

COD System Processing Function Modifications for 2017-2018 **Attachment to March 2017 Electronic Announcement**

This document highlights the processing function enhancements and modifications we will implement during the March 24-26, 2017 period. We cover the information in the following order:

- Changes Impacting All Programs
- Changes Impacting the Direct Loan Program
- Changes Impacting the Pell Grant Program
- Changes Impacting the StudentLoans.gov Website

Changes Impacting All Programs

The following changes will impact the COD System processing of 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) awards.

Anticipated Disbursement Queue

We will add a new Anticipated Disbursement Queue page to the COD Web Site. Schools will be able to search and view anticipated disbursements (DRI=False) currently on file on the COD System. Schools can search by award year, program, disbursement date range, and SSN. Schools will be able to select up to 100 records at a time and submit them as actual disbursements (DRI=True). Schools can also export the anticipated disbursement list as a CSV file. With this change, schools will no longer use the Action Queue to release pending disbursements; however, the Action Queue will still be viewable on the COD Web Site.

Full Validation of the COD Common Record XML Schema

Federal Student Aid will begin to fully validate Common Record files against the published COD Common Record XML Schema (schema). This means that if a school submits a Common Record that does not conform to the published schema format, it will not be processed by the COD System and a school will receive COD Reject Edit 210.

For more information about full schema validation, refer to the [February 23, 2017 Electronic Announcement](#) posted on the IFAP website.

Changes to Edits after Implementation of COD Common Record XML Schema 4.0c

As noted in a separate attachment, we will implement COD Common Record XML Schema 4.0c. Several tags will move from the award block to the disbursement block for the 2017-2018 Award Year and forward. A summary of the tags that will move can be found in [Volume I, Section 2 of the 2017-2018 COD Technical Reference](#). In addition, we will make changes to several COD reject edits as noted in the table below.

Edit Number	Edit Message	Description
COD Reject Edit 202	Cannot submit more than one tag for Published Program Length	<p>For the 2017-2018 Award Year and forward, the edit will be triggered at the disbursement level on all programs.</p> <p>For the 2016-2017 Award Year and prior, the edit will continue to trigger at the award level for Direct Loan awards only.</p>
COD Reject Edit 203	Incorrect Special Program Submitted	<p>For the 2017-2018 Award Year and forward, the edit will be triggered at the disbursement level for TEACH Grant and Direct Loan awards.</p> <p>For the 2016-2017 Award Year and prior, the edit will continue to trigger at the award level for Direct Loan awards only.</p>
COD Reject Edit 204	Incorrect Program CIP Code Submitted	<p>For the 2017-2018 Award Year and forward, the edit will be triggered for the Pell Grant and the Iraq & Afghanistan Service Grant at the disbursement level.</p> <p>For all award years the edit will continue to trigger for TEACH Grant and Direct Loan awards at the disbursement level.</p>
COD Reject Edit 208	Incorrect Student Level Code Submitted	<p>For the 2017-2018 Award Year and forward, the edit will trigger at the disbursement level for both TEACH Grant and Direct Loan awards.</p> <p>For the 2016-2017 Award Year and prior, the edit will continue to trigger at the award level for Direct Loan awards.</p>
COD Reject Edit 209	Invalid Value Submitted for Weeks Programs Academic Year	<p>For the 2017-2018 Award Year and forward, the edit will be triggered for Pell Grant and the Iraq & Afghanistan Service Grants, TEACH Grant, and the Direct Loan awards at the disbursement level.</p> <p>For the 2016-2017 Award Year and prior, the edit will continue to be applied at the award level for Direct Loan awards.</p>

Edit Number	Edit Message	Description
COD Reject Edit 994	Missing Values	<p>For the 2017-2018 Award Year and forward, the edit will trigger at the disbursement level for ALL program on the following tags: <PublishedPgmLength>, <WeeksProgramsAcademicYear>, <ProgramCredentialLevel>, <EnrollmentStatus>, and <ProgramCIPCode>.</p> <p>For the 2016-2017 Award Year and prior, the edit will continue to trigger at the award level for Direct Loan awards on the following tags: <PublishedPgmLength>, <WeeksProgramsAcademicYear>, and <ProgramCredentialLevel>.</p>
COD Reject Edit 996	Invalid Value	<p>For the 2017-2018 Award Year and forward, the edit will trigger at the disbursement level for all programs for the following tags : <PublishedPgmLengthYears>, <PublishedPgmLengthMonths>, <PublishedPgmLengthWeeks>, <SpecialPrograms>, and <ProgramCredentialLevel>.</p> <p>For the 2016-2017 Award Year and prior, the edit will continue to trigger at the award level for Direct Loans on the following tags: <PublishedPgmLengthYears>, <PublishedPgmLengthMonths>, <PublishedPgmLengthWeeks>, <WeeksProgramsAcademicYear>, <SpecialPrograms>, and <ProgramCredentialLevel>.</p> <p>Note: For the 2017-2018 Award Year and forward, the edit will trigger at the award level for Direct Loan awards. For the 2016-2017 Award Year and prior, the edit will trigger at the disbursement level for Direct Loan awards.</p>

For more information regarding these edits, refer to [Volume II, Section 1 of the 2017-2018 COD Technical Reference](#).

Changes Impacting the Direct Loan Program

The following changes will impact the COD System processing of Direct Subsidized Loan, Direct Unsubsidized Loan, and Direct PLUS Loan awards.

Modifications to COD Warning Edit 184

COD Warning Edit 184 (Financial Award Amount exceeds Endorser Amount) will be modified. Currently, when COD Warning Edit 184 is triggered, schools must reduce the award amount to be less than or equal to the endorser amount before submitting actual disbursements for an endorsed Direct PLUS Loan award.

Beginning March 26, 2017, schools will no longer need to reduce the award amount before submitting disbursements. **Note:** We will still check to make sure the total disbursed amount does not exceed the endorsed amount.

New Street Address for Mailing Paper Master Promissory Notes and Endorser Addenda

The street address for sending paper Master Promissory Notes (MPNs) and Endorser Addenda to the Department of Education (the Department) via express or overnight delivery will change. There will also be a change to the P.O. Box address used for regular postal delivery.

For more information about the new mailing address, refer to the [February 17, 2017 Electronic Announcement](#) posted on the IFAP website.

Changes Impacting the Pell Grant Program

The following changes will impact the COD System processing of Pell Grant awards.

Pell Grant Payment and Disbursement Schedules for the 2017-2018 Award Year

[Dear Colleague Letter GEN-16-19](#) provides the payment and disbursement schedules for determining Pell Grant awards for the 2017-2018 Award Year for full-time, three-quarter-time, half-time, and less-than-half-time students. All 2017-2018 Pell Grant awards must be based on the schedules attached to the letter.

We will implement the 2017-2018 Pell Grant payment and disbursement schedules in the COD System during this release.

Note for EDEExpress Users: EDEExpress for Windows 2017-2018, Release 2.0, scheduled for release in April 2017, will add Pell Grant functionality for the 2017-2018 Award Year. We will communicate EDEExpress Release 2.0 information through forthcoming electronic announcements on the [IFAP website](#).

Availability of the Pell Grant SAS and the Pell Grant SAS Disbursement Detail on Demand Reports

We will begin to produce the Pell Grant School Account Statement (SAS). Similar to the Direct Loan and TEACH Grant SAS, the Pell Grant SAS can be used as a reconciliation tool for Pell Grant cash summary, cash detail, and actual disbursement data.

Schools will also be able to request a Pell Grant SAS Disbursement Detail on Demand.

Both versions of the report will be available for the 2017-2018 Award Year and forward. Both reports will be sent to schools' Student Aid Internet Gateway (SAIG) mailbox in a Comma Delimited with Headers format. **Note:** Schools will not be able to import the report into EDEExpress.

Pell Grant SAS Information

The Pell Grant SAS is a monthly statement, similar to a bank statement, which summarizes the school's processing activity for that month and/or Year-to-Date (YTD).

Sections of the Pell Grant SAS:

- Cash Summary - This section of the SAS provides the Department's official Cash > Net Accepted and Posted Disbursement (NAPD) balance for the school for the reported period. The Cash Summary contains both a monthly and a year-to-date summary of cash and loan data processed at COD for that program year.
- Cash Detail - This section of the SAS provides details on cash transactions processed by the COD System. Transaction types included in this section are: drawdowns, drawdown adjustments, disbursement offsets, refunds of cash, returns, and/or reversals.
- Disbursement Level Detail - This section of the SAS provides transaction level details for all disbursement and adjustment transactions funded and applied on the COD System, including both financial and nonfinancial transactions for funded and applied disbursements.
- Award Level Disbursement Summary - This section of the SAS provides year-to-date award level details for all awards with a funded and applied disbursement through the end date of the file.

Schools may modify their Pell Grant SAS Options via the SAS Options page on the COD Web Site. Schools may change these options at any time; however, the changes will be applied to the next scheduled run of the Pell Grant SAS file.

Schools can update the Report Activity Type field to Monthly, Year to Date, or Both (Monthly and YTD). The default settings are set to a report activity type of monthly and schools will receive the monthly Disbursement Level Detail section of the SAS. Schools should review these options and update them as necessary. Additional options may also be selected depending on the Report Activity Type option selected by the school:

- If a school chooses Monthly, the school will receive the Disbursement Level Detail and Cash Detail monthly section.
- If a school chooses Year-to-Date, the school can choose to receive the Disbursement Level Detail and/or the Award Level Disbursement Summary Year-to-Date sections. If the school chooses both the Disbursement Level Detail and Award Level Disbursement Summary they will receive each under a separate message class. Either option will include the YTD Cash Detail.
- If a school chooses Both (Monthly and Year-to-Date), the school has the option to select the monthly Disbursement Level Detail, Year-to-Date Disbursement Level Detail, and/or Year-to-Date Award Level Disbursement Summary. The schools would receive each of these options under a separate message class.

Note: Regardless the Report Activity Type selected, all schools will always receive both the Cash Summary and Cash Detail sections.

Pell Grant SAS Disbursement Detail on Demand

Beginning March 26, 2017, schools will also be able to request a Pell Grant SAS Disbursement Detail on Demand. Schools will request the report via the Reports Request page on the COD Web Site.

Some features of the Pell Grant SAS Disbursement Detail on Demand report:

- A school can select the activity range for the data on the report for the following periods: Month-to-Date, Year-to-Date, or a user-defined date range.
- A school can request a report through the COD Web Site anytime during the month. Once a report is requested, it will be generated and sent to the school's SAIG mailbox the following day.
- Any options selected for the report will not affect a school's existing monthly SAS report options. Schools will still receive their monthly SAS report via their SAIG mailbox.

For more information about these new reports, refer to [Volume VI, Section 8 of the 2017-2018 COD Technical Reference](#).

Changes Impacting the StudentLoans.gov Website

The following StudentLoans.gov website changes will impact how users interface with the website.

Updated Messaging for Paper Correspondence

The StudentLoans.gov website will be updated to include new messaging for students who request paper correspondence outside the United States (U.S.), U.S. territories, or Canada.