New federal guidelines effective for the 2013-2014 aid year require schools to identify to Common Origination and Disbursement (COD) any students who are graduates of a home school high school, high school graduates, or who have a GED certificate. A new warning edit (Edit 199) will be returned on origination records when the Student Eligibility Code submitted does not match the ‘HS Diploma or Equivalent’ field received from CPS based on the CPS Transaction Number submitted on the Common Record. Here are the FAFSA codes:

1 – High School Diploma (SEC Code 6 would be a match)
2 – GED (SEC Code 7 would be a match)
3 – Home Schooled (SEC Code 4 would be a match)
4 – None of the above (There is not a corresponding SEC code – anyone with this code would have conflicting information)
Blank -- (There is not a corresponding SEC code – anyone with this code would have conflicting information)

The Manage Ability to Benefit page is available in Financial Aid security roles, and in the Admissions roles NDUS AD ADMISSIONS COUNSELOR and NDUS DIRECTOR OF ADMISSIONS. A Create Ability to Benefit process is also available in Financial Aid security roles, and, before originating DL Loan or Pell grant awards, it needs to be run to populate the Manage Ability to Benefit page.

If there is no Manage Ability to Benefit page, you may “Add a New Value” on the Search page if you need to deal with one student.

Two different ways to populate Student Eligibility codes in batch are offered. Once you have populated the SEC Codes, running a Pop Select query will not assign different codes.

- Population Selection Query **NDU_FA_ATB_FAFSA** obtains information directly from the ISIR; it only needs to be run once at a time to populate SEC Codes 4, 6 and 7.
  - Do not enter the SEC Code in the Default Code field.
  - The Create ATB process should be run each day before you originate DL and/or Pell.
- Population Selection Queries **NDU_FA_ATB_HS**, **NDU_FA_ATB_HM_SCHL** and **NDU_FA_ATB_GED** obtain information from Admissions and are complex, as schools are not consistent in where they record this information (assuming it is recorded). The query **NDU_FA_ATB_HM_SCHL** would need to be run for SEC Code 4, query **NDU_FA_ATB_HS** for SEC Code 6 and query **NDU_FA_ATB_GED** for SEC Code 7.
  - Do enter the SEC Code in the Default Code field.
  - With these Pop Select queries, the Create ATB processes would need to be run until your Admissions office has all the HS certificates recorded, or you could work with Admissions to have them post the information directly on the Manage ATB page.
Information entered on this page gets reported to COD whenever DL Loan or Pell Grant information is transmitted.

The page is populated when the Create Ability To Benefit process is run. You may also “Add a New Value” on the Search page and create a page for the student. Enter the appropriate values.

The Aid Year field is optional; you may use it to designate a row that applies to a specific aid year and beyond.

Codes 11 – 14 are available at COD after 9 October 2015 for the 2015-2016 Aid Year.

For SEC Code 1, Testing Completed ATB-Test Completed-1st Enrolled Before 7/1/12, enter ATB Test Code, Test Administrator Code, Test Code and Completion Date. student first enrolled in any Title IV eligible postsecondary program before 7/1/ 2012 AND passed an approved ATB test

For SEC Code 2, College Credits ATB-College Credits-1st Enrolled Before 7/1/12, enter Student Eligibility Code only. The "02" value should only be submitted student first enrolled in any Title IV eligible postsecondary program before 7/1/2012 AND was determined to have the ability to benefit based on completion of:

• 6 credit hours,
• 225 clock hours, or
• the equivalent that are applicable toward a degree or certificate offered by your institution.

For SEC Code 3, State Process, enter Student Eligibility Code, State Code and Completion Date. (Not used in Aid Year 2014 and later)

For SEC Code 4, Home Schooled, enter Student Eligibility Code only. Student has completed a 2011-2012 and forward secondary school education in a homeschool setting treated as a homeschool or private school under State law, AND obtained a homeschool completion credential. If State law does not require a homeschool credential, the student has completed a secondary school education in a homeschool setting that qualifies as an exemption from compulsory school attendance requirements under State law.

For SEC Code 5, Other, enter Student Eligibility Code only. (Not used in Aid Year 2014 and later)

For SEC Code 6, High School, enter Student Eligibility Code only
For **SEC Code 7, General Ed Development**, enter Student Eligibility Code only. After 9 Oct 2015, includes **State Authorized Exam/Cert**: The student has a General Educational Development (GED) certificate or a state certificate or transcript received after the student passed a State-authorized examination, e.g.:

- High School Equivalency Test (HiSET),
- Test Assessing Secondary Completion (TASC),
- California High School Proficiency Exam (CHSPE), or 
- other State-authorized examination the State recognizes as equivalent to a high school diploma.

For **SEC Code 8, State Authorized exam/cert**, enter Student Eligibility Code only. (Do Not Use after 9 Oct 2015)

For **SEC Code 9, Acad Transc min 2 YR Prog**, enter Student Eligibility Code only. For graduate or professional programs where a high school diploma or its equivalent is not necessary for admission to the program, and the student has a bachelor's degree, submit "09".

For **SEC Code 10, Excelled in High School**, enter Student Eligibility Code only.

For **SEC Code 11, ATB-Test Completed- 1st Enrolled 7/1/12 to 6/30/15**, ATB Test Code, Test Administrator Code, Test Code and Completion Date. For students first enrolled in any Title IV eligible postsecondary program on or after 7/1/2012 but before 7/1/2015, AND currently enrolled in a Title IV eligible postsecondary program that is part of an eligible career pathway program, AND passed an approved ATB test. (New 9 Oct 2015)

For **SEC Code 12, ATB-Test Completed- 1st Enrolled 7/1/15 or After**, enter ATB Test Code, Test Administrator Code, Test Code and Completion Date. For students first enrolled in any Title IV eligible postsecondary program on or after 7/1/2015, AND currently enrolled in a Title IV eligible postsecondary program that is part of an eligible career pathway program, AND passed an approved ATB test. (New 9 Oct 2015)

For **SEC Code 13, ATB-College Credits-1st Enrolled 7/1/12 to 6/30/15**, enter Student Eligibility Code only. Student first enrolled in any Title IV eligible postsecondary program on or after 07/1/2012 but before 7/1/2015, AND is currently enrolled in a Title IV eligible postsecondary program that is part of an eligible career pathway program, AND was determined to have the ability to benefit based on completion of:

- 6 credit hours,
- 225 clock hours, or
- the equivalent that are applicable toward a degree or certificate offered by your institution. (New 9 Oct 2015)
For Sec Code 14, ATB-College Credits-1st Enrolled 7/1/15 or After, use Student Eligibility Code only. Student first enrolled in any Title IV eligible postsecondary program on or after 7/1/2015, AND is currently enrolled in a Title IV eligible postsecondary program that is part of an eligible career pathway program, AND was determined to have the ability to benefit based upon satisfactory completion of:

• 6 credit hours,
• 225 clock hours, or
• the equivalent that are applicable toward a degree or certificate offered by your institution. (New 9 Oct 2015)

Run this process to populate the Manage Ability to Benefit page.

Use this example if you are posting Ability To Benefit information from the FAFSA. A Student Eligibility Code is not entered in the Default Values section. The query determines the Student Eligibility Code.

Aid Year is optional; if it is filled in, the Maintain ATB pages will have an aid year.
Use this example if you are posting Ability To Benefit information from Admissions information:

**Aid Year** is not recommended; if it is filled in, the Maintain ATB pages will have an aid year.

For Homeschool, use **Query Name** NDU_FA_ATB_HM_SCHL and **Student Eligibility Code** 4.

For High School, use **Query Name** NDU_FA_ATB_HS and **Student Eligibility Code** 6.

For GED, use **Query Name** NDU_FA_ATB_GED and **Student Eligibility Code** 7.

For either method, click on the **Edit Prompts** link and enter Institution.
If you are using the FAFSA as your ATB source, use these reports to identify students who have a blank or “None of the Above” answer to the high school question on their ISIR. If you use the NDU_FA_ATB_FAFSA Pop Select query, it will not assign an SEC Code to these students; you will want to do that manually by adding a row at Financial Aid > Ability to Benefit > Manage Ability to Benefit. If high school, GED or Home School completion is recorded in our system, that is indicated on the report.

<table>
<thead>
<tr>
<th>FAFSA Value</th>
<th>ATB Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 (HS Diploma)</td>
<td>06</td>
</tr>
<tr>
<td>2 (GED)</td>
<td>07</td>
</tr>
<tr>
<td>3 (Home Schooled)</td>
<td>04</td>
</tr>
<tr>
<td>4 (None of the Above)</td>
<td>unable to determine</td>
</tr>
<tr>
<td>Blank</td>
<td>unable to determine</td>
</tr>
</tbody>
</table>

Reporting Tools > Query > Query Viewer, NDU_FA_0196

Identifies students who have federal aid but no ATB row.

Displays:
- Name
- EmplID
- Federal ID of aid
- Accepted Amount
Identifies students who are Aid Year Active at the prompted institution and aid year but who do not have a row on the Ability To Benefit table.

Students need to have an “Active” Aid Application Status and a Packaging Status of "Completed" to be displayed.

Displays:
- Name,
- Emplid,
- Admit Status,
- Admit Term
- Program Action.

You may also use this as a source of trying to determine the correct SEC code for a student.
If there is an SEC Code missing, the loan and Pell COD Out processes will not outbound the record. You will need to take the following steps before the origination will outbound:

- Enter ATB data for student at Financial Aid > Ability to Benefit > Manage Ability to Benefit
- Reset Origination:
  - For Loans: Click the Activate Change button at Financial Aid > Loans > Direct Lending Management > Manage Direct Loan Application.
  - For Pell: Click the Update Pell button to set the status back to Pending at Financial Aid > Pell Payment > Manage Pell Payment.
- Run Origination (Process Loans or Originate Pell Payment, as appropriate)
- The student will be picked up the next time the appropriate COD outbound process is run.