



Monetary Award Program (MAP) Eligibility & Payment

USER GUIDE

Quick Links

[GAP Access Portal](#)

[GAP Access Portal User Guide](#)



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Overview

The Monetary Award Program (MAP) is administered by schools using the MAP system, which is available through [ISAC's Gift Assistance Programs \(GAP\) Access portal](#). MAP information is accessed by logging into the GAP system and then selecting the MAP program from the **Programs** tab near the top of the screen. Student eligibility information is accessed via the [Student tab](#), and payment processing, when it becomes available for an award year, is accessed via the [Payment tab](#).

Quick links to ISAC contact information, the FAA section of ISAC's website and MAP program information can be found at the bottom of all MAP system screens, as seen below:

Please note that the MAP system will time out after prolonged inactivity. The following message will appear to allow you to save your data:

Warning! Due to inactivity, your session has expired. Please save any data you may have entered before refreshing the page.

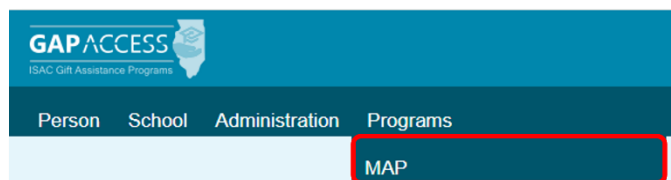
GAP Access and Navigation

To access the Monetary Award Program (**MAP**) program, the user must first have an account to access the [GAP Access Website](#).

Users must have the appropriate program privileges for all applicable programs to complete processes for any ISAC program. The GAP Access Primary Administrator of the institution is responsible for granting appropriate access to all users. A shortened explanation of this process is below. Please see the [GAP Access User Guide](#) for further guidance on granting program privileges, creating new accounts, and general usage tips for the wider GAP Access site.

The GAP Access portal is available 24 hours a day, 7 days a week. Data processing takes place each day between the hours of 7 a.m. and 10 p.m. (CT). Data submitted after 7 p.m. will be processed and dated the following day.

All users need a valid GAP Access ID and password to access the system. Once a school user has successfully logged in to GAP Access, the MAP information can be accessed by selecting the program — **MAP** — from the list under the **Programs** tab.



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 program in the system.

Program Access & Privileges

To grant privileges to users, the Primary Administrator must log in to GAP Access. **If the Primary Administrator is locked out of their account or needs to create an administrator account, they must contact ISAC's Partner Services department** via phone or email.

Partner Services

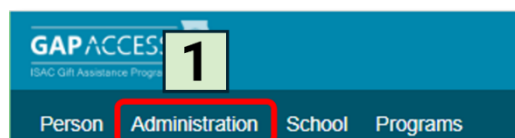
Phone: (866) 247-2172

Email: isac.partnerservices@illinois.gov

After logging in, the Primary Administrator can grant other school users access and privileges to each GAP access program.

Select the Administration tab at the top of the screen.

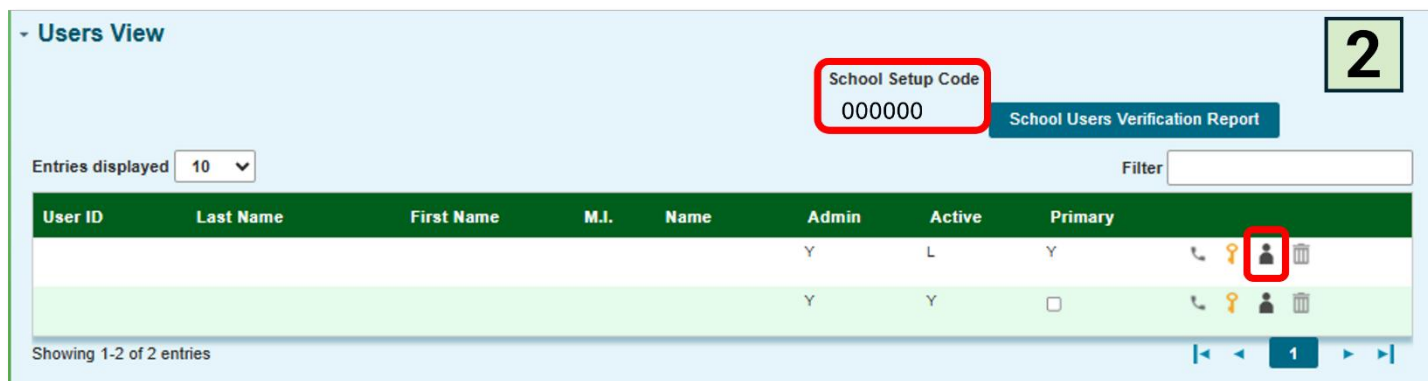
1. Under user administration, click the person icon next to the user that needs privileges granted.



a. There are four helpful icons for user accounts including:

- **Phone icon** –resets user's two-factor authentication.
- **Key icon** – resets a user's password
- **Person icon** – grants program privileges & access
- **Trash icon** – deletes a user's account if no longer needed

Note: The School Setup Code that is required for creating new user accounts can also be found on this screen.



Users View

School Setup Code: 000000

School Users Verification Report

Entries displayed: 10

User ID	Last Name	First Name	M.I.	Name	Admin	Active	Primary	
					Y	L	Y	   
					Y	Y		   

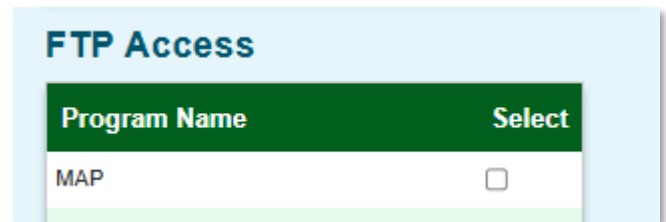
Showing 1-2 of 2 entries

2. Under the **Program Privileges screen**, select the appropriate privilege for each program the user will need access to.

a. **MAP** – Monetary Award Program

- The options include:
 - **None** – User cannot view or access the program
 - **Update** – User can change information and upload files to the program.
 - **View** – User can view information in the program but cannot edit detail or upload files.

b. **FTP Access** – if a school uses the FTP process, users will need to be given privileges to access the FTP site by clicking the checkbox next to the appropriate programs. See image to the right.



3. After selecting the necessary privileges, click **Save Changes**.

- a. The User Administration button can be used to be taken back to the User Administration page to select a new user if needed.

Once a user has been granted update privileges for the appropriate program, the user can log in to GAP and select the desired program from the **Programs** drop-down menu.

Note: If a user is logged in when program privileges are assigned, they may need to log out of GAP and log back in to see the new program added to the **Programs** drop-down menu.

Filtering and Viewing Options

Within each of the tabs, some filtering and viewing options may be available to personalize the student list shown:

- **Student and Payment tabs** – offer the ability to change the Filter, Column, and Sort options.

Filter Screen

Student records can be filtered by selecting specific categories which can be accessed by selecting the **Filter** subtab within the Student & Payment tab screens.

1. Individual students can be filtered using the options to search by SSN, Last Name, First Name.
2. Records can also be sorted by Term or Certified status.

3. Criteria and/or selected category options are found on the right of the screen. By clicking the box next to the listed items, the records can be sorted based on the criteria listed for that specific Filter screen. **Depending on the selected screens (Student or Payment) these options will vary.**
4. Once filter options have been selected/entered select the **List** button at the bottom of the screen to generate the customized view.
5. A **Reset** button is also available at the bottom right to clear multiple selections with one click.

The screenshot shows the 'Certification' subtab in a navigation bar with links for Home, Student, Certification, Payment, and Reports. Below the navigation bar are 'List' and 'Filter' buttons. The main area contains filter fields: SSN (text input), Last Name (dropdown with '=' and text input), First Name (dropdown with '=' and text input), Term (dropdown with '- All -'), and Certified Status (dropdown with '- All -'). To the right of these fields are four checkboxes: 'Timely New', 'Timely Renewal', 'Untimely New', and 'Untimely Renewal'. At the bottom are 'List' and 'Reset' buttons. Numbered callouts are: 1 (grouped around SSN, Last Name, and First Name fields), 2 (around Term and Certified Status dropdowns), 3 (around the checkboxes), 4 (around the List button), and 5 (around the Reset button).

Sort Screen

The **Sort** screen provides several options for sorting the student list. This screen is accessed by selecting the **Sort** subtab. The sort options are available within the Student and Payment screens.

The Sort screen is separated into two lists of element(s). The list on the left side of the screen are **Unselected** items that are not currently being used to sort the list. Items on the right side of the screen are **Selected** and are being used to sort the list.

The list is sorted with the elements as they are listed from top to bottom. I.e. if "Last Name" is the first element listed followed by "First Name", the list will first be sorted by the students' last names and then first names.

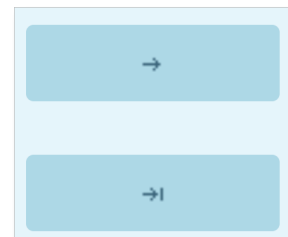
To move items between the **Unselected** and **Selected** groups, either click the box next to the item and use the arrows to move the item in the desired side or click on an element and drag it to the desired location.

Method 1: Using Arrows to Arrange Elements.

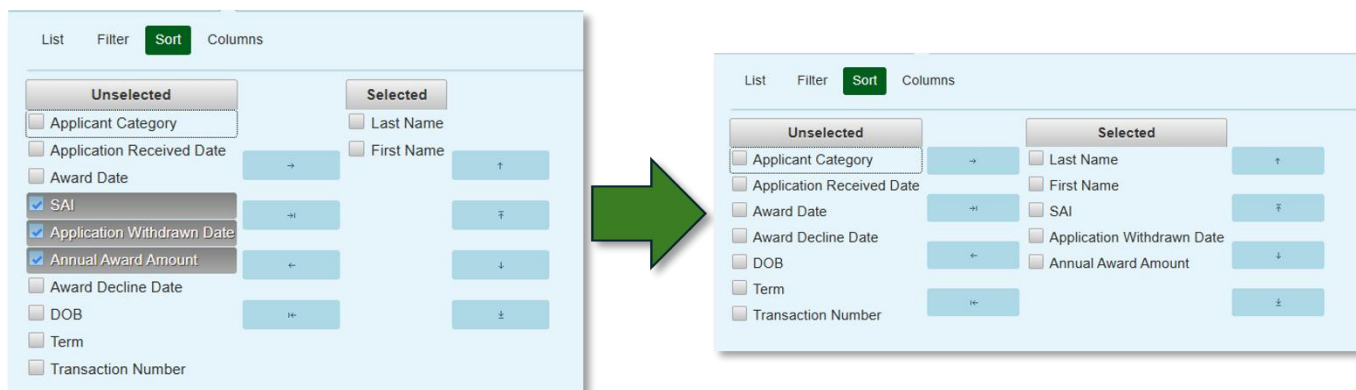
1. To add an element to sort the list, check the box next to the data element(s) from the Unselected group, then select the **Add** arrow (arrow that points to the right) to add them to the **Selected** group.

a. Arrows come in two varieties:

- i. Standard Arrow – moves an element in that direction and places it at the bottom of the group.
- ii. Arrow pointing to bar – places an element to the top or bottom of the group in the indicated direction.



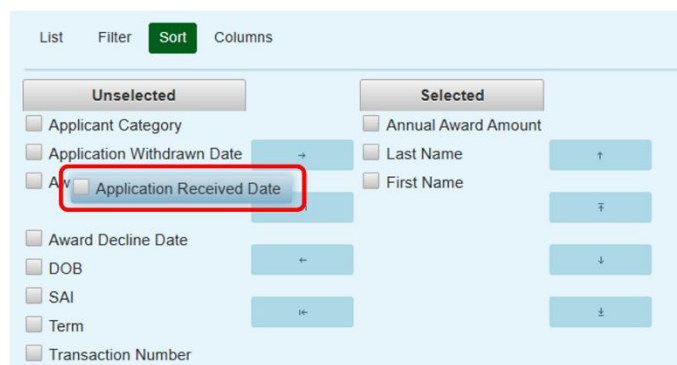
2. Selected checkboxes will be sorted descending. Unchecked checkboxes will be sorted ascending.



Method 2: Dragging and Dropping to Arrange Elements.

1. To move an item between groups, simply click the item and, while holding the click, drag the item to the desired group. While dragging the item, it will appear as a light blue box that can be moved around the screen.

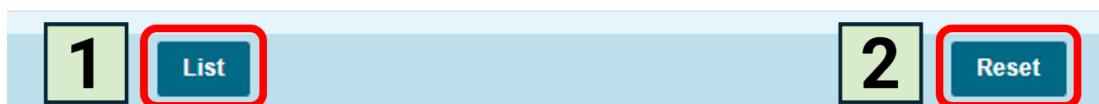
a. This method can also be used to move items up or down a group.



Viewing Custom Sort Lists

1. Once all the Column Heading selections have been made, click on the **List** tab at the bottom of the screen to generate a customized list.

2. A **Reset** tab is available in the bottom right corner to clear multiple selections with one click.



Columns Screen

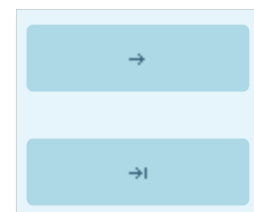
The **Columns** screen allows the column headings to be customized in the order in which they appear. This screen is accessed in the Student and Payment screens by selecting the **Columns** subtab. The Column Headings appear in two group lists: Unselected (not viewed in the student list) and Selected (appear on the student list). Note, only one Column Heading can be moved at a time within the Column Screen. The Column Headings can be moved between groups using different methods:

Method 1: Using the Arrows to Arrange Headings.

1. To add a column to the list, click the Column Heading from the Unselected group, then select the **Add** arrow (arrow that points to the right) to add it to the **Selected** group. Removing a heading is done similarly but by selecting the arrow that points to the left.

a. Arrows come in two varieties:

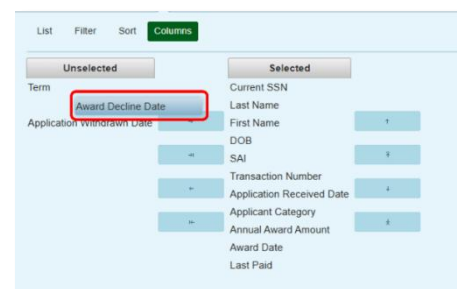
- i. Standard Arrow – moves an element in that direction and places it at the bottom of the group.
- ii. Arrow pointing to bar – places an element to the top of the group in the indicated direction. Or if the arrow points down, it will move it to the bottom of the group.



Method 2: Dragging and Dropping to Arrange Headings.

1. To move a Column Heading between groups, simply click the Column Heading and, while holding the click, drag the item to the desired group. While dragging the item, it will appear as a light blue box that can be moved around the screen.

 - a. This method can also be used to move items up or down a group list.



Method 3: Double Clicking to Arrange Headings.

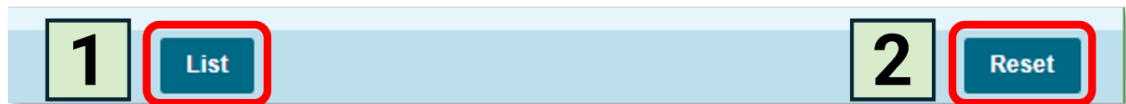
1. A quick method of moving a Column Heading from one group list to the other is to simply double click the Column Heading label.

 - a. This automatically adds the heading to the bottom of the opposite group list.

2. To change the Column Heading order after using the double click method, utilize either the arrows or drag and drop methods.

Viewing Customized Column Lists

1. Once all the Column Heading selections have been made, click on the **List** tab at the bottom of the screen to generate a customized list.
2. A **Reset** tab is available in the bottom right corner to clear multiple selections with one click.



Alternative Application Update

On July 24, 2026, a federal district court ruled that undocumented students are no longer eligible to receive financial assistance from the Illinois Student Assistance Commission (ISAC) for the 2026-2027 school year. The court's ruling is the result of the Trump Administration suing the State of Illinois to deny college access to undocumented students who have graduated from Illinois high schools.

We know this court decision brings tremendous uncertainty and financial challenges for Illinois undocumented students. This is a developing situation as the state explores options and students and families should check back for updates from the Commission as they become available. In the meantime, please see our [Student and Family FAQs](#).

Because students have already completed the Alternative Application for the 2026-27 year, these students will appear on the **Student List Eligibility: View Screen** in the MAP system. These records will have a disqualify code 3 associated with their account. This code can be viewed from the **Student Detail: Eligibility** and **Student List Eligibility: View** screens. Students with a disqualify code of 3 will not be eligible to receive payment for MAP or any other ISAC grants or scholarships for the 2026-27 academic year.

Details	
Depend Code	Update Type
D	U
Academic Level	As Of Date
First year undergraduate (freshman)	05/06/2026
Living Allowance	Disqualify
\$5,200	3
SAI Change Flag	MAP Suspend

The information regarding Alternative Application students appearing within the MAP system will still be included in this User Guide to help identify these students; however, information on correcting the Alternative Application to fix disqualification errors has been removed as this process will not take place for the 2026-27 academic year.

Student List Eligibility: View Screen

The **Student List Eligibility: View** screen is accessed from the **Student** tab. From this screen, colleges can view students who have listed their school as one of the school choices on the FAFSA® or the Alternative Application for Illinois Financial Aid.

The initial loading of the **Student List Eligibility: View** page will result in a default view with the following columns:

- **#** – number assigned to student in the list.
- **Pay MAP** – when payment becomes available each term, the green dollar sign icon can be clicked to generate a payment request for the student.
- **Sel (Select)** – allows the user to select students to generate their own list. This can be used to make a list of students that are actively enrolled at the college.
- **Current SSN** – Displays the last four digits. To view a full SSN, use the padlock icon next to the student's name. **Students who complete an Alternative Application for Illinois Financial Aid are assigned an ISAC ID number that will display in the Current SSN field in place of an SSN. The number remains the same for the student for all award years. See [Alternative Application Update](#) for more information.**
- **Last Name**
- **First Name**
- **Transaction #** – the transaction number from the ISIR in the system for that student.
- **Original Yearly Eligible Amount** – amount the student is determined to be eligible based on the most recent ISIR
- **Disqualify** – a code that explains why a student is disqualified. A list of disqualified codes can be found in the [Disqualify Codes](#) Table section of this document.
- **MAP Suspense** – indicates the suspense status of a student's MAP eligibility. The following codes are used:
 - **S** – New application received after the suspense date will not be considered for an award this year.
 - **A** – Payment request will be processed for full year.
 - **Q** – Payment request will be processed for 2nd Semester/Quarter as well as 3rd Quarter.

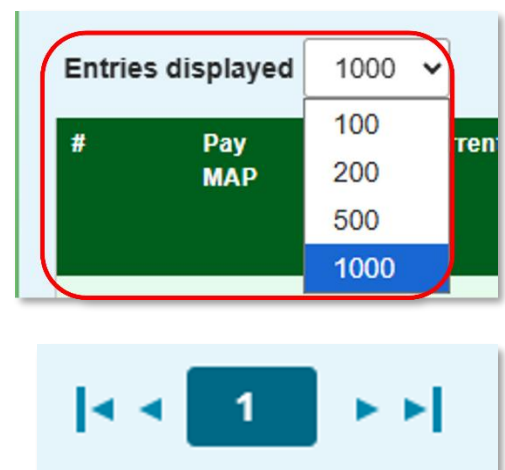
- **SAI** – Student Aid Index imported from ISIR information.
- **FPS Process Date** – FAFSA Processing System date the ISIR is submitted and received by the system.
- **Date of Birth**
- **Academic Level**
- **MAP Paid Credit Hours** – Number of hours the student has received MAP payment. The maximum number of paid credit hours a student can receive is 135. A [MPCH Report](#) can be used to identify students that have reached, or are near, the maximum MAP Paid Credit Hours (MPCH).
- **Continuing Student** – Indicates a student that has filed a FAFSA for the previous year (Y). If a student did not file a FAFSA in a previous year “N” is shown.
- **SAI Change** – Indicates a change in SAI. This is automatically filled based on the student’s ISIR transactions. If there is a change in SAI between transactions one of the following codes will be displayed:
 - **1** – SAI increased
 - **2** – SAI decreased
- **ING Certified** – indicates the same values as the Certified Column in the ING program. The field is blank if the student has not applied for ING.
- **IVG Benefits** – displays a “Y” if the student received benefits above \$0 in this academic year (not necessarily at this school) and N if not.

Display Options and Navigation

The **Student List Eligibility: View** screen displays 100 student records by default. This can be increased by using the drop-down menu next to the Entries displayed section directly above the table that lists students (see image to the right).

To view more records, click on the arrows beneath the table to go to the next page. There are also arrows with vertical lines that allow the user to jump to the first or last page of the student list (see image right).

To view additional columns, use the scroll bar at the bottom of the table.



Creating Reports of Eligible Students

To view a report of the **Student List Eligibility: View** screen:

1. Click the “View Report” button located at the bottom of the screen to create a note version of the list.

OR

2. Click the “Excel Report” button located at the bottom of the screen to create an excel report.



The report can then be printed from the respective application used to view the report. More reports on specific student records can be generated using various filter and sorting options. To see some examples of specialized reports, see the [Filtering for Specific Student Record Types](#) section.

Student Detail: Eligibility Screen – Determining Eligibility Issues

The Student Detail: Eligibility screen displays information from the student's selected transaction as well as eligibility status information for MAP. This screen allows users to view the MAP eligibility details of an individual student record beginning with the most recent transaction.

Student records flagged with the “light bulb” icon on the **Student List: Eligibility View** screen, may also include yellow highlighting on the **Student Detail: Eligibility** screen on the fields that may be impacting the student’s eligibility.

If a yellow light bulb appears and there are no direct indications on the **Student List: Eligibility** screen, potential issues can be viewed by doing the following:

1. Click the paper with the magnifying glass icon next to the second column on the left (see picture below).

#	Pay MAP	Sel	Current SSN	Last Name	First Name	Trans#	Original Yearly Elig	Disq	MAP Susp	SAI	FPS Proc Date	Date of Birth	Academic Level	MAP Paid Credit Hrs	Cont Stu	SAI Change	IC
22			xxx-xx-			01	\$8,064.00	S		\$3,870	05/18/20		First year undergraduate (freshman)	000	N		

2. This will take the user to the **Student Detail: Eligibility** screen where individual information about each student can be found.
 - a. Note: You can navigate to another student using the “Current SSN” section. Type in the next student’s SSN or ISAC ID Number (which is assigned by ISAC to Alternative Application applicants) and click “Go”.
 - b. The most recent student transaction is shown by default. To view a different transaction, select the desired number from the drop-down menu of the “Transaction” section and click “Go”.

MAP 20XX-20XX: Student Detail: Eligibility

Home Student Payment Budget Reports File Extractions

List **Eligibility** Edit MAP Code Payment

Current SSN

Go

Transaction

01 **Go**

School ID

Main MAP Code

002 **Go**

Person UUID

Term	MAP Code	Eligible Amount	MAP Code Paid
1		\$4,032.00	
2		\$4,032.00	

3. The **Student Detail: Eligibility** screen shows eligibility issues highlighted in yellow. The screen is divided into two main sections: [Details](#) and [School Certification Data](#).

Details

The details section is split into two parts. The left side mainly shows information that is directly imported from the student's FAFSA or Alternative application. The right side shows ISAC specific information. Below is a summary of each category with a description of potential codes seen withing.

Left Side – FAFSA DATA

- **Depend Code** – Shows a Dependency Code based on entered FAFSA or Alternative Application information. See a list of [Dependency Codes](#) and all other codes in the [Student Eligibility Codes](#) section.
- **Academic Level** – Reported academic level from FAFSA or Alternative Application.
- **Living Allowance** – A predetermined value based on the MAP Formula approved for each academic year.
- **SAI Change Flag** – Indicates whether a change in SAI has occurred between ISIR submissions. See a list of [SAI Change Flag](#) codes and all other codes in the [Student Eligibility Codes](#) section.
- **Primary SAI** – SAI calculated from FAFSA or Alternative Application.
- **Adjusted SAI** – SAI calculated using the MAP formula for the current academic year.
- **Estimated Pell** – estimated Pell amount student may be eligible to receive.
- **Adjusted Pell** – Adjusted based on the current academic year MAP formula terms
- **Student Contribution** – calculated from FAFSA or Alternative Application information.
- **Student Change Flag** – Indicates the Student Last Name/SSN Change Flag from either the FAFSA or Alternative Application. See a list of [Student Change Flag](#) codes and all other codes in the [Student Eligibility Codes](#) section.
- **SSN Match Flag** – Indicates if the entered SSN matches the NSLDS Database Results Flag. Results from the NSLDS match for applicants who met criteria to be sent to match. See a list of [SSN Match Flag](#) codes and all other codes in the [Student Eligibility Codes](#) section.

Details

Depend Code

I

Academic Level

First year undergraduate (freshman)

Living Allowance

\$5,200

SAI Change Flag

Primary SAI

\$3,870

Adjusted SAI

\$5,612

Estimated Pell

\$2,645

Adjusted Pell

\$2,116

Student Contribution

\$5,612

Student Change Flag

SSN Match Flag

4

Right Side – ISAC Data

- **Update Type** – Indicates the whether data has been updated (U) or is the initial data received (I). This is also identified in the [Update Type Codes](#) section.
- **As Of Date** – The date on which the eligibility status information was gathered from the ISAC database.
- **Disqualify** – Indicates the reason a student is disqualified from the program using a number system. If this section is blank, the student is not disqualified. See the [Disqualify Codes](#) for more information.
- **MAP Suspend** – Displays the suspense status of a record. See the [MAP Suspense Codes](#) for more information.
- **MAP Paid Credit Hours** – Shows the number of MAP Paid Credit Hours a student has used. The values that appear in this range from 000 – 135. To create a report showing, see the [MAP Paid Credit Hours \(MPCH\) Report](#) section.
- **Paid Previous** – Indicates if a student received funds in a prior year. See the [Paid Previous Code](#) section.
- **Continuing** – Indicates if a FAFSA was completed by the student in the previous year – Y or N.
- **ING Certified** – This field matches the certification field in the ING system. If a student is certified a “Y” will appear. If a student is not, an “N” will display. It will be blank if the student has not applied for ING.
- **IVG Benefits** – A “Y” will appear in this field if a student has received any benefits from IVG this academic year.

Update Type

U

As Of Date

10/20/2025

Disqualify

MAP Suspend

MAP Paid Credit Hours

000

Paid Previous

0

Continuing

N

ING Certified

IVG Benefits

N

School Certification Data

Near the bottom of the **Student Detail: Eligibility** screen is the School Certification Data section. The flag codes are the same as those found on a student's ISIR or Alternative Application Student Record and are defined in the U.S. Department of Education's FAFSA® Specifications Guide. The most recent guides can be found at fsapartners.ed.gov in the [Knowledge Center's Library under Handbooks, Manuals, or Guides](#).

Left Side

Citizenship Fields

- **Citizenship Status**
- **A#**
- **DHS Match Flag**
- **SSA Citizenship Flag**

Residence Fields

- **Student's State Residence Date**
- **Parent's State Residence Date**

School Certification Data	
Citizenship Fields	Verification Fields
Citizenship Status 1	Selected for Verification N
A#	
DHS Match Flag	
Secondary DHS Match Flag	
SSA Citizenship Flag A	
Residence Fields	NSLDS Default Fields
Student's State Residence Date IL - 05/2008	NSLDS Match Flag 1
Parent's State Residence Date IL - 09/1966	NSLDS DB Results Flag 3

Right Side

Verification Fields

- **Selected for Verification**

NSLDS Default Fields

- **NSLDS Match Flag**
- **NSLDS DB Results Flag**

Bottom

- **Address** – Student's current address as reported on the FAFSA or Alternative Application.
- **Date of Birth**
- **Appl Receipt Date** – The Application Receipt Date is the date that the student's initial FAFSA was received by the FAFSA Processing System (FPS), or the Alternative Application was received by ISAC. (This is the date used by ISAC when determining if a student is eligible for a MAP grant.)
- **FPS Processing Date** – The FPS Processing Date is the date that the transaction was processed by the FAFSA Processing System or ISAC
- **Last Update** - the date that the student's record was last updated.

Address	Date of Birth
	Appl Receipt Date 10/29/2025
	FPS Processing Date 10/30/2025
	Last Update 10/31/2025

Filtering for Specific Student Record Types

To view records in varying statuses, the filter and sort tabs can be utilized. In the sections below, the steps are provided on how to create filters to view specific student record types. Once a filter has been created, a report can be generated to easily reference these students later.

Viewing Suspended Student Records

To Create a Report of Suspended Student Records Using the Suspense Flag

To make specific lists, the [Filter](#), [Columns](#), and [Sort](#) screens are used to create list parameters. Follow the steps below to create a report of suspended student records in “Application Receipt Date” order:

1. Within the MAP program click the **Student** tab.
2. Click the Filter tab.
3. Check the box labeled “MAP Suspend” (lower right section of screen).
4. Access the Columns screen by clicking on the Columns tab.
5. Locate “Application Receipt Date” under Unselected Columns; double click on it to move it to the bottom of the Selected Columns list.
6. Highlight “Application Receipt Date” and click on the up arrow to move this column to its desired screen location.
7. Click the Sort tab.
8. Locate “Application Receipt Date” under the Unselected Columns; double click on it to move it to the bottom of the Selected Columns list.
9. Highlight “Application Receipt Date” and click on the up arrow to move it to the top of the list.
10. Click the List tab.
11. The Eligibility List view now displays a listing of the students with suspended records, in Application Receipt Date order.
12. To review a printable listing of these student records, click the View Report or Excel Report buttons at the bottom of the screen.
13. To print this report, click on the print icon on your browser's tool bar.

Viewing Records Released from Suspense – Viewing Records by Application Receipt Date

When records are released from suspense, ISAC will create an Eligibility Status File (ESF) update that will remove the “S” from the “MAP Susp” field. There is no indicator in the MAP system that identifies which student records were released.

To make specific lists, the [Filter](#), [Columns](#), and [Sort](#) screens are used to create list parameters. Follow the steps below to create a report of student records using “Application Receipt Date” using the MAP system:

1. Access MAP via the GAP Access portal.
2. Access the **Student List Eligibility: View** screen by clicking the Student tab along the top of the screen.
3. Access the Filter screen by clicking on the Filter tab.
4. Locate ‘Application Receipt Date’ and enter a date range using the popup calendars (i.e., June 6, 2026 – July 1, 2026).
 - a. Optional: If a user is creating a report identifying students released from suspension the ‘Application Receipt Date’ and the ‘MAP Suspend’ fields could be added to the report for each student. If so:
 - Access the Columns screen by clicking on the Columns tab.
 - Locate “Application Receipt Date” and “MAP Suspend” field name under Unselected Column and move them to the bottom of the Selected Columns list by highlighting them and clicking the top right arrow.
 - Highlight each fieldname and click the up arrow to move them to the desired screen location.
5. Click the List tab.
6. The Student List Eligibility: View now displays a list of the students falling within the specified Application Receipt Dates.
7. To review a printable listing of these student records, click the View Report or Excel buttons at the bottom of the screen.
8. To print this report, click on the print icon on your browser’s tool bar.

Viewing Graduate Student Records

If students are not appearing on your student list as you think they should, it may be because they have indicated on the FAFSA or Alternative Application that they are a graduate student.

To make specific lists, the [Filter](#), [Columns](#), and [Sort](#) screens are used to create list parameters. In the default view in the MAP system, schools will not see graduate students (disqualify code 4) on the student list, nor can they access graduate students by using the SSN search.

To see these students, you must use the Filter function:

1. Select the “Filter” tab
2. Click on the Graduate Students only checkbox.
3. Click “List” to see a list of students that indicated they are a graduate student on their FAFSA.
4. To review a printable listing of these student records, click the View Report or Excel buttons at the bottom of the screen.
5. To print this report, click on the print icon on your browser’s tool bar.

If you determine that a student is not a graduate student and has answered incorrectly on the FAFSA, the student will need to make a correction to their application so that they can be considered for a MAP award.

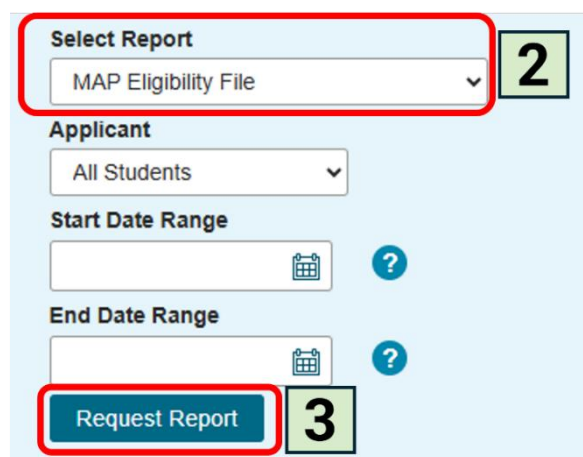
File Extractions: Eligibility Status Files Screen

The **File Extractions: Eligibility Status Files** screen is accessed from the File Extractions tab. From this list, the user will be able to: download the requested file; delete any previously extracted files; and/or create a new extraction request. To run a file extract:

1. Click the **Create New File Extraction** button in the upper right-hand corner of the screen.



2. Select the extraction type from the **Select Report** drop-down menu.
3. Click on the **Request Report** button.
4. Extractions will appear on the list with a status of "In Queue". After a few minutes, the refresh button on the upper-right above the reports table can be clicked. The report's status will become "Complete". Once the report is completed, it can be accessed using either the Notepad or Excel download buttons.



The **Eligibility Status File (ESF)** extraction list provides schools with a list of their previously extracted ESF files. The ESF extraction can be performed on a variable range of records. The actual amount of time to perform the extraction could vary dramatically between small ESF requests containing 100-200 records, and large ones containing 20,000-30,000 records.

Resolving an ISAC Conflict Transaction

Students who have an ISAC Conflict indicator on their Student Detail screen (see image to the right) have a discrepancy in their student record that must be resolved to determine a student's eligibility. To resolve the conflict the financial aid office must contact ISAC's Partner Services at isac.partnerservices@illinois.gov for assistance with resolving the conflict.

Below is a sample of the communication that will be used/needed to resolve the conflict:

Thank you for your recent inquiry regarding a discrepancy in one or more Institutional Student Information Records (ISIRs).

Schools should not submit any confidential documents (i.e. Security cards). Instead, we ask that schools submit the following key identifiers for resolution. If needed, ISAC will request further supporting documentation.

Provide the following key identifiers for each student: **By electronically submitting this data to ISAC, you are confirming that you have verified its accuracy.**

Description of discrepancy (ex. Name or SNN correction. Describe what is incorrect and what is correct.)	
Student First, MI, & Last Name	
Last 4 Digits of SSN	
ISIR Academic Year	
ISIR Transaction #	
ISIR Transaction Date	
DOB	

If information is sent via an Excel spreadsheet, please password-protect the Excel file and provide information needed to access the document to ISAC in a separate email.

If you have any questions, please contact ISAC's Partner Services Department:

Phone: (866) 247-2172

Email: isac.partnerservices@illinois.gov

Sincerely,

ISAC Partner Services

Payment

MAP payment processing is done using the [MAP system](#) through ISAC's Gift Assistance Programs (GAP) Access portal, or payment processing can be done through [the File Transfer Protocol \(FTP\) process](#).

Requesting Payment Using the MAP System in GAP

Within the MAP system, the payment request process involves **two distinct steps**:

1. [Payment Generation](#) – which involves identifying student records for payment and indicating their enrollment hours/status
2. [Submitting Payment Requests](#) – which sends the identified records to ISAC for processing

Student Payment List: View Screen

Generally, the process starts with the **Student Payment List: View** screen, where you can begin the process of generating payment requests in one of two ways:

1. [Individually, by student](#)
2. [In batches, or groups, of students together.](#)

The **Student Payment List: View** screen gives the user the ability to easily select students for payment generation and to view payment-related items such as payment request amounts, payment result amounts, and payment result codes. The **Student Payment List: View** is accessed by selecting the **Payment** tab. Schools can create a customized **Student Payment List: View** screen by selecting specific [columns](#) to be viewed, as well as [sorting](#) and [filtering](#) the data. The initial loading of this page will result in a default view with the following columns:

- | | | |
|------------------------|----------------------------------|--|
| • Sel (Select) | • Term Award | • Status Flag |
| • Pay Sel (Pay Select) | • Original Yearly Eligible Award | • Invoice Number |
| • Program | • Requested Amount | • Payment Request Code |
| • Term | • Amount Paid for Term | • Enrollment Hours |
| • Current SSN | • Adjusted Amount | • Expanded Reject Code |
| • Last Name | • Result Code | • MAP Code |
| • First Name | • Payment Result Date | • ING Certified |
| • Transaction # | | |

Individual Payment Request

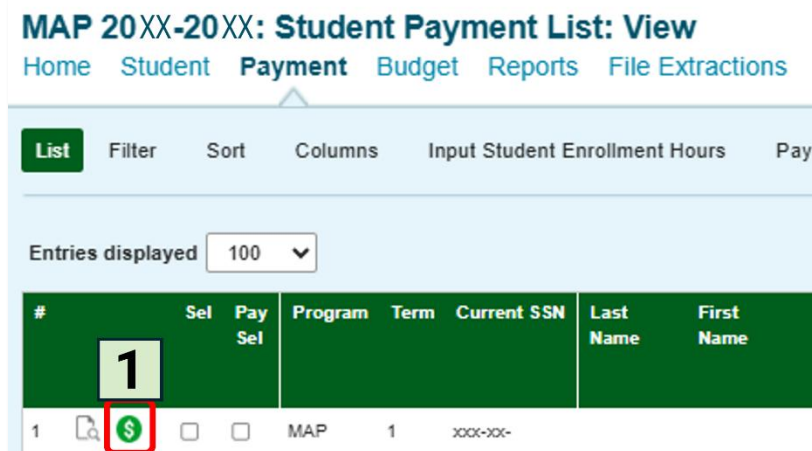
Generating payment requests for each student individually is done using the **Student Detail: Payment** screen. Because this can be a time-consuming method, it is best used when you have a small number of records for which you need to generate a payment request or make an adjustment.

When needing to generate payment requests for many students, the best options are to do a [batch request](#) using the MAP system or to use the [File Transfer Protocol \(FTP\) process](#).

To make an individual payment request:

1. From the Payment tab, click the green dollar icon next to the desired student.

2. The Student Detail: Payment screen will appear. To navigate to a different student, the “Current SSN” field can be edited and then select “Go”.



3. The Transaction ID section defaults to the most recent ISIR. To select a different Transaction ID, use the drop-down and then click “Go”.
4. From this screen, the following fields should be addressed:
 - a. **MAP Code** – This field shows the current MAP budget code that the student will be requested under. If a different budget code is needed see the [Differential Budget Codes](#) section to update.
 - b. **Request** – select the type of request that must be generated:
 - Payment – to request a payment.
 - Cancel – to cancel a previously requested award.
 - Hold – prevents the record from being submitted.
 - Delete – to remove the payment request before submitting.
 - c. **Enrollment Hours** – input the student’s enrollment hours to the nearest with a maximum of 15 and a minimum of 3 must be enrolled for the

equivalent of at least 15 credit hours to receive the maximum award amount for which they qualify each term. The maximum field length for enrollment hours is five positions to accommodate a fraction of an hour. When entering the enrollment hours, you do not need to enter the decimal unless you have a fraction of an hour to be entered. For example, 10 hours would simply be entered as 10, whereas 9 ½ hours would be entered as 9.5 or 9.50.

- **Semester Schools** – For semester schools, any fractions of hours entered will be rounded up from .5 and down from .49 before the MAP award is calculated. For example, hours entered as 9.5 would be rounded up to 10 and 9.25 would round down to 9.
 - **Quarter Schools** – Quarter schools must enter enrollment hours based on their method of tracking enrollment hours and ISAC will convert the hours to MAP Paid Credit Hours using the conversion factor previously provided to the school. Results from the conversion will then be rounded up from .5 and down from .49. See examples in [Quarter School Enrollment Hours Conversion Chart](#).
- d. **Short-Term Certificate Program** – this box should be checked to indicate if some or all a MAP award will be used for a credit-based Occupational or Career and Technical Certificate program at a public institution and it is a program that is not currently eligible for federal Title IV financial aid. For more information see the [Short-Term Certificate Programs](#) section.
- e. **Requested Amount Override** – this field auto populates with the maximum available award. If a reduced award is to be requested, the box should be checked next to the amount, and the award amount should be adjusted. The two sections below this can be used to help determine the maximum award amount available. **Colleges must ensure that a student does not receive a MAP award that exceeds the amount of tuition and mandatory fee charges that the student is being assessed.**
- **Current Eligible amount** – this is the current maximum amount a student is eligible.
 - **Original Eligible amount** – the previous amount a student was eligible based on previous ISIR transactions.
- f. **User Defined** – Sets a value for the User Defined Field for payment this request. This must be populated with 1 character – alphanumeric. This can represent anything the user defines and is simply a field for record

keeping, marking specific students with certain payment circumstances or it can be left blank.

- g. **Dependent Residency Override** – This is used when a school determines that a dependent student meets the Illinois residency requirement in the most recent [General Provisions Rules](#). This is intended to address situations for dependent students with divorced or separated parents who reside in Illinois with a parent who is also an Illinois resident, but the student was required to list an out-of-state parent contributor on the FAFSA. Checking the box will override the MAP disqualify code that will appear in the MAP system for dependent students whose parent contributor does not report Illinois as their state of residence on the FAFSA.
 - h. **NSLDS Override** – By checking MAP Default Release box you are confirming that the school obtained verification of the student's eligibility for the Monetary Award Program (MAP) in accordance with 23 Illinois Administrative Code, Section 2700.40 General Applicant Eligibility Requirements. Documentation received from each guarantor or holder of the loans(s) listed with the default status code as reported by the National Student Loan Data System (NSLDS) is on file and will be provided to ISAC upon request.
- 5. After completing the needed fields above, click **Save Changes** or **Discard Changes**.
 - 6. Repeat this process for each individual student payment request needed.

MAP 20XX-20XX: Student Detail: Payment

[Home](#) [Student](#) [Payment](#) [Budget](#) [Reports](#) [File Extractions](#)

List

6

Edit MAP Code

Payment

Last Name, First Name

Current SSN

878-43-3733

Go

2

Transaction ID

01

Go

3

Person UUID

Term	Term 1	Term 2
MAP Code	022	022
Request		
Enrollment Hours		
Short-Term Certificate Program ?	☐	☐
Request Amount Override	\$1,224.00	\$1,224.00
Current Eligible Amount	\$1,224.00	\$1,224.00
Original Eligible Amount	\$1,224.00	\$1,224.00
User Defined		
Dependent Residency Override	☐	☐
NSLDS Override	NSLDS Override	NSLDS Override
Transaction #	01	01
Activity Date		
Status		
Results		
Expanded Reject Reason		
Invoice #		
Transaction #		
MAP Code		
Results		
Amount Paid		
Adjusted Amount		
Payment Result Date		

4 a-h

5

Save Changes

Discard Changes

7. Payments must be submitted to complete the process. Click List to return to the **Student Payment List: View** screen. Follow the steps in the [Submitting Payment Requests](#) section.

Batch Payment Request

Batch requests can be made either by selecting students from the **Student Payment List: View** screen and then using the **Payment Generation** tab (best for large batches of students) or by using the **Input Student Enrollment Hours** tab (best for smaller batches of students). The method chosen depends on the school's needs – small batch or large batch submission.

Small Batch Submission Using the Input Student Enrollment Hours Tab

This page creates payment requests in Update status for every student listed after clicking save. Smaller schools may prefer this method as it allows direct input of student enrollment hours and payment requests for up to 20 students at a time.

Note: The items selected at the top of the screen will apply to all student records entered. For example, if a differential MAP code is selected, all student records entered here will be paid using that MAP code. Or, if the Short-Term Certificate Program indicator box is checked, it will apply to all records entered.

To input student information needed to generate multiple student payment requests:

1. Click on the **Payment** tab in the MAP program.
2. Click on the **Input Student Enrollment Hours** tab.



3. Select the **Term** from the drop-down menu. This sets the term the payment request is being made for ALL students in this request. Defaults to 1 and only options that are open for payment and that apply to this school are shown.
4. If needed, select the appropriate **MAP Code** from the drop-down. This sets the MAP Code for ALL students you in this request. Defaults to the Main MAP Code. For schools with only 1 MAP code, this field cannot be changed.
5. The **Request** drop-down allows you to select the Payment option. Only payment requests can be made from this screen. Cancellations must be completed using either the [Individual Payment Request](#) option or the Payment Generation Tab (see section below). Holds and Deletes can only be completed using the

[Individual Payment Request](#) method. This ensures that these actions are performed with care and prevents accidental payment cancellations.

6. The **Short-Term Certificate Program** checkbox sets whether payment requests are marked to be part of a [Short-Term Certificate Program](#) for this batch of student requests.
7. **User Defined** – Sets a value for the User Defined Field for payment this request. This must be populated with 1 character – alphanumeric. This can represent anything the user defines and is simply a field for record keeping, marking specific students with certain payment circumstances or it can be left blank.
8. **For each student, complete the following fields:**
 - a. **Student SSN** – Full SSN for the single student requested on this line. no dashes.
 - b. **Tran #** – Transaction number payment is being requested for on this line. 2 numbers.
 - c. **Enr Hrs** – input the students' enrollment hours to the nearest with a maximum of 15 and a minimum of 3 must be enrolled for the equivalent of at least 15 credit hours to receive the maximum award amount for which they qualify each term. The maximum field length for enrollment hours is five positions to accommodate a fraction of an hour. When entering the enrollment hours, you do not need to enter the decimal unless you have a fraction of an hour to be entered. For example, 10 hours would simply be entered as 10, whereas 9 ½ hours would be entered as 9.5 or 9.50.
 - **Semester Schools** – For semester schools, any fractions of hours entered will be rounded up from .5 and down from .49 before the MAP award is calculated. For example, hours entered as 9.5 would be rounded up to 10 and 9.25 would round down to 9.
 - **Quarter Schools** – Quarter schools must enter enrollment hours based on their method of tracking enrollment hours and ISAC will convert the hours to MAP Paid Credit Hours using the conversion factor previously provided to the school. Results from the conversion will then be rounded up from .5 and down from .49. See examples in [Quarter School Enrollment Hours Conversion Chart](#).
 - d. **Dep Res Ovr** – Override for students with Disqualify 1. Intended to only be used for students with Divorced parents where the parent they must put on the FAFSA (as they provide more monetary support) is not the parent they live with, and they live with a parent in Illinois.

9. Continue to fill in each field from step 8 for each student that will be included in this batch payment request generation.
10. After all student information is entered, hit save.
11. The final step of the process is submitting the payment requests. See the [Submitting Payment Requests](#) section for more information on this process. Payment requests are not processed until they are submitted.

MAP 20XX-20XX: Input Student Enrollment Hours

[Home](#)
[Student](#)
[Payment](#)
[Budget](#)
[Reports](#)
[File Extractions](#)

List
Filter
Sort
Columns
Input Student Enrollment Hours
Payment Generation
Submit Payment Requests

Term

MAP Code

Request

Short-Term Certificate Program

User Defined

1

022

Payment

☐

Student SSN

Tran #

Enr Hrs

Dep Res Ovr

1

8 a - d

Enr Hrs

Dep Res Ovr

2

3

4

5

6

7

8

9

10

12

13

14

15

16

17

18

19

20

Reset

Save

Large Batch Submissions Using the Payment Generation Tab

This method of batch submission creates payment requests in Update status for every student/transaction that has the Pay Sel checkbox checked on the Payment List. This removes the checkbox after generating payment. This allows schools to check large numbers of students under the same circumstances and generate payment requests for them all at once.

To input student information needed to generate multiple student payment requests:

1. Click on the **Payment** tab in the MAP program.
2. Next to each student that will be included in the batch payment request, click the **Pay Sel** checkbox next to the students' names.
 - a. **Note** – The [Filtering and Viewing Options](#) can be used to generate lists of specific students to help with this process.
3. Click on the **Payment Generation** tab.

MAP 20XX-20XX: Student Payment List: View

Home Student **Payment** Budget Reports File Extractions

List Filter Sort Columns Input Student Enrollment Hours **Payment Generation** Submit Paym

Entries displayed 100 ▾

#	Sel	Pay Sel	Program	Term	Current SSN	Last Name	First Name	Trans#	Term Award	Original Yearly Elig	Req Amt
13			MAP	1	xxx-xx			01	\$4,032.00	\$8,064.00	

4. Select the **Term** from the drop-down menu. This sets the term the payment request is being made for ALL students in this request. Defaults to 1 and only options that are open for payment and that apply to this school are shown.
5. If needed, select the appropriate **MAP Code** from the drop-down. This sets the MAP Code for ALL students you in this request. Defaults to the Main MAP Code. For schools with only 1 MAP code, this field cannot be changed.

6. The **Request** drop-down allows you to select the Payment option. Only payment and cancellations can be made from this screen. Holds and Deletes can only be completed using the [Individual Payment Request](#) method. This ensures that these actions are performed with care and prevents accidental payment cancellations.
7. **Enrollment Hours** input the students' enrollment hours to the nearest with a maximum of 15 and a minimum of 3 must be enrolled for the equivalent of at least 15 credit hours to receive the maximum award amount for which they qualify each term. The maximum field length for enrollment hours is five positions to accommodate a fraction of an hour. When entering the enrollment hours, you do not need to enter the decimal unless you have a fraction of an hour to be entered. For example, 10 hours would simply be entered as 10, whereas 9 ½ hours would be entered as 9.5 or 9.50.
 - **Semester Schools** – For semester schools, any fractions of hours entered will be rounded up from .5 and down from .49 before the MAP award is calculated. For example, hours entered as 9.5 would be rounded up to 10 and 9.25 would round down to 9.
 - **Quarter Schools** – Quarter schools must enter enrollment hours based on their method of tracking enrollment hours and ISAC will convert the hours to MAP Paid Credit Hours using the conversion factor previously provided to the school. Results from the conversion will then be rounded up from .5 and down from .49. See examples in [Quarter School Enrollment Hours Conversion Chart](#).
8. The **Short-Term Certificate Program** checkbox sets whether payment requests are marked to be part of a [Short-Term Certificate Program](#) for this batch of student requests.
9. **User Defined** – Sets a value for the User Defined Field for payment this request. This must be populated with 1 character – alphanumeric. This can represent anything the user defines and is simply a field for record keeping, marking specific students with certain payment circumstances or it can be left blank.

10. After all information is entered, click **Generate** to create the payment requests. Click **Reset** to reset the fields.

MAP 20XX-20XX: **Generate Payment Requests**
Home Student **Payment** Budget Reports File Extractions

List Filter Sort Columns Input Student Enrollment Hours **Payment Generation** Submit Payment Requests

Term: 1
MAP Code: 022
Request: Payment
Enrollment Hours:
Short-Term Certificate Program: ☐ ?
User Defined:

Reset Generate

11. A notice will appear stating that the “**Payment Generation Process Initialized**”.
12. Once the process is completed, a blue banner will appear beneath the main GAP tabs that will state, “**Payment request were last generated on 00/00/0000 for X records**”.

11

Payment Generation Process Initialized...

School Administration **Programs**

12

Payment requests were last generated on 09/15/20XX at 08:03:56 for 6 records

13. Records created will now appear on the Student Payment List: View screen with the Status Flag U – Update and a Request Code to match the request submitted.

MAP 20XX-20XX: Student Payment List: View

[Home](#) [Student](#) [Payment](#) [Budget](#) [Reports](#) [File Extractions](#)

List Filter Sort Columns Input Student Enrollment Hours Payment Generation Submit Payment Requests

Entries displayed 100

13

Sel	Pay Sel	Program	Term	Current SSN	Last Name	First Name	Trans#	Term Award	Original Yearly Elig	Req Amt	Amt Paid for Term	Adj Amt	Result Code	Pay Res Date	Status Flag	Invoice #	Request Code
☐	☐	MAP	1	XXX-XX-			01	\$4,032.00	\$2,448.00	\$4,032.00					U		P

14. The final step of the process is submitting the request. See the [Submitting Payment Requests](#) section for more information on this process. Payment requests are not processed until they are submitted.

Submitting Payment Requests

After generating payment requests using either the Individual or Batch payment request generation process, payment requests must be submitted to complete the process.

1. In the MAP program, click the **Payment** tab. The **Student Payment List: View** screen displays.
2. Click on the **Submit Payment Request** subtab.

MAP 20XX-20XX: Student Payment List: View

[Home](#) [St](#) **1** [Payment](#) [Budget](#) [Reports](#) [File Extractions](#)

2

List Filter Sort Columns Input Student Enrollment Hours Payment Generation **Submit Payment Requests**

3. Select the following items if needed:
 - a. **Term** – the term for which payment is being requested.
 - b. **User Defined Criteria** – if this is used only records with the indicated user defined criteria that was added to the student record will be submitted.
 - c. **Include Ineligible** – this can be used in the case where a student may have a [Disqualify code](#) 1 (Dependent student, parents NOT Illinois

residents) and a dependency resident override has been selected. This could alternatively be used if a school wishes to track ISAC's rejection of payment for the indicated ineligible records.

- 4. Click Submit to submit payment requests or click reset to remove selections.

MAP 20XX-20XX: Submit Payment Requests

[Home](#) [Student](#) [Payment](#) [Budget](#) [Reports](#) [File Extractions](#)

ListFilterSortColumnsInput Student Enrollment HoursPayment GenerationSubmit Payment Requests

Selection Criteria for all eligible records

Term

1

User Defined

☐ Include Ineligible

☐ MAP Paid Credit Hours >= 135

☐ Default

☐ Late

☐ MAP Suspend

☐ Disqualify

4

ResetSubmit

Requesting Payment Using the File Transfer Protocol (FTP) Process

In addition to the individual and batch payment generation methods available in the MAP system to submit MAP claims, schools can also submit payment requests by using the File Transfer Protocol (FTP) process, which is a standard for sending files over the Internet. Schools use their own system to create a 160-byte flat file, password-encrypt the file, and transfer the file to ISAC via a secure FTP website. The [FTP Process Using GAP Access Credentials Guide](#) shows how to upload files and use the FTP system.

Schools that utilize ISAC's File Transfer Protocol (FTP) processes for the MAP Program through ISAC's File Transfer System, must have [GAP Access IDs and passwords to log in to the secure file transfer system](#). A GAP Access administrator must grant access privileges for any school users that will be using the secure transfer system.

To use the FTP process:

1. Schools create a 160-byte flat file. The 160-byte flat file used to exchange MAP data is simply a text file. It can be created with Notebook or Microsoft Word or any other program that can create a flat file that has 160 columns across each row. Each row accounts for each individual record. Every column or set of columns should contain a specific data element and will be populated depending on the use of the file.
 - a. The most recent MAP 160 Byte File Layout Specification can be found in the [Electronic Tools](#) section of the [ISAC website](#). These should be reviewed while preparing a file for uploading.
 - b. The different record types that are used are as follows:
 - **4** – MAP payment requests and cancellations submitted for processing
 - **5** – MAP payment results based on submitted requests
 - **6** – MAP Cumulative results
 - **7** – Eligibility Status records
2. After populating the file with data, it is important that the 160-byte file be saved as a text file and that the file name has the extension of .txt.
 - a. **Example: mappayreq_999_010111.txt**
3. Next, copy the file to ISAC's secure FTP site. Files do not need to be encrypted or password protected. To access ISAC's FTP site see: <https://transfer.isac.org/>

4. Log in using your GAP Access credentials. If a user needs to gain access to the FTP site, see the [Program Access & Privileges](#) section.
5. Locate the MAP Subfolder.
6. Copy the file from where it was created on the local computer files to the **/MAP/IN** folder on the FTP site. There are three different methods to transfer the file. Choose the one you prefer:
 - a. Double-click the file in the left pane.
 - b. Single-click the file in the left pane to highlight it. Then drag and drop the file to the right pane.
 - c. Right-click the file in the left pane and select Upload.
7. Once the file is transferred, close the browser tab or log out of the FTP site.

F) The following 160 byte record layout will be used for transmitting data between schools and ISAC.

Position		ESF to IL	Data Element	Type (Length)	School to ISAC	ISAC to School	
Start	End				Payment or Cancellation Request	Elig File	Payment Results
					MAP Only	MAP	MAP
160 Byte Format							
1	3	1	Applicable MAP School Code	9(03)	X	X	X
4	4	2	Record Type	X(01)	4	7	5 / 6
5	5	3	Term Enrolled	9(01)	-1, 2, or 3		-1, 2, or 3
6	7	4	College Year	9(02)	27	27	27
8	8	5	Payment Request Code (valid values = P or C)	X(01)	X		X
9	14	6	Title IV School Code	X(06)	X	X	X
15	50	7	Person UUID	X(36)	X	X	X
51	53	8	Filler	X(03)			
54	54	9	User Defined	X(01)			
55	61	10	Requested Award Amount for Term	9(05)V99	X		X
62	62	11	ING Certified	X(01)			
63	64	12	Transaction Number	9(02)	X		X
65	65	13	Continuing Student	X(01)		X	X
66	66	14	Paid Previous Year	X(01)		X *	X
67	67	15	Dependent Residency Override	X(01)	Opt*		
68	68	16	Payment Result Code	X(01)			X
69	75	17	Payment Results Amount Paid for Term	9(05)V99			X
76	82	18	Adjusted Amt from Previous Payment Results	S9(05)V99			X
83	84	19	Filler	X(02)			
85	92	20	Payment Results Process Date (As-of-Date)	X(08)		X	X
93	93	21	Short-Term Certificate Program	X(01)	Opt*		X
94	94	22	MAP Suspend Flag	X(01)		X	X
95	95	23	Shutdown Flag	X(01)		X	X
96	96	24	Disqualify Flag	X(01)		X	X
97	99	25	MAP Code Paid Term 1	X(03)		X	X
100	102	26	MAP Code Paid Term 2	X(03)		X	X
103	105	27	MAP Code Paid Term 3	X(03)		X	X
106	106	28	Update Type	X(01)		X	X
107	108	29	Expanded Reject Reason Code	X(02)			X
109	110	30	Filler	X(02)			
111	120	31	Invoice Number	X(10)			X
121	123	32	MAP Paid Credit Hours	9(03)		X	X
124	128	33	Filler	X(05)			
129	132	34	Enrollment Hours	9(02)V99	X		X
133	149	35	Filler	X(17)			
150	155	36	Original Yearly Eligible Amount	9(04)V99		X	
156	156	37	Filler	X(01)			
157	158	38	Original Yearly Eligible Amount Transaction #	9(02)		X	
159	160	39	Filler	X(02)			
X* Fields that can change for Current Year ESF, but initiated by activity in Prior Year MAP payment.							
Opt* Field must be provided when applicable							

Reporting rejected payment requests to schools.

Schools will find rejected payment requests along with all other payment results on the **Payment Results Summary/Invoice Detail** report in the **MAP Reports: Eligibility Reports** area via GAP access in the MAP Program system. No separate notification will be sent.

Additional reports (Payment Results, Payment Exceptions, Request Not submitted, etc.) can also be created in the Reports: Eligibility Reports area in MAP to assist in the reconciliation process. See the [Creating Reports](#) section for more information.

If no FTP submitted payment results appear on the Payment Results Summary/Invoice Detail Report, then your requests may have been rejected prior to any records in that file being processed. Please check your file for the following before resubmitting:

- ✓ Confirm that the file name does not contain any spaces. Please follow the required naming convention example.
- ✓ Check the records on the file for the correct record length (160 bytes).
- ✓ Check the file for carriage return/line feed.
- ✓ Check the file for proper positioning of the data.

ISAC will check for new FTP files each day to ensure that payment requests are processed. Files received by 7:00 p.m. will be processed that night and payment results will be available through the MAP system on the next business day. Files submitted after 7:00 p.m. will not appear until the following business day. **Example:** A file submitted at 8:00 p.m. on Wednesday will not be processed until Friday.

Differential Budget Codes

To request MAP payment for students who are being assessed at a higher differential rate and are eligible to receive MAP based on differential budget data that has been reported to ISAC, you will need to update the budget code for the students and submit payment requests using that code. This can be completed using either the GAP Access payment system or the File Transfer Process (FTP).

Using the MAP system in GAP Access:

Individual Student Record:

1. From the [Student List Payment: View](#) screen, click on the document icon next to the desired student record.

MAP 20XX-20XX: Student Payment List: View

Home Student **Payment** Budget Reports File Extractions

List Filter Sort Columns Input Student Enrollment Hours Payment Generation Submit Payment Requests

Entries displayed 100

#	Sel	Pay Sel	Program	Term	Current SSN	Last Name	First Name	Trans#	Term Award	Original Yearly Elig	Req Amt	Amt Paid for Term	Adj Amt	Result Code	Pay Res Date	Status Flag	Invoice #	Request Code	E
1			MAP	1	2000-2000														

2. From the **Student Detail: Eligibility** screen, select the **Edit MAP Code** subtab.

School Administration **Programs**

MAP 20XX-20XX: Student Detail: Eligibility

Home Student **Payment** Budget Reports File Extractions

List **Eligibility** **Edit MAP Code** ent

Last Name, First Name

3. Use the drop-down under the MAP Code column to adjust the code needed for each Term.
4. Click "Save Changes".

5. To adjust another student record's MAP Code, the Current SSN field can be used. Type in the next student's SSN and click "Go". You can then repeat steps 1-4.

MAP 20XX-20XX: Student Detail: Edit MAP Code

Home Student Payment Budget Reports File Extractions

List Eligibility **Edit MAP Code** Payment

Current SSN **Go** **5**

Person UUID

Transaction **Go**

School ID

Main MAP Code 022

Term	MAP Code	Eligible Amount	MAP Code Paid
1	022	3 224.00	
2	022	\$1,224.00	

Save Changes **4**

6. Payment may now be requested for the student(s) using the differential code by requesting payment using either the [Individual](#) or [Batch](#) payment request process. [Payment requests must be submitted](#) to complete payment submission.

Batch Processing:

To request payment for multiple students under a different budge code, the **Input Enrollment Hours** or **Payment Generation** screens may be used by selecting the budget code from the drop-down menu. This budget code will be attributed to all student records submitted using this method. For more information on this process see the [Batch Payment Request](#) section.

File Transfer Process (FTP)

The appropriate differential budget code must be for each student record in the FTP file. Claims for both main rate students and differential rate students can be submitted together in the same FTP file. This is found in Field #1 in the [160-byte file](#).

Adjusting Claims

If a payment request has already been submitted for a term and the MAP code needs to be corrected or updated.

This can be done in GAP Access in the MAP system for individual adjustments to a student's record or it may be done using the FTP process. The [2026-27 MAP 160-Byte File Layout Specifications](#) document provides an explanation of the data elements for submitting FTP request/adjustments. The [FTP Process Using GAP Access Credentials Guide](#) shows how to upload files and use the FTP system.

In either case, this would be a two-step process of cancelling the request and letting it process, and then submitting a new request after the cancellation has processed.

1. First, cancel the original request.
2. Once the cancellation has been processed, submit a new request using the alternate budget code.

Adjusting Claims with Differential Codes

If a budget code needs to be changed for a student's second term:

1. First, cancel the original request (just as you would do a cancellation for other reasons, such as a withdrawal).
2. Submit the payment request for the subsequent term using the alternate MAP code (and the new calculated award amount).
3. No adjustments are needed for the first term, unless an error was made and/or it's determined that the student was not eligible for an award using the budget code.

If a budget code needs to be changed for a student's second term:

1. Submit the payment request for the subsequent term using the alternate MAP code (and the new calculated award amount).
2. There is no need to make any adjustments to the first term, unless an error was made and/or it's determined that the student was not eligible for an award using the budget code.

Illinois Dependent Residency Override

A Dependent Residency Override function has been added to the MAP payment request process that may be used when a school decides that a dependent student meets the Illinois residency requirement according to the amended definition.

MAP grant recipients must be residents of the State of Illinois, and it is the college's responsibility to ensure that **ALL** MAP recipients meet the Illinois residency requirements.

- For a dependent student to be considered an Illinois resident and eligible to receive a grant, the parent of the dependent student who is required to complete the FAFSA must physically reside in Illinois and Illinois must be their true, fixed, and permanent home.
- For an independent student to be considered a resident of Illinois they must have physically resided in Illinois (at the time of application) and must have resided for 12 continuous full months immediately **prior to the start of the academic year** for which assistance is requested and Illinois must be their true, fixed, and permanent home.
- If a school has conflicting information about an applicant's residency, the school must resolve this discrepancy prior to delivering MAP funds.

Illinois Residency Rule Amendment

From General Provisions, Section 2700.20 Definitions, "Resident of Illinois" –

When an applicant does not qualify as a resident of Illinois under the preceding 2 paragraphs and the applicant is a member of the U.S. Armed Forces or a foreign missionary, or is the dependent or the spouse of an individual who is a member of the U.S. Armed Forces or a foreign missionary, or is a dependent student required to list an out-of-state parent contributor on the FAFSA form, then the applicant's residency shall be determined in accordance with the following: ...

An applicant who is a dependent student and physically resides in the State of Illinois with a parent but is required to list an out-of-state parent contributor on the FAFSA form may be considered a Resident of Illinois for the purpose of State financial aid programs. See Section 2700.50(e)(3).

From General Provisions, 2700.50(e)(3) – Determining Applicant Eligibility

3) If the institution has information that a dependent student physically resides with a parent within the State of Illinois, but the parent contributor listed on the FAFSA physically resides in another state, the institution shall review the applicant's residency eligibility for ISAC gift assistance programs to determine whether it should be based on the Illinois resident parent.

A) The institution will make this determination on a case-by-case basis upon confirming that the dependent student and Illinois parent reside in the State as evidenced by documentation as outlined in subsection (e)(4).

B) The institution shall notify ISAC of the determination.

C) A student's maximum annual MAP award amount shall be based on the need analysis calculation using the data of the parent who is required to provide financial information on the FAFSA or Alternative Application, according to the instructions provided on the respective applications.

This is intended to address situations for dependent students with divorced or separated parents who reside in Illinois with a parent who is also an Illinois resident, but the student was required to list an out-of-state parent contributor on the FAFSA.

The Dependent Residency Override indicator should be checked as part of the payment request process for students who may be eligible to receive MAP grant due to dependent residency override. Checking the box will override the MAP disqualify code that will appear in the MAP system for dependent students whose parent contributor does not report Illinois as their state of residence on the FAFSA.

Short-Term Certificate Programs

To receive a MAP award when enrolled in a short-term certificate program, a student must be enrolled at an eligible public institution for at least three credit hours in a program that awards credit hours, and the program must meet the ISAC definition of an occupational or career or technical education programs. These programs may be eligible for MAP even if they are not eligible for Title IV financial aid:

- **Career and Technical Education** – defined as an organized educational program of study that prepare students for employment in a specific field and should be aligned with related secondary and/or upper-division programs that require a common knowledge and skill set.
- **Occupational or Career and Technical Certificate** – defined as a credit award for satisfactory completion of a prescribed curriculum intended to prepare an individual for employment in a specific field.

To request MAP payment, report the number of credit-based hours in which the student is enrolled for the term. If the student is enrolled in additional coursework, **the number of enrollment hours reported should be the combination of the certificate program hours and other coursework the student may be enrolled in.**

When processing a MAP payment for a student in a certificate program, **the Short-Term Certificate indicator box should be checked in the MAP system.** Help text is provided to clarify when the indicator should be checked. The certificate box should be checked even if the hours are mixed (a combination of traditional and certificate courses). For payment requests submitted via File Transfer Protocol, a "Y" indicator should be provided in the FTP file in Field #24, per the file specifications.

NSLDS Default Override

A National Student Loan Data System (NSLDS) default is indicated on a student's ISIR in the NSLDS Match Flag field. If the match flag indicates a defaulted loan, the student will need to contact the guarantor of their loan(s) and make satisfactory arrangements to repay it to be eligible for Title IV and MAP payment. If satisfactory arrangements are made, the student needs to provide the documentation of reinstatement Title IV eligibility to the school to be eligible for MAP.

With the reinstatement of Title IV eligibility documentation on file, the school may use the NSLDS Override to allow MAP payment even though there is a default match flag code on the ISIR transaction.

To override an NSLDS default code, the user must:

1. Access the student's record on the [Student Detail: Payment screen](#).
2. Either before or after entering the payment request data, locate the NSLDS Override.
3. For each term that payment is being requested, click on the NSLDS Override text to bring up the confirmation box.
4. Read the confirmation statement and if it can be confirmed, click the "I Confirm" button. If the statement cannot be confirmed, click Cancel. If confirmed, the box will be checked, and the student's payment request will be submitted overriding the NSLDS default.
5. Click "Save Changes" to save the record.

The screenshot shows the 'Student Detail: Payment screen' for Term 1. The 'NSLDS Override' section is highlighted with a red box and a green callout box containing the number 2. The 'NSLDS Override' text is also highlighted with a red box. The 'Transaction #' is 01 and the 'Activity Date' is blank.

Term	Term 1
MAP Code	022
Request	
Enrollment Hours	
Short-Term Certificate Program	☐
Request Amount Override	\$1,224.00
Current Eligible Amount	\$1,224.00
Original Eligible Amount	\$1,224.00
User Defined	
Dependent Residency Override	☐
NSLDS Override	NSLDS Override
Transaction #	01
Activity Date	

The screenshot shows the 'NSLDS Override Information' confirmation box. The 'I Confirm' button is highlighted with a red box and a green callout box containing the number 4. The 'Cancel' button is also visible.

By checking MAP Default Release box you are confirming that the school obtained verification of the student's eligibility for the Monetary Award Program (MAP) in accordance with 23 Illinois Administrative Code, Section 2700.40 General Applicant Eligibility Requirements. Documentation received from each guarantor or holder of the loan(s) listed with the default status code as reported by the National Student Loan Data System (NSLDS) is on file and will be provided to ISAC upon request.

The screenshot shows the 'Save Changes' button highlighted with a red box and a green callout box containing the number 5.

6. This record will be submitted the next time a user [submits payment requests](#).

Creating Reports

MAP Eligibility Report

The MAP Eligibility Report displays students that may be eligible for the Monetary Award Program (MAP) grant.

To generate a report:

1. Click the **Reports** tab.
2. Click the **Create New Report** button in the upper right-hand corner of the screen.

MAP 20XX-20XX : Reports: Eligibility Reports

Home Student Payment Bu **1 Reports** File Extractions

Refresh **2 Create New Report**

Entries displayed 10 Filter

Status	Report Type	Date	File Size(kb)	User Name
Completed	Payment Results/exceptions		8.758	MAPInvoice
Completed	Payment Results/exceptions		8.706	MAPInvoice

3. Select the report type from the Select Report drop-down menu.
4. Click on the **Request Report** button.
5. Reports will appear on the list with a status of “In Queue”. After a few minutes, the refresh button on the upper-right above the reports table can be clicked. The report’s status will become “Complete”. Once the report is completed, it can be accessed using either the Word or Excel download buttons.

Select Report

MAP Eligibility Report

Applicant

All Students

Report Type

MAP

Begin MAP Paid Credit Hours

End MAP Paid Credit Hours

Request Report **4**

5 Refresh Create New Report

Entries displayed 10 Filter

Status	Report Type	Date	File Size(kb)	User Name
In Queue	MAP Eligibility Report	08/26/20		

Entries displayed 1 Filter

Status	Report Type	Date	File Size(kb)	User Name
Completed	MAP Eligibility Report	08/26/20	7322.376	

MAP Paid Credit Hours (MPCH) Report

A report exists in the MAP system to assist schools in identifying students that have reached, or are near, the program's maximum (135) MAP Paid Credit Hours (MPCH). The report allows the user to input a range of MPCH to accommodate the different needs of each institution. The report can be used to identify those students that have already reached the limit, or to counsel those students that are approaching the program maximum.

To generate and print the MPCH Report:

1. Access the MAP system via the GAP Access portal.
2. Click the "Reports" tab.
3. Click the "Create New Report" button.

MAP 20XX-20XX: Reports: Eligibility Reports

Home Student Payment Budget **2 Reports** File Extractions

Entries displayed 10 Filter

Status	Report Type	Date	File Size(kb)	User Name
Completed	Payment Results/exceptions		8.758	MAPInvoice
Completed	Payment Results/exceptions		8.706	MAPInvoice

4. Select "MAP PAID CREDIT HOURS" from the select report dropdown box.
5. Optional: A range of MPCH can be entered into the Begin and End MPCH boxes.
6. Click the "Request Report" button. This will return the user back to the main reports screen.

MAP 20XX-20XX: Reports: Eligibility Reports: Create New Report

Home Student Payment Budget **Reports** File Extractions

Select Report
MAP Paid Credit Hours 4

Report Type
MAP

Begin MAP Paid Credit Hours
100 5

End MAP Paid Credit Hours
135

Request Report 6

7. Click the Refresh icon, if necessary, until the status reads completed.
8. Click the Microsoft Excel or Microsoft Word icon to view the report.
9. To print the report, select the printer option on the menu bar of the Excel or Word application.

MAP 20XX-20XX : Reports: Eligibility Reports

Home Student Payment Budget **Reports** File Extractions

Entries displayed 10 Filter

7 Refresh Create New Report

8	Status	Report Type	Date	File Size(kb)	User Name
 	Completed	MAP Paid Credit Hours		32.038	hcastell

Payment Reports Options

All payment results, for processing done through the MAP system and FTP, can be obtained at various stages in the payment request process through system-generated reports. To create a report:

1. Navigate to the **Reports** tab in the MAP system.
2. Click on the **Create New Report** button.
3. Use the **Select Report** drop-down. Select the desired payment report:
 - a. MAP Payment Requests Hold
 - b. MAP Payment Requests Submitted
 - c. MAP Payment Requests Not Submitted
 - d. MAP Payment Requests Submitted Without Results
 - e. MAP Payment Results
 - f. MAP Payment Exceptions
4. Data fields will then be provided to allow you to enter start and end dates for the report. The date fields are optional fields, and if left blank, the report will be cumulative.
5. Click on the **Request Report** button.

MAP 20XX-20XX: Reports: Eligibility Reports: Create New Report

Home Student Payment Budget **Reports** File Extractions

Select Report

3

Report type

Begin MAP Paid Credit Hours

End MAP Paid Credit Hours

Payment Start Date Range

Payment End Date Range

4

5

6. After requesting a report, you will be returned to the **Reports** screen where a list of reports that have been or are being generated for your school will be provided.
7. Click the Refresh icon, if necessary, until the status reads completed.
8. Click the Microsoft Excel or Microsoft Word icon to view the report.
9. To print the report, select the printer option on the menu bar of the Excel or Word application.

MAP 20XX-20XX : Reports: Eligibility Reports

Home Student Payment Budget **Reports** File Extractions

7

Entries displayed 10 ▾

	Status	Report Type	Date	File Size(kb)	User Name
8	Completed	MAP Paid Credit Hours		32.038	hcastell

ISAC Generated Reports: Payment Results Summary/Invoice Detail

A **Payment Results/Exceptions Summary and Invoice Detail Report** is generated by ISAC after a school's payment request has been processed. It will include a **Payment Results Report** and a **Payment Exceptions Report**, as well as an **Invoice Voucher** about the payment claim.

Entries displayed	10	▼
	◀ Status	▶ Report Type
	Completed	Payment Results/Exceptions
Showing 1-4 of 4 entries		

When they become available, the **Payment Results/Exceptions Summary Reports and Invoice Voucher** will appear on the report list and can be identified by the pdf icon in the first column in the list of reports on the **Reports: Eligibility Reports** screen. Please note that these may not be available until the next business day after submitting a request.

The last page of the **Payment Results/Exceptions Report** provides invoice information, including amount due to the school and the invoice number.

- ISAC authorizes a voucher in the amount of the payment invoice and submits it to the State Comptroller's Office for processing.
- The invoice number will be referenced on the voucher authorizing payment. Colleges can match the invoice number on the **Payment Results/Exceptions Report** with the voucher.

PAYMENT RESULTS SUMMARY
20 -20 ACADEMIC YEAR
ALL TERMS

EARLY CHILDHOOD ACCESS CONSORTIUM FOR EQUITY SCHOLARSHIP PROGRAM

	# STU	REQUESTED AMOUNT	# STU	PAID AMOUNT	DIFFERENCE*
FULL REQUESTED AWARD AMOUNT PAID	4	13,253.00	4	13,253.00	0.00
REQUESTED AWARD AMOUNT REDUCED	0	0.00	0	0.00	0.00
INCREASE IN PREVIOUS PAID AMOUNT	0	0.00	0	0.00	0.00
NO CHANGE IN PREVIOUS PAID AMOUNT	0	0.00	0	0.00	0.00
REQUESTED AWARDS DENIED	0	0.00	0	0.00	0.00
REQUESTED INELIGIBLE	0	0.00	0	0.00	0.00
REQUESTED AWARDS HELD/LATE CLAIMS	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	4	13,253.00			0.00
NET AMOUNT DISBURSED			4	13,253.00	
LESS PREVIOUS BALANCE DUE TO ISAC				(0.00)	
TOTAL AMOUNT INVOICED				13,253.00	
INVOICE NUMBER				E262880053	

NOTE: THIS INVOICE NUMBER WILL BE REFERENCED ON THE VOUCHER AUTHORIZING PAYMENT
FROM THE STATE COMPTROLLER. THE VOUCHER NUMBER IS REFERENCED ON THE CHECK.

*REPRESENTS AMOUNT NOT PAID OR TOTAL AMOUNT PREVIOUSLY PAID

NOTE: ALL FUNDS SHOULD BE RETURNED TO ISAC ONLY AFTER A FINAL RECONCILIATION HAS BEEN COMPLETED AT
THE END OF THE REGULAR SCHOOL YEAR. ALL SCHOOLS WITH AN OUTSTANDING AMOUNT OWED TO ISAC AT THE END
OF THE SCHOOL YEAR WILL RECEIVE A NOTICE INDICATING THE TOTAL AMOUNT TO BE REFUNDED.

- The invoice information is located on the last page of the **Payment Results/Exceptions Reports**, including the amount due to the school and the invoice number.
- Once ISAC processes a payment request and sends it to the State Comptroller's Office, the report will appear with the following information: **Voucher No.** and **Voucher Date**, along with an **Invoice No.** and **Invoice Date**, which will be the same number referenced on the voucher from the State Comptroller's Office, authorizing payment.
- MAP – Voucher INV 00/00/20XX:** At this time, the **Warrant No.** and **Warrant Date** fields on the report will be blank.

- **MAP – Warrant INV 00/00/20XX:** Once the State Comptroller has authorized payment, this report will appear. The **Warrant No.** and **Warrant Date** fields will populate on the report after the State Comptroller has authorized payment for the voucher.

MAP – Voucher INV 00/00/20XX

ISAC
Illinois Student Assistance Commission
1755 Lake Cook Road Deerfield, IL 60015-5209
800.899.ISAC (4722)
Website: www.isac.org

FY20XX

PROGRAM INVOICE - VOUCHER

VENDOR DETAILS

Vendor or Payee

Voucher Information

VOUCHER NO.	32017257
VOUCHER DATE	10-16-20XX
INVOICE NO.	E262880053
INVOICE DATE	10-15-20XX
WARRANT NO.	
WARRANT DATE	

Warrant number is populated when the Illinois Office of Comptroller authorizes payment for this voucher. The status of payment requests can be monitored on the Comptroller's website.

VOUCHER DETAILS

TOTAL AMOUNT

\$13,253.00



MAP – Warrant INV 00/00/20XX

ISAC
Illinois Student Assistance Commission
1755 Lake Cook Road Deerfield, IL 60015-5209
800.899.ISAC (4722)
Website: www.isac.org

FY20XX

PROGRAM INVOICE - VOUCHER

VENDOR DETAILS

Vendor or Payee

Voucher Information

VOUCHER NO.	32017257
VOUCHER DATE	10-16-20XX
INVOICE NO.	E262880053
INVOICE DATE	10-15-20XX
WARRANT NO.	000000007696
WARRANT DATE	10-20-20XX

Warrant number is populated when the Illinois Office of Comptroller authorizes payment for this voucher. The status of payment requests can be monitored on the Comptroller's website.

VOUCHER DETAILS

TOTAL AMOUNT

\$13,253.00

- Retain a copy of the report for each payment request submitted, so that the invoice number on the report can be matched with the voucher and the funds received from the State Comptroller's Office.

Student Eligibility Codes

Dependency Codes

Code	Description
D	Dependent
I	Independent
X	Rejected Dependent.
Y	Rejected Independent.
Z	Provisionally Independent.

SAI Change Flag Codes

Code	Description
1	SAI increased
2	SAI decreased
Blank	No change

Student Change Flag

Code	Description
N	Last name change
S	Social Security number change
B	Social Security number and last name change
Blank	No change

SSN Match Flag

Code	Description
1	Record matched, data sent
2	SSN match, no name or date of birth match, no data sent
3	SSN not found in NSLDS
4	Full match, no relevant data to send
5	Real-time transactions not sent to NSLDS
Blank	Record not sent, all NSLDS fields will be blank (Alternative Application Student Record)

Update Type Codes

Code	Description
I	Indicates an initial eligibility status data population. This means that the fields that follow were all populated for the first time.
U	Indicates that the data has been updated.

Disqualify Codes

Code	Definition
1	Dependent student, parents NOT Illinois residents.
2	Independent student NOT an Illinois resident.
4	Invalid (or blank) class level, such as graduate student.
7	MAP Paid Credit Hours exceed 134.
9	Other ISAC disqualify.
Blank	Not disqualified.

MAP Suspense Code

Code	Description
S	New application received after the suspense date will not be considered for an award this year.
A	Payment request will be processed for full year. This rarely appears in cases of appeals when submission of an ISIR is impeded by technological or other errors.
Q	Payment request will be processed for 2 nd Semester/Quarter as well as 3 rd Quarter.

Paid Previous Code

Code	Description
0	Student was not paid in the previous year.
1	Student was paid the 1 st Semester of the previous year.
2	Student was paid the 2 nd Semester of the previous year.
3	Student was paid the 1 st Quarter of the previous year.
4	Student was paid the 2 nd Quarter of the previous year.
5	Student was paid the 3 rd Quarter of the previous year.

Payment Codes

Quarter School Enrollment Hours Conversion Chart

For Quarter Schools	Enrollment Hrs. Entered		Conversion Factor	Converted Enrollment Hrs.		Rounded to (and used for the award calculation)
3.3 conversion factor	1.25	x	3.3	=	4.125	= 4
1.1 conversion factor	6.9	x	1.1	=	7.59	= 8
0.66 conversion factor	5.5	x	0.66	=	3.63	= 4

Payment Results Codes

Code	Description
*	Payment processed – no reported exception
B	Payment increased
C	Payment decreased
F	Full MAP Paid Credit Hours already used
H	Record previously paid to your school for requested term.
I	Payment reduced, amount claimed greater than term award
J	Ineligible for payment due to calculated award amount of zero
K	Ineligible for payment due to Stafford loan default status per NSLDS data.
M	Disqualified record for disqualified reason code listed
N	Record was previously paid to another school as listed for requested term.
P	Student not eligible for term requested. Application received after deadline date.
R	Payment reduced to maintain ISAC annual award amount limit.
S	Suspended MAP payment
T	With this payment, student attains 135 MAP Paid Credit Hours. Student will no longer be eligible for MAP payment.
U	Change in payment was requested; record indicates that no prior payment has been made for this term.
V	With this payment, student attains 75 MAP Paid Credit Hours. Student is no longer eligible for MAP payment at academic levels 1 and 2.
W	MAP Paid Credit Hours increased due to change in enrollment hours.
X	MAP Paid Credit Hours decreased due to change in enrollment hours.
Y	Held payment request – Late Claim.
Z	Held payment request – Insufficient funds available.

Payment Reject Codes

Code	Description
1	Data edit error. *MAP rejections for a MAP Payment Reject Code 1 are further defined by the following Expanded Reject Reason codes: • 1E – MAP Payment request code (field 6) is invalid; not “P” or “C” or is blank. OR Enrollment hours field does not contain valid number of hours or is blank. • 1L – School Code (field 1) is a non-approved MAP school code. • 1S – SAR/ISIR transaction (field 13) is invalid; is blank or not numeric. • 1T – Term Enrolled (field 4) is invalid; is not “1”, “2” or “3”, is blank or not numeric. • 1U – Requested award amount for term (field 11) invalid; is blank or not numeric. • 1V – College Year (field 5) invalid; year provided not currently being process, is blank or not numeric.
2	On pre-edit file – SSN not on ISAC databases (Exception Report)
3	School code invalid; is blank or not numeric.
4	Request superseded by another request.