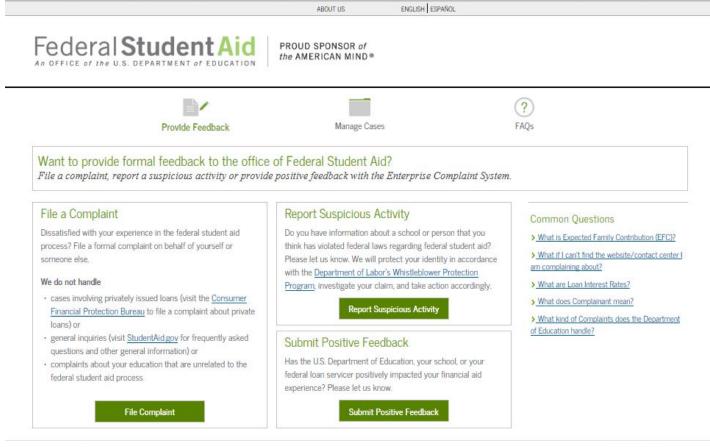
1 Landing/Login Page

1.1 "Landing" Page

The ECS Landing Page describes the three types of cases the Department of Education will handle and directs Customers to the Log in page after they select a type of feedback. This page also allows Customers to toggle between the provide feedback page, the knowledgebase page, and the manage cases page through the primary navigation.

1.1.1 Screenshot



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F 💟 🛅

1.1.2 Page Content

English Text

Want to provide formal feedback to the office of Federal Student Aid?

File a complaint, report a suspicious activity, or provide positive feedback with the Enterprise Complaint System.

English Text

File a Complaint

Dissatisfied with your experience in the federal student aid process? File a formal complaint on behalf of yourself or someone else.

We do not handle

- cases involving privately issued loans (visit the <u>Consumer Financial Protection Bureau</u> to file a complaint about private loans) or
- general inquiries (visit <u>StudentAid.gov</u> for frequently asked questions and other general information) or
- complaints about your education that are unrelated to the federal student aid process.

[File Complaint]

Report Suspicious Activity

Do you have information about a school or person that you think has violated federal laws regarding federal student aid? Please let us know. We will protect your identity in accordance with the <u>Department of Labor's Whistleblower</u> <u>Protection Program</u>, investigate your claim, and take action accordingly.

[Report Suspicious Activity]

Submit Positive Feedback

Has the U.S. Department of Education, your school, or your federal loan servicer positively impacted your financial aid experience? Please let us know.

[Submit Positive Feedback]

1.1.3 Hover Help Text

N/A

1.1.4 Error Messaging

1.2 "Login" Page: Complaint

The File a Complaint page will present the customer with 3 options – provide an FSA ID via logging in or creating an FSA ID, provide contact information without logging in, or file a complaint anonymously. This page outlines the advantages and disadvantages of the three ways to file a complaint.

1.2.1 Screenshot

	ABOUT US ENGLISH ESPAÑOL	
Federal Student Aid	PROUD SPONSOR of the AMERICAN MIND®	
Provide Feedback	Manage Cases	(?) FAQs
Provide Feedback » File a Complaint		
How do you want to file your complaint? Choose With your FSA ID you can communicate with the U.S. D		
If you provide an FSA ID, you can		Common Questions > What is Expected Family Contribution (EFC)?
view your case details online, including the case's status; provide supporting documentation and information to the U.S. Department of Education (ED) <u>Create an FSA ID</u>		What if I can't find the website/contact center I am complaining about?
 receive notifications when there are updates to your case's stat 	us;	> What are Loan Interest Rates?
 express how you want the case resolved; 		> What does Complainant mean?
contact ED about your case using your case number.		> What kind of Complaints does the Department of Education handle?
Do you want to continu	e without your FSA ID?	
Providing your information will allow the U.S. Department of Education (ED) to contact you if more information or documentation is needed to respond to your case. You will receive a case number to reference your case when you communicate with ED representatives.	Filing your complaint anonymously allows you to choose how much, if any, contact information you provide. Anonymous cases will not receive a case number or have the option to hear back from the U.S. Department of Education (ED). <u>Continue Anonymously</u>	
Continue without FSA ID If you would like to update and view your case online, please log in with or create an FSA ID.	If you would like to update and view your case online or stay in touch with ED if necessary, please log in with or create an FSA	

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1.2.2 Page Content

English Text

How do you want to file your complaint? Choose how much information you want to share.

With your FSA ID you can communicate with the U.S. Department of Education and view your complaint online.

Do you want to log in with your FSA ID?

If you provide an FSA ID, you can

• view your case details online, including the case's status;

• provide supporting documentation and information to the U.S. Department of Education (ED) about your case online;

- receive notifications when there are updates to your case's status;
- · express how you want the case resolved;
- contact ED about your case using your case number.

[Log In with FSA ID]

Create an FSA ID

Do you want to continue without your FSA ID?

Providing your contact information will allow the U.S. Department of Education (ED) to contact you if more information or documentation is needed to respond to your case. You will receive a case number to reference your case when you communicate with ED representatives.

[Continue without FSA ID]

If you would like to update and view your case online, please log in with or create an FSA ID.

Filing your complaint anonymously allows you to choose how much, if any, contact information you provide. Anonymous cases will not receive a case number or have the option to hear back from the U.S. Department of Education (ED).

[Continue Anonymously]

If you would like to update and view your case online or stay in touch with ED if necessary, please log in with or create an FSA ID.

1.2.3 Hover Help Text

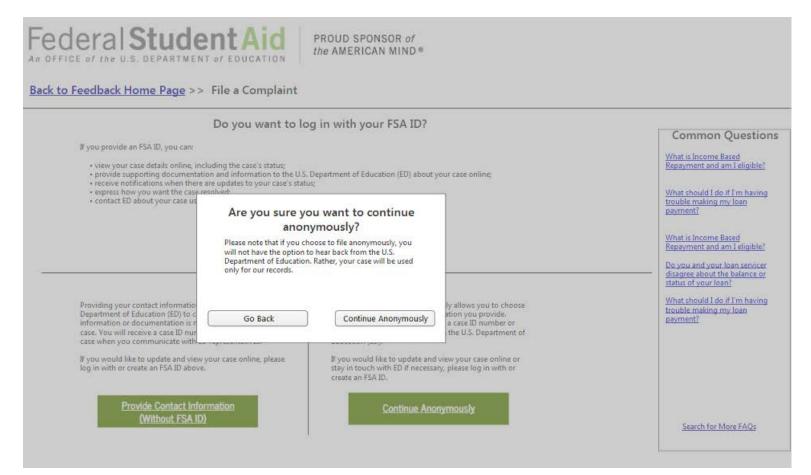
N/A

1.2.4 Error Messaging

1.3 "Login" Page: Complaint—Pop up: Anonymous

This version of the "Login" Page appears when a Customer selects that they would like to file a Complaint Anonymously.

1.3.1 Screenshot



1.3.2 Page Content

English Text

Are you sure you want to continue anonymously?

Please note that if you choose to file anonymously, you will not have the option to hear back from the U.S. Department of Education. Rather, your case will be used only for our records.

[Go Back]
[Continue Anonymously]

1.3.3
Hover Help Text

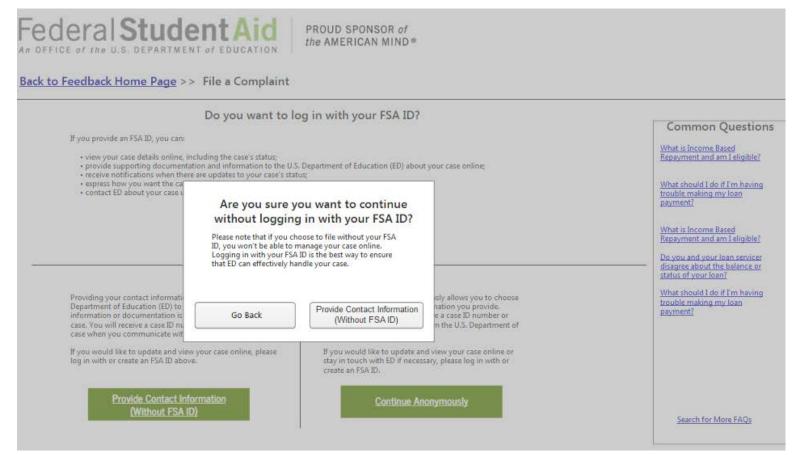
N/A

1.3.4
Error Messaging

1.4 "Login" Page: Complaint—Pop up: Unauthenticated Identified

This version of the "Login" Page appears when a Customer selects that they would like to proceed with the complaint submission process without logging in.

1.4.1 Screenshot



1.4.2 Page Content

English Text		
Are you sure you want to continue without logging in with your FSA ID?		
Please note that if you choose to file without your FSA ID, you won't be able to manage your case online. Logging in with your FSA ID is the best way to ensure that ED can effectively handle your case.		
[Go Back] [Provide Contact Information (without FSA ID)]		

1.4.3 Hover Help Text

N/A

1.4.4 Error Messaging

1.5 "Login" Page: Suspicious Activity

The Login page will present the customer with 3 options – provide an FSA ID via logging in or creating an FSA ID, provide contact information without logging in, or file anonymously. This page outlines the advantages/disadvantages of the three ways to file a Suspicious Activity Report.

1.5.1 Screenshot

Federal Student Aid	PROUD SPONSOR of the AMERICAN MIND®	
Provide Feedback	Here Care	?
Provide Feedback » Report Suspicious Activity	Manage Cases	FAQs
Do you want to log in with your FSA ID? If you provide an FSA ID, you can · view your case details online, including the case's status; · provide supporting documentation and information to U.S. Department of Education (ED) about your case online; Create an FSA ID Your case online;		Common Questions What is Expected Family Contribution (EFC)? What if I can't find the website/contact center am complaining about?
your case online;		
 your case online; contact ED about your case using your case number. 		What are Loan Interest Rates? What does Complainant mean?
contact ED about your case using your case number.	Reporting the suspicious activity anonymously allows you to choose how much, if any, contact information you provide. Anonymous suspicious activity reports will not receive a case number. Please consider providing contact information, since it may help ED investigate the suspicious activity.	What does Complainant mean? What kind of Complaints does the Department of Education handle?
contact ED about your case using your case number. Do you want to continu Providing your contact information will allow the U.S. Department of Education (ED) to contact you if more information or documentation is needed to review your case. You will receive a case number to reference your case when	Reporting the suspicious activity anonymously allows you to choose how much, if any, contact information you provide. Anonymous suspicious activity reports will not receive a case number. Please consider providing contact information, since it	What does Complainant mean? What kind of Complaints does the Department of Education handle?

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1.5.2 Page Content

English Text

How do you want to report the suspicious activity? Choose how much information you want to share

With your FSA ID you can communicate with the U.S. Department of Education and view your suspicious activity report online.

Do you want to log in with your FSA ID?

English Text

If you provide an FSA ID, you can

• view your case details online, including the case's status;

• provide supporting documentation and information to the U.S. Department of Education (ED) about your case online;

• contact ED about your case using your case number.

[Log In with FSA ID]

Create an FSA ID

Do you want to continue without your FSA ID?

Providing your contact information will allow the U.S. Department of Education (ED) to contact you if more information or documentation is needed to review your case. You will receive a case number to reference your case when you communicate with ED representatives.

[Continue Without FSA ID]

If you would like to update and view your case online, please log in with or create an FSA ID.

Reporting the suspicious activity anonymously allows you to choose how much, if any, contact information you provide. Anonymous suspicious activity reports will not receive a case number. Please consider providing contact information, since it may help ED investigate the suspicious activity.

[Continue Anonymously]

If you would like to update and view your case online or stay in touch with ED if necessary, please log in with or create an FSA ID.

1.5.3 Hover Help Text

N/A

1.5.4 Error Messaging

1.6 "Login" Page: Positive Feedback

The Login page will present the customer with 3 options – provide an FSA ID via logging in or creating an FSA ID, provide contact information without logging in, or file anonymously. This page outlines the advantages/disadvantages of the three ways to file a Compliment.

1.6.1 Screenshot

ederal Student Aid	ABOUT US ENGLISH ESPAÑOL PROUD SPONSOR of the AMERICAN MIND ®	
Provide Feedback Provide Feedback	Manage Cases	? FAQs
How do you want to submit your positive feed Log in with your FSA ID or continue without logging in		
Do you want to log Log in with your FSA ID to identify yourself before submitting your	in with your FSA ID?	Common Questions

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1.6.2 Page Content

English Text

How do you want to submit your positive feedback? Choose how much information you want to share

Log in with you FSA ID or continue without logging in to share your positive feedback with the U.S. Department of Education.

Do you want to log in with your FSA ID?

Log in with your FSA ID to identify yourself before submitting your compliment.

[Log In with FSA ID]

Create an FSA ID

Do you want to continue without your FSA ID?

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English Text

Don't want to use an FSA ID to submit your positive feedback? You can provide contact information without logging in.

[Continue Without FSA ID]

Don't want to identify yourself? Submit your positive feedback anonymously.

[Continue Anonymously]

1.6.3 Hover Help Text

N/A

1.6.4 Error Messaging

1.7 "Login" Page: Unauthorized Account

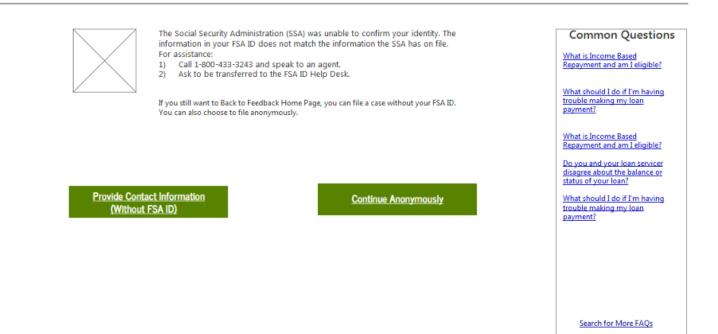
A Customer with an account that is not "Full Match" or "Pending", if a true contact match was not found (i.e., match on First Name, Last Name, and Email but no match on FSA ID), or if a duplicate exists in the system, the Customer will be directed to the "Login" Page for an invalid account. They will be told to file as either Unauthenticated-Identified or Unauthenticated-Anonymous.

1.7.1 Screenshot

Federal Student Aid

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Back to Feedback Home Page



1.7.2 Page Content

English Text

The Social Security Administration (SSA) was unable to confirm your identity. The information in your FSA ID does not match the information the SSA has on file. For assistance:

- 1. Call 1-800-433-3243 and speak to an agent.
- 2. Ask to be transferred to the FSA ID Help Desk.

If you still want to provide formal feedback, you can file a case without your FSA ID. You can also choose to file anonymously.

[Provide Contact Information (Without FSA ID)]

[Continue Anonymously]

1.7.3 Hover Help Text

1.7.4 Error Messaging

2 Contact Information Page

2.1 "Contact Information" Page: Authenticated and Unauthenticated Identified

The Contact Information page will allow the Authenticated and Unauthenticated Identified Customers to provide contact information for both themselves and if applicable, for someone else. This page is identical for Complaint and Suspicious Activity submission, but Customers filing Compliments are not asked to provide State of Residency, or Preferred Method of Contact. Customers filing Compliment cases will also not see the "Who is the Complainant" or "Who are you Filing on behalf of?" sections, as Customers can not file Compliments on behalf of someone else. Further, Customers filing Compliments who identified a Military Affiliation will not be given the option to choose their military type, total amount of tuition paid in the last academic year, education benefits used, their branch, preferred contact/rank, age, or education center name and location.

2.1.1 Screenshot

	ABOUT US ENGLISH	ESPAÑOL LOG OUT
eral Stude	of EDUCATION	
	Contact Information What Happened? Review and Submi	t
Contact Information		Common Questio
What is your contact infor	nation? ⑦	What is Income Based Repayment and am I eligible?
First Name*:	Email*: 🕐	What should I do if I'm having
Last Name*:	Phone Number	trouble making my loan payment?
Country of Residence*:	Preferred Method of Contact*:	What is Income Based Repayment and am I eligible?
State of Residence*:	v	Do you and your loan servicer disagree about the balance or status of your loan?
I am filing this complaint o	n behalf of: (1)	What should I do if I'm having trouble making my loan payment?
Myself		payment?
Someone else		
What is your relationship t	o that person? ③	
I am a(n)*:	v	Search for More FAQs
What is that person's conta	ct information?⑦	
First Name*:	Email *:	
Last Name*:	Phone Number*:	
Military Affiliation ⑦		
 an active member of a veteran of the U.S. r 	he U.S. military, nilitary, or vie member or veteran of the U.S. military.	
@ Yes ◯ No		
I am*:		
Total Amount of Tuition Paid in the Last Academic Year:	Paid Out of Pocket	
	Paid by Any Government Benefit	
Education Benefits Used*: (Check all that apply.)	□ None □ Post-9/11 GI Bill (Ch. 33)	
	Montgomery GI Bill Active Duty (MGIB-AD) (Ch. 30) Montgomery GI Bill Selected Reserve (MGIB-SR) (Ch. 1606) Tuition Assistance Top-Up	
	Reserve Educational Assistance Program (REAP) (Ch. 1607) Survivors and Dependents Assistance (DEA) (Ch. 35) Vocational Rehabilitation and Employment (VR&E) (Ch. 31)	
	Veterans Retraining Assistance Program (VRAP) Federal Tuition Assistance (TA)	
	State-funded Tuition Assistance (TA) for service members performing Active Guard and Reserve (AGR) duties Military Spouse Career Advancement Accounts (MyCAA)	
	Federal Student aid (e.g., Federal Pell Grants, Direct Subsidized or Unsubsidized Loans, Federal Stafford Loans, Federal Perkins Loans and PLUS Ioans)	
Branch*:	*	
Preferred Contact/Rank:		
Age*:	w la	
Education Center Name and Location*:		

2.1.2 Page Content

English Text	
What is your contact information?	
First Name*:	
Last Name*:	
Country of Residence*:	
State of Residence*:	
E-mail*:	
Phone Number*:	
Preferred Method of Contact*:	
I am filing this complaint on behalf of:	
- Myself	
- Someone else	
What is your relationship to that person?	
I am a(n)*:	
What is that person's contact information?	
First Name*:	
Last Name*:	
E-mail*:	
Phone Number*:	

English Text

Military Affiliation

Is the complainant

- an active member of the U.S. military,
- a veteran of the U.S. military, or
- a dependent of an active member or veteran of the U.S. military
- Yes
- No

I am*:

Total Amount of Tuition Paid in the Last Academic Year:

Paid Out of Pocket

Paid by Any Government Benefit

Education Benefits Used*: (Check all that apply.)

None

Dest-9/11 GI Bill (Ch. 33)

□ Montgomery GI Bill Active Duty (MGIB-AD) (Ch. 30)

In Montgomery GI Bill Selected Reserve (MGIB-SR) (Ch. 1606)

□ Tuition Assistance Top-Up

□ Reserve Educational Assistance Program (REAP) (Ch. 1607)

□ Survivors and Dependents Assistance (DEA) (Ch. 35)

□ Vocational Rehabilitation and Employment (VR&E) (Ch. 31)

veterans Retraining Assistance Program (VRAP)

□ Federal Tuition Assistance (TA)

 State-funded Tuition Assistance (TA) for service members performing Active Guard and Reserve (AGR) duties

In Military Spouse Career Advancement Accounts (MyCAA)

 Federal student aid (e.g., Federal Pell Grants, Direct Subsidized or Unsubsidized Loans, Federal Stafford Loans, Federal Perkins Loans, and PLUS loans)

Branch*:

Rank:

Age*:

Education Center Name and Location*:

[Next]

2.1.3 Hover Help Text

Hover Element	English Text
What is your contact information?	If you logged in with your FSA ID, then your first name, last name, e-mail address, and phone number have been filled in for you. You may update your phone number. However, first name, last name, and e-mail address can't be changed here. To change that information, update your account through <u>StudentAid.gov/login.</u>
	If you have not logged in with your FSA ID, please enter your information according to the instructions below:
	Enter your first name and last name exactly as it appears on your Social Security card. Use your proper name, not a nickname. Your entry must contain only letters (A–Z, a–z) apostrophes ('), hyphens (-), or blanks (spaces) for first name and last name. If the first character is not a blank space, then it must be a letter. No other characters are allowed.
	Enter the country and state of residence for your current mailing address.
	Enter your preferred method of contact , either e-mail or phone, in case the U.S. Department of Education needs to contact you about your case. We will do our best to contact you via your preferred method.
E-mail	 Enter your e-mail address to receive important information about your case. That way, you can receive updates to your case, and the U.S. Department of Education can contact you if it needs more information to handle your case. A valid e-mail address usually looks like this: <u>andrew@msn.com</u> or <u>john.doe@yahoo.com</u> E-mail addresses can have only one "@" symbol. Periods cannot appear first, last, or
	next to another period. Enter your primary phone number. Provide the area code first. Enter the numbers without
Phone Number	parentheses or dashes, for example, 2025551212.
I am filing this complaint on behalf of:	If you are filing on behalf of yourself, then you are the complainant. If you are filing on behalf of someone else, then that person is the complainant.
What is your	The complainant is the person on whose behalf you are filing a case.
relationship to the Complainant?	Enter your relationship to the complainant. Because you indicated that you are filing on behalf of someone else, the U.S. Department of Education needs to know your relationship to that person.
What is the Complainant's Contact Information?	In order to adequately handle your case, the U.S. Department of Education needs to understand whom your case is about. We may need to contact the complainant.
Military Affiliation	If you are filing on your own behalf, please indicate whether you are affiliated with the military. If you are filing on someone else's behalf, please indicate whether that person is affiliated with the military.
	If the complainant is affiliated with the military, please enter the type of affiliation, the education benefits that apply (past or present), the affiliated military branch, the amount of tuition paid by the government and out of pocket, an age bracket, a rank, and an education center and its location.

2.1.4 Error Messaging

Error messaging will display below the particular field for which the error was thrown.

Validation Element	English Text
First Name	Please provide your legal first name, containing only letters (A–Z, a–z), apostrophes ('), hyphens (-), or blanks (spaces).
Last Name	Please provide your legal last name, containing only letters (A–Z, a–z), apostrophes ('), hyphens (-), or blanks (spaces).
State of Residence	Please indicate your state of residence.
Country of Residence	Please indicate your country of residence.
E-mail Address	Please provide your e-mail address. The address can contain only one "@" symbol, and periods cannot appear first, last, or next to another period.
Phone Number	Please provide your phone number without parentheses or hyphens, starting with the area code.
Preferred Method of Contact	Please indicate your preferred method of contact.
Who is the complainant?	Please indicate whether you are filing this complaint on your own behalf or on someone else's behalf.
Relationship to Complainant	Please indicate your relationship to the complainant.
Military Type	Please indicate a military type.
Education Benefits Used	Please indicate the military education benefits used.
Branch	Please indicate a military branch.
Age	Please indicate an age bracket.
Education Center and Location	Please provide an education center and location.
First Name	Please provide the complainant's first name, containing only letters (A–Z, a–z), apostrophes ('), hyphens (-), or blanks (spaces).
Last Name	Please provide the complainant's legal last name, containing only letters (A–Z, a–z), apostrophes ('), hyphens (-), or blanks (spaces).
E-mail Address	Please provide the complainant's e-mail address. The address can contain only one "@" symbol, and periods cannot appear first, last, or next to another period.
Phone Number	Please provide the complainant's phone number without parentheses or hyphens, starting with the area code.

2.1.5 Table of Preferred Method of Contact

English Text
E-mail
Phone

2.1.6 Table of Relationship to Complainant Values

English Text
Advocate
Attorney
Child
Congressional Representative
Cosigner/Comaker
Financial Aid Officer
Friend
Parent/Guardian
Relative
School Representative
Servicer
Sibling
Significant Other
Spouse

2.1.7 Table of Active Military/Veteran Values

English Text	
Service Member (Active Duty)	
Service Member (Reserves)	
Service Member (National Guard)	

English Text
Spouse or Family Member
Veteran

2.1.8 Table of Tuition Values

English Text
Less than \$1,000
\$1,000–\$4,999
\$5,000-\$9,999
\$10,000-\$19,999
\$20,000-\$29,999
More than \$30,000
N/A

2.1.9 Table of Military Branch Values

English Text
Air Force
Army
Coast Guard
Marines
Navy
NOAA (National Oceanic and Atmospheric Administration)/PHS (Public Health Service)

2.1.10 Table of Military Contacts/Ranks

English Text
E-1PVTArmy/Marines
E-1ABAir Force
E-1SR-Navy/Coast Guard
E-2AmnAir Force

E-2SANavy/Coast Guard
E-3PFC—Army
E-3LCpl—Marines
E-3AICAir Force
E-3SNNavy/Coast Guard
E-4SPC—Army
E-4CPL—Army
E-4CPL—Marines
E-4SrAAir Force
E-4PO3Navy/Coast Guard
E-5SGT—Army
E-5Sgt—Marines
E-5SSgtAir Force
E-5PO2Navy/Coast Guard
E-6SSGArmy
E-6SSgtMarines
E-6TSgtAir Force
E-6PO1Navy/Coast Guard
E-7SFCArmy
E-7GySgtMarines
E-7MSgtAir Force
E-7CPONavy/Coast Guard
E-8MSGArmy
E-81SG-Army
E-8MSgtMarines
E-81stSgtMarines
E-8SMSgt-Air Force
E-8SCPONavy/Coast Guard
E-9SGMArmy
E-9CSMArmy
E-9SMAArmy
E-9MGySgtMarines
E-9SgtMajMarines
E-9SgtMajMarCorMarines
E-9CMSgtAir Force
E-9CCMAir Force
E-9CMSAFAir Force
E-9MCPONavy/Coast guard
E-9MCPONNavy/Coast Guard
W-1W01Army
W-1W0Marines
W-2CW2Army
W-2CW02Marines/Navy/Coast Guard
W-3CW3Army
W-3CW03Marines/Navy/Coast Guard

W-4CW4Army
W-4CW04Marines/Navy/Coast Guard
W-5CW5Army
W-5CW05Marines/Navy/Coast Guard
O-12LTArmy
O-12ndLtMarines
O-12d LtAir Force
O-1ENSNavy/Coast Guard
O-21LTArmy
O-21st LtMarines
O-21st LtAir Force
O-2LTJGNavy/Coast Guard
O-3CPTArmy
O-3CaptMarines/Air Force
O-3LTNavy/Coast Guard
O-4MAJArmy
O-4MajMarines/Air Force
O-4LCDRNavy/Coast Guard
O-5LTCArmy
O-5LtColMarines
O-5LtColAir Force
O-5CDRNavy/Coast Guard
O-6COLArmy
O-6Marines/Air Force
O-6Navy/Coast Guard
O-7BGArmy
O-7BgenMarines
O-7Brig GenAir Force
O-7RDMLNavy/Coast guard
O-8MGArmy
O-8Maj GenMarines
O-8Maj Gen- Air Force
O-8RADMNavy/Coast guard
O-9LGTArmy
O-9LtGenMarines
O-9LtGenAir Force
O-9VADMNavy/Coast Guard
O-10GENArmy
O-10GENMarines/Air Force
O-10ADMNavy/Coast Guard

2.1.11 Table of Age Values

English Text
Do not wish to disclose
Under 20
20–29
30–39
40-49
50–59
60 and over

2.2 "Contact Information" Page: Anonymous

The Contact Information page will allow the Unauthenticated Anonymous Customers to identify military affiliation and provide optional contact information. This page is identical for Complaint, Suspicious Activity, and Compliment submission.

2.2.1 Screenshot



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Back to Feedback Home Page >> File a Complaint

Contact Inform	mation What Happened?	Review and Submit	
Optional Contact Information ①			Common Questions What is Income Based Repayment and am I eligible?
It's up to you to determine how much personal information y Department of Education to reach you for more information a		ct information allows the U.S.	What should I do if I'm having trouble making my loan payment?
First Name:	E-mail:		What is Income Based Repayment and am I eligible?
Last Name:	Phone Number:		Do you and your loan servicer disagree about the balance or status of your loan?
Military Affiliation ⑦			What should I do if I'm having trouble making my loan payment?
Is the complainant • an active member of the U.S. military, • a veteran of the U.S. military, or • a dependent of an active member or veteran of the L	U.S. military.		
() Yes			
⊖ No			
			Search for More FAQs
			L

Next

2.2.2 Page Content

English Text

Contact Information

Optional Contact Information

It's up to you to determine how much personal information you provide. Please note that providing your contact information allows the U.S. Department of Education to reach you for more information about your complaint. *(Displays for Complaints and Suspicious Activity case types only. Does not display for Compliments)*

First Name:

Last Name:

E-mail Address:

Phone Number:

Military Affiliation (?)

Is the complainant

- an active member of the U.S. military,
- a veteran of the U.S. military, or
- a dependent of an active member or veteran of the U.S. military
- Yes
- No

I am*:

Total Amount of Tuition Paid in the Last Academic Year:

Paid Out of Pocket

Paid by Any Government Benefit

Education Benefits Used*: (Check all that apply.)

None

VA Education Programs (e.g., GI Bill)

- Dest-9/11 GI Bill (Ch. 33)
- D Montgomery GI Bill Active Duty (MGIB-AD) (Ch. 30)
- D Montgomery GI Bill Selected Reserve (MGIB-SR) (Ch. 1606)
- □ Tuition Assistance Top-Up
- Reserve Educational Assistance Program (REAP) (Ch. 1607)
- □ Survivors and Dependents Assistance (DEA) (Ch. 35)
- D Vocational Rehabilitation and Employment (VR&E) (Ch. 31)
- veterans Retraining Assistance Program (VRAP)

Military Tuition Assistance (Title 10)

□ Federal Tuition Assistance (TA)

State-funded Tuition Assistance (TA) for service members performing Active Guard and Reserve (AGR) duties

English Text	
Military Spouse Career Advancement Accounts (MyCAA)	
 Federal student aid (e.g., Federal Pell Grants, Direct Subsidized or Unsubsidized Loans, Federal Stafford Loans, Federal Perkins Loans, and PLUS loans) 	
Branch*:	
Rank:	
Age*:	
Education Center Name and Location*:	
[Next]	

2.2.3 Hover Help Text

Hover Element	English Text
Military Affiliation	If you are filing on your own behalf, please indicate whether you are affiliated with the military. If you are filing on someone else's behalf, please indicate whether that person is affiliated with the military.
	If the complainant is affiliated with the military, please enter the type of affiliation, the education benefits that apply (past or present), and the affiliated military branch.
Optional Contact Information	Because you are filing anonymously, your contact information is for U.S. Department of Education (ED) records only. ED offers you the option to fill in your information so that it can contact you for more information. For complex cases, ED recommends that you log in with your FSA ID to ensure that ED can contact you if necessary.
	If you choose to provide your contact information, please provide your primary phone number and e-mail address.
	Please enter your first name and last name exactly as they appear on your Social Security card. Use your proper name, not a nickname.

2.2.4 Error Messaging

Error messaging will display below the particular field for which the error was thrown.

Validation Element	English Text	
Military Type	Please indicate a military type.	
Education Benefits Used	Please indicate the military education benefits used.	
Military Branch	Please indicate a military branch.	

Age	Please indicate an age bracket.
Education Center and Location	Please provide an education center and its location.

3 What Happened?

3.1 "What Happened?" Page: Complaint

This section depicts the "What Happened?" Page for a Complaint submission. This page allows Customers to answer questions about their complaint case. However, Anonymous Customers will not have the option to hear back from the Department of Education or provide details about their desired resolution. The questions on this page will dynamically appear based on a Customer's previous answers and will never all appear on the page at the same time as shown in the screenshot in section 3.1.1.

3.1.1 Screenshot

	ABOUT US	ENGLISH I ESPAÑOL	LOGIOUT
eral Student Aid	PROUD SPONSOR of the AMERICAN MIND*		
eedback Home Page >> File a Complaint			
Contact Info	ormation What Happened?	Review and Submit	
Tell us what happened.			Common Questions What is Income Based Repayment and am I eligible?
Please describe your complaint @			What should I do if I'm having trouble making my loan
			payment2 What is Income Based
3200 characters remaining What do you think would be a fair outcom	·		Repayment and am Teligible? Do you and your loan servicer disagree about the balance or
what do you think would be a fair outcom	*		status of your loan? What should I do if I'm having trouble making my loan
			payment2
3200 characters remaining			
What is your complaint?®			
What led to your poor experience ${}^{\circ}$			Search for More FAQs
What website is your complaint about?®	×		
What browser were you using when you e	ncountered your issue?®		
Which contact center is your complaint ab	* 10 ct + 10 c		
which contact center is your complaint ab	*		
What is the name of the customer service	representative with whom you were speakin	1g?@	
Piease categorize your complaint to the best of your abi	ility to help us appropriately handle your case.		
When did you experience your complaint? Applying for Ald (FAFSA) - You are in the completed a FAFSA.	• ⑦ • process of learning about financial aid, completing a FAF	SA, or have already	
 Receiving Aid - You are currently enroller loan documentation and activities needed education. 	d in school and receiving financial aid or you are completin to receive your grant, student loan, work-study or parent lo	ng the necessary oan to pursue your	
Repaying Aid - You are either in your gra- forbearance.	ce period, actively trying to make payments to your service	r, or in deferment or	
In Default - You have failed to make pays	ments on your student loan for 270 days or more.		
How would you categorize your complaint?			
More specifically?			
What is the name of your federal student loa	in servicer?		
Which collection agency has been contacting	* .		
What is the name of your school?			
Would you like to hear back from us?			
		autino muchan	
	ducation to respond to me with additional information regi	arising my case.	
	ducation to respond to me with additional information regu r the Department of Education's information only.	aving my case.	

3.1.2 Page Content

English Text
Tell us what happened.
Please describe your complaint. 3200 characters remaining
What do you think would be a fair outcome to your issue? 3200 characters remaining
What is your complaint?
What led to your poor experience?
What website is your complaint about?
What browser were you using when you encountered your issue?
Which contact center is your complaint about?
What is the name of the customer service representative with whom you were speaking?
Please categorize your complaint to the best of your ability to help us appropriately handle your case.
 When did you experience the situation that led to your complaint? Applying for Aid (FAFSA) - You were in the process of learning about financial aid, completing a FAFSA, or had already completed a FAFSA. Receiving Aid - You were enrolled in school and receiving financial aid or you were completing the necessary loan documentation and activities needed to receive your grant, student loan, work-study, or parent loan to pursue your education. Repaying Aid - You were either in your grace period, actively trying to make payments to your servicer, or in deferment or forbearance. In Default – You had failed to make payments on your student loan for 270 days or more.
How would you categorize your complaint?
More specifically?
What is the name of your federal student loan servicer?
Which collection agency has been contacting you?
What is the name of your school?

Would you like to hear back from us?

- Yes, I would like the U.S. Department of Education to respond to me with additional information regarding my case.
- No, I do not require a response—this is for the U.S. Department of Education's information only.

3.1.3 Hover Help Text

Hover Element	English Text
What is your complaint?	Please select the category that best describes the type of issue that led to your complaint.
What led to your poor experience?	Please select the subcategory that best describes the type of issue that led to your complaint.
What website is your complaint about?	Please select the website that your complaint is about.
What browser were you using when you encountered your issue?	Please select the name of the Web browser that you were using when you encountered the issue that led to your complaint.
Which contact center is your complaint about?	Enter the name of the U.S. Department of Education contact center that your case is about.
What was the name of the customer service representative with whom you were speaking?	Please provide the name of the customer service representative about whom you wish to complain.
What is the name of your federal student loan servicer?	Please select the loan servicer related to this case. The name of your servicer will help us when reviewing your case.
Servicer?	If you do not know your servicer, you can find out by visiting <u>StudentAid.gov/login</u> .
Which collection agency has been contacting you?	Please select the collection agency that has been contacting you.
Please provide any additional details about your complaint.	Explicitly state what your complaint is, and tell us what happened. Please provide any additional details that would be helpful for the U.S. Department of Education to know so that we can adequately address your case.
	For example, if you are having a website issue, please provide your operating system and the version of the browser you were using when you experienced the website issue. If you are having an issue with customer support, please provide the time and date of your conversation with the customer service representative when you encountered your issue.
What do you think would be a fair outcome to your issue?	Please describe your ideal outcome. However, please be advised that the U.S. Department of Education cannot guarantee your ideal resolution. Depending on your issue, examples of possible outcomes may include the following: informing policymakers of your feedback, performing an investigation of your school or loan servicer, or documenting your issue for our records.
When did you experience the situation that led to your complaint?	We need to understand your reason for contacting the U.S. Department of Education at the time you decided to file a complaint. Even if you do not believe your case is related to where you were in the student aid process at that time, we may need this information in order to effectively handle your complaint. Please select the option that best describes when you experienced your complaint.
How would you categorize your complaint?	We need a little more detail about what aspect of the federal student aid process you're complaining about.

Hover Element	English Text
More specifically?	We need to understand what specifically you were trying to do or learn about when you experienced the situation that led to your complaint.
What is the name of your school?	Please provide the name of the school that is disbursing (paying out) your aid. If your case is directly related to your school, we may need to contact the school. Although we may not contact your school, we require that you disclose this information if you are receiving aid.
Would you like to hear back from us?	Please indicate if you would like to hear back from us regarding case updates and potential case resolution.

3.1.4 Error Messaging

Error messaging will display below the particular field for which the error was thrown.

Validation Element	English Text
Please provide any additional details about the complaint.	Please provide additional details.
Would you like to hear back from us?	Please select an option.

3.1.5 Table of Issue Types

English Text
Negative Experience with Customer Support
Decision or Process Concerning Federal Student Aid
Website or Online Experience
Laws or Rules About Federal Student Aid

3.1.6 Table of Issue Subtypes

The Issue Subtypes are the drop down values that will show if a Customer selects that their complaint is "Negative Experience with Customer Support" or "Website or Online Experience"

English Text
Incorrect or Incomplete Information
Dissatisfied With Level of Support
Unprofessional Behavior
Website Outage
Confusing Web Navigation
Site Error Message
Unclear or Insufficient Directions

3.1.7 Table of Website Names

English Text
StudentAid.gov
StudentLoans.gov
TEACH-ATS.ed.gov
NSLDS.ed.gov
myeddebt.ed.gov
ECSI Federal Perkins Loan Servicer Website
fsaid.ed.gov
FAFSA.gov
disabilitydischarge.com
Federal Loan Servicer Website

3.1.8 Table of Web Browsers

English Text
Apple Safari
Apple Safari Google Chrome
Microsoft Internet Explorer
Mozilla Firefox
Other

3.1.9 Table of Contact Centers

English Text
Federal Student Aid Information Center 1-800-4-FED-AID
Student Loan Support Center 1-800-557-7394
Default Resolution Group Service Center 1-800-621-3115
FSA ID Help 1-800-557-7394
Ombudsman 1-877-557-2575
Federal Loan Servicer Customer Service Center
ECSI Federal Perkins Loan Servicer Customer Service Center
FFEL Loan Holder/Servicer Customer Service Center
Collection Agency Customer Service Center

3.1.10 Table of Servicers

English Text
ED – Cornerstone
ED – HESC/EdFinancial
ED – PHEAA
ED – Granite State-GSMR
ED – Great Lakes
ED – MOHELA
ED – Nelnet
ED – OSLA Servicing

English Text
ED – Navient
ED – VSAC Federal Loans
ECSI Federal Perkins Loan Servicer
ACS-Xerox
Bank of North Dakota
Nelnet Loan Services
Great Lakes Educational Loan Services
Georgia Student Finance Authority
Higher Education Servicing Corporation
Kentucky Higher Education
National Education Servicing
American Education Services (AES)
UHEAA
EdFinancial Services
OSLA Student Loan Servicing
MOHELA
Navient
Iowa Student Loan – Aspire
Granite State Management & Resource (GSMR)
Student Assistance Foundation

3.1.11 Table of Private Collection Agencies

English Text
Account Control Technology
Action Financial Services
Allied Interstate
CBE Group
Central Research

Coast Professional
Collection Technology
ConServe
Credit Adjustments
Delta Management Associates
Enterprise Recovery Systems
EOS-CCA
FAMS
FMS
GC Services
Immediate Credit Recovery
National Recoveries
NCO Financial Systems
Pioneer Credit Recovery
Performant Corporation
Premiere Credit of North America
Progressive Financial Services
Van Ru Credit Corp
West Asset Management
Windham Professionals

3.1.12 Table of Complaint Categories

The Complaint Category Values are the possible drop down values for the first question that asks the Customer to categorize their complaint, after selecting a Student Aid Lifecycle Phase. Only the drop down values relevant to the Student Aid Lifecycle Phase indicated by the Customer will show (e.g. "Collection Agency" does not show if the Customer has indicated that they are in the Applying for Aid process).

English Text
Application or Eligibility
School
Federal Aid Receipt Process
Federal Aid Repayment
Military and Veteran Benefits
Credit Reporting
Collection Agency

3.1.13 Table of Complaint Subcategories

The Complaint Subcategory Values are the possible drop down values for the question that asks the Customer to further categorize their complaint. Only the drop down values relevant to the Case Type Level 1 selected by the Customer will display (e.g. "School Closure" does not show if the Customer has indicated their complaint is regarding credit reporting).

English Text				
Completing the FAFSA				
FAFSA Verification				
Dependency Status				
IRS Data Retrieval Tool (DRT)				
FSA ID				
Log-in Issue				
Expected Family Contribution (EFC)				
Adverse Credit and/or Documenting Extenuating Circumstances (PLUS)				
PLUS Eligibility				
Professional Judgment				
School Recruiting and/or Marketing Practices				
School Participation in Federal Student Aid Programs				
Student Eligibility				

English Text
Misrepresentation
Third-Party FAFSA Submission Charge
Loan Disbursement (Payout) Process
Master Promissory Note (MPN) or Other Loan Documentation
Loan Counseling (Entrance, FACT, Exit, PLUS)
Transfer Credits to New School
School Owes Me Money (Credit Balance, Refund)
Delays Receiving Aid
Satisfactory Academic Progress (SAP)
Grant Disbursement (Payout) Process (Pell, TEACH, Iraq and Afghanistan Service Grant)
TEACH Grant Agreement to Serve
TEACH Grant Counseling
Loan Accuracy
Loan Fees
School Quality of Education
School Closure
FSEOG, Work-Study, and/or Perkins
Ineligible Program of Study
Loan Repayment Due to Withdrawal or Overpayment
Grant Repayment Due to Withdrawal or Overpayment
Loan Forbearance or Deferment
Total and Permanent Disability (TPD) Discharge
Public Service Loan Forgiveness (PSLF) Program

English Text
Loan Payment Amount
Loan Discharge, Cancellation, or Forgiveness
Loan Consolidation
Loan Interest Rates
Loan Capitalized Interest
Loan Delinquency or Default
Loan Repayment Plan
Credit Reporting
Postgraduate Job Opportunities
Collection Practices
Collection Fees
Wage Garnishment
Tax Refund Offset
Disbursements
Third-Party Debt Relief

3.2 "What Happened?" Page: Suspicious Activity

This "What Happened?" Page displays for a Customer who is filing a Suspicious Activity Report. For security purposes, these Customers are not given the option to hear back from FSA.

3.2.1 Screenshot



PROUD SPONSOR of the AMERICAN MIND®

Back to Feedback Home Page >> Report Suspicious Activity

Common Questions
hat is Income Based
'hat should I do if I'm having ouble making my loan syment?
hat is Income Based spayment and am I eligible?
o you and your loan servicer sagree about the balance or atus of your loan?
hat should I do if I'm having ouble making my loan syment?
Search for More FAQs
ouble syme spay sagn atus hat : ouble syme

3.2.2 Page Content

English Text

Tell us what happened.

In order to investigate your case, please categorize your suspicious activity below. This will help us direct your case to the proper authorities and handle your case more quickly. Once you provide this information, you will have the opportunity to describe the suspicious activity in detail.

What best describes the suspicious activity you are reporting?

English Text
What is the name of your school?
Please describe the suspicious activity. 3200 characters remaining
[Next]

3.2.3 Hover Help Text

Hover Element English Text What best describes the Please indicate the category of suspicious activity that best describes your case. suspicious activity you Identity Theft indicates any unlawful activities that use the identity of another person are reporting? (without permission) or of a nonexistent person to interact with the U.S. Department of Education. An example of identity theft is when personal information is stolen from a victim and used to create accounts (such as an FSA ID) and apply for or receive federal loans under the victim's name. This is also known as unlawful identity change. School Fraud refers to fraud, waste, or abuse involving federal student aid (Federal Pell Grants, Direct Loans, etc.) by a school, or a school's misrepresentation of any aspect of the educational program, its cost, or its outcome. Examples of school fraud include false reporting of student loan default rates, student enrollment, and graduation and job placement data. School fraud also includes compensating employees for securing student enrollment. Distance Education Fraud is fraud related to distance learning, which is a method of learning where students participate in classes and other correspondence over the Internet. An example of distance education fraud includes completing financial aid applications using identifiers solicited from individuals attending schools that offer distance education programs and personally collecting the disbursed aid. Student Fraud indicates situations where students, who may otherwise be ineligible for student aid, falsify information in order to qualify for student aid. Examples of student fraud include falsifying information on the FAFSA, or obtaining an invalid high school diploma. Please select **Other** if you do not believe the suspicious activity that you are reporting falls under any of these categories, then provide additional details in the following question. What is the name of your Please provide the name of the school that is related to the suspicious activity you are school? reporting. We may need to contact this school in order to conduct our investigation. Please describe the Explicitly describe the suspicious activity you would like the U.S. Department of Education to suspicious activity. know about. Please include any details that will help with the investigation of this activity. The more detail you provide, the easier it will be to investigate this claim.

3.2.4 Error Messaging

Error messaging will display below the particular field for which the error was thrown.

Validation Element	English Text
What best describes the suspicious activity you are reporting?	Please select an option.
What is the name of your school?	Please provide your school.
Please describe the suspicious activity.	Please provide details about the suspicious activity.

3.2.5 Table of Suspicious Activity Types

English Text
Identity Theft
School Fraud
Distance Education Fraud
Student Fraud
Third-Party Debt Relief Fraud
Other

3.3 "What Happened?" Page: Positive Feedback

This "What Happened?" Page will display when a Customer is submitting Positive Feedback. Customers will not have the option to hear back from the Department of Education or provide details about their desired resolution when they are submitting Positive Feedback.

3.3.1 Screenshot

	ABOUT US	ENGLISH (ESPAÑOL	LOG OUT				
ederal Student	UTE AMERICAN MINUT						
ack to Feedback Home Page >> Submit Positive Feedback							
	Contact Information What Happened?	Review and Submit					
Tell us what happened Please tell us who you are co we can do better.	l. mplimenting. This will allow us to identify what we do well within the stu	dent aid process and what	Common Questions What is Income Based Repayment and am I eligible? What should I do if I'm having trouble making my loan				
Who is your positive feedback about?	v		payment? What is Income Based Repayment and am I eligible? Do you and your loan servicer disagree about the balance or status of your loan? What should I do if I'm having trouble making my loan paymen?				
What is the name of your school? 3			page the second s				
Is there someone specific you would lik	e to compliment? ③						
Please enter your positive feedback bek	Ŵ.Ŵ		Search for More FAQs				
3200 characters remaining							

Next

3.3.2 Page Content

English Text

Tell us what happened.

Please tell us who you are complimenting. This will allow us to identify what we do well within the student aid process and what we can do better.

Who is your positive feedback about?

What is the name of your federal student loan servicer?

What is the name of your school?

Is there someone specific you would like to compliment?

Please enter your positive feedback below.

3200 characters remaining

[Next]

3.3.3 Hover Help Text

Hover Element	English Text
Who is your positive feedback about?	Please tell us who your compliment is about. If your compliment is not about your school, your servicer, or the U.S. Department of Education, select "Other" and tell us who your compliment is about in the following question.
What is the name of your federal student loan servicer?	Please select the servicer that your compliment is about. If you do not know your servicer, you can find out by visiting <u>StudentAid.gov/login</u> .
What is the name of your school?	Please select the school that your compliment is about.
Is there someone specific you would like to compliment?	Please enter the name of the person who positively impacted your experience.
Please enter your positive feedback below.	Tell us about the experience(s) that led you to want to submit a compliment. If you previously selected "Other," please tell us who your compliment is about.

3.3.4 Error Messaging

Error messaging will display below the particular field for which the error was thrown.

Validation Element	English Text
Who is your positive feedback about?	Please select an option.
What is the name of your federal student loan servicer?	Please select an option.
What is the name of your school?	Please select your school.
Please enter your positive feedback below.	Please provide additional details about the experience(s) that led you to want to submit a compliment.

3.3.5 Table of Compliment Entities

English Text					
My School					
My Federal Student Loan Servicer					
U.S. Department of Education					
Other					

4 Review and Submit

4.1 "Review and Submit" Page

The Review and Submit page allows the Customer to review and edit all previous answers before submitting the complaint, compliment, or suspicious activity. This page displays the questions and answers of the Customer, which vary depending on the Case Type and subsequent question answers. The text unique to this page include the Edit buttons, the disclaimer at the bottom of the page, and the Submit button. An error message will be thrown if a Customer clicks "Submit" without checking the checkbox.

4.1.1 Screenshot

	ABOUT US	ENGLISH ESPAÑOL	LOG OUT
Federal Student Aid	PROUD SPONSOR of the AMERICAN MIND®		
Provide Formal Feedback >> File a Complaint			
Contact Inform	mation What Happened?	Review and Submit	
Contact Information [EDIT]		-	
What is your contact information? Please provide your contact information. First Name*: Last Name*: Country of Residence*:			Common Questions What is Income Based Repayment and am I eligible? What should I do if I'm having trouble making my
State of Residence*: E-mail Address*: Phone Number*: Preferred Method of Contact*: Preferred Hours of Contact:			loan payment? What is Income Based Repayment and am I
Who is the complainant? I am filing this complaint on behalf of:			eligible? Do you and your loan servicer disagree about the balance or status of your loan?
On whose behalf are you filing? Please provide the following information: Relationship to Complainant*:			What should I do if I'm having trouble making my loan payment?
Please provide the following information for t First Name*: Last Name*: E-mail Address*: Phone Number*:	he person on whose behalf you are submitting:		
Military Affiliation Is the complainant a servicemember? I am*:			Search for More FAQs
Total Amount of Tuition Paid in the Last Acad Paid Out of Pocket: Paid by Any Government Benefit: Education Benefits Used*: Branch*: Preferred Contact/Rank: Age*: Education Center Name and Location*:	lemut vear:		
What Happened? [EDIT]		-	
Where are you within the federal student aid process?			
Which aspect of the federal student aid process led to your complaint?			
What category is associated with your complaint?			
What is your complaint about?			
What led to your poor experience? What website is your complaint			
what we ster is your compared about? Which contact center is your complaint about?			
What is the name of your federal student loan ser Which collection agency has been contacting you What is the name of your school?	vicer? !?		
What browser were you using when you encountered your issue?			
What is the name of the customer service representative with whom you were speaking?			
Please provide any additional details about your complaint.			
What do you think would be a fair outcome to your issue?			
Would you like to hear back from us?			
	owledge. Submit]	

4.1.2 Page Content

English Text
[EDIT] link
The complainant is a service member.
The information above is true to the best of my knowledge.
[Submit]

4.1.3 Hover Help Text

N/A

4.1.4 Error Messaging

Validation Element	English Text
The information above is true to the best of my knowledge.	Please check to confirm the above information is true.

5 Confirmation

5.1 "Confirmation" Page: Authenticated

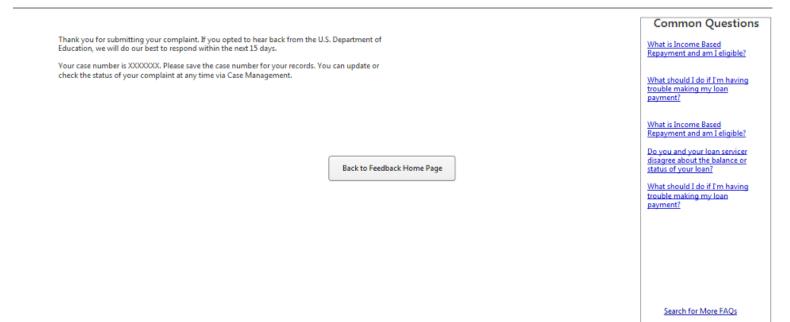
This Confirmation Page displays for an Authenticated Customer. The Authenticated Customer receives a case number and messaging about hearing back from the Department of Education in 2 business days upon submission. The messaging varies depending on the case type, as case types have different response procedures and case management functionality.

5.1.1 Screenshot



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Back to Feedback Home Page >> File a Complaint



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Back to Feedback Home Page >> Report Suspicious Activity



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PROUD SPONSOR of the AMERICAN MIND®

Back to Feedback Home Page >> Submit Positive Feedback

		Common Questions
Thank you for submitting your positive feedback.		What is Income Based Repayment and am I eligible?
		What should I do if I'm having trouble making my loan payment?
		What is Income Based Repayment and am I eligible?
		Do you and your loan servicer disagree about the balance or status of your loan?
	Back to Feedback Home Page	What should I do if I'm having trouble making my loan payment?

Search for More FAQs

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5.1.2 Page Content

English Text

Thank you for submitting your complaint. If you opted to hear back from the U.S. Department of Education, we will do our best to respond within the next 15 days.

Your case number is XXXXXXX. Please save the case number for your records. You can update or check the status of your complaint at any time via <u>Case Management</u>.

Thank you for submitting your suspicious activity report.

Your case number is XXXXXXX. Please save the case number for your records. You can update or check the status of your case at any time via <u>Case Management</u>.

Thank you for submitting your positive feedback.

[Back to Provide Formal Feedback]

5.1.3 Hover Help Text

N/A

5.1.4 Error Messaging

N/A

5.2 "Confirmation" Page: Unauthenticated Identified

This Confirmation Page displays for an Unauthenticated Identified Customer. The Unauthenticated Identified Customer receives a case number and messaging about hearing back from FSA in 2 business days upon submission, but they are given no information about online case management. The messaging varies depending on the case type, as case types have different response procedures and case management functionality

5.2.1 Screenshot



PROUD SPONSOR of the AMERICAN MIND®

Back to Feedback Home Page >> File a Complaint

Thank you for submitting your complaint. If you opted to hear back from the U.S. Department of Education, we will do our best to respond within the next 15 days.

Your case number is XXXXXXX. Please save the case number for your records.

Back to Feedback Home Page

Common Questions

What is Income Based Repayment and am I eligible?

What should I do if I'm having trouble making my loan payment?

What is Income Based Repayment and am I eligible?

Do you and your loan servicer disagree about the balance or status of your loan?

What should I do if I'm having trouble making my loan payment?

Search for More FAQs

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PROUD SPONSOR of the AMERICAN MIND®

Back to Feedback Home Page >> Report Suspicious Activity

Thank you for submitting your suspicious activity report. Your case number is XXXXXXX. Please save the case number for your records.

Back to Provide Formal Feedback



What is Income Paced

What is Income Based Repayment and am I eligible?

Do you and your loan servicer disagree about the balance or status of your loan?

What should I do if I'm having trouble making my loan payment?

Search for More FAQs



PROUD SPONSOR of the AMERICAN MIND®

Back to Feedback Home Page >> Submit Positive Feedback

Thank you for submitting your positive feedback.

Back to Feedback Home Page

Common Questions

What is Income Based Repayment and am I eligible?

What should I do if I'm having trouble making my loan payment?

What is Income Based Repayment and am I eligible?

Do you and your loan servicer disagree about the balance or status of your loan?

What should I do if I'm having trouble making my loan payment?

Search for More FAQs

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5.2.2 Page Content

English Text

Thank you for submitting your complaint. If you opted to hear back from the U.S. Department of Education, we will do our best to respond within the next 15 days.

Your case number is XXXXXXX. Please save the case number for your records.

Thank you for submitting your suspicious activity report.

Your case number is XXXXXXX. Please save the case number for your records.

Thank you for submitting your compliment.

[Back to Provide Formal Feedback]

5.2.3 Hover Help Text

N/A

5.2.4 Error Messaging

N/A

"Confirmation" Page: Unauthenticated Anonymous 5.3

This Confirmation Page displays for an Unauthenticated Anonymous Customer. The Unauthenticated Anonymous Customer does not receive a case number or messaging about hearing back from the Department of Education. The messaging varies depending on the case type, as case types have different response procedures and case management functionality

Screenshot 5.3.1



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Back to Feedback Home Page >> File a Complaint



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PROUD SPONSOR of the AMERICAN MIND®

Back to Feedback Home Page >> Report Suspicious Activity

Thank you for submitting your suspicious activity report.

Back to Feedback Home Page

Common Questions

What is Income Based Repayment and am I eligible?

What should I do if I'm having trouble making my loan payment?

What is Income Based Repayment and am I eligible?

Do you and your loan servicer disagree about the balance or status of your loan?

What should I do if I'm having trouble making my loan payment?

Search for More FAQs

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Back to Feedback Home Page >> Submit Positive Feedback

 Thank you for submitting your positive feedback.
 What is Income Based

 Repayment and am Leligible?
 What is Income Based

 What is Income Based
 Repayment?

 Back to Feedback Home Page
 What is out the balance or strains grow lean?

 What should I do if I'm having trouble making my lean gased
 Repayment?

 Back to Feedback Home Page
 What should I do if I'm having trouble making my lean gased

 Back to Feedback Home Page
 Saach for More FAQS

5.3.2 Page Content

English Text
Thank you for submitting your complaint.
Thank you for submitting your suspicious activity report.
Thank you for submitting your compliment.
[Back to Provide Formal Feedback]

5.3.3 Hover Help Text

N/A

5.3.4 Error Messaging

N/A

6 My Cases

6.1 "My Cases" Page: Unauthenticated

This "My Cases" Page displays when an Unauthenticated Customer (Identified or Anonymous) goes to the "My Cases" page from the primary menu navigation. The Customer is prompted to log in in order to update or manage cases.

6.1.1 Screenshot



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6.1.2 Page Content

English Text
My Cases
 Log in with your FSA ID if you would like to view your case history, view case details, track your cases, or update your cases.
[Log In] Don't have an FSA ID? <u>Create an FSA ID</u>
6.1.3 Hover Help Text

N/A

6.1.4 Error Messaging

N/A

6.2 "My Cases" Page: Authenticated

An Authenticated Customer can see the Case History page which includes a table of previously submitted cases. A customer can access the details of a case by clicking on a Case Number listed in the table. Customers also are able to sort cases by each attribute in the table.



My Cases

Case History								
Case Number	Ą↓ Z↓	Date Submitted	Ą↓	Status Å↓	Case Type ▲	Case Categorization A	Issue Type Å↓	Complainant Name ≵
<u>00000001</u>		10/12/2015		In Progress	Complaint	Loan Repayment – Loan Fees	FSA Communication	John Doe
00000002		10/13/2015		In Progress	Complaint	Credit Reporting – Credit Reporting Accuracy	Customer Service Support	John Doe
00000003 10/14/2015		Resolved	Complaint	Collection Agency Collection Fees	Website/Online Experience	Jane Doe		

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6.2.2 Page Content

English Text							
My Cases							
Case History							
Case Number							
Date Submitted							
Status							
Case Type							
Case Categorization							
Issue Type							
Complainant Name							

*For Possible Values of Case Types and Status refer to the Tables in Section 6.3

6.2.3 Hover Help Text

N/A

6.2.4 Error Messaging

N/A

6.3 "My Cases" Page: Pending Status

The "My Cases" Page for Pending Status will display when a Customer logs in with an FSA ID, but the status of their account is "Pending".

6.3.1 Screenshot



My Cases

Your case history is not available because your identity is not yet confirmed by the Social Security Administration. Please note that if you recently created an FSA ID, it may take up to 3 days for your identity to be confirmed.

Case History												
Case Numbe	. A∣ Z↓	Date Submitted	Ž↓ Status	≜ ↓ Cas	se Туре	₽Ų	Case Categorization	Ą↓	Issue Type	Ą↓	Complainant Name	Ą↓
You have no cases.												

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6.3.2 Page Content

English Text
My Cases
Your case history is not available because your identity is not yet confirmed by the Social Security Administration. Please note that if you recently created an FSA ID, it may take up to 3 days for your identity to be confirmed.
Case History
Case Number, Date Submitted, Status, Case Type, Case Categorization, Issue Type, Complainant Name.
You have no cases.

6.3.3 Hover Help Text

N/A

6.3.4 Error Messaging

N/A

6.4 "Case Details" Page

An Authenticated Customer can see the details of a case and can provide an update to a case with an open status.

6.4.1 Screenshot

	ABOUT US	ENGLISH ESPAÑOL	LOG OUT
Federal Student Aid	PROUD SPONSOR of the AMERICAN MIND®		
Provide Feedback	My Cases	(?) FAQs	
My Cases >> Case Details			
Case Details			
Case Information			

Case Information	
Case Number	0000002
Date Submitted	10/13/2015
Status	In Progress
Case Type	Complaint
Case Categorization	Credit Reporting Credit Reporting Accuracy
Issue Type	Customer Service Support
Additional Description	My Servicer's Website is really hard to navigate, I need to contact them, but I can't find any contact information on their website.
Response Requested	Yes

My Contact Information

First Name	John	
Last Name	Doe	
E-mail	johndoe@email.com	
Phone Number	(555) 555-5555	
Preferred Method of Contact	Email	
Preferred Hours of Contact	9am-5pm	
Country of Residence	United States	
State of Residence	NY	
Relationship to Complainant	Spouse	

Add Details to Your Case

Please note that you should add comments and supporting documentation to your case only when requested by a U.S. Department of Education service team member who is handling your case.

Add a comment to your case:		•
		-
Upload supporting documentation	n:	Browse
Upload supporting documentation	1:	Browse

Complainant Information

First Name	Jane	
Last Name	Doe	
E-mail	janedoe@email.com	
Phone Number	(555) 555-5555	
Preferred Method of Contact	Email	

Date	File Name	Size
10/15/2015	IRS State Tax Form.doc	5MB

My Case Comments

Associated Documentation

Date	Content
10/15/2015	I am uploading my State Tax Form.
10/14/2015	Where can I go if I forgot my FSA password?
10/12/2015	How can I upload documentation?

6.4.2 Page Content

English Text
Case Details
Case Information
Case Number
Date Submitted
Status
Case Type
Case Categorization
Issue Type
Additional Description
Response Requested
My Contact Information
First Name
Last Name
E-mail
Phone Number
Preferred Method of Contact
Country of Residence
State of Residence
Relationship to Complainant
Complainant Information
First Name
Last Name
E-mail
Phone Number
Preferred Method of Contact
Add Details to Your Case

Please note that you should add comments and supporting documentation to your case only when requested by a U.S. Department of Education service team member who is handling your case.

Add a comment to your case:

Upload supporting documentation: [Browse]

[Submit]

English Text

Associated Documentation
You have not provided any additional information.
OR
Date, File Name, Size
My Case Comments
Date, Content

6.4.3 Hover Help Text

N/A

6.4.4 Error Messaging

N/A

6.4.5 Table of Status Values

Please note this table only shows the Customer Facing Values that represent a case's status. For example, "In Progress" represents multiple case status values that will only be seen by the intake specialist.

English Text
In Progress
Update Received
Waiting for Customer
Resolved
Referred

6.4.6 Table of Case Type Values

Please note that Compliments do not show up in the Case History Table, as Case Management functionality does not support Compliments.

English Text
Complaint
Suspicious Activity

7 FAQs

7.1 "FAQs" Page

All Customers are able to perform a keyword search for FAQs on this page and see the most popular questions. However, only Authenticated Customers will have the ability to see "My Recently Viewed Answers".

7.1.1 Screenshot ABOUT US ENGLISH | ESPAÑOL LOG OUT Federal Student Aid PROUD SPONSOR of the AMERICAN MIND® \bigcirc FAQs My Cases Provide Feedback Search FAQs Need Help? Search Use the following resources for more general help regarding federal student aid: Visit StudentAid.gov/FSAID for additional information regarding the FSA ID. Popular Questions My Recently Viewed Articles Contact the Federal Student Aid Information Center at 1-800-4-FED-AID for more information What if I want to give permission for somebody else to act on my behalf? How do I contact the Ombudsman Group? about the following: - Completing the FAFSA - Status of your FAFSA How can the Ombudsman Group help me? What can I expect after I request assistance from the Ombudsman Group? See more <u>FAQs</u> regarding Federal Student Loans at <u>StudentLoans.gov</u>. Contact your school's financial aid office directly for information about the How do I get prepared before contacting FSA's Ombudsman Group? Where can I get additional information? following: - Loan status - Loan cancellation - Loan disbursement amount and dates How do I contact the Ombudsman Group? Where can I get additional information? How can the Ombudsman Group help me? Where can I get additional information?

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7.1.2 Page Content

English Text
Search for FAQs
[Search]
Popular Questions
My Recently Viewed Articles

7.1.3 Hover Help Text

N/A

7.1.4 Error Messaging

N/A

7.2 "Search Results" Page

All Customers are able to see the results of a keyword search on this page and see the most popular questions. However, only Authenticated Customers will have the ability to see "My Recently Viewed Answers".

7.2.1 Screenshot

AB	OUT US	ENGLISH ESPAÑOL	LOG OUT
Federal Student Aid An OFFICE of the U.S. DEPARTMENT of EDUCATION PROUD SPO the AMERICA			
			?
Provide Feedback	My Cases		FAQs
<u>Search FAQs</u> >> Search Results			
		г	Need Help?
Repayment	Search		Use the following resources for more general help regarding federal student aid:
Search Results			Visit StudentAid.gov/FSAID for additional information regarding the FSA ID.
What is income Based Repayment and am I eligible? If your student loan debt is high relative to your income, you n Repayment Plan (IBR). Most major types of federal student loar and What should I do if I'm having trouble making my loan payme	ns—except for PLUS loans for parents		Contact the Federal Student Aid Information Center at 1-800-4-FED-AID for more information about the following: - Completing the FAFSA
Contact your loan servicer as soon as possible. You may be able that will allow you to have a longer repayment period or to on			- Status of your FAFSA See more <u>FAQs</u> regarding Federal Student Loans at <u>StudentLoans.gov</u> .
Do you and your loan servicer disagree about the balance or str Below are some steps you can take to resolve your loan dispute problem, and then contact your loan servicer. Identify Your Lo	. You should first identify your loan		Contact your school's financial aid office directly for information about the following: - Loan status
<u>Loan Dispute - Identify your loan problem.</u> Use the following list of common problems to help you identify having with your loan and what you should do to prepare to s			- Loan cancellation - Loan disbursement amount and dates
If your student loan debt is high relative to your income, you n Repayment Plan (IBR). Most major types of federal student loan and What should I do if I'm having trouble making my loan payme Contact your loan servicer as soon as possible. You may be able that will allow you to have a longer repayment period or to on <u>Do you and your loan servicer disagree about the balance or st</u> Below are some steps you can take to resolve your loan dispute problem, and then contact your loan servicer. Identify Your Lo Loan Dispute - Identify your loan problem. Use the following list of common problems to help you identify	rs—except for PLUS loans for parents ent? to change your repayment plan to one e that is based on your atus of your loan? You should first identify your loan an Problem: Use the following list of Yexactly what type of problem you are		
having with your loan and what you should do to prepare to so <u>What is Income Based Repayment and am I eligible?</u> If your student loan debt is high relative to your income, you n Repayment Plan (IBR). Most major types of federal student loan	nay qualify for the Income-Based		
and <u>What should I do if I'm having trouble making my loan paym</u> Contact your loan servicer as soon as possible. You may be able that will allow you to have a longer repayment period or to on	to change your repayment plan to one		
Page 1 Next >>			
Popular Questions	My Recently Viewed Artic	cles	
What if I want to give permission for somebody else to act on my behalf?	How do I contact the Ombudsm	an Group?	
How can the Ombudsman Group help me?	What can I expect after I request	assistance from the	Ombudsman Group?
How do I get prepared before contacting FSA's Ombudsman Group?	Where can I get additional inform	nation?	
How do I contact the Ombudsman Group?	Where can I get additional inform	nation?	
How do I contact the Ombudsman Group?	Where can I get additional inform	nation?	

7.2.2 Page Content

English Text
[Search]
Search Results Page 1 [Next>>]
Popular Questions
My Recently Viewed Articles

7.2.3 Hover Help Text

N/A

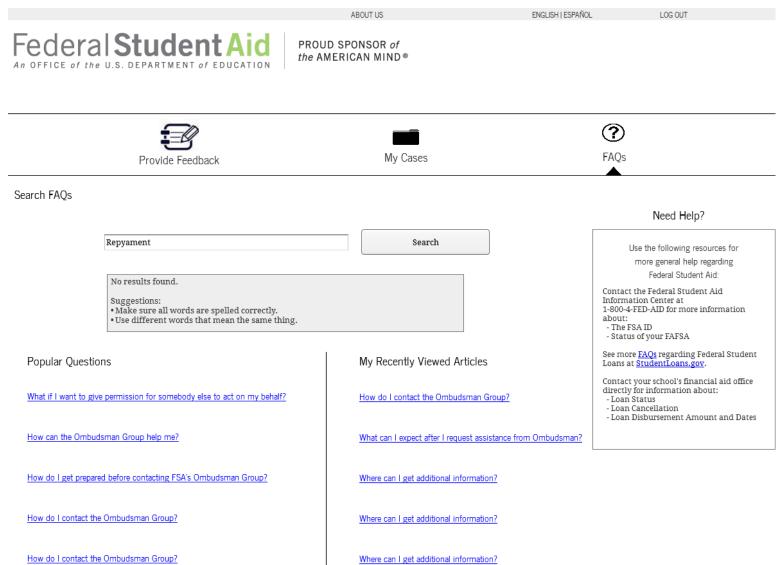
7.2.4 Error Messaging

N/A

7.3 "Search Results" Page: No Results Found

All Customers are able to search for FAQs and see the most popular questions. However, only Authenticated Customers will have the ability to see "My Recently Viewed Answers". This page shows the text that displays when the keyword search does not return any results.

7.3.1 Screenshot



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7.3.2 Page Content

English Text
[Search]
No results found. Suggestions:
Make sure all words are spelled correctly.Use different words that mean the same thing.
Popular Questions
My Recently Viewed Articles

7.3.3 Hover Help Text

N/A

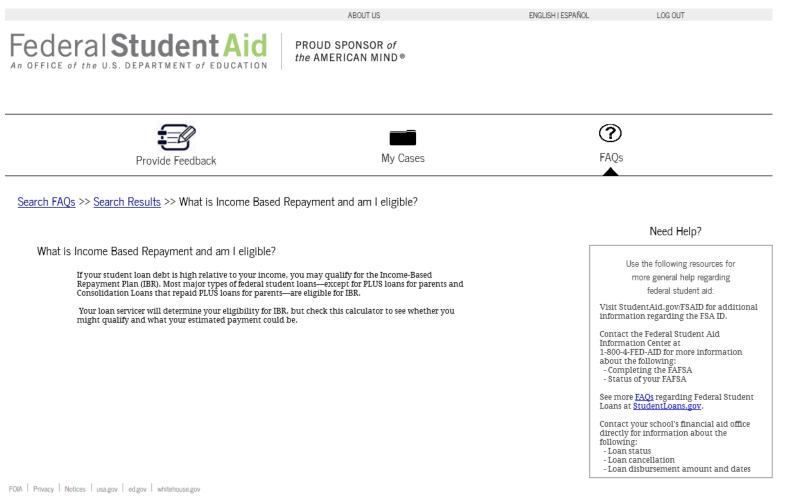
7.3.4 Error Messaging

N/A

7.4 "Article Details" Page

A drilldown on the title of any article in the knowledgebase leads the Customer to the "Article Details" Page. This page includes a tertiary menu navigation to the previous pages with the title of the article in the menu navigation.

7.4.1 Screenshot



7.4.2 Page Content

{ {

English Text
<pre>Knowledge Article Title} Knowledge Article Content}</pre>

- 7.4.3 Hover Help Text
- N/A
- 7.4.4 Error Messaging
- N/A

8 Master Items

8.1 Primary Menu Navigation

The Primary Menu Navigation is shown on the Provide Feedback Page, the Case Management Pages and the FAQ Pages. This allows the Customer to toggle between these pages.

8.1.1 Screenshot



8.1.2 Content

English Text
Provide Feedback
My Cases
FAQs

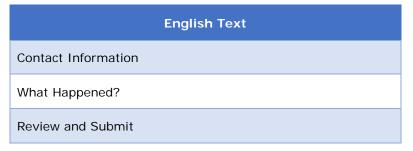
8.2 Secondary Menu Navigation

The Secondary Menu Navigation appears during the submission flow for a Complaint, Compliment and Suspicious Activity Report and allows the Customer to navigate to previous pages.

8.2.1 Screenshot



8.2.2 Content



8.3 Tertiary Menu Navigation

8.3.1 Screenshot

<u>Provide Formal Feedback</u> >> File a Complaint

<u>My Cases</u> >> Case Details

<u>Search FAQs</u> >> <u>Search Results</u> >> What is Income Based Repayment and am I eligible?

8.3.2 Content

English Text
Back to Feedback Home Page
File a Complaint
Report Suspicious Activity
Submit a Compliment
My Cases
Case Details
Search FAQs
Search Results

8.4 Header

This header appears on all ECS pages. If the Customer is logged in, the "LOGOUT" link will appear in the header.

8.4.1 Screenshot

ABOUT US	ENGLISH ESPAÑOL	LOG OUT

8.4.2 Content

English Text
ABOUT US
ENGLISH
ESPAÑOL
LOG OUT

8.5 Footer

This footer appears on all ECS pages.

8.5.1 Screenshot

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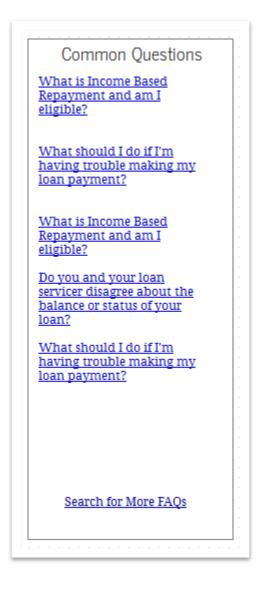
8.5.2 Content

English Text
FOIA
Privacy
Notices
usa.gov
ed.gov
whitehouse.gov

8.6 Common Questions Side Pane

The Common Questions Side Pane appears during the submission process for a Complaint, Suspicious Activity Report or Compliment. The articles listed are dynamically based on a Customer's answers to questions throughout the flow.

8.6.1 Screenshot



8.6.2 Content

English Text	
Common Questions	
Search for More FAQs	

8.7 FAQ Need Help Side Pane

The FAQ Need Help side pane appears on the "FAQs" Page, "Search Results" Page, and "Article Details" Page.

8.7.1 Screenshot

Use the	e following resources for
more	general help regarding
	ederal student aid:
	Aid.gov/FSAID for additional egarding the FSA ID.
Information C	AID for more information owing: 5 the FAFSA
	<u>s</u> regarding Federal Student lentLoans.gov.
directly for in following:	school's financial aid office formation about the
- Loan status - Loan cancel	
	rsement amount and dates

8.7.2 Content

English Text
Need Help?
Use the following resources for more general help regarding federal student aid:
Visit StudentAid.gov/FSAID for additional information regarding the FSA ID
Contact the Federal Student Aid Information Center at 1-800-4-FED-AID for more information about the following:
- Completing the FAFSA
- Status of your FAFSA
See more FAQs regarding federal student loans at StudentLoans.gov.
Contact your school's financial aid office directly for information about the following:
- Loan status
- Loan cancellation
- Loan disbursement amount and dates