

Gemcor Inc.

2016-2017

Unusual Enrollment History Flag C-code on ISIR and either comment code 359 or 360

School Name _____ Student Name _____

The Department has flagged this student's ISIR with a C-code because of an unusual enrollment history on the NSLDS website. The purpose of this C-code is for the school to verify that this student does not enroll in post-secondary institutions solely for the purpose of obtaining a credit balance from Title IV aid and then withdrawing without receiving academic credit.

This student has been flagged with comment code 359 360

Comment code 359

If you determine that the student had received a **Pell Grant or Federal Student Loans** at your school during the four year period you must review (award years 2012-13, 2013-14, 2014-15 or 2015-16) no further action is necessary.

However if you believe the student is one who remains in school just long enough to collect a credit balance or they did not receive a Pell Grant or Federal Student Loans at your school during the review period then you will have to follow the guidance for comment code 360.

Comment code 360

Using information from the NSLDS identify the institutions that the student received **Pell grant funds or Federal Student Loans** from during the review period (award years 2012-13, 2013-14, 2014-15 or 2015-16).

Next determine if the student earned any academic credit at each of the previous schools during the review period using transcripts or grade reports.

If the student did earn any academic credit at each of the previously attended institutions during the review period no further action is necessary unless you believe the student is one who remains in school just long enough to collect a credit balance.

If academic credit was **not** earned at a previously attended school you may exercise professional judgment to consider the student to be eligible for Financial. See Dear Colleague letters GEN-13-09 and GEN-15-05 on the IFAP website for further details.

School official certification: I have reviewed this student's past enrollment history and all relative documentation. Therefore, in my professional judgment, I have determined that the student is eligible to receive aid. All required documents are in the student's file at our institution.

Signature _____ Printed Name _____ Date _____

03/07/2016

If you have any questions call Steve Berry at 1-888-436-2678