

February/March 1999

**Through our
commitment to
excellence and our
dedication to our
customers, we will
be the best
student financial
assistance
program in the
nation.**

OSFA

COMMON MANUAL UPDATES

The *Common Manual* Governing Board has approved several policies since our January OSFA Outlook. The following policies were approved February 18, 1999, and March 18, 1999.

POLICY UPDATE: The following are the policies that the *Common Manual* Governing Board approved February 18, 1999, and OSFA distributed to participants March 17, 1999.

- #284 Guarantee Transfers. Addresses the requirements for the transfer of a loan's guarantee.
- #285 Additional Eligibility for Unsubsidized Stafford Loans. Provides guidance for the return of additional unsubsidized Stafford funds if either parent is determined eligible for a PLUS loan after the school certification of additional unsubsidized funds.
- #288 Lender Eligibility. Provides for the eligibility of financial institutions that meet the new statutory criteria contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.
- #289 Stafford and PLUS Loan Interest Rates. Explains the correct variable interest rate formulas, based on the 91-day Treasury bill, for both Stafford and PLUS loans first disbursed on or after July 1, 1998 but before July 1, 2003, as contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.
- #290 PLUS Deferment Eligibility. Explains that a PLUS borrower may obtain an in-school, graduate fellowship, or rehabilitation training program deferment based on the status of a dependent student for whom the parent borrower obtained a PLUS loan, provided the parent borrower obtained a FFELP loan that was disbursed prior to July 1, 1993.
- #291 Bankruptcy Discharge After 7 Years. Reflects provisions of the Higher Education Amendments enacted on October 7, 1998, which eliminates bankruptcy discharge for student borrowers after they have

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been in repayment at least 7 years, but continues to allow discharge for proven undue economic hardship, as contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.

- #293 Consolidation Loan Nondiscrimination. States that a Consolidation loan lender may decline to consolidate HPSL (including LDS), NSL, and HEAL loans, as contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.
- #294 Loans That May Be Consolidated. Does not limit the time period during which the borrower may include an FDLP loan among loans that may be contained in a FFELP Consolidation loan. Provides that a borrower who receives eligible student loans after the receipt date of a consolidation loan may receive a subsequent consolidation loan and that loans received prior to the date of the first Consolidation loan be added to the subsequent consolidation loan. Also addresses eligible loans received by a borrower during the 180-day period following the making of the Consolidation loan.
- #295 Consolidation Eligibility and Underlying Loan Requirements. Includes the requirement that a borrower must have no loans in default status on which a court has issued a judgment against the borrower or upon which a garnishment order has been issued, removes the reference to temporary provisions concerning Direct Consolidation loan cancellation through September 30, 1998, and provides that a borrower with multiple loan holders may request a Consolidation loan from any eligible lender, as contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.
- #296 Consolidation Loan Interest Rate. Incorporates an interest rate table into the section and reflects the Consolidation loan interest rate effective for loan applications received by the lender on or after October 1, 1998, as contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.
- #297 Interest Benefits on Consolidation Loans. Provides new provisions regarding the extension of interest benefits for Consolidation loans, as contained in the provisions of the Higher Education Amendments enacted on October 7, 1998.

Note: Items #286, Claim Repurchase, #287 Resuming Loan Servicing After Claim Repurchase and #290 PLUS Deferment Eligibility have been deferred pending further consideration. Item #292 Bankruptcy Claim, Timely Filing Cure, advancement has been declined.

The following are the policies that the *Common Manual Governing Board* approved March 18, 1999 and OSFA will distribute within the next three weeks.

- #298 Consolidation Loan Interest Payment Rebate Fee. Reflects new law which states that for loans made from applications received by the lender from October 1, 1998 through January 31, 1999, the Consolidation loan interest payment rebate fee is .62% per annum of the principal balance and accrued interest of the loans.
- #299 Small Lender Audit Requirement. Makes permanent the exemption from the annual audit requirement for any lender fiscal year in which the lender holds or originates \$5 million or less in FFELP loans, with one exception. An eligible lender that is a wholly-owned subsidiary of a tax-exempt nonprofit foundation, makes FFELP loans only to undergraduate students who are age 22 or younger, and has a portfolio that is \$5 million dollars or less, must still complete the audit. The revised policy also moves historical data regarding submission guidelines to Appendix H.
- #300 Borrower Eligibility. States that a student must certify, as part of the Free Application for Federal Student Aid (FAFSA) filed with the U.S. Department of Education, a statement of educational purpose. Also specifies the requirements of home schooled students for FFELP eligibility. Extends FFELP eligibility to students who are enrolled in 1-year or longer programs, partially or totally offered through telecommunications, which lead to a recognized certificate at a school, which meets defined criteria. Revised policy also clarifies that students and parents who are citizens of any one of the Freely Associated States are not eligible for FFELP funds at any participating school.
- #305 Lender Disclosures. Permits the lender to provide the required initial disclosure and repayment disclosure in a written or electronic format. Both disclosures must now include the lender's telephone number and, at the lender's option, an electronic address from which the borrower can obtain additional loan information.

- #306 Unsubsidized Stafford Loan Origination Fees. Does not require the charging of origination fees to the unsubsidized Stafford loan borrower.
- #308 Mandatory Forbearance. Does not require a written request for mandatory forbearance pursuant to enrollment in an internship/residency program and clarifies that the borrower must make a request for any type of mandatory forbearance. Also clarifies that the lender must provide the borrower with a written agreement that explains the terms of the forbearance.
- #309 Cohort Default Rates. Incorporates the provisions relating to cohort default rates as amended by the 1998 Reauthorization of the Higher Education Act.

Note: Items #301, Stafford Loan Limits, #302 Capitalized Interest, #303 Single Disbursement of Loan Funds, #304 Delayed Delivery Exceptions, and #307 Repayment options, have been deferred for further consideration.

POLICY PROPOSALS: The following proposals have been submitted for review and comments. Comments were due March 24, 1999.

- #310 Application Process. Incorporates the requirements of the new Stafford Master Promissory Note (MPN) as part of the application process.
- #311 Borrower Application Process. Incorporates the use of the new Stafford Master Promissory Note (MPN) as part of the application process.
- #312 Plan for Doing Business. Combines subsections 3.8.A., 3.8.B., and 3.8.C into one subsection to remove any misconception that three separate audits are required. Also eliminates required audits with respect to a Plan for Doing Business and the requirement that the audit be submitted to the Governor and principal guarantor.
- #313 Entrance Counseling Using the Master Promissory Note. Incorporates the requirements of the new Stafford Master Promissory Note (MPN) into the required list of items to be discussed during entrance counseling.
- #314 Borrower Application Using the Master Promissory Note. Incorporates the requirements of the New Master Promissory Note to request a Stafford loan.
- #315 School Processing Changes Using the Master Promissory Note. Incorporates the requirements of the new Stafford Master Promissory Note (MPN) regarding school processing of loan eligibility information.
- #316 Lender and Guarantor Processing of the Master Promissory Note. Incorporates the lender and guarantors processing requirements related to the new Master Promissory Note (MPN).
- #317 Required Notices for the Master Promissory Note. Incorporates the notice and authorization requirements related to the new Master Promissory Note (MPN).
- #318 Students Who Transfer. Addresses the validity of a student's Master Promissory Note (MPN) if a student transfers from one school to another.
- #319 Origination Fee Offsets and Billing. Provides that the Department will collect origination fees due from any sum of interest subsidy or special allowance payments due the lender and may collect the sum directly from the loan's holder if the lender fails to or is not required to bill the Department for interest and special allowance payments, or if the lender withdraws from the FFELP with unpaid fees outstanding. Lenders are not required to collect the origination fee from unsubsidized Stafford loan borrowers. Lenders are required to collect the same origination fee from all borrowers unless some borrowers display a greater financial need based on their adjusted gross income.
- #320 Grace Period. States that a lender may grant a military extension of the grace period, for a period not to exceed 3 years, to a Stafford loan borrower whose loans are either in grace or in an in-school status.
- #321 In-School Deferment Eligibility for New Borrower 7/1/87 to 6/30/93. Deletes the requirement that the new borrower 7/1/87 to 6/30/93 obtain a new loan for a period of at least half-time but less than full-time enrollment for which an in-school deferment is sought. Also clarifies that a Consolidation loan made from an application received by the lender on or after November 13, 1997 is eligible for interest benefits during any period of deferment for any portion of the Consolidation loan that paid subsidized Stafford loans.

- #322 In-School Deferment Documentation. Eliminates the need for the borrower to request the in-school deferment and allows the lender to determine the borrower's eligibility based on certain available documentation.
- #323 Forbearance to Collect Documentation. Permits lenders to grant an administrative forbearance to suspend collection activity for a period not to exceed 60 days in order to collect or process documentation following a borrower's request for deferment, forbearance, a change in repayment plan, or loan consolidation. Also clarifies that the lender must not capitalize interest accrued during this period of administrative forbearance unless other circumstances arise that permit capitalization.
- #324 Loan Forgiveness Programs. Incorporates the provisions of the Loan Forgiveness Demonstration Program for Child Care Providers. Previous language addressing the Stafford Loan Forgiveness Demonstration Program has been removed.
- #325 Loan Forgiveness Program for Teachers. Provides guidance for a loan forgiveness program for teachers.
- #326 Loan Forgiveness Demonstration Program for Child Care Providers. Creates a new section for the Loan Forgiveness Demonstration Program for Child Care Providers that will be implemented, by the Department, if funding is made available.
- #327 Program Review. Incorporates additional items that may be included in the school and lender review process as a result of the use of the Master Promissory Note (MPN) due to changes in processing required to implement the MPN.
- #328 Appendix G Definitions. Incorporates the requirements of the Master Promissory Note (MPN) into the appropriate glossary definitions.

Should you have questions or concerns, please call the Policy and Customer Service Unit at (850) 921-8948.

Relaxing the Edits on COA, EFC, and EFA

The Higher Education Amendments of 1998 state that schools no longer must provide the Cost of Attendance (COA), the Expected Family Contribution (EFC), and the Estimated Financial Aid (EFA) on Federal Family Education Loan applications on or after October 1, 1998. This means that these data elements are now optional and loans can be processed, guaranteed, originated, and disbursed without them.

Effective March 8, 1999, OSFA no longer requires the COA, EFC, or EFA for periods of enrollment beginning on or after October 1, 1998. For those schools wishing to provide this data, OSFA will continue to process and retain this information.

Guaranty of Single Disbursement Loans

The Higher Education Amendments of 1998 provide a special rule that states that an institution whose cohort default rate is less than 10 percent (as determined under section 435(m)) for each of the three most recent fiscal years may disburse any loan made, insured, or guaranteed under this part in a single installment for any period of enrollment that is not more than 1 semester, 1 trimester, 1 quarter, or 4 months.

Effective March 8, 1999, OSFA can now receive, process, and guarantee single disbursement loans for eligible schools.

This index is to assist participants in easily identifying articles of interest .

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Federal Updates

FFEL Special Allowance Rates for the Quarter Ending March 31, 1999.

On April 1, 1999, Patricia Newcombe, Acting Chief, FFEL Program Section, Division of Policy Development, Policy, Training, and Analysis Service, issued a notice in regards to the Federal Family Education Loan Program Special Allowance Rates for the quarter ending March 31, 1999. The Treasury Department has informed the Department that the average of the bond equivalent rates for the ninety-one day Treasury bills auctioned during the quarter ending March 31, 1999, is 4.54 percent.

Attachment A contains the bond equivalent rates of the 91-day Treasury Bills auctioned during the quarter. Attachments B & C contain the quarterly special allowance rates computed pursuant to section 438 of the Higher Education Act of 19655, as amended (the Act).

Should you like a copy of the FFEL Special Allowance Rates for the quarter ending March 31, 1999, please contact the OSFA Policy Unit at (850) 921-8948.

❖ Changes to CPS Voice Processing System

The Department of Education announced that as of January 18, 1999, options on the CPS voice processing system (CPS) changed. This change was made to make it easier for users to reach a CPS Customer Service representative who can best answer a specific question. The major change involves placing the most frequently used options at the beginning and listing all customer service areas on one menu. The option to transfer to other Title IV Systems (such as Title IV WAN Customer Service or the Loan Origination Center) will be removed so users do not inadvertently use it and get charged for the transfer. Users now need to directly call each Title IV System's Customer Service Number.

Gore Announces Electronic Government Services

Vice President Gore announced on January 15, 1999 that, starting this fall, college students will be able to use the Internet to get combined government and commercial services.

Access America for Students was unveiled by the Vice President at the Global Forum on Reinventing Government. The Access America for Students action plan refocuses the delivery of federal electronic services to better serve the needs of postsecondary students who need government services.

Access America for Students pilot projects will be conducted by DeVry Institute of Technology in Illinois, New York University, Tarrant County Junior College in Texas, the University of Florida, the University of Missouri at Kansas City, the University of Northern Colorado, and the Western Governor's University in Utah.

❖ **ED Announcement on ISIRs Missing Housing Codes**

The Central Processing System has identified a problem on the ISIRs generated by the first three CPS processing dates for 1999-2000: 1/19/99, 1/20/99, and 1/21/99. The housing codes reported by applicants on FAFSAs or Renewal Applications were put on the SARs and the CPS database, but not on the ISIRs.

Destination points who DO need or want CPS to send them revised ISIRs with the housing codes for these three processing dates need to call or email CPS Customer Service at 1-800-330-5947, option 2 or at CPS@NCS.COM to request a YTD file for the three processing dates affected.

❖ **Electronics Standards Council First Annual Conference**

The first annual conference of the Postsecondary Electronic Standards Council will be held from 8:00 a.m. to 4:00 p.m. on May 14, 1999, in Arlington, Virginia. This will be an opportunity for financial aid administrators and others to learn how members of the higher education community are partnering to develop and use electronic standards to exchange data.

For full details about the conference and further information, you may visit the Standards Council web site at www.StandardsCouncil.org.

Department Makes Reauthorization/NegReg Documents Available

The Department announced the availability on the IFAP website of several documents related to the 1998 Reauthorization of the Higher Education Act. These documents are:

- The 1998 Amendments to the Higher Education Act;
- The Transcripts of the three Public Hearings that were held in preparation for the beginning of the Negotiated Rulemaking process; and
- Dear Colleague Letter GEN-98-28 regarding Reauthorization.

These offerings can be accessed directly from the IFAP Home Page via the hyperlink appearing under the “Bookshelf” icon or via the IFAP “Bookshelf” page by selecting the “Reauthorization” hyperlink.

Department issues new Publications

The Department of Education has issued *The Guide to 1999-2000 SARs and Issuers* which contains information to assist in interpreting the codes that appear on the Student Aid Reports (SARs) and Institutional Student Information Records (ISIRs). The guide can be ordered through FSAIC at 1-800-4-FED-AID. There is no charge.

Best Practices for Data Collectors and Data Providers: Report of the Working Group on Better Coordination of Postsecondary Education Data Collection and Exchange. This publication covers the responsibilities of data collectors and data providers and better coordination of postsecondary education data collection and exchange. Please call 1-877-4-ED-PUBS to order this publication.

The Department is also providing the *Student Aid Audio Guide: Student Financial Assistance Programs* on cassette. To order the cassette, please contact FSAIC at 1-800-4-FED-AID. There is no charge.

Year 2000 Video and Readiness Kit

The Department of Education is offering a free Year 2000 Video and Readiness Kit. The videotape with excerpts of the Department of Education’s Year 2000 teleconference in December is now available. The tape offers practical advice and resources as well as explaining the Year 2000 problem.

The tape may be requested by calling 1-877-4ED-PUBS or download from the Department’s Year 2000 site at <http://www.ed.gov/y2k>. Only one tape per order will be provided, but institutions are permitted to make copies.

❖ Reprocessing for Paper Renewal Application Question #30, Degree/Program

On February 25, 1999, the Department of Education posted an announcement pertaining to the reprocessing for Paper Renewal Application question #30, Degree/Program. The Central Processing System (CPS) has determined that the response or the existing value to the Degree/Program question (FAFSA Question #30) from paper Renewal Applications was not put into the CPS database, and thus onto SARs and ISIRs. This field was handled correctly for Renewal Applications sent via the electronic data exchange (EDE) process and those sent via Renewal App on the Web.

The CPS was corrected on February 3, 1999 so all paper Renewal Applications processed on and after this date contain the correct value, either the new one reported by the student or the value from last year's application.

To correct the records already process, the CPS will reprocess those paper Renewal Application batches received between January 15, 1999 through February 2, 1999 on February 23 and 24, 1999. ISIRs will be available to schools/state agencies on February 24 and 25, 1999. The paper Renewal Applications which have not already been corrected by a student or a school will be reprocessed.

To contact CPS Customer Service for further information or questions, please call 1-800-330-5947, option 2.

❖ Department Announces Spring Training '99: Reauthorization and RFMS

The Department announced Spring Training '99, a series of nationwide workshops sponsored by the U.S. Department of Education's Office of Student Financial Assistance Programs. This series of workshops includes one day of training on the 1998 Reauthorization of the Higher Education Act, and one day of training on the new Recipient Financial Management System (RFMS).

Training begins on April 7 and will continue through July 16. Both ED Regional Training Facilities (RTFs) and schools will host the training. For more information on the content and locations of the training, and to register for a workshop, please access the [Training Information](#) page of the Department's website at: <http://ifap.ed.gov>.

❖ Date of Death Match Delayed

The Date of Death Match with the Social Security Administration did not start in February 1999 as previously scheduled. Social Security Administration has indicated they will not be able to send date of death information to CPS until the end of March 1999. CPS will then devote some time to testing, and analysis of the data provided. Therefore, the anticipated date the match will be productional is April 30, 1999.

If you have any questions, please contact CPS Customer Service at 1-800-330-5947, option 2.

1998-99 NSLDS Post-Screening

A small number of Financial Aid applicants have received unnecessary postscreened SARs and ISIRs from the CPS. This problem only occurs when there is a student identifier correction. Some applicants have been pre-screened numerous times, causing CPS transaction numbers to increment rapidly.

CPS sends a pre-screening record to NSLDS every time there is a correction to a SAR/ISIR or a request for a duplicate. Applicants who make SAR/ISIR corrections to one or more of first name, last name, SSN, or DOB causes NSLDS to create a new prescreening record for that applicant. If any applicant is identified by post-screening as having NSLDS data changes that affect his or her eligibility status, NSLDS notifies CPS to prescreen the applicant again.

Although CPS tracks these applicants as one record, the pre-screening request goes back to NSLDS for the most current record, which may not necessarily be the record that created the postscreening. This causes the other applicant record for the same student to keep getting selected for postscreening because it has not been flagged as having already been pre-screened.

NSLDS and CPS are working to resolve this situation. Until a permanent fix is found, CPS will not request additional prescreenings from NSLDS for applicants who have reached 15 transactions because of post-screening. Other corrections and duplicate request will be processed as usual even if the applicant has more than 15 transactions. This temporary fix was implemented the first week of March 1999. Additionally, the postscreening schedule for March 1, 1999 was canceled to allow for implementing the temporary fix.

❖ **Pell Grant Data in National Student Loan Data System (NSLDS)**

On February 23, 1999, a data discrepancy was found in the Pell-NSLDS interface. As a precaution, Pell transmissions to NSLDS were stopped on February 24, 1999. The Pell and NSLDS staffs are working to correct the affected records within both the NSLDS and Pell system. You will be informed when the situation is resolved and resume the daily Pell recipient data updates to NSLDS.

Data in affected range:

Transmission dates: January 1, 1999 through February 23, 1999.

School years: 1998-99 and 1996-97 ONLY.

Birth year: 1960 and prior.

❖ **1999-2000 Financial Aid Transcript (FAT) Batch Record Layout**

The 1999-2000 Financial Aid Transcript (FAT) Batch Record Layout has been posted to the Information for Financial Aid Professional (IFAP) website. This layout will also be distributed with the revised FAT chapter of the Paperless Link later this year. The layout can be accessed as follows:

>><http://ifap.ed.gov>.

>>Bookshelf

>>NSLDS The Paperless Link

>>By Publication Date

>>March 1999

Please contact the NSLDS Customer Service Center at (800) 999-8219, if you have questions regarding this layout.

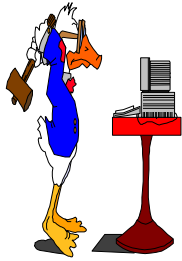
❖ **Return of Verification Certification Forms Within Ten-Days**

The Department announced March 17, 1999 that during the period of October 1, 1998 through January 31, 1999, the Department provided borrowers with an opportunity to consolidate their FFEL, Perkins, Direct and other qualified Federally insured loans under the William D. Ford Direct Loan Consolidation Program at a reduced interest rate equivalent to the rate offered on Stafford Loans (7.46%).

A critical, and perhaps unfamiliar, step for Financial Aid Directors in completing the loan consolidation process for borrowers that have Perkins or other Federally insured campus-based loans, is the completion and return of the Verification Certification Form. This is the form the Financial Aid Director uses to list the loan amounts a student owes. The data provided on this form is essential to consolidating those loan amounts on behalf of the borrower. The Verification Certification Form must be returned to the Montgomery, Alabama Loan origination Center within ten-days of its receipt, or the consolidation process is interrupted.

❖ **ED announces FY 1997 Draft Cohort Default Rate Data Release**

The FY 1997 Draft Cohort Default Rate Data was mailed on March 29, 1999 to all postsecondary schools that had a draft cohort default rate calculated. Remember, draft cohort default rates are not released to the public. Enclosed with the draft cohort default rate data is a copy of the FY 1997 Draft Cohort Default Rate Guide (Guide). Please use the Guide to assist your school in verifying the accuracy of the cohort default rate data. The Guide will also outline the changes the 1998 Higher Education Amendments have on the draft cohort default data review process. For questions, contact (202) 708-9396.



Helpful Tips

❖ **Selecting a Default Module**

This tip from CPS Customer Service highlights a feature or process in the new 1999-2000 EDEExpress software: Selecting a Default Module. This new feature of the 1999-2000 EDEExpress software allows you to select a “default” module. By designating a module such as Packaging as your default module, you will automatically view the menu items for that module when you click on the Print, Import or Export options.

For further information, please contact CPS Customer Service at 1-800-330-5947, or e-mail at CPS@NCS.COM.

❖ **ISIR Rvw Tab (ISIR Review) and Activate**

This tip from CPS Customer Service highlights a feature or process in the new 1999-2000 EDEExpress software: ISIR Rvw Tab (ISIR Review) and Activate Transaction. Version 5.0 of 1999-2000 EDEExpress features a new tab, ISIR Rvw (ISIR Review), which allows institutions to visually compare the data between two ISIR transactions. The ISIR Rvw tab is also one of two places where institutions can designate an ISIR transaction as the active transaction (the specific transaction being worked with and plan to pay on).

For further information or questions, please contact CPS Customer Service at 1-800-330-5947, or via e-mail at CPS@NCS.COM.

❖ **Printing ISIRs by Batch Number**

This tip from the CPS Customer Service has been initiated due to requests for assistance in printing multiple ISIRs in 1999-2000 EDEExpress Version 5.0 using the batch number as selection criteria. To print ISIRs by batch number, go to File/Print/App Express from the main software screen and follow the steps below:

1. Select ISIR for report type and mark the Multiple print option.
2. Select the desired report destination (screen, printer, or file) and sort order.
3. Select the options you want to print (FAA/SAR comments, Loan Information, Certification/Signature Page).
4. Click on Selection Criteria, then click on the Ellipsis button beside Query Title.
5. Click on the Batch Number query option on the Query grid.
6. Click OK on the Query grid and on the Selection Criteria window.
7. The Parameter Query window will pop up; type the full batch number into the field value box and click OK.
8. Click Close on the View Query window, then click OK on the Print window to initiate ISIR print job.

❖ **Grid Browse and Sort Options**

This tip from CPS Customer Service is a feature or process in the 1999-2000 EDEExpress software: Grid Browse and Sort Options. In the 1999-2000 EDEExpress, Version 5.0 software, the grid functionality has been expanded. By selecting Tools/Browse, access is available to browsable Global, Application Processing and Packaging grids displaying information from the institution’s database. Many of these search and sort capabilities mirror similar or identical functionality available in Microsoft Access 97.

❖ **Document Tracking Setup Criteria**

This tip from the CPS Customer Service highlights a specific feature or process in the EDEExpress software: Document Tracking Setup Criteria. Several criteria can be added to, or selected on, a document profile in Document Tracking setup. These govern which student records the document is added to when you run Process/Add Documents from the 1999-2000 EDEExpress Version 5.0 main menu. For further information, please contact CPS Customer Service at 1-800-330-5947, or via e-mail at CPS@NCS.COM.

❖ **Quick Correction**

This tip from the CPS Customer Service Unit highlights a specific feature in the EDEExpress software: Using Quick Correction. Under “Process” on the main menu bar of 1999-2000 EDEExpress is an option called

“Quick Correction.” This option allows you to make corrections on a student’s ISIR without having to open the student’s record. Using Quick Correction will save time if the correct values is known for specific fields on a student’s ISIR, as each student records will not have to be opened and closed



Federal Regulations & Letters

❖ Dear Colleague, DLB-99-01: Scheduled Downtime at the Loan Origination Center, January 1999.

This letter is to notify institutions of a shutdown in the Loan Origination Center (LOC) in Montgomery for a five day period from March 1 to 5, 1999. The last GET from the TIV WAN was on February 26. The next processing and PUT will occurred on Monday, March 8, 1999.

❖ Dear Colleague, GEN-99-01: Y2K Disclosure Notice, Direct Loan Module of the 1998-1999 EDExpress, January 1999.

This letter is a Year 2000 disclosure notice on the Direct Loan Module of the 1998-1999 EDExpress V4.4 software package. This notice informs participants that the November 1998 release of the EDExpress Direct Loan, which ED issues to institutions participating in the William D. Ford Federal Direct Loan Program, is

Year 2000 compliant.

❖ Dear Colleague, GEN-99-02: Y2K Disclosure Notice, SSCR Software, January 1999.

This letter is a Year 2000 disclosure notice on the Student Status Confirmation Reporting (SSCR) software package. This notice informs participants that the June 1998 release of the SSCR software package, which ED issues to institutions upon request, is Year 2000 compliant.

❖ Dear Colleague, GEN-99-03: Y2K Disclosure Notice: Quality Assurance Program, January 1999.

This letter is a Year 2000 disclosure notice on the 1998-1999 Quality Assurance Program (QAP). This notice informs participants that the January 1999 release of QAP, which ED issues to institutions participating in Institutional Quality Assurance Program, is Year 2000 ready.

❖ Dear Colleague, CB-99-01: Y2K Disclosure Notice: FISAP Software, January 1999.

This letter is a Year 2000 disclosure notice on the Fiscal Operations Report and Application to Participate (FISAP) software package. This notice informs participants that the July 1998 release of the FISAP software package, which ED issues to institutions participating in the Campus-Based programs, is Year 2000 compliant.

❖ Dear Colleague, P-99-01: Y2K Disclosure Notice, Pell Payment for Windows Software, January 1999.

This letter is a Year 2000 disclosure notice on the 1998-1999 Pell Payment for Windows V3.0 software package. This notice informs participants that the July 1998 release of the Pell Payment for Windows software package, which ED issues to institutions participating in the Federal Pell Grant Program, is Year 2000 compliant.

❖ Dear Colleague, CB-99-02, 2000-2001 FISAP Award Year Changes, January 1999.

Plans are being made to make certain data collection changes to the Fiscal Operations Report for 1998-1999 and Application to Participate for 2000-2001 (FISAP). Although these proposed changes still require the Office of Management and Budget (OMB) approval, notice is being issued in advance of the FISAP distribution in July, for planning purposes.

❖ Dear Colleague, CB-99-03, Tentative 1999-2000 Funding Levels for Campus-Based Programs, January 1999.

This letter provides information on tentative 1999-2000 Funding Levels for the Campus-Based Programs for the award period July 1, 1999 through June 30, 2000. These tentative funding levels were determined in accordance with 1) the Higher Education Act (HEA) of 1965, as amended; and 2) the Campus-Based program regulations.

❖ **Dear Financial Aid Administrator, CB-99-04: Tentative 1999-2000 Funding Levels for the Campus-Based Programs, January 1999.**

The institutional tentative funding levels worksheets for the Federal Perkins Loan, Federal Work-Study (FWS), and/or Federal Supplemental Educational Opportunity Grant (FSEOG) programs for the award period July 1, 1999 through June 30, 2000 were mailed on January 25, 1999. These tentative funding levels were determined in accordance with 1) the Higher Education Act (HEA) of 1965, as amended; and 2) the Campus-Based program regulations.

❖ **Dear Colleague, P-99-02: 1999-2000 Federal Pell Grant Program Payment and Disbursement Schedules, January 1999.**

This letter contains the 1999-2000 Federal Pell Grant Program Payment and Disbursement Schedules. Enclosed are two sets of payment and disbursement schedules for determining Federal Pell Grant awards for the 1999-2000 award year -- July 1, 1999 to June 30, 2000. Each set of schedules -- Regular and Alternative consists of four separate tables -- full-time, three-quarter-time, half-time, and less-than-half-time.

Dear Guaranty Agency Director, Disaster Letter 99-02: Tornadoes in Arkansas, January 26, 1999.

On January 23, President Clinton issued a major disaster declaration to assist the victims of the tornadoes that struck Arkansas on January 21. Based on the President's declaration, the Federal Emergency Management Agency designated the following counties to be disaster areas that qualify for federal assistance under FEMA's "Individual Assistance" program: Independence, Pulaski, Saline, St. Francis, and White. Guaranty agencies and lenders are authorized to use the Department's disaster-related forbearance policies to assist FFEL borrowers who are residents of those counties.

❖ **Dear Colleague, DLB-99-02: 732-LOS File, January 1999**

This bulletin follows up on Direct Loan Bulletin 98-44, which was designed to help begin the close out process of the 1997-98 Direct Loan program year (Year 4). Since most schools have indicated a preference for the 732-LOS file, the Department will be sending that file instead of the 732-LOSC.

Dear Guaranty Agency Director, Disaster Letter 99-03: Tornadoes in Tennessee, January 26, 1999.

The Federal Emergency Management Agency has added three more counties in Tennessee as disaster areas that qualify for federal assistance under FEMA's "Individual Assistance" program because of tornadoes that struck on January 17. The most recent letter about this disaster was "Disaster Letter 99-01" dated January 20. Guaranty agencies and lenders are authorized to use the Department's disaster-related forbearance policies to assist FFEL borrowers who are residents of the following counties (new counties in bold): **Benton**, Carroll, Crockett, Decatur, Dickson, Hardeman, **Hardin**, Haywood, Henderson, **Humphreys**, Lauderdale, Madison, Maury, Montgomery, and Perry.

❖ **Dear Colleague, DLB-99-03: Processing Acknowledgments for Pending Credit Decisions, January 1999.**

This letter provides updated information about processing pending credit decisions received in a PLUS Credit Decision Acknowledgment (DIPC99OP).

❖ **Dear Colleague, DLB-00-04: Direct Loan Task Force Staff Changes, January 1999.**

A Customer Service Task Force has been established by Greg Woods, Chief Operating Officer of the Office of Student Financial Assistance Programs. The Task Force will develop a comprehensive set of proposals to improve services and cut costs in delivering student aid. Joe McCormick, Chair of Direct Loan Task Force will be a part of this effort. In his absence, Margaret White will serve as the Acting Chair of the Direct Loan Task Force.

❖ **Dear Colleague, DLB-99-05: Revised Bulletin Concerning 732-LOS File, January 1999.**

This bulletin follows up on Direct Loan Bulletin 98-44, which was designed to help begin the close out process of the 1997-98 Direct Loan program year.

Dear Guaranty Agency Director, 99-G-316: Guidance on “Federal Fund” and “Operating Fund”, January 27, 1999

This letter provides the Secretary’s initial guidance concerning the two new funds each guaranty agency is required to establish under the Higher Education Amendments of 1998 - the “Federal Fund” and the “Operating Fund.”

❖ Dear Financial Aid Administrator, CB-99-05: Application for Additional FWS FY99 Allocation, February 1999.

This letter provides information on the Application for Additional Allocation of Federal Work-Study Funds for Fiscal Year 1999.

Dear Guaranty Agency Director, Disaster Letter 99-04: Tornadoes in Arkansas, February 2, 1999.

The Federal Emergency Management Agency has added Lonoke County in Arkansas as a disaster area that qualifies for federal assistance under FEMA’s “Individual Assistance” program because of tornadoes that struck on January 21. The most recent letter about this disaster was “Disaster Letter 99-02” dated January 26. Guaranty agencies and lenders are authorized to use the Department’s disaster-related forbearance policies to assist FFEL borrowers who are residents of the following counties: Independence, Lonoke, Pulaski, Saline, St. Francis, and White.

❖ Dear Colleague, ANN-99-01: Training for the 1999-2000 EDEExpress for Windows 32-bit Software, February 1999.

This letter describes two training series on the 1999 - 2000 EDEExpress for Windows 32-bit software: one on Application Processing and the other on Packaging. A training calendar, description of the training sessions, and registration instructions are attached.

Dear Colleague, GEN-99-04: 1999-2000 EDEExpress V5.0 Is Y2K Compliant, January 1999.

This letter is a Year 2000 disclosure notice on the 1999-2000 EDEExpress V5.0 software package, which contains the Applications Processing and Packaging modules. This notice is to inform participants that the January 1999 release of the EDEExpress, which ED issues to institutions participating in the Federal Student Financial Aid Programs, is Year 2000 compliant.

Dear Colleague, GEN-99-05: 1999-2000 FAFSA Express Is Y2K Compliant, January 1999.

This letter is a Year 2000 disclosure notice on the 1999-2000 Free Application for Student Financial Aid (FAFSA) Express software package. This notice is to inform participants that the January 1999 release of the FAFSA Express, which can be downloaded from the ED web page or requested, is Year 2000 compliant.

Dear Colleague, GEN-99-06: FAFSA, Renewal FAFSA on Web Are Y2K Compliant, January 1999.

This letter is a Year 2000 disclosure notice on the 1999-2000 Free Application for Student Financial Aid (FAFSA) on the Web and Renewal FAFSA on the Web (RFOTW) software products. This notice is to inform participants that the January 1999 releases of FOTW and RFOTW, are Year 2000 compliant.

Dear Guaranty Agency Director, 99-G-317: Loan Processing and Issuance Fee Paid to Guaranty Agencies in FFELP, February 1999.

This letter is in regards to the provisions of the Higher Education Amendments of 1998 (Public Law 105-244) that relate to the Loan Processing and Issuance Fee paid to guaranty agencies in the Federal Family Education Loan Program.

Dear Colleague, GEN-99-07: Increased Loan Amounts Due to HEAL Phaseout, February 1999.

This letter announces the extension of eligibility for increased unsubsidized loan amounts due to the phaseout of the Health Education Assistance Loan (HEAL) Program. It also announces the decision of the Department of Health and Human Services to relax signature requirements for certain health profession students.

Dear Guaranty Agency Director, Disaster Letter 99-05: Tornadoes in Arkansas, February 18, 1999.

The Federal Emergency Management Agency has added nine more counties in Arkansas as disaster areas that qualify for federal assistance under FEMA's "Individual Assistance" program because of tornadoes that struck on January 21. The most recent letter about this disaster was "Disaster letter 99-04" dated February 2. Guaranty agencies and lenders are authorized to use the Department's disaster-related forbearance policies to assist FFEL borrowers who are residents of the following counties (new counties in bold): **Clay, Faulkner, Grant, Greene**, Independence, **Jefferson, Lafayette**, Lonoke, **Miller, Monroe, Poinsett**, Pulaski, Saline, St. Francis, and White.

Dear Guaranty Agency Director, Disaster Letter 99-06: Tornadoes in Tennessee, February 18, 1999.

The Federal Emergency Management Agency has added two more counties in Tennessee as disaster areas that qualify for federal assistance under FEMA's "Individual Assistance" program because of tornadoes that struck on January 17. The most recent letter about this disaster was "Disaster Letter 99-03" dated January 26. Guaranty agencies and lenders are authorized to use the Department's disaster-related forbearance policies to assist FFEL borrowers who are residents of the following counties (new counties in bold): Benton, Carroll, Crockett, Decatur, Dickson, **Fayette**, Hardeman, Hardin, Haywood, Henderson, **Houston**, Humphreys, Lauderdale, Madison, Maury, Montgomery, and Perry.

❖ Dear Colleague, GEN-99-08: Introduction of the Master Promissory Note In The Direct Loan Program for Academic Year 1999-2000, February 1999.

This letter discusses the new student loan promissory note, how to use the note for the 1999-2000 academic year, and an invitation for participation in the development of changes for the 2000-2001 academic year.

Dear State Colleague - LEAP-99-1: Application to Receive Award Year 1999-2000 Funds for the Leveraging Educational Assistance Partnership (LEAP) Program, February 1999.

The Department is forwarding with this letter the award year 1999-2000 application to participate in the LEAP Program (Enclosure A). This program was formerly known as the State Student Incentive Grant Program. In accordance with the Notice of Application Closing Date for State Applications published in the Federal Register on February 16, 1999 (Enclosure B), applicants should submit the completed application to the address indicated in the letter.

Dear Colleague, GEN-99-10: Professional Judgment Letter to Presidents , February 1999.

This letter was mailed to Presidents to encourage them to take full advantage of programs that can be helpful in assisting families with breadwinners who are in the process of retraining. Over the years, the student financial assistance programs have proven to be helpful to students of all ages and circumstances, and can be particularly useful in assisting families of displaced workers. For the dislocated worker's family, the income from a previous year is often much higher than the income expected in the current year and financial aid administrators now have the authority to exercise "professional judgment" to adjust these data items to account for families with special circumstances. Professional judgment authority may be used in other ways to assist students with special circumstances such as for elementary school or secondary school tuition expenses, unusual medical or dental expenses, or unusual changes in income or assets.

❖ Dear Colleague, DLB-99-06: Revised Allocation Process for GAPS Processing, February 1999.

Effective February 28, 1999, the Direct Loan Origination Center (LOC) will implement changes in the drawdown allocation process. These changes, identified in this letter, are designed to allow institutions to plan more effectively for the 1999-2000 Direct Loan program year.

❖ Dear Colleague, DLB-99-08: Program Years 1995-96 and 1996-97 Closeout, February 1999.

The Loan Origination Center (LOC) will send new 732-LOS reports to all schools that participated in program years 1995-96 and 1996-97. The message classes for these reports are DIS497OP and DIS597OP. The reports will present the Department's ending cash balance for institutions for those program years and reflect activity processed since the July 31, 1998 submission deadline.

❖ Dear Colleague, DLB-99-09: Update on the Scheduled Downtime at the Loan Origination Center, February 1999.

This bulletin follows up on Direct Loan Bulletin 99-1, which notified you of a scheduled downtime at the Loan Origination Center (LOC) for a five-day period from March 1 to March 5, 1999. The Loan Origination System (LOS) will be down in order to upgrade the Direct Loan Program software for Program Year 1999-2000.

❖ Dear Colleague, DLB-99-10: Program Years 1995-96 and 1996-97 Closeout, February 23, 1999.

The Loan Origination Center (LOC) has sent the 732-LOS report for both the 1995-96/1996-97 and 1997-98 program years. Due to the combined process, the report data may not be useable. By Wednesday, February 24, 1999, TIV WAN will ensure that all files under message classes DIS498OP and DIS598OP are cleared from mailboxes. The latest 732-LOS report for program year 95-96 and 96-97 will be on the TIV WAN by close of business, February 25, 1999. The message classes for the 95-96/96-97 732-LOS report will be DIS497OP and DIS597OP. For program year 97-98, the 732-LOS report will always be sent in message classes DIS498OP and DIS598OP.

Dear Colleague, GEN-99-09: FFELP Master Promissory Note for 1999-2000, February 1999.

This letter discusses the Master Promissory Note and related instructions, use of these forms and an invitation to participate in the development of changes for the 2000-20001 academic year. Attached to this letter is the Master Promissory Note and related instructions, the Borrower's Rights and Responsibilities Statement, Federal Stafford Loan School Certification Form, the printing instructions for the forms, and information on securing print files and camera ready files of the MPN.

❖ Dear Colleague, DLB-99-11: Program Years 1995-96 and 1996-97 Closeout, March 1999.

This bulletin follows up on Direct Loan Bulletins 99-08 and 99-10. The Loan Origination Center (LOC) generated 732-LOS reports for the 1995-96 and 1996-97 program years the evening of Friday, February 26. The files were put in TIV WAN message classes DIS498OP and DIS598OP in error.

❖ Dear Colleague, DLB-99-12: Follow Up Information on DLB 99-07, March 1999.

In Direct Loan Bulletin 99-07, information was provided on how schools could send electronic batches of Direct Loan drawdown requests to GAPS. This functionality was to replace the drawdown function no longer supported by the EDEExpress Direct Loan software. GAPS has stated that the process described in DLB 99-07 will not work at this time.

❖ Dear Colleague, DLB-99-13: 1999-2000 Processing Changes, March 1999.

This bulletin provides information concerning changes in processing procedures for the 1999-2000 school year.

❖ Dear Colleague, DLB-99-14: Prom Note Improvements, March 1999.

Greg Woods, Chief Operating Officer, Department of Education, has listened to concerns about the 1999-2000 Federal Direct Stafford/Ford Loan Master Promissory Notes and has announce the following two improvements:

- MPN Item 8 now gives students information about reducing or canceling a loan; no loan amount is collected by the LOC.
- The Department is modifying EDEExpress to better manage the MPN printing and manifest processes.

❖ Dear Colleague, DLB-99-15: Guidance on Processing Master Promissory Notes in EDEExpress, March 1999.

The Master Promissory Note process steamlines financial aid processing for all Direct Loan schools in the 1999/2000 academic year. Only one valid, signed promissory note is required for both subsidized and unsubsidized Stafford loans containing the same school code, SSN, and loan sequence number (sister loans).

❖ **Dear Financial Aid Administrator, CB-99-06: Final Funding Authorization, March 1999.**

Information regarding your institution's final funding authorization under the Campus-Based programs for the 1999-2000 award year.

❖ **Dear Partner, ANN-92-2: Progress Report on SFA Customer Service Related Changes, March 25, 1999.**

The biggest potential changes are being shaped by the Customer Service Task Force. Their job is to find out what service the students want, and how we can help our partners (schools, lenders, and guarantors) and our employees deliver that service. Most of what the task force is doing so far is listening. Greg Woods wants to ensure that they listen to you. On the Web at www.ed.gov/cstf, you can tell them what you think, and find out what else they have heard.

Dear Colleague, GEN-99-11: Improvements to the Master Promissory Note for Federal Stafford Loans in the Federal Family Education (FFEL) Program, March 1999.

The Chief Operating Officer, Greg Woods announces in this letter that the Master Promissory Note (MPN) item 11 and the instructions for item 11 now give students information about reducing or canceling a loan; loan amount information is no longer collected in the item.

❖ **Federal Register, Department of Education, Jacob K. Javits Fellowship Program, Notice, January 20, 1999.**

Jacob K. Javits Fellowship Program notice inviting applications for new awards for FY 1999. The purpose of the program is to award fellowships to eligible students of superior ability, selected on the basis of demonstrated achievement, financial need, and exceptional promise to undertake graduate study leading to a doctoral degree or a Master of Fine Arts at accredited institutions of higher education in selected fields of the arts, humanities, or social sciences. Applications were made available on January 25, 1999 and the deadline for transmittal of applications is March 19, 1999.

❖ **Federal Register, Jacob K. Javits Fellowship Program, Final Rule and Notice, January 20, 1999.**

The Secretary amends the regulations governing the Jacob K. Javits Fellowship Program to incorporate changes made by the Higher Education Amendments of 1998. These final regulations are needed to reflect changes made by recently enacted legislation. These regulations take effect February 19, 1999.

Federal Register, Department of the Treasury, Deduction for Interest on Qualified Education Loans, Notice of proposed rulemaking and requests to videoconference the public hearing, January 21, 1999.

This document contains proposed regulations relating to the deduction for interest paid on qualified education loans. The proposed regulations reflect changes to the law made by the Taxpayer Relief Act of 1997, the Internal Revenue Service Restructuring and Reform Act of 1998, and the Omnibus Consolidated and Emergency Supplemental Appropriations Act, 1999. The proposed regulations affect taxpayers who pay interest on qualified education loans. This document also provides notice that a public hearing will be held on the proposed regulations and that persons outside the Washington, DC, area who wish to testify at the hearing may request that the IRS videoconference the hearing to their sites. Written or electronically generated comments must be received by April 21, 1999. Requests to videoconference the hearing to other sites must be received by March 22, 1999.

Federal Register, Department of Education, Fund for Improvement of Postsecondary Education, Notice, January 26, 1999.

This Federal Register provides notice of the Fund for the Improvement of Postsecondary Education--Learning Anytime Anywhere Partnerships (LAAP) (Preapplications and Applications) and notice inviting application for New Awards for Fiscal Year (FY) 1999. The purpose of the program is to provide grants or enter into contracts or cooperative agreements to enhance the delivery, quality, and accountability of postsecondary education and career-oriented lifelong learning through technology and related innovations. Applications were made available as of January 26, 1999. Deadline for transmittal of Preapplication is April 2, 1999 and deadline for transmittal of Application is June 18, 1999.

Federal Register, Web-Based Education Commission, Notice, February 1, 1999.

The Secretary of Education announces his intention to establish the Web-Based Education Commission under the authority of the Higher Education Act of 1998 (Public Law 105-244) and the Federal Advisory Committee Act (Public Law 92-463; 5 U.S.C.A. Appendix 2).

Federal Register, Corporation for National and Community Service, February 2, 1999.

The Corporation for National and Community Service has submitted two public information collection requests to the Office of Management and Budget for review and approval in accordance with the Paper Reduction Act of 1965, (Public Law 104-13, 44 U.S.C. Chapter 35). The first, Forbearance Request for National Service, is a proposed revision to an earlier form approved by OMB under a different name. The second document, Interest Accrued During National Service, is a new form. Both forms are important for AmeriCorps members who have outstanding qualified student loans during the period they are involved in national service.

❖ Federal Register, Submission for OMB Review, February 2, 1999.

The Leader, Information Management Group, Office of the Chief Financial and Chief Information Officer invites comment on the submission for OMB review as required by the Paperwork Reduction Act of 1965. Interested persons are invited to submit comments on or before March 4, 1999. The items for review are: Reporting Requirements for the Education Flexibility Partnership Demonstration Program, National Education Longitudinal Study: 1988-2000, Data Collection for Third International Mathematics and Science Study-- Report , and National Postsecondary Student Aid Study: 2000.

Federal Register, Distance Education Demonstration Program, Notice, February 4, 1999.

The Secretary of Education invites institutions of higher education (institutions), systems of institutions, consortia of institutions, and Western Governors University to submit applications to participate in the Distance Education Demonstration Program authorized under section 486 of title IV of the Higher Education Act of 1965, as amended (HEA). Under the Distance Education Demonstration Program, selected institutions providing distance education programs may receive waivers of specific statutory and regulatory provisions governing the student financial assistance programs authorized under title IV of the Higher Education Act of 1965, as amended, (Title IV of the HEA programs). Applications must be postmarked or submitted electronically on or before April 1, 1999.

Federal Register, Distance Education Demonstration Program, Notice, February 8, 1999.

The Secretary of Education will conduct three regional meetings in the District of Columbia, San Francisco, and Denver to provide advice and technical assistance to potential applicants of the Distance Education Demonstration Program and to other institutions interested in providing Federal financial aid to students enrolled in distance education programs. The regional meetings will be held on February 11, 1999 in the District of Columbia, February 17, 1999 in San Francisco, California, and February 19, 1999 in Denver, Colorado.

❖ Federal Register, Notice of Proposed Information Collection Requests, February 10, 1999.

The Acting Leader, Information Management Group, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995. An emergency review has been requested in accordance with the Act (44 U.S.C. Chapter 3507(j)), since public harm is reasonably likely to result if normal clearance procedures are followed. Approval by the Office of Management and Budget (OMB) has been requested by February 15, 1999. A regular clearance process is also beginning. Interested persons are invited to submit comments on or before April 12, 1999. The item for review is the William D. Ford Federal Direct Loan program: Loan Deferment and Permanent Total Disability Cancellation Request Documents.

❖ Federal Register, Leveraging Educational Assistance Partnership Programs, Notice, February 16, 1999.

The Secretary of Education gives notice of the closing date for receipt of State applications for fiscal year 1999 funds under the Leveraging Educational Assistance Partnership (LEAP) Program. This program was formerly known as the State Student Incentive Grant (SSIG) Program. This program, through matching formula grants to States, provides grant aid to students with substantial financial need to help them pay for their postsecondary education costs. The LEAP Program supports Goals 2000, the President's strategy for moving the Nation toward the National Education Goals, by enhancing opportunities for postsecondary education. The National Education Goals call for increasing the rate at which students graduate from high school and pursue high quality postsecondary education. Closing date for transmittal of applications is March 31, 1999. The application must be mailed or hand-delivered by this date.

❖ Federal Register, Carl D. Perkins Vocational and Technical Education Act of 1998; Workforce Investment Act of 1998, Notice of request for public comment, February 17, 1999.

The Secretary of Education invites written comments regarding the implementation of the Carl D. Perkins Vocational and Technical Education Act of 1998 (Public Law 105-220, enacted August 7, 1998), as they pertain to Perkins III. Comments received on or before April 5, 1999 will be considered in the development of guidance and any regulations that may be necessary, as well as the overall implementation strategy.

Federal Register, Notice of Proposed Information Collection Requests, February 26, 1999.

The Acting Leader, Information Management Group, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995. Interested persons are invited to submit comments on or before April 27, 1999. The item to be reviewed is the Enterprise Gateway System.

Federal Register, Notice of Proposed Information Collection Requests, February 22, 1999.

The Acting Leader, Information Management Group, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995. Interested persons are invited to submit comments on or before April 23, 1999 on the Equity in Athletics Disclosure Act and the Student Right-to-Know.

Federal Register, Submission for OMB Review; Comment Request, February 22, 1999.

The Acting Leader, Information Management Group, Office of the Chief Information Officer invites comments on the submission for OMB review as required by the Paperwork Reduction Act of 1995. Interested persons are invited to submit comments on or before March 24, 1999 in regards to the Free Application for Federal Student Aid (FAFSA).

Federal Register, Office of Vocational And Adult Education; National Research Center, Notice, March 1, 1999.

The Secretary of Education intends to establish one or more National Centers to carry out research, development, evaluation, demonstration, dissemination, and professional development activities designed to improve academic, vocational, and technical education in secondary and postsecondary institutions to prepare students for postsecondary education, careers, and lifelong learning. Written comments must be submitted on or before March 31, 1999.

❖ Federal Register, Notice Inviting Applications for New Awards for Fiscal Year 1999--Gaining Early Awareness and Readiness for Undergraduate Programs--GEAR UP, March 2, 1999.

The purpose of this program is to give more low-income students the skills, motivation, and preparation needed to pursue postsecondary education. Through early college preparation and awareness activities, eligible students are provided comprehensive mentoring, counseling, outreach and supportive services, including information to student and their parents about the benefits of postsecondary education and the availability of Federal financial assistance to attend college. Through the scholarship component, which is

mandatory for State grants and optional for Partnership grants, eligible students are provided scholarships for higher education.

Federal Register, 34 CFR Part 694, Gaining Early Awareness and Readiness for Undergraduate Programs, Final Regulations, March 2, 1999.

The Secretary amends the Code of Federal Regulations to add regulations necessary to implement certain provisions of the Higher Education Amendments of 1998. The regulations only apply to the fiscal year 1999 grant competition. These regulations take effect April 1, 1999.

❖ **Federal Register, Child Care Access Means Parents in School Program, Notice, March 10, 1999.**

This is a notice of final priority and invitation for applications for new awards for fiscal year (FY) 1999. The Child Care Access Means Parents in School Program supports the participation of low-income parents in postsecondary education through the provision of campus-based child care services. The priority in this notice takes effect April 9, 1999. Deadline for transmittal of applications is May 6, 1999.

❖ **Federal Register, Submission for OMB Review, March 12, 1999.**

The Acting Leader, Information Management Group, Office of the Chief Information Officer invites comments on the submission for OMB review as required by the Paperwork Reduction Act of 1995. Interested persons are invited to submit comments on or before April 12, 1999 on the following issues: Safe and Drug-Free Schools Recognition Program/Site Visits and the Application for Anytime Anywhere Partnership (New Grant).

Federal Register, Veterans' Advisory Committee on Education, Notice of Meeting, March 16, 1999.

The Department of Veterans Affairs give notice that a meeting of the Veterans' Advisory Committee on Education, authorized by 28 U.S.C. 3692, will be held on March 25, and March 26, 1999. The meeting will take place at the Department of Veterans Affairs, Room 542, 1800 G Street, Northwest, Washington, DC 20420, 8:30 a.m. to 4:30 p.m. on Thursday, March 25, and from 8:30 a.m. to 3:00 p.m. Friday, March 26. The purpose of the Committee is to assist in the evaluation of existing programs and services, and recommend needed programs and services.

Federal Register, Fund for the Improvement of Postsecondary Education, March 16, 1999.

Congressional Priorities for Postsecondary Education Notice of Final Priorities and Invitation for Applications for New Awards for Fiscal Year (FY) 1999. The purpose of program: To implement the Department of Education Appropriations Act, 1999, as enacted in the Omnibus Consolidated and Emergency Supplemental Appropriations Act, 1999, Public Law 105-277. The Secretary funds only projects that focus on the subject areas contained in the House and Senate appropriations reports and the statement of the managers, as summarized in the absolute priorities section of this notice. The priorities in this notice take effect April 15, 1999.

Federal Register, Notice of Proposed Information Collection Requests, March 16, 1999.

The Acting Leader, Information Management Group, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995. Interested persons are invited to submit comments on or before May 17, 1999 on the Integrated Postsecondary Education Data System (IPEDS), including Web-Based Collection on Pricing of Postsecondary Education.

Federal Register, 34 CFR Part 648, Graduate Assistance in Areas of National Need, Final Regulations, March 18, 1999.

The Secretary amends the regulations governing the Graduate Assistance in Areas of National Need program to incorporate changes made by the Higher Education Amendments of 1998. These final regulations are needed to reflect changes made by recently enacted legislation. These regulations take effect April 19, 1999.

Federal Register, Proposed Information Collection Activity, Notice, March 18, 1999.

The Veterans Benefits Administration, Department of Veterans Affairs, is announcing an opportunity for public comment on the proposed collection of certain information by the agency. Under the Paperwork Reduction Act of 1995, Federal agencies are required to publish notice in the Federal Register concerning each proposed collection of information, including each proposed extension of a currently approved collection and allow 60 days for public comment in response to the notice. This notice solicits comments on the information needed to pay benefits to veterans and other eligible persons pursuing approved programs of education. Written comments and recommendations on the proposed collection of information should be received on or before May 17, 1999.

Federal Register, Notice of proposed information collection requests, March 18, 1999.

The Acting Leader, Information Management Group, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995. An emergency review has been requested in accordance with the Act (44 U.S.C. Chapter 3507 (j)), since public harm is reasonable likely to result if normal clearance procedures are followed. Approval by the Office of Management and Budget has been requested by March 26, 1999. A regular clearance process is also beginning. Interested persons are invited to submit comments on or before May 17, 1999 on the following: Federal Direct Stafford/Ford Loan and Federal Direct Unsubsidized Stafford/Ford Loan Master Promissory Note, Federal Stafford Loan (Subsidized and Unsubsidized) Program Master Promissory Note, and the State Report Card on Teacher Preparation Programs and Candidates--Initial Report.

❖ Federal Register, Federal Work-Study Programs, Notice of Closing Date, March 19, 1999

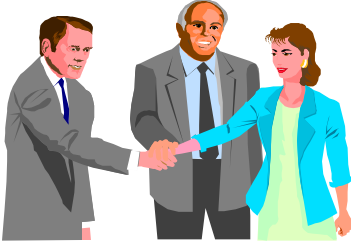
The Secretary gives notice to institutions of higher education of the deadline for an eligible institution to apply for participation in the Work-Colleges Program and to apply for funding under that program for the 1999-2000 award year (July 1, 1999 through June 30, 2000) by submitting to the Secretary an "Institutional Application and Agreement for Participation in the Work-College Program." The Work-Colleges Program along with the Federal Work-Study Program and the Job Location and Development Program are known collectively as the Federal Work-Study programs. Closing date for eligible institutions to mail or hand-deliver its "Institutional Application and Agreement for Participation in the Work-College Program" to the Department is on or before April 23, 1999.

Federal Register, Indian Health Service, Request for Comment, March 30, 1999.

In compliance with Section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, to provide a 60-day advance opportunity for public comment on proposed information collection projects, the Indian Health Service (IHS) is publishing for comment a summary of proposed information collection to be submitted to the Office of Management and Budget (OMB) for review.

Federal Register, Proposed Collection; Comment Request for Form 8815, March 30, 1999.

The Department of the Treasury, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act of 1995, Public Law 104-13 (44 U.S.C. 3506(c)(2)(A)). Currently, the IRS is soliciting comments concerning Form 8815, Exclusion of Interest From Certain U.S. Savings Bonds Issued After 1989.



OSFA New Employees

The Office of Student Financial Assistance would like to take this opportunity to welcome all of our new members to the team.

Wayne Hood - Chief of Student Financial Assistance

Wayne brings over twenty years of financial aid and lending experience to his new role administering the Department's state scholarship and grant programs and the Florida guaranty agency.

Wayne holds a BA in Sociology/English from Bloomfield College, and a MA in Higher Education Administration from New York University. Additionally, he completed several management and sales training programs and attended the National School of Banking of Fairfield University in Fairfield, Connecticut. He is the author of How to Understand, Apply for and Obtain Financial Aid for College.

Wayne began his student financial aid career in the mid 70's, overseeing postsecondary financial aid programs at institutions such as The Johns Hopkins University, the University of Medicine and Dentistry, the State University of New York and St. Petersburg Junior College. In all, he has over fifteen years' experience in college financial aid administration and public and private college and universities.

For the past thirteen years, Wayne has been employed as an education finance manager for student lending at national institutions throughout the country. During this time, he has been recognized for innovative and customer centered programs. Some of these include pioneering the first national home equity educational loan program and partnering alternative education loan programs for Chiropractic, Poliatric, Allopathic, Osteopathic and Engineering students.

Wayne looks forward to using his experience and expertise to help OSFA move into the 21st century as a dynamic and active advocate for students and their families. As the OSFA director, he is currently focused on facilitating the agency's reorganization of its guaranty agency functions. "This summer we want to create a seamless transition for students and colleges followed by a move to new technology, service and personal customer attention. We want to make OSFA the best agency in the nation." Hood related.

Joel Jarrett - Program Director II of OSFA's Institutional Oversight and Compliance Unit (IOC)

This unit consists of the Program Review and Program Eligibility and Compliance section. The Program Review Unit reviews educational and lending institutions to insure compliance with statutory and regulatory requirements. In addition, staff investigates and researchs allegations of program fraud and abuse. The Eligibility and Compliance section is responsible for evaluating and monitoring applications from educational institutions and lenders for participation in the Florida Federal Family Education Loan Program (FFELP). The staff also processes appeals of the Cohort Default Rate.

Joel has been employed by the Department of Education for 12 years, and is a graduate of Florida State University. He holds professional designation of Certified Fraud Examiner (CFE), and Certified Governmental Financial Manager (CGFM). Joel is active in Toastmasters and the Tallahassee Chapter of the Institute of Internal Auditors. He recently severed as president of both. Joel is a Tallahassee native and has two sons who are ages seven and nine.

Candace Parker - Operations and Management Consultant Manager

Candace has ten years in private industry as an operational management consultant. She has seven years with the State Comptroller's Office (Division of Auditing & Accounting, & Division of Securities in both analyst and management positions). Candace also has over two years with the Department of Labor & Employment Security as an OMC Manager with the Division of Workers' Compensation.

In past work experience, Candace has worked with legislative analysis, organizational management, process re-engineering, information technology management, human resource management, financial management, marketing, budget, program evaluation, leadership, and auditing. She also has experience with strategic planning, education & training, performance based budgeting, contract management, and public relations.

Candace received a M.S. in Executive Management from Florida State University. She also has a B.S. in Criminal Justice from the University of Florida. Hobbies include bass fishing, pro bono consulting, and teaching strategic planning.

Norma Binger Parrish - Chief Financial Officer

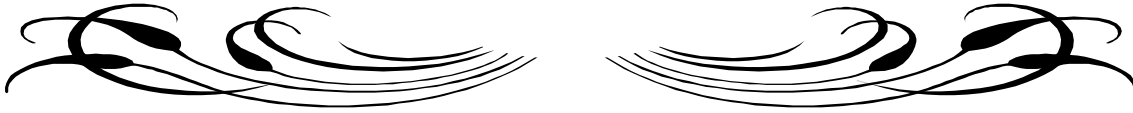
Norma attended FSU as a returning student and earned a degree in accounting in 1982 and her CPA license in 1984. After 15 years of employment as a state auditor with the Office of the Auditor General, Norma changed careers.

In February 1998 Norma began working with the Florida Department of Education as an accounting supervisor in the Comptroller's Office. Recently she has been promoted to CFO for OSFA. Norma is excited about the challenges ahead with reauthorization and is also working to help the transition from outsourcing to in-house servicing. In addition to supervising all the usual accounting, reporting, and budgeting functions, Norma is the OSFA liaison with outside auditors.

Norma has resided in Tallahassee most of her life. She is married to Jerry C. Parrish, a real estate broker. Norma's son Tommy recently graduated from Godby High School and her daughter Tara is majoring in Management Information Systems at the University of Georgia. In her spare time Norma recently ran for Leon County School Board and missed winning by 93 votes! She also is the co-chairman of the PACE Center for Girls 5th annual golf tournament. Norma reports that the tourney and a silent auction should raise lots of money for the girls since playing golf with Coach Bobby Bowden will be part of the auction!

QUESTIONS AND ANSWERS

OSFA's Q&A



Question: As part of a student's eligibility for a student loan, the student must have a High School Diploma or its recognized equivalency. Is an educational institution required to obtain documentation of a student's High School Diploma or its equivalent prior to certification of a student loan or may the school accept a signed statement from the student as proof? If documentation is required, is there a time frame in which the educational institution is required to obtain the material, such as prior to certification, disbursement of funds, or within first academic award period?

Answer:

Letter from the United States Department of Education, Policy Development Division

In general, there is no requirement that a school obtain documentation of a student's GED or high school diploma before certifying a student loan. However, a school may be liable for the loan if it is later discovered that the student did not have a high school diploma or its recognized equivalent. The student would not be an eligible student under 34 CFR 668.32. To minimize this risk, most schools require actual documentation or a self-certification of high school graduation or equivalency from a new student who requests an Federal Family Educational Loan (FFEL).

Question:

Student who was attending two schools in a consortium agreement, dropped out of the home school which is where the student would receive the degree or certificate, yet the student continued to be enrolled at least half-time at the second school. After the student dropped out of the home school, the school received the second disbursement of the student's loan. Is the student eligible for the funds of the second disbursement?

Answer:

Letter from the United States Department of Education, Policy Development Division

One of the fundamental requirements for receiving an FFEL loan is that the student be enrolled in a program leading to a degree or certificate. [Note: there are a few minor exceptions to that rule that are not applicable to this situation.] The student is no longer enrolled in his home institution, which is the one that would be granting the degree or certificate to the student. He is no longer an eligible student. Assuming the second school is an eligible school and the student qualifies for a loan like any other student (which means, among other things, being enrolled in a degree or certificate program), the student can apply for a loan at the second school.