

# Oracle Fusion Cloud Student Aid Eligibility

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## **Configuration Reference for Student Aid Eligibility**

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24C

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Author: Oracle Student Management Information Development Team

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# Get Help

There are a number of ways to learn more about your product and interact with Oracle and other users.

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Thanks for helping us improve our user assistance!



# 1 Getting Started

## Overview of Student Aid Eligibility

Student Aid Eligibility automates the process of applying for U.S. Department of Education (ED) student financial aid.

Oracle Student Aid Eligibility (SAE) automates the processes of applying for student financial aid funds in accordance with ED guidelines. You can configure automated communications, tasks, and data exchange with ED, third-party systems, and students for minimal staff hands-on processing. A Baseline Configuration is delivered and updated with every release to cover the processing needs for most schools.

Here's what you can do with SAE:

- Configure real-time dynamic checklists and alerts in Student Self-Service to guide students through applying for student financial aid.
- Configure and automate Institutional Student Information Record (ISIR) processing. Document requests, electronic document submission with e-signatures, application verification, and ISIR corrections to determine a student's individual Expected Family Contribution (EFC) can be automated.
- Exercise Professional Judgement overrides.

**Note:** SAE is one of two Student Financial Aid (SFA) products from Oracle Higher Education. The other product, Student Financial Planning (SFP), includes all the features of SAE plus automated cost of attendance calculation, awarding and packaging funds, fund disbursing, and Return to Title IV funds processing. SAE includes both administrative (Financial Aid System; also known as FAS) and Student Self-Service features. When you see "SFA" referenced in Oracle Help topics, it means the topic is applicable to both SFP and SAE. In some shared topics, you may see "SFP only" or similar language if part of a topic is only applicable to SFP.

## Overview of Configuration References

This is supplemental reference information for understanding and implementing configuration of Oracle Student Financial Aid (SFA).

This Guide includes reference materials that supplement guidance in the Implementation and User Guides to configure SFA:

- **Configuration Guides** - These topics have details for every Configuration Workbook; one topic per Workbook. Each topic includes details for each field in the Workbook, if there's an equivalent Financial Aid System (FAS) user interface to do the configuration, required permissions, and other considerations and information for the Workbook.
- **Baseline Configuration** - These topics have details about some of the Award Year-specific configuration delivered by Oracle. They don't cover all delivered Baseline Configuration.

There are topics that relate one-to-one with specific Configuration Workbooks:

- Configured Baseline Documents topics are related to the [Documents Guide](#).

- Configured Baseline Document Metadata topics are related to the *Doc Metadata Guide*.
- ISIR Discrepancy Rules topics are related to the *ISIR Discrepancy Guide*.

There are also topics describing the logic for the Verification document request and Institutional Student Information Record (ISIR) code clearing logic which use multiple Configuration Workbooks.

- **Institutional Student Information Record (ISIR) Field Names** - These topics list Award Year-specific SFA database Column (Field) Names for equivalent ISIR Field Names. The SFA Column Names are used for Groovy scripts.



# 2 Configuration

## Overview

You can setup the system using UIs and Configuration Workbooks.

Here are the ways you can set up Student Financial Aid:

- UI: There are system setup pages in both the Administrative and the Student Self Service UIs.
  - The Administrative UI is sometimes also referenced as the Financial Aid System (FAS) or FAS UI.
  - The Student Self Service UI is sometimes also referenced as the Self Service Portal. Users with a Self Service User Admin role permission can access the Settings menu in Student Self Service UI.

For more information, see [UI Configuration](#).

- Configuration Workbooks: Oracle delivers a Baseline Configuration of these comma-separated value (CSV) files with every release. Each file represents setup values for pre-defined areas. Some of the files use embedded Groovy scripts for more complex instructions. You can modify these CSV files to meet your school's requirements and then upload them using the FAS UI.

For more information see [Configuration Workbooks](#).

## UI Configuration

This topic describes system setup configuration that is done in the Financial Aid System (FAS) administrative UI and the Student Self-Service UI.

### Configuration Managed in the FAS UI

**Note:** Categories and Pages that are applicable to Student Financial Planning (SFP) only are noted in the Description column.

| Category       | Pages                      | Description   |
|----------------|----------------------------|---|
| FAS Management | Fund Allocation Management | <b>(SFP only)</b> Allows you to modify and monitor fiscal limits for Campus Based and configured Non Federal fund types. Users can create an allocation schedule, add funds to the schedule, make adjustments, and monitor awarding and disbursing of funds against the schedule.   |
| FAS Management | QC Holds Management        | <b>(SFP only)</b> Allows you to select which QC Hold types to be initiated globally by selecting the QC Holds selection indicators for a specific hold type. If selected, QC holds will be set when a student hits a pre-defined hold trigger, and will be released individually based on user selection or sending the FASQCHold release event message for a population of hold IDs. |

|                     |                              |   |
|---------------------|------------------------------|---|
| FAS Management      | Regulatory Management        | Allows you to set-up the FAFSA completion start/end date for an Award Year, which is used to determine open FAFSA award years for triggering FAFSA notifications.   |
| G5 Management       | Available Drawdowns          | <b>(SFP only)</b> Allows you to view a listing of all available drawdown amounts and Allows you to input the control number per transaction after the drawdown has been completed.  |
| G5 Management       | G5 Transaction History       | <b>(SFP only)</b> Allows a user to view a history of drawdown transactions (including individual disbursements linked to the transaction) as well as add/edit the control number for the transaction                                    |
| Security Management | Password Policy              | Allows you to define a set of global password policy rules  |
| Security Management | Roles Management             | Allows you to create specific Roles and manage which General Permission and Document Permissions are enabled for each role.   |
| Security Management | User Management              | Allows you to manage users and role assignments   |
| System Management   | Administrative Relief        | <b>(SFP only)</b> Allows you to view/edit the various close-out dates in the system for all configured fund codes. (e.g. Awarding close-out, Fund close-out and COD close-out)  |
| System Management   | Disbursement Administration  | <b>(SFP only)</b> Allows you to manually modify disbursement records on a student record. Example functions: update disbursement status, update disbursement number, update disbursement sequent number, send originations to COD, etc. |
| System Management   | Load ISIRs                   | Allows you to manually load an ISIR file<br><br><b>Note:</b> Maximum upload file size: 1MB  |
| System Management   | Load Message File            | Allows you to manually load MPG files, i.e. SAFI, Document Receipt Event, etc.<br><br><b>Note:</b> Maximum upload file size: 10MB   |
| System Management   | SAIG Errors                  | Allows you to view SAIG errors specifically received from NSLDS (Transfer Monitoring and/or FA History files) and CPS (ISIR files).   |
| System Management   | SAIG Administration          | Allows you to set their TG number and password for SAIG mailbox access. The UI will display a history of prior TG credentials that have been modified.  |
| System Management   | Configuration Administration | Allows you to upload configuration workbooks to make updates to SFP configuration. Additionally, users are able to download copy of current configuration workbooks.  |

## Configuration Managed in the Student Self-Service UI

Configuration done in the Student Self Service UI is found in *Manage Users*.

## Configuration Workbooks

This topic cites a reference about system setup configuration that is done using Configuration Workbooks.

### Configuration Managed via CSV

For high level descriptions of the available Configuration Workbooks and how to update them, please see *Configuration Administration*.

## Common Process Messaging Guide

Use this workbook to define message content for outbound messages for defined processes; for example, ISIR Verification.

### Workbook Description

The file name for this workbook is **CCM.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name | Column | Required? | Field Type and Accepted Values | Description |
|------------|--------|-----------|--------------------------------|-------------|
|------------|--------|-----------|--------------------------------|-------------|

|                          |   |   |                                   |   |
|--------------------------|---|---|-----------------------------------|---|
| Process Message Code Key | A | Y | String<br>Alphanumeric ASCII text | Process Message Code/Key<br>These keys are pre-defined in the system.   |
| Message Notification     | B | Y | String<br>Alphanumeric ASCII text | The outbound notification message used to communicate to the student details about a defined process.<br><br>Example:<br><Messaging><br><br><ProcessMessaging>Your ISIR has been finalized and will be used to determine your Financial Aid eligibility for funding.</ProcessMessaging><br><br></Messaging> |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) through Roles Management in order to view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. Student Search > Student > Student Summary > Activity (Right Side Bar) > Letters
2. Student Search > Student > Student Record > Student Letters
3. Student Search > Student > Student History/Comments > Student History

## Understanding How the Baseline Configuration Works

The following Processes have configured messages in the Baseline Configuration.

- At Will Document Request
- ISIR Review Process Initiated Message
- ISIR is Valid Message
- PJ Completed Messaging
- PJ Review Initiated Messaging

# Doc Metadata Guide

Use this workbook to define associated metadata fields for Document Codes and set additional related parameters.

## Overview

This workbook allows institutions to define associated metadata fields for Document Codes based on the Documents workbook, and set additional related parameters, for example, data type, enumeration values, and so on.

**Note:** Oracle delivers Baseline Configuration for this Guide by Award Year. Please see the **Baseline Configuration** topics in the **Configuration Reference for Oracle Fusion Cloud Student Financial Aid** in the Oracle Help Center for more information.

## Workbook Description

The file name for this workbook is **DOCMETADATA.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name    | Column | Required? | Field Type and Accepted Values                          | Description  |
|---------------|--------|-----------|---|--|
| Document Code | A      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters | The document code that is sent in the integration message from the student self service or Document Management System (DMS).The document code must exist in both the DOCMETADATA.csv and DOCUMENTS.csv |
| Aid Year      | B      | Y         | String  | Aid Year associated to the document.   |

|                |   |   |  |  |
|----------------|---|---|--|--|
|                |   |   | Alphanumeric ASCII text, up to 255 characters  | Format: CCYY-CCYY<br><br>Example Values <ul style="list-style-type: none"> <li>• 2019-2020</li> <li>• 2020-2021</li> </ul>   |
| Attribute Code | C | Y | String<br><br>Alphanumeric ASCII text, up to 255 characters  | The Attribute Code associated with the document metadata Attribute_Name that can be used in any document.<br><br>Baseline Configuration Attribute Codes start with AC1001.   |
| Attribute Name | D | Y | String<br><br>Alphanumeric ASCII text, up to 255 characters  | The name of metadata field.<br><br>You can define different Attribute Names for unique combinations of Document Codes and Attribute Codes.<br><br>For example, Attribute field code AC1015 (adjusted gross income) can be labeled as: <ul style="list-style-type: none"> <li>• "Adjusted Gross Income - line 4 in Tax Form 1040" for <u>Document Code: 1040</u>.</li> <li>• Adjusted Gross Income - line 11 in Tax Form 1040X" for <u>Document Code: 1040X</u>.</li> </ul> |
| Display Order  | E | Y | Integer<br><br>Any Positive Integer  | The order in which the attribute_names are displayed in the SFA user interface screen.<br><br>Example Values <ul style="list-style-type: none"> <li>• 1</li> <li>• 2</li> <li>• 3</li> </ul>   |
| Data Type      | F | Y | Enumeration<br><br>Valid values: <ul style="list-style-type: none"> <li>• Boolean</li> <li>• Double</li> <li>• Enumeration</li> <li>• Integer</li> <li>• String</li> </ul> | The type of data that can be used for the attribute.   |
| Enum Mapping   | G | N | String<br><br>Alphanumeric ASCII text.   | Enumeration mappings for data<br><br>Text must be separated by commas and the values are represented in a dropdown menu.<br><br>Example Values <ul style="list-style-type: none"> <li>• For an Attribute Name of "Gender": Male,Female</li> <li>• For an Attribute Name of "Tax Calendar Year": 2018,2019, 2020</li> </ul>   |

|                              |   |    |  |  |
|------------------------------|---|----|--|--|
| Additional Resolution Action | H | N  | Groovy script  | <p>The logic for document types and document codes required to resolve additional data discrepancy including subsequent document requests, along with whether all requested documents are required or just one of requested documents is required.</p> <p>If the required document isn't already present in the system.</p> <p>Any combination of parameters</p> <ul style="list-style-type: none"> <li>• Notification</li> <li>• Documents being requested</li> </ul> |
| Is Required?                 | I | Y  | <p>Boolean</p> <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>                           | Tells the system if the document metadata field is required.   |
| Subtype                      | J | N  | <p>Enumeration</p> <p>List of enumerations:</p> <ul style="list-style-type: none"> <li>• Y</li> <li>• N</li> </ul> | <p>Subtype Attribute Code</p> <p>SFA checks the configuration to determine if the Document and/or Metadata should be stored with multiple versions as a document Sub-Type, for example, W2s for multiple employers, different Student Statements used to resolve different tasks, and so on.</p>   |
| Field Start Date             | K | NA | Deprecated   | Deprecated   |
| Field End Date*              | L | NA | Deprecated   | Deprecated   |
| Prev Document Code           | M | NA | Deprecated   | Deprecated   |
| Prev Attribute Code          | N | NA | Deprecated   | Deprecated   |

## Enable the Configuration in the UI

You must associate General and Document permissions to roles in order for users to view documents, document metadata and to complete tasks associated with documents.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- **General Permissions**
  - Dashboard
    - Required if the user will be working Review Document for Approval Tasks associated with a document
  - Document Review Task
    - Required if the user will be working Review Document for Approval Tasks associated with a document

- NFF Forms Task Review
  - Required if the user will be working Process an NFF Document Tasks associated with a Non-Federal Funds document
- **Document Permissions** through Roles Management in order to view documents within the Student Financial Aid User Interface.
  - View Document
    - Required for any document a user needs to be able to view
    - A user can request documents even if they do not have permission to view the document once received
  - Doc Review Task
    - Required for any document a user needs to complete an associated Review Document for Approval task
  - NFF Forms Task
    - Required for any Non-Federal Funds document a user needs to complete a Process an NFF Document task

## Considerations for Configuration

- Document metadata is dependent on the Documents.csv file. If you update Document metadata, you need to make sure you update the associated **DOCUMENTS.csv**. when you load the updated configuration in through the user interface, make sure both the **DOCUMENTS.csv** and **DOCMETADATA.csv** are in the same zip folder or if separate, you upload the **DOCUMENTS.csv** before loading the **DOCMETADATA.csv**.

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student > Received Documents > ISIR Information**
2. **Dashboard > Review Document for Approval Task Queue**

## Documents Guide

Use this workbook to define their institutional documents and set additional related parameters.

### Overview

This workbook allows institutions to define their institutional documents and set additional related parameters, for example, manual review required, student notification messages, and so on.

**Note:** Oracle delivers Baseline Configuration for this Guide by Award Year. Please see the **Baseline Configuration** topics in the **Configuration Reference for Oracle Fusion Cloud Student Financial Aid** in the Oracle Help Center for more information.

### Workbook Description

The file name for this workbook is **DOCUMENTS.csv**.



Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name            | Column | Required? | Field Type and Accepted Values   | Description   |
|-----------------------|--------|-----------|--|---|
| Document Name         | A      | Y         | String<br><br>Alphanumeric ASCII text, up to 255 characters  | The name of document.   |
| Document Code         | B      | Y         | String<br><br>Alphanumeric ASCII text, up to 255 characters  | The document code from the Document Management System.<br><br>Unique to each Document Name. The Document Code is used to reference documents in other configuration .csv files.         |
| Active Document Dates | C      | Y         | String<br><br>Alphanumeric ASCII text, up to 255 characters<br><br>FORMAT: CCYY-CCYY<br><br>Example Values: <ul style="list-style-type: none"> <li>• 2019-2020</li> <li>• 2020-2021</li> </ul> | The Aid Year associated to document attribute.<br><br>If blank, document is considered a Lifetime document<br><br>If Aid Year is given, document is valid for the specified Aid Year    |
| Document Type         | D      | N         | Enumeration<br><br>List of enumerations: <ul style="list-style-type: none"> <li>• Other</li> <li>• Tax Forms</li> <li>• Student Identification</li> <li>• Tax Transcripts</li> </ul>           | Allows the Document to be associated with a Document Type to enhance filtering in the user interface.<br><br>Document Type in Baseline Configuration is set to Other for all documents. |

|  |   |   |   |   |
|--|---|---|---|---|
| Require Approval   | E | Y | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>   | Tells the system if the document requires manual approval after receiving a document receipt message in SFA from the student self service or document management system?<br><br>TRUE, triggers a Review Document for Approval task.   |
| Requires Additional Approval                             | F | Y | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>   | The feature that uses this field has been deprecated.   |
| Security   | G | Y | Enumeration<br><br>List of enumerations: <ul style="list-style-type: none"> <li>• High</li> <li>• Medium</li> <li>• Low</li> </ul>  | The feature that uses this field has been deprecated.   |
| Days Until Document Reminder Sent After Original Request | H | Y | Integer   | Enter the number of days to elapse after originally requesting a document before triggering the Document Reminder message (Field/Column P in this workbook).  |
| Student Notification Message Content                     | I | Y | String<br><br>Alphanumeric ASCII text, up to 4,000 characters   | The outbound notification message used to communicate to the document collection reason and/or requirements to the student.   |
| Request At Will  | J | Y | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>   | Tells the system if the document can be requested manually by a user at-will.   |
| Document Owner Logic                                     | K | N | Groovy Script; enumeration return value<br><br>List of possible enumerations: <ul style="list-style-type: none"> <li>• Student</li> <li>• Spouse</li> <li>• Parent</li> <li>• Parent 1</li> <li>• Parent 2</li> <li>• Mother</li> <li>• Father</li> </ul> | You can create a script that enables SFA to determine the document owner and return an Enumeration that identifies the document owner.<br><br>In the baseline configuration this field is left Blank.<br><br>If blank or owner is not specified by data received via integration the document owner defaults to Student.<br><br>If value is Parent, the document owner defaults to Father |
| FA Acceptance  | L | Y | Boolean   | This script is used to determine the Financial Aid (FA) Acceptance of a document.   |

|                                    |   |    |  |  |
|------------------------------------|---|----|--|--|
|                                    |   |    | <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  |  |
| Unsolicited Process Manual Review  | M | Y  | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | Tells the system if the document requires approval when it is received in SFA unsolicited.<br><br>TRUE, triggers a Review Document for Approval task.  |
| Verification Reporting Flag        | N | N  | Enumeration<br>Values: <ul style="list-style-type: none"> <li>• HIGH_SCHOOL_COMPLETION</li> <li>• STATEMENT_OF_EDUCATIONAL_PURPOSE_DOCUMENT</li> <li>• STUDENT_IDENTIFICATION_DOCUMENT</li> <li>• Blank</li> </ul> | Flag to indicate if the document is a Verification Reporting document and what category of document it can satisfy.  |
| NFR DOC QUE TASK                   | O | Y  | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | Tells the system if the associated Non-Federal Funds document requires manual approval after receiving the document receipt message in SFA from the student self service or document management system.<br><br>TRUE, triggers a Process an NFR Document task |
| Document Follow up Request Message | P | Y  | String   | Message sent when the configured Days_Until_Document_Reminder_Sent_After_Original_Request (Field/Column H in this workbook) is met.  |
| Document Cancellation Script       | Q | N  | Groovy Script; Boolean return value <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | This script is used to determine when a Document Request can be Canceled.<br><br>In the Baseline Configuration, these fields are left blank.   |
| PREV_DOC_CODE                      | R | NA | Deprecated   | Deprecated   |
| Hide_In_Self_Service_UI            | S | N  | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | If value is set to True, documents of this type are hidden in the Self Service UI, once matched to a student record.   |
| No_Doc_Image                       | T | N  | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | Indicates if a Document requires an image when submitted in the Student Self Service UI. <ul style="list-style-type: none"> <li>• If value is TRUE, the document doesn't require a document image</li> </ul>   |

|  |  |   |  |
|--|--|---|--|
|  |  | <ul style="list-style-type: none"> <li>Blank</li> </ul> | <ul style="list-style-type: none"> <li>If value is FALSE or blank (default) the document requires a document image.</li> </ul> |
|--|--|---|--|

## Considerations for Configuration

1. Baseline Configuration assumes full automation for certain scenarios (e.g. Verification V1) based on data input by the student in the portal and the system makes ISIR corrections based on that data. SFA automates as many documents as possible, besides non-metadata documents like a Student Statements. There is a mapping between document metadata fields to ISIR fields, and if the doc metadata (student submitted value) does not match, an ISIR correction is triggered
2. If the institution wants to make sure there are opportunities to review student inputs prior to fully automating the rest of the pipe, they can set any/all documents to require manual review in the documents workbook as it's a boolean data type.
3. If you add a custom document, make sure to create the associated Attribute Codes and update the Document Metadata as necessary.

## Enable the Configuration in the UI

You have complete flexibility to create divisions of labor through **Roles Management**. As an Administrator you can create, view, and update all roles based on permission mapping. In addition, you can enable **Document Permissions** based on a user's area of expertise. You must set document permissions for each Role in order for users to be able to view and edit documents and to be able to complete document related tasks.

There are three areas you can enable/disable document permissions.

| View Document                    | NFF Forms Task   | Doc Review Task   |
|----------------------------------|--|---|
| Visibility to specific documents | Approve/Reject documents associated with Non-Federal Funds (NFF) through the <i>Process an NFF Document</i> task queue | Approve/Reject documents through the <i>Review Document for Approval</i> task queue |

## Required Permissions

You must have a role with the following General Permission(s) through Roles Management in order to complete the manual processing steps listed below.

- Administration

See [Set General Permissions Matrix](#).

## Manual Processing Steps

Log into the Student Financial Aid User Interface (UI)

1. Navigate to **Administration > Security Management > Roles Management**
2. Select the Role you want to enable or update permissions.
3. Click the Document Permissions tab.
4. Check the box to enable the Document Permission.
5. Uncheck the box to disable the Document Permission.

6. Click Save.
  - Click the Check-Box in the header row to enable/disable all documents for that column (on that page)
  - Make sure to enable/disable Document Permissions on each available page
  - If an Award Year is not listed, the document is considered a *Lifetime Document*

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Documents > Received Documents > ISIR Information**
2. **Dashboard > Review Document for Approval Task Queue**

### Related Topics

- [Documents](#)

## ISIR Assumptions Guide

Use this workbook to define code clearing logic and associate any additional student notification messages by ISIR assumption field.

## Workbook Description

**Note:** This workbook is only applicable to the 2023-2024 and prior Aid Years.

The file name for this workbook is **ISIR\_ASSUMPT.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name                      | Column | Required? | Field Type and Accepted Values   | Description  |
|---------------------------------|--------|-----------|--|--|
| Associated ISIR Field           | A      | Y         | String<br><br>Alphanumeric ASCII text Valid ISIR Field Names.<br><br>Examples: <ul style="list-style-type: none"> <li>ASSUMEDSTUDENTSAGI</li> <li>ASSUMEDPARENTSMARITALSTATUS</li> </ul> | ISIR Field Name with the assumption.   |
| Aid Year                        | B      | Y         | String<br><br>Alphanumeric ASCII text, in YYYY-YYYY format.  | Aid Year ISIR Code is associated to.   |
| Auto Code Clearing Logic        | C      | Y         | Groovy script  | Logic to correct ISIR field from document data.<br><br>return true; (Clears Code)<br><br>return false; (Manual Review)   |
| Documents Required              | D      | N         | Groovy script  | Logic for document types and document codes required to resolve code, including subsequent document requests, along with whether all documents are required vs. some.<br><br>If required document isn't already present in the system.<br><br>N/A (no return needed, document requests are fired off through method calls such as: documentRequest.addDocument("Doc Code", "Doc Owner"). |
| Additional Notification Message | E      | N         | String<br><br>Alphanumeric ASCII text, up to 4,000 characters.   | Additional notification to student exclusive of document notifications.  |
| Resolution Required             | F      | N         | Boolean <ul style="list-style-type: none"> <li>TRUE</li> <li>FALSE</li> </ul>  | Does assumption require resolution?<br><br>Only applies to Verification codes.   |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

## ISIR C Codes Guide

Use this workbook allows to define code clearing logic, document requests, and additional student notification messages by SAR c-code.

### Workbook Description

The file name for this workbook is **ISIR\_C\_CODES.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name  | Column | Required? | Field Type and Accepted Values                                 | Description                         |
|-------------|--------|-----------|--|-------------------------------------|
| Code Number | A      | Y         | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters. | ISIR Code Number                    |
| Aid Year    | B      | Y         | Alphanumeric   | Aid Year ISIR Code is associated to |

|                                 |   |   |   |   |
|---------------------------------|---|---|---|---|
|                                 |   |   | Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format |   |
| Auto Code Clearing Logic        | C | Y | Groovy script   | Logic to correct ISIR field from document data.<br><br>return true; (Clears Code)<br><br>return false; (Manual Review)  |
| Documents Required              | D | N | Groovy script   | Logic for document types and document codes required to resolve code, including subsequent document requests, along with whether all documents are required versus some.<br><br>If required document isn't already present in the system.<br><br>N/A (no return needed, document requests are fired off through method calls such as: documentRequest.addDocument("Doc Code", "Doc Owner"). |
| Additional Notification Message | E | N | String<br><br>Alphanumeric ASCII text, up to 4000 characters.     | Additional notification to student exclusive of document notifications.   |
| Future Auto Clear               | F | N | Boolean   | True: If code cleared once already, it will clear automatically on future ISIRs for the same award year as well as future award years.<br><br>False: If code cleared once already, it will clear automatically on future ISIRs for the same award year.<br><br>Null: Ignore previous clearances of code.  |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

Refer also to the Baseline Configuration documentation in the Toolbox chapter.



# ISIR C Codes to Fields Guide

Use this workbook to associate Student Aid Report (SAR)/FAFSA Submission Summary (FSS) C-Codes to ISIR field names.

## Workbook Description

The file name for this workbook is **ISIR\_C\_CODES\_TO\_FIELDS.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name      | Column | Required? | Field Type and Accepted Values  | Description                          |
|-----------------|--------|-----------|---|--------------------------------------|
| Code Number     | A      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters.                    | ISIR Code Number.                    |
| Aid Year        | B      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format | Aid Year ISIR Code is associated to. |
| ISIR Field Name | C      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters.                    | Associated ISIR Field Name.          |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. Student Search > Student Record > USDE > ISIR Information

## ISIR Discrepancy Guide

Use this workbook to define logic by ISIR field to determine discrepancies and conflicting information that triggers ISIR corrections.

**Note:** Oracle delivers Baseline Configuration for this Guide by Award Year. Please see the **Baseline Configuration** topics in the **Configuration Reference for Oracle Fusion Cloud Student Financial Aid** in the Oracle Help Center for more information.

## Workbook Description

The file name for this workbook is **ISIR\_DISCREP.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.

- Date: yyyy-mm-dd format.
- Description.

| Field Name                    | Column | Required? | Field Type and Accepted Values  | Description   |
|-------------------------------|--------|-----------|---|---|
| ISIR Field                    | A      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters, as defined in the ISIR Field Names topics. |   |
| Discrepancy_Evaluation_Script | B      | Y         | Groovy script   | This script determines whether an ISIR correction for a given ISIR field is required, and what value from what source to correct the ISIR field to.   |
| Additional_Doc_Req_Script     | C      | N         | Groovy script   | This script is intended to determine whether additional documentation should be collected for a student in order to ascertain whether an ISIR correction is needed; if additional documentation is needed, this script can also trigger document requests for the aforementioned documentation.<br><br>Baseline configuration provides examples of making ISIR discrepancy determinations and correcting ISIR fields when needed.<br><br>There can be a script for every correctable ISIR filed, as defined by the "Correction Data Entry Specifications" section of the EDE Technical Reference, as published by the U.S. Department of Education. |
| Required_Documents_Script     | D      | N         | Groovy script   | This script is used to determine whether the Discrepancy Evaluation Script should be run based on whether all required documents necessary to make the ISIR correction determination already exist on the student record.<br><br>If no required documents are configured, SFA will simply run through all discrepancy evaluation scripts for each ISIR field during the ISIR Review process.  |
| Aid Year                      | E      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format                         | Aid Year ISIR Action is associated to   |
| Additional_Doc_Req_Msg        | F      | N         | String<br><br>Alphanumeric ASCII text, up to 4000 characters.   | Additional notification to student. exclusive of document notifications.  |
| Manual_Discrepancy_Clear_Req  | G      | N         | Boolean<br><br><ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>                      | Does discrepancy require approval once received in system?  |

|             |   |   |   |                                  |
|-------------|---|---|---|----------------------------------|
| Description | H | N | String<br>Alphanumeric ASCII text, up to 4000 characters. | Description of discrepancy rule. |
|-------------|---|---|---|----------------------------------|

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

## ISIR Highlights Guide

Use this workbook to define code clearing logic and associate any additional student notification messages by ISIR highlight field.

## Workbook Description

The file name for this workbook is **ISIR\_HIGHLIGHT.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.

- Groovy script: A logical query using groovy script.
- Date: yyyy-mm-dd format.
- Description.

| Field Name                      | Column | Required? | Field Type and Accepted Values   | Description   |
|---------------------------------|--------|-----------|--|---|
| ISIR Field Name                 | A      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters.                     | ISIR field name with the highlight.   |
| Aid Year                        | B      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Aid Year ISIR field name is associated to.  |
| Auto Code Clearing Logic        | C      | Y         | Groovy script  | Logic to correct ISIR field from document data.<br><br>return true; (Clears Code)<br><br>return false; (Manual Review)  |
| Documents Required              | D      | N         | Groovy script  | Logic for document types and document codes required to resolve code, including subsequent document requests, along with whether all documents are required versus some.<br><br>If required document isn't already present in the system.<br><br>N/A (no return needed, document requests are fired off through method calls such as: documentRequest.addDocument("Doc Code", "Doc Owner"). |
| Additional Notification Message | E      | N         | String<br><br>Alphanumeric ASCII text, up to 4000 characters.                          | Additional notification to student exclusive of document notifications.   |
| Resolution Required             | F      | N         | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>      | Does assumption require resolution?<br><br>Only applies to Verification codes.  |
| Flag Index                      | G      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters.                     | Numeric value associated to highlight.  |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

## ISIR Management Guide

Use this workbook to define material change criteria for determining what record should be flagged when subsequent ISIR transactions are received by award year.

### Workbook Description

The file name for this workbook is **ISIR\_MGMT.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name | Column | Required? | Field Type and Accepted Values | Description |
|------------|--------|-----------|--------------------------------|-------------|
|------------|--------|-----------|--------------------------------|-------------|

|                        |   |   |  |   |
|------------------------|---|---|--|---|
| Use Subsequent ISIR    | A | N | Groovy script  | Business rules to define which fields on ISIR will trigger an ISIR review when subsequent ISIRs enter SFA for a Student. <ul style="list-style-type: none"> <li>Valid query with list of fields</li> <li>Valid fields are all fields on ISIR</li> <li>Ensure path to groovy script is accurate</li> </ul> |
| ISIR_Used_in_Packaging | B | N | Groovy script  | Defines which ISIRs should be selected by the packaging engine for award packaging. If no Groovy script is defined for this field, the system will only package on Valid/Unverified ISIRs.  |
| Award Year             | C | Y | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Award Year ISIR action is associated with.  |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

- Student Search > Student Record > USDE > ISIR Information**

## ISIR Reject Codes Guide

Use this workbook to define code clearing logic and associate any additional student notification messages by SAR reject code.

## Workbook Description

The file name for this workbook is **ISIR\_REJECT\_CODES.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.

- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name               | Column | Required? | Field Type and Valid Values  | Description   |
|--------------------------|--------|-----------|--|---|
| Code Number              | A      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters.                     | ISIR Code Number  |
| Aid Year                 | B      | Y         | Alphanumeric<br><br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Aid Year ISIR Code is associated to.  |
| Auto Code Clearing Logic | C      | Y         | Groovy script  | Logic to correct ISIR field from document data.<br><br>return true; (Clears Code)<br><br>return false; (Manual Review)  |
| Documents Required       | D      | N         | Groovy script  | Logic for document types and document codes required to resolve code, including subsequent document requests, along with whether all documents are required versus some.<br><br>If required document isn't already present in the system.<br><br>N/A (no return needed, document requests are fired off through method calls such as: documentRequest.addDocument("Doc Code", "Doc Owner"). |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.



## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

## ISIR Reject To C-Codes Guide

See this workbook to associate SAR reject codes to SAR comment codes.

### Workbook Description

The file name for this workbook is **ISIR\_REJECT\_CODES.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name  | Column | Required? | Field Type   | Description      |
|-------------|--------|-----------|--|------------------|
| Code Number | A      | Y         | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters. | ISIR Code Number |

|                           |   |   |  |                                      |
|---------------------------|---|---|--|--------------------------------------|
| C-Code Number for Rejects | B | N | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters.                     | ISIR C-Code Number for rejects       |
| Aid Year                  | C | Y | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Aid Year ISIR Code is associated to. |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

# ISIR Reject Codes To Fields Guide

Use this workbook to associate SAR reject codes to ISIR field names.

## Workbook Description

The file name for this workbook is **ISIR\_REJECT\_CODES\_TO\_FIELDS.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.

- Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name      | Column | Required? | Field Type   | Description                          |
|-----------------|--------|-----------|--|--------------------------------------|
| Code Number     | A      | Y         | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters.                     | ISIR Code Number.                    |
| Aid Year        | B      | Y         | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Aid Year ISIR Code is associated to. |
| ISIR Field Name | C      | Y         | Alphanumeric<br>Alphanumeric ASCII text, up to 255 characters.                     | Associated ISIR Field Name.          |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

# ISIR Verification Codes Guide

Use this workbook to define verification clearing logic, document requests, and additional student notification messages by verification comment code and tracking group.

## Workbook Description

The file name for this workbook is **ISIR\_VERIFICATION\_CODES.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name               | Column | Required? | Field Type and Accepted Values   | Description  |
|--------------------------|--------|-----------|--|--|
| Code Number              | A      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters.                     | ISIR verification code Number.   |
| Aid Year                 | B      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Aid Year ISIR Code is associated to.   |
| Auto Code Clearing Logic | C      | Y         | Groovy script  | Logic to correct ISIR field from document data.<br><br><b>Groovy Return Values:</b><br>return true; (Clears Code)<br>return false; (Manual Review) |

|                                 |   |   |   |   |
|---------------------------------|---|---|---|---|
| Documents Required              | D | N | Groovy script   | Documents required to resolve verification requirements. If an acceptable document is on file previously, another request won't be triggered.   |
| Additional Notification Message | E | N | String<br>Alphanumeric ASCII text, up to 4000 characters.   | Additional notification to student exclusive of document notifications.   |
| Verification Tracking Group     | F | N | String<br>Alphanumeric ASCII text, up to 255 characters. <ul style="list-style-type: none"> <li>Verification_Tracking_Group</li> <li>AGGREGATE</li> <li>CHILD_SUPPORT</li> <li>CUSTOM</li> <li>HOUSEHOLD_RESOURCES</li> <li>STANDARD</li> </ul> | Only applies to Verification codes.   |
| Verification Status Code        | G | Y | Enumeration <ul style="list-style-type: none"> <li>VERIFIED</li> <li>WITHOUT_DOCUMENTATION</li> <li>SELECT_NOT_VERIFIED</li> <li>BLANK</li> </ul>   | <p>Select the verification status code to communicate to COD.</p> <p>If ED regulations change mid-Award Year, you can add a new row to this workbook for the same verification tracking group, comment code, and award year to communicate different values based on the Effective_Date.</p> <p>Since the Effective_Date is only related to the Verification_Status_Code, all other values must be equal to the prior row to avoid triggering a validation error when loading the configuration workbook.</p> <p>Columns that must communicate the same values in all rows for the same verification tracking group, comment code, and award year:</p> <ul style="list-style-type: none"> <li>Code_Number.</li> <li>Aid_Year.</li> <li>Auto_Code_Clearing_Logic.</li> <li>Documents_Required.</li> <li>Additional_Notification_Message.</li> <li>Verification_Tracking_Group.</li> </ul> <p><b>Note:</b> If the field is left empty, the V (Verified) code is sent.</p> |
| Effective Date                  | H | Y | Date  | Select the date to start communicating the Verification Status Code to COD. This is compared to the date that the ISIR was set to Valid status; not the date the ISIR was received.   |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permissions and/or Document Permissions through Roles Management in order to enable and view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > USDE > ISIR Information**

## Letter Guide

Use this workbook to associate letter codes defined in the reporting tool to the appropriate message triggering action.

## Workbook Description

The file name for this workbook is **LETTER.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name | Column | Required? | Field Type and Accepted Values | Description |
|------------|--------|-----------|--------------------------------|-------------|
|------------|--------|-----------|--------------------------------|-------------|

|                |   |   |   |   |
|----------------|---|---|---|---|
| MAPPING_ACTIVE | A | Y | <p>Enumeration</p> <p>List of enumerations:</p> <ul style="list-style-type: none"> <li>TRUE</li> <li>FALSE</li> </ul>   | Determines if the Triggering Event is activated to trigger Letters.   |
| MESSAGE_CLASS  | B | Y | <p>Enumeration</p> <p>List of enumerations:</p> <ul style="list-style-type: none"> <li>FasCreditBalanceInformationEvent</li> <li>FasDisbursementAcceptanceInformationEvent</li> <li>FasDisbursementAcceptanceInformationV2Event</li> <li>FasDisbursementCancelEvent</li> <li>FasDisbursementInformationEvent</li> <li>FasDocumentRejectedEvent</li> <li>FasDocumentRequestCanceledEvent</li> <li>FasDocumentRequestEvent</li> <li>FasFinancialPlanOutboundEvent</li> <li>FasGrantOverpaymentReferralEvent</li> <li>FasProfessionalJudgementProcessOutboundEvent</li> <li>FasReleaseStudentRecordHoldEvent</li> <li>FasReturnToLenderEvent</li> <li>FasSapAcademicInformationEvent</li> <li>FasSapAppealsProcessInformationEvent</li> <li>FasStudentAwardInformationEvent</li> <li>FasStudentAwardInformationV2Event</li> <li>FasStudentNotificationEvent</li> <li>FasStudentRecordHoldPlacedEvent</li> <li>FasValidIsirProcessStatusInformationEvent</li> <li>TeachEligibilityCheckFailed</li> <li>TitlelvEligibilityCheckFailed</li> </ul> | Name of Letter Triggering Event.  |
| REPORT_NAME    | C | Y | <p>Enumeration</p> <p>List of enumerations:</p> <ul style="list-style-type: none"> <li>FasDocumentRequestReport</li> <li>FasSapAcademicInformationReport</li> <li>FasSapAppealsProcessInformationReport</li> <li>FasStudentAwardInformationReport</li> <li>FasDisbursementInformationReport</li> </ul>  | <p>Name of JRXML file called by the Letter Triggering Event.</p> <p>This is only used for Jaspersoft letter generation.</p> |
| DEFN_ACTIVE    | D | Y | <p>Enumeration</p> <p>List of enumerations:</p>   | Determines if the Letter is active in SFA.  |

|                      |   |   |   |   |
|----------------------|---|---|---|---|
|                      |   |   | <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>   |   |
| CUSTOMER_LETTER_CODE | E | Y | String<br>Alphanumeric ASCII text, up to 255 characters.  | Customer-defined Letter Code of Letter.   |
| LETTER_CODE          | F | Y | String<br>Alphanumeric ASCII text, up to 255 characters.  | Letter Code of Letter that SFA uses within its Letter triggering logic. This Letter Code must match the Letter Code returned by the corresponding _LetterCode.jrxml file. |
| LETTER_DESC          | G | Y | String<br>Alphanumeric ASCII text, up to 255 characters.  | Description/Name of Letter.   |
| LETTER_DELAY         | H | N | Integer<br>Measured in Minutes: <ul style="list-style-type: none"> <li>• 1 = 1min</li> <li>• 60 = 1hr</li> <li>• 120 = 2hr</li> </ul> | Letter Delay<br>A NULL value for this field allows its respective Letter to be generated in real-time.  |
| Letter_Code_Criteria | I | Y | Groovy script   | Use this Groovy script to define when a Letter is generated for a specific LETTER_CODE after the triggering event.  |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with this General Permission through Roles Management to view the configuration in the UI.

- Student

See [Set General Permissions Matrix](#).

## Considerations for Configuration

The following event messages can be leveraged to trigger a letter.

**Note:** Event applicable to **SFP only** are indicated.

- FasCreditBalanceInformationEvent-**SFP only**
- FasDisbursementAcceptanceInformationEvent-**SFP only**



- FasDisbursementAcceptanceInformationV2Event-**SFP only**
- FasDisbursementCancelEvent-**SFP only**
- FasDisbursementInformationEvent-**SFP only**
- FasDocumentRejectedEvent
- FasDocumentRequestCanceledEvent
- FasDocumentRequestEvent
- FasFinancialPlanOutboundEvent-**SFP only**
- FasGrantOverpaymentReferralEvent-**SFP only**
- FasProfessionalJudgementProcessOutboundEvent
- FasReleaseStudentRecordHoldEvent-**SFP only**
- FasReturnToLenderEvent-**SFP only**
- FasSapAcademicInformationEvent-**SFP only**
- FasSapAppealsProcessInformationEvent-**SFP only**
- FasStudentAwardInformationEvent-**SFP only**
- FasStudentAwardInformationV2Event-**SFP only**
- FasStudentNotificationEvent
- FasStudentRecordHoldPlacedEvent-**SFP only**
- FasValidIsirProcessStatusInformationEvent
- TeachEligibilityCheckFailed-**SFP only**
- TitlelvEligibilityCheckFailed-**SFP only**
- FasFinancialPlanOutboundV2Event-**SFP only**

#### Related Topics

- [Student Letters](#)
- [Overview of Letters](#)

## Professional Judgment Guide

Use this workbook to define Professional Judgment (PJ) types and associate initiating documents and criteria for each PJ process.

### Workbook Description

The file name for this workbook is **PJ.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.

- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name                       | Column | Required? | Field Type and Accepted Values  | Description  |
|----------------------------------|--------|-----------|---|--|
| Professional Judgement Type Name | A      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters.                            | Type of Professional Judgement.  |
| Professional Judgement Type Code | B      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters.                            | Code for the type of Professional Judgement.   |
| Aid Year                         | C      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format.        | Aid Year ISIR Action is associated to.   |
| PJ Initiating Document           | D      | Y         | String<br>Alphanumeric ASCII text, up to 255 characters, with valid document codes. | Document that initiates the PJ.  |
| PJ Initiation Condition          | E      | Y         | Groovy script   | Logical query describing how PJ is initiated. <ul style="list-style-type: none"> <li>• Documents should be defined in PreCert_DocCol_Documents</li> <li>• Ensure path to groovy script is accurate</li> <li>• Ensure the query is a valid conditional query</li> </ul> |
| PJ Special Case Flag             | F      | Y         | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>   | Whether administrative approval is required for this PJ.   |

|                   |   |   |               |   |
|-------------------|---|---|---------------|---|
| Required Document | G | N | Groovy script | Logic used to determine PJ approval/rejections. <ul style="list-style-type: none"> <li>• Ensure path to groovy script is accurate</li> <li>• Ensure the query is a valid conditional query</li> </ul> |
|-------------------|---|---|---------------|---|

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student
- Documents (PJ Initiating documents, View and Task View)
- Updating Professional Judgement Decision Status
- Professional Judgement Review Task

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Record > Financial Information > Professional Judgement**
2. **Dashboard > Updating Professional Judgement Decision Status Task Queue**
3. **Dashboard > Professional Judgement Review Task**
4. **Dashboard > Review Document for Approval Task**

## Regulatory Deadlines Guide

Use this workbook to define the regulatory dates for exchanging files with the U.S. Department of Education Central Processing System (CPS) and Common Origination and Disbursement (COD); for example, ISIR Correction Start/End Dates, COD Origination Start/End Dates, and so on.

## Workbook Description

The file name for this workbook is **REGULATORY\_DEADLINES.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.

- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name                   | Column | Required? | Field Type and Accepted Values   | Description   |
|------------------------------|--------|-----------|--|---|
| Award Year                   | A      | Y         | String<br><br>Alphanumeric ASCII text, up to 255 characters in YYYY-YYYY format. | Aid Year fields are associated to.  |
| FAFSA Start Date             | B      | Y         | Date<br><br>Date in MM/DD/YYYY format.   | Start Date of FAFSA Completion deadline.<br><br>The earliest date SFA will accept an ISIR from CPS.<br><br>Oracle recommends setting this date in the FAS UI. See <a href="#">Regulatory Management</a> .   |
| FAFSA End Date               | C      | Y         | Date<br><br>Date in MM/DD/YYYY format.   | End Date of FAFSA Completion deadline.<br><br>The last date SFA will request/accept an ISIR from CPS. If a request is pending when this date is reached, SFA cancels the request.<br><br>Oracle recommends setting this date in the FAS UI. See <a href="#">Regulatory Management</a> . |
| ISIR Correction Start Date   | D      | Y         | Date<br><br>Date in MM/DD/YYYY format.   | Start Date of ISIR Correction deadline.<br><br>The earliest date SFA will submit ISIR Corrections to CPS.   |
| ISIR Correction End Date     | E      | Y         | Date<br><br>Date in MM/DD/YYYY format.   | End Date of ISIR Correction deadline.<br><br>The last date SFA will submit ISIR Corrections to CPS.   |
| ISIR Verification Start Date | F      | Y         | Date<br><br>Date in MM/DD/YYYY format.   | Start Date of ISIR Verification deadline<br><br>The earliest date SFA will trigger the ISIR Verification Process  |
| ISIR Verification End Date   | G      | Y         | Date<br><br>Date in MM/DD/YYYY format.   | End Date of ISIR Verification deadline<br><br>The last date SFA will trigger the ISIR Verification Process  |

|   |   |   |  |  |
|---|---|---|--|--|
| COD Origination/ Disbursement Start Date - TIV Grants & Loans | H | Y | Date<br>Date in MM/DD/YYYY format.     | Start Date of COD Origination/Disbursement deadline for TIV Grants and Loans<br><br>The earliest date SFA will send COD Origination/Disbursement data for TIV Grants and Loans |
| Days from Student's Enrollment                                | I | Y | Integer<br>Greater than or equal to 0. | The number of days after the student's enrollment that the ISIR Verification Process must be completed.  |
| ISIR Award Year Start Date                                    | J | Y | Date<br>Date in MM/DD/YYYY format.     | Start date of the award year.  |
| ISIR Award Year End Date                                      | K | Y | Date<br>Date in MM/DD/YYYY format.     | End date of the award year.  |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) and/or Document Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Administration
- Student

See [Set General Permissions Matrix](#).

## Considerations for Configuration

- These dates are based on guidelines set by the U.S. Department of Education. You can set more restrictive dates but you should not set less restrictive dates.
- When you open this workbook the date format may be automatically changed by Excel. You may have to update the date format (e.g. MM/DD/YYYY) of all date columns before saving and deploying updates to the environment.

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Administration > FAS Management > Regulatory Management**
2. **Student Search > Student Record > USDE > ISIR**
3. **Student Search > Student Record > USDE > Common Record Information**
4. **Student Search > Student Record > Financial Information > Disbursing**

## Understanding How the Baseline Configuration Works

### FAFSA Completion Dates

The system begins to accept ISIRs in SFA from CPS as of the FAFSA\_Start\_Date and stops accepting ISIRs as of the FAFSA\_End\_Date.

### ISIR Correction Dates

The system submits ISIR corrections to CPS as of the ISIR\_Correction\_Start\_Date and stops submitting ISIR Corrections to CPS as of the ISIR\_Correction\_End\_Date.

## Roles Guide

Use this workbook to setup roles for Super User, Financial Aid Staff, and Read Only. These roles provide a variation in permissions to assist you with user acceptance testing.

### Workbook Description

The file name for this workbook is **Roles.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name | Column | Required | Field Type and Accepted Values  | Description              |
|------------|--------|----------|---|--------------------------|
| Role Code  | A      | Y        | String <ul style="list-style-type: none"> <li>• SUPER_USER</li> <li>• FA_STAFF</li> </ul> | Code associated to Role. |

|                  |   |   |  |  |
|------------------|---|---|--|--|
|                  |   |   | <ul style="list-style-type: none"> <li>ADVS_READ_ONLY</li> </ul> |  |
| Role Description | B | Y | String<br>Alphanumeric ASCII text, up to 255 characters.         | User-defined Role Description.                         |
| Permissions      | C | Y | Enumeration  | System Defined Permissions<br>SELECT * FROM PERMISSION |

This is for initialization of an environment setup. Once UI for document permissions is accessed, this workbook will cease to function as we do not want actions taken in the UI to be overwritten

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration. To update an manage Roles, General and Document Permissions on an ongoing basis through the Student Financial Aid user Interface, you must have the Administration General Permission enabled for your Role.

## Required Permissions

You must have a role with this General Permission through Roles Management in order to enable and view the configuration in the UI: Administration.

See [Set General Permissions Matrix](#).

## Considerations for Configuration

When your environments are provisioned this workbook is used for the initialization of the environment setup. Once the user interface for document permissions is accessed, this workbook will cease to function as we do not want actions taken in the UI to be overwritten. After initialization all configurations for General Permissions and Document Permissions should be updated in the Roles Management screen of the Student Financial Aid user interface.

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

- **Administration > Security Management > Roles Management**
- Select a specific role to see it's associated General Permissions and Document Permissions.

## Understanding How the Baseline Configuration Works

The following roles are delivered with Student Financial Aid:

### System Administrator Role

The System Administrator role comes with all permissions enabled except:

- Fund Eligibility Viewer
- General Read-Only

- Reports

## SAIG Administrator

The SAIG Administrator role comes with only the following permissions enabled:

- Administration
- SAIG Errors

## Financial Aid Staff User

The SAIG Administrator role comes with only the following permissions enabled:

- At Will Sap Status Updater
- Dashboard
- Document Review Task
- G5 Drawdown
- Grant Over Payment Resolution Task Review
- Grant Over Payment Task Review
- ISIR Matching Task
- ISIR Review Task
- ISIR Status Override
- ISIR Verification Task
- NFF Eval Review Task
- NFF Forms Task Review
- NFF Workflow
- Over Award Review Task
- Professional Judgement Review Task
- SAP Appeal Review Task
- SAP Review Task
- Student
- Student Holds
- Student Letters
- Task
- Transfer Change of Program Evaluator
- Transfer Overlapping Academic Years Evaluator



*Related Topics*

- [Roles Management](#)
- [Create A New Role](#)
- [Set General Permissions Matrix](#)
- [Set Document Permissions](#)
- [Set General Permissions Read Only](#)
- [User Management](#)
- [Password Policy](#)

## SAML Attribute Guide

Use this workbook to define user-friendly names for data items used in the Security Assertion Markup Language (SAML) single sign-on feature for student self-service.

### Workbook Description

The file name for this workbook is **SAML\_ATTRIBUTE.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name | Column | Required | Field Type and Accepted Values                           | Description                              |
|------------|--------|----------|--|--|
| Data_Item  | A      | Y        | String<br>Alphanumeric ASCII text, up to 255 characters. | Fixed list of SAML Assertion attributes. |

|                       |   |   |   |                                      |
|-----------------------|---|---|---|--------------------------------------|
|                       |   |   | Example Values: <ul style="list-style-type: none"> <li>• First Name</li> <li>• Last Name</li> </ul>   |                                      |
| SAML_ Attribute_ Name | B | Y | String<br>Alphanumeric ASCII text, up to 255 characters.<br>Example Values: <ul style="list-style-type: none"> <li>• FirstName</li> <li>• LastName</li> </ul> | Customer defined SAML attribute name |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with this General Permission through Roles Management in order to enable and view the configuration in the UI: Administration.

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Service User Interface for users with an Admin role.

1. Navigate to **Settings > SAML Attribute Name Mapping**.
2. Select the data item to modify.
3. Enter an **Attribute Name** or **Friendly Name** and click **Save**.

## School Guide

Use this workbook to establish general school level details necessary for processing financial aid. Some parameters defined here include, for example: Federal School ID, OPEIDs, and Right to Cancel Deadline.

## Workbook Description

This workbook contains school specific information like your school name, campus name, and data that enables integration with U.S. Department of Education (ED) systems. The information housed in this workbook provides a gateway to transmit or consume information such as ISIR data with the Central Processing System (CPS), origination and disbursement messages with the Common Originations and Disbursements (COD) system. In order to connect to TD Client, your institution must update the school's Federal School Code, OPEIDs, COD Routing ID, and TG Mailbox in this workbook.

The file name for this workbook is **School.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name                 | Column | Required? | Field Type and Accepted Values                         | Description  |
|----------------------------|--------|-----------|--|--|
| Federal School Code        | A      | Y         | String<br><br>Alphanumeric ASCII text, 6 characters.   | U.S. Department of Education assigned federal school code  |
| COD Routing ID             | B      | Y         | String<br><br>Alphanumeric ASCII text, 8 digit number. | U.S. Department of Education assigned COD Routing (Entity) ID  |
| OPEID                      | C      | Y         | String<br><br>Alphanumeric ASCII text, 8 digit number. | U.S. Department of Education assigned OPEID. <ul style="list-style-type: none"> <li>• List the primary OPEID first if multiple exist</li> <li>• Separate each OPEID with the "~" character</li> <li>• Example: 12345677~12345678~12345679</li> <li>• First 6 characters of first valid value are updated to SCHOOL_CONFIGURATION.OPEID</li> <li>• Refer to the OPEID column of this School Workbook when another workbook requires the school OPEIDs and ensure that the OPEIDs in both workbooks remain in sync.</li> </ul> |
| Disable_Pace_of_Completion | D      | N         | Groovy script<br><br>TRUE, FALSE, blank                | Script to disable the Pace of Completion calculation for SAP.<br><br>You can override this in the SAP UI. Baseline value is set to blank which means Pace of Completion calculation is enabled.  |

|  |   |   |   |  |
|--|---|---|---|--|
| Minimum Pace of Completion                           | E | Y | Double<br>Any numerical value.<br>Baseline value is set to 0.67.  | Minimum Pace of Completion %.  |
| Maximum Approved SAP Appeals                         | F | Y | Integer<br>Any Positive Number.<br>Baseline value is set to 2.  | Maximum number of approved SAP appeals that can be requested for any student record.   |
| SAP Appeals Initiating Doc                           | G | Y | String<br>Valid configured document code.   | SAP Appeal Document<br>Document student must submit to start the SAP Appeal process.<br>Baseline value is SAPAppealRequest.  |
| Prior_Year_Determination_Credit_Balance              | H | N | Enumeration <ul style="list-style-type: none"> <li>• Academic Year</li> <li>• Award Year/Loan Period</li> </ul> | How the system should determine what is the prior year is when calculating \$200 prior year FA charges during credit balance determination.  |
| Right to Cancel Deadline                             | I | Y | Integer<br>Any Positive Number.<br>Baseline value is set to 2.  | The number of days after the disbursement message has been sent in which the student can accept a lower amount of the disbursement or cancel the fund without applying the Right to Cancel rules.  |
| Number of Days delay to Determine Disbursement Dates | J | Y | Integer   | The number of days that should be added to or removed from the payment period/loan payment period to determine the disbursement dates.<br><br>This is only applicable to Title IV funds. NFF disbursements are managed in the NFF workbook.<br><br>For example, minus 10 (-10) would set disbursement date to 10 days prior the start of the term.<br><br>Because the course start date may be different than the Term start date, you may need to add disbursement criteria to limit disbursements from going out too early prior to the first course start date. |
| Late Disbursement Acceptance Deadline Time-frame     | K | Y | Integer<br>Any Positive Number.<br>Baseline value is set to 2.  | Number of days from when the Late Disbursement Information was sent in to which Disbursement Acceptance must be received within by the system.   |
| PWD Acceptance Deadline Time-frame                   | L | Y | Integer<br>Any Positive Number.<br>Baseline value is set to 2.  | Number of days from when the post-withdrawal Disbursement Information was sent in to which Disbursement Acceptance must be received by the system.   |
| Grant Overpayment                                    | M | Y | String  | Configured message when grant overpayment exists   |

|   |   |   |  |   |
|---|---|---|--|---|
| Student Notification  |   |   | Alphanumeric ASCII text, up to 255 characters  |   |
| Valid ISIR Deadline for Non-Withdrawn Students  | N | Y | Integer  | Number of days from when the ISIR information for Non-Withdrawn students disbursements was sent in which valid ISIR fields must be received by the system.<br><br><b>Note:</b> DEADLINE FOR WITHDRAWN STUDENTS: Valid ISIR Deadline Configuration for Withdrawn Students = R2T4_CFG_DEADLINE.NUMBER_OF_DAYS - 1 day |
| R2T4 Deadline   | O | Y | Integer  | This is the number of days the system waits from the DOD before forcing an R2T4 calculation if the calculation is pending for any reason.   |
| Include Prior Year Outstanding Balance?   | P | Y | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | Election for whether the Prior Year Outstanding Balance should be calculated and included to determine the credit balance amount.   |
| Total COA Loan Fee To Add   | Q | Y | Enumeration <ul style="list-style-type: none"> <li>• NONE</li> <li>• ACTUAL_LOAN_FEE</li> <li>• STANDARD_LOAN_FEE</li> </ul> | Defines which loan fee is added to the student's Total Cost of Attendance, if the packaging engine is packaging the student for that Cost of Attendance.  |
| Actual COA Loan Fee To Add  | R | Y | Enumeration <ul style="list-style-type: none"> <li>• NONE</li> <li>• ACTUAL_LOAN_FEE</li> <li>• STANDARD_LOAN_FEE</li> </ul> | Defines which loan fee is added to the student's Actual Cost of Attendance, if the packaging engine is packaging the student for that Cost of Attendance.   |
| Change of Program - Max Days Out of Attendance  | S | Y | Integer  | Maximum number of days that a student can be out of attendance and still be considered continuously enrolled for the first condition to stay in the same Payment Period.  |
| Validate Number of Break Days for LOA/Breaks  | T | Y | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> <li>• FALSE</li> </ul>  | Indicates if system should validate Number of Break Days in LOA/Breaks inbound message.   |
| Effective Date of Full First Academic Years for External Transfer / Advancing Degree Students | U | Y | Date   | Effective date by which Client wants New packaging logic to become effective<br><br>The greater of the packaging start date/program start date is compared to this field<br><br>if greater than the config date - then uses new logic   |
| Count Repeat Courses in   | V | Y | Boolean <ul style="list-style-type: none"> <li>• TRUE</li> </ul>   | Indicates if system should count Repeat Courses towards Students' Pace of Completion component of SAP Calculation.  |

|   |    |   |   |  |
|---|----|---|---|--|
| SAP - Pace of Completion?                         |    |   | <ul style="list-style-type: none"> <li>FALSE</li> </ul>   | Baseline value is set to TRUE so that any repeat courses from the SAFI are included in the SAP calculation.  |
| Count Repeat Courses in SAP - Max Time Frame?     | W  | Y | Boolean <ul style="list-style-type: none"> <li>TRUE</li> <li>FALSE</li> </ul>   | Indicates if system should count Repeat Courses towards Students' Max Time Frame component of SAP Calculation  |
| Days Between FAH File Requests                    | X  | Y | Integer   | Days after the initial FAH File request is sent upon receipt of ISIR; Next FAH File request.<br><br>Baseline value is set to TRUE so that any repeat courses from the SAFI are included in the SAP calculation.  |
| Backdated LOA Return Disbursed Funds Policy       | Y  | Y | Boolean <ul style="list-style-type: none"> <li>TRUE</li> <li>FALSE</li> </ul>   | Return loan funds disbursed during backdated LOA?<br><br>Table integer translated.   |
| Additional ISIR Matching Criteria                 | Z  | Y | Enumeration <ul style="list-style-type: none"> <li>0100 = "SCHOOL_CODE_AND_CURRENT_SSN"</li> <li>0011 = "SCHOOL_CODE_AND_CURRENT_SSN_THEN_LAST_NAME_AND_DOB"</li> </ul> | Additional Criteria that are used to match Student to ISIR Record if initial attempt of SSN fails.<br><br><b>Note:</b> This value is ignored if an ISIR Matching Criteria Combination (Column AE) is provided  |
| Enrollment Status Determination                   | AA | Y | Query   | To specific how the system should determine the student's enrollment status.<br><br>Valid logical query returning one of the following enrollment statuses: <ul style="list-style-type: none"> <li>NOT_ATTENDING</li> <li>LESS_THAN_HALF_TIME</li> <li>HALF_TIME</li> <li>THREE_QUARTER_TIME</li> <li>FULL_TIME</li> </ul> |
| Create User Task If Automatic ISIR Matching Fails | AB | Y | Boolean <ul style="list-style-type: none"> <li>TRUE</li> <li>FALSE</li> </ul>   | Indicates if system should create a matching user task when automatically matching ISIRs to Students when the criteria specified fails.  |
| ISIR Matching Criteria Combination                | AC | Y | Enumeration <ul style="list-style-type: none"> <li>SSN</li> <li>DOB</li> <li>LAST_NAME</li> <li>FIRST_NAME</li> <li>MIDDLE_INITIAL</li> </ul>                           | Criteria values available for use when matching ISIRs to Students.<br><br>Matching Criteria combo (for example - SSN~DOB).<br><br>Combine any of these with any other single criterion to create a Matching Criteria combination: <ul style="list-style-type: none"> <li>SSN</li> <li>LAST_NAME</li> </ul>                 |

|  |    |   |  |  |
|--|----|---|--|--|
|  |    |   | <ul style="list-style-type: none"> <li>EMAIL_ADDRESS</li> <li>GENDER</li> <li>ZIP</li> <li>PHONE_NUMBER</li> <li>SSN Match Flags (no SIS equivalents)                             <ul style="list-style-type: none"> <li>SSN_MATCH_FLAG_1</li> <li>SSN_MATCH_FLAG_2</li> <li>SSN_MATCH_FLAG_3</li> <li>SSN_MATCH_FLAG_4</li> <li>SSN_MATCH_FLAG_5</li> <li>SSN_MATCH_FLAG_6</li> <li>SSN_MATCH_FLAG_7</li> <li>SSN_MATCH_FLAG_8</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>DOB</li> <li>PHONE_NUMBER</li> <li>EMAIL_ADDRESS</li> </ul> <p>Examples of Syntax:</p> <ul style="list-style-type: none"> <li>Use the ~ symbol to separate fields in each combination.</li> <li>Use the   symbol to separate matching combinations.</li> </ul> <p>Example Valid Matching Rules:</p> <ul style="list-style-type: none"> <li>SSN~LAST_NAME~FIRST_NAME</li> </ul> <p>Rule translates to: Match on SSN AND Last Name AND First Name.</p> <ul style="list-style-type: none"> <li>SSN~LAST_NAME~FIRST_NAME SSN~DOB SSN</li> </ul> <p>Rule translates to: Match on SSN AND Last Name AND First Name. If no results, then match on SSN AND DOB, if no results, then match on SSN.</p> <p><b>Note:</b> The legacy ISIR matching logic (Column AC - Additional ISIR Matching Criteria) is used if this value is not provided.</p> |
| Active CIP Code Year                       | AD | N | String<br>2010,2020  | <p>CIP Code Classification year from SAFI.</p> <p>ED introduced new CIP Codes beginning with the 2020-2021 Award Year; the first since 2010. This field determines which classification year to use (2010 or 2020) for COD reporting purposes.</p>   |
| SAP_Evaluation_Period_Determination_Script | AE | Y | Groovy script  | <p>Determines whether to evaluate SAP on a Term/Payment Period or Academic Year basis.<br/>                 TRUE (Academic Year),FALSE (Term/Payment Period)</p> <p>You can define specific populations to be evaluated differently. Students with a prior SAP status of FD, FW, or FP, are evaluated by Term/Payment Period regardless of configuration. Baseline value is set to return FALSE, which evaluates by Term/Payment Period.</p>   |
| Summer_EFC_SAI_Need_Calc                   | AF | N | Date   | <p>The Summer EFC/SAI calculation is applied if the academic year end date is greater than the effective date set in the Summer_EFC_SAI_Need_Calc column.</p>  |

## Considerations for Configuration

For testing the system, none of the fields in this workbook are required to be updated.

The only fields that are required to be updated in this workbook for use in a production environment are:

- School Name
- Campus Name
- Federal School Code

- COD Routing ID
- OPEID
- TG Mailbox

## Student Hold Guide

This workbook allows institutions to define types of student record holds, and whether the valid ISIR process will run for each student on the respectively defined type of Student Record Hold.

### Workbook Description

The file name for this workbook is **STUDENT\_HOLD.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name               | Column | Required? | Field Type and Accepted Values  | Description  |
|--------------------------|--------|-----------|---|--|
| Student_Record_Hold_Type | A      | Y         | String<br><br>Alphanumeric ASCII text, up to 255 characters                           | Label of the Student Record Hold.<br><br>Example Value:<br><ul style="list-style-type: none"><li>• Fraud</li></ul>                       |
| Allow_Val_Isir_Proc      | B      | Y         | Boolean<br><br><ul style="list-style-type: none"><li>• TRUE</li><li>• FALSE</li></ul> | To specify whether the system should run the Valid ISIR Process for any student on the respectively defined type of Student Record Hold. |



## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission(s) through Roles Management in order to enable and view the configuration in the UI.

- Student
- Student Holds

See [Set General Permissions Matrix](#).

## Configuration in the User Interface

The configuration is visible in the Student Financial Aid User Interface if you navigate to the following screens:

1. **Student Search > Student Summary > Student Holds > Student Record Hold**

## Trigger Guide

Use this workbook to define criteria and student messaging for financial aid notifications; for example, when an Master Promissory Note Entrance Counseling Completion is required.

## Workbook Description

The file name for this workbook is **TRIGGER.csv**.

Configuration Workbooks are delivered in the form of Excel spreadsheets. In these spreadsheets, every configurable field is represented as a spreadsheet column and there are as many spreadsheet rows as needed for that particular configuration. Here are the column descriptions:

- Field Name.
- Column: Spreadsheet column associated with the field.
- Required?: Denote if you're required to populate the field or not.
- Field Type and Accepted Values:
  - String: These are usually alphanumeric.
  - Integer: Numeric, a whole number.
  - Double: Numeric with places to the right of the decimal.
  - Enumeration: List of values.
  - Boolean: True or False, Yes or No.
  - Groovy script: A logical query using groovy script.
  - Date: yyyy-mm-dd format.
- Description.

| Field Name                      | Column | Required? | Field Type  | Description   |
|---------------------------------|--------|-----------|---|---|
| Message Class                   | A      | Y         | Enumeration<br><br>Use the single letter in your workbook column: <ul style="list-style-type: none"> <li>• A (for Agreement to Serve Acknowledgement).</li> <li>• E (for Entrance Counseling).</li> <li>• F (for FAFSA Completion).</li> <li>• I (for Informed Borrower).</li> <li>• M (for Master Promissory Note).</li> <li>• P (for PLUS Loans).</li> <li>• T (for TEACH Grants).</li> </ul> | Type of message to be configured.   |
| Message When No Longer Required | B      | N         | String<br><br>Alphanumeric ASCII text, up to 4,000 characters.  | Message only appears in FAS UI.   |
| Message When Required           | C      | N         | String<br><br>Alphanumeric ASCII text, up to 4,000 characters.  | Message only appears in FAS UI.   |
| Required Criteria               | D      | N         | Groovy script   | Type of student for which message is required.<br><br>Valid logical query, Groovy script, and any combination of the following parameters: <ul style="list-style-type: none"> <li>• ISIR Status</li> <li>• ISIR Fields</li> <li>• Packaging Status</li> <li>• Fund Codes</li> <li>• Fund Status</li> <li>• Disbursement Status</li> <li>• Fund Acceptance</li> </ul><br>For Groovy Script: <ul style="list-style-type: none"> <li>• Data Type: Groovy</li> <li>• Level: Set per Message Class</li> <li>• Default: Defined Baseline Config Criteria</li> </ul> |

|  |   |   |  |   |
|--|---|---|--|---|
|  |   |   |  | <ul style="list-style-type: none"> <li>• Definition: Users can create criteria for when each message class notification should be triggered on the student record, using:                     <ul style="list-style-type: none"> <li>○ FinancialPlanAPI</li> <li>○ ProgramAPI</li> <li>○ IsirRecordAPI</li> <li>○ FasStudentAPI</li> <li>○ Fund Acceptance API</li> </ul> </li> </ul> |
| Required Trigger Event                                   | E | N | Enumeration <ul style="list-style-type: none"> <li>• FAFSA_OPENED</li> <li>• ISIR_MATCHED</li> <li>• PACKAGE_UPDATED</li> <li>• SDI_RECEIVED</li> <li>• SDU_UPDATED</li> </ul> | Select when the outbound message is required.<br><br>To use more than one, separate by "~" symbol.  |
| MPN Type   | F | N | Enumeration <ul style="list-style-type: none"> <li>• GRADUATE_PLUS</li> <li>• PLUS</li> <li>• SUBSIDIZED_UNSUBSIDIZED</li> </ul>   | Select the type of MPN the rule applies to. Only applicable to <b>M</b> message class.  |
| Entrance Type  | G | N | Enumeration <ul style="list-style-type: none"> <li>• PLUS</li> <li>• SUBSIDIZED_UNSUBSIDIZED</li> </ul>  | Select the type of entrance counseling the rule applies to. Only applicable to <b>E</b> message class.  |
| Plus Credit Decision Type                                | H | N | Enumeration <ul style="list-style-type: none"> <li>• GRADUATE_PLUS</li> <li>• PLUS</li> </ul>  | Select the type of PLUS loan the rule applies to. Only applicable to <b>P</b> message class.  |
| Informed Borrower Type (Annual Student Loan Acknowledgem | I | N | Enumeration <ul style="list-style-type: none"> <li>• SUBSIDIZED_UNSUBSIDIZED_GRADUATE_PLUS</li> <li>• PLUS</li> </ul>  | Select the type of loan the rule applies to. Only applicable to <b>I</b> message class.   |
| FAFSA Requested Flag                                     | J | ? | Boolean  | This is related to the FAFSA Requesting flag in the Student Demographic Information. <ul style="list-style-type: none"> <li>• Blank or TRUE indicates that the value is considered.</li> <li>• FALSE indicates that the value isn't considered.</li> </ul>  |

|                                  |   |   |         |  |
|----------------------------------|---|---|---------|--|
|                                  |   |   |         | Only applicable to <b>F</b> message class.   |
| Override Pre-Defined FAFSA Logic | K | ? | Boolean | <ul style="list-style-type: none"> <li>Blank or FALSE indicates that pre-defined FAFSA notification logic shouldn't be overridden.</li> <li>TRUE indicates that pre-defined FAFSA notification logic should be overridden.</li> </ul> Only applicable to <b>F</b> message class. |

## Enable the Configuration in the UI

You do not have to complete any setup in the user interface to enable this configuration.

## Required Permissions

You must have a role with the following General Permission or Document Permission through Roles Management in order to enable and view the configuration in the UI:

- Student

See [Set General Permissions Matrix](#).

## Navigation to Student Notifications in FAS

Query a student and navigate to **Student Financial Aid User Interface > Student > Student Record > Student Notifications**

You can filter the Student Notifications based on the Student Notification Status (for example, **Open, Closed, All**). On the Student Notification screen, the user will select the desired option from a drop-down menu.

## Navigation to Student Notifications in Student Self-Service

Query a student and navigate to **Student Self-Service User Interface > Notifications**.

# 3 Baseline Configuration

## 2022-2023 Configured Baseline Documents

This topic includes the Oracle-delivered configuration for the 2022-2023 Award Year for the *Documents Guide*.

| Document Name                             | Document Code        | Active Document Dates | Manual Review Required? | Document Request Message  |
|---|----------------------|-----------------------|-------------------------|---|
| 1099G                                     | 1099G                | Aid Year              | No                      | Your 2020 1099-G is required to complete your financial aid verification process.<br><br>Form 1099-G is requested to report unemployment compensation as well as any state or local income tax refunds you received that year.  |
| Amended Tax Return Form 1040x             | 1040x                | Aid Year              | No                      | Your 2020 tax return is required to complete your financial aid verification process.<br><br>The Amended U.S. Individual Income Tax Return is used for taxpayers who needed to correct mistakes made on Tax Form 1040.  |
| Foreign Tax Transcript                    | ForeignTaxTranscript | Aid Year              | No                      | Your 2020 foreign tax transcript is required to complete your financial aid verification process.<br><br>A Foreign Tax Transcript is used for a person who has returns from a foreign nation in a given tax year.   |
| High School Diploma Equivalency Statement | HighSchoolStatement  | Aid Year              | Yes                     | Your high school diploma equivalency statement is required to complete your financial aid verification process.<br><br>A high school diploma equivalency statement should be used to verify secondary education if other document types are not available due to COVID 19.                                  |
| IRS Tax Extension Approval                | IRSExtensionApproval | Aid Year              | No                      | Your 2020 extension approval form is required to complete your financial aid verification process.<br><br>This form is used to verify the IRS's approval of an extension beyond the automatic six-month extension for the appropriate tax year.   |
| IRS Tax Extension Form 4868               | IRSForm4868          | Aid Year              | No                      | Your 2020 extension form is required to complete your financial aid verification process.<br><br>IRS Extension Form 4868 is used for taxpayers who are not able to file their federal individual income tax return by the due date, and are not able to get an automatic 6-month extension of time to file. |

|                                   |                         |          |     |   |
|-----------------------------------|-------------------------|----------|-----|---|
| IRS Tax Return 1040               | 1040                    | Aid Year | No  | <p>Your 2020 tax return is required to complete your financial aid verification process.</p> <p>Your 2020 Individual Income Tax Return is the annual income tax return filed by citizens or residents of the United States and must include all signatures of the tax filers.</p>   |
| Non-filing Statement              | NonFilingStatement      | Aid Year | Yes | <p>Your non-filing statement is required to complete your financial aid verification process.</p> <p>A Verification of Non-filing (VNF) should be requested from the IRS stating that you have not filed an IRS income tax return for the requested tax year.</p> <p>If you are not able to obtain a VNF from the IRS or relevant tax authority, you may submit a statement certifying your attempt.</p> <p>If you are a dependent student, you can provide a statement certifying your non filing status, and are not required to request a VNF from the IRS or relevant tax authority.</p>  |
| Professional Judgment Application | PJApp                   | Aid Year | Yes | <p>A professional judgment application may be requested to allow a financial aid administrator to review your unique situation and adjust the cost of attendance or data in the FAFSA used to calculate your EFC.</p>   |
| Rollover Statement                | RolloverStatement       | Aid Year | No  | <p>Your 2020 statement is required to complete your financial aid verification process.</p> <p>Your FAFSA indicates that an IRS rollover was reported on your federal tax return for the specified tax year. Please confirm the amount of the IRS-authorized rollover amount reported on the return.</p> <p>For your reference, a rollover is described as the following: Untaxed portions of IRA distributions and portions are reported as lines 4a minus 4b on the 1040. Sometimes, these amounts are "rolled over" into another qualified IRA, pension, or annuity plan, so these rollover amounts are not actually received as untaxed income. The rollover amount is verified and subtracted from the untaxed IRA distribution amount or untaxed pension and annuity distribution amount, as applicable. The rollover amount cannot be a negative number.</p> |
| SAP Appeals Request               | SAPApealRequest         | Aid Year | Yes | <p>A sap appeal may be requested to allow a financial aid administrator to review your unique situation and adjust your recent satisfactory academic progress record for the latest period.</p>   |
| Self Employment Statement         | SelfEmploymentStatement | Aid Year | No  | <p>A 2020 self employment statement is required to complete your financial aid verification process.</p> <p>If self-employed, please provide a signed statement with the amounts of your AGI and U.S. income taxes paid for the tax year.</p>   |

|   |                     |          |     |  |
|---|---------------------|----------|-----|--|
| Statement of Education Purpose - Campus | SOEP-Campus         | Aid Year | No  | <p>Your statement is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this document, and request additional information if necessary.</p> <p>Students must sign a statement of educational purpose that certifies who you are and that the federal student aid that you may receive will only be used for educational purposes and for the cost of attending the school for this Aid Year. Please complete the Statement of Education Purpose letter you received in person at your school and present a valid, unexpired, government-issued photo identification (ID) such as a passport or a driver's license or other state-issued ID, then submit the signed document.</p>  |
| Statement of Education Purpose - Notary | SOEP-Notary         | Aid Year | Yes | <p>Your statement is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this document, and request additional information if necessary.</p> <p>Students must sign a statement of educational purpose that certifies who you are and that the federal student aid that you may receive will only be used for educational purposes and for the cost of attending the school for this Aid Year. Please complete the Statement of Education Purpose letter you received in person at your school and present a valid, unexpired, government-issued photo identification (ID) such as a passport or a driver's license or other state-issued ID. If you are unable to appear at your school, you must go to a notary public and sign the statement of educational purpose, then submit the signed document, including the certification stamp from the notary.</p> |
| Student Statement                       | StudentStatement    | Aid Year | Yes | <p>A student statement is required to complete your financial aid verification process.</p> <p>Please provide a signed statement with information about your specific situation to be reviewed by a financial aid advisor.</p>   |
| US Tax Return Transcript                | TaxReturnTranscript | Aid Year | No  | <p>Your 2020 tax return is required to complete your financial aid verification process.</p> <p>A tax return transcript should be requested from the IRS, which shows most line items from your tax return (Form 1040) as it was originally filed, including any accompanying forms and schedules. It does not reflect</p>   |

|  |                     |                 |    |   |
|--|---------------------|-----------------|----|---|
|  |                     |                 |    | any changes you, your representative, or the IRS made after the return was filed.   |
| Verification Worksheet Independent       | VW-Ind              | Aid Year        | No | <p>Your verification worksheet is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this worksheet, and request additional information if necessary.</p>  |
| Verification Worksheet Dependent         | VW-Dep              | Aid Year        | No | <p>Your verification worksheet is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this worksheet, and request additional information if necessary.</p>  |
| W2                                       | W2                  | Aid Year        | No | <p>Your 2020 W2 is required to complete your financial aid verification process.</p> <p>Form W-2's are provided to employees from every employer engaged in a trade or business who pays for work or a service, including non-cash payments of \$600 or more for the year, from whom:</p> <ul style="list-style-type: none"> <li>Income, social security, or Medicare tax was withheld.</li> <li>Income tax would have been withheld if the employee had claimed no more than one withholding allowance or had not claimed exemption from withholding on Form W-4, Employee's Withholding Allowance Certificate.</li> </ul> |
| Non-Driver's License Identification Card | NonDriversLicenseID | Expiration Date | No | <p>Your identification card is required to complete your financial aid verification process.</p> <p>DMV offers identification cards to residents who need an official form of identification, but do not want or need a driver license.</p>   |
| Passport                                 | Passport            | Expiration Date | No | <p>Your passport is required to complete your financial aid verification process.</p> <p>A passport is an official document issued by a government, certifying the holder's identity and citizenship and entitling them to travel under its protection to and from foreign countries and should contain the holder's name, place and date of birth, an issuing agency and an expiration date.</p>   |
| State-issued Driver's License            | DriversLicense      | Expiration Date | No | <p>Your driver's license is required to complete your financial aid verification process.</p>   |



|                                  |                  |                 |     |  |
|----------------------------------|------------------|-----------------|-----|--|
|                                  |                  |                 |     | <p>A driver's license is an official document used for identification that permits a specific individual to operate one or more types of motorized vehicles, such as a motorcycle, car, truck, or bus on a public road.</p>  |
| State-issued Identification Card | StatelssuedID    | Expiration Date | No  | <p>Your identification card is required to complete your financial aid verification process.</p> <p>DMV offers identification cards to residents who need an official form of identification, but do not want or need a driver license.</p>  |
| Death Certificate                | DeathCertificate | Lifetime        | Yes | <p>Your death certificate is required to complete your financial aid verification process.</p> <p>The death certificate should be the official statement, signed by a physician, indicating the cause, date, and place of the person's death.</p>  |
| GED Certificate                  | GEDCert          | Lifetime        | No  | <p>Your GED Certificate is required to complete your financial aid verification process.</p> <p>The General Education Development/ General Education Diploma (GED) or High School Equivalency Certificate, shows that you have a level of knowledge equivalent to a high school graduate and is used to verify secondary education.</p>  |
| GED Transcript                   | GEDTranscript    | Lifetime        | No  | <p>Your GED Transcript is required to complete your financial aid verification process.</p> <p>General Education Development/ General Education Diploma (GED) transcripts provide a substantial verification of your academic history. Refer to the GED Testing Service to find specific directions for your individual state and follow the requirements to request a copy of your transcripts.</p> |
| High School Diploma              | HSDiploma        | Lifetime        | No  | <p>Your high school diploma is required to complete your financial aid verification process.</p> <p>An official high school diploma should be received upon successful graduation from high school and is used to verify secondary education.</p>  |
| High School Transcript           | HSTranscript     | Lifetime        | No  | <p>Your high school transcript is required to complete your financial aid verification process.</p> <p>High school transcripts provide a substantial verification of your academic history. Refer to your high school to find specific directions and follow the requirements to request a copy of your transcripts.</p>   |
| Home School Certificate          | HomeSchoolCert   | Lifetime        | No  | <p>Your home school certificate is required to complete your financial aid verification process.</p>   |

|   |                           |          |     |   |
|---|---------------------------|----------|-----|---|
|   |                           |          |     | A home school certificate can be received upon successful completion of a home school program and is used to verify secondary education.  |
| Legal Name Change Document                | LegalNameChange           | Lifetime | Yes | Your legal name change document is required to complete your financial aid verification process.<br><br>The government-issued document evidencing your legal name change under federal or state law.  |
| Marriage Certificate                      | MarriageCertificate       | Lifetime | Yes | Your marriage certificate is required to complete your financial aid verification process.<br><br>An original or certified copy of your marriage certificate evidencing your legal name change under federal or state law.  |
| Secondary School Leaving Certificate      | SecondarySchoolLeavingCer | Lifetime | No  | Your certificate is required to complete your financial aid verification process.<br><br>The Secondary School Leaving Certificate is a certification obtained by a student on successful completion of an examination at the end of study at the secondary schooling level. |
| State High School Equivalency Certificate | StateHSEquivalencyCert    | Lifetime | No  | Your certificate is required to complete your financial aid verification process.<br><br>For students who left high school before graduation may complete an examination to secure a high school equivalency credential and will be awarded a certificate.                  |

## 2023-2024 Configured Baseline Documents

This topic includes the Oracle-delivered configuration for the 2023-2024 Award Year for the *Documents Guide*.

| Document Name                 | Document Code | Active Document Dates | Manual Review Required? | Document Request Message   |
|-------------------------------|---------------|-----------------------|-------------------------|--|
| 1099G                         | 1099G         | Aid Year              | No                      | Your 2021 1099-G is required to complete your financial aid verification process.<br><br>Form 1099-G is requested to report unemployment compensation as well as any state or local income tax refunds you received that year. |
| Amended Tax Return Form 1040x | 1040x         | Aid Year              | No                      | Your 2021 tax return is required to complete your financial aid verification process.  |

| Document Name                             | Document Code        | Active Document Dates | Manual Review Required? | Document Request Message  |
|---|----------------------|-----------------------|-------------------------|---|
|   |                      |                       |                         | The Amended U.S. Individual Income Tax Return is used for taxpayers who needed to correct mistakes made on Tax Form 1040.   |
| Foreign Tax Transcript                    | ForeignTaxTranscript | Aid Year              | No                      | Your 2021 foreign tax transcript is required to complete your financial aid verification process.<br><br>A Foreign Tax Transcript is used for a person who has returns from a foreign nation in a given tax year.   |
| High School Diploma Equivalency Statement | HighSchoolStatement  | Aid Year              | Yes                     | Your high school diploma equivalency statement is required to complete your financial aid verification process.<br><br>A high school diploma equivalency statement should be used to verify secondary education if other document types are not available due to COVID 19.  |
| IRS Tax Extension Approval                | IRSExtensionApproval | Aid Year              | No                      | Your 2021 extension approval form is required to complete your financial aid verification process.<br><br>This form is used to verify the IRS's approval of an extension beyond the automatic six-month extension for the appropriate tax year.   |
| IRS Tax Extension Form 4868               | IRSForm4868          | Aid Year              | No                      | Your 2021 extension form is required to complete your financial aid verification process.<br><br>IRS Extension Form 4868 is used for taxpayers who are not able to file their federal individual income tax return by the due date, and are not able to get an automatic 6-month extension of time to file.   |
| IRS Tax Return 1040                       | 1040                 | Aid Year              | No                      | Your 2021 tax return is required to complete your financial aid verification process.<br><br>Your 2021 Individual Income Tax Return is the annual income tax return filed by citizens or residents of the United States and must be include all signatures of the tax filers.   |
| Non-filing Statement                      | NonFilingStatement   | Aid Year              | Yes                     | Your non-filing statement is required to complete your financial aid verification process.<br><br>A Verification of Non-filing (VNF) should be requested from the IRS stating that you have not filed an IRS income tax return for the requested tax year.<br><br>If you are not able to obtain a VNF from the IRS or relevant tax authority, you may submit a statement certifying your attempt.<br><br>If you are a dependent student, you can provide a statement certifying your non filing status, and are not |

| Document Name                           | Document Code           | Active Document Dates | Manual Review Required? | Document Request Message   |
|---|-------------------------|-----------------------|-------------------------|--|
|   |                         |                       |                         | required to request a VNF from the IRS or relevant tax authority.  |
| Professional Judgment Application       | PJApp                   | Aid Year              | Yes                     | A professional judgment application may be requested to allow a financial aid administrator to review your unique situation and adjust the cost of attendance or data in the FAFSA used to calculate your EFC.   |
| Rollover Statement                      | RolloverStatement       | Aid Year              | No                      | <p>Your 2021 statement is required to complete your financial aid verification process.</p> <p>Your FAFSA indicates that an IRS rollover was reported on your federal tax return for the specified tax year. Please confirm the amount of the IRS-authorized rollover amount reported on the return.</p> <p>For your reference, a rollover is described as the following: Untaxed portions of IRA distributions and portions are reported as lines 4a minus 4b on the 1040. Sometimes, these amounts are "rolled over" into another qualified IRA, pension, or annuity plan, so these rollover amounts are not actually received as untaxed income. The rollover amount is verified and subtracted from the untaxed IRA distribution amount or untaxed pension and annuity distribution amount, as applicable. The rollover amount cannot be a negative number.</p>  |
| SAP Appeals Request                     | SAPAppealRequest        | Aid Year              | Yes                     | A sap appeal may be requested to allow a financial aid administrator to review your unique situation and adjust your recent satisfactory academic progress record for the latest period.   |
| Self Employment Statement               | SelfEmploymentStatement | Aid Year              | No                      | <p>A 2021 self employment statement is required to complete your financial aid verification process.</p> <p>If self-employed, please provide a signed statement with the amounts of your AGI and U.S. income taxes paid for the tax year.</p>  |
| Statement of Education Purpose - Campus | SOEP-Campus             | Aid Year              | No                      | <p>Your statement is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this document, and request additional information if necessary.</p> <p>Students must sign a statement of educational purpose that certifies who you are and that the federal student aid that you may receive will only be used for educational purposes and for the cost of attending the school for this Aid Year. Please complete the Statement of Education Purpose letter you received in person at your school and present a valid, unexpired, government-issued photo identification (ID) such as a passport or a driver's</p> |

| Document Name                           | Document Code       | Active Document Dates | Manual Review Required? | Document Request Message   |
|---|---------------------|-----------------------|-------------------------|--|
|   |                     |                       |                         | license or other state-issued ID, then submit the signed document.   |
| Statement of Education Purpose - Notary | SOEP-Notary         | Aid Year              | Yes                     | <p>Your statement is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this document, and request additional information if necessary.</p> <p>Students must sign a statement of educational purpose that certifies who you are and that the federal student aid that you may receive will only be used for educational purposes and for the cost of attending the school for this Aid Year. Please complete the Statement of Education Purpose letter you received in person at your school and present a valid, unexpired, government-issued photo identification (ID) such as a passport or a driver's license or other state-issued ID. If you are unable to appear at your school, you must go to a notary public and sign the statement of educational purpose, then submit the signed document, including the certification stamp from the notary.</p> |
| Student Statement                       | StudentStatement    | Aid Year              | Yes                     | <p>A student statement is required to complete your financial aid verification process.</p> <p>Please provide a signed statement with information about your specific situation to be reviewed by a financial aid advisor.</p>   |
| US Tax Return Transcript                | TaxReturnTranscript | Aid Year              | No                      | <p>Your 2021 tax return is required to complete your financial aid verification process.</p> <p>A tax return transcript should be requested from the IRS, which shows most line items from your tax return (Form 1040) as it was originally filed, including any accompanying forms and schedules. It does not reflect any changes you, your representative, or the IRS made after the return was filed.</p>   |
| Verification Worksheet Independent      | VW-Ind              | Aid Year              | No                      | <p>Your verification worksheet is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this worksheet, and request additional information if necessary.</p>   |

| Document Name                            | Document Code       | Active Document Dates | Manual Review Required? | Document Request Message  |
|--|---------------------|-----------------------|-------------------------|---|
| Verification Worksheet Dependent         | VW-Dep              | Aid Year              | No                      | <p>Your verification worksheet is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this worksheet, and request additional information if necessary.</p>  |
| W2                                       | W2                  | Aid Year              | No                      | <p>Your 2021 W2 is required to complete your financial aid verification process.</p> <p>Form W-2's are provided to employees from every employer engaged in a trade or business who pays for work or a service, including non-cash payments of \$600 or more for the year, from whom:</p> <ul style="list-style-type: none"> <li>Income, social security, or Medicare tax was withheld.</li> <li>Income tax would have been withheld if the employee had claimed no more than one withholding allowance or had not claimed exemption from withholding on Form W-4, Employee's Withholding Allowance Certificate.</li> </ul> |
| Non-Driver's License Identification Card | NonDriversLicenseID | Expiration Date       | No                      | <p>Your identification card is required to complete your financial aid verification process.</p> <p>DMV offers identification cards to residents who need an official form of identification, but do not want or need a driver license.</p>   |
| Passport                                 | Passport            | Expiration Date       | No                      | <p>Your passport is required to complete your financial aid verification process.</p> <p>A passport is an official document issued by a government, certifying the holder's identity and citizenship and entitling them to travel under its protection to and from foreign countries and should contain the holder's name, place and date of birth, an issuing agency and an expiration date.</p>   |
| State-issued Driver's License            | DriversLicense      | Expiration Date       | No                      | <p>Your driver's license is required to complete your financial aid verification process.</p> <p>A driver's license is an official document used for identification that permits a specific individual to operate one or more types of motorized vehicles, such as a motorcycle, car, truck, or bus on a public road.</p>   |
| State-issued Identification Card         | StatelssuedID       | Expiration Date       | No                      | <p>Your identification card is required to complete your financial aid verification process.</p>  |

| Document Name           | Document Code    | Active Document Dates | Manual Review Required? | Document Request Message  |
|-------------------------|------------------|-----------------------|-------------------------|---|
|                         |                  |                       |                         | DMV offers identification cards to residents who need an official form of identification, but do not want or need a driver license.   |
| Death Certificate       | DeathCertificate | Lifetime              | Yes                     | Your death certificate is required to complete your financial aid verification process.<br><br>The death certificate should be the official statement, signed by a physician, indicating the cause, date, and place of the person's death.  |
| GED Certificate         | GEDCert          | Lifetime              | No                      | Your GED Certificate is required to complete your financial aid verification process.<br><br>The General Education Development/ General Education Diploma (GED) or High School Equivalency Certificate, shows that you have a level of knowledge equivalent to a high school graduate and is used to verify secondary education.  |
| GED Transcript          | GEDTranscript    | Lifetime              | No                      | Your GED Transcript is required to complete your financial aid verification process.<br><br>General Education Development/ General Education Diploma (GED) transcripts provide a substantial verification of your academic history. Refer to the GED Testing Service to find specific directions for your individual state and follow the requirements to request a copy of your transcripts. |
| High School Diploma     | HSDiploma        | Lifetime              | No                      | Your high school diploma is required to complete your financial aid verification process.<br><br>An official high school diploma should be received upon successful graduation from high school and is used to verify secondary education.  |
| High School Transcript  | HSTranscript     | Lifetime              | No                      | Your high school transcript is required to complete your financial aid verification process.<br><br>High school transcripts provide a substantial verification of your academic history. Refer to your high school to find specific directions and follow the requirements to request a copy of your transcripts.   |
| Home School Certificate | HomeSchoolCert   | Lifetime              | No                      | Your home school certificate is required to complete your financial aid verification process.<br><br>A home school certificate can be received upon successful completion of a home school program and is used to verify secondary education.   |

| Document Name                             | Document Code             | Active Document Dates | Manual Review Required? | Document Request Message  |
|---|---------------------------|-----------------------|-------------------------|---|
| Legal Name Change Document                | LegalNameChange           | Lifetime              | Yes                     | Your legal name change document is required to complete your financial aid verification process.<br><br>The government-issued document evidencing your legal name change under federal or state law.  |
| Marriage Certificate                      | MarriageCertificate       | Lifetime              | Yes                     | Your marriage certificate is required to complete your financial aid verification process.<br><br>An original or certified copy of your marriage certificate evidencing your legal name change under federal or state law.  |
| Secondary School Leaving Certificate      | SecondarySchoolLeavingCer | Lifetime              | No                      | Your certificate is required to complete your financial aid verification process.<br><br>The Secondary School Leaving Certificate is a certification obtained by a student on successful completion of an examination at the end of study at the secondary schooling level. |
| State High School Equivalency Certificate | StateHSEquivalencyCert    | Lifetime              | No                      | Your certificate is required to complete your financial aid verification process.<br><br>For students who left high school before graduation may complete an examination to secure a high school equivalency credential and will be awarded a certificate.                  |

## 2024-2025 Configured Baseline Documents

This topic includes the Oracle-delivered configuration for the 2024-2025 Award Year for the *Documents Guide*.

| Document Name                 | Document Code | Active Document Dates | Manual Review Required? | Document Request Message   |
|-------------------------------|---------------|-----------------------|-------------------------|--|
| 1099G                         | 1099G         | Aid Year              | No                      | Your 2022 1099-G is required to complete your financial aid verification process.<br><br>Form 1099-G is requested to report unemployment compensation as well as any state or local income tax refunds you received that year. |
| Amended Tax Return Form 1040x | 1040x         | Aid Year              | No                      | Your 2022 tax return is required to complete your financial aid verification process.  |



| Document Name                             | Document Code        | Active Document Dates | Manual Review Required? | Document Request Message   |
|---|----------------------|-----------------------|-------------------------|--|
|   |                      |                       |                         | The Amended U.S. Individual Income Tax Return is used for taxpayers who needed to correct mistakes made on Tax Form 1040.  |
| Foreign Tax Transcript                    | ForeignTaxTranscript | Aid Year              | No                      | Your 2022 tax return is required to complete your financial aid verification process. A tax return transcript should be requested from the IRS, which shows most line items from your tax return (Form 1040, 1040A, or 1040EZ) as it was originally filed, including any accompanying forms and schedules. It does not reflect any changes you, your representative, or the IRS made after the return was filed. |
| High School Diploma Equivalency Statement | HighSchoolStatement  | Aid Year              | Yes                     | Your high school diploma equivalency statement is required to complete your financial aid verification process.<br><br>A high school diploma equivalency statement should be used to verify secondary education if other document types are not available due to COVID 19.   |
| Housing                                   | Housing              | Aid Year              | No                      | Your housing status declaration is required to update your Financial Aid Cost of Attendance to align with your housing plans.  |
| IRS Tax Extension Approval                | IRSExtensionApproval | Aid Year              | No                      | Your 2022 extension approval form is required to complete your financial aid verification process.<br><br>This form is used to verify the IRS's approval of an extension beyond the automatic six-month extension for the appropriate tax year.  |
| IRS Tax Extension Form 4868               | IRSForm4868          | Aid Year              | No                      | Your 2022 extension form is required to complete your financial aid verification process.<br><br>IRS Extension Form 4868 is used for taxpayers who are not able to file their federal individual income tax return by the due date, and are not able to get an automatic 6-month extension of time to file.  |
| IRS Tax Return 1040                       | 1040                 | Aid Year              | No                      | Your 2022 tax return is required to complete your financial aid verification process.<br><br>Your 2022 Individual Income Tax Return is the annual income tax return filed by citizens or residents of the United States and must include all signatures of the tax filers.   |
| Non-filing Statement                      | NonFilingStatement   | Aid Year              | Yes                     | Your non-filing statement is required to complete your financial aid verification process.<br><br>A Verification of Non-filing (VNF) should be requested from the IRS stating that you have not filed an IRS income tax return for the requested tax year.   |

| Document Name                           | Document Code           | Active Document Dates | Manual Review Required? | Document Request Message  |
|---|-------------------------|-----------------------|-------------------------|---|
|   |                         |                       |                         | <p>If you are not able to obtain a VNF from the IRS or relevant tax authority, you may submit a statement certifying your attempt.</p> <p>If you are a dependent student, you can provide a statement certifying your non filing status, and are not required to request a VNF from the IRS or relevant tax authority.</p>  |
| PJ Provisional ISIR Status              | PJProvisional           | Aid Year              | Yes                     | Your ISIR was received with a Provisional SAI. A Professional Judgment is required to complete your financial aid process.  |
| Professional Judgment Application       | PJApp                   | Aid Year              | Yes                     | A professional judgment application may be requested to allow a financial aid administrator to review your unique situation and adjust the cost of attendance or data in the FAFSA used to calculate your SAI.  |
| Rollover Statement                      | RolloverStatement       | Aid Year              | No                      | <p>Your 2022 statement is required to complete your financial aid verification process.</p> <p>Your FAFSA indicates that an IRS rollover was reported on your federal tax return for the specified tax year. Please confirm the amount of the IRS-authorized rollover amount reported on the return.</p> <p>For your reference, a rollover is described as the following: Untaxed portions of IRA distributions and portions are reported as lines 4a minus 4b on the 1040. Sometimes, these amounts are "rolled over" into another qualified IRA, pension, or annuity plan, so these rollover amounts are not actually received as untaxed income. The rollover amount is verified and subtracted from the untaxed IRA distribution amount or untaxed pension and annuity distribution amount, as applicable. The rollover amount cannot be a negative number.</p> |
| SAP Appeals Request                     | SAPAppealRequest        | Aid Year              | Yes                     | A SAP appeal may be requested to allow a financial aid administrator to review your unique situation and adjust your recent satisfactory academic progress record for the latest period.  |
| Self Employment Statement               | SelfEmploymentStatement | Aid Year              | No                      | <p>A 2022 self employment statement is required to complete your financial aid verification process.</p> <p>If self-employed, please provide a signed statement with the amounts of your AGI and U.S. income taxes paid for the tax year.</p>   |
| Statement of Education Purpose - Campus | SOEP-Campus             | Aid Year              | No                      | <p>Your statement is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA)</p>   |

| Document Name                           | Document Code       | Active Document Dates | Manual Review Required? | Document Request Message   |
|---|---------------------|-----------------------|-------------------------|--|
|   |                     |                       |                         | <p>to this document, and request additional information if necessary.</p> <p>Students must sign a statement of educational purpose that certifies who you are and that the federal student aid that you may receive will only be used for educational purposes and for the cost of attending the school for this Aid Year. Please complete the Statement of Education Purpose letter you received in person at your school and present a valid, unexpired, government-issued photo identification (ID) such as a passport or a driver's license or other state-issued ID, then submit the signed document.</p>   |
| Statement of Education Purpose - Notary | SOEP-Notary         | Aid Year              | Yes                     | <p>Your statement is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this document, and request additional information if necessary.</p> <p>Students must sign a statement of educational purpose that certifies who you are and that the federal student aid that you may receive will only be used for educational purposes and for the cost of attending the school for this Aid Year. Please complete the Statement of Education Purpose letter you received in person at your school and present a valid, unexpired, government-issued photo identification (ID) such as a passport or a driver's license or other state-issued ID. If you are unable to appear at your school, you must go to a notary public and sign the statement of educational purpose, then submit the signed document, including the certification stamp from the notary.</p> |
| Student Statement                       | StudentStatement    | Aid Year              | Yes                     | <p>A student statement is required to complete your financial aid verification process.</p> <p>Please provide a signed statement with information about your specific situation to be reviewed by a financial aid advisor.</p>   |
| US Tax Return Transcript                | TaxReturnTranscript | Aid Year              | No                      | <p>Your 2022 tax return is required to complete your financial aid verification process.</p> <p>A tax return transcript should be requested from the IRS, which shows most line items from your tax return (Form 1040) as it was originally filed, including any accompanying forms and schedules. It does not reflect any changes you, your representative, or the IRS made after the return was filed.</p>   |

| Document Name                            | Document Code       | Active Document Dates | Manual Review Required? | Document Request Message  |
|--|---------------------|-----------------------|-------------------------|---|
| Verification Worksheet Independent       | VW-Ind              | Aid Year              | No                      | <p>Your verification worksheet is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this worksheet, and request additional information if necessary.</p>  |
| Verification Worksheet Dependent         | VW-Dep              | Aid Year              | No                      | <p>Your verification worksheet is required to complete your financial aid verification process.</p> <p>Your application for financial aid has been selected for verification. Verification is a process mandated by the U.S. Department of Education that requires the school to compare the information you reported on your Free Application for Federal Student Aid (FAFSA) to this worksheet, and request additional information if necessary.</p>  |
| W2                                       | W2                  | Aid Year              | No                      | <p>Your 2022 W2 is required to complete your financial aid verification process.</p> <p>Form W-2's are provided to employees from every employer engaged in a trade or business who pays for work or a service, including non-cash payments of \$600 or more for the year, from whom:</p> <ul style="list-style-type: none"> <li>Income, social security, or Medicare tax was withheld.</li> <li>Income tax would have been withheld if the employee had claimed no more than one withholding allowance or had not claimed exemption from withholding on Form W-4, Employee's Withholding Allowance Certificate.</li> </ul> |
| Non-Driver's License Identification Card | NonDriversLicenseID | Expiration Date       | No                      | <p>Your identification card is required to complete your financial aid verification process.</p> <p>DMV offers identification cards to residents who need an official form of identification, but do not want or need a driver license.</p>   |
| Passport                                 | Passport            | Expiration Date       | No                      | <p>Your passport is required to complete your financial aid verification process.</p> <p>A passport is an official document issued by a government, certifying the holder's identity and citizenship and entitling them to travel under its protection to and from foreign countries and should contain the holder's name, place and date of birth, an issuing agency and an expiration date.</p>   |

| Document Name                    | Document Code    | Active Document Dates | Manual Review Required? | Document Request Message   |
|----------------------------------|------------------|-----------------------|-------------------------|--|
| State-issued Driver's License    | DriversLicense   | Expiration Date       | No                      | <p>Your driver's license is required to complete your financial aid verification process.</p> <p>A driver's license is an official document used for identification that permits a specific individual to operate one or more types of motorized vehicles, such as a motorcycle, car, truck, or bus on a public road.</p>  |
| State-issued Identification Card | StatelssuedID    | Expiration Date       | No                      | <p>Your identification card is required to complete your financial aid verification process.</p> <p>DMV offers identification cards to residents who need an official form of identification, but do not want or need a driver license.</p>  |
| Death Certificate                | DeathCertificate | Lifetime              | Yes                     | <p>Your death certificate is required to complete your financial aid verification process.</p> <p>The death certificate should be the official statement, signed by a physician, indicating the cause, date, and place of the person's death.</p>  |
| GED Certificate                  | GEDCert          | Lifetime              | No                      | <p>Your GED Certificate is required to complete your financial aid verification process.</p> <p>The General Education Development/ General Education Diploma (GED) or High School Equivalency Certificate, shows that you have a level of knowledge equivalent to a high school graduate and is used to verify secondary education.</p>  |
| GED Transcript                   | GEDTranscript    | Lifetime              | No                      | <p>Your GED Transcript is required to complete your financial aid verification process.</p> <p>General Education Development/ General Education Diploma (GED) transcripts provide a substantial verification of your academic history. Refer to the GED Testing Service to find specific directions for your individual state and follow the requirements to request a copy of your transcripts.</p> |
| High School Diploma              | HSDiploma        | Lifetime              | No                      | <p>Your high school diploma is required to complete your financial aid verification process.</p> <p>An official high school diploma should be received upon successful graduation from high school and is used to verify secondary education.</p>  |
| High School Transcript           | HSTranscript     | Lifetime              | No                      | <p>Your high school transcript is required to complete your financial aid verification process.</p> <p>High school transcripts provide a substantial verification of your academic history. Refer to your high school to find</p>  |

| Document Name                             | Document Code             | Active Document Dates | Manual Review Required? | Document Request Message  |
|---|---------------------------|-----------------------|-------------------------|---|
|   |                           |                       |                         | specific directions and follow the requirements to request a copy of your transcripts.  |
| Home School Certificate                   | HomeSchoolCert            | Lifetime              | No                      | Your home school certificate is required to complete your financial aid verification process.<br><br>A home school certificate can be received upon successful completion of a home school program and is used to verify secondary education.                               |
| Legal Name Change Document                | LegalNameChange           | Lifetime              | Yes                     | Your legal name change document is required to complete your financial aid verification process.<br><br>The government-issued document evidencing your legal name change under federal or state law.  |
| Marriage Certificate                      | MarriageCertificate       | Lifetime              | Yes                     | Your marriage certificate is required to complete your financial aid verification process.<br><br>An original or certified copy of your marriage certificate evidencing your legal name change under federal or state law.  |
| Secondary School Leaving Certificate      | SecondarySchoolLeavingCer | Lifetime              | No                      | Your certificate is required to complete your financial aid verification process.<br><br>The Secondary School Leaving Certificate is a certification obtained by a student on successful completion of an examination at the end of study at the secondary schooling level. |
| State High School Equivalency Certificate | StateHSEquivalencyCert    | Lifetime              | No                      | Your certificate is required to complete your financial aid verification process.<br><br>For students who left high school before graduation may complete an examination to secure a high school equivalency credential and will be awarded a certificate.                  |

## 2022-2023 Configured Baseline Document Metadata

This topic includes the Oracle-delivered configuration for the 2022-2023 Award Year for the *Doc Metadata Guide*.

**Note:** For these Document Codes:

- 1040
- 1040X
- SelfEmploymentStatement
- TaxReturnTranscript

some of the tax return-related Attribute Names displayed in this topic aren't the full Attribute Names that are in the DOCMETADATA.csv. The extended Attribute Names in the DOCMETADATA.csv include additional information about where the information can be found on the appropriate tax form.

| Document Code | Attribute Code | Attribute Name                             | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|---------------|----------------|--|---------------|--|-----------|---|
| 1040          | AC1084         | Tax Form Type                              | 1             | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return                   | Yes       |   |
| 1040          | AC1015         | Adjusted Gross Income                      | 2             | Double   | Yes       |   |
| 1040          | AC1016         | Taxes Paid                                 | 3             | Double   | Yes       |   |
| 1040          | AC1017         | Untaxed IRA Distribution and Pension total | 4             | Double   | Yes       |   |
| 1040          | AC1109         | Untaxed Pensions Total                     | 5             | Double   | Yes       |   |
| 1040          | AC1019         | IRA Deduction                              | 6             | Double   | Yes       |   |
| 1040          | AC1020         | Tax-Exempt Interest                        | 7             | Double   | Yes       |   |
| 1040          | AC1021         | Education Credits                          | 8             | Double   | Yes       |   |
| 1040          | AC1065         | Filing Status                              | 9             | Enumeration<br><br>Head of Household, Married Filing Jointly, Married Filing Separately, | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040 OR 1040x OR ForeignTaxTranscript) |

|       |        |  |    |  |     |   |
|-------|--------|--|----|--|-----|---|
|       |        |  |    | Qualifying<br>Widower w/<br>Dependent,<br>Single   |     | If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040 OR 1040x OR ForeignTaxTranscript)  |
| 1040  | AC1007 | Signature Date                             | 1  | Date   | Yes |   |
| 1040x | AC1084 | Tax Form Type                              | 1  | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return   | Yes |   |
| 1040x | AC1015 | Adjusted Gross Income                      | 2  | Double   | Yes |   |
| 1040x | AC1016 | Taxes Paid                                 | 3  | Double   | Yes |   |
| 1040x | AC1017 | Untaxed IRA Distribution and Pension total | 4  | Double   | Yes |   |
| 1040x | AC1109 | Untaxed Pensions Total                     | 5  | Double   | Yes |   |
| 1040x | AC1019 | IRA Deduction                              | 6  | Double   | Yes |   |
| 1040x | AC1020 | Tax-Exempt Interest                        | 7  | Double   | Yes |   |
| 1040x | AC1021 | Education Credits                          | 8  | Double   | Yes |   |
| 1040x | AC1065 | Filing Status                              | 9  | Enumeration<br><br>Head of Household, Married Filing Jointly, Married Filing Separately, Qualifying Widower w/ Dependent, Single | Yes | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| 1040x | AC1007 | Signature Date                             | 10 | Date   | Yes |   |
| 1099G | AC1008 | Social Security Number                     | 1  | String   | Yes |   |
| 1099G | AC1064 | Payer's Federal Identification Number      | 2  | String   | Yes |   |
| 1099G | AC1013 | Box 1 Amount                               | 3  | Double   | Yes | Sums all 1099G, W2 and Self Employed Statement Income amounts to determine if Student   |



|                |        |                   |   |   |     |  |
|----------------|--------|-------------------|---|---|-----|--|
|                |        |                   |   |   |     | was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| 1099G          | AC1014 | Box 4 Amount      | 4 | Double  | Yes |  |
| 1099G          | AC1012 | Tax Calendar Year | 5 | Enumeration<br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020   | Yes |  |
| DriversLicense | AC1001 | First Name        | 1 | String  | Yes |  |
| DriversLicense | AC1002 | Last Name         | 2 | String  | Yes |  |
| DriversLicense | AC1003 | Date of Birth     | 3 | Date  | Yes |  |
| DriversLicense | AC1004 | Gender            | 4 | Enumeration<br>Male, Female   | Yes |  |
| DriversLicense | AC1005 | Expiration Date   | 5 | Date  | Yes | Checks Expiration Date, Request Updated Document   |
| DriversLicense | AC1066 | Issuing Agency    | 6 | Enumeration<br>Alabama,<br>Alaska, Arizona,<br>Arkansas,<br>California,<br>Colorado,<br>Connecticut,<br>Delaware,<br>Florida, Georgia,<br>Hawaii, Idaho,<br>Illinois, Indiana,<br>Iowa, Kansas,<br>Kentucky,<br>Louisiana,<br>Maine, Maryland,<br>Massachusetts,<br>Michigan,<br>Minnesota,<br>Mississippi,<br>Missouri,<br>Montana,<br>Nebraska,<br>Nevada, New<br>Hampshire,<br>New Jersey,<br>New Mexico,<br>New York, North<br>Carolina, North<br>Dakota, Ohio,<br>Oklahoma,<br>Oregon,<br>Pennsylvania,<br>Rhode Island,<br>South Carolina,<br>South Dakota,<br>Tennessee,<br>Texas, Utah, | Yes | Value "Other" requires Manually Reviewed   |

|                      |        |  |   |   |     |   |
|----------------------|--------|--|---|---|-----|---|
|                      |        |  |   | Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |     |   |
| DriversLicense       | AC1070 | ID Number                                  | 7 | String  | Yes |   |
| ForeignTaxTranscript | AC1084 | Tax Form Type                              | 1 | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return  | Yes |   |
| ForeignTaxTranscript | AC1015 | Adjusted Gross Income                      | 2 | Double  | Yes |   |
| ForeignTaxTranscript | AC1016 | Taxes Paid                                 | 3 | Double  | Yes |   |
| ForeignTaxTranscript | AC1017 | Untaxed IRA Distribution and Pension total | 4 | Double  | Yes |   |
| ForeignTaxTranscript | AC1018 | Untaxed Pensions Total                     | 5 | Double  | Yes |   |
| ForeignTaxTranscript | AC1019 | IRA Deduction                              | 6 | Double  | Yes |   |
| ForeignTaxTranscript | AC1020 | Tax-Exempt Interest                        | 7 | Double  | Yes |   |
| ForeignTaxTranscript | AC1021 | Education Credits                          | 8 | Double  | Yes |   |
| ForeignTaxTranscript | AC1065 | Filing Status                              | 9 | Enumeration   | Yes | If doc received from Student and value = Married Filing Separately, |

|               |        |                 |   |   |     |   |
|---------------|--------|-----------------|---|---|-----|---|
|               |        |                 |   | Head of Household, Married Filing Jointly, Married Filing Separately, Qualifying Widower w/ Dependent, Single   |     | request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| GEDCert       | AC1001 | First Name      | 1 | String  | Yes |   |
| GEDCert       | AC1002 | Last Name       | 2 | String  | Yes |   |
| GEDCert       | AC1069 | City            | 3 | String  | Yes |   |
| GEDCert       | AC1067 | State           | 4 | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes |   |
| GEDCert       | AC1006 | Graduation Date | 5 | Date  | Yes | Future Graduation Date Requires Manual Review   |
| GEDTranscript | AC1001 | First Name      | 1 | String  | Yes |   |
| GEDTranscript | AC1002 | Last Name       | 2 | String  | Yes |   |
| GEDTranscript | AC1069 | City            | 3 | String  | Yes |   |
| GEDTranscript | AC1067 | State           | 4 | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes |   |
| GEDTranscript | AC1006 | Graduation Date | 5 | Date  | Yes | Future Graduation Date Requires Manual Review   |

|                |        |                 |   |   |     |   |
|----------------|--------|-----------------|---|---|-----|---|
| HomeSchoolCert | AC1001 | First Name      | 1 | String  | Yes |   |
| HomeSchoolCert | AC1002 | Last Name       | 2 | String  | Yes |   |
| HomeSchoolCert | AC1069 | City            | 3 | String  | Yes |   |
| HomeSchoolCert | AC1067 | State           | 4 | Enumeration<br>AK, AL, AR, AS,<br>AZ, CA, CO, CT,<br>DC, DE, FL, FM,<br>GA, GU, HI, IA,<br>ID, IL, IN, KS, KY,<br>LA, MA, MD, ME,<br>MH, MI, MN, MO,<br>MS, MT, NC, ND,<br>NE, NH, NJ, NM,<br>NV, NY, OH, OK,<br>OR, PA, PR, RI,<br>SC, SD, TN, TX,<br>UT, VA, VI, VT,<br>WA, WI, WV, WY,<br>FC | Yes |   |
| HomeSchoolCert | AC1006 | Graduation Date | 5 | Date  | Yes | Future Graduation Date Requires Manual Review |
| HSDiploma      | AC1001 | First Name      | 1 | String  | Yes |   |
| HSDiploma      | AC1002 | Last Name       | 2 | String  | Yes |   |
| HSDiploma      | AC1068 | School Name     | 3 | String  | Yes |   |
| HSDiploma      | AC1069 | City            | 4 | String  | Yes |   |
| HSDiploma      | AC1067 | State           | 5 | Enumeration<br>AK, AL, AR, AS,<br>AZ, CA, CO, CT,<br>DC, DE, FL, FM,<br>GA, GU, HI, IA,<br>ID, IL, IN, KS, KY,<br>LA, MA, MD, ME,<br>MH, MI, MN, MO,<br>MS, MT, NC, ND,<br>NE, NH, NJ, NM,<br>NV, NY, OH, OK,<br>OR, PA, PR, RI,<br>SC, SD, TN, TX,<br>UT, VA, VI, VT,<br>WA, WI, WV, WY,<br>FC | Yes |   |
| HSDiploma      | AC1006 | Graduation Date | 6 | Date  | Yes | Future Graduation Date Requires Manual Review |
| HSTranscript   | AC1001 | First Name      | 1 | String  | Yes |   |
| HSTranscript   | AC1002 | Last Name       | 2 | String  | Yes |   |
| HSTranscript   | AC1068 | School Name     | 3 | String  | Yes |   |
| HSTranscript   | AC1069 | City            | 4 | String  | Yes |   |

|                      |        |                    |   |   |     |  |
|----------------------|--------|--------------------|---|---|-----|--|
| HSTranscript         | AC1067 | State              | 5 | Enumeration<br>AK, AL, AR, AS,<br>AZ, CA, CO, CT,<br>DC, DE, FL, FM,<br>GA, GU, HI, IA,<br>ID, IL, IN, KS, KY,<br>LA, MA, MD, ME,<br>MH, MI, MN, MO,<br>MS, MT, NC, ND,<br>NE, NH, NJ, NM,<br>NV, NY, OH, OK,<br>OR, PA, PR, RI,<br>SC, SD, TN, TX,<br>UT, VA, VI, VT,<br>WA, WI, WV, WY,<br>FC | Yes |  |
| HSTranscript         | AC1006 | Graduation Date    | 6 | Date  | Yes | Future Graduation Date Requires Manual Review    |
| IRSExtensionApproval | AC1012 | Tax Calendar Year  | 1 | Enumeration<br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020   | Yes |  |
| IRSExtensionApproval | AC1007 | Signature Date     | 2 | Date  |     |  |
| IRSForm4868          | AC1007 | Signature Date     | 1 | Date  | Yes |  |
| IRSForm4868          | AC1012 | Tax Calendar Year  | 2 | Enumeration<br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020   | Yes |  |
| LegalNameChange      | AC1095 | Previous Last Name | 1 | String  | Yes |  |
| LegalNameChange      | AC1096 | Current Last Name  | 2 | String  | Yes |  |
| MarriageCertificate  | AC1095 | Previous Last Name | 1 | String  | Yes |  |
| MarriageCertificate  | AC1096 | Current Last Name  | 2 | String  | Yes |  |
| NonDriversLicenseID  | AC1001 | First Name         | 1 | String  | Yes |  |
| NonDriversLicenseID  | AC1002 | Last Name          | 2 | String  | Yes |  |
| NonDriversLicenseID  | AC1003 | Date of Birth      | 3 | Date  | Yes |  |
| NonDriversLicenseID  | AC1004 | Gender             | 4 | Enumeration<br>Male, Female   | Yes |  |
| NonDriversLicenseID  | AC1005 | Expiration Date    | 5 | Date  | Yes | Checks Expiration Date, Request Updated Document |
| NonDriversLicenseID  | AC1066 | Issuing Agency     | 6 | Enumeration   | Yes | Value "Other" requires Manually Reviewed         |

|  |  |  |   |  |
|--|--|--|---|--|
|  |  |  | Alabama,<br>Alaska, Arizona,<br>Arkansas,<br>California,<br>Colorado,<br>Connecticut,<br>Delaware,<br>Florida, Georgia,<br>Hawaii, Idaho,<br>Illinois, Indiana,<br>Iowa, Kansas,<br>Kentucky,<br>Louisiana,<br>Maine, Maryland,<br>Massachusetts,<br>Michigan,<br>Minnesota,<br>Mississippi,<br>Missouri,<br>Montana,<br>Nebraska,<br>Nevada, New<br>Hampshire,<br>New Jersey,<br>New Mexico,<br>New York, North<br>Carolina, North<br>Dakota, Ohio,<br>Oklahoma,<br>Oregon,<br>Pennsylvania,<br>Rhode Island,<br>South Carolina,<br>South Dakota,<br>Tennessee,<br>Texas, Utah,<br>Vermont,<br>Virginia,<br>Washington,<br>West Virginia,<br>Wisconsin,<br>Wyoming, U.S.<br>government,<br>District of<br>Columbia, The<br>Commonwealth<br>of Puerto Rico,<br>American<br>Samoa, Guam,<br>The Virgin<br>Islands, The<br>Commonwealth<br>of the Northern<br>Mariana Islands,<br>The Republic<br>of the Marshall<br>Islands, The<br>Federated States<br>of Micronesia,<br>The Republic of<br>Palau, Federally<br>Recognized<br>American Indian<br>or Alaska Native<br>Tribe, Other |  |
|--|--|--|---|--|

|                     |        |                 |   |   |     |  |
|---------------------|--------|-----------------|---|---|-----|--|
| NonDriversLicenseID | AC1070 | ID Number       | 7 | String  | Yes |  |
| NonFilingStatement  | AC1007 | Signature Date  | 1 | Date  | Yes |  |
| Passport            | AC1001 | First Name      | 1 | String  | Yes |  |
| Passport            | AC1002 | Last Name       | 2 | String  | Yes |  |
| Passport            | AC1003 | Date of Birth   | 3 | Date  | Yes |  |
| Passport            | AC1004 | Gender          | 4 | Enumeration<br>Male, Female   | Yes |  |
| Passport            | AC1005 | Expiration Date | 5 | Date  | Yes | Checks Expiration Date, Request Updated Document |
| Passport            | AC1066 | Issuing Agency  | 6 | Enumeration<br>Alabama,<br>Alaska, Arizona,<br>Arkansas,<br>California,<br>Colorado,<br>Connecticut,<br>Delaware,<br>Florida, Georgia,<br>Hawaii, Idaho,<br>Illinois, Indiana,<br>Iowa, Kansas,<br>Kentucky,<br>Louisiana,<br>Maine, Maryland,<br>Massachusetts,<br>Michigan,<br>Minnesota,<br>Mississippi,<br>Missouri,<br>Montana,<br>Nebraska,<br>Nevada, New<br>Hampshire,<br>New Jersey,<br>New Mexico,<br>New York, North<br>Carolina, North<br>Dakota, Ohio,<br>Oklahoma,<br>Oregon,<br>Pennsylvania,<br>Rhode Island,<br>South Carolina,<br>South Dakota,<br>Tennessee,<br>Texas, Utah,<br>Vermont,<br>Virginia,<br>Washington,<br>West Virginia,<br>Wisconsin,<br>Wyoming, U.S.<br>government,<br>District of<br>Columbia, The | Yes | Value "Other" requires Manually Reviewed         |

|                          |        |                       |   |  |     |  |
|--------------------------|--------|-----------------------|---|--|-----|--|
|                          |        |                       |   | Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |     |  |
| Passport                 | AC1070 | ID Number             | 7 | String   | Yes |  |
| RolloverStatement        | AC1076 | Rollover Amount       | 1 | Double   | Yes |  |
| RolloverStatement        | AC1007 | Signature Date        | 2 | Date   | Yes |  |
| SecondarySchoolLeavingCe | AC1001 | First Name            | 1 | String   | Yes |  |
| SecondarySchoolLeavingCe | AC1002 | Last Name             | 2 | String   | Yes |  |
| SecondarySchoolLeavingCe | AC1069 | City                  | 3 | String   | Yes |  |
| SecondarySchoolLeavingCe | AC1067 | State                 | 4 | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC                                    | Yes |  |
| SecondarySchoolLeavingCe | AC1006 | Graduation Date       | 5 | Date   | Yes | Future Graduation Date Requires Manual Review  |
| SelfEmploymentStatement  | AC1015 | Adjusted Gross Income | 1 | Double   | Yes | Sums all Self Employed Statement, 1099G and W2 Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| SelfEmploymentStatement  | AC1016 | Taxes Paid            | 2 | Double   | Yes |  |



|                         |        |                                  |   |   |     |   |
|-------------------------|--------|----------------------------------|---|---|-----|---|
| SelfEmploymentStatement | AC1007 | Signature Date                   | 3 | Date  | Yes |   |
| SOEP-Campus             | AC1001 | First Name                       | 1 | String  | Yes |   |
| SOEP-Campus             | AC1002 | Last Name                        | 2 | String  | Yes |   |
| SOEP-Campus             | AC1068 | School Name                      | 3 | String  | Yes |   |
| SOEP-Campus             | AC1071 | School Representative First Name | 4 | String  | Yes |   |
| SOEP-Campus             | AC1072 | School Representative Last Name  | 5 | String  | Yes |   |
| SOEP-Campus             | AC1007 | Signature Date                   | 6 | Date  | Yes |   |
| SOEP-Notary             | AC1001 | First Name                       | 1 | String  | Yes |   |
| SOEP-Notary             | AC1002 | Last Name                        | 2 | String  | Yes |   |
| SOEP-Notary             | AC1068 | School Name                      | 3 | String  | Yes |   |
| SOEP-Notary             | AC1073 | Contains Notary Seal?            | 4 | Enumeration<br>Yes, No  | Yes |   |
| SOEP-Notary             | AC1074 | Notary First Name                | 5 | String  | Yes |   |
| SOEP-Notary             | AC1075 | Notary Last Name                 | 6 | String  | Yes |   |
| SOEP-Notary             | AC1007 | Signature Date                   | 7 | Date  | Yes |   |
| StateHSEquivalencyCert  | AC1001 | First Name                       | 1 | String  | Yes |   |
| StateHSEquivalencyCert  | AC1002 | Last Name                        | 2 | String  | Yes |   |
| StateHSEquivalencyCert  | AC1069 | City                             | 3 | String  | Yes |   |
| StateHSEquivalencyCert  | AC1067 | State                            | 4 | Enumeration<br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes |   |
| StateHSEquivalencyCert  | AC1006 | Graduation Date                  | 5 | Date  | Yes | Future Graduation Date Requires Manual Review |
| StatelssuedID           | AC1001 | First Name                       | 1 | String  | Yes |   |

|               |        |                 |   |  |     |  |
|---------------|--------|-----------------|---|--|-----|--|
| StatelssuedID | AC1002 | Last Name       | 2 | String   | Yes |  |
| StatelssuedID | AC1003 | Date of Birth   | 3 | Date   | Yes |  |
| StatelssuedID | AC1004 | Gender          | 4 | Enumeration<br>Male, Female  | Yes |  |
| StatelssuedID | AC1005 | Expiration Date | 5 | Date   | Yes | Checks Expiration Date, Request Updated Document |
| StatelssuedID | AC1066 | Issuing Agency  | 6 | Enumeration<br>Alabama,<br>Alaska, Arizona,<br>Arkansas,<br>California,<br>Colorado,<br>Connecticut,<br>Delaware,<br>Florida, Georgia,<br>Hawaii, Idaho,<br>Illinois, Indiana,<br>Iowa, Kansas,<br>Kentucky,<br>Louisiana,<br>Maine, Maryland,<br>Massachusetts,<br>Michigan,<br>Minnesota,<br>Mississippi,<br>Missouri,<br>Montana,<br>Nebraska,<br>Nevada, New<br>Hampshire,<br>New Jersey,<br>New Mexico,<br>New York, North<br>Carolina, North<br>Dakota, Ohio,<br>Oklahoma,<br>Oregon,<br>Pennsylvania,<br>Rhode Island,<br>South Carolina,<br>South Dakota,<br>Tennessee,<br>Texas, Utah,<br>Vermont,<br>Virginia,<br>Washington,<br>West Virginia,<br>Wisconsin,<br>Wyoming, U.S.<br>government,<br>District of<br>Columbia, The<br>Commonwealth<br>of Puerto Rico,<br>American<br>Samoa, Guam,<br>The Virgin<br>Islands, The | Yes | Value "Other" requires Manually Reviewed         |

|                     |        |  |   |   |     |   |
|---------------------|--------|--|---|---|-----|---|
|                     |        |  |   | Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |     |   |
| StatelssuedID       | AC1070 | ID Number                                  | 7 | String  | Yes |   |
| TaxReturnTranscript | AC1084 | Tax Form Type                              | 1 | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return  | Yes |   |
| TaxReturnTranscript | AC1015 | Adjusted Gross Income                      | 2 | Double  | Yes |   |
| TaxReturnTranscript | AC1016 | Taxes Paid                                 | 3 | Double  | Yes |   |
| TaxReturnTranscript | AC1017 | Untaxed IRA Distribution and Pension total | 4 | Double  | Yes |   |
| TaxReturnTranscript | AC1109 | Untaxed Pensions Total                     | 5 | Double  | Yes |   |
| TaxReturnTranscript | AC1019 | IRA Deduction                              | 6 | Double  | Yes |   |
| TaxReturnTranscript | AC1020 | Tax-Exempt Interest                        | 7 | Double  | Yes |   |
| TaxReturnTranscript | AC1021 | Education Credits                          | 8 | Double  | Yes |   |
| TaxReturnTranscript | AC1065 | Filing Status                              | 9 | Enumeration<br><br>Head of Household, Married Filing Jointly, Married Filing Separately, Qualifying Widower w/ Dependent, Single  | Yes | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| TaxReturnTranscript | AC1007 | Signature Date                             | 1 | Date  | No  |   |

|        |        |   |    |   |     |  |
|--------|--------|---|----|---|-----|--|
| VW-Dep | AC1097 | Parent's Marital Status                       | 1  | Enumeration   | Yes |  |
|        |        |   |    | Married/<br>Remarried,<br>Never Married,<br>Divorced/<br>Separated,<br>Widowed,<br>Unmarried and<br>Both Parents<br>Living together   |     |  |
| VW-Dep | AC1098 | Parent's Number of Family Members             | 2  | Integer   | Yes |  |
| VW-Dep | AC1099 | Parent's Number in College                    | 3  | Integer   | Yes |  |
| VW-Dep | AC1024 | Household Member Name - 1                     | 4  | String  | Yes |  |
| VW-Dep | AC1034 | Household Member Age - 1                      | 5  | Integer   | Yes |  |
| VW-Dep | AC1044 | Household Member Relationships to student - 1 | 6  | Enumeration   | Yes |  |
|        |        |   |    | Aunt, Cousin,<br>Daughter,<br>Fiance,<br>God Child,<br>Grandchild,<br>Grandparent,<br>In-law Parent,<br>In-law Sibling,<br>Nephew,<br>Niece, Parent,<br>Self, Sibling,<br>Significant Other,<br>Son, Spouse,<br>Step-Child, Step-<br>Parent, Step-<br>Sibling, Unborn<br>Child, Uncle |     |  |
| VW-Dep | AC1054 | College/University Name - 1                   | 7  | String  | Yes |  |
| VW-Dep | AC1025 | Household Member Name - 2                     | 8  | String  | No  |  |
| VW-Dep | AC1035 | Household Member Age - 2                      | 9  | Integer   | No  |  |
| VW-Dep | AC1045 | Household Member Relationships to student - 2 | 10 | Enumeration   | No  |  |
|        |        |   |    | Aunt, Cousin,<br>Daughter,<br>Fiance,<br>God Child,<br>Grandchild,<br>Grandparent,<br>In-law Parent,<br>In-law Sibling,   |     |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
|        |        |   |    | Nephew,<br>Niece, Parent,<br>Self, Sibling,<br>Significant Other,<br>Son, Spouse,<br>Step-Child, Step-<br>Parent, Step-<br>Sibling, Unborn<br>Child, Uncle   |    |  |
| VW-Dep | AC1055 | College/University<br>Name - 2                      | 11 | String   | No |  |
| VW-Dep | AC1026 | Household Member<br>Name - 3                        | 12 | String   | No |  |
| VW-Dep | AC1036 | Household Member<br>Age - 3                         | 13 | Integer  | No |  |
| VW-Dep | AC1046 | Household Member<br>Relationships to<br>student - 3 | 14 | Enumeration<br><br>Aunt, Cousin,<br>Daughter,<br>Fiance,<br>God Child,<br>Grandchild,<br>Grandparent,<br>In-law Parent,<br>In-law Sibling,<br>Nephew,<br>Niece, Parent,<br>Self, Sibling,<br>Significant Other,<br>Son, Spouse,<br>Step-Child, Step-<br>Parent, Step-<br>Sibling, Unborn<br>Child, Uncle | No |  |
| VW-Dep | AC1056 | College/University<br>Name - 3                      | 15 | String   | No |  |
| VW-Dep | AC1027 | Household Member<br>Name - 4                        | 16 | String   | No |  |
| VW-Dep | AC1037 | Household Member<br>Age - 4                         | 17 | Integer  | No |  |
| VW-Dep | AC1047 | Household Member<br>Relationships to<br>student - 4 | 18 | Enumeration<br><br>Aunt, Cousin,<br>Daughter,<br>Fiance,<br>God Child,<br>Grandchild,<br>Grandparent,<br>In-law Parent,<br>In-law Sibling,<br>Nephew,<br>Niece, Parent,<br>Self, Sibling,<br>Significant Other,<br>Son, Spouse,<br>Step-Child, Step-   | No |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
|        |        |   |    | Parent, Step-Sibling, Unborn Child, Uncle  |    |  |
| VW-Dep | AC1057 | College/University Name - 4                   | 19 | String   | No |  |
| VW-Dep | AC1028 | Household Member Name - 5                     | 20 | String   | No |  |
| VW-Dep | AC1038 | Household Member Age - 5                      | 21 | Integer  | No |  |
| VW-Dep | AC1048 | Household Member Relationships to student - 5 | 22 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Dep | AC1058 | College/University Name - 5                   | 23 | String   | No |  |
| VW-Dep | AC1029 | Household Member Name - 6                     | 24 | String   | No |  |
| VW-Dep | AC1039 | Household Member Age - 6                      | 25 | Integer  | No |  |
| VW-Dep | AC1049 | Household Member Relationships to student - 6 | 26 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
| VW-Dep | AC1059 | College/University Name - 6                   | 27 | String   | No |  |
| VW-Dep | AC1030 | Household Member Name - 7                     | 28 | String   | No |  |
| VW-Dep | AC1040 | Household Member Age - 7                      | 29 | Integer  | No |  |
| VW-Dep | AC1050 | Household Member Relationships to student - 7 | 30 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Dep | AC1060 | College/University Name - 7                   | 31 | String   | No |  |
| VW-Dep | AC1031 | Household Member Name - 8                     | 32 | String   | No |  |
| VW-Dep | AC1041 | Household Member Age - 8                      | 33 | Integer  | No |  |
| VW-Dep | AC1051 | Household Member Relationships to student - 8 | 34 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Dep | AC1061 | College/University Name - 8                   | 35 | String   | No |  |
| VW-Dep | AC1032 | Household Member Name - 9                     | 36 | String   | No |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
| VW-Dep | AC1042 | Household Member Age - 9  | 37 | Integer  | No |  |
| VW-Dep | AC1052 | Household Member Relationships to student - 9   | 38 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Dep | AC1062 | College/University Name - 9   | 39 | String   | No |  |
| VW-Dep | AC1033 | Household Member Name - 10  | 40 | String   | No |  |
| VW-Dep | AC1043 | Household Member Age - 10   | 41 | Integer  | No |  |
| VW-Dep | AC1053 | Household Member Relationships to student - 10  | 42 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Dep | AC1063 | College/University Name - 10  | 43 | String   | No |  |
| VW-Dep | AC1077 | Response to whether student successfully used IRS DRT tool to transfer tax information from the tax filer section | 44 | Enumeration<br>Yes, Blank  | No |  |



|        |        |  |    |                           |    |  |
|--------|--------|--|----|---------------------------|----|--|
| VW-Dep | AC1078 | Response to whether student plans to use the IRS DRT tool to transfer tax information from the tax filer section   | 45 | Enumeration<br>Yes, Blank | No |  |
| VW-Ind | AC1079 | Response to whether the IRS DRT tool was not available for the student to transfer tax information from the tax filer section  | 46 | Enumeration<br>Yes, Blank | No |  |
| VW-Ind | AC1080 | Response to whether the student had an "other" tax scenario (i.e. amended tax return, granted a filing extension, victim of identity theft or filed a non-IRS tax return) from the tax filer section | 47 | Enumeration<br>Yes, Blank | No |  |
| VW-Ind | AC1081 | Response if the student is not required and will not file a tax return for this Aid Year from the tax filer section  | 48 | Enumeration<br>Yes, Blank | No |  |
| VW-Ind | AC1082 | Response if the student was not employed and had no income in the aid year from the non tax filer section  | 49 | Enumeration<br>Yes, Blank | No |  |
| VW-Ind | AC1083 | Response if the student was employed and had income in the Aid Year from the non tax filer section   | 50 | Enumeration<br>Yes, Blank | No |  |
| VW-Dep | AC1100 | Response to whether parent successfully used IRS DRT tool to transfer tax information from the tax filer section   | 51 | Enumeration<br>Yes, Blank | No |  |
| VW-Dep | AC1101 | Response to whether parent plans to use the IRS DRT tool to transfer tax information from the tax filer section  | 52 | Enumeration<br>Yes, Blank | No |  |
| VW-Dep | AC1115 | Response to whether the IRS DRT tool was not available for the parent to transfer tax  | 53 | Enumeration<br>Yes, Blank | No |  |

|        |        |   |    |  |     |  |
|--------|--------|---|----|--|-----|--|
|        |        | information from the tax filer section  |    |  |     |  |
| VW-Dep | AC1102 | Response to whether the parent had an "other" tax scenario (i.e. amended tax return, granted a filing extension, victim of identity theft or filed a non-IRS tax return) from the tax filer section | 54 | Enumeration<br>Yes, Blank  | No  |  |
| VW-Dep | AC1103 | Response if the parent is not required and will not file a tax return for this Aid Year from the tax filer section  | 55 | Enumeration<br>Yes, Blank  | No  |  |
| VW-Dep | AC1104 | Response if the parent was not employed and had no income in the aid year from the non tax filer section  | 56 | Enumeration<br>Yes, Blank  | No  |  |
| VW-Dep | AC1105 | Response if the parent was employed and had income in the Aid Year from the non tax filer section   | 57 | Enumeration<br>Yes, Blank  | No  |  |
| VW-Dep | AC1007 | Signature Date  | 58 | Date   | Yes |  |
| VW-Dep | AC1094 | Signature Last Name   | 59 | String   | Yes | If value does not equal ISIR.Last Name, request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID)   |
| VW-Dep | AC1113 | Parent Signature Date   | 60 | Date   | Yes |  |
| VW-Dep | AC1114 | Parent Signature Last Name  | 61 | String   | Yes | If value does not equal ISIR."Parent 1 Last Name" or ISIR."Parent 2 Last Name", request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID) from Parent 1 |
| VW-Ind | AC1093 | Student's Marital Status  | 1  | Enumeration<br>Single,Married/<br>Remarried,<br>Separated,<br>Divorced or<br>Widowed | Yes |  |
| VW-Ind | AC1022 | Student's Number of Family Members  | 2  | Integer  | Yes |  |

|        |        |   |    |  |     |  |
|--------|--------|---|----|--|-----|--|
| VW-Ind | AC1023 | Student's Number in College                   | 3  | Integer  | Yes |  |
| VW-Ind | AC1024 | Household Member Name - 1                     | 4  | String   | Yes |  |
| VW-Ind | AC1034 | Household Member Age - 1                      | 5  | Integer  | Yes |  |
| VW-Ind | AC1044 | Household Member Relationships to student - 1 | 6  | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | Yes |  |
| VW-Ind | AC1054 | College/University Name - 1                   | 7  | String   | Yes |  |
| VW-Ind | AC1025 | Household Member Name - 2                     | 8  | String   | No  |  |
| VW-Ind | AC1035 | Household Member Age - 2                      | 9  | Integer  | No  |  |
| VW-Ind | AC1045 | Household Member Relationships to student - 2 | 10 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No  |  |
| VW-Ind | AC1055 | College/University Name - 2                   | 11 | String   | No  |  |
| VW-Ind | AC1026 | Household Member Name - 3                     | 12 | String   | No  |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
| VW-Ind | AC1036 | Household Member Age - 3                      | 13 | Integer  | No |  |
| VW-Ind | AC1046 | Household Member Relationships to student - 3 | 14 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Ind | AC1056 | College/University Name - 3                   | 15 | String   | No |  |
| VW-Ind | AC1027 | Household Member Name - 4                     | 16 | String   | No |  |
| VW-Ind | AC1037 | Household Member Age - 4                      | 17 | Integer  | No |  |
| VW-Ind | AC1047 | Household Member Relationships to student - 4 | 18 | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Ind | AC1057 | College/University Name - 4                   | 19 | String   | No |  |
| VW-Ind | AC1028 | Household Member Name - 5                     | 20 | String   | No |  |
| VW-Ind | AC1038 | Household Member Age - 5                      | 21 | Integer  | No |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
| VW-Ind | AC1048 | Household Member Relationships to student - 5 | 22 | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Ind | AC1058 | College/University Name - 5                   | 23 | String   | No |  |
| VW-Ind | AC1029 | Household Member Name - 6                     | 24 | String   | No |  |
| VW-Ind | AC1039 | Household Member Age - 6                      | 25 | Integer  | No |  |
| VW-Ind | AC1049 | Household Member Relationships to student - 6 | 26 | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Ind | AC1059 | College/University Name - 6                   | 27 | String   | No |  |
| VW-Ind | AC1030 | Household Member Name - 7                     | 28 | String   | No |  |
| VW-Ind | AC1040 | Household Member Age - 7                      | 29 | Integer  | No |  |
| VW-Ind | AC1050 | Household Member Relationships to student - 7 | 30 | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance,   | No |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
|        |        |   |    | God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle  |    |  |
| VW-Ind | AC1060 | College/University Name - 7                   | 31 | String   | No |  |
| VW-Ind | AC1031 | Household Member Name - 8                     | 32 | String   | No |  |
| VW-Ind | AC1041 | Household Member Age - 8                      | 33 | Integer  | No |  |
| VW-Ind | AC1051 | Household Member Relationships to student - 8 | 34 | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Ind | AC1061 | College/University Name - 8                   | 35 | String   | No |  |
| VW-Ind | AC1032 | Household Member Name - 9                     | 36 | String   | No |  |
| VW-Ind | AC1042 | Household Member Age - 9                      | 37 | Integer  | No |  |
| VW-Ind | AC1052 | Household Member Relationships to student - 9 | 38 | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew,  | No |  |

|        |        |   |    |  |    |  |
|--------|--------|---|----|--|----|--|
|        |        |   |    | Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |    |  |
| VW-Ind | AC1062 | College/University Name - 9   | 39 | String   | No |  |
| VW-Ind | AC1033 | Household Member Name - 10  | 40 | String   | No |  |
| VW-Ind | AC1043 | Household Member Age - 10   | 41 | Integer  | No |  |
| VW-Ind | AC1053 | Household Member Relationships to student - 10  | 42 | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No |  |
| VW-Ind | AC1063 | College/University Name - 10  | 43 | String   | No |  |
| VW-Ind | AC1077 | Response to whether student successfully used IRS DRT tool to transfer tax information from the tax filer section             | 44 | Enumeration<br><br>Yes, Blank  | No |  |
| VW-Ind | AC1078 | Response to whether student plans to use the IRS DRT tool to transfer tax information from the tax filer section              | 45 | Enumeration<br><br>Yes, Blank  | No |  |
| VW-Ind | AC1079 | Response to whether the IRS DRT tool was not available for the student to transfer tax information from the tax filer section | 46 | Enumeration<br><br>Yes, Blank  | No |  |
| VW-Ind | AC1080 | Response to whether the student had   | 47 | Enumeration  | No |  |

|        |        |  |    |   |     |  |
|--------|--------|--|----|---|-----|--|
|        |        | an "other" tax scenario (for example, amended tax return, granted a filing extension, victim of identity theft or filed a non-IRS tax return) from the tax filer section |    | Yes, Blank  |     |  |
| VW-Ind | AC1081 | Response if the student is not required and will not file a tax return for this Aid Year from the tax filer section  | 48 | Enumeration<br>Yes, Blank   | No  |  |
| VW-Ind | AC1082 | Response if the student was not employed and had no income in the aid year from the non tax filer section  | 49 | Enumeration<br>Yes, Blank   | No  |  |
| VW-Ind | AC1083 | Response if the student was employed and had income in the Aid Year from the non tax filer section   | 50 | Enumeration<br>Yes, Blank   | No  |  |
| VW-Ind | AC1007 | Signature Date   | 51 | Date  | Yes |  |
| VW-Ind | AC1094 | Signature Last Name  | 52 | String  | Yes | If value does not equal ISIR.Last Name, request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID)   |
| W2     | AC1008 | Social Security Number   | 1  | String  | Yes |  |
| W2     | AC1009 | EIN  | 2  | String  | Yes |  |
| W2     | AC1010 | Box 1 Amount   | 3  | Double  | Yes | Sums all W2, Self Employed Statement and 1099G Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| W2     | AC1011 | Box 2 Amount   | 4  | Double  | Yes |  |
| W2     | AC1085 | Box 12a Code   | 5  | Enumeration<br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF | No  |  |
| W2     | AC1089 | Box 12a Amount   | 6  | Double  | No  |  |
| W2     | AC1086 | Box 12b Code   | 7  | Enumeration   | No  |  |



|    |        |                   |    |   |     |  |
|----|--------|-------------------|----|---|-----|--|
|    |        |                   |    | A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF                    |     |  |
| W2 | AC1090 | Box 12b Amount    | 8  | Double  | No  |  |
| W2 | AC1087 | Box 12c Code      | 9  | Enumeration<br><br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF | No  |  |
| W2 | AC1091 | Box 12c Amount    | 10 | Double  | No  |  |
| W2 | AC1088 | Box 12d Code      | 11 | Enumeration<br><br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF | No  |  |
| W2 | AC1092 | Box 12d Amount    | 12 | Double  | No  |  |
| W2 | AC1012 | Tax Calendar Year | 13 | Enumeration<br><br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020   | Yes |  |

## 2023-2024 Configured Baseline Document Metadata

This topic includes the Oracle-delivered configuration for the 2023-2024 Award Year for the *Doc Metadata Guide*.

**Note:** For these Document Codes:

- 1040
- 1040X
- SelfEmploymentStatement
- TaxReturnTranscript

Some of the tax return-related Attribute Names displayed in this topic aren't the full Attribute Names that are in the DOCMETADATA.csv. The extended Attribute Names in the DOCMETADATA.csv include additional information about where the information can be found on the appropriate tax form.

| Document Code | Attribute Code | Attribute Name                             | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|---------------|----------------|--|---------------|--|-----------|---|
| 1040          | AC1084         | Tax Form Type                              | 1             | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return | Yes       |   |
| 1040          | AC1015         | Adjusted Gross Income                      | 2             | Double   | Yes       |   |
| 1040          | AC1016         | Taxes Paid                                 | 3             | Double   | Yes       |   |
| 1040          | AC1017         | Untaxed IRA Distribution and Pension total | 4             | Double   | Yes       |   |
| 1040          | AC1109         | Untaxed Pensions Total                     | 5             | Double   | Yes       |   |
| 1040          | AC1019         | IRA Deduction                              | 6             | Double   | Yes       |   |
| 1040          | AC1020         | Tax-Exempt Interest                        | 7             | Double   | Yes       |   |
| 1040          | AC1021         | Education Credits                          | 8             | Double   | Yes       |   |
| 1040          | AC1065         | Filing Status                              | 9             | Enumeration<br><br>Head of Household, Married Filing Jointly, Married  | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040 OR 1040x OR ForeignTaxTranscript) |

| Document Code | Attribute Code | Attribute Name                             | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|---------------|----------------|--|---------------|--|-----------|---|
|               |                |  |               | Filing Separately, Qualifying Widower w/ Dependent, Single   |           | If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040 OR 1040x OR ForeignTaxTranscript)  |
| 1040          | AC1007         | Signature Date                             | 1             | Date   | Yes       |   |
| 1040x         | AC1084         | Tax Form Type                              | 1             | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return   | Yes       |   |
| 1040x         | AC1015         | Adjusted Gross Income                      | 2             | Double   | Yes       |   |
| 1040x         | AC1016         | Taxes Paid                                 | 3             | Double   | Yes       |   |
| 1040x         | AC1017         | Untaxed IRA Distribution and Pension total | 4             | Double   | Yes       |   |
| 1040x         | AC1109         | Untaxed Pensions Total                     | 5             | Double   | Yes       |   |
| 1040x         | AC1019         | IRA Deduction                              | 6             | Double   | Yes       |   |
| 1040x         | AC1020         | Tax-Exempt Interest                        | 7             | Double   | Yes       |   |
| 1040x         | AC1021         | Education Credits                          | 8             | Double   | Yes       |   |
| 1040x         | AC1065         | Filing Status                              | 9             | Enumeration<br><br>Head of Household, Married Filing Jointly, Married Filing Separately, Qualifying Widower w/ Dependent, Single | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| 1040x         | AC1007         | Signature Date                             | 10            | Date   | Yes       |   |
| 1099G         | AC1008         | Social Security Number                     | 1             | String   | Yes       |   |

| Document Code  | Attribute Code | Attribute Name                        | Display Order | Data Type  | Required? | Additional Resolution Actions  |
|----------------|----------------|---------------------------------------|---------------|--|-----------|--|
| 1099G          | AC1064         | Payer's Federal Identification Number | 2             | String   | Yes       |  |
| 1099G          | AC1013         | Box 1 Amount                          | 3             | Double   | Yes       | Sums all 1099G, W2 and Self Employed Statement Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| 1099G          | AC1014         | Box 4 Amount                          | 4             | Double   | Yes       |  |
| 1099G          | AC1012         | Tax Calendar Year                     | 5             | Enumeration<br><br>2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021  | Yes       |  |
| DriversLicense | AC1001         | First Name                            | 1             | String   | Yes       |  |
| DriversLicense | AC1002         | Last Name                             | 2             | String   | Yes       |  |
| DriversLicense | AC1003         | Date of Birth                         | 3             | Date   | Yes       |  |
| DriversLicense | AC1004         | Gender                                | 4             | Enumeration<br><br>Male, Female  | Yes       |  |
| DriversLicense | AC1005         | Expiration Date                       | 5             | Date   | Yes       | Checks Expiration Date, Request Updated Document   |
| DriversLicense | AC1066         | Issuing Agency                        | 6             | Enumeration<br><br>Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, | Yes       | Value "Other" requires Manually Reviewed   |

| Document Code        | Attribute Code | Attribute Name                             | Display Order | Data Type   | Required? | Additional Resolution Actions |
|----------------------|----------------|--|---------------|---|-----------|-------------------------------|
|                      |                |  |               | New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |                               |
| DriversLicense       | AC1070         | ID Number                                  | 7             | String  | Yes       |                               |
| ForeignTaxTranscript | AC1084         | Tax Form Type                              | 1             | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return  | Yes       |                               |
| ForeignTaxTranscript | AC1015         | Adjusted Gross Income                      | 2             | Double  | Yes       |                               |
| ForeignTaxTranscript | AC1016         | Taxes Paid                                 | 3             | Double  | Yes       |                               |
| ForeignTaxTranscript | AC1017         | Untaxed IRA Distribution and Pension total | 4             | Double  | Yes       |                               |

| Document Code        | Attribute Code | Attribute Name         | Display Order | Data Type   | Required? | Additional Resolution Actions   |
|----------------------|----------------|------------------------|---------------|---|-----------|---|
| ForeignTaxTranscript | AC1018         | Untaxed Pensions Total | 5             | Double  | Yes       |   |
| ForeignTaxTranscript | AC1019         | IRA Deduction          | 6             | Double  | Yes       |   |
| ForeignTaxTranscript | AC1020         | Tax-Exempt Interest    | 7             | Double  | Yes       |   |
| ForeignTaxTranscript | AC1021         | Education Credits      | 8             | Double  | Yes       |   |
| ForeignTaxTranscript | AC1065         | Filing Status          | 9             | Enumeration<br>Head of Household, Married Filing Jointly, Married Filing Separately, Qualifying Widower w/ Dependent, Single  | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| GEDCert              | AC1001         | First Name             | 1             | String  | Yes       |   |
| GEDCert              | AC1002         | Last Name              | 2             | String  | Yes       |   |
| GEDCert              | AC1069         | City                   | 3             | String  | Yes       |   |
| GEDCert              | AC1067         | State                  | 4             | Enumeration<br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |   |
| GEDCert              | AC1006         | Graduation Date        | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review   |
| GEDTranscript        | AC1001         | First Name             | 1             | String  | Yes       |   |
| GEDTranscript        | AC1002         | Last Name              | 2             | String  | Yes       |   |
| GEDTranscript        | AC1069         | City                   | 3             | String  | Yes       |   |
| GEDTranscript        | AC1067         | State                  | 4             | Enumeration   | Yes       |   |

| Document Code  | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions                 |
|----------------|----------------|-----------------|---------------|---|-----------|---|
|                |                |                 |               | AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC                    |           |   |
| GEDTranscript  | AC1006         | Graduation Date | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| HomeSchoolCert | AC1001         | First Name      | 1             | String  | Yes       |   |
| HomeSchoolCert | AC1002         | Last Name       | 2             | String  | Yes       |   |
| HomeSchoolCert | AC1069         | City            | 3             | String  | Yes       |   |
| HomeSchoolCert | AC1067         | State           | 4             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |   |
| HomeSchoolCert | AC1006         | Graduation Date | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| HSDiploma      | AC1001         | First Name      | 1             | String  | Yes       |   |
| HSDiploma      | AC1002         | Last Name       | 2             | String  | Yes       |   |
| HSDiploma      | AC1068         | School Name     | 3             | String  | Yes       |   |
| HSDiploma      | AC1069         | City            | 4             | String  | Yes       |   |
| HSDiploma      | AC1067         | State           | 5             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA,  | Yes       |   |

| Document Code        | Attribute Code | Attribute Name    | Display Order | Data Type   | Required? | Additional Resolution Actions                 |
|----------------------|----------------|-------------------|---------------|---|-----------|---|
|                      |                |                   |               | ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC  |           |   |
| HSDiploma            | AC1006         | Graduation Date   | 6             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| HSTranscript         | AC1001         | First Name        | 1             | String  | Yes       |   |
| HSTranscript         | AC1002         | Last Name         | 2             | String  | Yes       |   |
| HSTranscript         | AC1068         | School Name       | 3             | String  | Yes       |   |
| HSTranscript         | AC1069         | City              | 4             | String  | Yes       |   |
| HSTranscript         | AC1067         | State             | 5             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |   |
| HSTranscript         | AC1006         | Graduation Date   | 6             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| IRSExtensionApproval | AC1012         | Tax Calendar Year | 1             | Enumeration<br><br>2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021   | Yes       |   |
| IRSExtensionApproval | AC1007         | Signature Date    | 2             | Date  |           |   |
| IRSForm4868          | AC1007         | Signature Date    | 1             | Date  | Yes       |   |
| IRSForm4868          | AC1012         | Tax Calendar Year | 2             | Enumeration<br><br>2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021   | Yes       |   |



| Document Code       | Attribute Code | Attribute Name     | Display Order | Data Type   | Required? | Additional Resolution Actions                    |
|---------------------|----------------|--------------------|---------------|---|-----------|--|
| LegalNameChange     | AC1095         | Previous Last Name | 1             | String  | Yes       |  |
| LegalNameChange     | AC1096         | Current Last Name  | 2             | String  | Yes       |  |
| MarriageCertificate | AC1095         | Previous Last Name | 1             | String  | Yes       |  |
| MarriageCertificate | AC1096         | Current Last Name  | 2             | String  | Yes       |  |
| NonDriversLicenseID | AC1001         | First Name         | 1             | String  | Yes       |  |
| NonDriversLicenseID | AC1002         | Last Name          | 2             | String  | Yes       |  |
| NonDriversLicenseID | AC1003         | Date of Birth      | 3             | Date  | Yes       |  |
| NonDriversLicenseID | AC1004         | Gender             | 4             | Enumeration<br>Male, Female   | Yes       |  |
| NonDriversLicenseID | AC1005         | Expiration Date    | 5             | Date  | Yes       | Checks Expiration Date, Request Updated Document |
| NonDriversLicenseID | AC1066         | Issuing Agency     | 6             | Enumeration<br>Alabama,<br>Alaska, Arizona,<br>Arkansas,<br>California,<br>Colorado,<br>Connecticut,<br>Delaware,<br>Florida, Georgia,<br>Hawaii, Idaho,<br>Illinois, Indiana,<br>Iowa, Kansas,<br>Kentucky,<br>Louisiana,<br>Maine, Maryland,<br>Massachusetts,<br>Michigan,<br>Minnesota,<br>Mississippi,<br>Missouri,<br>Montana,<br>Nebraska,<br>Nevada, New<br>Hampshire,<br>New Jersey,<br>New Mexico,<br>New York, North<br>Carolina, North<br>Dakota, Ohio,<br>Oklahoma,<br>Oregon,<br>Pennsylvania,<br>Rhode Island,<br>South Carolina,<br>South Dakota,<br>Tennessee,<br>Texas, Utah, | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code       | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions                    |
|---------------------|----------------|-----------------|---------------|---|-----------|--|
|                     |                |                 |               | Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |  |
| NonDriversLicenseID | AC1070         | ID Number       | 7             | String  | Yes       |  |
| NonFilingStatement  | AC1007         | Signature Date  | 1             | Date  | Yes       |  |
| Passport            | AC1001         | First Name      | 1             | String  | Yes       |  |
| Passport            | AC1002         | Last Name       | 2             | String  | Yes       |  |
| Passport            | AC1003         | Date of Birth   | 3             | Date  | Yes       |  |
| Passport            | AC1004         | Gender          | 4             | Enumeration<br>Male, Female   | Yes       |  |
| Passport            | AC1005         | Expiration Date | 5             | Date  | Yes       | Checks Expiration Date, Request Updated Document |
| Passport            | AC1066         | Issuing Agency  | 6             | Enumeration<br>Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas,   | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code     | Attribute Code | Attribute Name  | Display Order | Data Type  | Required? | Additional Resolution Actions |
|-------------------|----------------|-----------------|---------------|--|-----------|-------------------------------|
|                   |                |                 |               | Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |                               |
| Passport          | AC1070         | ID Number       | 7             | String   | Yes       |                               |
| RolloverStatement | AC1076         | Rollover Amount | 1             | Double   | Yes       |                               |
| RolloverStatement | AC1007         | Signature Date  | 2             | Date   | Yes       |                               |

| Document Code            | Attribute Code | Attribute Name                   | Display Order | Data Type   | Required? | Additional Resolution Actions  |
|--------------------------|----------------|----------------------------------|---------------|---|-----------|--|
| SecondarySchoolLeavingCe | AC1001         | First Name                       | 1             | String  | Yes       |  |
| SecondarySchoolLeavingCe | AC1002         | Last Name                        | 2             | String  | Yes       |  |
| SecondarySchoolLeavingCe | AC1069         | City                             | 3             | String  | Yes       |  |
| SecondarySchoolLeavingCe | AC1067         | State                            | 4             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |  |
| SecondarySchoolLeavingCe | AC1006         | Graduation Date                  | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review  |
| SelfEmploymentStatement  | AC1015         | Adjusted Gross Income            | 1             | Double  | Yes       | Sums all Self Employed Statement, 1099G and W2 Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| SelfEmploymentStatement  | AC1016         | Taxes Paid                       | 2             | Double  | Yes       |  |
| SelfEmploymentStatement  | AC1007         | Signature Date                   | 3             | Date  | Yes       |  |
| SOEP-Campus              | AC1001         | First Name                       | 1             | String  | Yes       |  |
| SOEP-Campus              | AC1002         | Last Name                        | 2             | String  | Yes       |  |
| SOEP-Campus              | AC1068         | School Name                      | 3             | String  | Yes       |  |
| SOEP-Campus              | AC1071         | School Representative First Name | 4             | String  | Yes       |  |
| SOEP-Campus              | AC1072         | School Representative Last Name  | 5             | String  | Yes       |  |
| SOEP-Campus              | AC1007         | Signature Date                   | 6             | Date  | Yes       |  |
| SOEP-Notary              | AC1001         | First Name                       | 1             | String  | Yes       |  |
| SOEP-Notary              | AC1002         | Last Name                        | 2             | String  | Yes       |  |
| SOEP-Notary              | AC1068         | School Name                      | 3             | String  | Yes       |  |

| Document Code          | Attribute Code | Attribute Name        | Display Order | Data Type   | Required? | Additional Resolution Actions                    |
|------------------------|----------------|-----------------------|---------------|---|-----------|--|
| SOEP-Notary            | AC1073         | Contains Notary Seal? | 4             | Enumeration<br>Yes, No  | Yes       |  |
| SOEP-Notary            | AC1074         | Notary First Name     | 5             | String  | Yes       |  |
| SOEP-Notary            | AC1075         | Notary Last Name      | 6             | String  | Yes       |  |
| SOEP-Notary            | AC1007         | Signature Date        | 7             | Date  | Yes       |  |
| StateHSEquivalencyCert | AC1001         | First Name            | 1             | String  | Yes       |  |
| StateHSEquivalencyCert | AC1002         | Last Name             | 2             | String  | Yes       |  |
| StateHSEquivalencyCert | AC1069         | City                  | 3             | String  | Yes       |  |
| StateHSEquivalencyCert | AC1067         | State                 | 4             | Enumeration<br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |  |
| StateHSEquivalencyCert | AC1006         | Graduation Date       | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review    |
| StatelssuedID          | AC1001         | First Name            | 1             | String  | Yes       |  |
| StatelssuedID          | AC1002         | Last Name             | 2             | String  | Yes       |  |
| StatelssuedID          | AC1003         | Date of Birth         | 3             | Date  | Yes       |  |
| StatelssuedID          | AC1004         | Gender                | 4             | Enumeration<br>Male, Female   | Yes       |  |
| StatelssuedID          | AC1005         | Expiration Date       | 5             | Date  | Yes       | Checks Expiration Date, Request Updated Document |
| StatelssuedID          | AC1066         | Issuing Agency        | 6             | Enumeration<br>Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut,   | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code | Attribute Code | Attribute Name | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|----------------|---------------|--|-----------|-------------------------------|
|               |                |                |               | Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |                               |
| StatelssuedID | AC1070         | ID Number      | 7             | String   | Yes       |                               |

| Document Code       | Attribute Code | Attribute Name                             | Display Order | Data Type  | Required? | Additional Resolution Actions  |
|---------------------|----------------|--|---------------|--|-----------|--|
| TaxReturnTranscript | AC1084         | Tax Form Type                              | 1             | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return   | Yes       |  |
| TaxReturnTranscript | AC1015         | Adjusted Gross Income                      | 2             | Double   | Yes       |  |
| TaxReturnTranscript | AC1016         | Taxes Paid                                 | 3             | Double   | Yes       |  |
| TaxReturnTranscript | AC1017         | Untaxed IRA Distribution and Pension total | 4             | Double   | Yes       |  |
| TaxReturnTranscript | AC1109         | Untaxed Pensions Total                     | 5             | Double   | Yes       |  |
| TaxReturnTranscript | AC1019         | IRA Deduction                              | 6             | Double   | Yes       |  |
| TaxReturnTranscript | AC1020         | Tax-Exempt Interest                        | 7             | Double   | Yes       |  |
| TaxReturnTranscript | AC1021         | Education Credits                          | 8             | Double   | Yes       |  |
| TaxReturnTranscript | AC1065         | Filing Status                              | 9             | Enumeration<br><br>Head of Household, Married Filing Jointly, Married Filing Separately, Qualifying Widower w/ Dependent, Single | Yes       | <p>If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)</p> <p>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)</p> |
| TaxReturnTranscript | AC1007         | Signature Date                             | 1             | Date   | No        |  |
| VW-Dep              | AC1097         | Parent's Marital Status                    | 1             | Enumeration<br><br>Married/ Remarried, Never Married, Divorced/ Separated, Widowed, Unmarried and Both Parents Living together   | Yes       |  |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1098         | Parent's Number of Family Members             | 2             | Integer  | Yes       |                               |
| VW-Dep        | AC1099         | Parent's Number in College                    | 3             | Integer  | Yes       |                               |
| VW-Dep        | AC1024         | Household Member Name - 1                     | 4             | String   | Yes       |                               |
| VW-Dep        | AC1034         | Household Member Age - 1                      | 5             | Integer  | Yes       |                               |
| VW-Dep        | AC1044         | Household Member Relationships to student - 1 | 6             | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | Yes       |                               |
| VW-Dep        | AC1054         | College/University Name - 1                   | 7             | String   | Yes       |                               |
| VW-Dep        | AC1025         | Household Member Name - 2                     | 8             | String   | No        |                               |
| VW-Dep        | AC1035         | Household Member Age - 2                      | 9             | Integer  | No        |                               |
| VW-Dep        | AC1045         | Household Member Relationships to student - 2 | 10            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |



| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1055         | College/University Name - 2                   | 11            | String   | No        |                               |
| VW-Dep        | AC1026         | Household Member Name - 3                     | 12            | String   | No        |                               |
| VW-Dep        | AC1036         | Household Member Age - 3                      | 13            | Integer  | No        |                               |
| VW-Dep        | AC1046         | Household Member Relationships to student - 3 | 14            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1056         | College/University Name - 3                   | 15            | String   | No        |                               |
| VW-Dep        | AC1027         | Household Member Name - 4                     | 16            | String   | No        |                               |
| VW-Dep        | AC1037         | Household Member Age - 4                      | 17            | Integer  | No        |                               |
| VW-Dep        | AC1047         | Household Member Relationships to student - 4 | 18            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1057         | College/University Name - 4                   | 19            | String   | No        |                               |
| VW-Dep        | AC1028         | Household Member Name - 5                     | 20            | String   | No        |                               |
| VW-Dep        | AC1038         | Household Member Age - 5                      | 21            | Integer  | No        |                               |
| VW-Dep        | AC1048         | Household Member Relationships to student - 5 | 22            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1058         | College/University Name - 5                   | 23            | String   | No        |                               |
| VW-Dep        | AC1029         | Household Member Name - 6                     | 24            | String   | No        |                               |
| VW-Dep        | AC1039         | Household Member Age - 6                      | 25            | Integer  | No        |                               |
| VW-Dep        | AC1049         | Household Member Relationships to student - 6 | 26            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1059         | College/University Name - 6                   | 27            | String   | No        |                               |
| VW-Dep        | AC1030         | Household Member Name - 7                     | 28            | String   | No        |                               |
| VW-Dep        | AC1040         | Household Member Age - 7                      | 29            | Integer  | No        |                               |
| VW-Dep        | AC1050         | Household Member Relationships to student - 7 | 30            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1060         | College/University Name - 7                   | 31            | String   | No        |                               |
| VW-Dep        | AC1031         | Household Member Name - 8                     | 32            | String   | No        |                               |
| VW-Dep        | AC1041         | Household Member Age - 8                      | 33            | Integer  | No        |                               |
| VW-Dep        | AC1051         | Household Member Relationships to student - 8 | 34            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |

| Document Code | Attribute Code | Attribute Name                                 | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|--|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1061         | College/University Name - 8                    | 35            | String   | No        |                               |
| VW-Dep        | AC1032         | Household Member Name - 9                      | 36            | String   | No        |                               |
| VW-Dep        | AC1042         | Household Member Age - 9                       | 37            | Integer  | No        |                               |
| VW-Dep        | AC1052         | Household Member Relationships to student - 9  | 38            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1062         | College/University Name - 9                    | 39            | String   | No        |                               |
| VW-Dep        | AC1033         | Household Member Name - 10                     | 40            | String   | No        |                               |
| VW-Dep        | AC1043         | Household Member Age - 10                      | 41            | Integer  | No        |                               |
| VW-Dep        | AC1053         | Household Member Relationships to student - 10 | 42            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |

| Document Code | Attribute Code | Attribute Name   | Display Order | Data Type                 | Required? | Additional Resolution Actions |
|---------------|----------------|--|---------------|---------------------------|-----------|-------------------------------|
| VW-Dep        | AC1063         | College/University Name - 10   | 43            | String                    | No        |                               |
| VW-Dep        | AC1077         | Response to whether student successfully used IRS DRT tool to transfer tax information from the tax filer section  | 44            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Dep        | AC1078         | Response to whether student plans to use the IRS DRT tool to transfer tax information from the tax filer section   | 45            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Ind        | AC1079         | Response to whether the IRS DRT tool was not available for the student to transfer tax information from the tax filer section  | 46            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Ind        | AC1080         | Response to whether the student had an "other" tax scenario (i.e. amended tax return, granted a filing extension, victim of identity theft or filed a non-IRS tax return) from the tax filer section | 47            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Ind        | AC1081         | Response if the student is not required and will not file a tax return for this Aid Year from the tax filer section  | 48            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Ind        | AC1082         | Response if the student was not employed and had no income in the Aid Year from the non tax filer section  | 49            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Ind        | AC1083         | Response if the student was employed and had income in the Aid Year from the non tax filer section   | 50            | Enumeration<br>Yes, Blank | No        |                               |
| VW-Dep        | AC1100         | Response to whether parent successfully used IRS DRT tool to transfer tax  | 51            | Enumeration<br>Yes, Blank | No        |                               |

| Document Code | Attribute Code | Attribute Name  | Display Order | Data Type                 | Required? | Additional Resolution Actions  |
|---------------|----------------|---|---------------|---------------------------|-----------|--|
|               |                | information from the tax filer section  |               |                           |           |  |
| VW-Dep        | AC1101         | Response to whether parent plans to use the IRS DRT tool to transfer tax information from the tax filer section   | 52            | Enumeration<br>Yes, Blank | No        |  |
| VW-Dep        | AC1115         | Response to whether the IRS DRT tool was not available for the parent to transfer tax information from the tax filer section  | 53            | Enumeration<br>Yes, Blank | No        |  |
| VW-Dep        | AC1102         | Response to whether the parent had an "other" tax scenario (i.e. amended tax return, granted a filing extension, victim of identity theft or filed a non-IRS tax return) from the tax filer section | 54            | Enumeration<br>Yes, Blank | No        |  |
| VW-Dep        | AC1103         | Response if the parent is not required and will not file a tax return for this Aid Year from the tax filer section  | 55            | Enumeration<br>Yes, Blank | No        |  |
| VW-Dep        | AC1104         | Response if the parent was not employed and had no income in the Aid Year from the non tax filer section  | 56            | Enumeration<br>Yes, Blank | No        |  |
| VW-Dep        | AC1105         | Response if the parent was employed and had income in the Aid Year from the non tax filer section   | 57            | Enumeration<br>Yes, Blank | No        |  |
| VW-Dep        | AC1007         | Signature Date  | 58            | Date                      | Yes       |  |
| VW-Dep        | AC1094         | Signature Last Name   | 59            | String                    | Yes       | If value does not equal ISIR.Last Name, request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID) |
| VW-Dep        | AC1113         | Parent Signature Date   | 60            | Date                      | Yes       |  |
| VW-Dep        | AC1114         | Parent Signature Last Name  | 61            | String                    | Yes       | If value does not equal ISIR."Parent 1 Last Name" or ISIR."Parent 2 Last Name", request one of (LegalNameChange,                             |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|---------------|----------------|---|---------------|--|-----------|---|
|               |                |   |               |  |           | MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID) from Parent 1 |
| VW-Ind        | AC1093         | Student's Marital Status                      | 1             | Enumeration<br><br>Single,Married/<br>Remarried,<br>Separated,<br>Divorced or<br>Widowed   | Yes       |   |
| VW-Ind        | AC1022         | Student's Number of Family Members            | 2             | Integer  | Yes       |   |
| VW-Ind        | AC1023         | Student's Number in College                   | 3             | Integer  | Yes       |   |
| VW-Ind        | AC1024         | Household Member Name - 1                     | 4             | String   | Yes       |   |
| VW-Ind        | AC1034         | Household Member Age - 1                      | 5             | Integer  | Yes       |   |
| VW-Ind        | AC1044         | Household Member Relationships to student - 1 | 6             | Enumeration<br><br>Aunt, Cousin,<br>Daughter,<br>Fiance,<br>God Child,<br>Grandchild,<br>Grandparent,<br>In-law Parent,<br>In-law Sibling,<br>Nephew,<br>Niece, Parent,<br>Self, Sibling,<br>Significant Other,<br>Son, Spouse,<br>Step-Child, Step-<br>Parent, Step-<br>Sibling, Unborn<br>Child, Uncle | Yes       |   |
| VW-Ind        | AC1054         | College/University Name - 1                   | 7             | String   | Yes       |   |
| VW-Ind        | AC1025         | Household Member Name - 2                     | 8             | String   | No        |   |
| VW-Ind        | AC1035         | Household Member Age - 2                      | 9             | Integer  | No        |   |
| VW-Ind        | AC1045         | Household Member Relationships to student - 2 | 10            | Enumeration<br><br>Aunt, Cousin,<br>Daughter,<br>Fiance,<br>God Child,<br>Grandchild,  | No        |   |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |           |                               |
| VW-Ind        | AC1055         | College/University Name - 2                   | 11            | String   | No        |                               |
| VW-Ind        | AC1026         | Household Member Name - 3                     | 12            | String   | No        |                               |
| VW-Ind        | AC1036         | Household Member Age - 3                      | 13            | Integer  | No        |                               |
| VW-Ind        | AC1046         | Household Member Relationships to student - 3 | 14            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1056         | College/University Name - 3                   | 15            | String   | No        |                               |
| VW-Ind        | AC1027         | Household Member Name - 4                     | 16            | String   | No        |                               |
| VW-Ind        | AC1037         | Household Member Age - 4                      | 17            | Integer  | No        |                               |
| VW-Ind        | AC1047         | Household Member Relationships to student - 4 | 18            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent,  | No        |                               |



| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |           |                               |
| VW-Ind        | AC1057         | College/University Name - 4                   | 19            | String   | No        |                               |
| VW-Ind        | AC1028         | Household Member Name - 5                     | 20            | String   | No        |                               |
| VW-Ind        | AC1038         | Household Member Age - 5                      | 21            | Integer  | No        |                               |
| VW-Ind        | AC1048         | Household Member Relationships to student - 5 | 22            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1058         | College/University Name - 5                   | 23            | String   | No        |                               |
| VW-Ind        | AC1029         | Household Member Name - 6                     | 24            | String   | No        |                               |
| VW-Ind        | AC1039         | Household Member Age - 6                      | 25            | Integer  | No        |                               |
| VW-Ind        | AC1049         | Household Member Relationships to student - 6 | 26            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew,  | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |           |                               |
| VW-Ind        | AC1059         | College/University Name - 6                   | 27            | String   | No        |                               |
| VW-Ind        | AC1030         | Household Member Name - 7                     | 28            | String   | No        |                               |
| VW-Ind        | AC1040         | Household Member Age - 7                      | 29            | Integer  | No        |                               |
| VW-Ind        | AC1050         | Household Member Relationships to student - 7 | 30            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1060         | College/University Name - 7                   | 31            | String   | No        |                               |
| VW-Ind        | AC1031         | Household Member Name - 8                     | 32            | String   | No        |                               |
| VW-Ind        | AC1041         | Household Member Age - 8                      | 33            | Integer  | No        |                               |
| VW-Ind        | AC1051         | Household Member Relationships to student - 8 | 34            | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling,  | No        |                               |

| Document Code | Attribute Code | Attribute Name                                 | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|--|---------------|--|-----------|-------------------------------|
|               |                |  |               | Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |           |                               |
| VW-Ind        | AC1061         | College/University Name - 8                    | 35            | String   | No        |                               |
| VW-Ind        | AC1032         | Household Member Name - 9                      | 36            | String   | No        |                               |
| VW-Ind        | AC1042         | Household Member Age - 9                       | 37            | Integer  | No        |                               |
| VW-Ind        | AC1052         | Household Member Relationships to student - 9  | 38            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1062         | College/University Name - 9                    | 39            | String   | No        |                               |
| VW-Ind        | AC1033         | Household Member Name - 10                     | 40            | String   | No        |                               |
| VW-Ind        | AC1043         | Household Member Age - 10                      | 41            | Integer  | No        |                               |
| VW-Ind        | AC1053         | Household Member Relationships to student - 10 | 42            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse,  | No        |                               |

| Document Code | Attribute Code | Attribute Name   | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|--|---------------|--|-----------|-------------------------------|
|               |                |  |               | Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle |           |                               |
| VW-Ind        | AC1063         | College/University Name - 10   | 43            | String   | No        |                               |
| VW-Ind        | AC1077         | Response to whether student successfully used IRS DRT tool to transfer tax information from the tax filer section  | 44            | Enumeration<br>Yes, Blank                                  | No        |                               |
| VW-Ind        | AC1078         | Response to whether student plans to use the IRS DRT tool to transfer tax information from the tax filer section   | 45            | Enumeration<br>Yes, Blank                                  | No        |                               |
| VW-Ind        | AC1079         | Response to whether the IRS DRT tool was not available for the student to transfer tax information from the tax filer section  | 46            | Enumeration<br>Yes, Blank                                  | No        |                               |
| VW-Ind        | AC1080         | Response to whether the student had an "other" tax scenario (for example, amended tax return, granted a filing extension, victim of identity theft or filed a non-IRS tax return) from the tax filer section | 47            | Enumeration<br>Yes, Blank                                  | No        |                               |
| VW-Ind        | AC1081         | Response if the student is not required and will not file a tax return for this Aid Year from the tax filer section  | 48            | Enumeration<br>Yes, Blank                                  | No        |                               |
| VW-Ind        | AC1082         | Response if the student was not employed and had no income in the Aid Year from the non tax filer section  | 49            | Enumeration<br>Yes, Blank                                  | No        |                               |
| VW-Ind        | AC1083         | Response if the student was employed and had income in the Aid Year from the non tax filer section   | 50            | Enumeration<br>Yes, Blank                                  | No        |                               |

| Document Code | Attribute Code | Attribute Name         | Display Order | Data Type   | Required? | Additional Resolution Actions  |
|---------------|----------------|------------------------|---------------|---|-----------|--|
| VW-Ind        | AC1007         | Signature Date         | 51            | Date  | Yes       |  |
| VW-Ind        | AC1094         | Signature Last Name    | 52            | String  | Yes       | If value does not equal ISIR.Last Name, request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID)   |
| W2            | AC1008         | Social Security Number | 1             | String  | Yes       |  |
| W2            | AC1009         | EIN                    | 2             | String  | Yes       |  |
| W2            | AC1010         | Box 1 Amount           | 3             | Double  | Yes       | Sums all W2, Self Employed Statement and 1099G Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| W2            | AC1011         | Box 2 Amount           | 4             | Double  | Yes       |  |
| W2            | AC1085         | Box 12a Code           | 5             | Enumeration<br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF | No        |  |
| W2            | AC1089         | Box 12a Amount         | 6             | Double  | No        |  |
| W2            | AC1086         | Box 12b Code           | 7             | Enumeration<br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF | No        |  |
| W2            | AC1090         | Box 12b Amount         | 8             | Double  | No        |  |
| W2            | AC1087         | Box 12c Code           | 9             | Enumeration<br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,<br>Y, Z, AA, BB, DD,<br>EE, FF | No        |  |
| W2            | AC1091         | Box 12c Amount         | 10            | Double  | No        |  |
| W2            | AC1088         | Box 12d Code           | 11            | Enumeration<br>A, B, C, D, E, F, G,<br>H, J, K, L, M, N,<br>P, Q, R, S, T, V, W,                                | No        |  |

| Document Code | Attribute Code | Attribute Name    | Display Order | Data Type   | Required? | Additional Resolution Actions |
|---------------|----------------|-------------------|---------------|---|-----------|-------------------------------|
|               |                |                   |               | Y, Z, AA, BB, DD, EE, FF                                      |           |                               |
| W2            | AC1092         | Box 12d Amount    | 12            | Double  | No        |                               |
| W2            | AC1012         | Tax Calendar Year | 13            | Enumeration<br>2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021 | Yes       |                               |

## 2024-2025 Configured Baseline Document Metadata

This topic includes the Oracle-delivered configuration for the 2023-2024 Award Year for the *Doc Metadata Guide*.

**Note:** For these Document Codes:

- 1040
- 1040X
- SelfEmploymentStatement
- TaxReturnTranscript

Some of the tax return-related Attribute Names displayed in this topic aren't the full Attribute Names that are in the DOCMETADATA.csv. The extended Attribute Names in the DOCMETADATA.csv include additional information about where the information can be found on the appropriate tax form.

| Document Code | Attribute Code | Attribute Name        | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|-----------------------|---------------|--|-----------|-------------------------------|
| 1040          | AC1084         | Tax Form Type         | 1             | Enumeration<br>1040, Foreign Tax Return, U.S. Territory Tax Return | Yes       |                               |
| 1040          | AC1015         | Adjusted Gross Income | 2             | Double   | Yes       |                               |

| Document Code | Attribute Code | Attribute Name                              | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|---------------|----------------|---|---------------|--|-----------|---|
| 1040          | AC1120         | Income earned from work                     | 3             |  | Yes       |   |
| 1040          | AC1016         | Taxes Paid                                  | 4             | Double   | Yes       |   |
| 1040          | AC1017         | Untaxed IRA Distribution and Pension total  | 5             | Double   | Yes       |   |
| 1040          | AC1019         | IRA Deduction                               | 6             | Double   | Yes       |   |
| 1040          | AC1020         | Tax-Exempt Interest                         | 7             | Double   | Yes       |   |
| 1040          | AC1021         | Education Credits                           | 8             | Double   | Yes       |   |
| 1040          | AC1121         | Foreign income exempt from federal taxation | 9             | Double   | Yes       |   |
| 1040          | AC1118         | Filing Status                               | 9             | Enumeration<br><br>Single, Married-Filed Joint Return, Married-Filed Separate Return, Head of Household, Qualif Surviving Spouse | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040 OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040 OR 1040x OR ForeignTaxTranscript) |
| 1040          | AC1007         | Signature Date                              | 10            | Date   | Yes       |   |
| 1040x         | AC1084         | Tax Form Type                               | 1             | Enumeration<br><br>1040,1040A, 1040EZ,1040NR, Foreign Tax Return,U.S. Territory Tax Return                                       | Yes       |   |
| 1040x         | AC1015         | Adjusted Gross Income                       | 2             | Double   | Yes       |   |
| 1040x         | AC1120         | Income earned from work                     | 3             | Double   | Yes       |   |
| 1040x         | AC1016         | Taxes Paid                                  | 4             | Double   | Yes       |   |

| Document Code  | Attribute Code | Attribute Name                              | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|----------------|----------------|---|---------------|--|-----------|---|
| 1040x          | AC1017         | Untaxed IRA Distribution and Pension total  | 5             | Double   | Yes       |   |
| 1040x          | AC1019         | IRA Deduction                               | 6             | Double   | Yes       |   |
| 1040x          | AC1020         | Tax-Exempt Interest                         | 7             | Double   | Yes       |   |
| 1040x          | AC1021         | Education Credits                           | 8             | Double   | Yes       |   |
| 1040x          | AC1121         | Foreign income exempt from federal taxation | 9             | Double   | Yes       |   |
| 1040x          | AC1065         | Filing Status                               | 10            | Enumeration<br><br>Single,Married-Filed Joint Return,Married-Filed Separate Return,Head of Household,Qualif Surviving Spouse | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| 1040x          | AC1007         | Signature Date                              | 11            | Date   | Yes       |   |
| 1099G          | AC1008         | Social Security Number                      | 1             | String   | Yes       |   |
| 1099G          | AC1064         | Payer's Federal Identification Number       | 2             | String   | Yes       |   |
| 1099G          | AC1013         | Box 1 Amount                                | 3             | Double   | Yes       | Sums all 1099G, W2 and Self Employed Statement Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested.  |
| 1099G          | AC1014         | Box 4 Amount                                | 4             | Double   | Yes       |   |
| 1099G          | AC1012         | Tax Calendar Year                           | 5             | Enumeration<br><br>2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022  | Yes       |   |
| DriversLicense | AC1001         | First Name                                  | 1             | String   | Yes       |   |
| DriversLicense | AC1002         | Last Name                                   | 2             | String   | Yes       |   |
| DriversLicense | AC1003         | Date of Birth                               | 3             | Date   | Yes       |   |



| Document Code  | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions                    |
|----------------|----------------|-----------------|---------------|---|-----------|--|
| DriversLicense | AC1004         | Gender          | 4             | Enumeration<br>Male, Female   | Yes       |  |
| DriversLicense | AC1005         | Expiration Date | 5             | Date  | Yes       | Checks Expiration Date, Request Updated Document |
| DriversLicense | AC1066         | Issuing Agency  | 6             | Enumeration<br>Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code        | Attribute Code | Attribute Name                              | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|----------------------|----------------|---|---------------|--|-----------|---|
|                      |                |   |               | of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |   |
| DriversLicense       | AC1070         | ID Number                                   | 7             | String   | Yes       |   |
| ForeignTaxTranscript | AC1015         | Adjusted Gross Income                       | 1             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1084         | Tax Form Type                               | 2             | Enumeration<br><br>1040,1040A, 1040EZ,1040NR, Foreign Tax Return,U.S. Territory Tax Return   | Yes       |   |
| ForeignTaxTranscript | AC1122         | Income earned from work                     | 3             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1016         | Taxes Paid                                  | 4             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1017         | Untaxed IRA Distribution and Pension total  | 5             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1018         | Untaxed Pensions Total                      | 6             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1019         | IRA Deduction                               | 7             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1020         | Tax-Exempt Interest                         | 8             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1021         | Education Credits                           | 9             | Double   | Yes       |   |
| ForeignTaxTranscript | AC1123         | Foreign income exempt from federal taxation | 10            | Double   |           |   |
| ForeignTaxTranscript | AC1118         | Filing Status                               | 11            | Enumeration<br><br>Single,Married-Filed Joint Return,Married-  | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |

| Document Code | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions  |
|---------------|----------------|-----------------|---------------|---|-----------|--|
|               |                |                 |               | Filed Separate Return,Head of Household,Qualif Surviving Spouse   |           | If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| GEDCert       | AC1001         | First Name      | 1             | String  | Yes       |  |
| GEDCert       | AC1002         | Last Name       | 2             | String  | Yes       |  |
| GEDCert       | AC1069         | City            | 3             | String  | Yes       |  |
| GEDCert       | AC1067         | State           | 4             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |  |
| GEDCert       | AC1006         | Graduation Date | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review  |
| GEDTranscript | AC1001         | First Name      | 1             | String  | Yes       |  |
| GEDTranscript | AC1002         | Last Name       | 2             | String  | Yes       |  |
| GEDTranscript | AC1069         | City            | 3             | String  | Yes       |  |
| GEDTranscript | AC1067         | State           | 4             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |  |

| Document Code  | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions                 |
|----------------|----------------|-----------------|---------------|---|-----------|---|
| GEDTranscript  | AC1006         | Graduation Date | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| HomeSchoolCert | AC1001         | First Name      | 1             | String  | Yes       |   |
| HomeSchoolCert | AC1002         | Last Name       | 2             | String  | Yes       |   |
| HomeSchoolCert | AC1069         | City            | 3             | String  | Yes       |   |
| HomeSchoolCert | AC1067         | State           | 4             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |   |
| HomeSchoolCert | AC1006         | Graduation Date | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| HSDiploma      | AC1001         | First Name      | 1             | String  | Yes       |   |
| HSDiploma      | AC1002         | Last Name       | 2             | String  | Yes       |   |
| HSDiploma      | AC1068         | School Name     | 3             | String  | Yes       |   |
| HSDiploma      | AC1069         | City            | 4             | String  | Yes       |   |
| HSDiploma      | AC1067         | State           | 5             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC | Yes       |   |
| HSDiploma      | AC1006         | Graduation Date | 6             | Date  | Yes       | Future Graduation Date Requires Manual Review |

| Document Code        | Attribute Code | Attribute Name     | Display Order | Data Type   | Required? | Additional Resolution Actions                 |
|----------------------|----------------|--------------------|---------------|---|-----------|---|
| HSTranscript         | AC1001         | First Name         | 1             | String  | Yes       |   |
| HSTranscript         | AC1002         | Last Name          | 2             | String  | Yes       |   |
| HSTranscript         | AC1068         | School Name        | 3             | String  | Yes       |   |
| HSTranscript         | AC1069         | City               | 4             | String  | Yes       |   |
| HSTranscript         | AC1067         | State              | 5             | Enumeration<br><br>AK, AL, AR, AS,<br>AZ, CA, CO, CT,<br>DC, DE, FL, FM,<br>GA, GU, HI, IA,<br>ID, IL, IN, KS, KY,<br>LA, MA, MD, ME,<br>MH, MI, MN, MO,<br>MS, MT, NC, ND,<br>NE, NH, NJ, NM,<br>NV, NY, OH, OK,<br>OR, PA, PR, RI,<br>SC, SD, TN, TX,<br>UT, VA, VI, VT,<br>WA, WI, WV, WY,<br>FC | Yes       |   |
| HSTranscript         | AC1006         | Graduation Date    | 6             | Date  | Yes       | Future Graduation Date Requires Manual Review |
| IRSExtensionApproval | AC1012         | Tax Calendar Year  | 1             | Enumeration<br><br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020, 2021   | Yes       |   |
| IRSExtensionApproval | AC1007         | Signature Date     | 2             | Date  |           |   |
| IRSForm4868          | AC1007         | Signature Date     | 1             | Date  | Yes       |   |
| IRSForm4868          | AC1012         | Tax Calendar Year  | 2             | Enumeration<br><br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020, 2021   | Yes       |   |
| LegalNameChange      | AC1095         | Previous Last Name | 1             | String  | Yes       |   |
| LegalNameChange      | AC1096         | Current Last Name  | 2             | String  | Yes       |   |
| MarriageCertificate  | AC1095         | Previous Last Name | 1             | String  | Yes       |   |
| MarriageCertificate  | AC1096         | Current Last Name  | 2             | String  | Yes       |   |
| NonDriversLicenseID  | AC1001         | First Name         | 1             | String  | Yes       |   |
| NonDriversLicenseID  | AC1002         | Last Name          | 2             | String  | Yes       |   |
| NonDriversLicenseID  | AC1003         | Date of Birth      | 3             | Date  | Yes       |   |

| Document Code       | Attribute Code | Attribute Name  | Display Order | Data Type  | Required? | Additional Resolution Actions                    |
|---------------------|----------------|-----------------|---------------|--|-----------|--|
| NonDriversLicenseID | AC1004         | Gender          | 4             | Enumeration<br>Male, Female  | Yes       |  |
| NonDriversLicenseID | AC1005         | Expiration Date | 5             | Date   | Yes       | Checks Expiration Date, Request Updated Document |
| NonDriversLicenseID | AC1066         | Issuing Agency  | 6             | Enumeration<br>Alabama,<br>Alaska, Arizona,<br>Arkansas,<br>California,<br>Colorado,<br>Connecticut,<br>Delaware,<br>Florida, Georgia,<br>Hawaii, Idaho,<br>Illinois, Indiana,<br>Iowa, Kansas,<br>Kentucky,<br>Louisiana,<br>Maine, Maryland,<br>Massachusetts,<br>Michigan,<br>Minnesota,<br>Mississippi,<br>Missouri,<br>Montana,<br>Nebraska,<br>Nevada, New<br>Hampshire,<br>New Jersey,<br>New Mexico,<br>New York, North<br>Carolina, North<br>Dakota, Ohio,<br>Oklahoma,<br>Oregon,<br>Pennsylvania,<br>Rhode Island,<br>South Carolina,<br>South Dakota,<br>Tennessee,<br>Texas, Utah,<br>Vermont,<br>Virginia,<br>Washington,<br>West Virginia,<br>Wisconsin,<br>Wyoming, U.S.<br>government,<br>District of<br>Columbia, The<br>Commonwealth<br>of Puerto Rico,<br>American<br>Samoa, Guam,<br>The Virgin<br>Islands, The<br>Commonwealth | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code       | Attribute Code | Attribute Name  | Display Order | Data Type  | Required? | Additional Resolution Actions                    |
|---------------------|----------------|-----------------|---------------|--|-----------|--|
|                     |                |                 |               | of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other   |           |  |
| NonDriversLicenseID | AC1070         | ID Number       | 7             | String   | Yes       |  |
| NonFilingStatement  | AC1007         | Signature Date  | 1             | Date   | Yes       |  |
| Passport            | AC1001         | First Name      | 1             | String   | Yes       |  |
| Passport            | AC1002         | Last Name       | 2             | String   | Yes       |  |
| Passport            | AC1003         | Date of Birth   | 3             | Date   | Yes       |  |
| Passport            | AC1004         | Gender          | 4             | Enumeration<br>Male, Female  | Yes       |  |
| Passport            | AC1005         | Expiration Date | 5             | Date   | Yes       | Checks Expiration Date, Request Updated Document |
| Passport            | AC1066         | Issuing Agency  | 6             | Enumeration<br>Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code            | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions |
|--------------------------|----------------|-----------------|---------------|---|-----------|-------------------------------|
|                          |                |                 |               | Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |                               |
| Passport                 | AC1070         | ID Number       | 7             | String  | Yes       |                               |
| RolloverStatement        | AC1076         | Rollover Amount | 1             | Double  | Yes       |                               |
| RolloverStatement        | AC1007         | Signature Date  | 2             | Date  | Yes       |                               |
| SecondarySchoolLeavingCe | AC1001         | First Name      | 1             | String  | Yes       |                               |
| SecondarySchoolLeavingCe | AC1002         | Last Name       | 2             | String  | Yes       |                               |
| SecondarySchoolLeavingCe | AC1069         | City            | 3             | String  | Yes       |                               |
| SecondarySchoolLeavingCe | AC1067         | State           | 4             | Enumeration<br><br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND,  | Yes       |                               |



| Document Code            | Attribute Code | Attribute Name                   | Display Order | Data Type  | Required? | Additional Resolution Actions  |
|--------------------------|----------------|----------------------------------|---------------|--|-----------|--|
|                          |                |                                  |               | NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC |           |  |
| SecondarySchoolLeavingCe | AC1006         | Graduation Date                  | 5             | Date   | Yes       | Future Graduation Date Requires Manual Review  |
| SelfEmploymentStatement  | AC1015         | Adjusted Gross Income            | 1             | Double   | Yes       | Sums all Self Employed Statement, 1099G and W2 Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| SelfEmploymentStatement  | AC1016         | Taxes Paid                       | 2             | Double   | Yes       |  |
| SelfEmploymentStatement  | AC1007         | Signature Date                   | 3             | Date   | Yes       |  |
| SOEP-Campus              | AC1001         | First Name                       | 1             | String   | Yes       |  |
| SOEP-Campus              | AC1002         | Last Name                        | 2             | String   | Yes       |  |
| SOEP-Campus              | AC1068         | School Name                      | 3             | String   | Yes       |  |
| SOEP-Campus              | AC1071         | School Representative First Name | 4             | String   | Yes       |  |
| SOEP-Campus              | AC1072         | School Representative Last Name  | 5             | String   | Yes       |  |
| SOEP-Campus              | AC1007         | Signature Date                   | 6             | Date   | Yes       |  |
| SOEP-Notary              | AC1001         | First Name                       | 1             | String   | Yes       |  |
| SOEP-Notary              | AC1002         | Last Name                        | 2             | String   | Yes       |  |
| SOEP-Notary              | AC1068         | School Name                      | 3             | String   | Yes       |  |
| SOEP-Notary              | AC1073         | Contains Notary Seal?            | 4             | String<br>Yes, No  | Yes       |  |
| SOEP-Notary              | AC1074         | Notary First Name                | 5             | String   | Yes       |  |
| SOEP-Notary              | AC1075         | Notary Last Name                 | 6             | String   | Yes       |  |
| SOEP-Notary              | AC1007         | Signature Date                   | 7             | Date   | Yes       |  |
| StateHSEquivalencyCert   | AC1001         | First Name                       | 1             | String   | Yes       |  |
| StateHSEquivalencyCert   | AC1002         | Last Name                        | 2             | String   | Yes       |  |

| Document Code          | Attribute Code | Attribute Name  | Display Order | Data Type   | Required? | Additional Resolution Actions                    |
|------------------------|----------------|-----------------|---------------|---|-----------|--|
| StateHSEquivalencyCert | AC1069         | City            | 3             | String  | Yes       |  |
| StateHSEquivalencyCert | AC1067         | State           | 4             | Enumeration<br>AK, AL, AR, AS, AZ, CA, CO, CT, DC, DE, FL, FM, GA, GU, HI, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MH, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VA, VI, VT, WA, WI, WV, WY, FC   | Yes       |  |
| StateHSEquivalencyCert | AC1006         | Graduation Date | 5             | Date  | Yes       | Future Graduation Date Requires Manual Review    |
| StatelssuedID          | AC1001         | First Name      | 1             | String  | Yes       |  |
| StatelssuedID          | AC1002         | Last Name       | 2             | String  | Yes       |  |
| StatelssuedID          | AC1003         | Date of Birth   | 3             | Date  | Yes       |  |
| StatelssuedID          | AC1004         | Gender          | 4             | Enumeration<br>Male, Female   | Yes       |  |
| StatelssuedID          | AC1005         | Expiration Date | 5             | Date  | Yes       | Checks Expiration Date, Request Updated Document |
| StatelssuedID          | AC1066         | Issuing Agency  | 6             | Enumeration<br>Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New | Yes       | Value "Other" requires Manually Reviewed         |

| Document Code       | Attribute Code | Attribute Name          | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------------|----------------|-------------------------|---------------|--|-----------|-------------------------------|
|                     |                |                         |               | Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, U.S. government, District of Columbia, The Commonwealth of Puerto Rico, American Samoa, Guam, The Virgin Islands, The Commonwealth of the Northern Mariana Islands, The Republic of the Marshall Islands, The Federated States of Micronesia, The Republic of Palau, Federally Recognized American Indian or Alaska Native Tribe, Other |           |                               |
| StateIssuedID       | AC1070         | ID Number               | 7             | String   | Yes       |                               |
| TaxReturnTranscript | AC1084         | Tax Form Type           | 1             | Enumeration<br><br>1040, Foreign Tax Return, U.S. Territory Tax Return   | Yes       |                               |
| TaxReturnTranscript | AC1015         | Adjusted Gross Income   | 2             | Double   | Yes       |                               |
| TaxReturnTranscript | AC1120         | Income earned from work | 3             | Double   | Yes       |                               |

| Document Code       | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions   |
|---------------------|----------------|---|---------------|--|-----------|---|
| TaxReturnTranscript | AC1016         | Taxes Paid                                    | 4             | Double   | Yes       |   |
| TaxReturnTranscript | AC1017         | Untaxed IRA Distribution and Pension total    | 5             | Double   | Yes       |   |
| TaxReturnTranscript | AC1019         | IRA Deduction                                 | 6             | Double   | Yes       |   |
| TaxReturnTranscript | AC1020         | Tax-Exempt Interest                           | 7             | Double   | Yes       |   |
| TaxReturnTranscript | AC1021         | Education Credits                             | 8             | Double   | Yes       |   |
| TaxReturnTranscript | AC1121         | Foreign income exempt from federal taxation   | 9             | Double   | Yes       |   |
| TaxReturnTranscript | AC1065         | Filing Status                                 | 10            | Enumeration<br><br>Single,Married-Filed Joint Return,Married-Filed Separate Return,Head of Household,Qualif Surviving Spouse | Yes       | If doc received from Student and value = Married Filing Separately, request the following documents from Spouse: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript)<br><br>If doc received from Parent 1 and value = Married Filing Separately, request the following documents from Parent 2: (TaxReturnTranscript OR 1040x OR ForeignTaxTranscript) |
| TaxReturnTranscript | AC1007         | Signature Date                                | 11            | Date   | No        |   |
| VW-Dep              | AC1119         | Parent's Marital Status                       | 1             | Enumeration<br><br>Never married, Unmarried living together,Married (not separated), Remarried, Divorced, Separated, Widowed | Yes       |   |
| VW-Dep              | AC1098         | Parent's Number of Family Members             | 2             | Integer  | Yes       |   |
| VW-Dep              | AC1024         | Household Member Name - 1                     | 3             | String   | Yes       |   |
| VW-Dep              | AC1034         | Household Member Age - 1                      | 4             | Integer  | Yes       |   |
| VW-Dep              | AC1044         | Household Member Relationships to student - 1 | 5             | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance,   | Yes       |   |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle  |           |                               |
| VW-Dep        | AC1025         | Household Member Name - 2                     | 6             | String   | No        |                               |
| VW-Dep        | AC1035         | Household Member Age - 2                      | 7             | Integer  | No        |                               |
| VW-Dep        | AC1045         | Household Member Relationships to student - 2 | 8             | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1026         | Household Member Name - 3                     | 9             | String   | No        |                               |
| VW-Dep        | AC1036         | Household Member Age - 3                      | 10            | Integer  | No        |                               |
| VW-Dep        | AC1046         | Household Member Relationships to student - 3 | 11            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling,  | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |           |                               |
| VW-Dep        | AC1027         | Household Member Name - 4                     | 12            | String   | No        |                               |
| VW-Dep        | AC1037         | Household Member Age - 4                      | 13            | Integer  | No        |                               |
| VW-Dep        | AC1047         | Household Member Relationships to student - 4 | 14            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1028         | Household Member Name - 5                     | 15            | String   | No        |                               |
| VW-Dep        | AC1038         | Household Member Age - 5                      | 16            | Integer  | No        |                               |
| VW-Dep        | AC1048         | Household Member Relationships to student - 5 | 17            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1029         | Household Member Name - 6                     | 18            | String   | No        |                               |
| VW-Dep        | AC1039         | Household Member Age - 6                      | 19            | Integer  | No        |                               |
| VW-Dep        | AC1049         | Household Member Relationships to student - 6 | 20            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1030         | Household Member Name - 7                     | 21            | String   | No        |                               |
| VW-Dep        | AC1040         | Household Member Age - 7                      | 22            | Integer  | No        |                               |
| VW-Dep        | AC1050         | Household Member Relationships to student - 7 | 23            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1031         | Household Member Name - 8                     | 24            | String   | No        |                               |
| VW-Dep        | AC1041         | Household Member Age - 8                      | 25            | Integer  | No        |                               |

| Document Code | Attribute Code | Attribute Name                                 | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|--|---------------|--|-----------|-------------------------------|
| VW-Dep        | AC1051         | Household Member Relationships to student - 8  | 26            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1032         | Household Member Name - 9                      | 27            | String   | No        |                               |
| VW-Dep        | AC1042         | Household Member Age - 9                       | 28            | Integer  | No        |                               |
| VW-Dep        | AC1052         | Household Member Relationships to student - 9  | 29            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Dep        | AC1033         | Household Member Name - 10                     | 30            | String   | No        |                               |
| VW-Dep        | AC1043         | Household Member Age - 10                      | 31            | Integer  | No        |                               |
| VW-Dep        | AC1053         | Household Member Relationships to student - 10 | 32            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent,   | No        |                               |



| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions  |
|---------------|----------------|---|---------------|--|-----------|--|
|               |                |   |               | In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle  |           |  |
| VW-Dep        | AC1007         | Signature Date                                | 33            | Date   | Yes       |  |
| VW-Dep        | AC1113         | Parent Signature Date                         | 34            | Date   | Yes       |  |
| VW-Dep        | AC1114         | Parent Signature Last Name                    | 35            | String   | Yes       | If value does not equal ISIR."Parent 1 Last Name" or ISIR."Parent 2 Last Name", request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID) from Parent 1 |
| VW-Ind        | AC1117         | Student's Marital Status                      | 1             | Enumeration<br><br>Single (Never married),Married (Not separated), Remarried, Divorced, Separated, Widowed   | Yes       |  |
| VW-Ind        | AC1022         | Student's Number of Family Members            | 2             | Integer  | Yes       |  |
| VW-Ind        | AC1024         | Household Member Name - 1                     | 3             | String   | Yes       |  |
| VW-Ind        | AC1034         | Household Member Age - 1                      | 4             | Integer  | Yes       |  |
| VW-Ind        | AC1044         | Household Member Relationships to student - 1 | 5             | Enumeration<br><br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step- | Yes       |  |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | Sibling, Unborn Child, Uncle   |           |                               |
| VW-Ind        | AC1025         | Household Member Name - 2                     | 6             | String   | No        |                               |
| VW-Ind        | AC1035         | Household Member Age - 2                      | 7             | Integer  | No        |                               |
| VW-Ind        | AC1045         | Household Member Relationships to student - 2 | 8             | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1026         | Household Member Name - 3                     | 9             | String   | No        |                               |
| VW-Ind        | AC1036         | Household Member Age - 3                      | 10            | Integer  | No        |                               |
| VW-Ind        | AC1046         | Household Member Relationships to student - 3 | 11            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1027         | Household Member Name - 4                     | 12            | String   | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
| VW-Ind        | AC1037         | Household Member Age - 4                      | 13            | Integer  | No        |                               |
| VW-Ind        | AC1047         | Household Member Relationships to student - 4 | 14            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1028         | Household Member Name - 5                     | 15            | String   | No        |                               |
| VW-Ind        | AC1038         | Household Member Age - 5                      | 16            | Integer  | No        |                               |
| VW-Ind        | AC1048         | Household Member Relationships to student - 5 | 17            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1029         | Household Member Name - 6                     | 18            | String   | No        |                               |
| VW-Ind        | AC1039         | Household Member Age - 6                      | 19            | Integer  | No        |                               |
| VW-Ind        | AC1049         | Household Member Relationships to student - 6 | 20            | Enumeration<br>Aunt, Cousin, Daughter, Fiance,   | No        |                               |

| Document Code | Attribute Code | Attribute Name                                | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|---|---------------|--|-----------|-------------------------------|
|               |                |   |               | God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle  |           |                               |
| VW-Ind        | AC1030         | Household Member Name - 7                     | 21            | String   | No        |                               |
| VW-Ind        | AC1040         | Household Member Age - 7                      | 22            | Integer  | No        |                               |
| VW-Ind        | AC1050         | Household Member Relationships to student - 7 | 23            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1031         | Household Member Name - 8                     | 24            | String   | No        |                               |
| VW-Ind        | AC1041         | Household Member Age - 8                      | 25            | Integer  | No        |                               |
| VW-Ind        | AC1051         | Household Member Relationships to student - 8 | 26            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling,  | No        |                               |

| Document Code | Attribute Code | Attribute Name                                 | Display Order | Data Type  | Required? | Additional Resolution Actions |
|---------------|----------------|--|---------------|--|-----------|-------------------------------|
|               |                |  |               | Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle   |           |                               |
| VW-Ind        | AC1032         | Household Member Name - 9                      | 27            | String   | No        |                               |
| VW-Ind        | AC1042         | Household Member Age - 9                       | 28            | Integer  | No        |                               |
| VW-Ind        | AC1052         | Household Member Relationships to student - 9  | 29            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |
| VW-Ind        | AC1033         | Household Member Name - 10                     | 30            | String   | No        |                               |
| VW-Ind        | AC1043         | Household Member Age - 10                      | 31            | Integer  | No        |                               |
| VW-Ind        | AC1053         | Household Member Relationships to student - 10 | 32            | Enumeration<br>Aunt, Cousin, Daughter, Fiance, God Child, Grandchild, Grandparent, In-law Parent, In-law Sibling, Nephew, Niece, Parent, Self, Sibling, Significant Other, Son, Spouse, Step-Child, Step-Parent, Step-Sibling, Unborn Child, Uncle | No        |                               |

| Document Code | Attribute Code | Attribute Name         | Display Order | Data Type   | Required? | Additional Resolution Actions  |
|---------------|----------------|------------------------|---------------|---|-----------|--|
| VW-Ind        | AC1007         | Signature Date         | 33            | Date  | Yes       |  |
| VW-Ind        | AC1094         | Signature Last Name    | 34            | String  | Yes       | If value does not equal ISIR.Last Name, request one of (LegalNameChange, MarriageCertificate, DriversLicense, Passport, NonDriversLicenseID)   |
| W2            | AC1008         | Social Security Number | `             | String  | Yes       |  |
| W2            | AC1009         | EIN                    | 2             | String  | Yes       |  |
| W2            | AC1010         | Box 1 Amount           | 3             | Double  | Yes       | Sums all W2, Self Employed Statement and 1099G Income amounts to determine if Student was required to file per Threshold amount rules. If Student is required to file supporting Docs are requested. |
| W2            | AC1011         | Box 2 Amount           | 4             | Double  | Yes       |  |
| W2            | AC1085         | Box 12a Code           | 5             | Enumeration<br>A,B,C,D,E,F,G,H,J,<br>K,L,M,N,P,Q,R,S,<br>T,V,W,Y,Z,AA,BB,<br>DD,EE,FF | No        |  |
| W2            | AC1089         | Box 12a Amount         | 6             | Double  | No        |  |
| W2            | AC1086         | Box 12b Code           | 7             | Enumeration<br>A,B,C,D,E,F,G,H,J,<br>K,L,M,N,P,Q,R,S,<br>T,V,W,Y,Z,AA,BB,<br>DD,EE,FF | No        |  |
| W2            | AC1090         | Box 12b Amount         | 8             | Double  | No        |  |
| W2            | AC1087         | Box 12c Code           | 9             | Enumeration<br>A,B,C,D,E,F,G,H,J,<br>K,L,M,N,P,Q,R,S,<br>T,V,W,Y,Z,AA,BB,<br>DD,EE,FF | No        |  |
| W2            | AC1091         | Box 12c Amount         | 10            | Double  | No        |  |
| W2            | AC1088         | Box 12d Code           | 11            | Enumeration<br>A,B,C,D,E,F,G,H,J,<br>K,L,M,N,P,Q,R,S,<br>T,V,W,Y,Z,AA,BB,<br>DD,EE,FF | No        |  |

| Document Code | Attribute Code | Attribute Name    | Display Order | Data Type   | Required? | Additional Resolution Actions |
|---------------|----------------|-------------------|---------------|---|-----------|-------------------------------|
| W2            | AC1092         | Box 12d Amount    | 12            | Double  | No        |                               |
| W2            | AC1012         | Tax Calendar Year | 13            | Enumeration<br>2014, 2015, 2016,<br>2017, 2018, 2019,<br>2020, 2021, 2022 | Yes       |                               |

## 2022-2023 Configured ISIR Discrepancy Rules

This topic includes the Oracle-delivered configuration for the 2022-2023 Award Year for the *ISIR Discrepancy Guide*.

**Note:** For these Document Codes:

- 1040
- 1040X
- SelfEmploymentStatement
- TaxReturnTranscript

some of the tax return-related Attribute Names displayed in this topic aren't the full Attribute Names that are in the DOCMETADATA.csv. The extended Attribute Names in the DOCMETADATA.csv include additional information about where the information can be found on the appropriate tax form.

**Note:** The baseline configuration standard logic is that for any document metadata field that has a coordinating ISIR field (for example, ISIR.Student's Date of Birth equal to DriversLicense.Date of Birth), where the document metadata value is different from the ISIR value, replace the ISIR value with the document metadata value; thereby triggering an ISIR correction.

| Tech Reference ISIR Field | ISIR Field Code | Document Code      | SFA Document Name                        | Attribute Code | Attribute Name | ISIR Discrepancy Rules  |
|---------------------------|-----------------|--------------------|--|----------------|----------------|---|
| Student's Date of Birth   | DATEOFBIRTH     | DriversLicense     | State-issued Driver's License            | AC1003         | Date of Birth  | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Date of Birth   | DATEOFBIRTH     | NonDriversLicenseI | Non-Driver's License Identification Card | AC1003         | Date of Birth  | Where Metadata value is different from ISIR value,                              |

| Tech Reference<br>ISIR Field | ISIR Field Code | Document Code   | SFA Document<br>Name             | Attribute Code | Attribute Name    | ISIR Discrepancy<br>Rules   |
|------------------------------|-----------------|-----------------|----------------------------------|----------------|-------------------|---|
|                              |                 |                 |                                  |                |                   | Replace with Metadata value.  |
| Student's Date of Birth      | DATEOFBIRTH     | StatelssuedID   | State-issued Identification Card | AC1003         | Date of Birth     | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Date of Birth      | DATEOFBIRTH     | Passport        | Passport                         | AC1003         | Date of Birth     | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| HS Diploma or Equivalent     | HSDIPLOMAOREQU  | HSDiploma       | High School Diploma              | N/A            | N/A               | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 1, then Update ISIR field to 1 |
| HS Diploma or Equivalent     | HSDIPLOMAOREQU  | HSTranscript    | High School Transcript           | N/A            | N/A               | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 1, then Update ISIR field to 1 |
| HS Diploma or Equivalent     | HSDIPLOMAOREQU  | GEDCert         | GED Certificate                  | N/A            | N/A               | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 2, then Update ISIR field to 2 |
| HS Diploma or Equivalent     | HSDIPLOMAOREQU  | GEDTranscript   | GED Transcript                   | N/A            | N/A               | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 2, then Update ISIR field to 2 |
| HS Diploma or Equivalent     | HSDIPLOMAOREQU  | HomeSchoolCert  | Home School Certificate          | N/A            | N/A               | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 3, then Update ISIR field to 3 |
| Student's Last Name          | STUDENTLASTNAM  | LegalNameChange | Legal Name Change Document       | AC1096         | Current Last Name | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |



| Tech Reference ISIR Field | ISIR Field Code | Document Code       | SFA Document Name                        | Attribute Code | Attribute Name                                  | ISIR Discrepancy Rules   |
|---------------------------|-----------------|---------------------|--|----------------|---|--|
| Student's Last Name       | STUDENTLASTNAM  | MarriageCertificate | Marriage Certificate                     | AC1096         | Current Last Name                               | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | DriversLicense      | State-issued Driver's License            | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | NonDriversLicenseI  | Non-Driver's License Identification Card | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | StatelssuedID       | State-issued Identification Card         | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | Passport            | Passport                                 | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind              | Verification Worksheet Independent       | AC1093         | Student's Marital Status                        | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind              | Verification Worksheet Independent       | AC1044         | Household Member Relationship(s) to student - 1 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind              | Verification Worksheet Independent       | AC1045         | Household Member Relationship(s) to student - 2 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind              | Verification Worksheet Independent       | AC1046         | Household Member Relationship(s) to student - 3 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind              | Verification Worksheet Independent       | AC1047         | Household Member Relationship(s) to student - 4 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to                          |

| Tech Reference<br>ISIR Field                        | ISIR Field Code | Document Code      | SFA Document<br>Name                     | Attribute Code | Attribute Name  | ISIR Discrepancy<br>Rules   |
|---|-----------------|--------------------|--|----------------|---|---|
|   |                 |                    |  |                |   | "2 = Married/<br>remarried"   |
| Student's Marital<br>Status                         | STUDENTMARITALS | VW-Ind             | Verification<br>Worksheet<br>Independent | AC1048         | Household<br>Member<br>Relationship(s) to<br>student - 5  | If Meta Data Value<br>= Spouse and<br>ISIR value not 2,<br>updated ISIR to<br>"2 = Married/<br>remarried" |
| Student's Marital<br>Status                         | STUDENTMARITALS | VW-Ind             | Verification<br>Worksheet<br>Independent | AC1049         | Household<br>Member<br>Relationship(s) to<br>student - 6  | If Meta Data Value<br>= Spouse and<br>ISIR value not 2,<br>updated ISIR to<br>"2 = Married/<br>remarried" |
| Student's Marital<br>Status                         | STUDENTMARITALS | VW-Ind             | Verification<br>Worksheet<br>Independent | AC1050         | Household<br>Member<br>Relationship(s) to<br>student - 7  | If Meta Data Value<br>= Spouse and<br>ISIR value not 2,<br>updated ISIR to<br>"2 = Married/<br>remarried" |
| Student's Marital<br>Status                         | STUDENTMARITALS | VW-Ind             | Verification<br>Worksheet<br>Independent | AC1051         | Household<br>Member<br>Relationship(s) to<br>student - 8  | If Meta Data Value<br>= Spouse and<br>ISIR value not 2,<br>updated ISIR to<br>"2 = Married/<br>remarried" |
| Student's Marital<br>Status                         | STUDENTMARITALS | VW-Ind             | Verification<br>Worksheet<br>Independent | AC1052         | Household<br>Member<br>Relationship(s) to<br>student - 9  | If Meta Data Value<br>= Spouse and<br>ISIR value not 2,<br>updated ISIR to<br>"2 = Married/<br>remarried" |
| Student's Marital<br>Status                         | STUDENTMARITALS | VW-Ind             | Verification<br>Worksheet<br>Independent | AC1053         | Household<br>Member<br>Relationship(s) to<br>student - 10 | If Meta Data Value<br>= Spouse and<br>ISIR value not 2,<br>updated ISIR to<br>"2 = Married/<br>remarried" |
| Student's Adjusted<br>Gross Income from<br>IRS form | STUDENTSADJUST  | SelfEmploymentSta  | Self Employment<br>Statement             | AC1015         | Adjusted Gross<br>Income                                  | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.               |
| Student's Adjusted<br>Gross Income from<br>IRS form | STUDENTSADJUST  | TaxReturnTranscrip | US Tax Return<br>Transcript              | AC1015         | Adjusted Gross<br>Income                                  | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.               |
| Student's Adjusted<br>Gross Income from<br>IRS form | STUDENTSADJUST  | 1040               | IRS Tax Return<br>1040                   | AC1015         | Adjusted Gross<br>Income                                  | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.               |

| Tech Reference<br>ISIR Field                        | ISIR Field Code | Document Code       | SFA Document<br>Name                           | Attribute Code | Attribute Name           | ISIR Discrepancy<br>Rules   |
|---|-----------------|---------------------|--|----------------|--------------------------|---|
| Student's Adjusted<br>Gross Income from<br>IRS form | STUDENTSADJUST  | 1040x               | US Tax Return<br>Amended                       | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Adjusted<br>Gross Income from<br>IRS form | STUDENTSADJUST  | ForeignTaxTranscrip | Foreign Tax<br>Transcript                      | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | TaxReturnTranscrip  | US Tax Return<br>Transcript                    | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | 1040                | IRS Tax Return<br>1040                         | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | 1040x               | US Tax Return<br>Amended                       | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | ForeignTaxTranscrip | Foreign Tax<br>Transcript                      | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Are you male or<br>female?                          | STUDENTSEX      | DriversLicense      | State-issued<br>Driver's License               | AC1004         | Gender                   | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Are you male or<br>female?                          | STUDENTSEX      | NonDriversLicensel  | Non-Driver's<br>License<br>Identification Card | AC1004         | Gender                   | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Are you male or<br>female?                          | STUDENTSEX      | StatelssuedID       | State-issued<br>Identification Card            | AC1004         | Gender                   | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Are you male or<br>female?                          | STUDENTSEX      | Passport            | Passport                                       | AC1004         | Gender                   | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |

| Tech Reference<br>ISIR Field                                 | ISIR Field Code | Document Code       | SFA Document<br>Name     | Attribute Code | Attribute Name                             | ISIR Discrepancy<br>Rules   |
|--|-----------------|---------------------|--------------------------|----------------|--|---|
| Student's Exemptions Claimed                                 | STUDENTSEXEMPT  | N/A                 | N/A                      | N/A            | N/A  | <ul style="list-style-type: none"> <li>IF ISIR.STUDENTMARITALS = 1 &amp; ISIR.STUDENTSEXEMPT = 1 Set ISIR Correction = 1</li> <li>IF ISIR.STUDENTMARITALS = 2 &amp; ISIR.STUDENTSEXEMPT &lt; 2 Set ISIR Correction = 2</li> <li>IF ISIR.STUDENTMARITALS = 4 &amp; ISIR.STUDENTSEXEMPT &lt; 2 Set ISIR Correction = 2</li> </ul> |
| Student's Interest Income                                    | STUDENTSINTERES | TaxReturnTranscrip  | US Tax Return Transcript | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Interest Income                                    | STUDENTSINTERES | 1040                | IRS Tax Return 1040      | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Interest Income                                    | STUDENTSINTERES | 1040x               | US Tax Return Amended    | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Interest Income                                    | STUDENTSINTERES | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENTSUNTAXE  | TaxReturnTranscrip  | US Tax Return Transcript | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENTSUNTAXE  | 1040                | IRS Tax Return 1040      | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENTSUNTAXE  | 1040x               | US Tax Return Amended    | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value,  |

| Tech Reference<br>ISIR Field                                 | ISIR Field Code | Document Code       | SFA Document<br>Name               | Attribute Code   | Attribute Name   | ISIR Discrepancy<br>Rules   |
|--|-----------------|---------------------|------------------------------------|--|--|---|
|  |                 |                     |                                    |  |  | Replace with Metadata value.  |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENTSUNTAXE  | ForeignTaxTranscrip | Foreign Tax Transcript             | AC1017   | Untaxed IRA Distribution and Pension total   | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's IRA Payments                                       | STUDENTSIRAPAYM | TaxReturnTranscrip  | US Tax Return Transcript           | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's IRA Payments                                       | STUDENTSIRAPAYM | 1040                | IRS Tax Return 1040                | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's IRA Payments                                       | STUDENTSIRAPAYM | 1040x               | US Tax Return Amended              | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's IRA Payments                                       | STUDENTSIRAPAYM | ForeignTaxTranscrip | Foreign Tax Transcript             | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Number in College                                  | STUDENTSNUMBEF  | VW-Ind              | Verification Worksheet Independent | AC1023   | Student's Number in College  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Number of Family Members                           | STUDENTSNUMBEF  | VW-Ind              | Verification Worksheet Independent | AC1022   | Student's Number of Family Members   | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Pension Payments                                   | STUDENTSPENSION | W2                  | W2                                 | <ul style="list-style-type: none"> <li>• AC1085</li> <li>• AC1089</li> <li>• AC1086</li> <li>• AC1090</li> <li>• AC1087</li> <li>• AC1091</li> <li>• AC1088</li> <li>• AC1092</li> </ul> | <ul style="list-style-type: none"> <li>• Box 12a Code</li> <li>• Box 12a Amount</li> <li>• Box 12b Code</li> <li>• Box 12b Amount</li> <li>• Box 12c Code</li> <li>• Box 12c Amount</li> <li>• Box 12d Code</li> <li>• Box 12d Amount</li> </ul> | <ul style="list-style-type: none"> <li>• If Box 12a-d has codes equal to D, E, G, or H, then Sum the amount values.</li> <li>• Where Metadata value is different from ISIR value, Replace with Summed Metadata values.</li> </ul> |

| Tech Reference<br>ISIR Field             | ISIR Field Code | Document Code   | SFA Document<br>Name   | Attribute Code | Attribute Name            | ISIR Discrepancy<br>Rules   |
|--|-----------------|---|--|----------------|---------------------------|---|
| Student's Tax<br>Return Completed        | STUDENTSTAXRET  | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>SelfEmploymentStatement</li> <li>IRSForm4868</li> <li>NonFilingStatement</li> </ul> | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>Self<br/>Employment<br/>Statement</li> <li>Extension<br/>Form IRS<br/>Form 4868</li> <li>Non-filing<br/>Student<br/>Statement</li> </ul> | N/A            | N/A                       | <ul style="list-style-type: none"> <li>IF<br/>TaxReturnTranscript,<br/>1040x,<br/>ForeignTaxTranscript<br/>received &amp;&amp;<br/>ISIR value<br/>= BLANK,<br/>3,2 Set ISIR<br/>Correction = 1</li> <li>IF<br/>IRSForm4868<br/>received &amp;&amp;<br/>ISIR Value<br/>= BLANK,<br/>3 Set ISIR<br/>Correction = 2</li> <li>IF<br/>NonFilingStatement<br/>received &amp;&amp;<br/>threshold not<br/>exceeded &amp;&amp;<br/>ISIR Value<br/>= BLANK<br/>Set ISIR<br/>Correction = 3</li> </ul> |
| Student's Tax<br>Return Filing<br>Status | STUDENTSTAXRET  | <ul style="list-style-type: none"> <li>TaxReturnTranscript</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTranscript</li> </ul>                      | <ul style="list-style-type: none"> <li>US Tax Return<br/>Transcript</li> <li>IRS Tax<br/>Return 1040</li> <li>Amended Tax<br/>Return Form<br/>1040x</li> <li>Foreign Tax<br/>Transcript</li> </ul>         | AC1065         | Filing Status             | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Type of<br>Tax Form Used?      | STUDENTSTYPEOF  | <ul style="list-style-type: none"> <li>TaxReturnTranscript</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTranscript</li> </ul>                      | <ul style="list-style-type: none"> <li>US Tax Return<br/>Transcript</li> <li>IRS Tax<br/>Return 1040</li> <li>Amended Tax<br/>Return Form<br/>1040x</li> <li>Foreign Tax<br/>Transcript</li> </ul>         | AC1084         | Tax Form Type             | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Untaxed<br>Pensions            | STUDENTSUNTAXE  | TaxReturnTranscript   | US Tax Return<br>Transcript  | AC1109         | Untaxed Pensions<br>Total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Untaxed<br>Pensions            | STUDENTSUNTAXE  | 1040  | IRS Tax Return<br>1040   | AC1109         | Untaxed Pensions<br>Total | Where Metadata<br>value is different<br>from ISIR value,  |

| Tech Reference<br>ISIR Field                        | ISIR Field Code | Document Code       | SFA Document<br>Name                   | Attribute Code | Attribute Name                       | ISIR Discrepancy<br>Rules   |
|---|-----------------|---------------------|--|----------------|--------------------------------------|---|
|   |                 |                     |  |                |                                      | Replace with<br>Metadata value.   |
| Student's Untaxed<br>Pensions                       | STUDENTSUNTAXE  | 1040x               | US Tax Return<br>Amended               | AC1109         | Untaxed Pensions<br>Total            | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Untaxed<br>Pensions                       | STUDENTSUNTAXE  | ForeignTaxTranscrip | Foreign Tax<br>Transcript              | AC1018         | Untaxed Pensions<br>Total            | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's U.S.<br>Income Tax Paid                   | STUDENTSUSINCO  | SelfEmploymentSta   | Self Employment<br>Statement           | AC1016         | Taxes Paid                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's U.S.<br>Income Tax Paid                   | STUDENTSUSINCO  | TaxReturnTranscrip  | US Tax Return<br>Transcript            | AC1016         | Taxes Paid                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's U.S.<br>Income Tax Paid                   | STUDENTSUSINCO  | 1040                | IRS Tax Return<br>1040                 | AC1016         | Taxes Paid                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's U.S.<br>Income Tax Paid                   | STUDENTSUSINCO  | 1040x               | US Tax Return<br>Amended               | AC1016         | Taxes Paid                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's U.S.<br>Income Tax Paid                   | STUDENTSUSINCO  | ForeignTaxTranscrip | Foreign Tax<br>Transcript              | AC1016         | Taxes Paid                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Parent's Marital<br>Status                          | PARENTSMARITALS | VW-Dep              | Verification<br>Worksheet<br>Dependent | AC1097         | Parent's Marital<br>Status           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Parents' Number of<br>Family Members                | PARENTSNUMBERC  | VW-Dep              | Verification<br>Worksheet<br>Dependent | AC1098         | Parent's Number of<br>Family Members | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Parents' Number<br>in College (Parents<br>excluded) | PARENTSNUMBERI  | VW-Dep              | Verification<br>Worksheet<br>Dependent | AC1099         | Parent's Number in<br>College        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |

| Tech Reference<br>ISIR Field                       | ISIR Field Code | Document Code       | SFA Document<br>Name         | Attribute Code | Attribute Name           | ISIR Discrepancy<br>Rules   |
|--|-----------------|---------------------|------------------------------|----------------|--------------------------|---|
| Parents' Adjusted<br>Gross Income from<br>IRS form | PARENTSADJUSTED | SelfEmploymentSta   | Self Employment<br>Statement | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' Adjusted<br>Gross Income from<br>IRS form | PARENTSADJUSTED | TaxReturnTranscrip  | US Tax Return<br>Transcript  | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' Adjusted<br>Gross Income from<br>IRS form | PARENTSADJUSTED | 1040                | IRS Tax Return<br>1040       | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' Adjusted<br>Gross Income from<br>IRS form | PARENTSADJUSTED | 1040x               | US Tax Return<br>Amended     | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' Adjusted<br>Gross Income from<br>IRS form | PARENTSADJUSTED | ForeignTaxTranscrip | Foreign Tax<br>Transcript    | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents'<br>Exemptions<br>Claimed                  | PARENTSEXEMPTIO | N/A                 | N/A                          | N/A            | N/A                      | <ul style="list-style-type: none"> <li>IF<br/>ISIR.PARENTSMARITALS<br/>= 1 &amp;<br/>ISIR.PARENTSEXEMPTIO<br/>&lt; 2 Set ISIR<br/>Correction = 2</li> </ul> |
| Parents'<br>Educational Credits                    | PARENTSEDUCATIO | TaxReturnTranscrip  | US Tax Return<br>Transcript  | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents'<br>Educational Credits                    | PARENTSEDUCATIO | 1040                | IRS Tax Return<br>1040       | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents'<br>Educational Credits                    | PARENTSEDUCATIO | 1040x               | US Tax Return<br>Amended     | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents'<br>Educational Credits                    | PARENTSEDUCATIO | ForeignTaxTranscrip | Foreign Tax<br>Transcript    | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |



| Tech Reference ISIR Field                                   | ISIR Field Code | Document Code       | SFA Document Name        | Attribute Code | Attribute Name                             | ISIR Discrepancy Rules  |
|---|-----------------|---------------------|--------------------------|----------------|--|---|
| Parents' Interest Income                                    | PARENTSINTEREST | TaxReturnTranscrip  | US Tax Return Transcript | AC1111         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Interest Income                                    | PARENTSINTEREST | 1040                | IRS Tax Return 1040      | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Interest Income                                    | PARENTSINTEREST | 1040x               | US Tax Return Amended    | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Interest Income                                    | PARENTSINTEREST | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | TaxReturnTranscrip  | US Tax Return Transcript | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | 1040                | IRS Tax Return 1040      | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | 1040x               | US Tax Return Amended    | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' IRA Payments                                       | PARENTSIRAPAYME | TaxReturnTranscrip  | US Tax Return Transcript | AC1019         | IRA Deduction                              | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' IRA Payments                                       | PARENTSIRAPAYME | 1040                | IRS Tax Return 1040      | AC1019         | IRA Deduction                              | Where Metadata value is different from ISIR value, Replace with Metadata value. |

| Tech Reference<br>ISIR Field         | ISIR Field Code | Document Code  | SFA Document<br>Name   | Attribute Code   | Attribute Name   | ISIR Discrepancy<br>Rules   |
|--------------------------------------|-----------------|--|--|--|--|---|
| Parents' IRA<br>Payments             | PARENTSIRAPAYME | 1040x  | US Tax Return<br>Amended   | AC1019   | IRA Deduction  | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' IRA<br>Payments             | PARENTSIRAPAYME | ForeignTaxTranscrip  | Foreign Tax<br>Transcript  | AC1019   | IRA Deduction  | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' Pension<br>Payments         | PARENTSPENSIONP | W2   | W2   | <ul style="list-style-type: none"> <li>AC1085</li> <li>AC1089</li> <li>AC1086</li> <li>AC1090</li> <li>AC1087</li> <li>AC1091</li> <li>AC1088</li> <li>AC1092</li> </ul> | <ul style="list-style-type: none"> <li>Box 12a Code</li> <li>Box 12a<br/>Amount</li> <li>Box 12b Code</li> <li>Box 12b<br/>Amount</li> <li>Box 12c Code</li> <li>Box 12c<br/>Amount</li> <li>Box 12d Code</li> <li>Box 12d<br/>Amount</li> </ul> | <ul style="list-style-type: none"> <li>If Box 12a-<br/>d has codes<br/>equal to D,<br/>E, G, or H,<br/>then Sum<br/>the amount<br/>values.</li> <li>Where<br/>Metadata<br/>value is<br/>different from<br/>ISIR value,<br/>Replace with<br/>Summed<br/>Metadata<br/>values.</li> </ul>  |
| Parents' Tax Return<br>Completed?    | PARENTSTAXRETUI | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>SelfEmployment</li> <li>IRSForm4868</li> <li>NonFilingState</li> </ul> | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>Self<br/>Employment<br/>Statement</li> <li>Extension<br/>Form IRS<br/>Form 4868</li> <li>Non-filing<br/>Student<br/>Statement</li> </ul> | N/A  | N/A  | <ul style="list-style-type: none"> <li>IF<br/>TaxReturnTranscript,<br/>1040x,<br/>ForeignTaxTranscript<br/>received &amp;&amp;<br/>ISIR value<br/>= BLANK,<br/>3,2 Set ISIR<br/>Correction = 1</li> <li>IF<br/>IRSForm4868<br/>received &amp;&amp;<br/>ISIR Value<br/>= BLANK,<br/>3 Set ISIR<br/>Correction = 2</li> <li>IF<br/>NonFilingStatement<br/>received &amp;&amp;<br/>threshold not<br/>exceeded &amp;&amp;<br/>ISIR Value<br/>= BLANK<br/>Set ISIR<br/>Correction = 3</li> </ul> |
| Parents' Tax Return<br>Filing Status | PARENTSTAXRETUI | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> </ul>  | <ul style="list-style-type: none"> <li>US Tax Return<br/>Transcript</li> </ul>   | AC1065   | Filing Status  | Where Metadata<br>value is different<br>from ISIR value,  |

| Tech Reference ISIR Field       | ISIR Field Code | Document Code   | SFA Document Name  | Attribute Code | Attribute Name         | ISIR Discrepancy Rules  |
|---------------------------------|-----------------|---|--|----------------|------------------------|---|
|                                 |                 | <ul style="list-style-type: none"> <li>1040x</li> <li>ForeignTaxTra</li> </ul>                                      | <ul style="list-style-type: none"> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul>                                   |                |                        | Replace with Metadata value.  |
| Parents' Type of Tax Form Used? | PARENTSTYPEOFTA | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | AC1084         | Tax Form Type          | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Pensions       | PARENTSUNTAXED  | TaxReturnTranscrip  | US Tax Return Transcript   | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Pensions       | PARENTSUNTAXED  | 1040  | IRS Tax Return 1040  | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Pensions       | PARENTSUNTAXED  | 1040x   | US Tax Return Amended  | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Untaxed Pensions       | PARENTSUNTAXED  | ForeignTaxTranscrip   | Foreign Tax Transcript   | AC1018         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' U.S. Income Tax Paid   | PARENTSUSINCOM  | SelfEmploymentSta   | Self Employment Statement  | AC1016         | Taxes Paid             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' U.S. Income Tax Paid   | PARENTSUSINCOM  | TaxReturnTranscrip  | US Tax Return Transcript   | AC1016         | Taxes Paid             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' U.S. Income Tax Paid   | PARENTSUSINCOM  | 1040  | IRS Tax Return 1040  | AC1016         | Taxes Paid             | Where Metadata value is different from ISIR value,                              |

| Tech Reference<br>ISIR Field     | ISIR Field Code | Document Code       | SFA Document<br>Name      | Attribute Code | Attribute Name | ISIR Discrepancy<br>Rules   |
|----------------------------------|-----------------|---------------------|---------------------------|----------------|----------------|---|
|                                  |                 |                     |                           |                |                | Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | 1040x               | US Tax Return<br>Amended  | AC1016         | Taxes Paid     | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | ForeignTaxTranscrip | Foreign Tax<br>Transcript | AC1016         | Taxes Paid     | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Permanent State     | PERMANENTSTATE  | N/A                 | N/A                       | N/A            | N/A            | IF<br>ISIR.PERMANENTSTATE<br>== "FC" &<br>SFA.ADDRESS_<br>STATE != "FC"<br><ul style="list-style-type: none"> <li>• Trigger<br/>discrepancy</li> <li>• Trigger<br/>manual<br/>review</li> </ul> |

## 2023-2024 Configured ISIR Discrepancy Rules

This topic includes the Oracle-delivered configuration for the 2023-2024 Award Year for the *ISIR Discrepancy Guide*.

**Note:** For these Document Codes:

- 1040
- 1040X
- SelfEmploymentStatement
- TaxReturnTranscript

some of the tax return-related Attribute Names displayed in this topic aren't the full Attribute Names that are in the DOCMETADATA.csv. The extended Attribute Names in the DOCMETADATA.csv include additional information about where the information can be found on the appropriate tax form.

**Note:** The baseline configuration standard logic is that for any document metadata field that has a coordinating ISIR field (for example, ISIR.Student's Date of Birth equal to DriversLicense.Date of Birth), where the document metadata value is different from the ISIR value, replace the ISIR value with the document metadata value; thereby triggering an ISIR correction.

| Tech Reference ISIR Field | SFP ISIR Field Reference | SFP Document Code   | SFP Document Name                        | Attribute Code | Attribute Name / Meta Data Field | ISIR Discrepancy Rules  |
|---------------------------|--------------------------|---------------------|--|----------------|----------------------------------|---|
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | DriversLicense      | State-issued Driver's License            | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | NonDriversLicenseID | Non-Driver's License Identification Card | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | StatelssuedID       | State-issued Identification Card         | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | Passport            | Passport                                 | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMPL  | HSDiploma           | High School Diploma                      | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 1, then Update ISIR field to 1 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMPL  | HSTranscript        | High School Transcript                   | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 1, then Update ISIR field to 1 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMPL  | GEDCert             | GED Certificate                          | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 2, then Update ISIR field to 2 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMPL  | GEDTranscript       | GED Transcript                           | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not =                                |

|                          |                        |                     |  |                  |   |   |
|--------------------------|------------------------|---------------------|--|------------------|---|---|
|                          |                        |                     |  |                  |   | 2, then Update ISIR field to 2  |
| HS Diploma or Equivalent | STUDENT_HIGHSCHOOLCOMF | HomeSchoolCert      | Home School Certificate                  | N/A              | N/A   | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 3, then Update ISIR field to 3 |
| Student's Last Name      | STUDENT_LASTNAME       | LegalNameChange     | Legal Name Change Document               | AC1096           | Current Last Name                               | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name      | STUDENT_LASTNAME       | MarriageCertificate | Marriage Certificate                     | AC1096           | Current Last Name                               | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name      | STUDENT_LASTNAME       | DriversLicense      | State-issued Driver's License            | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name      | STUDENT_LASTNAME       | NonDriversLicenseId | Non-Driver's License Identification Card | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name      | STUDENT_LASTNAME       | StateIssuedID       | State-issued Identification Card         | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name      | STUDENT_LASTNAME       | Passport            | Passport                                 | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Marital Status | STUDENT_MARITALSTATUS  | VW-Ind              | Verification Worksheet Independent       | AC1093<br>AC1117 | Student's Marital Status                        | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Marital Status | STUDENT_MARITALSTATUS  | VW-Ind              | Verification Worksheet Independent       | AC1044           | Household Member Relationship(s) to student - 1 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"                      |
| Student's Marital Status | STUDENT_MARITALSTATUS  | VW-Ind              | Verification Worksheet Independent       | AC1045           | Household Member Relationship(s) to student - 2 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"                      |

|   |                         |                   |                                    |        |  |  |
|---|-------------------------|-------------------|------------------------------------|--------|--|--|
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1046 | Household Member Relationship(s) to student - 3  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1047 | Household Member Relationship(s) to student - 4  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1048 | Household Member Relationship(s) to student - 5  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1049 | Household Member Relationship(s) to student - 6  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1050 | Household Member Relationship(s) to student - 7  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1051 | Household Member Relationship(s) to student - 8  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1052 | Household Member Relationship(s) to student - 9  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENT_MARITALSTATUS   | VW-Ind            | Verification Worksheet Independent | AC1053 | Household Member Relationship(s) to student - 10 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"   |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN | SelfEmploymentSta | Self Employment Statement          | N/A    | Adjusted Gross Income<br>(Line 11- 1040)         | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically |

|   |                         |                    |                          |     |  |  |
|---|-------------------------|--------------------|--------------------------|-----|--|--|
|   |                         |                    |                          |     |  | <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN | TaxReturnTranscrip | US Tax Return Transcript | N/A | Adjusted Gross Income<br><br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN | 1040               | IRS Tax Return 1040      | N/A | Adjusted Gross Income<br><br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p>   |



|   |                         |                      |                        |     |  |  |
|---|-------------------------|----------------------|------------------------|-----|--|--|
|   |                         |                      |                        |     |  | that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN | 1040x                | US Tax Return Amended  | N/A | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN | ForeignTaxTranscript | Foreign Tax Transcript | N/A | Adjusted Gross Income                    | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline</p>                                   |

|                               |                         |                    |                          |     |  |  |
|-------------------------------|-------------------------|--------------------|--------------------------|-----|--|--|
|                               |                         |                    |                          |     |  | configuration in future releases.  |
| Student's Educational Credits | STUDENT_EDUCATIONCREDIT | TaxReturnTranscrip | US Tax Return Transcript | N/A | Education Credits (Line 3 of Schedule 3-1040)  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Educational Credits | STUDENT_EDUCATIONCREDIT | 1040               | IRS Tax Return 1040      | N/A | Education Credits (Line 3 of Schedule 3-1040)  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Educational Credits | STUDENT_EDUCATIONCREDIT | 1040x              | US Tax Return Amended    | N/A | Education Credits ((Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an</p>   |

|                               |                          |                     |                          |     |                                      |  |
|-------------------------------|--------------------------|---------------------|--------------------------|-----|--------------------------------------|--|
|                               |                          |                     |                          |     |                                      | <p>FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Student's Educational Credits | STUDENT_ EDUCATIONCREDIT | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A | Education Credits                    | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Interest Income     | STUDENT_ TAXEXEMPTINTERE | TaxReturnTranscrip  | US Tax Return Transcript | N/A | Tax-Exempt Interest (Line 2a - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline</p>   |

|                           |                         |       |                       |     |                                      |  |
|---------------------------|-------------------------|-------|-----------------------|-----|--------------------------------------|--|
|                           |                         |       |                       |     |                                      | <p>configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Student's Interest Income | STUDENT_TAXEXEMPTINTERE | 1040  | IRS Tax Return 1040   | N/A | Tax-Exempt Interest (Line 2a - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Interest Income | STUDENT_TAXEXEMPTINTERE | 1040x | US Tax Return Amended | N/A | Tax-Exempt Interest (Line 2a - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually</p>   |

|  |                         |                     |                          |     |  |  |
|--|-------------------------|---------------------|--------------------------|-----|--|--|
|  |                         |                     |                          |     |  | entered field related to this ISIR field we will enhance our baseline configuration in future releases.  |
| Student's Interest Income                                    | STUDENT_TAXEXEMPTINTERE | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A | Tax-Exempt Interest  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_UNTAXEDPORTION  | TaxReturnTranscrip  | US Tax Return Transcript | N/A | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |

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|--|------------------------|---------------------|------------------------|-----|--|---|
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_UNTAXEDPORTION | 1040                | IRS Tax Return 1040    | N/A | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_UNTAXEDPORTION | 1040x               | US Tax Return Amended  | N/A | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_UNTAXEDPORTION | ForeignTaxTranscrip | Foreign Tax Transcript | N/A | Untaxed IRA Distribution and Pension total   | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR   |

|                                    |                          |  |  |        |                                    |   |
|------------------------------------|--------------------------|--|--|--------|------------------------------------|---|
|                                    |                          |  |  |        |                                    | <p>we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Student's Number of Family Members | STUDENT_UPDATEDFAMILYSI  | VW-Ind   | Verification Worksheet Independent   | AC1022 | Student's Number of Family Members | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Student's Tax Return Completed     | STUDENT_FILED1040OR1040N | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>SelfEmployment</li> <li>IRSForm4868</li> <li>NonFilingState</li> </ul> | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>Self Employment Statement</li> <li>Extension Form IRS Form 4868</li> <li>Non-filing Student Statement</li> </ul> | N/A    | N/A                                | <ul style="list-style-type: none"> <li>IF TaxReturnTranscript, 1040x, ForeignTaxTranscript received &amp;&amp; ISIR value = BLANK, 3,2 Set ISIR Correction = 1</li> <li>IF IRSForm4868 received &amp;&amp; ISIR Value = BLANK, 3 Set ISIR Correction = 2</li> <li>IF NonFilingStatement received &amp;&amp; threshold not exceeded &amp;&amp; ISIR Value = BLANK Set ISIR Correction = 3</li> </ul> |
| Student's Tax Return Filing Status | STUDENT_TAXRETURNFILING  | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul>                      | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> </ul>                                     | N/A    | Filing Status                      | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically  |

|                                  |                          |   |  |        |   |  |
|----------------------------------|--------------------------|---|--|--------|---|--|
|                                  |                          |   | <ul style="list-style-type: none"> <li>Foreign Tax Transcript</li> </ul>   |        |   | <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Student's Type of Tax Form Used? | STUDENT_FILED1040OR1040N | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | AC1084 | Tax Form Type   | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Student's Untaxed Pensions       | STUDENT_UNTAXEDPORTION   | ForeignTaxTranscrip   | Foreign Tax Transcript   | N/A    | Untaxed Pensions Total                                  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's U.S. Income Tax Paid   | STUDENT_INCOMETAXPAID    | SelfEmploymentSta   | Self Employment Statement  | N/A    | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within   |



|                                |                       |                    |                          |     |   |  |
|--------------------------------|-----------------------|--------------------|--------------------------|-----|---|--|
|                                |                       |                    |                          |     |   | <p>the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Student's U.S. Income Tax Paid | STUDENT_INCOMETAXPAID | TaxReturnTranscrip | US Tax Return Transcript | N/A | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's U.S. Income Tax Paid | STUDENT_INCOMETAXPAID | 1040               | IRS Tax Return 1040      | N/A | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If</p>  |

|                                |                       |                     |                        |     |   |  |
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|                                |                       |                     |                        |     |   | <p>Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Student's U.S. Income Tax Paid | STUDENT_INCOMETAXPAID | 1040x               | US Tax Return Amended  | N/A | Taxes Paid<br><br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's U.S. Income Tax Paid | STUDENT_INCOMETAXPAID | ForeignTaxTranscrip | Foreign Tax Transcript | N/A | Taxes Paid  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field</p>   |

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|--|------------------------|--------------------|----------------------------------|------------------|--|---|
|  |                        |                    |                                  |                  |  | related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parent's Marital Status                      | PARENT_MARITALSTATUS   | VW-Dep             | Verification Worksheet Dependent | AC1097<br>AC1119 | Parent's Marital Status                  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Number of Family Members            | PARENT_UPDATEDFAMILYSI | VW-Dep             | Verification Worksheet Dependent | AC1098           | Parent's Number of Family Members        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN | SelfEmploymentSta  | Self Employment Statement        | N/A              | Adjusted Gross Income<br>(Line 11- 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN | TaxReturnTranscrip | US Tax Return Transcript         | N/A              | Adjusted Gross Income<br>(Line 11- 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic  |

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|  |                        |       |                       |     |  | that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN | 1040  | IRS Tax Return 1040   | N/A | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN | 1040x | US Tax Return Amended | N/A | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline</p>                                   |

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|--|------------------------|---------------------|--------------------------|-----|---|--|
|  |                        |                     |                          |     |   | configuration in future releases.  |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A | Adjusted Gross Income                         | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Exemptions Claimed                  | PARENT_TAXEXEMPTINTERE | N/A                 | N/A                      | N/A | N/A   | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Educational Credits                 | PARENT_EDUCATIONCREDIT | TaxReturnTranscrip  | US Tax Return Transcript | N/A | Education Credits (Line 3 of Schedule 3-1040) | Due to the ISIR field related to this discrepancy being related to an  |

|                              |                        |       |                       |     |   |  |
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|                              |                        |       |                       |     |   | <p>FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' Educational Credits | PARENT_EDUCATIONCREDIT | 1040  | IRS Tax Return 1040   | N/A | Education Credits (Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Educational Credits | PARENT_EDUCATIONCREDIT | 1040x | US Tax Return Amended | N/A | Education Credits (Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline</p>   |

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|   |                        |                      |                          |     |  | <p>configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' Educational Credits                                | PARENT_EDUCATIONCREDIT | ForeignTaxTranscript | Foreign Tax Transcript   | N/A | Education Credits  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION  | TaxReturnTranscript  | US Tax Return Transcript | N/A | Untaxed IRA Distribution and Pension total<br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually</p>   |

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|---|-----------------------|-------|-----------------------|-----|--|---|
|   |                       |       |                       |     |  | entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION | 1040  | IRS Tax Return 1040   | N/A | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION | 1040x | US Tax Return Amended | N/A | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |



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| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_ UNTAXEDPORTION  | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A | Untaxed IRA Distribution and Pension total         | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' IRA Payments                                       | PARENT_ DEDUCTIBLEPAYME | TaxReturnTranscrip  | US Tax Return Transcript | N/A | IRA Deduction (Lines 15 + 19 of Schedule 1 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' IRA Payments                                       | PARENT_ DEDUCTIBLEPAYME | 1040                | IRS Tax Return 1040      | N/A | IRA Deduction (Lines 15 + 19 of Schedule 1 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR</p>   |

|                       |                        |                     |                        |     |   |  |
|-----------------------|------------------------|---------------------|------------------------|-----|---|--|
|                       |                        |                     |                        |     |   | <p>we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' IRA Payments | PARENT_DEDUCTIBLEPAYME | 1040x               | US Tax Return Amended  | N/A | IRA Deduction<br>(Lines 15 + 19 of Schedule 1 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' IRA Payments | PARENT_DEDUCTIBLEPAYME | ForeignTaxTranscrip | Foreign Tax Transcript | N/A | IRA Deduction   | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines</p>  |

|                                   |                         |   |  |        |               |  |
|-----------------------------------|-------------------------|---|--|--------|---------------|--|
|                                   |                         |   |  |        |               | <p>that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Parents' Tax Return Filing Status | PARENT_FILEDNONUSTAXRE  | <ul style="list-style-type: none"> <li>• TaxReturnTran</li> <li>• 1040</li> <li>• 1040x</li> <li>• ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>• US Tax Return Transcript</li> <li>• IRS Tax Return 1040</li> <li>• Amended Tax Return Form 1040x</li> <li>• Foreign Tax Transcript</li> </ul> | N/A    | Filing Status | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Type of Tax Form Used?   | PARENT_FILED1040OR1040N | <ul style="list-style-type: none"> <li>• TaxReturnTran</li> <li>• 1040</li> <li>• 1040x</li> <li>• ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>• US Tax Return Transcript</li> <li>• IRS Tax Return 1040</li> <li>• Amended Tax Return Form 1040x</li> <li>• Foreign Tax Transcript</li> </ul> | AC1084 | Tax Form Type | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Parents' Untaxed Pensions         | PARENT_UNTAXEDPORTION   | ForeignTaxTranscrip   | Foreign Tax Transcript   | AC1018 | N/A           | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically   |

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|                               |                      |                    |                           |     |   | <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID | SelfEmploymentSta  | Self Employment Statement | N/A | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID | TaxReturnTranscrip | US Tax Return Transcript  | N/A | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p>   |

|                               |                      |       |                       |     |   |  |
|-------------------------------|----------------------|-------|-----------------------|-----|---|--|
|                               |                      |       |                       |     |   | that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID | 1040  | IRS Tax Return 1040   | N/A | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID | 1040x | US Tax Return Amended | N/A | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline</p>                                   |

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|                               |                      |                     |                        |     |            | configuration in future releases.  |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID | ForeignTaxTranscrip | Foreign Tax Transcript | N/A | Taxes Paid | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Permanent State     | STUDENT_STATE        | N/A                 | N/A                    | N/A | N/A        | <p>IF ISIR.PERMANENTSTATE == "FC" &amp; SFP.ADDRESS_STATE != "FC"</p> <ul style="list-style-type: none"> <li>• Trigger discrepancy</li> <li>• Trigger manual review</li> </ul>   |

| Tech Reference ISIR Field | ISIR Field Code | Document Code       | SFA Document Name                        | Attribute Code | Attribute Name | ISIR Discrepancy Rules  |
|---------------------------|-----------------|---------------------|--|----------------|----------------|---|
| Student's Date of Birth   | DATEOFBIRTH     | DriversLicense      | State-issued Driver's License            | AC1003         | Date of Birth  | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Date of Birth   | DATEOFBIRTH     | NonDriversLicenseID | Non-Driver's License Identification Card | AC1003         | Date of Birth  | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Date of Birth   | DATEOFBIRTH     | StatelssuedID       | State-issued Identification Card         | AC1003         | Date of Birth  | Where Metadata value is different   |

| Tech Reference<br>ISIR Field | ISIR Field Code | Document Code       | SFA Document<br>Name          | Attribute Code | Attribute Name    | ISIR Discrepancy<br>Rules   |
|------------------------------|-----------------|---------------------|-------------------------------|----------------|-------------------|---|
|                              |                 |                     |                               |                |                   | from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Date of<br>Birth   | DATEOFBIRTH     | Passport            | Passport                      | AC1003         | Date of Birth     | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.                                       |
| HS Diploma or<br>Equivalent  | HSDIPLOMAOREQU  | HSDiploma           | High School<br>Diploma        | N/A            | N/A               | If Doc Exists and<br>is Acceptable<br>and ISIR field<br>HS Diploma or<br>Equivalent is Not =<br>1, then Update ISIR<br>field to 1 |
| HS Diploma or<br>Equivalent  | HSDIPLOMAOREQU  | HSTranscript        | High School<br>Transcript     | N/A            | N/A               | If Doc Exists and<br>is Acceptable<br>and ISIR field<br>HS Diploma or<br>Equivalent is Not =<br>1, then Update ISIR<br>field to 1 |
| HS Diploma or<br>Equivalent  | HSDIPLOMAOREQU  | GEDCert             | GED Certificate               | N/A            | N/A               | If Doc Exists and<br>is Acceptable<br>and ISIR field<br>HS Diploma or<br>Equivalent is Not =<br>2, then Update ISIR<br>field to 2 |
| HS Diploma or<br>Equivalent  | HSDIPLOMAOREQU  | GEDTranscript       | GED Transcript                | N/A            | N/A               | If Doc Exists and<br>is Acceptable<br>and ISIR field<br>HS Diploma or<br>Equivalent is Not =<br>2, then Update ISIR<br>field to 2 |
| HS Diploma or<br>Equivalent  | HSDIPLOMAOREQU  | HomeSchoolCert      | Home School<br>Certificate    | N/A            | N/A               | If Doc Exists and<br>is Acceptable<br>and ISIR field<br>HS Diploma or<br>Equivalent is Not =<br>3, then Update ISIR<br>field to 3 |
| Student's Last<br>Name       | STUDENTLASTNAM  | LegalNameChange     | Legal Name<br>Change Document | AC1096         | Current Last Name | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.                                       |
| Student's Last<br>Name       | STUDENTLASTNAM  | MarriageCertificate | Marriage<br>Certificate       | AC1096         | Current Last Name | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.                                       |

| Tech Reference ISIR Field | ISIR Field Code | Document Code      | SFA Document Name                        | Attribute Code | Attribute Name                                  | ISIR Discrepancy Rules   |
|---------------------------|-----------------|--------------------|--|----------------|---|--|
| Student's Last Name       | STUDENTLASTNAM  | DriversLicense     | State-issued Driver's License            | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | NonDriversLicenseI | Non-Driver's License Identification Card | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | StateIssuedID      | State-issued Identification Card         | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENTLASTNAM  | Passport           | Passport                                 | AC1002         | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent       | AC1093         | Student's Marital Status                        | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent       | AC1044         | Household Member Relationship(s) to student - 1 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent       | AC1045         | Household Member Relationship(s) to student - 2 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent       | AC1046         | Household Member Relationship(s) to student - 3 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent       | AC1047         | Household Member Relationship(s) to student - 4 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent       | AC1048         | Household Member                                | If Meta Data Value = Spouse and ISIR value not 2,  |



| Tech Reference<br>ISIR Field                  | ISIR Field Code | Document Code      | SFA Document<br>Name               | Attribute Code | Attribute Name                                   | ISIR Discrepancy<br>Rules  |
|---|-----------------|--------------------|------------------------------------|----------------|--|--|
|   |                 |                    |                                    |                | Relationship(s) to student - 5                   | updated ISIR to "2 = Married/ remarried"   |
| Student's Marital Status                      | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent | AC1049         | Household Member Relationship(s) to student - 6  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status                      | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent | AC1050         | Household Member Relationship(s) to student - 7  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status                      | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent | AC1051         | Household Member Relationship(s) to student - 8  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status                      | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent | AC1052         | Household Member Relationship(s) to student - 9  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status                      | STUDENTMARITALS | VW-Ind             | Verification Worksheet Independent | AC1053         | Household Member Relationship(s) to student - 10 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Adjusted Gross Income from IRS form | STUDENTSADJUST  | SelfEmploymentSta  | Self Employment Statement          | AC1015         | Adjusted Gross Income                            | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Adjusted Gross Income from IRS form | STUDENTSADJUST  | TaxReturnTranscrip | US Tax Return Transcript           | AC1015         | Adjusted Gross Income                            | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Adjusted Gross Income from IRS form | STUDENTSADJUST  | 1040               | IRS Tax Return 1040                | AC1015         | Adjusted Gross Income                            | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Adjusted Gross Income from IRS form | STUDENTSADJUST  | 1040x              | US Tax Return Amended              | AC1015         | Adjusted Gross Income                            | Where Metadata value is different from ISIR value, Replace with Metadata value.            |

| Tech Reference<br>ISIR Field                        | ISIR Field Code | Document Code       | SFA Document<br>Name        | Attribute Code | Attribute Name           | ISIR Discrepancy<br>Rules   |
|---|-----------------|---------------------|-----------------------------|----------------|--------------------------|---|
| Student's Adjusted<br>Gross Income from<br>IRS form | STUDENTSADJUST  | ForeignTaxTranscrip | Foreign Tax<br>Transcript   | AC1015         | Adjusted Gross<br>Income | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | TaxReturnTranscrip  | US Tax Return<br>Transcript | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | 1040                | IRS Tax Return<br>1040      | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | 1040x               | US Tax Return<br>Amended    | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Educational Credits                    | STUDENTSEDUCAT  | ForeignTaxTranscrip | Foreign Tax<br>Transcript   | AC1021         | Education Credits        | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Exemptions<br>Claimed                  | STUDENTSEXEMPT  | N/A                 | N/A                         | N/A            | N/A                      | <ul style="list-style-type: none"> <li>IF<br/>ISIR.STUDENTMARITALS<br/>= 1 &amp;<br/>ISIR.STUDENTSEXEMPT<br/>= 1 Set ISIR<br/>Correction = 1</li> <li>IF<br/>ISIR.STUDENTMARITALS<br/>= 2 &amp;<br/>ISIR.STUDENTSEXEMPT<br/>&lt; 2 Set ISIR<br/>Correction = 2</li> <li>IF<br/>ISIR.STUDENTMARITALS<br/>= 4 &amp;<br/>ISIR.STUDENTSEXEMPT<br/>&lt; 2 Set ISIR<br/>Correction = 2</li> </ul> |
| Student's Interest<br>Income                        | STUDENTSINTERES | TaxReturnTranscrip  | US Tax Return<br>Transcript | AC1020         | Tax-Exempt<br>Interest   | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Interest<br>Income                        | STUDENTSINTERES | 1040                | IRS Tax Return<br>1040      | AC1020         | Tax-Exempt<br>Interest   | Where Metadata<br>value is different<br>from ISIR value,  |

| Tech Reference<br>ISIR Field  | ISIR Field Code | Document Code       | SFA Document<br>Name        | Attribute Code | Attribute Name                                   | ISIR Discrepancy<br>Rules   |
|---|-----------------|---------------------|-----------------------------|----------------|--|---|
|   |                 |                     |                             |                |  | Replace with<br>Metadata value.   |
| Student's Interest<br>Income  | STUDENTSINTERES | 1040x               | US Tax Return<br>Amended    | AC1020         | Tax-Exempt<br>Interest                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Interest<br>Income  | STUDENTSINTERES | ForeignTaxTranscrip | Foreign Tax<br>Transcript   | AC1020         | Tax-Exempt<br>Interest                           | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Untaxed<br>Portions of IRA<br>Distributions and<br>Pensions | STUDENTSUNTAXE  | TaxReturnTranscrip  | US Tax Return<br>Transcript | AC1017         | Untaxed IRA<br>Distribution and<br>Pension total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Untaxed<br>Portions of IRA<br>Distributions and<br>Pensions | STUDENTSUNTAXE  | 1040                | IRS Tax Return<br>1040      | AC1017         | Untaxed IRA<br>Distribution and<br>Pension total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Untaxed<br>Portions of IRA<br>Distributions and<br>Pensions | STUDENTSUNTAXE  | 1040x               | US Tax Return<br>Amended    | AC1017         | Untaxed IRA<br>Distribution and<br>Pension total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's Untaxed<br>Portions of IRA<br>Distributions and<br>Pensions | STUDENTSUNTAXE  | ForeignTaxTranscrip | Foreign Tax<br>Transcript   | AC1017         | Untaxed IRA<br>Distribution and<br>Pension total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's IRA<br>Payments   | STUDENTSIRAPAYM | TaxReturnTranscrip  | US Tax Return<br>Transcript | AC1019         | IRA Deduction                                    | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's IRA<br>Payments   | STUDENTSIRAPAYM | 1040                | IRS Tax Return<br>1040      | AC1019         | IRA Deduction                                    | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's IRA<br>Payments   | STUDENTSIRAPAYM | 1040x               | US Tax Return<br>Amended    | AC1019         | IRA Deduction                                    | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |
| Student's IRA<br>Payments   | STUDENTSIRAPAYM | ForeignTaxTranscrip | Foreign Tax<br>Transcript   | AC1019         | IRA Deduction                                    | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value. |

| Tech Reference<br>ISIR Field             | ISIR Field Code | Document Code  | SFA Document<br>Name   | Attribute Code   | Attribute Name   | ISIR Discrepancy<br>Rules   |
|--|-----------------|--|--|--|--|---|
| Student's Number<br>in College           | STUDENTSNUMBE   | VW-Ind   | Verification<br>Worksheet<br>Independent   | AC1023   | Student's Number<br>in College   | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Number<br>of Family Members    | STUDENTSNUMBE   | VW-Ind   | Verification<br>Worksheet<br>Independent   | AC1022   | Student's Number<br>of Family Members  | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's Pension<br>Payments            | STUDENTSPENSION | W2   | W2   | <ul style="list-style-type: none"> <li>AC1085</li> <li>AC1089</li> <li>AC1086</li> <li>AC1090</li> <li>AC1087</li> <li>AC1091</li> <li>AC1088</li> <li>AC1092</li> </ul> | <ul style="list-style-type: none"> <li>Box 12a Code</li> <li>Box 12a<br/>Amount</li> <li>Box 12b Code</li> <li>Box 12b<br/>Amount</li> <li>Box 12c Code</li> <li>Box 12c<br/>Amount</li> <li>Box 12d Code</li> <li>Box 12d<br/>Amount</li> </ul> | <ul style="list-style-type: none"> <li>If Box 12a-<br/>d has codes<br/>equal to D,<br/>E, G, or H,<br/>then Sum<br/>the amount<br/>values.</li> <li>Where<br/>Metadata<br/>value is<br/>different from<br/>ISIR value,<br/>Replace with<br/>Summed<br/>Metadata<br/>values.</li> </ul>  |
| Student's Tax<br>Return Completed        | STUDENTSTAXRET  | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>SelfEmployme</li> <li>IRSForm4868</li> <li>NonFilingState</li> </ul> | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>Self<br/>Employment<br/>Statement</li> <li>Extension<br/>Form IRS<br/>Form 4868</li> <li>Non-filing<br/>Student<br/>Statement</li> </ul> | N/A  | N/A  | <ul style="list-style-type: none"> <li>IF<br/>TaxReturnTranscript,<br/>1040x,<br/>ForeignTaxTranscript<br/>received &amp;&amp;<br/>ISIR value<br/>= BLANK,<br/>3,2 Set ISIR<br/>Correction = 1</li> <li>IF<br/>IRSForm4868<br/>received &amp;&amp;<br/>ISIR Value<br/>= BLANK,<br/>3 Set ISIR<br/>Correction = 2</li> <li>IF<br/>NonFilingStatement<br/>received &amp;&amp;<br/>threshold not<br/>exceeded &amp;&amp;<br/>ISIR Value<br/>= BLANK<br/>Set ISIR<br/>Correction = 3</li> </ul> |
| Student's Tax<br>Return Filing<br>Status | STUDENTSTAXRET  | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> </ul>  | <ul style="list-style-type: none"> <li>US Tax Return<br/>Transcript</li> </ul>   | AC1065   | Filing Status  | Where Metadata<br>value is different<br>from ISIR value,  |

| Tech Reference<br>ISIR Field     | ISIR Field Code | Document Code   | SFA Document<br>Name   | Attribute Code | Attribute Name         | ISIR Discrepancy<br>Rules   |
|----------------------------------|-----------------|---|--|----------------|------------------------|---|
|                                  |                 | <ul style="list-style-type: none"> <li>1040x</li> <li>ForeignTaxTra</li> </ul>                                      | <ul style="list-style-type: none"> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul>                                   |                |                        | Replace with Metadata value.  |
| Student's Type of Tax Form Used? | STUDENTSTYPEOF  | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | AC1084         | Tax Form Type          | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Untaxed Pensions       | STUDENTSUNTAXE  | TaxReturnTranscrip  | US Tax Return Transcript   | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Untaxed Pensions       | STUDENTSUNTAXE  | 1040  | IRS Tax Return 1040  | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Untaxed Pensions       | STUDENTSUNTAXE  | 1040x   | US Tax Return Amended  | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Untaxed Pensions       | STUDENTSUNTAXE  | ForeignTaxTranscrip   | Foreign Tax Transcript   | AC1018         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's U.S. Income Tax Paid   | STUDENTSUSINCO  | SelfEmploymentSta   | Self Employment Statement  | AC1016         | Taxes Paid             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's U.S. Income Tax Paid   | STUDENTSUSINCO  | TaxReturnTranscrip  | US Tax Return Transcript   | AC1016         | Taxes Paid             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's U.S. Income Tax Paid   | STUDENTSUSINCO  | 1040  | IRS Tax Return 1040  | AC1016         | Taxes Paid             | Where Metadata value is different from ISIR value,                              |

| Tech Reference<br>ISIR Field                  | ISIR Field Code | Document Code       | SFA Document<br>Name             | Attribute Code | Attribute Name                    | ISIR Discrepancy<br>Rules   |
|---|-----------------|---------------------|----------------------------------|----------------|-----------------------------------|---|
|   |                 |                     |                                  |                |                                   | Replace with Metadata value.  |
| Student's U.S. Income Tax Paid                | STUDENTSUSINCO  | 1040x               | US Tax Return Amended            | AC1016         | Taxes Paid                        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's U.S. Income Tax Paid                | STUDENTSUSINCO  | ForeignTaxTranscrip | Foreign Tax Transcript           | AC1016         | Taxes Paid                        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parent's Marital Status                       | PARENTSMARITALS | VW-Dep              | Verification Worksheet Dependent | AC1097         | Parent's Marital Status           | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Number of Family Members             | PARENTSNUMBERO  | VW-Dep              | Verification Worksheet Dependent | AC1098         | Parent's Number of Family Members | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Number in College (Parents excluded) | PARENTSNUMBERI  | VW-Dep              | Verification Worksheet Dependent | AC1099         | Parent's Number in College        | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Adjusted Gross Income from IRS form  | PARENTSADJUSTE  | SelfEmploymentSta   | Self Employment Statement        | AC1015         | Adjusted Gross Income             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Adjusted Gross Income from IRS form  | PARENTSADJUSTE  | TaxReturnTranscrip  | US Tax Return Transcript         | AC1015         | Adjusted Gross Income             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Adjusted Gross Income from IRS form  | PARENTSADJUSTE  | 1040                | IRS Tax Return 1040              | AC1015         | Adjusted Gross Income             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Adjusted Gross Income from IRS form  | PARENTSADJUSTE  | 1040x               | US Tax Return Amended            | AC1015         | Adjusted Gross Income             | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Parents' Adjusted Gross Income from IRS form  | PARENTSADJUSTE  | ForeignTaxTranscrip | Foreign Tax Transcript           | AC1015         | Adjusted Gross Income             | Where Metadata value is different from ISIR value, Replace with Metadata value. |

| Tech Reference<br>ISIR Field                                | ISIR Field Code | Document Code       | SFA Document<br>Name     | Attribute Code | Attribute Name                             | ISIR Discrepancy<br>Rules   |
|---|-----------------|---------------------|--------------------------|----------------|--|---|
| Parents' Exemptions Claimed                                 | PARENTSEXEMPTIO | N/A                 | N/A                      | N/A            | N/A  | <ul style="list-style-type: none"> <li>IF ISIR.PARENTSMARITALS = 1 &amp; ISIR.PARENTSEXEMPTIO &lt; 2 Set ISIR Correction = 2</li> </ul> |
| Parents' Educational Credits                                | PARENTSEDUCTIO  | TaxReturnTranscrip  | US Tax Return Transcript | AC1021         | Education Credits                          | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Educational Credits                                | PARENTSEDUCTIO  | 1040                | IRS Tax Return 1040      | AC1021         | Education Credits                          | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Educational Credits                                | PARENTSEDUCTIO  | 1040x               | US Tax Return Amended    | AC1021         | Education Credits                          | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Educational Credits                                | PARENTSEDUCTIO  | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1021         | Education Credits                          | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Interest Income                                    | PARENTSINTEREST | TaxReturnTranscrip  | US Tax Return Transcript | AC1111         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Interest Income                                    | PARENTSINTEREST | 1040                | IRS Tax Return 1040      | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Interest Income                                    | PARENTSINTEREST | 1040x               | US Tax Return Amended    | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Interest Income                                    | PARENTSINTEREST | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1020         | Tax-Exempt Interest                        | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | TaxReturnTranscrip  | US Tax Return Transcript | AC1017         | Untaxed IRA Distribution and Pension total | Where Metadata value is different from ISIR value, Replace with Metadata value.   |

| Tech Reference ISIR Field                                   | ISIR Field Code | Document Code       | SFA Document Name        | Attribute Code   | Attribute Name   | ISIR Discrepancy Rules  |
|---|-----------------|---------------------|--------------------------|--|--|---|
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | 1040                | IRS Tax Return 1040      | AC1017   | Untaxed IRA Distribution and Pension total   | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | 1040x               | US Tax Return Amended    | AC1017   | Untaxed IRA Distribution and Pension total   | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENTSUNTAXED  | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1017   | Untaxed IRA Distribution and Pension total   | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' IRA Payments                                       | PARENTSIRAPAYME | TaxReturnTranscrip  | US Tax Return Transcript | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' IRA Payments                                       | PARENTSIRAPAYME | 1040                | IRS Tax Return 1040      | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' IRA Payments                                       | PARENTSIRAPAYME | 1040x               | US Tax Return Amended    | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' IRA Payments                                       | PARENTSIRAPAYME | ForeignTaxTranscrip | Foreign Tax Transcript   | AC1019   | IRA Deduction  | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Pension Payments                                   | PARENTSPENSIONP | W2                  | W2                       | <ul style="list-style-type: none"> <li>• AC1085</li> <li>• AC1089</li> <li>• AC1086</li> <li>• AC1090</li> <li>• AC1087</li> <li>• AC1091</li> <li>• AC1088</li> <li>• AC1092</li> </ul> | <ul style="list-style-type: none"> <li>• Box 12a Code</li> <li>• Box 12a Amount</li> <li>• Box 12b Code</li> <li>• Box 12b Amount</li> <li>• Box 12c Code</li> <li>• Box 12c Amount</li> <li>• Box 12d Code</li> <li>• Box 12d Amount</li> </ul> | <ul style="list-style-type: none"> <li>• If Box 12a-d has codes equal to D, E, G, or H, then Sum the amount values.</li> <li>• Where Metadata value is different from ISIR value, Replace with Summed Metadata values.</li> </ul> |



| Tech Reference ISIR Field         | ISIR Field Code | Document Code  | SFA Document Name  | Attribute Code | Attribute Name         | ISIR Discrepancy Rules  |
|-----------------------------------|-----------------|--|--|----------------|------------------------|---|
| Parents' Tax Return Completed?    | PARENTSTAXRETU  | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>SelfEmployment</li> <li>IRSForm4868</li> <li>NonFilingState</li> </ul> | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>Self Employment Statement</li> <li>Extension Form IRS Form 4868</li> <li>Non-filing Student Statement</li> </ul> | N/A            | N/A                    | <ul style="list-style-type: none"> <li>IF TaxReturnTranscript, 1040x, ForeignTaxTranscript received &amp;&amp; ISIR value = BLANK, 3,2 Set ISIR Correction = 1</li> <li>IF IRSForm4868 received &amp;&amp; ISIR Value = BLANK, 3 Set ISIR Correction = 2</li> <li>IF NonFilingStatement received &amp;&amp; threshold not exceeded &amp;&amp; ISIR Value = BLANK Set ISIR Correction = 3</li> </ul> |
| Parents' Tax Return Filing Status | PARENTSTAXRETU  | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul>                      | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul>     | AC1065         | Filing Status          | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Type of Tax Form Used?   | PARENTSTYPEOFTA | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul>                      | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul>     | AC1084         | Tax Form Type          | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Untaxed Pensions         | PARENTSUNTAXED  | TaxReturnTranscript  | US Tax Return Transcript   | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value, Replace with Metadata value.   |
| Parents' Untaxed Pensions         | PARENTSUNTAXED  | 1040   | IRS Tax Return 1040  | AC1109         | Untaxed Pensions Total | Where Metadata value is different from ISIR value,  |

| Tech Reference<br>ISIR Field     | ISIR Field Code | Document Code       | SFA Document<br>Name         | Attribute Code | Attribute Name            | ISIR Discrepancy<br>Rules   |
|----------------------------------|-----------------|---------------------|------------------------------|----------------|---------------------------|---|
|                                  |                 |                     |                              |                |                           | Replace with<br>Metadata value.   |
| Parents' Untaxed<br>Pensions     | PARENTSUNTAXED  | 1040x               | US Tax Return<br>Amended     | AC1109         | Untaxed Pensions<br>Total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' Untaxed<br>Pensions     | PARENTSUNTAXED  | ForeignTaxTranscrip | Foreign Tax<br>Transcript    | AC1018         | Untaxed Pensions<br>Total | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | SelfEmploymentSta   | Self Employment<br>Statement | AC1016         | Taxes Paid                | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | TaxReturnTranscrip  | US Tax Return<br>Transcript  | AC1016         | Taxes Paid                | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | 1040                | IRS Tax Return<br>1040       | AC1016         | Taxes Paid                | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | 1040x               | US Tax Return<br>Amended     | AC1016         | Taxes Paid                | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Parents' U.S.<br>Income Tax Paid | PARENTSUSINCOM  | ForeignTaxTranscrip | Foreign Tax<br>Transcript    | AC1016         | Taxes Paid                | Where Metadata<br>value is different<br>from ISIR value,<br>Replace with<br>Metadata value.   |
| Student's<br>Permanent State     | PERMANENTSTATE  | N/A                 | N/A                          | N/A            | N/A                       | IF<br>ISIR.PERMANENTSTATE<br>== "FC" &<br>SFA.ADDRESS_<br>STATE != "FC"<br><ul style="list-style-type: none"> <li>• Trigger<br/>discrepancy</li> <li>• Trigger<br/>manual<br/>review</li> </ul> |

## 2024-2025 Configured ISIR Discrepancy Rules

This topic includes the Oracle-delivered configuration for the 2024-2025 Award Year for the *ISIR Discrepancy Guide*.

**Note:** For these Document Codes:

- 1040
- 1040X
- SelfEmploymentStatement
- TaxReturnTranscript

some of the tax return-related Attribute Names displayed in this topic aren't the full Attribute Names that are in the DOCMETADATA.csv. The extended Attribute Names in the DOCMETADATA.csv include additional information about where the information can be found on the appropriate tax form.

**Note:** The baseline configuration standard logic is that for any document metadata field that has a coordinating ISIR field (for example, ISIR.Student's Date of Birth equal to DriversLicense.Date of Birth), where the document metadata value is different from the ISIR value, replace the ISIR value with the document metadata value; thereby triggering an ISIR correction.

| Tech Reference ISIR Field | SFA ISIR Field Reference | Document Code       | Document Name                            | Attribute Code | Attribute Name / Meta Data Field | ISIR Discrepancy Rules  |
|---------------------------|--------------------------|---------------------|--|----------------|----------------------------------|---|
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | DriversLicense      | State-issued Driver's License            | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | NonDriversLicenseID | Non-Driver's License Identification Card | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | StatelssuedID       | State-issued Identification Card         | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value, Replace with Metadata value. |
| Student's Date of Birth   | STUDENT_DATEOFBIRTH      | Passport            | Passport                                 | AC1003         | Date of Birth                    | Where Metadata value is different from ISIR value,                              |

| Tech Reference ISIR Field | SFA ISIR Field Reference | Document Code       | Document Name                 | Attribute Code | Attribute Name / Meta Data Field | ISIR Discrepancy Rules  |
|---------------------------|--------------------------|---------------------|-------------------------------|----------------|----------------------------------|---|
|                           |                          |                     |                               |                |                                  | Replace with Metadata value.  |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMF   | HSDiploma           | High School Diploma           | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 1, then Update ISIR field to 1 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMF   | HSTranscript        | High School Transcript        | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 1, then Update ISIR field to 1 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMF   | GEDCert             | GED Certificate               | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 2, then Update ISIR field to 2 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMF   | GEDTranscript       | GED Transcript                | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 2, then Update ISIR field to 2 |
| HS Diploma or Equivalent  | STUDENT_HIGHSCHOOLCOMF   | HomeSchoolCert      | Home School Certificate       | N/A            | N/A                              | If Doc Exists and is Acceptable and ISIR field HS Diploma or Equivalent is Not = 3, then Update ISIR field to 3 |
| Student's Last Name       | STUDENT_LASTNAME         | LegalNameChange     | Legal Name Change Document    | AC1096         | Current Last Name                | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name       | STUDENT_LASTNAME         | MarriageCertificate | Marriage Certificate          | AC1096         | Current Last Name                | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |
| Student's Last Name       | STUDENT_LASTNAME         | DriversLicense      | State-issued Driver's License | AC1002         | Last Name                        | Where Metadata value is different from ISIR value, Replace with Metadata value.                                 |

| Tech Reference ISIR Field | SFA ISIR Field Reference | Document Code       | Document Name                            | Attribute Code   | Attribute Name / Meta Data Field                | ISIR Discrepancy Rules   |
|---------------------------|--------------------------|---------------------|--|------------------|---|--|
| Student's Last Name       | STUDENT_LASTNAME         | NonDriversLicenseID | Non-Driver's License Identification Card | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENT_LASTNAME         | StatelssuedID       | State-issued Identification Card         | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Last Name       | STUDENT_LASTNAME         | Passport            | Passport                                 | AC1002           | Last Name                                       | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Marital Status  | STUDENT_MARITALSTATUS    | VW-Ind              | Verification Worksheet Independent       | AC1093<br>AC1117 | Student's Marital Status                        | Where Metadata value is different from ISIR value, Replace with Metadata value.            |
| Student's Marital Status  | STUDENT_MARITALSTATUS    | VW-Ind              | Verification Worksheet Independent       | AC1044           | Household Member Relationship(s) to student - 1 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENT_MARITALSTATUS    | VW-Ind              | Verification Worksheet Independent       | AC1045           | Household Member Relationship(s) to student - 2 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENT_MARITALSTATUS    | VW-Ind              | Verification Worksheet Independent       | AC1046           | Household Member Relationship(s) to student - 3 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENT_MARITALSTATUS    | VW-Ind              | Verification Worksheet Independent       | AC1047           | Household Member Relationship(s) to student - 4 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |
| Student's Marital Status  | STUDENT_MARITALSTATUS    | VW-Ind              | Verification Worksheet Independent       | AC1048           | Household Member Relationship(s) to student - 5 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried" |

| Tech Reference ISIR Field                     | SFA ISIR Field Reference | Document Code     | Document Name                      | Attribute Code | Attribute Name / Meta Data Field                 | ISIR Discrepancy Rules  |
|---|--------------------------|-------------------|------------------------------------|----------------|--|---|
| Student's Marital Status                      | STUDENT_MARITALSTATUS    | VW-Ind            | Verification Worksheet Independent | AC1049         | Household Member Relationship(s) to student - 6  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"  |
| Student's Marital Status                      | STUDENT_MARITALSTATUS    | VW-Ind            | Verification Worksheet Independent | AC1050         | Household Member Relationship(s) to student - 7  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"  |
| Student's Marital Status                      | STUDENT_MARITALSTATUS    | VW-Ind            | Verification Worksheet Independent | AC1051         | Household Member Relationship(s) to student - 8  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"  |
| Student's Marital Status                      | STUDENT_MARITALSTATUS    | VW-Ind            | Verification Worksheet Independent | AC1052         | Household Member Relationship(s) to student - 9  | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"  |
| Student's Marital Status                      | STUDENT_MARITALSTATUS    | VW-Ind            | Verification Worksheet Independent | AC1053         | Household Member Relationship(s) to student - 10 | If Meta Data Value = Spouse and ISIR value not 2, updated ISIR to "2 = Married/ remarried"  |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN  | SelfEmploymentSta | Self Employment Statement          | N/A            | Adjusted Gross Income<br>(Line 11- 1040)         | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |

| Tech Reference ISIR Field                     | SFA ISIR Field Reference | Document Code      | Document Name            | Attribute Code | Attribute Name / Meta Data Field         | ISIR Discrepancy Rules   |
|---|--------------------------|--------------------|--------------------------|----------------|--|--|
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN  | TaxReturnTranscrip | US Tax Return Transcript | N/A            | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN  | 1040               | IRS Tax Return 1040      | N/A            | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |

| Tech Reference ISIR Field                     | SFA ISIR Field Reference | Document Code       | Document Name            | Attribute Code | Attribute Name / Meta Data Field                 | ISIR Discrepancy Rules   |
|---|--------------------------|---------------------|--------------------------|----------------|--|--|
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN  | 1040x               | US Tax Return Amended    | N/A            | Adjusted Gross Income<br><br>(Line 11- 1040)     | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Adjusted Gross Income from IRS form | STUDENT_ADJUSTEDGROSSIN  | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A            | Adjusted Gross Income                            | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Educational Credits                 | STUDENT_EDUCATIONCREDIT  | TaxReturnTranscrip  | US Tax Return Transcript | N/A            | Education Credits<br>(Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an</p>   |



| Tech Reference<br>ISIR Field  | SFA ISIR Field<br>Reference | Document Code | Document Name         | Attribute Code | Attribute Name /<br>Meta Data Field            | ISIR Discrepancy<br>Rules   |
|-------------------------------|-----------------------------|---------------|-----------------------|----------------|--|---|
|                               |                             |               |                       |                |  | FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Student's Educational Credits | STUDENT_ EDUCATIONCREDIT    | 1040          | IRS Tax Return 1040   | N/A            | Education Credits (Line 3 of Schedule 3-1040)  | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Student's Educational Credits | STUDENT_ EDUCATIONCREDIT    | 1040x         | US Tax Return Amended | N/A            | Education Credits ((Line 3 of Schedule 3-1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically  |

| Tech Reference<br>ISIR Field  | SFA ISIR Field<br>Reference | Document Code       | Document Name            | Attribute Code | Attribute Name /<br>Meta Data Field  | ISIR Discrepancy<br>Rules  |
|-------------------------------|-----------------------------|---------------------|--------------------------|----------------|--------------------------------------|--|
|                               |                             |                     |                          |                |                                      | <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Student's Educational Credits | STUDENT_ EDUCATIONCREDIT    | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A            | Education Credits                    | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Interest Income     | STUDENT_ TAXEXEMPTINTERE    | TaxReturnTranscrip  | US Tax Return Transcript | N/A            | Tax-Exempt Interest (Line 2a - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline</p>  |

| Tech Reference<br>ISIR Field | SFA ISIR Field<br>Reference | Document Code | Document Name         | Attribute Code | Attribute Name /<br>Meta Data Field  | ISIR Discrepancy<br>Rules   |
|------------------------------|-----------------------------|---------------|-----------------------|----------------|--------------------------------------|---|
|                              |                             |               |                       |                |                                      | configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Student's Interest Income    | STUDENT_TAXEXEMPTINTERE     | 1040          | IRS Tax Return 1040   | N/A            | Tax-Exempt Interest (Line 2a - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Student's Interest Income    | STUDENT_TAXEXEMPTINTERE     | 1040x         | US Tax Return Amended | N/A            | Tax-Exempt Interest (Line 2a - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is   |

| Tech Reference ISIR Field                                    | SFA ISIR Field Reference | Document Code       | Document Name            | Attribute Code | Attribute Name / Meta Data Field   | ISIR Discrepancy Rules   |
|--|--------------------------|---------------------|--------------------------|----------------|--|--|
|  |                          |                     |                          |                |  | <p>additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Student's Interest Income                                    | STUDENT_TAXEXEMPTINTERE  | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A            | Tax-Exempt Interest  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_UNTAXEDPORTION   | TaxReturnTranscrip  | US Tax Return Transcript | N/A            | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p>   |

| Tech Reference<br>ISIR Field                                 | SFA ISIR Field<br>Reference | Document Code | Document Name         | Attribute Code | Attribute Name /<br>Meta Data Field  | ISIR Discrepancy<br>Rules   |
|--|-----------------------------|---------------|-----------------------|----------------|--|---|
|  |                             |               |                       |                |  | that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.  |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_ UNTAXEDPORTION     | 1040          | IRS Tax Return 1040   | N/A            | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_ UNTAXEDPORTION     | 1040x         | US Tax Return Amended | N/A            | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this   |

| Tech Reference ISIR Field                                    | SFA ISIR Field Reference  | Document Code   | Document Name  | Attribute Code | Attribute Name / Meta Data Field           | ISIR Discrepancy Rules   |
|--|---------------------------|---|--|----------------|--|--|
|  |                           |   |  |                |  | ISIR field we will enhance our baseline configuration in future releases.  |
| Student's Untaxed Portions of IRA Distributions and Pensions | STUDENT_UNTAXEDPORTION    | ForeignTaxTranscript  | Foreign Tax Transcript   | N/A            | Untaxed IRA Distribution and Pension total | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Number of Family Members                           | STUDENT_UPDATEDFAMILYSIZE | VW-Ind  | Verification Worksheet Independent   | AC1022         | Student's Number of Family Members         | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Student's Tax Return Completed                               | STUDENT_FILED1040OR1040N  | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>SelfEmploymentStatement</li> <li>IRSForm4868</li> <li>NonFilingStatement</li> </ul> | <ul style="list-style-type: none"> <li>W2</li> <li>1099G</li> <li>Self Employment Statement</li> <li>Extension Form IRS Form 4868</li> <li>Non-filing Student Statement</li> </ul> | N/A            | N/A  | <ul style="list-style-type: none"> <li>IF TaxReturnTranscript, 1040x, ForeignTaxTranscript received &amp;&amp; ISIR value = BLANK, 3,2 Set ISIR Correction = 1</li> <li>IF IRSForm4868 received &amp;&amp; ISIR Value = BLANK, 3 Set ISIR Correction = 2</li> <li>IF NonFilingStatement received &amp;&amp;</li> </ul>   |

| Tech Reference ISIR Field          | SFA ISIR Field Reference | Document Code   | Document Name  | Attribute Code | Attribute Name / Meta Data Field | ISIR Discrepancy Rules   |
|------------------------------------|--------------------------|---|--|----------------|----------------------------------|--|
|                                    |                          |   |  |                |                                  | threshold not exceeded && ISIR Value = BLANK Set ISIR Correction = 3   |
| Student's Tax Return Filing Status | STUDENT_TAXRETURNFILING  | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | N/A            | Filing Status                    | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Type of Tax Form Used?   | STUDENT_FILED1040OR1040N | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | AC1084         | Tax Form Type                    | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Student's Untaxed Pensions         | STUDENT_UNTAXEDPORTION   | ForeignTaxTranscrip   | Foreign Tax Transcript   | N/A            | Untaxed Pensions Total           | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines</p>   |

| Tech Reference ISIR Field      | SFA ISIR Field Reference | Document Code      | Document Name             | Attribute Code | Attribute Name / Meta Data Field                            | ISIR Discrepancy Rules   |
|--------------------------------|--------------------------|--------------------|---------------------------|----------------|---|--|
|                                |                          |                    |                           |                |   | <p>that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Student's U.S. Income Tax Paid | STUDENT_INCOMETAXPAID    | SelfEmploymentSta  | Self Employment Statement | N/A            | Taxes Paid<br><br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's U.S. Income Tax Paid | STUDENT_INCOMETAXPAID    | TaxReturnTranscrip | US Tax Return Transcript  | N/A            | Taxes Paid<br><br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p>   |



| Tech Reference<br>ISIR Field   | SFA ISIR Field<br>Reference | Document Code | Document Name            | Attribute Code | Attribute Name /<br>Meta Data Field                               | ISIR Discrepancy<br>Rules  |
|--------------------------------|-----------------------------|---------------|--------------------------|----------------|---|--|
|                                |                             |               |                          |                |   | that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Student's U.S. Income Tax Paid | STUDENT_<br>INCOMETAXPAID   | 1040          | IRS Tax Return<br>1040   | N/A            | Taxes Paid<br><br>(Line 22 minus<br>Schedule 2, Line 2<br>- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's U.S. Income Tax Paid | STUDENT_<br>INCOMETAXPAID   | 1040x         | US Tax Return<br>Amended | N/A            | Taxes Paid<br><br>(Line 22 minus<br>Schedule 2, Line 2<br>- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this</p>   |

| Tech Reference ISIR Field                    | SFA ISIR Field Reference | Document Code       | Document Name                    | Attribute Code   | Attribute Name / Meta Data Field         | ISIR Discrepancy Rules   |
|--|--------------------------|---------------------|----------------------------------|------------------|--|--|
|  |                          |                     |                                  |                  |  | ISIR field we will enhance our baseline configuration in future releases.  |
| Student's U.S. Income Tax Paid               | STUDENT_INCOMETAXPAID    | ForeignTaxTranscrip | Foreign Tax Transcript           | N/A              | Taxes Paid                               | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parent's Marital Status                      | PARENT_MARITALSTATUS     | VW-Dep              | Verification Worksheet Dependent | AC1097<br>AC1119 | Parent's Marital Status                  | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Parents' Number of Family Members            | PARENT_UPDATEDFAMILYSI   | VW-Dep              | Verification Worksheet Dependent | AC1098           | Parent's Number of Family Members        | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN   | SelfEmploymentSta   | Self Employment Statement        | N/A              | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines</p>   |

| Tech Reference ISIR Field                    | SFA ISIR Field Reference | Document Code      | Document Name            | Attribute Code | Attribute Name / Meta Data Field             | ISIR Discrepancy Rules   |
|--|--------------------------|--------------------|--------------------------|----------------|--|--|
|  |                          |                    |                          |                |  | <p>that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN   | TaxReturnTranscrip | US Tax Return Transcript | N/A            | Adjusted Gross Income<br><br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN   | 1040               | IRS Tax Return 1040      | N/A            | Adjusted Gross Income<br><br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p>   |

| Tech Reference<br>ISIR Field                 | SFA ISIR Field<br>Reference | Document Code       | Document Name          | Attribute Code | Attribute Name /<br>Meta Data Field      | ISIR Discrepancy<br>Rules  |
|--|-----------------------------|---------------------|------------------------|----------------|--|--|
|  |                             |                     |                        |                |  | that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN      | 1040x               | US Tax Return Amended  | N/A            | Adjusted Gross Income<br>(Line 11- 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Adjusted Gross Income from IRS form | PARENT_ADJUSTEDGROSSIN      | ForeignTaxTranscrip | Foreign Tax Transcript | N/A            | Adjusted Gross Income                    | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this</p>   |

| Tech Reference<br>ISIR Field | SFA ISIR Field<br>Reference | Document Code      | Document Name            | Attribute Code | Attribute Name /<br>Meta Data Field           | ISIR Discrepancy<br>Rules  |
|------------------------------|-----------------------------|--------------------|--------------------------|----------------|---|--|
|                              |                             |                    |                          |                |   | ISIR field we will enhance our baseline configuration in future releases.  |
| Parents' Exemptions Claimed  | PARENT_TAXEXEMPTINTERE      | N/A                | N/A                      | N/A            | N/A   | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Educational Credits | PARENT_EDUCATIONCREDIT      | TaxReturnTranscrip | US Tax Return Transcript | N/A            | Education Credits (Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline</p>                                   |

| Tech Reference ISIR Field    | SFA ISIR Field Reference | Document Code | Document Name         | Attribute Code | Attribute Name / Meta Data Field              | ISIR Discrepancy Rules   |
|------------------------------|--------------------------|---------------|-----------------------|----------------|---|--|
|                              |                          |               |                       |                |   | configuration in future releases.  |
| Parents' Educational Credits | PARENT_EDUCATIONCREDIT   | 1040          | IRS Tax Return 1040   | N/A            | Education Credits (Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Educational Credits | PARENT_EDUCATIONCREDIT   | 1040x         | US Tax Return Amended | N/A            | Education Credits (Line 3 of Schedule 3-1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |

| Tech Reference ISIR Field                                   | SFA ISIR Field Reference | Document Code       | Document Name            | Attribute Code | Attribute Name / Meta Data Field   | ISIR Discrepancy Rules   |
|---|--------------------------|---------------------|--------------------------|----------------|--|--|
| Parents' Educational Credits                                | PARENT_EDUCATIONCREDIT   | ForeignTaxTranscrip | Foreign Tax Transcript   | N/A            | Education Credits  | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION    | TaxReturnTranscrip  | US Tax Return Transcript | N/A            | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION    | 1040                | IRS Tax Return 1040      | N/A            | Untaxed IRA Distribution and Pension total   | Due to the ISIR field related to this discrepancy being related to an  |

| Tech Reference ISIR Field                                   | SFA ISIR Field Reference | Document Code       | Document Name          | Attribute Code | Attribute Name / Meta Data Field   | ISIR Discrepancy Rules  |
|---|--------------------------|---------------------|------------------------|----------------|--|---|
|   |                          |                     |                        |                | (Lines (4a + 4c) minus (4b + 4d) - 1040)   | FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION    | 1040x               | US Tax Return Amended  | N/A            | Untaxed IRA Distribution and Pension total<br><br>(Lines (4a + 4c) minus (4b + 4d) - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Parents' Untaxed Portions of IRA Distributions and Pensions | PARENT_UNTAXEDPORTION    | ForeignTaxTranscrip | Foreign Tax Transcript | N/A            | Untaxed IRA Distribution and Pension total   | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically  |



| Tech Reference<br>ISIR Field | SFA ISIR Field<br>Reference | Document Code      | Document Name            | Attribute Code | Attribute Name /<br>Meta Data Field                       | ISIR Discrepancy<br>Rules  |
|------------------------------|-----------------------------|--------------------|--------------------------|----------------|---|--|
|                              |                             |                    |                          |                |   | <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' IRA Payments        | PARENT_DEDUCTIBLEPAYME      | TaxReturnTranscrip | US Tax Return Transcript | N/A            | IRA Deduction<br><br>(Lines 15 + 19 of Schedule 1 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' IRA Payments        | PARENT_DEDUCTIBLEPAYME      | 1040               | IRS Tax Return 1040      | N/A            | IRA Deduction<br><br>(Lines 15 + 19 of Schedule 1 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline</p>  |

| Tech Reference<br>ISIR Field | SFA ISIR Field<br>Reference | Document Code       | Document Name          | Attribute Code | Attribute Name /<br>Meta Data Field                   | ISIR Discrepancy<br>Rules   |
|------------------------------|-----------------------------|---------------------|------------------------|----------------|---|---|
|                              |                             |                     |                        |                |   | configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.   |
| Parents' IRA Payments        | PARENT_DEDUCTIBLEPAYME      | 1040x               | US Tax Return Amended  | N/A            | IRA Deduction<br>(Lines 15 + 19 of Schedule 1 - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Parents' IRA Payments        | PARENT_DEDUCTIBLEPAYME      | ForeignTaxTranscrip | Foreign Tax Transcript | N/A            | IRA Deduction   | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is   |

| Tech Reference ISIR Field         | SFA ISIR Field Reference | Document Code   | Document Name  | Attribute Code | Attribute Name / Meta Data Field | ISIR Discrepancy Rules   |
|-----------------------------------|--------------------------|---|--|----------------|----------------------------------|--|
|                                   |                          |   |  |                |                                  | <p>additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>  |
| Parents' Tax Return Filing Status | PARENT_FILEDNONUSTAXRE   | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | N/A            | Filing Status                    | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' Type of Tax Form Used?   | PARENT_FILED1040OR1040N  | <ul style="list-style-type: none"> <li>TaxReturnTran</li> <li>1040</li> <li>1040x</li> <li>ForeignTaxTra</li> </ul> | <ul style="list-style-type: none"> <li>US Tax Return Transcript</li> <li>IRS Tax Return 1040</li> <li>Amended Tax Return Form 1040x</li> <li>Foreign Tax Transcript</li> </ul> | AC1084         | Tax Form Type                    | Where Metadata value is different from ISIR value, Replace with Metadata value.  |
| Parents' Untaxed Pensions         | PARENT_UNTAXEDPORTION    | ForeignTaxTranscrip   | Foreign Tax Transcript   | AC1018         | N/A                              | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR  |

| Tech Reference<br>ISIR Field  | SFA ISIR Field<br>Reference | Document Code      | Document Name             | Attribute Code | Attribute Name /<br>Meta Data Field                     | ISIR Discrepancy<br>Rules  |
|-------------------------------|-----------------------------|--------------------|---------------------------|----------------|---|--|
|                               |                             |                    |                           |                |   | <p>we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID        | SelfEmploymentSta  | Self Employment Statement | N/A            | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p> <p>triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic</p> <p>that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID        | TaxReturnTranscrip | US Tax Return Transcript  | N/A            | Taxes Paid<br>(Line 22 minus Schedule 2, Line 2 - 1040) | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically</p>  |

| Tech Reference<br>ISIR Field  | SFA ISIR Field<br>Reference | Document Code | Document Name         | Attribute Code | Attribute Name /<br>Meta Data Field                         | ISIR Discrepancy<br>Rules   |
|-------------------------------|-----------------------------|---------------|-----------------------|----------------|---|---|
|                               |                             |               |                       |                |   | triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.  |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID        | 1040          | IRS Tax Return 1040   | N/A            | Taxes Paid<br><br>(Line 22 minus Schedule 2, Line 2 - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases. |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID        | 1040x         | US Tax Return Amended | N/A            | Taxes Paid<br><br>(Line 22 minus Schedule 2, Line 2 - 1040) | Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If   |

| Tech Reference ISIR Field     | SFA ISIR Field Reference | Document Code       | Document Name          | Attribute Code | Attribute Name / Meta Data Field | ISIR Discrepancy Rules   |
|-------------------------------|--------------------------|---------------------|------------------------|----------------|----------------------------------|--|
|                               |                          |                     |                        |                |                                  | <p>Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p>   |
| Parents' U.S. Income Tax Paid | PARENT_INCOMETAXPAID     | ForeignTaxTranscrip | Foreign Tax Transcript | N/A            | Taxes Paid                       | <p>Due to the ISIR field related to this discrepancy being related to an FTI value within the 24/25 ISIR we are no longer automatically triggering this ISIR discrepancy within our baseline configuration. If Oracle determines that there is additional discrepancy logic that can be added for the manually entered field related to this ISIR field we will enhance our baseline configuration in future releases.</p> |
| Student's Permanent State     | STUDENT_STATE            | N/A                 | N/A                    | N/A            | N/A                              | <p>IF ISIR.PERMANENTSTATE == "FC" &amp; SFP.ADDRESS_STATE != "FC"</p> <ul style="list-style-type: none"> <li>• Trigger discrepancy</li> <li>• Trigger manual review</li> </ul>   |

# 2022-2023 ISIR Document Request Rules and Code Clearing Logic

This is the 2022-2023 ISIR Document Request Rules and Code Clearing Logic.

## Overview

**Note:** On September 1, 2021, the U.S. Department of Education (ED) issued Dear Colleague Letter GEN-21-06 that waived verification requirements for verification groups V4 and V5. Verification for group V1 isn't waived for the 2022-2023 award year. This guidance was issued to relieve administrative burden due to the COVID-19 international crisis.

Upon receipt, an Institutional Student Information Record (ISIR) from the U.S. Department of Education (ED) is checked to determine if the student is selected for verification of their financial aid application and to which Verification Group they have been assigned.

ED selects students for verification and indicates so by adding the appropriate **SAR (Student Aid Report) Comment Code** (also known as a **C-Code**) to the ISIR:

- Ind - C-Code 171 - student independent from parents.
- Dep - C-Code 170 - student dependent upon parents.

Also, ED assigns selected students to one of three Verification Tracking Groups:

- V1 - Standard Verification Tracking Group.
- V4 - Custom Verification Tracking Group.
- V5 - Aggregate Verification Tracking Group.

The Verification Tracking Groups broadly determine what documents are required for a student to clear verification. Verification requirements are further refined within each Group based on dependency status, tax filing status, and other factors. Students may move from one Group to another during the course of verification. This topic describes the logic for all three Groups and the various scenarios under each Group.

Requests for any required documents are triggered based on the appropriate logic for the student. Upon receipt of all required documents, additional review of the student's ISIR and document data determines if any more documentation or manual review is required before clearing verification.

**Note:** This topic often refers to documents being *Acceptable*. This refers to the actual system status of the requested document.

For additional information about Verification, refer to the **Application and Verification Guide** on the ED website.

## 2020 IRS Filing Requirements Income Thresholds

Part of determining verification requirements is knowing whether or not an applicant is required to file a tax return. These are these tax filing thresholds for Tax Year 2020 used in configuration workbook scripts:

| IF your filing status is... | AND at the end of 2020 you were... | THEN file a return if your gross income was at least... |
|-----------------------------|------------------------------------|---|
| single                      | under 65                           | \$12,400  |
|                             | 65 or older                        | \$14,050  |
| head of household           | under 65                           | \$18,650  |
|                             | 65 or older                        | \$20,300  |
| married, filing jointly     | under 65 (both spouses)            | \$24,800  |
|                             | 65 or older (one spouse)           | \$26,100  |
|                             | 65 or older (both spouses)         | \$27,400  |
| married, filing separately  | any age                            | \$5   |
| qualifying widow(er)        | under 65                           | \$24,800  |
|                             | 65 or older                        | \$26,100  |

## Criteria for Independent Students: Standard Verification Tracking Group (IndV1)

Students must verify the following:

- If they are tax filers:
  - adjusted gross income.
  - U.S. income tax paid.
  - untaxed portions of IRA distributions and pensions.
  - IRA deductions and payments.
  - tax-exempt interest income.
  - education credits.
  - household size.
  - number in college.
- If they are not tax filers:
  - income earned from work.
  - household size.
  - number in college.

### IndV1 Scenario 1: Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**



- **Tax Related Information**
  - Verification Worksheet Independent from Student.
  - Rollover Statement from Student if:
    - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
      - 1 = IRS data was transferred and not changed by user OR
      - 2 = IRS data was transferred and changed by user to a different value OR
      - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
      - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV1 Scenario 2: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:

- 1 = IRS data was transferred and not changed by user OR
  - 2 = IRS data was transferred and changed by user to a different value OR
  - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
  - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
    - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
  - **Code Clearing Logic**
    - Clears this code automatically after the requested documents have been received and are *Acceptable*.
    - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV1 Scenario 3: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - 1040X.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV1 Scenario 4: Taxes have not been filed and Marital Status is Single, Divorced or Widowed

- **Student's Tax Return Completed?:**
  - - (2) Will File.

- (3) Will Not File.
- **Student's Marital Status:**
  - - (1) Single.
  - - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests the following documents from the Student:
      - IRS Extension Approval.
      - One of the following from Student:
        - Tax Return Transcript.
        - 1040.
        - 1040X.
        - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the subsequent "Corrected" ISIR.

#### IndV1 Scenario 5: Taxes have not been filed and Marital Status is Married/Remarried or Separated

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (2) Married/Remarried.
  - - (3) Separated.

- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Once an acceptable tax document is received, if the Student's Tax Filing Status = Married Filing Separately, Student Financial Aid requests the following documents from Spouse:
      - One of the following:
        - Tax Return Transcript
        - 1040
        - 1040X
        - Foreign Tax Transcript
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

**IndV1 Scenario 6: Student does not match Scenarios 1 - 5**

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## Criteria for Independent Students: Custom Verification Tracking Group (IndV4)

### IndV4 Scenario: All Students

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an *Acceptable* document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

## Criteria for Independent Students: Aggregate Verification Tracking Group (IndV5)

### Scenario: All Students

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.

### IndV5 Scenario 1: Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR

- 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
- 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 2: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**

- Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 3: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - 1040X
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 4: Taxes have not been filed and Marital Status is Single, Divorced or Widowed

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (1) Single.
  - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**

- Verification Worksheet Independent from Student.
- One of the following from Student:
  - o Non-Filing Statement from Student.
  - o W2.
  - o 1099G.
  - o Self Employment Statement.
- o **Supporting Document Request Rules**
  - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
    - o IRS Extension Approval.
    - o One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - o Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - o Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - o However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - o If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.



### IndV5 Scenario 5: Taxes have not been filed and Marital Status is Married/Remarried or Separated

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (2) Married/Remarried.
  - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.
      - One of the following from Student:
        - Tax Return Transcript.
        - 1040.
        - 1040X.
        - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 6: Student does not match Scenarios 1 - 5

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## Criteria for Dependent Students: Standard Verification Tracking Group (DepV1)

For dependent students in the Standard Verification Tracking Group (V1), there are separate scenarios for student verification (Scenarios 1 - 5) and parent verification (Scenarios 6 - 9). Therefore, each dependent student is evaluated using two scenarios: one for student data and one for parent data.

Students and parents must verify the following:

- If they are tax filers:
  - adjusted gross income.
  - U.S. income tax paid.
  - untaxed portions of IRA distributions and pensions.
  - IRA deductions and payments.
  - tax-exempt interest income.
  - education credits.
  - household size.
  - number in college.
- If they are not tax filers:
  - income earned from work.
  - household size.
  - number in college.

### DepV1 Scenario 1: Student Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.

- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 2: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 3: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - 1040X.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 4: Student Taxes have not been filed and Marital Status is Single, Divorced or Widowed

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (1) Single.
  - - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.

- **Supporting Document Request Rules**
  - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
    - IRS Extension Approval.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV1 Scenario 5: Student Taxes have not been filed and Marital Status is Married/Remarried or Separated

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (2) Married/Remarried.
  - - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.

- One of the following:
  - Non-Filing Statement.
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
- **Supporting Document Request Rules**
  - Once an *Acceptable* tax document is received, if the Student's Tax Filing Status = Married Filing Separately, Student Financial Aid requests the following documents from Spouse:
    - One of the following:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

#### DepV1 Scenario 6: Parent Taxes Completed and IRS Data was Transferred from IRS

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (02) IRS data for the parent was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR

- 2 = IRS data was transferred and changed by user to a different value OR
- 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
- 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- Rollover Statement from Parent 2 if:
  - o If Parent's Tax Return Filing Status:
    - (3) Married – filed separate return
  - o Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
    - 1 = IRS data was transferred and not changed by user OR
    - 2 = IRS data was transferred and changed by user to a different value OR
    - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
    - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - o Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - o Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - o If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 7: Parent Taxes Completed and IRS Data was not Transferred from IRS

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).



- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
  - Rollover Statement from Parent 2 if:
    - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
      - 1 = IRS data was transferred and not changed by user OR
      - 2 = IRS data was transferred and changed by user to a different value OR
      - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
      - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

## DepV1 Scenario 8: Parent Taxes Completed and IRS Data was not Transferred from IRS

- **Parent's Tax Return Completed?:**
    - (1) Already Completed.
  - **Parent's Marital Status:**
    - (1) Married/Remarried.
    - (2) Never married.
    - (3) Divorced/separated.
    - (4) Widowed.
    - (5) Unmarried and both parents living together.
  - **Parent IRS Request Flag:**
    - (07) IRS data for the parent was transferred from IRS, but the IRS indicated that the parent filed an amended tax return.
  - **Requested Documents**
    - **Tax Related Information**
      - One of the following from Parent 1:
        - Tax Return Transcript or 1040.
        - 1040X.
        - Rollover Statement from Parent 1 if:
          - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
            - 1 = IRS data was transferred and not changed by user OR
            - 2 = IRS data was transferred and changed by user to a different value OR
            - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
            - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript or 1040.
      - 1040X.
      - Rollover Statement from Parent 2 if:
        - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
          - 1 = IRS data was transferred and not changed by user OR
          - 2 = IRS data was transferred and changed by user to a different value OR
          - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
          - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.

- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 9: Parent Taxes Not Completed

- **Parent's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
- **Supporting Document Request Rules**
  - Student Financial Aid evaluates the W2, 1099G, or Self Employment Statement document to determine if the parent is required to file based on the tax award year guidelines in IRS Publication 17. If the parent's income is equal to or greater than the tax award year threshold, and the Parent's Marital Status = (1) Married/remarried then Student Financial Aid requests one of the following documents from the Parent 1:
    - IRS Extension Approval.
    - Non-Filing Statement.
    - One of the following:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
  - If Parent's Tax Return Filing Status: (3) Married – filed separate return, SFA requests the following documents to verify from Parent 2:

- **Tax Related Information**
  - o Tax Return Transcript.
  - o 1040.
  - o 1040X.
  - o Foreign Tax Transcript.
- **ISIR Discrepancies**
  - o Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - o Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - o If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV1 Scenario 10: Student does not match Scenarios 1 - 9

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## Criteria for Dependent Students: Custom Verification Tracking Group (DepV4)

### DepV4 Scenario: All Students

- One document from each of the following groups is requested:
  - o **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - o **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - o If student has an *Acceptable* document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - o If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

## Criteria for Dependent Students: Aggregate Verification Tracking Group (DepV5)

For dependent students in the Aggregate Verification Tracking Group (V1), there are separate scenarios for student verification (Scenarios 1 - 5) and parent verification (Scenarios 6 - 9). Therefore, each dependent student is evaluated using three scenarios: one for all students, one for student data, and one for parent data.

Students and parents must verify the following:

- If they are tax filers:
  - adjusted gross income.
  - U.S. income tax paid.
  - untaxed portions of IRA distributions and pensions.
  - IRA deductions and payments.
  - tax-exempt interest income.
  - education credits.
  - household size.
  - number in college.
- If they are not tax filers:
  - income earned from work.
  - household size.
  - number in college.

#### Scenario: All Students

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an *Acceptable* document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 1: Student Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:

- 1 = IRS data was transferred and not changed by user OR
  - 2 = IRS data was transferred and changed by user to a different value OR
  - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
  - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
    - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
  - **Code Clearing Logic**
    - Clears this code automatically after the requested documents have been received and are *Acceptable*.
    - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV5 Scenario 2: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).

- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV5 Scenario 3: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.

- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV5 Scenario 4: Student Taxes have not been filed and Marital Status is Single, Divorced or Widowed**

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (1) Single.
  - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year



guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:

- IRS Extension Approval.
- One of the following from Student:
  - Non-Filing Statement from Student.
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV5 Scenario 5: Student Taxes have not been filed and Marital Status is Married/Remarried or Separated**

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (2) Married/Remarried.
  - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.

- One of the following:
  - Non-Filing Statement.
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
  - Once an *Acceptable* tax document is received, if the Student's Tax Filing Status = Married Filing Separately, Student Financial Aid requests the following documents from Spouse:
    - One of the following:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 6: Parent Taxes Completed and IRS Data was Transferred from IRS

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (02) IRS data for the parent was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR

- 2 = IRS data was transferred and changed by user to a different value OR
- 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
- 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- Rollover Statement from Parent 2 if:
  - o If Parent's Tax Return Filing Status:
    - (3) Married – filed separate return
  - o Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
    - 1 = IRS data was transferred and not changed by user OR
    - 2 = IRS data was transferred and changed by user to a different value OR
    - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
    - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - o Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - o Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - o If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 7: Parent Taxes Completed and IRS Data was not Transferred from IRS

- **Parent's Tax Return Completed?:**
  - o (1) Already Completed.
- **Parent's Marital Status:**
  - o (1) Married/Remarried.
  - o (2) Never married.
  - o (3) Divorced/separated.
  - o (4) Widowed.
  - o (5) Unmarried and both parents living together.

- **Parent IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Parent 2 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.

- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

**DepV5 Scenario 8: Parent Taxes Completed and IRS Data was not Transferred from IRS**

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (07) IRS data for the parent was transferred from IRS, but the IRS indicated that the parent filed an amended tax return.

- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Rollover Statement from Parent 2 if:
        - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
          - 1 = IRS data was transferred and not changed by user OR
          - 2 = IRS data was transferred and changed by user to a different value OR
          - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
          - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 9: Parent Taxes Not Completed

- **Parent's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.

- (4) Widowed.
- (5) Unmarried and both parents living together.
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
- **Supporting Document Request Rules**
  - Student Financial Aid evaluates the W2, 1099G, or Self Employment Statement document to determine if the parent is required to file based on the tax award year guidelines in IRS Publication 17. If the parent's income is equal to or greater than the tax award year threshold, and the Parent's Marital Status = (1) Married/remarried then Student Financial Aid requests one of the following documents from the Parent 1:
    - IRS Extension Approval.
    - One of the following:
      - Non-Filing Statement.
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
  - If Parent's Tax Return Filing Status: (3) Married – filed separate return, SFA requests the following documents to verify from Parent 2:
    - **Tax Related Information**
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.

- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 10: Student does not match Scenarios 1 - 9

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## 2023-2024 ISIR Document Request Rules and Code Clearing Logic

This is the 2023-2024 ISIR Document Request Rules and Code Clearing Logic.

### Overview

A student's Institutional Student Information Record (ISIR) from the U.S. Department of Education (ED) is evaluated when received to determine if the student is selected for verification and to which Verification Group they have been assigned.

ED selects students for verification and indicates so by adding the appropriate **SAR (Student Aid Report) Comment Code** (also known as a **C-Code**) to the ISIR:

- Ind - C-Code 171 - student independent from parents.
- Dep - C-Code 170 - student dependent upon parents.

Also, ED assigns selected students to one of three Verification Tracking Groups:

- V1 - Standard Verification Tracking Group.
- V4 - Custom Verification Tracking Group.
- V5 - Aggregate Verification Tracking Group.

The Verification Tracking Groups broadly determine what documents are required for a student to clear verification. Verification requirements are further refined within each Group based on dependency status, tax filing status, and other factors. Students may move from one Group to another during the course of verification. This topic describes the logic for all three Groups and the various scenarios under each Group.

Requests for any required documents are triggered based on the appropriate logic for the student. Upon receipt of all required documents, additional review of the student's ISIR and document data determines if any more documentation or manual review is required before clearing verification.

**Note:** This topic often refers to documents being *Acceptable*. This refers to the actual system status of the requested document.

For additional information about Verification, refer to the **Application and Verification Guide** on the ED website.



## 2021 IRS Filing Requirements Income Thresholds

Part of determining verification requirements is knowing whether or not an applicant is required to file a tax return. These are these tax filing thresholds for Tax Year 2021 used in configuration workbook scripts:

| IF your filing status is... | AND at the end of 2021 you were... | THEN file a return if your gross income was at least... |
|-----------------------------|------------------------------------|---|
| single                      | under 65                           | \$12,550  |
|                             | 65 or older                        | \$14,250  |
| head of household           | under 65                           | \$18,800  |
|                             | 65 or older                        | \$20,500  |
| married, filing jointly     | under 65 (both spouses)            | \$25,100  |
|                             | 65 or older (one spouse)           | \$26,450  |
|                             | 65 or older (both spouses)         | \$27,800  |
| married, filing separately  | any age                            | \$5   |
| qualifying widow(er)        | under 65                           | \$25,100  |
|                             | 65 or older                        | \$26,450  |

## Criteria for Independent Students: Standard Verification Tracking Group (IndV1)

**Note:** For 2023-2024 Aid Year ISIR verification, students with ISIRs that have a Incarcerated Applicant flag (Field 384) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that no documents are requested for this population, and they automatically clear Standard (V1) verification.

Students must verify the following:

- If they are tax filers:
  - adjusted gross income.
  - U.S. income tax paid.
  - untaxed portions of IRA distributions and pensions.
  - IRA deductions and payments.
  - tax-exempt interest income.
  - education credits.
  - household size.
  - number in college.
- If they are not tax filers:
  - income earned from work.
  - household size.
  - number in college.

#### **IndV1 Scenario 1: Taxes Completed and IRS Data was Transferred from IRS**

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV1 Scenario 2: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV1 Scenario 3: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**

- (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - 1040X.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **IndV1 Scenario 4: Taxes have not been filed and Marital Status is Single, Divorced or Widowed**

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (1) Single.
  - - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the

tax award year threshold, Student Financial Aid requests the following documents from the Student:

- IRS Extension Approval.
- One of the following from Student:
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the subsequent "Corrected" ISIR.

#### IndV1 Scenario 5: Taxes have not been filed and Marital Status is Married/Remarried or Separated

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (2) Married/Remarried.
  - - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Once an acceptable tax document is received, if the Student's Tax Filing Status = Married Filing Separately, Student Financial Aid requests the following documents from Spouse:
      - One of the following:
        - Tax Return Transcript
        - 1040
        - 1040X
        - Foreign Tax Transcript

- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

#### **IndV1 Scenario 6: Student does not match Scenarios 1 - 5**

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## Criteria for Independent Students: Custom Verification Tracking Group (IndV4)

### **IndV4 Scenario: All Students**

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an *Acceptable* document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

## Criteria for Independent Students: Aggregate Verification Tracking Group (IndV5)

**Note:** For 2023-2024 Aid Year ISIR verification, students with ISIRs that have a Incarcerated Applicant flag (Field 384) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that only **Identity** and **Statement of Educational Purpose** documents are requested for this population.

### Scenario: All Students

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.

### IndV5 Scenario 1: Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**

- Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 2: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.



- If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 3: Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - 1040X
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### IndV5 Scenario 4: Taxes have not been filed and Marital Status is Single, Divorced or Widowed

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (1) Single.
  - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.

- 1099G.
- Self Employment Statement.
- **Supporting Document Request Rules**
  - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
    - IRS Extension Approval.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### IndV5 Scenario 5: Taxes have not been filed and Marital Status is Married/Remarried or Separated

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (2) Married/Remarried.
  - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Independent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year

guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:

- IRS Extension Approval.
- One of the following from Student:
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### IndV5 Scenario 6: Student does not match Scenarios 1 - 5

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## Criteria for Dependent Students: Standard Verification Tracking Group (DepV1)

**Note:** For 2023-2024 Aid Year ISIR verification, students with ISIRs that have a Incarcerated Applicant flag (Field 384) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that no documents are requested for this population, and they automatically clear Standard (V1) verification.

For dependent students in the Standard Verification Tracking Group (V1), there are separate scenarios for student verification (Scenarios 1 - 5) and parent verification (Scenarios 6 - 9). Therefore, each dependent student is evaluated using two scenarios: one for student data and one for parent data.

Students and parents must verify the following:

- If they are tax filers:
  - adjusted gross income.

- U.S. income tax paid.
- untaxed portions of IRA distributions and pensions.
- IRA deductions and payments.
- tax-exempt interest income.
- education credits.
- household size.
- number in college.
- If they are not tax filers:
  - income earned from work.
  - household size.
  - number in college.

### DepV1 Scenario 1: Student Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 2: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed

- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 3: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.

- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - 1040X.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

**DepV1 Scenario 4: Student Taxes have not been filed and Marital Status is Single, Divorced or Widowed**

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (1) Single.
  - - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.

- One of the following from Student:
  - Non-Filing Statement from Student.
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV1 Scenario 5: Student Taxes have not been filed and Marital Status is Married/Remarried or Separated**

- **Student's Tax Return Completed?:**
  - - (2) Will File.
  - - (3) Will Not File.
- **Student's Marital Status:**
  - - (2) Married/Remarried.
  - - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.
      - One of the following:
        - Non-Filing Statement.
        - Tax Return Transcript.
        - 1040.
        - 1040X.
        - Foreign Tax Transcript.

- **Supporting Document Request Rules**
  - Once an *Acceptable* tax document is received, if the Student's Tax Filing Status = Married Filing Separately, Student Financial Aid requests the following documents from Spouse:
    - One of the following:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

#### DepV1 Scenario 6: Parent Taxes Completed and IRS Data was Transferred from IRS

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (02) IRS data for the parent was transferred from the IRS and was not changed by the user prior to submission of an application or correction.



- **Requested Documents**
  - **Tax Related Information**
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - Rollover Statement from Parent 2 if:
      - If Parent's Tax Return Filing Status:
        - (3) Married – filed separate return
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV1 Scenario 7: Parent Taxes Completed and IRS Data was not Transferred from IRS**

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.

- (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
- (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
- (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
  - Rollover Statement from Parent 2 if:
    - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
      - 1 = IRS data was transferred and not changed by user OR
      - 2 = IRS data was transferred and changed by user to a different value OR
      - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
      - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.

- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV1 Scenario 8: Parent Taxes Completed and IRS Data was not Transferred from IRS

- **Parent's Tax Return Completed?:**
    - (1) Already Completed.
  - **Parent's Marital Status:**
    - (1) Married/Remarried.
    - (2) Never married.
    - (3) Divorced/separated.
    - (4) Widowed.
    - (5) Unmarried and both parents living together.
  - **Parent IRS Request Flag:**
    - (07) IRS data for the parent was transferred from IRS, but the IRS indicated that the parent filed an amended tax return.
  - **Requested Documents**
    - **Tax Related Information**
      - One of the following from Parent 1:
        - Tax Return Transcript or 1040.
        - 1040X.
        - Rollover Statement from Parent 1 if:
          - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
            - 1 = IRS data was transferred and not changed by user OR
            - 2 = IRS data was transferred and changed by user to a different value OR
            - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
            - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript or 1040.
      - 1040X.
      - Rollover Statement from Parent 2 if:
        - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
          - 1 = IRS data was transferred and not changed by user OR
          - 2 = IRS data was transferred and changed by user to a different value OR
          - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
          - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**

- Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV1 Scenario 9: Parent Taxes Not Completed

- **Parent's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
- **Supporting Document Request Rules**
  - Student Financial Aid evaluates the W2, 1099G, or Self Employment Statement document to determine if the parent is required to file based on the tax award year guidelines in IRS Publication 17. If the parent's income is equal to or greater than the tax award year threshold, and the Parent's Marital Status = (1) Married/remarried then Student Financial Aid requests one of the following documents from the Parent 1:
    - IRS Extension Approval.
    - Non-Filing Statement.
    - One of the following:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.

- If Parent's Tax Return Filing Status: (3) Married – filed separate return, SFA requests the following documents to verify from Parent 2:
  - **Tax Related Information**
    - Tax Return Transcript.
    - 1040.
    - 1040X.
    - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV1 Scenario 10: Student does not match Scenarios 1 - 9

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## Criteria for Dependent Students: Custom Verification Tracking Group (DepV4)

### DepV4 Scenario: All Students

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an *Acceptable* document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

## Criteria for Dependent Students: Aggregate Verification Tracking Group (DepV5)

**Note:** For 2023-2024 Aid Year ISIR verification, students with ISIRs that have a Incarcerated Applicant flag (Field 384) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that only **Identity** and **Statement of Educational Purpose** documents are requested for this population.

For dependent students in the Aggregate Verification Tracking Group (V1), there are separate scenarios for student verification (Scenarios 1 - 5) and parent verification (Scenarios 6 - 9). Therefore, each dependent student is evaluated using three scenarios: one for all students, one for student data, and one for parent data.

Students and parents must verify the following:

- If they are tax filers:
  - adjusted gross income.
  - U.S. income tax paid.
  - untaxed portions of IRA distributions and pensions.
  - IRA deductions and payments.
  - tax-exempt interest income.
  - education credits.
  - household size.
  - number in college.
- If they are not tax filers:
  - income earned from work.
  - household size.
  - number in college.

### Scenario: All Students

- One document from each of the following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an *Acceptable* document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

### DepV5 Scenario 1: Student Taxes Completed and IRS Data was Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (02) IRS data for the student was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV5 Scenario 2: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.

- (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
- (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
- (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
- (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
- (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Student if:
      - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

### DepV5 Scenario 3: Student Taxes Completed and IRS Data was not Transferred from IRS

- **Student's Tax Return Completed?:**
  - (1) Already Completed.
- **Student IRS Request Flag:**
  - (07) IRS data for the student was transferred from IRS, but the IRS indicated that the student filed an amended tax return.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:



- Tax Return Transcript.
- 1040.
- 1040X.
- Rollover Statement from Student if:
  - Field: Student IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
    - 1 = IRS data was transferred and not changed by user OR
    - 2 = IRS data was transferred and changed by user to a different value OR
    - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
    - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV5 Scenario 4: Student Taxes have not been filed and Marital Status is Single, Divorced or Widowed**

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (1) Single.
  - (4) Divorced or Widowed.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.

- One of the following from Student:
  - Non-Filing Statement from Student.
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV5 Scenario 5: Student Taxes have not been filed and Marital Status is Married/Remarried or Separated**

- **Student's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Student's Marital Status:**
  - (2) Married/Remarried.
  - (3) Separated.
- **Requested Documents**
  - **Tax Related Information**
    - Verification Worksheet Dependent from Student.
    - One of the following from Student:
      - Non-Filing Statement from Student.
      - W2.
      - 1099G.
      - Self Employment Statement.
  - **Supporting Document Request Rules**
    - Student Financial Aid evaluates the Non-Filing Statement, W2, 1099G, or Self Employment Statement document to determine if the student is required to file based on the tax award year guidelines in IRS Publication 17. If the student's income is equal to or greater than the tax award year threshold, Student Financial Aid requests one of the following documents from the Student:
      - IRS Extension Approval.

- One of the following:
  - Non-Filing Statement.
  - Tax Return Transcript.
  - 1040.
  - 1040X.
  - Foreign Tax Transcript.
  - Once an *Acceptable* tax document is received, if the Student's Tax Filing Status = Married Filing Separately, Student Financial Aid requests the following documents from Spouse:
    - One of the following:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Student Financial Aid clears this code automatically after requested documents including the Tax Return Transcript, 1040, 1040X or Foreign Tax Transcript (requested due to the tax award year threshold) have been received and are *Acceptable*.
  - However, if the student provided an IRS Extension Approval due to the tax award year threshold, the C-Code is not cleared automatically. Once this document is *Acceptable*, Student Financial Aid triggers a *Complete ISIR Review* task which requires manual review.
  - If ISIR Corrections were submitted, Student Financial Aid clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 6: Parent Taxes Completed and IRS Data was Transferred from IRS

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (02) IRS data for the parent was transferred from the IRS and was not changed by the user prior to submission of an application or correction.
- **Requested Documents**
  - **Tax Related Information**
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR

- 2 = IRS data was transferred and changed by user to a different value OR
- 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
- 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- Rollover Statement from Parent 2 if:
  - o If Parent's Tax Return Filing Status:
    - (3) Married – filed separate return
  - o Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
    - 1 = IRS data was transferred and not changed by user OR
    - 2 = IRS data was transferred and changed by user to a different value OR
    - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
    - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - o Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - o Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - o If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 7: Parent Taxes Completed and IRS Data was not Transferred from IRS

- **Parent's Tax Return Completed?:**
  - o (1) Already Completed.
- **Parent's Marital Status:**
  - o (1) Married/Remarried.
  - o (2) Never married.
  - o (3) Divorced/separated.
  - o (4) Widowed.
  - o (5) Unmarried and both parents living together.

- **Parent IRS Request Flag:**
  - (00) Student was ineligible to use the IRS Data Retrieval Tool and was therefore not presented with the option to use it in FAFSA on the Web.
  - (01) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web and elected to use it, but did not transfer IRS data into the FAFSA.
  - (03) IRS data for the student was transferred from the IRS and changed by the user prior to submission of an application or correction.
  - (04) IRS data for the student was transferred from the IRS and then changed by the user on a subsequent transaction.
  - (05) Student was presented with the option to use the IRS Data Retrieval Tool in FAFSA on the Web, but did not elect to use it.
  - (06) IRS data for the student was transferred from the IRS, but a subsequent change made the student ineligible to use the IRS Data Retrieval Tool Blank = IRS Data Retrieval Tool not available in the application method utilized by the student (i.e., paper FAFSA, EDE, or FAA Access).
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
    - Rollover Statement from Parent 2 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.

- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

**DepV5 Scenario 8: Parent Taxes Completed and IRS Data was not Transferred from IRS**

- **Parent's Tax Return Completed?:**
  - (1) Already Completed.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.
  - (4) Widowed.
  - (5) Unmarried and both parents living together.
- **Parent IRS Request Flag:**
  - (07) IRS data for the parent was transferred from IRS, but the IRS indicated that the parent filed an amended tax return.

- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
    - Rollover Statement from Parent 1 if:
      - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
        - 1 = IRS data was transferred and not changed by user OR
        - 2 = IRS data was transferred and changed by user to a different value OR
        - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
        - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Rollover Statement from Parent 2 if:
        - Field: Parent IRS Untaxed Portions of IRA Distributions and Pensions Data Field Flag has a value equal to:
          - 1 = IRS data was transferred and not changed by user OR
          - 2 = IRS data was transferred and changed by user to a different value OR
          - 3 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on this transaction OR
          - 4 = IRS Request flag is equal to 02, 03, 04, or 07, and field has been corrected on a previous transaction.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.
- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 9: Parent Taxes Not Completed

- **Parent's Tax Return Completed?:**
  - (2) Will File.
  - (3) Will Not File.
- **Parent's Marital Status:**
  - (1) Married/Remarried.
  - (2) Never married.
  - (3) Divorced/separated.

- (4) Widowed.
- (5) Unmarried and both parents living together.
- **Requested Documents**
  - **Tax Related Information**
    - One of the following from Parent 1:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
    - If Parent's Tax Return Filing Status is (3) Married – filed separate return, one of the following from Parent 2:
      - Non-Filing Statement.
      - W2.
      - 1099G.
      - Self Employment Statement.
- **Supporting Document Request Rules**
  - Student Financial Aid evaluates the W2, 1099G, or Self Employment Statement document to determine if the parent is required to file based on the tax award year guidelines in IRS Publication 17. If the parent's income is equal to or greater than the tax award year threshold, and the Parent's Marital Status = (1) Married/remarried then Student Financial Aid requests one of the following documents from the Parent 1:
    - IRS Extension Approval.
    - One of the following:
      - Non-Filing Statement.
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
  - If Parent's Tax Return Filing Status: (3) Married – filed separate return, SFA requests the following documents to verify from Parent 2:
    - **Tax Related Information**
      - Tax Return Transcript.
      - 1040.
      - 1040X.
      - Foreign Tax Transcript.
- **ISIR Discrepancies**
  - Once those Documents are received, ISIR Discrepancy logic will compare Document Meta Data to ISIR field values and make any required updates.



- **Code Clearing Logic**
  - Clears this code automatically after the requested documents have been received and are *Acceptable*.
  - If ISIR Corrections were submitted, clears the code upon the receipt of the Corrected ISIR.

#### **DepV5 Scenario 10: Student does not match Scenarios 1 - 9**

- If the student does not meet one of the preceding scenarios, Student Financial Aid triggers a Complete ISIR Review task which requires manual review.

## 2024-2025 ISIR Document Request Rules and Code Clearing Logic

This is the 2024-2025 ISIR Document Request Rules and Code Clearing Logic for Student Financial Aid (SFA).

### Overview

A student's Institutional Student Information Record (ISIR) from the U.S. Department of Education (ED) is evaluated when received to determine if the student is selected for verification and to which Verification Group they have been assigned.

ED selects students for verification and indicates so by adding the appropriate **FAFSA Submission Summary (FSS) Comment Code** (also known as a **C-Code**) to the ISIR:

- Ind (C-Code 299) - student independent from parents.
- Dep (C-Code 298) - student dependent upon parents.

Also, ED assigns selected students to one of three Verification Tracking Groups:

- V1 - Standard Verification Tracking Group.
- V4 - Custom Verification Tracking Group.
- V5 - Aggregate Verification Tracking Group.

This topic groups the Verification scenarios into 6 areas based on dependency and Verification Tracking Groups:

- Independent Students: Standard Verification Tracking Group (IndV1)
- Independent Students: Custom Verification Tracking Group (IndV4)
- Independent Students: Aggregate Verification Tracking Group (IndV5)
- Dependent Students: Standard Verification Tracking Group (DepV1)
- Dependent Students: Standard Verification Tracking Group (DepV4)
- Dependent Students: Standard Verification Tracking Group (DepV5)

The Verification Tracking Groups broadly determine what documents are required for a student to clear verification. Verification requirements are further refined within each Group based on dependency status, tax filing status, and other factors. Students may move from one Group to another during the course of verification. This topic describes the logic for all three Groups and the various scenarios under each Group.

Requests for any required documents are triggered based on the appropriate logic for the student. Upon receipt of all required documents, additional review of the student's ISIR and document data determines if any more documentation or manual review is required before clearing verification.

**Note:** This topic often refers to documents being **Acceptable**. This refers to the actual system status of the requested document.

For additional information about Verification, refer to the **Application and Verification Guide** on the ED website.

## Criteria for Independent Students: Standard Verification Tracking Group (IndV1)

The V1 Verification Tracking Group is the Standard Verification Group. Students in this group must verify this information:

- If they are tax filers:
  - adjusted gross income.
  - income earned from work
  - U.S. income tax paid.
  - untaxed portions of IRA distributions.
  - untaxed portions of pensions.
  - IRA deductions and payments.
  - tax-exempt interest income.
  - education credits.
  - foreign income exempt from federal taxation.
  - family size.
- If they are not tax filers:
  - income earned from work.
  - household size.

**Note:** Students with ISIRs that have a Incarcerated Applicant flag (Field 298) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that no documents are requested for this population, and they automatically clear Standard (V1) verification.

The **Independent Verification Worksheet** is only requested in scenarios where the Student Updated Family Size (Field 580) and/or Assumed Student Family Size (Field 329) values are not blank. When these values are not blank the student must provide all of their family information.

The **Rollover Statement** is only requested from Student and/or Student Spouse if these fields have a value greater than 0:

- Student Untaxed IRA distributions (Field 870)

- Student IRA deductible and payments (Field 871)
- Student Untaxed Portions of IRA Distributions (Field 91)
- Student IRA Rollover (Field 92)
- Student Spouse Untaxed IRA distributions (Field 890)
- Student Spouse IRA deductible and payments (Field 891)
- Student Spouse Untaxed Portions of IRA Distributions (Field 151)
- Student Spouse IRA Rollover (Field 152)

One of the following documents: Tax Transcript, 1040, 1040x, or Foreign Tax Transcript documents is requested from Student and/or Student Spouse if the following fields have a value greater than 0:

- Student Foreign Income Tax Exclusion (Field 103)
- Student Spouse Foreign Income Tax Exclusion (Field 161)

#### **IndV1 Scenario 1: Taxes successfully retrieved from IRS for Student**

- **Student Filed 1040 or 1040NR**  
Yes or Blank.
- **Student IRS Response Code**  
(200) Successful Request.
- **Requested Documents**  
SFA doesn't request any tax documents because Standard Verification is not required.
- **Code Clearing Logic**  
SFA clears this code automatically.

#### **IndV1 Scenario 2: Taxes successfully retrieved from IRS for Student and Student Spouse when Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR**  
Yes or Blank.
- **Student IRS Response Code**  
(200) Successful Request.
- **Student Spouse IRS Response Code**  
(200) Successful Request.
- **Requested Documents**  
SFA doesn't request any tax documents because Standard Verification is not required.
- **Code Clearing Logic**  
SFA clears this code automatically.

#### **IndV1 Scenario 3: Taxes not successfully retrieved from IRS for Student**

- **Student Filed 1040 or 1040NR**

Yes or Blank.

- **Student IRS Response Code**

- (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Requested Documents**

SFA requests one of these Tax-Related Information documents to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received with an **Acceptable** status.

### **IndV1 Scenario 4: Taxes not successfully retrieved from IRS for Student and Student Spouse when Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR**

Yes or Blank.

- **Student IRS Response Code**

- (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Student Spouse IRS Response Code**

- (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Requested Documents**

SFA requests one of these Tax-Related Information documents from both the student and the student's spouse to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received with an **Acceptable** status.

**IndV1 Scenario 5: Student and/or Student Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and Filed a Non-US Tax Return**

- **Student Filed 1040 or 1040NR**  
No.
- **Student Filed non-U.S. Tax Return**  
Yes.
- **Student Spouse Filed 1040 or 1040NR**  
No.
- **Student Spouse Filed non-U.S. Tax Return**  
Yes.
- **Requested Documents**  
SFA requests this Tax-Related Information document from both the student and the student's spouse to verify:
  - Foreign Tax Transcript
- **Code Clearing Logic**  
SFA triggers an ISIR Verification task once the documents are received with an **Acceptable** status.

**IndV1 Scenario 6: Student and/or Student Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and did not file a Non-US Tax Return**

- **Student Filed 1040 or 1040NR**  
No.
- **Student Filed non-U.S. Tax Return**  
No.
- **Student IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Student Spouse Filed 1040 or 1040NR**  
No.
- **Student Spouse Filed non-U.S. Tax Return**  
No.
- **Student Spouse IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File

- **Requested Documents**

SFA requests one of these Tax-Related Information documents from both the student and the student's spouse to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received with an **Acceptable** status.

## Criteria for Independent Students: Custom Verification Tracking Group (IndV4)

The V4 Verification Tracking Group is the Custom Verification Group. Students must verify identity/statement of educational purpose.

### IndV4 Scenario: All Students

- **Requested Documents**

One document from each of these groups is requested:

- **Identity:**
  - Drivers License.
  - Non-Drivers License ID.
  - State Issued ID.
  - Passport.
- **Statement of Educational Purpose (SOEP):**
  - SOEP-Campus.
  - SOEP-Notary.

- **Code Clearing Logic**

- If student has an **Acceptable** document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
- If ISIR Corrections were submitted, then SFA clears this C-Code upon receipt of the Corrected ISIR.

## Criteria for Independent Students: Aggregate Verification Tracking Group (IndV5)

The V5 Verification Tracking Group is the Aggregate Verification Group. Students must verify identity/statement of educational purpose, in addition to the items in the Standard Verification Group.

**Note:** Students with ISIRs that have a Incarcerated Applicant flag (Field 298) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that only **Identity** and **Statement of Educational Purpose** documents are requested for this population.

The **Independent Verification Worksheet** is only requested in scenarios where the Student Updated Family Size (Field 61) and/or Assumed Student Family Size (Field 329) values are not blank. When these values are not blank the student must provide all of their family information.

The **Rollover Statement** is only requested from Student and/or Student Spouse if these fields have a value greater than 0:

- Student Untaxed IRA distributions (Field 870)
- Student IRA deductible and payments (Field 871)
- Student Untaxed Portions of IRA Distributions (Field 91)
- Student IRA Rollover (Field 92)
- Student Spouse Untaxed IRA distributions (Field 890)
- Student Spouse IRA deductible and payments (Field 891)
- Student Spouse Untaxed Portions of IRA Distributions (Field 151)
- Student Spouse IRA Rollover (Field 152)

One of the following documents: Tax Transcript, 1040, 1040x, or Foreign Tax Transcript documents is requested from Student and/or Student Spouse if the following fields have a value greater than 0:

- Student Foreign Income Tax Exclusion (Field 103)
- Student Spouse Foreign Income Tax Exclusion (Field 161)

#### **Scenario: All Students**

- One document from each of these groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.

### IndV5 Scenario 1: Taxes successfully retrieved from IRS for Student

- **Student Filed 1040 or 1040 NR:**  
Yes or Blank.
- **Student IRS Response Code**  
(200) Successful Request.
- **Requested Documents**  
SFA doesn't request any tax documents because Standard Verification is not required.
- **Code Clearing Logic**  
SFA clears this code automatically.

### IndV5 Scenario 2: Taxes successfully retrieved from IRS for Student and Student Spouse when Tax Return filing status is Married filing Separately (3)

- **Student Filed 1040 or 1040 NR:**  
Yes or Blank.
- **Student IRS Response Code**  
(200) Successful Request.
- **Student Spouse Filed 1040 or 1040 NR:**  
Yes or Blank.
- **Student Spouse IRS Response Code**  
(200) Successful Request.
- **Requested Documents**  
SFA doesn't request any tax documents because Standard Verification is not required.
- **Code Clearing Logic**  
SFA clears this code automatically.

### IndV5 Scenario 3: Taxes not successfully retrieved from IRS for Student

- **Student Filed 1040 or 1040 NR:**  
Yes or Blank.
- **Student IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Requested Documents**  
SFA requests one of these Tax-Related Information documents from both the student and the student's spouse to verify:



- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**IndV5 Scenario 4: Taxes not successfully retrieved from IRS for Student and Student Spouse when Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040 NR:**

Yes or Blank.

- **Student IRS Response Code**

- (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Student Spouse Filed 1040 or 1040 NR**

Yes or Blank.

- **Student Spouse IRS Response Code**

- (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Requested Documents**

SFA requests one of these Tax-Related Information documents from both the student and the student's spouse to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**IndV5 Scenario 5: Student and/or Student Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and Filed a Non-US Tax Return**

- **Student Filed 1040 or 1040 NR:**

No.

- **Student Filed a non-U.S. Tax Return:**

Yes.

- **Student Spouse Filed 1040 or 1040 NR:**  
No.
- **Student Spouse Filed a non-U.S. Tax Return:**  
Yes.
- **Student Spouse Filed 1040 or 1040 NR**  
Yes or Blank.
- **Requested Documents**  
SFA requests one of these Tax-Related Information documents from both the student and the student's spouse to verify:
  - Foreign Tax Transcript
- **Code Clearing Logic**  
SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**IndV5 Scenario 6: Student and/or Student Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and Filed a Non-US Tax Return**

- **Student Filed 1040 or 1040 NR:**  
No.
- **Student Filed non-U.S. Tax Return:**  
No.
- **Student IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Student Spouse Filed 1040 or 1040 NR:**  
No.
- **Student Spouse Filed non-U.S. Tax Return:**  
No.
- **Student Spouse IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Requested Documents**  
SFA requests one of these Tax-Related Information documents from both the student and the student's spouse to verify:

- Tax Return Transcript
- 1040
- 1040X
- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

## Criteria for Dependent Students: Standard Verification Tracking Group (DepV1)

The V1 Verification Tracking Group is the Standard Verification Group. Dependent students in this group must verify this information if their parents are tax filers:

If they are tax filers:

- adjusted gross income.
- income earned from work
- U.S. income tax paid.
- untaxed portions of IRA distributions.
- untaxed portions of pensions.
- IRA deductions and payments.
- tax-exempt interest income.
- education credits.
- foreign income exempt from federal taxation.
- family size.

If they are not tax filers:

- income earned from work.
- household size.

**Note:** Students with ISIRs that have a Incarcerated Applicant flag (Field 298) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that no documents are requested for this population, and they automatically clear Standard (V1) verification.

The **Dependent Verification Worksheet** is only requested in scenarios where the Parent Updated Family Size (Field 183) and/or Assumed Parent Family Size (Field 330) values are not blank. When these values are not blank the parent must provide all of their family information.

The **Rollover Statement** is only requested from Student and/or Student Spouse if these fields have a value greater than 0:

- - Student Untaxed IRA distributions (Field 870)
  - Student IRA deductible and payments (Field 871)
  - Student Untaxed Portions of IRA Distributions (Field 91)
  - Student IRA Rollover (Field 92)
  - Parent Untaxed IRA distributions (Field 910)
  - Parent Spouse Untaxed IRA distributions (Field 930)
  - Parent Spouse IRA deductible and payments (Field 931)
  - Parent Untaxed Portions of IRA Distributions (Field 201)
  - Parent IRA Rollover (Field 202)
  - Parent Spouse Untaxed Portions of IRA Distributions (Field 241)
  - Parent Spouse IRA Rollover (Field 242)

One of the following documents: Tax Transcript, 1040, 1040x, or Foreign Tax Transcript documents will be requested from Student, or Parent, or Parent Spouse if the following fields have a value greater than 0:

- - Student Foreign Income Tax Exclusion (Field 103)
  - Parent Foreign Income Tax Exclusion (Field 213)
  - Parent Spouse Foreign Income Tax Exclusion (Field 251)

**DepV1 Scenario 1: Taxes successfully retrieved from IRS for Student and Parent and Parent Spouse Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR**  
Yes or Blank.
- **Student IRS Response Code**  
(200) Successful Request.
- **Parent Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent IRS Response Code**  
(200) Successful Request.
- **Parent Spouse Filed 1040 or 1040NR**  
Yes or Blank.

- **Parent Spouse IRS Response Code**  
(200) Successful Request.
- **Requested Documents**  
SFA doesn't request any tax documents because Standard Verification is not required.
- **Code Clearing Logic**  
SFA clears this code automatically.

**DepV1 Scenario 2: Taxes successfully retrieved from IRS for Student and Parent and Tax Return filing status is NOT Married filing Separately (3)**

- **Student Filed 1040 or 1040NR**  
Yes or Blank.
- **Student IRS Response Code**  
(200) Successful Request.
- **Parent Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent IRS Response Code**  
(200) Successful Request.
- **Parent Spouse Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent Spouse IRS Response Code**  
(200) Successful Request.
- **Requested Documents**  
SFA doesn't request any tax documents because Standard Verification is not required.
- **Code Clearing Logic**  
SFA clears this code automatically.

**DepV1 Scenario 3: Taxes not successfully retrieved from IRS for Student but was successfully retrieved from Parent and Parent Spouse if Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR**  
Yes or Blank.
- **Student IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (214) No Return on File

- (212) Cannot Verify Return Data
- **Parent Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent IRS Response Code**
  - (200) Successful Request
- **Parent Spouse Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent Spouse IRS Response Code**
  - (200) Successful Request
- **Requested Documents**  
SFA requests one of these Tax-Related Information documents from the student to verify:
  - Tax Return Transcript
  - 1040
  - 1040X
- **Code Clearing Logic**  
SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**DepV1 Scenario 4: Taxes successfully retrieved from IRS for Student but was not successfully retrieved from Parent or Parent Spouse if Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR**  
Yes or Blank.
- **Student IRS Response Code**
  - (200) Successful Request
- **Parent Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Parent Spouse Filed 1040 or 1040NR**  
Yes or Blank.
- **Parent Spouse IRS Response Code**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data

- (214) No Return on File

- **Requested Documents**

SFA requests one of these Tax-Related Information documents from both the parent and parent spouse to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**DepV1 Scenario 5: Student, and/or Parent, and/or Parent Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and Filed a Non-US Tax Return**

- **Student Filed 1040 or 1040NR**

No.

- **Student Filed a non-U.S. Tax Return**

Yes.

- **Parent Filed 1040 or 1040NR**

No.

- **Parent Filed a non-U.S. Tax Return**

Yes.

- **Parent Spouse Filed 1040 or 1040NR**

No.

- **Parent Spouse Filed a non-U.S. Tax Return**

Yes.

- **Requested Documents**

SFA requests one of these Tax-Related Information documents each from the student, parent, and parent spouse to verify:

- Foreign Tax Transcript

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**DepV1 Scenario 6: Student and/or, Parent, and/or Parent Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and did not file a Non-US Tax Return**

- **Student Filed 1040 or 1040NR**

No.

- **Student Filed a non-U.S. Tax Return**

No.

- **Student IRS Response Code:**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File

- **Parent Filed 1040 or 1040NR**

No.

- **Parent Filed a non-U.S. Tax Return**

No.

- **Parent IRS Response Code:**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File

- **Parent Spouse Filed 1040 or 1040NR**

No.

- **Parent Spouse Filed a non-U.S. Tax Return**

No.

- **Parent Spouse IRS Response Code:**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File

- **Requested Documents**

SFA requests one of these Tax-Related Information documents each from the student, parent, and parent spouse to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.



## Criteria for Dependent Students: Custom Verification Tracking Group (DepV4)

The V4 Verification Tracking Group is the Custom Verification Group. Students must verify identity and statement of educational purpose (SOEP).

### DepV4 Scenario: All Students

- One document from each of these groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an **Acceptable** document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, SFA clears the code upon the receipt of the Corrected ISIR.

## Criteria for Dependent Students: Aggregate Verification Tracking Group (DepV5)

The V5 Verification Tracking Group is the Aggregate Verification Group. Students must verify identity/statement of educational purpose, in addition to the items in the Standard Verification Group.

**Note:** Students with ISIRs that have a Incarcerated Applicant flag (Field 384) value of :

- 1 (Correctional Facility Address file),
- 2 (Received via P.O. Box at IDC), or
- 3 (Incarcerated Applicant Flag set in FAA Access)

aren't required to complete Standard (V1) verification requirements. Baseline Configuration has been updated so that only **Identity** and **Statement of Educational Purpose** documents are requested for this population.

The **Dependent Verification Worksheet** is only requested in scenarios where the Parent Updated Family Size (Field 183) and/or Assumed Parent Family Size (Field 330) values are not blank. When these values are not blank the parent must provide all of their family information.

The **Rollover Statement** is only requested from Student and/or Student Spouse if these fields have a value greater than 0:

- ◦ Student Untaxed IRA distributions (Field 870)
- Student IRA deductible and payments (Field 871)

- Student Untaxed Portions of IRA Distributions (Field 91)
- Student IRA Rollover (Field 92)
- Parent Untaxed IRA distributions (Field 910)
- Parent Spouse Untaxed IRA distributions (Field 930)
- Parent Spouse IRA deductible and payments (Field 931)
- Parent Untaxed Portions of IRA Distributions (Field 201)
- Parent IRA Rollover (Field 202)
- Parent Spouse Untaxed Portions of IRA Distributions (Field 241)
- Parent Spouse IRA Rollover (Field 242)

One of the following documents: Tax Transcript, 1040, 1040x, or Foreign Tax Transcript documents will be requested from Student, or Parent, or Parent Spouse if the following fields have a value greater than 0:

- ○ Student Foreign Income Tax Exclusion (Field 103)
- ○ Parent Foreign Income Tax Exclusion (Field 213)
- ○ Parent Spouse Foreign Income Tax Exclusion (Field 251)

#### Scenario: All Students

- One document from each of the **Identity** and **SOEP** following groups is requested:
  - **Identity:**
    - Drivers License.
    - Non-Drivers License ID.
    - State Issued ID.
    - Passport.
  - **Statement of Educational Purpose (SOEP):**
    - SOEP-Campus.
    - SOEP-Notary.
- **Code Clearing Logic**
  - If student has an **Acceptable** document from each group (**Identity** and **SOEP**), then SFA clears this C-Code.
  - If ISIR Corrections were submitted, SFA clears the C-Code upon the receipt of the Corrected ISIR.

#### DepV5 Scenario 1: Taxes successfully retrieved from IRS for Student and Parent and Parent Spouse Tax Return filing status is Married filing Separately (3)

- **Student Filed 1040 or 1040NR:**  
Yes or Blank
- **Student IRS Response Code**  
(200) Successful Request
- **Parent Filed 1040 or 1040NR:**  
Yes or Blank
- **Parent IRS Response Code**

(200) Successful Request

- **Parent Spouse Filed 1040 or 1040NR:**

Yes or Blank

- **Parent Spouse IRS Response Code**

(200) Successful Request

- **Requested Documents**

SFA doesn't request any documents because Standard Verification is not required.

- **Code Clearing Logic**

- SFA clears this code automatically.

**DepV5 Scenario 2: Taxes successfully retrieved from IRS for Student and Parent and Tax Return filing status is NOT Married filing Separately (3)**

- **Student Filed 1040 or 1040NR:**

Yes or Blank

- **Student IRS Response Code**

(200) Successful Request

- **Parent Filed 1040 or 1040NR:**

Yes or Blank

- **Parent IRS Response Code**

(200) Successful Request

- **Requested Documents**

SFA doesn't request any documents because Standard Verification is not required.

- **Code Clearing Logic**

- SFA clears this code automatically.

**DepV5 Scenario 3: Taxes not successfully retrieved from IRS for Student but was successfully retrieved from Parent and Parent Spouse if Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR:**

Yes or Blank

- **Student IRS Response Code**

- - (203) PII Match Failed
- - (206) Partial Delivery of Content
- - (212) Cannot Verify Return Data
- - (214) No Return on File

- **Parent Filed 1040 or 1040NR:**

Yes or Blank

- **Parent IRS Response Code**

(200) Successful Request

- **Parent Spouse Filed 1040 or 1040NR:**

Yes or Blank

- **Parent Spouse IRS Response Code**

(200) Successful Request

- **Requested Documents**

- SFA requests one of these Tax-Related Information documents from the student to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

#### **DepV5 Scenario 4: Taxes successfully retrieved from IRS for Student but was not successfully retrieved from Parent or Parent Spouse if Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR:**

Yes or Blank

- **Student IRS Response Code**

(200) Successful Request

- **Parent Filed 1040 or 1040NR:**

Yes or Blank

- **Parent IRS Response Code**

- ◦ (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Parent Spouse Filed 1040 or 1040NR:**

Yes or Blank

- **Parent Spouse IRS Response Code**

- ◦ (203) PII Match Failed
- (206) Partial Delivery of Content
- (212) Cannot Verify Return Data
- (214) No Return on File

- **Requested Documents**

- SFA requests one of these Tax-Related Information documents each from the parent and parent spouse to verify:

- Tax Return Transcript
- 1040
- 1040X

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**DepV5 Scenario 5: Taxes successfully retrieved from IRS for Student but was not successfully retrieved from Parent or Parent Spouse if Tax Return filing status is Married filing Separately (3)**

- **Student Filed 1040 or 1040NR:**

No

- **Student Filed non-U.S. Tax Return**

Yes

- **Parent Filed 1040 or 1040NR:**

No

- **Parent Filed non-U.S. Tax Return**

Yes

- **Parent Spouse Filed 1040 or 1040NR:**

No

- **Parent Spouse Filed non-U.S. Tax Return**

Yes

- **Requested Documents**

- SFA requests this Tax-Related Information document each from the student, parent and parent spouse to verify:
  - Foreign Tax Transcript

- **Code Clearing Logic**

SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.

**DepV5 Scenario 6: Student and/or, Parent, and/or Parent Spouse when Tax Return filing status is Married filing Separately (3) did not file a 1040 or 1040NR and did not file a Non-US Tax Return**

- **Student Filed 1040 or 1040NR:**

No

- **Student Filed non-U.S. Tax Return**

No

- **Student IRS Request Response**

- (203) PII Match Failed
- (206) Partial Delivery of Content

- (212) Cannot Verify Return Data
- (214) No Return on File
- **Parent Filed 1040 or 1040NR:**  
No
- **Parent Filed non-U.S. Tax Return**  
No
- **Parent IRS Request Response**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Parent Spouse Filed 1040 or 1040NR:**  
No
- **Parent Spouse Filed non-U.S. Tax Return**  
No
- **Parent Spouse IRS Request Response**
  - (203) PII Match Failed
  - (206) Partial Delivery of Content
  - (212) Cannot Verify Return Data
  - (214) No Return on File
- **Requested Documents**
- SFA requests on of these Tax-Related Information documents each from the student, parent and parent spouse to verify:
  - Tax Return Transcript
  - 1040
  - 1040X
- **Code Clearing Logic**  
SFA triggers an ISIR Verification task once the documents are received and in an **Acceptable** status.