Fin Aid Support Sessions for: 2024-2025 Contingency Awarding

May 14th, 2024 and May 15th, 2024

# PCD Environment

**Last refreshed:** 4/29/2024

* Changed to a 24x7 environment
* Enrollment information will not be updated in PCD as students enroll for Summer 2024
* See 2024-2025 Awarding Contingency Guide from FA Support for the current workaround
* Search by SSN on the Suspense Management page. There is currently a bug that makes search by last name produce inconsistent results or none at all when there should be.
* Review “PCD Remaining ISIR view bugs” spreadsheet sent to listserv on 5/8/24

**Next refresh:** 7/1/2024

# Intended use for 2024-2025

* Loading and viewing ISIRs only
  + Upload/Download Documents
  + Import Federal Data
  + Process ISIRs
* FA Support is currently testing Calc SAI (used to be INAS)
* **Not for…**
  + Running ISIR JobSets or other processes typical to FA eligibility review
  + Mass assigning Checklists – The updated assignment queries have not been migrated to the PCD environment, but will be delivered with the 24-25 updates in June. If a checklist is assigned to the student’s record in PRD, regardless of updates to the queries, the checklist would remain on the record. It wouldn't get undone, but if the run control that assigns the checklist in the JobSet is not set up to check for duplicates, then the student could get the checklist more than once.
  + Calc SAI (formerly INAS) – FA Support is still vetting the calculation developed by Oracle in the latest update

# Security

## Contact your college’s Local Security Administrator (LSA) if…

* You haven’t logged into PCD before and are having trouble with it now
* You don’t have access to the new 2024-2025 ISIR pages. They will need to ensure you have the correct FA roles for ISIR management

## Submit a Security ticket if…

* Your LSA needs additional support

### Institutional Security - Pages Resolved:

* Financial Aid > Federal Application Data > **Correct ISIR Records**
  + Note that this page is no longer labeled with the aid year, and is likely to be used for future aid years, rather than requiring new pages/security.
* Financial Aid > File Management > ISIR Import > **2024-2025 Suspense Management**
* Financial Aid > File Management > ISIR Import > **2024-2025 ISIR File Data**

### Pages Hidden:

* Financial Aid > File Management > ISIR Corrections > **View 2024-2025 Outbound Files**
* Financial Aid > File Management > ISIR Corrections > **View 2024-2025 Outbound Data**
* Financial Aid > Federal Application Data > **Simulate FM**
* Financial Aid > Verification > **Manage 2024-2025 Verification**
  + Pages that were not as urgent for use are hidden in the PCD environment. Their security issues will be addressed prior to the implementation of these updates in the live ctcLink environment on June 10th

# Walk-Through of Documents Provided on 5/8 for Testing in PCD

See attachment on email from Ana on 5/8/24 at 8:06am via ctcLinkFinAidSupport listserv, Subject: “Please read - Test environment for ISIRs”

|  |  |
| --- | --- |
|  | Email from Ana Ybarra to the listserv on 5/8 |
|  | Bugs not yet resolved by Oracle |
|  | 2024-2025 Contingency Awarding Guide |
|  | VLOOKUP Tool from Contingency Awarding Guide to identify students enrolled in PRD with an ISIR in PCD |
|  | Technical FAQ from Department of Education |

# Walk-Through of New 2024-2025 Award Offer Template Provided on 5/14

|  |  |
| --- | --- |
|  | Email from Connie Burrow to the listserv on 5/14 |
|  | Guide for implementing the new 2024-2025 Award Offer Template for Award Notifications out of PRD |

# Additional Resources

* 2024–25 FAFSA Specifications Guide (April 2024 Update #2) from Department of Ed - <https://fsapartners.ed.gov/knowledge-center/library/handbooks-manuals-or-guides/2023-05-31/2024-25-fafsa-specifications-guide-april-2024-update-2>
  + Edit and Reject Reasons are in Volume 5
  + Comment Codes are in Volume 7