



FINANCIAL AID SERVICES
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FEBRUARY 2023 NEWSLETTER

IMPORTANT DATES:

February 1

Tentative 23/24 Funding Levels
Expected to be Released for
Campus Based Programs

February 6

Deadline for 23/24 Underuse
Penalty Waiver

February 21

Deadline to Notify FSA if the
Tentative Funding Levels for
23/24 are Incorrect/Inconsistent

February 22

Rescheduled DJA Webinar:
Consumer Information
11:00 a.m. CST

February 27

Last Day to Apply for
Designation as a Title III or
Title V Institution and Waiver of
the Non-Federal Share
Requirement for FWS/FSEOG

IN THIS ISSUE:

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- Campus Based Program Deadlines for 23/24
- G5 Modernization: Introducing G5
- Tentative 23-24 Funding Levels Released for Campus Based Programs
- 21/22 AY Campus Based Closeout
- Community Service Requirements for FWS
- Reporting Student Loan Interest Payments for 2021
- FSA Handbook Updates
- Compliance Corner
- DJA Calendar

January passed all too quickly and here we are entering the second month of the new year. With February comes new deadlines and announcements! As of the first of this month, institutions should have received an email regarding the release of Tentative 23/24 Funding Levels for the Campus Based Program. Log in to the COD Website and ensure the data in the worksheets is correct. If changes need addressing, schools have until February 21st to notify the COD Relations Center. Lastly, Draft Cohort Default Rates are set to be released at the end of this month.

Amid the reminders of deadlines approaching, this newsletter shares the recent release of the 2023/2024 Federal Pell Grant Payment and Disbursement Schedules. The year has already started strong with announcements as the Department also released a Federal Register reviewing the deadlines for the 23/24 Campus Based Awards.

Lastly, over the past month the Department shared a couple new announcements coming for this award year. First, the FSA Handbook will be reformatted for the 23/24 Award Year with the addition of three new volumes. The three new volumes will have guidance previously included in other volumes, but will now be more clearly contained in its own volume: Pell Grant, Direct Loan and Teach Grant. Secondly, the Department announced G5 website will undergo modernization and become G6 in May of this year. For more information on both upcoming changes see the articles within this newsletter.

We understand the aforementioned deadlines and industry regulations can be a bit overwhelming and these are just a few of the challenges facing institutions today. DJA is here to assist in any of the processing needs you are currently facing. Our Director of Client Services, Kristi Cole, would love to share how DJA can assist you in the current climate. Please feel free to contact her at kcole@gotodja.com or myself at djohn@gotodja.com.

*Thank you and until next time, stay safe!
Deborah John, President*

ACCREDITED IN PEACE OF MIND



2023-24 FEDERAL PELL GRANT PAYMENT AND DISBURSEMENT SCHEDULES RELEASED

In a Dear Colleague Letter dated January 26, 2023 the PDF and Excel versions of the Payment and Disbursement Schedules for determining Federal Pell Grant awards for the 2023-2024 award year (July 1, 2023 through June 30, 2024) for full-time, three-quarter-time, half-time, and less-than-half-time students. As a reminder, all 2023-2024 Federal Pell Grant awards must be based on the schedules attached to this letter. With the release of the 2023-24 Free Application for Federal Student Aid (FAFSA) on October 1, 2022, the Department is providing the Pell Grant Payment and Disbursement Schedules so that institutions may inform students and their families of their potential eligibility for a Federal Pell Grant.

On December 29, 2022, the President signed the Consolidated Appropriations Act, 2023, which included a \$500 increase to the maximum Pell Grant. The maximum Pell Grant award for the 2023-2024 award year is \$7,395, and the corresponding maximum Pell Grant eligible expected family contribution (EFC) is 6656.

Section 401(b)(4) of the Higher Education Act of 1965, as amended (HEA), establishes the minimum Pell Grant award to be 10 percent of the maximum award amount for the award year. Because FSA uses mid-points in both the EFC columns and the cost of attendance (COA) rows in constructing the schedules, the actual 2023-2024 award year minimum scheduled award amount will be \$750.

Although \$7,395 is the maximum Pell Grant scheduled award for the 2023-2024 award year, institutions are reminded that a student may be eligible to receive Pell Grant funds for up to 150 percent of the student's Pell Grant scheduled award for an award year. To be eligible for the additional Pell Grant funds, the student must be otherwise eligible to receive Pell Grant funds for the payment period and must be enrolled at least as a half-time student, as defined in 34 CFR 668.2(b), in the payment period(s) for which the student receives the additional Pell Grant funds in excess of 100 percent of the student's Pell Grant scheduled award. For additional information, see Dear Colleague Letter [GEN-17-06](#).

For the 2024-2025 award year and thereafter, the FAFSA Simplification Act removes the requirement for a student to be enrolled as at least a half-time student to be eligible for the additional Pell Grant funds. Therefore, students who are enrolled less-than-half-time during a crossover payment period that overlaps July 1, 2024, may have eligibility for Pell Grant funds if their payment period is assigned to award year 2024-2025. A student enrolled less-than-half-time would not be eligible to receive Pell Grant funds for that crossover payment period if the funds are assigned to award year 2023-2024.

As a reminder, in using the attached schedules for awarding a Federal Pell Grant to a student, the full nine-month EFC must always be used regardless of the student's actual period of attendance. Also, the Title IV COA to be used is always based on the costs for a full-time student for a full academic year, regardless of the actual enrollment status or actual time the student will be enrolled during the award year. It is also important to note that the statutory restrictions of using only certain cost components in constructing a COA in some circumstances still apply. For example, for a less-than-half-time student, the COA includes only cost components for tuition and fees, books, course materials, supplies, and equipment, transportation, food and housing for a limited time period, and dependent care expenses. For more information on these COA restrictions, please refer to Volume 3, Chapter 2, of the Federal Student Aid (FSA) Handbook.



Also, note that a student’s eligibility to receive a Federal Pell Grant award may be limited by the statutory provision in section 401(c)(5) of the HEA that sets a lifetime Pell Grant eligibility limit of 12 semesters (or its equivalent). Institutions should review information on Pell Grant eligibility determinations and the Lifetime Eligibility Used (LEU). For additional information on the LEU limitation, see Dear Colleague Letter [GEN-13-14](#) and Volume 7 of the 2023-2024 FSA Handbook (formerly in Volume 3, Chapter 3 of the 2022-2023 FSA Handbook). Institutions should also be aware of guidance regarding the Children of Fallen Heroes Scholarship, which extends maximum Federal Pell Grant eligibility for certain students who have a Pell Grant-eligible EFC and who had a parent or guardian die while serving as a public safety officer. See the Electronic Announcement published on [November 19, 2018](#), for more information regarding this scholarship.

In future electronic announcements, FSA will provide institutions with important information about system, web, and software modifications that will reflect the 2023-2024 Pell Grant Payment and Disbursement Schedules. These include changes to the Central Processing System (CPS), the Institutional Student Information Record (ISIR) Analysis Tool, the Common Origination and Disbursement (COD) System, and the EDEXpress for Windows software.

As mentioned above, an overview of FAFSA Simplification Act changes for implementation in 2023-2024 can be found in Dear Colleague Letter [GEN-22-15](#). Changes taking effect in award year 2024-2025 under the FAFSA Simplification Act and the FAFSA Simplification Act Technical Corrections Act will be covered in future Dear Colleague Letters and electronic announcements.

****DJA Clients:** Our team is working diligently to get these schedules updated in our NewLeaf software and other related programs. We will send out client correspondence once those changes have been made.

<https://fsapartners.ed.gov/knowledge-center/library/dear-colleague-letters/2023-01-26/2023-2024-federal-pell-grant-payment-and-disbursement-schedules>

CAMPUS BASED PROGRAM DEADLINES FOR 2023-2024

A Federal Register was released on January 18, 2023 detailing the deadlines for the 2023/2024 Award Year for the Campus Based Programs. Please note that the address for the Department of Education has changed for this processing year.

2023-2024 Award Year Deadline

What Does an Institution Submit?	How is it Submitted?	What is the deadline for Submission?
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<p>1. The Campus-Based Reallocation Form designated for the return of 2022-23 funds and the request for supplemental FWS funds for the 2023-24 award year.</p>	<p>The Reallocation Form must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov.</p>	<p>Monday, August 14, 2023.</p>
<p>2. The 2024-25 FISAP (reporting 2022-23 expenditure data and requesting funds for 2024-2025).</p>	<p>The FISAP must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov The FISAP signature page must be signed by the institution's chief executive officer with an original signature and mailed to: FISAP Administrator, U.S. Department of Education, P.O. Box 1130, Fairfax, VA 22038. For overnight delivery, mail to: FISAP Administrator, U.S. Department of Education, 4050 Legato Road, #1100, Fairfax, VA 22033 **Note the change in address</p>	<p>Friday, September 29, 2023.</p>
<p>3. The Work Colleges Program Report of 2022-23 award year expenditures.</p>	<p>The Work Colleges Program Report of Expenditures must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov. The signature page must be signed by the institution's Chief Executive Officer with an original signature and mailed to the FISAP Administrator, U.S. Department of Education P.O. Box 1130, Fairfax, VA 22038. For overnight delivery, mail to: FISAP Administrator, U.S. Department of Education 4050 Legato Road, #1100, Fairfax, VA 22033 **Note the change in address</p>	<p>Friday, September 29, 2023.</p>



<p>4. The 2022-23 Financial Assistance for Students with Intellectual Disabilities Expenditure Report</p>	<p>The Financial Assistance for Students with Intellectual Disabilities Expenditure Report must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov. The signature page must be signed by the institution’s Chief Executive Officer with an original signature and mailed to the FISAP Administrator, U.S. Department of Education P.O. Box 1130, Fairfax, VA 22038. For overnight delivery, mail to: FISAP Administrator, U.S. Department of Education 4050 Legato Road, #1100, Fairfax, VA 22033</p> <p>**Note the change in address</p>	<p>Friday, September 29, 2023.</p>
<p>5. The Institutional Application and Agreement for Participation in the Work Colleges Program for the 2024-25 award year— <i>NEW applicants only</i></p>	<p>The application and agreement must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov The signature page must be signed by the institution's chief executive officer with an original signature and sent in the mail to: U.S. Department of Education, P.O. Box 1130, Fairfax, VA 22038. For overnight delivery, mail to: FISAP Administrator, U.S. Department of Education 4050 Legato Road, #1100, Fairfax, VA 22033 All supporting application documents should be scanned and emailed to alanna.nelson@ed.gov</p> <p>**Note the change in address and the new process is to scan and email supporting application documents whereas before you mailed with the application.</p>	<p>Wednesday, November 1, 2023</p>
<p>6. 2024-25 FISAP Edit Corrections.</p>	<p>FISAP Edit Corrections must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov.</p>	<p>Friday, December 15, 2023.</p>

<p>7. The 2024-25 Perkins Cash on Hand Update as of October 31, 2023.</p>	<p>The Perkins Cash on Hand Update must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov.</p>	<p>Friday, December 15, 2023.</p>
<p>8. Request for a waiver of the 2024-25 award year penalty for the underuse of 2022-23 award year funds.</p>	<p>The request for the waiver of penalty for underuse of funds and the justification must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov.</p>	<p>Monday, February 5, 2024</p>
<p>9. The Institutional Application and Agreement for Participation in the Work Colleges Program for the 2024-25 award year— <i>RETURNING applicants only</i></p>	<p>The application and agreement must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov The signature page must be signed by the institution's chief executive officer with an original signature and mailed to: FISAP Administrator, U.S. Department of Education, P.O. Box 1130, Fairfax, VA 22038. For overnight delivery, mail to: FISAP Administrator, U.S. Department of Education 4050 Legato Road, #1100, Fairfax, VA 22033.</p> <p>**Note the change in address</p>	<p>Monday, March 4, 2024.</p>
<p>10. Request for a waiver of the FWS Community Service Expenditure Requirement for the 2024-25 award year</p>	<p>The request for the waiver of FWS Community Service Expenditure Requirement must be submitted electronically through the Common Origination and Disbursement website at https://cod.ed.gov.</p>	<p>Monday, April 22, 2024</p>
<p>Notes: The deadline for electronic submissions is 11:59:00 p.m. (Eastern Time) on the applicable deadline date. Transmissions must be completed and accepted by 11:59:00 p.m. to meet the deadline. Paper documents that are sent through the U.S. Postal Service must be postmarked or you must have a mail receipt stamped by the applicable deadline date. The Secretary may consider on a case-by-case basis the effect that a major disaster, as defined in section 102(2) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122(2)), or another unusual circumstance has on an institution in meeting the deadlines.</p>		

<https://www.federalregister.gov/documents/2023/01/18/2023-00818/federal-perkins-loan-federal-work-study-and-federal-supplemental-educational-opportunity-grant>

DEPARTMENT ANNOUNCES AN UPGRADE TO G5 WITH THE ANNOUNCEMENT OF A NEW AND MODERNIZED G6

Last month, the Department of Education announced they are working to build G6, a new and modernized grants management system for ED's grantmaking community. G6 will allow users to manage all grants through an upgraded, easy to use, and people-centered user experience. Enhanced grantmaking functionalities are planned to launch at the end of 2023, with additional upgrades coming thereafter.

As part of their announcement, they shared the expected release date and a brief Q&A:

On **Monday, May 22nd**, as part of the upgrade to the new G6 system, they will switch to a new URL, www.g6.ed.gov. In addition, the Department will use [Login.gov](https://login.gov) as the way for all users to log into the G6 system. Login.gov is a single sign-on method operated by the US General Services Administration (GSA) as a safe and secure way to access government websites. You can use a single account to access the site of any government agency that partners with Login.gov.

How will my work in G5 change in May?

You'll be able to access the current G5 system, unchanged, when you go to our new URL, g6.ed.gov, and log on through Login.gov.

What will happen in May if I type in g5.gov?

You will be redirected to the new G6 homepage at g6.ed.gov, where you can log in to G6 via Login.gov. After you log in to G6, you can access G5, unchanged.

Is there anything I have to do now?

No, there is nothing you have to do now. More information on G6, the switch to Login.gov, how to create a Login.gov account, and frequently asked questions about the change will be forthcoming from the Department.

If you have additional questions, please email the Department of Education's Office of Business Support Services Help Desk at obsed@servicenowservices.com.

TENTATIVE 23-24 FUNDING LEVELS RELEASED FOR CAMPUS BASED PROGRAMS

Tentative funding levels and corresponding worksheets for the Federal Work-Study (FWS) Program and the Federal Supplemental Educational Opportunity Grant (FSEOG) Program for the 2023–24 award year (July 1, 2023, through June 30, 2024) were posted to the [Common Origination and Disbursement \(COD\) website](#) earlier this month (February 2023).



On Dec. 29, 2022, the President signed into law the Consolidated Appropriations Act, 2023 (P.L. 117-328), which appropriated \$1,230,000,000 for the FWS Program and \$910,000,000 for the Federal Supplemental Educational Opportunity Grant (FSEOG) Program for the 2023–24 award year.

FSA released an electronic announcement on January 31, 2023 with an explanation of the calculation of the tentative funding level in the worksheet for each of the FWS and FSEOG programs.

Schools were notified by email that their tentative funding levels and worksheets are available on the COD website. Emails were sent to the school's Financial Aid Administrator, as provided in the school's most recently submitted Fiscal Operations Report and Application to Participate (FISAP) or the FAA listed on the "School Information" page in the Campus-Based section of the COD website. To access the worksheets:

- Log in to the [COD website](#) and from the School tab, select "Campus-Based" from the left menu
- Select the "Self Service" option from the left menu, then "Notifications"

Review the school's worksheets carefully (especially if your school recently completed a change of affiliation/merger). If the data in the worksheets is not correct and/or the tentative funding levels are inconsistent with prior year funding levels, notify the FSA Partner and School Relations Center at the number below as soon as possible, and **no later than Feb. 21, 2023**.

Reductions in Allocation Funding Levels due to Prior Year Underuse

In accordance with sections 413D(d)(2) and 442(d)(2) of the *Higher Education Act of 1965*, as amended (*HEA*), if a school returns more than 10% of its FWS or FSEOG allocation, for an award year, the allocation for the second succeeding award year for that program is reduced by the dollar amount returned from the earlier year. A school can determine if its 2023–24 funding level was reduced because of the underuse of 2021–22 funding by reviewing the worksheet lines labeled "Under Used Percentage" and "Allocation Reduction".

The *HEA* also provides that the Secretary can waive the underuse penalty for a school if its enforcement would be contrary to the interests of the affected Campus-Based program. A request for a waiver of any 2023–24 award year penalty for the underuse of 2021–22 award year funds should be submitted to the U.S. Department of Education (the Department) using the "Forms and Waivers" page on the COD website. Requests must be submitted no later than **11:59 p.m. Eastern time (ET) on Feb. 6, 2023**. For more information about the underuse waiver process, see the [Jan. 9, 2023 Electronic Announcement](#) published on the Knowledge Center.

FISAP Edits Required for Additional Locations Not Eligible by March 1, 2023

Schools were permitted to include data in the application portion of the FISAP for students enrolled in additional locations that had not yet received eligibility determinations by the Sept. 30, 2022, FISAP submission date. If a school does not receive an eligibility letter and Eligibility and Certification Approval Report (ECAR) from the Department by March 1, 2023, for the newly listed locations, it must submit revised FISAP data using the COD website no later than March 7, 2023. The school's revision must remove all data pertaining to students enrolled at the ineligible locations.

<https://fsapartners.ed.gov/knowledge-center/library/electronic-announcements/2023-01-31/tentative-2023-24-funding-levels-campus-based-programs>

2021-2022 CAMPUS BASED AWARDS CLOSEOUT

FSA published an Electronic Announcement last month announcing the upcoming closeout of all 2021–22 Campus-Based program awards. Closeout will be completed by March 1, 2023, using the data submitted on the Fiscal Operations Report for 2021–22 and Application to Participate for 2023–24 (FISAP).

The 2021–22 awards closeout for the Campus-Based programs is explained below. In addition, important information regarding the notification process related to the awards closeout is provided.

2021–22 Awards Closeout for the Campus-Based Programs

The 2021–22 awards closeout for the Campus-Based programs involves reconciling a school's authorized award in G5 for each of the Campus-Based programs with the amount reported as expended for the program on the school's 2021–22 Fiscal Operations Report. For example, if a school's Federal Work-Study (FWS) authorized amount was \$50,000 and the school reported an expended amount of \$40,000 (in Part V, Section E, Field 18), the school's award will be closed out at the expended amount of \$40,000. FSA assumes that the correct amount of expenditures is the amount reported on the FISAP. The unexpended \$10,000 will be de-obligated from the school's authorization amount in G5.

Closeout Amount in G5 and on G5 Reports

The closeout amount will appear in G5 as the authorized amount for the 2021–22 award year. If a school drew down more than what was reported as expended in its 2021–22 Fiscal Operations Report, a negative amount will appear in the "available balance" line in G5 and on reports generated from G5.

If a school has a negative balance in G5, the school must refund the amount of the negative balance using G5. If a school has made the refund but posted it to the wrong program, the school must make a drawdown from the program in which the incorrect refund was posted and then refund the amount to the correct program.

Note about Negative Balances and Late FISAP Corrections: If the closeout process results in a negative balance, the balance cannot be resolved through the submission of late FISAP corrections. The unexpended amount de-obligated from G5 at closeout will not be reinstated for any reason.

For assistance in making refunds or drawdowns, contact the G5 Hotline at 1-888-336-8930. Customer Service Representatives are available Monday through Friday from 8 a.m. to 6 p.m. Eastern time (ET).

Closeout Amounts Determination Process

Closeout amounts are determined as follows:

For the Federal Supplemental Educational Opportunity Grant (FSEOG) Program, the closeout amount is determined by subtracting the unexpended 2021–22 FSEOG authorization amount (Part IV, Line 18 of a school's FISAP) from the school's current 2021–22 FSEOG award authorization amount. The school's final 2021–22 FSEOG award amount is then equal to the expended FSEOG authorization amount (Part IV, Line 17 of the school's FISAP).

For the FWS Program, the closeout amount is determined by subtracting the unexpended 2021–22 FWS authorization amount (Part V, Line 19 of a school's FISAP) from the school's current 2021–22 FWS award authorization amount. The final 2021–22 FWS award amount is then equal to the expended FWS authorization amount (Part V, Line 18 of the school's FISAP).

Note: If a school did not submit a FISAP reporting 2021–22 expenditures, the school's authorizations are reduced to zero (\$0.00).

Notification of Award Decrease

If a 2021–22 Campus-Based award is decreased through this closeout process, the school is notified by email.

In the email, the school is informed that the award decrease is reflected in the Statement of Account posted on the [Common Origination and Disbursement \(COD\) website](#). Emails are sent to the school's Financial Aid Administrator, as provided in the schools most recently submitted FISAP, or the FAA listed on the "Contact Info" page in the Campus-Based section of the [COD website](#). Upon notification, if the award decrease results in a negative balance in G5, the school must return the funds through G5.

Upon receipt of this email, you can access the Statement of Account by the following steps:

1. Log in to the COD website
2. Select the "School" link from the top navigation bar
3. Select Campus-Based from the right navigation menu
4. Click "Self-Service" on the right navigation menu
5. Select "Notifications"

[2021–22 Campus-Based Awards Closeout | Knowledge Center](#)

COMMUNITY SERVICE REQUIREMENTS IN THE FWS PROGRAM

In a Dear Colleague letter published January 10, 2023, the U.S. Department of Education reminds institutions that mentoring positions, including for the purposes of tutoring, in public K-12 schools fulfill the community service requirement in the Federal Work Study (FWS) program.

The Federal Work Study Program



The FWS program provides part-time employment for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to the student's course of study.

Community Service Requirement in the FWS Program

An institution of higher education must use at least seven percent of the sum of its initial and supplemental FWS allocations for an award year to compensate students employed in community service activities. Community service activities include activities in which a student serves as a mentor for such purposes as tutoring, performing the duties of a student success coach, supporting educational and recreational activities, and counseling, including career counseling.

Prior Guidance

Guidance in the 2020-2021 Federal Student Aid (FSA) Handbook stated:

“In order to be considered community service, the job has to be in an area that is open, accessible, and used by the community at large. Community service includes a whole host of jobs and is not limited to reading tutors. For example, a school population is not considered ‘open, accessible, and used by the community at large,’ and therefore, in this context, is not considered a community.”

Some institutions interpreted the Department's use of the word “school” in the example to mean that FWS jobs tutoring or mentoring in a public K-12 school would not count toward an institution's seven percent community service requirement. The Department of Education updated that guidance beginning in the 2021-2022 FSA Handbook (and subsequent FSA handbooks) to state:

“For example, the population of an institution of higher education is not considered ‘open, accessible, and used by the community at large,’ and therefore, in this context, is not considered a community.”

They also clarified that jobs where services are offered exclusively to students, staff, and faculty of an institution of higher education are not open or accessible and cannot be used by the community at large. In contrast, public K-12 schools are by design open and accessible to the community at large, and therefore jobs providing tutoring and mentoring services within these settings meet the criteria for community service activities under 34 CFR § 675.2(b).

<https://fsapartners.ed.gov/knowledge-center/library/dear-colleague-letters/2023-01-10/community-service-requirements-fws-program>

REPORTING STUDENT LOAN INTEREST PAYMENTS FOR 2022



With tax time quickly approaching, FSA released an Electronic Announcement regarding their reporting of student loan interest payments. For all of 2022, payments were paused and the interest rate was set to 0% for eligible federal student loans, so the majority of federal student loan borrowers will have paid no interest in 2022. If a borrower made federal student loan payments in 2022, the borrower may be eligible to deduct a portion of the interest paid on the borrower's 2022 federal tax return. Student loan interest payments are reported to both the Internal Revenue Service (IRS) and the borrower on IRS Form 1098-E, Student Loan Interest Statement under specific circumstances.

In the EA, FSA provides information about reporting student loan interest for 2022 through three questions and answers.

Under what circumstances do federal loan servicers report interest payments on IRS Form 1098-E?

As required by the IRS, federal loan servicers must report payments on IRS Form 1098-E by Jan. 31, 2023 if the interest received from the borrower in the tax year was \$600 or more.

If a borrower paid less than \$600 in interest to a federal loan servicer during the tax year, the borrower may visit his or her servicer's website for the exact amount of interest paid during the year and, if needed, to request a 1098-E.

How many 2022 1098-E's should a borrower expect to receive?

Most borrowers who paid \$600 or more in interest during 2022 will receive one 1098-E. Borrowers who had multiple servicers in 2022 may receive two or more 1098-E's. If a borrower has questions about 2022 1098-E's, direct the borrower to his or her current federal loan servicer's website for assistance.

What are the different scenarios that may apply to 2022 1098-E dissemination?

The two scenarios outlined below cover the vast majority of federal student loan borrowers:

1. **Borrower's Current Servicer Was Only Servicer in 2022:** In this case, a borrower's current federal loan servicer will provide the borrower with a copy of his or her 1098-E if the interest paid in 2022 was \$600 or more. The servicer may send the 1098-E to the borrower via U.S. mail or electronically.
2. **Borrower Had Multiple Servicers in 2022:** In this case, each of a borrower's federal loan servicers will provide the borrower with a copy of his or her 1098-E if the interest paid to the individual servicer in 2022 was \$600 or more. If the interest paid to each individual servicer is less than \$600, but totals \$600 or more across servicers, the borrower may request a 1098-E from those servicers. Each servicer may send the 1098-E to the borrower via U.S. mail or electronically.

**If you are a DJA Client be sure to review our December 2022 Webinar on 1098-T Reporting on the DJA Client Access Portal.

<https://fsapartners.ed.gov/knowledge-center/library/electronic-announcements/2023-01-31/loan-servicing-information-reporting-student-loan-interest-payments-2022>

REORGANIZATION OF THE FEDERAL STUDENT AID HANDBOOK FOR 2023-24

The Federal Student Aid (FSA) Handbook will be reorganized for the 2023-2024 award year. The reorganized FSA Handbook will consist of the Application and Verification Guide, nine numbered volumes, and appendices. As in the past, each volume and appendix will be posted on FSA's [Knowledge Center](#) after it has been reviewed and approved by the appropriate offices in FSA and the Office of Postsecondary Education.

The 2023-2024 FSA Handbook will have three new volumes, each of which consolidates into a single volume guidance relevant to specific FSA programs that was previously included in two or more FSA Handbook volumes. By placing most guidance that is specific to a particular FSA program in a single volume and eliminating duplicate content, we hope to make the FSA Handbook easier for schools to use. The three additional volumes separate out into:

- Volume 7: The Federal Pell Grant Program and Iraq and Afghanistan Service Grants
- Volume 8: The Direct Loan Program
- Volume 9: The TEACH Grant Program.

To view the summary of how the 2022-2023 FSA Handbook will be structured for 2023-2024, click the Electronic Announcement below. These changes will be implemented as each volume of the 2023-2024 FSA Handbook is released. More information about specific changes to each volume can be found in the volume's introduction.

[Reorganization of the Federal Student Aid Handbook for 2023-2024 | Knowledge Center](#)

COMPLIANCE CORNER

AUDIT PROCEDURE UPDATES FOR NSLDS ENROLLMENT REPORTING

Federal Student Aid (FSA) issued an Electronic Announcement on January 12, 2023 to summarize the issues that arose following the July 2022 implementation of the modernized [NSLDS Professional Access](#) website and to communicate the expectations of auditors evaluating institutional compliance with enrollment reporting requirements in light of those issues.



As FSA prepared for the retirement of the current National Student Loan Data System (NSLDS®) website and the launch of the enhanced website, FSA temporarily paused data reporting to NSLDS. Batch reporting was accepted until July 19, 2022, and online updates and submittal spreadsheets were accepted until July 20, 2022. Due to issues encountered following the conversion, data reporting and data processing did not resume as scheduled, which impacted institutions' ability to comply with enrollment reporting requirements through the date of this Electronic Announcement. During this time, there was a period when institutions were encouraged not to provide updates or had their submissions canceled, as well as periods when regular enrollment reporting rosters were suspended along with enrollment history update functionality. There was also a period during which processing of received updates was paused.

The Department issued Electronic Announcements between June and November 2022, detailing enrollment functionality and identified issues. The Electronic Announcements stated that institutions should retain copies of the announcements as documentation for audit purposes. See recent Electronic Announcements from [Nov. 23, 2022](#), [Nov. 14, 2022](#), and [Oct. 7, 2022](#). The Oct. 7, 2022, Electronic Announcement has links to all previous Electronic Announcements (refer to the section titled "Published Information").

Institutions have not been able to comply with enrollment reporting requirements for the period July 19, 2022, through the date of this Electronic Announcement. Therefore, for institutions with fiscal years ending through Feb. 28, 2023, auditors would not be expected to include any enrollment reporting data due from July 19, 2022, through Feb. 28, 2023, in their evaluation of the institution's compliance with the enrollment reporting requirements. Institutions were expected to be in compliance with the enrollment reporting requirements for all other periods within their fiscal year.

For impacted single audits of public and private-nonprofit institutions performed in accordance with the 2021 and 2022 Compliance Supplement, the following revised Audit Objective and Suggested Audit Procedures should be used for the Student Financial Assistance Cluster's Special Test 4, Enrollment Reporting. No later than March 1, 2023, FSA will issue additional audit guidance for institutions with fiscal years ending after Feb. 28, 2023.

Audit Objectives: Determine whether the institution is notifying ED of changes in student enrollment information at the Campus Level and Program Level in a timely and accurate manner, for periods during which the institution was required and able to comply with enrollment reporting requirements.

Suggested Audit Procedures:

- a. Identify a population of Pell and Direct Loan students from the institution's records that had a reduction or increase in attendance levels, graduated, withdrew, dropped out, or enrolled but never attended during the audit period and for whom the institution was required to report such change in enrollment status from the beginning of the institution's fiscal year up to the last regularly scheduled Enrollment Roster prior to July 19, 2022. From the population identified, select a sample of students and compare the data in the student's NSLDS Enrollment Detail to the students' academic files and other institutional records and verify that the institution is accurately reporting the significant Campus-Level and Program-Level enrollment data elements that ED considers high risk.

- b. For instances in the sample tested in procedure a. above where a Direct Loan was made to or on behalf of a student who was enrolled or accepted for enrollment at the institution, and the student ceased to be enrolled on at least a half-time basis or failed to enroll on at least a half-time basis for the period for which the loan was intended; or a student who is enrolled at the institution and who received a loan under *Title IV* has changed his or her permanent address, determine whether the institution reported the change in its next updated Enrollment Roster file.
- c. Have the institution access the NSLDS website and create the Enrollment Submittal File Tracking Report (SCHET1) or access the Enrollment Submittal Tracking Page. For regularly scheduled roster files during the audit period with “Date Sent” prior to July 5, 2022, compare the dates the roster files were sent to the return dates to verify that the institution returned the roster files within 15 days.

For impacted proprietary school compliance audits performed in accordance with the 2016 OIG Audit Guide, *Guide For Audits of Proprietary Schools and For Compliance Attestation Engagements of Third-Party Servicers Administering Title IV Programs*, OIG will be issuing a Dear CPA Letter to provide a revised objective and revised procedures for Enrollment Reporting testing.

<https://fsapartners.ed.gov/knowledge-center/library/electronic-announcements/2023-01-12/suggested-single-audit-procedures-related-nslds-enrollment-reporting>

DJA CALENDAR

DJA MONTHLY WEBINARS

RESCHEDULED: *Consumer Information and Disclosures – Wednesday, February 22, 2022: 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>

Webinars are free to clients. There is a fee of \$45 for all others who may be interested in joining us for these presentations. Invitations are automatically sent to all clients, however if you do not receive an invitation, email Renee Ford at rford@gotodja.com. After registering, you will receive the log-in information. Questions can be directed to Renee by email or by calling toll free at 1-800-242-0977.

2022 DJA WEBINAR SCHEDULE

Please Note the April webinar was pushed back a week due to interference with the Department’s recently Wednesday Webinar Series



FEB 22	Consumer Information, Record Keeping and Disclosures
MAR 1	Administrative Capabilities
APR 13	Satisfactory Academic Progress
MAY 10	Return of Title IV Funds (Including LOA)
JUN 7	General Participation Requirements
JUL 12	Campus Crime Report
AUG 2	Entrance and Exit Counseling
SEPT 6	Cash Management
OCT 4	Enrollment Reporting Using NSLDS
NOV 1	Program Integrity (Audits, Program Review)
DEC 6	1098-T Reporting

FSA WEDNESDAY WEBINAR SERIES

FSA announced last month in an electronic announcement an additional set of webinars in their Wednesday Webinar Series, a series of live, two-hour webinars (from 1-3 p.m. ET) which cover a variety of topics related to the *Title IV* programs. The webinars provide the most recent guidance from the U.S. Department of Education (the Department) and the office of Federal Student Aid, including statutory and regulatory updates. Operational information and reminders are also shared. Participants are encouraged to ask questions by typing them into the chat during the webinar and a live Q&A session follows each presentation.

Federal Student Aid staff will present the next set of webinars in this series in January–May 2023. More webinars that address topics of interest to the financial aid community will be announced in the future. You do not need to register for these webinars. Participation will be available on a first come, first-served basis and each session can accommodate up to 10,000 attendees in each session. For the links to each webinar session, see the electronic announcement: [Live Internet Webinars – Wednesday Webinar Series, Winter–Spring 2023 | Knowledge Center](#)

FEB 8	Pell Grant Recalculations for Modules
MAR 15	Verification 2022-23 and 2023-24
APR 5	Federal Update
MAY 24	SAP Essentials

ANNUAL VIRTUAL DJA FINANCIAL AID TRAINING

The DJA Annual Training is scheduled for the following dates and times:

- Monday April 24th, 9am- 1pm CST
- Thursday April 27th, 9am- 1pm CST



All training will be provided on a Microsoft Teams Webinar that will be recorded and posted to our DJA Client Login on the DJA website should you or team be unavailable to attend. We are currently working on the agenda for each day; however, we will be covering current Regulatory Updates.

Be looking for future Client Memo's announcing the complete agenda and instructions for registration.

These sessions are free to DJA clients. All other interested institutions are welcome to attend. The cost is \$250 per person for both sessions, prepaid in advance. All attendees will need to register in advance by contacting Renee Ford via email at rford@gotodja.com.

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.