

Loan Update Overview

OpenNet® Web Loan Delivery allows you to make a variety of loan-level changes, including changes to the following:

- Loan period begin date and end date
- Grade level
- Anticipated completion date
- Enrollment status
- Gross disbursement amount

Update Loan Data

How to update loan data:

1. Hover your cursor over the Inquiry/Reporting option on the Menu Bar of any OpenNet Web Loan Delivery page, and then click on View/Change Loan Data.

I (sallie mae		Welcome, School User <u>Change my password</u> <u>Sign out</u>
Click on View/Change Loan Data.	nquiry/Reporting 👻 File management 👻	Administration –
Originations Servicing File manager	View/Change Loan Data View Pending Disbursements Disbursement Rosters Returned Funds Report Custom Report View Sallie Mae Servicing Data Download Reports (ReportServer)	KXX-XX-XXXX Q Need Help? Training modules User guides User guides
Applications awaiting certification View results Filter Export		Account settings Change my password Change my challenge

The Search Criteria page displays.

- 2. Enter the SSN or last and first name.
- 3. Click the **Submit** button.

The Application/Loan Summary page displays.

4. Click the View/Update link.

The Application/Loan Details page displays.

(Continued on the next page)

oan details	🔂 <u>Return to top</u>		
School name: UNIV-MAIN CAMPUS	Grade level: SOPHOMORE Update loan data		
School ID: 00000000	Enrollment status: FULL TIME Update disb xta		
Loan period: 09/15/2019 - 05/15/2020	Enrollment efftv date: 09/15/2019		
CommonLine unique ID: 899984AT100899141	Antcptd grad date: 05/31/2024		
Alt loan program code: 091	Major course of study: BUSINESS		
Application ID: 100899141-01	Click the Update Loan		
Disbursing agent: SALLIE MAE	Lender ID: 900905		
Disbursing agent: SALLIE MAE Servicer name: <u>SLM</u>	Lender ID: 900905 Lender name: <u>SALLIE MAE</u>		
Disbursing agent: SALLIE MAE Servicer name: <u>SLM</u> Cost of attendance: \$55,175.00	Lender ID: 900905 Lender name: <u>SALLIE MAE</u> Loan amt requested: \$20,000.00		
Disbursing agent: SALLIE MAE Servicer name: <u>SLM</u> Cost of attendance: \$55,175.00 Estimated financial aid: \$20,000.00	Lender ID: 900905 Lender name: <u>SALLIE MAE</u> Loan amt requested: \$20,000.00 School cert amount: \$10,000.00		

5. Click the Update Loan Data button located in the Loan Details section of the page.

The Loan Update page displays.

Loan update Smart Option Student Loan (091) Borrower Name: SSN: Date of birth:	TERRY THOMAS 666-52-5211 05/01/1999	Enter changes to information via boxes and drop-	o the loan the New Value -down lists.	text
Loan Details				
	Current value	New value		
Certified loan amt:	\$15,000.00	\$		
Loan period begin date:	05/15/2020			
Loan period end date:	05/15/2021			
Grade level:	FRESHMAN UNDERGRADUATE	Select Grade Level	T	
Anticipated completion date:	09/30/2025			
Enrollment status:	FULL TIME	Select Enrollment Status	Enter change	es to the gross
Disburgement details			uisbuisemei	
		-	Gross Amou	nt text box.
1 AWAITING DISBURSEMENT 05/	5/2020 \$7,500 \$	00	7	
2 AWAITING DISBURSEMENT 01/1	5/2021 \$7.500 \$.00		
Review Changes button.	Review change	biscontinue		

6. Enter any necessary changes to the loan information via the New Value text boxes and drop-down lists and to the gross disbursement amount via the Gross Amount text box.

(Continued on the next page)

Click the Review Changes button.
 The Review Changes page displays.

Borrower			
Name:	TERRY THOMAS		
SSN:	666-52-5211		
Date of birth:	05/01/1999		
Loan details			
Loan period: 05/15/2	2020 to 05/15/2021		
Changed field	Current value	New value	
Loan period end date	05/15/2021	06/15/2021	
a Submit button			
Subinit Button.	Submit Ma	ke corrections Discontinue	

The Update Loan Data process is complete.