# Quick Reference: View Sallie Mae Loan Servicing Data

# View Sallie Mae Loan Servicing Data Overview

The Account Servicing Summary page is used to view the details of a loan on Sallie Mae<sup>®</sup>'s servicing system. This functionality retrieves borrower account information for Sallie Mae loans. This quick reference provides instructions and illustrations specific to viewing information for your Sallie Mae servicing volume.

# Account Servicing Summary Page

### How to access the Account Servicing Summary page:

- 1. Do one of the following:
  - Hover your cursor over the Inquiry/Reporting option on the Menu Bar of any OpenNet<sup>®</sup> Web Loan Delivery page, and then click on View Sallie Mae Servicing Data.
  - On the Servicing tab of the School Home Page, click on the Search link on the Sallie Mae Servicing Data tile.

Originations	Servicing File man	View/Change Loan Data View Pending Disbursements Disbursement Rosters Returned Funds Report Custom Report	Click on View Sallie Mae Servicing Data.	Feedbar	
Applications awaiting certification View results Filter Export Disbursement rosters View results Filter Export			Training module User guides Account setting Change my pas Change my cha information School Assist™	Training modules User guides Account settings Change my password Change my challenge information School Assist <sup>2M</sup> Representatives	
Application/Loan s	search Sa	r click the <b>Search</b> link on the allie Mae Servicing Data tile.	are available duri following busine 9:00 a.m 6:0 Phone: 844-8- (844-8277478 International: 6 Direcat: 302-45 <b>Envail Us</b>	ing the iss hours: iV 00 p.m. ET ASSIST ) 3777-456-6221 1-4912	



Search crite	ria				
Enter either the SSN name by entering the	or the first and last r e first two letters foll	names of the borr lowed by an aster	rower whose information you risk (*) as a wildcard.	want to view. You car	search on a partial first
Search criteria			Type a borrower	SSN.	
SSN:					
	or	K	Or type a borro	wer name.	]
Last name:					•
First name:					
Middle initial:					
				Click the <b>Su</b>	bmit button.

- Type a borrower's Social Security Number in the SSN field or type a borrower's name in the Last Name, First Name, and Middle Initial fields. You can search on a partial first name by entering the first two letters followed by an asterisk (\*). Click the Submit button.
- 3. The Account Servicing Summary page displays.

View app/loan summary: This page displays borrower loan data that resides on Sallie Mae's servicing system. The information displayed represents loans associated with your institution(s) only. The borrower may have Sallie Mae serviced loans not shown here if they are associated to other institutions.								
Report run 07/0	06/2020 at	8:46:19 AM ET		Servicing mes	ssages Account info Loan info			
Borrower								
	Name:	DEBRA R STAI	FFORD		View demographic data			
Social Securi	ty number:	719-89-0949						
Da	te of birth:	01/01/1982						
Servicing me	ssages				• Return to			
Message 1:	Our records indicate a payment is past due. A past due payment will cause future disbursements on any private student loans that have not fully disbursed to suspend. Borrowers can make a payment online by visiting SallieMae.com to log into their account or by calling us at 800-472-5543.							
Account info	rmation				🙃 <u>Return to</u>			
The account inf Sallie Mae Ioan	ormation or servicing da	n this page detai ata associated w	ils borrower loan servicing data a vith their account by logging in a	associated with your t salliemae.com.	institution. A borrower can access			
Origina	I balance:	\$3,500.00	10-day payoff amount:	\$1,556.33	View balance detail			
Principa	l balance:	\$1,500.00	10-day payoff date:	07/16/2020	View acct payment history			
Accrue	d interest:	\$52.68	Interest paid year-to-date:	\$0.00	II			

(Continued on the next page)





## **Reviewing the Account Servicing Summary Page**

The following are summaries of the various sections of the page and the links that are available to additional details. **Borrower information:** The Account Servicing Summary page displays basic borrower demographic information under the Borrower section header, including name, Social Security number, and date of birth. The Borrower section also includes a link to detailed borrower information. • View Demographic Data - To view detailed demographic information associated with the borrower. Account servicing summary View app/loan summary>> This page displays borrower loan data that resides on Sallie Mae's servicing system. The information displayed represents loans associated with your institution(s) only. The borrower may have Sallie Mae serviced loans not shown here if they are associated to other institutions. Servicing messages Account info Report run 07/06/2020 at 8:46:19 AM ET Borrower Name: DEBRA R STAFFORD View demographic data >> Social Security number: 719-89-0949 Date of birth: 01/01/1982 Servicing messages:

The Account Servicing Summary page displays servicing messages associated with the borrower account under the **Servicing Messages** section header. Servicing messages indicate problems with an account as well as the recommended means of correction.





#### **Account Information:**

The Account Servicing Summary page displays general borrower account information under the Account Information section header.

Account information       Return to top								
The account information on this page details borrower loan servicing data associated with your institution. A borrower can access all Sallie Mae loan servicing data associated with their account by logging in at salliemae.com.								
Original balance:	\$3,500.00	10-day payoff amount:	\$1,556.33	View balance details >>				
Principal balance:	\$1,500.00	10-day payoff date:	07/16/2020	View acct payment history >>				
Accrued interest:	\$52.68	Interest paid year-to-date:	\$0.00					
Current balance:	\$1,500.12	Prior year interest:	\$0.00					
Monthly payment:	\$1.23	Next payment due:		View payment instructions >>				
Total amount delinquent:	\$2.46	Last payment received:						
Other fee(s):	\$0.12	Last payment amount:	\$0.00					
Present amount due:	\$3.69							
Number of days past due on most delinquent loan:	59							

The Account Information section also includes multiple links to detailed account information associated with the borrower.

- View Balance Details Loan balances associated with the borrower account, including sub-totals for each loan program.
- View Acct Payment History Payment history associated with the borrower account, including all payments and financial transactions for all loans.
- View Payment Instructions The instructions for the borrower explaining how to handle loan payments.

(Continued on the next page)



#### Loan Information:

The Account Servicing Summary page displays general information for individual loans associated with the borrower account under the Loan Information section header:

Loan information					• Return to top			
Loan program	First disb date	Status / Days delq	School	Orig bal / amt delq				
Smart Option Student Loan	08/27/2019	<u>SCHL</u> 59	UNIV-MAINCAMPUS (000000-00)	\$3,500.00 \$2.46	<u>View details</u> <u>View status history</u>			
Enter new SSN: Search								

The Loan Information section also includes links to detailed loan and status history information for each displayed loan:

- View Details Servicing details for a loan, including payment information, interest and status details, loan details, disbursement details, and more.
- View Status History The history of a loan's origination, disbursement, and repayment processing.

Once you have reviewed the borrower's information, you can:

- Begin a new search by typing a borrower SSN in the Enter a New SSN field and clicking the Search button.
- Return to the Search Criteria page by clicking the Return to Search Criteria button.