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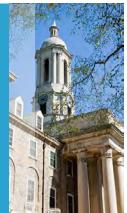


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Agenda

- Common Audit Findings
 Overall
- Common Enrollment Audit Findings
- How NSC Supports Your School To Succeed And Sustain Compliant Enrollment Reporting
- Questions





Common Audit Findings Overall Most common findings institutions experience overall during an Audit or Program Review

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Common AuditFindings Overall

- Enrollment Reporting
- R2T4
- · Verification Violations
- Entrance/Exit Counseling Deficiencies
- · Student Credit Balance Deficiencies



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Most Common Enrollment Reporting Findings

- 1. Graduated Status Reporting
- 2. Incorrect Data
- 3. Unofficial/Retroactive Withdrawals
- 4. NSLDS SSCR Process & Schedules
- 5. Gaps in School Processes



Common Enrollment Reporting Findings How NSC Can Support Your Institution	
• •	
#1 Graduated Status Reporting	
What Does the ED expect for Graduated Status Reporting?	
 Report Graduated statuses for <u>completed programs of</u> <u>enrollment</u> 	
Regardless of whether student is currently in-school when the degree is assessed	
Even if student's LDA was <i>long</i> before the student completed the program of enrollment	
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Common Enrollment Reporting Findings	
How NSC Can Support Your Institution	
#1 Graduated Status Reporting	
 150% Direct Loan Limit Regulations require schools report Graduated status for completed programs 	
Leveraging NSC Enrollment Reporting to report Graduated statuses	
is ideal to meet this requirement of 150% Direct Loan Limit	
Regulations	
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Common Enrollment Reporting Findings NSC Recommendation: <u>How To Avoid</u>	
#1 Graduated Status Reporting	
How Can you School avoid Graduated status reporting issues?	
By leveraging NSC Enrollment Reporting to report Graduated (G) enrollment	
statuses in the event the student has completed a program of enrollment at your	
school	
To Conference of Control (Control Control Con	

Ways to Report Graduated Statuses Graduates Only File Manual Online Updates G from Degree/Editable G from DV

Common Enrollment Reporting Findings

_____How_NSC Can Support Your Institution ______

#2 Incorrect Data

- NSC's Enrollment Reporting Process has built in, compliancedriven logic to avoid reporting discrepancies wherever possible
- Beyond NSC Enrollment Reporting Logic, data errors can still occur
 - SIS Programming Issues
 - Data Entry Issues

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Common Enrollment Reporting Findings NSC Recommendation: <u>How To Avoid</u>

#2 Incorrect Data

- NSC Recommendations
 - Conductregular internal audits of your studentenrollment reporting

Audit these systems with the Federal Aid Students you select:

- SIS Registrar Office
- SIS or equivalents ystem in Financial Aid Office
- NSC Student Look-Up:
 - Review Enrollment History and NSLDS Reporting History
- NSLDS (for federal financial aid recipients)



Possible Subset of Students to Review Regularly



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Common Enrollment Reporting Findings NSC Recommendation: <u>How To Avoid</u>

#2 Incorrect Data

- What to look for when auditing your Federal Aid Recipient Student test sample
 - Student identifiers match in all systems
 - R2T4 aligns in Financial Aid Office aligns with NSLDS
 - · Unofficial Ws appear in NSLDS accurately
 - G statuses appear in NSLDS Program Enrollment Detail for completed program(s) of enrollment
 - LOA statuses are no more than 180 days



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Common Enrollment Reporting Findings How NSC Can Support Your Institution

#3 Unofficial/Retroactive Withdrawals

· Challenges capturing Withdrawn statuses and reporting swiftly

Why?

- Nature of Withdrawn status change varies
- School Policy and Procedure Gaps



Common Enrollment Reporting Findings NSC Recommendation: How To Avoid

#3 Unofficial/Retroactive Withdrawals

- · How can Withdrawn status reporting challenges be avoided?
 - · Check School Policy and review/create Best Practices
 - Commonly understood by school anchor departments · i.e. Registrar Office, Financial Aid Office, etc
 - Report Withdrawn statuses asap to NSC
 - · Scheduled Enrollment File

 - Graduates Only Enrollment Files
 Student Look-Up Online Update for low volume



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Ways to Report Unofficial/Retroactive Withdrawals



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Common Enrollment Reporting Findings

How NSC Can Support Your Institution

#4 NSLDS SSCR Process and Scheduling

- · What is the Federal Reporting Expectation from ED for the NSLDS?
- The Department of Education/National Student Loan Data System requires Title IV granting institutions to:

"Certify enrollment for all federal aid recipients at least every two

months, as well as any status changes, within 60 days from the date the

institution determined the change in status."



Common Enrollment Reporting Findings NSC Recommendation: <u>How To Avoid</u>



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Common Enrollment Reporting Findings NSC Recommendation: How To Avoid

#4 NSLDS SSCR Process and Scheduling

- NSC's Enrollment Reporting Process is designed to support your Institution's Compliance Health to avoid audit issues
- · To avoid Audit issues
 - Adhere to NSC Enrollment Reporting Schedule
 - · Contact NSC with concerns about existing Schedule
 - service@studentclearinghouse.org
 - Address Enrollment file errors/warnings swiftly



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Common Enrollment Reporting Findings How NSC Can Support Your Institution

#5 Gaps in School Processes

- Every practice can experience gaps, large and small; the longstanding Compliance Reporting Process for NSLDS is no exception
 - · Timing issues related to
 - · Institution's Academic Calendar
 - · Late status change reporting





Common Enrollment Reporting Findings NSC Recommendation: How To Avoid

#5 Gaps in School Processes

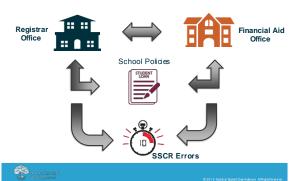
- · How can your school avoid potential gaps?
 - School Policy
 - · Correct NSLDS SSCR Errors on NSC site
 - Establish/Maintain communication between
 - · Registrar's Office
 - Financial Aid Office



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NSC Recommendations to Avoid Process Gaps





Enrollment Reporting Compliance Best Practices

- Strong communication and collaboration, among key school departments, mitigates NSLDS compliance risk (i.e. Registrar, Financial Aid, Institutional Effectiveness, etc)
- · Schedule Enrollment Files to Clearinghouse every 30-45 days
- Correct Error Resolution Report on Clearinghouse web swiftly and address items flagged for your review
- Work Clearinghouse Enrollment Reporting Reject Detail, on the NSC site, after each Enrollment file is processed (avoids NSLDS reporting issues for SSN discrepancies)
- Correct NSLDS SSCR Roster Errors via the NSC secure site by the NSC Due Date
- Report Graduated enrollment statuses consistently for completed programs
- Assess and monitor your protocol for Course Catalog, COD, & NSC Enrollment Reporting – this is to confirm program details match (OPEID, CIP, Credential Level, Program Length and Measurement, Weeks in Title IV Academic Year [for length in W/M] should match in all areas)
- Screen enrollment reporting details to verify students are reported with accurate program information



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Enrollment Reporting Compliance Best Practices continued

- Monitor NSLDS Enrollment Reporting Statistics Score monthly on the NSLDS site
- Enrollment status updates should typically be performed on the NSC secure site to avoid any direct NSLDS web updates from disrupting the NSLDS SSCR Roster process
- Conductregular internal audits of your federal aid recipients tudent enrollment reporting in the NSLDS; contact auditresource@student:learinghouse.org with any questions
- Evaluate your school's Policies and Procedures for assessing changes in status to Withdrawn 'W,'
 Graduated G,' and Approved Leave of Absence 'A,' certifying consistents tatus effective change
 dates, and mechanisms for identifying status changes
- Subscribe to the Clearinghouse Compliance Central Blog for <u>critical</u> compliance reporting updates <u>bloss/students/earinghouse-proformbliance-central/</u>
- Enrollment file or Degree file questions? Contactus at schoolops@studentclearinghouse.org
- NSLDS compliance reporting questions, audit questions? Contact us at



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Questions?

Resources

Compliance Central udentclearinghouse org/compliancecent

Clearinghouse Academy clearinghouseacademy.org

Compliance Questions

Enrollment Reporting Questions
SchoolOps@studentclearinghouse.org

SSCR Error Questions
SSCRerrors@studentclearinghouse.org

General Questions