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in IASFAA

April 6-7, 2017 | Stoney Creek Hotel | Johnston

Iowa College Aid Processing System (**ICAPS**)

Iowa College Student Aid
Commission

Todd Brown

Primary Objectives

- Enhance security of information
- Replace and upgrade servers/code structure
- Streamline administration and distribution of over \$70 million in aid
- Implementation of a login management system
- Combine 10 auxiliary systems into one cohesive system
- Improve data integrity, tracking, and consistency



Timeline Overview

- Process initiated during the summer of 2013

2013 June	2013 Sept.	2013 Oct.	2013 Nov.	2014 Jan		2014 June	2014 July		2014 Nov		2015 Mar	July 2015	12 Months	2016 Oct	2017 Mar	2017 Sept
TEC proposal	Board approval to issue RFP	RFP Issued	RFP proposals due	Board approval to award contract		Contract signed: GPBI, INC	Work Begins		User Feedback Group		First live release: FAFSA Completion	Requirements documents finalized		FAFSA & IFAA release for 2017-18	High School/TRIO Certifications	Release of the grant reporting system



Foundational Changes

- Transition to a login management system
- Transition from 5 state-defined reporting terms to 6

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Current	Initial: Oct 15 Final: Dec 1	Jan 2 Feb 15	Feb 15 May 1	Apr 1 June 15	June 15 July 31	N/A
2017-18	Initial: Oct 15 Final: Dec 1	Jan 2 Feb 15	Feb 15 May 1	Apr 1 June 15	June 1 July 15	June 15 July 31

- New file layout and new download option
 - Data updates corresponding to the file layout
- Increased matching capability on student records
- One system



Overview of Functionality – Homepage



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2017-2018 All Programs

Totals	Amount	Students
Awarded	\$6,801,243.00	4,179
Awarded and Certified	\$0.00	0
Pending Payment	\$0.00	0
Pending Refund	\$0.00	0
Disbursed	\$0.00	0

Students

- Search For
- Rosters

Data File 1

- Send Roste
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- AIOS
- BC
- ETV
- FCG
- GUS
- ITG
- IVTG
- KG
- NGEAP
- SF

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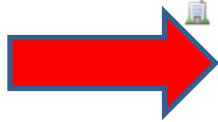
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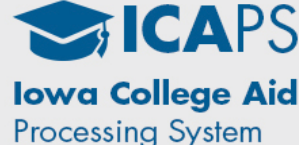
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[HOME > Edit Institution](#)

Des Moines Area Community College 004589

Institutional Information

Institution Name: *

Financial Aid Office Address

Address:

City:

State:

Zip:

Institution Details

Institution Type:

Nursing Programs:

Accelerated Summer Term:

Campus Term Type:

Two Academic Years in One Calendar Year:

Title IV/Program Eligibility:

Vendor Code:

Financial Aid Management System

Your FAMS:

* Indicates a Required Field

- Contact Information
- Program Eligibility
- Payment Certification Forms
- User Agreement History
- Payment Files & Exception Reports
- Notifications



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MENU Search: 2017-2018

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[HOME](#) > [Search for Student](#)

Enter the student information you wish to search for in the box below, and click [Search] to locate that student.

Search Criteria

Active Year All Years

Last Name	<input type="text"/>	First Name	<input type="text"/>	MI	<input type="text"/>
SSN	<input type="text"/>	DOB	<input type="text"/>	Student ID	<input type="text"/>
City	<input type="text"/>	State	<input type="text" value="All States"/>	Zip	<input type="text"/>
Email	<input type="text"/>		Campus ID	<input type="text"/>	

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Overview of Functionality - Rosters.





Program:

Term:

Payment Rosters

	View and Print (PDF)	Update Online	Download File (CSV)
 Not Yet Certified Roster	PDF	Online	Download

Informational Rosters

	View and Print (PDF)	View Online	Download File (CSV)
 Certified	PDF	Online	Download
 Designated	PDF	Online	Download
 Deleted	PDF	Online	Download
 All Students	PDF	Online	Download

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Overview of Functionality - Rosters.

Program: <Choose One> ▼




Term: <Choose One> ▼

Payment Rosters



	View and Print (PDF)	Update Online	Download File (CSV)
 Not Yet Certified Roster	PDF	Online	Download

Informational Rosters

	View and Print (PDF)	View Online	Download File (CSV)
 Certified	PDF	Online	Download
 Designated	PDF	Online	Download
 Deleted	PDF	Online	Download
 All Students	PDF	Online	Download

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Overview of Functionality – Rosters, cont.

Roster: Not Yet Certified Roster
 Campus: Des Moines Area Community College
 Program: All Programs
 Academic Year: 2017-18
 Term: Fall (Term 1)

Previous Next [\(expand all\)](#) [\(contract all\)](#)

[Add a student to the roster](#)

(888-01-6718) Student, AMANDA (Fall) [\(view\)](#)

Enrollment Status: Certified EFC: Campus ID: Campus: NG Cumulative Credits:

Status	Program		Payment Amount	Term Award	Total Certified to Date
	AIOS	Disbursement Option: 1	<input type="text"/>	\$2,315	
	FCG		<input type="text"/>	\$1,202	
	NGEAP	Credits <input type="text"/>	<input type="text"/>	\$ 475	
	KG	CIP Code <input type="text" value="510601"/>	<input type="text"/>	\$ 475	
	ITG	Match Amount <input type="text"/>	<input type="text"/>	\$ 475	
	ITGFP	Match Amount <input type="text"/>	<input type="text"/>	\$ 475	

For use with Save All button at the bottom of the page

Certify Delete

(888-01-6962) Student, MICHAEL (Fall) [\(view\)](#)

(888-01-7564) Student, LIZBETH (Fall) [\(view\)](#)

(888-01-8368) Student, JAZMINE (Fall) [\(view\)](#)

Previous Next [\(expand all\)](#) [\(contract all\)](#)

Overview of Functionality - Rosters.

Program: <Choose One> ▼




Term: <Choose One> ▼



Payment Rosters

	View and Print (PDF)	Update Online	Download File (CSV)
 Not Yet Certified Roster	PDF	Online	Download

Informational Rosters

	View and Print (PDF)	View Online	Download File (CSV)
 Certified	PDF	Online	Download
 Designated	PDF	Online	Download
 Deleted	PDF	Online	Download
 All Students	PDF	Online	Download

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Overview of Functionality – Roster Download

- Download the Not Yet Certified Roster
- Make necessary updates to CSV file (in excel)
- Upload to ICAPs to update students en masse

E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC				
School Nam	Program S	SSN	Last Name	First Nam	Date of Bi	Program S	Award Arr	CIP Code	Campus S	Campus	Enrollmer	NG Credit	Hours	ITG Match	Amc	Certified	EF	Payment	Amour	Delete	Campus IC	Program C	Program I	Academic	Term ID	Checksum	Last Change	Date
Des Moines	AIOS	1.23E+08	Smith	John	8/1/1996	Awarded	2315	J654654	M	F						2189		3415	4	6	116	1	41908	9/30/2017				
Des Moines	FCG	1.23E+08	Smith	John	8/1/1996	Awarded	1202	J654654	M	F						2189		3415	4	6	116	1	41909	9/30/2017				
Des Moines	KB	1.23E+08	Smith	John	8/1/1996	Awarded	475	J654654	M	F						2189		3415	4	6	116	1	41910	9/30/2017				
Des Moines	NGEAP	1.23E+08	Smith	John	8/1/1996	Awarded	475	J654654	M	F						2189		3415	4	6	116	1	41911	9/30/2017				
Des Moines	ITG	1.23E+08	Smith	John	8/1/1996	Awarded	475	J654654	M	F				0		2189		3415	4	6	116	1	41911	9/30/2017				



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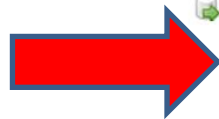
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Overview of Functionality – Institution-Initiated File Layout

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Academic	Term Desc	School Co	Program	SSSN	Last Name	First Name	Date of Bi	CIP Code	Campus S	Campus	Enrollmer	NG Credit	ITG Match	Certified	Payment	Delete
2	2017-2018	Term 1	4589	AIOS	123xx6785	Smith	John	8/1/1996		J654654	M	F			2189	2315	
3	2017-2018	Term 1	4589	FCG	123xx6785	Smith	John	8/1/1996		J654654	M	F			2189	1202	
4	2017-2018	Term 1	4589	KG	123xx6785	Smith	John	8/1/1996	510601	J654654	M	F			2189	475	
5	2017-2018	Term 1	4589	NGEAP	123xx6785	Smith	John	8/1/1996		J654654	M	F	15		2189	475	
6																	

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Manage Permissions

UserName:
 User Full Name:

Resource	Full Access	Read Only	No Access
All Screens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
User Setup	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
User type - Institutional	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Institution	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Institution Information	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Edit Student	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General Information	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Academic Period Info	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Comments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Payment History (Read Only)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Reports	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Standard Reports	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rosters	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Payments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Request Payment	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
View Pending Adjustments	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Refunds Due	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial History	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
File Transfers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Send Roster File	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
File Transfer Results	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Options	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Edit Your Profile	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manage Users	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Sent Email	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>



Areas of Focus

- Increased matching capability could present changes to cumulative grant history
- Uploading a CSV file updates only record matches
- Two systems available from October 1, 2016 to August, 2017.
 - Current systems used through the end of 2016-17
 - ICAPS live October 1, 2016, for the 2017-18 application cycle



Key Future Timelines

- Program Rosters – Spring 2017
 - AIOS, ETV, FCG, GUS, NGEAP, State Fair Scholarship
- Spring/Summer 2017
 - Training – website:
<https://www.iowacollegeaid.gov/content/icaps-training>
- September 1, 2017
 - Reporting rosters in ICAPS available for updating
- September 1, 2017 – December 1, 2017
 - On-site training by ICA staff



Questions?

grants@iowacollegeaid.gov
877-272-4456 (option 3)

