not receive a Pell Grant Electronic Statement of Account (ESOA) report after the school had requested the ESOA report on the COD Web site or via batch.

Note: There is no issue with the system-generated Pell Grant ESOAs that are regularly sent to schools.

Federal Student Aid fixed the issue on July 31, 2016. If a school made a previous ESOA report request that was not fulfilled and the school still needs the requested information, re-request the ESOA report on the COD Web site or via batch.

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

- **2016-2017 COD Technical Reference (July 2016 Update) Now Available (7/29/16)**

The updated [2016-2017 COD Technical Reference](#) is now available on the Information for Financial Aid Professionals (IFAP) Web site. The 2016-2017 COD Technical Reference contains development information for the 2016-2017 Award Year. If you have any questions about this material, contact the COD School Relations Center.

- **Second 2015-2016 Pell Grant Deobligation Due To Verification Status "W" (7/29/16)**

On July 28, 2016, Federal Student Aid deobligated 2015-2016 Award Year Federal Pell Grant (Pell Grant) disbursements that did not have a verification status updated from "W" to a valid status of "V" or "S". As noted in the warning message that Federal Student Aid sent to affected schools on July 14, 2016, these disbursements were considered overawards and reduced to a zero dollar amount (\$0.00), even though the disbursements were previously accepted in the COD System. This deobligation affected Pell Grant disbursements at approximately 165 schools.

A school affected by the deobligation will receive or see the following information:

- Receive a PGTX (PGTX16OP message class) file in the school's Student Aid Internet Gateway (SAIG) mailbox indicating the number of students and total amount of the decrease
- Receive a system-generated negative disbursement file (CRND16OP message class/ND document type)

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.

- Receive a new Electronic Statement of Account (ESOA) that reflects the decrease unless there are other offsetting increase adjustments
- See a change in the school's Current Funding Level (CFL) that reflects the reduced disbursements

Note: This deobligation process will not affect a school that did not have students with a verification status of “W” just prior to July 28, 2016.

A school affected by the deobligation should carefully review the information below.

Verification Completed or Not Required

If verification has been completed as required or is not required and a school believes a student's 2015-2016 disbursement should not have been reduced to zero, the school must complete the following steps in this order:

- 1) The school must send an update to the verification status of the award, and the COD System must accept the update.
- 2) Once the verification status is updated to “V” or “S”, the school may submit the actual disbursement (Disbursement Release Indicator or DRI equals “True”) for the correct amount to the COD System for processing.

Notes:

- For the conditions under which each verification status code should be used, refer to the “Application and Verification Guide” of the [2015-2016 Federal Student Aid Handbook](#).
- In the following two cases, it is acceptable for the verification status code field to be blank:
 - 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 and the school has reported the verification status code as “W”, the school should change the “W” to 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 and the school has reported no verification status code to date, the school does not need to submit a verification status code and should leave the field blank (nil = “True”).
- The school can perform steps 1 and 2 above in the same submission to the COD System if reported in the same student record.

Verification Deadline

Some of the 2015-2016 disbursements that were reduced to zero (\$0.00) may have been for students who are still within the allowable timeframe for submitting verification documentation/completing the

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verification process as specified in the “Deadline Dates for Reports and Other Records for the 2015-2016 Award Year” published in the [Federal Register](#) on March 11, 2015. The [March 11, 2015 notice](#) is also posted on the IFAP Web site.

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, 2016. After September 30, 2016, the COD System will no longer accept “W” as a valid verification status code for 2015-2016 Pell Grant awards.

If you have any questions regarding the 2015-2016 Pell Grant deobligation of disbursements due to verification status “W,” 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 (8/5/16)

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](#).



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