

Monetary Award Program (MAP) Policies & Procedures

August 12, 2025



Monetary Award Program (MAP) Grant

- Need-based grant
- ISAC's largest program
- Available to eligible Illinois residents who attend an Illinois MAP-approved college
- Subject to appropriation
 - MAP appropriation for the 2025-26 award year is \$721,566,200
- A MAP formula distributes appropriated funds so that the neediest students receive grant assistance

Monetary Award Program (MAP) Grant

- The Free Application for Federal Student Aid (FAFSA®) and the Alternative Application for Illinois Financial Aid are the applications for MAP
- Critical application data elements for MAP are:
 - State of Illinois residence – student and parent
 - Grade level -- must be an undergraduate
 - Degree information -- can't have a bachelor's degree or be working on a master's degree
 - School choice – must list at least one MAP-approved Illinois school
- Students should apply as early as possible after the FAFSA and Alternative Application becomes available

Monetary Award Program (MAP) Grant

- MAP grants can only be applied toward tuition and mandatory fees
 - Mandatory Fees is defined as the charges assessed by an institution that are required to deliver educational services to students for each term, regardless if a student is attending either on campus or through distance education. Application, graduation, laboratory, breakage, and add/drop fees as well as program administrative fees for out-of-state or foreign study are specifically excluded
- Per MAP rules:
 - j) MAP grants are applicable only toward tuition and mandatory fees. MAP grants may not exceed the:
 - 1) maximum award specified at Section 35(c) of the Higher Education Student Assistance Act [110 ILCS 947]; or
 - 2) institution's tuition and mandatory fee charges on file with ISAC

Monetary Award Program (MAP) Grant

- The maximum annual award amount a student is eligible for depends on their financial need and cost of tuition and mandatory fees at their college
 - The amount of the MAP grant award a student will actually receive per term will be prorated based on the number of credit hours in which they are enrolled
 - Students must be enrolled in at least 15 semester hours (or the equivalent at a quarter school) to receive the maximum amount for which they qualify per term
 - If enrolled in less than 15 hours, students will receive 1/15 of their eligible amount for each credit hour in they are enrolled.
 - Students must be enrolled for a minimum of three credit hours to receive a MAP award.

Monetary Award Program (MAP) Grant

- MAP usage is tracked by the equivalent number of semester credit hours of benefits the student receives
 - If a student is attending a quarter school, the quarter credit hours are converted to semester MAP paid credit hours.
- Referred to as MAP Paid Credit Hours (MPCHs), a recipient may receive the equivalent of 135 semester credit hours of MAP benefits
- This will allow most students to complete a baccalaureate degree
 - 135 credit hours converts to approximately 4½ years of full-time study
 - Eligibility may be extended for one additional term if the student has used fewer than 135 MAP paid credit hours but does not have enough remaining MPCHs for the number of hours in which the student is enrolled
- A report is available in the MAP system to assist schools in identifying students that are close to or have reached their 135 MPCH limit

MAP Cycles

- **Start-Up**
 - Based on budget proposal and expectations
 - Implemented when a new FAFSA becomes available (October 1)
 - Student eligibility data is made available using a Start-Up Formula, calculating an estimated maximum award amount
- **Recompute**
 - Based on MAP appropriation set by a finalized state budget
 - Establishes the maximum award amount on which payment claims are made using a Recompute Formula
 - Implemented May – July, depending on budget process
- **Payment Claim Processing**
 - Typically begins in August and ends in June
 - Fall term claim deadline date usually in early December
- **Reconciliation**
 - Throughout the award year, August – July
- **Close Out**
 - At the end of each award year, June - July - August

MAP Cycles

- 2025-26 Recompute Formula
 - Commissioners approved the Recompute Formula at the June 26, 2025 Commission Meeting
 - The maximum 2025-26 MAP Award is \$8,064
 - Maintains a 4% reduction that was implemented in the Start-Up Formula in March 2025
 - Uses 2021-22 tuition and fees in the formula
- 2026-27 Start-Up Formula
 - Commissioners are expected to approve the Start-Up Formula at the September 18 Commission Meeting
 - It will be implemented shortly after 2026-27 FAFSA processing begins for all institutions
 - Based on projections; assumes level funding
 - Typically the same as the current Recompute Formula
- isac.org/isac-gift-assistance-programs/map/map-formula/

MAP Formula

Home › ISAC Gift Assistance Programs › Monetary Award Program (MAP) › Formula › 2025-26 MAP Formula ›

2025-26 MAP Formula

[2025-26 MAP Recompute Formula](#)

[2025-26 MAP Start-up Formula](#)

Each year the Illinois Student Assistance Commission (ISAC) is responsible for adopting an allocation formula for the Monetary Award Program (MAP). The Commission approves a "start-up" formula that is used to begin making award announcements for students applying for the next academic year. Typically, once the Governor and General Assembly take final action on the budget, the Commission revisits the formula in June or July and takes action to approve a "recompute" formula.

Unless otherwise noted, all calculations should be rounded to the nearest whole dollar upward from .500 and downward from .499. Students who have been paid for 135 or more MAP Paid Credit Hours are not eligible for MAP.

2025-26 Recompute Formula

At its [June 26, 2025 meeting](#), the Illinois Student Assistance Commission approved a recompute formula - which is outlined in Table Four of [Agenda Item 5](#) -that is essentially the 2025-26 start-up formula, including the [4 percent reduction factor](#) that was implemented in the spring.

Budget

Monetary Award Program (MAP)

Program Overview

Applying

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Eligibility

Award Announcements

Formula

[2025-26 MAP Formula](#)

[Hand Calculation Forms](#)

[Calculating MAP Awards](#)

MAP Paid Credit Hours

Special Enrollment Circumstances

Budget Reporting

Payment

Reconciliation

MAP Electronic Processing

ILLINOIS STUDENT ASSISTANCE COMMISSION
2025-26 Monetary Award Program
Dependent Student Recompute Annual Award Hand Calculation Form

If SAI <= 0, enter student information then skip to Box F and set F3, the ISAC Adjusted Student Aid Index, to 1800.

Dependent Student Information

1. Name _____

2. ID _____

3. School _____

Directions

- Unless stated otherwise, If a field is blank or negative, use zero for computing.
- Unless stated otherwise, round all calculations to the nearest whole number, upward from 0.500 and downward from 0.499.
- If needed, refer to FSA's **2025-26 Student Aid Index and Pell Grant Eligibility Guide**.
Box A and B info is on pages 8-12; Appendix E explains when assets are required.
- If reporting assets is NOT required set B4 equal to 0.
- Students who have used 135 or more MAP Paid Credit Hours are not eligible for MAP.
- Students with a Federal SAI greater than or equal to \$9,000 are not eligible for MAP.

Box A: Calculate Dependent Student Contribution from Income

1. Student 2023 AGI _____

2. Student 2023 earnings from work _____

3. Student total income additions (other than AGI or earnings) _____

4. Student total income offsets _____

5. Student Total Income [(A.1 + A.3 - A.4) or if non-tax filer [A.2 + A.3 - A.4]] _____

6. Student 2023 U.S. taxes paid _____

7. Payroll tax allowance (A.2 x 0.0765, with maximum \$12,255) _____

8. Income protection allowance _____ \$11.5

9. Total Allowances (A.6 + A.7 + A.8) _____

10. Available Income = Total Income - Total Allowances (A.5 - A.9) _____

11. Student Contribution from Income (A.10 x 0.50). If negative, set to 0. _____

Box C: Calculate Total Student Contribution

1. Student income contribution (A.11, must be 0 or greater) _____

2. Student asset contribution (B.4, must be 0 or greater) _____

3. Combined student contribution (C.1 + C.2) _____

4. Student Aid Index (SAI) from FAFSA Submission Summary or ISIR _____

5. Student contribution (lesser of C.3 and C.4) _____

Box D: Calculate ISAC Adjusted Student Contribution

ILLINOIS STUDENT ASSISTANCE COMMISSION
2025-26 Monetary Award Program
Independent Student Recompute Annual Award Hand Calculation Form

Box B: Calculate Student Contribution from Assets

1. Cash, savings, and checking accounts _____

2. Net worth of Investments plus adjusted net worth of business or farm _____

3. Net value of assets (B.1 + B.2) _____

4. Student Contribution from Assets (B.3 x 0.20) _____

Independent Student Information

1. Name _____

2. ID _____

3. School _____

Box A: Calculate ISAC Adjusted Student Contribution

1. Student Aid Index (SAI) from FAFSA Submission Summary or ISIR _____

2. Base adjustment factor _____ 1.10

3. Progressive adjustment factor (A.1 / 11000 round to 2 decimals) _____

4. ISAC adjustment factor (A.2 + A.3 keeping 2 decimal places) _____

5. ISAC inflated student contribution (A.1 x A.4) _____

6. ISAC minimum contribution _____ \$1,800

7. ISAC adjusted student contribution (greater of A.5 or A.6) _____

Box B: Look Up Estimated Federal Pell Grant Amount

1. SAI (A.1) _____

2. Estimated 2021-22 Pell Grant amount from Table 1 _____

Directions

- Unless stated otherwise, If a field is blank or negative, use zero for computing.
- Unless stated otherwise, all calculations are rounded to the nearest whole number upward from 0.500 and downward from 0.499.
- Students who have used 135 or more MAP Paid Credit Hours are not eligible for MAP.
- Students with a Federal SAI greater than or equal to \$9,000 are not eligible for MAP.

Box C: Calculate Maximum MAP Eligibility

1. School 2021-22 tuition and mandatory fees _____

2. Living allowance _____ \$5,200

3. Assessed Pell Grant amount (B.2 x 0.80) _____

4. ISAC adjusted student contribution (A.7) _____

5. Maximum eligibility (C.1 + C.2 - C.3 - C.4) _____

Box D: Determine MAP Award

1. Maximum eligibility (C.5) _____

2. Tuition and fees (C.1) _____

3. Maximum award _____ \$5,400

4. Determine the lesser of D.1, D.2, or D.3. If the amount is the result of D.1, round using Table 2. _____

5. Annual full-time MAP award* = D.4 x 0.96, round to nearest dollar _____

* Term awards must be prorated based on enrollment



MAP Eligibility Criteria

- To receive a MAP grant, a student must:
 - be a U.S. citizen or eligible non-citizen
 - be a resident of Illinois
 - demonstrate financial need
 - be enrolled in an eligible degree or certificate program, or in an eligible credit-bearing Occupational or Career and Technical Certificate program at an Illinois public institution, for a minimum of three credit hours throughout the institution's tuition refund/withdrawal adjustment period
 - be an undergraduate student who has not received a baccalaureate degree
 - maintain the satisfactory academic progress standards of the institution
 - not be in default on any student loan, nor owe a refund or repayment on any state or federal grant or scholarship
 - not be incarcerated
 - not have exceeded the equivalent of 135 semester credit hours of MAP benefits paid

Residency Requirements

- For a dependent student:
 - The parent who is required to complete the FAFSA must physically reside in Illinois and Illinois must be his/her **true, fixed and permanent home**
- For an independent student:
 - Must physically reside in Illinois
 - Must have resided in Illinois for 12 continuous full months prior to the start of the academic year for which assistance is requested
 - Illinois must be his/her **true, fixed and permanent home**
- Schools are expected to verify residency for recipients of any ISAC gift assistance programs for which Illinois residency is a requirement

MAP Awarding Policies

- Awarding Policies
 - Regular School Year
 - Notification
 - Packaging
 - Combining with other programs
- Awarding Procedures
 - GAP Access
 - Access
 - Functionality
 - Filter, Sort and Columns
 - Eligibility List
 - Conflicts
 - Eligible Students

Awarding Policies

- MAP is only available to students in the regular school year
 - It is not available for summer terms
- Schools report academic year and term dates in the annual budget reporting process
- The definition of “Regular School Year” is in General Provisions

**ADDENDUM FOR AGENDA ITEM 7
DATED 4/17/25
PRESENTED AT COMMISSION MEETING**

Following the submission of the Commission Agenda Book Item 7, ISAC received a comment on *Part 2700 – General Provisions*. One of the proposed changes in Part 2700 seeks to clarify the definition of a regular school year.

After reviewing the comments internally with the Legal team, ISAC determined that this comment was relevant and important and merit a necessary change. Approval from the Commission is sought for this change, which is outlined below. If approved, the revised version will be the proposed language sent to JCAR second review period.

ORIGINAL PROPOSED RULE AMENDMENT – From Posted Agenda Book for 4/17/25:

"Regular School Year" – An 8 to 9 month period of time that includes 2 semester terms or 3 quarter terms. The regular school year excludes summer terms. A summer term is any academic period that consists of one or more sessions of instruction between a spring and a fall semester, and/or one that is conducted during the months of June, July, and/or August. Terms that begin after April 15 and end before September 16 are considered summer terms.

REVISED PROPOSED RULE AMENDMENT

"Regular School Year" – An 8 to 9 month period of time that includes 2 semester terms or 3 quarter terms. The regular school year excludes summer terms. Any term, class, or session, or portion thereof, Terms that begins after April 15 and ends before September 16 are is considered a summer terms.

Awarding Policies

- To ensure all MAP recipients receive the same information about their award in a consistent manner, ISAC requires schools to announce MAP awards to students enrolled at their institution, including the estimated award amount
- Schools are required to clearly identify the estimated awards on the award notification as: **State of IL MAP Grant (Est)**
- ISAC also provides specific language that is required to be included on or with the school-issued award notification
 - Additional information may be communicated in the notification as long as ISAC's required language is included exactly as written and additional language does not conflict with it, or break up the text
- Schools are also expected to notify applicants of changes in their eligibility status, such as students who:
 - are not eligible due to a zero award
 - become eligible (or ineligible) due to a correction or adjustment to their application
 - have an incomplete record
 - have a loan in default
 - are considered late applicants

MAP Award Announcements

[School Requirements](#)

[ISAC No Longer Reporting Default Status](#)

Students who apply for financial aid [via the Free Application for Federal Student Aid (FAFSA®) or the Alternative Application for Illinois Financial Aid (Alternative Application)] and agree to share the information with ISAC are considered for a Monetary Award Program (MAP) grant. The announcement process begins with the college sending an award notification to eligible students indicating a calculated annual award amount. The inclusion of MAP grants in financial aid packages is critical information for students to make informed enrollment decisions. Potentially eligible students are Illinois residents with an SAI under 9000 who indicated a MAP-approved school as one of their school choices on the FAFSA or Alternative Application.

In order to ensure that all MAP recipients receive the same information about their award in a consistent manner, ISAC requires schools to announce MAP awards to the students enrolled at their institution - including the estimated amount of the award. Refer to the [School Requirements](#) section for details.

Links to various forms and notifications are available from the right-hand menu.

School Requirements

ISAC provides the specific language that is required to be included on or with the school-issued award notification at the beginning of each processing cycle. Schools are required to announce MAP awards to the students enrolled at their institutions, including students who are only eligible for a 2nd semester/2nd and 3rd quarter MAP award. Schools are required to clearly identify the estimated awards on the award notification as: State of IL MAP Grant (Est).

Additional information may be communicated about MAP in the award notification as long as ISAC's required language is included as written and the additional language does not conflict with it. For example, schools may want to provide students with the link to the [MAP Rights & Responsibilities](#) form, which includes pertinent student consumer information, or direct them to the [MAP section](#) in the Students & Parents area of ISAC's website.

Schools are also expected to notify applicants of changes in their eligibility status. Reasons for

Monetary Award Program (MAP)

Program Overview

Applying

Suspense

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[2025-26 Required School-Issued Award Notification Language](#)

[2025-26 MAP Rights & Responsibilities](#)

[Default Resolution Options](#)

Formula

MAP Paid Credit Hours

Special Enrollment Circumstances

Budget Reporting

Payment

Reconciliation

MAP Electronic Processing

2025-26 School-Issued Award Notification Language

All schools are required to announce MAP Grant awards to all eligible students enrolled at their institutions, including students who are only eligible for a second semester/second and third quarter MAP award. Schools are required to clearly identify the awards on the award notification as: **State of IL MAP Grant (Est)**.

Schools are also required to include the following information with the award notification:

By applying for financial aid and agreeing to share that information with the Illinois Student Assistance Commission (ISAC) you have been considered for the State of Illinois (IL) Monetary Award Program (MAP) Grant. All MAP-approved institutions are required by the State of Illinois to announce MAP Grant awards to students who are enrolled or intending to enroll at their institution. An award amount is included in your financial aid package if you have met the eligibility criteria.

The MAP Grant award amount is an estimate made by the financial aid office and is identified as a "State of IL MAP Grant (Est)". Please be aware that the number of available MAP Grants is limited by funding levels approved by the Illinois General Assembly and the Governor, and reductions to estimated or actual MAP Grants are possible.

There are also limitations to how long you can continue to receive a MAP Grant. Usage is tracked by the number of credit hours for which you've received MAP benefits and is referred to as MAP Paid Credit Hours (MPCHs). The maximum number of MPCHs that can be received is 135, which is equivalent to approximately four and a half years of full-time enrollment. For your reference, and to learn more about MPCH limitations, you may access a record of your MPCHs, as well as other student resources, through the ISAC Student Portal at studentportal.isac.org.

Eligibility for the need-based MAP Grant award may indicate that you are eligible for assistance with expenses such as food, housing, or child care for dependent children. If you have dependent care expenses, ask the financial aid office about the federal dependent care allowance. For eligibility and application information about the [Supplemental Nutrition Assistance Program \(SNAP\)](#) and the [Child Care Assistance Program](#), contact the [Illinois Department of Human Services](#) at 800-843-6154 or www.dhs.state.il.us. Contact the [Illinois Hunger Coalition](#) Hunger Hotline at 800-359-2163 or www.ilhunger.org.

Awarding Policies

- If students are also eligible for the following ISAC programs, these must be factored into the award package before MAP:
 - Illinois Veteran Grant (IVG) Program
 - Illinois National Guard (ING) Grant Program
 - Grant Programs for Dependents of Police/Fire/Correctional Officers (PFC)
 - Special Education Teacher Tuition Waiver (SETTW)

Awarding Policies

- Student eligibility is provided to colleges in the MAP system in GAP Access
- The system displays the maximum award amount the student is eligible to receive at the college
- In order to view eligibility, users must have access to the system
- The financial aid director at each school is considered the Primary Administrator for GAP Access and is responsible for approving staff access at their institution
- There are two additional levels of system users
 - School Administrators can add and update access for other school users
 - School Users can view and update program data, depending on the access levels given to them
- A two-factor authentication security measure is utilized in GAP Access
- Schools should have a process in place to remove non-active users on a frequent and regular basis
 - User verification must be completed on an annual basis; was due July 1

Awarding Policies

- ISAC continues to announce MAP awards until projections indicate that the dollars appropriated will be exhausted by the number of awards already announced for the year.
- Applications received after that point are placed in award announcement suspension.
- If it becomes necessary to suspend award announcements to remain within appropriated funding levels, that action is applied concurrently to all students.
- The status of suspended awards is evaluated as more information becomes available throughout the year and, if application volume and claim rates support such action, some suspended awards may be released.
- Any suspended awards that might be released in the future would remain subject to the MAP priority considerations dates of the academic year that awards are suspended.

Awarding Policies

Suspension of 2025-26 Award Announcements

- ISAC has suspended the announcement of 2025-26 MAP award announcements for all students whose initial 2025-26 FAFSA® is received by the FAFSA Processing System (FPS), or whose initial Alternative Application for Illinois Financial is received by ISAC after Thursday, June 5, 2025.
- The suspension of MAP award announcements is reflected on the appropriate screens and reports of the MAP system, as well as in the MAP Eligibility File Extraction.
- MAP records in suspense status are indicated by a MAP Suspend Code of "S" (S = New application received after the suspense date will not be considered for an award this year) in the MAP system and in the MAP Eligibility File Extraction.
- Colleges must suspend announcing MAP awards to applicants whose initial 2025-26 application receipt date is after Thursday, June 5, 2025.

Student Eligibility List

- A list of MAP students for your school can be found in the MAP System
 - Log in under correct year
 - Select the Student tab
 - Select List
- A Student List Eligibility Screen will appear with detailed list of students who are eligible along with those who are not eligible due to:
 - Disqualified
 - ISAC Default
 - Late
 - MAP Suspense
- Schools can also select the Report tab and generate a list from the drop-down box



COUNSELORS

E-LIBRARY

FAA'S

GAP ACCESS

Quick Links

- Borrowers
- Counselors
- e-Library
- FAAs
- GAP Access
- IDAPP**
- Lenders
- Military Service
- Non-Eligible, Non-Citizens
- Transcript Exchange

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ISAC Gift Assistance Program (GAP) Access

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ISAC Gift Assistance Programs (GAP) Access

- [Assigning an Administrator](#)
- [GAP Access User Guides](#)
- [GAP Access Login](#)
- [Functionality Available via GAP Access](#)

ISAC Gift Assistance Programs Access (or GAP Access) is the portal through which online interactions for the purpose of data inquiries and submissions, eligibility announcements and payment requests for ISAC-administered programs are conducted. Due to the confidential nature of the student-specific data involved, a secure authentication process is required before access can be granted.

Assigning an Administrator

All users, not just those who work in the financial aid office, need a valid GAP Access ID and password (for example, users who need access to the FTP site). The links to the GAP Access User Guides below provide step-by-step instructions for activating accounts for administrators and users of the GAP Access portal. ISAC will rely on an administrator (contact person) at each institution to authorize users. The GAP Access Administrator will ultimately be responsible for monitoring passwords, staff access, and security for a variety of ISAC programs. The initial request for institutional access should be made by the Financial Aid Director or High School Principal.

Ultimately, one entry point, user name and password will be used to gain access to all programs to which a user has been granted access by their school's administrator. As additional ISAC gift assistance programs are added to the GAP Access portal, the administrator must access the User Maintenance area and update the program access and level for each user.

GAP Access User Guides

User Guides for all GAP Access functionality are below. General questions, user name and password maintenance, and technical information about GAP Access are answered in the Activating and Authentication User Guides.

- [Activating GAP Access User Accounts](#)
- [Activating Other GAP Access Administrators](#)
- [Activating Your GAP Access Primary Administrator Account](#)

- [GAP Access Login](#)
- [Activating Your GAP Access Primary Administrator Account](#)
- [Activating Other GAP Access Administrators](#)
- [Activating GAP Access User Accounts](#)
- [GAP Access 2-Factor Authentication User Guide](#)



Reset Password in GAP Access

The screenshot shows the 'User Login' page of the GAP ACCESS system. At the top left is the 'GAP ACCESS ISAC Gift Assistance Programs' logo. At the top right, it says 'JB Pritzker, Governor, State of Illinois'. The main heading is 'User Login'. On the left, a text block explains that users can reset their password or User ID by clicking on 'Forgot Password' or 'Forgot User ID'. A red arrow points from this text to a red-bordered box on the right. This box contains the text 'Forgot Password? Forgot User ID?' and 'Click here to register'. Above this box are the 'User ID' and 'Password' input fields, a 'Login' button, and the text 'Login'.

If you forget your password or User ID, you can reset it yourself by clicking on [Forgot Password](#) or [Forgot User ID](#)

Login
User ID

Password

Login
[Forgot Password? Forgot User ID?](#)
[Click here to register](#)

MAP 2025-2026: Student List Eligibility: View

Select School and MAP Code

UNIVERSITY Go

UNIVERSITY 00

[Home](#) [Student](#) [Budget](#) [Reports](#) [File Extractions](#)

List Filter Sort Columns

Entries displayed 100

#	Pay MAP	Sel	Current SSN	Last Name	First Name	Trans#	Original Yearly Elig
1		<input type="checkbox"/>	xxx-xx-			01	\$8,064.00

Original Yearly Elig	Disq	MAP Susp	SAI	FPS Proc Date	Date of Birth	Academic Level	MAP Paid Credit Hrs	Cont Stu	SAI Change	ING Certified
\$8,064.00			\$-1,500	11/29/2024	10/22	First year undergraduate (freshman)	030	Y		

Filter Screen

There are many ways to locate eligible students by using the Filter Option. Once you have made your selections, click on list and you will receive your selections in a new screen.

List **Filter** Sort Columns

Term
All

MAP Code
All

Program
MAP

SSN
[]

First Name
= []

Last Name
= []

Original Yearly Eligible Amount
= []

Primary SAI
= []

SAI Change
[]

Academic Level
All

FPS Process Date Start Date
[]

End Date
[]

Application Receipt Date Start Date
[]

End Date
[]

Selected Students Only
 Pay Selected Students Only
 Highest Transaction Only
 Eligible Students Only
 Undergraduates Only
 Graduates Only

Ineligible

MAP Paid Credit Hours >= 135
 ISAC Default
 MAP Suspend
 Disqualify

Sort Screen

The Sort screen is helpful when you need to create an Eligibility list by a certain criteria. A school can move from selected to unselected to create the format of their list. Once your criteria is selected, click on List and you will have a new list according to your specifications

The screenshot shows a software interface with a top navigation bar containing 'List', 'Filter', 'Sort' (highlighted in green), and 'Columns'. Below this are two columns: 'Unselected' and 'Selected'. The 'Unselected' column contains a list of criteria with checkboxes: Academic Level, Cont Stu, Date of Birth, Disq, FPS Proc Date, ING Certified, MAP Paid Credit Hrs, MAP Susp, Original Yearly Elig, SAI, and SAI Change. The 'Selected' column contains: Last Name, First Name, and Trans#. Blue arrows point from 'Date of Birth' in the Unselected column to the Selected column, and from 'Last Name' in the Selected column back to the Unselected column. At the bottom of each column are several blue buttons with arrows: a right arrow, a right arrow with a vertical line, and a left arrow in the Unselected column; and an up arrow, a down arrow with a vertical line, and a down arrow in the Selected column. A text box on the right states: 'Selected checkboxes will be sorted descending. Unchecked checkboxes will be sorted ascending.'

Columns Screen

Home **Student** Budget Reports File Extractions

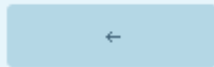
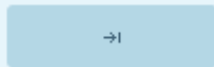
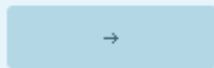
List Filter Sort **Columns**

Unselected

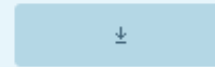
Application Receipt Date
Dependency Code
MAP Code
SSN Match Flag
Term Award
Term

Selected

Current SSN
Last Name
First Name
Trans#
Original Yearly Elig
Disq
MAP Susp
SAI
FPS Proc Date
Date of Birth
Academic Level
MAP Paid Credit Hrs
Cont Stu
SAI Change
ING Certified



The columns feature is used when you want to sort your list in a certain way. You can move between the unselected and selected. Under the selected column you can move each selection up or down depending on how you want them to appear on your list.



List **Eligibility**

This is a view if you selected a single student from your eligibility list

Person Details

Current SSN

Person UUID

Transaction

School ID

Main MAP Code

Date of Birth

Appl Receipt Date

11/28/2024

FPS Processing Date

11/29/2024

Last Update

07/22/2025

Term	MAP Code	Eligible Amount	MAP Code Paid	Request Mode
1		\$4,032.00		
2		\$4,032.00		

Original Yearly Eligible Amount*

\$8,064.00

Total of all terms not to exceed

Details

Depend Code

I

Academic Level

First year undergraduate (freshman)

Living Allowance

\$5,200

SAI Change Flag

Primary SAI

\$-1,500

Adjusted SAI

\$1,800

Estimated Pell

\$6,495

Adjusted Pell

\$5,196

Student Contribution

\$1,800

Student Change Flag

SSN Match Flag

4

Update Type

U

As Of Date

07/22/2025

Disqualify

MAP Suspend

MAP Paid Credit Hours

030

Paid Previous

2

Continuing

Y

ING Certified

School Certification Data

Citizenship Fields

Citizenship Status

1

A#

DHS Match Flag

Secondary DHS Match Flag

SSA Citizenship Flag

A

Residence Fields

Student's State Residence Date

IL - 10/2005

Parent's State Residence Date

-

Verification Fields

Selected for Verification

N

NSLDS Default Fields

NSLDS Match Flag

1

NSLDS DB Results Flag

1

Student Eligibility List - Conflicts


MAP Student List Eligibility: View

Select School and MAP Code

Home Student Budget Reports File Extractions

List Filter Sort Columns

Entries displayed 100

#	Pay MAP	Sel	Current SSN	Last Name	First Name	Trans#	Original Yearly Elig	Disq	ISAC Dft	MAP Susp
1	\$	<input type="checkbox"/>				01			N	
2	\$	<input type="checkbox"/>				01			N	
3	\$	 <input type="checkbox"/>				01		1	N	

View Report Excel Rep

Student records flagged with the “light bulb” icon on the Student List: Eligibility View screen, may also include yellow highlighting on the Student Detail: Eligibility screen on the fields that may be impacting the student’s eligibility.

MAP Student Detail: Eligibility

Home **Student** Payment Budget Reports File Extractions

List **Eligibility** Payment

ISAC Invalid Person

Person Details

Current SSN

Go

Original SSN

Transaction / Name ID

School ID

Base MAP Code

Student Detail Screen

MAP Student Detail: Eligibility

Home **Student** Payment Budget Reports File Extractions

List **Eligibility** Payment

ISAC Conflict Transaction

Person Details

Current SSN

Go

Original SSN

Transaction / Name ID

School ID

Base MAP Code

Resolving a Conflict

Contact Partner Services regarding the conflict and an e-mail will be sent to the school explaining what information needs to be sent to ISAC to help resolve the conflict

Below is a sample of the communication that will be used/needed to resolve the conflict.



Thank you for your recent inquiry regarding a discrepancy in one or more 2020-21 Institutional Student Information Records (ISIRs).

In order to process your request, we require the school to confirm that the student's first, middle initial and last name, date of birth and current SSN have been validated by their office. By electronically submitting this data to us, you are confirming that you have verified its accuracy.

In prior years, schools would submit copies of confidential documents (Social Security cards, etc.), even if they had not been requested. In an effort to avoid these sensitive documents from being unnecessarily submitted, ISAC established the below list of key identifiers for resolution. After we receive the key identifiers from the school, we review the information and, **if needed, we would request supporting documentation.**

Provide the following key identifiers for each student in question:

Student First, Middle Initial and Last Name

Student Last 4 Digits of SSN

ISIR Transaction Number

ISIR Transaction Date

Date of Birth

School contact information (name and phone number)

Brief description of the discrepancy (for example, if a Student Name or Student SSN needs to be corrected, clearly identify both the "incorrect" and "correct" information if known)

If you choose to provide the information via an Excel spreadsheet, please password-protect the Excel file and provide information needed to access the document to ISAC in a separate communication.

At this time, please **do not** fax any information to ISAC. If we need additional documentation after our initial research, based on your response to the above, we will notify you.

If you have any questions, please contact ISAC's School Services Department by calling 866-247-2172 or by sending an e-mail message to isac.schoolservices@illinois.gov.

Sincerely,

School Services
Illinois Student Assistance Commission (ISAC)

MAP Payment Policies

- Payment Policies
 - Initial payment requests
 - Certificate programs
 - Definition
 - Differential codes
 - Definition and Purpose
- Payment Processing Procedures
 - GAP Access Functionality
 - Certificate programs
 - Edit MAP Code functionality (differential codes)
 - Processing results and reports

Payment Processing Policies

- MAP can only be used to cover tuition and mandatory fees that have been reported in the school's annual budget
- Schools must report the full number of enrollment hours for MAP recipients and make adjustments if enrollment status changes
- Initial claims must be submitted by the claim deadline dates to be considered timely
- To receive MAP for a short-term certificate program, the student must be enrolled at a public institution in a program that meets the following definition in ISAC rules:
 - "Occupational or Career and Technical Certificate" means a credit award for satisfactory completion of a prescribed curriculum intended to prepare an individual for employment in a specific field.

Payment Processing Policies

- Annual eligible award amounts are initially calculated based on the tuition and fee data reported in a school's main MAP code budget
- Some schools have more than one MAP code, which are referred to as differential codes
 - These are used to collect tuition and fee data for higher costs program and used for students who may be enrolled in a program of study that assesses higher charges (above the main rate)
 - This may result in a higher eligible MAP award amount for the student
 - An Edit MAP code option is available to allow for a higher award to be calculated if a school has a differential code(s)

Payment Processing Policies

Differential Codes

- If a student is assessed both main and differential rates in a term, the college may use the differential rate for students if they are enrolled in a program of study that is assessing higher charges and the majority of the coursework the student will take to complete the program is assessed at the higher rate.
 - If it is an even split, the student can be paid MAP using the higher rate.
- If a student changes their program of study during the term and will no longer be assessed a differential, an adjustment may be needed
 - Depends on the timing and charges incurred
 - Schools can make an adjustment to the award amount claimed in the differential code or submit a new payment request under a different budget code
 - The initial request must first be cancelled and a new claim submitted; it's not recommended that this be done close to claim deadline dates
- In all cases, colleges must ensure that a student does not receive a MAP award that exceeds the amount of tuition and mandatory fee charges that the student is being assessed.

Payment Processing Procedures

- MAP payment processing is done in the MAP system in GAP Access in two steps:
 - Payment Generation - involves identifying student records for payment and indicating their enrollment hours/status
 - Payment Submission - sends the identified records to ISAC
- Schools can request the award
 - Individually from the Student Detail screen
 - Input Student Enrollment Hours – can be used for a group of students
 - Using Social Security numbers, transaction numbers and enrollment hours
 - Payment Generation - can be used for a group of students who all have the same number of credit hours
 - For example, a group of students who are all enrolled in 15 credit hours can be grouped together to perform a batch request
 - File Transfer Protocol (FTP) process
 - A standard for sending files over the Internet.
 - Schools that utilize ISAC's FTP process must have GAP Access IDs and passwords to log in to the secure file transfer system.
 - Schools create a 160-byte flat file and send this file to ISAC through a directory on ISAC's FTP server.

MAP Student Detail: Payment



Current SSN

Go

Original SSN

Transaction / Name ID

Go

Name ID

Term	Term 1	Term 2
MAP Code		
Request	<input type="text" value="Payment"/>	<input type="text"/>
Enrollment Hours	<input type="text"/>	<input type="text"/>
Request Amount Override	<input type="text" value="\$2,870.00"/>	<input type="text" value="\$2,870.00"/>
Current Eligible Amount	\$2,870.00	\$2,870.00
Original Eligible Amount	\$2,870.00	\$2,870.00
User Defined	<input type="text"/>	<input type="text"/>
NSLDS Override	<input type="checkbox"/>	<input type="checkbox"/>
Transaction #	01	01
Activity Date		
Status		
Results		
Expanded Reject Reason		
Invoice #		
Transaction #		
MAP Code		
Results		
Amount Paid		
Adjusted Amount		


Payment
Cancel
Hold
Delete

- Select:
- Payment -- to request a payment
 - Cancel -- to cancel a previously requested award
 - Hold -- to prevent the record from being submitted
 - Delete -- to remove the payment request before submitting

Payment Processing Procedures

Certificate Programs

- There is an indicator in the MAP system for schools to use to identify students who are receiving MAP due to enrollment in a Short-Term Certificate Program at a public institution.
- To request payment for a student in an eligible certificate program, schools should report the number of credit-based hours in which the student is enrolled for the term.
 - If the student is enrolled in additional coursework, the number of enrollment hours reported should be the combination of the certificate program hours and other coursework the student may be enrolled in.
 - The certificate box should be checked even if the hours are mixed (a combination of traditional and certificate program courses).
 - Help text is provided to clarify when the indicator should be checked.
- For payment requests submitted via FTP, a “Y” indicator should be provided in Field #21 in the FTP file, per the file specifications.



Check this box if some or all of the term MAP award will be used for a credit-based Occupational or Career and Technical Certificate program at a public institution, and it is a program that is not currently eligible for federal Title IV financial aid.

Payment Processing Procedures – Certificate Programs

- In the MAP system, the indicator can be provided on the:
 - Student Payment Detail screen – for individual reporting
 - Input Enrollment screen – for batch reporting, will apply to all students entered on the screen
 - Payment Generation screen – for batch processing; will apply to all students selected (and saved) on the Student Payment List

Term 1 Term 2

MAP Code 064 064

Request Payment

Short-Term Certificate Program ?

Request Amount Override \$3,631.00

Current Eligible Amount \$3,600.00

Original Eligible Amount \$3,600.00

User Defined Certificate program at a public institution, and it is a program that is not currently eligible for federal Title IV financial aid.

Transaction # 03

Activity Date

Status

Results

Expanded Reject Reason

Invoice #

Transaction #

MAP Code 064 064

Results

Save Changes

Home Student Payment Budget Reports File Extractions

List Filter Sort Columns **Short-Term Certificate Program** Payment Generation Submit Payment Requests

Term 1 MAP Code 064 Request Payment

Short-Term Certificate Program ?

User Defined

Check this box if some or all of the term MAP award will be used for a credit-based Occupational or Career and Technical Certificate program at a public institution, and it is a program that is not currently eligible for federal Title IV financial aid.

Student S#	Term	Par. Seq.	Request	Request
1	11			
2	12			
3	13			
4	14			
5	15			
6	16			
7	17			
8	18			
9	19			
10	20			

Home Student Payment Budget Reports File Extractions

List Filter Sort Columns Input Student Enrollment Hours **Payment Generation** Submit Payment Requests

Term 1

MAP Code 064

Request Payment

Enrollment Hours

Short-Term Certificate Program ?

User Defined

Payment Processing Procedures – Certificate Programs

- For payment requests submitted via FTP for students in short-term certificate programs, a “Y” indicator should be provided in Field #21 in the FTP file
 - Updated FTP file specifications can be found on the [Electronic Tools](#) page in the E-Library

Home > E-Library >

Electronic Tools

This section provides information on electronic tools and specifications for loan and grant payment processing. Links to helpful software programs are also provided.

Processing ISAC Gift Assistance Programs

2025-26

- FTP Process Using GAP Access Credentials
- 2025-26 MAP 160-Byte File Layout Specifications
- 2025-26 Alternative Application Student Record School File Layout
- 2025-26 Alternative Application Student Record School File Layout
- 2025-26 ING Grant 160-Byte File Layout Specifications
- 2025-26 IVG 160-Byte File Layout Specifications

2025-26 MAP 160 Byte File Layout Specifications

F) The following 160 byte record layout will be used for transmitting data between schools and ISAC.

Position	Field #	Data Element	Type (Length)	School to ISAC		ISAC to School	
				Payment or Cancellation Request	Elig File	Payment Results	
Start	End			MAP Only	MAP	MAP	
160 Byte Format							
1	3	1	Applicable MAP School Code	9(03)	X	X	X
4	4	2	Record Type	X(01)	4	7	5 / 6
5	5	3	Term Enrolled	9(01)	= 1, 2, or 3		= 1, 2, or 3
6	7	4	College Year	9(02)	26	26	26
8	8	5	Payment Request Code (valid values = P or C)	X(01)	X		X
9	14	6	Title IV School Code	X(06)	X	X	X
15	50	7	Person UUID	X(36)	X	X	X
51	53	8	Filler	X(03)			
54	54	9	User Defined	X(01)			
55	61	10	Requested Award Amount for Term	9(05)V99	X		X
62	62	11	ING Certified	X(01)			
63	64	12	Transaction Number	9(02)	X		X
65	65	13	Continuing Student	X(01)		X	X
66	66	14	Paid Previous Year	X(01)		X	X
67	67	15	Dependent Residency Override	X(01)	Opt*		
68	68	16	Payment Result Code	X(01)			X
69	75	17	Payment Results Amount Paid for Term	9(05)V99			X
76	82	18	Adjusted Amt from Previous Payment Results	S9(05)V99			X
83	84	19	Filler	X(02)			
85	92	20	Payment Results Process Date (As-of-Date)	X(08)		X	X
93	93	21	Short-Term Certificate Program	X(01)	Opt*		X
94	94	22	MAP Suspense Flag	X(01)		X	X
95	95	23	Shutdown Flag	X(01)		X	X
96	96	24	Disqualify Flag	X(01)		X	X
97	99	25	MAP Code Paid Term 1	X(03)		X	X
100	102	26	MAP Code Paid Term 2	X(03)		X	X
103	105	27	MAP Code Paid Term 3	X(03)		X	X
106	106	28	Update Type	X(01)		X	X
107	108	29	Expanded Reject Reason Code	X(02)			X
109	110	30	Filler	X(02)			
111	120	31	Invoice Number	X(10)			X

93	93	21	Short-Term Certificate Program	X(01)	Opt*		X
----	----	----	--------------------------------	-------	------	--	---

Payment Processing Procedures – Editing MAP Codes

MAP 2022-2023: Student Detail: Edit MAP Code

Home Student **Payment** Budget Reports File Extractions

List Eligibility **Edit MAP Code** Payment

Transaction / Name ID
03 AA Go

School ID
001

Main MAP Code
06

Term	MAP Code	Eligible Amount	MAP Code Paid
1	06	\$3,600.00	
2	06	\$3,600.00	

Original Yearly Eligible Amount
\$7,200.00

Total of all terms not to exceed Maximum annual award amount.

Details

Depend Code
D

Update Type
U

Save Changes

Map Code Successfully saved.

Current SSN

Home Student **Payment** Budget Reports File Extractions

List Filter Sort Columns **Input Student Enrollment Hours**

Term: 1 MAP Code: 064 Request: Payment Short-Term Certificate Program:

Student SSN	Tran #	Enr Hrs	Student SSN	Tran #	Enr Hrs
1			11		

Home Student **Payment** Budget Reports File Extractions

List Filter Sort Columns **Input Student Enrollment Hours** **Payment Generation** Submit Payment He

Term: 1 MAP Code: 064

Request: Payment

Enrollment Hours:

Short-Term Certificate Program:

User Defined:

Payment Processing Procedures

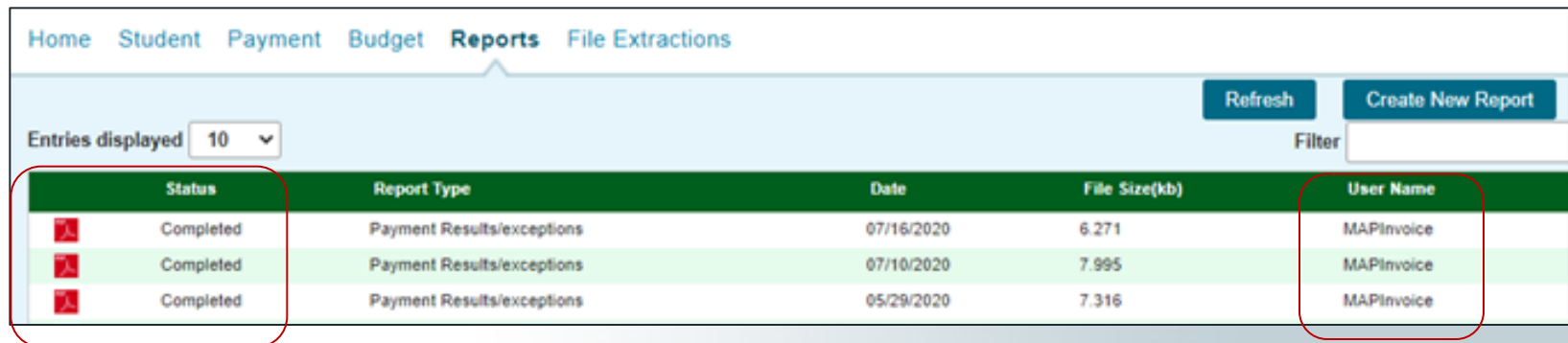
MAP Payment Results

- Payment is made through an offset process
- New payment requests are compared to outstanding amounts owed to ISAC as a result of cancellations and adjustments made, and payment is made accordingly.
- Designed to accommodate the many changes in student eligibility that can occur during the awarding and disbursement of financial aid
 - Includes decreases, increases, initial requests and full refunds

Payment Processing Procedures

Payment Results Summary/ Invoice Detail Reports

- This is a compilation of four reports generated by ISAC following a school's payment request. It includes:
 - Payment Results Report
 - Payment Exception Report (if there were exceptions)
 - Payment Results Summary (by term)
 - Payment Results Summary (all terms)
- This report should be printed or downloaded each time a payment request is submitted



The screenshot shows the ISAC Reports page. At the top, there are navigation tabs: Home, Student, Payment, Budget, Reports (selected), and File Extractions. Below the tabs, there are two buttons: Refresh and Create New Report. On the left, there is a dropdown menu for 'Entries displayed' set to 10. On the right, there is a 'Filter' input field. The main content is a table with the following columns: Status, Report Type, Date, File Size(kb), and User Name. The table contains three rows of data, all with a status of 'Completed' and a user name of 'MAPInvoice'. The first two rows have a red 'X' icon in the status column, while the third row has a red document icon. The table is highlighted with a green background.

Status	Report Type	Date	File Size(kb)	User Name
Completed	Payment Results/exceptions	07/16/2020	6.271	MAPInvoice
Completed	Payment Results/exceptions	07/10/2020	7.995	MAPInvoice
Completed	Payment Results/exceptions	05/29/2020	7.316	MAPInvoice

Payment Results Summary/ Invoice Detail Report

ISC1787.04

ILLINOIS STUDENT ASSISTANCE COMMISSION
1755 LAKE COOK ROAD
DEERFIELD IL 60015-5209

PAGE: 1
RUN DATE: 07/16/2020

PAYMENT RESULTS SUMMARY
ACADEMIC YEAR
ALL TERMS
MAP CODE

MONETARY AWARD PROGRAM (MAP)

	# STU	REQUESTED AMOUNT	# STU	PAID AMOUNT	DIFFERENCE*
FULL REQUESTED AWARD AMOUNT PAID	3	6,408.00	3	6,408.00	0.00
REQUESTED AWARD AMOUNT REDUCED	0	0.00	0	0.00	0.00
INCREASE IN PREVIOUS PAID AMOUNT	0	0.00	0	0.00	0.00
NO CHANGE IN PREVIOUS PAID AMOUNT	0	0.00	0	0.00	0.00
REQUESTED AWARDS DENIED	0	0.00	0	0.00	0.00
REQUESTED AWARDS HELD/LATE CLAIMS	0	0.00			0.00
PARTIAL REFUNDS	0	0.00	0	0.00	0.00
FULL REFUNDS	0	0.00	0	0.00	0.00
TOTAL REQUESTED	3	6,408.00			0.00
NET AMOUNT DISBURSED			3	6,408.00	
LESS ADVANCE PAYMENT OUTSTANDING				0.00	
LESS PREVIOUS BALANCE DUE TO ISAC				(5,340.00)	
TOTAL AMOUNT INVOICED				1,068.00	
INVOICE NUMBER				M205983150	

NOTE: THIS INVOICE NUMBER WILL BE REFERENCED ON THE VOUCHER AUTHORIZING PAYMENT FROM THE STATE COMPTROLLER. THE VOUCHER NUMBER IS REFERENCED ON THE CHECK.

*REPRESENTS AMOUNT NOT PAID OR TOTAL AMOUNT PREVIOUSLY PAID

NOTE: ALL FUNDS SHOULD BE RETURNED TO ISAC ONLY AFTER A FINAL RECONCILIATION HAS BEEN COMPLETED AT THE END OF THE REGULAR SCHOOL YEAR. ALL SCHOOLS WITH AN OUTSTANDING AMOUNT OWED TO ISAC AT THE END OF THE SCHOOL YEAR WILL RECEIVE A NOTICE INDICATING THE TOTAL AMOUNT TO BE REFUNDED.

Adjusting MAP Awards

- Adjustment Policies
 - Adds/drops/withdrawals
- Adjustment Procedures
 - Increasing, decreasing and cancelling claims
 - GAP Access reports and results codes

Adjustment Policies

- Award amounts may need to be adjusted throughout the award year due to changes in enrollment, class changes or withdrawals
- Policies regarding adjustments are defined by ISAC administrative rules and should also be consistent with institutional policies
- **From ISAC General Provisions, Section 2700.20 Definitions**
 - "Enrolled" – The status of a student who has completed the institution's registration requirements and is attending classes.

Adjustment Policies

MAP Rules, Section 2735.30, Program Procedures

r) If a recipient withdraws from enrollment after the expiration of the tuition refund/withdrawal adjustment period, the recipient shall receive MAP grant payment for tuition and mandatory fee costs incurred up to the term award provided the institution's tuition refund policy indicates the recipient has incurred charges in the amount of the claim.

MAP Rules, Section 2735.40 Institutional Procedures

l) If an announced recipient's credit hour enrollment decreases before the expiration of the tuition refund/withdrawal adjustment period, the institution shall only request payment up to the tuition and mandatory fee amount based on the number of credit hours enrolled.

Adjustment Policies

- If an enrolled student drops some (but not all) courses before the end of the tuition refund period and does not incur charges for the dropped courses, then a MAP claim should only be made for the number of hours in which the student remains enrolled and for which the student incurs charges.
- If there is a graduated refund rate and a student incurs partial charges for a dropped course, MAP can be used to cover partial charges, and in that case the number of credit hours for the dropped course(s) would be reported when claiming MAP benefits
 - And, depending on the amount of the partial charges, the MAP award amount may need to be adjusted.
- If a student drops some (or all) classes after the refund period and incurs full charges for those classes, a MAP claim may be made based on the initial number of enrollment hours to cover costs incurred, including for those the student may have dropped.

Adjustment Policies

- If a student was enrolled but did not attend any classes and is administratively withdrawn for non-attendance, the student would not be eligible to receive MAP for costs incurred.
- If a student was enrolled in multiple classes but did not attend one of them and was administratively withdrawn from one class, but incurred charges, the student could receive MAP for costs incurred for all of the classes
 - For example, a student enrolled in four classes for a total of 12 credit hours, but only attended three of the classes and was administratively withdrawn from one class, but incurred charges for all 12 credit hours, the student could receive MAP benefits for 12 credit hours if the student had remained enrolled (and attended some classes) throughout the refund/withdrawal adjustment period.
 - This means that while students cannot be paid for Title IV aid for the classes they do not attend, the student could still receive MAP for those courses if they were enrolled and still attending other classes.

Adjustment Policies

- If a student completely withdraws before incurring charges (or attending classes), no MAP should be claimed for the student.
- If the student completely withdraws after incurring charges, a MAP claim may be submitted for the full number of credit hours for which the student had enrolled.
 - However, based on MAP eligibility requirements, in order to be eligible to receive MAP, the student must have been enrolled throughout the drop/withdrawal period.
- In all cases (for audit purposes) there should be a record of charges and dropped/withdrawn courses on a student's account for which MAP is paid
 - Even for courses that may not show up on a student's transcript, but for which MAP was used to cover charges.

Adjustment Procedures

- To make an adjustment to a previously submitted payment request:
 - Submit a new payment request in GAP Access or via FTP for the correct number of enrollment hours based on the student's updated situation
 - Submitting a new payment request overlays the most recent one submitted, and GAP Access will calculate the difference between the previous request and the new request
 - For example, if the initial payment request was for 12 credit hours, and the student adds a 3-credit hour course, the school can submit a new request for 15 credit hours and GAP Access will recognize that payment was made for the initial 12-hour claim and only provide payment for the additional three hours
- If a student is no longer eligible to receive an award or a request has been made in error, a payment cancellation can may be made through GAP Access or via FTP

Adjustment Procedures

Adjusting Claims with Differential Codes

- If a payment request has already been submitted for a term and the MAP code needs to be corrected or updated:
 - First, cancel the original request (just as you would do a cancellation for other reasons, such as a withdrawal).
 - Once the cancellation has processed, submit a new request using the alternate budget code
 - This can be done in GAP Access in the MAP system for individual adjustments to a student's record or it may be done using the FTP process
 - In either case, this would be a two-step process of cancelling the request and letting it process, and then submitting a new request after the cancellation has processed.
 - If a budget code needs to be changed for a student's second term, submit the payment request for the subsequent term using the alternate MAP code (and the new calculated award amount).
 - Adjustments would not need to be made to the first term, unless an error was made and/or it's determined that the student was not eligible for an award using the budget code.
- If an award is cancelled and a new claim is submitted after the term's claim deadline it would be considered late and may not get paid

Adjustment Reminders

- A school should be cautious when cancelling/adjusting awards when it gets close to the term's claim deadline date
- Claims submitted after the deadline date will be considered as late claims and only be paid if funds remain after paying all timely claims
- Be sure to check reports in GAP Access after submitting claims and adjustments to ensure that they processed as expected
 - Results codes on the reports indicate increases and decreases

MAP Payment Results Codes

Code	Definition
*	Payment request processed – no report exception.
B	Payment increased.
C	Payment decreased.
F	Full MAP Paid Credit Hours already used.
H	Record previously paid to your school for requested term.
I	Payment reduced, amount claimed is greater than term award.
J	Ineligible for payment due to calculated award amount of zero
K	Ineligible for payment due to Stafford loan default status.
M	Disqualified record for disqualified reason code as listed.
N	Record previously paid to another school as listed for requested term.
O	Student previously paid as a graduating senior.
P	Student not eligible for term requested. Application received after the deadline date.
R	Payment annual award amount limit.
S	Suspended MAP payment.
T	With this payment, student attains 135 MAP Paid Credit Hours. Student will no longer be eligible for MAP payment.
U	Change in payment was requested; record indicates that no prior payment has been made for this term.
W	MAP Paid Credit Hours increased due to change in enrollment hours.
X	MAP Paid Credit Hours decreased due to change in enrollment hours.
Y	Held payment request – Late Claim
Z	Held payment request – Insufficient funds available.

Alternative Application Student Records

- The questions on the 2025-26 Alternative Application are consistent with the 2025-26 FAFSA and it collects all data elements needed to calculate an SAI
- Similar to an ISIR, the Alternative Application Student Record includes all application data elements
 - The order of the data in the file layout follows the order of the ISIR and the values are the same, unless otherwise noted
 - Available as a text file in Notepad
 - Using free Notepad++ app provides more user-friendly viewing
 - The Alternative Application Student Record School File Layout document provides details about field names, length of data fields, and start and end positions
 - Located in the Electronic Tools section of the E-Library at isac.org
- Creating/uploading Alternative Application Student Record files to colleges' internal systems is not required
 - Relevant student applicant data provided in GAP Access may be relied on to administer MAP for both FAFSA and Alternative Application applicants

Making Adjustments to Alternative Application Student Records

- A process is available in the MAP system that provides colleges with the ability to submit professional judgment adjustments and make corrections for Alternative Application student records
- Professional Judgment and Application Correction tabs are available on the Student Detail: Eligibility screen in the MAP system for Alt App records only
- Colleges may rely on the same policies and procedures they have in place for FAFSA applicants who have special or unusual circumstances
- During the update process, messaging will appear if data is removed from a required data field, and the user will not be able to proceed to the next page until required information has been entered
- Once all changes/updates have been entered, you must select a “Submit” button to complete the process
- For more detailed guidance refer to the Operational Guide for Alternative Application processing:
 - isac.org/isac-gift-assistance-programs/pdf/2425-FAA-AltApp-OpsGuide-Jan24.pdf

To Process a Dependency Override - Professional Judgment in the MAP System

MAP Student Detail: Eligibility

Home Student Budget Reports File Extractions

List Eligibility

Professional Judgment

Application Correction

Current SSN

Go

Transaction / Name ID

01 M. v

Go

School ID

Original SSN

Base MAP Code

2024-25 Operational Guide for Alternative Application Processing

Issue	Guidance	Regulatory/Rule Reference/Resources
RISE Act Eligibility		
<p><i>If a student completed a FAFSA but did not pass the database match checks, can they complete an Alternative Application?</i></p>	<p>The Alternative Application is not intended to be an alternate option for students who do not pass the database match checks on the FAFSA. It is intended for students who meet the specific eligibility criteria in the RISE Act legislation.</p> <p>If the student completed a FAFSA in error and meets all the criteria specified by the RISE Act, the student may complete the Alternative Application.</p>	<p>Illinois Public Act 101-0021</p>
<p><i>For students who have filed both a FAFSA and an Alternative Application, is the school responsible to compare and resolve conflicting data?</i></p>	<p>Certifying MAP Eligibility – Illinois Residency</p>	
	<p>What are the MAP residency requirements for students who are eligible to complete the Alternative Application?</p>	<p>The residency criteria in the RISE Act determines if a student is eligible to apply for MAP using the Alternative Application. To qualify to receive MAP benefits, students must also be a “resident of Illinois” as defined in ISAC’s Administrative Rules:</p> <p style="text-align: right;">Public Act 101-0021 ISAC Administrative Rules - General Provisions, Section 2700.20 Definitions and Section 2700.50 Determining Applicant Eligibility</p>
	<p>Professional Judgment</p>	
<p><i>Are students who have completed an Alternative Application subject to the same rules and guidance regarding professional judgment as a FAFSA applicant?</i></p>	<p>Yes. Colleges may rely on the same policies and procedures they may already have in place for FAFSA applicants who have special circumstances.</p>	
<p><i>Can a financial aid administrator make a professional judgment adjustment to a student’s Alternative Application record, or does it have to be submitted to ISAC?</i></p>	<p>A process is available in the MAP system of the GAP Access portal that provides colleges with the ability to make corrections and submit professional judgment adjustments to Alternative Applications.</p> <p><i>Professional Judgment and Application Correction</i> tabs are available on the <i>Student Detail: Eligibility</i> screen in the MAP system that will allow colleges to access a student’s Alternative Application record and update most of the information on the application, with the exception of the following data elements: ISAC ID Number, student e-mail address, parent e-mail address, and school choices/codes.</p> <p>When making a Professional Judgment adjustment, the option to perform a dependency override is associated with Section 3 of the application where you will have the option to provide/update parental data or continue with a dependency override.</p> <p>During the update process, messaging will appear if data is removed from a required data field, and the user will not be able to proceed to the next page until required information has been entered.</p>	

Illinois Residency Requirements for MAP

- MAP grant recipients must be residents of the State of Illinois and it is the college's responsibility to ensure that **all** MAP recipients meet the Illinois residency requirements
- For a dependent student to be considered an Illinois resident and eligible to receive a grant:
 - The parent of the dependent student who is required to complete the FAFSA must physically reside in Illinois and Illinois must be their true, fixed, and permanent home.
 - If Illinois becomes the parent's true, fixed, and permanent home after the initial FAFSA is filed, the student's and the parent's state of legal residence and permanent mailing address must be corrected to indicate Illinois on the FAFSA
- For an independent student to be considered a resident of Illinois they must have physically resided in Illinois (at the time of application), and must have resided for 12 continuous full months immediately **prior to the start of the academic year** for which assistance is requested and Illinois must be their true, fixed, and permanent home.
 - Example: An independent student attending an institution with an academic year starting on August 5, 2025, must have resided in Illinois from August 5, 2024 through August 4, 2025.

Illinois Residency Requirements for MAP

- It is the college's responsibility to verify any dependent student for whom there may be conflicting information pertaining to the parent's state of legal resident, as well as any student whose dependency status changes from "dependent" to "independent" during the award year.
- Applicants who cease to be Illinois residents after MAP award notification may complete the academic year with the awarded grant.
 - Example: If a dependent student's parent(s) moves out of state after completing the FAFSA and have received notification of MAP eligibility, the student remains eligible for MAP for the balance of that award year, assuming the student continues to meet all other eligibility requirements.
- If a school has conflicting information about an applicant's residency, the school must resolve this discrepancy prior to delivering MAP funds.
 - This requirement to resolve conflicting information is separate from the Federal Verification requirement and supersedes all verification rules.
- An institution is not required to verify residency if:
 - the applicant received payment of a MAP award during the previous academic year; or
 - the applicant was enrolled in an ISAC-approved MAP institution or an ISAC-approved Illinois high school for the preceding consecutive 12 months prior to the start of the academic year for which assistance is requested.

Illinois Residency Rule Amendment, Effective Beginning in 2024-25

From General Provisions, Section 2700.20 Definitions

"Resident of Illinois" –

A dependent student is a resident of Illinois if the parent of the dependent applicant, who is required by the instructions to complete the FAFSA or the Alternative Application for Illinois Financial Aid, physically resides within the State of Illinois, and Illinois is the parent's true, fixed and permanent home.

An independent student is a resident of Illinois if the applicant physically resides within the State of Illinois (at the time of application), and has so resided for a period of 12 continuous, full months immediately prior to the start of the academic year for which assistance is requested and Illinois is their true, fixed and permanent home.

When an applicant does not qualify as a resident of Illinois under the preceding 2 paragraphs and the applicant is a member of the U.S. Armed Forces or a foreign missionary, or is the dependent or the spouse of an individual who is a member of the U.S. Armed Forces or a foreign missionary, or is a dependent student required to list an out-of-state parent contributor on the FAFSA form, then the applicant's residency shall be determined in accordance with the following:

...

An applicant who is a dependent student and physically resides in the State of Illinois with a parent but is required to list an out-of-state parent contributor on the FAFSA form may be considered a Resident of Illinois for the purpose of State financial aid programs. See Section 2700.50(e)(3).

Illinois Residency Rule Amendment, Effective Beginning in 2024-25

From General Provisions, 2700.50(a)(3) – Determining Applicant Eligibility

3) If the institution has information that a dependent student physically resides with a parent within the State of Illinois, but the parent contributor listed on the FAFSA physically resides in another state, the institution shall review the applicant's residency eligibility for ISAC gift assistance programs to determine whether it should be based on the Illinois resident parent.

A) The institution will make this determination on a case-by-case basis upon confirming that the dependent student and Illinois parent reside in the State as evidenced by documentation as outlined in subsection (e)(4).

B) The institution shall notify ISAC of the determination.

C) A student's maximum annual MAP award amount shall be based on the need analysis calculation using the data of the parent who is required to provide financial information on the FAFSA or Alternative Application, according to the instructions provided on the respective applications.

Procedures for Dependent Residency Override

- A check-box is available in the MAP system to allow schools to override the residency issue for students who have a disqualify code due to an out-of-state parent contributor
- For FTP payment processing, there is a Dependent Residency Override field in the file layout; provide a Y indicator, if needed

2025-26 MAP 160 Byte File Layout Specifications

F) The following 160 byte record layout will be used for transmitting data between schools and ISAC.

Position		Field #	Data Element	Type (Length)	School to ISAC	ISAC to School	
Start	End				Payment or Cancellation Request	Elig File	Payment Results
					MAP Only	MAP	MAP
160 Byte Format							
1	3	1	Applicable MAP School Code	9(03)	X	X	X
4	4	2	Record Type	X(01)	4	7	5 / 6
5	5	3	Term Enrolled	9(01)	=1, 2, or 3		=1, 2, or 3
6	7	4	College Year	9(02)	26	26	26
8	8	5	Payment Request Code (valid values = P or C)	X(01)	X		X
9	14	6	Title IV School Code	X(06)	X	X	X
15	50	7	Person UUID	X(36)	X	X	X
51	53	8	Filler	X(03)			
54	54	9	User Defined	X(01)			
55	61	10	Requested Award Amount for Term	9(05)V99	X		X
62	62	11	ING Certified	X(01)			
63	64	12	Transaction Number	9(02)	X		X
65	65	13	Continuing Student	X(01)		X	X
66	66	14	Paid Previous Year	X(01)		X	X
67	67	15	Dependent Residency Override	X(01)	Opt*		
68	68	16	Payment Result Code	X(01)			X
69	75	17	Payment Results Amount Paid for Term	9(05)V99			X

2025-26 MAP Payment Processing

- Expected to be available the week of August 18
- First term claim **deadline date** will be Friday, December 5

The screenshot shows the ISAC Monetary Award Program (MAP) website. The breadcrumb trail at the top reads: Home > ISAC Gift Assistance Programs > Monetary Award Program (MAP). The main heading is "Monetary Award Program (MAP)". Below this is a "Program News" section, last updated August 8, 2025, with a list of links: MAP Advising Data Collection, 2025-26 Program Funding, 2025-26 Recompute Formula, Suspension of 2025-26 Award Announcements, 2025-26 Start-up Formula Revision, 2025-26 Start-up Implementation, 2025-26 Award Announcements, 2025-26 File Layout Specifications, 2025-26 Start-up Formula, 2024-25 Reconciliation – Due to ISAC Notifications, and Additional MAP References. On the right is a blue sidebar menu with the following items: Monetary Award Program (MAP), Program Overview, Applying, **Suspense**, Eligibility, Award Announcements, Formula, MAP Paid Credit Hours, Special Enrollment Circumstances, Budget Reporting, Payment, Reconciliation, and MAP Electronic Processing.

ISAC's Partner Services Department

Provides program information, policy guidance, training and support to colleges, high schools and other ISAC partners

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Questions/Comments

