

## 9.2 Viewing Archived ISIR Information

**Purpose:** Use this document as a reference on how to view ISIR information for previous years

**Audience:** Financial Aid Staff

**!** You must have at least one of these local college managed security roles:

- ZD FA Director
- ZD FA Historical Data
- ZZ FA Historical Data

If you need assistance with the above security roles, please contact your local college supervisor or IT Admin to request role access.

### View Archived Application Data

**Navigator:** Nav Bar > Navigator > Financial Aid > Financial Aid History > View Archived Application Data

**!** Note-- Your ctcLink ID must have the assigned security role to view this page. If you are not able to view this page/access the navigation, contact your local security admin.

1. At the Historical Application Information page, enter the:
  - ID
  - Aid Year
2. Select the ISIR Corrections link.

## Historical Application Information

Search filters: ID 101000534, Institution WA171, \*Aid Year 2018, Term, Program Type (Credit/Clock Hr) Credit Hour Program, Source.

Navigation links: Federal EFC Summary, Institutional EFC Summary, Institutional Application, ISIR Corrections, ISIR Inbound, ISIR Suspension, View RTIV Worksheet, Application Data Verification, View RTIV PW Disbursement, View RTIV Fund Return, View RTIV Return Summary.

Notify button.

- 3. The archived ISIR displays. You can review Student Information, Parent Information, Assumptions\School Codes and EFC\DB Matches\Corr. Note you can view the previous transactions as displayed in the "1 of 7" row.

View 2017-2018 ISIRs

Navigation tabs: Student Information, Parent Information, Assumptions\School Codes, EFC\DB Matches\Corr.

Aid Year: 2018, 2017-2018 Financial Aid Year

ID: [redacted], Institution: WA171

ISIR Data: 1 of 7

Effective Date: 04/27/2018, Transaction Num: 6, Correction Status: Correction(s) Accepted, Status Date: 04/27/2018

EFC Status: Official, Primary EFC: 0, Prorated EFC: 0, FM, IM, Need Summary, INAS

Actual Bio/Demo Data: Correct Name, Address, SSN, Date of Birth, Telephone, Citizenship, Visa/Permit Number, Email.

ISIR Bio/Demo Data: First Name, Middle, Last Name, ISIR Address, SSN, Date of Birth, Telephone Number, Citizenship Status, Alien Registration Number, Driver's License Number, Driver's License State, Email Address.

Student Data - Background Info: State of Residence: WA, Res Prior 12: Blank, Yes, No, Residency Date, Male or Female: Male, Female, Register with Sel Serv: Blank, Register Me.

- 4. To return to the previous page, scroll down to the bottom of the page, and select the **Return to Search** button.

Married  Yes  No

Veteran  Yes  No

Children  Yes  No

On Active Duty  Yes  No

Emancipated Minor  Yes  No

Youth determined by SDL  Yes  No

Legal Guardianship  Yes  No

Unaccompanied Youth(HUD)  Yes  No

Risk of Homelessness  Yes  No

Marital Status  Blank  Single  Married/Remarried  Separated  Divorced/Widowed

Marital Status Date

Marital Status (Personal Data) Unknown

Dependency Status | IND

Citizenship Status 1 Citizen

**Student Data- Independent Info**

Number in Family 01

Number in College 1

Save **Return to Search** Notify Refresh

[Student Information](#) | [Parent Information](#) | [Assumptions/School Codes](#) | [EFC/DB Matches/Corr](#)

## 5. End of procedure