

**2003 – 2004 COD Technical Reference  
February 2004**

**Change Tracking Log**

<b>Updates to COD Technical Reference</b>		
<b>Section</b>	<b>Change(s) Made</b>	<b>Page(s)</b>
<b>Volume I – Getting Started</b>		
Volume I, Section 3 – COD Overview	Removed Loan Origination Center from addresses	I – 3 – 4
Volume I, Section 3 – COD Overview	Reworded COD Overview for Full Participants section for clarity	I – 3 – 6
<b>Volume II – Common Record Full Participant Technical Reference</b>		
Volume II – Table of Contents	Updated TOC to reflect changes	II – i
Volume II, Section 1 – Full Participant Implementation Guide	Updated TOC to reflect changes	II – 1 – 3
Volume II, Section 1 – Full Participant Implementation Guide	Incorporated information about how to locate the Routing ID into the note in the Full Participants in 2003-2004 section	II – 1 – 6
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Common Record XML Schema business rules to indicate that system-generated responses will be returned in the latest XML schema version used to submit records for that award year	II – 1 – 8
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Response Documents business rules re: <ul style="list-style-type: none"> <li>▪ Schools can change the default option to Full Response by contacting COD School Relations</li> </ul>	II – 1 – 25
Volume II, Section 1 – Full Participant Implementation Guide	Removed references in the Response Code section to a Response Code of Duplicate. The Response complex element 'D'uplicate is not currently in use	II – 1 – 26
Volume II, Section 1 – Full Participant Implementation Guide	Updated Storing of Reject Records section re: <ul style="list-style-type: none"> <li>▪ Storing of rejected records in the COD System is dependent upon the level (i.e. Person, Award, Disbursement, etc.) at which the record rejects.</li> <li>▪ Moved Storing of Reject Records section to Common Record Processing section of the Implementation Guide</li> </ul>	II – 1 – 29
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Routing ID section to include information about how to view the Routing ID on the COD web site	II – 1 – 41
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Borrower Identifier section to indicate that schools are unable to change the Borrower SSN on a PLUS loan because a credit decision was performed using the original SSN	II – 1 – 57
Volume II, Section 1 – Full Participant Implementation	Corrected <OriginationFeePercent> and <InterestRebatePercent> values in the	II – 1 – 67

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Guide	DLLoanInformation block examples	
Volume II, Section 1 – Full Participant Implementation Guide	Updated the business rules for Updating and Adjusting Disbursement Amounts and Dates re: <ul style="list-style-type: none"> <li>▪ Corrected typo in XML format of Disbursement Number element</li> <li>▪ Schools should not submit upward adjustments to a Disbursement Amount if additional funds are disbursed after the Disbursement Date</li> <li>▪ Previous Sequence Number can be used to determine the next Disbursement Sequence Number</li> <li>▪ Disbursement Amount and Disbursement Date cannot be adjusted in the same Disbursement complex element but can be adjusted in the same Award tag by using distinct, sequential Disbursement Sequence Numbers</li> <li>▪ Revised example to indicate when to upwardly adjust a Disbursement Amount and when to create a new Disbursement</li> </ul>	II – 1 – 93 II – 1 – 94 II – 1 – 94 II – 1 – 94 II – 1 – 96
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Booking Notification Response example. The Disbursement Number complex element is not returned in the Booking Notification Response code	II – 1 – 99
Volume II, Section 1 – Full Participant Implementation Guide	Added Loan Discharge section and corresponding business rules for bankruptcy, total and permanent disability, death, and unauthorized payment/signature	II – 1 – 102
Volume II, Section 1 – Full Participant Implementation Guide	Updated the MPN Business Rules Unique to PLUS MPN to indicate that each PLUS loan can have a maximum of four disbursements	II – 1 – 106
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Business Rules Specific to Linking a Subsidized/Unsubsidized MPN section re: <ul style="list-style-type: none"> <li>▪ Incorporated note emphasizing the role of matching identifier information on the FAFSA and on financial aid applications for linking an award and MPN</li> <li>▪ Included MPN Status Code returned on the Award Response for an accepted award where a valid MPN is not on file at COD</li> <li>▪ Added scenario and course of action for a situation in which an accepted award and valid MPN do not link due to different identifier information on the award and MPN</li> <li>▪ Added example of a MPN and award that do not</li> </ul>	II – 1 – 116 II – 1 – 116 II – 1 – 117 II – 1 – 117

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	link due to a discrepancy between the identifier information (i.e. first names) contained on the MPN and the award	
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Business Rules Specific to Linking the PLUS MPN re: <ul style="list-style-type: none"> <li>▪ Incorporated note emphasizing the role of matching identifier information on the FAFSA and on financial aid applications for linking an award and PLUS MPN</li> <li>▪ Included MPN Status Code returned on the Award Response for an accepted award where a valid PLUS MPN is not on file at COD</li> <li>▪ Added scenario and course of action for a situation in which an accepted award and valid PLUS MPN do not link due to different identifier information on the award and MPN</li> <li>▪ Added example of a PLUS MPN and award that do not link due to a discrepancy between the identifier information (i.e. first names) contained on the PLUS MPN and the award</li> </ul>	II – 1 – 118  II – 1 – 118  II – 1 – 119  II – 1 – 119
Volume II, Section 1 – Full Participant Implementation Guide	Updated the business rules for Generating an Expiration Date for an MPN section to indicate that the MPN expiration date and the date the MPN was received by COD are viewable on the COD web site	II – 1 – 123
Volume II, Section 1 – Full Participant Implementation Guide	Updated the Changing Pell Grant Disbursement Amounts and Dates section re: <ul style="list-style-type: none"> <li>▪ Renamed section Updating and Adjusting Pell Grant Disbursement Amounts and Dates</li> <li>▪ Included role of Previous Disbursement Sequence Number in determining the Disbursement Sequence Number to use for an Adjusted Disbursement transaction</li> <li>▪ Included information about when to submit upward adjustments to a Disbursement Amount and when to create a new disbursement</li> </ul>	II – 1 – 143  II – 1 – 144  II – 1 – 144
Volume II, Section 1 – Full Participant Implementation Guide	Updated Pell Potential Overaward Process (POP) business rules re: <ul style="list-style-type: none"> <li>▪ Added POP indicators on Disbursement Response document</li> <li>▪ Added note about where to find more information on the Multiple Reporting Record</li> <li>▪ Added Post-Deadline Processing (Extended</li> </ul>	II – 1 – 151  II – 1 – 151  II – 1 – 152

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	Processing) and POP section with business rules discussing the POP process after the award year processing end date	
Volume II, Section 1 – Full Participant Implementation Guide	Updated Pell Close-out and Post-Deadline Processing sections to include close-out and post-deadline dates for the 2003-2004 award year	II – 1 – 153
Volume II, Section 1 – Full Participant Implementation Guide	Updated the User Readiness Checklist re: <ul style="list-style-type: none"> <li>▪ Schools can verify School Funding Method and Reporting, Attending, and Funding School Relationships via the COD web site</li> <li>▪ Schools should access the COD web site for COD processing updates and answers to frequently asked questions. Schools should also access the web site to verify that their contact information is accurate</li> </ul>	II – 1 – 155  II – 1 – 155
Volume II, Section 2 – Full Participant Message Classes	Added the Pell Delimited SSN/Name/Date-of-Birth Change Report to the Pell Grant Reports table	II – 2 – 2
Volume II, Section 3 – Common Record Layout	Updated the valid values for the <AddressForeignIndicator> field. If the field is set to true, the <AddressCountryCode> field must contain a valid country code	II – 3 – 14
Volume II, Section 3 – Common Record Layout	Updated the valid values for the <AddressCountryCode> field. If the field contains a valid country code, the <AddressForeignIndicator> field must be set to true	II – 3 – 16
Volume II, Section 3 – Common Record Layout	Updated Format and Valid Field Values for the <FinancialAwardID> field. Incorporated note indicating that valid values must be uppercase	II – 3 – 23
Volume II, Section 3 – Common Record Layout	Updated Format and Valid Field Values for the <MPNStatusCode> field. The valid value 'R' ejected indicates a rejected MPN or that a valid MPN is not on file at COD	II – 3 – 34
<b>Volume III – Pell Grant Phase-In Participant Technical Reference</b>		
<b>Volume IV – Direct Loan Phase-In Participant Technical Reference</b>		
Volume IV, Section 3 – Direct Loan Fixed-Length Record Layouts	Updated the Valid Field Content for the Loan Identifier field in the following locations: <ul style="list-style-type: none"> <li>▪ Full Loan Origination, field number 1, positions 1-21</li> <li>▪ Full Loan Origination Acknowledgement, field number 3, positions 32-52</li> <li>▪ PLUS Credit Decision Override Acknowledgement, field number 2, positions 9-29</li> <li>▪ Loan Origination Change Export and</li> </ul>	IV – 3 – 7  IV – 3 – 28  IV – 3 – 31  IV – 3 – 33

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	<ul style="list-style-type: none"> <li>Acknowledgement, field number 1, positions 1-21</li> <li>▪ MPN Acknowledgement, field number 3, positions 32-52</li> <li>▪ Disbursement Export and Acknowledgement, field number 1, positions 1-21</li> </ul> Incorporated note indicating that valid values must be uppercase	IV – 3 – 63  IV – 3 – 65
Volume IV, Section 3 – Direct Loan Fixed-Length Record Layouts	Updated the MPN Acknowledgement Record Valid Field Content for field #4, position 53-53, MPN Status. The valid field content 'R' ejected indicates that a MPN has been rejected or that a valid MPN is not on file at COD	IV – 3 – 63
Volume IV, Section 4 – Direct Loan Phase-In Participant Edit Codes and Descriptions	Updated Direct Loan Phase-In Participant edit code 84 description to indicate that the SSN of a PLUS Borrower cannot be changed because a credit check has not been performed on the new SSN. Updated COD web site code to include Full Participant edit 996	IV – 4 – 8
<b>Volume V – Direct Loan and Pell Grant Combination System Supplement</b>		
<b>Volume VI – Direct Loan Tools</b>		
<b>Volume VII – School Testing Guides</b>		
<b>Volume VIII – Appendices</b>		
Volume VIII – Table of Contents	Updated TOC to reflect changes	VIII – iii
Volume VIII, Section 2 – Funding Methods	Updated the naming convention of the Advance Pay Funding Delivery Method to the Advanced Funded Delivery Method	VIII – 2 – 2
Volume VIII, Section 2 – Funding Methods	Updated Just-In-Time, CM1, CM2, and Reimbursement funding control business rules and Direct Loan Processing Options and Funding Controls table re: <ul style="list-style-type: none"> <li>▪ Direct Loan schools may receive an initial CFL prior to submitting actual disbursements</li> <li>▪ Just-In-Time, CM1, and CM2 Direct Loan schools may receive an initial CFL prior to submitting actual disbursements</li> <li>▪ CM1 Direct Loan schools use the Pushed Cash or Advance Pay funding delivery method</li> <li>▪ CM2 and Reimbursement Direct Loan schools use the Pushed Cash funding delivery method</li> <li>▪ All CM1, CM2, and Reimbursement schools may also have a direct cash payment deposited in their bank accounts based on their accepted actual disbursements</li> </ul>	VIII – 2 – 4 VIII – 2 – 4 VIII – 2 – 4 VIII – 2 – 5 VIII – 2 – 6
Volume VIII, Section 4 – State,	Added note in the Full Participant	VIII – 4 – 3

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Jurisdiction, and Country Codes	state/jurisdiction/country code section to indicate that 'FC' is not a valid value for Full Participants and should not be placed in the state/jurisdiction/country code fields. Note also instructs users to contact COD School Relations if a country or jurisdiction is not listed	
Volume VIII, Section 6 – School Options	Deleted Number of Future Days to Display Disbursements section. This option is not current functionality of the COD System	VIII – 6 – 4
Volume VIII, Section 6 – School Options	Updated Full and Standard Response business rules to include note concerning response options for EDEExpress users. EDEExpress users can only receive a Full Response	VIII – 6 – 5
Volume VIII, Section 8 – COD Reports	Updated TOC to reflect changes	VIII – 8 – 1
Volume VIII, Section 8 – COD Reports	Updated the Pell Grant Report Options table to indicate that the SNN/Name/Date-of-Birth Change Report, Funding Disbursement List Report and the Pending Disbursement List Report are not offered in pipe-delimited format via SAIG	VIII – 8 – 3
Volume VIII, Section 8 – COD Reports	Updated Pell Data Request Acknowledgement record layout, field positions 108-115, Student's Date of Birth, valid values to indicate 0 as valid value. Updated processing notes to clarify circumstances in which 0 is a valid value	VIII – 8 – 10
Volume VIII, Section 8 – COD Reports	Updated Year-to-Date record layout, field position 2-24, Origination ID, valid values to indicated Blank as valid value for Full Participants	VIII – 8 – 41
Volume VIII, Section 8 – COD Reports	Corrected typo in the length of bytes for the unused portion of the Disbursement Year-to-Date Record layout, positions 207-350	VIII – 8 – 46
Volume VIII, Section 8 – COD Reports	Updated Pell SSN/Name/Date-of-Birth Change Report section to indicate that the report is not available in pipe delimited format via SAIG	VIII – 8 – 51
Volume VIII, Section 8 – COD Reports	Updated Pell Pending Disbursement List Report section re: <ul style="list-style-type: none"> <li>▪ Updated business rules to indicate that the preformatted text file is the default format of the report</li> <li>▪ Added example of the preformatted version of the report</li> </ul>	VIII – 8 – 60 VIII – 8 – 61
Volume VIII, Section 8 – COD Reports	Updated Pell Funded Disbursement List Report section re: <ul style="list-style-type: none"> <li>▪ Updated business rules to indicate that the</li> </ul>	VIII – 8 – 62

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	<ul style="list-style-type: none"> <li>preformatted text file is the default format of the report</li> <li>▪ Added example of the preformatted version of the report</li> </ul>	VIII – 8 – 63
Volume VIII, Section 8 – COD Reports	<p>Updated business rules for the SAS Report re:</p> <ul style="list-style-type: none"> <li>▪ The pipe delimited format of the report is not available with headings</li> <li>▪ Combined business rules of the Include Names of Borrowers option section for clarity</li> <li>▪ Removed Cash Detail from the Report Activity Type options to agree with the Report Options web page online</li> <li>▪ Schools will receive the Monthly Cash Detail when the monthly option is selected</li> <li>▪ Schools will receive the Year-to-Date Cash Detail when the year-to-date option is selected</li> <li>▪ School will receive both the Monthly and the Year-to-Date Cash Detail when both options are selected</li> </ul>	<p>VIII – 8 – 67</p> <p>VIII – 8 – 67</p> <p>VIII – 8 – 67</p> <p>VIII – 8 – 68</p> <p>VIII – 8 – 68</p> <p>VIII – 8 – 68</p>
Volume VIII, Section 8 – COD Reports	<p>Updated the SAS Fixed Length Record Layout in Section I and II Year-To-Date and Monthly Cash Summary to include new field names for the following fields:</p> <ul style="list-style-type: none"> <li>▪ Field number 11, positions 75-85, Excess Cash, field name changed to Refunds of Cash</li> <li>▪ Field number 12, positions 86-96, Total Net Cash Receipts, field name changed to Net Drawdowns/Payments</li> <li>▪ Field number 13, positions 97-107, Net Booked Disbursements, field name changed to Booked Disbursements</li> <li>▪ Field number 14, positions 108-118, Net Booked Adjustments, field name changed to Booked Adjustments</li> <li>▪ Field number 15, positions 119-129, Total Booked Loan Detail, field name changed to Total Net Booked Disbursements</li> <li>▪ Field number 17, positions 141-151, Net Unbooked Disbursements Actual, field name changed to Unbooked Disbursements</li> <li>▪ Field number 18, positions 152-162, Net Unbooked Adjustments, field name changed to Unbooked Adjustments</li> </ul>	<p>VIII – 8 – 71</p> <p>VIII – 8 – 71</p> <p>VIII – 8 – 72</p> <p>VIII – 8 – 72</p> <p>VIII – 8 – 72</p> <p>VIII – 8 – 73</p> <p>VIII – 8 – 73</p>

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	<ul style="list-style-type: none"> <li>▪ Field number 19, positions 163-173, Total Unbooked Loan Detail, field name changed to Total Net Unbooked Disbursements</li> <li>▪ Field number 20, positions 174-184, Adjusted Ending Cash Balance, field name changed to Cash&gt;Accepted and Posted Disbursements</li> </ul>	VIII – 8 – 74  VIII – 8 – 74
Volume VIII, Section 8 – COD Reports	Updated field number 20, Student’s Middle Initial, of the Loan Level, Loan Detail section of the SAS Fixed Length Record Layout to specify that this field applies to PLUS awards only	VIII – 8 – 84
Volume VIII, Section 8 – COD Reports	Updated the valid field content for the Comma-Delimited Optional Header Information for the Year-to-Date and Monthly Cash Summary section. The valid field content for the Report Name field is School Account Statement Cash Summary	VIII – 8 – 89
Volume VIII, Section 8 – COD Reports	Updated the SAS Comma Delimited Record Layout in Optional Column Headings Year-To-Date and Monthly Cash Summary to include new column headings for the following columns: <ul style="list-style-type: none"> <li>▪ Column K, Excess Cash, column heading changed to Refund of Cash</li> <li>▪ Column L, Total Net Cash Receipts, column heading changed to Net Drawdowns/Payments</li> <li>▪ Column M, Net Booked Disbursements, column heading changed to Booked Disbursements</li> <li>▪ Column N, Net Booked Adjustments, column heading changed to Booked Adjustments</li> <li>▪ Column O, Total Booked Loan Detail, column heading changed to Total Net Booked Disbursements</li> <li>▪ Column Q, Net Unbooked Disbursements Actual, column heading changed to Unbooked Disbursements</li> <li>▪ Column R, Net Unbooked Adjustments, column heading changed to Unbooked Adjustments</li> <li>▪ Column S, Total Unbooked Loan Detail, column heading changed to Total Net Unbooked Disbursements</li> <li>▪ Column T, Adjusted Ending Cash Balance, column heading changed to Cash&gt;Accepted and Posted Disbursements</li> </ul>	VIII – 8 – 89
Volume VIII, Section 8 – COD	Updated the SAS Comma Delimited Record Layout in	

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Reports	<p>Detail Year-To-Date and Monthly Cash Summary to include new field names for the following fields:</p> <ul style="list-style-type: none"> <li>▪ Field number 11, Excess Cash, field name changed to Refunds of Cash</li> <li>▪ Field number 12, Total Net Cash Receipts, field name changed to Net Drawdowns/Payments</li> <li>▪ Field number 13, Net Booked Disbursements, field name changed to Booked Disbursements</li> <li>▪ Field number 14, Net Booked Adjustments, field name changed to Booked Adjustments</li> <li>▪ Field number 15, Total Booked Loan Detail, field name changed to Total Net Booked Disbursements</li> <li>▪ Field number 17, Net Unbooked Disbursements Actual, field name changed to Unbooked Disbursements</li> <li>▪ Field number 18, Net Unbooked Adjustments, field name changed to Unbooked Adjustments</li> <li>▪ Field number 19, Total Unbooked Loan Detail, field name changed to Total Net Unbooked Disbursements</li> <li>▪ Field number 20, Adjusted Ending Cash Balance, field name changed to Cash&gt;Accepted and Posted Disbursements</li> </ul>	<p>VIII – 8 – 93</p> <p>VIII – 8 – 94</p> <p>VIII – 8 – 94</p> <p>VIII – 8 – 95</p> <p>VIII – 8 – 95</p> <p>VIII – 8 – 96</p> <p>VIII – 8 – 96</p> <p>VIII – 8 – 97</p> <p>VIII – 8 – 97</p>
Volume VIII, Section 8 – COD Reports	Updated the valid field content for the Comma-Delimited Optional Header Information for the Year-to-Date and Monthly Disbursement Summary by Loan Type section. The valid field content for the Report Name field is School Account Statement Disbursement Summary by Loan Type	VIII – 8 – 98
Volume VIII, Section 8 – COD Reports	Updated the valid field content for the SAS Comma-Delimited Optional Header Information for Cash Detail section. The valid field content for the Report Name field is School Account Statement Cash Detail	VIII – 8 – 105
Volume VIII, Section 8 – COD Reports	Updated the field description for line number 10, Disbursement Booked Date in the SAS Comma-Delimited Detail Record layout. Disbursement Booked Date is the date the individual disbursement activity booked at COD	VIII – 8 – 117
Volume VIII, Section 8 – COD Reports	<p>Updated Direct Loan Pending Disbursement List Report section re:</p> <ul style="list-style-type: none"> <li>▪ The report is not offered in the pipe delimited format via the web</li> </ul>	VIII – 8 – 120

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	<ul style="list-style-type: none"> <li>▪ The report does not contain MPN linking information</li> <li>▪ Added preformatted text example of the report</li> </ul>	VIII – 8– 120 VIII – 8– 121
Volume VIII, Section 8 – COD Reports	Updated Direct Loan Funded Disbursement List Report business rules re: <ul style="list-style-type: none"> <li>▪ Only Pushed Cash schools can receive the report via their SAIG mailbox</li> <li>▪ The report is not offered in the pipe delimited format via the web</li> <li>▪ Added preformatted example of the report</li> </ul>	VIII – 8– 122 VIII – 8– 122 VIII – 8– 123
Volume VIII, Section 8 – COD Reports	Added preformatted text example of the 30 Day Warning report	VIII – 8– 126
Volume VIII, Section 8 – COD Reports	Added preformatted text example of the Inactive Loans report	VIII – 8– 128
Volume VIII, Section 8 – COD Reports	Added preformatted text example of the Duplicate Student Borrower report	VIII – 8– 130
Volume VIII, Section 8 – COD Reports	Added preformatted text example of the SSN/Name/DOB Change report	VIII – 8– 132