Simulate 2023/2024 Federal Methodology

Purpose: Use this document as a reference on how to proceed through the Federal Methodology Simulation in ctcLink.

Audience: Financial Aid staff.

Use the **Simulate 2023/2024 FM** page as a worksheet to create different need analysis/EFC scenarios before committing the calculation for Need Analysis. The Calc EFC process retrieves information from the **ISIR Correction** pages and **Federal Extension** page. You can also select the **Federal Extension** link from any simulation page or the setup of your local policy options.

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

- ZC FA Local Configuration
- ZD FA ISIR Imports
- ZD FA Local Configuration
- ZZ FA ISIR Imports
- ZZ FA ISIR Processor

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

FM Simulation

⚠ **Note:** The EFC Summary Detail will be used through the remainder of the 2023/2024 AY. Beginning with the 2024/2025 AY, the SAI replaces the EFC.

Simulate 2023-2024 FM

Navigation: Financial Aid > Federal Application Data > Simulate 20xx-20xx FM

1. The FM Simulation 20x-20xx search page displays. Enter the:
   - **ID**

- **Academic Institution**
- **Aid Year**

2. Select the **Search** button.
6. The Student Income/Assets tab displays.
7. Use the **Student Income/Assets** tab to change income and asset values prior to EFC calculation.
8. Select **Get Federal Data** to copy the student's latest ISIR data to this page. The Student Income/Assets tab will refresh.
9. The **Student Income/Assets** tab re-displays, now populated with data from the student's ISIR.
10. Select any of the fields available to make adjustments to simulate a case-by-case basis Special Circumstances or Professional Judgment request.
11. Select the **Calc EFC** button to recalculate the EFC.
14. The Student Income/Assets tab refreshes and shows the updated **Primary EFC** and **Prorated EFC**.
15. Select **Use Simulated Data** to move the simulated data into production.
16. A confirmation **Message** box appears.
17. Read it, then select **Yes.**

> ⚠️ If you choose to move the simulated data into the Correct 20xx-20xx page, follow the steps through to ensure the correction gets picked up in the batch outbound correction process.

Video Tutorial

The video below demonstrates the process actions described in the steps listed above. There is no audio included with this video. Select the play button to start the video.

View Tutorial Via Panopto

View the external link to [Simulate 2023-2024](#). This link will open in a new tab/window.

Optional - Send Correction on FM Simulation

> ℹ️ This section demonstrates how to verify and update the correction status, by opening up a new browser window and navigate to the FAFSA Information page in the ISIR Data Corrections component.

1. The **Student Income/Assets** tab is displayed from prior section.
2. Select the **New Window** link in top right of screen. The new window displays.

> ❗ You must have at least one of these local college managed security roles:
>
> • ZZ FA ISIR Corrections
>
> If you need assistance with the above security roles, please contact your local college supervisor or IT Admin to request role access.

3. On the New Window tab, navigate to the Correct 20xx - 20xx ISIR Records page.
    • **Navigation: Financial Aid > Federal Application Data > Correct 20xx - 20xx ISIR records**

4. The **Student Information** tab displays.
5. Select the drop-down menu on the **Correction Status** field. Ensure that the **Correction Status** field is set to **Send Correction(s)**.
6. Select the **Save** button.
7. The process to run the Need Analysis simulation is now complete.
8. End of procedure.

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