

NSLDS Enrollment Reporting


**NSLDS
Enrollment Reporting**

**NCASFAA Fall Conference
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David Bartnicki
U.S. Department of Education

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**Overview:
150% Direct Subsidized
Loan Limitation**



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150% Limit: Law and Regulations

- 150% Direct Subsidized Loan Limit comes from MAP-21 (Pub. L. No. 112-141), which was enacted into law on July 6, 2012
- Statute waived requirement to engage in negotiated rulemaking or adhere to master calendar
- Issued "interim final regulations" on May 16, 2013
 - Overview of regulations and implementation strategy in [150% EA #1](#).
- Issued "revised final regulations" on January 17, 2014
 - Overview of changes to regulations in [150% EA #8](#).

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First-Time Borrower

Applies only to first-time borrowers as of July 1, 2013:
 Student who has no outstanding balance on a FFEL or Direct Loan when receiving a Direct Loan on or after July 1, 2013.

Example A

Example B

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Consequence: Eligibility Loss

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

Generally measured in time, not dollars.

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

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Enrollment Reporting & Eligibility

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

NSLDS recalculates REP with every enrollment report received.

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Consequence: Interest Subsidy Loss

Based on enrollment, not borrowing, or requesting aid.

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Loss of Interest Subsidy

- NSLDS sends Loss of Subsidy data to the Federal Loan Servicers
- NSLDS will include Loss of Subsidy in selected NSLDS Reports
- The [NSLDS Professional Access Web site](#) now displays the new Loss of Subsidy warning icon for borrowers who have lost interest subsidy

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Loss of Interest Subsidy

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

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


D0 - DIRECT STAFFORD SUB (SULA ELIGIBLE)		Status: IA as of 09/15/2013		Loan Detail	
NORTH SOUTH UNIVERSITY - 00301000					
Approved Amt:	\$1,625	Disbursed Amt:	\$813	OPB:	\$813
Loan Date:	09/15/2013	Sep. Loan Ind:	A	Loan Period:	09/15/2013 - 05/15/2014
Last Disb. Date:	10/01/2013	Last Disb. Amt:	\$813	Acad. Lv:	1
				Loss of Sub:	Y
ED Servicer: DIRECT LOAN SERVICING CENTER (ACS) 67890 - 583					

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**NEW Enrollment Reporting:
Transition, Records Types and Fields**



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Enrollment Reporting Transition

- April 2014
 - Schools are able to report Program-Level data to NSLDS in batch and/or online on the Enrollment Maintenance page
- July 2014
 - Schools are required to provide enrollment information every 60 days
 - Schools are required to respond to roster within 15 days
 - Schools should update their schedule to comply with new reporting requirement
 - May choose to provide enrollment reports more frequently than every 60 days

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Enrollment Reporting Transition

- July 2014 continued
 - Schools are able to use the new Enrollment Spreadsheet Submittal to report Program-Level data online
- October 1, 2014
 - Final deadline for reporting under the new reporting requirements
 - Reporting of Program-Level enrollment information must be retroactive to the enrollment status of the student as of 7/1/14
 - must report student's current enrollment status for any program in which student is or was enrolled between July 1, 2014 and when institution begins reporting under new format

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NSLDS Enrollment Reporting

Who is on your Roster?

Who NSLDS will put on your roster:

- Students who received Title IV Aid at your school (COD)


Who you *must* add to your roster:

- Students with Title IV aid from another school (ISIR) who will be receiving aid at your school

Who you *should* add to your roster:


- Students with Title IV aid from another school who will not be receiving aid at your school.

NSLDS will add Title IV students to your enrollment roster when Transfer Student Monitoring (TSM) and Financial Aid History (FAH) is requested.

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Enrollment Reporting

<p>Before</p> <ul style="list-style-type: none"> Header '000' Record Student A '001' Record Student B '001' Record Student C '001' Record Trailer '999' Record 	<p>Now</p> <ul style="list-style-type: none"> Header '000' Record Student A '001' Record (Campus-Level) Student A '002' Record (Program-Level) Student A '003' Record (Email Address) Student B '001' Record (Campus-Level) Student B '002' Record (Program-Level) Student B '002' Record (Program-Level) Student B '002' Record (Program-Level) Student B '003' Record (Email Address) Student C '001' Record (Campus-Level) Student C '002' Record (Program-Level) Trailer '999' Record
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Campus-Level Record Type 001

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

Campus-Level

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

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Campus-Level Fields

- **OPEID**
 - An institution's unique eight-digit Office of Postsecondary Education ID (OPEID) of the **location** for which the enrollment is certified
 - Referred to as "Enrollment School Code" in COD
- **Certification Date**
 - Date enrollment is certified by school
- **Enrollment Status Effective Date**
 - Date student's enrollment status took effect

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Campus-Level Fields

- **Enrollment Status**
 - Overall enrollment at the location
 - Values include:

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

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Campus-Level Fields

- **Anticipated Completion Date (ACD)**
 - Date when student is expected to graduate or separate
- **Term Begin and End Dates**
 - Dates on which the current term began and ended
 - Optional fields

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Campus-Level Fields

- **Student Permanent Address**
 - Report the student's permanent home address
 - Required, except for enrollment status 'X' or 'Z'
- **Student Phone Number**
 - Report the student's phone number
 - Optional field

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Campus-Level Fields

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

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Campus-Level Fields

- **Program Indicator**
 - Program information is required for all programs a student is enrolled in unless the Program Indicator is set to 'No'
 - Students who do not require program information are:
 - Students who are at deferment only schools
 - Students not enrolled in a program
 - Students in non-Title IV eligible programs must still have Program-Level information reported
 - Students with undeclared majors must have Program-Level information reported

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Program-Level Record Type 002

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

Program-Level

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

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What is a Program?

- A program is a unique combination of:
 - Institution OPEID number
 - CIP Code
 - Credential Level
 - Published Program Length
- If the student is enrolled in multiple programs, a Program-Level record for each program must be reported

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Program-Level Fields

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

Example: 12.0401 Cosmetology/Cosmetologist, General → 120401

- **CIP Year = 2010**

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Program-Level Fields

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

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Program-Level Fields

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

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Program-Level Fields

- Example 1: 10 weeks**
 - Published Program Length = 10 weeks → 010000
 - Published Program Length Measurement = Weeks → W
 - Weeks in Title IV Academic Year = 26 weeks → 026000
 - NSLDS will convert to years = 10/26 → 0.3846 years
- Example 2: 1.5 years**
 - Published Program Length = 1.5 years → 001500
 - Published Program Length Measurement = Years → Y
 - Weeks in Title IV Academic Year = Not required when reporting in years

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Undergraduate/Graduate Programs

- Remember, a program is a unique combination of CIP Code, Credential Level, and Program Length
- A combined undergraduate/graduate program where the student receives both degrees must be reported as two separate programs
 - This is the case even if no credential is conferred until the end of the combined program

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Embedded Credentials

- Some programs are structured so that, while the student is enrolled in one program (Credential Level), the student may earn one or more other credentials while completing the program for which the student is enrolled
 - Example: an associate degree program with an embedded certificate(s)
- If student is not enrolled in the embedded program, only report the student for the program in which they are enrolled
- If student is enrolled in both programs, report the student for both programs

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Summer Bridge

- What to report in the summer if the student changes programs beginning with the upcoming fall term?
 - Student not enrolled in the summer:
 - Report the Program-Level enrollment status the same as the spring semester until the first fall reporting
 - In the fall, report the new program with a Program Begin Date to coincide with the start of the fall term
 - Student is enrolled in the summer:
 - Report the Program-Level information for the new program


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Consortium Agreements

- Reporting is the responsibility of the “Home School”
- The Home School is the school where the student is enrolled for the purpose of obtaining a degree or certificate
- Enrollment status must include the coursework taken at the “host school”

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Program-Level Fields


- **Program Begin Date**
 - Date on which the student began attending the program
- **Special Program Indicator**
 - Indicate that the student’s program belongs to one of the following groups:
 - ‘A’ (Special Admission Associate Degree Program)
 - ‘B’ (Bachelor’s Degree Completion Program)
 - ‘U’ (Preparatory Coursework Undergraduate Program)
 - ‘P’ (Preparatory Coursework Graduate Professional Program)
 - ‘T’ (Non-Credential Teacher Certification Program)
 - ‘N’ (Not Applicable)

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Program-Level Fields

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

‘F’ (Full-Time)	‘G’ (Graduated)
‘Q’ (Three-Quarter Time) NEW!	‘W’ (Withdrawn)
‘H’ (Half-Time)	‘D’ (Deceased)
‘L’ (Less Than Half-Time)	‘X’ (Never Attended)
‘A’ (Leave Of Absence)	‘Z’ (Record Not Found)
- **Program Enrollment Effective Date**
 - Effective date for the enrollment reported by the school

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Program-Level Reporting

- GEN-14-17 (new enrollment status guidance)
 - *Dual Majors*
 - For students enrolled in more than one major, each major is considered an academic program and reported separately
 - Doesn't matter if get separate degrees or one degree
 - *Enrollment in a "minor" is not a separate program*

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Program-Level Reporting

- GEN-14-17 (new enrollment status guidance)
 - Must report a student's "active enrollment status" (full-time, three-quarter time, etc.) based on the *total number of credit or clock hours* in which the student is enrolled at the institution, regardless if any specific credit applies to the reported academic program
 - **Institutions should report the same active enrollment status (full-time, three-quarter-time, withdrawn, etc.) at both the campus level and at the program level**

Six examples provided in Dear Colleague Letter

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Program-Level: COD and NSLDS

- Enrollment Rosters generated by NSLDS and sent to schools will have program information that was reported by the school to COD
 - If the student was originally enrolled in the program but since changed programs, report the program enrollment status as 'W' (Withdrawn) and add the new program to the roster
 - If the student never attended the program, report the program enrollment status as 'X' (Never Attended)
- If the student never attended the school, report the Campus-Level enrollment status as 'X'

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NSLDS Enrollment Reporting

Email Address Record Type 003

Schools can report students' email information to NSLDS.

Student Email

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

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Enrollment Reporting Methods



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Batch Reporting

- Roster files can be generated in two formats for batch reporting:
 - Fixed-Width
 - Comma Separated Values (CSV)
- Additionally, CSV can be selected to generate a roster in a format that is ready to be imported into a spreadsheet for reporting using the Enrollment Spreadsheet Submittal

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Enrollment Spreadsheet Submittal

- A *new* Enrollment Spreadsheet Submittal Instruction Guide and *new* Submittal Format have been expanded to include the Campus-Level and Program-Level records
- The *new* Enrollment Spreadsheet Submittal Instruction Guide and *new* Submittal Format can be found on the [Federal Student Aid Download](#) (FSAdownload) Web site
 - <https://www.fsadownload.ed.gov>

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Enrollment Maintenance Page

- The Enrollment Maintenance page has been updated to allow schools to report Program-Level enrollment information for students
- The Enrollment Add page has been removed from the NSLDS FAP web site
- Schools are now able to add students to their rosters on the Enrollment Maintenance page by clicking the Add Student button at the bottom of the page

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Enhancements to Student Contact Data

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

- Postal addresses
- Email addresses
- Phone numbers

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

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Resources & References




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References

- New Enrollment Reporting File Layout
 - <http://ifap.ed.gov/nsldsmaterials/022714NSLDSNewEnrollmentReportingFileLayoutFixed.html>
 - <http://ifap.ed.gov/nsldsmaterials/022714NewEnrollmentReportingFileLayoutCSV.html>
- Dear Colleague Letter (DCL) GEN-14-07
 - <http://ifap.ed.gov/dpclletters/GEN1407.html>
- New NSLDS Enrollment Reporting Guide
 - <http://ifap.ed.gov/nsldsmaterials/NewNSLDSEnrollSpreadsheetSubmittalandERGJuly2014.html>
- New NSLDS Enrollment Spreadsheet Submittal
 - <https://www.fsadownload.ed.gov/software.htm>
- 150 Percent Direct Subsidized Loan Limit Information
 - <http://ifap.ed.gov/150PercentDirectSubsidizedLoanLimitInfo/index.html>
 - 150percent-questions@ed.gov - QUESTIONS

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NSLDS Contact Information

Customer Support Center:

- Phone: 1-800-999-8219
- Toll: 785-838-2141
- Fax: 785-838-2154
- Web: www.nslsdfap.ed.gov
- E-mail: nsls@ed.gov



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Contacts

- Atlanta School Participation Team
 - Main Number: 404-974-9335
 - Laura Hall (IIS) – 404-974-9293
 - Cassandra Weems (IIS) 404-974-9305
- Atlanta Training Officers
 - David Bartnicki – 404-974-9312
- Email – firstname.lastname@ed.gov



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Training Feedback

To ensure quality training we ask all participants to please fill out an online session evaluation

- Go to <http://s.zoomerang.com/s/DavidBartnicki>
 - Evaluation form is specific to David Bartnicki
- This feedback tool will provide a means to educate and inform areas for improvement and support an effective process for “listening” to our customers
- Additional feedback about training can be directed to anmarie.weisman@ed.gov

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Questions?



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