



Number 37

March 2012

Summary

This newsletter describes enhancements to the National Student Loan Data System (NSLDS) and the [NSLDS Professional Access](#) Web site. These enhancements include:

- The Loan Exit Counseling Summary report has been added to the scheduled reports available to schools.
- The Loan Exit Counseling reports have transitioned from the Report List to the Web Report List under the Report Tab on the [NSLDS Professional Access](#) Web site. This move allows loan exit counseling data to be downloaded directly from the Web site in PDF or Excel format.

New Loan Exit Counseling Summary Scheduled Report

The Loan Exit Counseling Summary report is now available as a scheduled report. It provides information on students' completion of loan exit counseling sessions and is available on the School Profile page under the Org Tab.

The screenshot shows the NSLDS web interface. At the top, it says "National Student Loan Data System (NSLDS)". Below that is a navigation menu with "Menu", "Aid", "Enroll", "Org", "Report", and "Tran". The "Report" tab is selected. The page displays the "School Profile" for "FAA UNIVERSITY". Under the "Scheduled Reporting" section, there are two reports listed:

- Loan Exit Counseling Detail**: Reporting Type: FIXED WIDTH, Extract Format: NSLDS, Frequency: WEEKLY, School Branch ID: ALL, SAIG Mailbox: TGS0001 - [Update]
- Loan Exit Counseling Summary**: Reporting Type: FIXED WIDTH, Frequency: QUARTERLY, School Branch ID: ALL, SAIG Mailbox: TG50001 - TEST ORGANIZATION [Update]

A yellow starburst callout with the text "New Scheduled Report!" points to the "Loan Exit Counseling Summary" report.

From the Update icon, the Reporting Type, Frequency, School Branch ID, and Student Aid Internet Gateway (SAIG) Mailbox may be selected. The

report may be requested as a comma delimited or fixed-width file, or as a pre-formatted report. The frequency may be designated as daily, weekly, monthly, or quarterly. There is also the option to cancel any previously requested Loan Exit Counseling Summary reports listed in the Frequency options drop-down menu. The associated School Branch ID may also be selected. The scheduled report output is sent to the SAIG Mailbox entered on this page.

START HERE GO FURTHER FEDERAL STUDENT AID National Student Loan Data System (NSLDS)

Menu | Aid | Enroll | Org | **Report** | Tran

Org Contact List | Org Search | Data Provider Schedule | Repayment Information | Cohort Default Rate | School Profile | GE Debt Measures | GE Loan Medians

FSA ID: NSL.SCTST4.FSA logged on as: SCTST4 ONLINE EXIT TESTING from FAA UNIVERSITY / TGS4560 / SCTST4

Name: FAA UNIVERSITY
Code: 00148400 Type: School
Status: OPEN
Address: 100 MAIN STREET
ANYTOWN, FL 22222222

Loan Exit Counseling Summary Profile Update

Reporting Type: FIXED WIDTH
Frequency: QUARTERLY
School Branch ID: ALL
SAIG Mailbox: TGS0001

Submit Cancel

FOIA | Privacy | Security | Notices WhiteHouse.gov | USA.gov | ED.gov

Note: The scheduled Loan Exit Counseling Summary Report will be identified as EXTCD5.

Enhancements to the Web Report List

The three loan exit counseling reports listed below are now available on the Web Report List page on the [NSLDS Professional Access](#) Web site. The Web Report List may be accessed from the Report Tab. With the move of these reports from the Report List to the Web Report List the options for how the loan exit data may be received have been expanded.

- Loan Exit Counseling Summary By Date (EXTCD1)
- Loan Exit Counseling Summary By SSN (EXTCS1)
- Loan Exit Counseling Completion (EXTC01)

START HERE GO FURTHER FEDERAL STUDENT AID National Student Loan Data System (NSLDS)

Menu | Aid | Enroll | Org | **Report** | Tran

Report List | **Web Report List**

FSA ID: NSL.SCTST4.FSA logged on as: SCTST4 ONLINE EXIT TESTING from FAA UNIVERSITY / TGS4560 / SCTST4

Search Report ID: Submit

Report ID	Names	Log Page
EXTCD1	LOAN EXIT COUNSEL. SUMMARY BY DATE	
EXTCS1	LOAN EXIT COUNSEL. SUMMARY BY SSN	
EXTC01	LOAN EXIT COUNSEL. COMPLETION	
EXTCD5	LOAN EXIT COUNSEL. COMPLETION	

FOIA | Privacy | Security | Notices WhiteHouse.gov | USA.gov | ED.gov

The Loan Exit Counseling Summary By Date (EXTCD1) and the Loan Exit Counseling Summary By SSN (EXTCS1) report outputs may be received in three different formats: PDF, Excel spreadsheet, or delivered to the SAIG Mailbox associated with the particular user.

START HERE
GO FURTHER
FEDERAL STUDENT AID

National Student Loan Data System (NSLDS)

Menu Aid Enroll Org Report Tran

Report List | Web Report List

FSA ID: NSL.SCTST4.FSA logged on as: SCTST4 ONLINE EXIT TESTING from FAA UNIVERSITY / TG54560 / SCTST4

ID: EXTCD1 Type: --Select--
Name: LOAN EXIT COUNSEL. SUMMARY BY DATE

Report Parameters

SCHOOL ID: 001484
SCHOOL BRANCH ID: * 99
FEDERAL LOAN SERVICER ID: * Org Search
COMPLETED IN PAST: USE BEG/END DT
BEGINNING DATE: 01/01/0001 MM/DD/CCYY
ENDING DATE: 12/31/2998 MM/DD/CCYY
EXTRACT TYPE: COMMA DELIMITED
Sort By: --Select--
Output Medium: --Select--
PDF
PDF&SAIG
SAIG
XLS
XLS&SAIG

Submit

REPORT DESCRIPTION: The Loan Exit Counseling by Date Report (EXTCD1) provides school users a summary report of students who have completed loan exit counseling for the requesting school during a designated timeframe. Output results contain the student's SSN, last name, first name, middle name, eight-digit OPEID code of the school the student selected to be notified regarding their completion of the Loan Exit Counseling session, as well as the completion date and time of the loan exit counseling session. The user will choose an output type as Report or Extract. With the Extract option, the user will select either Standard Email Delivery or Comma

A sample of the Loan Exit Counseling Summary By Date (EXTCD1) report in the PDF format:

Privacy Act of 1974 (AS AMENDED)

Report ID: EXTCD1 U.S. Department of Education Date: MM/DD/CCYY
Page # : 1 National Student Loan Data System (NSLDS) Time: HH:MM:SS
Exit Counseling Summary

Report Parameters: School CD: XXXXXX
Branch CD: All
Fed Loan Svr ID: All
Completed: nnn Days
Begin Date: MM/DD/CCYY
End Date: MM/DD/CCYY

SSN	Name	OPEID	Exit Completion Date
***-**-XXXX	Last Name, First Name	XXXXXXXXXX	MM/DD/CCYY HH:MM XX
***-**-XXXX	Last Name, First Name	XXXXXXXXXX	MM/DD/CCYY HH:MM XX
***-**-XXXX	Last Name, First Name	XXXXXXXXXX	MM/DD/CCYY HH:MM XX
***-**-XXXX	Last Name, First Name	XXXXXXXXXX	MM/DD/CCYY HH:MM XX
***-**-XXXX	Last Name, First Name	XXXXXXXXXX	MM/DD/CCYY HH:MM XX

A sample of the Loan Exit Counseling Summary By Date (EXTCD1) report in the Excel format:

	A	B	C	D	E	F
1		Loan Exit Counseling by Date				
2						
3		Social Security	Name	OPE ID	Exit Completion Date	
4		***_*-XXXX	Last Name, First Name	XXXXXXXX	MM/DD/CCYY HH:MM	
5		***_*-XXXX	Last Name, First Name	XXXXXXXX	MM/DD/CCYY HH:MM	
6		***_*-XXXX	Last Name, First Name	XXXXXXXX	MM/DD/CCYY HH:MM	
7		***_*-XXXX	Last Name, First Name	XXXXXXXX	MM/DD/CCYY HH:MM	
8		***_*-XXXX	Last Name, First Name	XXXXXXXX	MM/DD/CCYY HH:MM	
9						
10						

The Loan Exit Counseling Completion (EXTC01) report is available via Excel spreadsheet or by delivery to the SAIG Mailbox associated with the user. PDF is not an option for this output.

START HERE
GO FURTHER
FEDERAL STUDENT AID

National Student Loan Data System (NSLDS)

Menu Aid Enroll Org Report Tran

Report List | Web Report List

FSA ID: HSL.SCTST4.FSA logged on as: SCTST4 ONLINE EXIT TESTING from FAA UNIVERSITY / TG54560 / SCTST4

ID: EXTC01 Type: --Select--

Name: LOAN EXIT COUNSEL COMPLETION

Report Parameters

SCHOOL ID: 001484

SCHOOL BRANCH ID: 99

BEGIN DATE: 01/01/0001 MM/DD/CCYY

END DATE: 12/31/2998 MM/DD/CCYY

SSN: *

EXTRACT TYPE: STANDARD

EXTRACT FORMAT: NSLDS

Sort By: --Select--

Output Medium: --Select--
SAIG
XLS

Submit

New Report Option!

Note: In order for the Excel spreadsheet to display, the user must first properly configure his or her Internet Explorer Web browser. Under **Tools, Internet Options**, select the **Security** tab. Select the **Internet** zone's **Custom** level option located under the **Security level for this zone** box. Under **Settings**, scroll to **Downloads** and select **Enable** for **Automatic prompting for file downloads**.

The updated *NSLDS Loan Exit Counseling Extract Record Layouts for Schools* is available on the [NSLDS Record Layouts page of the Information for Financial Aid Professionals \(IFAP\) Web site](#). The record layouts themselves have not changed; the only change is to the description of the location of the reports on the [NSLDS Professional Access](#) Web site and to the reports' delivery options.

NSLDS Reminder for Schools

Please remember to keep your [NSLDS Professional Access](#) Web site ORG contacts current and always list at least a Primary Contact for your organization.

NSLDS Customer Support

The NSLDS Customer Support Center at 800/999-8219 is available Monday through Friday from 8:00 A.M. to 9:00 P.M. (ET). You may also contact Customer Support by e-mail at nslds@ed.gov. Callers in locations without access to 800 numbers may call 785/838-2141 (this is not a toll free number).