

COD Processing Update

December 14, 2012

NEWS/UPDATES

• **Response File Issue for Records Sent in COD XML Schema 3.0a - 3.0d (12/14/2012)**

Federal Student Aid has determined that some schools are unable to import response files for records sent in COD XML Schema versions 3.0a, 3.0b, 3.0c, or 3.0d. Specifically, since November 10, 2012, for schools submitting records using these COD XML Schema versions, the response files are being returned in COD XML Schema version 3.0e instead of the same schema version used for the record submission. As a result, Federal Student Aid is not returning leading zeros in the fields listed below and some schools cannot import the response.

- Financial Award Number
- Total Eligibility Used (TEU)
- Lifetime Eligibility Used (LEU)
- Disbursement Number
- Disbursement Sequence Number
- Previous Sequence Number
- DL Loan Information Award Key
- Award Key
- Counseling Sequence Number
- Application ID
- Previous Application ID

Federal Student Aid plans to fix this issue on Wednesday, December 19, 2012. In the meantime, if a school needs a corrected response, it should contact the COD School Relations Center.

• **Pell Grant Reconciliation Report, MRR, and Verification Status Report for All Award Years Temporarily On Hold as of December 11, 2012 (12/13/2012)**

Federal Student Aid is researching an issue with certain Pell Grant reports and how information is populating on those reports. While Federal Student Aid completes its research, the following Pell Grant reports for all award years are temporarily on hold as of December 11, 2012.

Pell Grant Reconciliation Report – If a school requests a Pell Grant Reconciliation Report via the COD Web site, Federal Student Aid will accept the request, but the report will not be produced and sent to the school until the issue is resolved.

Pell Grant Multiple Reporting Record (MRR) – If a school requests a Pell Grant MRR via the COD Web site, Federal Student Aid will accept the request, but the report will not be produced and sent to the school until the issue is resolved. System-generated reports will also be on hold.

Pell Grant Verification Status Report – This system-generated report will not be produced and sent to the school until the issue is resolved.

Federal Student Aid apologizes for the inconvenience this issue may cause and appreciates your patience as research continues to resolve it. If you have additional questions, please contact the COD School Relations Center.

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

In November, Federal Student Aid determined that some schools 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 sent back a correction of "Nil=true" even though that corrected value was the same value originally sent by the school. This issue was fixed on November 16, 2012.

Additionally, some schools 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 was set to "0001-01-01".

This issue was fixed on November 15, 2012. However, a small number of schools still have the incorrect Payment Period Start Date information on their system and need an updated response file to fix the incorrect date. On December 12, 2012, Federal Student Aid will send a corrected response file to the impacted schools.

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 related issues at this time.

REMINDERS

Impact on COD Processing December 14-16, 2012 (12/10/12)

Federal Student Aid is planning extended system update activities on December 14-15, 2012. 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 Outage

Federal Student Aid will suspend COD batch processing beginning at 8:00 P.M. (ET) on Friday, December 14, 2012. Records submitted after this time will be held and processed after 8:00 P.M. (ET) on Saturday, December 15, 2012.

In addition, between 8:00 P.M. (ET) on Friday, December 14, 2012 until 8:00 P.M. (ET) on Saturday, December 15, 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](#).

Note: The COD System will undergo routine maintenance on Sunday, December 16, 2012 from 3:00 A.M. (ET) until 12:00 P.M. (ET). During this period, batch processing and Web site availability will again be impacted.

Contact Information

Federal Student Aid appreciates your patience and understanding as it completes these important activities. 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.

COD Computer-Based Training (12/14/12)

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](#).

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.

Sending Addresses for U.S. Territories and Foreign Countries on the Common Record or the COD Web site (12/14/12)

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>



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.