



# COD Processing Update

September 18<sup>th</sup>, 2015

## NEWS/UPDATES

- **COD Computer-Based Training (9/14/15)**

Federal Student Aid takes this opportunity to remind the community of the availability of the COD Computer- Based Training (CBT).

The COD CBT consists of component simulations and CBTs. The electronic files associated with each component, as well as information about downloading and navigating the COD CBT, are available on the Information for Financial Aid Professionals (IFAP) Web site. Under the “Tools for Schools” section on the home page, click on [COD Computer- Based Training](#).

- **End of Federal Fiscal Year 2015 – Impact on Funds Availability (9/8/15)**

Wednesday, September 30, 2015 marks the end of the Federal fiscal year for the Department of Education (the Department). Some of the Department's core financial systems, including G5, will be on a modified processing schedule while the Department finalizes its processing and accounting for Fiscal Year 2015. These interruptions will impact how the Common Origination and Disbursement (COD) System will process financial data and when schools can obtain funds for the Federal student aid programs as follows:

- *Wednesday, September 30, 2015 through Thursday, October 1, 2015* – The COD System will accept Federal Pell Grant (Pell Grant), Iraq and Afghanistan Service Grant, Teacher Education Assistance for College and Higher Education (TEACH) Grant, and William D. Ford Federal Direct Loan (Direct Loan) records. However, after 8:00 A.M. (ET) on Wednesday, September 30, 2015, Current Funding Level (CFL) changes (as a result of actual disbursements) and funding will not be processed until G5 re-opens.

All actual disbursements with a disbursement date from September 30, 2015 through October 1, 2015 must be received by the COD System *no later than 8:00 A.M. (ET) on Wednesday, September 30, 2015*, and subsequently accepted by the COD System, in order to generate the appropriate funding level increase prior to the G5 shutdown. Disbursements submitted by the deadline but not subsequently accepted, disbursements submitted after the deadline, and disbursements with a disbursement date after October 1, 2015 will be funded once G5 re-opens.

- *9:00 P.M. (ET) on Wednesday, September 30, 2015 through 5:00 P.M. (ET) on Thursday, October 1, 2015* – The [G5 Web site](#) will not be available. Schools will not be able to draw down Pell Grant, Campus-Based, Iraq and Afghanistan Service Grant, TEACH Grant, or Direct Loan funds during this period. Schools will be able to draw down under their existing authorizations after 5:00 P.M. (ET) on Thursday, October 1, 2015.

- **Additional TEACH Grant Closeout Information for 2014-2015 Award Year (9/8/15)**

In a [June 5, 2015 Electronic Announcement](#), we provided Teacher Education Assistance for College and Higher Education (TEACH) Grant Closeout information for the 2014-2015 Award Year. This announcement

**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).



provides additional information to supplement the previous guidance. As a reminder, to be considered successfully closed out, a school must—

- Have an Ending Cash Balance (Net Drawdowns – Total Net Booked Disbursements) of \$0 and Total Net Unbooked Disbursements of \$0, as reflected on its TEACH Grant School Account Statement (SAS) Report.

For detailed information about TEACH Grant Closeout for the 2014-2015 Award Year, refer to [the September 4, 2015 Electronic Announcement posted on the Information for Financial Aid Professionals \(IFAP\) Web site](#).

- **Pell Grant and Iraq and Afghanistan Service Grant 2014-2015 Award Year Processing Deadline (9/8/15)**

The Federal Pell Grant (Pell Grant) Program regulations at 34 CFR 690.83(a) establishes the deadline by which a school must submit student payment data each award year. The data must be submitted to the Department of Education (the Department) by September 30<sup>th</sup> following the end of the award year in which the Pell Grant or Iraq and Afghanistan Service Grant is made.

As required by regulations, and consistent with the “Applications, Reports, and Other Records for the 2014-2015 Award Year Notice” the final deadline for electronically transmitting Pell Grant and Iraq and Afghanistan Service Grant records for the 2014-2015 Award Year to the Common Origination and Disbursement (COD) System is *Wednesday, September 30, 2015*. The notice was originally published in the Federal Register on July 11, 2014.

In an attachment to this announcement titled “Pell Grant and Iraq and Afghanistan Service Grant 2014-2015 Award Year Processing Deadline,” we provide comprehensive information related to the Pell Grant and Iraq and Afghanistan Service Grant 2014-2015 Award Year processing deadline.

Additional information is posted in a [September 4, 2015 Electronic Announcement on the Information for Financial Aid Professionals \(IFAP\) Web site](#).

- **2015-2016 COD System Peak Processing Reminders (6/2/15)**

We are currently in another peak processing period for the 2015-2016 Award Year. In a [June 1, 2015 Electronic Announcement](#) on the IFAP Web site, Federal Student Aid provides COD System peak processing reminders to assist schools with planning and processing.

Thank you for your patience and understanding during this peak processing period.

- **REMINDER - Direct Loan Origination Fees Change October 1, 2015 (8/27/15)**

As a reminder, the origination fees for Direct Subsidized Loans, Direct Unsubsidized Loans, and Direct PLUS Loans (for both parent and graduate student borrowers) change as of October 1, 2015 (see [Dear Colleague Letter GEN-15-07](#)). Additional operational guidance is provided in an [August 26, 2015 Electronic Announcement](#).

Schools should review these communications and review their systems and Direct Loan records to ensure the correct origination fee is being used.



- **2014-2015 Reconciliation Reports Sent to Reporting Schools (8/17/15)**

To assist schools with final reporting before the September 30, 2015 deadline, **beginning August 14, 2015**, the **2014-2015 Pell Grant Reconciliation Report** was sent to the Student Aid Internet Gateway (SAIG) mailboxes of all reporting schools with at least one funded 2014-2015 Pell Grant disbursement.

Schools will receive the 2014-2015 Reconciliation Report on or shortly after August 14, 2015.

Key information about the 2014-2015 Reconciliation Report is as follows:

- The report includes information for all Pell Grant recipients, at all attended campuses for the reporting school.
- The report is in the standard fixed-length format as specified in Volume VI, Section 8 of the [2014-2015 COD Technical Reference](#).
- Each report is sent to the reporting school's SAIG mailbox via the appropriate program/award year message class.

***Pell Grant Reconciliation Report Message Class – PGRC15OP***

**Note:** While we have automatically sent the 2014-2015 Reconciliation Report to schools as specified above, a school can request a Pell Grant Reconciliation Report via the [COD Web site](#) or by submitting the batch data request for the appropriate program/award year message class via the SAIG. To request a report via the COD Web site, select the New Report Request link located under the Batch tab followed by the Report Requests link on the left.

A Pell Grant Reconciliation File report reader, as well as the instructions for using the reader, is available on the [COD Web site](#) in the "COD Resources" section.

For questions regarding the 2014-2015 Reconciliation Report, contact the COD School Relations Center.

- **Title IV Refund Issue in G5 (7/31/15)**

The Department of Education (the Department) is working to resolve a G5 system issue in which some users may receive an error stating "action failed: Pay.Gov is not available" when processing a refund. If you receive this error, contact the G5 Hotline at 888/336-8930 to confirm whether or not the refund was submitted successfully **before** any attempt at reprocessing the refund. Attempting to reprocess the refund after receiving this error may result in a duplicate refund. **Note:** The G5 Hotline will provide confirmation of the refund within 1-3 business days; it will not be an immediate response.

The Department expects to resolve this issue with the next G5 system update planned for the middle of November. If you have additional questions about this issue or about G5, contact the G5 Hotline. You may also e-mail [edcaps.user@ed.gov](mailto:edcaps.user@ed.gov).

- **FY 2016 Sequester Required Changes to the Title IV Student Financial Assistance Programs (4/24/15)**

On April 23, 2015, the Department of Education posted updated information about the impact of sequestration on the Title IV Student Financial Assistance Programs. For more information, please refer to [Dear Colleague Letter GEN-15-07](#).



## 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 (9/18/15)

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.](#)