

Experimental Sites Reporting Tool in COD

2019-20 ESI Upload Workbook

Updated December, 2020



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Introduction

Institutions participating in the Experimental Sites Initiative (ESI) must report experiment-specific information to Federal Student Aid (FSA). This information will be collected through a web-based reporting tool within COD and from school responses to surveys.

This workbook was developed to assist institutions with the process for reporting student-level, experiment-specific information to FSA using the ESI Reporting Tool in COD.

Participating institutions will upload experiment specific excel templates within the ESI Reporting Tool in COD to satisfy this requirement. Blank versions of the Excel templates (ESI Uploads) for all experiments, identifying the required data elements are available within the ESI Reporting Tool in COD.

The templates contain columns that are applicable to all experiments (Columns A through AD) and experiment-specific columns (varies by experiment) that are applicable to the experiment in which the institution is participating. The first five columns of the ESI Upload (columns A through E) must have valid data entered or the file will be rejected in the upload process.

Depending on the number of participants in an experiment, schools may choose to enter the required information manually for each participant in the experiment, or work with IT resources to import the required information into COD via the ESI upload template(s). Schools using any of the ESI upload templates must not make any changes to formatting. This specific format of the templates must be used in order for data to be processed correctly. The templates are protected and users will not be able to add or delete columns.

Participating schools must complete and upload the ESI upload template specific to the experiment in which the school is participating by the date specified by the ESI Team. Doing so will identify all the aid applicants affected by your school's participation in the applicable experiment and provide information needed for the evaluation of the experiment. The final ESI Upload, including all required columns, must be completed and uploaded by the deadline for reporting that will be announced to participating schools at the end of each award year. For the 2019-2020 award year, the deadline to upload the final spreadsheet is December 11, 2020.

Timely reporting is a requirement outlined in your institution's amendment to its Program Participation Agreement. Accurate and timely reporting serves two purposes. First, it allows FSA to properly track the amount of Pell Grant expenditures for some experiments. Second, it provides information needed to evaluate all experiments.

There are separate templates for each experiment. You must download the template for the experiment in which you participate and then upload the individual template into COD using the instructions provided in this workbook. If your institution participates in more than one experiment, you must upload the correct template for each experiment. The templates are experiment specific. If a given student's aid award is affected by multiple experiments, he or she would be included in multiple reporting templates.



Monthly Reporting for the Second Chance Pell and Dual Enrollment Experiments

In addition to the final, annual reporting, institutions participating in the Second Chance Pell and Dual Enrollment experiments are also required to submit a **monthly** ESI Upload that identifies **all** participants in a given experiment who completed a FAFSA. For this monthly reporting, institutions are only required to complete the first five columns (columns A through E) of the ESI Upload template specific to the experiment in which your institution participates. This ongoing, **monthly** reporting process assists FSA with monitoring expenditures.

Reminder: The final roster of all 2019-2020 applicants (with ALL applicable columns completed) must be uploaded by December 11, 2020.

FSA will provide a reminder with additional instructions in an email announcement to all participating schools.

THIS WORKBOOK IS UPDATED ANNUALLY TO PROVIDE INFORMATION AND DATES SPECIFIC TO EACH AWARD YEAR.

Note: There is no 2019-2020 information in this workbook for the FWS experiment. The FWS experiment will not begin reporting until 2020-2021.

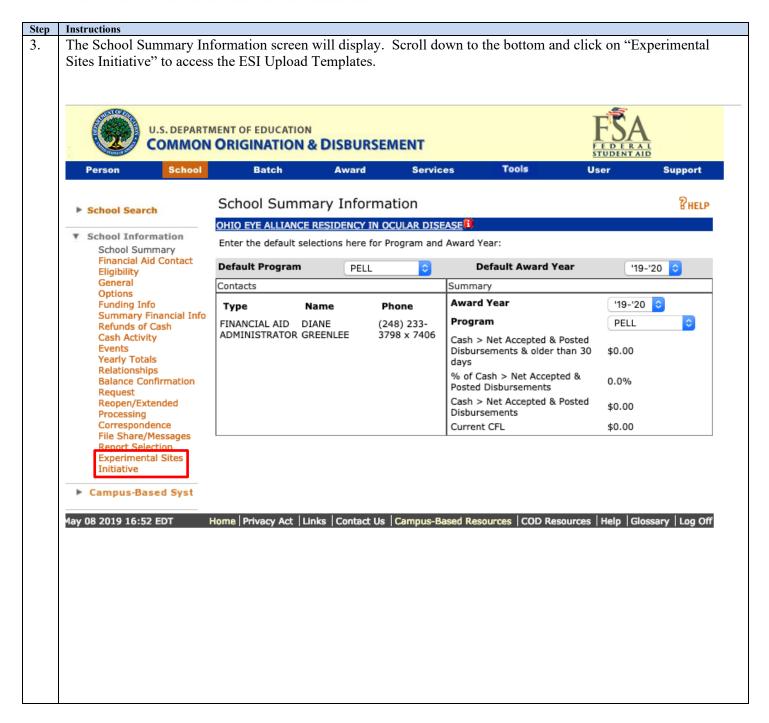


Experimental Sites Initiative (ESI) Upload

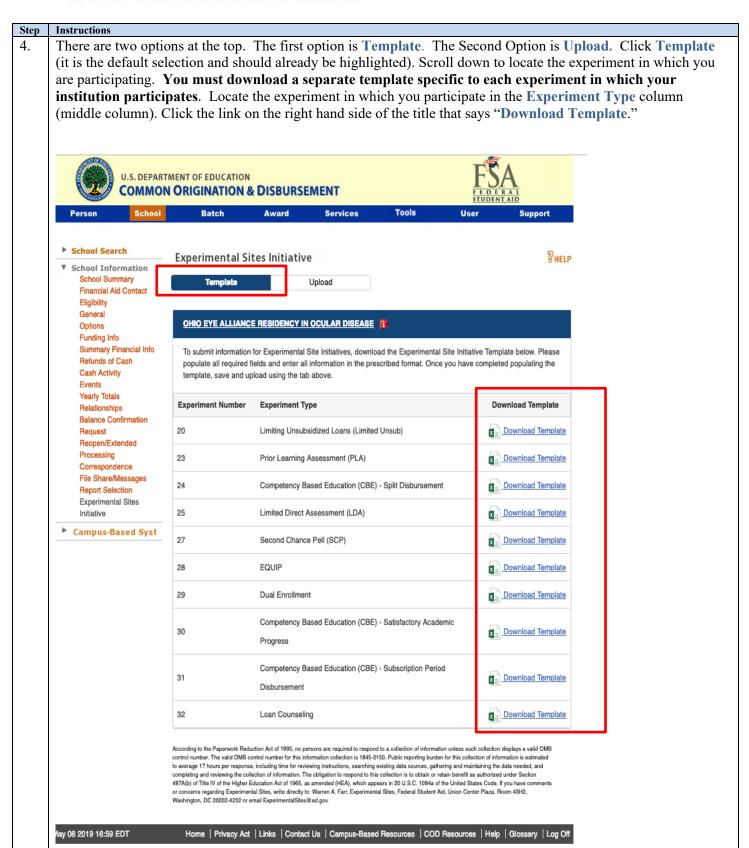
Please refer to the following instructions for accessing and uploading the ESI Upload into the ESI Reporting Tool:



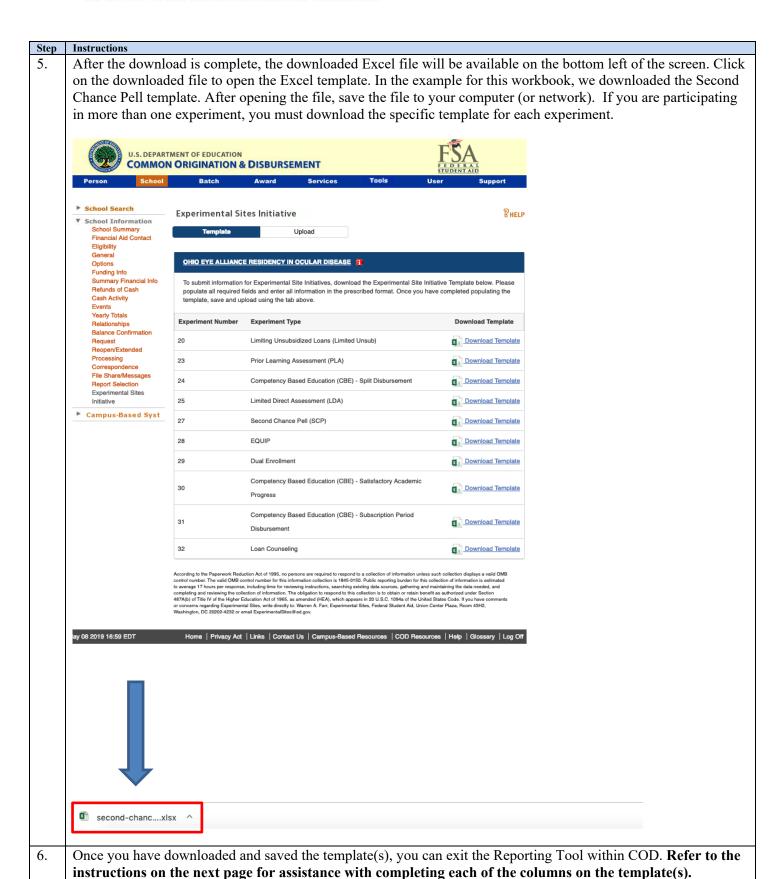














Data Dictionary: All Experiments Columns A through AD

Below you will find a data dictionary that defines each column. Please send a message to the Experimental Sites mailbox (ExperimentalSites@ed.gov) if you have any questions.

Note: Use the following instructions to complete the columns that are identical for *each* experiment (Columns A through AD). Instructions for completing experiment specific columns (beginning at Column AE) are provided for each experiment beginning on page 13.

Column	Instructions
Column A	Required for end of the year reporting for ALL experiments and monthly reporting for the Second Chance Pell, Dual Enrollment,
Award Year	and EQUIP experiments.
	Enter the four digits of the <i>last year of the current award year</i> (for 2019-2020 award year <i>enter 2020</i> ; for 2020-2021 enter 2021, etc.)
Column B	Required for end of the year reporting for ALL experiments and monthly reporting for the Second Chance Pell, Dual Enrollment,
Experiment Number	and EQUIP experiments.
	Enter the experiment number of the experiment in which the student participates. Each template is pre-populated on line 2 with the correct experiment number (see Appendix A for a listing of all experiment numbers)
Column C	Required for end of the year reporting for ALL experiments and monthly reporting for the Second Chance Pell, Dual Enrollment,
OPE ID	and EQUIP experiments.
	OPE ID – enter the eight digit OPE ID of the participating institution that signed the PPA Amendment
Column D	Required for end of the year reporting for ALL experiments and monthly reporting for the Second Chance Pell, Dual Enrollment,
Student SSN	and EQUIP experiments.
	Enter the Social Security Number (9 digits, no dashes) for each student.
Column E	Required for end of the year reporting for ALL experiments and monthly reporting for the Second Chance Pell, Dual Enrollment,
Student Last Name	and EQUIP experiments.
	Enter the last name of the student.
	Note: Previously, the student's date of birth (DOB) was reported in this column. The Department is no longer collecting DOB. Please report the
	student's last name that was entered on the student's FAFSA.
Column F	Required for end of the year reporting for ALL experiments.
Student First Name	Enter the first name of the student.



Column	Instructions
Column G	Required for end of the year reporting for ALL experiments.
Direct Costs	Enter the amount of Direct Costs for the student (Direct Costs are Institutional Costs). Examples of Direct Costs include tuition, fees, and room and board (if contracted with the school). Direct costs can also include expenses for required course materials (books, kits, tools, supplies, etc.) if the student does not have a real and reasonable opportunity to purchase the required course materials from any place but the school.
Column H	Required for end of the year reporting for ALL experiments.
Indirect Costs	Enter the amount of Indirect Costs for the student (Indirect Costs are Non-institutional Costs). Examples of Indirect Costs include charges for any required course materials that a school can document a student had a real and reasonable opportunity to purchase elsewhere, charges to a student's account for group health insurance fees if the insurance is required for all students and the coverage remains in effect for the entire period for which the student was charged, despite the student's withdrawal, and charges to a student's account for discretionary, educationally related expenses (e.g., parking or library fines).
Column I	Required for end of the year reporting for ALL experiments (only if the student was awarded PLUS Loans).
Total Amount PLUS Loans Initially Awarded	Enter the amount of PLUS Loans <i>awarded</i> to the student. If none, enter 0.
Column J	Required for end of the year reporting for ALL experiments (only if PLUS Loans were <i>disbursed</i> on behalf of the student).
Total Amount PLUS Loans Disbursed	Enter the amount of PLUS Loans <i>disbursed</i> on behalf of the student.
	If none, enter 0.
Column K	Required for end of the year reporting for ALL experiments (only if the student was awarded FSEOG funds).
Total Amount FSEOG Initially Awarded	Enter the amount of FSEOG funds awarded to the student.
	If none, enter 0.
Column L Total Amount FSEOG Disbursed	Required for end of the year reporting for ALL experiments (only if FSEOG funds were <i>disbursed</i> to the student).
	Enter the amount of FSEOG funds <i>disbursed</i> to the student.
	If none, enter 0.
Column M Total Amount Perkins Initially Awarded	Required for end of the year reporting for ALL experiments (only if the student was <i>awarded</i> Perkins funds).
Tom Timome Forking linuary Twarded	Enter the amount of Perkins funds <i>awarded</i> to the student. If none, enter 0.



Column	Instructions
Column N	Required for end of the year reporting for ALL experiments (only if Perkins funds were <i>disbursed</i> to the student).
Total Amount Perkins Disbursed	Enter the amount of Perkins funds <i>disbursed</i> to the student.
	If none, enter 0.
Column O	Required for end of the year reporting for ALL experiments (only if the student was awarded FWS funds).
FWS Awarded	Enter the amount of FWS funds <i>awarded</i> to the student. If none, enter 0.
Column P	Required for end of the year reporting for ALL experiments (only if FWS funds were <i>disbursed</i> to the student).
FWS Disbursed	Enter the amount of FWS funds <i>disbursed</i> to the student
	If none, enter 0.
Column Q	Required for end of the year reporting for ALL experiments (only if the student was <i>awarded</i> Federal aid funds from programs other
Other Federal aid awarded	than FWS).
	Enter the amount of other Federal Aid <i>awarded</i> to the student (besides FWS). Examples of other Federal aid include Pell Grant, FSEOG, Perkins, TEACH, Subsidized Direct Loan, Unsubsidized Direct Loan, Direct PLUS – Graduate Student and Direct PLUS - Parent). Be sure to only include awarded amounts. You will report amounts disbursed in a later column.
	If none, enter 0.
Column R	Required for end of the year reporting for ALL experiments (only if Federal Aid other than FWS was disbursed to the student).
Other Federal Aid Disbursed	Enter the amount of other Federal Aid <i>disbursed</i> to the student (besides FWS). Examples of other Federal aid include Pell Grant, FSEOG, Perkins, TEACH, Subsidized Direct Loan, Unsubsidized Direct Loan, Direct PLUS – Graduate Student and Direct PLUS - Parent).
	If none, enter 0.
Column S	Required for end of the year reporting for ALL experiments (only if the student was <i>awarded</i> Non-Federal aid funds).
Non-Federal Aid Awarded	Enter the amount of other Non-Federal Aid <i>awarded</i> to the student. Examples of Non-Federal aid include institutional aid and outside scholarships). Be sure to only include awarded amounts. You will report amounts disbursed in a later column.
	If none, enter 0.



Column	Instructions
Column T	Required for end of the year reporting for ALL experiments (only if Non-Federal Aid was <i>disbursed</i> to the student).
Non-Federal Aid Disbursed	Enter the amount of other Non-Federal Aid <i>disbursed</i> to the student. Examples of Non-Federal aid include institutional aid and outside scholarships).
	If none, enter 0.
Column U	Required for end of the year reporting for ALL experiments.
Credits attempted (current award year)	Enter the credits <i>attempted</i> by the student during the current award year (the current award year is the award year for which the school is currently reporting).
Column V	Required for end of the year reporting for ALL experiments.
Credits earned (current award year)	Enter the credits <i>earned</i> by the student during the current award year (the current award year is the award year for which the school is currently reporting).
Column W	Required for end of the year reporting for ALL experiments.
Cumulative Credits earned (prior to award year)	Enter the cumulative credits <i>earned</i> by the student prior to the current award year (this amount would be the total number of credits earned prior to the student enrolling in this current award year).
Column X	Required for end of the year reporting for ALL experiments.
Cumulative Credits earned (at end of award year)	Enter the cumulative credits <i>earned</i> by the student at the end of the current award year (this amount would be the total number of credits earned to date including this current award year).
Column Y	Required for end of the year reporting for ALL experiments.
Student's Cum. GPA for last completed AY	Enter the student's cumulative grade point average (GPA) at the end of the award year for which the school is currently reporting). If you enter 4.0 then the cell might round to 4, that is fine.
Column Z	Required for end of the year reporting for ALL experiments.
Beginning of Award Year Enrollment Status	Enter the enrollment status of the student at the beginning of the award year for which the school is currently reporting.
	N = not enrolled
	F = full time
	T = ¾ time
	H = half time
	L = less than half time



Column	Instructions
Column AA	Required for end of the year reporting for ALL experiments.
End of Award Year Enrollment Status	Enter the enrollment status of the student at the end of the award year
	for which the school is currently reporting.
	N = not enrolled
	F = full time
	T = ¾ time
	H = half time
	L = less than half time
Column AB	Required for end of the year reporting for ALL experiments.
	, , ,
Is this student participating in multiple	Enter "Y" for Yes or "N" for No.
experiments?	
Column AC	Required for end of the year reporting for ALL experiments.
List other experiments student is participating	List the experiment number(s) of the other experiments in which the
in (Experiment Numbers only)	student participates (See <u>Appendix A</u> for the experiment numbers).
	Leave blank if you answered "N" in Column AB.
Column AD	Required for end of the year reporting for ALL experiments.
Did the student complete the academic	Enter "Y" if the student completed the academic program associated
program associated with the students	with the experiment during this award year (the award year in which the
participation in the experiment during this	school is reporting). Otherwise, enter "N."
award year?	

Please note: Columns A through AD are the same for all experiments. The following pages provide instructions for completing the remaining columns (beginning at Column AE) specific to each experiment.



Data Dictionary: Experiment Specific Column Instructions

Table 1: Second Chance Pell (Columns AE through AR)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Second Chance Pell experiment and the student is a participant in
	the experiment.
Not eligible for Pell - Default	If the student was not eligible for Pell due to Default status, enter "Y." Otherwise, enter "N."
Column AF	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – Selective Service	If the student was not eligible for Pell due to Selective Service status, enter "Y." Otherwise, enter "N."
Column AG	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in
Not eligible for Pell - Citizenship	the experiment.
	If the student was not eligible for Pell due to Citizenship status, enter "Y." Otherwise, enter "N."
Column AH	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – High school completion	If the student was not eligible for Pell due to High School Completion status, enter "Y." Otherwise, enter "N."
Column AI	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – Drug conviction	If the student was not eligible for Pell due to Drug conviction status, enter "Y." Otherwise, enter "N."
Column AJ	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell - EFC	If the student was not eligible for Pell due to ineligible EFC, enter "Y." Otherwise, enter "N."



Second Chance Pell experiment specific columns instructions (continued)

Column	Instructions
Column AK	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – Did not complete FAFSA	Enter "Y" if the student did not successfully file a FAFSA to be considered for Pell. For example, the student was selected for but failed to complete verification.
	Otherwise, enter 'N." Given the fact that students must complete a FAFSA to be considered for an experimental Pell Grant and completing a FAFSA is generally the first step ALL potential student participants take, a "Y" should only be entered in column AK if an applicant was selected for and failed to complete verification.
Column AL	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – Did not enroll in eligible program	If the student was not eligible for Pell due to NOT enrolling in an eligible program, enter "Y." Otherwise, enter "N."
Column AM	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – Enrollment Status	If the student was not eligible for Pell due to Enrollment status, enter "Y." Otherwise, enter "N."
Column AN Prior to experiment, was student enrolled in a postsecondary program while incarcerated?	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
	Enter "Y" if the student was enrolled in a postsecondary program prior to the experiment while the student was incarcerated. Otherwise, enter 'N."
Column AO	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Student enrolled in ineligible program at current institution?	Enter "Y" if the student was enrolled in a postsecondary program offered by your institution that is not participating in the experiment.
(Y=Yes\N=No\U=Unknown)	Enter "N" if the student was not enrolled in an ineligible program at the institution. Otherwise, enter 'U."
Column AP	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Student enrolled in an ineligible program at another institution? (Y=Yes\N=No\U=Unknown)	Enter "Y" if the student was enrolled in a postsecondary program at another institution that is not participating in the experiment. Enter "N" if the student was not enrolled in a program ineligible to participate in the experiment at another institution. Otherwise, enter 'U."



Second Chance Pell experiment specific columns instructions (continued)

Column	Instructions
Column AQ	Required for end of the year reporting for schools participating in
	the Second Chance Pell experiment and the student is a participant in the experiment.
What was the student's incarceration status at the end of the most recently completed award year?	Enter "SCF" if the student was still incarcerated at the Same Correctional Facility (SCF) during the most recently completed award year (the award year in which the school is reporting). Enter "ACF" if the student was still incarcerated and moved to Another Correctional Facility (ACF) during the most recently completed award year (the award year in which the school is reporting). Enter "R" if the student was released or is no longer incarcerated during the most recently completed award year (the award year in which the school is reporting). If Unknown, enter "U."
Column AR	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.



Table 2: Dual Enrollment (Columns AE through AT)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in the Dual Enrollment experiment and the student is a participant in the experiment.
Not eligible for Pell - Default	If the student was not eligible for Pell due to Default status, enter "Y." Otherwise, enter "N."
Column AF	Required for end of the year reporting for schools participating in the Dual Enrollment experiment and the student is a participant in the experiment.
Not eligible for Pell – Selective Service	If the student was not eligible for Pell due to Selective Service status, enter "Y." Otherwise, enter "N."
Column AG Not eligible for Pell - Citizenship	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
	If the student was not eligible for Pell due to Citizenship status, enter "Y." Otherwise, enter "N."
Column AH	Required for end of the year reporting for schools participating in the Second Chance Pell experiment and the student is a participant in the experiment.
Not eligible for Pell – High school completion	If the student was not eligible for Pell due to High School Completion status, enter "Y." Otherwise, enter "N."
Column AI Not eligible for Pell – Drug Conviction	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
	Enter "Y" if the student is not eligible for Pell due to Drug Conviction status. Otherwise, enter 'N."
Column AJ	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to
Not eligible for Pell – EFC	Enter "Y" if the student is not eligible for Pell due to ineligible EFC. Otherwise, enter 'N."
Column AK	Required for end of the year reporting for schools participating in the Dual Enrollment experiment and the student is a participant in the experiment.
Not eligible for Pell – Enrollment Status	If the student was not eligible for Pell due to Enrollment status, enter "Y." Otherwise, enter "N."



Dual Enrollment experiment specific column instructions (continued)

Column	Instructions
Column AL	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
	Enter "Y" if the student did not successfully file a FAFSA to be considered for Pell. For example, the secondary student was selected for but failed to complete verification.
Not eligible for Pell – Did not complete FAFSA	Otherwise, enter 'N." Given the fact that students must complete a FAFSA to be considered for an experimental Pell Grant and completing a FAFSA is generally the first step ALL potential student participants take, a "Y" should only be entered in column AK if an applicant was selected for and failed to complete verification.
Column AM	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
Not eligible for Pell – Did not enroll in an eligible program	Enter "Y" if the student did not enroll in an eligible program and therefore is not eligible for Pell. Otherwise, enter 'N."
Column AN	Required for end of the year reporting for schools participating in the Dual Enrollment experiment and the student is a participant in the experiment.
High School Graduation Status at the end of the current Award Year	Enter "Y" for Graduated or "N" for Continuing High School.
Column AO	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
High School Name	Enter the complete name of the high school attended by the student. Enter the first 70 characters of the high school name only.
Column AP	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
High School Address	Enter the complete address, city, state, zip of the high school attended by the student. Enter the first 140 characters of the high school address only.
Column AQ	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
High School National Center for Education Statistics (NCES) secondary school ID	Enter the NCES secondary school ID of the high school attended by the student.



Dual Enrollment experiment specific column instructions (continued)

Column	Instructions
Column AR	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to participate in the experiment.
High School Local Education Agency (LEA) code	Enter the code for the LEA in which the high school attended by the student is located.
Column AS	Required for end of the year reporting for schools is participating in the Dual Enrollment experiment and the student applied to
Prior to participating in the experiment, was student dually enrolled in postsecondary and	participate in the experiment.
secondary school	Enter "Y" if the student was a dually enrolled student prior to participating in the experiment. Otherwise, enter 'N."
Column AT	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.



Table 3: Competency-Based Education (CBE) (Columns AE through AJ)

Note: These instructions apply for the three CBE experiment options (Split Disbursement option, SAP only option, and Subscription Period option)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Competency-Based Education (CBE) experiment and the student
Enrolled in Non-CBE Program?	is a participant in the experiment.
	Enter "Y" if the student is also enrolled in a non-CBE program. Enter
	"N" if the student is only enrolled in a CBE program.
Column AF	Required for end of the year reporting for schools participating in
	the Competency-Based Education (CBE) experiment and the student
	is a participant in the experiment.
Which CBE program(s) is the student enrolled	Enter the name of the approved program(s) in which the student is
in?	enrolled under the experiment. This field has been limited to 100
	characters.
Column AG	Required for end of the year reporting for schools participating in
	the Competency-Based Education (CBE) experiment and the student
	is a participant in the experiment.
	*
Was the student enrolled in a CBE program	Enter "Y" if the student was enrolled in a CBE program <i>prior to</i>
prior to participating in the experiment?	participating in the experiment. Otherwise, enter "N."
Column AH	Required for end of the year reporting for schools participating in
	the Competency-Based Education (CBE) experiment and the student
	is a participant in the experiment.
Which CBE program(s) did the student enroll	Enter the CIP code(s) of the approved program(s) in which the student
in during the most recently completed award	was enrolled during the most recently completed award year (the award
year? (Enter CIP code of program)	year in which the school is reporting).
Column AI	Required for end of the year reporting for schools participating in
	the Competency-Based Education (CBE) experiment and the student
	is a participant in the experiment.
Prior to the student's enrollment in the CBE	
program under the experiment, was the	Enter "Y" if the student was enrolled in an equivalent traditional
student enrolled in an equivalent traditional	program at the institution prior to enrollment in the CBE program under
program at the institution?	the experiment. Otherwise, enter "N."
Column AJ	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.



Table 4: Prior Learning Assessment (PLA) (Columns AE through AN)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Prior Learning Assessment (PLA) experiment and the student is a
Student credits earned due to PLA, credits in	participant in the experiment.
program	
	Enter the credits earned due to PLA and enter the total credits in the
	program.
Column AF	Required for end of the year reporting for schools participating in
	the Prior Learning Assessment (PLA) experiment and the student is a
Which PLA program(s) is student enrolled in?	participant in the experiment.
which i Eri program(s) is student emoned in:	participant in the experiment.
	Enter the name of the PLA program(s) in which the student is enrolled.
	This field has been limited to 12 characters, please consistently
Column AG	abbreviate program names longer than 12 characters.
Column AG	Required for end of the year reporting for schools participating in
D'1 4 1 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	the Prior Learning Assessment (PLA) experiment and the student is a
Did student complete PLA?	participant in the experiment.
	Enter "Y" for Yes or "N" for No.
Column AH	Required for end of the year reporting for schools participating in
	the Prior Learning Assessment (PLA) experiment and the student is a
If known, what type of prior learning	participant in the experiment.
assessment did the student use? (Potential	
answers: "One-Time Test,""Portfolio	Enter the type of prior learning assessment used by the student. Some
Review," "Performance Assessment.")	examples of assessments are: One-time test, Portfolio Review,
	Performance Assessment. Enter "Unknown" if this information is not
	available or unknown by the school.
Column AI	Required for end of the year reporting for schools participating in
	the Prior Learning Assessment (PLA) experiment and the student is a
How many cumulative credits/hours did the	participant in the experiment.
student earn from prior learning	
assessment(s)?	Enter the number of cumulative credits/hours the student earned from
ussessment(s).	prior learning assessment(s).
Column AJ	Required for end of the year reporting for schools participating in
Column 130	the Prior Learning Assessment (PLA) experiment and the student is a
Did your institution or outside entity provide	participant in the experiment.
the student's prior learning assessment?	paracipani in inc experiment.
the student's prior learning assessment:	Enter "Y" for Yes or "N" for No.
Column AK	Required for end of the year reporting for schools participating in
Column AK	
How much did the student's and of	the Prior Learning Assessment (PLA) experiment and the student is a
How much did the student's cost of	participant in the experiment.
attendance increase as a result of their PLA?	
(if cost of attendance was unchanged enter 0)	Enter the amount of the student's cost of attendance increase as a result
	of their PLA. Enter 0 if cost of attendance was unchanged.



Prior Learning Assessment (PLA) experiment specific column instructions (continued)

Column	Instructions		
Column AL	Required for end of the year reporting for schools participating in		
	the Prior Learning Assessment (PLA) experiment and the student is a		
	participant in the experiment.		
Provide the amount that the student's Pell			
Grant award increased as a result of increased	Enter the amount of the student's Pell Grant award increase as a result		
enrollment status under the PLA experiment	of increased enrollment status under the PLA experiment. Enter 0 if		
(if Pell Grant unchanged, enter 0)	Pell Grant was unchanged.		
Column AM	Required for end of the year reporting for schools participating in		
	the Prior Learning Assessment (PLA) experiment and the student is a		
	participant in the experiment.		
TT 1122 1 124 1 11 1			
How many additional credit hours were added to the student's Pell Grant enrollment status	Enter the number of additional credit hours that were added to the		
	student's Pell Grant enrollment status due to their prior learning		
due to their prior learning assessment(s)	assessment(s) during this award year (the award year in which the		
during this award year?	school is reporting).		
Column AN			
	Leave this Column blank unless the ESI Team notifies your		
This Column Intentionally left blank	institution to enter specific information in this column.		



Table 5: Limited Direct Assessment (LDA) (Columns AE through AH)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Limited Direct Assessment (LDA) experiment and the student is a
Which LDA program(s) is the student	participant in the experiment.
enrolled in?	
	Enter the name of the approved program(s) in which the student is
	enrolled under the experiment. This field has been limited to 12
	characters, please consistently abbreviate program names longer than
	12 characters.
Column AF	Required for end of the year reporting for schools participating in
	the Limited Direct Assessment (LDA) experiment and the student is a
Which LDA program(s) did the student enroll	participant in the experiment.
in during the most recently completed award	
year? (Enter CIP Code)	Enter the CIP code(s) of the approved program(s) in which the student
	was enrolled during the most recently completed award year (the award
	year in which the school is reporting).
Column AG	Required for end of the year reporting for schools participating in
	the Limited Direct Assessment (LDA) experiment and the student is a
	participant in the experiment.
Was the student enrolled in a direct	
assessment program prior to participating in	Enter "Y" if the student was enrolled in a direct assessment program
the experiment?	prior to participating in the experiment. Otherwise, enter "N."
Column AH	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.



Table 6: Loan Counseling (Columns AE though AG)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Loan Counseling experiment and the student is a participant in
	the experiment.
A sei sur ed Chahar	Ententh and the first fauth at dark Enten "T" if the at dark and
Assigned Status	Enter the assigned status for the student. Enter "T" if the student was
	assigned to the Treatment group or "C" if the student was assigned to
	the Control group.
Column AF	Required for end of the year reporting for schools participating in
	the Loan Counseling experiment and the student is a participant in
Student received voluntary loan counseling	the experiment.
during the most recently completed award	
year?	Enter "Y" if the student received voluntary loan counseling during the
	most recently completed award year. Otherwise, enter 'N."
Column AG	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.



Table 7: Educational Quality though Innovative Partnerships (EQUIP) (Columns AE through AG)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Educational Quality though Innovative Partnerships (EQUIP)
	experiment and the student is a participant in the experiment.
EQUIP Program	Enter the name of the approved program(s) in which the student is
_ (enrolled under the experiment.
Column AF	Required for end of the year reporting for schools participating in
Column 111	the Educational Quality though Innovative Partnerships (EQUIP)
WHILE FORWER A	experiment and the student is a participant in the experiment.
Which EQUIP academic program did the	
student enroll in during the most recently	Enter the name and CIP code of the approved program(s) in which the
completed award year? (Enter CIP code of	student is enrolled under the experiment during the most recently
program)	completed award year (the award year in which the school is reporting).
Column AG	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.



Table 8: Limiting Unsubsidized Loans (Columns AE through AG)

Column	Instructions
Column AE	Required for end of the year reporting for schools participating in
	the Limiting Unsubsidized Loans experiment and the student is a participant in the experiment.
What was the institution's reason for reducing	Enter the institution's reason for reducing the FAFSA applicant's
the FAFSA applicant's unsubsidized Direct	unsubsidized Direct Loan eligibility. This field is limited to 42
Loan eligibility?	characters.
Column AF	Required for end of the year reporting for schools participating in
	the Limiting Unsubsidized Loans experiment and the student is a participant in the experiment.
What was the dollar amount of the FAFSA	participant in the experiment.
applicant's experimental reduction in	Enter the dollar amount of the FAFSA applicant's experimental
unsubsidized Direct Loan eligibility?	reduction in unsubsidized Direct Loan eligibility.
Column AG	
	Leave this Column blank unless the ESI Team notifies your
This Column Intentionally left blank	institution to enter specific information in this column.

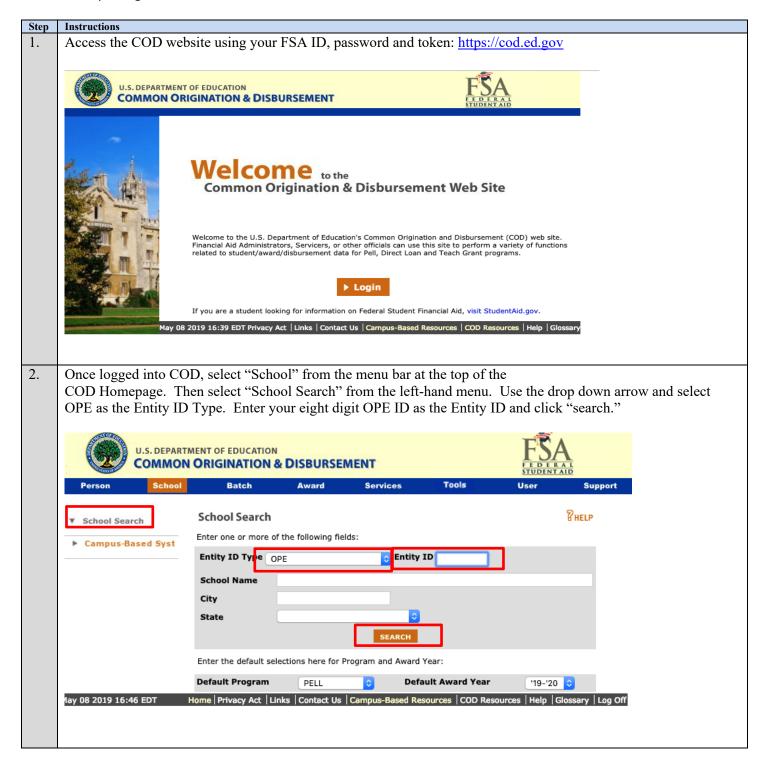
Once you have completed the columns on the applicable spreadsheet(s), save the file. Remember the name of the file(s) and its location on your computer or network so that you can refer to the file(s) when you are ready to upload the file(s) into the ESI Reporting Tool within COD.

Refer to the following instructions on the next page for uploading the file(s) into the ESI Reporting tool within COD.

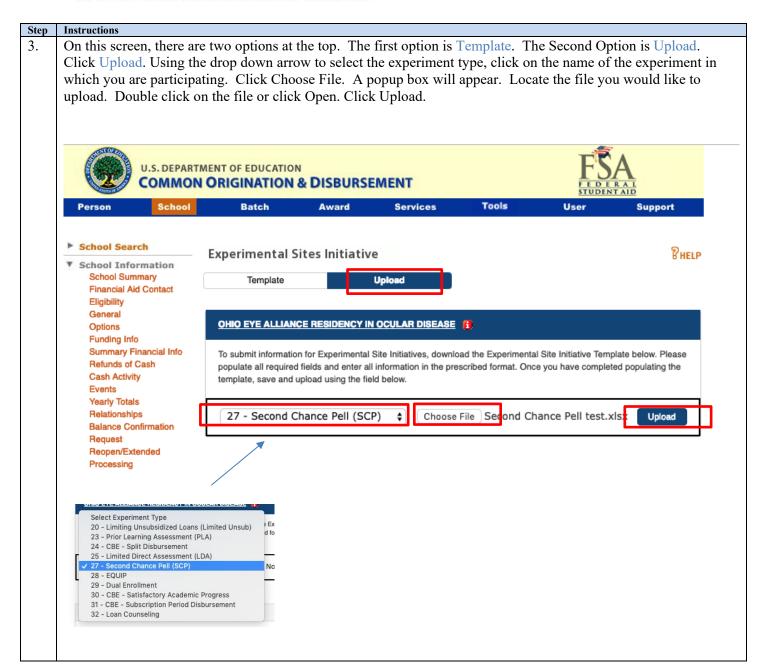


Instructions for Uploading the Completed ESI Upload template(s)

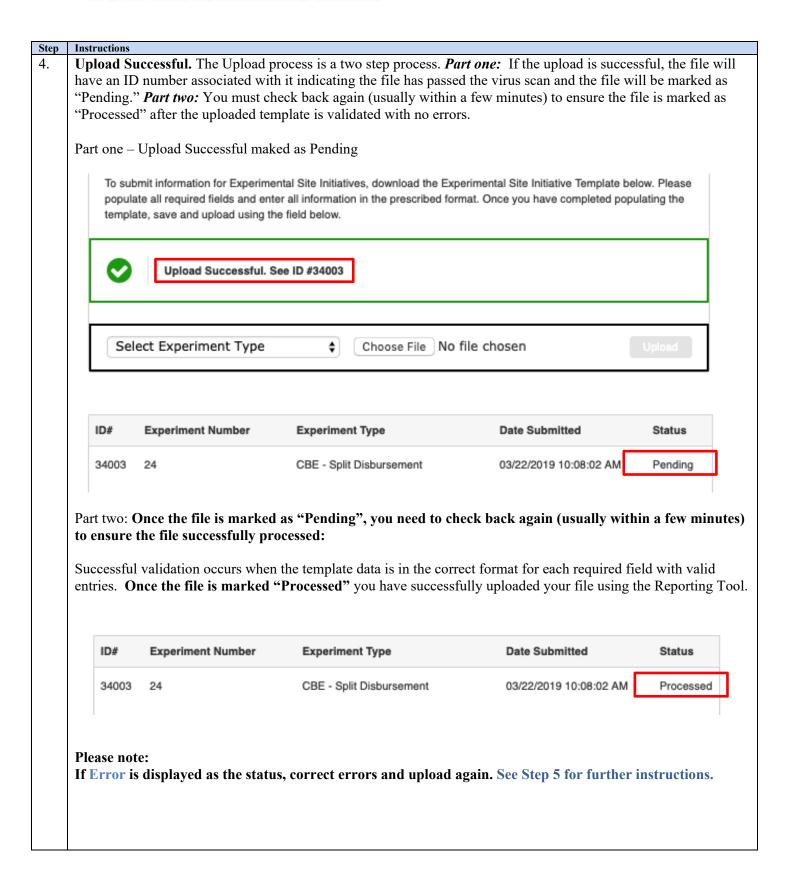
Below are step-by-step instructions for participating schools to upload the completed templates into the ESI Reporting Tool within COD.







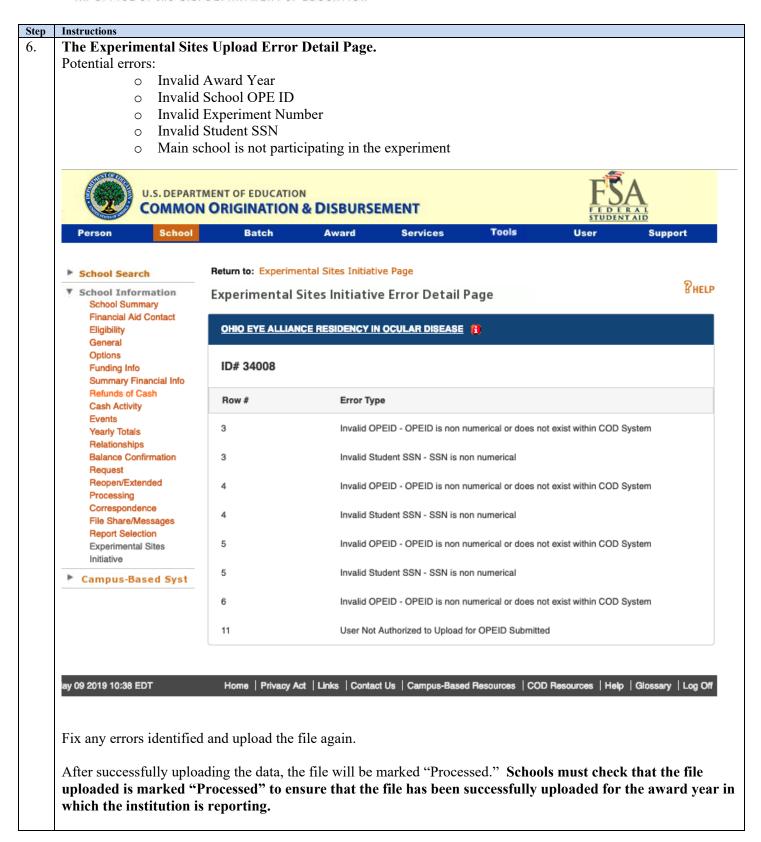






	errors (Exp	perimental Sites Upload	Error hyperlink, and you will be Error Detail Page). Locate the e	1 0	
1	reload the	file.			
	ID#	Experiment Number	Experiment Type	Date Submitted	Status
	34007	24	CBE - Split Disbursement	03/22/2019 10:33:27 AM	Error
	0.1007	24	ODE Opin Diodelionion	COLLEGIO TO COLLET TAN	







Appendix A: Experiment Numbers and Titles

Experiment	Experiment Title
Number 01	Ability to Donofit
	Ability to Benefit
02	Academic Term
03	Aid to Prior Institutional Charges
04	Aid to Prior Term Charges
05	Automatic Pay - (FWS)
06	Entrance Counseling
07	Exit Counseling
09	Loan Fees
10	Loan Proration
11	Multiple Disbursement
12	Over-award
13	30 Day Delay
14	Time Records - (FWS)
15	Pell Elig Students with Bachelor Degree Enrolled in Career Programs
16	Pell Elig Students Enrolled in Approved Short-term Training Programs
17	DL Single Disbursement of One Term Loan for Study Abroad Students
18	DL Early Disbursement - Students Studying Abroad and Foreign Schools
19	Direct Loan - Unequal Disbursements
20	Direct Loan - Limiting Unsubsidized Loan Amounts
21	PLUS Loans for Parents of Students with Intellectual Disabilities
22	Eligibility of Dually Enrolled Students with Intellectual Disabilities
23	Prior Learning Assessment
24	Competency-Based Education - Split Disbursement
25	Limited Direct Assessment
26	Federal Work Study (FWS) for Near-Peer Counseling
27	Second Chance Pell
28	EQUIP (Educational Quality through Innovative Partnerships)
29	Dual Enrollment
30	CBE - Satisfactory Academic Progress Only
31	CBE - Subscription Period Disbursement
32	Loan Counseling



Appendix B: Field Types & Sample Values

All upload spreadsheets will contain the five required fields detailed in Table B-1. Additionally, for end of the year reporting, each upload spreadsheet will contain additional fields, and experiment specific fields the user must populate before uploading. See Tables B-1 through B-10 below for Field Types and Sample Values for all upload spreadsheets.

Table B-1: Five Required Fields for all Upload Spreadsheets

Column	Field	Field Type	Max	Example
			Length	
Α	Award Year (EXAMPLE: Use 2020	Numerical	4	2020
	for 2019-2020)			
В	Experiment Number	Numerical	2	12
С	OPEID	Numerical	8	12345678
D	Student SSN	Character	9	123456789
E	Student Last Name	Character	35	Abraham

Table B-2: Additional Fields for End of Year Reporting - all Upload Spreadsheets

Column	Field	Field Type	Max	Example
			Length	
F	Student First Name	Character	30	John
G	Direct Costs	Numerical	13	1002350000000.00
Н	Indirect Costs	Numerical	13	1002350000000.00
I	Total Amount PLUS Loans Initially Awarded	Numerical	13	1002350000000.00
J	Total Amount PLUS Loans Disbursed	Numerical	13	1002350000000.00
K	Total Amount FSEOG Initially Awarded	Numerical	13	1002350000000.00
L	Total Amount FSEOG Disbursed	Numerical	13	1002350000000.00
М	Total Amount Perkins Initially Awarded	Numerical	13	1002350000000.00
N	Total Amount Perkins Disbursed	Numerical	13	1002350000000.00
0	FWS Awarded	Numerical	13	1002350000000.00
Р	FWS Disbursed	Numerical	13	1002350000000.00
Q	Other Federal Aid Awarded	Numerical	13	1002350000000.00
R	Other Federal Aid Disbursed	Numerical	13	1002350000000.00
S	Non-Federal Aid Awarded	Numerical	13	1002350000000.00
Т	Non-Federal Aid Disbursed	Numerical	13	1002350000000.00
U	Credits attempted (current award year)	Numerical	4	134



Column	Field	Field Type	Max Length	Example
V	Credits earned (current award year)	Numerical	4	134
W	Cumulative Credits earned (prior to award year)	Numerical	4	134
Х	Cumulative Credits earned (at end of award year)	Numerical	4	134
Υ	Student's Cum. GPA for last completed AY	Numerical	1 value to the left of the decimal and 4 values to the right of decimal	3.4257
Z	Beginning of Award Year Enrollment status	Character	1	F
AA	End of Award Year Enrollment Status	Character	1	А
AB	Is this student participating in multiple experiments?	Y/N flag	1	Y
AC	List other experiments student is participating in (Experiment Numbers only)	Character	10	08 09 13
AD	Did the student complete the academic program associated with the student's participation in the experiment during this award year?	Y/N flag	1	Υ

Table B-3: Second Chance Pell Experiment Specific Fields (Columns AE through AR)

Column	Field	Field Type	Max Length	Example
AE	Not eligible for Pell - Default	Y/N flag	1	Y
AF	Not eligible for Pell - Selective Service	Y/N flag	1	Υ
AG	Not eligible for Pell - Citizenship	Y/N flag	1	Y
AH	Not eligible for Pell - High school completion	Y/N flag	1	Y
Al	Not eligible for Pell - Drug conviction	Y/N flag	1	Υ



Column	Field	Field Type	Max Length	Example
AJ	Not eligible for Pell - EFC	Y/N flag	1	Υ
AK	Not eligible for Pell - Did not complete FAFSA	Y/N flag	1	Y
AL	Not eligible for Pell - Did not enroll in an eligible program	Y/N flag	1	Υ
AM	Not eligible for Pell - Enrollment Status	Y/N flag	1	Y
AN	Prior to experiment, was student enrolled in a postsecondary program while incarcerated?	Y/N flag	1	Υ
AO	Student enrolled in ineligible program at current institution? (Y = Yes \ N = No \ U = Unknown)	Character	1	U
АР	Student enrolled in ineligible program at another institution? (Y = Yes \ N = No \ U = Unknown)	Character	1	Υ
AQ	What was the student's incarceration status at the end of the most recently completed award year?	Character	35	 Released Incarcerated – Same Correctional Facility Incarcerated – Moved to another Facility Unknown
AR	Intentionally left blank	Character	50	This field left blank intentionally

Table B-4: Dual Enrollment Experiment Specific Fields (Columns AE through AT)

Column	Field	Field Type	Max Length	Example
AE	Not eligible for Pell - Default	Y/N flag	1	Υ
AF	Not eligible for Pell - Selective Service	Y/N flag	1	Υ
AG	Not eligible for Pell – Citizenship	Y/N flag	1	Υ



Column	Field	Field Type	Max Length	Example
АН	Not eligible for Pell - High school completion	Y/N flag	1	Υ
Al	Not eligible for Pell - Drug conviction	Y/N flag	1	Υ
AJ	Not eligible for Pell - EFC	Y/N flag	1	Υ
AK	Not eligible for Pell – Enrollment Status	Y/N flag	1	Υ
AL	Not eligible for Pell - Did not complete FAFSA	Y/N flag	1	Y
AM	Not eligible for Pell – Did not enroll in an eligible program	Y/N flag	1	Υ
AN	High School Graduation Status at the end of the current Award Year	Character	1	А
AO	High School Name	Character	70	Rolling Brook Senior High School
AP	High School Address	Character	140	1234 Rolling Brook Rd, Arlington, VA 22204
AQ	High School National Center for Education Statistics (NCES) secondary school ID	Character	15	00U4567UIO58954
AR	High School Local Education Agency (LEA) code	Character	15	OK942J1P9125894
AS	Prior to participating in the experiment, was student dually enrolled in postsecondary and secondary school?	Y/N flag	1	Y
AT	Intentionally left blank	Character	50	This field left blank intentionally

Table B-5: Competency-Based Education (CBE) Experiment Specific Fields (applicable to all three options of the experiment) (Columns AE through AJ)

Column	Field	Field Type	Max Length	Example
AE	Enrolled in Non-CBE Program?	Y/N flag	1	Υ
AF	Which CBE program(s) is student enrolled in?	Character	100	09 18 07



Column	Field	Field Type	Max Length	Example
AG	Was the student enrolled in a CBE program prior to participating in the experiment?	Y/N flag	1	Υ
AH	Which CBE program(s) did the student enroll in during the most recently completed award year? (Enter CIP code of program)	Character	42	12.3456
AI	Prior to the student's enrollment in the CBE program under the experiment, was the student enrolled in an equivalent traditional program at the institution?	Y/N flag	1	Υ
AJ	Intentionally left blank	Character	50	This field left blank intentionally

Table B-6: Prior Learning Assessment (PLA) Experiment Specific Fields (Columns AE through AN)

Column	Field	Field Type	Max Length	Example
AE	Student credits earned due to PLA, credits in program	Numerical	4	123
AF	Which PLA program(s) is student enrolled in?	Character	12	02 04 06
AG	Did student complete PLA? Y/N flag		1	Y
АН	If known, what type of prior learning assessment did the student use? (Potential answers: "One-Time Test," "Portfolio Review," "Performance Assessment")	Character	100	One-Time Assessment
Al	How many cumulative credits/hours did the student earn from prior learning assessment(s)?	Numerical	3	999
AJ	Did your institution or outside entity provide the student's prior learning assessment?	Y/N flag	1	Y



Column	Field	Field Type	Max Length	Example
AK	How much did the student's cost of attendance increase as a result of their PLA? (if cost of attendance was unchanged enter 0)	Currency	8	999,999.99
AL	Provide the amount that the student's Pell Grant award increased as a result of increased enrollment status under the PLA experiment? (if Pell Grant unchanged enter 0)	Currency	6	9,999.99
AM	How many additional credit hours were added to the student's Pell Grant enrollment status due to their prior learning assessment(s) during this award year?	Numerical	3	999
AN	Intentionally left blank	Character	50	This field left blank intentionally

Table B-7: Limited Direct Assessment (LDA) Experiment Specific Fields (Columns AE through AH)

Column	Field	Field Type	Max Length	Example
AE	Which LDA program(s) is student enrolled in?	Character	12	03 05 07
AF	Which LDA program(s) did the student enroll in during the most recently completed award year? (Enter CIP Code)	Character	42	42.1234
AG	Was the student enrolled in a direct assessment program prior to participating in the experiment?	Y/N flag	1	Υ
АН	Intentionally left blank	Character	50	This field left blank intentionally



Table B-8: Loan Counseling Experiment Specific Fields (Columns AE through AG)

Column	Field	Field Type	Max Length	Example
AE	Assigned Status	Character	1	В
AF	Student received voluntary loan counseling during the most recent award year?	Character	1	N
AG	Intentionally left blank	Character	50	This field left blank intentionally

Table B-9: Educational Quality through Innovative Partnerships (EQUIP) Experiment Specific Fields (Columns AE through AG)

Column	Field	Field Type	Max Length	Example
AE	EQUIP Program	Character	70	Electrician with a minor
				in circuitry
AF	Which EQUIP academic program did the student enroll in during the most recently completed award year? (Enter CIP code of program)	Character	42	12.3456
AG	Intentionally left blank	Character	50	This field left blank intentionally

Table B-10: Limiting Unsub Loans Experiment Specific Fields (Columns AE through AG)

Column	Field	Field Type	Max Length	Example
AE	What was the institution's reason for reducing the FAFSA applicant's unsubsidized Direct Loan eligibility?	Character	42	12.3456
AF	What was the dollar amount of the FAFSA applicant's experimental reduction in unsubsidized Direct Loan eligibility?	Currency	8	999,999.99
AG	Intentionally left blank	Numerical	50	This field left blank intentionally