Technical Update LLS-2011-06

December 20, 2011

**Supplementary Information – Change to Login Process for
NSLDS Professional Access Web Site**

*This information is intended for the person in your organization who is responsible for working
with the National Student Loan Data System (NSLDS). Please ensure the appropriate person
receives this update.*

This update provides supplementary information about the enhancements to the login process for
the NSLDS Professional Access Web site that were outlined in a December 8, 2011 Electronic
Announcement on the Information for Financial Aid Professionals (IFAP) Web site. These
enhancements bring the NSLDS behind Federal Student Aid's Access and Identity Management
System (AIMS) and are another step toward Federal Student Aid's goal of providing a "single
sign-on" process for users of multiple systems.

Effective Sunday, December 18, 2011, National Student Loan Data System (NSLDS) users no
longer enter their NSLDS ID and password to log in to the web site. Instead, a Federal Student
Aid User ID (FSA User ID) and password is used to authenticate each user's identity prior to
allowing access to the NSLDS Professional Access Web site.

Note: If an NSLDS user does not access one or more of the systems currently behind AIMS and
has not yet obtained an FSA User ID, the user will need to follow the instructions for "Users
Without FSA User ID and Password" in the December 8th announcement and obtain an FSA
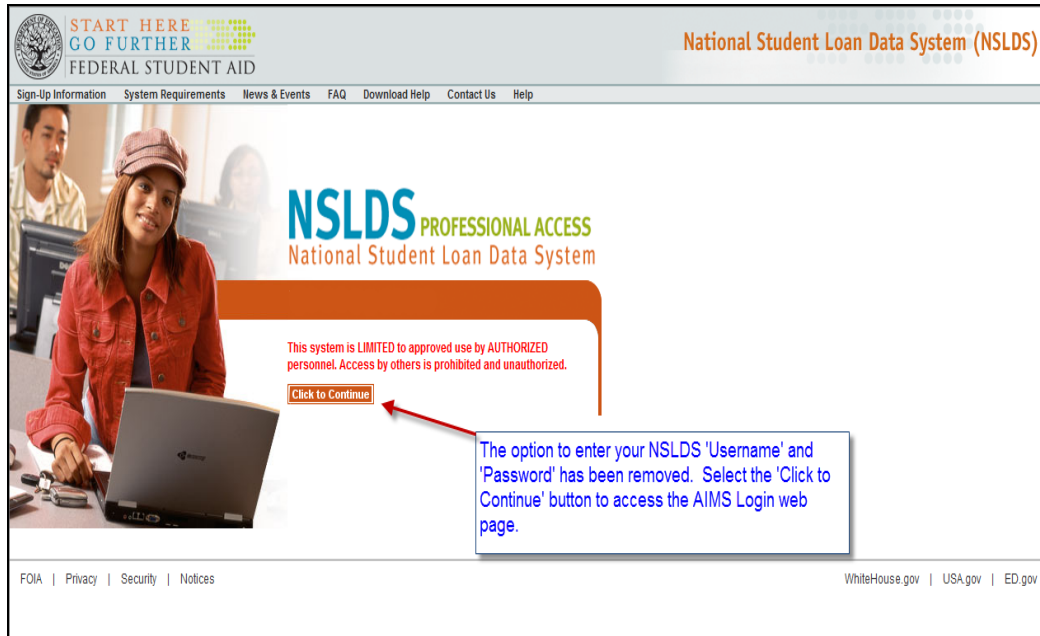User ID and password.

The NSLDS ID still exists; however, it is no longer used to gain system access. Accordingly,
other changes include the display of both the FSA User ID and NSLDS ID on the NSLDS
Professional Access Web site pages and a new report for Primary Destination Point
Administrators (PDPAs) to manage information about their NSLDS users.

NSLDS Welcome and FSA AIMS Login Web Pages

With the NSLDS move behind AIMS, the NSLDS Login page is replaced by a new unsecured NSLDS Welcome page. Selecting the 'Click to Continue' button on the unsecured NSLDS Welcome page begins the login process and will take the user to the FSA Access and Identity Management System Login page. The FSA User ID and password must be entered on the AIMS Login page.

Unsecured NSLDS Welcome Page

FSA Access and Identity Management System Login Page

After successfully logging in to the AIMS Login page, the secured NSLDS Welcome page displays with a box that lists the Organization Code or Codes associated with the NSLDS user. A user may have multiple Organization Codes linked to his or her one FSA User ID. By selecting an organization from the box, the user will have access to data specifically associated with that Organization Code.

Important Reminder: Each NSLDS user who has relationships with multiple organizations will continue to be responsible for ensuring that he or she correctly identifies the organization for which the user is working, completes borrower lookups/research/actions for only that organization, and then returns to the secured NSLDS Welcome page and selects another organization before beginning a new organization's work.

Secured NSLDS Welcome Page
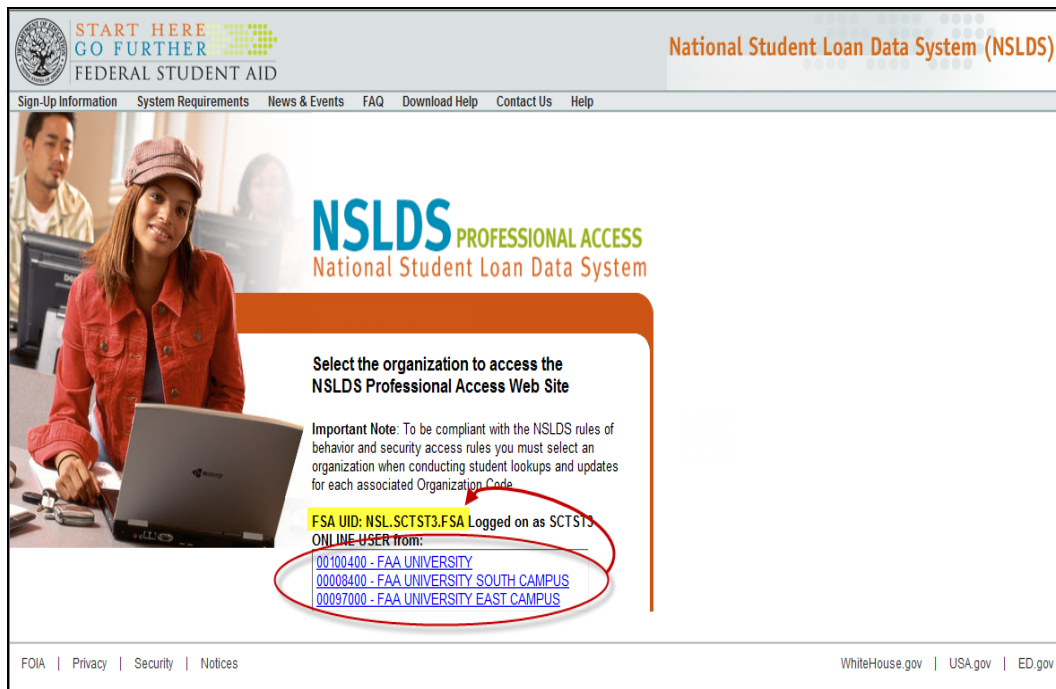
After the selection of an organization code, the user continues the login process by navigating through the Privacy Act, CAPTCHA, and Rules of Behavior pages. Prior to the move behind AIMS, the Privacy Act and Rules of Behavior pages contained the option to 'Cancel and Logout' of the NSLDS. With the new enhancements, a user selects the 'Cancel and End NSLDS Session' button, which returns the user to the unsecured NSLDS Welcome page.
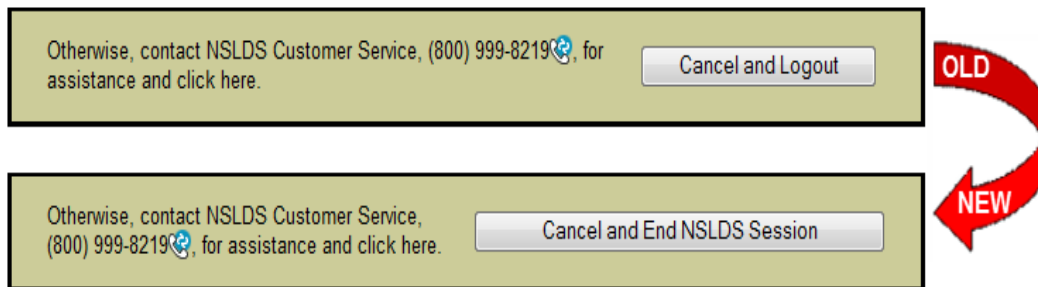
When logged in to the NSLDS Professional Access Web site, the FSA User ID, user name, organization name, TG Mailbox Number, and NSLDS ID display on each page to which the user navigates. Previously, this data only included the user and organization names.

The 'Change Password' link on the Main Menu tab has been removed. Users will now manage their passwords through the AIMS Login page.

New Online User Detail Report (SECUD1)

The Online User Detail report (SECUD1) allows a PDPA to review detailed information about all NSLDS IDs associated with the organizations for which they are responsible. The report may be requested from the Web Report List page on the Report Tab. The extract file is delivered to the Student Aid Internet Gateway (SAIG) mailbox associated with the user requesting the report.

Online User Detail Report - SECUD1

The PDPA user may select parameters for the report that include an NSLDS ID create begin and end date range and current NSLDS ID status. The report output is sorted by FSA ID/Org Code, Org Code/Last Name/First Name, or Org Code/TG Number and available in extract format, Excel spreadsheet, or both.

The record layout for the extract file is available on the NSLDS Record Layouts page of the Information for Financial Aid Professionals (IFAP) Web site.

In a future enhancement, the FSA User ID will be added to this report.

Contact Information

If you have questions about how to enroll to become an NSLDS user or how to register for an FSA User ID, contact CPS/SAIG Technical Support at 800/330-5947 (TDD/TTY 800/511-5806) or by e-mail at CPSSAIG@ed.gov.

If you have questions about the NSLDS or navigating the NSLDS Professional Access Web site, contact the NSLDS Customer Support Center at 800/999-8219. You can also contact Customer Support by e-mail at nslds@ed.gov.