



FAA Access to CPS Online

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FAA Access to CPS Online

Versatile online software that interfaces with the Central Processing System (CPS) and supports these processes:

- Application
- Correction
- ISIR Management

2



Enter FAA Access Using the URL

FAA must

- Have a TG number identifying your school mailbox
- Have a PIN identifying an individual
- Be enrolled as an authorized user in the Student Aid Internet Gateway

fafsa.ed.gov/FOTWWebApp/faa/faa.jsp

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Welcome to FAA Access to CPS Online



FAA Access to CPS Online

Help FAQs

FAA Access to CPS Online

[NEED HELP?](#)

Welcome to FAA Access to CPS Online!

Use FAA Access to CPS Online to:

- View students' SAR information
- Compare two ISIR transactions for the same student
- Submit a signature flag for an application in a signature hold status
- Enter a FAFSA or Renewal FAFSA
- Correct a processed FAFSA
- Continue working on a saved FAFSA or Correction
- Review verification data with the Verification Tool
- Request ISIR data
- Analyze ISIR data as a basis for improving your verification process
- Calculate and manage the return of Title IV funds

Scheduled Maintenance:

FAA Access to CPS Online will be unavailable every Sunday from 5 a.m. to 9 a.m. (Eastern Time). We apologize for any inconvenience this may cause.

Select [Next](#) to continue.

[CPS Web Applications Demo System](#)

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Main Menu



FAA Access to CPS Online

Help FAQs

FAA Access to CPS Online

NEED HELP?

Welcome to the FAA Main Menu

Select an option from the following menu. It will be necessary to provide the TG# for your Destination Point and your Federal School Code:

- ▶ [Student Inquiry](#)
 View a student's Student Aid Report (SAR) information, including the Expected Family Contribution (EFC), NSLDS information, and SAR Comments. Compare two ISIR transactions for the same student using **ISIR Compare**. Submit a signature flag for an application in a signature hold status using the **Standalone FAA Signature** feature.
- ▶ [Application/Verification Tool Entry](#)
 Enter a student's FAFSA/Renewal Application or Correction data and submit it to the CPS for processing, or use the Verification Tool to assist with verification of a student's processed ISIR.
 - [FAFSA/Renewal Application](#)
 - [Corrections](#)
 - [Verification Tool](#)
- ▶ [Restore a Saved Application](#)
 Restore a partially completed and saved FAFSA/Renewal Application or Correction and submit it to the CPS for processing.
 - [FAFSA/Renewal Application](#)
 - [Corrections](#)
- ▶ [ISIR Request](#)
 Request ISIR data.
- ▶ [ISIR Analysis Tool](#)
 Analyze FAFSA information reported on the ISIR. Data is used to determine what impact changes to student-reported information had on EFC and Pell eligibility.
- ▶ [Return of Title IV Funds on the Web](#)

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FAA Access Entry



FAA Access to CPS Online

Help FAQs

FAA Access to CPS Online

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Destination/Federal School Code Entry

We need you to provide up with the TGI for your Destination Point, your Federal School Code, and the school year. After you have entered your TGI, Federal School Code, and school year, select **Next** to continue.

Enter the TGI for your Destination Point?

Enter the number without the 9?

What is your Federal School Code?

For which school year are you logging in?
 The 2009-2010 School Year (July 1st, 2009 - June 30th, 2010)
 The 2008-2009 School Year (July 1st, 2008 - June 30th, 2009)

[PREVIOUS](#) [NEXT](#)

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1. Identify yourself

Login to Access Requested Page

This is a U.S. Federal Government owned computer system. Use only by authorized users only. Unauthorized access violates Title 18, U.S. Code Section 1030 and other applicable statutes. Violations are punishable by civil and criminal penalties. Use of this system implies consent to this self activities on this system monitored and recorded. AUSA can be provided as evidence to law enforcement/IFI/SAFE.



2. Identify your school

FAA Access to CPS Online - Student Inquiry

NEED HELP?

Student Inquiry (Student Data Access)

To view a student's self-verification, select the following dropdown and select **Next**. View Federal School Code instead of name on the SAR transaction or you must provide the student's GID# in order to view that specific SAR transaction.

What is the student's social security number?

What is the student's last name?

What is the student's first name?

What is the student's date of birth?

Select the cycle of the student's application information that you would like to view:

[PREVIOUS](#) [NEXT](#)



3. Identify your student

View ISIR

FAA Access to CPS Online – Student Inquiry

[NEED HELP?](#)

Transactions

Below is a list of the 2010-2011 transactions we have processed for 236040001 DE as of 04/09/2010. You can select any of the transaction numbers to view the complete details for that transaction. To compare two transactions, select the checkbox next to the two you would like to compare and select the [Compare ISIRs](#) button. Select this link if you would like to [view this student's 2009-2010 processed transactions](#).

ISIR Compare	Transaction Number	Processed Date	Expected Family Contribution (EFC)	Transaction Source
<input type="checkbox"/>	03	01/03/2009	03549	Corrections on the Web
<input type="checkbox"/>	02	01/02/2009	18744	Corrections on the Web
<input type="checkbox"/>	01	01/01/2009	10910	FAFSA on the Web

[View a Different Student's Data](#)

[COMPARE ISIRS](#)

[NEED HELP?](#)

[RETURN TO FAA MENU](#) [EXIT](#)

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Processing Information

Transactions

Processing Information

Student Information

Student Income/Assets

Parent Information

School Information

Preparer's Information

ACG Eligibility Information

NSLDS

Comments

FAA Information

Print Summary

FAA Access to CPS Online – Student Inquiry

[NEED HELP?](#)

2010-2011

236-04-0001

SUSAN I. DEMODEFAULT

Processing Information

Processing Information

Transaction Number: 03

Transaction Source: Web Student

Transaction Type: Correction

Date Application Completed: 01/01/2010

Application Receipt Date: 01/01/2010

Processed Date: 01/03/2009

Signed By: APPLICANT ONLY

EFC: 03549 * C

[VERIFICATION TOOL](#)

[NEED HELP?](#)

[MAKE CORRECTIONS](#)

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Student Information

<ul style="list-style-type: none"> Transactions Processing Information Student Information Student Income/Assets Parent Information School Information Preparer's Information ACG Eligibility Information NSLDS Comments FAA Information Print Summary 	<p>FAA Access to CPS Online - Student Inquiry</p> <p>NEED HELP? 2010-2011 230-04-0001 SUSAN L DEMODEFAULT</p> <p>Student Information</p> <p>Student's Last Name: DEMODEFAULT</p> <p>Student's First Name: SUSAN</p> <p>Student's Middle Initial: I</p> <p>Student's Social Security Number: 238-04-0001</p> <p>Student's Date of Birth: 11/02/1978</p> <p>Student's Permanent Mailing Address: 2348 RIVER ROAD</p> <p>Student's Permanent City: WASHINGTON</p> <p>Student's Permanent State: DC</p> <p>Student's Permanent Zip Code: 20111</p> <p>Student's Permanent Home Phone Number: (555)009-1212</p> <p>Student's E-Mail Address: STUDENT@AOL.COM TEST</p> <p>Student's Citizenship Status: U.S. CITIZEN (OR U.S. NATIONAL)</p> <p>Student's Alien Registration Number:</p> <p>Is the Student Male or Female?: FEMIN E</p> <p>Register Student for Selection</p>	<p>Enrollment Status</p> <p>Student's Enrollment Status for 2010-2011:</p> <hr/> <p>Degree Status</p> <p>High School or Equivalent Completed?: HIGH SCHOOL DIPLOMA</p> <p>Type of Degree / Certificate: 1ST BACHELOR'S DEGREE</p> <p>Student's Grade Level in College in 2010-2011: 1ST YR/ATTENDED COLLEGE BEFORE</p> <p>First Bachelor's Degree by July 1, 2010?: NO</p> <p>Working on Master's or Doctorate in 2010-2011?: NO</p>	<p>Interest in Student Aid</p> <p>Interested in Work-study or Student Loans?: WORK-STUDY</p> <p>Planning to Become an Elementary or Secondary School Teacher?:</p> <p>Drug Conviction Affecting Eligibility?: ELIGIBLE FOR AID</p>
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VERIFICATION TOOL

NEED HELP? MAKE CORRECTIONS RETURN TO FAA MENU EXIT

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Comments

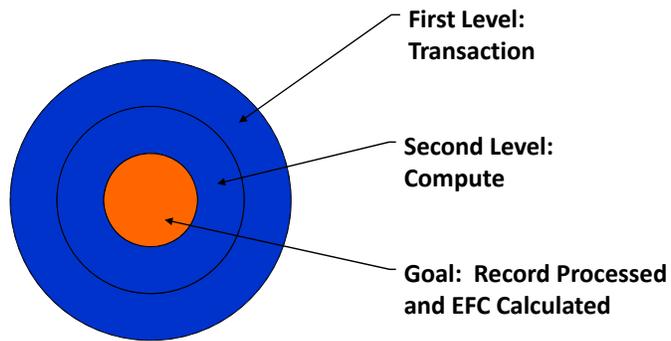
<ul style="list-style-type: none"> Transactions Processing Information Student Information Student Income/Assets Parent Information School Information Preparer's Information ACG Eligibility Information NSLDS Comments FAA Information Print Summary 	<p>FAA Access to CPS Online - Student Inquiry</p> <p>NEED HELP? 2010-2011 230-04-0001 SUSAN L DEMODEFAULT</p> <p>Comments</p> <p>The comments listed below are what appear on the Student Aid Report (SAR) and are intended to address the student directly. If there are any issues affecting the student's eligibility for federal student aid, you may refer to the USCIS Guide online for assistance in resolving them.</p> <p>Comments About Your Information</p> <p>Based on the information we have on record for your usual EFC is 1546, you may be eligible to receive a Federal Pell Grant and other federal student aid. Your school will use your EFC to determine your financial aid eligibility for federal grants, loans, and work study, and possible funding from your state and school.</p> <p>WHAT YOU MUST DO NOW (Use the checklist below to make sure that all of your issues are resolved.)</p> <p>Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of student loans (graduate and undergraduate) that is close to or equal to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.</p> <p>Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of undergraduate student loans that is close to or equal to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.</p> <p>If you need to make corrections to your information, select the 'Make Corrections' button at the bottom of the page. You must use your Federal Student Aid PIN to access your record online. If you need additional help with your SAR, contact your school's financial aid office or the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243). If your mailing address or e-mail address changes, you can make the correction online or call 1-800-4-FED-AID and ask a customer service representative to make the change for you.</p>	<p>WHAT YOU MUST DO NOW (Use the checklist below to make sure that all of your issues are resolved.)</p> <p>Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of student loans (graduate and undergraduate) that is close to or equal to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.</p> <p>Based upon data provided by the National Student Loan Data System (NSLDS) and your grade level, we have determined that you may have received a total amount of undergraduate student loans that is close to or equal to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.</p> <p>If you need to make corrections to your information, select the 'Make Corrections' button at the bottom of the page. You must use your Federal Student Aid PIN to access your record online. If you need additional help with your SAR, contact your school's financial aid office or the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243). If your mailing address or e-mail address changes, you can make the correction online or call 1-800-4-FED-AID and ask a customer service representative to make the change for you.</p>
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VERIFICATION TOOL

NEED HELP? MAKE CORRECTIONS RETURN TO FAA MENU EXIT

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Analyzing an ISIR



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Rejects

- Transaction
 - Records not accepted by CPS
 - Error report message classes
 - EAPRxxOP for applications
 - CORExxOP for corrections
- Compute
 - Record accepted but no EFC calculated
 - Data must be corrected or updated



Compute Rejects

- Verifiable
 - A questionable, but possible, condition exists
 - Data must be verified or corrected
 - Indicated by alpha code
- Non-verifiable
 - Data is missing or inconsistent
 - Data must be provided or corrected
 - Indicated by numeric code



Match Flags

- SAR C Flag
 - Indicates some action may need to be taken
- Database matches
 - NSLDS
 - DHS
 - Selective Service
 - Social Security
 - Number
 - Citizenship
 - Veterans Affairs
 - Drug Conviction



Comment Codes

- Provide information about processed FAFSA
- Three digit codes found on ISIR, SAR, and SAR Acknowledgement
- Related comment text
 - Displays on FAA Access Student Inquiry
 - Printed on SAR

Field Level Indicators

- Highlight
 - Assumed value used by CPS when data is missing or inconsistent
 - Information that is missing or conflicting
 - Indicated by 
- Corrected field
 - Indicated by  for new corrections
 - Indicated by  for previous transactions



Create Correction Password

NEED HELP?

Make Corrections

Form Approved
OMB No. 1845-0008
App. Exp. 12/31/09

The password is optional. If you provide a password, you will be able to save--to our secure database--a partially filled out form by selecting the **SAVE** button at the bottom of the application/correction entry page. You must remember the password to retrieve the student's saved application. If you do not provide a password, you will not have the option to save a partially filled out form.

However, all other information requested below must be provided regardless of the saving status. Once this information is entered, you will not be able to change the student's Social Security Number within an initial application. If you enter the student's Social Security Number incorrectly, you will need to begin a new application. However, if you enter the student's last name or date of birth incorrectly, you will be able to change them once you are in the entry page.

NOTE: If your browser does not interact with our server within 30 minutes of accessing a page, your session will expire. If it will take you more than 30 minutes to complete the application, you can prevent the session from expiring by periodically selecting the **SAVE** button at the bottom of the application page. The button will only be present if you provide a password. If you provide a password and your session does expire, you can restore the saved data by choosing an option under Restore a Saved Application on the FAA Access to CPS Online main menu.

Complete the following questions and select **Next**.
Leaving the transaction field blank displays the student's most recent transaction.

Corrections on the Web	
The student's Social Security Number: Enter the SSN that is printed on the student's Social Security Card. Enter this number without the dashes. For example, 123456789.	236-04-0001
The student's full last name:	DEMODEFAULT
The student's first name:	SUSAN
The student's Date of Birth:	11/02/1978
Which transaction would you like to correct?	1
Create a Password (4 to 8 characters; differentiate between capital and lower case letters); if you do not finish the application, the password allows you to come back to the saved application and continue where you left off.	<input type="password"/>

Create a Password (4 to 8 characters; differentiate between capital and lower case letters); if you do not finish the application, the password allows you to come back to the saved application and continue where you left off.



Finding Fields on ISIR

FAA Access to CPS Online – Corrections

NEED HELP?

Correction

2010-2011 Correction

Make corrections by entering changes in the "Enter Correct Value" column. If you would like to delete a specific ISIR value, select the "Correct to Blank" checkbox for that field. If you need to confirm a specific ISIR value, re-enter that value in the "Enter Correct Value" field. You should only confirm an answer if a SAR comment instructs you to do so.

Fields that have been corrected on a previous transaction are marked with an @ (at) sign.

Fields that have been corrected on the current transaction are marked with a # (pound) sign.

Fields that have been assumed are marked with an * (asterisk) sign. Both the assumed value and the reported value will display in the transaction column.

@

*

→ [Step 1](#) | [Step 2](#) | [Step 3](#) | [Step 4](#) | [Step 5](#) | [Step 6](#) | [Step 7](#) | [Bottom](#)

Student ID: 236-04-0001 DE 03

Step One: The Student	Selected ISIR Value (Transaction #03)	Enter Correct Value
1. Student's Last Name:	DEMODEFAULT	<input type="text"/> <input type="checkbox"/> Correct to Blank
2. Student's First Name:	SUSAN	<input type="text"/> <input type="checkbox"/> Correct to Blank
3. Student's Middle Initial:	I	<input type="text"/> <input type="checkbox"/> Correct to Blank
4. Student's Permanent Mailing Address:	2345 RIVER ROAD	<input type="text"/> <input type="checkbox"/> Correct to Blank





How to Make Corrections

Step Two: The Student's and Spouse's Income and Assets	Selected ISIR Value (Transaction #03)	Enter Correct Value
33. Student Filed 2009 Income Tax Return?	Already completed	Select
34. Student's Type of 2009 Tax Form Used:	# IRS 1040A or 1040EZ	Select <input type="checkbox"/> Correct to Blank
35. Student Eligible to File a 1040A or 1040EZ?	Yes	Select <input type="checkbox"/> Correct to Blank
36. Student's 2009 Adjusted Gross Income:	@ \$59123.00	INCOME ESTIMATOR \$.00 <input type="checkbox"/> Correct to Blank
37. Student's 2009 U.S. Income Tax Paid:	\$7100.00	\$.00 <input type="checkbox"/> Correct to Blank
36. Student's 2009 Adjusted Gross Income: @ \$59123.00		INCOME ESTIMATOR \$ 51923.00 <input type="checkbox"/> Correct to Blank
41. Student's Total of Cash, Savings, and Checking Accounts:	@ \$4000.00	\$.00 <input type="checkbox"/> Correct to Blank
42. Student's Net Worth of Current Investments:	\$3000.00	\$.00 <input type="checkbox"/> Correct to Blank
43. Student's Net Worth of Businesses/Investment Farms:	# \$999.00	\$.00 <input type="checkbox"/> Correct to Blank
44. Student's 2009 Additional Financial Information Total:		ADDITIONAL FINANCIAL INFORMATION
45. Student's 2009 Untaxed Income		UNTAXED INCOME



Correction Entered, then Submit

102s. Tenth Federal School Code:		SEARCH <input type="text"/> <input type="checkbox"/> Correct to Blank
102t. Tenth Housing Plans:		Select <input type="checkbox"/> Correct to Blank
Step Seven: Signatures and Preparer's Information	Selected ISIR Value (Transaction #03)	Enter Correct Value
Signed By:	A	Select
Professional Judgment:		Select
Preparer's Use Only:		
105. Preparer's Social Security Number, OR (Enter just the numbers, without the dashes. For example, 123456789.)		<input type="text"/> <input type="checkbox"/> Correct to Blank
106. Preparer's Employer Identification Number (EIN):		<input type="text"/> <input type="checkbox"/> Correct to Blank

Prior to submission, you are required to obtain signed documentation from the student. Your school is required to retain this documentation for the appropriate record retention period.

[LIST CHANGES](#)
[STUDENT TAXES PAID CALCULATOR](#)
[PARENT TAXES PAID CALCULATOR](#)

[PRINT SIGNATURE PAGE / FAFSA SUMMARY](#)
[CALCULATE EFC](#)
[SUBMIT](#)

[NEED HELP?](#)
[OPEN ANOTHER STUDENT'S RECORD](#)
[RETURN TO FAA MENU](#)
[EXIT](#)





Web Submission Confirmation

FAA Access to CPS Online – Corrections

NEED HELP?

Corrections on the Web Submission Confirmation

The Corrections on the Web form has been successfully submitted to Federal Student Aid.

The confirmation number is: B 236040001 DE 03 04/10/2010 01:32:35

We recommend you print this page out, or write down the COMPLETE confirmation number as proof that the Corrections on the Web form was received.

The student's estimated Expected Family Contribution (EFC) is: 99999

The student's estimated EFC is based on the information provided on this Corrections on the Web form. An official EFC will also be included on the student's Student Aid Report (SAR) based on the processing results of the Corrections on the Web form.

For added security, we recommend that you exit your browser completely when you are finished using FAA Access to CPS Online. Select this link for [further details](#). You may also want to consider [clearing your browser's cache](#) and deleting any temporary files.

If you want to continue filling out another Corrections on the Web form for the same school year, select [Fill Out a New FAFSA](#).

To go back to the FAA Main Menu, select [Return to FAA Menu](#). To exit completely, select [Exit](#).

→ [PRINT THIS PAGE](#) [PRINT HELP](#)

[FILL OUT A NEW FAFSA](#)

NEED HELP?

[RETURN TO FAA MENU](#) [EXIT](#)



Contacts and Web Links

To enroll in FSA Systems access, please contact the Foreign Schools Team:

•001 202.377.3168

•FSA.foreign.schools.team@ed.gov



For technical assistance for CPS, SAIG and FAA Access:

•001 319.665.4762

•CPSSAIG@ed.gov

To access Foreign Schools Information:

<http://ifap.ed.gov/ForeignSchoolInfo/ForeignSchoolInfo.html>

To access the demonstration website:

<https://fafsademo.test.ed.gov/>



Thank you!

