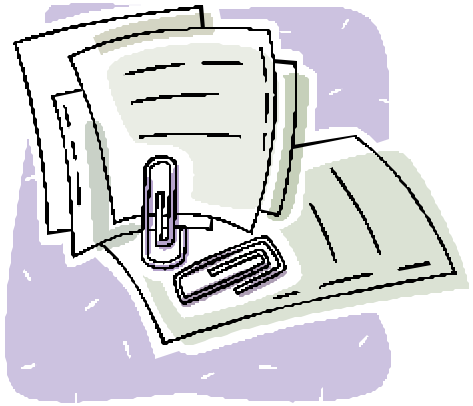
NASFAA 2003: Reconnecting With Students!

NASFAA 2003
SALT PALACE CONVENTION CENTER
SALT LAKE CITY, UT ★ JULY 9-12

2004-05 Application and Delivery System Update



Today's Topics

- Application Processing Statistics
- Important Dates
- The 2004-05 Application Process
  - Getting Ready
  - Applying for Aid
  - Processing Applications at the CPS
  - Receiving and Reviewing Applicant Data
  - Correcting Applicant Data
- Other Changes and Noteworthy News

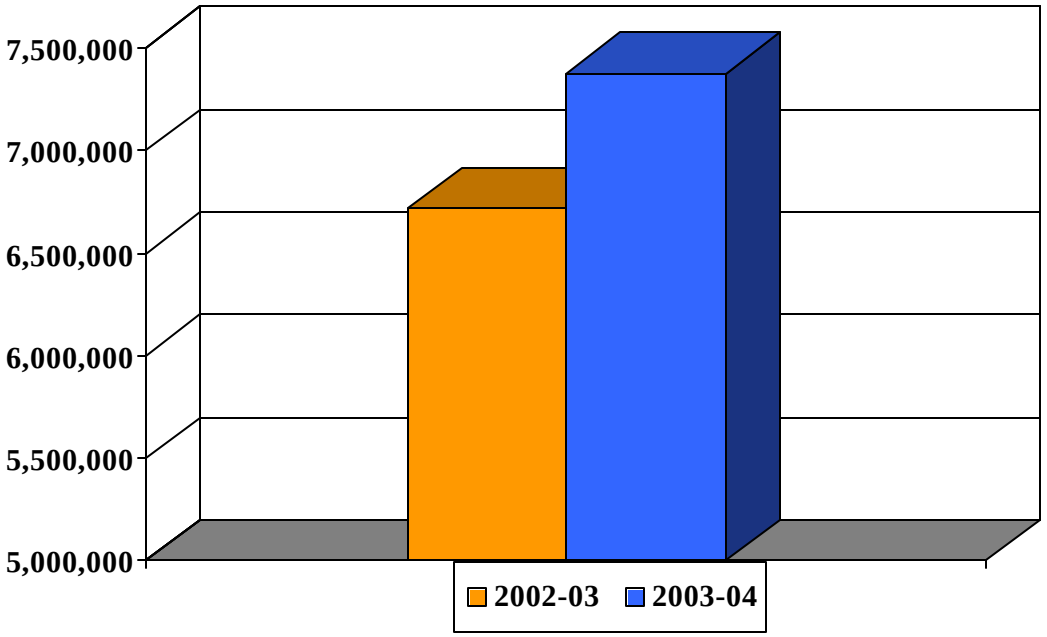
Application Volume
2002-03 and 2003-04

- **7,602,225**

  2002-03 FAFSAs processed as of June 30, 2002 (week 26)

- **8,197,460**

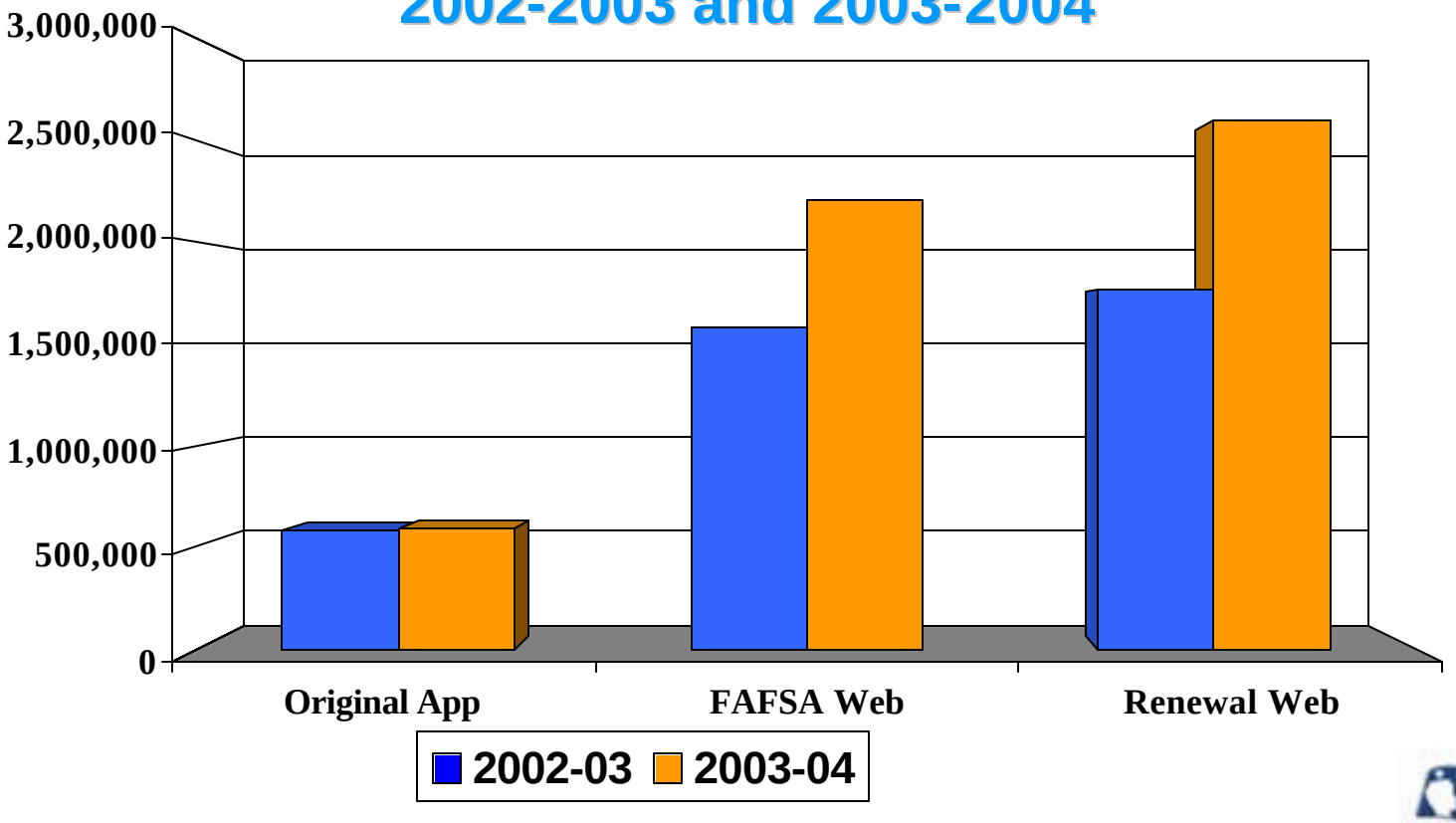
  2003-04 FAFSAs processed as of June 29, 2003 (week 26)



That's a 7.8% increase!

Electronic Applications

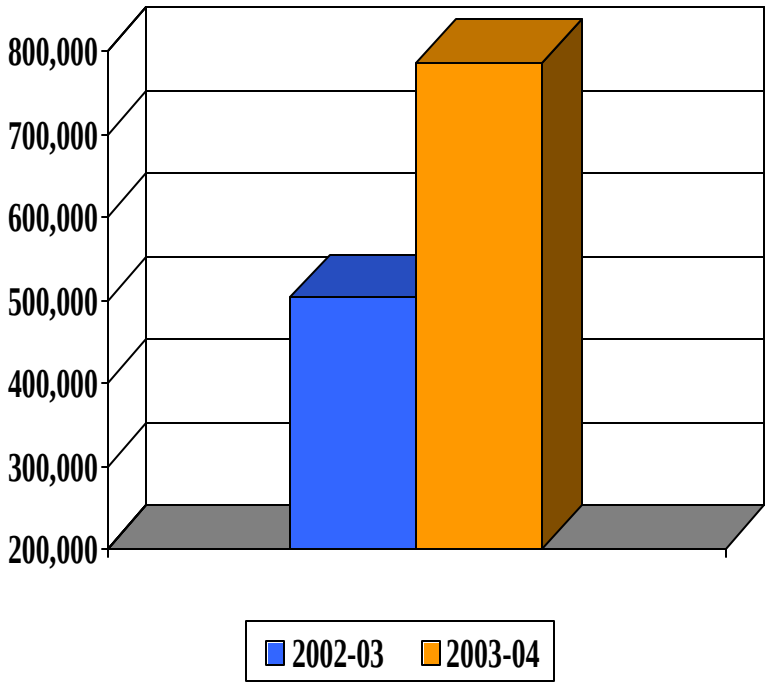
For the first 26 weeks of processing for 2002-2003 and 2003-2004



Moving to a Paperless Process

PINs and Electronic Signatures

- Since Nov. 1998, 26,938,372 individuals have received PINs
- In 2002-03, 4 million students and parents electronically signed the FAFSA using PIN
- So far in 2003-04, 3.6 million have signed with PIN



Moving to a Paperless Process

E-mail Messages with Links to PIN and SAR

- In 2003-04, over 5 million students provided e-mail addresses on their FAFSAs
- Since January 2003
  - Over 5 million PIN e-mails sent
  - Over 6 million SAR e-mails sent

Important Dates

- Federal School Code file updates due July 16
- Draft ISIR Layout available on IFAP

- Announcement explaining application processing system changes on IFAP
- EDExpress announcement on IFAP

Important Dates

- Guide to ISIRs on IFAP
- FAA Access to CPS announcement on IFAP
- FAFSA on the Web/PIN announcement on IFAP
- Revised ISIR Layout in 2004-05 Technical Reference
- Federal School Code List mailed

- **Jan 1:** FAFSA on the Web, Renewal FAFSA on the Web, Corrections on the Web available
- **Jan 1:** FAA Access available
- **Jan 2:** Application processing system starts up

Getting Ready for the 2004-05 Award Year

FAFSA on the Web Toolkits

- Will be mailed in October to --
  - Postsecondary schools
  - High schools
  - State agencies
  - Libraries
  - PTAs
  - TRIO Centers

- Toolkits will include –
  - Brochure
  - Poster
  - Tips Card
  - PIN Flyer
  - Web-Link Graphics Flyer
  - Post-it Notes
  - FAA Access Flyer

Ordering Paper FAFSAs

- Watch for IFAP announcement this fall about placing 2004-05 FAFSA orders
- Thanks for continuing to reduce those paper FAFSA orders!

FAFSA on the Web

Screen Shots and Demonstration Site

- In early October 2003, a PowerPoint presentation containing FAFSA on the Web screen shots will be available on IFAP
- FAFSA on the Web demonstration site will be available in November 2003
  - To access site, go to http://fafsademo.test.ed.gov
  - Enter:
    - User Name: eddemo
    - Password: fafsatest

Renewal Application Process

Important Dates

August 2003	Announcement and Guide posted on IFAP and FSADownload
10/6 - 10/31	Schools can request that Renewal reminders be sent to students instead of paper Renewal FAFSA
11/6 - 12/20	CPS mails Renewal FAFSAs to students

Renewal Application Process

Reminders

11/6 - 12/20 Renewal reminders sent to students if --

- A school requested PINs be sent instead of paper Renewal FAFSAs
- Used Web in 2003-04
- Indicated on 2003-04 FAFSA that they were graduate or 5th year undergraduate students
- Student provided valid e-mail address on 2003-04 FAFSA

Renewal Application Process
Reminders

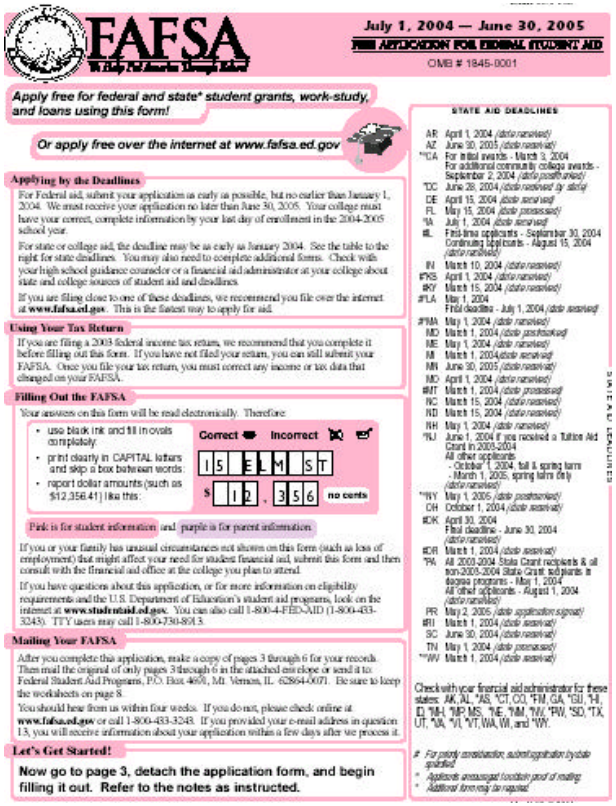
- If valid e-mail address provided on 2003-04 FAFSA, students will receive e-mail reminding them to reapply using their PIN
  - E-mail will not include link to PIN on the Web
- If valid e-mail address not provided on 2003-04 FAFSA, student will be sent a PIN mailer to permanent address
  - PIN mailer will include tear-out card

Applying for Aid

Student and School Applications

Student Applications

The Paper FAFSA



FAFSA

We Help Put America Through School

July 1, 2004 — June 30, 2005

FREE APPLICATION FOR FEDERAL STUDENT AID

OMB # 1845-0001

Apply free for federal and state student grants, work-study, and loans using this form!*

Or apply free over the internet at www.fafsa.ed.gov

Applying by the Deadlines

For Federal aid, submit your application as early as possible, but no earlier than January 1, 2004. We must receive your application no later than June 30, 2005. Your college must have your correct, complete information by your last day of enrollment in the 2004-2005 school year.

For state or college aid, the deadline may be as early as January 2004. See the table to the right for state deadlines. You may also need to complete additional forms. Check with your high school guidance counselor or a financial aid administrator at your college about state and college sources of student aid and deadlines.

If you are filing close to one of these deadlines, we recommend you file over the internet at **www.fafsa.ed.gov**. This is the fastest way to apply for aid.

Using Your Tax Return

If you are filing a 2003 federal income tax return, we recommend that you complete it before filling out this form. If you have not filed your return, you can still submit your FAFSA. Once you file your tax return, you must correct any income or tax data that changed on your FAFSA.

Filling Out the FAFSA

Your answers on this form will be read electronically. Therefore:

- use black ink and fill in ovals completely.
- print clearly in CAPITAL letters and skip a box between words:
- report dollar amounts (such as $12,356.41) like this:

Correct Incorrect

15 ELM ST

$ 12 , 356 no cents

Pink is for student information and purple is for parent information.

If you or your family has unusual circumstances not shown on this form (such as loss of employment) that might affect your need for student financial aid, submit this form and then consult with the financial aid office at the college you plan to attend.

If you have questions about this application, or for more information on eligibility requirements and the U.S. Department of Education's student aid programs, look on the internet at **www.studentaid.ed.gov**. You can also call 1-800-4-FED-AID (1-800-433-3243). TTY users may call 1-800-730-8913.

Mailing Your FAFSA

After you complete this application, make a copy of pages 3 through 6 for your records. Then mail the original of only pages 3 through 6 in the attached envelope or send it to: Federal Student Aid Programs, P.O. Box 4691, Mt. Vernon, IL 62864-0071. Be sure to keep the worksheets on page 8.

You should hear from us within four weeks. If you do not, please check online at **www.fafsa.ed.gov** or call 1-800-433-3243. If you provided your e-mail address in question 13, you will receive information about your application within a few days after we process it.

Let's Get Started!

Now go to page 3, detach the application form, and begin filling it out. Refer to the notes as instructed.

STATE AID DEADLINES

AR April 1, 2004 *(date received)*
AZ June 30, 2005 *(date received)*
**CA For initial awards - March 3, 2004
For additional community college awards - September 2, 2004 *(date postmarked)*
*CC June 28, 2004 *(date received by state)*
DE April 15, 2004 *(date received)*
FL May 15, 2004 *(date processed)*
*IA July 1, 2004 *(date received)*
#IL First-time applicants - September 30, 2004
Continuing applicants - August 15, 2004 *(date received)*
IN March 10, 2004 *(date received)*
#*KS April 1, 2004 *(date received)*
#KY March 15, 2004 *(date received)*
#*LA May 1, 2004
Final deadline - July 1, 2004 *(date received)*
#*MA May 1, 2004 *(date received)*
MD March 1, 2004 *(date postmarked)*
ME May 1, 2004 *(date received)*
MI March 1, 2004 *(date received)*
MN June 30, 2005 *(date received)*
MO April 1, 2004 *(date received)*
#MT March 1, 2004 *(date processed)*
NC March 15, 2004 *(date received)*
ND March 15, 2004 *(date received)*
NH May 1, 2004 *(date received)*
*NJ June 1, 2004 if you received a Tuition Aid Grant in 2003-2004
All other applicants
- October 1, 2004, fall & spring term
- March 1, 2005, spring term only *(date received)*
**NY May 1, 2005 *(date postmarked)*
OH October 1, 2004 *(date received)*
#OK April 30, 2004
Final deadline - June 30, 2004 *(date received)*
#OR March 1, 2004 *(date received)*
*PA All 2003-2004 State Grant recipients & all non-2003-2004 State Grant recipients in degree programs - May 1, 2004
All other applicants - August 1, 2004 *(date received)*
PR May 2, 2005 *(date application signed)*
#RI March 1, 2004 *(date received)*
SC June 30, 2004 *(date received)*
TN May 1, 2004 *(date processed)*
**WV March 1, 2004 *(date received)*

Check with your financial aid administrator for these states: AK, AL, *AS, *CT, CO, *FM, GA, *GU, *HI, ID, *MH, *MP, MS, *NE, *NM, *NV, *PW, *SD, *TX, UT, *VA, *VI, *VT, WA, WI, and *WY.

\# For priority consideration, submit application by date specified
* Applicants encouraged to obtain proof of mailing
* Additional form may be required

- Color of the FAFSA
  - Pink for Students (Pantone 196 CVU)
  - Purple for Parents (Pantone 263 CVU)
- FAFSA will include
  - Return receipt postcard
  - Revised insert
- New, reworded, and reordered questions and instructions

The Paper FAFSA

Page 1

- Redesigned first page
- More information about federal and state deadlines
- More prominent instructions for correcting estimated tax return data once return is completed

The Paper FAFSA

Page 2

- Added Web site reference for exchange rates

Notes for questions **33 c. and d.** (page 4) and **71 c. and d.** (page 5)

If you filed or will file a foreign tax return, or a tax return with Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau, use the information from that return to fill out this form. If you filed a foreign return, convert all figures to U.S. dollars, using the exchange rate that is in effect today. Go to **www.federalreserve.gov/releases/h10/update** to view the daily exchange rate.

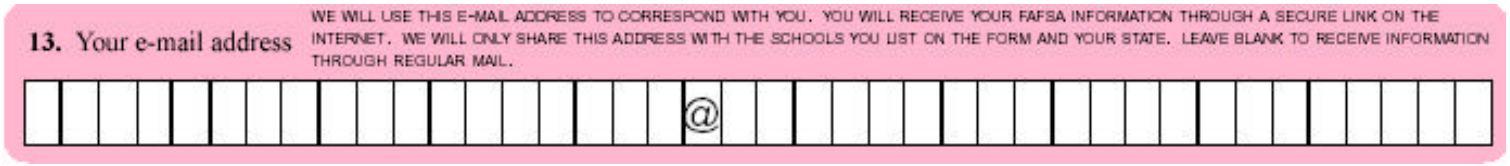
- Further clarified what is not an investment

Investments do not include the home you live in, the value of life insurance, retirement plans (pension funds, annuities, non-education IRAs, Keogh plans, etc.), and prepaid tuition plans, or cash, savings, and checking accounts already reported in 43 and 81.

The Paper FAFSA

Page 3

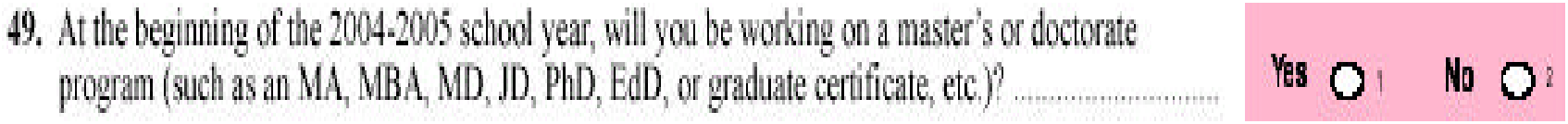
- Question 13: Student's e-mail address
  - Moved from Step Six to Step One
  - 40 characters long, with pre-printed @ symbol
  - Explains how e-mail address will be used



- Question 31: New number for the "drug question"

The Paper FAFSA
Page 4

- **Step Two**
  - **Questions 43 – 45:** Student's asset net worth questions reordered
- **Step Three**
  - **Question 49**: Wording for "graduate" dependency question revised to be clearer



  - **Question 53:** Revised to read "Are both of your parents deceased, or are you or were you (until age 18) a ward/dependent of the court?"

The Paper FAFSA

Page 5, Step Four

- Added questions about students' parents
  - Questions 59 and 63: Parent's first initial
  - Questions 60 and 64: Parent's date of birth
- No longer ask "Age of older parent" question

The Paper FAFSA

Page 6

- Step Five: Independent student questions --
  - Design makes questions more noticeable so students won't skip
- Step Six: Enrollment questions --
  - Moved from Step One
  - One question for all terms
  - Separate response for "Not sure"

The Paper Renewal FAFSA

- Includes changes made to paper FAFSA
- Will roll forward 2003-04 FAFSA questions --
  - Will pre-print all school codes on transaction used to create the Renewal FAFSA
  - Will pre-print housing plans for each school code listed
  - Enrollment status questions will be converted
    - If any question = Full time, pre-print as full time
    - Otherwise, leave question blank
  - Parent's Marital Status Date question

The Paper Renewal FAFSA

- Will no longer pre-print income fields from previous year's FAFSA for students who qualified for Automatic Zero EFC
- Will not roll forward parents' SSN and last name information

FAFSA on the Web

www.fafsa.ed.gov

- Apply
- Reapply
- Go to PIN Web site
- Check status of FAFSA
- View SAR information
- Make corrections
- Simplified FAFSA for residents of certain states
- Spanish version

Spanish FAFSA on the Web

- Spanish FAFSA on the Web will include Spanish versions of -
  - Pre-Application Worksheet
  - Worksheets A, B, and C
  - Income Estimator Worksheet
  - Drug Conviction Worksheet

FAFSA on the Web
Renewal FAFSA on the Web

- Includes new and revised paper FAFSA questions
- New parent e-mail address
  - If valid parent e-mail address provided --
    - E-mail sent to parent when FAFSA processed
    - If signature(s) are missing, e-mail will include information about how to sign
  - Correctable on the Web or through FSAIC
  - Will print, but not correctable on paper SAR

FAFSA on the Web
Renewal FAFSA on the Web
Enhanced Edits and Skip Logic

- Dependent students required to provide parents' SSN, last name, first initial, and DOB
- If student's parent is single --
  - Skip logic presents only one parent SSN, last name, first initial, and DOB
  - Student asked if information is for father or mother
- Housing Plans questions
  - Student required to answer on FOTW
  - Carried forward from previous year on RFOTW

FAFSA on the Web
Renewal FAFSA on the Web
Other Improvements

- Independent students who qualify for Auto Zero EFC can provide parent information *and* skip certain student income and asset questions
- Streamlined final steps of the application to make signature and submit process easier

FAFSA on the Web
Renewal FAFSA on the Web
Electronic Signatures

- More information provided about advantages of electronically signing with PIN
- Students and parents can electronically sign within Web applications
- Will validate that SSN used by parent to electronically sign matches SSN reported on the FAFSA

Renewal FAFSA on the Web

Moving to Real-Time Processing

- Will carry forward some database match results from previous year --
  - Selective Service Match Flag = Y
  - VA Match = 1
  - SSN Match = 4 *and* SSA citizenship confirmed or student is an eligible non-citizen
- Will process application in real-time for independent students if --
  - No other matches required
  - Student does not change identifiers

Renewal FAFSA on the Web

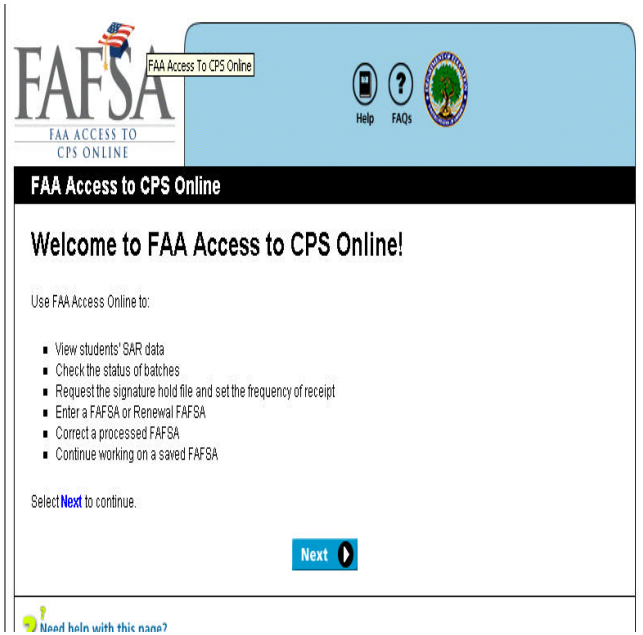
Moving to Real-Time Processing

- If student is eligible for real-time processing, processed results appear immediately on confirmation page
  - "Official" EFC displayed
  - New link to Student Access on the Web where student can view and print corrected SAR information

School Applications

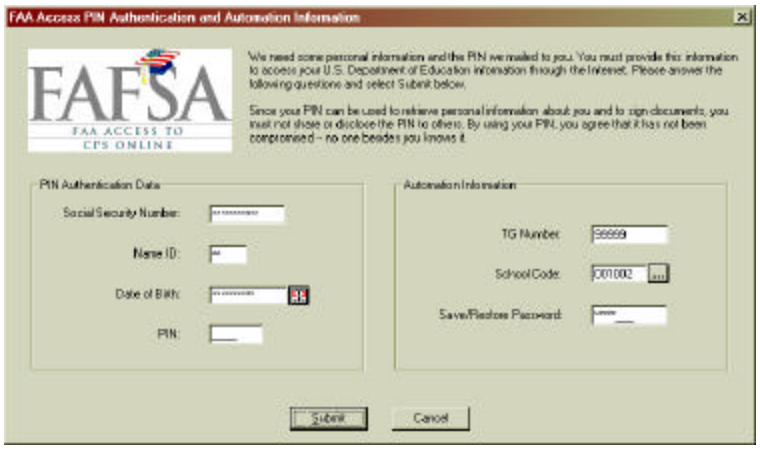
FAA Access to CPS Online

- Implemented in May 2001
- Enhanced each year
- Current version allows FAAs to --
  - View students' SAR information
  - Enter and submit FAFSA and Renewal FAFSA data
  - Correct applicant data



School Applications

EDExpress and FAA Access to CPS Online



- In 2004-05, EDExpress will interface directly with FAA Access to CPS Online through an embedded browser
  - Clicking on the FAFSA Tab in EDExpress will take you to FAA Access Application Entry
  - All application and correction entry will be done in FAA Access

School Applications

EDExpress and FAA Access to CPS Online

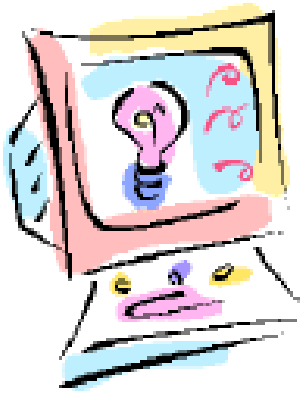
- All Application Processing functionality still available in EDExpress
  - ISIR Import/ISIR print
  - ISIR Review tab
  - List-Processed ISIRs
  - NSLDS Print, File Format/External Export

FAA Access to CPS Online

New for 2004-05

- New FAA Access demonstration site will be available in November 2003
- To access site, go to:

http://fafsademo.test.ed.gov



- Enter:
  - User Name: eddemo
  - Password: fafsatest
- Click on FAA Access button at bottom of screen

FAA Access to CPS Online

New for 2004-05

- FAA Application Entry
  - Estimated taxes paid calculator added
  - Can skip answering income and asset questions for some students who qualify for Automatic Zero EFC
  - Printed signature page will include summary of application information entered by FAA
  - Real-time processing for students who do not need to go to external matches
- Use FAA Access to request ISIRs from Datamart

ISIR Datamart

- ISIR Datamart will be implemented on Jan. 2, 2004
- Will store 2004-05 ISIR data for retrieval and distribution to authorized users
- New feature in FAA Access to CPS Online allows users to request ISIRs from Datamart
  - For specific students
  - By date

ISIR Datamart

- Options for receiving ISIRs --
  - Daily
  - By request
- Sign up through Participation Management System
  - Default is daily receipt (like current system)
  - May change option at any time
  - Users who select daily receipt can also use Datamart to request ISIRs

ISIR Datamart

Query Options for Retrieving ISIRs

- SSN/Name ID
- Date range for receipt date or processed date
- Transaction number: first, last, all, specific, or greater than X
- Institution code
- Grade level
- Dependency status
- Eligibility status
- State of legal residence or state of college
- EFC range
- Verification status
- Veteran status
- Combination of these fields

ISIR Datamart

Query Requirements

- DPA has authority to run queries
- Queries can be set up to run on demand or for a future date
- Query must be completed before next query can be submitted
- Last query entered is displayed when user returns to FAA Access
- No limit on requesting same ISIR multiple times

ISIR Datamart

Query Results

- As queries run against Datamart, files of requested ISIRs generated
- Files loaded to SAIG under separate message class
- Files of requested ISIRs must be retrieved within 14 calendar days

ISIR Datamart

"Pushed" ISIRs

- Certain ISIRs automatically "pushed" regardless of option selected by institution
  - EFC changes
  - SAR C Code changes
  - System-generated transactions –
    - NSLDS post-screening
    - INS automated secondary confirmation
    - Reprocessing

ISIR Datamart

"Must See" ISIRs

- Schools must look at all "pushed" ISIRs
- School must request ISIRs for all enrolled students

ISIR Datamart

Message Classes

- Types of Message Classes --
  - Daily automatic feeds:
    - Regular/Daily
    - CPS “pushed” ISIRs
  - ISIRs requested through Datamart --
    - Requested
    - CPS “pushed” ISIRs
- Datamart will be used for YTD and FDR requests

Processing Applications at the CPS

2004-05 Changes

CPS Changes
INS Database Matches

- Immigration and Naturalization Service (INS) match renamed Department of Homeland Security (DHS) match

CPS Changes

SSN Database Match with SSA

- SSN match expanded to include dependent applicants' parents
  - Will not send parent SSN if same as student's
  - Will use same match flag results as students

CPS Changes

Parent SSN Match with SSA

- Applicants whose parent has SSA Date of Death (Match Flag = 5) will receive a SAR comment instead of being rejected
- Parents allowed to change SSN, even if SSA gave clean match flag of ‘4’

CPS Changes

New Rejects

- New rejects for missing parent SSN, last name, first initial, and DOB

Reject 6 Father's SSN not on SSA database (non-verifiable)

Reject 7 Mother's SSN not on SSA database (non-verifiable)

Reject S Father's DOB not matched on SSA database (verifiable)

Reject T Mother's DOB not matched on SSA database (verifiable)

CPS Changes

New Rejects

- Added rejects for dependent students
  - **Reject 12:** If taxes paid amount is greater than or equal to AGI (non-verifiable reject)
  - **Reject G:** If taxes paid amount is less than AGI, but greater than 40% of AGI (verifiable reject)

CPS Changes

New Warning Comments

- New warning comment code for paper filers who reported parent's marital status as single, but provided two parent SSNs
- CPS re-engineered to be a Multi-Year Applicant Database (MYAD) so it can perform cross-year edits to detect possible inconsistencies across application years

Application Results:
Receiving and Reviewing Applicant Data

Institutions and Students

The Institutional Student Information Report (ISIR)

- ISIR layout will follow order of paper FAFSA questions
- New Data Source/Data Type codes with alpha-numeric values
  - 1 Electronic
  - 2 Student Web
  - 3 FAA Access
  - 4 Paper
  - 5 CPS
  - 6 FSAIC

A	Application
C	Correction
R	Renewal

The Institutional Student Information Report (ISIR)

- New flag indicates whether transaction is result of address or e-mail address change only
- Will display parent SSN match flag results

The ISIR

Verification Selection Process

- Continue to conduct IRS statistical studies to improve verification selection criteria and process
- Verification Tracking Flag
  - Expanded to 4 characters
  - Higher numbers continue to have higher priority

The ISIR

Message Classes and Format

- Reduced number of message classes
  - Two input message classes (applications and corrections)
  - Four output message classes (3 ISIR and 1 error)
- ISIRs in XML format --
  - In 2004-05, ISIRs will not be in XML format
  - In 2005-06, ISIRs will be in XML format
  - In 2006-07, all schools will be required to receive ISIRs in XML format

The Student Aid Report

- The paper SAR
  - Printed on white paper with pink wash across top of page
  - Added variable text on first page of SAR when student has eligibility issues
  - Parent e-mail address printed on SAR, but will not be correctable

The Student Aid Report

- The paper SAR
  - SAR instructs applicants that they must call FSAIC to request a copy of their SAR
  - On first page, under “You (the Student)”, variable text will be used for eligibility issues

The Student Aid Report

- Paper SAR and SAR on the Web
  - The order of the questions follow paper FAFSA
  - For Financial Aid Office Use Only box/section
    - INS changed to DHS
    - Parent SSN match flag results displayed
- SAR on the Web
  - Parent e-mail address displayed and can be corrected on the Web

Making Corrections to Applicant Data

Institutions and Students

Making Corrections

- Students can correct data on their own using
  - Paper SAR
  - Corrections on the Web
    - Many students eligible for real-time Web corrections
- Students can work with a school to make corrections via FAA Access to CPS Online
    - Many students eligible for real-time Web corrections
- Students can make corrections to certain fields by calling FSAIC at 1-800-4-FED-AID

Student Corrections on the Web

Real-time Corrections

- If student is eligible for real-time corrections, reprocessed results appear immediately on confirmation page
  - "Official" EFC displayed
  - New link to Student Access on the Web where student can view and print corrected SAR information
  - No separate e-mail sent

FAA Corrections

Student Inquiry

- Will display all transactions for student
  - If institution's school code not listed on transaction no EFC will appear
  - If school code not on transaction, school can access with student's DRN
- Includes new Verification Worksheet
  - Calculates tolerances
  - Displays total "net" error
  - Gives option to create FAA Correction

Making Corrections

FAA Access

- FAA Corrections
  - Will include estimated taxes paid calculator
  - Will determine if correction affects student's eligibility for Auto Zero EFC or SNT
  - Confirmation page will tell FAA if corrected transaction was selected for verification
  - If student provided e-mail address, e-mail will inform students that a school has made corrections on their behalf

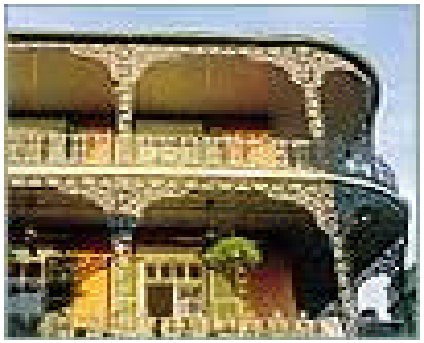
Other Noteworthy News

- Extended deadline dates for making corrections to the 2003-04 application data and beyond
- Mainframe Test System available in mid-November 2003
  - Allows testing of application and correction data
  - Participants must have TG number
  - Participants not required to have federal school code

Upcoming Conferences

- 2004-05 Application Processing Update Videoconference in October 2003
- Electronic Access Conferences

San Diego, CA
(Nov. 2-5)



New Orleans, LA
(Dec. 2-5)

Application Processing System

We appreciate your feedback and comments. We can be reached:

Phone: 1-800-330-5947

Email: cpswan@ncs.com

NASFAA 2003: Reconnecting With Students!

NASFAA 2003
SALT PALACE CONVENTION CENTER
SALT LAKE CITY, UT ★ JULY 9-12