

Session #BC5

Operating in COD Web – The Basics and Scenarios

Marie Fitzpatrick

U.S. Department of Education

FSA New Financial Aid Administrator Pre-Conference Training

Objectives

- Understand the basics and primary functions of the COD System
- Know the COD resources available and how to contact customer service
- Be your own best resource

COD in Your Toolbox

- A tool used for processing, storing, retrieving and reconciling data for:
 - Federal Pell Grant (Pell Grant)
 - Iraq and Afghanistan Service Grant
 - Teacher Education Assistance for College and Higher Education (TEACH) Grant
 - William D. Ford Federal Direct Loan (Direct Loan) Program
 - Campus-Based Program Funds

COD in Your Toolbox

- COD System is primarily used for:
 - Submitting program records that substantiate funding and document compliance
 - Extracting data to assist with research, record processing, and reconciliation
 - Getting help or logging service issues

COD in Your Toolbox

- The COD Web allows Campus-Based eligible institutions to:
 - Apply for Campus-Based aid
 - Report Campus-Based expenditures
 - Access Campus-Based forms, waivers and notifications

COD – Accessing the System

Accessing the COD System:

- First – Apply for FSA login credentials at <https://fsaenroll.ed.gov> *
- Second – Obtain an FSA token (hard or soft)*
- Third – Log into COD Web at <https://cod.ed.gov/cod/loginpage>

**see Electronic Announcement (EA) 3/8/2013*

COD – Navigating the Basics

- The COD System is a person-centered system as the data centers around the student/borrower
- Access student information online via a secure Internet accessible website
- View Pell Grant and Direct Loan data for a single student on one COD web screen

COD – Navigating the Basics

- COD provides:
 - Processing loan and grant information
 - Loan related functions
 - Entrance counseling
 - PLUS application search
 - Credit/endorser check
 - R2T4 Tools
 - Campus-Based functions

COD – Navigating the Home Page



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COMMON ORIENTATION & DISBURSEMENT



[Person](#) [School](#) [Batch](#) [Award](#) [Services](#) [Tools](#) [User](#) [Program](#) [Support](#)

Welcome MARIE FITZPATRICK

Welcome

to the Common Origination & Disbursement Web Site

Financial Aid Administrators, other school officials, and servicers can use this web site to verify batch status, submit data requests, check account balances, and enter or change institution data records via the internet.

To change your password: [Change Password](#)

COD News:

[Information and Reporting Reminders for the FISAP \(8/6/19\) - 08/06/2019](#)



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COD – Navigating the Home Page



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

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[Home](#) [Privacy Act](#)

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[Log Off](#)

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Person School Batch Jobs Tools User Support

Note Top
Tool Bar

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Person School **Services** Tools User Support

Note Top
Tool Bar

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[Home](#)

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[Links](#)

[Contact Us](#)

[Campus-Based Resources](#)

[COD Resources](#)

[Help](#)

[Glossary](#)

[Log Off](#)

COD – Tools Tab

- Person
- School
- Batch
- Award
- Services
- Tools**
- Tools Home
- R2T4
- R2T4 Training
- User
- Support

Tools

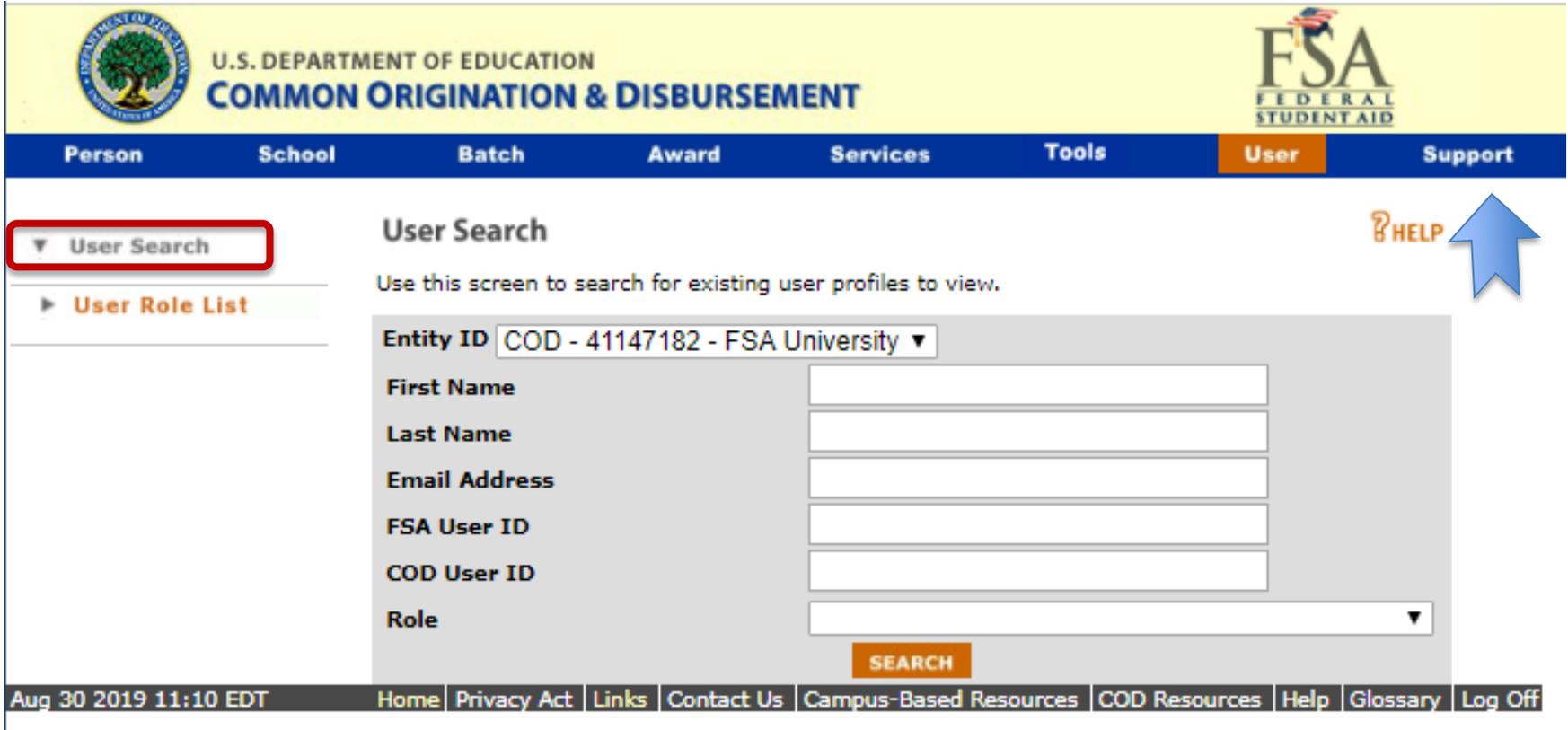
Welcome to Tools

To get started, select the tool you wish to access from one of the links below the "Tools" dropdown in the left navigation panel.

Use the Tools Tab to access the R2T4 calculation function, or R2T4 Training.



COD – User Tab



The screenshot shows the 'User' tab of the FSA Common Origination & Disbursement system. The page features a navigation bar with tabs for Person, School, Batch, Award, Services, Tools, User (selected), and Support. A sidebar on the left contains a 'User Search' dropdown menu and a 'User Role List' link. The main content area is titled 'User Search' and includes a help icon. Below the title is a search form with fields for Entity ID (pre-filled with 'COD - 41147182 - FSA University'), First Name, Last Name, Email Address, FSA User ID, COD User ID, and Role. A 'SEARCH' button is located at the bottom of the form. The footer contains the date 'Aug 30 2019 11:10 EDT' and a series of links: Home, Privacy Act, Links, Contact Us, Campus-Based Resources, COD Resources, Help, Glossary, and Log Off.

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FSA
FEDERAL
STUDENT AID

Person School Batch Award Services Tools **User** Support

▼ User Search

▶ User Role List

User Search ?HELP

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

Entity ID COD - 41147182 - FSA University ▼

First Name

Last Name

Email Address

FSA User ID

COD User ID

Role

SEARCH

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COD – Support Tab

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STUDENT AID

Customer Support

- ▼ Manage Support Cases
 - My Cases
 - School Case Search
- ▶ Frequently Asked Questions
- ▶ Contact Us

My Cases

Search by keyword or by case number in XXXXXX-XXXXXX format

Advanced Filters

Date Created	Case #	Case Type	Status	School Name	OPE ID
12/03/2018	181203- [REDACTED]	Other - Special Request	Closed	Unknown School	99999991
12/03/2018	181203- [REDACTED]	Other - Special Request	Closed	Unknown School	99999991
08/28/2017	170828- [REDACTED]	Grant - Pell General Inquiry	Closed	Unknown School	99999991

Results 1 - 3 of 3

Sep 06 2019 11:15 EDT | [Home](#) | [Privacy Act](#) | [Links](#) | [Contact Us](#) | [Campus-Based Resources](#) | [COD Resources](#) | [Help](#) | [Glossary](#) | [Log Off](#)

COD – Support Tab

COD Online



▶ **Manage Support Cases**

▼ **Frequently Asked Questions**

Search for Answers

My Answer Subscriptions

▶ **Contact Us**

Most Popular Answers

[Resolving Rejected Records](#)
[Available Reconciliation Reports](#)
[Origination and Disbursement Records](#)
[Edit Code Resources](#)
[PLUS Credit Counseling Overview](#)

Recent Answers Viewed

[Edit Code Resources](#)
[Origination and Disbursement Records](#)

Frequently Asked Questions by Case Type

 [Campus-Based Programs](#)

 [COD School Setup](#)

COD – School Information



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Person

School

Award

Services

Tools

User

Support

School Search

School Information

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation Request
- Reopen/Extended Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites Initiative

Campus-Based Syst

School Summary Information

HELP

FSA University

Enter the default selections here for Program and Award Year:

Default Program		Default Award Year	
PELL		'18-'19	
Contacts		Summary	
Type	Name	Phone	Award Year
Direct Loan Officer	Matt Staples		'18-'19
FINANCIAL AID ADMINISTRATOR	HOLLY LANGER- EVANS	(254) 848-4737 x 61369	PELL
Pell Financial Aid Officer	Matt Staples		
		Cash > Net Accepted & Posted Disbursements & older than 30 days	
		\$0.00	
		% of Cash > Net Accepted & Posted Disbursements	
		9.53079%	
		Cash > Net Accepted & Posted Disbursements	
		\$8,000.00	
		Current CFL	
		\$75,938.47	

Aug 30 2019 13:42 EDT

Home

Privacy Act

Links

Contact Us

Campus-Based Resources

COD Resources

Help

Glossary

Log Off

School Summary Page

COD – School Contact Information



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Person
School
Batch
Award
Services
Tools
User
Support

▶ **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended
- Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites
- Initiative

▶ **Campus-Based Syst**

School Financial Aid Contact Information

FSA University ¹

Entity ID	#1147182
School Name	FSA University ²
School Region	06
School Congressional District	01

Addresses

Main Address	FSA Drive WASHINGTON, DC 20505
---------------------	-----------------------------------

Contacts

In accordance with 34 CFR 600.21, changes to school name, school address (including your branches and locations), names of the Chief Executive Officer/President, Chief Financial Officer (or the equivalent title) or Director of Financial Aid must be reported to the Department of Education. These changes must be reported using the Electronic Application for Approval to Participate in Federal Student Financial Aid Programs (E-App) at <http://www.eligcert.ed.gov>. They may not be made using the COD web update functions.

PRESIDENT/CHANCELLOR/CEO	
Date Effective	04/13/2011
Date End	
Contact Name	CASE STUDY
Phone Number	(213) 685-6549 x 9476
Fax Number	
Email Address	holly.langer-evans@ed.gov
Postal Address	9688 MAIN RD. MEMPHIS, TN 38107

Direct Loan Financial Aid Officer	UPDATE
Date Effective	07/19/2019
Date End	
Contact Name	Matt Staples
Phone Number	
Fax Number	
Email Address	matt.staples@ed.gov
Postal Address	1234 FSA Drive Washington, DC 77235 US



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Person
School
Batch
Award
Services
Tools
User
Support

▶ **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended
- Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites
- Initiative

▶ **Campus-Based Syst**

School Contact Information

Fill in the fields below and click "Submit" at the bottom to update a school contact.

First Name

Middle Initial

Last Name

Type

Title

Street1

Street2

City

State

Zip

Province

Country

Salutation

Email

Suffix

Phone Ext.

Fax

SUBMIT

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[Links](#)
[Contact Us](#)
[Campus-Based Resources](#)
[COD Resources](#)
[Help](#)
[Glossary](#)
[Log Off](#)

COD – School Options - Pell

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STUDENT AID

Person **School** Batch Award Services Tools User Support

▶ **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Funds of Cash
- Activity
- Alerts
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended
- Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites
- Initiative

▶ **Campus-Based Syst**

School Options Information [? HELP](#)

FSA University ⁱ

Program Award Year

Program Relations Information	
Number of Future Days to Display Disbursements:	14
Allow Drawdowns:	N
Error Processing Options:	Corrected
Web Activity Response Option:	Y
Administrative Cost Allowance - SFA Option:	Y

[UPDATE](#)

Aug 30 2019 14:04 EDT [Home](#) [Privacy Act](#) [Links](#) [Contact Us](#) [Campus-Based Resources](#) [COD Resources](#) [Help](#) [Glossary](#) [Log Off](#)

Pell
Options

COD – School Options - DL

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Person School Batch Award Services Tools User Support

School Search

School Information

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended
- Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites
- Initiative

Campus-Based Syst

School Options Information HELP

FSA University ³

Program Award Year

Program Relations Information

Number of Future Days to Display Disbursements:	14
Allow Drawdowns:	Y
Promissory Notes Type Option:	Multi Year
Web Activity Response Option:	Y

Main Campus Information

Disbursements Funded Without Accepted Pnote:	N
Disclosure Print Option:	Y

[UPDATE](#)

StudentLoans.gov School Options (Non-Award Year Specific)

eMPN Participation:	Y
LOR Required to complete eMPN:	N
eMPN Message:	
Electronic Entrance Counseling Participant:	Y
Entrance Counseling Response Frequency:	Daily
Financial Awareness Counseling Response Frequency:	On-Demand
Exit Counseling Response Frequency:	Daily
School Name: (Applies to all StudentLoans.gov processes):	
Associated States: (Applies to all StudentLoans.gov processes):	TENNESSEE

[UPDATE](#)

StudentLoans.gov School Options (Award Year Specific) 3

Award Range Request 1:	
Award Range Request 2:	
Award Range Request 3:	
Award Range Request 4:	
Display "Other" Option:	Y
Participate in Electronic Parent PLUS Application:	Y
Electronic Parent PLUS Application Participation Date Range:	12/12/2017 to 12/12/2021
Parent PLUS Application Response Option:	Daily
Participate in Electronic Grad PLUS Application:	Y
Electronic Grad PLUS Application Participation Date Range:	12/12/2017 to 12/12/2021
Grad PLUS Application Response Option:	Daily
PLUS Application Message	

[UPDATE](#)

COD – School Options - DL

Return to: [School Options](#)

School Options Update



Program Award Year

Program Relations Information

Number of Future Days to Display Disbursements:

Web Activity Response Option:

Main Campus Information

School Update Page

Return to: [School Options](#)

School Options Update



StudentLoans.gov School Options (Non-Award Year Specific)

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

eMPN Participant:

LOR Required to complete eMPN:

eMPN Message:

Electronic Entrance Counseling Participant:

Entrance Counseling Response Frequency:

Financial Awareness Counseling Response Frequency:

Exit Counseling Response Frequency:

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

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

Unassociated States

ALABAMA
ALASKA
ALBERTA
AMERICAN SAMOA
ARIZONA
ARKANSAS
BRITISH COLUMBIA
CALIFORNIA
CANAL ZONE
COLORADO

Associated States

CALIFORNIA

COD – School Options - DL

School Options Update HELP

Program: DIRECT LOAN Award Year: '18-'19

StudentLoans.gov School Options (Award Year Specific)
School Options updates could take up to 12 hours to be reflected on the StudentLoans.gov website.

Please enter up to four award requested labels and enter date ranges.

Award Range Requested	Label	Start Date	End Date
Award Range 1:	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
Award Range 2:	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
Award Range 3:	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>
Award Range 4:	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>

Display "Other" Option:

Participate in Electronic Parent PLUS Application:

Electronic Parent PLUS Application Participation Date Range: to

Parent PLUS Application Response Option:

Participate in Electronic Grad PLUS Application:

Electronic Grad PLUS Application Participation Date Range: to

Grad PLUS Application Response Option:

PLUS Application Message:

- *School Options Update : Award Range Requested*
- *Participate in Electronic PLUS Application*
- *PLUS Application Message = Next Steps to Applicant*

COD – Funding Information

► **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation
- Test
- Extended
- Assessing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites
- Initiative

► **Campus-Based Syst**

School Funding Information ? HELP

Funding Information	
Program	Award Year
PELL	'18-'19
Entity ID	41147182
Initial CFL	\$12,083.47
Current CFL	\$75,938.47
Previous CFL	\$83,938.47
CFL Adjustment	(\$8,000.00)
Last CFL Change Date & Time	08/23/2019 14:31:12
Available Balance	(\$8,000.00)
Cash > Net Accepted & Posted Disbursements	\$8,000.00
Net Accepted & Posted Disbursements	\$75,938.47
Net Drawdowns	\$83,938.47
Total Unduplicated Recipients	19
Total Unduplicated Recipients Paid	
Total ACA	\$0.00
Last ACA Payment Date	
ACA Payment History	
Date School Confirmed Program Year Closeout	
Date Department of Ed Confirmed Program Year Closeout	

Pell
Funding
Info

Generate the School Funding History Report by clicking the following link:
[School Funding History Report](#)

COD – Cash Activity



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Person
School
Batch
Award
Services
Tools
User
Support

▶ **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended
- Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites
- Initiative

▶ **Campus-Based Syst**

Cash Activity ? HELP

FSA University ³

Program/Year Selection

Program PELL Award Year '18-'19 Printer Friendly

Cash Activity Summary

Net Draws \$83,938.47

Cash > Net Accepted & Posted Disbursements & older than 30 days \$0.00

	Totals	
Date of Transaction	08/07/2019	08/06/2019
Time	5:07:54 PM	4:22:54 PM
GAPS Debit Date	08/14/2019	08/13/2019
Drawdowns/Payments	\$8,393,847.00	\$8,393,847
Drawdown Adjustments	\$0.00	
Refunds of Cash	(\$8,309,908.53)	(\$8,309,908.53)
Returns of Cash	\$0.00	
Drawdown Offsets	\$0.00	
Days Since Net Draws Increase		24
Days Left For On-time Reporting		023
Unsubstantiated Cash Begin Date		08/23/2019
Payment Control Number		592705649
Net Accepted & Posted Disbursements Applied	\$75,938.47	\$75,938.47
% of Net Accepted & Posted Disb. Applied to Net Draws	90.5%	
Cash > Net Accepted & Posted Disbursements	\$8,000.00	
% of Cash > Net Accepted & Posted Disbursements	9.53%	
Source System		GAPS

Amounts in parentheses decrease net draws

 [Export to CSV](#)

COD – File Share/Messages

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Person **School** Batch Award Services Tools User Program Support

Return to: [School List](#)

File Share & Messages [? HELP](#)

School Search

School Information

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Memos
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended
- Processing
- Correspondence
- File Share/Messages**
- Report Selection
- Experimental Sites
- Initiative

Post Deadline Proc

UNIVERSITY ⓘ

File Shares

Title	Case Number	Upload Date	Expiration Date	Download
Subsidized Usage Inquiry - [REDACTED]		08/22/2019	08/22/2020	↓
Subsidized Usage Inquiry - [REDACTED]		08/20/2019	08/20/2020	↓
Subsidized Usage Inquiry - [REDACTED]		08/20/2019	08/20/2020	↓
Subsidized Usage Inquiry - [REDACTED]		08/08/2019	08/08/2020	↓
Closed School Pell Restoration		07/17/2019	01/17/2020	↓
Closed School Pell Restoration		04/03/2019	10/03/2019	↓

Create Communication

File Share

COD – Report Selection

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Person **School** Batch Award Services Tools User Support

► **School Search**

▼ **School Information**

- School Summary
- Financial Aid Contact
- Eligibility
- General
- Options
- Funding Info
- Summary Financial Info
- Refunds of Cash
- Cash Activity
- Events
- Yearly Totals
- Relationships
- Balance Confirmation
- Request
- Reopen/Extended Processing
- Correspondence
- File Share/Messages
- Report Selection
- Experimental Sites Initiative

► **Campus-Based Syst**

Report Selection ? HELP

FSA University **1**

Report Selection

Program Award Year

Award Year Specific Reports

Actual Disbursement List

Pending Disbursement List

SAS [Modify SAS Options](#)

Non-Award Year Specific Reports

Duplicate Student Borrower

Direct Subsidized Loan Usage Change

SUBMIT

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School

FISAP ▾

FISAP Dashboard

Change Requests

Self Service ▲

Forms and Waivers ▲

Perkins ▲

School Information ▲

DRAP ▲

Campus-Based Home

Welcome to the Campus-Based System



Use the home icon to come back to this page



Use the school icon to search for and select a school



[COD Web](#) ➔

Takes you to COD Web

[COD Reporting](#) ➔

Takes you to the COD Reporting System

COD School Relations Center

1-800-848-0978

Monday to Friday

8:00 a.m. ET to 11:00 p.m. ET

CODSupport@ed.gov

Helpful Information

✓ How do I access school specific information?

School specific information can be found under the School part of the menu on the left. To see school information in each of these modules you must search for a school in the website header using the school icon  first.

COD – Person Tab



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COMMON ORIGATION & DISBURSEMENT



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

Person Search HELP

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

SSN OR

Entity ID

Name Last First MI

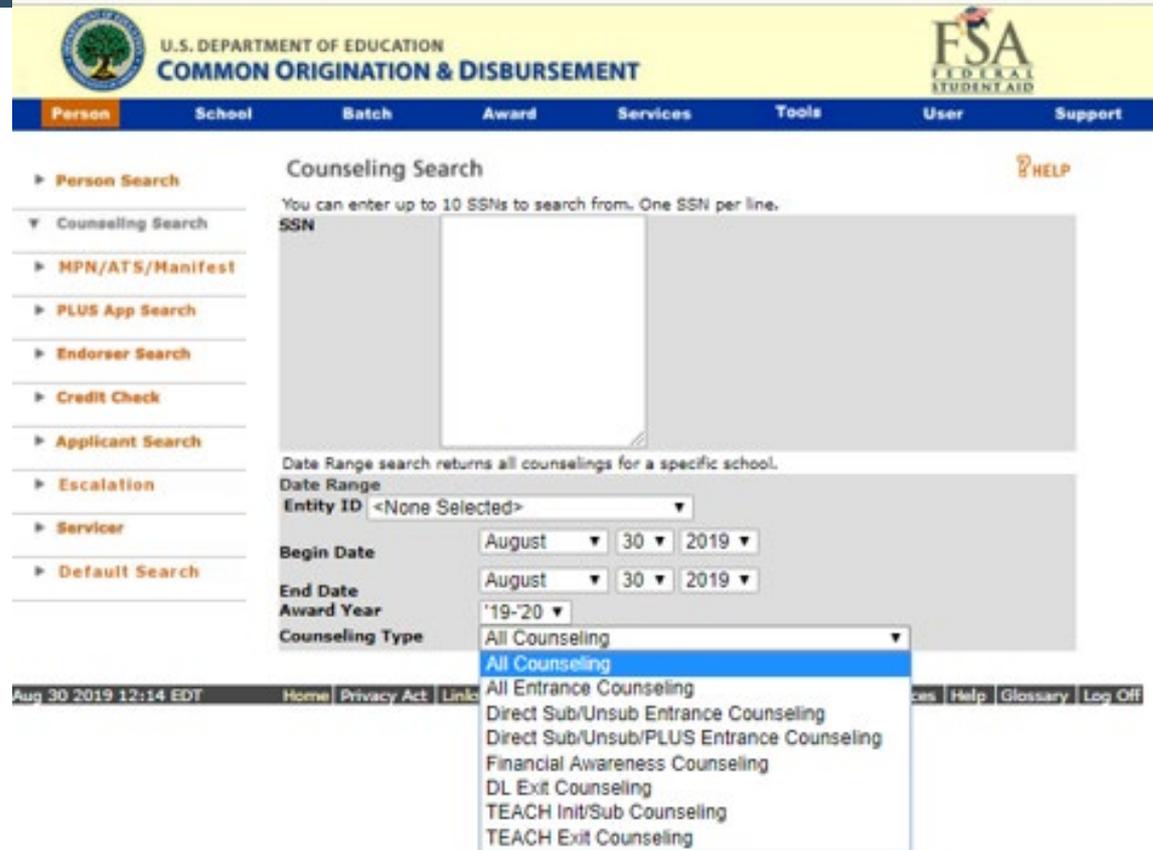
- Please enter full SSN for SSN search. (No dashes)
- You may enter up to nine characters of the last name and up to five characters of the first name.
- If you enter a **partial** name the search may take longer to display the results.
- If you enter a valid SSN, the Person Detail page will appear allowing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

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COD – Counseling Search

Counseling
Search



The screenshot shows the COD Counseling Search interface. At the top, there is a header for the U.S. Department of Education, Common Origination & Disbursement, and the FSA Federal Student Aid logo. Below the header is a navigation bar with tabs for Person, School, Batch, Award, Services, Tools, User, and Support. The main content area is titled "Counseling Search" and includes a search form with fields for SSN, Date Range, Entity ID, Begin Date, End Date, Award Year, and Counseling Type. A dropdown menu for Counseling Type is open, showing options like All Counseling, All Entrance Counseling, Direct Sub/Unsub Entrance Counseling, etc. The footer contains a timestamp and navigation links.

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Person School Batch Award Services Tools User Support

Counseling Search 

You can enter up to 10 SSNs to search from. One SSN per line.

SSN

Date Range search returns all counselings for a specific school.

Date Range

Entity ID <None Selected>

Begin Date August 30 2019

End Date August 30 2019

Award Year '19-'20

Counseling Type

- All Counseling
- All Entrance Counseling
- Direct Sub/Unsub Entrance Counseling
- Direct Sub/Unsub/PLUS Entrance Counseling
- Financial Awareness Counseling
- DL Exit Counseling
- TEACH Init/Sub Counseling
- TEACH Exit Counseling

Aug 30 2019 12:14 EDT Home Privacy Act Links Help Glossary Log Off

COD – MPN/ATS/Manifest Search



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Person Search [? HELP](#)

Use this screen to search for the Direct Loan Promissory Note.

Search For:

SSN

MPN ID

Date Range search returns all linked and unlinked Direct Loan Promissory Note for a specified school and date range.

Note: All MPN date range searches will reflect status as of the previous business day.

Date Range

Entity ID

Begin Date

End Date

SEARCH

Aug 30 2019 12:28 EDT [Home](#) [Privacy Act](#) [Links](#) [Contact Us](#) [Campus-Based Resources](#) [COD Resources](#) [Help](#) [Glossary](#) [Log Off](#)

COD – PLUS Application Search



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Person School Batch Award Services Tools User Support

▶ Person Search
▶ Counseling Search
▶ MPN/ATS/Manifest
▼ PLUS App Search
▶ Endorser Search
▶ Credit Check
▶ Applicant Search
▶ Escalation
▶ Servicer
▶ Default Search

PLUS Application Search HELP

Use this screen to search for the existing PLUS applications.

PLUS Application ID

To search for the PLUS applications, enter the SSN and Last Name and/or First Name.

Borrower (Parents or Graduate/Professional Students)
SSN Last Name First Name

To search for the PLUS applications, enter the SSN and Last Name and/or First Name.

Student (Parent PLUS)
SSN Last Name First Name

To search for the PLUS applications, enter the Entity ID and the date range and/or the Award Year.

Date Range
Entity ID
Begin Date
End Date
Award Year

SEARCH

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COD – Credit Check Search

The screenshot shows the FSA COD interface. At the top, there are logos for the U.S. Department of Education and FSA Federal Student Aid. A navigation bar includes links for Person, School, Batch, Award, Services, Tools, User, and Support. The 'Person' link is highlighted. The main content area is titled 'Credit Check Search' and contains a search form with fields for SSN and Date of Birth, and buttons for 'Search' and 'Request Credit Check'. A sidebar on the left lists various search options, with 'Credit Check' expanded to show 'Credit Check Search'. A blue arrow points from the left towards the 'Credit Check' menu item.

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COMMON ORIGATION & DISBURSEMENT

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STUDENT AID

Person School Batch Award Services Tools User Support

▶ Person Search
▶ Counseling Search
▶ MPN/ATS/Manifest
▶ PLUS App Search
▶ Endorser Search
▼ Credit Check
 Credit Check Search
▶ Applicant Search
▶ Escalation
▶ Servicer
▶ Default Search

Credit Check Search

Enter the SSN and Date Of Birth for the borrower or endorser, or click Request Credit Check.

[Help](#) [Minimize](#)

*SSN *Date of Birth -- ▾ -- ▾ ---- ▾ **Search** Request Credit Check

Aug 30 2019 12:46 EDT Home | Privacy Act | Links | Contact Us | Campus-Based Resources | COD Resources | Help | Glossary | Log Off

Credit
Check

COD – Applicant Search

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT

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FEDERAL
STUDENT AID

Person School Batch Award Services Tools User Support

▶ Person Search

▶ Counseling Search

▶ MPN/ATS/Manifest

▶ PLUS App Search

▶ Endorser Search

▶ Credit Check

▼ Applicant Search

- Applicant Search
- LEU History Search
- Subsidized Usage Search

▶ Escalation

▶ Servicer

▶ Default Search

Applicant Search HELP

Please enter an SSN to view Applicant Data.

Entity ID COD - 41147182 - FSA University ▼

SSN

Award Year All ▼

SEARCH

Aug 30 2019 13:07 EDT [Home](#) [Privacy Act](#) [Links](#) [Contact Us](#) [Campus-Based Resources](#) [COD Resources](#) [Help](#) [Glossary](#) [Log Off](#)

Applicant
Search

COD – Applicant List

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FEDERAL
STUDENT AID

Person School Batch Award Services Tools User Support

▶ Person Search

▶ Counseling Search

▶ MPN/ATS/Manifest

▶ PLUS App Search

▶ Endorser Search

▶ Credit Check

▼ Applicant Search
Applicant Search
LEU History Search
Subsidized Usage Search

▶ Escalation

▶ Servicer

▶ Default Search

Applicant List HELP

Award Year ▼

CPS Data

Award Year	CPS Transaction Number	Date of Birth	Name	Pell Eligibility	Transaction Status
'18-'19	1	08/19/1940	LYONS, LAZARO M	N	Accepted
'17-'18	1	08/19/1940	LYONS, LAZARO M	N	Accepted

Export to CSV

Sep 16 2019 11:28 EDT [Home](#) [Privacy Act](#) [Links](#) [Contact Us](#) [Campus-Based Resources](#) [COD Resources](#) [Help](#) [Glossary](#) [Log Off](#)

COD – Applicant Detail



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COMMON ORIENTATION & DISBURSEMENT



Person
School
Batch
Award
Services
Tools
User
Support

[Return to: Applicant List](#)

Applicant Detail ? HELP

LAZARO M LYONS
08/19/1940

CPS Detail	
Original SSN	[REDACTED]
CPS Transaction Number	1
Award Year	'18-'19
Original Name Code	LY
EFC	0
Date of Birth	08/19/1940
First Name	LAZARO
Middle Initial	M
Last Name	LYONS
Current SSN	838494494
Address	6106 MARGARET S
City	Oakwood
State	GA
Zip	30566
Pell Eligible Flag	N
Verification Selection Indicator	Selected by CPS for verification
SSA Match Flag	SSN, Name and Date of Birth match
SSA Date of Death	
NSLDS Match Flag	None Available
Processed Record Type	Initial Application Record
Transaction Data Type	
Application Data Type	
DHS Match Flag	Record Not Sent For Match
DHS Secondary Confirmation Flag	Record Not Sent For Match
Email Address for Student	LAZARO.LYONS7268@TestCod.edu
Process Date	01/02/2002
DoD Match Flag	Y
Secondary EFC	0
HS Diploma or Equivalent Degree/Certificate	None of the above
First Bachelor's Degree by 07-01-2018?	
Transaction Status	Accepted
Reject Reason 1	

- ▶ **Person Search**
- ▶ **Counseling Search**
- ▶ **MPN/ATS/Manifest**
- ▶ **PLUS App Search**
- ▶ **Endorser Search**
- ▶ **Credit Check**
- ▼ **Applicant Search**
 - Applicant Search
 - LEU History Search
 - Subsidized Usage Search
- ▶ **Escalation**
- ▶ **Servicer**
- ▶ **Default Search**

COD – LEU History Search

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COMMON ORIENTATION & DISBURSEMENT

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Person School Batch Award Services Tools User Support

▶ Person Search
▶ Counseling Search
▶ MPN/ATS/Manifest
▶ PLUS App Search
▶ Endorser Search
▶ Credit Check
▼ Applicant Search
 Applicant Search
 LEU History Search
 Subsidized Usage Search
▶ Escalation
▶ Servicer
▶ Default Search

LEU History Search

? HELP

Please enter an SSN and Date of Birth to view an Applicant's LEU History.

Entity ID

SSN

Date of Birth

Aug 30 2019 13:13 EDT Home | Privacy Act | Links | Contact Us | Campus-Based Resources | COD Resources | Help | Glossary | Log Off

COD – LEU History

Person School Batch Award Services Tools User Program Support

- ▶ Person Search
- ▶ Person Info
- ▶ Counseling Search
- ▶ MPN/ATS/Manifest
- ▶ PLUS App Search
- ▶ Endorser Search
- ▶ Credit Check
- ▼ Applicant Search
 - Applicant Search
 - LEU History Search
 - Outstanding Balance Search
 - Subsidized Usage Search
- ▶ Servicer
- ▶ Default Search
- ▶ Archived PN/EA

LEU History

 HELP

[Redacted]

PELL [Export Summary to XLS](#)

Pell Summary					
Attending School	Eligibility Used	Total Amount Disbursed	DMCS Amount Collected	Scheduled Award Amount	
Year '19-'20					
 UNIVERSITY OF CENTRAL FLORIDA-MAIN CAMPUS	50.0105%	\$2,373.00		\$4,745.00	
Total Percent Eligibility Used for '19-'20		50.0105%			
Year '18-'19					
 UNIVERSITY OF CENTRAL FLORIDA-MAIN CAMPUS	112.4741%	\$4,887.00		\$4,345.00	
 University of Maryland Global Campus	12.4971%	\$543.00		\$4,345.00	
Total Percent Eligibility Used for '18-'19		124.9712%			
Year '17-'18					
 Saint Gregory's University	50.0000%	\$2,135.00		\$4,270.00	
 University of Maryland Global Campus	50.0000%	\$2,135.00		\$4,270.00	
Total Percent Eligibility Used for '17-'18		100.0000%			
Pell LEU Adjustments					
Adjustment Number	Adjustment Type	Attending School	Award Year	LEU Adjustment	Submitted Date
<u>1</u>	Closed School Restoration	 Saint Gregory's University	2018	-50.000%	04/03/2019

Pell Lifetime Eligibility Used: 224.981%

Sep 09 2019 12:46 EDT Home | Privacy Act | Links | Contact Us | Campus-Based Resources | COD Resources | Help | Glossary | Log Off

COD – Subsidized Usage Limit Applies (SULA) Inquiry

COD Website

- Go to Person Search
- Bring up the student
- Direct Loan
- View Undergraduate Usage History

SULA Inquiry

- Student-specific questions
- Over 4,000 researched to date

SULA Calculator

- Won't send, remove or harm any loans on the system

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Person School Batch Award Services User Program Support Admin

Person Search Return to: Subsidized Usage Search

Counseling Search Direct Subsidized Loan Usage

HPN/ATS Search

PLUS App Search

Endorser Search

Credit Check

Post Data Archive

Applicant Search

Escalation

Servicer

Sum Actual Subsidized Usage Periods: 1.0

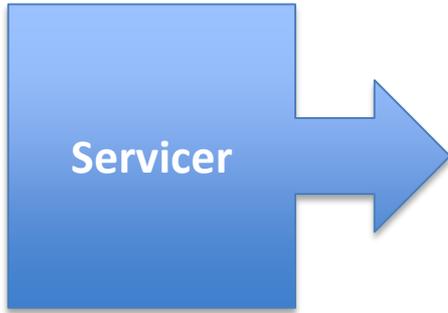
Export Summary To XLS

Direct Subsidized Loan Summary

Attending School	Award ID	Maximum Subsidized Eligibility Period	Actual Subsidized Usage Period
Year '14-'15			
1 PENINSULA COLLEGE - PORT TOWNSEND	011104401515000387001	6.0	1.0
Year '13-'14			
1 PENINSULA COLLEGE - PORT TOWNSEND	011104401514000387001		

Create Subsidized Usage Inquiry Subsidized Usage Calculator

COD – Servicer



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Person School Batch Award Services Tools User Support

Person Search
Counseling Search
MPN/ATS/Manifest
PLUS App Search
Endorser Search
Credit Check
Applicant Search
Escalation
Servicer
Borrower Servicer Relationship
Special Direct
Consolidation Loan Search
Default Search

Borrower Servicer Relationship [HELP](#)

Search by Award ID or SSN to view Borrower-Servicer relationship.

Award ID

SSN

SEARCH

Aug 30 2019 12:55 EDT Home Privacy Act Links Contact Us Campus-Based Resources COD Resources Help Glossary Log Off

COD – Default Search

The screenshot displays the FSA COD website interface. At the top, the U.S. Department of Education logo and the text "U.S. DEPARTMENT OF EDUCATION COMMON ORIGATION & DISBURSEMENT" are visible, along with the FSA Federal Student Aid logo. A navigation bar contains tabs for "Person", "School", "Batch", "Award", "Services", "Tools", "User", and "Support". A blue arrow points to the "Batch" tab. On the left, a sidebar lists various search options: "Person Search", "Person Info", "Counseling Search", "MPN/ATS/Manifest", "PLUS App Search", "Endorser Search", "Credit Check", "Applicant Search", "Escalation", "Servicer", and "Default Search". A blue arrow points to the "Default Search" option. The main content area features a "Borrower Default Search" form with fields for "*SSN", "*Last Name", and "*Date of Birth" (with dropdown menus for month and year), and a "Search" button. A "HELP" icon is located to the right of the form. At the bottom, a footer contains the date "Aug 30 2019 12:58 EDT" and links for "Home", "Privacy Act", "Links", "Contact Us", "Campus-Based Resources", "COD Resources", "Help", "Glossary", and "Log Off".

Default
Search

COD – Batch Search

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COMMON ORIENTATION & DISBURSEMENT**

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Person School **Batch** Award Services Tools User Support

Batch Search [HELP](#)

▼ Batch Search
▶ Action Queue
▶ Anticip Disb Queue
▶ Report Requests
▶ PLUS App Rsp Request
▶ Counseling Request
▶ Credit Status Request
▶ SULA Request

Batch Search

Use this screen to search for existing Batches to modify.
Batches are periodically archived. If the batch was submitted prior to March 1, 2015 it may no longer be available to view online.

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

Entity ID

Batch Type

Award Year Select All
 '19 - '20
 '18 - '19
 '17 - '18
 '16 - '17

Start Date Start Date must be before the End Date.

End Date Date Range must be limited to 180 days.

Status

SEARCH

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

Document ID

SEARCH

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

SSN

Status

Award Year Select All
 '19 - '20
 '18 - '19
 '17 - '18
 '16 - '17

SEARCH

COD – Batch Search Results



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATION & DISBURSEMENT



Person
School
Batch
Award
Services
Tools
User
Support

Return to: [Batch Search](#)

Search Results HELP

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

Entity ID	School Name	Begin Date	End Date
41147182	FSA University !	07/12/2019	07/14/2019

The Batch Type and Award Year filter options are inclusive of the award years returned in the search result set. If you would like to search for additional batch types or award years, return to the Batch Search page.

Batch Type ▼

Select All

'19 - '20
 '18 - '19

Records 1 to 23 of 23

Document ID	Record Type	Doc Type	Date Received	Date Response Sent	Status	Students		Award		Disb.	
						A	R	A	R	A	R
2019-07-12T15:05:06.0900000001	TH	BN	07/12/2019	07/12/2019	Accepted	3	0	3	0	0	0
2019-07-12T15:05:05.0900000001	DL	BN	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-12T15:05:05.0400000001	DL	SP	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-12T15:05:05.0100000001	TH	AC	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-12T15:05:04.0100000001	TH	AC	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-12T15:05:04.0000000001	DL	EC	07/12/2019	07/12/2019	Accepted	3	0	3	0	0	0
2019-07-12T15:05:04.0500000001	DL	PN	07/12/2019	07/12/2019	Accepted	8	0	8	0	0	0
2019-07-12T15:05:04.0600000001	TH	AT	07/12/2019	07/12/2019	Accepted	3	0	3	0	0	0
2019-07-12T15:05:03.0600000001	TH	AT	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-13T12:00:02.0041147182	DL	RS	07/12/2019	07/12/2019	Accepted	1	0	1	0	1	0
2019-07-13T11:59:04.0041147182	Common	RS	07/12/2019	07/12/2019	Accepted	6	0	3	3	3	3
2019-07-13T11:57:18.0041147182	Common	RS	07/12/2019	07/12/2019	Accepted	5	0	3	2	3	2
2019-07-13T11:55:20.0041147182	Common	RS	07/12/2019	07/12/2019	Accepted	3	0	3	2	3	2
2019-07-13T11:53:54.0041147182	PL	RS	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-13T11:53:04.0041147182	PL	RS	07/12/2019	07/12/2019	Accepted	1	0	1	0	3	0
2019-07-13T11:52:07.0041147182	PL	RS	07/12/2019	07/12/2019	Accepted	3	0	3	0	3	3
2019-07-13T10:45:59.0041147182	DL	RS	07/12/2019	07/12/2019	Accepted	1	0	0	1	0	1
2019-07-13T10:45:04.0041147182	Common	RS	07/12/2019	07/12/2019	Accepted	6	0	3	3	3	3
2019-07-13T10:43:22.0041147182	Common	RS	07/12/2019	07/12/2019	Accepted	5	0	3	2	3	2
2019-07-13T10:41:18.0041147182	Common	RS	07/12/2019	07/12/2019	Accepted	3	0	2	3	2	3
2019-07-13T10:40:00.0041147182	PL	RS	07/12/2019	07/12/2019	Accepted	1	0	1	0	0	0
2019-07-13T10:39:07.0041147182	PL	RS	07/12/2019	07/12/2019	Accepted	1	0	1	0	3	0
2019-07-13T10:37:34.0041147182	PL	RS	07/12/2019	07/12/2019	Accepted	3	0	3	0	3	2

Records 1 to 23 of 23

Sep 13 2019 15:57 EDT

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COD – Batch Search by SSN

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

Batch Detail Information

[HELP](#)

School	Entity ID	Date Received	Date Response Sent	Award Year
PSA University Schema Version 4.0c	41147182 Submitter User ID	07/12/2019	07/12/2019	All

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

Program: All

School Reported Data

Document ID	Status	Total Students
2019-07-13T11:59:04.0041147182	Accepted	6
Total Number of Awards	Award Amount	
6	\$12,500.00	
Total Number of Disbursements	Disbursement Amount	
6	\$6,500.00	

Batch Statistics

Total Number of Awards Accepted	Award Amount Accepted	Total Students
3	\$4,500.00	6
Total Number of Awards Rejected	Award Amount Rejected	
3	\$8,000.00	
Total Number of Awards Accepted with Corrections	Award Amount Accepted with Corrections	
0	\$0.00	
Total Number of Duplicate Awards	Amount of Duplicate Awards	
0	\$0.00	
Total Number of Awards Accepted with Warnings	Award Amount Accepted with Warnings	
0	\$0.00	
Total Number of Disbursements Accepted	Disbursement Amount Accepted	
3	\$4,500.00	
Total Number of Disbursements Rejected	Disbursement Amount Rejected	
3	\$2,000.00	
Total Number of Disbursements Accepted with Corrections	Disbursement Amount Accepted with Corrections	
0	\$0.00	
Total Number of Duplicate Disbursements	Amount of Duplicate Disbursements	
0	\$0.00	
Total Number of Disbursements Accepted with Warnings	Disbursement Amount Accepted with Warnings	
0	\$0.00	
Total Financial Award Accepted	Total Financial Disbursement Accepted	
\$4,500.00	\$4,500.00	
Total Funded Disbursement Accepted	Total Non Funded Disbursement Accepted	
\$4,500.00	\$0.00	

Enter filter criteria here to narrow down your search.

SSN:
Last Name: **First Name:**
Status:
Award Type: Select All
 PEL
 TCH
 DLS
 DLU
DRI Flag:

Edits

Results displayed below only depend on valid combinations of filters.

Award Year	Name	SSN	Award Type	Award No	Disb No	DRI Flag
'19-'20	RICKY F. HINES	[REDACTED] - Accepted	PEL	000 - Accepted	01 - Accepted	true
'19-'20	CASANDRA S. MOSLEY	[REDACTED] - Accepted	DLU	001 - Rejected Edit Details	01 - Rejected Edit Details	true
'19-'20	DANTE X. FULLER	[REDACTED] - Accepted	DLS	001 - Rejected Edit Details	01 - Rejected Edit Details	true
'19-'20	KIETH E. GOOD	[REDACTED] - Accepted	TCH	001 - Accepted	01 - Accepted	true
'19-'20	JERRY W. DODSON	[REDACTED] - Accepted	TCH	001 - Rejected Edit Details	01 - Rejected Edit Details	true
'19-'20	SALVADOR X. DANIEL	[REDACTED] - Accepted	PEL	000 - Accepted	01 - Accepted	true

Records 1 to 6

[Print Batch](#)

[Export to CSV](#)

COD – Batch Edit Details

Enter filter criteria here to narrow down your search.

SSN:
Last Name: **First Name:**
Status: **DRI Flag:**
Award Type: Select All
 PEL
 TCH
 DLS
 DLU

Edits

Results displayed below only depend on valid combinations of filters.

Award Year	Name	SSN	Award Type	Award No	Disb No	DRI Flag
'19-'20	RICKY F. HINES	[REDACTED] - Accepted	PEL	000 - Accepted	01 - Accepted	true
'19-'20	CASANDRA S. MOSLEY	[REDACTED] - Accepted	DLU	001 - Rejected Edit Details	01 - Rejected Edit Details	true
'19-'20	DANTE X. FULLER	[REDACTED] - Accepted	DLS	001 - Rejected Edit Details	01 - Rejected Edit Details	true
'19-'20	KIETH E. GOOD	[REDACTED] - Accepted	TCH	001 - Accepted	01 - Accepted	true
'19-'20	JERRY W. DODSON	[REDACTED] - Accepted	TCH	001 - Rejected Edit Details	01 - Rejected Edit Details	true
'19-'20	SALVADOR X. DANIEL	[REDACTED] - Accepted	PEL	000 - Accepted	01 - Accepted	true

Records 1 to 6

[Print Batch](#)

[Export to CSV](#)

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

Record Errors



Document ID 2019-07-13T11:59:04.0041147182
Entity Id 41147182
Award Year '19-'20
Person [REDACTED] (FULLER)

Award Error	
Field	FinancialAwardAmount
Edit number	117
Description	DISBURSEMENT INFORMATION IS INCOMPLETE OR REJECTED, DL AWARD IS NOT ACCEPTED
Edit status	Rejected
Field value	3000.00

Disbursement 1 Error	
Field	DisbursementNetAmount
Edit number	062
Description	DISBURSEMENT AMOUNT(S) IS LESS THAN OR EQUAL TO ZERO FOR SEQUENCE NUMBER 01
Edit status	Rejected
Field value	0.00

Disbursement 1 Error	
Field	DisbursementAmount
Edit number	062
Description	DISBURSEMENT AMOUNT(S) IS LESS THAN OR EQUAL TO ZERO FOR SEQUENCE NUMBER 01
Edit status	Rejected
Field value	0.00

COD – Anticipated Disbursement Queue



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

- ▶ [Batch Search](#)
- ▶ [Action Queue](#)
- ▼ [Anticip Disb Queue](#)
- ▶ [Report Requests](#)
- ▶ [PLUS App Rsp Request](#)
- ▶ [Counseling Request](#)
- ▶ [Credit Status Request](#)
- ▶ [SULA Request](#)

Anticipated Disbursement Queue HELP

Entity ID*
COD - 41147182 - FSA University ▼

Award Year*
Select ▼
'18 - '19 ✕

Disbursement Date Range*
From: March ▼ 1 ▼ 2018 ▼
To: October ▼ 10 ▼ 2018 ▼

Disbursement Amount*
All Disbursement Amounts ▼

SSN

If searching for multiple SSNs, enter each SSN on a new line. You may enter up to 20 SSNs at one time.

Program*
Select ▼
PELL ✕

Disbursement Status*
ALL ▼

Disbursement Number
Select ▼

Last Name

[Clear Search](#) [Search](#)

COD – Anticipated Disbursement Queue

Showing 1 out of 6 record(s).
 Only 100 disbursements may be selected and submitted in a batch. If you need to submit more than 100 disbursements, please submit multiple batches.

Select	Name ↕	SSN	Award ID	School Enroll. Code	Pgm	Awd. ↕ Year	Disb. Number	Disb. ↕ Amount	Disb. ↕ Date	Status
<input checked="" type="checkbox"/>	BASS, [REDACTED]	[REDACTED]	00014900	PEL	'18-'19	2	\$2,150.00	07/15/2018	P	
<input type="checkbox"/>	LINDSEY, [REDACTED]	[REDACTED]	00014900	PEL	'18-'19	2	\$2,960.00	07/19/2018	P	
<input type="checkbox"/>	MCCARTY, [REDACTED]	[REDACTED]	00014900	PEL	'18-'19	1	\$1,058.15	10/10/2018	P	
<input type="checkbox"/>	MCCARTY, [REDACTED]	[REDACTED]	00014900	PEL	'18-'19	2	\$1,058.20	10/10/2018	P	
<input type="checkbox"/>	MCCARTY, [REDACTED]	[REDACTED]	00014900	PEL	'18-'19	4	\$0.00	07/20/2018	P	
<input type="checkbox"/>	MCCARTY, [REDACTED]	[REDACTED]	00014900	PEL	'18-'19	5	\$1,592.07	10/10/2018	P	

 [Export to CSV](#)

Total Number of Records Selected: 1

Total Selected Disbursement Amount: \$2,150.00

COD – Report Requests

The screenshot shows the FSA COD website interface. At the top, there are logos for the U.S. Department of Education and FSA Federal Student Aid. Below the logos is a navigation bar with tabs for Person, School, Batch (selected), Award, Services, Tools, User, and Support. On the left side, there is a sidebar menu with items like Batch Search, Batch Information, Action Queue, Anticip Disb Queue, Report Requests (highlighted with a red box), and others. The main content area is titled 'New Report Requests' and includes a 'Return to:' breadcrumb trail, a 'HELP' icon, and instructions on how to request a new report. Below the instructions is a form with fields for Entity ID, Request Type, Program, Award Year, Campus, Report Format, Report Activity Type, and Disbursement Date. A 'SUBMIT' button is located at the bottom of the form.

U.S. DEPARTMENT OF EDUCATION
COMMON ORIGINATION & DISBURSEMENT

FSA
FEDERAL
STUDENT AID

Person School **Batch** Award Services Tools User Support

▶ Batch Search
▶ Batch Information
▶ Action Queue
▶ Anticip Disb Queue
▼ **Report Requests**
New Report Request
Requests Search
▶ COS App Req Request
▶ Counseling Request
▶ Credit Status Request
▶ SULA Request

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

New Report Requests HELP

Enter one or more of the following fields to request a new report:
* Note: Schools will continue to receive their full School Account Statement automatically every month via their SAIG mailbox, with their current SAS Options as selected on the Report Selection page.

Entity ID

Request Type

Program

Award Year

Campus

Report Format

Report Activity Type

Disbursement Funded and Applied Date Within:

End Date

SUBMIT

Sep 13 2019 12:30 EDT [Home](#) | [Privacy Act](#) | [Links](#) | [Contact Us](#) | [Campus-Based Resources](#) | [COD Resources](#) | [Help](#) | [Glossary](#) | [Log Off](#)

COD – Related Sessions & Training

Session #3 – *Title IV Reconciliation: What's in your Toolkit?*

Session #4 – *National Student Loan Data System (NSLDS®) Update*

Session # 5 – *Common Origination and Disbursement (COD) System Update*

Session # 9 – *Year-Round Federal Pell Grant Exploration and Answers*

Hands on Session # 2 – *Hands-On COD Basics*

Hands on Session # 3 – *Hands-On COD Advanced*

FSA Training on COD



Learning Plans

Create your own learning plan
Managers create learning plans

[GO TO LEARNING PLANS](#)

- COD
 - COD Main Menu
 - Navigating COD
 - FISAP in COD
 - R2T4 in COD
 - Previous COD Training
 - EDEXpress Training



HELP CENTER

Navigation - Information - Course Help



FUNDAMENTALS TRAINING SERIES

Coach Fundamentals and Workshops



NAVIGATING THIS WEBSITE

On Screen Tours



Questions and Answers