



User Guide

MAP Plus Payment

December 2006



This chapter of the MAPnet User Guide explains and provides sample screens for the processing of MAP Plus payments. Information provided will demonstrate selection of eligible students, various options for generating payment and submitting payment requests. The actual processing of payment requests will be delivered at a later date.

Selection of MAP Plus Eligible Students

The first step before generating MAP Plus payments is to locate the students who are eligible for a MAP Plus award. Locating those students is done by using the Filter and Sort screen to set parameters that will move those students to the top of the Student List: View screen.

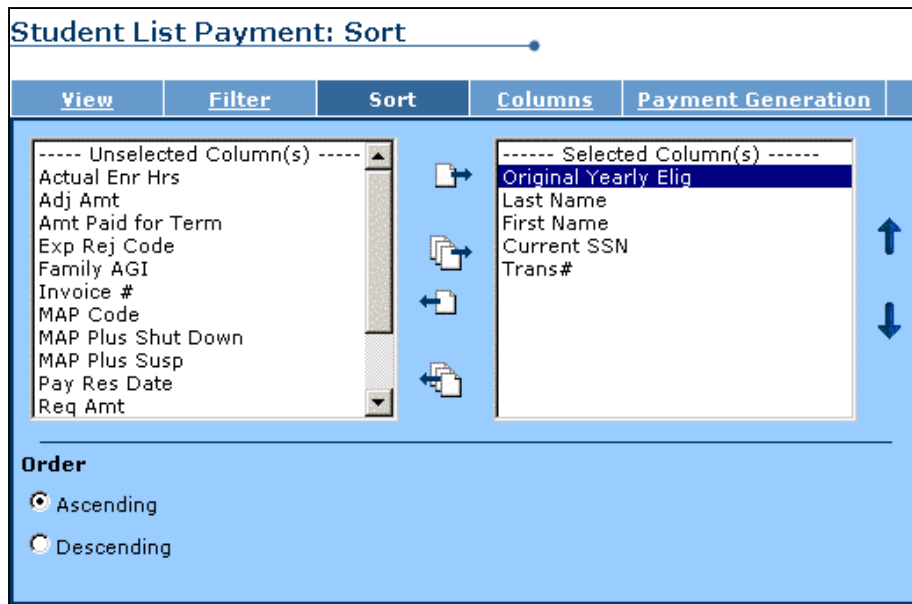
Student List Payment: Filter

View	Filter	Sort	Columns	Payment Generation
Term:			- All -	
MAP Code:			- All -	
Program:			MAP and IIA	
SSN:	=			
Last Name:	=			
Original Yearly Eligible Amount:	=			
Term Payment Amount:	=			
EFC:	=			
EFC Change:				
Academic Level:			All	
Requested Enrollment Hours:				to
CPS Process Date:				
Application Receipt Date:			Start Date	End Date
			Start Date	End Date
<input type="checkbox"/> Conflicting MAP Codes			Ineligible	
<input type="checkbox"/> Selected Students Only			<input type="checkbox"/> MAP Paid Credit Hours >= 135	
<input type="checkbox"/> Pay Selected Students Only			<input type="checkbox"/> Default	
<input checked="" type="checkbox"/> MAP Plus Students Only			<input type="checkbox"/> Late	
<input type="checkbox"/> Highest Transaction Only			<input type="checkbox"/> MAP Suspend	
<input type="checkbox"/> Eligible Students Only			<input type="checkbox"/> MAP Plus Suspend	
<input checked="" type="radio"/> Undergraduates Only:			<input type="checkbox"/> IIA Suspend	
<input type="radio"/> Graduates Only:			<input type="checkbox"/> Shutdown	
			<input type="checkbox"/> MAP Plus Shutdown	
			<input type="checkbox"/> Disqualify	



In the lower left portion of the filter screen click on the box by **MAP Plus Students Only**. This will give you a list of all students who are potentially eligible for a MAP Plus award. Keep in mind that students on this list could also be eligible for a MAP award so the list can be quite large. The only students left off of the list when this filter is applied are those whose academic level is listed as freshman and/or the family adjusted gross income is \$200,000 or more.

To refine the list further go to the Sort screen.



On the sort screen locate **Original Yearly Elig** in the Unselected columns and move it to the Selected columns. Then move it to the top of the Selected columns list. This will result in all students who have a zero MAP Yearly Eligible amount to appear at the top of the list. These are the students who would most likely receive a MAP Plus award. There are some exceptions to this as there may be some students who do have a MAP award calculated but for some reason such as being in MAP suspense are not eligible to receive the award. Those students could be eligible for a MAP Plus award.

After the changes have been made on the filter and sort screens click on the View tab to bring up a new student list with the parameters applied.

Student List Payment: View

View		Filter		Sort	Columns	Payment Generation								
#		Pay Sel	Pay Sel	Program	Term	Current SSN	Last Name	First Name	Trans #	Term Award	Original Yearly Elig Req	Amt Paid for Term Adj		
1		\$	<input type="checkbox"/>		1	XXX-XX-XXXX	XXXXXXXX	XXXXXXXX	01	\$0.00	\$0.00			
2		\$	<input type="checkbox"/>		2	XXX-XX-XXXX	XXXXXXXX	XXXXXXXX	01	\$0.00	\$0.00			
3		\$	<input type="checkbox"/>		1	XXX-XX-XXXX	XXXXXXXXXXXX	XXXXXXXX	01	\$0.00	\$0.00			
4		\$	<input type="checkbox"/>		2	XXX-XX-XXXX	XXXXXXXXXXXX	XXXXXXXX	01	\$0.00	\$0.00			
5		\$	<input type="checkbox"/>	PLS	1	XXX-XX-XXXX	XXXXXXXX	XXXX	01	\$0.00	\$0.00			
6		\$	<input type="checkbox"/>		2	XXX-XX-XXXX	XXXXXXXX	XXXX	01	\$0.00	\$0.00			
7		\$	<input type="checkbox"/>		1	XXX-XX-XXXX	XXXXXXXX	XXXX	01	\$0.00	\$0.00			
8		\$	<input type="checkbox"/>		2	XXX-XX-XXXX	XXXXXXXX	XXXX	01	\$0.00	\$0.00			
9		\$	<input type="checkbox"/>		1	XXX-XX-XXXX	XXXX	XXXXXXXX	01	\$0.00	\$0.00			
10		\$	<input type="checkbox"/>		2	XXX-XX-XXXX	XXXX	XXXXXXXX	01	\$0.00	\$0.00			

The Columns screen can be used to select additional fields to be displayed or to deselect fields not needed.

Note: This same procedure will work with the Student List Eligibility: View screen.

MAP Plus Payment Generation

Payment generation for MAP Plus is accomplished the same way as it is for MAP and IIA. There are three methods for generating payment requests; individual detail payment and batch payment generation through MAPnet or the FTP process.

Individual Detail Payment Generation:

Access to the MAP Plus Payment Detail screen can be done either from the Student Detail Eligibility screen or the Student Detail Payment screen. As displayed on the screen below there has been a tab added at the top of the screen for MAP Plus.

Student Detail: Payment				
Eligibility	Edit MAP Code	Payment	MAP Plus	
ABOLINS, JONATHAN				
Current SSN:	xxx-xx-xxxx	go	Transaction/Name ID:	01 AB go
Original SSN:	xxx-xx-xxxx		Name ID:	AB
Term:	MAP1	IIA1	MAP2	IIA2
MAP Code:	011	011	011	011
Request:				
Enrollment Hours:				
Enrollment:				
Requested Amount:	\$ 750.00		\$ 750.00	
Override:	<input type="checkbox"/>		<input type="checkbox"/>	
Current Eligible Amount:	\$750.00		\$750.00	
Original Eligible Amount:	\$750.00		\$750.00	
User Defined:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="button" value="Save Changes"/>		<input type="button" value="Discard Changes"/>		
Invoice #:				
Transaction #:	01	01	01	01
Process Date:				
Status:				
Results:				
Expanded Reject Reason:				
Amount Paid:				
Adjusted Amount:				
Payment Result Date:				

Click on the MAP Plus tab to display the MAP Plus Payment Detail screen.

Student Detail: MAP Plus

Eligibility	Edit MAP Code	Payment	MAP Plus
ABOLINS, JONATHAN			
Current SSN:	XXX-XX-XXXX <input type="button" value="go"/>	Transaction/Name ID:	01 AB <input type="button" value="go"/>
Original SSN:	XXX-XX-XXXX	Name ID:	AB
Term:	PLS1	PLS2	
MAP Code:	011	011	
Request:	Payment <input type="button" value="v"/>	<input type="button" value="v"/>	
User Defined:	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="button" value="Save Changes"/> <input type="button" value="Discard Changes"/>			
Invoice #:			
Transaction #:	01	01	
Process Date:	10/6/2006		
Status:	Exported		
Results:			
Expanded Reject Reason:			
Amount Paid:			
Adjusted Amount:			
Payment Result Date:			

The format of the screen is the same as it is for the MAP and IIA Payment Detail screen. The Request option (Payment, Cancel, Delete) must be entered for the selected term. The User Defined field is optional. Click the Save Changes button to save the payment request.

Batch Payment Generation:

The batch payment generation for MAP Plus is done in the same way as for MAP and IIA.

Student List Eligibility: Payment Generation

View	Filter	Sort	Columns	Payment Generation
Term:	<input type="button" value="v"/>			
MAP Code:	011 <input type="button" value="v"/>			
Academic Level:	All <input type="button" value="v"/>			
<input checked="" type="checkbox"/> MAP Payment Requests:	<input checked="" type="checkbox"/> IIA Payment Requests:	<input checked="" type="checkbox"/> PLS Payment Requests:		
Request: <input type="button" value="v"/>	Request: <input type="button" value="v"/>	Request: <input type="button" value="v"/>		
Enrollment Hours: <input type="text"/>				
Enrollment Code: <input type="button" value="v"/>				
User Defined: <input type="checkbox"/>	User Defined: <input type="checkbox"/>	User Defined: <input type="checkbox"/>		
<input type="button" value="Generate"/> <input type="button" value="Reset"/>				

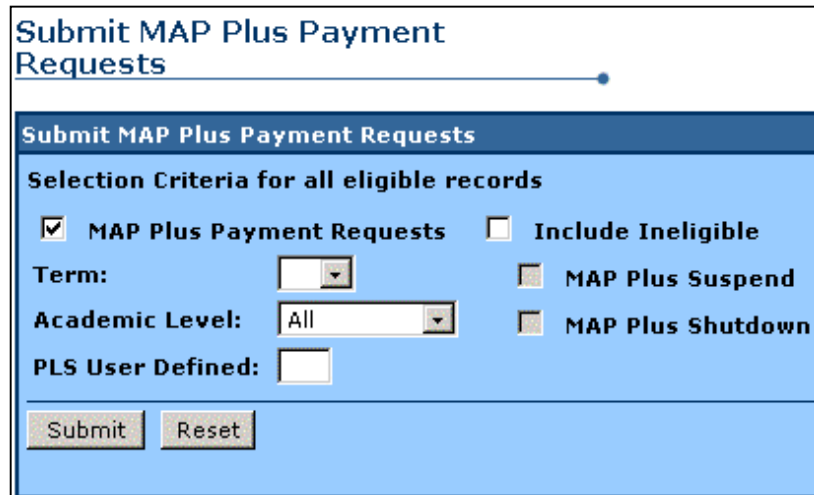
The Payment Generation screen has been changed to include MAP Plus payment requests. Just as with MAP and IIA this function will generate payments for all records that have been selected for payment by checking the Pay Select (Pay Sel) box on the Student List screen.

FTP Payment Generation:

Revisions have been made to the MAP 160 Byte File Layout Specifications to include MAP Plus. The updated file layout can be found on the e-Library's Electronic Tools page.

Submitting MAP Plus Payment Requests

A new screen has been created to submit MAP Plus payment requests. Access to this screen is found in the Payment section of the MAPnet Table of Contents.



The screenshot shows a web form titled "Submit MAP Plus Payment Requests". The form has a blue header bar with the title. Below the header, the text "Submit MAP Plus Payment Requests" is repeated. Underneath, the section "Selection Criteria for all eligible records" contains several options: a checked checkbox for "MAP Plus Payment Requests", an unchecked checkbox for "Include Ineligible", a "Term:" dropdown menu, a "MAP Plus Suspend" checkbox, an "Academic Level:" dropdown menu set to "All", a "MAP Plus Shutdown" checkbox, and a "PLS User Defined:" text input field. At the bottom of the form are two buttons: "Submit" and "Reset".

This screen is in the same format as the MAP and IIA Submit Payment screen.

MAP Plus Reports

Reports have been added for the MAP Plus payment process. With the exception of Payment Requests on Hold these are the same reports that are used for MAP and IIA. Hold is not one of the options on the MAP Plus Payment Generation screen so the Requests on Hold report is not needed.

Payment Report: Request

List Request

Select Report: PLS Payment Requests Not Submitted

Start Date Range (optional):

End Date Range (optional):

Request Report

These reports can be accessed by clicking on Payment Reports in the Reports section of the MAPnet Table of Contents.

MAP Plus Payment Results Code

CODE	DEFINITION
2	SSN not on ISAC database
4	Request superseded by another payment request
J	AGI \geq \$200,000 on transaction requested
O	Student previously paid for MAP for the same term, not eligible for both
C	Request for MAP Plus payment cancellation processed by ISAC
F	Full MAP Plus award already used
H	Record previously paid to your school for requested term
I	Payment processed
K	Ineligible for payment due to Stafford Loan default status
M	Disqualified record for disqualify reason code as listed
N	Record previously paid to another school for requested term
S	Suspended MAP Plus payment
U	Cancel requested; record indicates no prior payment has been made for this term
Y	Held payment request – Late Claim
Z	Held payment Request – Insufficient funds available (Shutdown)