



Session 23

EDEExpress/COD Processing from an EDEExpress V10.1 Pell Perspective

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2004-2005 EDExpress for Windows, Release 2.0



- **Renaming the software**
 - from Version 10.1 to Release 2.0
 - due to the Access 2002 database update
- **Icons and splash screens will be**
 - **pink** to match the FAFSA and SAR
- **Release 2.0 will include**
 - Pell
 - Direct Loan



Access 2002 Database

- **Electronic Message Titled:**
 - “Conversion of 2004-2005 EDEExpress Database to Access 2002 Format”
 - Posted on 09-12-2003
- **Warnings:**
 - strongly discourage users from viewing and/or manipulating database with Access
 - making changes can potentially cause damage
 - limits our ability to support problems
 - have a safe, reliable back-up



2004-2005 EDExpress for Windows, Release 2.0

■ **New InstallShield**

- If Full install, required components will not display on the “Select Components” dialog
- If Custom Install, previously installed components will not display
- If you do not use the Direct Loan module of EDExpress, you may choose not to install it by removing the checkmark next to Direct Loan on the “Select Components” dialog



What's New?

- New Setup Screens
- Intuitive Label Updates
- Origination Entry Screen Modifications
- Import/Export Changes
- Print Options
- Reports



Setup - Global

- **Global/Security Setup**
 - added COD
- Allows for User defined Security Setup to be done once for both Pell and Direct Loan if you want someone to have the same privileges in both.

Group: EXPRESS ADMINISTRATION

Users In Group...

Browse Only (Tabs)? Password Timeout 0

- Global
- App Express
- Packaging
- Direct Loan
- Pell
- COD

#	Group	Function	Access
1	TOOLS		<input checked="" type="checkbox"/>
2		Direct Loan School Setup	<input checked="" type="checkbox"/>
3		Disbursement Profile Setup	<input checked="" type="checkbox"/>
4		Pell School Setup	<input checked="" type="checkbox"/>
5		Prom Note Printer Setup	<input checked="" type="checkbox"/>
6		System Setup	<input checked="" type="checkbox"/>
7		Tolerances Setup	<input checked="" type="checkbox"/>
8			<input type="checkbox"/>

1 of 1

◀ ▶ ◀ ▶

Add Delete Save Retrieve...

OK Cancel Help



Setup

- **COD Setup** tab replaces separate Direct Loan and Pell tabs (Tools/Setup)
 - System (DL & Pell)
 - School (DL & Pell)
 - Disbursement Profile Code (DL & Pell)
 - Pnote Printer (DL only)
 - Tolerances (DL only)

Setup



- Global
- App Express
- Packaging
- COD**

School

System

Disbursement Profile

Tolerances

Print Printer

Close

Help



Setup – COD Tab

- **System (Pell & DL)**
 - Enter setup information for both modules in one location
 - ‘Source Entity ID’ Checkbox
 - ‘Third Party Servicer?’ Checkbox
 - **New** ‘Disable Source Entity ID Setup?’ warning Checkbox
 - **New** ‘Combine DL and Pell Export?’ Checkbox



Direct Loan

Source Entity ID:

Third Party Servicer?

Disable Source Entity ID Setup Warning?

Pell Payments

Source Entity ID:

Third Party Servicer?

Disable Source Entity ID Setup Warning?

Combine DL and Pell Export?

OK

Cancel

Help



Setup – COD Tab

- **School (Pell & DL)**
 - ‘Enrollment Information’ fields have been renamed ‘Enrollment Information - For School Use Only’
 - Label Changes in Setup
 - Reporting Campus Entity ID now Reporting Entity ID
 - Attended Campus Entity ID now Attended Entity ID

Direct Loan School **Pell School Setup**

School Identification Information

Reporting: 002495 Attended: 002495

Pell ID: 002495

Entity ID: 12345566 12345566

FAA Information

Name: FSA

Internet:

Telephone Number: (230)932-4848 ext. 4488

FAX Number:

Enrollment Information - For School Use Only

Enrollment Status: [v]

Academic Calendar: [v]

Payment Methodology: [v]

Weeks of Instructional Time in Program's Definition of Academic Year: []

Credit/Clock Hours in This Student's Program of Study's Academic Year: []

School Information

Name: TRUMAN STATE UNIVERSITY

Address 1: 100 EAST NORMAL

Address 2:

City: KIRKSVILLE State: MO

Zip: 63501- Default School?

Miscellaneous Information

School Type: [v]

Financial Control: [v]

Funding Method: 1

Ineligible during Award Year?

Enrollment Date: 09/01/2004

Cost of Attendance

1: \$14,283

2: []

3: []

4: []

5: []

6: []

7: []

8: []

9: []

10: []

NEW RECORD

Add Delete Save Retrieve...



Setup – COD Tab

- **Disbursement Profile (Pell & DL)**
 - Can use the same profile for both Pell and Direct Loan
 - Option to indicate whether a profile is for
 - Pell Module Only,
 - Direct Loan Module Only, or
 - Combination to be used in either Module
 - If you set up Combination Disbursement Profiles, the valid date values are 6/21/2004 – 10/27/2006

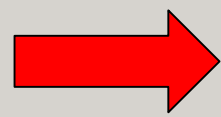


Setup – COD Tab

- **Disbursement Profile** continued
 - Disbursement Profile Code field has been expanded from two bytes to four bytes
 - Setup feature will allow user to determine if disbursements will calculate with or without pennies
 - Default checkbox will be located on the COD School Setup Screen

Disbursement Profile

Module:



Both

School Code:

E00014

Disbursement Profile Code:

YR

Disbursement Profile Description:

FULL ACADEMIC YEAR

Academic Year Start Date:

09/01/2004

Academic Year End Date:

05/10/2005

Approved Loan Period Start Date:

09/01/2004

Approved Loan Period End Date:

05/10/2005

Disbursement Dates:

#	Date
1	09/01/2004
2	12/31/2004
3	
4	
5	

Inactive:

1 of 1

Add Delete Save Retrieve...

OK

Cancel

Help



Setup – COD Tab

- **Setup – Prior Year Import**
 - Can import 03-04 Setup information into 04-05 software.
 - Prior Year Import will carry over first unique Disbursement Profile from Pell and Direct Loan.
 - Inactive field is checked if the profile was created from a prior year import and has not been saved with the new valid dates.
 - **Valid dates for the 2004-2005 year:**
 - **06/21/2004 - 09/30/2009**



Importing ISIR records to create Pell records

- Primary EFC will always be imported.
- Checking the 'Import Packaging Data' will automatically check the 'Include Records in Next Document Submission' checkbox.
 - This checkbox can be deselected.



What's New? continued

- Origination Entry Screen Modifications
- Import/Export Changes
- Print Options
- Reports



Pell Origination Entry

■ Origination Tab

- replaces separate Direct Loan and Pell Grant tabs
- Similar to the Disbursement tab, the new Origination tab has separate DL and Pell tabs
- Default depends on the Setup for the particular User ID
(Tools/Setup/Global/System)



Direct Loan Pell Grant

Student Information
Original SSN: 001488578
Original Name Code: MA

School Information
Reporting Pell ID: 002495
Attended Pell ID: 002495
Reporting Entity ID: 12345566
Attended Entity ID: 12345566

Origination Information
Origination ID: 001488578MA200500249500
Origination Status: Not Ready
Origination Processed Date:
Document ID:
Record Source: M
Total Payment Ceiling: \$4050
Scheduled Award: \$4050
Total of All Disbursement Amounts: \$0.00

Last Updated
User:
Date:
Time:

Record
NEW RECORD

CPS Transaction #: 02 ...
Disbursement Profile Code: YR_ ...
EFC: 0
Verification Status Code:
Secondary EFC Code:
Low Tuition & Fees Code:
Cost of Attendance: \$14283 ...
Incarcerated?:
Enrollment Date: 09/01/2004 ...
School Internal Sequence Number:
Award Amount for Entire School Year: \$4050 ...
Origination Cross Reference:
E-mail Address: ima.student@electricu.edu

Enrollment Information - For School Use Only
Enrollment Status: 1
Academic Calendar: 3
Payment Methodology: 1
Weeks of Instructional Time Used to Calculate Payment:
Weeks of Instructional Time in Program's Definition of Academic Year:
Credit/Clock Hours Used to Calculate Payment:
Credit/Clock Hours in This Student's Program of Study's Academic Year:



Pell Origination Entry – Label Changes

Old Label

- Reporting Campus Entity ID
- Attended Campus Entity ID
- Reporting Campus ID
- Attended Campus ID

New Label

- Reporting Entity ID
- Attended Entity ID
- Reporting Pell ID
- Attended Pell ID



Direct Loan Pell Grant

Student Information
Original SSN: 001488578
Original Name Code: MA

School Information
Reporting Pell ID: 002495
Attended Pell ID: 002495
Reporting Entity ID: 12345566
Attended Entity ID: 12345566

Origination Information
Origination ID: 001488578MA200500249500
Origination Status: Not Ready
Origination Processed Date:
Document ID:
Record Source: M
Total Payment Ceiling: \$4050
Scheduled Award: \$4050
Total of All Disbursement Amounts: \$0.00

Last Updated
User:
Date:
Time:

Record
NEW RECORD

CPS Transaction #: 02
EFC: 0
Secondary EFC Code:
Cost of Attendance: \$14283
Enrollment Date: 09/01/2004
Award Amount for Entire School Year: \$4050
E-mail Address: ima.student@electricu.edu
Disbursement Profile Code: YR_
Verification Status Code:
Low Tuition & Fees Code:
Incarcerated?:
School Internal Sequence Number:
Origination Cross Reference:

Enrollment Information - For School Use Only
Enrollment Status: 1
Academic Calendar: 3
Payment Methodology: 1
Weeks of Instructional Time Used to Calculate Payment:
Weeks of Instructional Time in Program's Definition of Academic Year:
Credit/Clock Hours Used to Calculate Payment:
Credit/Clock Hours in This Student's Program of Study's Academic Year:



Pell Origination Entry – Label Changes Continued

Old Label

- Total Disbursement Amounts
- Transaction Number

New Label

- Total of All Disbursement Amounts
- CPS Transaction #



Direct Loan Pell Grant

Student Information

Original SSN: 001488578

Original Name Code: MA

School Information

Reporting Pell ID: 002495

Attended Pell ID: 002495

Reporting Entity ID: 12345566

Attended Entity ID: 12345566

Origination Information

Origination ID: 001488578MA200500249500

Origination Status: Not Ready

Origination Processed Date:

Document ID:

Record Source: M

Total Payment Ceiling: \$4050

Scheduled Award: \$4050

Total of All Disbursement Amounts: \$0.00

Last Updated

User:

Date:

Time:

Record

NEW RECORD

CPS Transaction #: 02

EFC: 0

Secondary EFC Code:

Cost of Attendance: \$14283

Enrollment Date: 09/01/2004

Award Amount for Entire School Year: \$4050

E-mail Address: ima.student@electricu.edu

Disbursement Profile Code: YR_

Verification Status Code:

Low Tuition & Fees Code:

Incarcerated?

School Internal Sequence Number:

Origination Cross Reference:

Enrollment Information - For School Use Only

Enrollment Status: 1

Academic Calendar: 3

Payment Methodology: 1

Weeks of Instructional Time Used to Calculate Payment:

Weeks of Instructional Time in Program's Definition of Academic Year:

Credit/Clock Hours Used to Calculate Payment:

Credit/Clock Hours in This Student's Program of Study's Academic Year:



Pell Origination Entry

- **Enrollment information**
 - moved to the right side of the screen
 - now **optional fields**, however, if you fill in one, you will **need to enter all** other related Enrollment Information.
 - Valid field content for 2004-2005 'Enrollment Date':
 - 01/01/2004 - 06/30/2005



Pell Origination Entry – Label Changes Continued

Old Label

- Weeks of Instructional Time in Program's Academic Year
- Credit/Clock Hours Expected to Complete This School Year
- Credit/Clock Hours in Program's Academic Year

New Label

- Weeks of Instruction Time in Program's Definition of AY
- Credit/Clock Hours Used to Calculate Payment
- Credit/Clock Hours in This Student's Program of Study's Academic Year



Direct Loan Pell Grant

Student Information

Original SSN: 001488578

Original Name Code: MA

School Information

Reporting Pell ID: 002495

Attended Pell ID: 002495

Reporting Entity ID: 12345566

Attended Entity ID: 12345566

Origination Information

Origination ID: 001488578MA200500249500

Origination Status: Not Ready

Origination Processed Date:

Document ID:

Record Source: M

Total Payment Ceiling: \$4050

Scheduled Award: \$4050

Total of All Disbursement Amounts: \$0.00

Last Updated

User:

Date:

Time:

Record

NEW RECORD

Optional

CPS Transaction #: 02

EFC: 0

Secondary EFC Code:

Cost of Attendance: \$14283

Enrollment Date: 09/01/2004

Award Amount for Entire School Year: \$4050

E-mail Address: ima.student@electricu.edu

Disbursement Profile Code: YR_

Verification Status Code:

Low Tuition & Fees Code:

Incarcerated?:

School Internal Sequence Number:

Origination Cross Reference:

Enrollment Information - For School Use Only

Enrollment Status: 1

Academic Calendar: 3

Payment Methodology: 1

Weeks of Instructional Time Used to Calculate Payment:

Weeks of Instructional Time in Program's Definition of Academic Year:

Credit/Clock Hours Used to Calculate Payment:

Credit/Clock Hours in This Student's Program of Study's Academic Year:

These fields no longer export to COD



Pell Disbursement Entry

- **Disbursement Date** valid field content:
 - 06/21/2004 - 09/30/2009
- **Pay Period Start Date** valid field content:
 - 01/01/2004 - 06/30/2005
- **Any Disbursement, Sequence 1** required to have an amount greater than zero
(New Edit 1580)
- **Label changes**



Direct Loan Pell Grant

Add Disbursements

Disbursement Number: [dropdown] [Add]

Disbursement			Amount		Pay Period	Disbursement			
#	Seq.	Date	Submitted	Accepted	Start Date	Status	Rel. Ind.	Cross Reference	Document ID
01	1	09/01/2004	\$ 2025.00			R	<input checked="" type="checkbox"/>		



Additional Information

CPS Transaction #: 02

Total Actual Disbursed Amount: \$ 2025.00

Record
1 of 1

EFC: 0

Pell Processor YTD Total: \$ 0.00

Attended Pell ID: 002495

Award Amount: \$ 4050



Message Class Options

- COD will be offering several options for message classes in 2004-2005, starting with 2004-2005 award year **only**.
- Message class options will include the following:
 - Non-program specific, non-award year specific
 - Non-program specific, **award year specific**
 - Program specific, non-award year specific
 - Program specific, award year specific
- EDEExpress will generate message classes in non-program specific, award year specific format

*EDEExpress
Only*

Message Class Options

	Inbound to COD	Outbound from COD	Receipts
Non-program Specific and Non-award Year Specific	COMRECIN	COMRECOP	COMRECOP
Award Year Specific	CRAA05IN	CRAA05OP	CRRRC05OP
Program Specific	CRPGMYIN	CRPGMYOP	COMRECOP
Program and Award Year Specific	CRPG05IN	CRPG05OP	CRRRC05OP



Pell COD Exports to Imports

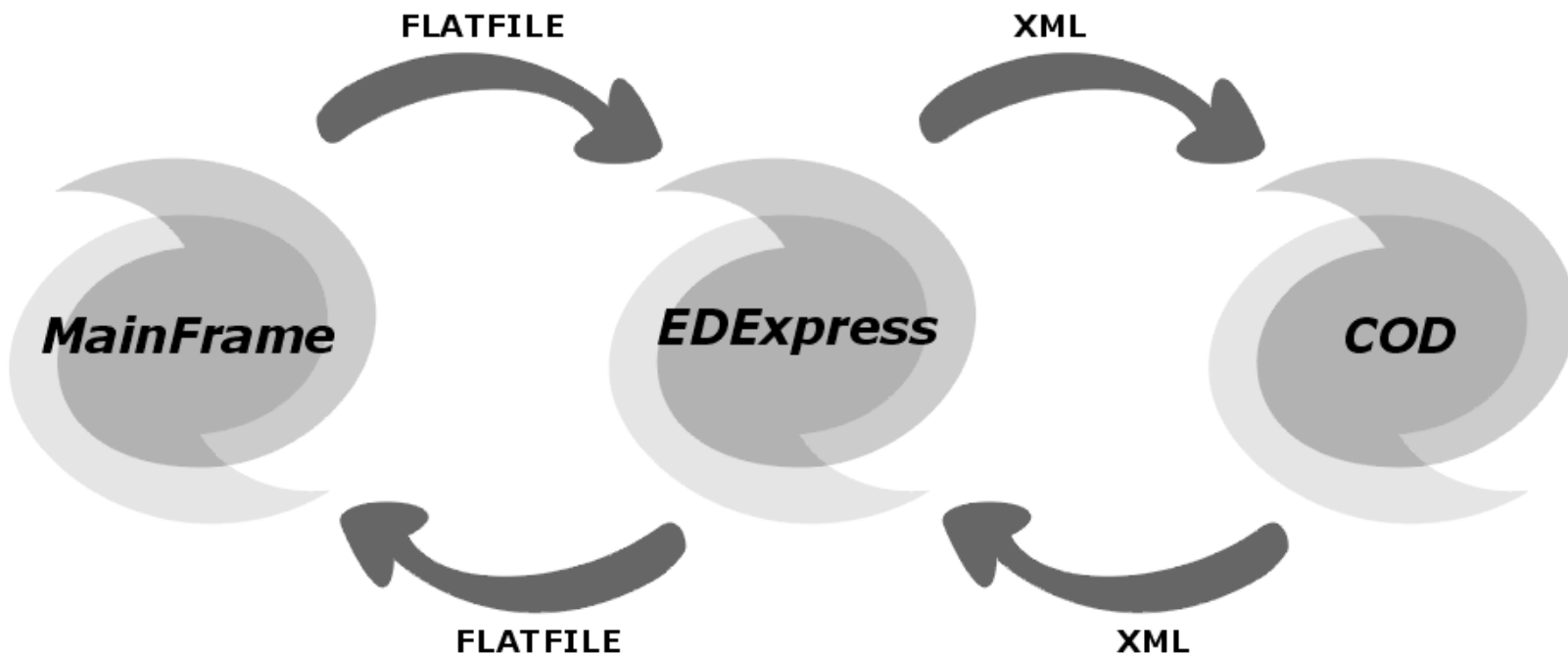
- **COMRECIN** message class replaced with **CRAA05IN**
 - Schools can still send data by award type
 - Pell only
 - DL only
 - Combine DL and Pell Data
 - by using the Export choices in EDEExpress
 - Incoming message class (CRAA05IN) the school used to send the document to COD determines the outgoing message class (CRAA05OP) for the COD document response



Pell COD Imports

- COMRECOP message class has been replaced with:
 - CRRC05OP (Receipts)
 - CRAA05OP (Response to CRAA05IN)
 - CRND05OP (Pell Negative Disbursement)
 - CRWB05OP (Response to Web Activity)

EDEExpress Combo School Example





Pell External Import Add/Change

- Add/Change valid field content updates
- Change updates
 - Only the Origination ID is required for import
 - All other fields can be blank if no update for the field
 - Update to blank can be done on Manual or Multiple Entry screens



Pell Reports

- 'Exclude-SSN?' check box
 - has been added to User-defined letters
- 'List - Document Activity' Report will now Display
 - Only Pell or
 - Pell and DL combined documents
 - Depending on what is in the document
- Removed the 'Disbursement Document Summary' Report
- ESOA will now print GAPS Award Number



Pell Reports

- **Pell POP Report** lists those students for whom COD has accepted an actual disbursement and who are:
 - In a POP situation
 - No longer in a POP situation
- Report lists other Attended Schools that have reported disbursements for the student for the award year.
- Report will be pushed to schools monthly to SAIG mailbox.
- The report will also be available via Pell data request functionality.

Reporting School Name & Pell ID: State College University 002413
 Attended School Name & Pell ID: State College - Wrightwood 002415

THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

Other	Other					
Attended Student Name	Attended	YTD	Scheduled	POP Flag		
School SSN	School	Award	Disbursed	Federal	Begin	
Pell ID Date of Birth	Name	Amount	Amount	Pell	End Date	
006354	ADAMS, CHRISTOPHER J. 222-22-2222 03/20/1980	Kirkwood Community College	\$3500.00	\$2025.00	\$3500.00	Y 01/27/2005
008415	ARTHUR, SAMUEL M. 777-77-7777 01/27/1979	Rockville County Community College	\$2000.00	\$2000.00	\$2000.00	Y 01/07/2005

Total number of students in a POP situation in this reporting period 2

Reporting School Name & Pell ID: State College University 002413
 Attended School Name & Pell ID: State University - Wrightwood 002415

THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

Other	Other					
Attended Student Name	Attended	YTD	Scheduled	POP Flag		
School SSN	School	Award	Disbursed	Federal	Begin	
Pell ID Date of Birth	Name	Amount	Amount	Pell	End Date	
006418	BARNES, SARAH 888-88-8888 03/20/1980	Drake College	\$3500.00	\$0000.00	\$3500.00	N 11/27/2004 12/15/2004
003519	KLIEN, MARK I. 333-33-3333 11/27/1978	Washington State University	\$2000.00	\$0000.00	\$2000.00	N 12/07/2004 01/07/2004

Total number of students who are no longer in a POP situation 2



Pell POP Report Mock-up



Verification Initiatives

- **Pell Verification Status Report** lists those students who:
 - Have an actual disbursement on COD
 - Were selected for verification by CPS
 - AND
 - For whom the school has **not** reported a verification status of 'V' or 'S'
- Report will be pushed monthly to schools via their SAIG mailbox as a preformatted text file.
- QA schools are excluded from receiving this report.
- Report is also available on the COD web site.

School Name: Meridian Community College

Reporting
 School ID: 007768

THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

Prev. Rpt.	Attend. School	Student Name SSN	Date of Birth	CPS Process Date CPS Ver. Status/ CPS High. Tran. #	COD Create Date COD Ver. Status/ COD Tran. Number
	007768	ARTHUR, SAMUEL M. 777-77-7777	01/27/1979	01/27/2004 Y/01	06/27/2004 W/01
	007768	LEWIS, MARTIN 444-44-4444	11/27/1978	02/17/2004 Y/01	07/15/2004 Blank/01
Y	007768	ADAMS, CHRISTOPHER J. 222-22-2222	03/20/1980	02/17/2004 Y/01	07/15/2004 W/02
Y	007768	ANDERSON, TERESA 999-99-9999	05/13/1982	02/17/2004 Y/01	07/15/2004 Blank/02
Total Number of awards newly reported with status of Blank					1
Total Number of awards newly reported with status of W					1
Total Number of awards previously reported with status of Blank					1
Total Number of awards previously reported with status of W					1
	007781	AAHRUS, STEPHEN C. 888-88-8888	01/27/1979	01/27/2004 Y/01	06/27/2004 W/01
	007781	LOFTON, MARY ANN M. 002-02-0002	11/27/1978	02/17/2004 Y/01	07/15/2004 Blank/01
Y	007781	ARTEST, RONALD J. 111-11-1111	03/20/1980	02/17/2004 Y/01	07/15/2004 W/02
Y	007781	JONES, ADAM M. 001-01-0001	06/03/1984	02/17/2004 Y/01	07/15/2004 W/01
Total Number of awards newly reported with status of Blank					1
Total Number of awards newly reported with status of W					1
Total Number of awards previously reported with status of Blank					0
Total Number of awards previously reported with status of W					2

Pell Verification Status Report Mock-up





Verification Initiatives

- **Two new informational tags** will be returned in the Full Participant Award Response block when an actual disbursement is accepted:
 - CPS Verification Indicator
 - Indicates the student was selected for verification by CPS on any CPS Transaction Number and the school has not reported to COD a 'V' or 'S'.
 - Highest CPS Transaction Number
 - Indicates the highest CPS transaction number for the student during this award year.
- **Results will appear on Import Edit Report**



Pell COD Exports

- The following options have been added to Data Requests (PGRQ05IN) from COD
 - Pell POP Report (PGPR05OP)
 - Verification Status Report (PGVR05OP)
 - Request for Reporting Campus-Required
 - Request for Attended Campus-Optional

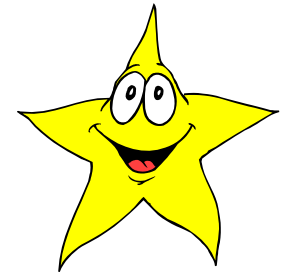


How You Can Help?

- Participate in
 - Beta Testing
 - Document Review
 - Focus Groups
 - Usability Testing
- How?
 - Give us business card or note with
 - Name
 - Phone and email address
 - What you would like to participate in
 - Which module(s) you are interested in



Technical Assistance



We appreciate your feedback and comments.

CPS/WAN-

Phone: 1-800-330-5947

Fax: 319-665-7662

E-mail: cpswan@ncs.com

COD-

Phone: 1-800-848-0978 & 1-800-474-7268

E-mail: codsupport@acs-inc.com

