



## Technical Update GA-2008-06

September 16, 2008

### Enhancement to the Enrollment Reporting Notification Process

*This information is intended for the person in your organization who is responsible for working with NSLDS. If that person is not you, please forward this update to the appropriate person.*

The purpose of this Technical Update is to inform guaranty agencies (GA) of an enhancement to the enrollment reporting notification process that was implemented on July 20, 2008. The change will provide previously certified enrollment records when a new interest in the borrower is established on NSLDS by the loading of a loan.

#### Current Process

Loan servicing is dependent on the enrollment status of a student. When a loan loads to NSLDS, the relationship between the GA and the student borrower is established. From that point forward, while the loan is in an open status, any school certified enrollment record received for the borrower is sent in the weekly notification file to the GA. Currently, the GA is not aware of previously certified data that is already in NSLDS.

NSLDS has two options for notifying GA's of certified enrollment records received from schools each week. The notifications can be sent as:

- all records received for their borrowers, or
- "changes only" – records received that reflect a change to data other than the certification date.

With the "changes only" option, the interested GA receives a record only when there is a change to one or more of the following enrollment data fields:

- Enrollment Status Code
- Enrollment Status Effective Date
- Anticipated Completion Date

830 First St. N.E., Washington, DC 20202  
[www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov)  
1-800-4-FED-AID

If the record received is the school certifying data as it currently exists and nothing has changed but the certification date, with the “changes only” option, this record would not be included in the notification file. The NSLDS database will retain and display the history of all certifications received, but GA’s that use the changes only option will receive only the first certified record until one of the three data fields reflects a change.

### **Additional Records to Begin a History of Certified Enrollment**

NSLDS has enhanced the notification process to provide active enrollment data that was certified within the last 6 months for any new GA/borrower relationship. When the GA loads a loan to NSLDS and establishes a relationship with a student borrower for the first time, NSLDS will search for current active certified enrollment. Any current full-time (F), half-time (H), or approved leave of absence (A) status record certified for the borrower within the last 6 months will now be added to the next notification file for that GA.

This enhancement is not dependent on receiving changes only. All GAs will receive previously certified active enrollment for their new loan borrowers regardless of the notification option they have chosen.

### **To Change your Notification Option**

With the enhancement to the notification process that will provide the most current active enrollment certified up to 6 months prior, the “changes only” option may provide satisfactory information for future servicing of the borrower’s loans.

If a GA determines it is not necessary to receive each certification of the same information, and wishes to select the “changes only” option for their notification file, they may contact the NSLDS Customer Service Center at 800-999-8219. The Customer Service Representative will open a ticket to request the change to the file option and will notify you when it is completed.

Changes to the notification file can be requested at any time. A GA may try “changes only” and later switch to the all records file option.

*If you have any questions, please contact the NSLDS Customer Service Center at (800) 999-8219 or e-mail [NSLDS@ed.gov](mailto:NSLDS@ed.gov).*