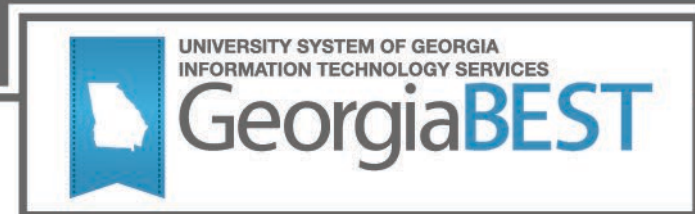# Information Technology Services

Test Plan

Financial Aid Data Collection (FADC) 18-19

Table of Content

Test Plan for Financial Aid 18-19

This test plan is to be used for certifying the following changes:

- New and Updated Data Elements

- New and Updated Validation Rules

- New and Updated Reports

- Enhancements to the Financial Aid data Element Dictionary (DED)

General Testing Instructions

Testing should be performed to validate the functionality being delivered with this release. In order to thoroughly test this release, please follow your normal business practices and processes to see if the modification runs correctly while trying multiple scenarios that you might not normally encounter in an effort to identify any anomalies in the process.

Support for Testing

For support during testing, contact the Academic Data Collections team:

- Email DW_Test@usg.edu

For emergency, business interruptions or production down situations, call the ITS Helpdesk immediately

- 706-583-2001

- Toll-free within Georgia: 1-888-875-3697

Returning Test Results

When testing is complete, return the completed test plan as an email attachment to DW_Test@usg.edu

Preparation for Testing

The FADC 1.2 release must be applied to your TEST database used to prepare for testing. Please follow the steps below to prepare for testing the release:

Step 1

Apply Financial Aid Release 1.2 to your TEST Banner database.

Step 2

Turn on the ITS version of GlobalProtect VPN (for beta testing only). For download, install and login instructions, email DW_Test@usg.edu.

Step 3

Run the USG Extract in the TEST environment using the following URL:
https://apps.tst.usg.edu/ords/f?p=38576

(NOTE: If you experience access issues, please clear your bowser cache and ensure you are not using a bookmarked URL.)

Step 4

Review the Validation Error Summary to validate changes included in the release in the Cognos TEST environment using the following URL: https://analytics.tst.usg.edu/cognos/cgi-bin/cognos.cgi

New and Updated Data Elements

The following new data elements are included in this release:

- FAFSA Application Receipt Date (FNA017)

- NSLDS Pell Lifetime Eligibility Used (FNA018)

- NSLDS Pell Lifetime Limit Flag (FNA019)

- Subsidized Usage Limit Applies Flag (FNA020)

- Subsidized Usage Period (FNA021)

- Undergraduate Subsidized Loan Limit Flag (FNA022)

- Undergraduate Combo Loan Limit Flag (FNA023)

- Graduate Subsidized Loan Limit Flag (FNA024)

- Graduate Combined Loan Limit Flag (FNA025)

- Marital Status (FNA026)

- Supported Children Flag (FNA027)

- Other Dependents Flag (FNA028)

- Parent Medicaid or Supplemental Security Income Receipt (FNA029)

- Parent Supplemental Nutrition Assistance Program (SNAP) Receipt (FNA030)

- Parent Free or Reduced Price School Lunch Receipt (FNA031)

- Parent Temporary Assistance for Needy Families (TANF) Receipt (FNA032)

- Parent Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Receipt (FNA033)

- Student Medicaid or Supplemental Security Income Receipt (FNA034)

- Student Supplemental Nutrition Assistance Program (SNAP) Receipt (FNA035)

- Student Free or Reduced Price School Lunch Receipt (FNA036)

- Student Temporary Assistance for Needy Families (TANF) Receipt (FNA037)

- Student Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Receipt (FNA038)

- Cost of Attendance (FNA039)

- Budget Type Code (FNA040)

- Budget Component Code (FNA041)

- Budget Component Description (FNA042)

- Budget Component Amount (FNA043)

The following existing data elements have been updated in this release:

- Fund Code (FNA003)

New and Updated Validation Rules

The following new validation rules are included in this release:

- VFNA044 - If student has EFC, then FAFSA Application Receipt Date cannot be null.

- VFNA045 - If student has EFC, then NSLDS Pell Lifetime Eligibility Used cannot be null.

- VFNA046 - If populated, then Pell Lifetime Limit Flag must be C, E, H or N.

- VFNA047 - If student has EFC, then Subsidized Usage Limit Applies Flag cannot be null.

- VFNA048 - Subsidized Usage Limit Applies Flag must be Y or N.

- VFNA049 - If student has EFC, then Subsidized Usage Period cannot be null.

- VFNA050 - If populated, then Undergraduate Subsidized Loan Limit Flag must be C, E, N or R.

- VFNA051 - If populated, then Undergraduate Combo Loan Limit Flag must be C, E, N or R.

- VFNA052 - If populated, then Graduate Subsidized Loan Limit Flag must be C, E, N or R.

- VFNA058 - Parent Medicaid or Supplemental Security Income Receipt must be Y or N.

- VFNA060 - Parent Supplemental Nutrition Assistance Program (SNAP) Receipt must be Y or N.

- VFNA062 - Parent Free or Reduced Price School Lunch Receipt must be Y or N.

- VFNA064 - Parent Temporary Assistance for Needy Families (TANF) Receipt must be Y or N.

- VFNA066 - Parent Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Receipt must be Y or N.

- VFNA067 - Student Medicaid or Supplemental Security Income Receipt must be Y or N.

- VFNA068 - Student Supplemental Nutrition Assistance Program (SNAP) Receipt must be Y or N.

- VFNA069 - Student Free or Reduced Price School Lunch Receipt must be Y or N.

- VFNA070 - Student Temporary Assistance for Needy Families (TANF) Receipt must be Y or N.

- VFNA071 - Student Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Receipt must be Y or N.

The following existing validation errors have been updated in this release:

- VSID036 – There must be at least one student per institution with a DIRECT Fund Code.

- VSID041 – There must be at least one student per institution with an FWS Fund Code.

- VSID042 – There must be at least one student per institution with an SEOG Fund Code.

Test Scenario 1:

1. In Cognos, click the Validation Error Summary link on the left side of the page under the heading, Validation Errors.

2. Using the drop down box under the heading, FADC Errors – System Summary, select Severity Level Error. If errors are listed in the Total Errors column, click the link to view the listing of errors by Category, Record Type and Business Rule Code.

3. For each Business Rule Code, click the View/Download link to view a detailed listing of errors.

4. For each Business Rule Code, review the validity of each error code by reviewing the Attribute Content for a sample of errors.

Testing successful? (circle one) Yes/No

If testing was unsuccessful, please explain issues, in detail, here:

Signature

Title

New and Updated Reports

The following new reports are included in this release:

- Trend Report – Institutional Funds

- Table Dump – Student Cost of Attendance Detail

- Data Element Dictionary (DED)

The following existing mimic tables have been updated in this release:

- FADC_STUDENT_SUMMARY_MIMIC

- PDC_FADM_STU_SUMMARY_MIMIC

The following existing reports have been updated in this release:

- Trend Report – Student Funds

- Institution Summary by Award Year

Test Scenario 1:

1. In Cognos, verify the presence of the following reports and table dumps under the heading Data Collection Review on the left side of the page:

- Institutional Summary by Award Year

- Student Search by Institution ID

- Table Dump – Cost of Attendance Detail

- Table Dump – Student Funds

- Table Dump – Student Institutional Funds

- Table Dump – Student Summary

- Trend Report - Institutional Funds

- Trend Report – Student Funds

- Trend Report – Student Summary

Test Scenario 2:

1. In Cognos, select the Institution Summary by Award Year report from the menu on the left side of the page under Data Collection Review.

2. Verify that the Total number of students and Total number of students with $ amount > 0 are accurate.

Test Scenario 3:

1. In Cognos, select the Table Dump – Student Cost of Attendance Detail report from the menu on the left side of the page under Data Collection Review.

2. Verify that the BUDGET_TYPE_CODE, BUDGET_COMP_CODE and BUDGET_COMP_DESC match the codes and descriptions used by your institution.

3. For a sample of students, verify that the budget component codes, budget component descriptions and budget component amounts are correct.

Test Scenario 4

1. In Cognos, select the Table Dump – Student Summary report from the menu on the left side of the page under Data Collection Review.

2. Verify the presence of the following added columns:

- FAFSA_APP_RECEIPT_DATE
- NSLDS_PELL_LEU
- NSLDS_PELL_LEU_LIMIT_FLAG
- SUB_USE_LIMIT_FLAG
- SUB_USAGE_PERIOD
- UG_SUB_LOAN_LIMIT_FLAG
- UG_COMBO_LOAN_LIMIT_FLAG
- GR_SUB_LOAN_LIMIT_FLAG
- GR_COMBO_LOAN_LIMIT FLAG
- MARITAL_STATUS
- SUPPORTED_CHILDREN_FLAG
- OTHER_DEPENDENTS_FLAG

- PARENT_SSI_RECEIVED

- PARENT_SNAP_RECEIVED

- PARENT_SCHOOL_LUNCH

- PARENT_TANF_RECEIVED

- PARENT_WIC_RECEIVED

- STUDENT_SNAP_RECEIVED

- STUDENT_SCHOOL_LUNCH

- STUDENT_TANF_RECEIVED

- STUDENT_WIC_RECEIVED

- COST_OF_ATTENDENCE

- STUDENT_SSI_RECEIVED

3. For a selection of students, verify that the data is these new columns is accurate.

Test Scenario 5

1. In Cognos, select the Trend Report – Institutional Funds from the menu on the left side of the page under Data Collection Review.

2. Review the Institutional Funds Two Year Comparison Report to confirm that data is accurate.

Test Scenario 6

1. In Cognos, select the Trend Report – Student Funds from the menu on the left side of the page under Data Collection Review.

2. Review the Regents Funds Two Year Comparison Report to confirm that data is accurate.

3. Select the HOPE/PELL/ZELL tab at the top of the page, select HOPE in the drop down box, and click the Finish button. Verify that the data for HOPE funds is accurate.

4. Select ZELL in the drop down box and click the Finish button. Verify that the data for ZELL funds is accurate.

5. Select PELL in the drop down box and click the Finish button. Verify that the data for PELL funds is accurate.

Test Scenario 7

1. In Cognos, select the Trend Report – Student Summary from the menu on the left side of the page under Data Collection Review.

2. Verify that the data for each aid year is correct and that the percent change columns calculated correctly.

Testing successful? (circle one) Yes/No

If testing was unsuccessful, please explain issues, in detail, here:

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Enhancements to the Data Element Dictionary (DED)

Test Scenario 1

In Cognos, select the Download as PDF link on the left side of the page under Data Dictionary. Verify the following data elements are included:

- FAFSA Application Receipt Date (FNA017)

- NSLDS Pell Lifetime Eligibility Used (FNA018)

- NSLDS Pell Lifetime Limit Flag (FNA019)

- Subsidized Usage Limit Applies Flag (FNA020)

- Subsidized Usage Period (FNA021)

- Undergraduate Subsidized Loan Limit Flag (FNA022)

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- Student Temporary Assistance for Needy Families (TANF) Receipt (FNA037)

- Student Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Receipt (FNA038)

- Cost of Attendance (FNA039)

- Budget Type Code (FNA040)

- Budget Component Code (FNA041)

- Budget Component Description (FNA042)

- Budget Component Amount (FNA043)

Testing successful? (circle one) Yes/No

If testing was unsuccessful, please explain issues, in detail, here:

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