

1 Appendix A – Global Attributes for FAP Website

The following list provides common icons that may be displayed in the Login-Menu, Financial Aid, Enrollment, Organization, Student Transfer Monitoring, and Admin/Support modules.

1.1 Icon Name: Contact

Contact	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Contact Us screen to obtain NSLDS support information. The text “Contact” is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the Contact Us screen appears.
User Group (Element Level)	All
Icon	

1.2 Icon Name: Help

Help	
Object	Link
Definition/Business Rules	Displays a pop up screen with help information pertaining to the particular section the user is viewing. The text “Help” is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the Help screen appears with help information pertaining to the particular section the user is viewing.
User Group (Element Level)	All
Icon	

1.3 Icon Name: Logoff

Logoff	
Object	Link
Definition/Business Rules	Allows a user to logoff the FAP website. The text “Logoff” is displayed if a cursor is placed over the

Logoff	
	icon.
Actions to be performed	When clicked, the user is logged off the website and returned to the System Log on screen.
User Group (Element Level)	All
Icon	

1.4 Icon Name: Menu Tab

Menu Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Menu screen. The text "Menu" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the Menu screen.
User Group (Element Level)	\$NSLDS
Icon	

1.5 Icon Name: Aid Tab

Aid Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Loan History screen. The text "Aid" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the Loan History screen.
User Group (Element Level)	\$AIDOVR, \$STAGNT, \$SCHSCR, \$GAINQ, \$GADPC, \$ED, \$SCHFAT, \$SCHDPC, \$PICTEL, \$LENDSVR, \$LEND SV, \$LENDER
Icon	

1.6 Icon Name: **Enroll Tab**

Enroll Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Enrollment Summary screen. The text "Enrollment" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the Enrollment Summary screen.
User Group (Element Level)	\$\$SCHSCR, \$\$SCHFAT, \$CSC, \$ED, \$EDAGGR, \$GAINQ, , \$GADPC, \$PICLET, \$PICTEL, \$\$SCHDPC, \$LENDSV, \$LENDER
Icon	

1.7 Icon Name: **Org Tab**

Org Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Organization Contact screen. The text "Organization" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the Organization Contact screen.
User Group (Element Level)	\$NSLDS
Icon	

1.8 Icon Name: **Report Tab**

Report Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Report Menu screen. The text "Reports" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, a new browser screen will appear. The user will be directed to the default MicroStrategy Reporting screen.
User Group (Element Level)	\$NSLDS, \$DATAINT

Report Tab	
Icon	

1.9 Icon Name: Tran Tab

Tran Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the Transfer Monitoring List screen. When the user points the mouse pointer over the Tran tab, the pointer shape will change to the hand pointer (if the user has access to the tab). The hint "Transfer Monitoring" will be displayed.
Actions to be performed	When clicked, the user is directed to the Transfer Monitoring List screen.
User Group (Element Level)	SSCHFAT
Icon	

1.10 Icon Name: Support Tab

Support Tab	
Object	Link
Definition/Business Rules	Allows a user to navigate to the External Contact List screen. The text "Support" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the External Contact List screen.
User Group (Element Level)	SCSC, \$NSLACC
Icon	

1.11 Icon Name: Selected Navigation Tab

Selected Navigation Tab	
Object	Link
Definition/Business	The color of the tab matches the background color of the

Selected Navigation Tab	
Rules	screens within that tab. Different tabs are displayed in different colors. This coloring allows the user to differentiate between the tabs.
Actions to be performed	None.
User Group (Element Level)	See User Group access levels above.
Icon	

1.12 Icon Name: Next List

Next List	
Object	Link
Definition/Business Rules	Allows a user to link to the next list of items for a page.
Actions to be performed	When clicked, the user is directed to the next list of items for a page. The text "Retrieve Next Page" is displayed if a cursor is placed over the icon.
User Group (Element Level)	All
Icon	

1.13 Icon Name: Previous List

Previous List	
Object	Link
Definition/Business Rules	Allows a user to link to the previous list of items for a page.
Actions to be performed	When clicked, the user is directed to the previous list of items for a page. The text "Retrieve Previous Page" is displayed if a cursor is placed over the icon.
User Group (Element Level)	All
Icon	

1.14 Icon Name: Next Page

Next Page

Next Page	
Object	Link
Definition/Business Rules	Allows a user to link to the next page in a series of pages. The text “Go to <name of a specified page>” is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the next page.
User Group (Element Level)	All
Icon	

1.15 Icon Name: Previous Page

Previous Page	
Object	Link
Definition/Business Rules	Allows a user to link to the previous page. The text “Return to <name of a specified page>” is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the user is directed to the previous page.
User Group (Element Level)	All
Icon	

1.16 Icon Name: Active Bullet Number

Active Bullet Number	
Object	Link
Definition/Business Rules	Allows a user to update, delete, or see details.
Actions to be performed	When clicked, a user can update, delete, or see details. The numbering will sequentially increase depending on the number of records.
User Group (Element Level)	All
Icon	

1.17 Icon Name: Inactive Bullet Number

Inactive Bullet Number	
Object	Link (Disabled)

Inactive Bullet Number	
Definition/Business Rules	Displays to the user that no additional information is available regarding this item.
Actions to be performed	None.
User Group (Element Level)	All
Icon	

1.18 Icon Name: Alert

Alert	
Object	Picture
Definition/Business Rules	Warns the user of critical information that is not in error. The text "Warning" is displayed if a cursor is placed over the icon.
Actions to be performed	None.
User Group (Element Level)	All
Icon	

1.19 Icon Name: Information

Information	
Object	Picture
Definition/Business Rules	Notifies the user that additional facts are available. The text "Informational" is displayed if a cursor is placed over the icon.
Actions to be performed	None.
User Group (Element Level)	All
Icon	

1.20 Icon Name: Error

Error	
Object	Picture
Definition/Business Rules	Alerts user of error. If the error is an entry error, the prompt for the box is displayed in bold RED.

Error	
	The text "Error" is displayed if a cursor is placed over the icon.
Actions to be performed	None.
User Group (Element Level)	All
Icon	

1.21 Icon Name: Email

Email	
Object	Link
Definition/Business Rules	Allows a user to link to email.
Actions to be performed	When clicked, a new memo in the user's email application appears.
User Group (Element Level)	All
Icon	

1.22 Icon Name: History

History	
Object	Link
Definition/Business Rules	Allows a user to link to the Borrower Name History page or Borrower SSN History page (if history exists for the student).
Actions to be performed	When clicked, the user is directed to the Borrower Name History page or Borrower SSN History page.
User Group (Element Level)	All
Icon	

1.23 Icon Name: Capitalized Interest Alert

Capitalized Interest Alert	
Object	Picture
Definition/Business Rules	Notifies the user that the identified outstanding Principal Balance contains Capitalized Interest.

Capitalized Interest Alert	
	The text “Capitalized Interest” is displayed if a cursor is placed over the icon under the Notes section of the Loan Summary screen.
Actions to be performed	None.
User Group (Element Level)	All
Icon	

1.24 Icon Name: Discharge Alert

Discharge Alert	
Object	Picture
Definition/Business Rules	Warns the user that the identified loan has been discharged from repayment. The text “Discharge” is displayed if a cursor is placed over the icon.
Actions to be performed	None.
User Group (Element Level)	All
Icon	

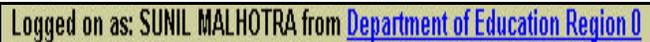
1.25 Icon Name: Discharge

Discharge	
Object	Picture
Definition/Business Rules	Warns the user that the identified loan has been discharged from repayment. The text “Discharge” is displayed if a cursor is placed over the icon
Actions to be performed	None.
User Group (Element Level)	All
Icon	

1.26 Icon Name: Close

Close	
Object	Link
Definition/Business Rules	Allows a user to close the help page. The text "Close" is displayed if a cursor is placed over the icon.
Actions to be performed	When clicked, the help page closes.
User Group (Element Level)	All
Icon	

1.27 Icon Name: Log On

Logged On As:	
Object	Link
Definition/Business Rules	Each screen in the Login-Menu, Financial Aid, Enrollment, Organization, Report, Transfer Student Monitoring, and Admin/Support modules should display the Name of the user and their Organization at the top of the screen. The Organization name should be a hyperlink to the Organization Contact List page.
Actions to be performed	When the user clicks on the Organization, the user is directed to the Organization Contact List page displaying that organization's contact information.
User Group (Element Level)	All
Icon	

1.28 Icon Name: Privacy Act

Privacy Act	
Object	Link
Definition/Business Rules	Each screen that displays a student's SSN should have a link to the Privacy Act page at the bottom of the screen.
Actions to be performed	When clicked, the user is directed to the Privacy Act screen.
User Group (Element Level)	All
Icon	

1.29 Icon Name: Glossary

Glossary	
Object	Link
Definition/Business Rules	Allows a user to navigate and view the glossary.
Actions to be performed	When clicked, a new pop up screen appears displaying the glossary. The user should have the ability to navigate to any section of the glossary (e.g. A-Z). The text "Glossary" is displayed if a cursor is placed over the icon.
User Group (Element Level)	All
Icon	

Glossary	
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Academic Level	
Student's academic level at the time the loan was provided. See the table below for codes and definitions.	
Code	Definition
1	Freshman/First Year (including proprietary institution programs that are less than 1 year in duration)
2	Sophomore/Second Year
3	Junior/Third Year
4	Senior/Fourth Year
5	Fifth/Other Undergraduate (may include sixth year undergraduate and continuing education students)
A	First Year Graduate/Professional
B	Second Year Graduate/Professional
C	Third Year Graduate/Professional
D	Beyond Third Year Graduate/Professional
G	Graduate/Professional, year of study unknown
N	Not available (to be used only if the date of the first disbursement is prior to July 23, 1992, and data provider does not have required attribute)
ACD	
See Anticipated Completion Date .	
Active	
A flag identifying whether a record reflects the NSLDS's current understanding of a student's enrollment history. Active records reflect that history. Inactive records reflect enrollment data previously submitted to the NSLDS but corrected by a later submission.	

Ad Hoc

A file type indicating that the file is generated for some special reason and not as part of the organization's regular schedule. When the NSLDS sends an organization an ad hoc file, it does not automatically schedule another such file for one year in the future.

Aggregate Loan Types

See [Subsidized Loans](#), [Combined Loans](#), [FFEL Consolidation Loans](#) and [Federal Perkins Loans](#).

Aggregate Outstanding Principal Balance

The cumulative dollar value due for the given aggregate loan type. The Loan History page also provides the amount per loan that contributes to the Aggregate OPB.

Aggregate Pending Disbursements

The cumulative net loan amount that is awaiting disbursement to a borrower for the given aggregate loan type.

Aggregate Total

The amount of Outstanding Principal Balance plus Pending Disbursements for the given aggregate loan type.

Alert

See [Transfer Monitoring Alert](#).

Amount of Disbursement

See [Disbursement Amount](#).

Amount of Loan

See [Loan Amount](#).

Amount of Outstanding Interest

See [Outstanding Interest Amount](#).

Amount of Outstanding Principal Balance

See [Outstanding Principal Balance Amount](#).

Anticipated Completion Date

The date the student completed, or was expected to complete, his or her studies.

Approved Loan Amount

For Direct Loans and Perkins Loans, the original amount, before any cancellations.

Award Amount

The amount of the Pell Grant the school expects to pay the student based on the student's enrollment and school's cost of attendance.

Award Year

The school year that the student received a Pell grant, as reported by the school. The Award Year runs from July 1 through the following June 30.

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Batch File

Data file submitted or received via a Student Aid Internet Gateway mailbox. See [Student Aid Internet Gateway](#).

Begin Effective Date

Allows you to display on the Enrollment Detail page only records with an Effective Date later than or equal to the date you enter.

Begin Value

Allows you to set a lower limit for retrieving records from the Enrollment Update page. If you leave Exact Match Only unchecked, Enrollment Update will retrieve any student records that match the Begin Value you type or come after it in ascending alphanumeric

order.

Borrowed Amount

The cumulative net amount of the loan actually disbursed to a borrower.

Borrowed at Name

The name of the school where the student was enrolled or accepted at the time the loan was guaranteed or originated.

Borrowed at OPEID

The eight-digit ED code for the school and school branch where the student was enrolled or accepted for enrollment at the time the loan was guaranteed or originated.

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Canceled Amount

The cumulative amount of the Title IV loan that was canceled.

Canceled Date

The latest date that all or part of the Title IV loan was canceled.

Capitalized Interest

The accumulated interest on an unsubsidized loan that is added to the principal balance of the loan.

Cert. Date

See [Certification Date](#).

Cert. Method

See [Certification Method](#).

Certification Date

The date as of which a school certifies that a student's enrollment information is accurate and up-to-date.

Certification Method

The method a school uses to certify enrollment information. Schools can certify enrollment information using either the [batch](#) enrollment reporting process or the [Enrollment Maintenance](#) page on this site.

Combined Loans

Includes both subsidized and unsubsidized Stafford Direct loans.

CSC

NSLDS Customer Service Center.

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Data Provider Loan ID

A code used by a data provider (Guaranty Agency, Direct Loan Servicer, Debt Collection Service or Perkins school) for internal loan identification.

Date Entered Repayment

The date the loan entered repayment.

Date of Anticipated Completion

See [Anticipated Completion Date](#).

Date of Disbursement

See [Disbursement Date](#).

Date of Loan

See [Loan Date](#).

Date of Outstanding Interest

	See Outstanding Interest Date .
Date of Outstanding Principal Balance	See Outstanding Principal Balance Date .
DCS	Department of Education's Debt Collection Service.
Default School for Consolidated Loan	Listed as school name when the loan is an FFEL Consolidation Loan. This is in accordance with reporting requirements, and has no bearing on the status of the loan. These loans may be entered into after a student completes his/her program of study at a particular school and consolidates loans received while in school.
Denominator	Number of loans that entered repayment during a particular Cohort fiscal year (October 1-September 30).
Disb. Post Date	Pell Grant Disbursement Post Date. The date when Pell Grant is listed as disbursed on Recipient Financial Management System (RFMS).
Disbursement Amount	The cumulative amount of funds released to a borrower.
Disbursement Date	The date the loan disbursement was made.
Distribution Medium	How enrollment information is sent to an organization. Valid values are SAIG or Tape.
Distribution SAIG User ID	For organizations that receive enrollment information by the Student Aid Internet Gateway , the address of the mailbox to which that information is sent.
DL	Federal Direct Student Loan.
DOB	Date of Birth.
DP	Data Provider.
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ED	U.S. Department of Education.
ED Region	A Department of Education Student Financial Assistance Program's Regional Offices.
EFC	See Expected Family Contribution .
Eff. Date	See Effective Date .
Effective Date	The date when a student's enrollment status first took effect.
End Effective Date	Allows you to display on the Enrollment Detail page only records with an Effective Date earlier than or equal to the date you enter on certain Enrollment pages.
Enroll. Code	See Enrollment Code .
Enrollment Code	An alphabetic character that represents a student's current or past enrollment status.

Code	Status
A	Approved leave of absence
D	Deceased
F	Full time
G	Graduated
H	Half time or more, but less than full time
L	Less than half time
W	Withdrawn
Z	No record found

Exact Match Only

On the Enrollment Update page, allows you to retrieve only records that match exactly with the Begin Value you typed. This option must be used in combination with a Begin Value.

Expected Family Contribution

An index produced by Congressional Methodology (CM) that assesses an applicant's financial need.

Extract Format

Batch file format in which the information is sent as a "string" of data. User then downloads data into a format on site. (See also [Report Format](#)).

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FAQ

Frequently Asked Questions.

FDLP Servicer

An agency that services the financial aid programs within the William D. Ford Direct loan Program.

FFEL

Federal Family Education Loan.

Federal Perkins Loans

Campus based loans that are reported to NSLDS. This family of loans includes the National Defense Loan (DU), the Perkins Expanded Lending (EU), the National Direct Student Loan (NU), and the Federal Perkins Loan (PU).

FFEL Consolidation Loans

Loans consolidated under the Federal Family Education Loans program.

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GA

See [Guaranty Agency](#).

Guaranteed Loan Amount

For FFEL loans, the original amount, before any cancellations.

Guaranty Agency

A state agency or private, nonprofit institution or organization that administers the financial aid programs within the Federal Family Education Loans (FFEL) Program.

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Inform

See [Transfer Monitoring Inform.](#)

Interest Rate

See [Loan Interest Rate.](#)

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Last Anticipated Comp. Date

The [Anticipated Completion Date](#) most recently reported to NSLDS for a given enrollment status.

Last Disbursed Amt

The dollar amount of the most recent disbursement to the borrower for a specific loan.

Last Disbursed Date

The date of the most recent disbursement to the borrower for a specific loan.

Lender

An eligible party that provides an FFEL loan to a student, whether it is a bank, a college, the government or another organization.

Lender Branch Servicer

An agency that services a lender's loans.

Loan Amount

The original loan amount, before any cancellations.

Loan Date

For FFEL loans, the date the loan was originally guaranteed. For Direct Loans and Perkins loans, the date the loan was originally disbursed.

Loan Interest Rate

The interest rate that is applied to the loan. A variable interest rate is indicated by the abbreviation VAR.

Loan Period Begin

The date classes are (or were) to begin for the period covered by the loan.

Loan Period End

The date classes ended (or were to end) for the period covered by the loan.

Loan Records Extracted

The total number of detail records extracted from the data provider database for this submission. This number may include records that were in error and did not update the NSLDS database.

Loan Status

The two-character code that indicates the status of a loan.

Loan Status Code	Definition
AL	Abandoned Loan
BC	Bankruptcy Claim, Discharged
BK	Bankruptcy Claim, Active
CA	Canceled
CS	Closed School Discharge
DA	Deferred
DB	Defaulted, Then Bankrupt, Active, Chapter 13
DC	Defaulted, Compromise
DD	Defaulted, Then Died
DE	Death
DF	Defaulted, Unresolved
DI	Disability
DK	Defaulted, Then Bankrupt, Discharged, Chapter 13
DL	Defaulted, In Litigation
DN	Defaulted, Paid in Full Through Consolidation Loan
DO	Defaulted, Then Bankrupt, Active, other
DP	Defaulted, Paid in Full
DR	Defaulted, Loan in Roll-Up Loan
DS	Defaulted, Then Disabled
DT	Defaulted, Collection Terminated
DU	Defaulted, Unresolved
DW	Defaulted, Write-off
DX	Defaulted, Six Consecutive Payments
DZ	Defaulted, Six Consecutive Payments, then missed payment
FB	Forbearance
FC	False Certification Discharge
IA	Loan Originated
ID	In School or Grace Period

ID	In School or Grace Period
IG	In Grace Period
IM	In Military Grace
IP	In post-deferment grace(Perkins only)
OD	Defaulted, Then Bankrupt, Discharged, Other
PC	Paid in Full Through Consolidation Loan
PF	Paid in Full
PM	Presumed Paid in Full
PN	Non-defaulted, Paid in Full Through Consolidation Loan
RF	Refinanced
RP	In Repayment
UA	Temporarily Uninsured - No Default Claim Requested
UB	Temporarily Uninsured - Default Claim Denied
UC	Permanently Uninsured-No Default Claim Requested
UD	Permanently Uninsured-Default Claim Denied
UI	Unreinsured
XD	Defaulted, six consecutive payments

Loan Status Date

The date a Loan Status became effective.

Loan Type

The type of Title IV award made with a formal agreement for repayment with interest.

Code	Loan Type
CL	FFEL Consolidation Loan
D1	Direct Stafford Subsidized Loan
D2	Direct Stafford Unsubsidized Loan
D4	Direct PLUS Loan
D5	Direct Consolidation Unsubsidized Loan
D6	Direct Consolidation Subsidized Loan
D7	Direct Consolidation PLUS Loan
DU	National Defense Loan
EU	Perkins Expanded Lending Loan
FI	Federally Insured Student Loan (FISL)
IC	Income Contingent Loan (ICL)
NU	National Direct Student Loan (NDSL)
PI	FFEL PLUS Loan

PU	Federal Perkins Loan
RF	FFEL Refinanced Loan
SF	FFEL Stafford Subsidized Loan
SL	Supplemental Loan (SLS)
SU	FFEL Stafford Unsubsidized Loan

Loans with Errors

The total number of detail records extracted from the data provider database that included errors and did not update the NSLDS database.

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Monitor Begin Date

Date school requests the NSLDS to start monitoring a transfer student's record for change(s).

Most Recent Status

The [Enrollment Status](#) most recently reported for a student at a school.

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Navigation

The traversal of the Financial Aid Professionals System. See [Navigation](#) page.

Navigation Legend

Legend of icons and symbols used in the FAP Web site.

Non-Subsidized Loans

Subsidized loans with no subsidy provided. Pre-date Unsubsidized loan program.

NSLDS

National Student Loan Data System.

NSLDS Web

As a [Certification Method](#), indicates that the school certified the enrollment information using the Enrollment Maintenance page on this site.

Numerator

Number of borrowers entering repayment in the cohort fiscal year who defaulted in the cohort default period. (Two year period that begins on October 1 of the fiscal year the borrower enters repayment and ends on September 30 of the following fiscal year.)

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OPB

Outstanding Principal Balance.

OPEID

The eight digit U.S. Department of Education, Office of Postsecondary Education (OPE) code used to identify the school and school branch.

Original Schedule

Enrollment Reporting Schedule items generated by the schedule that was assigned to an organization when it first signed up with the NSLDS.

Other Fees

The accumulated fees added to late or defaulted loans. Examples of other fees are late fees, collection costs, or court costs.

Output Medium

The output format the user selected for the report. Options are Report, which results in an organized, easily readable document, and Extract, which results in a raw data document. Reports generated in Extract are usually imported into a spreadsheet software program.

Outstanding Interest Amount

The cumulative accrued outstanding interest balance on the loan.

Outstanding Interest Date

The date that the outstanding interest balance was updated.

Outstanding Principal Balance Amount

The cumulative dollar value due on a loan. If the field is preceded by an exclamation mark, the amount may include capitalized interest and/or other fees.

Outstanding Principal Balance Date

The date the outstanding principal balance was updated.

Overpayment

A Title IV overpayment is the amount of any Title IV student assistance funds received by a student that exceeds the amount the student is eligible to receive.

Overpayment Create Date

The date the overpayment was entered into the NSLDS.

Overpayment Indicator

The code identifying the status of the overpayment.

- **Overpayment**—This is the value that a school uses when first entering an active overpayment into the system. It means that the student owes the overpayment, has not made satisfactory arrangements to repay, and should be considered ineligible for additional Title IV aid until the overpayment is repaid or otherwise resolved.
- **Repaid**—This value means that a previously reported overpayment that was in either Overpayment or Satisfactory Arrangement Made status has been fully repaid by the student. Schools should update the NSLDS when the final payment has been made. The date that the final payment of the overpayment was made should be entered at that time. A value of Repaid does not produce the overpayment flags and messages on SARs and ISIRs.
- **Satisfactory Arrangement Made**—This value means that while the student still owes the overpayment, he or she has made arrangements that are satisfactory to the school to repay the overpayment. A status of Satisfactory Arrangement Made reported to other schools on a SAR or ISIR (or in the FAT process of NSLDS) provides documentation that the student may continue to receive Title IV aid. In the event that the student fails to meet the commitment made with the school for the arrangements to repay, the school should immediately reset the overpayment Indicator field to Overpayment.

Overpayment Repayment Date

The date the overpayment was paid in full.

Overpayment Source

The code identifying where the overpayment exists.

- **Transfer**—When a school has transferred an overpayment to the U.S. Department of Education's Debt Collection Service (DCS), the school should update the previously reported overpayment information in NSLDS by changing the Source field from School to Transfer. This change does not invalidate the

overpayment but it does inform any user of the system that the debt is in the process of being transferred from the school to DCS.

- **School**—Whenever a school is attempting to add a new, or update an existing overpayment record; this field is automatically updated with SCH.
- **ED Region**—The debt is now held by one of the U.S. Department of Education's Debt Collection Service regional offices.

Overpayment Type

The Title IV student assistance funds type (Perkins, SEOG, or Pell) for which the student has received an amount in excess of what the student is eligible to receive.

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Pell Grant

A Title IV grant program for undergraduate students who have not completed a first baccalaureate degree.

Pell Grant Disbursement Post Date

The date when a Pell Grant is listed as disbursed on the Recipient Financial Management System (RFMS).

Pending Disbursement Amount

The cumulative net loan amount that is awaiting disbursement to a borrower.

Perkins

See [Federal Perkins Loans](#).

PLUS

Parent Loan for Undergraduate Student.

Portfolio

Every organization involved in the Enrollment Reporting process has a portfolio that contains all the students for whom the organization reports or receives enrollment information. A student who belongs to an organization's portfolio is said to participate in that portfolio. Schools report enrollment information to the NSLDS for the students in their portfolios. All other organizations receive enrollment information from the NSLDS for the students in their portfolios.

Portfolio Participation

A student participates in the portfolio of an organization involved in the Enrollment Reporting process when that organization reports or receives enrollment information about the student. Participation is based on the organizational interest that is created when the student receives a Direct Loan or FFELP loan.

Processed Date

The date on which NSLDS completely processed the submittal.

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No Entries

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Received Date

The date the NSLDS received the incoming submittal.

Record Format (Non-Schools Only)

The format in which a guaranty agency, lender, or lender servicer receives [batch](#) enrollment information from the NSLDS.

Records Received (Non-Schools Only)

An option that allows non-schools to receive either all the enrollment records for students in their portfolios or only those records that contain a change to [Enrollment Code](#), [Effective Date](#), or [Anticipated Completion Date](#).

Regular

A file type indicating that the file is a regularly scheduled Enrollment Reporting file. When the NSLDS sends an organization a regular file, it automatically schedules another such file for one year in the future.

Report Format

Batch file format in which the information looks and reads as a report. (See also [Extract Format](#)).

Reported By

Indicates the type of organization that reported information displayed on Enrollment pages. Current sources are schools, Guaranty Agencies (GAs), and Direct Loans.

Reported By ID

The identification number of the organization that reported information displayed on Enrollment pages. For schools, this number is their [OPEID](#); for guaranty agencies, it is their guaranty agency number.

Return of Funds

The amount of funds returned to a lender for a loan disbursed to a student who is no longer eligible due to withdrawing from courses, or never attending class for which the loan was intended.

Return of Funds Date

The date a lender receives a return of funds disbursed for a student from the school.

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SAIG

See [Student Aid Internet Gateway](#).

Scheduled Submittal Date

The date that the NSLDS expects to process or has processed a data provider input.

School

A postsecondary educational institution.

School Batch

As a [Certification Method](#), indicates that the school certified enrollment information through the batch enrollment reporting process.

SEOG

See [Supplemental Education Opportunity Grant](#).

Separate Loan Indicator

An indicator used to differentiate among multiple loans with the same loan date for the same borrower and student attending the same school.

Servicer Name (Schools Only)

For schools that use a third-party servicer to send enrollment information to NSLDS, the name of the servicer.

Split Files Indicator (Schools Only)

For schools that use a third-party servicer, a Yes or No option indicating whether the servicer submits enrollment information for all the schools it services as a single file (No) or as a series of separate files (Yes).

SSCR

SSN	Student Status Confirmation Report (Now called Enrollment Reporting). Social Security Number.
Status	The enrollment status indicated by a student's Enrollment Code .
Statuses in Effect	On the Enrollment Timeline page, the dates during which a set of enrollment statuses were in effect.
Student Aid Internet Gateway	The virtual network used to send and receive student aid data files over the Internet.
Student Designator	The student identifier used by a school on its own internal database or tracking system.
Submittal File	The validated, snapshot image of a data provider's database file that is transmitted to and updates the NSLDS database.
Submittal Pass Rate (%)	The percentage of detail records extracted from the data provider database that contained no errors and updated the NSLDS database.
Submittal Processed Date	The date that the NSLDS completely processed the submittal file.
Submittal Received Date	The date that the NSLDS received the incoming submittal file.
Subsidized Loans	A loan for which the federal government pays the interest during in-school, grace and deferment periods.
Supplemental Education Opportunity Grant	A Title IV campus-based grant program for undergraduate students of exceptional financial need who have not completed their first baccalaureate degree.
top A B C D E F G H I J K L M N O P Q R S T U V W X Y Z close	
TG Number	The number assigned to a user's SAIG mailbox. This is the mailbox to which all Reports are sent.
Total Records Extracted	The total number of detail records extracted from the data provider database for submission to the NSLDS. This number may include records that were in error and did not update the NSLDS database.
Transfer Monitoring Alert	Information generated by the NSLDS as a result of the Transfer Monitoring process. The Alert tells a school that new information has been reported that may affect eligibility for Title IV Financial Aid on one or more students on that school's Transfer Monitoring List.
Transfer Monitoring Inform	Information provided to the NSLDS by a school or servicer. The Inform consists of identifiers and Enrollment Begin dates for one or more students that the school has identified as Transfer students. The Inform tells the NSLDS to monitor those student records for information being reported that may affect eligibility for Title IV Financial Aid.
Transfer Monitoring List	List of students a school has identified as Transfer Students, and requested the NSLDS to monitor for reported record changes.
Transfer Monitoring Process	Process through which the NSLDS reviews records of students submitted by various

<p>Type</p> <p>Indicates what form of Enrollment Reporting file the NSLDS will send an organization. Files can be either Ad Hoc or Regular.</p> <p style="text-align: center;">top A B C D E F G H I J K L M N O P Q R S T U V W X Y Z close</p> <p>Update date</p> <p>The date when the update was performed.</p> <p>Update user name</p> <p>The name of the person that performed the update.</p> <p>URL</p> <p>Uniform Resource Locator. A URL consists of an access method (http, ftp, etc.), an internet address, and a page or file name.</p> <p style="text-align: center;">top A B C D E F G H I J K L M N O P Q R S T U V W X Y Z close</p> <p>No Entries</p> <p style="text-align: center;">top A B C D E F G H I J K L M N O P Q R S T U V W X Y Z close</p> <p>No Entries</p> <p>Last updated: December 21, 2001</p> <div style="text-align: center; border: 1px solid black; width: 80px; height: 20px; margin: 0 auto;"></div>	<p>schools/servicers and looks for reported changes which may affect Title IV eligibility.</p>
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1.30 Session Error

Session Error	
Object	Pop-up Box
Definition/Business Rules	<p>Ends the users session if 30 minutes of inactivity has occurred.</p> <p>The following text should be displayed:</p> <p>Hello from <NSLDS FAP website URL> at <time the pop up is displayed>. Your session will timeout soon unless you press the OK button!</p>
Actions to be performed	<p>When 30 minutes of inactivity has occurred on the website, the users session will end and a pop-up box will appear informing the user the session has ended.</p> <p>If the user clicks the OK pushbutton within two minutes</p>

Session Error	
	of the popup box, the Session Error screenshot displayed below will not appear. If the user clicks the OK pushbutton after two minutes of the popup box appearing, the Session Error screen is displayed.
User Group (Element Level)	All
Icon	

The following screen shot appears if any of the conditions below are met.



You are not logged on



You are not logged onto the system.

Session Error

There are a number of reasons that this may have happened.

1. You did not log onto the system.	You have to log onto NSLDS using the logon screen. If you have attempted to go to a page directly without logging on, then please use the button below to go to the logon screen.
2. Your session has timed out.	Your session with NSLDS will time out if you do not access the database for 30 minutes. Every time you request information from the database, the timer is reset. Using the back button on your browser will not reset the timer. Please use the logon button below to re-establish your connection.
3. There has been a problem with your session.	An unidentified error has occurred. Please attempt to log onto the system again. If this error persists, please contact NSLDS.

To attempt to log back onto the system, please use this button: Go to Logon

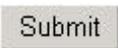
Figure 1, Session Error

1.31 Justification

The following examples provide the text justification for each element on the screens of the FAP Website. The tables include the name of the element, the justification, and a brief description of the standard. Note that elements on the screen and elements within a table are listed separately.

Link w/ Text	
Justification	Center
Description	The text of which a link is composed will be center justified. The link can be placed anywhere on the screen. A text description will appear for each link when the user rolls the mouse over the link. The text description will be the link name.
Design Example:	
	

Textbox	
Justification	Left
Description	The text within a textbox will be left justified. The textbox can be placed anywhere on the screen.
Design Example:	
	

Pushbutton	
Justification	Center
Description	The text within a pushbutton will be center justified. The pushbutton can be placed anywhere on the screen.
Design Example:	
	

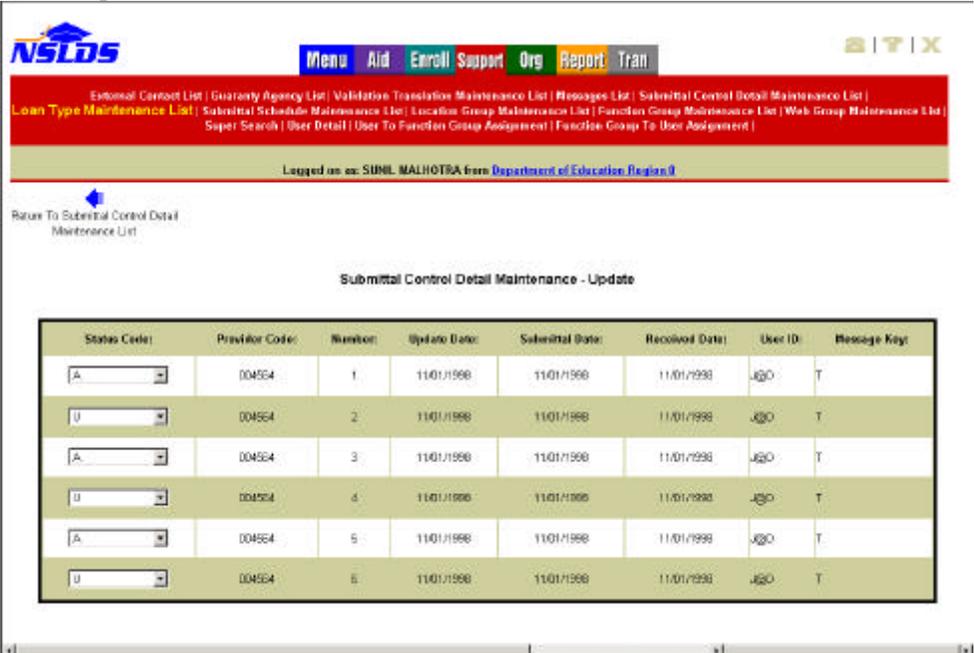
Dropdown Box	
Justification	Left
Description	The text within a dropdown box will be left justified. The dropdown box can be placed anywhere on the screen.

Dropdown Box	
Design Example:	<input type="text" value="ACTIVE USER"/>

Listbox	
Justification	Left
Description	The text within a listbox will be left justified. The listbox can be placed anywhere on the screen.
Design Example:	

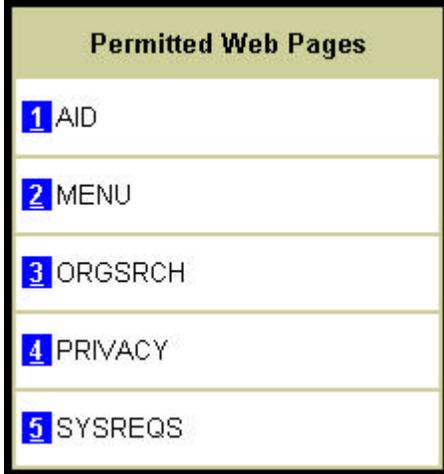
Table	
Justification	Center
Description	All tables will be center justified on a given screen. The justification of elements within tables is described below.

Design Example:



The screenshot shows a web application interface with a navigation menu (Menu, Aid, Enroll, Support, Org, Report, Tran) and a user login status: "Logged on as: SUNIL MALHOTRA from Department of Education, Region II". Below the navigation is a table titled "Submittal Control Detail Maintenance - Update".

Status Code:	Provider Code:	Number:	Update Date:	Submittal Date:	Received Date:	User ID:	Message Key:
<input type="text" value="A"/>	00454	1	11/01/1998	11/01/1998	11/01/1998	JGO	T
<input type="text" value="U"/>	00454	2	11/01/1998	11/01/1998	11/01/1998	JGO	T
<input type="text" value="A"/>	00454	3	11/01/1998	11/01/1998	11/01/1998	JGO	T
<input type="text" value="U"/>	00454	4	11/01/1998	11/01/1998	11/01/1998	JGO	T
<input type="text" value="A"/>	00454	5	11/01/1998	11/01/1998	11/01/1998	JGO	T
<input type="text" value="U"/>	00454	6	11/01/1998	11/01/1998	11/01/1998	JGO	T

Table Headings (Links or Labels)	
Justification	Center
Description	The table headings will be center justified in reference to the table or their respective columns.
Design Example:	
	

Numbered Action Icons	
Justification	Center
Description	The text within a numbered action icon will be center justified, and the numbered action icon will be center justified within its cell in the table.
Design Example:	
	

Labels (in a table cell)	
Justification	Center
Description	The text within a label in a table cell that is not directly to the right of a numbered action icon or directly to the left of a textbox will be center justified within its cell in the table.

Labels (in a table cell)		
Design Example:		
Status Code:	Provider Code:	Number:
A	004564	1
U	004564	2
A	004564	3
U	004564	4

Labels (next to numbered action icons)													
Justification	Left												
Description	The text within a label in a table cell that is directly to the right of a numbered action icon will be left justified within its cell of the table.												
Design Example:													
<table border="1"> <thead> <tr> <th colspan="2">Permitted Web Pages</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>AID</td> </tr> <tr> <td>2</td> <td>MENU</td> </tr> <tr> <td>3</td> <td>ORGSRCH</td> </tr> <tr> <td>4</td> <td>PRIVACY</td> </tr> <tr> <td>5</td> <td>SYSREQS</td> </tr> </tbody> </table>		Permitted Web Pages		1	AID	2	MENU	3	ORGSRCH	4	PRIVACY	5	SYSREQS
Permitted Web Pages													
1	AID												
2	MENU												
3	ORGSRCH												
4	PRIVACY												
5	SYSREQS												

Labels (next to textboxes)	
Justification	Right
Description	The text within a label in a table cell that is directly to the left of a textbox will be right justified within its cell of the table.

Labels (next to textboxes)	
Design Example:	
User Type:	ONLINE <input type="button" value="v"/>
First Name:	JOHN
Last Name:	DOE
Organization:	RAYTHEON
Address Line 1:	1000 RAYTHEON WAY
Address Line 2:	SUITE 1
City:	FALLSCHURCH
State:	VA <input type="button" value="v"/>
Zip Code:	22205

Links (in a table)	
Justification	Left, Center, Right
Description	The text of which a link is composed will be justified in the same manner as a label (described above) when the link is in a table cell.
Design Example:	

Textbox (in a table)	
Justification	Left
Description	The text within a textbox will be left justified as described above. The textbox in a table cell will be justified to the left of the table cell.

Design Example:	
User Type:	ONLINE <input type="button" value="v"/>
First Name:	JOHN
Last Name:	DOE
Organization:	RAYTHEON
Address Line 1:	1000 RAYTHEON WAY
Address Line 2:	SUITE 1
City:	FALLSCHURCH
State:	VA <input type="button" value="v"/>
Zip Code:	22205