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Student List Eligibility: View Screen

On the Student List Eligibility: View screen, schools are able to view students who have listed their school as one of the six school choices on the *Free Application for Federal Student Aid* (FAFSA). The Student List Eligibility: View screen is accessed from the MAPnet Table of Contents side panel. It provides the entry point to other key MAPnet functions such as: view detailed student information, view student information history, create payment requests, view payment information, create reports, and associate MAP codes with selected students. The displayed icons and tabs on the screen access these key functions.

Schools can create a customized Student List Eligibility: View screen by selecting specific columns to be viewed, as well as use data sorting and filtering. The initial loading of this page will result in a default view with the following columns:

- Sel (Select)
- Pay Sel (Pay Select)
- Current SSN
- Last Name
- First Name
- Transaction #
- Original Yearly Eligible Amount
- Disqualify
- Default
- Late
- MAP Suspense
- IIA Suspense
- Shutdown
- EFC
- CPS Process Date
- Birth Date
- Academic Level
- MAP Paid Credit Hours
- Continuing Student
- IIA Paid
- EFC Change Flag

To view or print the customized report, click on the View Report tab displayed at the bottom of the screen.

Based on school feedback, changes have been made to this screen to make it more apparent that a student is not eligible to receive an award whether it is for one term or for all terms. The disqualify, default, late, MAP and IIA suspense, and shutdown flags will all be displayed just to the right of the Original Yearly Eligible Amount. These fields do not have to remain in this location. Just like other fields on the screen they can be moved elsewhere or dropped off completely.

Another column has been added next to the \$ icon where a “light bulb” will be displayed if any flags are on that could cause the student to be ineligible for an award. Keep in mind that not all flags make a student totally ineligible for an award. For instance, the late flag could be set which would prevent a student from being eligible for a first term award but would not prevent him from receiving a second and/or third term award.

These enhancements were made to draw the attention of the user to the fact that a flag is on. It is up to the user to determine the meaning of the flag and to what extent it affects the student’s potential award.

Student List: View Screen




Student List Eligibility: View

View		Filter		Sort		Columns		Payment Generation										
#		Pay Sel	Current SSN	Last Name	First Name	Trans #	Original Yearly Elig	Disq	Dflt	Late	MAP Susp	IIA Susp	Shut down	EFC	CPS Proc Date	Birth Date	Academ Level	
1		\$	<input type="checkbox"/>	XXX-XX-XXXX	ADAMS	STUDENT	01	\$4,968.00						\$0	01/02/2009	03/23/1980	Junior	
2		\$	<input type="checkbox"/>	XXX-XX-XXXX	ALLAPPROVED	TEST 01	01	\$4,968.00		N		N		\$0	01/08/2009	01/09/1971	Freshma	
3		\$	<input type="checkbox"/>	XXX-XX-XXXX	AQUINO	STUDENT	01	\$0.00						\$13,478	01/02/2009	11/03/1990	Freshma	
4		\$	<input type="checkbox"/>	XXX-XX-XXXX	BATMAN	JOHN	01	\$4,968.00						\$1,154	01/05/2009	05/04/1991	Freshma	
5		\$	<input type="checkbox"/>	XXX-XX-XXXX	BELL	JACOB	01	\$0.00						\$20,682	01/07/2009	06/09/1989	Junior	
6		\$	<input type="checkbox"/>	XXX-XX-XXXX	BELTRAN	SUSIE	01	\$0.00						\$12,419	01/07/2009	05/13/1991	Freshma	
7		\$	<input type="checkbox"/>	XXX-XX-XXXX	BOSS	JOHN	01	\$4,350.00						\$7,321	01/05/2009	05/24/1991	Freshma	
8		\$	<input type="checkbox"/>	XXX-XX-XXXX	BOSS	JENNIFER	01	\$4,968.00						\$0	01/05/2009	08/22/1990	Freshma	
9		\$	<input type="checkbox"/>	XXX-XX-XXXX	BROCKETT	SAMANTHA	01	\$4,968.00						\$0	01/05/2009	05/13/1991	Freshma	
10		\$	<input type="checkbox"/>	XXX-XX-XXXX	BROCKETT	THOMAS	02	\$4,968.00						\$0	01/09/2009	05/13/1991	Freshma	
11		\$	<input type="checkbox"/>	XXX-XX-XXXX	BULK	DOUGLAS	01	\$0.00						\$18,204	01/02/2009	11/19/1990	Freshma	
12		\$	<input type="checkbox"/>	XXX-XX-XXXX	BYRD	CAMILLE	01	\$4,968.00						\$0	01/02/2009	08/24/1991	Freshma	

Student List Eligibility: View Instructions

The Student List: View screen displays a maximum of one hundred student records. To view more records, click on the Previous Page, Pages 1-10, or Last Page tabs. To view additional fields, scroll to the right. Other suggestions for viewing the eligibility screen are listed below.

- To select students attending your institution, click on the box in the “Sel” column next to each student’s current SSN.
- To view the student’s MAP eligibility data on the Student Detail: Eligibility screen, click on the magnifying glass icon that is on the same line as the student’s last name.
- To filter your view, displaying only those student records that you want to see, click on the Filter Tab. The Student List: Filter [Student List Filter.htm](#) screen will be displayed with the various filter options.
- To sort the student records, click on the Sort tab. The Student List: Sort screen will be displayed.
- To view a report of the Student List: View screen, click on the “View Report” button.
- To use the enrollment calculator, click on the dollar sign icon.

Student List: Filter Screen

This screen allows you to designate records that you want to view on the Student List View screen. For example, if you want to view only those students with a last name of Smith, go to the Last Name row and click on the = sign, then enter Smith in the text box next to the = sign. When you return to the Student List View screen by clicking on the View tab, only those students with a last name of Smith will be displayed.

The screenshot shows the 'Student List Eligibility: Filter' screen. The left sidebar contains a 'Table of Contents' with categories like MAPnet, MAPnet Home, Student, Payment, Budget, Administration, Reports, and File Extractions. The main area has a header with 'MAPnet' and 'COLLEGEZONE' logos. Below the header, there are tabs for 'View', 'Filter', 'Sort', 'Columns', and 'Payment Generation'. The 'Filter' tab is active, showing various input fields for filtering students. At the bottom, there are sections for 'Conflicting MAP Codes', 'Selected Students Only', 'Pay Selected Students Only', 'Highest Transaction Only', 'Eligible Students Only', 'Undergraduates Only', 'Graduates Only', and 'Ineligible' conditions.

Radio buttons are used to select and view your undergraduate or graduate populations. In addition, the eligibility status of records can be viewed by selecting the ineligible conditions you are looking for with a check mark (click in the box to the left of the code). If multiple boxes are checked, records will appear on the view screen if any of the conditions are met.

- MAP Paid Credit Hours ≥ 135
- Default
- Late
- MAP Suspend
- IIA Suspend
- Shutdown
- Disqualify

Note: When selecting “graduates only” and “highest transaction only”, currently this filter option will not show any students on the list.

Student List: Sort Screen

The Student List: Sort screen allows the user to designate the order in which the records will appear on the Student List: View screen. This screen is accessed from the Student List: View screen by clicking on the Sort tab. The user may select to view the Student List for a certain group of students by sorting the list using current SSN, last name, first name, and academic level.

The sort columns are selected by:

- Holding down the Ctrl key and clicking on the required columns that are located under Unselected Column(s).
- Click on the “→ Select Chosen Column(s)” button, and the columns that you selected will be listed under Selected Column(s).
- To add to your list, select another column from Unselected Column(s) by clicking on it. When it is highlighted, click on the “→ Select Chosen Column(s)” button again.

To remove a column(s) from those that you have listed as Selected Column(s), select the column(s) by clicking on it. When the column(s) are highlighted click on the “← Remove Chosen Column(s)” button, and the column will then be returned to the Unselected Column(s).

If you want to rearrange the columns once they are selected, select the column that you want to change by clicking on it. When the column is highlighted, click on the “↑ Move Column Up” button, or click on the “↓ Move Column Down” button until the column is in the right place.

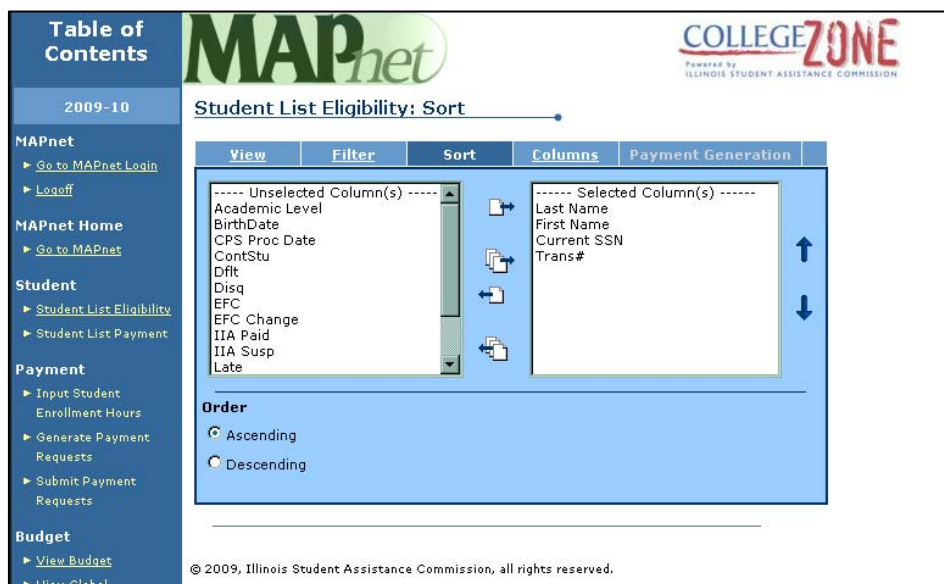


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MAPnet

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Student List Eligibility: Sort

View | **Filter** | **Sort** | **Columns** | **Payment Generation**

----- Unselected Column(s) -----

- Academic Level
- BirthDate
- CPS Proc Date
- ContStu
- Dflt
- Disq
- EFC
- EFC Change
- IIA Paid
- IIA Susp
- Late

----- Selected Column(s) -----

- Last Name
- First Name
- Current SSN
- Trans#

Order

Ascending

Descending

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Student List: Columns Screen

The Student List: Columns Screen allows the user to select columns to display on the Student List: View screen. Clicking on the Columns tab on the Student List: View screen will access the Student List: Columns screen.

The selected columns can be displayed on the Student List: View screen by:

- Holding down the Ctrl key and clicking on the column located under Unselected Column(s). Next, click on the → Select Chosen Columns button. The column that you selected is now displayed under Selected Column(s).
- To add to your list, select another column by clicking on it. When it is highlighted, click on the → Select Chosen Columns button again.
- To remove a column(s) simply click on it. When the column(s) are highlighted, click on the ← Remove Chosen Columns button. The column will then be returned to the Unselected Column(s).

If you want to rearrange the columns once they are selected, select the column that you want to change by clicking on it. When the column is highlighted, click on the ↑ Move Column Up button, or click on the ↓ Move Column Down button until the column is in the correct place.

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Student List Eligibility: Columns

View	Filter	Sort	Columns	Payment Generation
----- Unselected Column(s) -----			----- Selected Column(s) -----	
Application Receipt Date			Current SSN	
Current Yearly Elig			Last Name	
Dependency Code			First Name	
MAP Code			Trans#	
Original SSN			Original Yearly Elig	
SSN Match Flag			Disq	
Student Change Flag			Dflt	
Term Award			Late	
			MAP Susp	
			IIA Susp	
			Shut down	

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Student Detail: Eligibility Screen


The Student Detail: Eligibility screen displays information from the student's selected ISIR transaction as well as eligibility status information. The purpose of this screen is to allow authorized users the ability to view the MAP eligibility details of an individual student record beginning with the most recent ISIR transaction. The Student Detail: Eligibility screen is accessed by clicking on the **magnifying glass** icon that is on the same line as the student's last name. To select another student's SSN, enter the new SSN and then click on the **GO** button. To view another ISIR transaction, select the desired ISIR number in the Transaction/Name ID drop down box and click on the **GO** button. This screen contains tabs to the following screens: "Student Detail: Edit MAP Code" and "Student Detail: Anticipated Enrollment Calculator."

Eligibility	Edit MAP Code	Enrollment Calculator
AKOREDE, NIMAT, N		
Current SSN:	XXX-XX-XXXX <input type="button" value="go"/>	Transaction/Name ID: 01 AK <input type="button" value="go"/>
Original SSN:	XXX-XX-XXXX	Name ID: AK
Term	MAP Code	Eligible Amount
1	002	\$2,484.00
2	002	\$2,484.00
Current Yearly Eligible Amount: \$4,968.00		
Original Yearly Eligible Amount: \$4,968.00		
<i>Total of all terms not to exceed Maximum annual award amount.</i>		
Depend Code:	1	Update Type:
Academic Level:	Junior	As Of Date:
Living Allowance:	\$4,875	Disqualify:
EFC Change Flag:		MAP Suspend:
EFC:	\$0	IIA Suspend:
Adjusted EFC:	\$1,800	Shutdown:
Estimated Pell:	\$4,050	Late:
Adjusted Pell:	\$3,240	Default:
Student Contribution:		MAP Paid Credit Hours:
Student Change Flag:		Paid Previous:
SSN Match Flag:	4	Continuing:
		IIA Paid:
Address:	3630 214 PLACE MATTESON IL 60443	Date of Birth: 03/23/1980
		Legal Residence Date: 06/2006
		Application Receipt Date: 01/02/2009
		CPS Processing Date: 01/02/2009
		Last Update: 01/22/2009
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The six disqualify fields (Disqualify, MAP Suspend, IIA Suspend, Shutdown, Late, Default) will now be displayed with a yellow background if a flag is set that could affect a student's eligibility for an award. As stated previously, be sure to check the meaning of the flag as some flags make the student ineligible to receive any award while others would only disqualify him for one term.

Student Detail: Anticipated Enrollment Calculator

The Student Detail: Anticipated Enrollment Calculator can be used to estimate a student's award based on anticipated enrollment. The initial award shown at start-up is based on a student attending a minimum of fifteen hours. By entering the anticipated enrollment hours for a student in the enrollment hours boxes and clicking on the calculate button an adjusted award amount will be displayed. This new amount will be shown on the Current Eligible Amount line that is just below the enrollment hours field. This screen has been designed for those schools that estimate actual awards rather than announcing the full award amount at start-up. This screen does not eliminate the need to enter actual hours when claiming payment. This is provided as a resource to assist with packaging prior to the release of payment.

This screen can be accessed either by clicking on the  icon by the student's name on the Student List Eligibility: View screen or by clicking on the Enrollment Calculator tab on the Student Detail: Eligibility screen.

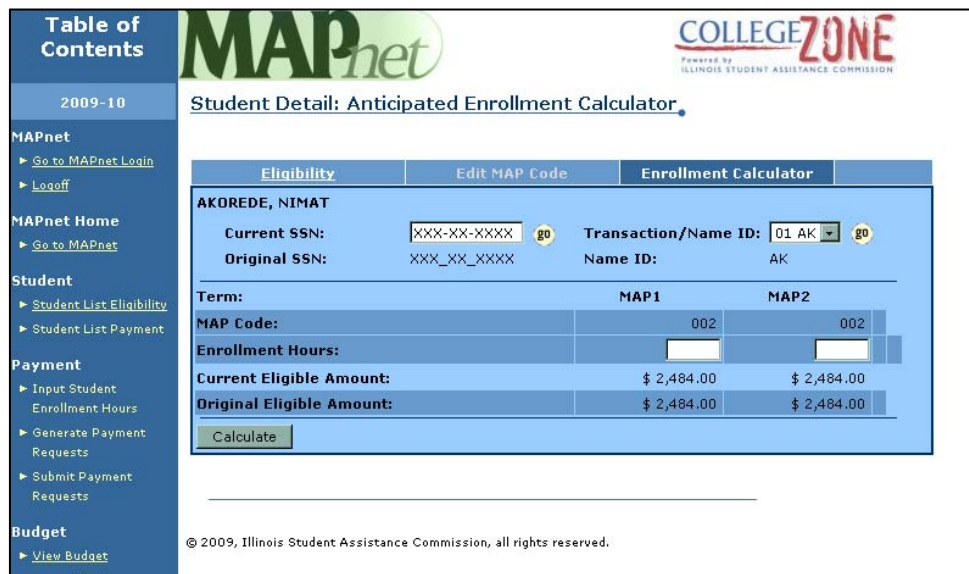


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Student Detail: Anticipated Enrollment Calculator

Eligibility	Edit MAP Code	Enrollment Calculator
AKOREDE, NIMAT		
Current SSN: <input type="text" value="XXX-XX-XXXX"/>	<input type="button" value="go"/>	Transaction/Name ID: <input type="text" value="01 AK"/>
Original SSN: <input type="text" value="XXX_XX_XXXX"/>		Name ID: <input type="text" value="AK"/>
Term:	MAP1	MAP2
MAP Code:	<input type="text" value="002"/>	<input type="text" value="002"/>
Enrollment Hours:	<input type="text"/>	<input type="text"/>
Current Eligible Amount:	\$ 2,484.00	\$ 2,484.00
Original Eligible Amount:	\$ 2,484.00	\$ 2,484.00
<input type="button" value="Calculate"/>		

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This screen does allow for schools to enter a fraction of an hour. This was initiated to accommodate quarter schools conversion factors but semester schools may also enter fractions of an hour. However, it is very important to understand how ISAC calculates the award. Semester school enrollment hours will be rounded to the nearest whole number. The following examples are given to further explain an award calculation for both semester and quarter schools.

EXAMPLE 1

Example of award calculation for a quarter school using a 3.3 conversion factor - student's maximum award is \$4,471.00 or \$1,490.33 per quarter (1490.34 for 3rd quarter).

Line 1	Enrollment hours entered on screen		1.5
Line 2	Multiply by conversion factor		3.3
Line 3	Result is		4.95
Line 4	Round to nearest whole number		5.
	Maximum Term Award		\$1,490.33
	Enrollment Hours (line 4)	Multiplied by	5
			\$7,451.65
	Maximum paid enrollment hours	Divided by	10
	Student's calculated term award		\$ 745.16

EXAMPLE 2

Example of award calculation for a semester school - student's maximum award is \$4,471.00 or \$2,235.50 per semester.

Line 1	Enrollment hours entered on screen		12.5
Line 2	Rounded to nearest whole number		13
	Maximum Term Award		\$ 2,235.50
	Enrollment hours (line 2)	Multiplied by	13
			\$29,061.50
	Maximum paid enrollment hours	Divided by	15
	Student's calculated term award		\$ 1,937.43

MAP and IIA Eligibility Report

This report displays students that may be eligible for the Monetary Award Program (MAP) and the Silas Purnell Illinois Incentive for Access (IIA) Program grants. This screen is accessed from the Table of Contents side panel by clicking on the Eligibility Report hyperlink. To run the report, first select the report type from the Select Report combo box and then click on the Request Report button.

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Eligibility Report: Request

List Request

Select Report: MAP Paid Credit Hours Report

Begin MAP Paid Credit Hours (optional):

End MAP Paid Credit Hours (optional):

Request Report

There are 0 jobs ahead of you.
If you submit a request at this time, the estimated maximum completion time is : 5 Min.

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Eligibility Report: Request

List Request

Select Report: MAP Paid Credit Hours Report

Begin MAP Paid Credit Hours (optional):

End MAP Paid Credit Hours (optional):

Request Report

There are 0 jobs ahead of you.
If you submit a request at this time, the estimated maximum completion time is : 5 Min.

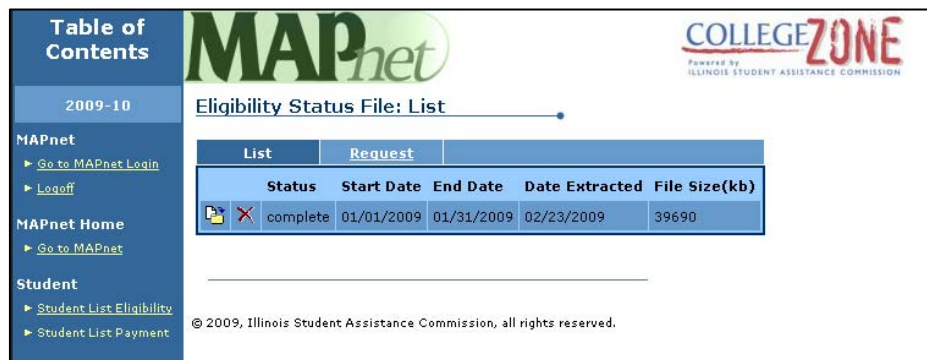
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Eligibility Status File Extraction: List Screen



The Eligibility Status File (ESF) extraction list provides schools with a list of their previously extracted ESF files. The ESF extraction can be performed on a variable range of records. The actual amount of time to perform the extraction could vary dramatically between small ESF requests containing 100-200 records, and large ones containing 20,000-30,000 records.

Once a request has been completed, an entry for this extraction will appear in the list. From this list, the user will be able to:

- download an ESF file extraction;
- delete any previously extracted ESF files; and/or
- create a new ESF extraction request.



The screenshot displays the MAPnet interface for the 'Eligibility Status File: List' screen. The page includes a navigation menu on the left, the MAPnet logo, and the CollegeZone logo. The main content area features a table with the following data:

List	Request				
Status	Start Date	End Date	Date Extracted	File Size(kb)	
 	complete	01/01/2009	01/31/2009	02/23/2009	39690

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