ISAC Update

March 25, 2020
Agenda

- Coronavirus Disease 2019 (COVID-19) Resources
- ISAC Update
  - 2019-20 ISAC Programs
  - 2020-21 MAP
  - GAP Access News
  - AIM High Grant
  - ISAC Administrative Rules
- RISE Act & the Alternative Application for Illinois Financial Aid
  - Correction Process
  - Dependency Override
- Questions/Comments
Coronavirus Disease 2019 (COVID-19) State and Federal Guidance

US Department of Education

- IFAP - ifap.ed.gov - My IFAP option allows you to set up an account and sign up for regular messaging
- IFAP's home page also has a "What's New" section where ED posts the most current updates
- ED has also set up a general coronavirus page for schools: http://www.ed.gov/coronavirus?src=feature

National Association of Student Financial Aid Administrators

- Today's News: www.nasfaa.org/todays-news
- NASFAA's COVID info page: www.nasfaa.org/covid19
Coronavirus Disease 2019 (COVID-19) State and Federal Guidance

ISAC / Illinois

- Sign up for ISAC's e-messaging services: www.isac.org/emessaging/
- ISAC's COVID info page -- www.isac.org/home/covid-19
- Illinois COVID-19 info page: www2.illinois.gov/sites/coronavirus/
The second term payment claim deadline date was **March 13, 2020**
- Review Payment Results/Exceptions Reports to confirm that all claims processed as expected

Analysis after the second term claim deadline date supports the release of additional MAP award announcements
- Students whose initial FAFSA receipt dates were **May 27, 2019 through and including June 26, 2019** have been released from suspended status
  - These records will be available for viewing in the MAP system starting today (March 25)
  - Colleges will be able to submit claims for these records (for all terms) once the records are available
  - To identify released records, use date ranges and the filter, sort and report functionality in GAP Access (See the March 24 e-message for more information)

First and second term late claims will be released for payment following the release of records from suspense
- Results will be available in the MAP system later this week

The claim deadline date for third quarter/second semester that starts after Feb. 15 is **June 1, 2020**

The 75-hour limit on MAP Paid Credit Hours was lifted on January 1, 2020
- Students who were not eligible in the fall 2019 term due to this limit may now be eligible for the spring 2020 term
Other 2019-20 ISAC Programs

- The Grant Programs for Dependents of Police/Fire/Correctional Officers (PFC) Certification of Enrollment for Payment winter/spring term was e-mailed to institutions on March 9, 2020 and are due back on April 10, 2020.
2020-21 Monetary Award Program

• 2020-21 MAP Start-Up Formula
  • Effective maximum start-up annual award amount is $5,340
    • No reduction factor

• 2020-21 MAP Recompute Formula
  • Will be announced after an FY21 budget has been approved by the General Assembly and the Governor

• 2020-21 MAP Suspense
  • ISAC has not yet announced a suspense date
GAP Access News

- Two-factor authentication is required every time a user logs in to ISAC’s Gift Assistance Program (GAP) Access portal
  - Security measure that was implemented in January 2020
  - Two factors:
    - 1. GAP Access User ID and Password
    - 2. Single-use verification code obtained through an authentication application (unique code generated for each login)

- Questions/issues should be directed to School Services or Manager Mary Lewis
  - Mary.Lewis@Illinois.gov
  - 847-831-8019
GAP Access News

- Special Education Teacher Tuition Waiver (SETTW)
  - Will be the next ISAC program added to GAP Access

- MIA/POW Scholarship Program
  - Working with the Illinois Department of Veterans Affairs to incorporate into GAP Access for the 2020-21 award year
Beginning with FY21 Review Cycle

- Review School Administration of AIM HIGH Program Year 1
- May Be Stand Alone Review or with Regular Program Review
- Will Request Policies and Procedures in the Coming Weeks
- Will Review:
  - Institution Policies and Procedures (P&P)/Compliance with ISAC Rules
  - Samples of Students for Compliance with P&P and Eligibility Requirements, SAP, Etc.
  - Detailed Reconciliations: Funds distributed vs. Student Detail
  - Other Components as TBD
ISAC Administrative Rules

- ISAC’s administrative rules have had more activity in recent months than usual due to the timing of implementation dates in enacted legislation.

- These parts of ISAC rules were recently amended:
  - 2700 - General Provisions (RISE Act amendments) – effective January 1, 2020
  - 2735 - Monetary Award Program (RISE Act amendments) – effective January 1, 2020
  - 2741 - Optometric Education Scholarship Program (RISE Act amendments) – effective January 1, 2020
  - 2763 - Minority Teachers of Illinois Scholarship Program (RISE Act amendments) – effective January 1, 2020
  - 2766 - AIM HIGH Grant Pilot Program (amendments due to legislative action) – effective January 1, 2020
  - 2733 - Illinois Veteran Grant Program (amendments due to legislative action) – effective February 1, 2020
Additionally, proposed rules and amendments for the 2020-21 academic year were recently made available for public comment. They were published in the Illinois Register on Friday, February 21, 2020. The public comment period expires on April 5, 2020.

These rules are being amended:
- Illinois National Guard Grant Program, Part 2730
- Illinois Veteran Grant Program, Part 2733
- Monetary Award Program, Part 2735
- Golden Apple Scholars of Illinois Program, Part 2764
- AIM HIGH Grant Pilot Program, Part 2766

One new Part is being added:
- Adult Vocational Community College Scholarship Program, Part 2745

These rules and amendments are anticipated to be effective July 1, 2020 for the 2020-21 academic year.

Comments on proposed rules should be directed to:
Jackie Eckley, Agency Rules Coordinator
Illinois Student Assistance Commission
500 West Monroe, 3rd Floor
Springfield IL 62704
217-782-5161
jackie.eckley@illinois.gov
RISE ACT/ ALTERNATIVE APPLICATION
## Alternative Application Data

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<th>January 13</th>
<th>January 20</th>
<th>January 27</th>
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<td>439</td>
<td>639</td>
<td>775</td>
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<table>
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<th>February 10</th>
<th>February 17</th>
<th>February 24</th>
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<td>1051</td>
<td>1195</td>
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<table>
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<th>March 9</th>
<th>March 16</th>
<th>March 23</th>
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</table>
The first phase of Alternative Application enhancements allows students to make corrections to an application that has been submitted to ISAC.

Applicants will not need to go through the pre-screening questions to make corrections.
- They will need to log in to their student account and will then be taken directly to the first screen in Section 1 of the application.

Any application data can be corrected/changed, except the assigned ISAC ID number.

Applicant changes may result in dependency status changing.

Dependent students will not be able to submit their application to ISAC without parental data.
- If a school decides that a dependency override is appropriate (based on information the school has documented), the school will need to contact ISAC to request an override so that the application can be processed.
Alternative Application

- When a change is made to any application data, the student’s signature status will revert to “Unsigned” and the student will be required to re-sign before the corrected application can be submitted.
  - The student should use the same PIN provided when the student initially completed the application.
  - A new PIN will only be assigned if/when the student’s e-mail address is changed.

- If changes are made to parent data then the parent’s signature status will revert to “Unsigned” and the parent will be required to re-sign before the corrected application can be submitted.
  - If no parent data is changed the original parent signature status stays signed.
  - The parent should use the same PIN provided when the student initially completed the application.
  - A new PIN will only be assigned if/when the parent’s e-mail address is changed.
There will be an Alternative Application Student Record for each transaction, which will provide the applicable data for that transaction.

When a correction is made:
- The latest transaction number will be incremented by one.
- The Correction Against Transaction Number will be set to the previous transaction number.
- The Source of Correction field will be set to A (applicant).
An Alternative Application Student Record School File Layout document provides details about:

- field names
- length of the data fields
- start and end positions for the data elements

The order of the data in the file layout follows the order of the ISIR and the values and formatting used on the Alternative Application Student Record are the same as those used on the ISIR, unless otherwise noted.

Creating or uploading Alternative Application Student Record files to colleges’ internal systems is not required.

- Relevant student applicant data that is provided in GAP Access may be relied upon to administer MAP for both FAFSA and Alternative Application applicants
The file layout for the Alternative Application Student Record can be found in the Electronic Tools section of the e-Library at isac.org.
### Eligibility Reports

#### Reports

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<tr>
<th>Status</th>
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<td>12/20/2019</td>
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<td>Payment Results/exceptions</td>
<td>12/06/2019</td>
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<td>Payment Results/exceptions</td>
<td>12/03/2019</td>
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### Eligibility Reports: Create New Report

Select Report:
- MAP Eligibility Report

Report Type:
- MAP

Begin MAP Paid Credit Hours:

End MAP Paid Credit Hours:

Request Report
**Alternative Application Student Record File**

<table>
<thead>
<tr>
<th>File</th>
<th>Edit</th>
<th>Format</th>
<th>View</th>
<th>Help</th>
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</tr>
<tr>
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<td></td>
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</table>
Using the Notepad++ App
Sorting in GAP Access for Alternative Application Records

- Sort on the SSN Match Flag field
  - Alternative Applicant Student Records will have a blank SSN Match Flag
  - FAFSA applicants will have a value in the SSN Match Flag field
- On the Columns screen, add the SSN Match Flag field as a data element to include in your student list view
- Then navigate to the Sort screen and add the SSN Match Flag field to the list of fields on which you want to sort
- When you return to the sorted student list, all student records with a blank SSN Match Flag field will be grouped together at the end of the list.
### MAP 2020-2021: Student List Eligibility: Columns

#### Unselected
- Application Receipt Date
- Dependency Code
- MAP Code
- Original SSN
- Term Award
- SSN Match Flag

#### Selected
- Current SSN
- Last Name
- First Name
- Trans#
- Original Yearly Elig
- Disq
- ISAC Dff
- MAP Susp
- EFC
- CPS Proc Date
- Date of Birth
- Academic Level
- MAP Paid Credit Hrs
- ContStu
- EFC Change
- ING Certified

[Add selected columns here]
To view your students on Student List go to your last page.
## SSN Match Flag

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<th>SSN Match Flag</th>
<th>Filter</th>
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<td>(Blank)</td>
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### Excel Spreadsheet

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<th>First Name</th>
<th>Trans#</th>
<th>Original</th>
<th>Disq</th>
<th>ISAC D</th>
<th>MAP Si</th>
<th>EFC</th>
<th>Campus</th>
<th>MAP PI</th>
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<td></td>
<td></td>
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<td>394</td>
<td>01/07/2020</td>
<td>02/1/2020, 2-Sophomore</td>
</tr>
</tbody>
</table>
Planning for 2021-22 …

- **Alternative Application for Illinois Financial Aid**
  - 2021-22 application will be available on October 1, 2020
    - Will survey financial aid directors in April to collect feedback on implementation and future enhancements and functionality
    - Enhancements for consideration
      - Mobile-ready application
      - Verification process
      - School corrections

- **MAP Award Notification Language for 2021-22 award year**
  - Will include a reference to SNAP benefits and the Illinois Hunger Coalition Hunger Hotline
    - Public Act 101-0560

- **FAFSA Mandate**
  - Illinois requirement for high school seniors to complete the FAFSA® (or the Alternative Application for Illinois Financial Aid) will go into effect
DEPENDENCY
OVERRIDE
Dependency Override Process for Alternative Application Students

- ISAC plans to make an enhancement to the Alternative Application in April that will allow students to submit the application to ISAC even if parent information is not provided
  - An EFC will not be calculated for a dependent student if parent data is not provided and the student will be prompted to contact the financial aid office
  - The student will need to follow the typical process at the school they plan to attend to request a dependency override
  - If the financial aid administrator decides that a dependency override is appropriate, the college will need to submit an e-mail to ISAC’s School Services Department to request the override
    - Schools will not need to provide student documentation to ISAC, but should retain in the student file
    - Sample templates will be provided for schools in the FAA section of isac.org
- ISAC will update the Student Record and generate a new transaction
  - The subsequent transaction will include a flag indicating that a dependency override has been done and the student’s status will be changed to independent
Based on your answers to the dependency status questions, you are considered a dependent student. This means you must provide parental information.

Select "I will provide information about my parent(s)" and click Next to continue completing your application.

If you have a special circumstance and are unable to provide parental information, under very limited circumstances you may be able to complete the application process for Illinois financial aid without providing parent information, however, you must discuss your circumstances with the financial aid office at the school you will be attending.

If you choose to continue your application without parental information, select “I am unable to provide parental information” below.

Please note that these situations on their own are not considered special circumstances:
- You do not live with your parents.
- Your parents do not provide you with financial support.
- Your parents refuse to contribute to your college expenses.
- Your parents do not claim you as a dependent on their income tax return.
- Your parents do not want to provide their information on your Alternative Application.

- I will provide information about my parent(s).
- I am unable to provide information about my parent(s).
If a student selects “I will provide information about my parent(s).”:
- Section 4 will be presented to provide parent information

If a student selects “I am unable to provide information about my parent(s).”:
- Dependency status will be set to X instead of D
- Special Circumstances Flag field on the Alternative Application Student Record will be set to 1
- Section 4 is skipped; application will continue to Section 5 and Section 6 (required)
- Only the student signature will be applicable in Section 7

Once submitted, the application will be processed and loaded into the MAP system the same as any other application, but no award amount will be calculated

The dependency status will display as X with no award amount on the Student Eligibility Detail screen

Once the initial transaction is in MAP, a Dependency Override can be done
- This can only be done on Alternative Application Student Records
- The override will only apply for changes from Dependent to Independent
Dependency Override Transaction

- The Dependency Override process will create a new transaction using the requested transaction as the starting point to be processed
  - All existing transactions will not be changed
  - The new transaction will go to all schools listed on the original requested transaction
  - Transaction data source & type will be set to 1C
  - Transaction Receipt & Processed Date will be set to the current date.
  - Correction Against Transaction will be set to the requested transaction the override was processed under
  - Source of correction will be set to S (school)
  - Dependency Override field will be set to 1 (Dependent to Independent)
    - Once this flag is set it remains on all subsequent transactions.
  - Federal School Code will be set to the code of the requesting school
    - On the school’s Alternative Application Student Record, this value will only display for the requesting school and will be blank on the Student Record for any of the other schools that were listed on the transaction
  - Previously provided parent data will remain on the Student Record (but will not be used)
  - Does not require re-signing; signature status will remain unchanged

- If the EFC amount changes, then the EFC Change Flag will be set as follows:
  - 1 = EFC increase
  - 2 = EFC decrease
Dependency Override Process

- Additional information will be provided to colleges when the system enhancement is implemented in April
  - Will include a template for submitting an e-mail request to ISAC for the dependency override to performed
    - Data elements from the student’s record that will be required on the dependency override request include:
      - Student’s full name
      - Date of birth
      - ISAC identification number
      - Transaction number
    - E-mail will serve as the certification statement from the Financial Aid Director that a professional judgment decision has been made by the college
  - Colleges will not need to submit to ISAC any special circumstances forms or other documentation collected from the student used in making the professional judgment determination
  - Colleges should retain documentation signed by the student in the student’s file in accordance with your current policies and procedure
Questions/Comments?
Thank you for attending today!

ISAC Contact Information

School Services
866-247-2172
isac.schoolservices@illinois.gov

ISAC Call Center – Student Services
800-899-4722
isac.studentservices@illinois.gov

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