



NASFAA  
ANNUAL STATE & REGIONAL  
TRAINING MATERIALS  
**2016–17**



**SAR Comment Codes  
2017–18**

**Participant Handout**



NASFAA  
**TRAINING**

 **NASFAA**  
NATIONAL ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS

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# NASFAA Annual State and Regional Training Materials

## SAR Comment Codes 2017–18

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## **Workshop Goals**

Participants will be able to:

- Recognize the most common Student Aid Report (SAR) comment codes that may be assigned to a student's SAR or Institutional Student Information Record (ISIR), focusing on codes related to database matches;
- Understand the possible reason(s) that specific comment codes are assigned to a student's SAR/ISIR; and
- Determine when a comment code must be resolved and the action the student and/or school must take to correct the situation so that a student is not prevented from receiving additional Title IV aid.

## Applicable SAR Comment Codes and Text for 2017–18

Select SAR Comment Codes – Selective Service				
SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
030	<p>The Selective Service reported that you have not registered with them. If you are female or were born before 1960, registration is not required. Otherwise, if you are not yet registered, are male, and are 18 through 25 years of age, to receive aid you must do one of the following: (1) answer "Male" to Item 21 and "Register Me" to Item 22 on this SAR, (2) complete a Selective Service registration form at your local post office, or (3) register online at <a href="http://www.sss.gov">www.sss.gov</a>. If you believe you have already registered or are exempt, please check the Selective Service Web site at <a href="http://www.sss.gov">www.sss.gov</a>, select "registration info" and then "Who Must Register?". If you have documentation proving an exemption, submit it to your school to save time. Contact the Selective Service at 847-688-6888 only after reviewing the SSS Web site information.</p>	<p>Selective Service Match Flag = N (registration status not confirmed)</p> <p>The applicant is not in the Selective Service database</p>	Y	<p><b>Resolution required.</b></p> <p>Assist the student with meeting Selective Service eligibility requirements. The student must:</p> <p>Register with Selective Service, present appropriate confirmation (for example, his Selective Service Registration Acknowledgement or his letter of registration) that he is registered, or qualify for a waiver or exemption.</p> <p>Request documentation from a noncitizen who first entered the U.S. after he or she turned 26 or who entered the U.S. as a lawful nonimmigrant on a valid visa and remained in the U.S. on the terms of that visa until after turning 26. A letter from Selective Service is not required if the student's documentation supports an exemption. More information regarding exemptions is available at <a href="http://www.sss.gov">www.sss.gov</a> (select "registration info" and then "Who Must Register?") and in the <i>Federal Student Aid Handbook</i>, Volume 1–FSA Handbook: Student Eligibility, Chapter 5.</p>
033	<p>We could not send your name to Selective Service as you requested because you did not give us enough information, you are outside the age range for registration, or you did not sign your form. If you are male and at least 18 but not yet 26, to receive aid you must do one of the following: (1) answer "Male" to Item 21 and "Register Me" to Item 22 on this SAR and also provide information for Items 1, 2, and 9, (2) complete a Selective Service registration form at your local post office, or (3) register online at <a href="http://www.sss.gov">www.sss.gov</a>. If you are a male who is age 26 or older, you must check the Selective Service Web site at <a href="http://www.sss.gov">www.sss.gov</a>. Select "registration info" and then "Who Must Register?" for more information. Contact the Selective Service at 847-688-6888 only after reviewing the SSS Web site information. You must resolve your registration status before you can receive federal student aid. You are exempt from registering if born before 1960.</p>	<p>Selective Service registration not sent</p> <p>Selective Service Match Flag = blank (record not sent to Selective Service)</p> <p>Applicant requested that ED send name to Selective Service for registration, but applicant is not within age range or some information needed to register him is missing</p>	Y	<p><b>Resolution required.</b></p> <p>If the student is between the ages of 18 and 25, help the student make corrections to his SAR/ISIR and submit corrections for processing. If the information needed to register the student is present, the student's name will be sent to Selective Service. Review the subsequent SAR/ISIR for an updated registration flag.</p> <p>If the student is over the age of 26 and has not yet registered, the student must obtain documentation from Selective Service regarding his registration status. Determine if the student is exempt from registering or is eligible for a waiver of the registration requirement. If the student did not register by the age of 26 and is not exempt or waived from the registration requirement, the student might not be eligible for aid. More information regarding exemptions is available at <a href="http://www.sss.gov">www.sss.gov</a> (select "registration info" and then "Who Must Register?") and in the <i>Federal Student Aid Handbook</i>, Volume 1–FSA Handbook: Student Eligibility, Chapter 5.</p>

## Select SAR Comment Codes – Selective Service

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
057	Selective Service did not register you because you did not answer "Male" to Item 21. If you are male and want to register, you can do one of the following: (1) answer "Male" to Item 21 and "Register Me" to Item 22 on this SAR, (2) complete a Selective Service registration form at your local post office, or (3) register online at <a href="http://www.sss.gov">www.sss.gov</a> .	Selective Service Registration Flag = N (registration not complete) Registration not conducted	Y	<p><b>Resolution required.</b></p> <p>The applicant requested that the Department of Education send his name to Selective Service for registration, but the applicant did not confirm that he is male.</p>

## Select SAR Comment Codes – Department of Homeland Security

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
046	The United States Citizenship and Immigration Services (USCIS) of the Department of Homeland Security did not confirm that you are a noncitizen (Item 14) in an immigration status associated with the requirements of eligibility for the financial assistance for which you have applied. You must submit proof to your school that you are in the required noncitizen immigration status. If you do not submit proof within 30 days, or longer if your school allows, you may not be eligible for federal student aid.	DHS Secondary Match Flag = N (DHS did not confirm eligible noncitizen status)  DHS did not confirm eligibility during DHS secondary confirmation	Y	<p><b>Resolution required.</b></p> <p>Verify that the Alien Registration Number (ARN) in ISIR field 15 matches the ARN on the student's eligible noncitizen document (see the FSA Handbook, Volume 1, Chapter 2: Citizenship for a list of appropriate documents).</p> <p><b>If the ARNs match:</b> You must begin the paper (G-845) Secondary Confirmation process. See the FSA Handbook for the most recent G-845 form, and mailing addresses for additional information. If the requested documentation includes an HHS Eligibility or Certification letter and/or the student provides a copy of a T-Visa, follow the instructions in the G-845 form, and <a href="#">Dear Colleague Letter GEN 06-09</a> in lieu of completing and submitting the G-845 form. If the student claims a battered immigrant-qualified alien status under the Violence Against Women Act, follow the instructions in <a href="#">Dear Colleague Letter GEN 10-07</a>.</p> <p><b>If ISIR field 15 is blank, or if the ARNs do not match:</b> Correct ISIR field 15 to match the ARN on the student's document and submit it to the CPS. The G-845 form should not be completed and submitted because the DHS Match Flag on the ISIR is associated with the incorrect ARN. Instead, wait three days for a corrected ISIR and follow the procedures for the Match flags and code. Complete a G-845 form only if the DHS Match Flag = N and the DHS Secondary Match Flag = N or X.</p>
105	The United States Citizenship and Immigration Services (USCIS) of the Department of Homeland Security has not yet confirmed that you are a noncitizen (Item 14) in an immigration status associated with the requirements of eligibility for the financial assistance for which you have applied. You must submit proof to your school that you are a noncitizen in the required immigration status. If you do not submit proof to your school within 30 days, or longer if your school allows, you may not be eligible for federal student aid.	DHS Secondary Confirmation Match Flag = C (DHS has not yet confirmed eligible noncitizen status)  DHS secondary confirmation match is in continuance	Y	<p><b>Resolution required.</b></p> <p>The school must wait ten business days for another system-generated ISIR with updated Secondary Confirmation match flag before beginning mandatory paper (G-845) Secondary Confirmation process. See the FSA Handbook for the most recent G-845 form, and mailing addresses for additional information. If the requested documentation includes an HHS Eligibility or Certification letter and/or the student provides a copy of a T-visa, follow the instructions in the G-845 form, and <a href="#">Dear Colleague Letter GEN 06-09</a>, in lieu of completing and submitting the G-845 form. If the student claims a battered immigrant-qualified alien status under the Violence Against Women Act, follow the instructions in <a href="#">Dear Colleague Letter GEN 10-07</a>.</p>

## Select SAR Comment Codes – Department of Homeland Security

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
109	The United States Citizenship and Immigration Services (USCIS) of the Department of Homeland Security did not have enough information to confirm that you are a noncitizen (Item 14) in an immigration status associated with the requirements of eligibility for the financial assistance for which you have applied. You must contact the financial aid office at your school to find out what information is needed. If you do not submit the required information within 30 days, or longer if your school allows, you may not be eligible for federal student aid.	DHS Secondary Confirmation Match Flag = X (DHS did not have enough information to confirm eligible noncitizen status)  DHS did not confirm eligibility because additional information is needed	Y	<p><b>Resolution required.</b></p> <p>Verify that the Alien Registration Number (ARN) in ISIR field 15 matches the ARN on the student's eligible noncitizen document (see the Federal Student Aid Handbook, Volume 1, Chapter 2: Citizenship for a list of appropriate documents).</p> <p><b>If the ARNs match:</b> You must begin the paper (G-845) Secondary Confirmation process. See the FSA Handbook for the most recent G-845 form, and mailing addresses for additional information. If the requested documentation includes an HHS Eligibility or Certification letter and/or the student provides a copy of a T-Visa, follow the instructions in the G-845 form, and <a href="#">Dear Colleague Letter GEN 06-09</a>, in lieu of completing and submitting the G-845 form. If the student claims a battered immigrant-qualified alien status under the Violence Against Women Act, follow the instructions in <a href="#">Dear Colleague Letter GEN 10-07</a>.</p> <p><b>If ISIR field 15 is blank, or if the ARNs do not match:</b> Correct ISIR field 15 to match the ARN on the student's document and submit it to the CPS. The G-845 form should not be completed and submitted because the DHS Match Flag on the ISIR is associated with the incorrect ARN. Instead, wait three days for a corrected ISIR and follow the procedures for the Match flags and code. Complete a G-845 form only if the DHS Match Flag = N and the DHS Secondary Match Flag = N or X.</p>
141	You changed either your response to citizenship (Item 14) or the Alien Registration Number (Item 15) that was verified with the Department of Homeland Security. Therefore, you must submit proof of your citizenship status to your financial aid office.	DHS Primary Verification match not conducted  Match Flag = blank (record not sent to DHS)  Applicant changed from eligible noncitizen to citizen or changed Alien Registration Number	Y	<p><b>Resolution required.</b></p> <p>Determine why the student changed his or her citizenship status and resolve any conflicting information. The student may need to submit proof of citizenship depending on the reason for the change.</p>

## Select SAR Comment Codes – Department of Homeland Security

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
142	The United States Citizenship and Immigration Services (USCIS) of the Department of Homeland Security could not confirm that you are a noncitizen (Item 14) in an immigration status associated with the requirements of eligibility for the financial assistance for which you have applied because there is an issue with your Alien Registration Number (Item 15). You must submit proof to your school that you are a noncitizen in the required immigration status. If you do not submit proof within 30 days, or longer if your school allows, you may not be eligible for federal student aid.	DHS Primary Verification match not conducted Match Flag = blank (record not sent to DHS)  Student did not provide Alien Registration Number or provided invalid Alien Registration Number	Y	<p><b>Resolution required.</b></p> <p>If the student failed to provide an Alien Registration Number (ARN) or provided an invalid ARN, <i>do not perform G-485 Paper Secondary Confirmation</i>. Instead, help the student add or correct his or her ARN or make other corrections to the SAR/ISIR and resubmit it for processing. If the student provides adequate information to conduct a match, the record will be sent back to DHS for matching. Review match flags on subsequent transactions for an updated match flag.</p> <p>See the <a href="#">March 9, 2015 electronic announcement</a>, Procedures to follow When Adding or Changing Alien Registration Numbers.</p>
144	The United States Citizenship and Immigration Service (USCIS) of the Department of Homeland Security (DHS) has not yet confirmed your status as a noncitizen (Item 14) in an immigration status associated with the requirements of eligibility for the financial assistance for which you have applied. DHS will continue to check its records and we will notify you once we receive more information from DHS.	DHS Match Flag = N (citizenship not confirmed)  DHS did not confirm applicant's noncitizen eligibility	Y	<p><b>Resolution required.</b></p> <p>See the match flag for Secondary Confirmation.</p> <p>Verify that the Alien Registration Number (ARN) in ISIR field 15 matches the ARN on the student's eligible noncitizen document (see the FSA Handbook, Volume 1, Chapter 2: Citizenship for a list of appropriate documents).</p> <p><b>If the ARNs match:</b> DHS will conduct the Secondary Confirmation process based on the applicant identifier and Primary Verification information only. Wait three working days for a subsequent ISIR to show the result of the Secondary Confirmation and follow the procedures for the match flags and code.</p> <p><b>If the ARNs do not match:</b> Correct ISIR field 15 to match the ARN on the student's document and submit it to the CPS. You will receive two new ISIR transactions: one containing the incorrect ARN (a result of Secondary Confirmation, which you will disregard) and the second showing the corrected ARN. Follow the procedures for the Match flags and code on the ISIR with the corrected ARN. Complete a G-845 form only if the DHS Match Flag = N and the DHS Secondary Match Flag = N or X.</p>

## Select SAR Comment Codes – Social Security Administration

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
063	We previously indicated that the date of birth you reported on your FAFSA in Item 9 does not match the date of birth in the Social Security Administration's (SSA) records for your Social Security Number (SSN). If either your SSN (Item 8) or date of birth is incorrect, you must make a correction. If your SSN and date of birth are correct, you should contact the SSA to make sure they correct their records. The SSA can be contacted by calling 1-800-772-1213 or by visiting <a href="http://www.socialsecurity.gov">www.socialsecurity.gov</a> . You must provide proof of your date of birth to your financial aid office.	SSN Match Flag = 2 (SSN and name match, no DOB match)  Date of birth still inconsistent with SSA records after student reaffirmed value  Reject R verified	Y	<b>Resolution required.</b>  The student made a correction to reaffirm date of birth. However, the SSA records have not changed.  The CPS will suppress the reject R.  In addition, the student must provide date of birth proof to the financial aid administrator.
064	We previously indicated that the name you reported on your FAFSA in Items 1 and 2 does not match the name in the Social Security Administration's (SSA) records for your Social Security Number (SSN). If your SSN (Item 8) or name are incorrect, you must make the necessary corrections. If your SSN and name are correct, you should contact the SSA to make sure they correct their records. The SSA can be contacted by calling 1-800-772-1213 or by visiting <a href="http://www.socialsecurity.gov">www.socialsecurity.gov</a> . You must provide proof of your name to your financial aid office.	SSN Match Flag = 3 (SSN match, no name match)  Name is still inconsistent with SSA records  Reject D verified	Y	<b>Resolution required.</b>  The student made a correction to reaffirm the name. However, SSA records have not changed.  The CPS will suppress the reject D.  In addition, the student must provide documentation explaining the discrepancy in the name (for example, marriage certificate, court order, etc.).

## Select SAR Comment Codes – Social Security Administration

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
146	The Social Security Administration did not confirm that you are a U.S. citizen. Please provide your financial aid office with documentation of your U.S. citizenship (such as your U.S. Passport, Certificate of Naturalization or Birth Certificate). If the documents support your status as a U.S. citizen, the financial aid office at your school will make a copy of your documentation and can continue to process your federal student aid. If you are an eligible noncitizen, you or your school must submit a correction to Item 14 to indicate that you are an eligible noncitizen and also provide your Alien Registration Number in Item 15. You and your school will receive a new SAR/ISIR within three processing days with results from the Department of Homeland Security about your eligible noncitizen status.	<p>SSA citizenship status match conducted</p> <p>SSA Match Flag = B, C, D, E, F, or * (B = Legal alien, eligible to work C = Legal alien, not eligible to work D = Other E = Alien, student restricted, work authorized F = Conditionally legalized alien * = Foreign Blank = Domestic born [U.S. citizen])</p> <p>SSA did not confirm U.S. citizenship status</p>	Y	<p><b>Resolution required.</b></p> <p>If student is a U.S. citizen, he or she should provide a birth certificate, passport, or other documents that definitively prove citizenship. Driver's licenses or voter registration cards are not adequate proof of U.S. citizenship, since many localities do not require proof of U.S. citizenship for these documents.</p> <p>If the student is an eligible noncitizen, he or she should correct question 14 to indicate that the student is an eligible noncitizen and then provide an Alien Registration Number (ARN) in question 15.</p> <p>If the student provided an eligible non citizenship status and an ARN on the FAFSA or SAR, determine if his or her record was sent to DHS for matching (DHS Match Flag is not blank). If it was not, verify that the ARN submitted is correct and that the first and last name, date of birth, and applicant's signature are on the record. If the student was successfully matched with DHS as an eligible noncitizen in the primary verification and/or secondary confirmation match, comment 146 is suppressed and no further resolution is necessary.</p> <p><b>Note:</b> A match flag of * (asterisk) generally indicates that the student was born in a foreign country to American parents that were stationed in another country (for example, military, State Department, or Foreign Service). These students generally have birth certificates indicating that they are U.S. citizens who were born abroad, such as Consular Report of Birth Abroad (CRBA, FS-240) or Certification of Birth Abroad (DS-1350, discontinued since December 2010, but are still valid for proof of identity, citizenship, or other legal purposes.) The SSA will not automatically update this flag, and the financial aid administrator should document the information in the student's record.</p>

## SAR Comment Codes – Veterans Administration

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
162	The Department of Veterans Affairs did not confirm that you are or will be a qualifying veteran for purposes of receiving federal student aid for the 2017-2018 school year. If you believe you are or will be a qualifying veteran, contact your financial aid office and provide a copy of your DD214 (military separation form). If you are currently serving on active duty in the U.S. Armed Forces for purposes other than training, change your answer to Item 50 from "Yes" to "No" and answer "Yes" to Item 49. If you are not and will not be a veteran, you must change the answer to Item 50 from "Yes" to "No" and provide parental information, including the signature of at least one of your parents.	VA Match Flag = 2 (record found on VA database but not a qualifying Veteran)  Independent and record is not independent for a reason other than veteran status	Y	<p><b>Resolution required.</b></p> <p>If the student believes the match results are in error, he or she should contact a regional VA office to have the VA records updated. The CPS will continue to send any correction transactions to the VA for rematching and an updated match flag.</p> <p>While the student is resolving the discrepancy with the VA, the financial aid administrator can collect documentation from the applicant that clearly demonstrates that he or she is a veteran of the U.S. Armed Forces. The student can provide the DD214 form showing that "Character of Service" is other than "dishonorable." However, until the information is corrected in the VA database, the match results will not change. If the documentation confirms that the student is a veteran, Title IV aid can then be disbursed to the student.</p> <p>If the match results are correct and the student is not a qualifying veteran, then he or she must submit a correction to change the answer to Item 56 from "Yes" to "No" and provide parental information, including the signature of at least one parent.</p>
173	The Department of Veterans Affairs did not confirm that you are or will be a qualifying veteran for purposes of receiving federal student aid for the 2017-2018 school year. If you believe you are or will be a qualifying veteran, contact your financial aid office and provide a copy of your DD214 (military separation form). If you are currently serving on active duty in the U.S. Armed Forces for purposes other than training, change your answer to Item 50 from "Yes" to "No" and answer "Yes" to Item 49. If you are not and will not be a veteran, you must change the answer to Item 50 from "Yes" to "No" and provide parental information, including the signature of at least one of your parents.	VA Match Flag = 3 (record not found on VA database)  Independent, record not found on VA database, and record is not independent for a reason other than veteran status	Y	<p><b>Resolution required.</b></p> <p>If the student believes the match results are in error, he or she can provide the DD214 form (military separation form). However, it is likely that the military branch or Department of Defense has not sent the data to the VA. The student should contact a regional VA office to have the VA records updated. Until the information is corrected in the VA database, the match results will not change.</p> <p>While the student is resolving the discrepancy with the VA, the financial aid administrator can collect from the applicant the DD214 that clearly demonstrates that he or she is a veteran of the U.S. Armed Forces. If the documentation confirms that the student is a veteran, Title IV aid can then be disbursed to him or her.</p> <p>If the match results are correct and the student is not a qualifying veteran, he or she must submit a correction to change the answer to Item 56 from "Yes" to "No" and provide parental information, including the signature of at least one parent.</p>

## SAR Comment Codes – Veterans Administration

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
180	The Department of Veterans Affairs did not confirm that you are or will be a qualifying veteran for purposes of receiving federal student aid for the 2017-2018 school year. If you believe you are or will be a qualifying veteran, contact your financial aid office and provide a copy of your DD214 (military separation form). If you are currently serving on active duty in the U.S. Armed Forces for purposes other than training, change your answer to Item 50 from "Yes" to "No" and answer "Yes" to Item 49. If you are not and will not be a veteran, you must change the answer to Item 50 from "Yes" to "No" and provide parental information, including the signature of at least one of your parents.	VA Match Flag = 4 (record found on database but applicant is on active duty) Record is not independent for a reason other than veteran status	Y	<p><b>Resolution required.</b></p> <p>The student must provide documentation to the school that shows upcoming release orders from a military branch, typically in memorandum format or letter, stating intent to release. There is no requirement to reconfirm actual separation during the award year.</p>

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
041	To resolve your Federal Pell Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for Pell over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
042	To resolve your Federal Pell Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for Pell over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
043	To resolve your Federal Pell Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for Pell over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
065	To resolve your FSEOG overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for FSEOG over-payment or fraud	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
066	To resolve your FSEOG overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for FSEOG over-payment or fraud	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
100	To resolve your Perkins overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for Perkins over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
101	To resolve your Perkins overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for Perkins over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
102	To resolve your Perkins overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for Perkins over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
115	The National Student Loan Data System (NSLDS) indicates that one or more of your federal student loans have been discharged. If you have questions, contact the financial aid office at your school.	NSLDS Results Flag = 1 (record matched, data sent) Loan is discharged due to disability	Y	<b>Resolution required.</b> See the <i>Federal Student Aid Handbook</i> , Volume 1–FSA Handbook: Student Eligibility, Chapter 3.
116	The National Student Loan Data System (NSLDS) indicates you have one or more student loans in an active bankruptcy status. Before you can receive additional federal student loans, you must contact the financial aid office at your school.	NSLDS Results Flag = 1 (record matched, data sent) Loan is in Bankruptcy	Y	<b>Resolution required.</b> See the <i>Federal Student Aid Handbook</i> , Volume 1–FSA Handbook: Student Eligibility, Chapter 3.
124	Contact the following agency(ies) regarding your defaulted or fraudulent federal student loan(s):	Contacts for defaulted student loans	Y	<b>Resolution required.</b> The student needs to contact the agency to resolved defaulted or fraudulent loan.
132	The National Student Loan Data System (NSLDS) indicates that you are in DEFAULT on one or more federal student loans. You are not eligible to receive any federal student aid until you resolve any loan default(s).	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 2 (default) Applicant has at least one loan in default	Y	<b>Resolution required.</b> Comment 124 will be printed in conjunction with comment 132 and will include up to three agencies that are holding defaulted loans. (Comments 190 to 239, 248, 251 to 253, 303 to 307, and 315 to 344)  Depending on loan status, the student needs to contact GA, FLS, or EDR and make satisfactory arrangements to repay loan. If the student has repaid the loan, obtain documentation that the loan identified as being in default is the loan that was paid off by the student.  See the list of loan status codes and information on student eligibility in Appendix C of <i>The ISIR Guide</i> or in the Processing Codes section of the <i>Electronic Data Exchange Technical Reference</i> .

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
133	The National Student Loan Data System (NSLDS) indicates that you have received one or more overpayments of federal student aid funds. You are required by law to repay any federal student aid funds received for which you were not entitled. You are not eligible to receive any federal student aid until you resolve your overpayment(s).	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Applicant has at least one over-payment or is in a fraud status and as a result, the applicant has at least one Overpayment Flag set to: Y = Over-payment or F = Fraud NSLDS Over-payment	Y	<p><b>Resolution required.</b> Access NSLDS to obtain additional overpayment information. When there is an overpayment, comment 133 will be provided with an additional comment(s) based on the type of overpayment.</p> <p>Federal Supplemental Educational Opportunity Grant (FSEOG) Overpayment: 010, 065, 066, 067, 077, or 079.</p> <p>Pell Grant Overpayment: 020, 038, 039, 041, 042, or 043.</p> <p>Perkins Loan Overpayment: 086, 090, 100, 101, 102, or 107.</p> <p>Teacher Education Assistance for College and Higher Education (TEACH) Grant Overpayment: 289 to 294.</p> <p>Iraq and Afghanistan Service Grant Overpayment: 309 to 314.</p>
134	The National Student Loan Data System (NSLDS) indicates that you are in DEFAULT on one or more federal student loans and that you received one or more overpayments of federal student aid funds. You are not eligible to receive any federal student aid until these items have been resolved.	NSLDS Defaulted loan and Overpayment	Y	<p><b>Resolution required.</b> See resolution for comments 132 and 133.</p>
135	To resolve your defaulted or fraudulent federal student loan(s), contact the lender associated with the loan.	Defaulted loan lender contact	Y	<p><b>Resolution required.</b> A defaulted or fraudulent loan for this student is held by the lender of this loan.</p>
136	To resolve your defaulted or fraudulent federal student loan(s), contact the school associated with the loan.	Defaulted loan school contact	Y	<p><b>Resolution required.</b> A defaulted or fraudulent loan for this student is held by the school that issued this loan.</p>
254	Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received subsidized student loans in excess of loan limits established for the federal loan programs. You should review the information on Page 4.	NSLDS Subsidized or Combined Loan Total has exceeded loan limits based on NSLDS Loan Limit Flags or Post-screening reason codes of 09 or 10	Y	<p><b>Resolution required.</b> In general, students who borrow in excess of aggregate loan limits are ineligible to receive further Title IV assistance. However, if the school determines that the student inadvertently borrowed in excess of the limits, the student may regain eligibility either by repaying the amount borrowed in excess of the aggregate limits or by making satisfactory (to the loan holder) repayment arrangements for the excess amount.</p> <p>See Section 668.35(b) (1) of the Federal Student Financial Aid Regulations, <a href="#">Dear Colleague Letter GEN 96-13</a>, and <a href="#">Q&amp;A #17</a> for additional information.</p>

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
255	Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of undergraduate student loans that exceeds the loan limits established for the federal loan programs. You should review the information on Page 4.	NSLDS Subsidized or Combined Loan Total has exceeded undergraduate loan limits based on NSLDS Loan Limit Flags or Post-screening reason code 09 or 10	Y	<b>Resolution required.</b> See Action Needed for comment 254.
256	Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of student loans (graduate and undergraduate) that exceeds the loan limits established for the federal loan programs. You should review the information on Page 4.	NSLDS Subsidized or Combined Loan Total has exceeded graduate loan limits based on NSLDS Loan Limit Flags or Post-screening reason code 09 or 10	Y	<b>Resolution required.</b> See Action Needed for comment 254.
260	Based upon data provided by the National Student Loan Data System (NSLDS), your grade level, and your dependency status, we have determined that you may have received student loans in excess of loan limits established for the federal loan programs. You should review the information on Page 4.	NSLDS Subsidized or Combined Loan Total has exceeded loan limits based on NSLDS Loan Limit Flags or Post-screening reason code 09 or 10	Y	<b>Resolution required.</b> See Action Needed for comment 254.
290	To resolve your TEACH Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for TEACH Grant over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
291	To resolve your TEACH Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for TEACH Grant over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
292	To resolve your TEACH Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (over-payment) Flagged for TEACH Grant over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
310	To resolve your Iraq/Afghanistan Service Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (overpayment) Flagged for Iraq and Afghanistan Service Grant over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
311	To resolve your Iraq/Afghanistan Service Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (overpayment) Flagged for Iraq and Afghanistan Service Grant over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
312	To resolve your Iraq/Afghanistan Service Grant overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, P.O. Box 5609, Greenville, Texas 75403-5609.	NSLDS Results Flag = 1 (record matched, data sent) NSLDS Match Flag = 3 (overpayment) Flagged for Iraq and Afghanistan Service Grant over-payment	Y	<b>Resolution required.</b> The applicant needs to contact the agency listed to resolve the overpayment.
346	There is a limit to the total amount of Federal Pell Grants that a student may receive, which is the equivalent of 6 school years. Based on information reported to the National Student Loan Data System (NSLDS) by the schools you have attended, you have received a total amount of Pell Grants that is close to the cumulative total you can receive. Therefore, your eligibility for additional Pell Grants may be limited.	Applicant's Pell Lifetime Eligibility Used amount is close to the Pell limit	Y	<b>Resolution required.</b> Check NSLDS records to verify that the applicant is not exceeding lifetime eligibility.

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
347	There is a limit to the total amount of Federal Pell Grants that a student may receive, which is the equivalent of 6 school years. Based on information reported to the National Student Loan Data System (NSLDS) by the schools you have attended, you may have received a total amount of Pell Grants that equals or exceeds the cumulative total you can receive.	Applicant's Pell Lifetime Eligibility Used amount is met or has exceeded the limit	Y	<p><b>Resolution required.</b></p> <p>Check NSLDS records to verify that the applicant is not exceeding lifetime eligibility.</p>
359	Your school may request additional information to determine your eligibility for federal student aid.	NSLDS Unusual Enrollment History Flag equals 2	Y	<p><b>Resolution required.</b></p> <p>The institution must review the student's enrollment and financial aid records to determine if, during any of the 2013-2014, 2014-2015, 2015-2016, and 2016-2017 award years, the student received a Pell Grant or a Direct Loan at the institution that is performing the review. If so, no additional action is required. If not, using information from the National Student Loan Data System (NSLDS), the institution must identify all institutions where the student received a Pell Grant or Direct Loan for any of the 2013-2014, 2014-2015, 2015-2016, and 2016-2017 award years. The institution must then determine whether academic credit was earned at each of those institutions during the award year for which the student received a Pell Grant or Direct Loan. Based on those determinations, discussions with the student may be necessary. See <a href="#">Dear Colleague letter GEN-15-05</a> for additional information.</p>
360	Based upon data provided by the National Student Loan Data System (NSLDS), your school will request additional information to determine your eligibility for federal student aid and before disbursement of funds can be made.	NSLDS Unusual Enrollment History Flag equals 3	Y	<p><b>Resolution required.</b></p> <p>Using information from the National Student Loan Data System (NSLDS), the institution must identify all institutions where the student received a Pell Grant or a Direct Loan for any of the 2013-2014, 2014-2015, 2015-2016, and 2016-2017 award years. The institution must then determine whether academic credit was earned at each of those institutions during the award year for which the student received a Pell Grant or a Direct Loan. Based on those determinations, discussions with the student may be necessary. See <a href="#">Dear Colleague letter GEN-15-05</a> for additional information.</p>

## Select SAR Comment Codes – National Student Loan Data System

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
392	Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of student loans (graduate and undergraduate) that exceeds the loan limits established for the federal loan programs. However, you may have reaffirmed the excess debt with your loan servicer, restoring your eligibility to participate in the federal student aid programs. You should review the information on Page 4.	NSLDS Graduate Subsidized Loan Limit Flag or NSLDS Graduate Combined Loan Limit Flag is set to R, exceeded limit and reaffirmed debt	Y	<p><b>Resolution required.</b></p> <p>In general, students who borrow in excess of aggregate loan limits are ineligible to receive further Title IV assistance. However, if a value of "R" is in the NSLDS Graduate Subsidized Loan Limit Flag field or the NSLDS Graduate Combined Loan Limit field on the ISIR, the school must review the student's entire NSLDS loan record to determine if that "R" value is shown on the loan or loans that resulted in the excess borrowing. If so, the student regains eligibility to participate in the federal student aid programs.</p>
393	Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of undergraduate student loans that exceeds the loan limits established for the federal loan programs. However, you may have reaffirmed the excess debt with your loan servicer, restoring your eligibility to participate in the federal student aid programs. You should review the information on Page 4.	NSLDS Undergraduate Subsidized Loan Limit Flag or NSLDS Undergraduate Combined Loan Limit Flag is set to R, exceeded limit and reaffirmed debt.	Y	<p><b>Resolution required.</b></p> <p>In general, students who borrow in excess of aggregate loan limits are ineligible to receive further Title IV assistance. However, if a value of "R" is in the NSLDS Undergraduate Subsidized Loan Limit Flag field or the NSLDS Undergraduate Combined Loan Limit field on the ISIR, the school must review the student's entire NSLDS loan record to determine if that "R" value is shown on the loan or loans that resulted in the excess borrowing. If so, the student regains eligibility to participate in the federal student aid programs.</p>

## Select SAR Comment Codes – Department of Justice

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
009	We cannot process your FAFSA because of issues related to the Anti-Drug Abuse Act of 1988. To address these issues, you must contact us by telephone at 202-377-3889 within 30 days from the date of this letter.	The Department of Justice has placed a "hold" on the student		<p><b>Resolution required.</b> The student needs to call 202-377-3889 to resolve this issue.</p> <p><b>Note:</b> No match flag values are associated with hold files.</p> <p>The Anti-Drug Abuse Act of 1988 includes provisions that authorize federal and state judges to deny certain federal benefits, including student aid, to persons convicted of drug trafficking or possession. The CPS maintains a hold file of those who have received such a judgment, and it checks applicants against that file to determine if they should be denied aid. This is separate from the check for a drug conviction via question 23; confirmation of a student in the drug abuse hold file will produce a rejected application and a separate comment from those associated with responses to question 23.</p>
052	Your answer to Item 23 has changed since you filed your initial FAFSA. Please review this item.	Applicant's made a correction to his or her drug conviction question responses from "Yes (Part Year)" or "Yes/Don't Know" to "No"		<b>No resolution required.</b>
053	You left Item 23 blank. Your failure to provide an answer to this question makes you ineligible to receive federal student aid. Either indicate that you have not been convicted of possessing or selling illegal drugs for an offense that occurred while you were receiving federal student aid (such as grants, loans, and work-study), or use the enclosed worksheet to determine your answer to this question. You can answer Item 23 on your SAR or you can correct this item by calling 1-800-4-FED-AID (1-800-433-3243) or by going to <a href="http://www.fafsa.gov">www.fafsa.gov</a> . Please understand that a drug conviction does not necessarily disqualify you from receiving student aid.	Applicant left drug conviction question blank	Y	<p><b>Resolution required.</b> The applicant is not eligible for federal aid if this response is left blank. A correction to provide a response must be made by following the directions provided in the comment text.</p>

## Select SAR Comment Codes – Department of Justice

SAR Comment Code	SAR Comment Text Definition	Reason for Comment	C Code	Action Needed
054	You reported a '2' in response to Item 23. This indicates that you are ineligible for federal student aid for part of the 2017-2018 school year. The period of ineligibility resulting from your drug-related conviction(s) ends on or after July 1, 2017. You should contact your Financial Aid Administrator after July 1, 2017 so that he or she can determine if you may receive federal funds during the 2017-2018 award year.	Applicant's response to drug conviction question was 2 "Yes (Part Year)"	Y	<p><b>Resolution required.</b></p> <p>The applicant is not eligible for federal aid until the ineligibility period expires, between July 1, 2017 and June 30, 2018.</p>
056	You reported in Item 23 that you have been convicted of an illegal drug offense. Use the enclosed worksheet to determine if your conviction(s) affect your eligibility for federal student aid. If you determine that your conviction(s) do not affect your eligibility for federal student aid, or affect it for only part of the 2017-2018 school year, you must correct Item 23. You can change your answer by using your SAR or you can correct this item or get additional help with this question by calling 1-800-4-FED-AID (1-800-433-3243).  YOU ARE NOT ELIGIBLE FOR FEDERAL STUDENT AID WHILE YOUR ANSWER TO ITEM 23 IS '3, YES' but you may still be eligible to receive state, school, or other non-federal student aid.	Applicant's response to drug conviction question was 3 "Yes" on the original paper FAFSA	Y	<p><b>Resolution required.</b></p> <p>The applicant is not eligible for federal aid. If the response is incorrect, the applicant should follow the directions in the comment text to make a change. The applicant should not be referred to any other phone numbers at the Department of Education for resolution.</p>
058	You reported in Item 23 that you are not eligible for federal student aid as a result of a drug-related conviction, or that you do not know if your conviction(s) affect your eligibility. However, you may still be eligible to receive state, school, or other non-federal student aid. If you have answered this question incorrectly, you must correct Item 23 by using your SAR. You can also correct this item or get help with this question by calling 1-800-4-FED-AID (1-800-433-3243).	Applicant's response to drug conviction question was 3 "Yes" on transactions other than original paper FAFSA	Y	<p><b>Resolution required.</b></p> <p>The applicant is not eligible for federal aid. If the response is incorrect, the applicant should follow the directions in the comment text to make a change. The applicant should not be referred to any other phone numbers at the Department of Education for resolution.</p>

# Student Eligibility Overview

To be eligible for Title IV assistance, a student must satisfy certain general eligibility requirements—some student related, some program related. The financial aid office is responsible for ensuring each student has met all relevant eligibility requirements before awarding and disbursing Title IV funds.

A school may not impose additional eligibility requirements that are not in the law or regulations, regardless if they are general or Title IV program-specific. For example, a school may not require students to purchase books at the campus store before it disburses Title IV funds.

## Overview of Student Eligibility Requirements

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- General elements of eligibility require a student to:
  - Be a regular student enrolled or accepted for enrollment in an eligible program at an eligible institution;
  - Have a high school diploma or:
    - ◆ Have the recognized equivalent of a high school diploma,
    - ◆ Complete a high school curriculum in a home school setting that meets his or her state's home schooling requirements, or
    - ◆ Under certain conditions, demonstrate ability to benefit from the training or education offered;
  - Not be enrolled simultaneously in elementary or secondary school;
  - Be a United States (U.S.) citizen or national, or eligible noncitizen;
  - Have a correct Social Security Number (SSN);
  - Be registered with Selective Service, if required;
  - Not be in default on a Title IV loan or owe a Title IV grant or loan overpayment;
  - Not have borrowed in excess of annual or aggregate Title IV loan limits;
  - Not have property subject to a judgment lien for a debt owed to the U.S.;
  - Have repaid Title IV funds obtained fraudulently;
  - Sign a Statement of Educational Purpose certifying he or she will use Title IV aid only to pay educational costs, if required;
  - Not have enrolled in multiple institutions solely to obtain Title IV credit balance funds to pay non-educationally related expenses;
  - Be maintaining satisfactory academic progress (SAP);
  - Not have a disqualifying drug conviction; and
  - Have financial need, if applicable.
- In addition, a student's eligibility for Title IV aid may be affected by such factors as:
  - Prior degrees;
  - Enrollment status;
  - Remedial coursework;
  - Correspondence study;
  - Study via distance education;
  - Program of study; or
  - Incarceration.

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## General Student Eligibility Requirements by Category

Criteria Checked via the Application Process	Criteria Checked and Monitored by the School	Criteria Not Specifically Checked but Must be Resolved if Conflicting Information Exists
<ul style="list-style-type: none"><li>• Citizenship status</li><li>• Social Security Number</li><li>• Selective Service registration</li><li>• Default and overpayment</li><li>• Borrowing in excess of annual and aggregate loan limits</li><li>• Fraudulently obtained Title IV funds</li><li>• Certain drug offense convictions</li><li>• Eligibility for increased Title IV aid to children of certain deceased members of the U.S. military</li><li>• Statement of Educational Purpose</li><li>• Unusual Enrollment History (UEH)</li></ul>	<ul style="list-style-type: none"><li>• Enrollment as regular student in eligible program</li><li>• High school diploma or recognized equivalent, home schooling, or ability to benefit from training or education offered</li><li>• Satisfactory academic progress</li><li>• Financial need</li><li>• Individual Title IV program requirements</li></ul>	<ul style="list-style-type: none"><li>• Simultaneous enrollment in elementary or secondary school</li><li>• Property subject to lien for debts owed to U.S.</li><li>• Incarceration</li><li>• Suspected Title IV fraud</li></ul>

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## **Student Eligibility Criteria Checked Via the Application Process**

Matches and hold files compare information provided by the family on the Free Application for Federal Student Aid (FAFSA) to information stored in various federal databases or held by various federal agencies to confirm certain student eligibility criteria. The following chart lists the agency with which each match is conducted or data element is checked. Descriptions of the matches and the steps for resolving unfavorable match results are in *The ISIR Guide*, published annually by U.S. Department of Education (ED). Students self-certify on the FAFSA whether or not they have a drug conviction, which could affect their eligibility for aid.

<b>Agency</b>	<b>Eligibility Criterion</b>
Selective Service System	<ul style="list-style-type: none"><li>• Verifies registration of eligible males with Selective Service</li></ul>
Department of Homeland Security (DHS)	<ul style="list-style-type: none"><li>• Verifies student's eligible noncitizen status through primary confirmation (sometimes called primary verification) and automated secondary confirmation processes</li></ul>
Social Security Administration (SSA)	<ul style="list-style-type: none"><li>• Verifies student's claim of U.S. citizenship or U.S. national status</li><li>• Verifies student's and parent's (if the student is dependent) SSNs are correct and the SSN corresponds to the individual's name and date of birth</li><li>• Checks whether student's and parent's (if the student is dependent) SSN belongs to a deceased person or is associated with a date of death</li></ul>
Department of Veterans Affairs	<ul style="list-style-type: none"><li>• Verifies veteran status for FAFSA dependency purposes</li></ul>
National Student Loan Data System (NSLDS)	<ul style="list-style-type: none"><li>• Verifies student's default and overpayment status</li><li>• Informs school if fraudulently obtained Title IV funds have not been repaid</li><li>• Ensures annual and aggregate award limits are not exceeded</li><li>• Informs the school if the student subsequently becomes ineligible for Title IV funds based on new data in NSLDS</li><li>• Performs check for a student's Unusual Enrollment History (UEH)</li></ul>
Department of Justice (DOJ) via ED Hold File	<ul style="list-style-type: none"><li>• ED hold file lists individuals whose eligibility for federal benefits, including student aid, has been suspended or terminated by a judge under the Anti-Drug Abuse Act of 1988</li></ul>
Department of Defense (DoD)	<ul style="list-style-type: none"><li>• Identifies students who may be eligible for increased aid as the child of a parent or guardian who died as a result of military service in Iraq or Afghanistan after 9/11/01</li></ul>
Student (self-certification only)	<ul style="list-style-type: none"><li>• Worksheet to FAFSA Question 23 asks applicant whether he or she has disqualifying drug offense convictions</li></ul>

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## Selective Service Exemptions

There are several exemptions to the requirement for a male to register with Selective Service. A student does not have to register if he:

- Is below the age of 18 at the time the application is completed;
- Was born before January 1, 1960;
- Is a citizen of the Republic of Palau;
- Is a citizen of the Republic of the Marshall Islands\*;
- Is a citizen of the Federated States of Micronesia\*;
- Is a noncitizen who first entered the U.S. after age 26;
- Is a noncitizen who entered the U.S. as a lawful nonimmigrant on a valid visa and remained in the U.S. on the terms of that visa until after age 26;
- Is currently in the armed services and on active duty (exception does not apply if the student is a member of the Reserve or National Guard, and is not on active duty);
- Is or was unable to register due to being hospitalized, incarcerated, or institutionalized;
- Is enrolled in an officer procurement program at:
  - The Citadel,
  - North Georgia College and State University,
  - Norwich University,
  - Virginia Military Institute,
  - Texas A&M University, or
  - Virginia Polytechnic Institute and State University;
- Is a commissioned officer of the Public Health Service on active duty, or a member of the Reserve of the Public Health Service on specified active duty; or
- Has had sex reassignment surgery from female to male? (Note that if a male has had sex reassignment from male to female, registration is still required.)

\*Male citizens or nationals of this Republic or Federation are expected to register after living in the United States for more than one year, unless he is a student or employee of the government of his homeland.

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**Verification Request**  
**Department of Homeland Security**  
U.S. Citizenship and Immigration Services

**USCIS**  
**Form G-845**  
OMB No. 1615-0101  
Expires: 05/31/2018

► START HERE - Type or print in black ink.

**Part 1. Information From the Registered Agency**

**NOTE:** Only the Registered Agency should complete this information.

**To:** U.S. Citizenship and Immigration Services (USCIS)  
**Attn:** USCIS SAVE Program Status Verification Office

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Stamp, type, or print the name, address, and ZIP Code of the Registered Agency. (Print clearly since USCIS may use agency address below with a No. 10 window envelope.)

**From:**

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**Applicant Information**

**Immigration Document Number**

1.a. Alien Registration Number (A-Number)

A- ►

1.b. Form I-94 Number (Arrival-Departure Record)

►

1.c. Other Immigration Number

1.d. Name or Form Number of Document Containing the Other Immigration Number

**Applicant's Full Name as Shown on the Immigration Document**

2.a. Last Name

2.b. First Name

2.c. Middle Name

3. Case Verification Number

4. Date of Birth (mm/dd/yyyy)

5. Social Security Number

►

6. Student and Exchange Visitor Information System (SEVIS) Number

7. Citizenship or Nationality

**Documents Attached (Select all that apply)**

8.a.  Photocopy of most recently issued immigration document attached. Ensure copies are legible and made from an original document. If the immigration document is printed on both sides, attach a copy of the front **and** back.

8.b.  Other Information Attached (Specify Documents)

**Benefits Sought**

9.a.  Background Check

9.b.  Driver's License/ID

9.c.  Education Grant/Loan/Work Study

9.d.  Employment Authorization

9.e.  Food Stamps

9.f.  Housing Assistance

9.g.  Medicaid/Medical Assistance

9.h.  Social Security Number

9.i.  SSI or RSDI

9.j.  TANF

9.k.  Unemployment Insurance

9.l.  Other (Specify)

**Applicant's Last Name**

**Applicant's First Name**

### Case Verification Number

**Part 1. Information From the Registered Agency**  
**(continued)**

### *Registered Agency Information*

- 10. Registered Agency Case Number**

**Full Name of Agency Official**

- 11.a. Last Name**

- 11.b. First Name**

- 12. Title of Agency Official**

- 13.a. Daytime Telephone Number (Include Area Code)**

- 13.b. Extension Number (if applicable)**

- 14. Fax Number (if any) (Include Area Code)**

- 15. Date Request Completed**

- 16. Registered Agency Comments (if any)**

## **Part 2. USCIS Responses**

**NOTE: Only USCIS should complete this information.**

Upon review of these documents, information submitted, and our records, we find the following for the applicant:

- Lawful Permanent Resident** of the United States
  - Conditional Permanent Resident** of the United States
  - Applicant is **employment authorized** in the United States as indicated:
    - No Expiration Date (Indefinite)
    - Expiration Date  
(mm/dd/yyyy)
    - Previous Employment Authorization Dates  

Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)
  - Applicant is **not employment authorized** in the United States
  - Applicant has an **application pending** for the following USCIS benefit:
  - Applicant was **granted asylum or refugee** status in the United States
  - Applicant was **paroled** into the United States under section 212 of the Immigration and Nationality Act (INA).
    - No Expiration Date (Indefinite)
    - Parole Granted Date  
(mm/dd/yyyy)
    - Parole Expiration Date  
(mm/dd/yyyy)
  - Conditional entrant** of the United States
  - Nonimmigrant** (Specify type or class and expiration date)  
**Type or Class**  
  
**Expiration Date** (mm/dd/yyyy)
  - U.S. Citizen**

**Applicant's Last Name**

**Applicant's First Name**

**Case Verification Number**

## **Part 2. USCIS Responses (continued)**

11.  **Cuban/Haitian entrant** of the United States  
12.  **American Indian** born in Canada to whom the provisions of INA 289 apply.

### Date Status Recognized

(mm/dd/yyyy)

13.  Mexican Born Member of the Texas or Oklahoma Band of Kickapoo Indians

- a.  I-872 Issuance Date:

(mm/dd/yyyy)

### COA (KIC or KIP)

- b.  Other foreign born American Indian Date of Entry:

(mm/dd/yyyy)

COA

- 14.  Deferred Action for Childhood Arrivals (DACA)**

- 15.**  **Temporary Protected Status (TPS)**

- 16.  Deferred Action Status**

- 17.  VAWA Self-Petitioner**

- a.  Pending prima facie VAWA self-petition
  - b.  Approved VAWA self-petition

- 18.  Withholding of Removal**

19.  USCIS is searching indices for further information

20.  This document is **not valid** because it appears to be:  
(Select all that apply)

- a.  Expired

- b.  Altered

- c.  Counterfeit

### **Part 3. USCIS Comments**

**NOTE: Only USCIS should complete this information.**

- Unable to process request without an original consent of disclosure statement signed by the applicant. Resubmit request.
  - No determination can be made because insufficient information was submitted. Obtain a copy of the applicant's most recently issued immigration document. Submit a new request.

3.  No determination can be made without seeing both sides of the applicant's immigration document.  
Attach copies (front and back) of the applicant's most recently issued immigration document and submit a new request.
  4.  Copy provided of applicant's immigration document is illegible. Submit a new request with legible documents.
  5.  Unable to verify status based on the document provided. If this is the applicant's most recently issued immigration document, refer the applicant to the document issuing authority.
  6.  Other

USCIS Stamp

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# DD214 Example – Acceptable

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES		THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.		ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID																																				
<b>CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY</b>																																								
1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH ARMY/ARMED FORCES		3. SOCIAL SECURITY NUMBER																																				
4a. GRADE, RATE OR RANK 1LT		4b. PAY GRADE O02		4c. DATE OF ENTRY (YYYYMMDD)		4d. OBLIGATION TERMINATION DATE (YYYYMMDD) 00000000																																		
5a. PLACE OF ENTRY INTO ACTIVE DUTY OKLAHOMA CITY, OKLAHOMA		5b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known)																																						
6a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND 0700 CS BN CO P FC			6b. STATION WHERE SEPARATED FORT BLISS, TX 79916-6816																																					
7. COMMAND TO WHICH TRANSFERRED CO F 700 SPT BN, 200 NE 23RD ST, OKLAHOMA CITY, OK 73105			8. SGLI COVERAGE AMOUNT: \$400,000.00				9. NONE																																	
10. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 25A SIGNAL, GENERAL - 1 YRS 0 MOS // NOTHING FOLLOWS			11. RECORD OF SERVICE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>a. DATE ENTERED AD THIS PERIOD</td><td>YEAR(S) 2007</td><td>MONTH(S) 10</td><td>DAY(S) 19</td></tr> <tr><td>b. SEPARATION DATE THIS PERIOD</td><td>2008</td><td>10</td><td>24</td></tr> <tr><td>c. NET ACTIVE SERVICE THIS PERIOD</td><td>0001</td><td>00</td><td>06</td></tr> <tr><td>d. TOTAL PRIOR ACTIVE SERVICE</td><td>0000</td><td>10</td><td>00</td></tr> <tr><td>e. TOTAL PRIOR INACTIVE SERVICE</td><td>0004</td><td>04</td><td>00</td></tr> <tr><td>f. FOREIGN SERVICE</td><td>0000</td><td>08</td><td>10</td></tr> <tr><td>g. SEA SERVICE</td><td>0000</td><td>00</td><td>00</td></tr> <tr><td>h. EFFECTIVE DATE OF PAY GRADE</td><td>2008</td><td>02</td><td>13</td></tr> </table>						a. DATE ENTERED AD THIS PERIOD	YEAR(S) 2007	MONTH(S) 10	DAY(S) 19	b. SEPARATION DATE THIS PERIOD	2008	10	24	c. NET ACTIVE SERVICE THIS PERIOD	0001	00	06	d. TOTAL PRIOR ACTIVE SERVICE	0000	10	00	e. TOTAL PRIOR INACTIVE SERVICE	0004	04	00	f. FOREIGN SERVICE	0000	08	10	g. SEA SERVICE	0000	00	00	h. EFFECTIVE DATE OF PAY GRADE	2008	02	13
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15a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM b. HIGH SCHOOL GRADUATE OR EQUIVALENT			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>YES X</td><td>NO</td></tr> <tr><td>X YES</td><td>NO</td></tr> </table>						YES X	NO	X YES	NO																												
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16. DAYS ACCRUED LEAVE PAID 0		17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION					18. YES NO X																																	
18. REMARKS SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA//SERVICE IN KUWAIT/IRAQ 20080128-20081007// INDIVIDUAL COMPLETED PERIOD FOR WHICH ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST SERVICE BENEFITS AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION IRAQI FREEDOM 10 USC 12302//MEMBER HAS COMPLETED FIRST FULL TERM OF SERVICE//POMRA LEAVE 20081019 - 20081019//NOTHING FOLLOWS																																								
The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.																																								
19a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code)			19b. NEAREST RELATIVE (Name and address – Include Zip Code)																																					
20. MEMBER REQUESTS COPY 6 BE SENT TO OK			21. SIGNATURE OF MEMBER BEING SEPARATED / 22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature)																																					
SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)																																								
23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY			24. CHARACTER OF SERVICE (Include upgrades) HONORABLE																																					
25. SEPARATION AUTHORITY AR 600-8-24, PARA 2-7			26. SEPARATION CODE MBK			27. RECEIVING CODE NA																																		
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE							29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE																																	
30. MEMBER REQUESTS COPY 4 (Initials) LFL							SERVICE-2																																	

# DD214 Example – Unacceptable

CAUTION: NOT TO BE USED FOR  
IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD.  
SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS  
RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY																																						
1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH <b>ARMY/ARNGUS/SC</b>																																				
4a. GRADE, RATE OR RANK <b>1LT</b>	5a. PAY GRADE <b>O02</b>	6a. DATE OF ENTRY (YYMMDD) <b>19800101</b>																																				
7a. PLACE OF ENTRY INTO ACTIVE DUTY <b>OKLAHOMA CITY, OKLAHOMA</b>		8a. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known)																																				
8b. LAST DUTY ASSIGNMENT AND MAJOR COMMAND <b>0700 CS BN CO F FC</b>		9b. STATION WHERE SEPARATED <b>FORT BLISS, TX 79916-6816</b>																																				
9. COMMAND TO WHICH TRANSFERRED <b>CO F 700 SPT BN, 200 NE 23RD ST, OKLAHOMA CITY, OK 73105</b>		10. SGLI COVERAGE <b>AMOUNT: \$400,000.00</b>																																				
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) <b>25A SIGNAL, GENERAL - 1 YRS 0 MOS//NOTHING FOLLOWS</b>		12. RECORD OF SERVICE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>a. DATE ENTERED AD THIS PERIOD</td><td>YEAR(S)</td><td>MONTH(S)</td><td>DAY(S)</td></tr> <tr><td>2007</td><td>10</td><td>19</td><td></td></tr> <tr><td>b. SEPARATION DATE THIS PERIOD</td><td>2008</td><td>10</td><td>24</td></tr> <tr><td>c. NET ACTIVE SERVICE THIS PERIOD</td><td>0001</td><td>00</td><td>06</td></tr> <tr><td>d. TOTAL PRIOR ACTIVE SERVICE</td><td>0000</td><td>10</td><td>00</td></tr> <tr><td>e. TOTAL PRIOR INACTIVE SERVICE</td><td>0004</td><td>04</td><td>00</td></tr> <tr><td>f. FOREIGN SERVICE</td><td>0000</td><td>08</td><td>10</td></tr> <tr><td>g. SEA SERVICE</td><td>0000</td><td>00</td><td>00</td></tr> <tr><td>h. EFFECTIVE DATE OF PAY GRADE</td><td>2008</td><td>02</td><td>13</td></tr> </table>	a. DATE ENTERED AD THIS PERIOD	YEAR(S)	MONTH(S)	DAY(S)	2007	10	19		b. SEPARATION DATE THIS PERIOD	2008	10	24	c. NET ACTIVE SERVICE THIS PERIOD	0001	00	06	d. TOTAL PRIOR ACTIVE SERVICE	0000	10	00	e. TOTAL PRIOR INACTIVE SERVICE	0004	04	00	f. FOREIGN SERVICE	0000	08	10	g. SEA SERVICE	0000	00	00	h. EFFECTIVE DATE OF PAY GRADE	2008	02	13
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18. REMARKS DATA HEREIN SUBJECT TO COMPUTER MATCHING WITHIN DOD OR WITH OTHER AGENCIES FOR VERIFICATION PURPOSES AND DETERMINING ELIGIBILITY OR COMPLIANCE FOR FEDERAL BENEFITS//MEMBER HAS NOT COMPLETED FIRST FULL TERM OF SERVICE//NOTHING FOLLOWS																																						
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20. MEMBER REQUESTS COPY 6 BE SENT TO <b>OK</b>		DIRECTOR OF VETERANS AFFAIRS <b>X YES</b>																																				
21. SIGNATURE OF MEMBER BEING SEPARATED		22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature)																																				
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27. NARRATIVE REASON FOR SEPARATION <b>COMPLETION OF REQUIRED ACTIVE SERVICE</b>		28. RELEASE CODE <b>NA</b>																																				
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) <b>NONE</b>		30. MEMBER REQUESTS COPY 4 (Initials) <b>LPL</b>																																				

# **U.S. Military Service Academies and Preparatory Schools**

## **U.S. Military Service Academies**

- U.S. Air Force Academy
- U.S. Coast Guard Academy
- U.S. Merchant Marine Academy
- U.S. Military Academy (West Point)
- U.S. Military Academy Preparatory School
- U.S. Naval Academy (Annapolis)

## **U.S. Preparatory Schools**

- Naval Academy Preparatory School
- U.S. Air Force Academy Preparatory School

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## U.S. Department of Education

### Electronic Announcement

**Posted Date: January 10, 2017**

**Author: Jeff Baker, Director, Policy Liaison and Implementation, Federal Student Aid**

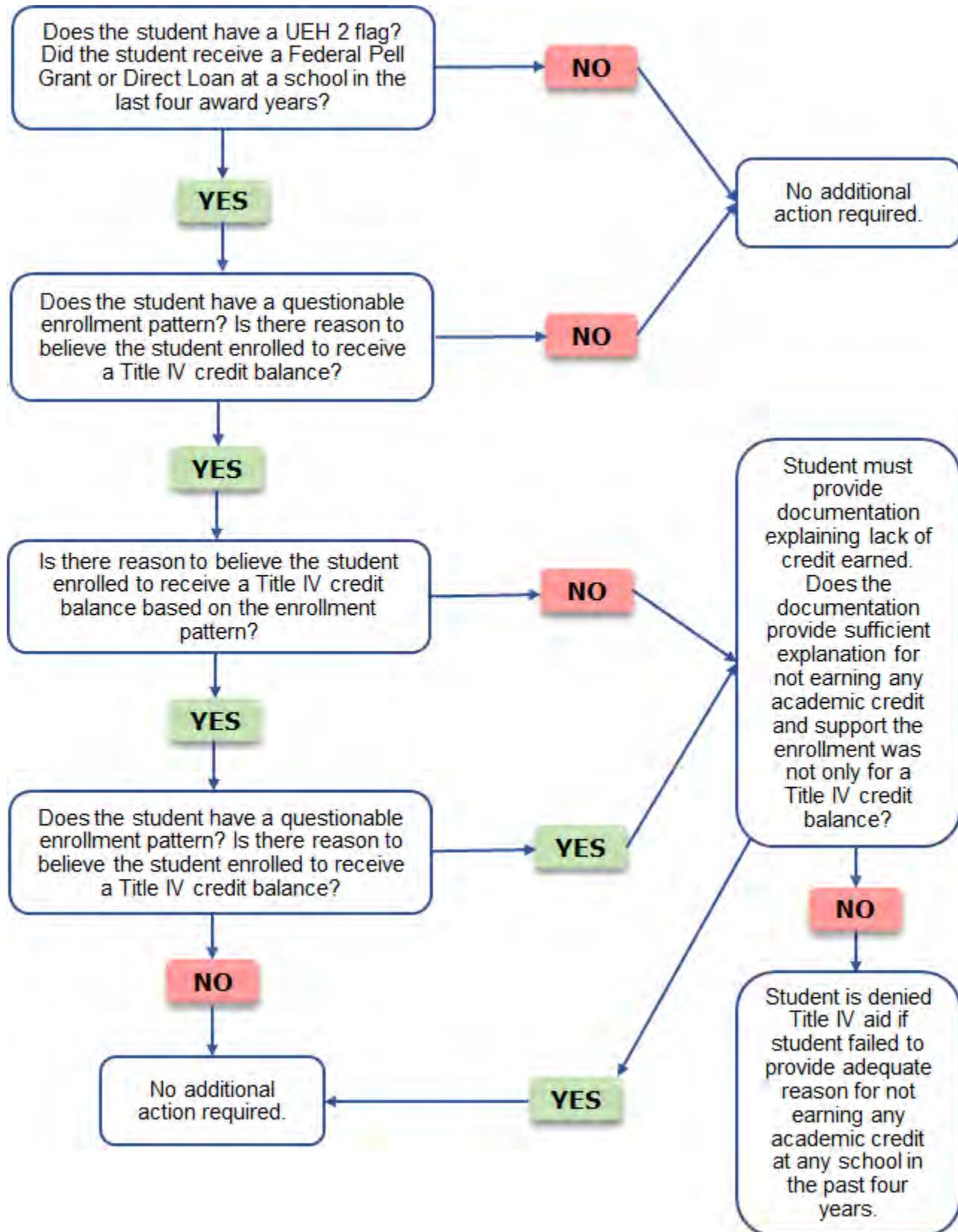
**Subject: Reminder of Unusual Enrollment History Selection for the 2017-2018 Award Year**

The purpose of this Electronic Announcement is to remind schools of the requirements pertaining to Unusual Enrollment History (UEH) monitoring flags. The UEH Flag indicates whether the FAFSA applicant has an unusual enrollment history with regard to the receipt of Title IV student aid. The specific unusual enrollment pattern is one where the student may have attended an institution long enough to receive a Title IV credit balance, leaves without completing the enrollment period, enrolls at another institution, and repeats the pattern of remaining enrolled just long enough to collect another Title IV credit balance.

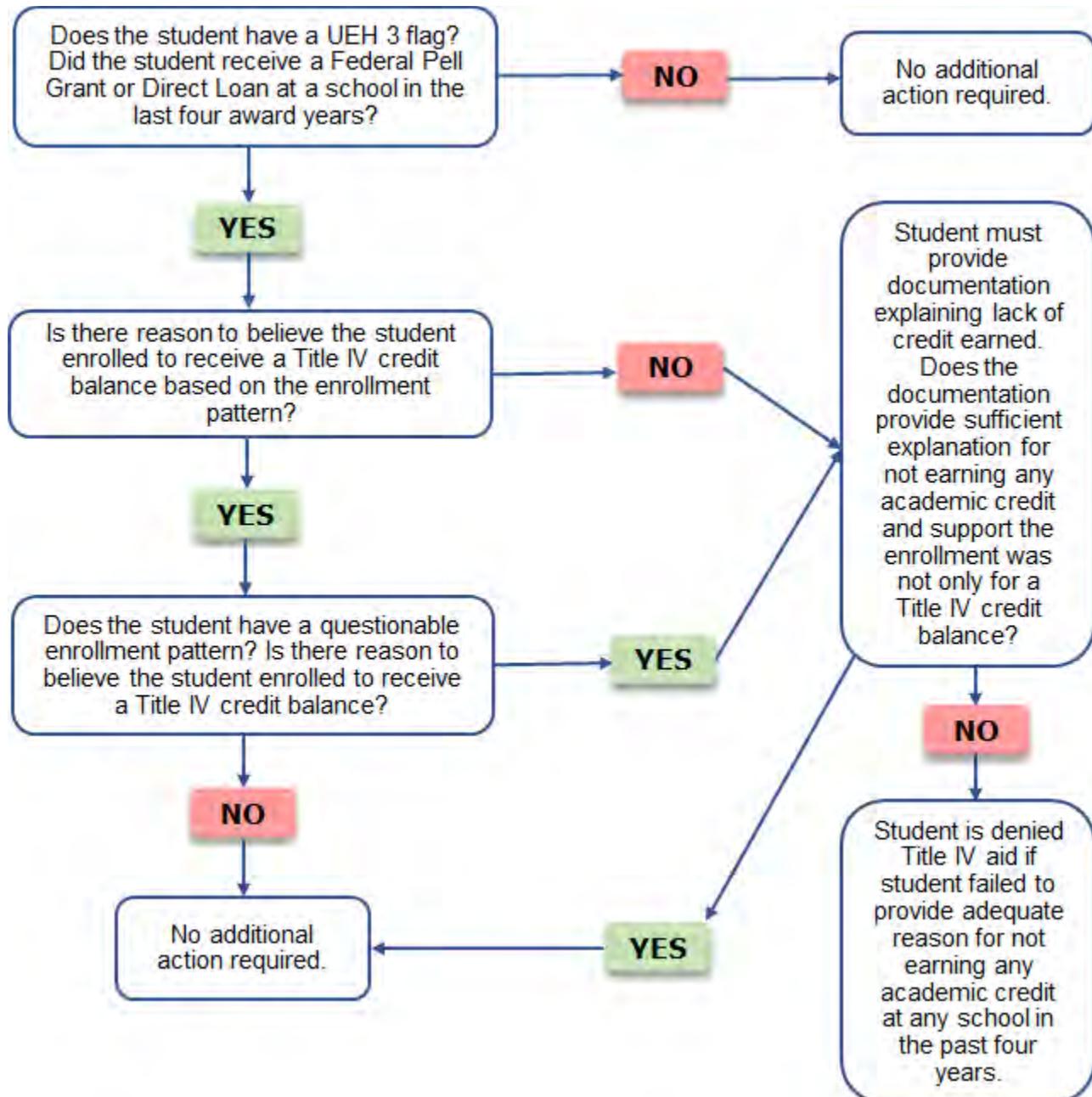
As we have done in the past, the award years that are monitored for unusual enrollment are the four award years preceding the FAFSA award year. Thus, for the 2017-2018 award year, the UEH Flag will consider enrollment history for award years 2013-2014, 2014-2015, 2015-2016, and 2016-2017. Schools should refer to Volume 1, Chapter 3 of the Federal Student Aid Handbook for more information on resolving UEH Flags.

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## UEH Decision Tree UEH 2 Flag (Comment Code 359)



## UEH Decision Tree UEH 3 Flag (Comment Code 360)



# Student Aid Eligibility Worksheet

## for Question 23

2017-2018

Federal Student Aid  
An OFFICE of the U.S. DEPARTMENT of EDUCATION

PROUD SPONSOR of  
the AMERICAN MIND®

You are receiving this worksheet with your **Student Aid Report** (SAR) because you reported on your **Free Application for Federal Student Aid** (FAFSA®) that you had a conviction for possessing or selling illegal drugs or because you left question 23 blank.

Complete this worksheet to determine if you are eligible for federal student aid. These are the possible eligibility results:

- "1"** means your eligibility for federal student aid is not affected by question 23.
- "2"** means your drug conviction(s) affect eligibility for federal student aid for part of this school year. To receive federal student aid, you need to tell the financial aid office at your college your "eligibility date" from question 11 on this worksheet. You can become eligible earlier in the school year if you complete an acceptable drug rehabilitation program or pass two unannounced drug tests administered by an acceptable drug rehabilitation program. Even if you are not eligible for federal student aid, you may still be eligible for aid from your state or college.
- "3"** means you are not eligible for federal student aid for this school year unless you complete an acceptable drug rehabilitation program or pass two unannounced drug tests administered by an acceptable drug rehabilitation program. Even if you are not eligible for federal student aid, you may still be eligible for aid from your state or college.

If you need help with this worksheet, or have questions, call us at 1-800-4-FED-AID (1-800-433-3243).

Answer the questions below and follow the instructions after each answer.

### 1 Have you ever received federal student aid?

Answer "No" if you have never received federal student grants, federal work-study, or federal loans. You should also answer "No" if you have never attended college.

NO

If No, change your answer to question 23 on your SAR to "1," and sign and send us your SAR.

YES

If Yes, go to question 2 on this worksheet.

### 2 Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid (grants, work-study, and/or loans)?

Only include federal and state convictions. Do not count any convictions that have been removed from your record or that occurred before you turned age 18, unless you were tried as an adult.

NO

If No, change your answer to question 23 on your SAR to "1," and sign and send us your SAR.

YES

If Yes, go to question 3 on this worksheet.

### 3 Did the offense for possessing or selling illegal drugs occur during a period of enrollment for which you were receiving federal student aid (grants, work-study, and/or loans)?

NO

If No, change your answer to question 23 on your SAR to "1," and sign and send us your SAR.

YES

If Yes, go to question 4 on this worksheet.

#### **4 Have you completed an acceptable drug rehabilitation program since your conviction?**

An acceptable drug rehabilitation program must include at least two unannounced drug tests, and:

1. be qualified to receive funds from a federal, state or local government or from a federally or state-licensed insurance company; or
2. be administered or recognized by a federal, state or local government agency or court, or a federally or state-licensed hospital, health clinic or medical doctor.

**YES**

If Yes, change your answer to question 23 on your SAR to "1," and sign and send us your SAR.

**NO**

If No, go to question 5 on this worksheet.

#### **5 Do you have more than two convictions for possessing illegal drugs?**

Only count convictions for offenses that occurred during a period of enrollment for which you were receiving federal student aid (grants, work-study, and/or loans).

**YES**

If Yes, change your answer to question 23 on your SAR to "3," and sign and send us your SAR.

**NO**

If No, go to question 6 on this worksheet.

#### **6 Do you have more than one conviction for selling illegal drugs?**

Only count convictions for offenses that occurred during a period of enrollment for which you were receiving federal student aid (grants, work-study, and/or loans).

**YES**

If Yes, change your answer to question 23 on your SAR to "3," and sign and send us your SAR.

**NO**

If No, go to question 7 on this worksheet.

#### **7 Write the date of your last conviction for possessing illegal drugs here:**

If you have no convictions for possessing drugs, skip to question 9 on this worksheet.

**7**

/ /

**8** If you have only one conviction for possessing drugs, add **one year** to the date in question 7, and write that date here:

**8**

/ /

If you have two convictions for possessing drugs, add **two years** to the date in question 7, and write that date here:

#### **9 Write the date of your last conviction for selling illegal drugs here:**

If you have no convictions for selling drugs, skip to question 11 on this worksheet.

**9**

/ /

**10** If you have only one conviction for selling drugs, add **two years** to the date in question 9, and write that date here:

**10**

/ /

#### **11 Look at the dates you wrote in questions 8 and 10.**

If there is only one date, copy that date here:

If there are two dates, write the later one here:

**11**

/ /

YOUR ELIGIBILITY DATE

#### **What to do with your eligibility date:**

- If your eligibility date in question 11 is before July 1, 2017, change your answer to question 23 to "**1, and sign and send us your SAR.**"
- If your eligibility date falls between July 1, 2017 and June 30, 2018, change your answer to question 23 to "**2, and sign and send us your SAR.**" Save this worksheet for your records. Contact your financial aid office at your college, and tell them your eligibility date.
- If your eligibility date is after June 30, 2018, change your answer to question 23 to "**3, and sign and send us your SAR.**"

# Case Studies

## Case Study 1: Sam

Several years ago, Sam earned a bachelor's degree in chemistry. While attending Great Aspirations University (GAU), he received Direct Loans as an independent student. He had planned to start working on his master's degree immediately. However, when he landed an entry-level job at Galaxy Fragrance Company, he couldn't pass on the opportunity because it has been his dream to work for a perfumery.

After just a few months at Galaxy, he started working on a master's degree. Galaxy's employee benefits would pay his tuition, fees and books if he worked full-time. With a master's degree, Sam believed it could help him to eventually move up the ladder at Galaxy and accomplish his dream of creating the perfect perfume that would become a world-wide best seller. Soon after returning to GAU to pursue his master's degree, an opportunity opened that would take him one step closer to his dream.

He immediately accepted a position in the marketing unit of Galaxy. Although he wouldn't be on the design team for Galaxy's new line of perfume, it was a great opportunity to learn more about the process and what the perfume buyer wants. In the fast-paced fragrance business, he soon found it to be difficult to juggle work and school. He needed to put his studies aside, because he was being transferred to Galaxy's international office in Paris. Although he wanted to continue to pursue his degree, it would be extremely difficult to work on his degree at a distance while meeting the demands of his job.

Two months ago, Sam received a promotion that would allow him to return to his studies. He would be transferred back to the United States to work on the research side of the company. With the reduction in the amount of required travel, Sam was ready to return to school. He decided to seek a second bachelor degree in biology. It would take him one step closer to becoming a fragrance chemist. Instead of returning to GAU, he decided to attend Achievement University (AU). AU accepted him as an undergraduate student for the upcoming fall semester.

Sam contacted AU's Financial Aid Office regarding the types of financial aid he could receive while pursuing a second bachelor degree. The financial aid administrator (FAA) reviewed Sam's information in AU's financial management system and found that he has a SAR C-code. The FAA queried Sam's NSLDS loan history to determine Sam's Title IV eligibility.

## Sam's Most Recent NSLDS History\*

1	D2 DIRECT STAFFORD UNSUB Great Aspirations University - 00999999	Status: <u>FB as of 05/30/2017</u>	<b>Loan Detail</b>
	<b>Approved Amt:</b> \$6,760 <b>Disbursed Amt.</b> \$6,760 <b>█ OPB:</b> \$7,116 <b>Agg. OPB:</b> \$6,760		
	<b>Loan Date:</b> 03/05/2015 <b>Sep. Loan Ind:</b> A <b>Loan Period:</b> 02/19/2015 – 07/08/2015		
	<b>Last Disb. Date:</b> 03/05/2015 <b>Last Disb. Amt</b> \$6,760 <b>Acad. Lv:</b> A		
	ED Servicer: <u>DEPT OF ED/LOAN GROUP - 001</u>		
2	D2 DIRECT STAFFORD UNSUB Awesome University - 00999998	Status: <u>FB as of 05/30/2017</u>	<b>Loan Detail</b>
	<b>Approved Amt:</b> \$318 <b>Disbursed Amt.</b> \$318 <b>█ OPB:</b> \$409 <b>Agg. OPB:</b> \$318		
	<b>Loan Date:</b> 02/13/2012 <b>Sep. Loan Ind:</b> A <b>Loan Period:</b> 08/22/2011 – 05/13/2012		
	<b>Last Disb. Date:</b> 02/13/2012 <b>Last Disb. Amt</b> \$318 <b>Acad. Lv:</b> 4		
	ED Servicer: <u>DEPT OF ED/LOAN GROUP - 001</u>		
3	D1 DIRECT STAFFORD SUB Awesome University - 00999998	Status: <u>FB as of 05/30/2017</u>	<b>Loan Detail</b>
	<b>Approved Amt:</b> \$4,688 <b>Disbursed Amt.</b> \$4,688 <b>█ OPB:</b> \$4,935 <b>Agg. OPB:</b> \$4,688		
	<b>Loan Date:</b> 08/12/2011 <b>Sep. Loan Ind:</b> M <b>Loan Period:</b> 08/22/2011 – 05/10/2012		
	<b>Last Disb. Date:</b> 01/10/2012 <b>Last Disb. Amt</b> \$2,344 <b>Acad. Lv:</b> 4		
	ED Servicer: <u>DEPT OF ED/LOAN GROUP - 001</u>		
4	D2 DIRECT STAFFORD UNSUB Awesome University - 00999998	Status: <u>FB as of 05/30/2017</u>	<b>Loan Detail</b>
	<b>Approved Amt:</b> \$7,494 <b>Disbursed Amt.</b> \$7,494 <b>█ OPB:</b> \$9,826 <b>Agg. OPB:</b> \$7,494		
	<b>Loan Date:</b> 08/12/2011 <b>Sep. Loan Ind:</b> I <b>Loan Period:</b> 08/22/2011 – 05/10/2012		
	<b>Last Disb. Date:</b> 01/10/2012 <b>Last Disb. Amt</b> \$3,747 <b>Acad. Lv:</b> 4		
	ED Servicer: <u>DEPT OF ED/LOAN GROUP - 001</u>		
5	D1 DIRECT STAFFORD SUB Awesome University - 00999998	Status: <u>FB as of 05/30/2017</u>	<b>Loan Detail</b>
	<b>Approved Amt:</b> \$1,000 <b>Disbursed Amt.</b> \$1,000 <b>█ OPB:</b> \$1,070 <b>Agg. OPB:</b> \$1,000		
	<b>Loan Date:</b> 08/25/2010 <b>Sep. Loan Ind:</b> J <b>Loan Period:</b> 08/23/2010 - 5/12/2011		
	<b>Last Disb. Date:</b> 01/11/2011 <b>Last Disb. Amt</b> \$500 <b>Acad. Lv:</b> 3		
	ED Servicer: <u>DEPT OF ED/LOAN GROUP - 001</u>		

\*This chart represents the last five loans the Sam has received.

## Sam's Outstanding Loan Balances

### Loan History

#### Aggregate Loan Information

Loan Type	Outstanding Principal Balance	Pending Disbursements	Total
<b>Undergraduate</b>			<b>Award Year: 2013</b>
Subsidized Loans	\$23,674	\$0	\$23,674
Unsubsidized Loans	\$28,435	\$0	\$28,435
Combined Loans	\$52,109	\$0	\$52,109
Consolidated Loans, Unallocated	\$0		\$0
<b>Graduate</b>			<b>Award Year: 2015</b>
Subsidized Loans	N/A	N/A	N/A
Unsubsidized Loans	\$6,760	\$0	\$6,760
Combined Loans	\$6,760	\$0	\$6,760
Consolidated Loans, Unallocated	N/A		N/A
<b>Totals</b>			
Subsidized Loans	\$23,674		\$23,674
Unsubsidized Loans	\$35,195		\$35,195
Combined Loans	\$58,869		\$58,869
Consolidated Loans, Unallocated	N/A		N/A
<b>Other</b>			
Perkins Loans	N/A		N/A

## Case Study 2: Lila

Lila is a dependent senior attending Overachiever University (OU). She is a first-generation student and the oldest child in her family. Her two siblings, Chris and Marta, look up to her and plan to follow in her footsteps after graduating from high school. OU is a significant distance from her home and commuting was not an option. Lila and her parents completed the Free Application for Federal Student Aid (FAFSA). After assessing the financial aid award package OU offered, her parents, Bill and Chloe, determined that attending OU was possible if they borrowed a parent PLUS and used their savings and Lila worked part-time.

During her freshman year, Lila lived on campus and participated in many campus activities. She enjoys all that OU had to offer and has made many friends who she considers her extended family. She studied hard and made the Dean's List her first semester. She couldn't have been happier.

Back home, things weren't as joyful. Local Town Industries decided to streamline their products, which meant it would be eliminating several divisions. After working for Local Town Industries for twenty years, Bill lost his job. This devastated the family financially. Although money was tight, Bill and Chloe was determined to keep Lila in school.

As with the previous year, Lila applied for financial aid. The family reviewed the financial aid award package offered by OU and completed the necessary information to borrow a parent PLUS. Since the loss of Bill's job, the family was financially unstable and he ended up with adverse credit. Because of this, he was denied a parent PLUS. Uncertain how to pay the costs associated with on-campus living, Lila and her parents made an appointment to see a financial aid counselor. After determining that the parent was unable to find an endorser for the PLUS, he advised them that Lila could be awarded an additional Direct Unsubsidized Loan. She was very excited because this meant that she could remain in school!

Lila's sophomore year was more than she expected. She continued to study hard and maintained a high-grade point average. Things at home were getting better as well. After searching for a year, Bill found another job at Big City Company and the family's finances became more secure. Although things were looking up, he was denied a parent PLUS for Lila's junior year. Once again, she borrowed an additional Direct Unsubsidized Loan.

After her junior year, Lila was offered a once-in-a-lifetime opportunity and took a year off from school. When she returned, she applied for financial aid for her senior year. This time a SAR Comment Code (C-code) appeared indicating that there may be an issue with the amount of loans she has borrowed.

## Lila's Most Recent NSLDS History\*

12	D1 DIRECT STAFFORD SUB Overachiever University- 00999992	Status: RP as of 04/05/2017	<b>Loan Detail</b>
Approved Amt:	\$1,750	Disbursed Amt.	\$1,750
Loan Date:	01/11/2015	Sep. Loan Ind:	A
Last Disb. Date:	01/13/2015	Last Disb. Amt	\$0
ED Servicer:	DEPT OF ED/LOAN GROUP - 001		
13	D2 DIRECT STAFFORD UNSUB Overachiever University- 00999992	Status: RP as of 04/05/2017	<b>Loan Detail</b>
Approved Amt:	\$2,000	Disbursed Amt.	\$2,000
Loan Date:	08/22/2014	Sep. Loan Ind:	B
Last Disb. Date:	01/13/2015	Last Disb. Amt	\$318
ED Servicer:	DEPT OF ED/LOAN GROUP - 001		
14	D1 DIRECT STAFFORD SUB Overachiever University- 00999992	Status: FB as of 05/30/2017	<b>Loan Detail</b>
Approved Amt:	\$2,625	Disbursed Amt.	\$2,625
Loan Date:	08/12/2013	Sep. Loan Ind:	A
Last Disb. Date:	01/10/2014	Last Disb. Amt	\$1,312
ED Servicer:	DEPT OF ED/LOAN GROUP - 001		
15	D2 DIRECT STAFFORD UNSUB Overachiever University- 00999992	Status: FB as of 05/30/2017	<b>Loan Detail</b>
Approved Amt:	\$4,000	Disbursed Amt.	\$4,000
Loan Date:	08/12/2013	Sep. Loan Ind:	A
Last Disb. Date:	01/10/2014	Last Disb. Amt	\$2,000
ED Servicer:	DEPT OF ED/LOAN GROUP - 001		
16	D4 DIRECT PARENT PLUS Overachiever University- 00999992	Status: FB as of 05/30/2017	<b>Loan Detail</b>
Approved Amt:	\$3,700	Disbursed Amt.	\$3,700
Loan Date:	08/20/2012	Sep. Loan Ind:	A
Last Disb. Date:	01/10/2013	Last Disb. Amt	\$1,850
ED Servicer:	DEPT OF ED/LOAN GROUP - 001		

\*This chart represents the last five loans the Lila has received.

## Lila's Outstanding Loan Balances

### Loan History

#### Aggregate Loan Information

Loan Type	Outstanding Principal Balance	Pending Disbursements	Total
<b>Undergraduate</b>			<b>Award Year: 2015</b>
Subsidized Loans	\$23,201	\$0	\$23,201
Unsubsidized Loans	\$34,097	\$0	\$34,097
Combined Loans	\$57,298	\$0	\$57,298
Consolidated Loans, Unallocated	\$0		\$0
<b>Totals</b>			
Subsidized Loans	\$23,201		\$23,201
Unsubsidized Loans	\$34,097		\$34,097
Combined Loans	\$57,298		\$57,298
Consolidated Loans, Unallocated	N/A		N/A
<b>Other</b>			
Perkins Loans	N/A		N/A

## Case Study 3: Sailor

Sailor has dreams of becoming a teacher working with at-risk youth. She can see herself opening a summer camp that promotes self-esteem using obstacle courses and leadership activities. As a child, she attended several summer camps. These experiences taught her to believe in herself and that everyone's involvement is important to a team's success. Although she knew this dream is attainable, the road has been challenging.

After she graduated high school, Sailor started her academic endeavors at East State College. Although the school did not offer the exact program she wanted, it was close to home. She attended the 2013 fall semester and she received a small Federal Pell Grant. Because of issues at home, she withdrew from the semester right before Thanksgiving. Instead of jumping right back into school, she took a break for a few semesters and enrolled again in classes during the 2015 spring semester. She applied for Title IV aid and received a Direct Subsidized Loan and Direct Unsubsidized Loan. She withdrew from the semester three weeks before finals.

Believing a change of scenery would be helpful, Sailor moved to a major metropolitan area and enrolled in Tarragon University as a full-time student. For the 2016 spring semester, she received a Federal Pell Grant, Direct Subsidized Loan and Direct Unsubsidized Loan. She withdrew from the semester the second week of April.

Realizing that Tarragon was not what she was looking for, she transferred to Antiqua College for the 2017 spring semester. She received a Federal Pell Grant, Direct Subsidized Loan and Direct Unsubsidized Loan. She successfully completed the semester at half-time status.

Sailor is looking to transfer to Constellation College (CC) for the 2018 spring semester. She contacted the Financial Aid Office to schedule an appointment to discuss the types of financial assistance she could receive. Before the appointment, the financial aid administrator pulled up her information and noticed that she has a 360 C-code on her ISIR with a UEH flag of "3".

## Case Study 4: Lucas

Lucas is a junior enrolled in a four-year semester-based baccalaureate degree program at Notable College (NC). During the 2016–17 award year, he is receiving a Federal Pell Grant, Direct Subsidized Loan, Direct Unsubsidized Loan, and a parent PLUS. He successfully completes the fall semester. While home during the break between the fall and spring semesters, he and his parents decided to take advantage of the early FAFSA. Since Lucas was home, it would be easier to complete the information together. His FAFSA was completed on December 21, 2016.

Lucas was very excited to return to NC. He started his spring classes on January 8, 2017. NC disbursed Title IV funds to his student account on January 5, 2017. In February, Lucas was arrested for a possession of drugs. He had never been in trouble with the law before. He was devastated! He decided to continue with his studies and remained enrolled for the semester.

A month later, he was convicted of the drug-related offense and informed NC.

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## Glossary for SAR Comment Codes

**Conflicting information:** Information in a student's financial aid file that is contrary to information present elsewhere within the institution and that may affect his or her eligibility to receive Title IV aid. Conflicting information must be resolved in order for federal financial aid processing to proceed.

**Database match:** Data Title IV aid applicants provide on the Free Application for Federal Student Aid (FAFSA) is matched against available information in several government databases to confirm the information is true, provide additional information to institutions, and/or flag possible problems.

**Institutional Student Information Record (ISIR):** The electronic record the school receives as the result of the student listing that school on the FAFSA. If sufficient data is provided to the Central Processing System (CPS), when the school receives the ISIR, it should contain information about the student's expected family contribution (EFC), verification selection, database matches, and financial aid history.

**Regular student:** A regular student is someone who is enrolled or accepted for enrollment in an eligible institution for the purpose of obtaining a degree, certificate, or other recognized educational credential offered by the institution.

**Student Aid Report (SAR):** An official output document sent to students as a result of the CPS receiving a FAFSA for the student. The CPS computes the official EFC and performs various checks and federal agency matches to confirm certain aspects of the student's eligibility for Title IV funds. The results of the matches and the EFC computation are conveyed on the output document.

**Student eligibility:** Students must meet certain criteria to be eligible to receive Title IV financial aid. Eligibility is determined by self-certified information as well as information submitted to the U.S. Department of Education (ED) on the FAFSA, and data provided directly to higher education institutions. degree, nondegree, or certificate program for students with intellectual disabilities to support continued academic and personal development which includes advising and as well as participation in academic components with students who do not have intellectual disabilities.

**Credit hour:** An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately 15 weeks for one semester or trimester hour of credit, or 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time.

An equivalent amount of work as required above for other academic activities as established by a school including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

**Payment period:** A school-defined length of time for which financial aid funds are paid to a student. For programs using academic terms (semester, trimester, or quarter), a payment period is equal to a term. For programs not using academic terms, schools must designate at least two payment periods within an academic year that meets all applicable regulations.

**Period of enrollment:** Except for nonterm programs, the period of time coinciding with an academic term or academic year established by the school for which institutional charges are generally assessed (e.g., semester, trimester, quarter, length of the student's program, or academic year).

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## Resources for SAR Comment Codes

The following is a list of resources used to develop these materials that you may find helpful if you need additional information or clarification on a topic covered in this training module.

### **Law**

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The Higher Education Act of 1965, as amended

- Section 484 – Student Eligibility

### **Regulations**

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34 CFR 600.2 – Definitions

34 CFR 668 Subpart A – General Provisions

34 CFR 668 Subpart C – Student Eligibility

34 CFR 668 Subpart I – Immigration-Status Confirmation

34 CFR 668.16(b)(3) – Conflicting Information

34 CFR 674.2 – Definitions

34 CFR 674 Subpart B – Terms of Loans

34 CFR 685.102 – Definitions

34 CFR 685 Subpart B – Borrower Provisions

### **Federal Registers**

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*Federal Register*, 9/27/12, p. 59315 – Waivers and Modifications of Title IV Statutory and Regulatory Provisions Under the Higher Education Relief Opportunities for Students (HEROES) Act of 2003

*Federal Register*, 10/29/10, pp. 66848 to 66849, 66880 to 66887 – Credit to Clock Hour Conversion and Satisfactory Academic Progress

*Federal Register*, 6/18/10, p. 34812 and pp. 34820 to 34823 – Credit to Clock Hour Conversion and Satisfactory Academic Progress

*Federal Register*, 8/10/99, p. 43432 – Impact of Bankruptcy Reform Act of 1994 on Student Eligibility

### **Dear Colleague Letters**

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GEN-15-08 – Citizenship and Immigration Status Documentation

GEN-15-05 – 2015–16 Unusual Enrollment History Flag

GEN-13-09 – Students With an Unusual Enrollment History Flag—”C” Code on the ISIR

GEN-13-02 – Regaining Title IV Eligibility After Exceeding Loan Limits and Treatment of Loan Funds When a Student Fails to Begin Attendance

GEN-12-01 – Changes Made To The Title IV Student Aid Programs By The Recently Enacted Consolidated Appropriations Act, 2012

GEN-10-07 – Eligibility of Battered Immigrants—Qualified Aliens

GEN-06-09 – Victims of Human Trafficking

GEN-01-09 – NSLDS Transfer Student Monitoring Process

GEN-95-40 – Bankruptcy Reform Act of 1994

## **Electronic Announcements**

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Electronic Announcement, 7/19/16 – G-845 to be sent to Los Angeles DHS-USCIS Field Office

Electronic Announcement, 7/13/15 – Reaffirmation Data on NSLDS

Electronic Announcement, 6/29/15 – Revised Document Verification Request G-845 Form

Electronic Announcement, 3/9/15 – Procedures to follow When Adding or Changing Alien Registration Numbers

Electronic Announcement, 11/20/13 – Use of Pseudo-SSNs for Pacific Islander FAFSA Submissions

Electronic Announcement, 3/22/12 – New Document Verification Request (G-845) Form Available

Electronic Announcement, 10/07/11 – Operational Implementation Guidance - Implementation of Federal Student Aid System and Software Updates on October 23, 2011 for New SSA Guidelines

Electronic Announcement, 5/13/10 – Update on Operational Implementation of Increased Title IV Student Assistance to Children of Certain Deceased Members of the U.S. Military

Electronic Announcement, 11/23/09 – Requesting Status Information Letters from Selective Service

Electronic Announcement, 11/6/09 – Operational Implementation of Increased Title IV Student Assistance to Children of Certain Deceased Members of the U.S. Military

## **2016–17 FSA Handbook**

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- Volume 2 – School Eligibility and Operations
- Volume 4 – Processing Aid and Managing FSA Funds

## **2017–18 FSA Handbook**

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- Application and Verification Guide
- Volume 1 – Student Eligibility

## **Other Resources**

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*The ISIR Guide, 2017–18*

*2017–18 SAR Comment Codes and Text*

*National Student Loan Data System Transfer Student Monitoring & Financial Aid History User Guide & Record Layouts, January 2016*

*NSLDS Newsletter, Number 48 – Reaffirmation Data on NSLDS*

*NSLDS Newsletter, Number 47 – Transfer Student Monitoring, Unusual Enrollment History (UEH) Indicator, Combined Loan Limit Flags*

*NSLDS Newsletter, Number 41 – Unusual Enrollment History (UEH) Indicator, Modifications to Aggregate Calculations*

*NSLDS Newsletter, Number 23 – Transfer Student Monitoring Changes*

*NSLDS Newsletter, Number 11 – Consolidation Loans and Aggregate Calculations*

*NSLDS Newsletter, Number 8 – Determining Aggregate Loan Limits for Undergraduate Students with Graduate Level Loans*

*Selective Service System – Frequently Asked Questions*

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# NASFAA's Annual Training SAR Comment Codes 2017–18

The following is a presentation prepared for:  
Name of Conference  
City, ST  
Date

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Name of Presenter, Title  
School

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## Training Goals

- Examine common database match SAR comment codes that schools encounter
- Discuss the basis for the SAR comment code
- Review options a school must use to resolve a SAR comment code that impact student eligibility for Title IV aid

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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Database Matches



Selective Service



Department of Homeland Security



Social Security Administration



Department of Veteran Affairs



National Student Loan Data System



Department of Justice



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## Selective Service



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## Selective Service

- Registration requirement for all males between the ages of 18 and 25
- Selective Service confirms the registration completion for all FAFSA applicants who indicate they are a male
- Until the age of 25, registration can be completed via the FAFSA or Selective Service website



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Code 030

- The applicant is not in the database
- Selective Service Match Flag = N
- Student action:
  - Register with Selective Service, or
  - Provide the school with confirmation that he has registered, or
  - Provide documentation that he qualifies for an exemption or waiver
- School action:
  - Assist the student in fulfilling the requirement
  - If student is a noncitizen, determine if student would be exempt



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## SAR Comment Code 033

- The student's name could not be sent to Selective Service for the following reason(s):
  - Insufficient information
  - Student is too old to register
  - FAFSA was not signed
- Selective Service Match Flag = blank



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## SAR Comment Code 033

- Student action
  - If within age range, correct the FAFSA and submit it for processing
  - If older than 26, obtain registration status documentation from Selective Service
- School action
  - If student is within the age range, help the student make FAFSA corrections and submit for processing
  - If student older than 26, determine if student is exempt from registering or eligible for waiver



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Code 057

- The student did not indicate that he is male on the FAFSA and registration for Selective Service was not conducted
- Selective Service Registration Flag = N
- Student action
  - Correct FAFSA question #21 and submit it for processing



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## Exemptions

Under 18 years of age

Born before 1960

Currently in the armed services and on active duty

Citizens of the Republic of Palau, the Republic of the Marshall Islands, or the Federated States of Micronesia

Noncitizens - under certain conditions

Unable to register under certain conditions

Enrolled in specific officer procurement programs

Commissioned officer of Public Health Service on active duty or member on specified active duty

Transgender males who were assigned the sex of female at birth



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## Department of Homeland Security



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Department of Homeland Security (DHS)

- Verifies student's citizenship status and eligible noncitizen status through primary confirmation (sometimes called primary verification and automated confirmation processes)



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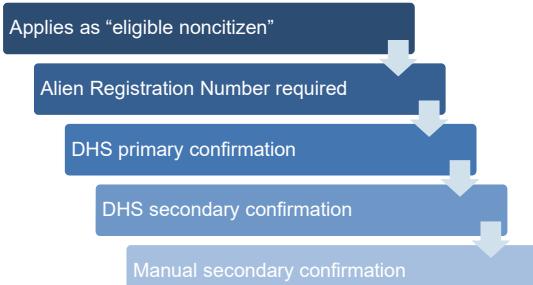
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## Citizenship Status



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## Citizenship Status

### Manual secondary confirmation for eligible noncitizens

Status documented within 30 days	Submit Form G-485 within 10 business days	Required in subsequent years only if document expires or status is conditional
• School may accept images	• Verification of valid documentation only • If no response within 15 business days, school makes determination	



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Code 046

- Student's eligibility for Title IV as a noncitizen has not been confirmed by DHS
- DHS Secondary Confirmation Match Flag = N
- School action
  - Verify the Alien Registration Number (ARN) matches the student's eligible noncitizen documentation



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## SAR Comment Code 105

- Student's eligibility for Title IV as a noncitizen has not been confirmed by the DHS
- DHS Secondary Confirmation Match Flag = C
- School action
  - Wait 10 business days for another ISIR with updated Secondary Confirmation match flag before beginning the G-845 process



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## SAR Comment Code 109

- Student's eligibility for Title IV as a noncitizen has not been confirmed by the DHS because additional information needed
- DHS Secondary Confirmation Match Flag = X
- School action
  - Verify the ARN matches the student's eligible noncitizen documentation



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Code 141

- Student has changed either his or her citizenship response or the DHS verified ARN
- DHS Secondary Confirmation Match Flag = X
- School action
  - Verify the ARN matches the student's eligible noncitizen documentation



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## SAR Comment Code 142

- Student's eligibility for Title IV as a noncitizen was not conducted because ARN was not provided or is invalid
- DHS Secondary Confirmation Match Flag = Blank
- School action
  - Help student add or correct the ARN or make other corrections and resubmit SAR/ISIR for processing



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## SAR Comment Code 144

- Student's eligibility for Title IV as a noncitizen has not been confirmed by the DHS. DHS will continue reviewing its records and will provide notification when more information is received.
- DHS Secondary Confirmation Match Flag = N
- School action
  - Verify the ARN matches the student's eligible noncitizen documentation



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Social Security Administration



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## Social Security Administration (SSA)

- Verifies the student's claim of U.S. citizenship or national status
- Verifies student's and parent's (if the student is dependent) Social Security Numbers (SSNs) are correct and the SSN corresponds to the individual's name and date of birth
- Checks whether student's and parent's (if the student is dependent) SSN belongs to a deceased person or is associated with a date of death



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## SAR Comment Code 063

- The date of birth reported on the FAFSA does not match SSA records for the student's and/or parent's SSN
  - Student may have reaffirmed this information but the outcome did not change
- SSN Match Flag = 2
- Student action
  - Provide proof of date of birth to school



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Code 064

- The name reported on the FAFSA does not match SSA records for the student's and/or parent's SSN
- SSN Match Flag = 3
- Student action
  - Review information for accuracy
  - Contact SSA to update database
  - Provide documentation to school explaining the name discrepancy



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## SAR Comment Code 146

- SSA did not confirm the student is a U.S. citizen
- SSA Match Flag = B, C, D, E, F, or \*
- Student action
  - Provide citizenship documentation to the school
- School action
  - Review provided documentation and update FAFSA



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## Veterans Administration



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Veteran for Title IV Purposes?

- An individual who has engaged in active duty
- A National Guard or Reserve enlistee who was called to active duty for other than state or training purposes
- A cadet or midshipman at one of the service academies
- An individual who will be a veteran by June 30, 2018
- An individual who was released under a condition other than dishonorable



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## SAR Comment Code 162

- Student reported on FAFSA that he or she is a qualifying veteran and the VA did not confirm this.
- Only reason student is independent
- VA Match Flag = 2
- Student action
  - Provide DD214
  - Contact VA to have records updated
  - If not a qualifying veteran, must provide parental information



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## SAR Comment Code 173

- Student reported on FAFSA that he or she is a qualifying veteran and the VA did not confirm this.
- Only reason student is independent
- VA Match Flag = 3
- Student action
  - Provide DD214
  - Contact VA to have records updated
  - If not a qualifying veteran, must provide parental information



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## DD214 Samples

DD214 Example – Acceptable

DD214 Example – Unacceptable

NASFAA  
ANNUAL STATE & REGIONAL  
TRAINING MATERIALS

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## SAR Comment Code 180

- Student reported on FAFSA that he or she is a qualifying veteran and the VA did not confirm this.
- Only reason student is independent
- Student on active duty
- VA Match Flag = 4
- Student action
  - Provide release orders to school

NASFAA  
ANNUAL STATE & REGIONAL  
TRAINING MATERIALS

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## National Student Loan Data System

NASFAA  
ANNUAL STATE & REGIONAL  
TRAINING MATERIALS

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# NASFAA's Annual Training SAR Comment Codes 2017–18

## National Student Loan Data System (NSLDS)

- Verifies student's default and overpayment status
- Informs school if fraudulently obtained Title IV funds have not been repaid
- Ensures annual and aggregate award limits are not exceeded
- Performs check for a student Unusual Enrollment History (UEH)
- Informs the school if the student subsequently becomes ineligible for Title IV funds based on new data in NSLDS



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## SAR Comment Code 115

- Discharge of one or more of the student's federal student loans
- Loan has been discharged due to disability
- NSLDS Results Flag = 1 (record matched, data sent)
- Student action
  - Provide a physician regarding ability to engage in gainful activity
  - Student statement acknowledging new Title IV funds cannot be discharge for existing impairment



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## SAR Comment Code 116

- Student has one or more student loans in an active bankruptcy status
- Under certain circumstances the student remains eligible for Title IV aid
- NSLDS Results Flag = 1
- Student action
  - Provide documentation confirming the debt is dischargeable



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Codes 254, 255, 256, and 260

- Student has exceeded grade level loan limits
- Subsidized or Combined Loan Total Reason Code = 09 or 10
- Student action
  - Repay excess amount borrowed
- School action
  - Review aggregate loan limits on NSLDS



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## SAR Comment Codes 392 and 393

- Student has exceeded aggregate loan limits
- NSLDS Graduate Subsidized Loan Limit Flag or Graduate Combined Loan Limit Flag = R
- Student ineligible for additional Title IV funds
- School action
  - Review aggregate loan limits on NSLDS



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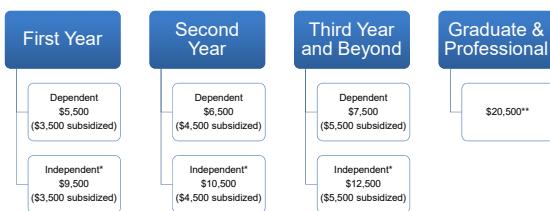
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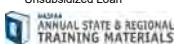
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## Annual Loan Limits



\*Includes dependent students whose parents cannot borrow a PLUS

\*\*Students enrolled in certain health professions programs may borrow an increased amount of Direct Unsubsidized Loan



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Aggregate Loan Limits



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## Case Study 1: Sam

- Sam will be attending Achievement University to earn a second bachelors degree
- He borrowed Direct Loans as an independent undergraduate student and as a graduate student
- He has a C-code that must be resolved

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## Separating Undergraduate and Graduate Level Loans

- Step 1 Collect loan data via NSLDS
- Step 2 Separate and calculate aggregate outstanding principle balance
- Step 3 Sum the loan level aggregate outstanding principle balance by loan type
- Step 4 Determine if the student has remaining eligibility

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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Case Study 2: Lila

- Lila is a dependent student at Overachiever University
- Her parent borrowed a parent PLUS her freshman year
- Her parent was denied parent PLUS loans her sophomore and junior years



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## Separating Undergraduate and Graduate Level Loans

- Step 1 Collect loan data via NSLDS
- Step 2 Separate and calculate aggregate outstanding principle balance
- Step 3 Sum the loan level aggregate outstanding principle balance by loan type
- Step 4 Determine if the student has remaining eligibility



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## SAR Comment Code 133

- Student has an overpayment on a Title IV loan
- NSLDS Results Flag = 1
- NSLDS Match Flag = 3
- Overpayment Flag set to Y = overpayment
- Resolution depends on the overpayment information found in NSLDS



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Overpayment SAR Comment Codes

Federal Pell Grant	FSEOG	Federal Perkins Loan	TEACH Grant	IASG
020	010	086	289	309
038	077	090	293	313
039	079	294	314	

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## Overpayment SAR Comment Codes

Federal Pell Grant	FSEOG	Federal Perkins Loan	TEACH Grant	IASG
041	065	100	290	310
042	066	101	291	311
043		102	292	312

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## SAR Comment Codes 346 and 347

- Student has reached or exceeded the Pell Lifetime Eligibility Used (LEU) threshold
- School action
  - Review NSLDS to determine if student has exceeded Pell LEU
  - If exceeded, the student is ineligible until overpayment is resolved

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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Default or Fraudulent Loan SAR Comment Codes

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132

134

135

136



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## Unusual Enrollment History

- NSLDS reveals unusual enrollment patterns
  - Recipients of Federal Pell Grants and certain Direct Loans within previous four years
  - Undergraduate and graduate enrollment reviewed independently
  - School may need to review enrollment records
    - If no academic credit earned, student must explain
    - Student must have opportunity to appeal
    - School's decision is final



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## SAR Comment Codes 359 and 360

- Unusual Enrollment History (UEH)
- NSLDS Unusual Enrollment History Flag = 2 or 3
- Student action
  - Provide documentation requested by school
- School Action
  - Review student's enrollment and NSLDS records for specified award years
  - Request documentation, as necessary



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Case Study 3: Sailor

- Has attended three different schools before transferring to Constellation University
- She has earned credit at only one school she has attended
- Her SAR/ISIR has a UEH flag of “3” and a SAR comment code of 360

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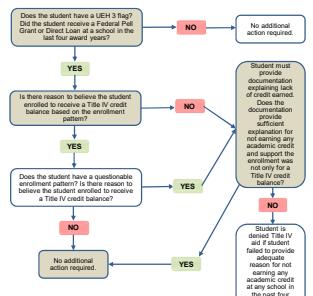
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## UEH Decision Tree UEH 3 Flag (Comment Code 360)



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## Department of Justice

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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Department of Justice (DOJ)

- Drug Abuse Hold File Match
  - Verifies if a student is included
  - Determines if a student has a qualified drug conviction for the sale or possession of illegal drugs while receiving Title IV aid
- FAFSA Question #23



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## Drug Convictions

- Loss of eligibility may be regained based on the type of conviction
  - Possession
  - Sale



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## SAR Comment Code 009

- FAFSA not processed due to issues with Anti-Drug Abuse Act of 1988
- Reason for the comment
  - DOJ hold on student
- Student action
  - Call number provided within 30 days



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## SAR Comment Code 052

- Student initial answer to FAFSA question #23 has changed
- Reason for the comment
  - Drug conviction questions changed from “Yes (Part Year)” or “Yes/Don’t Know” to “No”
- Student action
  - Review response to this question



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## SAR Comment Code 053

- Applicant left FAFSA question #23 blank
- Student is not eligible for Title IV aid with this question left blank
- Student action
  - Correct this question by providing a response



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## SAR Comment Code 054

- Student’s response to FAFSA question #23 was 2 “Yes (Part Year)”
- Student is ineligible for Title IV aid for part of the 2017–18 award year
- Student action
  - Contact the financial aid administrator for eligibility determination
- School action
  - Review the student’s eligibility for the 2017–18 award year



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# NASFAA's Annual Training SAR Comment Codes 2017–18

## Regaining Eligibility

- Required amount of time has passed;
- Satisfactory completion of approved drug rehabilitation program;
- Passes two unannounced drug tests administered by an approved drug rehabilitation program without passing the rest of the program.



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## SAR Comment Code 056

- Student's response to FAFSA question #23 was 3 "Yes" on transactions other than original paper FAFSA
- Student is ineligible for Title IV aid
- Student action
  - Review response for accuracy
  - If incorrect, follow directions provided in comment



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## SAR Comment Code 058

- Student's response to FAFSA question #23 was 3 "Yes" on transactions other than original paper FAFSA
- Student is ineligible for Title IV aid
- Student action
  - Review response for accuracy
  - If incorrect, follow directions provided in comment



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## NASFAA's Annual Training SAR Comment Codes 2017–18

### Case Study 4: Lucas

- Lucas is a junior at Notable College
- He completed the 2017–18 FAFSA on December 21, 2016
- Lucas was arrested and convicted of a drug-related offense while attending spring semester
- Institution is aware of the conviction



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### Conclusion



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NATIONAL ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS

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# SAR Comment Codes 2017–18

## NASFAA 2016–17 Annual State and Regional Training Material Evaluation

NASFAA appreciates your interest in its training activities. To help ensure that our efforts meet your needs, please complete the following questions and leave this form with your instructor.

Location of this training: \_\_\_\_\_ Date: \_\_\_\_\_

In responding to the questions that ask for a rating, please use the following scale:

**5 = Excellent    4 = Very Good    3 = Good    2 = Fair    1 = Poor**

I. Please indicate the usefulness of information for your position/job.

Content of Training	5	4	3	2	1
Instructor's Presentation	5	4	3	2	1
Examples	5	4	3	2	1
Group Discussions	5	4	3	2	1
Handouts	5	4	3	2	1
Overall Training	5	4	3	2	1

II. What features of the training and/or the materials did you find most useful? Select all that apply.

- Instructor's presentation       Examples  
 Group Discussions       Handouts

Other, please specify. \_\_\_\_\_

III. What features would have made the training and the materials more useful?

- Instructor's presentation       Examples  
 Group Discussion       Handouts

Other, please specify. \_\_\_\_\_

IV. Please indicate the type of setting this training was conducted. (Check all that apply)

- Stand Alone Topic       General Session       Breakout Session  
 Other, please specify: \_\_\_\_\_

V. If you feel that additional materials would have been helpful in the context of the training, please describe them.

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VI. Would you recommend this training to a colleague?  Yes  No

If no, why not? \_\_\_\_\_

VII. Please check the type of institution you represent. (Check *all* that apply)

- Public       Proprietary       Two-year  
 Private       Graduate/Professional       Four-year  
 Other: \_\_\_\_\_

VIII. How many years of experience do you have as a financial aid administrator? (Check one)

- Less than 2 years  
 2 to 5 years  
 More than 5 years  
 More than 10 years  
 More than 15 years

IX. Have you previously attended any other NASFAA training?  Yes  No

X. If you have ideas about other topics that should be the subject of future training, please list them.

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XI. Please use the space below for any other comments you would like to make.

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If you are unable to leave this form with an instructor, please complete it and mail or fax to:

**Dana Kelly**  
**National Association of Student Financial Aid Administrators**  
1801 Pennsylvania Ave., NW, Suite 850  
Washington, DC 20006-3606  
Fax: 202/785-1487



## **NOTES:**

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