



Illinois National Guard (ING) Grant Program

2023-24

User Guide



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Overview of the ING Grant Administration Process

Program Overview

The ING Grant:

- pays tuition and certain fees at all Illinois public universities or public community colleges
 - certain fees: registration, graduation, general activity, matriculation and term fees
- is an entitlement program
 - awarded to eligible recipients regardless of annual appropriation
 - 2- and 4-year colleges are required to waive tuition and certain fees
- can be used for undergraduate or graduate enrollment
 - equivalent of four or six academic years of full-time enrollment
 - measured in eligibility units
 - with the exception of veterans who are eligible for Post -9/11 GI benefits at less than 100% (based on length of service) and choose to use those benefits during the same term that IVG benefits are used
- has no minimum enrollment requirement
 - non-credit courses are eligible
- benefit usage (i.e., eligibility units) are reported in GAP Access by institutions
 - reporting of enrollment hours must take place so that benefit usage can be accurately assessed to students' accounts

Recipients who have completed:

- less than 10 years of active-duty ING service may accumulate up to 120 eligibility units
- more than 10 years of active-duty ING service may accumulate up to 180 eligibility units

Effective with the 2023-24 academic year:

- there are no longer term deadline dates by which applications must be submitted each term
- applications must be received by ISAC in time for eligibility to be determined
- the applicant will need to notify the college about their eligibility *no later than the last scheduled day of classes for the first term for which benefits have been requested*

Students who qualify for ING and the Montgomery or Post 9/11 GI Bills may receive benefits from both programs during the same academic year for eligible educational expenses.

For more information or an online application for G.I. Education benefits, call the Department of Veterans Affairs at 888.GI BILL1 or visit their website <https://benefits.va.gov/gibill/>

Overview of the ING Grant Administration Process

Eligibility Requirements

To be eligible for the Illinois National Guard Grant, a student must:

- be an Illinois National Guard member, defined as meeting one of these two criterion:
 - be active in the Illinois National Guard **or**
 - have been active in the Illinois National Guard for at least five consecutive years
and have been called to federal active duty for at least six months and be within 12 months after your discharge date from the Illinois National Guard
- have completed one full year of service in the Illinois National Guard
- be an enlisted member or an officer (Public Act 94-583)
- be enrolled at an Illinois public 2- or 4-year college
- submit an application each academic year in which they choose to use the benefits
- *notify the college no later than the last scheduled day of classes for the term for which benefits have been requested*
- not be in default on any student loan, nor owe a refund on any state or federal grant
- maintain an acceptable grade point average (GPA)
 - according to the policy determined by your college

Individuals who have been active in the Illinois National Guard for at least five consecutive years, had their studies interrupted by being called to federal active duty for at least six months, and meet eligibility requirements in addition to those listed above may be eligible to receive an additional year of ING Grant Program eligibility, even after their membership in the Illinois National Guard has ended.

Questions regarding individual eligibility status should be directed to the applicant's chain of command, or to the Education/Incentives Branch of the Military Personnel Office at 217.761.3782.

High school students may enlist during their junior year and complete their calendar year of service prior to college attendance. This allows graduating high school students to use the grant immediately upon entering college.

Overview of the ING Grant Administration Process

Application Procedure

Applicants may access the ING Grant application via the Program Applications & Status Checks area of the ISAC Student Portal <https://studentportal.isac.org/>

An applicant must:

- complete and submit an application to ISAC in time for eligibility to be determined
 - indicate their base on the application
- *notify the college no later than the last scheduled day of classes for the term for which benefits have been requested*
- submit an application for each academic year
 - allow four weeks for processing
 - only one application may be submitted each academic year

Once an application has been successfully submitted, a PDF version is available to the applicant and may be printed or saved as an electronic file.

If the applicant needs to change their response(s) to any item(s) and/or update any information after the application has been submitted, they will need to submit/provide the information to ISAC by:

- via e-mail to isac.studentservices@illinois.gov
- via FAX to 847-831-8549
- via letter to ISAC Dept D, 1755 Lake Cook Road, Deerfield, IL 60015-5209

The request must include the last four digits of the applicants Social Security number (for identification purposes) and state what change(s) need to be made.

- changes will not affect the application “received date”

ISAC determines:

- compliance with application requirements
- monitors that the applicant has not exceeded the maximum benefits
- verifies enlistment information with the DMAIL

ISAC sends Notice of Eligibility to qualified applicants

- In some cases, qualified applicants who submit a timely application are restricted to partial-year awards. For example, benefits might cease mid-year or benefits might begin mid-year (depends their eligibility status/dates).

Notice of Ineligibility are sent to individuals who do not meet the criteria to be a qualified applicant.

Overview of the ING Grant Administration Process

Disbursement

This is an entitlement program and eligible recipients will receive their awards regardless of annual appropriations through the State of Illinois budget process.

Illinois 2- and 4-year colleges are required to waive any eligible tuition and fees that are not covered by state appropriations.

For when state funds are appropriated:

- ISAC works with the college to disburse funds for the program
- the college certifies student eligibility
- submits a payment request
- ISAC processes the payment request and,
- submits the information to the State Comptroller's Office
- State Comptroller's Office sends funds to college

Processing

Colleges report enrollment hours and benefit dollar amounts for initial, in-district and out-of-district requests and to make adjustments via the ING Grant system within GAP Access.

ING Grant benefit usage data can be submitted via either File Transfer Protocol (FTP) or the GAP Access portal, by the deadline dates established for each term.

Results for ING Grant benefits usage data submitted online or via FTP are available to be retrieved from the File Extraction option.

ING Grant benefits reports are available to assist schools in the review and reconciliation of ING Grant benefit usage data and can be obtained by selecting the applicable report or extract file tabs.

New data for students eligible for benefits will be available whenever there is a new or updated eligible record for the college.

New data could potentially be available on a daily basis, the college may not have students that appear in the system each day.

It is recommended that the college check the ING Grant system at least once a week for new student data that may have been processed.

Although ISAC will not be able to reimburse colleges for the ING Grant, reporting of enrollment hours must still take place so that benefit usage (i.e., eligibility units) can be accurately assessed to student's accounts.

Overview of the ING Grant Administration Process

Eligibility Units

ING recipients may receive benefits limited to the equivalent of four or six academic years of full-time enrollment, which includes summer terms.

- recipients who have completed less than 10 years of active-duty ING service may accumulate up to 120 eligibility units
- recipients who have completed more than 10 years of active-duty ING service may accumulate up to 180 eligibility units
- with the exception of veterans who are eligible for Post -9/11 GI benefits at less than 100% (based on length of service) and choose to use those benefits during the same term that IVG benefits are used

Credits and noncredit hours are converted to eligibility units according to the chart below.

Number of Hours	Semester School	Quarter School
12 or more hours	12 units	8 units
9 - 11.99 hours	9 units	6 units
6 - 8.99 hours	6 units	4 units
3 - 5.99 hours	3 units	2 units
0 - 2.99 hours	1 units	1 unit

When ING is used with the Post-9/11 GI Bill, ING is the “last payer.”

Eligibility units used are prorated based on the percentage of ING benefits that are needed to cover remaining tuition and allowable fees.

The school should enter the actual credit hours and the percentage of Post-9/11 GI Benefits being used into the GAP system.

- The system will multiply the number of credit hours the student is enrolled in by the percentage that ING Grant is covering.

Benefits may be extended for one additional term if the recipient has accumulated fewer than the maximum number of eligibility units but does not have enough units remaining for the number of hours in which they are enrolled for that term.

If the recipient withdraws from enrollment after the tuition refund/withdrawal adjustment period, the recipient will receive a grant for costs incurred up to the term award provided the institution’s tuition refund policy indicates the recipient has incurred charges in the amount of the claim.

- Eligibility Units will be adjusted accordingly.

The Illinois National Guard member must repay any ING grant benefits received if the National Guard enlistment commitment is not fulfilled.

Overview of the ING Grant Administration Process

Using the ING Grant with Other Tuition/Fee Benefits

Illinois National Guard members who have been called to federal active duty may be eligible for the Illinois Veteran Grant (IVG) Program administered by ISAC.

Applicants who meet all eligibility requirements for both the IVG and ING Grant programs may have the option of receiving benefits from both programs during the same term(s) and/or academic year.

- Prior to doing so, applicants are strongly encouraged to consult with the college's financial aid office and consider the following:
 - Use of ING Grant benefits is limited to specific periods of time, as defined on the ING Program Application Procedures page of ISAC Gift Assistance Programs
 - IVG benefits may be used for tuition and mandatory fees
 - ING Grant benefits may be used for tuition and eligible fees
 - registration, graduation, general activity, matriculation and term fees
 - With the exception of veterans who are eligible for Post -9/11 GI benefits at less than 100% (based on length of service) and choose to use those benefits during the same term that ING Grant benefits are used, assessment of eligibility unit usage is based on enrolled hours per term, not the dollar amount paid by the benefits. This means that the number of eligibility units charged will be the same for each program, even though the dollar amount of benefits received from each program may be different (for example, if benefits from the IVG and ING Grant programs are used for full-time enrollment, 12 eligibility units will be charged *to each program*). It is recommended that applicants carefully consider this when deciding whether to receive benefits under both programs during the same term(s).
 - Once eligibility units have been assessed for either program, they cannot be undone after the academic year is over
 - i.e., the applicant cannot choose to "pay back" the dollar amount of benefits used in order to reinstate eligibility units

Overview of the ING Grant Administration Process

Using the ING Grant with Other Tuition/Fee Benefits (con't)

- ING Grant benefits can only be used during terms for which the applicant has notified the college of their eligibility on or before the college's last scheduled day of classes for that term
 - i.e., if ING Grant eligibility is determined by ISAC but not communicated to the college by the qualified applicant by the end of the fall term, then an applicant who is eligible for both programs could choose to use IVG benefits for the fall term, and ING Grant benefits for the spring and summer terms).
- If a student who is eligible for the Monetary Award Program (MAP) is also eligible for ING Grant and/or IVG benefits, all ING Grant and IVG benefits that are available for the term(s) must be used first. A student cannot decline ING Grant or IVG benefits in favor of using MAP benefits. After all applicable ING Grant and IVG benefits have been used for the term(s), then a partial MAP award may be applied to any outstanding eligible tuition and fees.

Comparison of Grant Programs for Veterans

Post 9/11 GI Bill

Veterans who are eligible for Post-9/11 GI Bill benefits and IVG and/or ING Grant benefits may choose to use just one program or combine them.

The Post-9/11 GI Bill may provide more attractive benefits than other veteran education benefit programs.

Veterans should carefully review all their options before making the irrevocable decision to apply for and utilize Post-9/11 GI Bill benefits.

Veterans need to pay careful attention to the differences that occur when changing from full-time to half-time and in the amount of the housing allowance they would be eligible to receive based on the location of the school they would be attending.

Overview of the ING Grant Administration Process

Using Post-9/11 GI Bill Benefits During Same Term as ING Grant Benefits

Veterans who are eligible for Post-9/11 GI Bill benefits and choose to use those benefits with ING Grant benefits in the same term:

- Post-9/11 GI Bill benefits will be applied first
 - (regardless of whether, based on length of service, the veteran is eligible for those benefits at 100% or at less than 100%)
 - any remaining eligible charges for tuition and fees will be covered by ING Grant benefits
- the number of ING Grant eligibility units assessed will be prorated
 - based on the percentage of charges paid by ING Grant benefits
 - (i.e., the percentage of charges covered by ING Grant benefits will be multiplied by the number of credit hours in which the student is enrolled for the term, and that converted number of credit hours will determine the number of eligibility units to be assessed).

Example: An ING Grant recipient who is also eligible for Post-9/11 GI Bill benefits at 60%, and is enrolled for the semester for 12 credit hours with \$10,000 in eligible charges for tuition and fees, would be assessed as 3 ING Grant eligibility units:

- \$10,000 (tuition and fees) x 0.60 (60% Post-9/11 GI Bill coverage) = \$6,000 paid by Post-9/11 GI Bill benefits
- The remaining balance of \$4,000 (40%) will be paid by ING Grant benefits
 0.40×12 (credit hours) = 4.8 (this is the converted number of credit hours paid by ING Grant benefits)
- Per the below chart, 4.8 credit hours paid in a semester is assessed as **3 eligibility units**

Number of Hours	Semester School	Quarter School
12 or more hours	12 units	8 units
9 - 11.99 hours	9 units	6 units
6 - 8.99 hours	6 units	4 units
3 - 5.99 hours	3 units	2 units
0 - 2.99 hours	1 units	1 unit

Access and Navigation

The system to administer the Illinois National Guard (ING) Program is available through ISAC's Gift Assistance Programs (GAP) Access portal at <https://isacportal.isac.org>.

All users need a valid GAP Access ID and password to access the system.

ISAC relies on a designated Primary Administrator (usually, the Financial Aid Director) at each institution to authorize users and provide them with the appropriate level of access for each ISAC program.

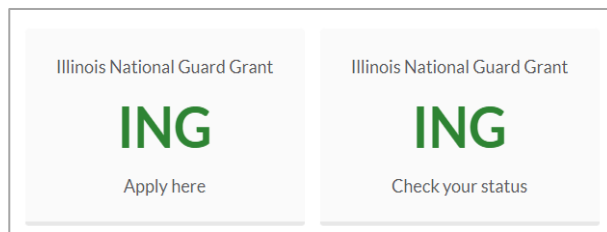
Once a school user has successfully logged in to GAP Access, the GA information can be accessed by selecting the GA program from the Program list.

The screenshot displays the GAP ACCESS portal interface. At the top, the logo reads "GAP ACCESS ISAC Gift Assistance Programs". Below the logo is a navigation bar with three tabs: "Administration", "School", and "Programs". The "Programs" tab is highlighted with a red box. A dropdown menu is open under "Programs", listing several programs: MAP, ING (highlighted with a red box), IVG, MTI, GA, AIM HIGH, SETTW, ECACE, SWSP, and NESP. The main content area shows a "User Login: Successful" message, a "Welcome" message, and a "Last Login:" field. At the bottom of the page, there is a footer with links for "Contact ISAC", "FAAs", "MAP Program", "MTI Program", "ING Program", and "IVG Program".

Please note that the GAP Access system will time out after prolonged inactivity.

Introduction to ING Grant Application Processing

- The complete application must be received by ISAC in time for eligibility to be determined and the applicant to then notify the college no later than the last scheduled day of classes for the first term for which benefits have been requested, and an application must be submitted for each academic year in which benefits are to be used.
- The online interactive application collects all the information needed to determine eligibility.
- Additional documentation (including the Notice of Basic Eligibility [NOBE] which is used to apply for the GI Bill) is **not** required and, if submitted to ISAC, will not be returned to the applicant.
- Applicants may log in to their ISAC Student Portal account and print a copy of their eligibility letter and see a history of how many units they have used. <https://studentportal.isac.org/>



- When students submit an ING Grant application to ISAC, their name displays on the **ING Student List Eligibility: View** screen of the institution that was indicated as the school of record on the application.
- A component of the application process involves certification by the Department of Military Affairs in Illinois (DMAIL) as to the applicant's eligibility status in the Illinois National Guard.
- DMAIL verifies the following eligibility items and then completes the applicable certification fields on the **ING Student List Eligibility: View** screen.
- Each time an ING Grant application is submitted, the applicant's name will be added in the **ING Student List Eligibility: View** screen, followed by certification of eligibility by DMAIL.
- If a student indicates on their application that they will attend different colleges within the academic year, that student will appear on the **ING Student List Eligibility: View** screen for multiple colleges but only for the term indicated on the application (i.e., the student might appear on Institution A's list for term one and Institution B's list for terms two and three).
- The **Student List Eligibility: View** screen is a cumulative listing, designed to notify colleges of students who apply for the ING Grant throughout the academic year.

Student List Eligibility: View Screen

The **Student List Eligibility: View** screen is accessed from the **Student** tab. On the **Student List Eligibility: View** screen, schools are able to view students who have listed their school as one of the school choices on their *ING Application*.

This provides the entry point to other ING functions such as: viewing detailed student information, viewing student information history, creating reports, and associating ING codes with selected students.

ING Student List Eligibility: View

Home **Student** Benefits Budget Reports File Extractions

List Filter Sort Columns

Entries displayed 20

#	Benefits	Sel	Current SSN	Last Name	First Name	Date of Birth	ISAC Dflt	ING Units Used	Application Receipt Date	Certified Date	Certified Eligible
1		<input type="checkbox"/>	xxx-xx-				N	0	07/10/2023		
2		<input type="checkbox"/>	xxx-xx-				N	120	08/10/2023	08/14/2023	Y
3		<input type="checkbox"/>	xxx-xx-				N	0	08/20/2023	08/21/2023	Y
4		<input type="checkbox"/>	xxx-xx-				N	0	08/01/2023	08/11/2023	Y
5		<input type="checkbox"/>	xxx-xx-				N	0	08/24/2023	08/28/2023	Y

Showing 1 to 5 of 5 entries

Save Selected View Report Excel Report

The icon provides a link to more detailed information about the student, and the icon provides a link to the Benefits Usage (Payment) information for the student. In the column next to the icon, a light bulb icon will be displayed if any flags are on that could cause the student to be ineligible for an award. Keep in mind that not all flags make a student totally ineligible for an award. It is up to the school to determine the meaning of the flag and to what extent it affects the student's potential award.

The **Student List Eligibility: View** screen will result in a default view with the following columns:

- Benefits
- Sel (Select)
- Current SSN (last four digits display)
- Last Name
- First Name
- Date of Birth
- ISAC Dflt (Default)
- ING Units Used
- Application Receipt Date
- Certified Date
- Certified Eligible

Student List Eligibility: View Screen

The **Monetary Award Program (MAP) Student List Eligibility: View** screen has a column that shows if a student was certified as ING eligible for the academic year. Keep in mind that the student will only show up on your **ING Student List Eligibility: View** screen if the student put down your school code on the ING application.

MAP Student List Eligibility: View

Home Student Payment Budget Reports File Extractions

List Filter Sort Columns

Entries displayed 100

by AP	Sel	Current SSN	Last Name	First Name	Trans#	Original Yearly Elig	Disq	ISAC Dflt	MAP Susp	EFC	CPS Proc Date	Date of Birth	Academic Level	MAP Paid Credit Hrs	Cont Stu	EFC Change	ING Certified
	<input type="checkbox"/>	xxx-xx-			01	\$8,400.00	N			\$0	10/25/2022		1-Freshman	000	N		
	<input type="checkbox"/>	xxx-xx-			02	\$8,400.00	N			\$0	10/05/2022		3-Junior	062	Y		
	<input type="checkbox"/>	xxx-xx-			01	\$0.00	N			\$42,375	11/16/2022		1-Freshman	000	N		
	<input type="checkbox"/>	xxx-xx-			01	\$8,400.00	N			\$0	07/09/2023		1-Freshman	000	N		

Showing 1 to 10

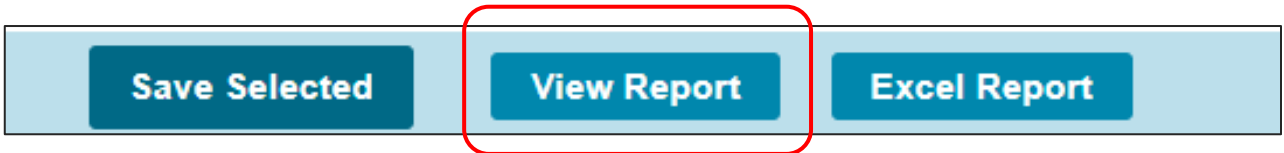
View Report Excel Report Save Selected

Depending on your computer, monitor, and screen settings, you may need to use the horizontal scroll bar at the bottom of the page to navigate farther to the right to see these columns on the Student List Eligibility: View screen.

Student List Eligibility: View Instructions

The **Student List Eligibility: View** screen displays a maximum of one hundred student records. To view more records, click on the Previous Page, Pages 1-10, or Last Page tabs. To view additional columns, scroll to the right. Other suggestions for viewing the eligibility screen are listed below.

- To select students enrolled in or attending your institution, select them by clicking on the box in the “Sel” column.
- To view the student’s ING eligibility data on the **Student Detail: Eligibility** screen, click on the magnifying glass icon that is on the same line as the student’s last name.
- To view the Benefits Usage (Payment) page, click on the dollar sign icon.
- To filter your view, displaying only those student records that you want to see, click on the **Filter** tab. The **Student List Eligibility: Filter** screen will be displayed with the various filter options.
- To sort the student records, click on the **Sort** tab. The **Student List Eligibility: Sort** screen will be displayed.
- To view a report of a **Student List Eligibility: View** screen, click on the “**View Report**” button located at the bottom of the screen. A copy of the report can be created in PDF format.



Student List Eligibility: Filter Screen

You may filter student records by selecting specific categories provided on the **Student Eligibility List: Filter** screen, which can be accessed by selecting the Filter tab.

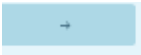
The screenshot shows the 'Student List Eligibility: Filter' interface. At the top, there is a navigation bar with 'ING' on the left and 'Student List Eligibility: Filter' in the center. Below this is a secondary navigation bar with 'Home', 'Student', 'Benefits', 'Budget', 'Reports', and 'File Extractions'. The 'Student' tab is active, and a sub-menu is open showing 'List', 'Filter', 'Sort', and 'Columns'. The 'Filter' tab is highlighted with a red box. The main area contains several filter sections: 'Term' (dropdown: - All -), 'ING Code =' (dropdown: 064), 'SSN =' (text input), 'First Name' (operator dropdown: = and text input), 'Last Name' (operator dropdown: = and text input), 'Certification Start Date' (calendar input), 'Certification End Date' (calendar input), 'Application Receipt Start Date' (calendar input), 'Application Receipt End Date' (calendar input), and 'Certified Eligible' (dropdown: - All -). On the right side, there are checkboxes for 'Selected Students Only', 'Eligible Students Only', '10 Year', 'Ineligible', 'ING Units Used', and 'ISAC Default'. At the bottom right, there is a 'Reset' button highlighted with a red box.

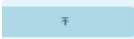
Once you have selected your criteria from the drop-down menus and/or selected the category options on the right side of the screen, select the **List** tab (located to the left of the **Filter** tab) to generate your customized view.

A **Reset** tab is also available to clear selection(s) with one click.

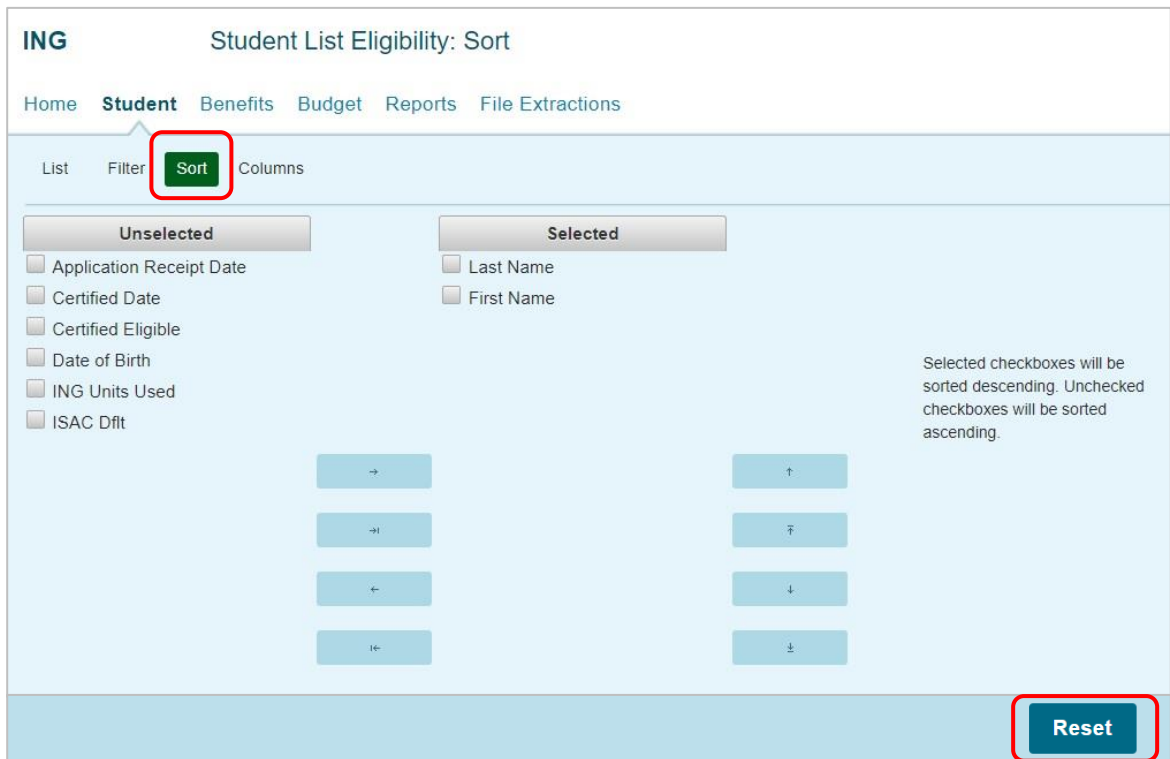
Student List Eligibility: Sort Screen

The **Student Eligibility List: Sort** screen provides you with several options for sorting the student list. This screen is accessed by selecting the **Sort** tab.

To sort your list, check the box next to the data element(s) you would like to sort by, then select the **Add** arrow to add them to the **Selected** list. 

Use the **Move Up** arrow to put the data elements in the order in which would like the list to be sorted. 

You can also drag and drop your selection(s) into the **Selected** or **Unselected** column.



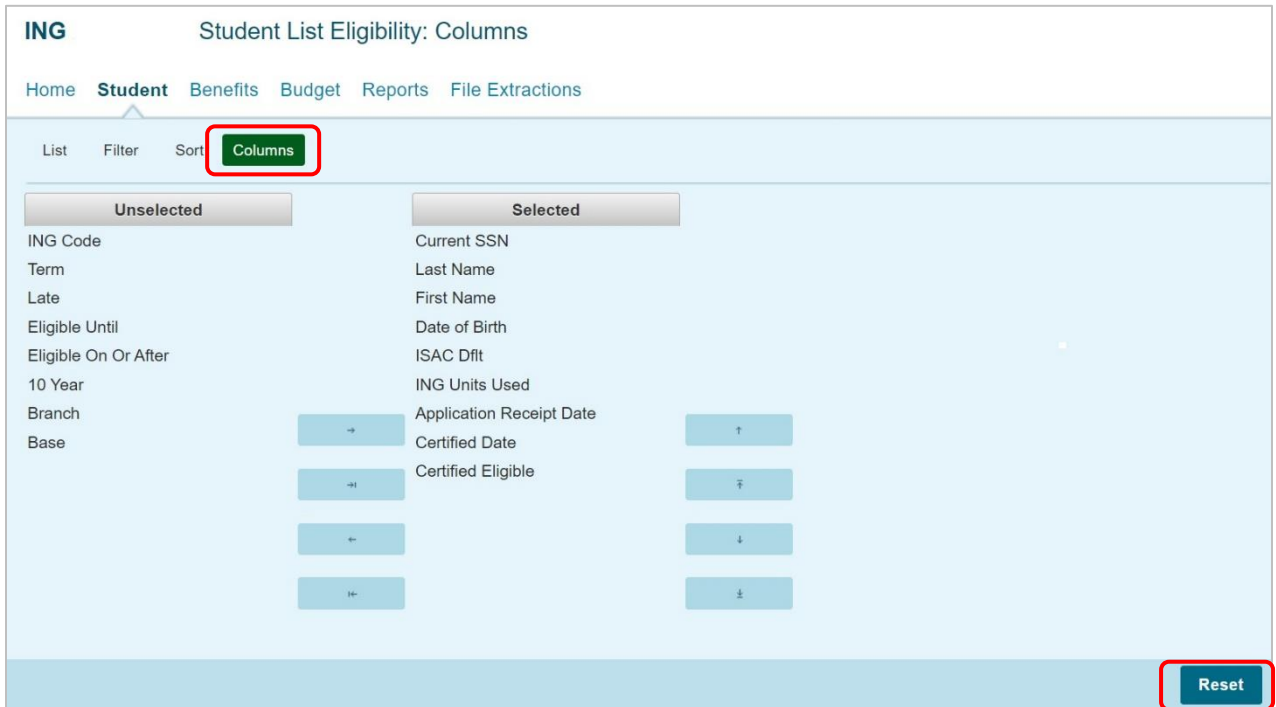
Selected checkboxes will be sorted descending. Unchecked checkboxes will be sorted ascending.

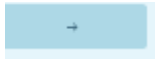
Once you've made all the sorting selections, click on the **List** tab (located to the left of the **Filter** tab) to generate your customized list.


A **Reset** tab is available to clear selection(s) with one click.



Student List Eligibility: Columns Screen

The **Student Eligibility List: Columns** screen allows you to select the columns you want to view and customize the order in which they appear. This screen is accessed by selecting the **Columns** tab.



To select a column for your customized list, click on the column heading to highlight it and then the **Add** arrow to add it to the **Selected** list. 

Similarly, to remove a column from the List view, select the column heading in the **Selected** list and then click on the **Remove** arrow to add it to the **Unselected** list. 


Use the **Move Up** and **Move Down** arrows to put the columns in the order in which you would like them to appear on the List screen.  

You can also drag and drop your selection(s) into the **Selected** or **Unselected** column.

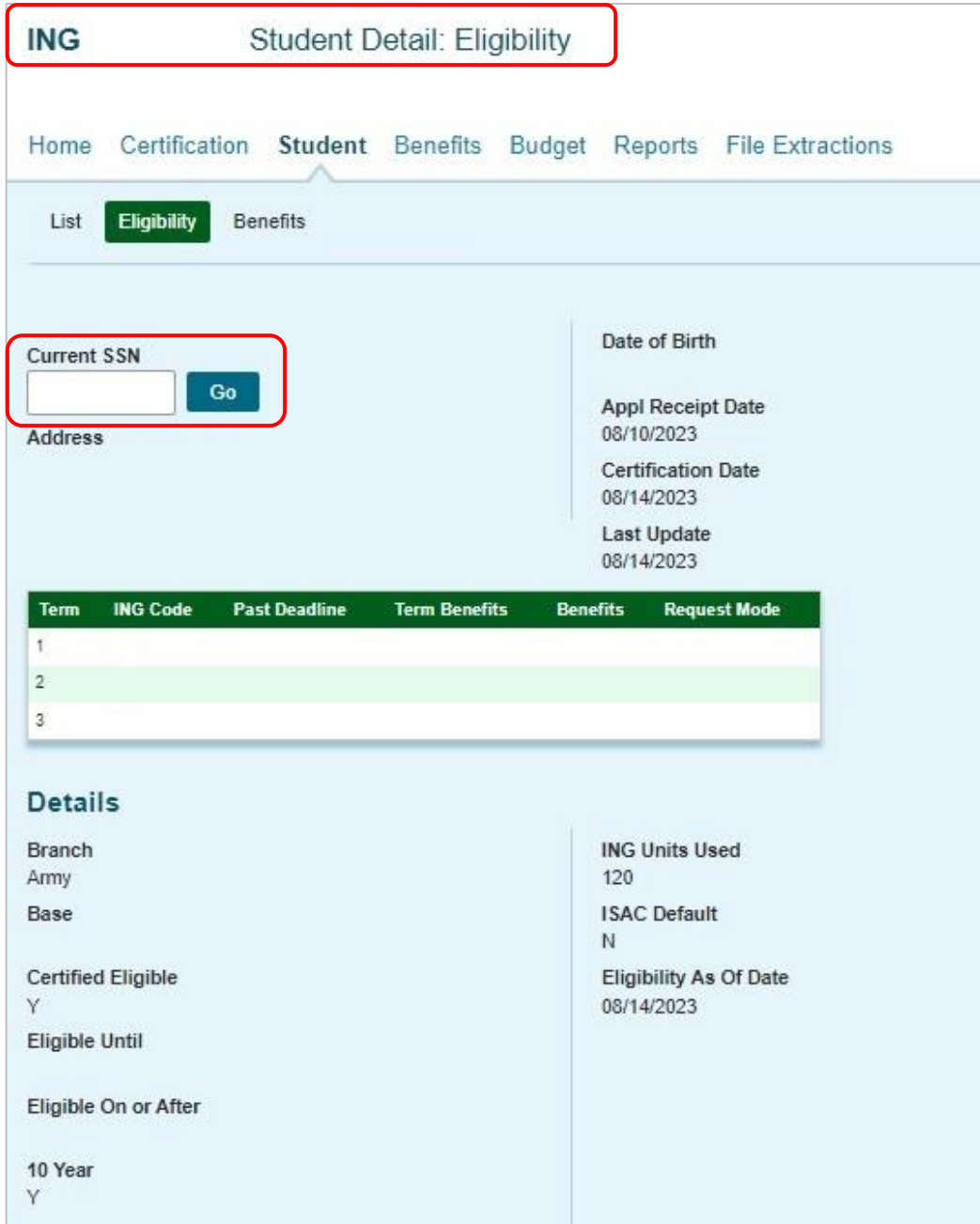
Once you've made all of selections, click on the **List** tab (located to the left of the **Filter** tab) to generate your customized list.

A **Reset** tab is also available to clear selection(s) with one click.

Student Detail: Eligibility Screen

The **Student Detail: Eligibility** screen displays information from the student's ING application as well as certification and eligibility information for ING. The purpose of this screen is to allow authorized users the ability to view the ING eligibility details of an individual student record. The **Student Detail: Eligibility** screen is accessed by clicking on the magnifying glass icon  on the **Student List Eligibility: View** screen.

To select another **Student's Detail** screen, enter a new Social Security Number in the **Current SSN** field and click on the **Go** button.



ING Student Detail: Eligibility

Home Certification **Student** Benefits Budget Reports File Extractions

List **Eligibility** Benefits

Current SSN **Go**

Address

Date of Birth

Appl Receipt Date
08/10/2023

Certification Date
08/14/2023

Last Update
08/14/2023

Term	ING Code	Past Deadline	Term Benefits	Benefits	Request Mode
1					
2					
3					

Details

Branch
Army

Base

Certified Eligible
Y

Eligible Until

Eligible On or After

10 Year
Y

ING Units Used
120

ISAC Default
N

Eligibility As Of Date
08/14/2023

Student Detail: Eligibility Screen

Here is a closer look at the **Student Detail: Eligibility** screen within the **Details** section towards the bottom of the page.

Value	Certified Eligible
Y	Eligible
N	Not Eligible
Blank	Not Yet Certified

Value	Eligible Until
Date	Date eligibility ends if restricted
Blank	No applicable restriction

Value	Eligible On or After
Date	Date eligibility begins if restricted
Blank	No applicable restriction

Value	10-Year
Y	10-Year Member
Blank	Less Than 10-Year Member

Details

Branch
Army

Base

Certified Eligible
Y

Eligible Until

Eligible On or After

10 Year
Y

ING Units Used
120

ISAC Default
N

Eligibility As Of Date
08/14/2023

Value	ISAC Default
Y	Student is currently in default on an ISAC student loan.
N	Student is not currently in default on an ISAC student loan.

Value	Eligibility As Of Date
Date	Most recent date eligibility was determined
Blank	Eligibility not yet determined

ING Eligibility Report: Create New Report

The **ING Reports: Eligibility Reports** screen displays students that may be eligible for the Illinois National Guard (ING) Grant. The **Reports** screen is accessed from the **Reports** tab. To generate a report, click the **Create New Report** button in the upper right-hand corner of the screen. Then, select the report type from the **Select Report** drop-down menu and click on the **Request Report** button.

The screenshot shows the 'ING Reports: Eligibility Reports' interface. At the top, there are navigation tabs for 'School', 'Administration', and 'Programs'. Below this, the page title 'ING Reports: Eligibility Reports' is displayed. A secondary navigation bar includes 'Home', 'Student', 'Benefits', 'Budget', 'Reports', and 'File Extractions'. The 'Reports' tab is highlighted. In the top right corner, there are 'Refresh' and 'Create New Report' buttons. Below the navigation is a table with the following data:

Status	Report Type	Date	File Size(kb)	User Name
Completed	Benefit Results/exceptions	12/23/2020	4.528	INGInvoice
Completed	Benefit Results/exceptions	12/22/2020	9.903	INGInvoice
Completed	Benefit Results/exceptions	12/14/2020	4.788	INGInvoice
Completed	Benefit Results/exceptions	11/24/2020	4.533	INGInvoice
Completed	Benefit Results/exceptions	11/17/2020	10.063	INGInvoice

At the bottom of the table, it says 'Showing 1-5 of 5 entries'.

The screenshot shows the 'ING Reports: Eligibility Reports: Create New Report' interface. At the top, there are navigation tabs for 'Administration', 'School', and 'Programs'. Below this, the page title 'ING Reports: Eligibility Reports: Create New Report' is displayed. A secondary navigation bar includes 'Home', 'Student', 'Benefits', 'Budget', 'Reports', and 'File Extractions'. The 'Reports' tab is highlighted. Below the navigation is a 'Select Report' dropdown menu. Below the dropdown are two date range selection fields: 'Benefit Start Date Range' and 'Benefit End Date Range', each with a calendar icon. At the bottom left, there is a 'Request Report' button. On the right side, a dropdown menu is open, showing the following options:

- ING Eligibility Report
- ING Benefit Requests Not Submitted
- ING Benefit Requests Submitted Without Results
- ING Benefit Results
- ING Cumulative Benefit Results
- ING Benefit Exceptions

ING File Extractions

The **ING File Extractions: Eligibility Status Files** screen lists students that may be eligible for the Illinois National Guard (ING) Grant in an electronic format. The reports screen is accessed from the **File Extractions** tab. To generate an extraction, first click the **Create New File Extraction** button in the upper right-hand corner of the screen. Then, select **ING Eligibility Status File** from the **Select Report** drop-down menu and click on the **Request Report** button.

ING File Extractions: Eligibility Status Files

Home Student Benefits Budget Reports **File Extractions**

Refresh Create New File Extraction

Entries displayed 10 Filter

Status	Report Type	Start Date	End Date	Date Extracted	File Size(kb)	User Name

Showing 1-1 of 1 entries

ING Create New File

Home Student Benefits Budget Reports **File Extractions**

Select Report

Start Date Range ?

End Date Range ?

Request Report

ING Eligibility Status File
ING Benefit Results File
ING Cumulative Benefit Results File

Introduction to ING Benefit Usage Process

The benefit request process in the ING system involves two distinct steps:

- **Creating the Request** - which involves identifying student records for benefit usage and entering data about their enrollment hours/status and benefit amount.
- **Submitting the Request** - which sends the identified records to ISAC for processing.

Step 1: Creating the Requests -- can be done in one of three ways:

- In batches, or groups, of students together in the ING system, using the **Benefit Request Entry** screen
- Individually, by student in the ING system, using the **Student Detail** screen
- File Transfer Protocol (FTP) processing

Step 2: Regardless of the way in which the benefit request is created in the ING system (in batch or individually), you must also complete submitting the request on the **Submit Benefit Requests** screen to complete the process. If you create benefit requests via the FTP process, see Section 6 of this user guide for guidance on how to submit requests via FTP.

In order to create and submit benefit requests in the ING system, users must have “Update” privileges in GAP Access for ING.

The ING academic year begins with the Fall term, then Spring term and ends with Summer term.

ING Student Benefit List: View

Home Student **Benefits** Budget Reports File Extractions

List Filter Sort Columns Benefit Request Entry Submit Benefit Requests

Entries displayed 20

#	Sel	Req Sel	Term	Current SSN	Last Name	First Name	ING Code	Request Code	Enrollment Hours	In Dist Tuition	Out of Dist Tuition	Eligible Fees	Requested Amount	Post 9/11 GI Bill	Benefit Amount	Adjusted Amount	Units Used	R
1			<input type="checkbox"/>	<input type="checkbox"/>	2	xxx-xx-												
2			<input type="checkbox"/>	<input type="checkbox"/>	1	xxx-xx-												
3			<input type="checkbox"/>	<input type="checkbox"/>	2	xxx-xx-												
4			<input type="checkbox"/>	<input type="checkbox"/>	3	xxx-xx-												
5			<input type="checkbox"/>	<input type="checkbox"/>	1	xxx-xx-												

Save Selected View Report Excel Report Req Select All Req Unselect All

Creating Benefit Requests in Batches

When creating benefit requests for a large number of students, the best option is to do a batch request using the ING system. Batch requests can be done by selecting students from the **Student Benefit List: View** screen, which can be filtered and sorted according to specific criteria.

Steps:


1. Review the list to determine students to be selected for benefit request creation.
2. To select student records, click the box in the **Req Sel** (Request Select) column for each student record for which requests are to be created. Be mindful of the terms on the record and ensure the accuracy of the selected record. (i.e., eligible for full year or 2nd/3rd term only).
3. Click the **Save Selected** button at the bottom of each screen page before proceeding to the next page and when you have selected all records desired. Save each page.
4. Next, click the **Benefit Request Entry** tab at the top of the screen.

The screenshot shows the 'Student Benefit List: View' interface. At the top, the 'ING' logo and 'Student Benefit List: View' title are visible. Below the title, there are navigation tabs: Home, Student, Benefits, Budget, Reports, and File Extractions. The 'Benefits' tab is active. In the top navigation bar, there are buttons for 'List', 'Filter', 'Sort', 'Columns', 'Benefit Request Entry', and 'Submit Benefit Requests'. The 'Benefit Request Entry' button is highlighted with a red box. Below this, there is a dropdown menu for 'Entries displayed' set to '20'. The main area contains a table with the following columns: #, Se, Req Sel, Term, Current SSN, Last Name, First Name, ING Code, Request Code, Enrollment Hours, In Dist Tuition, Out of Dist Tuition, Eligible Fees, Requested Amount, Post 9/11 GI Bill, Benefit Amount, Adjusted Amount, Units Used, and R. The table has 5 rows of data. The 'Req Sel' column is highlighted with a red box, and the checkboxes in this column are checked for rows 2, 3, and 4. At the bottom of the screen, there are buttons for 'Save Selected', 'View Report', 'Excel Report', 'Req Select All', and 'Req Unselect All'. The 'Save Selected' button is highlighted with a red box.

#	Se	Req Sel	Term	Current SSN	Last Name	First Name	ING Code	Request Code	Enrollment Hours	In Dist Tuition	Out of Dist Tuition	Eligible Fees	Requested Amount	Post 9/11 GI Bill	Benefit Amount	Adjusted Amount	Units Used	R
1		<input type="checkbox"/>	2	XXX-XX-														
2		<input checked="" type="checkbox"/>	1	XXX-XX-														
3		<input checked="" type="checkbox"/>	2	XXX-XX-														
4		<input checked="" type="checkbox"/>	3	XXX-XX-														
5		<input type="checkbox"/>	1	XXX-XX-														


Creating Benefit Requests Individually

Generating benefit requests for each student individually is the most straight-forward method and is done using the **Student Detail: Benefit** screen. Because this can be a time-consuming method, it is best used when you have a small number of records for which you need to generate a benefit. In addition, use this screen to make an adjustment to a previously processed benefit request.

Access the **Student Detail: Benefits** screen by either clicking the dollar sign icon  on the **Student Benefit List: View** screen or clicking the **Benefits** tab on the **Student Detail: Eligibility** screen.

The screen will display and allow data entry only into terms for which the student is eligible. To create the request, enter the appropriate data into the following fields:

- **Request** – Select the appropriate item from the dropdown options:
 - “Benefit” to create a benefit request
 - “Cancel” to cancel a previously-submitted request
 - “Delete” to delete a request that has been created but not yet submitted.
- **Enrollment Hours:** Enter the total number of hours in which the student is enrolled for the term, exactly as they would appear on the student’s transcript.
 - Fractions of a credit hour are acceptable, such as .25, 7.2, 12.5, etc., and there is not a minimum or maximum number of hours that are allowed.
- **In-District Tuition:** Enter the In-district dollar amount requested for ING.
- **Out-of-District Tuition:** Enter the Out-of-district dollar amount requested for ING, if applicable.
- **Eligible Fee Amount:** Enter the ING Eligible Fee amount requested.
- **Post 9/11-GI Bill %:** If applicable, enter the percentage of Post 9/11 GI Bill the student received from the dropdown.
 - If applicable, select the percentage of the student’s Post 9/11 GI Bill eligibility from the drop-down menu. Options are: 40, 50, 60, 70, 80, and 90

Click the  button in the middle of the page to save the entry.

NOTE: If you have already created an initial request using the online batch method of creating a benefit request for a student, there is no need to create an individual request. **Regardless of the way the benefit request is created, you must complete the process by submitting the benefit requests.**

Creating Benefit Requests Individually

Student Detail: Benefit screen

ING
Student Detail: Benefits

Home
Student
Benefits
Budget
Reports
File Extractions

List
Eligibility
Benefits

Current SSN

Go

Eligible Until

Eligible On or After

Term	1-Fall	2-Spring	3-Summer
ING Code			
Request	Benefit ▼	Benefit ▼	Benefit ▼
Enrollment Hours	<input style="width: 60%;" type="text" value="9.0"/>	<input style="width: 60%;" type="text" value="9.0"/>	<input style="width: 60%;" type="text" value="6.0"/>
In District Tuition	\$ <input style="width: 60%;" type="text" value="2,481.70"/>	\$ <input style="width: 60%;" type="text" value="2,988.00"/>	\$ <input style="width: 60%;" type="text" value="1,950.00"/>
Out of District Tuition	\$ <input style="width: 60%;" type="text" value="0.00"/>	\$ <input style="width: 60%;" type="text"/>	\$ <input style="width: 60%;" type="text"/>
Eligible Fee Amount	\$ <input style="width: 60%;" type="text" value="66.00"/>	\$ <input style="width: 60%;" type="text" value="66.00"/>	\$ <input style="width: 60%;" type="text" value="867.00"/>
Requested Amount	\$2,547.70	\$3,054.00	\$2,817.00
Post 9/11 GI Bill%	<input style="width: 60%;" type="text" value="▼"/>	<input style="width: 60%;" type="text" value="▼"/>	<input style="width: 60%;" type="text" value="▼"/>

Save Changes
Discard Changes

Submitting Benefit Requests

The **Submit Benefit Requests** screen allows the user to submit benefit requests to ISAC for processing. This includes requests created by batch online through the initial **Benefit Request Entry** screen or **Student Detail: Benefits** screen.

This screen is accessed by selecting the **Submit Benefit Requests** tab on either the initial **Benefit Request Entry** screen or the **Student List: Benefit** screen.

The user then selects the **Term** for which benefits will be submitted.

Submit benefits by clicking on the **Submit** button at the bottom of the page.

The screenshot shows the 'Submit Benefit Requests' interface. At the top left, the 'ING' logo and the page title 'Submit Benefit Requests' are enclosed in a red box. Below this is a navigation bar with 'Home', 'Student', 'Benefits', 'Budget', 'Reports', and 'File Extractions'. Underneath, there are links for 'List', 'Filter', 'Sort', 'Columns', and 'Benefit Request Entry'. A green 'Submit Benefit Requests' button is highlighted with a red box. A 'Term' dropdown menu is open, showing '1-Fall', '2-Spring', and '3-Summer'. At the bottom of the page, there are 'Submit' and 'Reset' buttons, with the 'Submit' button highlighted by a red box.

After benefits are successfully submitted to ISAC, the following message with the number of records submitted will appear on the screen. An example of the message will read:

Benefit Submitted for 3 records

Submitted benefits are processed and the processing results are typically available for viewing the following day.

ING Benefit Processing Results

ING benefit processing results are available for viewing in a few different ways. Results may be viewed:

- on the **Student Benefit List: View** screen,
- on the **Student Detail: Benefits** screen,
- on Benefit Results reports.

ING Student Benefit List screen

ING benefit results are displayed on the **Student Benefit List: View** screen, in the columns that reflect the total benefit amount, the units used and the processing results codes*.

Name	First Name	ING Code	Request Code	Enrollment Hours	In Dist Tuition	Out of Dist Tuition	Eligible Fees	Requested Amount	Post 9/11 GI Bill	Benefit Amount	Adjusted Amount	Units Used	Result Code	Expanded Result	Result Date	Status	Invoice Number
			P	14.0	6,660.00	0.00	0.00	6,660.00		6,660.00	6,660.00	12.00	*		03/28/2023	P	
			P	14.0	2,664.00	0.00	0.00	2,664.00	60	2,664.00	-3,996.00	3.00	C		08/02/2023	P	
			P	7.0	5,250.00	0.00	0.00	5,250.00		5,250.00	5,250.00	6.00	*		03/28/2023	P	
			P	6.0	4,500.00	0.00	0.00	4,500.00		4,500.00	4,500.00	6.00	*		07/17/2023	P	

*See page 37 of this guide for a listing of all the benefit result codes.

ING Benefit Processing Results

Student Detail: Benefits screen

To view the processing results for an individual student, you may also choose to access the **Student Detail: Benefits** screen. Simply click on the dollar sign icon on the **Student Benefit List: View** screen and navigate to the **Student Detail: Benefits** screen.

The screen is divided into three sections:

1. The request section
2. The results section, and
3. The benefit processing invoicing section

Review the **Results** section to see the most recent results of a benefit request.

Review the **Invoice** section to see the latest invoicing data, including any adjustments to amounts made from a previous request.

Home Student **Benefits** Budget Reports File Extractions

List Eligibility **Benefits**

Current SSN Eligible Until Eligible On or After

Term	1-Fall	2-Spring	3-Summer
ING Code			
Request	Benefit <input type="button" value="v"/>	Benefit <input type="button" value="v"/>	<input type="button" value="v"/>
Enrollment Hours	<input type="text" value="8.0"/>	<input type="text" value="12.0"/>	<input type="text"/>
In District Tuition	\$ <input type="text" value="3,592.00"/>	\$ <input type="text" value="5,388.00"/>	\$ <input type="text"/>
Out of District Tuition	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="0.00"/>	\$ <input type="text"/>
Eligible Fee Amount	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="0.00"/>	\$ <input type="text"/>
Requested Amount	<input type="text" value="\$3,592.00"/>	<input type="text" value="\$5,388.00"/>	<input type="text" value="\$0.00"/>
Post 9/11 GI Bill%	<input type="button" value="v"/>	<input type="button" value="v"/>	<input type="button" value="v"/>

Activity Date

Status

Result Code

Expanded Result Reason

Invoice #

ING Code

Result Code

Expanded Reason Code

Benefit Amount

Adjusted Amount

Result Date

Voucher #

Voucher Date


REQUEST

RESULTS

INVOICE

ING Benefit Processing Results

ING Benefit Results Report

Reports displaying the .pdf icon  are ISAC-generated reports of the benefit processing results. These reports are identifiable by the username *INGInvoice* in the last column of the report list. Typically, this report is made available on the next business day after your school's benefit requests has been processed and will remain available as long as space allows. It is suggested that you save requested and ISAC-generated reports to your systems for future reference.

School Administration **Programs**

ING Reports: Eligibility Reports

Home Student Benefits Budget **Reports** File Extractions

Entries displayed: 10 Refresh Create New Report Filter:

Status	Report Type	Date	File Size(kb)	User Name
Completed	ING Eligibility Report	04/19/2021	5.373	updt
Completed	Benefit Results/exceptions	12/23/2020	4.528	INGInvoice
Completed	Benefit Results/exceptions	12/22/2020	9.903	INGInvoice
Completed	Benefit Results/exceptions	12/14/2020	4.788	INGInvoice
Completed	Benefit Results/exceptions	11/24/2020	4.533	INGInvoice
Completed	Benefit Results/exceptions	11/17/2020	10.063	INGInvoice

Showing 1-6 of 6 entries

ISC17NG.04	ILLINOIS STUDENT ASSISTANCE COMMISSION 1755 LAKE COOK ROAD DEERFIELD IL 60015-5209				PAGE: 1 RUN DATE:
BENEFIT RESULTS SUMMARY - ALL TERMS ACADEMIC YEAR	ILLINOIS NATIONAL GUARD (ING)				
ING CODE - FEIN:					
	# STU	REQUESTED AMOUNT	# STU	ADJUSTED AMOUNT	DIFFERENCE*
FULL REQUESTED BENEFIT AMOUNT	0	0.00	0	0.00	0.00
REQUESTED BENEFIT AMOUNT REDUCED	0	0.00	0	0.00	0.00
INCREASE IN PREVIOUS AMOUNT	1	2,070.00	1	1,207.35	862.65
NO CHANGE IN PREVIOUS AMOUNT	0	0.00	0	0.00	0.00
REQUESTED BENEFITS DENIED	0	0.00	0	0.00	0.00
PARTIAL REFUNDS	0	0.00	0	0.00	0.00
FULL REFUNDS	0	0.00	0	0.00	0.00
TOTAL REQUESTED	1	2,070.00			862.65
NET BENEFIT AMOUNT			1	1,207.35	
TOTAL AMOUNT INVOICED				1,207.35	
INVOICE NUMBER				N2135801	
*REPRESENTS AMOUNT NOT PROCESSED OR TOTAL AMOUNT PREVIOUSLY PROCESSED					

ING Benefit Usage Process with Chapter 33 (Post-9/11 GI Bill) Benefits

Students may choose to combine their ING benefits with other military education benefits they are eligible for through the U.S Department of Veteran Affairs (VA), including Chapter 33 benefits, also known as Post-9/11 GI Bill benefits.

Chapter 33 pays tuition and certain fee benefits directly to the institution that certifies the student's enrollment and has specific rules when combined with other programs that also cover tuition and fees.

In general, VA rules require that other programs specifically designated for tuition and fees should be first payer and the VA then provides tuition and fee benefits for remaining charges. **However, to allow students to maximize their military benefits, the VA approved a waiver request from ISAC to allow Chapter 33 to be first payer when combined with ING, and guidance has been provided in ING administrative rules.**

Effective July 1, 2020, ING rules were revised to expand the first payer rule to all Post-9/11 GI Bill recipients, including those at the 100% eligibility level:

- *If a student is eligible for, and has indicated to the institution the intent to receive educational assistance through, the Post-9/11 GI Bill (38 USC, Chapter 33), the institution must first apply Post-9/11 GI Bill benefits to the student's financial aid award. ING benefits can then be used to cover the remaining ING eligible tuition and fees.*

When it is reported in the ING benefit request process that a student is also using Post-9/11 GI Bill benefits, the number of ING units used will be prorated according to the Post-9/11 GI Bill eligibility level reported by the school in GAP Access. There is not a 100% eligibility level option in GAP Access, and units are not prorated for students with that level of Chapter 33 benefits.

ING Benefit Usage Process with Chapter 33 (Post-9/11 GI Bill) Benefits

The ING system in GAP Access multiplies the number of credit hours the student is enrolled in by the system-calculated ING percentage and the result will be converted to eligibility units using the chart found in the program rules.

- For example: when the school indicates that the student is at the 60% eligibility level for the Post-9/11 GI Bill benefit, the system determines that ING is covering 40% of the tuition and fees.
- Please note: due to VA eligibility rules, there may be situations when not all courses/charges will be covered by Post-9/11 GI Bill benefits, and, therefore, ING may end up covering more than what would be expected based on the VA eligibility percentage. There is not an option to adjust the percentage amount accordingly, and the tuition and fees reported in GAP Access should be the full amount of tuition and fees remaining after VA benefits have been applied, even if it's not consistent with the VA and ING percentages.
- ING rules require that tuition and certain fees be waived for eligible recipients, so anything not covered by the VA in these types of situations must be covered by ING.

Term	1-Fall	2-Spring	3-Summer
ING Code			
Request	Benefit ▾	Benefit ▾	▾
Enrollment Hours	8.0	12.0	
In District Tuition	\$ 3,592.00	\$ 5,388.00	\$
Out of District Tuition	\$ 0.00	\$ 0.00	\$
Eligible Fee Amount	\$ 0.00	\$ 0.00	\$
Requested Amount	\$3,592.00	\$5,388.00	\$0.00
Post 9/11 GI Bill%	▾	▾	▾

A drop-down list includes percentage values to report an ING recipient's eligibility level for Post-9/11 GI Bill, ranging from 40% to 90%

- Schools should select the Post-9/11 GI Bill eligibility level confirmed by the VA.
- For ISAC purposes, this is only used to determine the percentage for the ING proration calculation to determine the number of ING units being used when combining benefits with the Post-9/11 GI Bill.
- There is not a 100% option; units are not prorated for students at the 100% eligibility level.

- 40
- 50
- 60
- 70
- 80
- 90

In the Tuition & Eligible Fee fields, schools should enter the amount of tuition and fees eligible to be covered by ING after Post-9/11 GI Bill benefits have been applied by the school.

ING File Extractions

ING File Extractions allow users to create a data file of benefit results that can be transferred to other systems. ING file extractions follow the *ING 160-Byte File Layout Specifications* that can be found on isac.org in the Electronic Tools section.

The **ING File Extractions** lists students that may be eligible for the Illinois National Guard (ING) Grant in an electronic format. The reports screen is accessed from the **File Extractions** tab. To generate an extraction, first click the **Create New File Extraction** button in the upper right-hand corner of the screen. Then, select **ING Benefit Results File** from the **Select Report** drop-down menu and click on the **Request Report** button.

The screenshot shows the 'ING File Extractions: Eligibility Status Files' page. The navigation menu includes 'Home', 'Student', 'Benefits', 'Budget', 'Reports', and 'File Extractions' (highlighted in red). The 'Create New File Extraction' button is highlighted in red. The table below shows two completed entries:

Status	Report Type	Start Date	End Date	Date Extracted	File Size(kb)	User Name
Completed	ING Benefit Results File				25.508	updt
Completed	ING Eligibility Status File				25.47	updt

The screenshot shows the 'ING Eligibility Status File' page. The navigation menu includes 'Home', 'Student', 'Benefits', 'Budget', 'Reports', and 'File Extractions' (highlighted in red). The 'Select Report' dropdown menu is highlighted in red, and the 'Request Report' button is also highlighted in red. A dropdown menu is open showing the following options:

- ING Eligibility Status File
- ING Benefit Results File** (selected)
- ING Cumulative Benefit Results File

ING File Extractions

The **ING File Extraction** lists students that may be eligible for the Illinois National Guard (ING) Grant in an electronic format. The reports screen is accessed from the **File Extractions** tab. To generate an extraction, first click the **Create New File Extraction** button in the upper right-hand corner of the screen. Then, select **ING Eligibility Status File** from the **Select Report** drop-down menu and click on the **Request Report** button.

ING File Extractions: Eligibility Status Files

Home Student Benefits Budget Reports **File Extractions**

Refresh Create New File Extraction

Entries displayed 10 Filter

Status	Report Type	Start Date	End Date	Date Extracted	File Size(kb)	User Name
Showing 1-1 of 1 entries						

ING Create New File

Home Student Benefits Budget Reports **File Extractions**

Select Report

Start Date Range ?

End Date Range ?

Request Report

- ING Eligibility Status File
- ING Benefit Results File
- ING Cumulative Benefit Results File

ING File Extractions

When the extraction is complete, the user is taken back to the **File Extractions: Eligibility Status Files** screen. There, the user has the choice of viewing or downloading the in Excel or Text file format.

The screenshot displays the 'ING File Extractions: Eligibility Status Files' interface. At the top, there are navigation tabs for 'School', 'Administration', and 'Programs'. Below this, the page title 'ING File Extractions: Eligibility Status Files' is highlighted with a red box. The main content area features a breadcrumb trail: 'Home > Student > Benefits > Budget > Reports > File Extractions'. On the right side, there are buttons for 'Refresh' and 'Create New File Extraction'. Below these, there is a section for 'Entries displayed' (set to 10) and a 'Filter' input field. The central part of the screen is a table with the following data:

Status	Report Type	Start Date	End Date	Date Extracted	File Size(kb)	User Name
Completed	ING Benefit Results File				25.598	updt
Completed	ING Eligibility Status File				25.47	updt

At the bottom of the table, it indicates 'Showing 1-2 of 2 entries' and includes pagination controls showing page 1 of 1.

ING Benefit Results Codes

CODE	DEFINITION
*	Benefit processed as requested – no report exception.
B	Benefit increased.
C	Benefit decreased.
F	Full ING units already used.
H	Benefit already processed for your school for requested term, benefit amount or units for term.
I	Benefit reduced; amount requested is greater than term award.
J	Ineligible for Benefit (Certified as not eligible)
K	Ineligible for Benefit due to Stafford loan default status per ISAC.
P	Student not eligible for term requested. Application received after the deadline date.
T	With this Benefit, student attains 120 ING Paid Credit Hours. Student will no longer be eligible for ING Benefit. (Not a 10-year(+) member of the Illinois National Guard)
U	Change in Benefit was requested; record indicates that no prior Benefit has been made for this term.
V	With this Benefit, student attains 180 ING paid credit hours. Student no longer eligible for ING Benefit (10-year(+) member of the Illinois National Guard)
W	ING units increased due to change in enrollment hours.
X	ING units decreased due to change in enrollment hours.