



Detailed Requirements Document

FSA Students Portal - Release 1

8/4/2004

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Last Updated: 2/28/2002 3:24 PM
Version: 2.1



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1. Executive Summary

High-level summary of the Students Portal Release 1 Project and a brief description of the purpose of this document.

Project Overview

The FSA Students channel portal will bring together, in one simple, personalized Web page all the information and productivity tools relevant to FSA's customers, employees, and parents to make informed financial aid decisions and empower Students Channel staff to assist students. The personalized "front door" will automatically identify and distribute content relevant to each user. The portals will integrate with existing FSA web sites (e.g., FAFSA, etc.), and external sites (Department of Labor, FINAID, etc.), using the ITA infrastructure. The portals will be the glue that bonds all of FSA's web services together providing a uniform starting point for students and parents to access FSA.

The purpose of this document is to provide a high-level overview of the features, design and functionality of the FSA Students Channel Portal.

Scope

The scope of this document will present FSA with the framework for building a unified portal for students and parents to access FSA Financial Aid information. Release 1 includes the design of the Students Portal and the gathering of detailed requirements for the students. Release 1 will also include the development of the FSA Students Portal to be deployed upon successful testing and approval. It will also be flexible to address the changing business environment needs of FSA. The end result of this project will be a long-term business architecture strategy for the FSA Students Channel Portal. Release 2 will include enhanced student services and integration with consistent answers and other important FSA business applications. This phase will also include the development of an adoption plan for students.

The Portals release will include:

- **Release 1 (4 months after IRB approval)**
 - Build an enterprise portal infrastructure to enable the integration of re-engineered modernization systems
 - Build Students views and prototype
 - Build link to FAFSA, Direct Loan Servicing, and other FSA application views
 - Provide Students with links to .gov and .org neutral sites
 - Re-use of common portlet services
 - Build search capabilities, internally and externally
 - Build content management for Students Portal
 - Create common uniform look and feel across the enterprise portal and sub-views
 - Perform usability testing to meet 508 compliance requirements
 - Develop on ITA infrastructure
 - Determine VDC hardware / software operation costs
 - Determine Maintenance costs
 - Define standards for integration with Portal
 - Define on-going hosting strategy



Business Needs

FSA's Internet channel has more than 35 web sites connected to multiple back-end systems. The FSA websites do not provide for a unifying theme or a consistent common look and feel across all sites. Students do not have one single entrance point to access FSA's Internet services; they must access multiple URLs to retrieve financial aid information. FSA web sites need a personalized starting point for Students to enter through one "front door" to access a single view of internally and externally stored content/information, application/services, business processes, and knowledge assets for every channel.

Business Problem:

- No single starting point for FSA customers
- No single view of information that can be personalized for Students
- No integration across multiple websites and systems for internal and external use
- No uniform common look and feel for FSA web site(s)
- No consistent standards and architecture
- No common customer care component across all sites

The Requirements and Design Process

The process of defining the functional and technical requirements for the Students Portal Release 1 has been a joint effort between FSA, DataTree, and the Mod Partner team led by Accenture. The project team has interviewed several individuals from various groups within FSA Students channel to gather requirements and ideas, review design decisions, and obtain feedback.

The Mod Partner team designed and developed a portal prototype that was presented to the FSA COO and the FSA General Managers to obtain feedback on several occasions.

The Project Requirements Document

The purpose of this document is to outline the business requirements and the page layouts (as of February 21, 2002) for the first release of the Students Portal, which is expected on or about April 15, 2002. Future releases and/or enhancements to the system may expand upon these requirements and provide additional functionality to the system's users on Release 2.

As described in the Table of Contents, this document will detail the layout, content and functional requirements for the Students Portal.



Federal Student Aid (FSA) Portal Rollout Project Students Portal – Release 1

2. Functional Requirements



2.1 Introduction to the Students Portal

Overview of the Students Portal Homepage

2.1.1 General Requirements

*The following are overall requirements that must be applied to **every page** within the Students Portal.*

2.1.1.1 Consistent Look and Feel

Formatting, navigation, graphics, colors, and fonts must be consistent throughout the Students Portal to ensure a common look and feel.

2.1.1.2 FSA Branding

The new FSA logo must be prominently displayed and in the same location on each page within the portal.

2.1.1.3 Dept of Ed logo/seal

The Department of Education seal must be prominently displayed on all pages.

2.1.1.4 508 Compliance

All pages must be compliant with Section 508 of the Americans with Disabilities Act.

2.1.1.5 Available Languages

The Students Portal must be made available in Spanish as well as English. This must be accessible via a button or link located in the left navigation bar.

2.1.1.6 MyFSA (Personalization)

The user will be able to create a personalized Students Portal account. Upon login, the user will be given links based upon the users state of residence and the type of institution the user is interested in attending. In addition, the user will be able to add any .gov, .edu, or .org to their personal book marks and access any links they had previously added to their bookmarks.



2.1.1.7 Security

The following are the minimum security requirements for the Students Channel.

- All registered users will create a user name and password that comply with Department of Education user name and password standards.
- A password will be entered each time a user wishes to login or their session timeout has expired.
- The Students portal will not use client side cookies to handle 'remember who I am functionality'. This will enforce security by not allowing others who use the desktop to enter the system. Also, the user can safely use any computer.
- Passwords will be sent over SSL (secure sockets layer).
- Passwords will be masked by using astericks (***) when entered within a form.
- Passwords will have an expiration period and the user will be forced to change their password.
- A user will receive a temporary password via e-mail if they cannot remember their old one.
- If a temporary password is created that password will expire within a few days. If a user uses that temporary password to login then it will immediately expire and the user is forced to change their password.

2.1.1.8 Audience Links

Links to the following audience specific pages must be available via the left navigation bar:

- Parents
- Adult Considering
- International Student
- Elementary School
- Junior High/High School
- College

2.1.1.9 Quick Links

The following links must be accessible via the Quick Links toolbar at the bottom of every page:

- FAFSA
- Loan Locator
- Bookmark: Gives the user the ability to add the Student Portal to their list of favorites. (Located on front page only)
- FSA Home (located on all pages except the front page.)

2.1.1.10 Top Right Navigation Links

The following page must be accessible via the top right navigation bar:

- Privacy
- Security
- Notices

2.1.1.11 Search



The user must have the ability to search for a term or terms within the FSA portal. This will be located in the upper right corner of the content area.

2.1.1.12 Site Resources

The following pages must be accessible:

About Us:	Information about the purpose and role of FSA and the Students Portal.
Contact Us:	Federal Student Aid and Department of Education contact information.
FAQs:	A compilation of frequently asked questions regarding financial aid and a glossary of definitions of commonly used terms throughout the Students Portal.
Site Map:	Summary of the Students Portal content.
Help:	Technical support and contact information.
Add to bookmarks:	Allows user to add any .gov, .org, or .edu to their personalized list of bookmarks.

2.1.1.13 Indication of User Location

The tab of the section in which the user is currently located will be a different color than the other tabs.

2.1.2 Home

This is the default page that is displayed to the user upon entering the Students Portal and is the first main tab in the header. There will be a clickable image located in the center of the home page that will allow the user to navigate the portal. For each of the signs in the image, when the user's mouse highlights the street sign on the main home page a description of that section will be displayed above it.

2.1.3 Preparing

The first tab located in the top navigation bar. This section is targeted at students of all ages who are preparing for school. It contains information and advice that is useful to students and parents of students who are interested in attending 2-year, 4-year, vocational and other non-traditional programs, including:

- Think College Early (*External link*)
- Information for Parents (*Portal link*)
- Self Assessment (*External link*)
- Preparing for college checklist (*Portal link*)
- Recommended Courses (*Portal link*)
- Testing (*Portal link*)

2.1.3.1 Information for Parents

This is a sub-page of the Preparing section. It is intended for parents of students who are interested in pursuing education beyond high school and contains information on the following:

- Parent Loans (*Portal Link*)
- College savings programs (*External Link*)



- Financial Calculators (*External Link*)
- College preparation advice
- Home schooled students

2.1.3.2 College Checklist

This is a sub-page of the Preparing section. It is intended for students who are interested in pursuing education beyond high school and contains a college preparation checklist for students from pre-high school through 12th grade.

2.1.3.3 Recommended Courses

This is a sub-page of the Preparing section. It is intended for students who are interested in pursuing education beyond high school and contains a list of recommended courses for junior high and high school students.

2.1.3.4 Testing Information

This is a sub-page of the Preparing section. It is intended for students who are interested in pursuing education beyond high school and contains information about standardized testing and links to the following:

- SAT (*External link*)
- ACT (*External link*)
- PLAN (*External link*)
- PSAT (*External link*)
- GRE (*External link*)
- GMAT (*External link*)
- LSAT (*External link*)
- MCAT (*External link*)
- TOEFL (*External link*)

2.1.4 Choosing

The second tab located in the top navigation bar. This section is targeted at students of all ages who are deciding on a school. It contains information and advice that is useful to students who are considering 2-year, 4-year, vocational and other non-traditional programs, including:

- Self Assessment (*External link*)
- Things to consider (*Portal link*)
- Types of Schools (*Portal link*)
- Costs of Schools (*Portal link*)
- School Search (*Portal link*)
- Accreditation (*External link*)

2.1.4.1 Things to Consider

This is a sub-page of the Choosing section. It is intended for students who are deciding on a post-secondary institution and contains points that should be considered while selecting a school.



2.1.4.2 Costs of Schools

This is a sub-page of the Choosing section. It is intended for students who are deciding on a post-secondary institution and contains information about the direct and indirect costs involved with post-secondary education.

2.1.4.3 Types of Schools

This is a sub-page of the Choosing section. It is intended for students who are deciding on a post-secondary institution and contains information about basic types of schools and links to the following:

- Database of 2-year schools (*External Link*)
- Database of 4-year schools (*External Link*)
- Database of vocational schools (*External Link*)

2.1.4.4 School Search

This is a sub-page of the Choosing section. It is intended for students who are deciding on a post-secondary institution and contains information about resources that may be of assistance while choosing a school and links to the following:

- Database of 2-year schools (*External Link*)
- Database of 4-year schools (*External Link*)
- Database of vocational schools (*External Link*)

2.1.5 Applying

The third tab located in the top navigation bar. This section is targeted at students of all ages who are applying to school. It contains information and advice that is useful to students who are in the process of applying to 2-year, 4-year, vocational and other non-traditional programs, including:

- Timeline for High School Seniors (*Portal link*)
- Early Admissions (*Portal link*)
- “To Do” List (*Portal link*)

2.1.5.1 Timeline for Seniors

This is a sub-page of the Applying section. It is intended for students who are in the process of applying to a post-secondary institution and contains a general timeline for high school seniors who are applying to college and a link to the following:

- FAFSA (*External Link*)

2.1.5.2 Early Admissions

This is a sub-page of the Applying section. It is intended for students who are interested in applying to a post-secondary institution and contains information about the various early admissions programs that may be available.

2.1.5.3 “To Do” List

This is a sub-page of the Applying section. It is intended for students who are in the process of applying to a post-secondary institution and contains a suggested list of things to do while applying to college.



2.1.6 Funding

The fourth tab located in the top navigation bar. This section is targeted at students of all ages who are applying for financial aid. It contains aid information and advice that is useful to students and parents of students including:

- Student Aid Eligibility (*Portal link*)
- FAFSA (*External link*)
- Get a Pin (*External link*)
- Student Aid Report (*External link*)
- Tax Breaks (*External link*)
- Grant (*Portal link*)
- Student Loans (*Portal link*)
- Parent Loans (*Portal link*)
- Campus-based Aid (*Portal link*)
- Understanding Financial Aid (*External link*)
- Borrowing Responsibly (*Portal link*)
- Financial Calculators (*External link*)
- Scholarship information (*Portal link*)
- State Aid Agencies (*External link*)

2.1.6.1 Aid Eligibility

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains information about and guidelines for federal student aid eligibility, including a link to the following:

- Eligible non-citizens (*External Link*)

2.1.6.2 Grants

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains information about federal grant programs, including a link to the following:

- OPE Grants (*External Link*)

2.1.6.3 Student Loans

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains information about and guidelines for federal student loan programs.

2.1.6.4 Parent Loans

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains information about and guidelines for federal parent loan programs.

2.1.6.5 Campus-Based Aid

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains information about and guidelines for federal campus-based aid programs.



2.1.6.6 Borrowing Responsibly

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains suggestions on how to be responsible when taking out educational loans.

2.1.6.7 Scholarship Information

This is a sub-page of the Funding section. It is intended for students who applying for financial aid and contains general information about scholarship resources and includes a link to the following:

- Scholarship scams (*External link*)

2.1.7 Attending

The fifth tab located in the top navigation bar. This section is targeted at students of all ages who are currently attending school. It contains information and advice that is useful to students who are attending 2-year, 4-year, vocational and other non-traditional programs, including:

- New Borrowers (*Portal link*)
- Loan Entrance counseling (*Portal link*)
- Renew your FAFSA (*External link*)
- Deadlines for renewal
- Maintaining eligibility (*Portal link*)
- Leaving school early (*Portal link*)
- Closed Schools (*Portal link*)
- Loan exit counseling (*Portal link*)
- Loan locator (*External link*)
- Career section (*Portal link*)

2.1.7.1 New Borrowers

This is a sub-section of the Attending section. It is intended for students who are currently attending college or some other post-secondary institution and who have not previously received financial aid and will link to the Students Portal's *Funding* section. (*Portal Link*)

2.1.7.2 Loan Entrance Counseling

This is a sub-page of the Attending section. It is intended for students who have entered school and are taking out their first student loan and contains information about and a link to the following:

- Promissory Note (*External*)

2.1.7.3 Leaving School Early

This is a sub-page of the Attending section. It is intended for students who are enrolled in school and contains information for those who are leaving before they have graduated or completed their certification.

2.1.7.4 Closed Schools

This is a sub-page of the Attending section. It is intended for students who are enrolled in school and contains information about what to do if the school closes and includes links to the following

- Closed Schools search (*External Link*)
- Special Circumstances (*External Link*)
- Loan Discharge application (*External Link*)
- Guide to Defaulted Student Loans (*External Link*)



- State Licensing Agencies (*External Link*)

2.1.7.5 Loan Exit Counseling

This is a sub-page of the Attending section. It is intended for students who are enrolled in school and are about to graduate or complete their certification and contains information about and links to the following:

- Interest capitalization (*External Link*)
- ICR Definition site (*External Link*)

2.1.7.6 Career Information

This is a sub-page of the Attending section. It is intended for students who are enrolled in school and contains career planning information and links to the following:

- Self Assessment (*External Link*)
- Career Planning (*External Link*)
- Internships and Fellowships (*External Link*)
- Job Search (*External Link*)
- Resume Builder (*External Link*)

2.1.8 Repaying

The sixth tab located in the top navigation bar. This section is targeted at borrowers who are in repayment and contains repayment information including:

- Loan Exit Counseling (*Portal link*)
- Link to Student Guide (*External link*)
- Loan Locator (*External link*)
- Electronic Debit (*Portal link*)
- Financial Calculators (*External link*)
- Difficulty Paying (*Portal link*)
- Deferment/Forbearance (*Portal link*)
- Loan Discharge (*Portal link*)
- Loan Consolidation (*Portal link*)
- Defaulted Borrowers (*External link*)

2.1.8.1 Electronic Debit

This is a sub-page of the Repaying section. It is intended for former students who have entered repayment and contains information about electronic debiting and includes links to the following:

- Direct Loans (*External link*)

2.1.8.2 Difficulty Paying

This is a sub-page of the Repaying section. It is intended for former students who have entered repayment and contains information for those who are having difficulty repaying their loans and includes links to the following:

- Direct Loans (*External link*)

2.1.8.3 Deferment/Forbearance

This is a sub-page of the Repaying section. It is intended for former students who have entered repayment and contains information loan deferment and forbearance and includes links to the following:



- List of Deferments (*External link*)
- Direct Loans (*External link*)

2.1.8.4 Loan Discharges

This is a sub-page of the Repaying section. It is intended for former students who have entered repayment and contains information about loan discharges and includes links to the following:

- Discharge Application (*External link*)
- Guide to Defaulted Loans (*External link*)

2.1.8.5 Loan Consolidation

This is a sub-page of the Repaying section. It is intended for former students who have entered repayment and contains information about loan consolidation.

2.1.9 Audience pages

2.1.9.1 Parents

This is the first audience located in the left navigation bar. It is intended for parents of students who are interested in pursuing education beyond high school and will link to the Students Portal *Parents* page. (*Portal Link*)

2.1.9.2 Adults Considering

This is the second audience located in the left navigation bar. It is intended for adults and non-traditional students who are interested in pursuing education beyond high school and contains information on the following:

- Self Assessment (*External link*)
- GED (*External link*)
- Testing Info
- Types of Schools (*Portal link*)
- Things to Consider (*Portal link*)
- Understanding Costs (*Portal link*)
- Choosing a School (*Portal link*)
- Link to Funding Your Education (*External link*)
- Attending School (*Portal link*)
- Entering Repayment (*Portal link*)

2.1.9.3 International Students

This is the third audience located in the left navigation bar. It is intended for international students, noncitizens, and U.S. citizens living abroad who are interested in pursuing education beyond high school and contains information on the following:

- Important Questions (*Portal Link*)
- Culture Shock
- Paying for School (*Portal Link*)
- Financial Aid Eligibility (*External Link*)
- Getting Started (*Portal Link*)
- Americans Abroad

2.1.9.3.1 Important Questions



This is one of the sub-pages of the International Students page and contains important questions for international students who are considering attending school in the U.S.

2.1.9.3.2 Getting Started

This is one of the sub-pages of the International Students page and contains information on the following:

- Preparing for School (*Portal Link*)
- TOEFL Information (*External Link*)
- Testing Information (*Portal Link*)
- Student Visa (*External Link*)

2.1.9.4 Elementary School

This is the fourth audience located in the left navigation bar. It is intended for elementary students who are interested in pursuing education beyond high school and will link to the Department of Education's Think College Early web site. (*External Link*)

2.1.9.5 Junior High/High School

This is the fifth audience located in the left navigation bar. It is intended for junior high and high school students who are interested in pursuing education beyond high school and will link to the Students Portal's *Preparing* section. (*Portal Link*)

2.1.9.6 College

This is the sixth audience located in the left navigation bar. It is intended for students who are currently attending college or some other post-secondary institution and will link to the Students Portal's *Attending* section. (*Portal Link*)



Federal Student Aid (FSA) Portal Rollout Project Students Portal – Release 1

3. Appendices



3.1 Requirements Traceability Matrix

High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
1. General Application Functionality and Security	1.1	508 Compliance	All pages will be compliant with Section 508 of the Americans with Disabilities Act.	2.1.1.4 Section 508 Compliance
	1.2	Search capability	User will be able to search all content within the Students Portal.	2.1.1.11 Search
	1.3	Ability to update content.	Portal administrators will be able to update content within the Portal.	1. Executive summary (Scope – Release 1)
	1.4	Indication of user location, main sections (tabs)	Tab of current location will be a different color than the tabs of the other pages.	2.1.1.13 Indication of User location
	1.6	State specific links	Upon personalization, user will be given links based on their state of residence and state of interest.	2.1.1.6 MyFSA (Personalization)
	1.7	Link back from FAFSA Congratulations page	Coordinate with FAFSA on the Web team to link back from FAFSA congratulations page to Students Portal.	N/A (External System)
	1.8	Personalization	User will be able to create a personalized Portal account.	2.1.1.6 MyFSA (Personalization)
	1.9	Login	User will be able to access his/her personalized account upon login.	2.1.1.6 MyFSA (Personalization)
	1.10	User name/password	All registered users must create a user name and password.	2.1.1.7 Security
	1.11	Password entry	User must be entered each time a user logs in	2.1.1.7 Security
	1.12	Passwords submitted over secure server	Passwords will be sent over SSL (secure sockets layer)	2.1.1.7 Security



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
	1.13	Passwords masked	Passwords will be masked by using astericks (***) when entered	2.1.1.7 Security
	1.14	Password expiration	Passwords will have an expiration period and the user will be forced to change their password.	2.1.1.7 Security
	1.15	Temporary password	A user will receive a temporary password via e-mail if they cannot remember their old one.	2.1.1.7 Security
2. General Content (Applies to every page w/in Students Portal)	2.1	Consistent look and feel	Formatting, navigation, graphics, colors, and fonts will be consistent throughout the Portal.	2.1.1.1 Consistent look and feel
	2.2	Privacy link	Link to Privacy information page.	2.1.1.10 Top Right Navigation
	2.3	Security link	Link to Security information page.	2.1.1.10 Top Right Navigation
	2.4	Notices link	Link to Notices information page.	2.1.1.10 Top Right Navigation
	2.5	Home link	Link to Home page of the Students Portal.	2.1.1.9 Home
	2.6	Available Languages	Portal will be available in English and Spanish.	2.1.1.5 Available Languages
	2.7	FSA Branding	FSA logo must be prominently displayed.	2.1.1.2 FSA Branding
	2.8	Department of Education, seal	The Department of Education seal must be prominently displayed.	2.1.1.3 Dept of Ed logo/seal
	2.9	Department of Education, text	“U.S. Department of Education” must be displayed next to the Dept. of Ed. Logo.	2.1.1.3 Dept of Ed logo/seal
	2.10	Preparing tab	Preparing tab links to Preparing page.	2.1.3 Preparing
	2.11	Choosing tab	Choosing tab links to Choosing page.	2.1.4 Choosing
	2.12	Applying tab	Applying tab links to Applying page.	2.1.5 Applying



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
	2.13	Funding tab	Funding tab links to Funding page.	2.1.6. Funding
	2.14	Attending tab	Attending tab links to Attending page.	2.1.7 Attending
	2.15	Repaying tab	Repaying tab links to Repaying page.	2.1.8 Repaying
	2.16	MyFSA link	Link to MyFSA login/registration page.	2.1.1.6 My FSA
3. General Content, Site Resources (Applies to every page w/in Students Portal)	3.1	About Us link	Link to About Us page. Contains information about the purpose and role of FSA and the Students Portal.	2.1.1.12 Site Resources
	3.2	Contact Us link	Link to Contact Us page. Contains FSA and Dept. of Ed. Contact information.	2.1.1.12 Site Resources
	3.3	FAQs link	Link to Frequently Asked Questions page. Contains answers to FAQs about student aid.	2.1.1.12 Site Resources
	3.4	Site Map link	Link to Site Map. Contains a listing of all links included within the Students Portal.	2.1.1.12 Site Resources
	3.5	Technical Help link	Link to Technical Help page. Contains technical support contact information.	2.1.1.12 Site Resources
4. General Content, Quick Links (Applies to every page w/in Students Portal)	4.1	FAFSA Link	External link to http://www.fafsa.ed.gov	2.1.1.9 Quick Links
	4.2	Loan Locator link	External link to http://www.studentclearinghouse.org/student_info/default.htm	2.1.1.9 Quick Links
	4.3	Add to Bookmarks	Allows user to add the Students Portal to their personal favorites. (home page only)	2.1.1.9 Quick Links
5. General Content, Audience links	5.1	Parents link	Link to Parents page.	2.1.1.8 Audience Links
	5.2	Adult Considering link	Link to Adult Considering page.	2.1.1.8 Audience Links



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
6. Audience pages, Parents content – main	5.3	International Students	Link to International Students page.	2.1.1.8 Audience Links
	5.4	Elementary School link	External link to http://www.ed.gov/office/s/OPE/thinkcollege/early/tce_home.htm	2.1.1.8 Audience Links
	5.5	Junior High/High School link	Link to Preparing page.	2.1.1.8 Audience Links
	5.6	College link	Link to Attending page.	2.1.1.8 Audience Links
	6.1	Parent Loans	Link to and description of Parent Loan information	2.1.3.1 Parents
	6.2	College Savings programs	Information about various college savings options. External link to http://www.collegesavings.org/	2.1.3.1 Parents
	6.3	Financial Calculators	External link to and description of http://www.finaid.org/calculators/	2.1.3.1 Parents
	6.4	College preparation advice	Suggestions of how to help your child prepare for college.	2.1.3.1 Parents
7. Audience pages, Parents content – parent loans	6.5	Home schooling	Information for parents of home schooled students	2.1.3.1 Parents
	7.1	Parent Loan information	Contains information about PLUS loans.	2.1.3.1 Parents
8. Audience pages, Adults Considering content	8.1	Self Assessment	External link to and description of http://www.advisorteam.com/user/ktsintro1.asp	2.1.9.2 Adults Considering
	8.2	GED	External link to and description of http://www.acenet.edu/c Alec/ged/home.html	2.1.9.2 Adults Considering
	8.3	Testing Information	Link to and description of Testing Information page.	2.1.9.2 Adults Considering
	8.4	Types of Schools	Link to and description of Types of Schools	2.1.9.2 Adults Considering



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
			page.	
	8.5	Things to Consider	Link to and description of Things to Consider page.	2.1.9.2 Adults Considering
	8.6	Understanding costs	Link to and description of Understanding Costs page.	2.1.9.2 Adults Considering
	8.7	Choosing a School	Link to and description of Choosing a School page.	2.1.9.2 Adults Considering
	8.8	Funding Your Education	External link to and description of http://www.ed.gov/prog_info/SFA/FYE/	2.1.9.2 Adults Considering
	8.9	Attending School	Link to and description of Attending section.	2.1.9.2 Adults Considering
	8.10	Entering Repayment	Link to and description of Repaying section.	2.1.9.2 Adults Considering
9. Audience pages, International Students content - main	9.1	Important Questions	Link to and description of Important Questions page.	2.1.9.3 International Students
	9.2.	Culture Shock	Information about cultural differences that accompany attending school in the U.S.	2.1.9.3 International Students
	9.3	Paying for School	Link to and description of Funding section.	2.1.9.3 International Students
	9.4	Financial Aid Eligibility	External link to and description of http://www.ifap.ed.gov/sfahandbooks/attachments/sech2-citizenship.pdf	2.1.9.3 International Students
	9.5	Getting Started	Link to and description of Getting Started page.	2.1.9.3 International Students
	9.6	Americans Abroad	Information for Americans who are living abroad.	2.1.9.3 International Students
10. Audience pages, International Students content – Important Questions	10.1	Important Questions	Important questions for International Students who are considering attending school in the U.S.	2.1.9.3.1 Important Questions



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
11. Audience pages, International Students content – Getting Started	11.1	Preparing	Link to and description of Preparing section.	2.1.9.3.2 Getting Started
	11.2	TOEFL information	External link to and description of http://www.toefl.org	2.1.9.3.2 Getting Started
	11.3	Testing information	Link to and description of Testing Information page.	2.1.9.3.2 Getting Started
	11.4	Student Visa	External link to and description of http://travel.state.gov/foreign_student_visas_handout.html	2.1.9.3.2 Getting Started
12. Audience pages, Elementary School	12.1	Think College early	External link to http://www.ed.gov/offices/OPE/thinkcollege/early/tce_home.htm	2.1.9.4 Elementary School
13. Audience pages, Junior High/High School	13.1	Preparing	Link to Preparing Section	2.1.9.5. Junior High/High School
14. Audience pages, College	14.1	Attending	Link to Attending Section	2.1.9.6 College
15. Preparing Content – main	15.1	Think College Early	External link to and description of http://www.ed.gov/offices/OPE/thinkcollege/early/tce_home.htm	2.1.3 Preparing
	15.2	Parents	Link to and description of Parents page.	2.1.3 Preparing
	15.3	Self Assessment	External link to and description of http://www.advisorteam.com/user/ktsintro1.asp	2.1.3 Preparing
	15.4	College checklist	Link to and description of College checklist page.	2.1.3 Preparing
	15.5	Recommended Courses	Link to and description of Recommended Courses page.	2.1.3 Preparing
	15.6	Testing information	Link to and description of testing information page.	2.1.3 Preparing



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
16. Preparing content – Checklist	16.1	Checklist	Contains checklist for students from pre-high school through 12 th grade.	2.1.3.2 College Checklist
17. Preparing content – Recommended Courses	17.1	Recommended Courses	Contains recommended courses for both junior high and high school students.	2.1.3.3. Recommended Courses
18. Preparing content – Testing Information	18.1	Testing information	Contains standardized testing information.	2.1.3.4 Testing Information
	18.2	SAT	External link to and description of http://www.collegeboard.com/sat/html/satform.html	2.1.3.4 Testing Information
	18.3	ACT	External link to and description of http://www.act.org/aap/register/	2.1.3.4 Testing Information
	18.4	PLAN	External link to and description of http://www.act.org/plan/	2.1.3.4 Testing Information
	18.5	PSAT	External link to and description of http://www.collegeboard.com/	2.1.3.4 Testing Information
	18.6	GRE	External link to and description of http://www.gre.org	2.1.3.4 Testing Information
	18.7	GMAT	External link to and description of http://www.gmat.org	2.1.3.4 Testing Information
	18.8	LSAT	External link to and description of http://www.lsat.org	2.1.3.4 Testing Information
	18.9	MCAT	External link to and description of http://www.aamc.org/students/mcat/start.htm	2.1.3.4 Testing Information
	18.10	TOEFL	External link to and description of http://www.toefl.org	2.1.3.4 Testing Information



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
19. Choosing Content - main	19.1	Self Assessment	External link to and description of http://www.advisorteam.com/user/ktsintro1.asp	2.1.4 Choosing
	19.2	Types of Schools	Link to and description of Types of Schools page.	2.1.4 Choosing
	19.3	Things to Consider	Link to and description of Things to Consider page.	2.1.4 Choosing
	19.4	College Costs	Link to and description of College Costs page.	2.1.4 Choosing
	19.5	School Search	Link to and description of School Search page.	2.1.4 Choosing
	19.6	Accreditation	External link to and description of http://www.nces.ed.gov/ipeds/cool/Search.asp	2.1.4 Choosing
20. Choosing Content – Types of Schools	20.1	Types of Schools	Information about the basic types of postsecondary schools	2.1.4.3 Types of Schools
	20.2	Database of 2-year schools	External link to http://www.aacc.nche.edu/Template.cfm?Section=CommunityCollegeFinder1	2.1.4.3 Types of Schools
	20.3	Database of 2-year schools	External link to http://nces.ed.gov/ipeds/cool/Search.asp	2.1.4.3 Types of Schools
	20.4	Database of Vocational schools	External link to http://www.rwm.org/rwm/usamalink.htm	2.1.4.3 Types of Schools
21. Choosing Content – Things to Consider	21.1	Things to Consider	Points to consider when choosing a school	2.1.4.1 Things to Consider
22. Choosing Content – Understanding the Costs	22.1	Understanding the Costs	Information about the direct and indirect costs involved with postsecondary education.	2.1.4.2 Understanding College Costs
23. Choosing Content – School Search	23.1	School Search	Information about resources that may be of assistance while choosing a school.	2.1.4.4 School Search



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
	23.2	Database of 2-year schools	External link to http://www.aacc.nche.edu/Template.cfm?Section=CommunityCollegeFinder1	2.1.4.4 School Search
	23.3	Database of 2-year schools	External link to http://nces.ed.gov/ipeds/cool/Search.asp	2.1.4.4 School Search
	23.4	Database of Vocational schools	External link to http://www.rwm.org/rwm/usamalink.htm	2.1.4.4 School Search
24. Applying Content – main	24.1	Application Timeline	Link to and description of Timeline page.	2.1.5 Applying
	24.2	Early Admissions	Link to and description of Early Admissions page.	2.1.5 Applying
	24.3	“To Do” list	Link to and description of “To Do” page.	2.1.5 Applying
25. Applying Content – Timeline	25.1	Timeline	Timeline for High School Seniors who are applying to College	2.1.5.1 Timeline
	25.2	FAFSA	External link to http://www.fafsa.ed.gov	2.1.5.1 Timeline
26. Applying Content – Early Admissions	26.1	Early Admissions programs	Contains information about the various early admissions programs that may be available.	2.1.5.2 Early Admissions
27. Applying Content – “To Do” list	27.1	“To Do” list	Suggested list of things to do while applying to college	2.1.5.3 “To Do” List
28. Funding Content – main	28.1	FAFSA	External link to and description of http://www.fafsa.ed.gov	2.1.6 Funding
	28.2	PIN site	External link to and description of http://www.pin.ed.gov	2.1.6 Funding
	28.3	Student Aid Report	External link to and description of http://www.fafsa.ed.gov/what006.htm	2.1.6 Funding
	28.4	Eligibility	Link to and description of Aid Eligibility page.	2.1.6 Funding
	28.5	Tax information	External link to and	2.1.6 Funding



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
			description of http://www.ed.gov/offices/OPE/PPI/HOPE/index.html	
	28.6	Grants	Link to and description of grants information page.	2.1.6 Funding
	28.7	Student Loans	Link to and description of student loan information page.	2.1.6 Funding
	28.8	Parent Loans	Link to and description of parent loan information page.	2.1.6 Funding
	28.9	Campus-based Aid	Link to and description of Campus-based information page.	2.1.6 Funding
	28.10	Understanding Financial Aid	External link to and description of http://www.ed.gov/proginfo/SFA/FYE/	2.1.6 Funding
	28.11	Borrowing Responsibly	Link to and description of Borrowing Responsibly page.	2.1.6 Funding
	28.12	Financial Calculators	External link to and description of http://www.finaid.org/calculators	2.1.6 Funding
	28.13	Scholarship information	Link to and description of Scholarship information page.	2.1.6 Funding
	28.14	State Aid Agencies	External link to and description of http://www.ed.gov/Programs/bastmp/SHEA.htm	2.1.6 Funding
29. Funding Content – Aid Eligibility	29.1	Aid Eligibility	Contains information about and guidelines for federal student aid eligibility.	2.1.6.1 Aid Eligibility
	29.2	Eligible noncitizens	External link to Link to http://www.ifap.ed.gov/sfahandbooks/attachments/sech2-citizenship.pdf	2.1.6.1 Aid Eligibility
30. Funding Content – Grants Information	30.1	Grants	Contains information about federal grant	2.1.6.2 Grants Information



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
	30.2	OPE Grants	External link to http://www.ed.gov/offices/OPE/programs/index.html	2.1.6.2 Grants Information
31. Funding Content – Student Loan Information	31.1	Student Loans	Contains information about federal student loan programs.	2.1.6.3 Student Loans
32. Funding Content – Parent Loan Information	32.1	Parent Loans	Links to Parent Loan information page.	2.1.6.4 Parent Loans
33. Funding Content – Campus-Based Aid Information	33.1	Campus-Based Aid	Contains information about federal campus-based aid programs.	2.1.6.5 Campus-based Aid
34. Funding Content – Borrow Responsibly	34.1	Borrow Responsibly	Contains suggestions on how to be responsible when taking out educational loans.	2.1.6.6 Borrow Responsibly
35. Funding Content – Scholarships	35.1	Scholarships	Contains information about scholarships resources	2.1.6.7 Scholarships
	35.2	Scholarship scams	Link to and description of http://www.ftc.gov/bcp/online/edcams/scholarship/index.html	2.1.6.7 Scholarships
36. Attending Content - main	36.1	New Borrowers	Link to and description of Funding Main page.	2.1.7 Attending
	36.2	Loan Entrance Counseling	Link to and description of Loan Entrance Counseling page	2.1.7 Attending
	36.3	FAFSA Renewal	External link to and description of http://www.fafsa.ed.gov	2.1.7 Attending
	36.4	Deadlines for renewal	Text regarding aid renewal deadlines.	2.1.7 Attending
	36.5	Maintaining Eligibility	Link to and description of Aid Eligibility page.	2.1.7 Attending
	36.6	Leaving School Early	Link to and description of Leaving School Early page.	2.1.7 Attending
	36.7	School Closures.	Link to and description of School Closures	2.1.7 Attending



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
			page.	
	36.8	Loan Exit Counseling	Link to and description of Loan Exit Counseling page.	2.1.7 Attending
	36.9	Loan Locator	External link to and description of http://www.studentclearinghouse.org/student_info/default.htm	2.1.7 Attending
	36.10	Career Information	Link to and description of Career information page.	2.1.7 Attending
37. Attending Content – Loan Entrance Counseling	37.1	Loan Entrance Counseling	Contains information on the loan entrance counseling process.	2.1.7.2 Loan Entrance Counseling
	37.2	Promissory note	External link to http://dlenote.ed.gov/aboutmpn.shtml	2.1.7.2 Loan Entrance Counseling
38. Attending Content – Leaving School Early	38.1	Leaving School Early	Contains information for students who leave school before graduation.	2.1.7.3 Leaving School Early
39. Attending Content – Closed Schools	39.1	Closed Schools	Contains information for students who attend(ed) schools that have closed	2.1.7.4 Closed Schools
	39.2	Closed Schools search	External link to http://www.ed.gov/offices/OSFAP/Students/closedschool/search.html	2.1.7.4 Closed Schools
	39.3	Special circumstances	External link to http://www.ifap.ed.gov/dp/letters/doc0255_bodyoftext.htm	2.1.7.4 Closed Schools
	39.4	Loan Discharge application	External link to http://www.ed.gov/offices/OSFAP/DCS/repay/cancel/index.html	2.1.7.4 Closed Schools
	39.5	Guide to Defaulted Student Loans	External link to http://www.ed.gov/offices/OSFAP/DCS/	2.1.7.4 Closed Schools
	39.6	State Licensing Agencies	External link to http://www.ed.gov/offices/OSFAP/Students/closed	2.1.7.4 Closed Schools



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
40. Attending Content – Loan Exit Counseling	40.1	Loan Exit Counseling	edschool/statelicensing.html Contains information on the loan exit counseling process	2.1.7.5 Loan Exit Counseling
	40.2	Interest Capitalization	External link to http://www.ed.gov/DirectLoan/pubs/exitborr/exb5.html	2.1.7.5 Loan Exit Counseling
	40.3	ICR definition site	External link to http://www.ed.gov/DirectLoan/pubs/repabook/icr2.html	2.1.7.5 Loan Exit Counseling
41. Attending Content – Career Information	41.1	Career Information	Contains information on Career planning	2.1.7.6 Career Information
	41.2	Self Assessment	External link to and description of http://www.advisorteam.com/user/ktsintro1.asp	2.1.7.6 Career Information
	41.3	Career Planning	External link to and description of http://safetynet.doleta.gov/	2.1.7.6 Career Information
	41.4	Internships and Fellowships	External link to and description of http://www.studentjobs.gov/	2.1.7.6 Career Information
	41.5	Job Search	External link to and description of http://www.dol.gov/	2.1.7.6 Career Information
	41.6	Resume Builder	External link to and description of http://www.ajb.org/html/skr_res_ins.html	2.1.7.6 Career Information
42. Repaying Content - main	42.1	Loan Exit Counseling	Link to and description of Loan Exit Counseling page.	2.1.8 Repaying
	42.2	Student Guide	External link to and description of the http://www.ed.gov/prog/info/SFA/StudentGuide	2.1.8 Repaying
	42.3	Loan Locator	External link to and description of	2.1.8 Repaying



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
			http://www.studentclearinghouse.org/student_info/default.htm	
	42.4	Electronic Debit	Link to and description of Electronic Debit page.	2.1.8 Repaying
	42.5	Financial Calculators	External link to and description of http://www.finaid.org/calculators	2.1.8 Repaying
	42.6	Difficulty Repaying	Link to and description of Difficulty Repaying page.	2.1.8 Repaying
	42.7	Deferments/Forbearances	Link to and description of Deferments/Forbearances page.	2.1.8 Repaying
	42.8	Discharges	Link to and description of Discharges page.	2.1.8 Repaying
	42.9	Loan Consolidation	Link to and description of Loan Consolidation page.	2.1.8 Repaying
	42.10	Defaulted Borrowers	External link to and description of http://www.ed.gov/offices/OSFAP/DCS/	2.1.8 Repaying
43. Repaying Content – Loan Exit Counseling	43.1	Loan Exit Counseling	Link to Loan Exit Counseling page.	2.1.7.5 Loan Exit Counseling
44. Repaying Content – Electronic Debit	44.1	Electronic Debit	Contains information about electronic debiting information	2.1.8.1 Electronic Debit
	44.2	Direct Loans	External link to and description of http://www.dlssonline.com/navBarMain.asp?Section=4&Tab=1	2.1.8.1 Electronic Debit
45. Repaying Content – Difficulty Paying	45.1	Difficulty Paying	Contains information for borrowers who are having difficulty repaying their loan.	2.1.8.2 Difficulty Paying
	45.2	Direct Loans	External link to and description of http://www.dlssonline.com	2.1.8.2 Difficulty Paying



High-level Function	Req #	Requirement Title	How function is Satisfied	Detailed Reqs Reference
46. Repaying Content – Deferments & Forbearances	46.1	Deferments & Forbearances	m/ Contains information about loan deferments & forbearances	2.1.8.3 Deferments and Forbearances
	46.2	List of deferments	External link to and description of http://www.ed.gov/prog/info/SFA/StudentGuide/2001-2/responsa.html	2.1.8.3 Deferments and Forbearances
	46.3	Direct Loans	External link to and description of http://www.dlsericer.ed.gov	2.1.8.3 Deferments and Forbearances
47. Repaying Content – Loan Consolidation	47.1	Loan Consolidation	Contains information about loan consolidation.	2.1.8.5 Loan Consolidation
48. Repaying Content – Discharges	48.1	Discharges	Contains information about loan discharges.	2.1.8.4 Loan Discharges
	48.2	Discharge Application	External link to and description of http://www.ed.gov/offices/OSFAP/DCS/repay/cancel/index.html	2.1.8.4 Loan Discharges
	48.3	Guide to Defaulted Loans	External link to and description of http://www.ed.gov/offices/OSFAP/DCS/	2.1.8.4 Loan Discharges