



COD Processing Update

December 9, 2011

NEWS/UPDATES

- **New Valid Value for Ability to Benefit Test Code Field Implemented November 22, 2011 (11/28/11)**

As explained in a [October 14, 2011 Electronic Announcement](#), Federal Student Aid implemented a new valid value to the Ability to Benefit Test Code field. The COD System will now accept the new code "11" for SABE = Spanish Assessment of Basic Education. The valid date range for the completion date for this assessment is November 1, 2002 to Present. The new code will be accepted for all award types for the 2011-2012 Award Year and forward.

CURRENT ISSUES

DIRECT LOANS

Direct PLUS Loan Responses Issue (11/16/11)

Federal Student Aid has identified an issue in which Direct PLUS Loan Request Acknowledgements (Message Class: CRSP) are not being generated in certain situations. Specifically, the CRSP files are not being sent when a borrower submits a Direct PLUS Loan Request via the [StudentLoans.gov Web site](#) **and** there is no corresponding Direct PLUS Loan award on the COD System, **and** one of the following is true:

- A pending credit decision is resolved and processed.
- An appeal to an adverse credit decision is received and approved.

Federal Student Aid is currently researching the cause of this issue and is working to fix this issue as soon as possible. In the meantime, a school can contact the COD School Relations Center to receive an updated CRSP file.

We apologize for any inconvenience this issue may have caused schools. If you have any questions, contact the COD School Relations Center.

GRANTS

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

REMINDERS

Impact on COD Processing December 11, 2011 (12/07/11)

Federal Student Aid is planning several system maintenance activities on December 11, 2011. 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 4:00 P.M. (ET) on Sunday, December 11, 2011—

- Users will not be able to submit or retrieve data via 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 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.

- 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.

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 (12/09/11)

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 (12/09/11)

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.

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. Territories	Excluded Tags for Domestic Address, including U.S. Territories	Included Tags for Foreign Addresses
3.0c or 3.0d	<AddressLine> <City> <StateProvinceCode> <PostalCode>	<StateProvince> <CountryCode>	<AddressLine> <City> <StateProvince> (Optional) <PostalCode> (Optional) <CountryCode>

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 [2010-2011 COD Technical Reference](#). If you have questions about this information, contact the COD School Relations Center.