



# COD Processing Update

November 30, 2012

## NEWS/UPDATES

- **2013-2014 COD Technical Reference (November 2012 Final) (11/21/12)**

Federal Student Aid is pleased to announce the posting of the [2013-2014 Common Origination and Disbursement \(COD\) Technical Reference](#). The 2013-2014 COD Technical Reference contains development information for the 2013-2014 Award Year. If you have any questions about this material, contact the COD School Relations Center.

- **COD School Testing for the 2013-2014 Award Year (11/19/12)**

The Common Origination and Disbursement (COD) School Relations Center will conduct Common Record Manual Verification and Structured Application Testing for the 2013-2014 Award Year from January 2, 2013 through November 1, 2013. Optional Unstructured Testing will be available April 1, 2013 through December 6, 2013.

The purpose of COD School Testing is to provide schools, third party servicers, and software vendors an opportunity to test Federal Pell Grant (Pell Grant), Teacher Education Assistance for College and Higher Education (TEACH Grant), and William D. Ford Federal Direct Loan (Direct Loan) business processes and system software with the COD System prior to the transmission and processing of actual production data using [COD Common Record XML Schema Version 3.0e](#). It also allows schools, third party servicers, and software providers the opportunity to make corrections or enhancements to software applications and processes prior to sending data to the "live" production environment.

All entities that wish to participate in COD School Testing must submit the "COD School Testing 2013-2014 Sign-Up Document" to the COD School Relations Center. Schools, third party servicers, and software vendors can submit the sign-up document beginning Wednesday, January 2, 2013.

Complete testing information will be available in the COD School Testing Guide (Volume V of the 2013-2014 COD Technical Reference) posted on the [Information for Financial Aid Professionals \(IFAP\) Web site](#) and the [Federal Student Aid Download \(FSAdownload\) Web site](#). For more information on COD School Testing including who should participate in testing, school testing phases, the school testing sign-up process and other contact information, please refer to the [November 16, 2012 Electronic Announcement](#).

- **COD Warning Edits 995 and 997 Returned Incorrectly on Pell Grant Awards [(11/16/12) Updated (11/21/12)]**

Federal Student Aid has determined that, beginning on November 10, 2012, some schools have incorrectly received COD Warning Edit 997 (Invalid Format; Correction Applied Incarcerated Indicator) on 2012-2013 Pell Grant awards submitted with a value of "Nil=true" in the Incarcerated Indicator field. In the response file, Federal Student Aid is sending back a correction of "Nil=true" even though that corrected value is the same value originally sent by the school. This issue may also cause an incorrect value to display for the same field on the COD Web site's Pell Award Detail screen.

All other data in the response file is correct. In most cases, schools can import the existing response and do not need to take any further action. Federal Student Aid fixed this issue on November 16, 2012.



Additionally, some schools may have also incorrectly received COD Warning Edit 995 (Invalid Value; Correction Applied Payment Period Start Date) for 2012-2013 Pell Grant disbursements submitted with a value of "Nil=true" in the Payment Period Start Date field. In the response file, the corrected value for the Payment Period Start Date field is set to "0001-01-01". This issue also has occurred since November 10, 2012.

On the afternoon of November 15, 2012, Federal Student Aid fixed the issue going forward and is currently determining the next steps to clean up those records with the incorrect Payment Period Start Date information. Federal Student Aid will provide further guidance in the COD Processing Update as soon as possible.

If you have additional questions about these issues, please contact the COD School Relations Center.

## CURRENT ISSUES

### DIRECT LOANS

There are no Direct Loan specific issues at this time.

### GRANTS

There are no Grant specific issues to report at this time.

### REMINDERS

#### **COD Computer-Based Training (11/30/12)**

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](#).

#### **Sending Addresses for U.S. Territories and Foreign Countries on the Common Record or the COD Web site (11/30/12)**

When submitting student or borrower addresses or address changes to the Common Origination and Disbursement (COD) System, it is important that the correct tags are used, particularly when the student or

borrower address is located in a U.S. Territory or Foreign Country. If these addresses are not submitted correctly, important correspondence from the COD System and the federal loan servicers is delayed or not received.

- When a student or borrower address is located in a U.S. Territory it is considered a domestic address. Do not submit a Country Code.
- When a student or borrower address is located in a Foreign Country, it is treated as a foreign address.

See below for the correct procedures for submitting U.S. Territories and Foreign Country addresses via the Common Record batch submission or COD Web site.

#### **Submitting Addresses for U.S. Territories and Foreign Countries via the Common Record**

When creating or updating a person record via the Common Record batch submission, a school should send the address block with the following tags:

Schema Version	<i>Included Tags for Domestic Address, including U.S. Territory</i>	<i>Excluded Tags for Domestic Address, including U.S. Territories</i>	<i>Included Tags for Foreign Addresses</i>



<b>3.0c or 3.0d</b>	<b>&lt;AddressLine&gt; &lt;City&gt; &lt;StateProvince Code&gt; &lt;PostalCode&gt;</b>	<b>&lt;StateProvince e&gt; &lt;CountryCode e&gt;</b>	<b>&lt;AddressLine &gt; &lt;City&gt; &lt;StateProvince &gt; (Optional) &lt;PostalCode &gt; (Optional) &lt;CountryCode &gt;</b>
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### Submitting Addresses for U.S. Territories and Foreign Countries via the COD Web Site

When creating or updating a person record on the COD Web site, a school should select the U.S. Territory from the dropdown box in the State/Province field. A school should select the Country field as “Blank”.

A complete list of State Codes (including U.S. Territories), Jurisdictions, and Country Codes are provided in Volume VI, Section 4 of the [2012-2013 COD Technical Reference](#). If you have questions about this information, contact the COD School Relations Center.