NSLDS Enrollment Reporting Webinar # 4

July 15 & 16, 2014

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AACRAO 1910

NASFAA
NATIONAL ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS

Agenda

- **Introductions**
- Overview of 150% Direct Subsidized Loan Limit
- Transition of Enrollment Reporting
- Enrollment Reporting Record Types and Fields
- Situational Examples
- Enrollment Reporting Methods
- Enrollment and Interest Subsidy
- Questions

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Agenda

- Introductions

- **Overview of 150% Direct Subsidized Loan Limit**

- Transition of Enrollment Reporting

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150% Limit: Law and Regulations

- 150% Direct Subsidized Loan Limit comes from MAP-21 (Pub. L. No. 112-141), which was enacted into law on July 6, 2012.

- Statute waived requirement to engage in negotiated rulemaking or adhere to master calendar.

- Issued "interim final regulations" on May 16, 2013. Overview of regulations and implementation strategy in 150% EA #1.

- Issued "revised final regulations" on January 17, 2014. Overview of changes to regulations in 150% EA #8.

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First-Time Borrower

Applies only to first-time borrowers as of July 1, 2013:

Student who has no outstanding balance on a FFEL or Direct Loan when receiving a Direct Loan on or after July 1, 2013.

Example A

Student has never borrowed before	Student enrolls in August 2013	Student receives a Direct Loan	Student is a first-time borrower

Example B

Student received FFEL and Direct Loans prior to July 1, 2013	Student pays off all FFEL and Direct Loans in 2015	Student enrolls in 2017	Student receives a new Direct Loan in 2017	Student is a first-time borrower

Consequence: Eligibility Loss

Borrower loses eligibility for additional Direct Subsidized Loans when borrower has received Direct Subsidized Loans for 150% of their current academic program.

Generally measured in time, not dollars.

If eligibility is lost, borrower still eligible for Direct Unsubsidized Loans.

Enrollment Reporting & Eligibility

Maximum Eligibility Period (MEP) ─ **Total Subsidized Usage Period (SUP)** **=** **Remaining Eligibility Period (REP)**
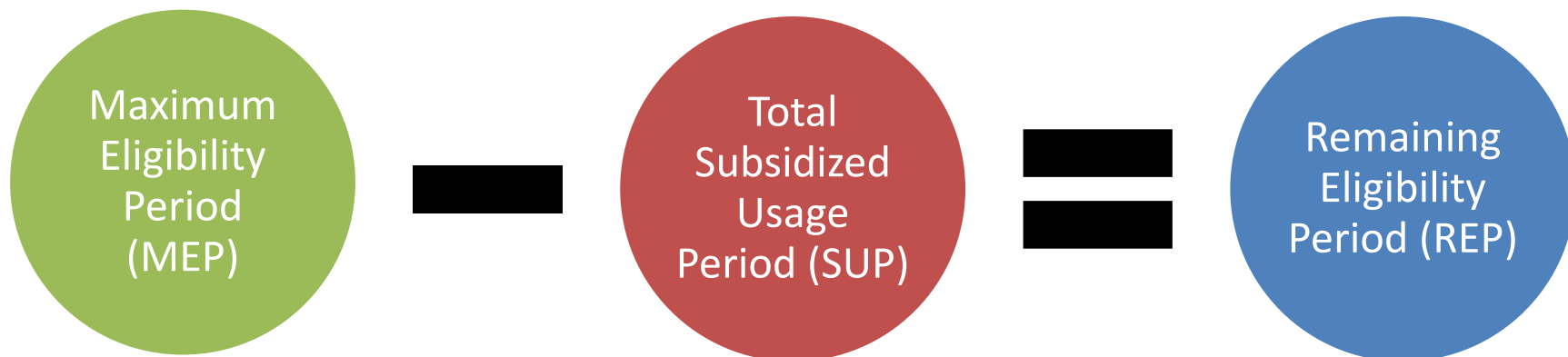
- **Maximum Eligibility Period (MEP)** – Calculated by NSLDS based on Program-Level Enrollment Reporting
- **Subsidized Usage Period (SUP)** – Calculated by COD and sent to NSLDS
- **Remaining Eligibility Period (REP)** – Calculated by NSLDS

NSLDS recalculates REP with every enrollment reporting received.

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New NSLDS Subsidized Usage Page

Consequence: Interest Subsidy Loss

Lost eligibility due to 150% limit → Did not complete program → Enrolls in program of equal or shorter length → **Subsidy loss**
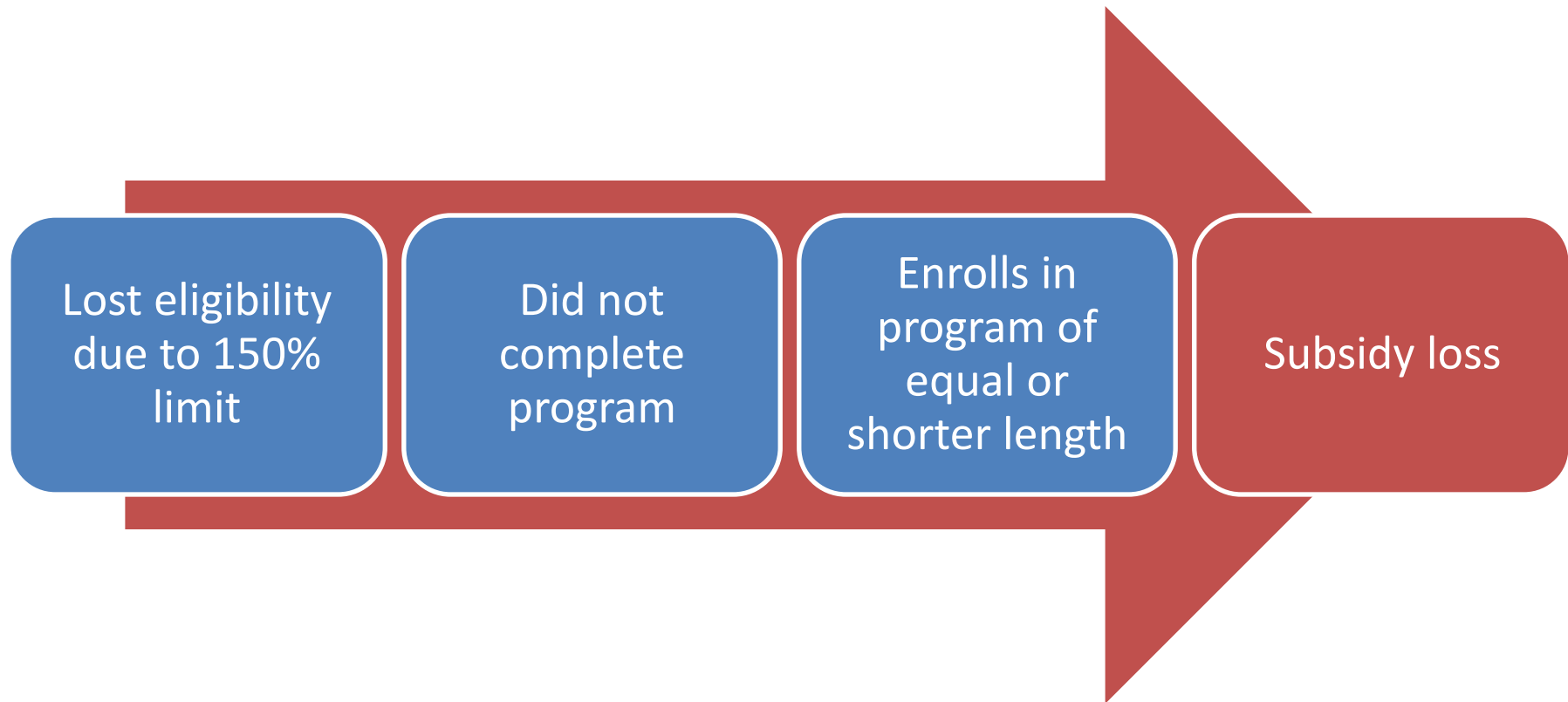
Based on enrollment, not borrowing, or requesting aid.

Enrollment Types & Subsidy Loss

1	2	3
Student lost eligibility	Student lost eligibility	Student had remaining eligibility
Enrolled at least ½ time in same undergraduate program	Enrolled at least ½ time in an undergraduate program of equal or lesser length	Student enrolled at least ½ time in shorter undergraduate program where usage ≥ maximum

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What You Should Know…

- Release of New Enrollment Reporting File Layouts
  - Draft – November 25, 2013
  - Final – February 27, 2014

- Dear Colleague Letter (DCL) GEN-14-07: April 14, 2014

- Newsletter 45: April 24, 2014 Enhancements to NSLDS

- New Enrollment Reporting Guide: April 25, 2014

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Enrollment Reporting Flow

School sends Enrollment School Code on grant and loan disbursement records to the Common Origination and Disbursement (COD) System. Loan disbursement records now include Program-Level data.

COD sends the grant, disbursement , and program data to NSLDS. COD sends loan data to the Servicers. Servicers send loan data to NSLDS.

NSLDS uses the Enrollment School Code and program data to place aid recipients on Enrollment Rosters.

NSLDS sends the Enrollment Roster to the School.

School Responds with Certified Enrollment.

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Enrollment Reporting Transition

- ## April 2014

  - Schools are able to report Program-Level data to NSLDS in batch and/or online on the Enrollment Maintenance page.

- ## July 2014

  - Schools are required to provide enrollment information every 60 days. Schools are required to respond to roster within 15 days.

  - Schools should update their schedule to comply with new reporting requirement.

  - Schools should select the first reporting date with the new roster format on the Enrollment Reporting Profile page.

Enrollment Reporting Profile

Enrollment Reporting Transition

- ## July 2014 continued
  - Schools are able to use the new Enrollment Spreadsheet Submittal to report Program-Level data online.

- ## October 1, 2014
  - Final deadline for reporting under the new reporting requirements.
  - Reporting of Program-Level enrollment information must be retroactive to the enrollment status of the student as of July 1, 2014.

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Failure to Report ⚠️

Failure to begin reporting under the new enrollment reporting requirements by October 1, 2014 will likely result in:

- Enrollment records being rejected by NSLDS

- School being out of compliance

- Potential sanctions

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Failure to Report ⚠️

Impact to Borrowers:

- Potential overaward of Subsidized loans

- Loss of interest subsidy

- Improper loan servicing

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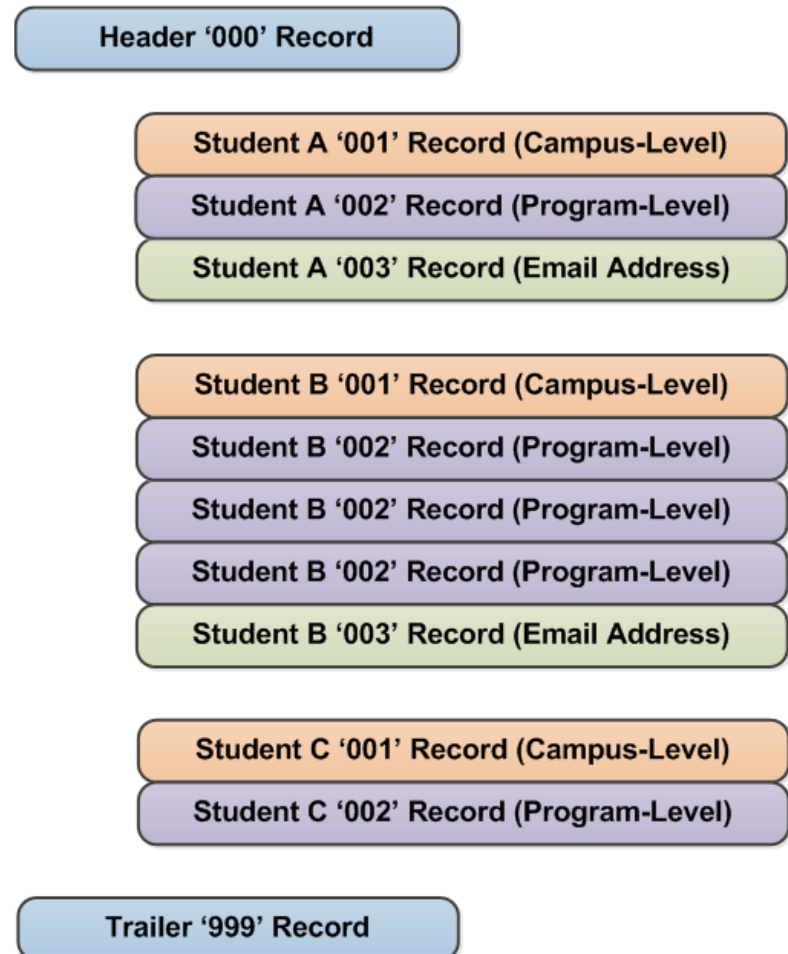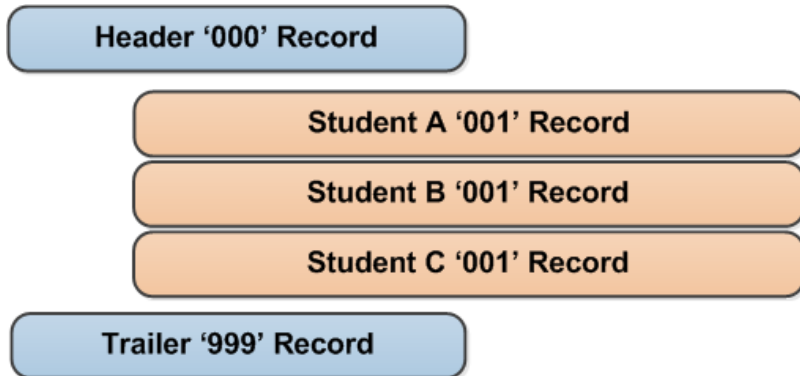
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Enrollment Reporting

- Before – single record type
  - One record per student
  - Permanent Address was optional
  - No Program-Level information or email address

- Now – multiple record types
  - Multiple records per student
  - Permanent Address is mandatory
  - Program-Level is required
  - Email address is optional

Enrollment Reporting

Before

Header '000' Record

Student A '001' Record

Student B '001' Record

Student C '001' Record

Trailer '999' Record

Now

Header '000' Record

Student A '001' Record (Campus-Level)

Student A '002' Record (Program-Level)

Student A '003' Record (Email Address)

Student B '001' Record (Campus-Level)

Student B '002' Record (Program-Level)

Student B '002' Record (Program-Level)

Student B '002' Record (Program-Level)

Student B '003' Record (Email Address)

Student C '001' Record (Campus-Level)

Student C '002' Record (Program-Level)

Trailer '999' Record

Campus-Level Record Type 001

Schools are required to report students' Campus-Level enrollment information to NSLDS.

Campus-Level
• Student SSN
• 8-digit OPEID
• Student Name and DOB
• Certification Date
• Enrollment Status Effective Date
• Enrollment Status
• Anticipated Completion Date (ACD)
• Term Begin and End Dates
• Student Permanent Address
• Student Phone Number – NEW!
• Move To OPEID
• Program Indicator – NEW!

Campus-Level Fields

- **OPEID**
  - An institution's unique eight-digit Office of Postsecondary Education ID (OPEID) of the **location** for which the enrollment is certified
  - Referred to as "Enrollment School Code" in COD

- **Certification Date**
  - Date enrollment is certified by school

- **Enrollment Status Effective Date**
  - Date student's enrollment status took effect

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Campus-Level Fields

- **Enrollment Status**
  - <u>Overall</u> enrollment at the location

  - Values include:

'F' (Full-Time)	'G' (Graduated)
'Q' (Three-Quarter Time) NEW!	'W' (Withdrawn)
'H' (Half-Time)	'D' (Deceased)
'L' (Less Than Half-Time)	'X' (Never Attended)
'A' (Leave Of Absence)	'Z' (Record Not Found)

Campus-Level Fields

- **Anticipated Completion Date (ACD)**
  - Date when student is expected to graduate or separate

- **Term Begin and End Dates**
  - Dates on which the current term began and ended
  - Optional fields

Campus-Level Fields

- **Student Permanent Address**
  - Report the student's permanent home address
  - Required, except for enrollment status 'X' or 'Z'

- **Student Phone Number**
  - Report the student's phone number
  - Optional field

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Campus-Level Fields

- **Move To OPEID**
  - An institution's unique eight-digit OPEID of the school location to which student enrollment is being moved
  - Only available to the NSLDS Enrollment Administration group
  - Moves campus and Program-Level information to the new OPEID
  - Optional field

- **Program Indicator**
  - Report 'Y' if the student is enrolled in at least one program
  - Report 'N' only if the student is not enrolled in any program at your location
    - Can be used by "deferment only" schools
    - Should not be used for undeclared majors

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Program-Level Record Type 002

Schools are required to report students' Program-Level enrollment information to NSLDS.

Program-Level
• Classification of Instructional Programs (CIP) Code
• CIP Year
• Program Credential Level
• Published Program Length
• Published Program Length Measurement
• Weeks in Title IV Academic Year
• Program Begin Date
• Special Program Indicator
• Program Enrollment Status
• Program Enrollment Effective Date

Program-Level Fields

- **Classification of Instructional Programs (CIP) Code**
  - Six-digit CIP code (without period) identifying a program's academic content.
  - All programs for a student must be reported.
  - CIP Codes can be found at: http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55

> **Example: 12.0401 Cosmetology/Cosmetologist, General ➜ 120401**

- **CIP Year = 2010**

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Program-Level Fields

- **Program Credential Level**
  - Values include:
    - '01' (Undergraduate Certificate or Diploma Program)
    - '02' (Associate's Degree)
    - '03' (Bachelor's Degree)
    - '04' (Post Baccalaureate Certificate)
    - '05' (Master's Degree)
    - '06' (Doctoral Degree)
    - '07' (First Professional Degree)
    - '08' (Graduate / Professional Certificate)
    - '99' (Non-Credential Program [Preparatory Coursework / Teacher Certification])

Program-Level Fields

- **Published Program Length**
  - The length of the instructional program in years, months, or weeks as published by the school.
  - What is published in your catalog or other official publications.
- **Published Program Length Measurement**
  - The unit of measure for the length of the instructional program as published by the school.
  - Values include: 'Y' Years, 'M' Months, 'W' Weeks
- **Weeks in Title IV Academic Year**
  - The total number of weeks of instruction in the program's academic year. Only required when Published Program Length Measurement is 'W' or 'M'.
  - This is the financial aid academic year

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Program-Level Fields

- **Example 1: 10 weeks**
  - Published Program Length = 10 weeks ➔ 010000
  - Published Program Length Measurement = Weeks ➔ W
  - Weeks in Title IV Academic Year = 26 weeks ➔ 026000
    - NSLDS will convert to years = 10/26 ➔ 0.3846 years

- **Example 2: 1.5 years**
  - Published Program Length = 1.5 years ➔ 001500
  - Published Program Length Measurement = Years ➔ Y
  - Weeks in Title IV Academic Year = Not required when reporting in years.

Program-Level Fields

- **Program Begin Date**
  - Date on which the student began attending the program

- **Special Program Indicator**
  - Indicate that the student's program belongs to one of the following groups:
    - 'A' (Special Admission Associate Degree Program)
    - 'B' (Bachelor's Degree Completion Program)
    - 'U' (Preparatory Coursework Undergraduate Program)
    - 'P' (Preparatory Coursework Graduate Professional Program)
    - 'T' (Non-Credential Teacher Certification Program)
    - 'N' (Not Applicable)
  - See Enrollment Reporting Guide for special reporting rules

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Program-Level Fields

- **Program Enrollment Status**
  - Enrollment status for each program
  - Values include:

'F' (Full-Time)	'G' (Graduated)
'Q' (Three-Quarter Time) NEW!	'W' (Withdrawn)
'H' (Half-Time)	'D' (Deceased)
'L' (Less Than Half-Time)	'X' (Never Attended)
'A' (Leave Of Absence)	'Z' (Record Not Found)

- **Program Enrollment Effective Date**
  - Effective date for the enrollment reported by the school.

Email Address Record Type 003

Schools can report students' email information to NSLDS.

Student Email

- Student Email Address
  - Can report multiple email addresses
  - One email address per record type 003
  - Optional field

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Meet
Terri Certificate

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Terri Certificate

- Enrolls in a Certificate Program in Cosmetology Operations (**CIP 120401**) at Small Town Beauty School (**OPEID 09876500**)

- Begins full-time enrollment in **60 week** program

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Terri's Campus-Level Reporting

Initial Reporting of Campus-Level 001

- OPEID: **09876500**
- Certification Date: **20140708**
- Enrollment Status Effective Date: **20140701**
- Enrollment Status: **F**
- ACD: **20150831**
- Program Indicator: **Y**

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Terri – Enrollment Summary

Terri's Program-Level Reporting

Initial reporting of Program-Level 002

- OPEID: **09876500**
- CIP Code: **120401**
- Program Credential Level: **01**
- Published Program Length: **060000**
- Published Program Length Measurement: **W**
- Weeks in Title IV Academic Year: **026000**
- Program Begin Date: **20140701**
- Special Program Indicator: **N**
- Enrollment Status: **F**
- Enrollment Effective Date: **20140701**

Terri – Enrollment Maintenance

Enrollment Maintenance

New capability "Add Program" is supported but not required at this time.

Retrieve/Sort by:	SSN (Default) ▼	**Begin Value:**		☑ **Exact Match Only**	Retrieve

Currently Retrieved/Sorted by: SSN Begin Value: 000009999 Exact Match

Enrollment Codes: A, D, F, G, H, L, Q, W, X, Z

✓ | Check All | **Recertification Date:** | 07/08/2014

☑ | **1** | Cert. Date: 07/08/2014 | SSN: 000-00-9999 | DOB: 01/01/1995 NAME: TERRI CERTIFICATE | No Progs.: ☑ | Add Program | 🏠

Location: 09876500 **Status:** F ▼ **Eff. Date:** 07/01/2014 **Stu. Desig.:** | **ACD:** 08/31/2015 **Term Begin:** 01/01/0001 **Term End:** 01/01/0001

CIP Code	Description	Credential Level	Special Program	Program Begin Date	Program Status	Status Effective Date	Program Length		Weeks in Acad. Yr.
120401		01 ▼	N ▼	07/01/2014	F ▼	07/01/2014	60 .	Weeks ▼	26 .

Add Student	Certify Checked Students	Reset

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Terri – Student Access

Terri's Email Address Reporting

Email Address 003

- Email Address:
  Terri@SmallTownBeautySchool.edu

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Terri – Student Contact Information

Student Contact Information

Display Only:	All ▾	
Sort By:	Effective Date ▾	Submit

Postal Address

Add Postal Address

	Good	Effective Date	Postal Address			Source
1	☐	06/22/2014	Street Line 1: 1234 TECH ST		Line 2:	09876500
			City: NORTH	State: DC	Country: UNITED STAT ➕ Postal Code: 00000	

Email Address

Add Email Address

	Good	Effective Date	Email Address	Source
1	☑	06/22/2014	Terri@SMALLTOWNBEAUTYSCHOOL.EDU	09876500

Phone Number

Add/Update Phone Number

	Preferred	Type	Country Code	Phone Number	Source
1	☐	H	001	0123456789	09876500

Update Contact Information

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Terri Completed Her Program!

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Reporting Terri's Graduation

Completed Campus-Level

- OPEID: **09876500**
- Certification Date: **20150905**
- Enrollment Status Effective Date: **20150831**
- Enrollment Status: **G***
- ACD: **20150831**
- Program Indicator: **Y**

Completed Program-Level

- CIP Code: **120401**
- Program Credential Level: **01**
- Published Program Length: **060000**
- Published Program Length Measurement: **W**
- Weeks in Title IV Academic Year: **026000**
- Program Begin Date: **20140701**
- Special Program Indicator: **N**
- Enrollment Status: **G***
- Enrollment Effective Date: **20150831**

* Graduation and withdrawals must be reported twice

Terri – Student Access

Meet
Anna Associate

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Anna Associate

- Enrolls in a Associate of Arts Degree Program in Early Childhood Education (**CIP 131210**) at City Community College (**OPEID 08765400**)
- Begins full-time enrollment in the **2-year** program

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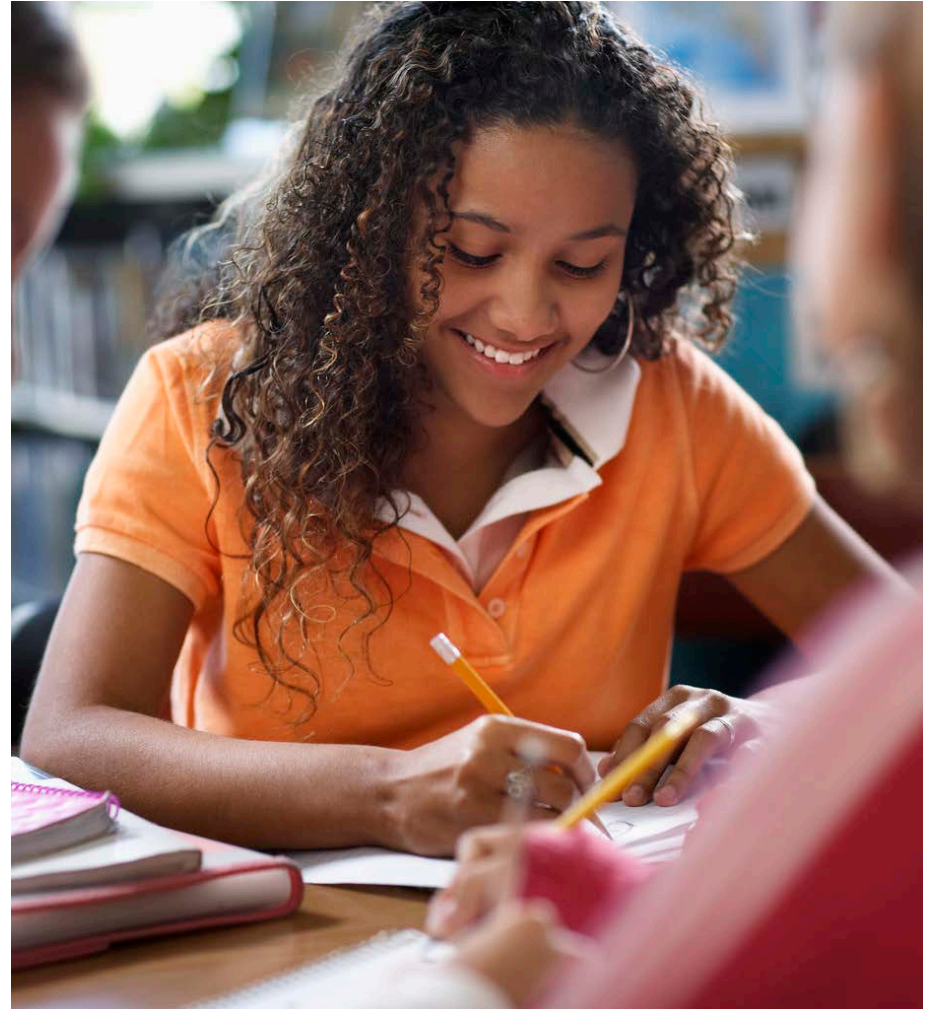
Anna's Initial Reporting

Initial Campus-Level 001

- OPEID: **08765400**
- Certification Date: **20140901**
- Enrollment Status Effective Date: **20140825**
- Enrollment Status: **F**
- ACD: **20160525**
- Term Begin Date: **20140825**
- Term End Date: **20141219**
- Program Indicator: **Y**

Initial Program-Level 002

- OPEID: **08765400**
- CIP Code: **131210**
- Program Credential Level: **02**
- Published Program Length: **002000**
- Published Program Length Measurement: **Y**
- Program Begin Date: **20140825**
- Special Program Indicator: **N**
- Enrollment Status: **F**
- Enrollment Effective Date: **20140825**

Anna Changes Program

Campus-Level	Program 1 Program-Level	Program 2 Program-Level
• OPEID: **08765400**	• OPEID: **08765400**	• OPEID: **08765400**
• Certification Date: **20150830**	• CIP Code: **131210**	• CIP Code: **190708**
• Enrollment Status Effective Date: **20140825**	• Program Credential Level: **02**	• Program Credential Level: **02**
• Enrollment Status: **F**	• Published Program Length: **002000**	• Published Program Length: **002000**
• ACD: **20170525**	• Published Program Length Measurement: **Y**	• Published Program Length Measurement: **Y**
• Term Begin Date: **20150825**	• Program Begin Date: **20140825**	• Program Begin Date: **20150825**
• Term End Date: **20151218**	• Special Program Indicator: **N**	• Special Program Indicator: **N**
• Program Indicator: **Y**	• Enrollment Status: **W***	• Enrollment Status: **F**
	• Enrollment Effective Date: **20150825**	• Enrollment Effective Date: **20150825**

* Graduation and withdrawals must be reported twice

Anna Completed Her Program

Campus-Level

- OPEID: **08765400**
- Certification Date: **20160625**
- Enrollment Status Effective Date: **20160525**
- Enrollment Status: **G***
- ACD: **20160525**
- Term Begin Date: **20150825**
- Term End Date: **20160525**
- Program Indicator: **Y**

Program 2
Program-Level

- OPEID: **08765400**
- CIP Code: **190708**
- Program Credential Level: **02**
- Published Program Length: **002000**
- Published Program Length Measurement: **Y**
- Program Begin Date: **20150825**
- Special Program Indicator: **N**
- Enrollment Status: **G***
- Enrollment Effective Date: **20160525**

* Graduation and withdrawals must be reported twice

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Batch Reporting

- Roster files can be generated in two formats for batch reporting:
  - Fixed-Width
  - Comma Separated Values (CSV)

- Additionally, CSV can be selected to generate a roster in a format that is ready to be imported into a spreadsheet for reporting using the Enrollment Spreadsheet Submittal.

Enrollment Spreadsheet Submittal

- A *new* Enrollment Spreadsheet Submittal Instruction Guide and *new* Submittal Format have been expanded to include the Campus-Level and Program-Level records.

- The *new* Enrollment Spreadsheet Submittal Instruction Guide and *new* Submittal Format will soon be available on the Software and Associated Documents section of the [Federal Student Aid Download](#) (FSAdownload) Web site.

Enrollment Maintenance Page

- The Enrollment Maintenance page has been updated to allow schools to report Program-Level enrollment information for students.

- The Enrollment Add page has been removed from the NSLDS FAP web site. Schools are now able to add students to their rosters on the Enrollment Maintenance page by clicking the Add Student button at the bottom of the page.

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Enrollment Maintenance Page

Enrollment Maintenance

ℹ New capability "Add Program" is supported but not required at this time.

Retrieve/Sort by: SSN (Default) ▼   **Begin Value:** [   ]   ☑ **Exact Match Only**   [Retrieve]

Currently Retrieved/Sorted by: SSN Begin Value: 617009999 Exact Match

Enrollment Codes: A, D, F, G, H, L, Q, W, X, Z

✓ [Check All] **Recertification Date:** 06/22/2014

☐ **1** **Cert. Date:** 06/22/2014 **SSN:** 617-00-9999 **DOB:** 10/03/1986 **NAME:** JOHN SCHMOE **No Progs.:** ☐ [Add Program] ⌂

Location: 08765400 **Status:** F ▼ **Eff. Date:** 08/09/2013 **Stu. Desig.:** [   ] **ACD:** 11/30/2015 **Term Begin:** 08/25/2013 **Term End:** 05/15/2014

CIP Code	Description	Credential Level	Special Program	Program Begin Date	Program Status	Status Effective Date	Program Length		Weeks in Acad. Yr.
131210	Early Childhood Education and Teach ➕	02 ▼	N ▼	08/25/2013	W ▼	06/15/2014	2 .	Years ▼	0 .
190708	Child Care and Support Services Man ➕	02 ▼	N ▼	03/25/2014	W ▼	05/31/2014	2 .	Years ▼	2 .
		-Sel- ▼	-Sel- ▼		-Sel- ▼		.	-Sel- ▼	.

☐ **2** **Cert. Date:** 01/01/0001 **SSN:** [   ] **DOB:** [   ] **NAME:** [   ] **No Prog.:** ☑ [Add Program]

Location: [   ] **Status:** -Sel- ▼ **Eff. Date:** [   ] **Stu. Desig.:** [   ] **ACD:** [   ] **Term Begin:** [   ] **Term End:** [   ]

[Add Student]   [Certify Checked Students]   [Reset]

Enhancements to Student Contact Information

On the NSLDS FAP web site, the Address History page, under the Aid tab, has been renamed Student Contact Information. This page displays the student's:

- Postal addresses

- Email addresses

- Phone numbers

Schools can use the Add Postal Address, Add Email Address, and Add/Update Phone Number buttons to report new information for the student.

Student Contact Information

Display Only: All ▾
Sort By: Effective Date ▾

[Submit]

Postal Address

[Add Postal Address]

	Good	Effective Date	Postal Address	Source
1	☐	06/22/2014	Street Line 1: 1234 TECH ST Line 2: City: NORTH State: DC Country: UNITED STAT ➕ Postal Code: 00000	09876500

Email Address

[Add Email Address]

	Good	Effective Date	Email Address	Source
1	☑	06/22/2014	Terri@SMALLTOWNBEAUTYSCHOOL.EDU	09876500

Phone Number

[Add/Update Phone Number]

	Preferred	Type	Country Code	Phone Number	Source
1	☐	H	001	0123456789	09876500

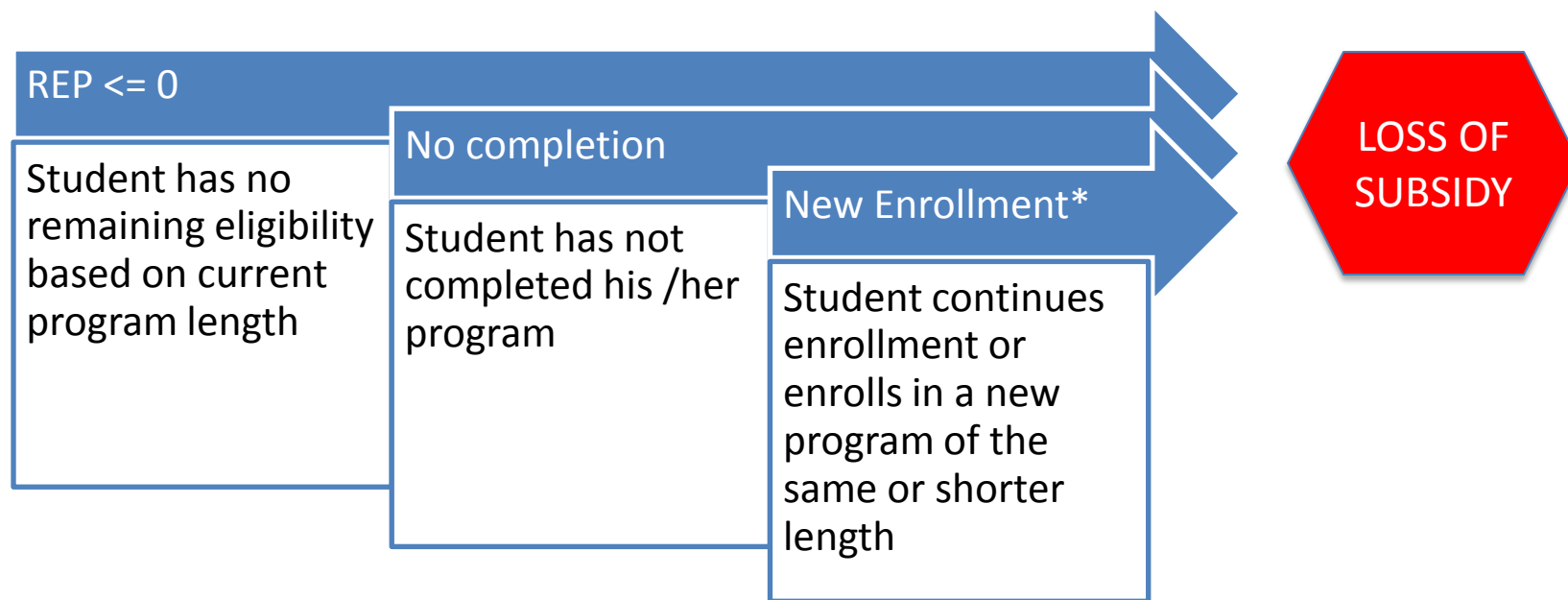[Update Contact Information]

Agenda

- Introductions
- Overview of 150% Direct Subsidized Loan Limit
- Transition of Enrollment Reporting
- Enrollment Reporting Record Types and Fields
- Situational Examples
- Enrollment Reporting Methods
- **Enrollment and Interest Subsidy**
- Questions

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Loss of Interest Subsidy

Students can lose interest subsidy on existing Direct Subsidized Loans in certain conditions:

REP <= 0

Student has no remaining eligibility based on current program length

No completion

Student has not completed his /her program

New Enrollment*

Student continues enrollment or enrolls in a new program of the same or shorter length

LOSS OF SUBSIDY

*Subsidy loss is effective on the date of the triggering enrollment.

Loss of Interest Subsidy

- NSLDS sends Loss of Subsidy data to the Federal Loan Servicers.

- NSLDS will include Loss of Subsidy in selected NSLDS Reports.

- The NSLDS Professional Access Web site now displays the new Loss of Subsidy warning icon for borrowers who have lost interest subsidy.

Loss of Subsidy

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Loss of Interest Subsidy

A new field has been added to the Loan History page for (D0) loans to display the status of the interest subsidy:

- **Loss of Sub** - Indicates that a D0 loan has lost interest subsidy.

Reporting Graduation

Timely and accurate reporting of Graduation is important

- May prevent loss of interest subsidy

- Monitoring completion rates

Reporting a 'W' (Withdrawal) until a 'G' (Graduation) is confirmed is acceptable, but you must subsequently report the 'G' to protect the student's interest subsidy.

References

- New Enrollment Reporting File Layout
  - http://ifap.ed.gov/nsldsmaterials/022714NSLDSNewEnrollmentReportingFileLayoutFixed.html
  - http://ifap.ed.gov/nsldsmaterials/022714NewEnrollmentReportingFileLayoutCSV.html
- Dear Colleague Letter (DCL) GEN-14-07
  - http://ifap.ed.gov/dpcletters/GEN1407.html
- New NSLDS Enrollment Reporting Guide
  - http://ifap.ed.gov/nsldsmaterials/NSLDSEnrollmentReportingGuide042514.html
- New NSLDS Enrollment Spreadsheet Submittal
  - https://www.fsadownload.ed.gov/software.htm
- 150 Percent Direct Subsidized Loan Limit Information
  - http://ifap.ed.gov/150PercentDirectSubsidizedLoanLimitInfo/index.html

NSLDS Contact Information

Customer Support Center:

- Phone: 1-800-999-8219

- Toll: 785-838-2141

- Fax: 785-838-2154

- Web: www.nsldsfap.ed.gov

- E-mail: nslds@ed.gov

Coming Soon… Webinar # 5

"Critical Details to Proper New Program-Level Enrollment Reporting"

- 90-minute session offered on Wednesday, July 30, 2014 and repeated on Thursday, July 31, 2014.
- The webinar will begin at 1:30 P.M. (ET).
- http://ifap.ed.gov/dpcletters/ANN1413.html

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QUESTIONS?

For questions about the 150% requirements

NSLDS: 150percent-questions@ed.gov

AACRAO: gallionq@aacrao.org

NASFAA: training@nasfaa.org

For NSLDS technical questions

NSLDS: nslds@ed.gov

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