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## Originating a CommonLine Loan

### Concept

The processing of CommonLine loans occurs in multiple steps. Processing loans begins with awarding a loan as part of the student's financial aid package. Once the loan is in the Accepted status, the loan origination process detects the student's loan eligibility and calculates the total loan amount, loan period, disbursement amounts and dates, the servicers of the loan, and the appropriate processing type to use. If a promissory note is submitted to the school prior to the loan's origination, you may use the submitted information.

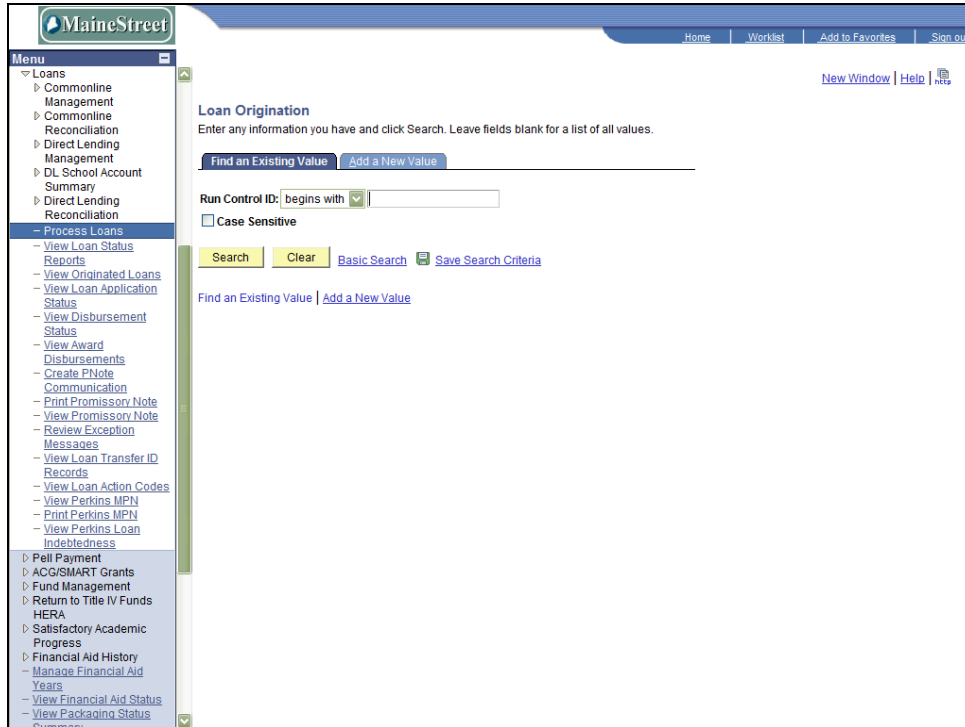
After origination is completed, you validate the loan to check for data discrepancies. Loans that pass the validation process are processed into outbound staging tables. The system will then create loan application files which you download to your workstation for submission to the loan servicers. After the school submits the application files, they are processed and schools are notified using receipt of application response files for each loan processed.

This topic covers the loan origination step and reviewing loan origination information. The loan origination process is used to certify student loan eligibility. Eligibility is determined by checking student award information, promissory notes, the student's loan history, and the loan setup parameters used to originate a new loan with the calculated loan amount, loan period and disbursement dates.

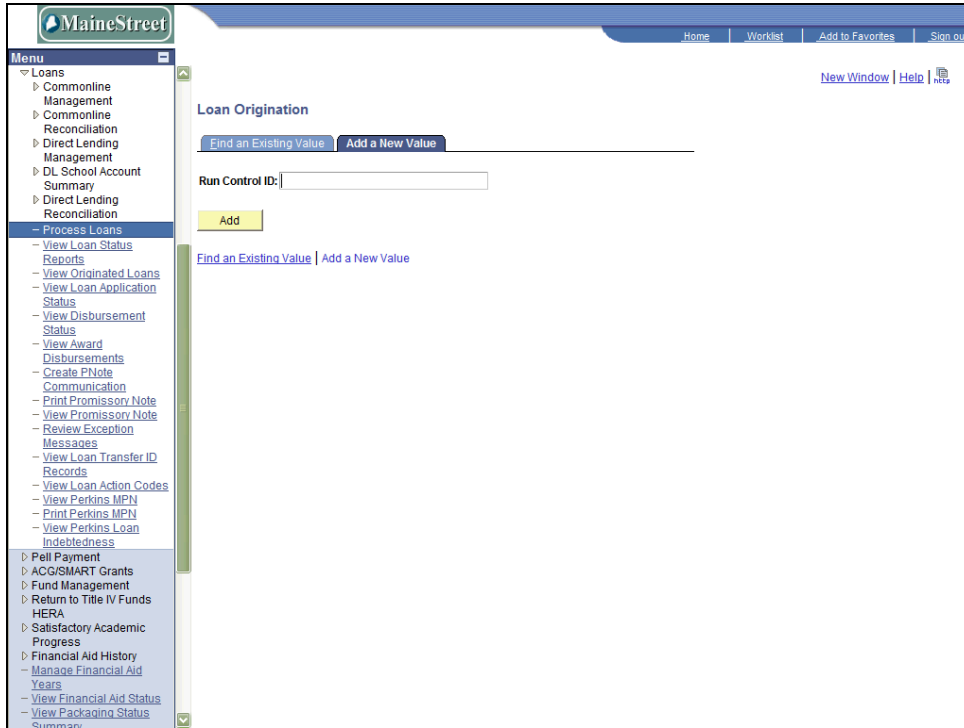
During the origination process, key information is determined to create a complete loan record that can be transmitted to the appropriate lending agency. You may view all originated loans in the **Maintain Originated Loans** component. Use this page to review and update information such as borrower information, demographic information, relationships, disbursement dates, and processing options.

## Procedure


Step	Action
1.	Navigate: <b>Financial Aid &gt; Loans &gt; Process Loans.</b>



Step	Action
2.	<p>To run a process, you need a <b>Run Control ID</b>. Either select an existing Run Control ID or create a new one.</p> <p>To create a new Run Control ID, click the <b>Add a New Value</b> tab.</p> <p><a href="#">Add a New Value</a></p>

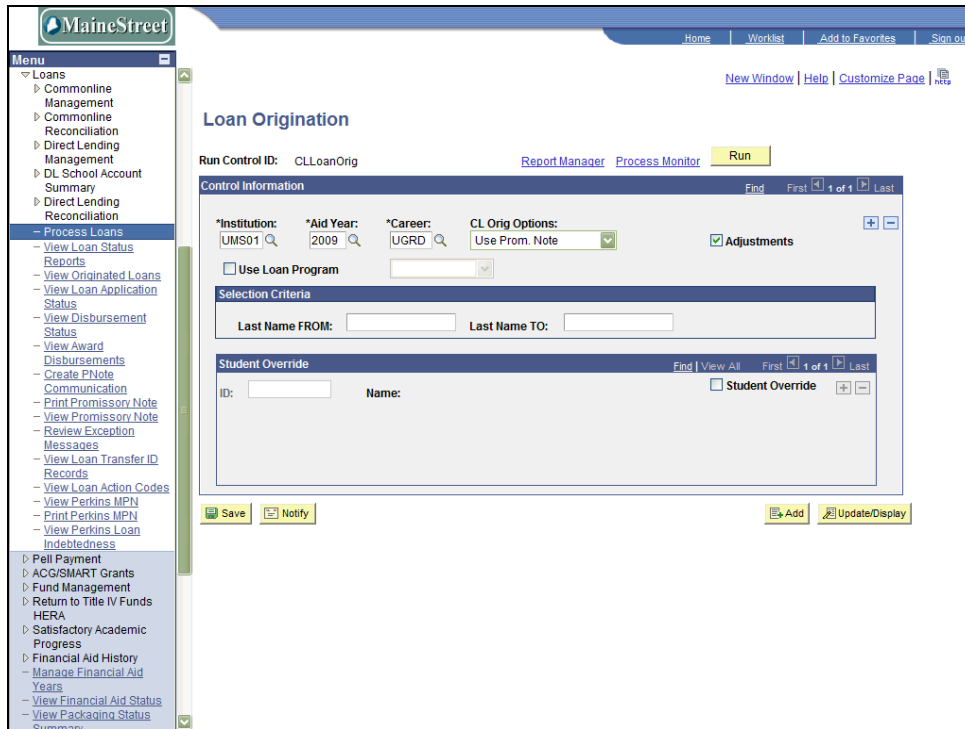


The screenshot shows the 'MaineStreet' web application interface. On the left is a 'Menu' sidebar with various options. The 'Process Loans' option is highlighted. The main content area is titled 'Loan Origination' and contains a 'Run Control ID:' text input field. Below the input field is a yellow 'Add' button. At the top of the main area, there are links for 'Find an Existing Value' and 'Add a New Value'. The top navigation bar includes 'Home', 'Worklist', 'Add to Favorites', and 'Sign out'.

Step	Action
3.	Enter a name for the new Run Control ID.
4.	Click <b>Add</b> . 

# Process Document

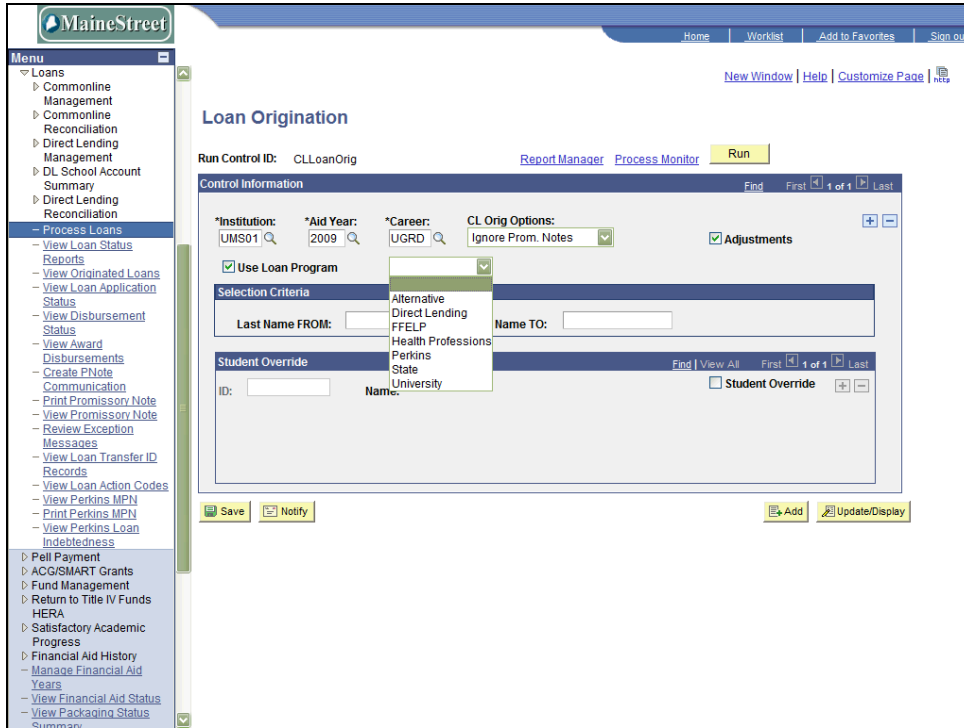
## Financial Aid: Originating a CommonLine Loan-070108



The screenshot shows the 'Loan Origination' page in the MaineStreet system. The 'Control Information' section includes the following fields and options:

- Run Control ID: CLLoanOrig
- Buttons: Report Manager, Process Monitor, Run
- Control Information: Find, First, 1 of 1, Last
- \*Institution: UMS01
- \*Aid Year: 2009
- \*Career: UGRD
- CL Orig Options: Use Prom. Note (dropdown menu)
- Adjustments
- Use Loan Program (dropdown menu)
- Selection Criteria: Last Name FROM: [text box], Last Name TO: [text box]
- Student Override: ID: [text box], Name: [text box],  Student Override
- Buttons: Save, Notify, Add, Update/Display

Step	Action
5.	Make sure the correct <b>Institution, Aid Year</b> and <b>Career</b> are entered.  Select the <b>Adjustments</b> checkbox to process adjustments as well as new originations.
6.	Use the <b>CL Orig Options</b> pull-down menu to select the appropriate option.
7.	Select the <b>Use Loan Program</b> checkbox. <input type="checkbox"/> Use Loan Program
8.	Click the <b>Use Loan Program</b> pull-down menu.



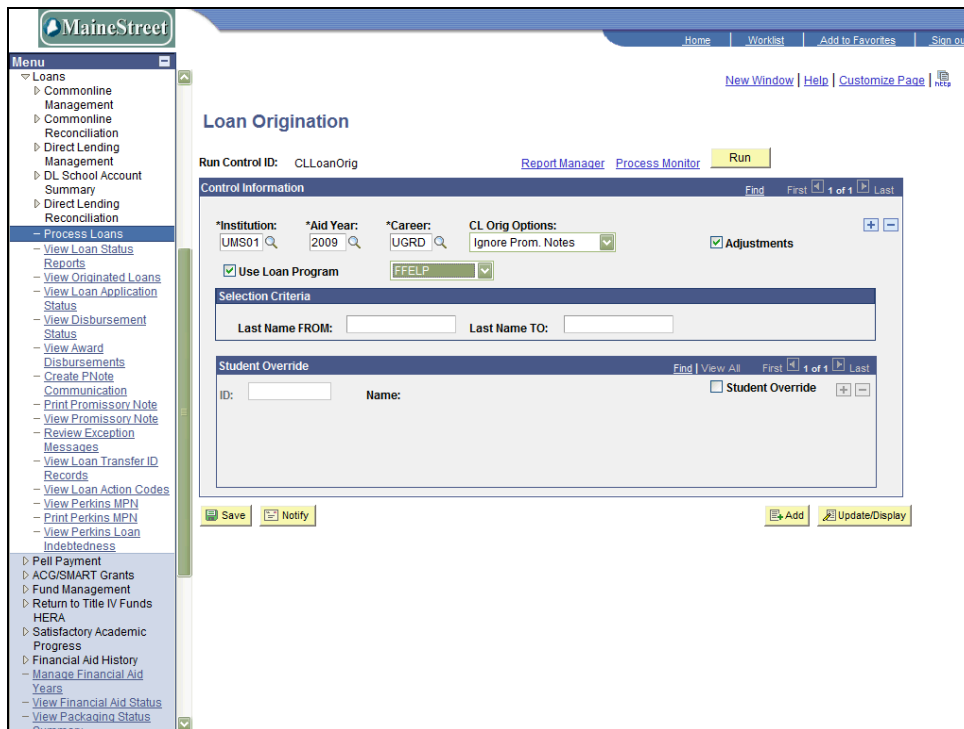
The screenshot shows the 'Loan Origination' interface in the MaineStreet system. The 'Control Information' section contains the following data:

- Run Control ID: CLLoanOrig
- \*Institution: UMS01
- \*Aid Year: 2009
- \*Career: UGRD
- CL Orig Options: Ignore Prom. Notes
- Adjustments:
- Use Loan Program:  (Dropdown menu is open showing: Alternative, Direct Lending, **FFELP**, Health Professions, Perkins, State, University)
- Selection Criteria: Last Name FROM: [ ], Name TO: [ ]
- Student Override:  (ID: [ ], Name: [ ])

Step	Action
9.	Select <b>FFELP</b> from the pull-down menu. <input type="text" value="FFELP"/>

# Process Document

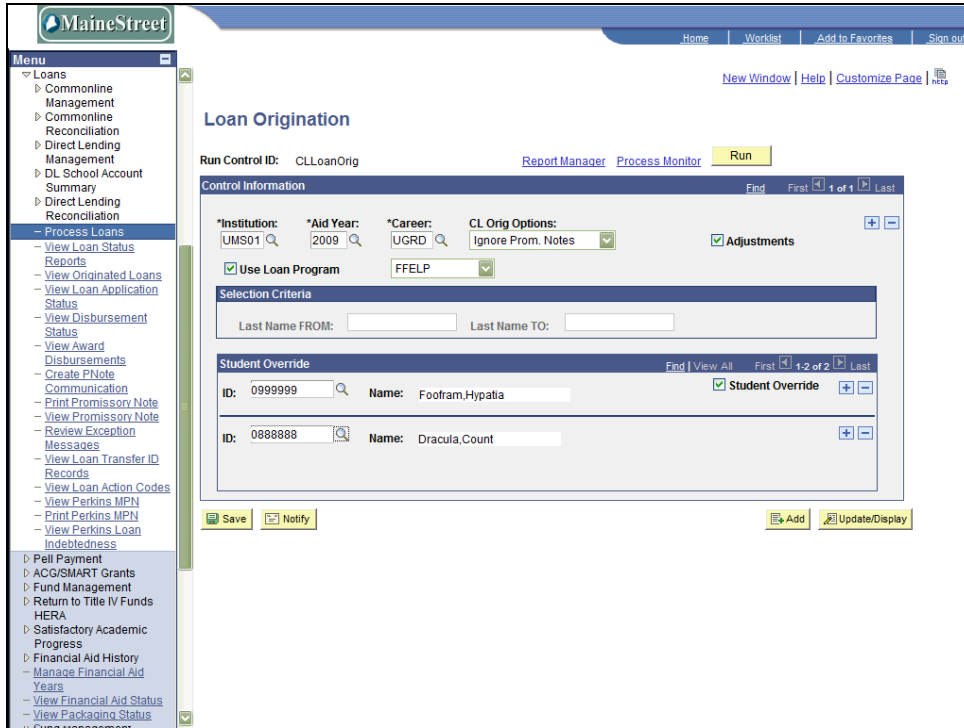
## Financial Aid: Originating a CommonLine Loan-070108



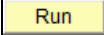
The screenshot shows the 'Loan Origination' page in the MaineStreet system. The left-hand menu is expanded to 'Process Loans'. The main area contains the following sections:

- Run Control ID:** CLLoanOrig. Buttons for 'Report Manager', 'Process Monitor', and 'Run' are visible.
- Control Information:** Search fields for \*Institution (UMS01), \*Aid Year (2009), \*Career (UGRD), and CL Orig Options (Ignore Prom. Notes). A 'Use Loan Program' dropdown is set to 'FFELP'. A checked 'Adjustments' checkbox is present.
- Selection Criteria:** Fields for 'Last Name FROM:' and 'Last Name TO:'.
- Student Override:** A table with columns for 'ID' and 'Name'. A 'Student Override' checkbox is located to the right of the table.

Step	Action
10.	<p>The process will consider all students with accepted FFELP loans for the specified Institution, Aid Year and Career, unless you choose to only process a subset of students.</p> <p>You can limit the processing to a subset of students if desired, by using the <b>Selection Criteria</b> section of the page to limit the processing to students with last names in a specified range.</p> <p>Alternatively, you can limit the processing to a specific set of students. Click the <b>Student Override</b> checkbox. This makes the <b>ID</b> field in the <b>Student Override</b> section of the page available for editing.</p> <p><input type="checkbox"/> Student Override</p>
11.	<p>Enter a student's ID in the <b>ID</b> field. If the student is not eligible for this process (does not have a CommonLine FFELP loan or the loan has not been accepted), you will get an error message.</p>
12.	<p>Click the <b>Add a New Row</b> button to add another student.</p> <p><input data-bbox="370 1669 402 1701" type="button" value="+"/></p>
13.	<p>Enter the student ID in the ID Field. Add as many students as desired.</p>

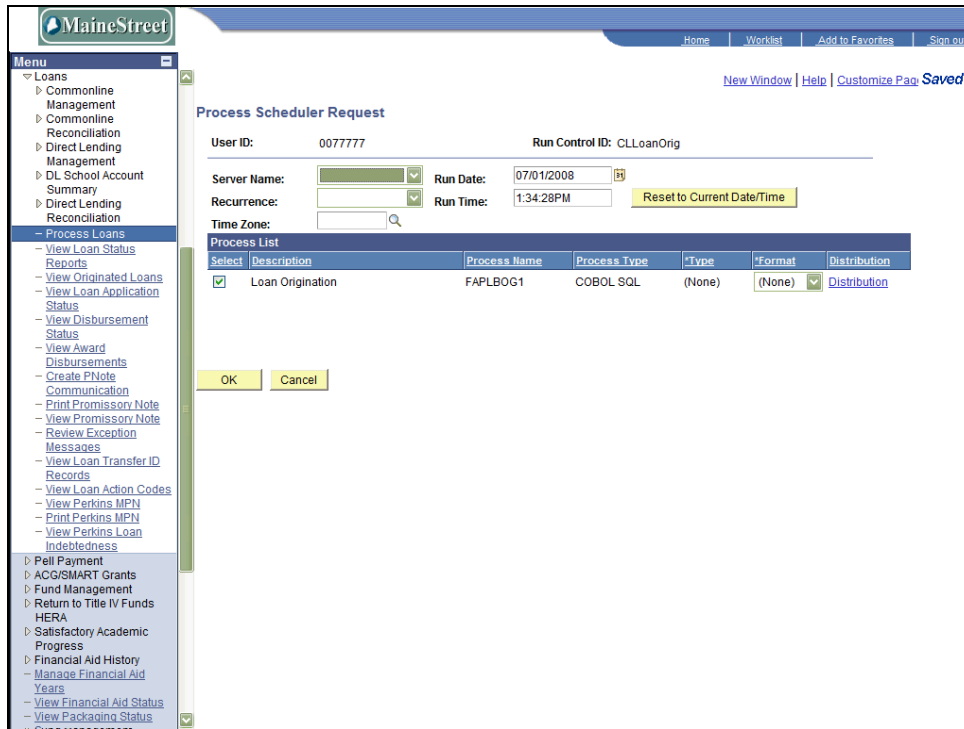


The screenshot shows the 'Loan Origination' interface in the MaineStreet system. The left-hand menu lists various financial aid options, with 'Process Loans' selected. The main area displays search criteria for loan origination, including fields for Institution (UMS01), Aid Year (2009), Career (UGRD), and CL Orig Options (Ignore Prom. Notes). A 'Run' button is visible at the top right of the main content area.

Step	Action
14.	Click <b>Run</b> . 

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



**Process Scheduler Request**

User ID: 0077777      Run Control ID: CLLoanOrig

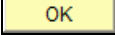
Server Name:       Run Date: 07/01/2008

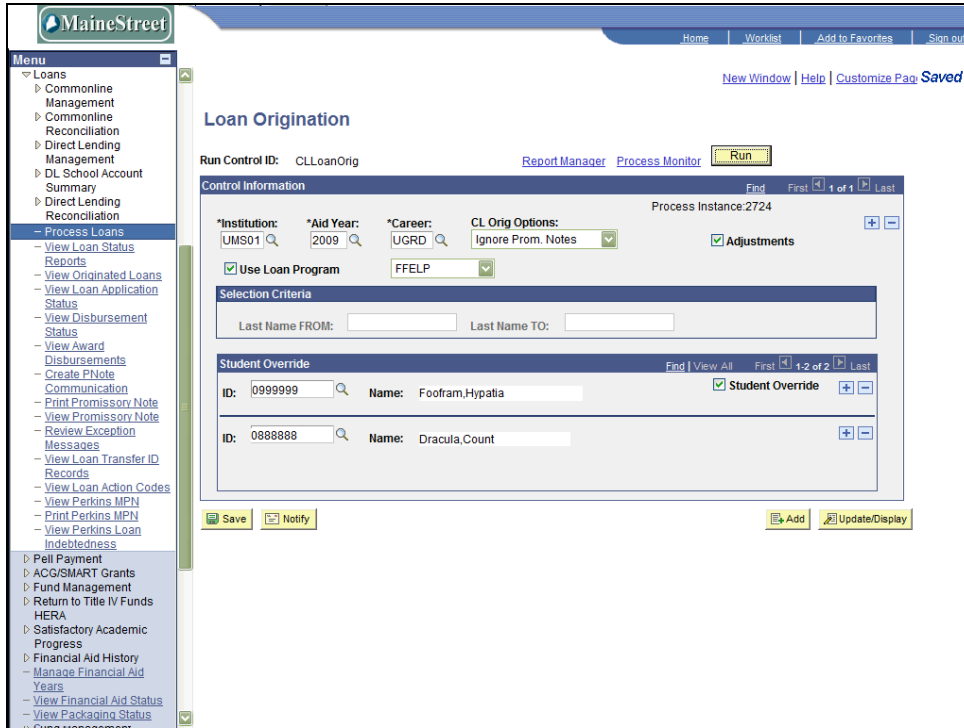
Recurrence:       Run Time: 1:34:28PM      [Reset to Current Date/Time](#)

Time Zone:

Select	Description	Process Name	Process Type	Type	Format	Distribution
<input checked="" type="checkbox"/>	Loan Origination	FAPLBOG1	COBOL SQL	(None)	(None)	Distribution

[OK](#)      [Cancel](#)

Step	Action
15.	Click <b>OK</b> 

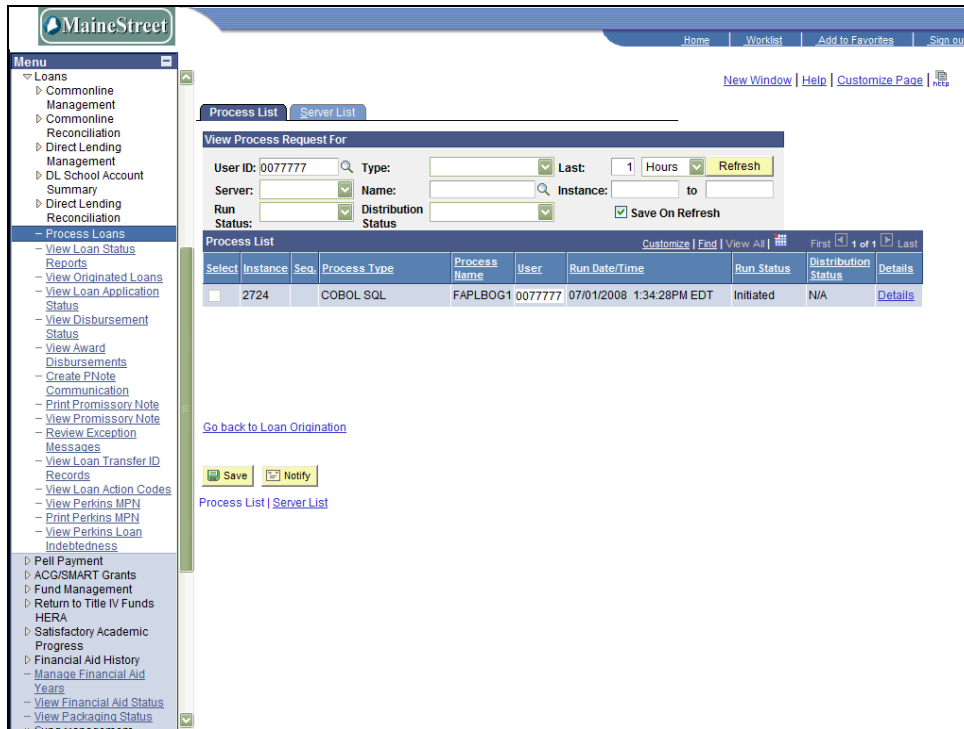


The screenshot shows the 'Loan Origination' screen in the MaineStreet system. The interface includes a navigation menu on the left, a top navigation bar with 'Home', 'Worklist', 'Add to Favorites', and 'Sign out'. The main content area is titled 'Loan Origination' and features a 'Run Control ID: CLLoanOrig' with links for 'Report Manager', 'Process Monitor', and a 'Run' button. Below this is a 'Control Information' section with search fields for '\*Institution:' (UMS01), '\*Aid Year:' (2009), and '\*Career:' (UGRD), along with 'CL Orig Options' and a 'Process Instance: 2724'. A 'Use Loan Program' dropdown is set to 'FFELP'. The 'Selection Criteria' section has fields for 'Last Name FROM:' and 'Last Name TO:'. A 'Student Override' table lists two students: 'Footram, Hypatia' (ID: 0999999) and 'Dracula, Count' (ID: 0888888). At the bottom, there are 'Save', 'Notify', 'Add', and 'Update/Display' buttons.

Step	Action
16.	Click the <b>Process Monitor</b> link. <a href="#">Process Monitor</a>

# Process Document



## Financial Aid: Originating a CommonLine Loan-070108

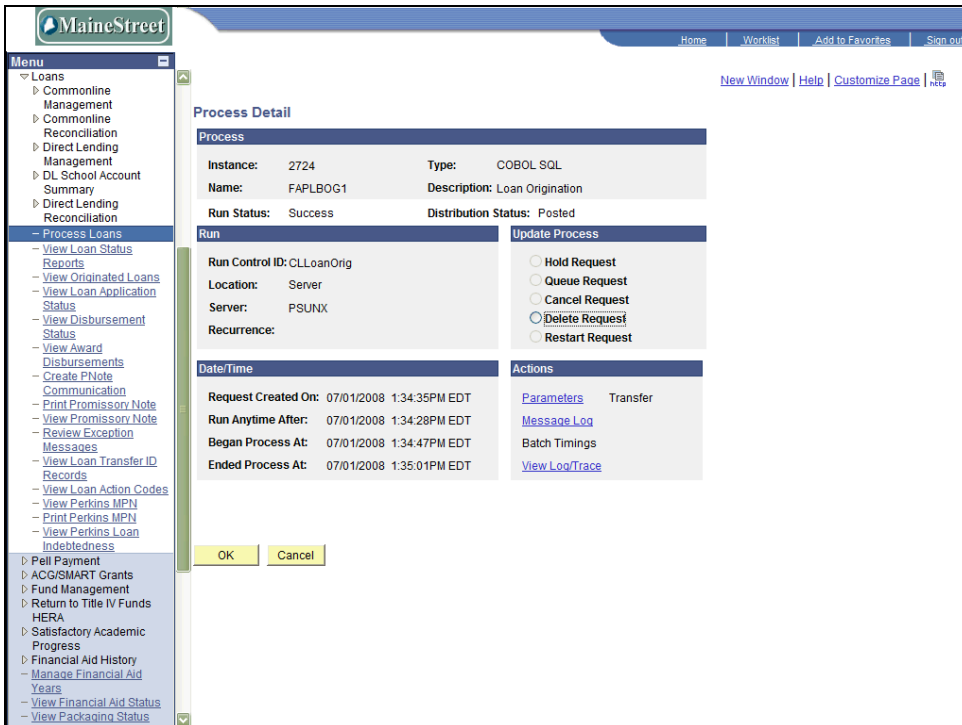


The screenshot shows the 'MaineStreet' application interface. On the left is a navigation menu with categories like 'Loans', 'Management', and 'Financial Aid History'. The main content area is titled 'Process List' and 'Server List'. It features a 'View Process Request For' form with fields for 'User ID' (0077777), 'Type', 'Server', 'Name', 'Instance', and 'Run Status'. A 'Refresh' button is visible. Below the form is a table with the following data:

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	2724		COBOL SQL	FAPLBOG1	0077777	07/01/2008 1:34:28PM EDT	Initiated	N/A	<a href="#">Details</a>

Additional elements include a 'Go back to Loan Origination' link, 'Save' and 'Notify' buttons, and a 'Process List | Server List' link at the bottom.

Step	Action
17.	Click <b>Refresh</b> from time to time until the <b>Run Status</b> is <i>Success</i> and the <b>Distribution Status</b> is <i>Posted</i> . 
18.	To view the Message Log, click the <b>Details</b> link. 

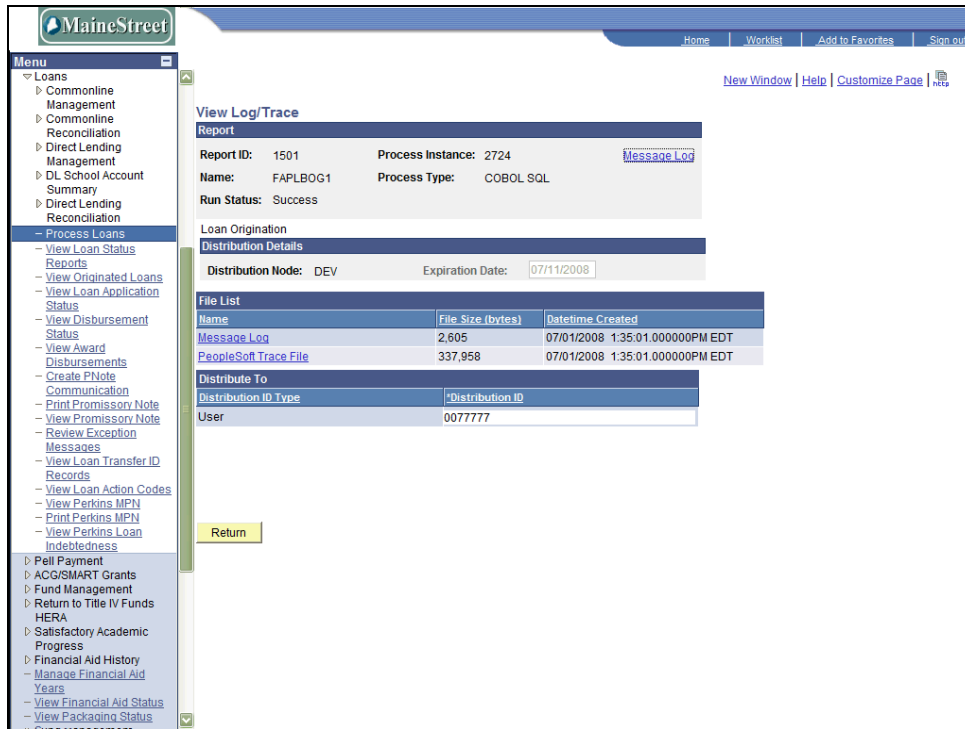


The screenshot shows the 'MaineStreet' web application interface. On the left is a 'Menu' with various options like 'Loans', 'Commonline Management', and 'Process Loans'. The main area is titled 'Process Detail' and shows information for a process with Instance 2724, Name FAPLBOG1, and Description Loan Origination. It includes sections for 'Run' (Run Control ID, Location, Server, Recurrence), 'Date/Time' (Request Created On, Run Anytime After, Began Process At, Ended Process At), and 'Update Process' (Hold Request, Queue Request, Cancel Request, Delete Request, Restart Request). There are also 'Actions' like Parameters, Transfer, Message Log, Batch Timings, and View Log/Trace. At the bottom, there are 'OK' and 'Cancel' buttons.

Step	Action
19.	Click <b>View Log/Trace</b> . <a href="#">View Log/Trace</a>

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



The screenshot shows the 'View Log/Trace' page in the MaineStreet application. The left sidebar contains a menu with categories like Loans, Commonline Management, and Financial Aid History. The main content area displays the following information:

- Report ID:** 1501 **Process Instance:** 2724 [Message Log](#)
- Name:** FAPLBOG1 **Process Type:** COBOL SQL
- Run Status:** Success
- Loan Origination**
- Distribution Details**
  - Distribution Node:** DEV **Expiration Date:** 07/11/2008
- File List**

Name	File Size (bytes)	Datetime Created
<a href="#">Message Log</a>	2,605	07/01/2008 1:35:01.000000PM EDT
<a href="#">PeopleSoft Trace File</a>	337,958	07/01/2008 1:35:01.000000PM EDT
- Distribute To**

Distribution ID Type	Distribution ID
User	0077777

A yellow 'Return' button is located at the bottom left of the main content area.

Step	Action
20.	Clicking <b>Message Log</b> will open a new window with messages.

```

Password:[*****]:
Run Control ID[   ] : CLLoanOrig

Process Instance:[0]:2724

SQL Trace:[0]:255

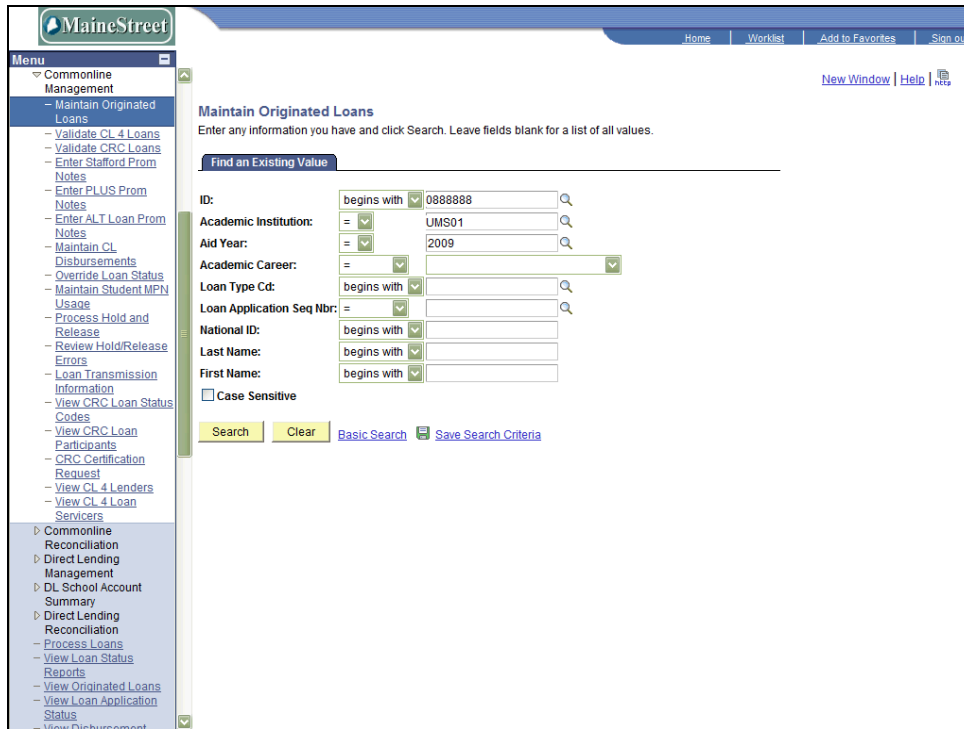
DB Flag:[0]:0

> 2008-07-01-13.34.47.330000 INFO(14430,56) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Begin program execution at 13.34.46.470000 on 2008-07-01
COMMIT LEVEL = 00500
> 2008-07-01-13.34.47.590000 INFO(14430,107) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Loan Origination Beginning for UMS01, 2009, UGRD
> 2008-07-01-13.34.53.460000 INFO(14430,108) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Loan Origination Ending for UMS01, 2009, UGRD
> 2008-07-01-13.34.53.890000 INFO(14430,188) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Total Number of Awards with Bad Integrity      0
> 2008-07-01-13.34.53.910000 INFO(14430,189) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Total Number of Loans with Bad Integrity      0
> 2008-07-01-13.34.53.930000 INFO(14430,91) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Total Number of Loans Adjusted                0
> 2008-07-01-13.34.53.990000 INFO(14430,92) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Total Number of Loan Adjustments with Errors  0
> 2008-07-01-13.34.54.020000 INFO(14430,93) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Total Number of Loans Originated              2
> 2008-07-01-13.34.54.090000 INFO(14430,94) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : Total Number of Incomplete Loan Originations 0
> 2008-07-01-13.34.54.110000 INFO(14430,57) PI(2724) Program(FAPLBOG1)
FAPLBOG1 : End program execution at 13.34.54.110000 on 2008-07-01
  
```

Step	Action
21.	In this example of a message log, note that 2 loans were originated.
22.	To view the results of the origination process, use the Maintain Originated Loans component. Navigate: <b>Financial Aid &gt; Loans &gt; Commonline Management &gt; Maintain Originated Loans.</b>

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



**Maintain Originated Loans**  
 Enter any information you have and click Search. Leave fields blank for a list of all values.

**Find an Existing Value**

ID: begins with 0888888

Academic Institution: UMS01

Aid Year: 2009

Academic Career:

Loan Type Cd: begins with

Loan Application Seq Nbr: =

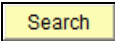
National ID: begins with

Last Name: begins with

First Name: begins with

Case Sensitive

**Search** **Clear** [Basic Search](#) [Save Search Criteria](#)

Step	Action
23.	Enter search criteria to identify a student. Click <b>Search</b> . 



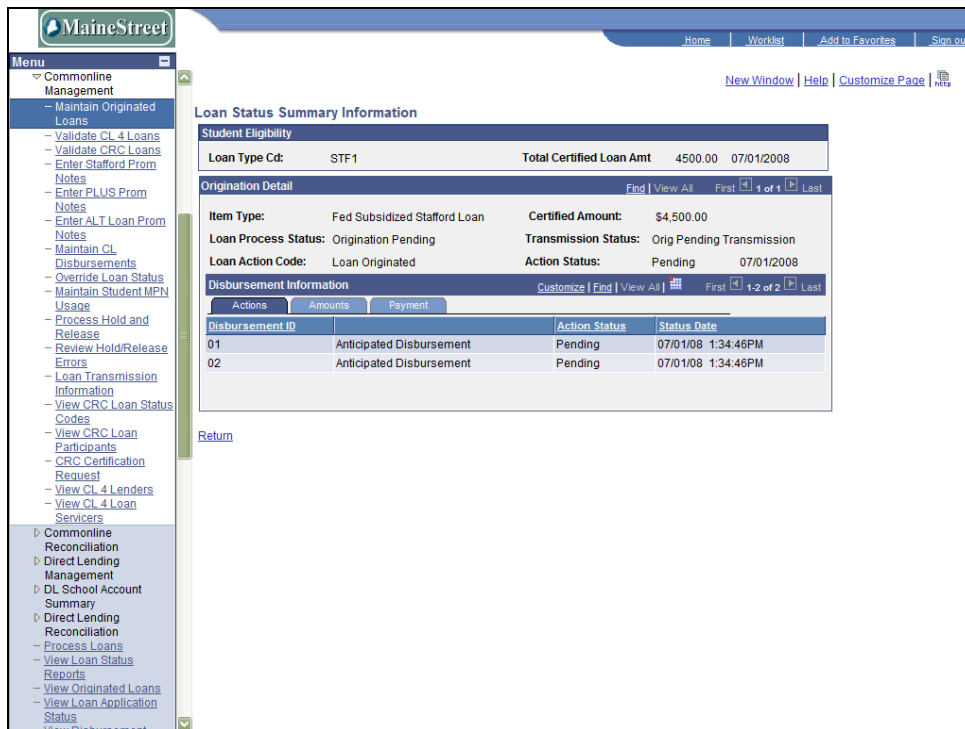
The screenshot shows the 'Loan Origination 1' page in the MaineStreet system. The page is divided into several sections:

- Header:** Includes navigation links like Home, Worklist, Add to Favorites, and Sign out.
- Menu:** A sidebar menu with options like 'Commonline Management', 'Maintain Originated Loans', 'Validate CL 4 Loans', etc.
- Loan Information:**
  - ID: 0888888
  - Career: UGRD
  - Loan Type: STF1
  - Institution: UMS01
  - Aid Year: 2009
  - App'l Seq: 1
- Borrower Information:**
  - Borrower ID: 0888888
  - Borrower SSN: 999-99-9999
  - Borrower Date of Birth: 12/29/1985
  - Driver's License #: 9999999
  - Borrower Requested Amt: \$4,500.00
- Parent/Alternative Loan:**
  - Loan Refund Indicator: Borrower
- Process:**
  - Loan Destination Nbr: 3 (Wilmington Trust CO SLMA)
  - Processing Level: GP (Guarantee and Print Appl)
  - CommonLine Loan Version: CL4
  - Servicer OPEID: ELM Resources (000003)
  - Lender OPEID: Wilmington Trust Co SLMA (802218)
  - Guarantor OPEID: Finance Authority of Maine (723)

Step	Action
24.	<p>Use the <b>Loan Origination 1</b> page to review and update student and borrower information and loan destination. Note that except for Plus loans, the borrower and student are the same.</p> <p>The <b>CommonLine Loan Version</b> should be <b>CL4</b>.</p> <p>The <b>Loan Destination Nbr</b> field will be populated from a previous loan, if one exists. If the field is blank, you must enter a value. The remaining fields in the <b>Process</b> section of the page will be automatically populated.</p>
25.	<p>Click the <b>Loan Status Summary</b> link.</p> <p><a href="#">Loan Status Summary</a></p>

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



**Loan Status Summary Information**

**Student Eligibility**

Loan Type Cd:	STF1	Total Certified Loan Amt:	4500.00	07/01/2008
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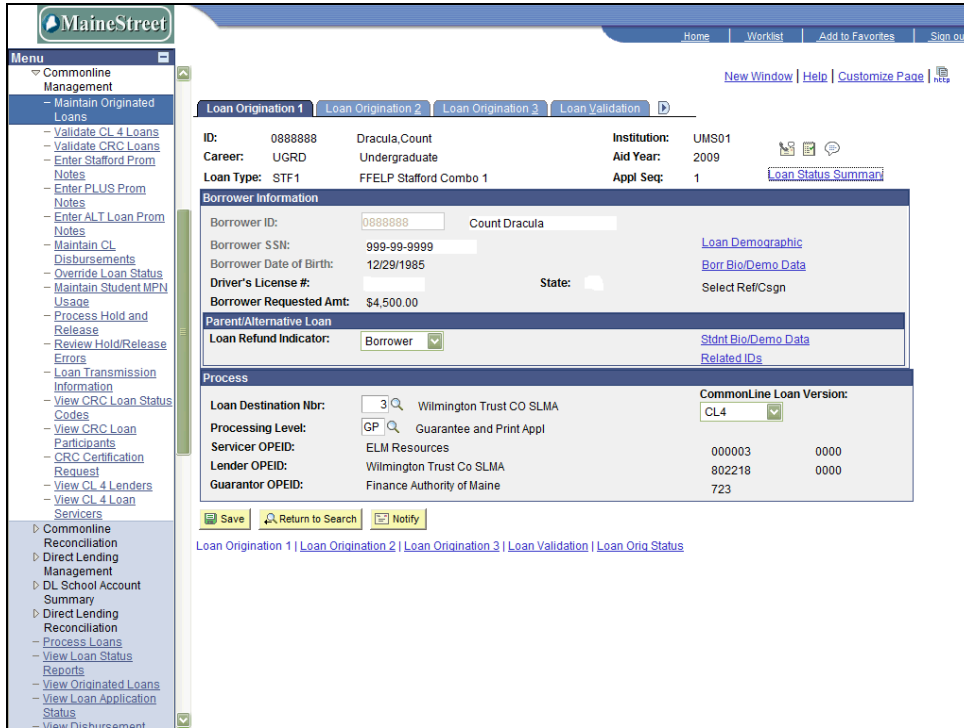
**Origination Detail**

Item Type:	Fed Subsidized Stafford Loan	Certified Amount:	\$4,500.00
Loan Process Status:	Origination Pending	Transmission Status:	Orig Pending Transmission
Loan Action Code:	Loan Originated	Action Status:	Pending 07/01/2008

**Disbursement Information**

Disbursement ID	Amounts	Payment	Action Status	Status Date
01	Anticipated Disbursement		Pending	07/01/08 1:34:46PM
02	Anticipated Disbursement		Pending	07/01/08 1:34:46PM

Step	Action
26.	<p>On the Loan Status Summary page you can view a record of actions relative to this loan. In the example, the loan has been originated, but is pending authorization and transmission. Disbursement is pending.</p> <p>Values for the <b>Loan Process Status</b> are:  <i>Cancelled</i>, <i>Hold</i> (loan denied by the servicer), <i>In Service</i> (has been transmitted to servicer), <i>Terminated</i> (cancelled prior to transmission), and <i>Origination Pending</i> (waiting for authorization).</p> <p>Values for <b>Transmission Status</b> are:  <i>Accepted</i> (Servicer has accepted the loan), <i>Change Pending Transmission</i> (an adjustment has not yet been sent to the servicer), <i>Origination Pending Transmission</i>, <i>Transmitted</i>.</p>
27.	<p>Use the <b>Amounts</b> and <b>Payment</b> tabs in the <b>Disbursement Information</b> section of the page to view disbursement activity. Click the <b>Amounts</b> tab.</p> <p><a href="#">Amounts</a></p>
28.	<p>Click <b>Return</b>.</p> <p><a href="#">Return</a></p>



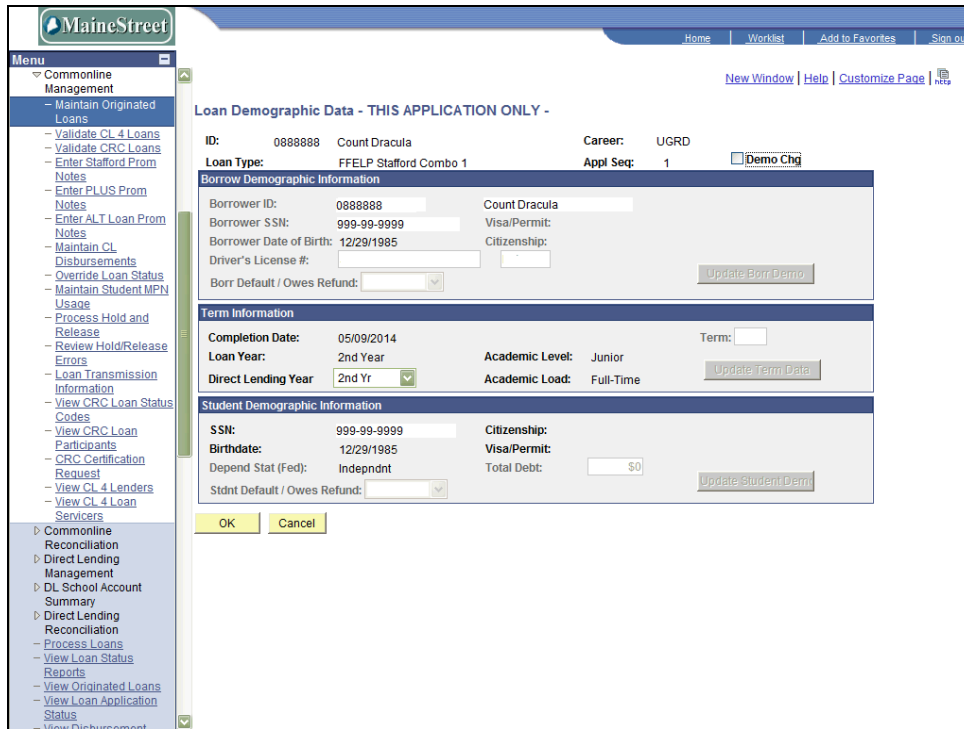
The screenshot shows the 'MaineStreet' web application interface. On the left is a navigation menu with categories like 'Commonline Management', 'Direct Lending Management', and 'Direct Lending Reconciliation'. The main content area displays loan details for 'Loan Origination 1'. The borrower is 'Count Dracula' with ID '0888888'. The loan type is 'STF1' and the amount is '\$4,500.00'. The lender is 'Wilmington Trust CO SLMA'. There are several links for further actions, including 'Loan Demographic', 'Borr Bio/Demo Data', and 'Related IDs'.

Borrower Information	
Borrower ID:	0888888 Count Dracula
Borrower SSN:	999-99-9999 <a href="#">Loan Demographic</a>
Borrower Date of Birth:	12/29/1985 <a href="#">Borr Bio/Demo Data</a>
Driver's License #:	State: <input type="text"/> <a href="#">Select Ref/Csgn</a>
Borrower Requested Amt:	\$4,500.00
Parent/Alternative Loan	
Loan Refund Indicator:	Borrower <a href="#">Stntn Bio/Demo Data</a> <a href="#">Related IDs</a>
Process	
Loan Destination Nbr:	3 <input type="text"/> Wilmington Trust CO SLMA <a href="#">CommonLine Loan Version:</a> CL4 <input type="text"/>
Processing Level:	GP <input type="text"/> Guarantee and Print Appl
Servicer OPEID:	ELM Resources 000003 0000
Lender OPEID:	Wilmington Trust Co SLMA 802218 0000
Guarantor OPEID:	Finance Authority of Maine 723

Step	Action
29.	Click the <b>Loan Demographic</b> link. <a href="#">Loan Demographic</a>

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



**MaineStreet** Home | Worklist | Add to Favorites | Sign out

**Menu**

- Commonline Management
  - Maintain Originated Loans
    - Validate CL 4 Loans
    - Validate CRC Loans
    - Enter Stafford Prom Notes
    - Enter PLUS Prom Notes
    - Enter A/T Loan Prom Notes
    - Maintain CL Disbursements
    - Override Loan Status
    - Maintain Student MPN Usage
    - Process Hold and Release
    - Review Hold/Release Errors
    - Loan Transmission Information
    - View CRC Loan Status Codes
    - View CRC Loan Participants
    - CRC Certification Request
    - View CL 4 Lenders
    - View CL 4 Loan Services
  - Commonline Reconciliation
  - Direct Lending Management
  - DL School Account Summary
  - Direct Lending Reconciliation
    - Process Loans
    - View Loan Status Reports
    - View Originated Loans
    - View Loan Application Status
    - View Disbursement

**Loan Demographic Data - THIS APPLICATION ONLY -**

ID: 0888888 Count Dracula Career: UGRD  
 Loan Type: FFELP Stafford Combo 1 Appl Seq: 1  Demo Chg

**Borrower Demographic Information**


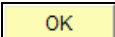
Borrower ID: 0888888 Count Dracula  
 Borrower SSN: 999-99-9999 Visa/Permit:  
 Borrower Date of Birth: 12/29/1985 Citizenship:  
 Driver's License #:   
 Borr Default / Owes Refund:

**Term Information**

Completion Date: 05/09/2014 Term:   
 Loan Year: 2nd Year Academic Level: Junior   
 Direct Lending Year: 2nd Yr Academic Load: Full-Time

**Student Demographic Information**

SSN: 999-99-9999 Citizenship:  
 Birthdate: 12/29/1985 Visa/Permit:  
 Depend Stat (Fed): Independnt Total Debt: \$0  
 Stdnt Default / Owes Refund:

Step	Action
30.	<p>On this page you can select the <b>Demo Chg</b> checkbox and make certain changes to the borrower's or student's demographic data. However, any changes made here are not reflected back to the Campus Community entry for the student/parent. It is preferable to change the data in Campus Community.</p> <p>Click the <b>Demo Chg</b> checkbox.</p> 
31.	<p>Once the <b>Demo Chg</b> checkbox is selected certain fields are open for editing on this page. After making changes, click the corresponding "Update" button.</p> <p>Click <b>OK</b>.</p> 



The screenshot shows the 'MaineStreet' web application interface. The left sidebar contains a 'Menu' with various options like 'Commonline Management', 'Maintain Originated Loans', and 'Process Loans'. The main content area displays loan details for 'Loan Origination 1'. Key information includes: ID: 0888888, Career: UGRD, Institution: UMS01, Aid Year: 2009, Loan Type: STF1, and Borrower Name: Count Dracula. The 'Borrower Information' section shows fields for Borrower ID, SSN, Date of Birth, License #, and State. The 'Process' section includes 'Loan Destination Nbr' (Wilmington Trust CO SLMA), 'Processing Level' (GP), and various OPEID values. At the bottom, there are buttons for 'Save', 'Return to Search', and 'Notify'.

Step	Action
32.	<p>The <b>Borr Bio/Demo Data</b> and <b>Stdnt Bio/Demo Data</b> links bring up new windows with the <b>Add/Update a Person</b> component. Of course, the borrower and the student are the same except for PLUS loans.</p> <p>The <b>Related IDs</b> link brings up the <b>Relationships</b> page for the student, used when processing PLUS loans.</p>
33.	<p>Click the <b>Loan Origination 2</b> tab.</p> <p><a href="#">Loan Origination 2</a></p>

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



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[Loan Origination 1](#) | [Loan Origination 2](#) | [Loan Origination 3](#) | [Loan Validation](#) | [Loan Orig Status](#)

**ID:** 0888888    **Institution:** UMS01  
**Career:** UGRD Undergraduate    **Aid Year:** 2009  
**Loan Type:** STF1    FFELP Stafford Combo 1    **Appl Seq:** 1

**Loan Application Data**

**Origination Total:** \$4,500.00    **Loan Period Start:** 09/02/2008     **Override Loan Dates**  
**Loan Period End:** 05/09/2009    **Loan Certification Date:** 07/01/2006

**Origination Detail**

**Borrower Requested Amt:** \$4,500.00    **Item Type:** 000010500005 Fed Subsidized Stafford Loan  
**Loan Certified Amount:** \$4,500.00    **Loan Application ID:** 0067600000AE4K002    [Update ID](#)  
**Loan Approved Amount:** \$0.00    **Anticipated Net Amount:** \$4,500.00    **Anticipated Loan Fees:** \$0.00

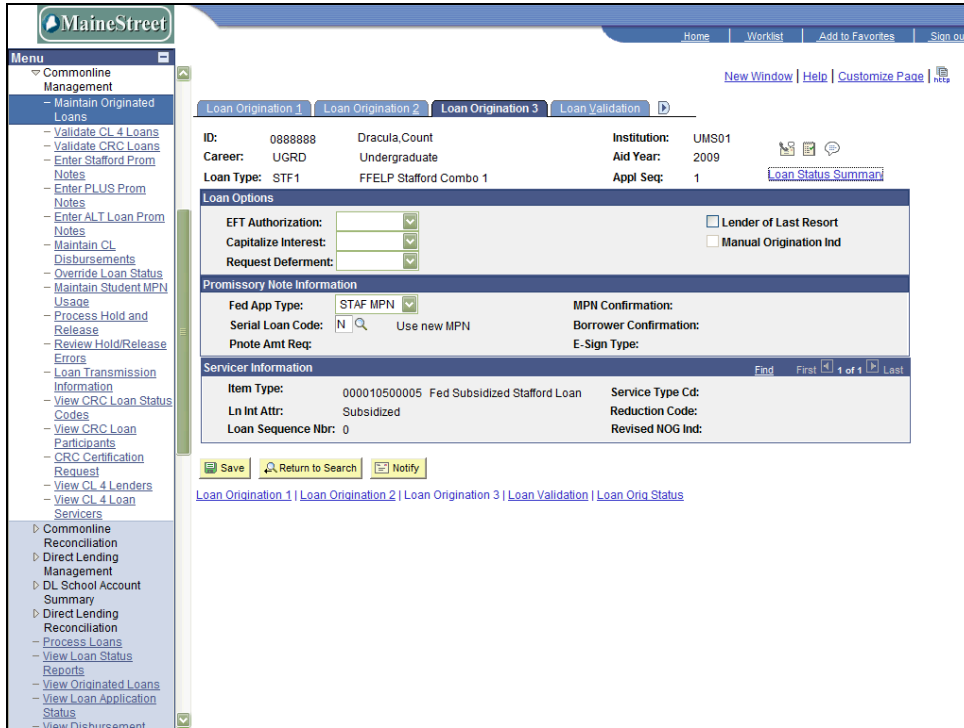
[Disbursements](#) | [Hold/Release](#) | [Direct Disbursement](#)

DisbursementID	Request Date	Disbursement Amount	Net Disbursement
01	08/22/2008	\$2,250.00	\$2,250.00
02	01/02/2009	\$2,250.00	\$2,250.00

[Save](#) | [Return to Search](#) | [Notify](#)

[Loan Origination 1](#) | [Loan Origination 2](#) | [Loan Origination 3](#) | [Loan Validation](#) | [Loan Orig Status](#)

Step	Action
34.	Use the Loan Origination 2 page to review and change loan start, end, certification and scheduled disbursement dates. To make date changes, select the <b>Override Loan Dates</b> checkbox. <input type="checkbox"/> <b>Override Loan Dates</b>
35.	The date fields are available to edit.
36.	Click the <b>Loan Origination 3</b> tab. <a href="#">Loan Origination 3</a>



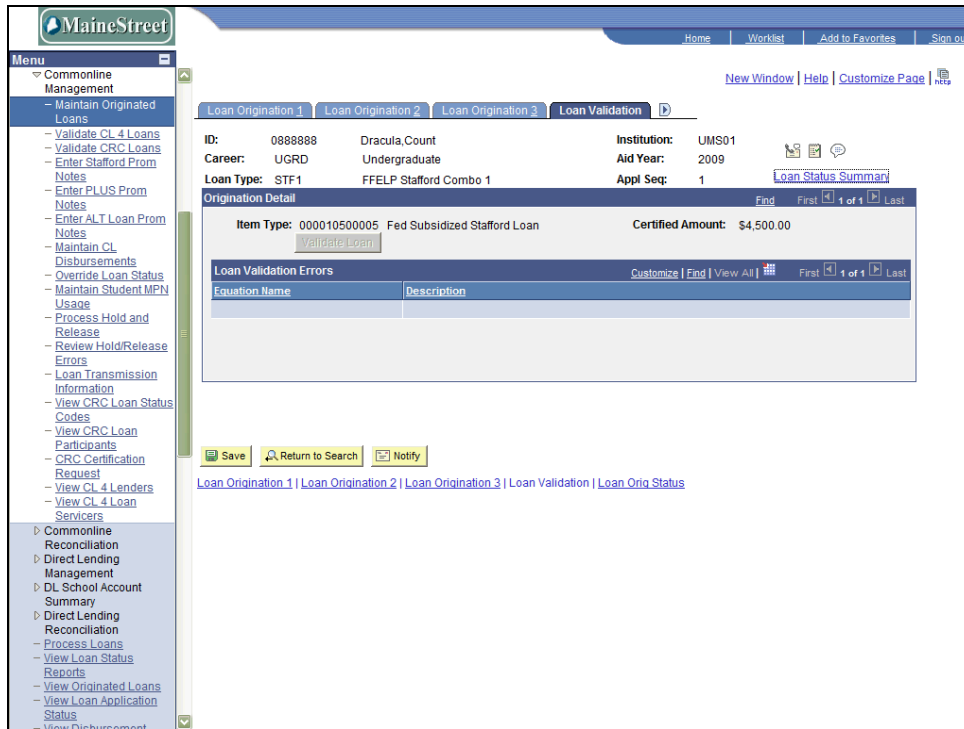
The screenshot shows the 'Loan Origination 3' page in the MaineStreet system. The left sidebar contains a 'Menu' with various options like 'Commonline Management', 'Maintain Originated Loans', and 'Commonline Reconciliation'. The main content area displays the following information:

- Loan Origination 3** (selected tab)
- ID:** 0888888, **Dracula, Count**, **Institution:** UMS01
- Career:** UGRD, **Undergraduate**, **Aid Year:** 2009
- Loan Type:** STF1, **FFELP Stafford Combo 1**, **Appl Seq:** 1
- Loan Options:**
  - EFT Authorization: [dropdown]
  - Capitalize Interest: [dropdown]
  - Request Deferment: [dropdown]
  - Lender of Last Resort
  - Manual Origination Ind
- Promissory Note Information:**
  - Fed App Type: STAF MPN
  - Serial Loan Code: N [input] Use new MPN
  - MPN Confirmation: [input]
  - Borrower Confirmation: [input]
  - Photo Amt Req: [input]
  - E-Sign Type: [input]
- Servicer Information:**
  - Item Type: 000010500005 Fed Subsidized Stafford Loan
  - Ln Int Attr: Subsidized
  - Loan Sequence Nbr: 0
  - Service Type Cd: [input]
  - Reduction Code: [input]
  - Revised NOG Ind: [input]

Step	Action
37.	Use the <b>Loan Origination 3</b> page to review and update certain CommonLine processing options.
38.	Click the <b>Loan Validation</b> tab. <a href="#">Loan Validation</a>

# Process Document


## Financial Aid: Originating a CommonLine Loan-070108

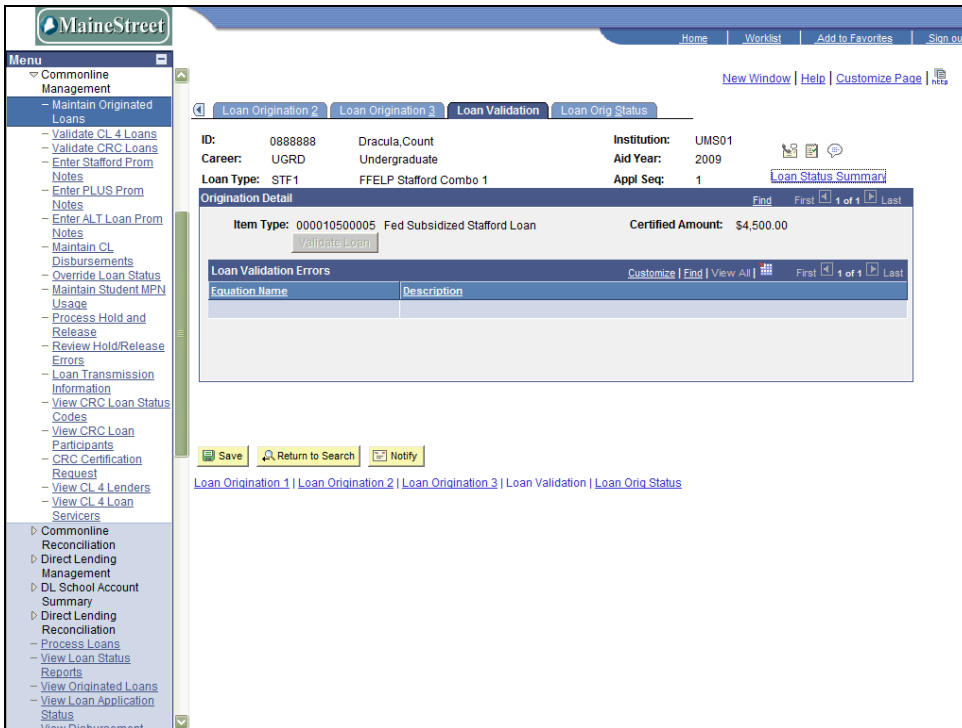


The screenshot shows the 'Loan Validation' page in the MaineStreet system. The left sidebar contains a menu with options like 'Validate CL 4 Loans', 'Enter Stafford Prom Notes', and 'View CL 4 Lenders'. The main content area shows the following details:

- Loan Origination 1 | Loan Origination 2 | Loan Origination 3 | Loan Validation**
- ID:** 0888888 **Dracula.Count** **Institution:** UMS01
- Career:** UGRD **Undergraduate** **Aid Year:** 2009
- Loan Type:** STF1 **FFELP Stafford Combo 1** **Appl Seq:** 1
- Item Type:** 000010500005 **Fed Subsidized Stafford Loan** **Certified Amount:** \$4,500.00
- Loan Validation Errors** table with columns: Equation Name, Description

Buttons at the bottom include: Save, Return to Search, Notify. Navigation links: Loan Origination 1 | Loan Origination 2 | Loan Origination 3 | Loan Validation | Loan Orig Status

Step	Action
39.	<p>Use the <b>Loan Validation</b> page to review validation errors if any exist after the Loan Validation process is run.</p> <p>Click the "<b>Show Following Tabs</b>" button to see the remaining tab.</p> 



Step	Action
40.	Click the <b>Loan Orig Status</b> tab. <a href="#">Loan Orig Status</a>

# Process Document

## Financial Aid: Originating a CommonLine Loan-070108



MaineStreet

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Loan Origination 2 | Loan Origination 3 | Loan Validation | **Loan Orig Status**

ID: 0888888 Dracula,Count Institution: UMS01  
 Career: UGRD Undergraduate Aid Year: 2009  
 Loan Type: STF1 FFELP Stafford Combo 1 Appl Seq: 1 [Loan Status Summary](#)

Manual Action  
 Hold Loan  Remove Hold Hold Information [Update Origination](#)

Origination Detail Find First 1 of 1 Last

Item Type	Offer Amount	Accept Amount	Ln Proc Stat
000010500005 <a href="#">Detail</a>	ORIGINATED \$4500.00	\$4500.00	Orig Pend
Loan Application ID	ACKNOWLEDGED \$0.00	\$0.00	Orig Trans Stat: Orig Pend
0067600000AE4K002 <span>Customize Find View All First 1-2 of 2 Last</span>			

Disbursement ID	Offer Balance	Accept Balance	Net Disb Balance
01 <a href="#">Detail</a>	\$2250.00	\$2250.00	\$2250.00
02 <a href="#">Detail</a>	\$2250.00	\$2250.00	\$2250.00

[Save](#) [Return to Search](#) [Notify](#)

[Loan Origination 1](#) | [Loan Origination 2](#) | [Loan Origination 3](#) | [Loan Validation](#) | [Loan Orig Status](#)

Step	Action
41.	<p>Use the <b>Loan Orig Status</b> page to apply or remove a hold on a loan. To apply a hold (or remove one), click the corresponding radio button in the <b>Manual Action</b> section of the page, and then click the <b>Update Origination</b> button.</p> <p>Click the <b>Detail</b> link in the <b>Origination Detail</b> section of the page to see more information on the loan</p> <p><a href="#">Detail</a></p>



The screenshot shows the 'MaineStreet' web application interface. On the left is a navigation menu with categories like 'Commonline Management', 'Commonline Reconciliation', 'Direct Lending Management', and 'DL School Account Summary'. The main content area is titled 'Origination Detail' and displays the following information:

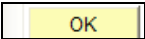
- Item Type: 000010500005 Fed Subsidized Stafford Loan
- Appl Seq: 1
- Summary table:
 

	ORIGINATED	ACKNOWLEDGED
Offer Amount:	\$4500.00	\$0.00
Accept Amount:	\$4500.00	\$0.00
Loan Fee Amount:	\$0.00	
- CURRENT APPLICATION table:
 

Loan Certified Amount:	\$4500.00	\$0.00
Borrower Requested Amt:	\$4500.00	\$0.00
- Loan Application ID: 0067600000AE4K002
- Loan Actions table:
 

Seq #	Action Code	Loan Action Dttm	Status	Phase Code
1	O	07/01/2008 1:34:46PM	Pending	

At the bottom of the Loan Actions table, there are 'OK' and 'Cancel' buttons.

Step	Action
42.	<p>The <b>Origination Detail</b> page contains a record of actions relative to this loan.</p> <p>Click <b>OK</b>.</p> 
43.	<b>End of Procedure.</b>