OCTOBER 2016 NEWSLETTER

In light of recent flooding in many states, I want to remind you of the resources available to schools and students. Check out these links if you find yourself in any situation involving a natural disaster.

https://ifap.ed.gov/dpcletters/GEN1016.html
https://ifap.ed.gov/ifap/disaster.jsp

On September 29th, the White House announced the maximum Pell Grant for the 2017-2018 award year will be $5,920. FSA plans to post the Pell Grant Payment and Disbursement Schedules to IFAP by the middle of October. Although the start of COD System processing for the 2017-2018 Award Year is planned for late March 2017, students were able to begin filing FAFSAs on October 1. We covered a lot of information regarding 2017/2018 processing in last month’s newsletter, so make sure to keep it handy as you begin to work through these student files. We look forward to assisting you in 2017/2018!

Thank you and until next time, have fun!

Deborah John, President

IMPORTANT OPERATIONAL INFORMATION FOR SCHOOLS PROCESSING TITLE IV AID FOR TRANSFER STUDENTS WHO HAVE BEEN AFFECTED BY A SCHOOL CLOSURE

Generally, when students who previously attended a school that has closed transfer to another school, the new school should determine the student’s Title IV aid eligibility as it would for any other transfer student.

Reporting Transfer Students to NSLDS

Schools should report enrollment information for any student who is transferring to the institution from another school, regardless of whether the student receives Title IV aid at the receiving school. Failure to report enrollment information for these students could result in a student entering repayment or losing interest subsidy prematurely, or retaining an interest subsidy when he or she should not,

IN THIS ISSUE:
- Closed School Information
- ACICS Decision
- 2013 FY Cohort Default Rates
- Draft GE Debt to Earning Rates Training Opportunity
- 2017-2018 Information
- Pell Grant Over Payment Processing
- DJA Calendar

IMPORTANT DATES:

October 5
DJA Webinar
Enrollment Reporting
11:00 a.m. CDT

October 10
Columbus Day

November 2
DJA Webinar
Program Integrity
11:00 a.m. CST
so schools are encouraged to report to NSLDS even if the transfer student does not appear on an NSLDS reporting roster of the school.

**Important Information for Direct Loan Awards**

**Pending Disbursements** – As noted earlier, a school should determine a student’s Title IV aid eligibility as it would for any other transfer student. However, because it can take some time for Direct Loan disbursement data from the former (closed) school to be completely updated in both the COD System and in NSLDS, there are additional considerations that must be taken into account when the new school is awarding Direct Loan funds to a student who is transferring from a school that has closed.

If the former school has closed, it may not make any Direct Loan disbursements with disbursement dates that are after the school’s closure date. Thus, pending disbursements of a Direct Loan awarded at the closed school with disbursement dates after the school’s closure date (a school can view the closure date in NSLDS) will not be made. Accordingly, the new school can ignore any pending disbursement amounts when determining the transfer student’s Direct Loan eligibility at the new school. Also, the new school does not have to wait for the pending disbursements to be reduced to zero before submitting a Direct Loan origination to the COD System. Note however that in some cases, a Direct Subsidized Loan origination may be rejected by the COD System due to a 150% Subsidized Usage Limit calculations until those calculations are updated (see more information below).

**150% Subsidized Usage Limit Calculation Adjustments** – For students who transfer from a closed school, the 150% Subsidized Usage Limit calculations may be inaccurate until any necessary adjustments have been made to records associated with Direct Loans that were awarded at the closed school. Specifically, the new school may receive COD Reject Edit 206 (The Remaining Subsidized Eligibility Period is less than zero for this award). USDE works closely with recently closed schools to make the necessary award and disbursement adjustments so that 150% Subsidized Usage calculations can be updated.

**Important Information for Pell Grant Awards**

**Pell Grant Scheduled Award Amounts** – For transfer students, remaining Pell Grant eligibility is determined as a percentage of the student’s Scheduled Award, not the dollar amount. Specifically, it is the difference between 100% and the percentage of the Scheduled Award used at the former (closed) school.

**Total Eligibility Used (TEU) and Potential Overaward Project (POP)** – Until Pell Grant disbursement updates can be made to records of a transfer student’s former (closed) school, the Pell Grant Total Eligibility Used (TEU) calculations may be inaccurate. As with the 150% Subsidized Usage calculations, we are working closely with recently closed schools to make the necessary award and disbursement adjustments so that Pell Grant TEU calculations can be updated. Schools may receive subsequent Pell POP notifications and should review Pell POP reports carefully.

**Lifetime Eligibility Used (LEU)** - The COD System will have the most current Pell Grant LEU information for students, but schools should also carefully review the weekly Pell LEU reports (message class PGLE17OP) for Pell-eligible applicants who have a Pell Grant LEU greater than or equal to 450%.
Important Information for Colleges and Counselors Regarding Supporting ITT Students

On September 6, 2016, ITT Technical Institutes announced it was closing its more than 130 campuses across 38 states. On September 16, 2016, ITT filed a Voluntary Petition for Chapter 7 Bankruptcy in the United States Bankruptcy Court for the Southern District of Indiana and subsequently ceased all company operations. As a result, all ITT Technical Institutes have lost their eligibility to receive federal student aid funds. Colleges, counselors, and others have stepped up to support ITT students affected by this decision. USDE has provided consolidated information for education stakeholders willing to help ITT students with next steps in the wake of ITT’s closure.

If you have questions about how to support ITT students, you will find the information you need at https://www.ifap.ed.gov/eannouncements/itt.html

Regency Beauty Institute Closure

Regency Beauty Institute suddenly and permanently closed their doors on all 79 of their campuses nationwide on September 28th. The school posted the closure on their website stating, “This is not another case of a school being forced to shut down because it was accused of wrongdoing. We held ourselves to high educational and ethical standards. The environment is simply not one that allows us to remain open.” Details of the closing can be found at http://www.regency.edu/ including the following link to information for students. http://www.regency.edu/students.html

USDE DENIES RENEWAL OF RECOGNITION TO ACICS

On September 22nd the Accrediting Council for Independent Colleges and Schools (“ACICS”) received notice that the Senior Department Official at the USDE accepted the recommendation of the USDE staff and the National Advisory Committee on Institutional Quality and Integrity (“NACIQI”) to deny renewal of recognition to the Council. On September 23rd, ACICS submitted a notice of appeal to the SDO’s decision to Secretary King. The appeals process allows ACICS 30 days to prepare a fuller accounting of the basis for their appeal, explaining why ACICS should be afforded reconsideration. While the appeal is pending, ACICS retains its federal recognition and remains determined to fully execute its accreditation responsibilities. If the appeal is unsuccessful, the next step for ACICS may be to take the matter to federal court. In any case, once a final determination is made, schools currently accredited by ACICS would have 18 months to find a new accrediting agency to remain eligible to participate in the federal student aid programs.

Guidance for Schools Seeking New Accreditation

USDE has received numerous inquiries from institutions regarding the process for seeking a new accrediting agency. In an electronic announcement released on August 5, 2016, USDE reminds institutions about how to apply to the Department to change a primary accrediting agency, including the types of documentation an
institutions should submit as part of such an application. You will find that information at the following link: http://www.ifap.ed.gov/eannouncements/080516GuidanceSchoolSeekingNewAccreditation.html

If you have any questions regarding the process to change your institution's primary accrediting agency, please contact the School Participation Division (SPD) responsible for the oversight of your institution. Contact information for each SPD may be found at http://www2.ed.gov/offices/OSFAP/services/casemanagement.html.

Information regarding the process for adding a new accrediting agency is available in Volume 2, Chapter 5 of the 2016-2017 FSA Handbook, which may be found at: http://ifap.ed.gov/fsahandbook/attachments/1617FSAHbkVol2Ch5.pdf

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**FY 2013 3-YEAR OFFICIAL COHORT DEFAULT RATES DISTRIBUTED SEPTEMBER 26, 2016**

On September 26, 2016, USDE distributed the FY 2013 3-Year official cohort default rate (CDR) notification packages and accompanying documentation via the Student Aid Internet Gateway (SAIG) to all eligible schools. Each eCDR package contained the following information:

- Cover Letter (message class SHDRLROP)
- Reader-Friendly Loan Record Detail Report (message class SHCDRROP)
- Extract-Type Loan Record Detail Report (message class SHCDREOP)

eCDR notification packages were not sent to any school not enrolled in eCDR. These schools may download their cohort default rate and accompanying Loan Record Detail Reports from the National Student Loan Data System (NSLDS) via the NSLDS Professional Access Web site.

**LRDR File review:** The LRDR Import Tool can be used to easily load data generated from the LRDR into the Microsoft Excel spreadsheet application, which is designed to assist schools with reviewing and analyzing their LRDR extract files.

To download the LRDR Import Tool, go to the Default Management website at https://ifap.ed.gov/DefaultManagement/DefaultManagement.html, and choose “CDR Guide” from the left-hand navigation bar. The LRDR Import Tool can be found in the "Templates/Spreadsheets" section. If you have questions about using the LRDR Import Tool or NSLDS, contact the NSLDS Customer Support Center at 800/999-8219. You can also contact Customer Support by email at nslds@ed.gov.

**Note:** Any school that did not have a borrower in repayment, during the current or any of the past cohort default rate periods, will not receive a FY 2013 3-Year official cohort default rate notification package. These schools are considered to have no cohort default rate data and no cohort default rate.
Begin Date for Appealing FY 2013 3-Year Official Cohort Default Rates

The time period for appealing the FY 2013 3-Year Official Cohort Default Rates begins on Tuesday, October 4, 2016 for all schools.

All Uncorrected Data Adjustments (UDA) and New Data Adjustments (NDA) must be made through the eCDR Appeals application. Additionally, the Loan Servicing (LS) Appeal process is now available electronically through the eCDR Appeals application. All other adjustments/appeals will continue to be submitted via hard copy.

If a technical problem caused by the Department results in an inability to access the data, schools have five business days from the receipt of the eCDR notification package to notify Operations Performance Division at the email address given below. As stated above, the time period for challenging the FY 2013 3-Year Official Cohort Default Rates begins on Tuesday, October 4, 2016 for all schools.

In order to complete an adjustment or appeal, you may need data manager’s contact information. Click on the link labeled, “Data Manager Information” from the home page of the Cohort Default Rate Guide at https://ifap.ed.gov/DefaultManagement/finalcdrg.html.

For specific information regarding eCDR Appeals, visit the eCDR Appeals website, where you will find user guides for each of the challenge and adjustment processes, as well as a user guide for the registration process. Additionally, you will find links to recordings of eCDR Appeals demonstration sessions to assist first-time users.

For additional information regarding the school cohort default rate calculation or the challenge processes, please refer to the Cohort Default Rate Guide at https://ifap.ed.gov/DefaultManagement/finalcdrg.html.

https://ifap.ed.gov/eannouncements/092616FY20133YearOfficialCohortDefaultRatesDistributedSept262016.html

DJA Clients: This information was sent to the SAIG mailbox for the destination point designated by the school. If your school had designated DJA’s SAIG mailbox for receipt of these files, they were sent to clients upon receipt in our SAIG mailbox on September 26th. However, if you are enrolled in the eCDR system under your own SAIG mailbox, you will need to look for your file there. Any school not enrolled in the eCDR process may download their cohort default rate and accompanying documentation from the National Student Loan Data System (NSLDS) via the NSLDS Professional Access Web site.
BENEFITS FOR SCHOOLS WITH LOW OFFICIAL COHORT DEFAULT RATES

<table>
<thead>
<tr>
<th>ELIGIBLE SCHOOL</th>
<th>BENEFITS</th>
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<tr>
<td>A school whose most recent official cohort default rate is less than 5.0 percent and is an eligible home institution that is originating loans to cover the cost of attendance in a study abroad program</td>
<td>May disburse loan proceeds in a single installment to a student studying abroad regardless of the length of the student’s loan period. May choose not to delay the disbursement of the first installment of loan proceeds for first-year, first-time borrowers studying abroad.</td>
</tr>
<tr>
<td>A school with a cohort default rate of less than 15.0 percent for each of the three most recent fiscal years for which data are available, including eligible home institutions and foreign institutions</td>
<td>May disburse, in a single installment, loans that are made for one semester, one trimester, one quarter, or a four-month period. May choose not to delay the first disbursement of a loan for 30 days for first-time, first-year undergraduate borrowers.</td>
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</table>

These benefits take effect as soon as the school receives its official cohort default rate notification letter or notification of a successful adjustment and/or appeal from the USDE. Schools no longer qualify for these benefits starting 30 calendar days after receiving notice from the USDE of an official cohort default rate that exceeds the benefit threshold.

SANCTIONS FOR SCHOOLS WITH HIGH OFFICIAL COHORT DEFAULT RATES

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>SANCTIONS (34 CFR 668.206)</th>
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<tr>
<td>A school’s three most recent official cohort default rates are 30.0 percent or greater for the three year calculation.</td>
<td>Except in the event of a successful adjustment or appeal, such a school will lose Direct Loan and Pell Grant program eligibility for the remainder of the fiscal year in which the school is notified of its sanction and for the following two fiscal years.</td>
</tr>
<tr>
<td>A school’s current official cohort default rate is greater than 40.0 percent, for the three year CDR calculation.</td>
<td>Except in the event of a successful adjustment or appeal, such a school will lose Direct Loan program eligibility for the remainder of the fiscal year in which the school is notified of its sanction and for the following two fiscal years.</td>
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</table>

For Schools with 3-Year Cohort Default Rate 30% or Greater

An institution that has a 3-Year Cohort Default Rate of 30 percent or greater for any one federal fiscal year is required to establish a Default Prevention Task Force to reduce defaults and prevent the loss of institutional eligibility.

Preparing a Default Prevention Plan

The HEA’s implementing regulations at 34 CFR 668.217 require that a school’s Default Prevention Task Force create a program of default prevention and submit a written Default Prevention Plan to the Department of Education (the Department).

A school’s Default Prevention Plan must:
October 2016

• Identify the factors causing the default rate to exceed the threshold
• Establish measureable objectives and the steps the institution will take to improve its cohort default rate
• Specify the actions the institution will take to improve student loan repayment

**Plan Submission Deadline and Assistance**

*Default Prevention Plans should be submitted to the Department by December 30, 2016* via e-mail to defaultpreventionassistance@ed.gov.

If a school would like assistance in developing or reviewing its Default Prevention Plan, it may send an e-mail request to defaultpreventionassistance@ed.gov that includes the name, phone number, and e-mail address of a contact person at the school.


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**READING YOUR DRAFT GE DEBT-TO-EARNINGS (D/E) RATES FILES AND SUBMITTING CHALLENGES**

Dear Colleague Letter ANN-16-14 announces two upcoming webinars that will provide institutions with information about the draft Gainful Employment (GE) Debt-to-Earnings (D/E) rates. The National Student Loan Data System (NSLDS) will generate and send draft GE D/E rates files to institutionally designated Student Aid Internet Gateway (SAIG) mailboxes later this year. Consistent with the GE regulations at 34 CFR 668.405, institutions will have 45 days to submit challenges to the information included in the draft GE D/E rates files. Following distribution of the files, the dates of the 45-day challenge period will be announced. Data challenges will be submitted using the NSLDS Professional Access website.

The first webinar, titled “Reading Your Draft GE Debt-to-Earnings (D/E) Rates Files,” will focus on the GE Debt Measures Backup Data detail files, sent to institutions by NSLDS, that contain the data used to calculate draft D/E rates for GE Programs. The various data fields on the detail files will be provided, as well as a discussion regarding how to read and interpret the information that supports the calculation of the draft rates. An enhanced standalone import tool and reader that will be provided by Federal Student Aid to assist institutions with reading their GE Debt Measures Backup Data detail files will also be discussed. **This training is intended for anyone who will be working with the draft GE D/E rates and who needs to understand how to effectively manage and respond to the data.**

- *Federal Student Aid staff will present this webinar in a 90-minute session offered on Tuesday, October 18, 2016, and again on Tuesday, October 25, 2016, both at 1:30 P.M. (ET).*

The second webinar, titled “Submitting Draft GE Debt-to-Earnings (D/E) Challenges,” will discuss the process for institutions to submit a challenge to the data that the Department used to calculate the draft GE D/E rates. FSA will describe how to submit challenges on the NSLDS Professional Access website and review the types of supporting documentation that institutions must provide to the Department when submitting challenges.
This training is intended for anyone who will be working with the draft GE D/E rates and who needs to understand the challenge process.

- Federal Student Aid staff will present this webinar in a 90-minute session offered on Thursday, October 20, 2016, and again on Thursday, October 27, 2016, both at 1:30 P.M. (ET).

To register for one or both of these webinars, click on this link: http://fsaregistration.ed.gov/d/0vqlbh

Note: There may be a difference between a trainee’s local time and Eastern Time. To determine local time and its Eastern Time zone equivalent, click on this link: http://www.time.gov/

Advance registration is required for this training and will be available on a first-come, first-served basis.

If you have questions about using NSLDS, contact the NSLDS Customer Support Center at 800/999-8219. You can also contact Customer Support by email at nslds@ed.gov.


COLUMBUS DAY FEDERAL HOLIDAY PROCESSING

Federal offices as well as some Title IV processors and contact centers will be closed on Monday, October 10, 2016 to observe the Columbus Day federal holiday. The Central Processing System (CPS) will accept data transmitted on that day, but will not process ISIRs until Tuesday, October 11th. The Common Origination and Disbursement (COD) System will accept and process data from schools and send back responses/acknowledgments on Monday, October 10th, but schools will not be able to receive any federal funds on that day. Requests for changes in funding levels and for funds will not be processed until Tuesday, October 11th.

Further information regarding Columbus Day processing and various centers’ operation status on the holiday in the attachment to the electronic announcement at: https://ifap.ed.gov/eannouncements/092916ColumbusDayFederalHolidayProcCustServHours.html

2017-2018 FAFSA ON THE WEB WORKSHEET AND THE STUDENT AID ELIGIBILITY WORKSHEET FOR QUESTION 23

The final versions of the 2017-2018 FAFSA on the Web Worksheet, and 2017-2018 Student Aid Eligibility Worksheet for Question 23 are now available in English and Spanish, in Portable Document Format (PDF).

The 2017-2018 FAFSA on the Web Worksheet provides a preview of questions that students and parents may be asked while completing the FAFSA at www.fafsa.gov. It is not the financial aid application, nor is it part of
the application. It is simply an optional tool to help students complete FAFSA on the Web, and should not be submitted to Federal Student Aid.

The Student Aid Eligibility Worksheet for Question 23 is used to assist applicants with determining eligibility for federal student aid when a conviction has been reported on the FAFSA for possessing or selling illegal drugs, or when question 23 on the FAFSA has been left blank.

These forms are provided in PDF format in the attachments to this electronic announcement at https://ifap.ed.gov/eannouncements/092316FAFSA20172018FAFSAWebWorksheetStudentAidEligibilityWorksheetQuestion23.html

2017-2018 FAFSA RESOURCES

As you know, the 2017-2018 FAFSA was launched October 1st. The FSA Student Experience Group recently released an electronic announcement that is filled with information and resources for schools to educate students and parents leading up to, during, and after completing the FAFSA.

This electronic announcement contains numerous links to resources you will find very helpful to you and your students. Check it out at https://ifap.ed.gov/eannouncements/091316FAFSATimeUpdatedResources.html

2017-2018 Web Demo System

The 2017-2018 Web Demo system, which is preloaded with test data, can be used to demonstrate electronic applications to parents and students or as an aid in training financial aid administrators to assist applicants. Financial aid administrators can also use the Web site to become familiar with FAA Access to CPS Online functionality and train their staff to use the system.

Note: You can access both the 2016-2017 and 2017-2018 versions in the demonstration system. For the FAFSA on the Web feature, the “My FAFSA” page includes a tab for the previous award year. Pre-loaded demonstration data is available for both award years.

You can access the 2017-2018 version of the Web Demo system at http://fafsademo.test.ed.gov using the following user name and password:

User Name: eddemo
Password: fafsatest

The User Name and Password fields are case-sensitive.

2017-2018 CREDIT CHECK PROCESSING

With the 2017-2018 FAFSA available beginning on October 1, 2016, schools will be able to complete COD Web credit checks for 2017-2018 beginning on October 1, 2016. However, the start of COD System processing for the 2017-2018 Award Year is planned for late March 2017.

As a reminder, credit checks expire 180 days from the completion date. If more than 180 days has passed between the date the credit check was completed and the date the Direct PLUS Loan origination record is processed, a new credit check will be run. Therefore, it is important for schools to carefully consider the timeframe between completing a COD Web credit check and Direct PLUS Loan origination record processing for the 2017-2018 Award Year.

If you have additional questions about credit check processing, contact the COD School Relations Center.

POSTING TITLE IV CREDIT BALANCE CONTRACT INFORMATION AND PROVIDING URLS TO THE USDE

On July 1, 2016, FSA published Cash Management Electronic Announcement #2 that discussed the regulatory requirement that institutions with either a Tier One (T1) or Tier Two (T2) arrangement post to their website any contracts or agreements they have with a financial institution or other third-party to provide students with Title IV student aid credit balances. The Electronic Announcement also reminded institutions with T1 or T2 arrangements that they must provide to the Secretary the URL for the institutionally posted contracts or agreements so that USDE can include those URLs in a departmentally developed centralized database that will be accessible to the public.

Institutions should have complied with these two requirements, posting of their T1 or T2 contracts or agreements and reporting the URL to the Department, by September 1, 2016. Institutions that have not yet complied with either or both of these requirements must do so immediately following the instructions in Cash Management EA #2.

As noted above, and in order to ensure that the public has information about institutions’ contracts or agreements for providing Title IV credit balances to students, the Department is providing a centralized database accessible to the public with the URLs of these contracts or agreements, as submitted by institutions. Interested parties may access the database.

Information about each of the columns in the database is available in the ‘Field Definitions’ tab. Updates to the database will be made on a regular basis as institutions provide new or revised contract URLs. After September 1, 2017, the database will include the institutionally reported URL for information on: payments or other benefits received by and from the institution and its T1 and T2 partners; the number of student account holders under each contract; and, the mean and median fees assessed these account holders.
October 2016

If you have any questions about the information provided in this Electronic Announcement you may contact Nathan Arnold at Nathan.Arnold@ed.gov or Rene Tiongquico at Rene.Tiongquico@ed.gov. General questions about Cash Management may be sent to CashManagementQuestions@ed.gov.

https://ifap.ed.gov/eannouncements/093016CashMgmtEA3TitleIVCreditBalanceContractURLs.html

DJA is neither a Tier 1 nor Tier 2 third-party servicer. DJA clients are not required to post our contracts on their websites.

**COMPLIANCE CORNER**

**OPERATIONAL GUIDANCE ON COD REPORTING OF PELL GRANT OVERPAYMENTS**

Federal Student Aid recently reviewed Federal Pell Grant (Pell Grant) data in the Common Origination and Disbursement (COD) System and determined that some schools are incorrectly adjusting Pell Grant information due to a Pell Grant overpayment. Incorrect adjustments to Pell Grant information for overpayments may result in a student receiving more Pell Grant funds than he or she is eligible to receive and can result in an audit finding for a school.

In a September 6, 2016 Electronic Announcement schools are reminded when to report Pell Grant overpayments to the National Student Loan Data System (NSLDS) and when to make adjustments to Pell Grant information in the COD System.

Generally, if a Pell Grant overpayment is the responsibility of the—

**School** — A school is liable if the overpayment occurred because it failed to follow the procedures set forth by the USDE. This includes overpayment amounts under $25.00. The school should not report the overpayment to NSLDS, but it should make the appropriate adjustments to the Pell Grant information previously reported to the COD System no later than 15 days after becoming aware of the need to adjust the Pell Grant, and return the funds through G5.

**Student** — If a school was in compliance with all disbursement and reporting requirements, and an overpayment exists, a student would be liable for a Pell Grant overpayment made to him or her. The school should report the overpayment to NSLDS, and make the appropriate adjustments to the Pell Grant information previously reported to the COD System, and return the funds through G5. However, the amount of the adjustment to the Pell Grant information depends on what portion of the overpayment is collected by the school and what portion of the overpayment is being referred to the Department for collection. *Note: In accordance with 34 CFR 690.79(a)(3), a student is not liable for, and the school is not required to attempt to recover or report to the Department, a Pell Grant overpayment if the amount of the overpayment that the student owes is less than $25.00 and is not a remaining balance.*

The following table summarizes Pell Grant overpayment reporting requirements to NSLDS, the COD System, and G5. Schools should review their processes for handling and reporting Pell Grant overpayments and update their procedures as necessary. In addition, schools should review the Pell Grant overpayment cases referred to
the Department and verify that the adjustments were correctly reported to the COD System. If corrections are needed, schools must make them as soon as possible.

**Pell Grant Overpayments – System Reporting Requirements**

<table>
<thead>
<tr>
<th>Pell Grant Overpayment Condition...</th>
<th>Report Unresolved Overpayment to NSLDS?</th>
<th>Adjustments to Pell Grant Data in COD System?</th>
<th>Return Pell Grant Funds to G5?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsibility of the school</td>
<td><strong>NO.</strong> DO NOT report overpayments that are the school’s responsibility.</td>
<td><strong>YES.</strong> Within 15 days of determining the need to make an adjustment, adjust the Pell Grant award and disbursements to be equal to the amount the student is eligible to receive.</td>
<td><strong>YES.</strong> Return the Pell Grant funds through G5 for the appropriate award year.</td>
</tr>
<tr>
<td>Responsibility of the student AND School collecting the overpayment in its entirety.</td>
<td><strong>YES.</strong> All unresolved overpayments must be reported to NSLDS within 30 days of the date the overpayment is identified. <strong>EXCEPTION:</strong> A school is not required to report the overpayment if the overpayment is resolved and repaid by the student within the 30 days.</td>
<td><strong>YES.</strong> Within 15 days of determining the need to make an adjustment, adjust the Pell Grant award and disbursements to reflect the amount of the Pell Grant originally disbursed minus the amount the student has repaid to the school.</td>
<td><strong>YES.</strong> Return Pell Grant funds through G5 for the appropriate year.</td>
</tr>
<tr>
<td>Responsibility of the student AND School collected part of the overpayment and is referring the remaining overpayment amount to the U.S. Department of Education for collection.</td>
<td><strong>YES.</strong> All unresolved overpayments must be reported to NSLDS within 30 days of the date the overpayment is identified, regardless of who is collecting on the overpayment.</td>
<td><strong>YES (partial).</strong> Within 15 days of determining the need to make an adjustment, adjust the Pell Grant award and disbursements only by the amount the student has repaid to the school. DO NOT reduce the award and disbursements by any amount that has been referred to the Department for</td>
<td><strong>YES (partial).</strong> Return Pell Grant funds through G5 for the appropriate award year. The amount to be returned must be the amount the student has repaid to the school, and has been adjusted in COD System. DO NOT return funds for the amount that has been referred to the Department for</td>
</tr>
</tbody>
</table>
Responsibility of the student AND School is referring the full overpayment amount to the U.S. Department of Education for collection.  

| YES. All unresolved overpayments must be reported to NSLDS within 30 days of the date the overpayment is identified, regardless of who is collecting on the overpayment. |
| NO. DO NOT adjust the Pell Grant award or disbursement amounts. |
| NO. DO NOT return funds to G5. The student will be returning the funds to the Department. The school and the student cannot return the same Pell Grant overpayment. |

For complete information, refer to the September 6th Electronic Announcement. For additional information about Pell Grant Overpayments, refer to Volume 4, Chapter 3 of the 2016-2017 Federal Student Aid Handbook.


**DJA CALENDAR**

Monthly DJA Webinars

October: **Enrollment Reporting**—**Wednesday, October 5, 2016 at 11 a.m. CDT**

November: **Program Integrity**—**Wednesday, November 2, 2016 at 11 a.m. CST**

December: **1098T Reporting** – **Wednesday, December 7, 2016 at 11 a.m. CST**

**NOTE:** There may be a difference between DJA local time and your time zone. To determine your time zone equivalent, click on this link to view a time zone map: [http://www.worldtimezone.com/time-usa12.php](http://www.worldtimezone.com/time-usa12.php)

Webinars are free to clients. There is a $45 fee for all others who may be interested in joining us for these presentations. Invitations are automatically sent to all clients, however all other participants must register by sending an email to Kim Onderek at konderek@gotodja.com. After registering, you will receive the log-in information. Questions can be directed to Kim by email or by calling toll free at 1-800-242-0977.

**2016 FSA TRAINING CONFERENCE FOR FINANCIAL AID PROFESSIONALS UPDATE**

The Federal Student Aid Training Conference for Financial Aid Professionals will be held in Atlanta, GA at the Georgia World Congress Center (GWCC) November 29 through December 2, 2016. To date, there are nearly 4,000 financial aid professionals registered. To register now, please visit [http://fsaconferences.ed.gov/registration16.html](http://fsaconferences.ed.gov/registration16.html).
Several important updates have been made regarding the upcoming 2016 FSA Training Conference, including agenda and session descriptions, resource center descriptions and instructions for scheduling one-on-one appointments with a training officer at the Ask-A-Fed area in the Resource Center. Please visit http://fsaconferences.ed.gov for details.

**Lodging Per Diem Rate Increase:** The GSA increased the lodging per diem rate in Atlanta from $138 to $140

There has been a rate change to the discounted hotel accommodations offered to FSA Training Conference attendees. FSA was able to negotiate an attendee rate at the prevailing government per diem rate. The rate for fiscal year (FY) 16 was $138.00 per night, which is the rate under which you may have secured your room(s). However, the government per diem for Atlanta will increase to $140.00 for FY17, which begins on October 1, 2016. Please be prepared to pay the nightly rate of $140.00 if you have secured lodging at the contracted hotels.

**Sleeping Room Availability**

The Omni Hotel at CNN Center, Hyatt Regency Atlanta and the Westin Peachtree Plaza are sold out.

Sleeping rooms are still available at one other official overflow hotel: the Hilton Atlanta. Information to secure lodging can be found at http://fsaconferences.ed.gov/lodging16.html. Rooms are selling out fast, so be sure to book your room ASAP.

Please note: While all overflow hotels are within a walkable distance from the conference, FSA will provide complimentary transportation to and from the GWCC to attendees staying at designated overflow hotels listed on the website.

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**Disclaimer:** The information presented in this Newsletter is provided as a service and represents our best efforts to assist institutions with federal student aid regulations. We have collected information we believe to be important in finding and obtaining the resources for administering federal student aid; however, we assume no liability for the use of this information. The information in this newsletter does not constitute, and should not be construed as, legal advice.