

Session #6

Reporting Gainful Employment Data to NSLDS

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Session Agenda

- What was Asked of You
- Reporting Results
- Top Ten Errors
- Reviewing Your Data
- Future Enhancements
- Questions/Feedback

Gainful Employment Annual Submission

Institution must annually submit information on students enrolled in programs leading to gainful employment in a recognized occupation.

Information on reporting was provided in the [Dear Colleague Letter GEN-11-10](#).

Attachment to DCL GEN 11-10 lists the data fields [GEN-11-10: Gainful Employment Reporting Draft Data Elements List in MS Word, 32 KB, 5 Pages](#)

GE Data Reporting

The Department has established a process to submit, view, and update GE data using NSLDS.

- Resources
 - [NSLDS Gainful Employment User Guide](#)
 - Provides instruction for GE reporting enrollment
 - Provides file layout and submission instructions
 - [Frequently Asked Questions](#) on the IFAP Gainful Employment Page
 - [NSLDS Newsletter 34](#) on Gainful Employment Reporting Functionality

What was Asked of You



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Data Collection Effort

- Collect data
 - For a very specific time period
 - For a particular set of programs/students
 - Figure out how to translate your information into the data being requested



Data Collection Effort

- Format data
 - According to very specific rules
- Submit data to NSLDS
 - GE Submittal Template
 - Fixed width batch
 - Comma Separated Value (CSV) batch
 - Online add



Beta Exercise Conducted

- 14 days in length
- All data submission methods used multiple times over course of exercise
- 13 different OPEID's submitted
- 62 different programs submitted*
- 28,303 unique students*
- 46,523 GE program records*

*Data is cumulative as of September 25, 2011



Beta Exercise Results

- Additional instructions emerged for GE Submittal Template usage
- Updates to GE User Guide were found to be necessary to provide clarity
- Newsletter released with tips for data formatting
- Opportunities to refine instructions and troubleshooting techniques

Data Collection Effort

- NSLDS began receiving data on September 26, 2011
- Deadline for receipt of Award Year 2010/2011 was set for November 15, 2011
 - This allowed for prior award year records to also have this deadline.

Reporting Results



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Submission Results Counts

- **3540** - Schools submitted
- **38,450** - Different programs (CIP & Credential Level)
- **10,355,080** - Unique students
- **20,170,436** - GE program records

As of November 21, 2011



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Volumes by Submission Method

- **935** - Schools reported using fixed length batch
- **882** - Schools reported using comma delimited (CSV) batch
- **2,259** - Schools reported using Online Add/Submittal Template
- **526** - Schools used more than one method



Initial Impressions

- Difficult for schools to pull data together when no single system contained all that was needed
- Schools used offices other than financial aid to interface with NSLDS
 - Lack of familiarity with and access rules
 - Users tried to get IDs at last minute



Submission Difficulties

- Batch File User Problems
 - Lack of familiarity with SAIG, EDConnect, and submitting data files
 - Confusion of message classes
 - TG Mailbox on NSLDS GE Reporting List Web page



Submission Difficulties

- Batch File User Problems
 - IT support necessary for fixed-width batch method
 - CSV file
 - Header and Footer Issues
 - Field length confusion
 - To quote or not to quote



Submission Difficulties

- Submittal Template
 - Template was designed for direct data entry
 - Files for upload were too big
 - Limit of 50 records
 - Tried to use template without additional information from the GE User Guide



Submission Difficulties

- Submittal Template (cont.)
 - User Created Spreadsheets
 - Data formatting
 - Text formatting from cut/paste – drop leading zeros
 - Date formats are different from batch
 - Converting template to CSV for batch submission



And the BIG NO-NO

- Violation of privacy act data
 - Files sent via email without password protection
 - Files sent to ED people not associated NSLDS reporting



Top Ten Errors



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Top Ten Errors

ERROR CODE	ERROR DESCRIPTION	FIELD IN ERROR	FIELD IN ERROR DESCRIPTION
800	INSTITUTION NOT AUTHORIZED FOR SUBMISSION MAILBOX	007	OPEID
018	EXCLUDE FIELD BASED ON THE VALUE OF ANOTHER FIELD ON THE RECORD	019	PRIVATE LOANS AMOUNT
004	PERMITTED VALUE VIOLATION	022	ENROLLED IN ANOTHER PROGRAM
018	EXCLUDE FIELD BASED ON THE VALUE OF ANOTHER FIELD ON THE RECORD	020	INSTITUTIONAL FINANCING AMOUNT
017	REQUIRED FIELD BASED ON THE VALUE OF ANOTHER FIELD ON THE RECORD	022	ENROLLED IN ANOTHER PROGRAM



Top Ten Errors (cont.)

ERROR CODE	ERROR DESCRIPTION	FIELD IN ERROR	FIELD IN ERROR DESCRIPTION
004	PERMITTED VALUE VIOLATION	015	PROGRAM ATTENDANCE BEGIN DATE
004	PERMITTED VALUE VIOLATION	019	PRIVATE LOANS AMOUNT
004	PERMITTED VALUE VIOLATION	020	INSTITUTIONAL FINANCING AMOUNT
004	PERMITTED VALUE VIOLATION	012	CREDENTIAL LEVEL
004	PERMITTED VALUE VIOLATION	016	PROGRAM ATTENDANCE BEGIN DATE FOR THIS AWARD YEAR
003	INVALID DATE	016	PROGRAM ATTENDANCE BEGIN DATE FOR THIS AWARD YEAR



Where You are Today

- Total of schools reported
- Number of errors remaining to be fixed
- Number of records successfully reported/errors resolved



Findings and Reminders

- 97 schools only reported completers - 'C' for each Award Year
 - Schools to report Enrolled – 'E' as well as students who withdrew – 'W' during the AY
- Schools reported codes not on the 2010 CIP code list.
 - Next year must use 2010 CIP list



Findings and Reminders

- For 2011-12:
 - You can be reporting now
 - OK to report ahead students that have just completed or withdrawn.
 - Remember, enrolled status – 'E' is AS OF June 30, 2012.



Reviewing Your Data



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Now is the Time to Review

- Quality data ensures accurate debt measures
- Take time to review your data
- Use NSLDS online to sort and review your data



SSN Conflict Lookup

[Menu](#) | [Aid](#) | [Enroll](#) | [Org](#) | [Report](#) | [Support](#)

[Loan History](#) | [Overpayment List](#) | [Grants](#) | [Delinquent Borrowers](#) | [Exit Counseling History](#) | [Student Access Interface](#) | **SSN Conflict**

Logged on as: SCHOOL USERNAME from [NORTH SOUTH UNIVERSITY](#)



SSN Conflict

SSN:

The following organizations have reported information that includes the SSN you entered. Please contact them to resolve any SSN conflicts that prevent information you have submitted from being loaded onto NSLDS.

	Organization	Type	Code
1	DIRECT LOAN SERVICING CENTER (ACS)	ED Servicer	583
2	AMERICAN STUDENT ASSISTANCE	Guaranty Agency	725

[PRIVACY ACT OF 1974 \(AS AMENDED\)](#)



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Key Factors in Debt Measures

- Measures based on CIP Code and Credential Level
- Have you properly reported all program completers?
- Are medical or dental records coded correctly for internships?



No Online Reports

- You can use the 'Sort By' and 'Display Only' parameters to provide a overview of the data such as by a certain CIP or Award year
 - Use these options to review and make any necessary corrections.

Online Review Selection



[Menu](#) | [Aid](#) | [Enroll](#) | [Org](#) | [Report](#) | [Tran](#)



[Enrollment Summary](#) | [Enrollment Add](#) | [Enrollment Update](#) | [Enrollment Reporting Schedule](#) | [Exit Counseling Submittal](#) | [GE List](#) | [GE Reporting List](#) | [GE Submittal](#)

Logged on as: SCTST7 ONLINE EXIT TESTING from [STONEHILL COLLEGE](#)

Gainful Employment List

[Add Gainful Employment](#)

Sort By:	--Select--
Display Only:	School Code: 002217
	Location Code: * <input type="text"/> (*) for All
	Award Year: * <input type="text"/> (ex.: 20102011) (*) for All
	Student SSN: * <input type="text"/> (*) for All
	CIP Code: * <input type="text"/> (*) for All
	Credential Level: ALL
	Program Attendance Status: ALL
	Program Attendance End Date Begin: 01/01/0001 (MMDDCCYY)
	Program Attendance End Date End: 12/31/9999 (MMDDCCYY)
	History: Active

[Retrieve](#)



Online Review List



[Menu](#) [Aid](#) [Enroll](#) [Org](#) [Report](#) [Tran](#)



[Enrollment Summary](#) | [Enrollment Add](#) | [Enrollment Update](#) | [Enrollment Reporting Schedule](#) | [Exit Counseling Submittal](#) | [GE List](#) | [GE Reporting List](#) | [GE Submittal](#)

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Gainful Employment List

Add Gainful Employment

Sort By:

Display Only:

School Code: 067899

Location Code: * (*) for All

Award Year: * (ex.: 20102011) (*) for All

Student SSN: * (*) for All

CIP Code: * (*) for All

Credential Level: ALL

Program Attendance Status: ALL

Program Attendance End Date Begin: 01/01/0001 (MMDDCCYY)

Program Attendance End Date End: 12/31/9999 (MMDDCCYY)

History: Active

#	SSN	Name	DOB	Active
	Institution			
	***-**-6789 +	WISE, HENRY E	01/01/1990	YES
1	06789900 - NORTH SOUTH UNIVERSITY			
	Award Year: 2009-2010	CIP Code: 120502	Attendance Begin - End Date: 04/22/2008 - 05/21/2010	Attendance Status: WITHDREW Credential Level: POST BACCALAUREATE CERTIFICATE
	***-**-4321 +	SMART, LAUREN E	12/31/1990	YES
2	06789900 - NORTH SOUTH UNIVERSITY			
	Award Year: 2009-2010	CIP Code: 513101	Attendance Begin - End Date: 04/22/2008 - N/A	Attendance Status: ENROLLED Credential Level: POST BACCALAUREATE CERTIFICATE

Options Once Student is Selected

Menu Aid Enroll Org Report Tran

Enrollment Summary | Enrollment Add | Enrollment Update | Enrollment Reporting Schedule | Exit Counseling Submittal | GE List | GE Reporting List | GE Submittal

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Gainful Employment Detail

Update

Deactivate

Award Year: 2009 - 2010
Student SSN: ***-**-6789 +
Student Full Name: WISE, HENRY ERIN
Student DOB: 01/01/1990
Institution Code (OPEID): 06789900
Institution Name: NORTH SOUTH UNIVERSITY
GE Program Indicator: YES
Program Name: BARTENDING/BARTENDER
CIP Code: 120502
Credential Level: 04 - POST BACCALAUREATE CERTIFICATE
Medical or Dental Internship or Residency: NO
FFEL or Direct Loans: YES
Program Attendance Begin Date: 04/22/2008
Program Attendance Begin Date for This Award Year: 12/12/2009
Program Attendance Status: WITHDREW
Program Attendance End Date: 05/21/2010
Private Loans Amount: \$23,958
Institutional Financing Amount: \$23,958
Tuition and Fees Amount: \$33,492
Enrolled in Another Program: SAME
CIP Code of Other Program: 520908
Credential Level of Other Program: 04 - POST BACCALAUREATE CERTIFICATE
Program Name of Other Program: CASINO MANAGEMENT
GE Program Indicator of Other Program: YES
OPEID of Other Program Institution: 067899
Institution Name for Other Program: NORTH SOUTH UNIVERSITY



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Online Data Correction

Records can be updated ONLINE for all but the following fields:

- Award Year
- Student SSN
- Institution OPEID
- CIP Code
- Credential Level
- Program Attendance Begin Date
- Program Attendance Begin Date for This Award Year
- Program Attendance End Date



Online Data Correction

For corrections to non-correctable fields, requires the record be deactivated and a new one submitted

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National Student Loan Data System (NSLDS)

Menu Aid Enroll Org Report Tran

Enrollment Summary | Enrollment Add | Enrollment Update | Enrollment Reporting Schedule | Exit Counseling Submittal | GE List | GE Reporting List | GE Submittal

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Return to Gainful Employment List

Gainful Employment Detail

Deactivate

Award Year: 2009 - 2010
Student SSN: ***-**-1119 +
Student Full Name: MALONE, SAM I
Student DOB: 09/01/1967
Institution Code (OPEID): 06789900
Institution Name: NORTH SOUTH UNIVERSITY

Correcting Data In Batch

Records can be updated in batch for all but the following fields:

- Award Year
- Student SSN
- Institution OPEID
- CIP Code
- Credential Level
- Program Attendance Begin Date
- Program Attendance Begin Date This Award Year
- Program Attendance End Date

CAUTION: If any of these fields *ARE* updated in batch, the GE record is not updated. A NEW active record will be created.

Future Enhancements



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Future Planned Enhancements

- Online

- Improved template allowing more records
- Means to do mass online deactivate
- Means to do online update
- Reports

- Batch

- Sign up through FSAWebenroll
- Batch deactivate
- Introduction of XML reporting



Resources

- GE User Guide

<http://www.ifap.ed.gov/nsldsmaterials/NSLDSGainfulEmploymentUserGuide092211.html>

- GE newsletter

<http://www.ifap.ed.gov/nsldsmaterials/NSLDSNewsletter34.html>

- IFAP

<http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>

- FAQs

<http://www.ifap.ed.gov/GainfulEmploymentInfo/2011GEFAQ.html>



Questions/Feedback?



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Help Us Learn How To Do This Better

- Template Users?
- Batch – Fixed-width?
- Batch – CSV?
- Online direct entry?

Contact Information

NSLDS Customer Support Center

- Phone: 800-999-8219
- Email: nslds@ed.gov
- Fax: 785-838-2154
- Web: www.nsldsfap.ed.gov