**MAP Student Award Reconciliation Process Overview**

**Step 1.**
- College receives Eligibility Status File from ISAC.
  
  1.0

  *Is student eligible & ready for payment?*
  
  1.1

  *NO*

  Produce and act on exception report.
  
  1.2

  *YES*

  Continue to process and compute claim.
  
  1.3

  Go to Step 2.

**Step 2. *(See Notes.)*
- College credits student account for eligible amount.
  
  2.0

  Go to Step 3.

**Step 3. *(** See Notes.**)*
- College adjusts student account for those whose award amount changes. If a student award changes – review at this point.
  
  3.0

  *Will adjustment affect billable $$s?*
  
  3.1

  *NO*

  Continue to process and compute claim.
  
  3.2

  *YES*

  Review and take corrective action.
  
  3.3

  Go to Step 4.

**Step 4. *(See Notes.)*
- College produces claim for eligible students ready for payment and sends to ISAC.
  
  4.0

  Go to Step 5.

**Step 5. *(** See Notes.**)*
- ISAC receives claim from college.
  
  5.0

  *Is student eligible?*
  
  5.1

  *NO*

  Produce exception report.
  
  5.2

  *YES*

  Is transaction accepted for payment?
  
  5.3

  *NO*

  Produce exception report.
  
  5.4

  *YES*

  ISAC produces Payment Results and sends to college.
  
  5.5

  Go to Step 5.

  5.6

  Go to Step 6.
### MAP Student Award Reconciliation Process – Overview

**Step 6.**
College receives Payment Results from ISAC
6.0

- Was student transaction accepted? 6.1
  - NO
    - Review exception codes and adjust for exceptions. 6.3
    - Review exception codes and take corrective action. 6.4
    - Continue to process. 6.5
    - Go to Step 7
  - YES
    - Go to Step 1.1 or stop.

- Was student transaction partially accepted? 6.2
  - NO
    - Review exception codes and adjust for exceptions. 6.3
    - Review exception codes and take corrective action. 6.4
    - Complete the process. 7.3
    - Go to Step 8
  - YES
    - Complete the process. 8.3
    - End

**Step 7.* (See Notes)**
College credits student account with accepted transactions from Payment Results. 7.0

- Are $ amount and billable the same? 7.1
  - NO
    - Review and take corrective action. 7.2
    - Complete the process. 7.3
  - YES
    - Go to Step 8

**Step 8.** (See Notes)
College receives Cumulative Payment Results from ISAC. 8.0

- Is $ amount same on student account? 8.1
  - NO
    - Review and take corrective action. 8.2
    - Complete the process. 8.3
  - YES
    - End

**Notes:**
*Schools may credit a student’s account at different points in time in the process. To account for this, this item is listed under step 2 and 7 in the process. If a school credits the student’s account prior to submitting the claim, then they will have to complete step 7.1.

**Debit to student’s account after ISAC has provided payment, reduces MAP grant and requires refund to ISAC.

***Steps 1 through 7 should be performed throughout the term while step 8 is performed shortly before the end of the term and within 60 days after the term is complete.