

FSA Integration Program
United States Department of Education
Federal Student Aid



R 2.0 Non Annual Submission Design

Task Order #116

Version 1.0

12/31/2003

Revision History

Date	Version	Description	Author
12/31/2003	1.0	School Group design based on requirements selected in scope for R 2.0. Done for deliverable 116.6.1.	Brian Cannavan

AS-IS NON ANNUAL SUBMISSION PROCESS 1
 INITIAL/REINSTATEMENT SUBMISSION..... 1
TO-BE NON ANNUAL SUBMISSION PROCESS..... 2
 INITIAL/REINSTATEMENT SUBMISSION..... 2

As-Is Non Annual Submission Process

Initial/Reinstatement Submission

- When the Institution logs into eZ-Audit and selects to create an initial or a reinstatement submission, the system will allow the institution to fill out their Financial Statement Information, fill out a checklist relating to the Financial Statement, and upload Financial Statement documents.
- The institution is required to submit their first annual submission after end of the current fiscal year end.

To-Be Non Annual Submission Process

Initial/Reinstatement Submission

- When the Institution logs into eZ-Audit and selects to create an initial or a reinstatement submission, the system will allow the institution to fill out their Financial Statement Information, fill out a checklist relating to the Financial Statement, and upload Financial Statement documents.
- The system will allow the institution to fill in their fiscal year end on the Financial Statement Information page.
- The institution is required to submit their first annual submission after end of the current fiscal year end.

Submission Resolution

- Once resolution is closed successfully, the system will update the institution's fiscal year end with the value entered in the Initial or Reinstatement Submission.