

ED Records Schedule

SCHEDULE LOCATOR NO.: 051

APPROVED DATE: 05/13/2010

TITLE: National Student Loan Data System (NSLDS)

PRINCIPAL OFFICE: Federal Student Aid (FSA)

NARA DISPOSITION AUTHORITY: N1-441-09-20

DESCRIPTION:

The National Student Loan Data System (NSLDS) is the national database of information about loans and grants awarded to students under Title IV of the Higher Education Act of 1965. NSLDS provides a centralized, integrated view of Title IV loans and grants during their complete life cycle, from aid approval through disbursement, repayment, delinquency, and closure.

The NSLDS contains records on borrowers who have applied for and received loans under the William D. Ford Federal Direct Loan Program, the Federal Family Education Loan (FFEL) Program, the Federal Insured Student Loan (FISL) Program, and the Federal Perkins Loan Program (including National Defense Student Loans, National Direct Student Loans, Perkins Expanded Lending and Income Contingent Loans). The NSLDS also contains records on recipients of Federal Pell Grants and persons who owe an overpayment on a Federal Pell Grant, Federal Supplemental Educational Opportunity Grant or Federal Perkins Loans.

The principal functions of NSLDS are: helping schools determine the eligibility of students for Title IV aid; calculating performance measurement of schools (cohort default rates) to determine whether schools continue their participation in Title IV programs; collecting, organizing, storing, and making available detailed comprehensive data about Title IV aid recipients and the items of aid they receive; tracking enrollment of all Title IV borrowers and disseminating the information to all loan holders; supplying the basis for paying Account Maintenance Fees (AMF) and Loan Processing and Issuance Fees (LPIF) to guaranty agencies; supporting the reasonability checking of invoices submitted to ED by FFEL participants; and supplying data to ED offices, other government agencies and various non-government entities for their use in a wide variety of functions such as, program management and oversight, audit program review planning, research and policy development, and budget analysis and development.

DISPOSITION INSTRUCTIONS:

a. National Student Loan Data System Master Data Files

NSLDS contains student loan data on Title IV programs and grants during their complete life cycle, from aid approval through disbursement, repayment, delinquency, and closure. Examples include: award data, loan amount, student name, loan period, type of loan, repayment cycle, balance and other data related to managing a student loan account.

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TEMPORARY

Cut off annually when account is paid in full. Destroy/delete 15 years after cut off.

- b. Duplicate Copies Regardless of Medium Maintained for Reference Purposes and That Do Not Serve as the Record Copy

TEMPORARY

Destroy/delete when no longer needed or reference or business purposes.

IMPLEMENTATION GUIDANCE:

Related schedule: ED 083 Personal Identification Number (PIN) Registration System.

Follow the disposition instructions in ED 086 for system software; input/source records; output and reports; and system documentation.

ARRANGEMENT / ANNUAL ACCUMULATION:

PREVIOUS NARA DISPOSITION AUTHORITY:

SPECIFIC LEGAL REQUIREMENTS:

Title IV, Higher Education Act (HEA) of 1965, as amended

SPECIFIC RESTRICTIONS:

Privacy Act 18-11-06 National Student Loan Data Systems (NSLDS)

LINE OF BUSINESS: Loans