

Navigating COD and Reporting Direct Loan Data

Presented by

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PASFAA Conference, Oct. 23-26, 2011, Pittsburgh, PA

Agenda

COD Online Navigation

Direct Loans Reporting

Direct Loans COD Update

- Releases 10.1, 10.2 DL Recap
- Fall 2011 DLSS Decommission
- Release 11.0 DL Update
- COD DL Future Updates

COD Helpful Information

COD Online – cod.ed.gov

 COD Online

**U.S. DEPARTMENT OF EDUCATION**
COMMON ORIGATION & DISBURSEMENT





Welcome to the Common Origination & Disbursement Web Site

Welcome to the U.S. Department of Education's Common Origination and Disbursement (COD) web site. Financial Aid Administrators, Servicers, or other officials can use this site to perform a variety of functions related to student/award/disbursement data for Pell, Direct Loan, and Campus-Based programs.

If you are a student looking for information on Federal Student Financial Aid, please visit:
<http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp>.

To access this site, please login: [Login](#)

[Click here if you are looking for more information on Common Origination and Disbursement.](#)

If you experience any problems with the information presented on this page, please use the [Contact Us](#) feature.

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FEDERAL STUDENT AID

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COD Online

 U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT




Login

to the **Common Origination & Disbursement Web Site**

User name: Password: [▶ Login](#)

Forgot your password? Enter a valid user name and click the following link to reset your password:
[Reset Password](#)

Account locked? Enter a valid user name and click the following link to unlock your user id:
[Unlock Account](#)

 **BOOKMARK** this page

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COD Online

**U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT**



PersonSchoolBatchAwardServicesUser

Person Search

Person Search

HELP

Use this screen to search for individuals. The information consists of student and borrower demographics along with details about the awards they hold. Please enter a Social Security Number or Name.

SSN

OR

Name

Last

First

MI

SEARCH

CREATE NEW

- Please enter full SSN for SSN search. (No dashes)
- You may enter up to nine characters of the last name and up to five characters of the first name.
- If you enter a **partial** name the search may take longer to display the results.
- If you enter a valid SSN, the Person Detail page will appear allowing you to view information an individual and their associated awards.
- If you enter a valid name, the Person Detail page will appear allowing you to view information about the person and their associated awards.

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Person

School

Batch

Award

Services

User

Person Search

Return to: [Batch List](#) -> [Batch Detail](#)

View Person Information

[? HELP](#)

Person Info

- Detail
- All Awards
- Direct Loan
- Promissory Notes
- Counseling
- Credit Check
- Events
- Correspondence
- Memo
- Additional Eligibility
- Borrower-Servicer
- Relationship

Counseling Search

MPN/ATS Search

PLUS App Search

Credit Check

Post Data Archive

Applicant Search

Servicer

Permanent Information

Address

Email

Telephone

School Assigned Id

Post 9/11
Deceased Veteran
Dependent

Direct Loan
Entrance

Counseling
Direct Loan

Entrance
Counseling with

Grad PLUS

No

Not on File

Complete

Citizenship

US Citizen

Previous SSN

Local Information

No Local Address

UPDATE PERSON

CREATE NEW AWARD

Action
Code


Result
Code


SUBMIT



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COD Online

 U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



Person **School** **Batch** **Award** **Services** **User**

▼ School Search

► School Workflows

School Search [? HELP](#)

Enter one or more of the following fields:

Entity ID Type Entity ID

School Name

City

State

SEARCH

Enter the default selections here for Program and Award Year:

Default Program Default Award Year

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[Person](#)
[School](#)
[Batch](#)
[Award](#)
[Services](#)
[User](#)

► **School Search**

School Summary Information

[? HELP](#)

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Memos
- Yearly Totals
- Relationships
- Balance Confirmation
- Request Post
- Deadline/Extended
- Processing
- Correspondence
- Report Selection

► **School Workflows**

Enter the default selections here for Program and Award Year:

Default Program DIRECT LOAN			Default Award Year '11-'12	
Contacts			Summary	
Type Direct Loan Financial Aid Officer FINANCIAL AID ADMINISTRATOR	Name	Phone	Award Year '11-'12 Program DIRECT LOAN	
			Cash > Accepted & Posted Disbursements & older than 30 days	\$0.00
			% of Cash > Accepted & Posted Disbursements	-0.7505%
			Cash > Accepted & Posted Disbursements	(\$13,457.00)
			Current CFL	\$1,806,537.00
			Target Disbursement to Drawdown Ratio	0.0
			Disbursement to Drawdown Ratio	1.0075
			Funding Info	Advanced Funded
			Third Party	No
			Full Participant Indicator	Yes



COD Online – cod.ed.gov

COD Online

STUDENT AID

PersonSchoolBatchAwardServicesUser

Batch Search

Batch Search

Use this screen to search for existing Batches to modify.

Batches are periodically archived. If the batch was submitted prior to Sep 18, 2010 it may no longer be available to view online.

To search for Batches for a particular School, please enter the Entity ID and the date range:

Entity ID Type

COD

Entity ID

Batch Type

All

Award Year

All

Start Date

October

17

2011

End Date

October

17

2011

Status

All

To search for a specific Batch, please enter the Document ID:

Document ID

To search for all records for a particular Person, enter their SSN and Award Year. To filter the list by status, enter the status:

SSN

Status

All

Award Year

'11-'12

SEARCH

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▼ Batch Search

► Action Queue

► Grant Data Requests

► PLUS App Rsp Request

► Rebuild Search

► Post Data Arc Search

► DL Origination Tool

Search Results

[? HELP](#)

Click on a Document ID from the list below to view detailed information about the Batch.

Entity ID	School Name	Begin Date	End Date
<input type="text"/>	UNIVERSITY i	10/16/2011	10/17/2011

Batch Type	All	Award Year	All
------------	-----	------------	-----

Records 1 to 4 of 4

Document ID	Record Type	Doc Type	Date Received	Date Response Sent	Status	Students Accepted	Rejected	Warning
2011-10-16T20:05:28.3000000001	DL	EC	10/16/2011	10/16/2011	Accepted	3	3	0
2011-10-16T20:07:04.6500000001	DL	PN	10/16/2011	10/16/2011	Accepted	1	1	0
2011-10-16T20:07:04.7500000001	DL	PN	10/16/2011	10/16/2011	Accepted	1	1	0
2011-10-16T20:03:59.1400000001	DL	SP	10/16/2011	10/16/2011	Accepted	1	1	0

Records 1 to 4 of 4



- ▶ Batch Search
- ▶ Action Queue
- ▶ Grant Data Requests
- ▶ PLUS App Rsp Request
- ▶ Rebuild Search
- ▶ Post Data Arc Search
- ▶ DL Origination Tool

Return to: [Batch List](#)

Batch Detail Information

[? HELP](#)

School	Entity ID	Date Received	Date Response Sent	Award Year
<input type="text" value=""/>	<input type="text" value=""/>	10/14/2011	10/14/2011	All

To print the below records, select the Print Batch link on the bottom of the page. The records will print a maximum of 1,000 at a time.

Program: <input type="text" value="All"/>		
School Reported Data		
Document ID	Status	Total Students
2011-10-14T09:28:35	1 Accepted	2
Total Number of Awards	Award Amount	
2	\$42,409.00	
Total Number of Disbursements	Disbursement Amount	
3	\$0.00	
Batch Statistics		
Total Number of Awards Accepted	Award Amount Accepted	Total Students
2	\$42,409.00	2
Total Number of Awards Rejected	Award Amount Rejected	
0	\$0.00	
Total Number of Awards Accepted with Corrections	Award Amount Accepted with Corrections	
0	\$0.00	
Total Number of Duplicate Awards	Amount of Duplicate Awards	
0	\$0.00	
Total Number of Awards Accepted with Warnings	Award Amount Accepted with Warnings	
0	\$0.00	
Total Number of Disbursements Accepted	Disbursement Amount Accepted	
3	\$0.00	

0	\$0.00
Total Number of Disbursements Accepted	Disbursement Amount Accepted
3	\$0.00
Total Number of Disbursements Rejected	Disbursement Amount Rejected
0	\$0.00
Total Number of Disbursements Accepted with Corrections	Disbursement Amount Accepted with Corrections
0	\$0.00
Total Number of Duplicate Disbursements	Amount of Duplicate Disbursements
0	\$0.00
Total Number of Disbursements Accepted with Warnings	Disbursement Amount Accepted with Warnings
0	\$0.00
Total Financial Award Accepted	Total Financial Disbursement Accepted
\$42,409.00	\$0.00
Total Funded Disbursement Accepted	Total Non Funded Disbursement Accepted
\$0.00	\$0.00

Enter filter criteria here to narrow down your search.

SSN:
Status:


Award Type:

Award Year	Name	SSN		Award Type	Award No	Disb No
'11-'12	<div></div>		Accepted	DLP	001 - Accepted	02 - Accepted
'11-'12			Accepted	DLP	001 - Accepted	03 - Accepted
'11-'12			Accepted	DLP	001 - Accepted	04 - Accepted


Records 1 to 3
[Print Batch](#)

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[Person](#) | [School](#) | [Batch](#) | [Award](#) | [Services](#) | [User](#)

[Award Search](#) | [Post Data Archive](#)

Award Search

[? HELP](#)

Enter the ID of the Award to search for and click "Search" or click "Create New" below to create a new Award.

Award Program ID

[SEARCH](#) [CREATE NEW](#)

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Award Search

Award Information

Detail
Disbursements
Promissory Notes
Memo

Post Data Archive

Return to: [Batch List](#) -> [Batch Detail](#) -> [Person Detail](#) -> [Direct Loan Awards](#)

Award Detail Information

HELP

	UNIVERSITY
	001
10/05/1978	'11-'12

Award Information	
Award ID	1000705251200220001
Award Amount Approved	\$8,500.00
Award Amount Disbursed	\$4,250.00
Award Start Date	09/05/2011
Award End Date	05/13/2012
Grade Level	Continuing graduate/professional or beyond
Program of Study	Not Applicable
CPS Transaction Number	01
Disclosure Print Indicator	COD Prints (Sends to Borrower)
Disclosure Print Date	08/12/2011
Pnote Print Indicator	School or its Delegate Prints and Sends
Booked Date	08/26/2011
Dependency Status	Independent
Loan Fee Percentage	1.0%
Academic Start Date	04/28/2011
Academic End Date	08/14/2012
Interest Rebate Percentage	0.5%
Less than Full-time Flag	
Loan Default / Grant Overpay	N
School Use Only	

UPDATE AWARD





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- Person
- School
- Batch
- Award**
- Services
- User

► **Award Search**

▼ **Award Information**

- [Detail](#)
- [Disbursements](#)
- [Promissory Notes](#)
- [Memo](#)

► **Post Data Archive**

Return to: [Batch List](#) -> [Batch Detail](#) -> [Person Detail](#) -> [Direct Loan Awards](#) -> [Award Detail](#)

Award Disbursements Information

[? HELP](#)

Please click on the Disbursement number to view Disbursement Detail.

[Redacted Disbursement Number]						
						001

Totals for Actual Disbursements

Gross: \$4,250.00 **Origination Fee:** (\$42.00) **Rebate:** \$21.00 **Net Award:** \$4,229.00

Totals for Pending Disbursements

Gross: \$4,250.00 **Origination Fee:** (\$42.00) **Rebate:** \$21.00 **Net Award:** \$4,229.00

Disbursements

Select	No.	Disb. Date	Gross	Orig. Fee	Rebate	Net Award	Status
<input type="checkbox"/>	1	08/26/2011	\$4,250.00	(\$42.00)	\$21.00	\$4,229.00	Disbursed
<input type="checkbox"/>	2	01/10/2012	\$4,250.00	(\$42.00)	\$21.00	\$4,229.00	Pending

[Select All](#)


[Clear](#)


[CREATE NEW](#)


[PROCESS SELECTED DISBURSEMENTS](#)



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 COD Online

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COMMON ORIGATION & DISBURSEMENT



Person **School** **Batch** **Award** **Services** **User**

COD Reports **HELP**

Service Information

Selecting the link will open a separate browser window. You will be automatically logged into the COD Reports with the username you provided to the COD Website. Pop-Up blockers may prevent the window from opening, please be sure to turn off all Pop-Up blockers. If you are not automatically logged into COD Reports website, please contact the [COD Customer Service Call Center](#)
<https://codreports.cod.ed.gov>

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FEDERAL STUDENT AID



Person

School

Batch

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► **COD Reports**

▼ **Servicer Information**

Federal Loan Servicer Information

? **HELP**

Selecting any link below will open a separate browser window. You will be taken to the web site of the Federal Loan Servicer selected. Pop-up blockers may prevent the window from opening so please be sure to turn off all pop-up blockers.

[Direct Loan Servicing Center \(ACS\) - School Services](#)

[FedLoan Servicing \(PHEAA\)](#)

[Great Lakes Educational Loan Services, Inc.](#)

[Nelnet](#)

[Sallie Mae](#)

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Done


Internet | Prot



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COD Online

 U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



Person School Batch Award Services User

▼ User Search HELP

► **Update Your Profile**

Use this screen to search for existing user profiles to modify.

Entity ID Type Entity ID

First Name

Last Name

Email Address

User Name

Role

SEARCH **CREATE NEW**

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DL Reporting

- Setting Report Options
- Available Direct Loan Reports
- Information contained in reports to assist with processing
- How the reports can assist in issue identification and the reconciliation/closeout process

Report Formats and Options

Format and Delivery Methods				SAIG Mailbox					COD Web Site	
Report Name	Report Selection Web Page	Sort	Frequency	Preformatted Text	Comma-Delimited	Pipe-Delimited	Fixed Length	Do Not Distribute	PDF	Comma-Delimited
30-Day Warning Report	✓	Award ID	Monthly	✓*	✓	✓		✓		✓
Direct Loan Rebuild File	✗ Separate Direct Loan Rebuild Page	SSN	By Request ¹				✓			
Duplicate Student Borrower Report	✓	SSN	Monthly	✓*	✓	✓		✓		✓
Inactive Loans Report	✓	Award ID	Monthly	✓*	✓	✓		✓		✓
Pending Disbursement Listing Report	✓	Last Name	Weekly	✓*	✓	✓		✓		✓
School Account Statement (SAS)	✓ Link to Separate SAS Page	SSN	Monthly		✓	✓	✓*			
SSN/Name/Date of Birth Change Report	✓	SSN	Weekly ²	✓*	✓	✓		✓		✓
MPN Discharge Report	✓	Last Name	Weekly		✓	✓	✓*			✓
Expired MPN Report	✓	Last Name	Weekly		✓	✓	✓*			✓
MPNs Due to Expire	✓	Last Name	Monthly		✓	✓	✓*			✓
Direct Loan Entrance Counseling Report (Note: This report only contains information from StudentLoans.gov)	✓	SSN	Weekly							✓
Direct Loan Actual Disbursement List	✓	SSN	Weekly		✓					✓
MPN Report	✗	SSN	Weekly							✓
PLUS Application Report	✗	SSN	Weekly							✓



Setting Report Options in COD

<https://cod.ed.gov>

The screenshot shows the COD system interface. At the top, there are tabs for 'Person', 'School', and 'Bal'. A blue box highlights the URL <https://cod.ed.gov>. The left sidebar contains a 'School Search' section with a list of links: School Information, School Summary, Financial Aid Contact, Eligibility, General, Options, Funding Info, Summary Financial Info, Refunds of Cash, Cash Activity, Events, Memos, Yearly Totals, Relationships, Balance Confirmation, Request Post Deadline, Processing, Correspondence, and Report Selection. The main content area is titled 'Report Selection' and shows 'OHIO STATE UNIVERSITY' with a red information icon. Below this, there are sections for 'Report Selection', 'Award Year Specific Reports', and 'Non-Award Year Specific Reports'. The 'Report Selection' section has a table with columns 'Program' (Direct Loan) and 'Award Year' ('11-12'). The 'Award Year Specific Reports' section lists '30 Day Warning:', 'Funded Disbursement List', 'Pending Disbursement List', and 'SAS', with a dropdown menu for 'Preformatted' and a link to 'Modify SAS Options'. The 'Non-Award Year Specific Reports' section lists 'Duplicate Student Borrower', 'Inactive Loans', 'SSN/Name/Date of Birth Change', 'MPN Discharge', 'Expired MPN', and 'MPNs Due to Expire', each with a dropdown menu for 'Preformatted' or 'Fixed Length'. A 'SUBMIT' button is at the bottom. The footer shows the date 'Aug 27 2007 21:10 EDT' and links for 'Home', 'Privacy Act', 'Links', 'Contact Us', 'Today's Update', 'Help', 'Glossary', and 'Log Off'.

Person School Bal

School Search

School Information

School Summary

Financial Aid Contact

Eligibility

General

Options

Funding Info

Summary Financial Info

Refunds of Cash

Cash Activity

Events

Memos

Yearly Totals

Relationships

Balance Confirmation

Request Post Deadline

Processing

Correspondence

Report Selection

Report Selection

OHIO STATE UNIVERSITY

Report Selection

Program Direct Loan

Award Year '11-12

Award Year Specific Reports

30 Day Warning:

Funded Disbursement List

Pending Disbursement List

SAS

Preformatted

Preformatted

Comma Delimited

Pipe Delimited

Do Not Distribute

Modify SAS Options

Non-Award Year Specific Reports

Duplicate Student Borrower

Inactive Loans

SSN/Name/Date of Birth Change

MPN Discharge

Expired MPN

MPNs Due to Expire

Preformatted

Preformatted

Preformatted

Fixed Length

Fixed Length

Fixed Length

SUBMIT

Aug 27 2007 21:10 EDT

Home | Privacy Act | Links | Contact Us | Today's Update | Help | Glossary | Log Off

To Access:

- Click on School
- Choose Report Selection



Setting School Account Statement Options in COD

Person

School

Batch

Award

Services

User

School Search

School Information

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Memos
- Yearly Totals
- Relationships
- Balance Confirmation
- Request Post
- Deadline/Extended
- Processing
- Correspondence
- Report Selection

School Workflows

SAS Options

UNIVERSITY OF SAN FRANCISCO

Program: DIRECT LOAN Award Year: '11-12

Report Format

Fixed Length

Include Names of Borrowers

No

Report Activity Type

Both

Monthly

Year-to-Date

Both

Regardless of your choice (Monthly, Year-to-Date, or Both), you will receive Year-to-Date and Monthly Cash Summaries.

You will receive Monthly Cash Detail if you choose Monthly activity and Year-to-Date Cash Detail if you choose Year-to-Date.

You will receive both the Monthly and Year-to-Date Cash Detail if you select Both as your option.

Sections of SAS to Receive

Summary by Loan Type

Yes

If chosen, you will receive Monthly and Year-to-Date.

	Monthly	Year-to-Date
Disbursement Detail	Yes	No
Loan Level (optional)	N/A	No
Loan Level is only available for Year-to-Date.		

UPDATE



Accessing Direct Loan Reports Online

Select Services Tab

U.S. DEPARTMENT OF EDUCATION
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FSA
FEDERAL
STUDENT AID

Person School Batch Award **Services** User Program Admin

▼ COD Reports

► Direct Loan Servicing

► TEACH Grant Web

► eMPN Web

COD Reports ? HELP

Selecting the link will open a separate browser window. You will be automatically logged into the COD Reports with the username you provided to the COD Website. Pop-Up blockers may prevent the window from opening, please be sure to turn off all Pop-Up blockers. If you are not automatically logged into COD Reports website, please contact the [COD Customer Service Call Center](#)

<https://codreports.cod.ed.gov>

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Select Hyperlink

To access COD reports:

- **Select the Services tab**
- **Select the hyperlink**



COD Direct Loan Newsbox

U.S. DEPARTMENT OF EDUCATION
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FSA
FEDERAL
STUDENT AID

Index Search

71116618 Search

Search Options

Search results:
View results in right frame ▶

12345678DL
12345678PL

COD Reporting > Direct Loan Reports

12345678-DL
University of Mudville

Years

30 DAY WARNING (CSV) 2008-2009
Modified: Saturday, June 05, 2010 23:14:09
[Actions](#)

30 DAY WARNING (CSV) 2010-2011
Modified: Sunday, March 06, 2011 23:28:47
[Actions](#)

DL ENTRANCE COUNSELING REPORT (CSV)
Modified: Sunday, March 06, 2011 21:14:40
[Actions](#)

EXPIRED MPN REPORT
Modified: Sunday, March 06, 2011 17:41:26
[Actions](#)

MPN DISCHARGE REPORT
Modified: Saturday, November 22, 2008 08:55:40
[Actions](#)

PENDING DISBURSEMENT LIST (CSV) 2008-2009
Modified: Saturday, August 01, 2009 12:50:08
[Actions](#)

PENDING DISBURSEMENT LIST (CSV) 2010-2011
Modified: Sunday, March 06, 2011 18:49:42
[Actions](#)

30 DAY WARNING (CSV) 2009-2010
Modified: Sunday, March 06, 2011 23:28:47
[Actions](#)

30 DAY WARNING (CSV) 2011-2012
Modified: Sunday, March 06, 2011 23:28:46
[Actions](#)

DUPLICATE STUDENT BORROWER (CSV)
Modified: Monday, March 07, 2011 01:29:05
[Actions](#)

INACTIVE LOANS (CSV)
Modified: Monday, March 07, 2011 02:25:57
[Actions](#)

MPNS DUE TO EXPIRE REPORT
Modified: Monday, March 07, 2011 03:31:37
[Actions](#)

PENDING DISBURSEMENT LIST (CSV) 2009-2010
Modified: Sunday, August 01, 2010 12:40:39
[Actions](#)

SSN-NAME-DATE OF BIRTH CHANGE(CSV)
Modified: Sunday, March 06, 2011 20:09:59
[Actions](#)



Origination

- Duplicate Student Borrower Report
- Completed PLUS Application Report (Since July 2011)
- Entrance Counseling Report (Since March 2011)

Duplicate Student Borrower

- **What** – List of students at your school with awards at another school
- **When** – Monthly
- **Where** – SAIG and COD web
- **Why** – Identify potential overawards

	A	B	C	D	E	F	G	H	I	J	K
1	Ssn	Student Name	Award Id	Amt Issued	Amt Posted	Grade Level	Loan Period	DI Id	Dup School Name	Dup City	Dup State
2	123456789	JOHN J DOE	123456789S11G00506001	1000	0	3	2010-07-02-2011-07-01	G00506	AMERICAN HIGHER EDUCATION DEVELOPMENT	ARLINGTON	VA

L	M	N	O	P	Q	R	S	T	U	V
Zip Code	School Name	Address	End of Month	First of Month	Reporting Period	Telephone #	Borrower Academic Year	Dep Ovr Ind	Additional Unsub Dependent Student Eligibility	Hppa Ind
12345-	UNIVERSITY OF CANADA	UNIVERSITY OF CANADA, MONTREAL, 12345-	8/31/2012 0:00	8/1/2012 0:00	2012-08-01 - 2012-08-31		2010-07-02-2011-07-01	D	N	



Completed PLUS Application Report

- Unique PLUS Requests
- Application Complete Date
- New or Modified
- Parent or Grad PLUS
- Award Year/Loan Periods
- Credit Decision
- Credit balance
- 6-month deferment

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	PLUS App ID	Previous App ID	Attending School Direct	Attending School Name	Application Complete Date	PLUS Loan Type	Application Submission Reason	Borrower's Last Name	Borrower's First Name	Borrower's Middle Initial	Borrower's SSN	Borrower's Date of Birth	Student's Last Name	Student's First Name	Student's Middle Initial
1	10421		G00009	ADELPHI UNIVERSITY	5/22/2012	G	N	DOE	JOHN		XXXXXXXXXX	1/1/1900			
2	10422	10421	G00009	ADELPHI UNIVERSITY	5/23/2012	G	N	DOE	JOHN		XXXXXXXXXX	1/1/1900			
3	10417	10416	G00009	ADELPHI UNIVERSITY	5/22/2012	P	N	DOER	JOAN		XXXXXXXXXX	1/2/1900	DOEB	JO	
4	10419		G00009	ADELPHI UNIVERSITY	5/18/2012	P	N	DOER	JOAN		XXXXXXXXXX	1/2/1900	DOEC	JONATHAN	
5	10418		G00009	ADELPHI UNIVERSITY	5/21/2012	P	N	DOET	JOE		XXXXXXXXXX	1/3/1900	DOEB	JO	
6	10424		G00009	ADELPHI UNIVERSITY	5/24/2012	G	N	DOEV	JON		XXXXXXXXXX	1/4/1900			
7	10420		G00009	ADELPHI UNIVERSITY	5/21/2012	P	N	DOEW	JUNE		XXXXXXXXXX	1/5/1900	DOED	JONNY	

	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC
	Student's SSN	Student's Date of Birth	Award Year	Loan Amount Indicated	Loan Amount Requested	Credit Decision Status	Credit Action Choice	Credit Balance Option	Deferment Option	Default/Overpay Code	Six Month Deferment Option	School Credit Balance	Award Range Requested Start Date	Award Range Requested End Date
1			2012	Y		A				N			12011	122012
2			2012	N	40000	A				N			12011	122012
3	XXXXXXXXXX	1/6/1900	2012	Y		A		S	Y		Y	Y	12011	122012
4	XXXXXXXXXX	1/7/1900	2012	Y		A		S	Y	N	Y	N	12011	122012
5	XXXXXXXXXX	1/6/1900	2012	Y		P		B	Y		Y	Y	12011	122012
6			2012	Y		D	N			N			12011	122012
7	XXXXXXXXXX	1/8/1900	2012	Y		D	E	B	Y	N	N	Y	12011	122012



Entrance Counseling Report

- **What** –Shows all entrance counselings completed on StudentLoans.gov
- **When**- Weekly on Sat. (Sat.- Fri.)
- **Where**- Web only, CSV format
- **Why** – Identify students who completed Entrance Counseling (Name, SSN, Completion Date, Time, & Type)

A	B	C	D	E	F	G	H	I
SSN	Date of Birth	Last Name	First Name	Middle Initial	Completion Date	Completion Time	Rights and Responsibilities Acknowledgement	Counseling Type Indicator
XXXXXXXXXX	6/28/1977	SMITH	JAMES	D	5/2/2011	12:35PM	Y	S
XXXXXXXXXX	8/14/1971	DOE	JOHN	D	5/2/2011	09:03AM	Y	P
XXXXXXXXXX	3/23/1967	WILLIAMS	CHARLES	E	5/2/2011	02:51PM	Y	S
XXXXXXXXXX	6/22/1993	MAYER	WILLIAM	M	5/3/2011	10:13AM	Y	S
XXXXXXXXXX	10/29/1987	ADAMS	ALEXANDER	L	5/2/2011	02:24PM	Y	S



SSN Name Date of Birth Change Report

- **What** –List of individuals at your school with identifier changes
- **When** – Weekly
- **Where** – SAIG and COD web
- **Why** – Confirm identifier changes, update your records & prevent rejects

	A	B	C	D	E	F
1	REPORTING PERIOD	SCHOOL ID	OPE ID	SCHOOL NAME	ADDRESS	SCHOOL CITY
2	2012-05-31 - 2012-08-29	10001478	147800	GOUCHER COLLEGE	1021 Dulaney Valley Road	BALTIMORE

G	H	I	J	K	L	M	N	O
SCHOOL STATE	SCHOOL ZIP CODE	PERSON FIRST NAME	PERSON LAST NAME	MI	PERSON SSN	USER	FIELD NAME	OLD VALUE
MD	42794	JOHN	DOE	D	123456789	BATCH	NAME	JOHN J DOE

P	Q	R	S	T	U	V	W
NEW VALUE	DATE CHANGE ACCEPTED	SCHOOL ID	SCHOOL NAME	SCHOOL CITY	SCHOOL STATE	SCHOOL ZIP CODE	SCHOOL TELEPHONE
JOHN D DOE	8/13/2012	10001478	GOUCHER COLLEGE	BALTIMORE	MD	42794-	



Direct Loan Rebuild

- **What** – Electronic file containing origination and disbursement detail from COD.
- **When** – By request via COD website.
- **Where** – SAIG
- **Why** – Used to rebuild lost DL data

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATION & DISBURSEMENT

Person School **Batch** Award Services User Program

▶ Batch Search
▶ Action Queue
▶ Grant Data Requests
▶ PLUS App Rsp Request
▼ Rebuild Search
▶ Post Data Arc Search

Rebuild Search HELP

Enter one or more of the following fields:

Entity ID Type: COD Entity ID:

Program: ALL

Request Type: All

Start Date: January 1 2011

End Date: June 19 2011

Fulfill Flag: Send All

SEARCH **NEW REQUEST**

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATION & DISBURSEMENT

Person School **Batch** Award Services User Program

▶ Batch Search
▶ Action Queue
▶ Grant Data Requests
▶ PLUS App Rsp Request
▼ Rebuild Search
▶ Post Data Arc Search

Rebuild Request List HELP

UNIVERSITY

Records 1 to 1 of 1

Request Program	Request Date	Award ID	Award Year	Start Date	End Date	SSN	Date of Birth	Last Name	Fulfill Date	Fulfill Flag
Direct Loan	Award Year	05/20/2011	2011						05/20/2011	Y

Records 1 to 1 of 1

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATION & DISBURSEMENT

Person School **Batch** Award Services User Program

▶ Batch Search
▶ Action Queue
▶ Grant Data Requests
▶ PLUS App Rsp Request
▼ Rebuild Search
▶ Post Data Arc Search

New Rebuild Request HELP

Entity ID Type: COD Entity ID:

Program: DIRECT LOAN

Request Type: Award Year

Award Year: '11-'12

SUBMIT

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Completed MPN Report

- Receipt/Create date determines inclusion
- Displays electronic & paper
- MPN Status
- Linked
 - To a loan
 - To an endorser
 - Single-Year functionality school

A	B	C	D	E	F	G	H	I	J	K	L
Master Promissory Note ID	Attending School Direct Loan ID	Attending School Name	MPN Date Created	Borrower's Last Name	Borrower's First Name	Borrower's Middle Initial	Borrower's SSN	Borrower's Date of Birth	Student's Last Name	Student's First Name	Student's Middle Initial
123456789N12G01342001	G01342	UNIVERSITY OF NORTH CAROLINA - GREENSBORO	5/19/2012	DOE	JOHN	K	123456789	1/1/1900			
234567891M12G01342001	G01342	UNIVERSITY OF NORTH CAROLINA - GREENSBORO	5/13/2012	DOER	JON	L	234567891	1/2/1900			
345678912M12G01342001	G01342	UNIVERSITY OF NORTH CAROLINA - GREENSBORO	5/19/2012	DOES	JONATHAN	P	345678912	1/3/1900			

M	N	O	P	Q	R	S	T	U	V	W	X
Student's SSN	Student's Date of Birth	MPN Type	PLUS Loan Type	MPN Source	MPN Status	Previous MPN Status	Linked to an Endorser	Linked to a Single Year School	Linked Flag	Latest MPN Change Date	Expiration Date
		N	G	P	P		N	N	N		3/21/2013
		M		P	P		N	N	N		4/5/2013
		M		P	A	P	N	N	Y		4/3/2022



MPN Due to Expire MPN Report

- **What** –List of MPNs about to expire
- **When** – Monthly
- **Where** – SAIG and COD web
- **Why** – Identify MPNs that will be expiring in next 60 days

	A	B	C	D	E	F	G	H	I
	LAST NAME	FIRST NAME	MIDDLE INITIAL	SSN	DOB	MPN ID	EXPIRATION DATE	MPN STATUS	MPN EXPIRATION STATUS
1	DOE	JOHN	J	123456789	19000101	123456789M11G00631001	20120210	A	ABOUT TO EXPIRE



Expired MPN Report

- **What** – List of MPNs that have expired
- **When** – Weekly
- **Where** – SAIG and COD web
- **Why** – Identify MPNs no longer available for linking

A	B	C	D	E	F	G	H	I
DL HEADER 0000MPNINAOP#10G999992010083023522220100830235222								
U.S. DEPARTMENT OF EDUCATION								
EXPIRED MPN REPORT								
LAST NAME	FIRST NAME	MIDDLE INITIAL	SSN	DOB	MPN ID	EXPIRATION DATE	MPN STATUS	MPN EXPIRATION STATUS
	LA		757777777	19870705	757777777M10G999999001	20100814	E	EXPIRED
	LA		767777777	19880915	767777777M11G999999001	20100814	E	EXPIRED
	SA		095555555	19400316	758888888M10G999999001	20100801	E	EXPIRED
	SA		095666666	19400317	761111111M11G999999001	20100801	E	EXPIRED
LUTTS	SANJUANITA		093333333	19400314	753333333M11G999999001	20100814	E	EXPIRED
LUTWIN	SANJUANA		092222222	19400313	752222222M11G999999001	20100814	E	EXPIRED
MARSHALL	DONNY	D	443333333	19520707	751111111M10G999999001	20100813	E	EXPIRED
MARSHALL	DONNY	D	443333333	19520707	784444444M10G999999001	20100813	E	EXPIRED
WEINMANN	LAMONT	H	754444444	19870630	754444444M11G999999001	20100814	E	EXPIRED
WEINRICH	LAKITA	D	750000000	19870626	750000000M10G999999001	20100828	E	EXPIRED
WEINS	LAKISHA	C	749999999	19880625	749999999M11G999999001	20100828	E	EXPIRED
DL TRAILER00000000010000000000000000								



MPN Discharge Report

- **What** – List of MPNs inactive due to discharge
- **When** – Weekly
- **Where** – SAIG and COD web
- **Why** – Identify MPNs no longer available for linking

A	B	C	D	E	F	G	H	I
DL HEADER 0000MPNDISOP#G0G999992010083023520120100830235201								
U.S. DEPARTMENT OF EDUCATION								
MPN DISCHARGE REPORT								
LAST NAME	FIRST NAME	MIDDLE INITIAL	SSN	DOB	MPN ID	EXPIRATION DATE	MPN STATUS	MPN EXPIRATION STATUS
	LA		757777777	19870705	757777777M10G999999001	20100814	D	INACTIVE DUE TO DEATH
	LA		767777777	19880915	767777777M11G999999001	20100814	D	INACTIVE DUE TO DEATH
	SA		095555555	19400316	758888888N10G999999001	20100801	D	INACTIVE DUE TO DEATH
	SA		095666666	19400317	761111111N11G999999001	20100801	D	INACTIVE DUE TO DEATH
LUTTS	SANJUANITA		093333333	19400314	753333333N11G999999001	20100814	G	INACTIVE DUE TO UNAUTHORIZED SIGNATURE
LUTWIN	SANJUANA		092222222	19400313	752222222N11G999999001	20100814	G	INACTIVE DUE TO UNAUTHORIZED SIGNATURE
MARSHALL	DONNY	D	443333333	19520707	751111111N10G999999001	20100813	I	INACTIVE DUE TO IDENTITY THEFT
DL TRAILER00000000010000000000000000								



Disbursements

- Pending Disbursement Listing Report
- Action Queue
- 30 Day Warning Report
- Actual Disbursement List (COD Release 10.2)



Pending Disbursement Listing Report

- **What** – Pending disbursements for that period
- **When** – Weekly
- **Where** – SAIG or COD Web
- **Why** –

Determine future funding needs, identify disbursements that should be actuals (DRI=True) or inactivated

```

RUN DATE: 02/26/2011          U.S. DEPARTMENT OF EDUCATION          PAGE 1
RUN TIME: 09:07AM             FEDERAL DIRECT LOAN PROGRAM
                                PENDING DISBURSEMENT LISTING REPORT
                                AWARD YEAR: 2010-2011
                                REPORTING PERIOD: 2/23/11
                                THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT

SCHOOL NAME: Sample University    SCHOOL CODE: G01001
ADDRESS: 11661 Cusack Avenue
        San Diego, CA 92131

STUDENT NAME          SOC SEC NO    LOAN TYPE    LOAN ID
DISB DATE              DISB NO      GROSS AMT    ORIG FEE      REBATE AMT      NET AMT

Aaron K Spells          123456789    S              123456789S11G01000101
1/13/11                 2            2750.00       27.00         14.00           2737.00

TOTAL NET AMOUNT:                                2737.00

1/13/11                 2            885.00       8.00          4.00           881.00

```

Aaron K Spells	123456789	S	123456789S11G0100101		
1/13/11	2	2750.00	27.00	14.00	2737.00
TOTAL NET AMOUNT:					2737.00

Disbursement Dates

in past should be:

- Made Actuals or
- Inactivated

TOTAL NET AMOUNT:				2488.00	
nt Dates ld be: als or d	2	999888777 3251.00	P 130.00	999888777P11G01000101 49.00	3170.00
					3170.00
	2	2750.00	U 27.00	999888777U11G01000101 14.00	2737.00
					2737.00
8/16/10	1	123123123 2264.00	P 90.00	123123123P11G01000101 34.00	2208.00
1/13/11	2	2263.00	90.00	34.00	2207.00
TOTAL NET AMOUNT:				4415.00	
SCHOOL TOTAL NET AMOUNT:				16338.00	



START HERE
GO FURTHER
FEDERAL STUDENT AID

COD Web site – Action Queue

- **What** – Lists Disbursements in “Pending” Status
- **When** – Anytime
- **Where** – COD Web site
- **Why** – Identify loans that should be disbursed (DRI=True) or reduced to zero

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGIN & DISBURSEMENT

Person School **Batch** Award Services User Program

Batch Search
Action Queue
Grant Data Requests
PLUS App Rsp Request
Rebuild Search
Post Data Arc Search

Action Queue Search

Use this screen to search the Action Queue.

To search the Action Queue for a particular school, please enter the School ID and the date range:

Entity ID Type: Direct Loan Entity ID:

Award Year: '11-'12

Disb. Start Date: June 10 2011

Disb. End Date: June 18 2011

Disbursement Status: All

To search the Action Queue for a specific Batch, please enter the Batch ID:

Note: Batch ID will search only by Review status.

Batch ID:

SEARCH

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGIN & DISBURSEMENT

Person School **Batch** Award Services User Program

Action Queue List

School: UNIVERSITY

Disb. Start Date: 06/13/2011 Disb. End Date: 06/18/2011

Filter by Status: All Filter by Program Type: All

Filter by SSN: Filter by Last Name:

FILTER RESET

Records 1 to 3 of 3

Name	SSN	Prog.	Award Year	Disb. No.	Seq. No.	Disb. Amt.	Disb. Date	Status
DOE, JANE	123456789	DLSUB	'11-'12	1	01	\$4,229.00	06/13/2011	Pending
DOE, JOHN	234567891	DLUNSUB	'11-'12	1	01	\$1,742.00	06/13/2011	Pending
DOES, JILL	345678912	DLUNSUB	'11-'12	1	01	\$0.00	06/13/2011	Pending

Records 1 to 3 of 3 Total Disb. Amount: \$5,971.00

Jun 18 2011 22:08 EDT Home | Privacy Act | Links | Contact Us | Today's Update | Help | Glossary | Log Off



30 Day Warning Report

- **What** –Unbooked Loans/MPNs
- **When** - Monthly
- **Where** – SAIG or COD Web
- **Why** – Identify and Resolve Unbooked Loans on COD and monitor compliance with 30-day reporting requirement

REPORT ID:	U.S. DEPARTMENT OF EDUCATION	PAGE 1 OF 1		
RUN DATE: 04/03/2012	FEDERAL DIRECT LOAN PROGRAM	RUN TIME: 01:05AM		
	30-Day WARNING REPORT			
	AWARD YEAR: 2011-2012			
	FOR THE PERIOD ENDING 03/31/2012			
THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT				
SCHOOL NAME: SAMPLE UNIVERSITY		SCHOOL CODE: G01999		
ADDRESS: 5 COLLEGE AVE				
NEW YORK, NY 10038-2206				
Loans Pending Booking Section:				
LOAN TYPE	LOAN ID	BORR NAME	DATE RCV'D	DATA NEEDED LOAN FROM DISB
P	111234222P12G01999001	NOONAN, DANNY	02/02/2012	Y Y
P	222345333P12G01999001	SASSAFRAS, HENRY	02/26/2012	Y Y
P	345432111P12G01999001	BELL, BOBBY G	02/08/2012	N Y
P	465433333P12G01999001	SIMON, JOHN S	02/08/2012	Y Y
P	733433593P12G01999001	MARK, KELLY D	02/08/2012	N Y
P	743433582P12G01999001	MILLBERN, DAN M	02/08/2012	Y N
P	877433583P12G01999001	SUITER, GARY B	02/08/2012	Y N
P	888433366P12G01999001	FLOOD, MEGHAN	01/30/2012	Y N
P	999433330P12G01999001	BECHARA, MARK	02/07/2012	Y N
TOTAL NUMBER PLUS			9	
S	314111634S12G01999001	LEE, KIM G	02/28/2012	OK Y N
S	765555463S12G01999001	KIRK, LOIS	02/28/2012	OK N Y
03593P12G0199001 MARK, KELLY D 02/08/20				
03582P12G0199001 MILLBERN, DAN M 02/08/20				
TOTAL NUMBER PERKINS 0				
GRAND TOTAL 14				
Promissory Notes Without Origination Records Section:				
PROMISSORY NOTE ID		DATE RECEIVED		NOTE AMOUNT
200104117M12G01999001		03/04/12		
123404117M12G01999001		03/16/12		
200156765N12G01999001		03/30/12		



➤ Direct Loan Actual Disbursement List

- ❖ Implementation October 21, 2011
- ❖ Saturday-Friday data capture
 - ✓ Generated Saturday
- ❖ Booked/unbooked/future dated
 - ✓ "Post" date determines inclusion
- ❖ COD web-CSV format only
- ❖ SAIG-Comma delimited only
 - ✓ Weekly report

NEW!

Actual Disbursement List

- **What** -Displays booked,unbooked and future dated actual disbursements
- **When**-Generated on Saturday; Reporting period is previous Sat to Fri.
- **Where** -NewsBox in CSV; SAIG in comma delimited
- **Why** – Compare to school's actual disbursements

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
	Direct		Borrower's	Borrower's	Borrower's				Booked		Disb	Sequence	Gross	Fee	Rebate	Net	Net Disb
1	Loan ID	School ID	First Name	Last Name	SSN	Loan Type	Award ID	Post Date	Date	Disb Date	Number	Number	Amount	Amount	Amount	Amount	Adjustment
2	G00820	25976333	AMY	LYNN	XXXXXXXX	P	XXXXP12G00	12/1/2011	12/1/2011	12/1/2011	1	1	1000	-40	15	975	0
3	G00820	25976333	GEORGE	CANSECO	XXXXXXXX	S	XXXXS12G00	12/1/2011	12/2/2011	12/2/2011	1	1	1000	-10	5	995	0
4	G00820	25976333	BOBBY	VALLEJO	XXXXXXXX	S	XXXXS12G00	12/1/2011	12/1/2011	12/1/2011	1	1	1000	-10	5	995	0
5	G00820	25976333	BOBBY	VALLEJO	XXXXXXXX	S	XXXXS12G00	12/2/2011	12/1/2011	12/1/2011	1	2	1200	-12	6	1194	199

October 2011
Release 10.2

	A	B	C	D	E	F	G	H
1	Direct Loan ID	School ID	Borrower's First Name	Borrower's Last Name	Borrower's Social Security Number	Loan Type	Award ID	Post Date
2	G00304	10000304	LESLEE	BOURNES	401622362	P	401622362P12G00304001	7/13/2011
3	G00304	10000304	LESLEE	BOURNES	401622362	P	402632363P12G00304001	7/13/2011
4	G00304	10000304	LESLEE	BOURNES	401622362	P	402632363P12G00304001	7/13/2011
5	G00304	10000304	LESLEE	BOURNES	401622362	P	403642364P12G00304001	7/13/2011
6	G00304	10000304	LESLEE	BOURNES	401622362	P	403642364P12G00304001	7/13/2011
7	G00304	10000304	LESLEE	BOURNES	401622362	P	404652365P12G00304001	7/13/2011
8	G00304	10000304	LESLEE	BOURNES	401622362	S	401622362S12G00304001	7/13/2011
9	G00304	10000304	LESLEE	BOURNES	401622362	U	401622362U12G00304001	7/13/2011
10	G00304	10000304	LI	CONDA	405662366	P	405662366P12G00304001	7/13/2011
11	G00304	10000304	LI	CONDA	405662366	P	405662366P12G00304002	7/13/2011
12	G00304	10000304	LI	CONDA	405662366	P	405662366P12G00304002	7/13/2011
13	G00304	10000304	LI	CONDA	405662366	P	405662366P12G00304003	7/13/2011
14	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304001	7/13/2011
15	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304001	7/13/2011
16	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304001	7/13/2011
17	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304002	7/13/2011
18	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304002	7/13/2011
19	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304002	7/13/2011
20	G00304	10000304	LI	CONDA	405662366	S	405662366S12G00304002	7/13/2011
21	G00304	10000304	LI	CONDA	405662366	U	405662366U12G00304001	7/13/2011
22	G00304	10000304	LI	CONDA	405662366	U	405662366U12G00304002	7/13/2011
23	G00304	10000304	LI	CONDA	405662366	U	405662366U12G00304002	7/13/2011
24	G00304	10000304	LI	CONDA	405662366	U	405662366U12G00304002	7/13/2011

DIRECT_LOAN_ACTUAL_DISBURSEMENT



S16_E_CR16994_02_DL_Actual_Disbursement_List - Microsoft Excel non-commercial use

	I	J	K	L	M	N	O	P	Q
	Booked Date	Disbursement Date	Disbursement Number	Disbursement Sequence Number	Gross Amount	Fee Amount	Rebate Amount	Net Amount	Net Disbursement Adjustment Amount
1	0001-01-01	7/13/2011	1	1	12000	480	180	11700	0
2	0001-01-01	7/13/2011	1	1	6392	255	96	6233	0
3	0001-01-01	7/13/2011	1	2	3344	133	50	3261	-2972
4	0001-01-01	7/13/2011	1	1	14342	573	215	13984	0
5	0001-01-01	7/17/2011	2	1	658	26	10	642	0
6	7/13/2011	7/13/2011	1	1	31341	1253	470	30558	0
7	0001-01-01	7/13/2011	1	1	789	7	4	786	0
8	0001-01-01	7/13/2011	1	1	1290	12	6	1284	0
9	7/13/2011	7/13/2011	1	1	15974	638	239	15575	0
10	7/13/2011	7/13/2011	1	1	11111	444	167	10834	0
11	7/14/2011	7/14/2011	2	1	11689	467	175	11397	0
12	0001-01-01	7/18/2011	1	1	33100	1324	497	32273	0
13	7/15/2011	7/15/2011	1	2	500	5	3	498	498
14	7/16/2011	7/16/2011	2	2	700	7	4	697	697
15	0001-01-01	7/17/2011	3	2	1000	10	5	995	995
16	7/13/2011	7/13/2011	1	1	150	1	1	150	0
17	7/16/2011	7/16/2011	2	1	200	2	1	199	0
18	0001-01-01	7/18/2011	3	1	350	3	2	349	0
19	0001-01-01	7/20/2011	4	1	50	0	0	50	0
20	0001-01-01	7/17/2011	1	2	425	4	2	423	423
21	7/16/2011	7/16/2011	1	1	755	7	4	752	0
22	7/16/2011	7/16/2011	1	2	999	9	5	995	243
23	7/16/2011	7/16/2011	1	3	1019	10	5	1014	19
24	7/16/2011	7/16/2011	1	4	975	9	5	971	-43
25	0001-01-01	7/18/2011	1	1	640	6	3	637	0
26	0001-01-01	7/18/2011	1	2	257	2	1	256	-381

DIRECT_LOAN_ACTUAL_DISBURSEMENT



Reconciliation & Closeout

- School Account Statement
- School Summary Financial Information Page in COD
- Cash Activity Page in COD
- Closeout Confirmation Page in COD

School Account Statement

- **What** – Main Tool for required monthly reconciliation
- **When** – Monthly
- **Where** – SAIG only
- **Why** – Use cash summary and detail to reconcile with school data

```
Report Date: 08/30/2007    U.S. DEPARTMENT OF EDUCATION    PAGE: 1
Report Time: 10:11:26    DIRECT LOAN TOOLS - 2007-2008
                        SAS Year-To-Date Cash Summary (DSDF080P)
THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT
*****
End Date: 07/31/2007

School Code: G99999
Region Code: 08
State Code: WY

Year-To-Date Cash Summary

Beginning Cash Balance:                                $0
Cash Receipts:                                         $198,262
Refunds of Cash:                                       $2,805
Net Drawdowns/Payments:                                $195,457

Booked Disbursements:                                 $190,998
Booked Adjustments:                                  -$2,805
Total Net Booked Disbursements:                        $188,193

Ending Cash Balance:                                   $7,264

Unbooked Disbursements:                               $6,108
Unbooked Adjustments:                                 $0
Total Net Unbooked Disbursements:                      $6,108

Cash > Accepted and Posted Disbursements:            $1,156

*****
```



School Account Statement

Report Date: 5/04/2011	U.S. Department of Education	Page 1		
Report Time: 10:18:06	Direct Loan Tools - 2010-2011			
SAS Cash Detail				
		Sort By: Trans Type		
THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT				

Date Range:				
School Code: G09009				
End Date: 4/30/2011				
<div>Cash Detail</div>				
Trans Type	Trans Date	Trans Amount	COD Process Date	Payment Control/Check Number
Receipt	03/28/2011	\$8,985	04/01/2011	2011032812345
Receipt	04/28/2011	\$4,089	04/30/2011	2011040767890
Refund	04/15/2011	\$1,000	04/17/2011	000000101100
Refund	04/18/2011	\$350	04/20/2011	000000101101
Total Cash Receipt Records:			2	
Total Refunds Cash Records			2	
Total SAS Cash Detail Records			4	
Total Cash Receipt Amount:			\$13,074	
Total Refunds of Cash Amount:			\$1,350	



School Account Statement

Report Date: 05/04/2011	U.S. Department of Education	Page 1
Report Time: 10:04:21	Direct Loan Tools - 2010-2011	
SAS Loan and Disbursement Detail		
		Sort By: Last Name
THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT		

School Code:		
End Date: 04/30/2011		
Student's Name		
PLUS Borrower's Name	Record	Gross
Loan ID	Type	Amount
		Fee
		Amount
		Int Rebate
		Amount
		Net
		Amount
	Disb #	Seq #
	Type	Disb Date
		Gross Amount
		Net amount
York, Charlotte		
222334444810G09009001	Unbooked	\$350
1	1 D	\$10
		\$5
		\$345
		\$350
		\$345
222334444U10G09009001	Unbooked	\$1,306
1	1 D	\$39
		\$20
		\$1,287
		\$1,306
		\$1,287
Hobbs, Miranda		
333445555810G09009001	Unbooked	\$1,656
1	1 D	\$49
		\$25
		\$1,632
		\$1,656
		\$1,632
Total Booked Loans:	0	\$0
Total Unbooked Loans:	3	\$3,312
Total Loans:	3	\$3,312
Total Disbursements:	3	\$3,312
Total Loan Gross Amount:	\$3,312	
Total Loan Net Amount:	\$3,264	

Loan and Disbursement Detail



School Summary Financial Information Page in COD

- **What** – Contains same data as the SAS Cash Summary
- **When** – Updated daily
- **Where** – Cod web
- **Why** – Monitor cash balances

The screenshot shows the 'School Summary Financial Information' page in the COD system. The page header includes the U.S. Department of Education logo, the text 'COMMON ORIGATION & DISBURSEMENT', and the FSA Federal Student Aid logo. A navigation bar at the top has tabs for Person, School (selected), Batch, Award, Services, User, and Program. On the left, a sidebar menu lists various options under 'School Search' and 'School Information'. The main content area displays a table of financial data for a selected entity (UNIVERSITY) and award year ('11-'12).

Summary Financial Information		
Program	Award Year	
DIRECT LOAN	'11-'12	
Entity ID		72168715
Beginning Cash Balance		\$0.00
Cash Receipts	\$2,185,174.00	
Refunds of Cash	(\$18,882.00)	
Net Drawdowns/Payments		\$2,166,292.00
Booked Disbursements	\$2,166,292.00	
Booked Adjustments	\$0.00	
Total Net Booked Disbursements		\$2,166,292.00
Ending Cash Balance		\$0.00
Unbooked Disbursements	\$0.00	
Unbooked Adjustments	\$0.00	
Total Net Unbooked Disbursements		\$0.00
Cash > Accepted and Posted Disbursements		\$0.00

Cash Activity Page in COD

- **What** – Lists all cash drawdowns & refunds of cash for one program year/program at a time
- **When** – Updated daily
- **Where** – Cod web
- **Why** – Monitor cash transactions

Person

School

Cash Activity

Program/Year Selection

Program

DIRECT LOAN

Cash Activity Summary

Net Draws

Cash > Accepted & Posted Disbursements & older than 30 days

	Totals	10/19/2010	10/19/2010	10/15/2010	10/12/2010
Date of Transaction		10/19/2010	10/19/2010	10/15/2010	10/12/2010
Time		11:33:23 PM	12:55:40 PM	3:34:29 PM	1:12:40 PM
GAPS Debit Date			10/19/2010	10/15/2010	10/12/2010
Drawdowns/Payments	\$21,459,437.00		\$7,501.00	\$1,170.00	\$13,707.00
Drawdown Adjustments	\$0.00				
Refunds of Cash	(\$502,903.25)	(\$5,486.25)			
Returns of Cash	\$0.00				
Drawdown Offsets	\$0.00				
Days Since Net Draws Increase			1	5	8
Days Left For On-time Reporting			029	025	022
Payment Control Number			2010101856301	2010101443411	2010100824054
Accepted & Posted Disbursements Applied	\$20,956,533.75		\$7,501.00	\$1,170.00	\$13,707.00
% of Accepted & Posted Disb. Applied to Net Draws	100.0%				
Cash > Accepted & Posted Disbursements	(\$66,467.25)				
% of Cash > Accepted & Posted Disbursements	-0.32%				
Source System		COD	GAPS	GAPS	GAPS

Amounts in parentheses decrease net draws

Days Left for On-time Reporting



Closeout Confirmation Screen in COD

- **What** – Submit Closeout Confirmation
- **When** –
- **Where** – COD Web
- **Why** – Easy way to confirm your closeout balance

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATION & DISBURSEMENT

FSA
FEDERAL
STUDENT AID

Person School Batch Award Services User Program

► **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Request CFL Reduction
- Events
- Memos
- Message List
- Yearly Totals
- Relationships
- Balance Confirmation
- Request Post
- Deadline/Extended
- Processing
- Correspondence
- Report Selection

School Balance Confirmation ?HELP

Program DIRECT LOAN ▼ **Award Year** '09-'10 ▼

The main purpose of this screen is to allow you to submit your confirmation and to enter the School Ending Cash Balance and the End Date of the School Balance.

Current Program Year Close Data

Today's Date	10/25/2010
Net Drawdowns/Payments	\$133,810,716.00
Total Net Booked Disbursements	\$133,915,199.00
Current Ending Cash Balance	(\$104,483.00)
Total Net Unbooked Disbursements	\$0.00
Latest Award End Date	08/06/2010

Days past the Latest Reported Award End Date: 080

Balance Confirmation Form



Closeout Confirmation Screen in COD

Last SAS Ending Cash Balance	(\$104,483.00)
Last SAS Date	09/30/2010
School Ending Cash Balance	<input type="text"/>
End Date of School Balance	<input type="text"/> <input type="text"/> <input type="text"/>

I am certifying that my school's internal cash balance is \$0 for the Award Year referenced above. This is in agreement with the Department's official ending cash balance reflected in my school's most recent SAS report. My school has no outstanding issues for this program year. I understand that by submitting this request I authorize the Department of Education to take the following actions for the Award Year listed above:

1. The Department will send a closeout letter to my school.
2. COD will stop processing or accepting any data without Department review and approval.
3. The Department will reduce our school's Cash Funding Level (CFL) to Total Net Cash (Cash Receipts - Refunded Cash).
4. The SAS and other reports for this award year will no longer be sent unless our balance changes.

I understand that these measures are being taken to protect my school from further changes to my Ending Cash Balance. If I should need to submit data for this year at a future time, I will contact the COD Customer Service Center at 1-800-848-0978.

To Submit this form, please click either button:

I Agree or I Disagree

I AGREE

I DISAGREE

Oct 25 2010 18:36 EDT

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START HERE
GO FURTHER
FEDERAL STUDENT AID

Other DL Reporting Resources

- COD Technical Reference, Volume 6, Section 8 (Reports)
- Look for updated information on IFAP
<http://ifap.ed.gov/ifap/>

Direct Loans COD Update

COD Release 10.1 DL Recap

With Release 10.1, the COD System implemented the following functionality:

- New Entrance Counseling, PLUS Request, and MPN Reports
- New School Options for StudentLoans.gov
- StudentLoans.gov Enhancements
 - Available in Spanish
 - Additional Parent Plus credit balance options
 - Default yes/no

COD Release 10.1 DL Recap

Entrance Counseling, MPN, and PLUS App Reports

New Entrance Counseling, MPN, and PLUS Application Reports were made available for schools. These reports have the following characteristics:

- Online only – Direct Loan newsbox on the COD Web
- CSV format
- Weekly activity from Saturday to Friday
- If there is no activity, the report will not be delivered

COD Release 10.1 DL Recap

School Options for StudentLoans.gov

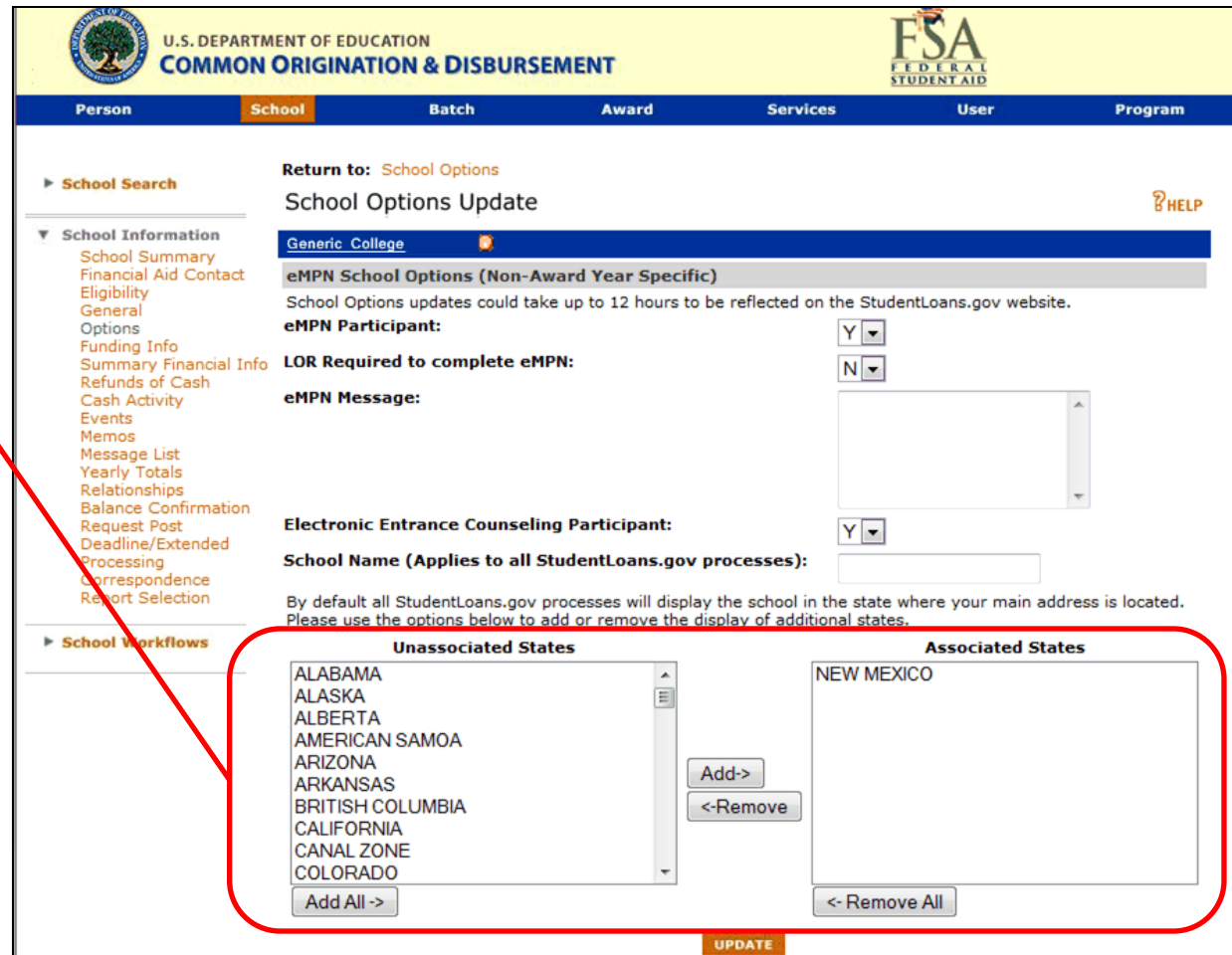
On COD Web School Options, schools have additional selections for StudentLoans.gov. These modifications include:

- PLUS Application participation options are now Award Year specific
- Main Schools can add and/or remove the states that display their school location for PLUS (Parent/Grad), eMPN and Entrance Counseling processes on StudentLoans.gov
- Associated States replaces Multiple Location
 - Additional location cannot change Associated States

COD Release 10.1 DL Recap

School Options for StudentLoans.gov

Main Schools can
add and/or remove
the states that
display their school
location



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT

Person **School** Batch Award Services User Program

► **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Memos
- Message List
- Yearly Totals
- Relationships
- Balance Confirmation
- Request Post
- Deadline/Extended
- Processing
- Correspondence
- Report Selection

► **School Workflows**

Return to: [School Options](#)

School Options Update

[Generic College](#)

eMPN School Options (Non-Award Year Specific)

School Options updates could take up to 12 hours to be reflected on the StudentLoans.gov website.

eMPN Participant:

LOR Required to complete eMPN:

eMPN Message:

Electronic Entrance Counseling Participant:

School Name (Applies to all StudentLoans.gov processes):

By default all StudentLoans.gov processes will display the school in the state where your main address is located. Please use the options below to add or remove the display of additional states.

Unassociated States	Associated States
ALABAMA ALASKA ALBERTA AMERICAN SAMOA ARIZONA ARKANSAS BRITISH COLUMBIA CALIFORNIA CANAL ZONE COLORADO	NEW MEXICO

Add-> <-Remove

Add All -> <- Remove All

UPDATE

COD Release 10.1 DL Recap

School Options for StudentLoans.gov

Within COD School Options, Schools will also have the ability to:

- Determine valid Award Ranges (Loan Periods), which borrowers may select when completing a PLUS Application for their school
- Select participation in Entrance Counseling on StudentLoans.gov in addition to eMPN

COD Release 10.1 DL Recap

School Options for StudentLoans.gov

StudentLoans.gov School Options (Award Year Specific)	
Award Range Request 1:	05/01/2011 to 05/01/2012
Award Range Request 2:	
Award Range Request 3:	
Award Range Request 4:	
Display "Other" Option:	Y
Participate in Electronic Parent PLUS Application:	Y
Electronic Parent PLUS Application Participation Date Range:	05/01/2011 to 05/01/2012
Parent PLUS Application Response Option:	Daily
Participate in Electronic Grad PLUS Application:	Y
Electronic Grad PLUS Application Participation Date Range:	05/01/2011 to 05/01/2012
Grad PLUS Application Response Option:	Daily
PLUS Application Message	

UPDATE

Award ranges set in School Options will be available for borrowers to select on StudentLoans.gov

COD Release 10.2 DL Recap

With Release 10.2, the COD System implemented the following functionality on October 21, 2011:

- Redesign the MPN submit button
- New Actual Disbursement Listing (ADL) Report
- Change single disbursement exemption threshold from <10% to <15%
- Spanish version of the PLUS Application made available



COD Release 10.2 Direct Loan Recap

Actual Disbursement Listing

- Includes booked and unbooked actual disbursements
- Produced weekly
- Award Year specific starting with 2011-2012 Award Year and forward
- Message Class: DLADYYOP (where YY is equal to AY)
- Delivered via the COD Reporting Website in a school's Direct Loan newsbox and SAIG
 - COD Reporting Website: CSV format only
 - SAIG: Comma-delimited format only

COD Fall 2011 DLSS Decommission

On September 30, 2011, DLSS was decommissioned from the FSA Program.

- DLSC has been added as a servicer
- COD Web's DLSS Single Sign-on will no longer be available

COD Fall 2011 DLSS Decommission

Servicer Contact Information

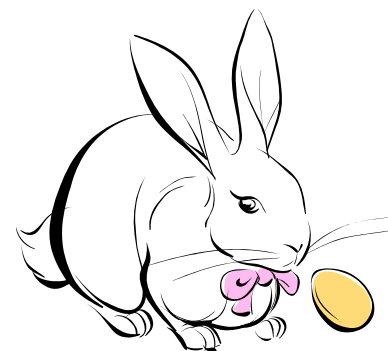
Servicer	School Contact	Borrower Contact
FedLoan Servicing (PHEAA) NSLDS Servicer Code: 700579	School Phone: 800-655-3813 Web: www.myfedloan.org	Borrower Phone: 800-699-2908 Web: www.myfedloan.org
Great Lakes Educational Loan Services NSLDS Servicer Code: 700581	School Phone: 888-686-6919 Web: www.mygreatlakes.org	Borrower Phone: 800-236-4300 Web: www.mygreatlakes.org
Nelnet NSLDS Servicer Code: 700580	School Phone: 866-463-5638 Web: www.nelnet.com	Borrower Phone: 888-486-4722 Web: www.nelnet.com
Sallie Mae NSLDS Servicer Code: 700578	School Phone: 888-272-4665 Web: www.opennet.salliemae.com	Borrower Phone: 800-722-1300 Web: www.salliemae.com
Direct Loan Servicing Center (ACS) NSLDS Servicer Code: 700583	School Phone: 877-557-7392 Web: www.loanconsolidation.ed.gov	Borrower Phone: 877-557-7392 Web: www.loanconsolidation.ed.gov

COD Release 11.0 DL Update

What's Coming in 2012-2013?

With Release 11.0, the COD System will implement the following functionality on March 9th, 2012:

- New award year setup for 2012-2013
- Addition of an Enrollment School Code tag
- New MPN status code of "E"
- Declined/pending PLUS award maintenance



COD Release 11.0 DL Update

3.0e Schema Updates

The following Direct Loan updates will be made for the 3.0e Schema:

- Routing ID, Application ID, and Previous Application ID to be redefined as a string field
- Existing fields defined as integer or decimal to be sent according to schema rules on outgoing COD Records

COD Release 11.0 DL Update

New MPN Status Code of "E"

When a PLUS Award has linked to an MPN and an Endorser, a new value of "E" will be displayed in the <MPNStatusCode> tag

- New value of "E" will be included in the COD 3.0e schema
- COD will return in the Common Record responses
- Starting with the 2012-2013 Award Year and forward
 - Value of 'I' will continue to be returned for Award Years 2011-2012 and prior

COD Release 11.0 DL Update

Maintenance to Declined/Pended PLUS Awards

The COD System will begin allowing maintenance to Declined/Pended Direct Loan PLUS Awards.

- Maintenance can be performed on COD Web or via batch
- Users can update award, disbursement, and person fields
- The COD System will continue to reject Actual Disbursements for PLUS Awards with decline/pended status
- New credit check will be performed when a maintenance record is submitted for a declined/pended Parent or Grad PLUS award
 - Credit Check will use the borrower person identifier change field values (SSN, DOB, Last Name)

COD DL Future Updates

Based on the Budget Control Act of 2011, the following modifications to the COD System will be implemented prior to July 1, 2012:

- Subsidized Loans for Graduate and Professional Students will be discontinued
- Borrowers will no longer be eligible for Upfront Interest Rebates on all Direct Subsidized and Unsubsidized Loans
- COD XML Schema changes may be required

DL Processing Activity

DL Year to Date Origination/Disbursement Activity

Award Year	Originations (#)	Total Origination Activity (\$)	Accepted Disbursements (#)	Total Disbursement Activity (\$)
2008-2009	5,424,451	\$22,082,571,840	9,055,371	\$21,037,445,145
2009-2010	10,177,049	\$40,609,170,814	17,127,110	\$38,398,960,248
2010-2011	26,323,358	\$112,046,892,505	45,074,313	\$104,454,441,774
2011-2012	16,076,269	\$84,868,907,797	13,624,684	\$32,482,891,457
Total	58,001,127	\$259,607,542,956	84,881,478	\$201,373,738,624

COD Helpful Information

COD Helpful Information

Technical Reference Schedule

Date	Technical Reference Updates
October 2011	New 3.0e schema published on IFAP
November 2011	New 3.0e schema published in the COD Tech Ref
November 2011	New Business Rules published in the COD Tech Ref
Winter 2012	COD System will begin accepting the new 3.0e schema

COD Helpful Information

FAA Resources

Resource	Location
COD Technical Reference	http://ifap.ed.gov/ifap/byAwardYear.jsp?type=codtechref&display=single
FSA Training for Financial Aid Professionals	http://www2.ed.gov/offices/OSFAP/training/index.html
Training on Specific Functions	http://www2.ed.gov/offices/OSFAP/training/specific.html
COD Computer Based Training	http://ifap.ed.gov/codcbt/CODCBT.html

COD Helpful Information

COD School Relations Center

URL	http://www.cod.ed.gov
Email	CODSupport@acs-inc.com
Phone – Grants	(800)474-7268
Phone – Direct Loans	(800)848-0978

Contact information for...

Bob Berry

U.S. Department of Education
Federal Student Aid

Federal Loan School Support Team
Washington, DC

202.384.4869 (c)

202.377.3387(o)

robert.berry@ed.gov

Thank you!

Questions

