

Enrollment Lookup and Update Overview

OpenNet® Web Loan Delivery (WLD) makes enrollment updates fast and efficient.

- You can look up a student’s current enrollment status with Sallie Mae.
- With our enrollment update form, you can submit individual or multiple student updates.
- Field definitions information is available to assist in completing the enrollment update form.
- Enrollment updates will be processed within 3 to 5 business days.

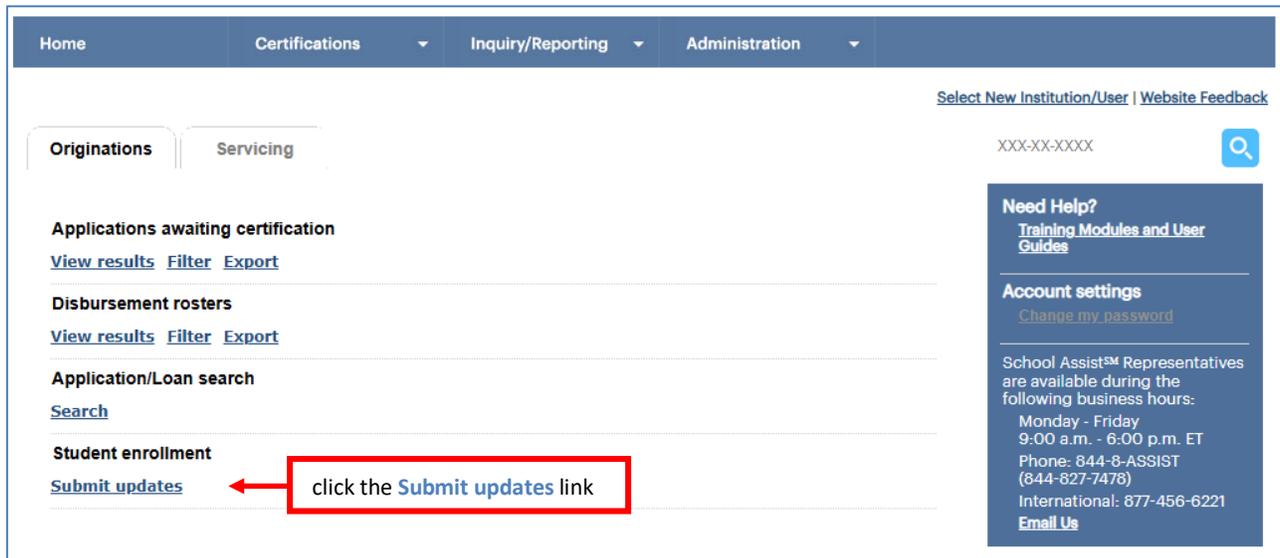
Student Enrollment Lookup

1. Log in to OpenNet® Web Loan Delivery with your OpenNet User ID and Password.

There are **2 options** to access Student Enrollment Lookup.

- a. From the OpenNet home page.
- b. From the Application Loan summary page.

2. To access Student Enrollment information from the OpenNet home page, click on Student enrollment/**Submit updates**.



The screenshot shows the OpenNet Web Loan Delivery interface. At the top, there is a navigation bar with 'Home', 'Certifications', 'Inquiry/Reporting', and 'Administration'. Below this, there are tabs for 'Originations' and 'Servicing'. The main content area is divided into several sections: 'Applications awaiting certification' with links for 'View results', 'Filter', and 'Export'; 'Disbursement rosters' with similar links; 'Application/Loan search' with a 'Search' link; and 'Student enrollment' with a 'Submit updates' link. A red box highlights the 'Submit updates' link, and a red arrow points to it with the text 'click the Submit updates link'. On the right side, there is a sidebar with 'Need Help?' (Training Modules and User Guides), 'Account settings' (Change my password), and contact information for School AssistSM Representatives.

(Continued on the next page)

The Student enrollment lookup/updates page displays.

Student enrollment lookup

SSN:  Enter the student's SSN and click on the search icon.

Enrollment updates

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	

Submit
Cancel
Clear All Data

- Enter the student's SSN and click on the [search icon](#).

(Continued on the next page)

Student enrollment data displays.

The enrollment data displays the student's current enrollment information on the Sallie Mae loan servicing system.

Student enrollment lookup

SSN:

Enrollment data shown below is effective as of the previous business day. If you have recently submitted an update, please allow 3-5 business days of processing.

Student Name: DAMIAN STEWART
Social Security Number/ID: 888-98-8725
Enrollment Status: FullTime
Graduation/Separation Date: 10/18/2025
Last Reported Date: 3/27/2025
Reporting School: STATE UNIVERSITY (111555-00)

Student detail, enrollment status and dates are displayed.

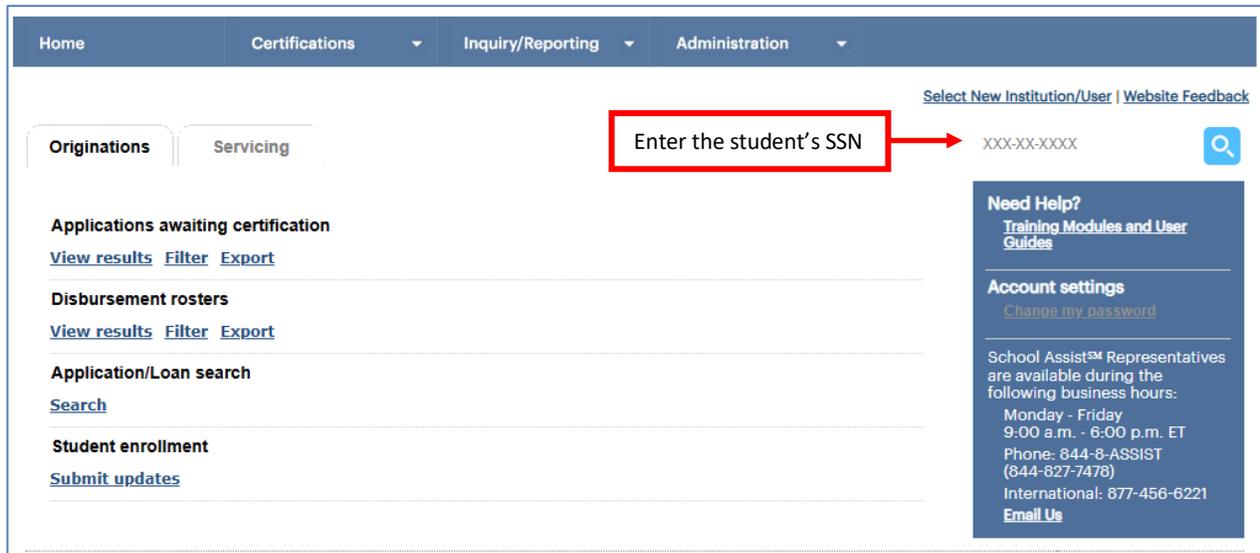
Enrollment updates

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="button" value="✕"/>
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="button" value="✕"/>
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="button" value="✕"/>
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="button" value="✕"/>
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="text" value="mm/dd/yyyy"/> <input type="button" value="📅"/>	<input type="button" value="✕"/>

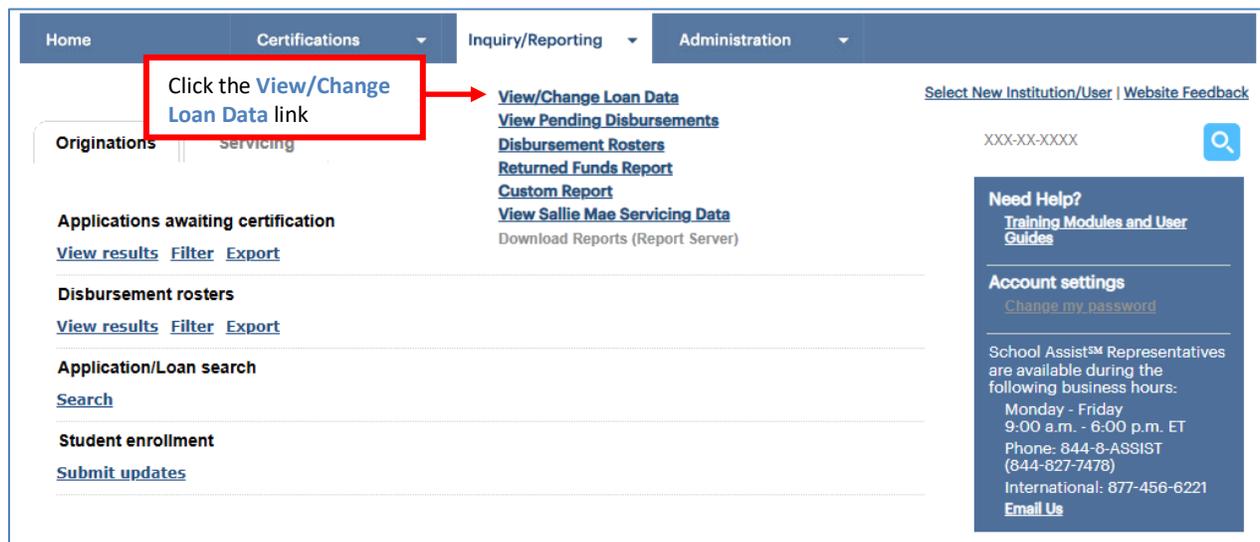
You can also retrieve the student enrollment data from the OpenNet **Application/Loan Summary** page.

1. Enter the student's SSN in the search box on the OpenNet home page to look up the student.



The screenshot shows the OpenNet home page navigation bar with 'Home', 'Certifications', 'Inquiry/Reporting', and 'Administration' menus. Below the navigation bar, there are tabs for 'Originations' and 'Servicing'. A search box is located on the right side of the page, with the text 'Enter the student's SSN' inside it. An arrow points from this text to the search input field, which contains the placeholder text 'XXX-XX-XXXX'. To the right of the search box is a magnifying glass icon. Below the search box, there are several sections: 'Applications awaiting certification' with links for 'View results', 'Filter', and 'Export'; 'Disbursement rosters' with similar links; 'Application/Loan search' with a 'Search' link; and 'Student enrollment' with a 'Submit updates' link. On the right side of the page, there is a 'Need Help?' section with links for 'Training Modules and User Guides', an 'Account settings' section with a 'Change my password' link, and a 'School AssistSM Representatives' section with contact information and an 'Email Us' link.

2. You can also look up the student by hover your cursor over the Inquiry/Reporting option on the Menu Bar and click on **View/Change Loan Data**.



The screenshot shows the OpenNet home page navigation bar with 'Home', 'Certifications', 'Inquiry/Reporting', and 'Administration' menus. The 'Inquiry/Reporting' menu is highlighted, and a dropdown menu is visible. A red box highlights the 'View/Change Loan Data' link in the dropdown menu, with an arrow pointing to it. The text 'Click the View/Change Loan Data link' is written inside the red box. The rest of the page content is the same as in the previous screenshot, including the search box, 'Applications awaiting certification', 'Disbursement rosters', 'Application/Loan search', 'Student enrollment', 'Need Help?', 'Account settings', and 'School AssistSM Representatives' sections.

(Continued on the next page)

The Search criteria page displays

Search criteria

Enter either the SSN or the first and last names of the borrower/student whose information you want to view. You can search on a partial first name by entering the first two letters followed by an asterisk (*) as a wildcard.

Search criteria

SSN:

or

Last name:

First name:

Middle initial:

Enter the student's SSN or last name/first name.

Click the **Submit** button.

3. Search for a student by typing their SSN or last name/first name. The student's middle initial can also be entered to further filter results, but it is not required.
4. Click the **Submit** button.

(Continued on the next page)

The Application/Loan summary page displays with the student's loan(s) listed.

Home
Certifications
Inquiry/Reporting
File management
Administration

[Select New Institution/User](#) | [Website Feedback](#)

Application/Loan summary

The following summary lists applications/loans on file for the borrower/student that are associated with your institution(s). Please note that the specific options that are available to you depend on your user access and the status of the application/loan.

Report run Friday, April 11, 2025 at 5:35:04 PM ET

Borrower/Student

Name: DAMIAN STEWART

Social Security number: 888-98-8725

Date of birth: 01/01/1994

Click the [View/Change Enrollment Data](#) link.

[View demographics >>](#)
[View aggregate loan totals >>](#)
[View acct servicing summary >>](#)
[View multi-loan details >>](#)
[View/Change Enrollment Data >>](#)

Records 1-1 (of 1)

Loan program Borrower name/SSN Student name/SSN	Status information	Amount	School ID Curr lender ID	CommonLine unique ID Loan period Application ID
SMART OPTION STUDENT LOAN (091)	Loan: PARTIALLY DISBURSED App start date: 11/18/2024 Credit: APPROVED What's next: The loan is approved for disbursement, and no further action is required at this time. The customer is currently eligible to request additional funds at salliemae.com/myapp .	\$8,000.00	111555-00 900905	899984AT101153996 11/18/2024-10/18/2025 101153996-01 Additional funds available: \$17,000.00

Need Help?
[Training Modules and User Guides](#)

Account settings
[Change my password](#)

School AssistSM Representatives are available during the following business hours:
 Monday - Friday
 9:00 a.m. - 6:00 p.m. ET
 Phone: 844-8-ASSIST (844-827-7478)
 International: 877-456-6221
[Email Us](#)

- Click the [View/Change Enrollment Data](#) link to retrieve the student's enrollment information.

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Need assistance? Contact us: (855) 756-0006

Issued: 04/30/2025

The student enrollment data is displayed on the Student enrollment lookup page.

Student enrollment lookup

SSN: 

Enrollment data shown below is effective as of the previous business day. If you have recently submitted an update, please allow 3-5 business days of processing.

Student Name: DAMIAN STEWART
Social Security Number/ID: 888-98-8725
Enrollment Status: FullTime
Graduation/Separation Date: 10/18/2025
Last Reported Date: 3/27/2025
Reporting School: STATE UNIVERSITY (111555-00)

Student detail, enrollment status and dates are displayed.

Enrollment updates

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	
-Select One- ▼	<input type="text"/>	<input type="text"/>	<input type="text"/>	-Select One- ▼	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	<input type="text" value="mm/dd/yyyy"/> 	

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Submitting Enrollment Updates

Enrollment Updates

- You can submit enrollment updates for up to 5 students at a time.
- The fields to submit an enrollment update are School ID, Student SSN, Student First Name, Last Name, Enrollment Status, Enrollment Start/End Dates and Anticipated Graduation date.

Withdrawn and Graduate status will require only specific date fields to be completed.

- Graduated - The Anticipated Graduation Date is the only required field. This should be the date the student completed the program.
- Withdrawn - Enrollment Start Date field is the only required field. This should be the date the student was withdrawn.

Enrollment updates

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date
<input type="text" value="-Select One-"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-Select One-"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>
<input type="text" value="-Select One-"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-Select One-"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>
<input type="text" value="-Select One-"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-Select One-"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>
<input type="text" value="-Select One-"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-Select One-"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>
<input type="text" value="-Select One-"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-Select One-"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>

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Enrollment updates form.

Enrollment updates

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
11155500				Full Time	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
11155597				Half Time	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
11155598				Less Than Half Time	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
-Select One-				Withdrawn	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
-Select One-				Graduated	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
-Select One-				Approved leave	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy

1. Select the school ID in the School ID dropdown.
 - If your school has multiple connected branches setup on OpenNet, you will see those branches in the drop down.
2. Enter the Student SSN, First Name, and Last Name.
3. Select the Enrollment Status from the dropdown.
4. Enter the Enrollment Start Date, Enrollment End Date, and Anticipated Graduate Date as required.

For field definition help, click on the [click here](#) link.

(Continued on the next page)

Enrollment updates

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date	
11155500	888988725	DAMIEN	STEWART	Half Time	08/28/2025	05/28/2026	06/01/2026	X
11155597	888441515	JAMES	ADAMS	Graduated	mm/dd/yyyy	mm/dd/yyyy	04/04/2025	X
11155598	888551151	MICHAEL	SMITHSON	Withdrawn	04/14/2025	mm/dd/yyyy	mm/dd/yyyy	X
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy	X
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy	X

Click the **Submit** button.

- After the student(s) enrollment information is entered, click the **Submit** button.

(Continued on the next page)

Enrollment submission result page displays.

The enrollment form will be grayed out/locked if the enrollment updates are submitted successfully.

Enrollment updates

Enrollment updates submitted successfully!

You may provide enrollment information for students below. Sallie Mae will process enrollment updates once daily based on the best available information at the time. Please allow 3 to 5 business days for processing. For help with this page, including field definitions, please [click here](#).

School ID	Student SSN	Student First Name	Student Last Name	Enrollment Status	Enrollment Start Date	Enrollment End Date	Anticipated Graduation Date	
11155500	888988725	DAMIEN	STEWART	Half Time	08/28/2025	05/28/2026	06/01/2026	X
11155597	888441515	JAMES	ADAMS	Graduated	mm/dd/yyyy	mm/dd/yyyy	04/04/2025	X
11155598	888551151	MICHAEL	SMITHSON	Withdrawn	04/14/2025	mm/dd/yyyy	mm/dd/yyyy	X
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy	X
-Select One-				-Select One-	mm/dd/yyyy	mm/dd/yyyy	mm/dd/yyyy	X

Submit
Cancel
Clear All Data

- If you need to submit additional enrollment updates, click the **Clear All Data** button to clear the form. Repeat steps 1-5.
- Click the **Cancel** button to return to the OpenNet home page.

Field Definitions

School ID	Select the school code reporting the enrollment status update.
Student SSN	Enter the 9-digit social security number of the student.
Student First Name	Enter the first name of the student.
Student Last Name	Enter the last name of the student.
Enrollment Status	Select the student's enrollment status during the reported enrollment period <ul style="list-style-type: none"> • Full Time • Half Time • Less Than Half Time • Withdrawn • Graduated • Approved leave
Enrollment Start Date	Enter the start date of the student's current enrollment status.
Enrollment End Date	Enter the end date of the student's current enrollment.
Anticipated Graduation Date	Enter the anticipated date the student will complete their program or the actual graduation date the program was completed.

Enrollment Status

- [Full Time/Half Time/Less Than Half Time](#) - The Enrollment Start, Enrollment End, and Anticipated or Graduation Date fields are required.
- [Withdrawn](#) - The Enrollment Start field is a required field. This should be the date the student was Withdrawn.
- [Graduated](#) - The Anticipated or Graduation Date is a required field. This should be the date the student completed their program.
- [Approved Leave](#) - The Enrollment Start, Enrollment End, and Anticipated or Graduation Date fields are required. The Enrollment Start and End dates should reflect the approved leave of absence

Close