MAP Certificate Programs

Excerpted from "ISAC Operational Update and Program News" webinar held on August 31, 2022

MAP – Certificate Programs

- Effective with the 2022-23 award year, students enrolled at public institutions in eligible short-term certificate programs that award credit hours may be eligible for a MAP award.
  - This includes certificate programs that are not eligible for Title IV financial aid.
  - ISAC filed an emergency amendment to its 2022-23 administrative rules so the change would be in effect for the 2022-23 award year.

- In order to receive MAP for a short-term certificate program, it must meet the following definition (from 23 Ill. Adm. Code 1501.301, which are the Administrative Rules of the Illinois Community College Board) and which is now 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.

- Certificate programs that do not award credit hours are **not** eligible for MAP.

- In order to receive MAP for a short-term certificate program, a student must be enrolled at an eligible public institution in an eligible degree or certificate program for a minimum of three credit hours.
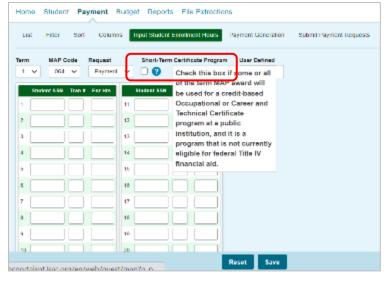
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MAP – Certificate Programs

- To request MAP payment for a student in an eligible certificate program, 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.

- An indicator has been added to the MAP payment request process to identify students who are receiving MAP due to their enrollment in a short-term certificate program at a public institution.

- When submitting a MAP payment request for a student in a certificate program, the Short-Term Certificate Program indicator should be checked in the MAP system.
  - 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 File Transfer Protocol, a "Y" indicator should be provided in Field #24 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.

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MAP – Certificate Programs

- If requesting payment in the MAP system in GAP Access, 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

MAP – Certificate Programs

- For payment requests submitted via FTP for students in short-term certificate programs, a "Y" indicator should be provided in Field #24 in the FTP file
  - o 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

2022-23

- FTP Process Using GAP Access Credentials
- 2022-23 MAP 160-Byte File Layout Specifications
- 2022-23 Alternative Application Student Record School File Layout
- 2022-23 ING Grant 160-Byte File Layout Specifications
- 2022-23 IVG 160-Byte File Layout Specifications

2022-23 MAP 160 Byte File Layout Specifications

E) Summary of Data Element Changes, revision (highlighted in grey) made to the 2022-23 layout.

A new payment request field has been added for record type 4, 5, & 6 for Payment Request Type P. This new field is an indicator that schools may use when applicable to indicate 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.

91	92	23	Name ID	X(02)		X	X	X
93	93	24	Short-Term Certificate Program	X(01)	Opt*			X
94	94	25	MAP Suspense Flag	X(01)			X	X

24   **Short-Term Certificate Program** - 1 character indicator that schools may use when applicable to indicate 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

Y = 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
Blank = not applicable

If Field #6, **MAP Payment Request Code**, is "C" – Must be = Blank

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MAP for Certificate Programs Qs & As

Can we start awarding students for 2022-23?
Yes. The statutory change to MAP, which expands eligibility to occupational and career and technical certificates at public institutions, is in effect for the 2022-23 award year.

Is there a limit on how many certificates a student can complete?
No.

How will I know if my certificate program is eligible?
If a program meets with the federal definition of eligible program (34 CFR 668.8) or the definition of Occupational or Career and Technical Certificates at a public Institution (23 Ill. Adm. Code 1501.301), then a student in that program could be eligible to receive MAP, if they meet all other eligibility criteria.

What's the minimum number of credit hours that a short program must have?
ISAC will not define the number of hours that a short-term program must have. Rather, ISAC will amend its administrative rules to include the definition to which the statute change refers (ICCB definition). MAP administrative rules will continue to require that a student be enrolled in at least 3 credit hours.

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