



COD Processing Update

December 7, 2012

NEWS/UPDATES

- **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

Impact on COD Processing December 9, 2012 (12/5/12)

Federal Student Aid is planning several system maintenance activities on December 9, 2012. In addition, the Student Aid Internet Gateway (SAIG) will

be unavailable from 3:00 A.M. until NOON (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 NOON (ET) on Sunday, December 9, 2012—

- 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 online Direct Loan Entrance Counseling, complete a new Master Promissory Note (MPN) electronically, complete a Direct PLUS Loan Request electronically, endorse a Direct PLUS Loan electronically, complete an Income-Based Repayment plan application electronically, or view loan correspondence via the [StudentLoans.gov Web site](#).
- An individual will not be able to complete TEACH Grant Initial and Subsequent Counseling, complete a new TEACH Grant Agreement to Serve (ATS), or retrieve an existing ATS 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 CPS/SAIG Technical Support at 800/330-5947 or by e-mail at CPSSAIG@ed.gov.

COD Computer-Based Training (12/7/12)

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

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@acs-inc.com.

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 (12/7/12)

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	Included Tags for Domestic Address, including U.S. Territory	Excluded Tags for Domestic Address, including U.S. Territories	Included Tags for Foreign Addresses



3.0c or 3.0d	<AddressLine> <City> <StateProvince Code> <PostalCode>	<StateProvince e> <CountryCode e>	<AddressLine > <City> <StateProvince > (Optional) <PostalCode > (Optional) <CountryCode >
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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.