



# UPDATE

## Collections System

### First Quarter Enhancements

*Campus Partners is pleased to announce the following enhancements to the Collections System effective April 27, 2006.*

#### Letter Generation

We have added space on the top and bottom of the borrower address, so that when you are using a window envelope, the account number will not show.

#### Custom Letter Maintenance

New merge codes have been added to 'Custom Letter Maintenance'. These new merge codes total all loans on the Collections System for that field for a borrower. The following is a list of the new fields:

<<Borr Orig Loan Amt>>	<<Borr Loan Fees Due>>
<<Borr Prin Loan Bal>>	<<Borr Total Loan Amt Due>>
<<Borr Loan Curr Amt Due>>	<<Borr Loan Bal>>
<<Borr Loan Past Due Amt>>	<<Borr Last Pymt Amt>>



Remember that when editing a custom letter using a merge code, you need to type the new merge code field as shown (Example: <<Loan Type>>). If you double click the merge code, the merge code will appear at the end of your text.

#### PCCS Activity Flag on System III

Two fields, the 'PC COLLECTIVITY FLG' and 'PC COLLECTIVITY DTE', can be found on System III on the Collections Screen (COLL). Valid values for the 'PC COLLECTIVITY FLG' are:

**S** = Send to the Collections System  
**D** = Do not automatically remove from the Collections System  
**R** = Remove from the Collections System  
**W** = Withhold from the Collections System (The withhold flag is the only flag that can be changed back to 'blank')  
**Blank** = Not on Collections System – Eligible to be sent

You can update these fields online and by due diligence. To verify the number of days delinquent at which you are sending loans to the Collections System, please contact your Customer Service Representative. Remember that you can assign cohort and projected cohort loans to the Collections System based on a separate number of days past due.

The following screens on System III display 'PCCS' on loans that are on the Collections System (PC Coll Activity Flag on the 'COLL' screen equals S or D): MAIN, LN1, LN2, LN3, LN4, LN5, and BASE.

You will see the following comment in history on System III when a loan has been sent to the Collections System: 'PC COLLECTIVITY FL FROM TO S'.

#### Reminder!

The administrator controls whether or not certain types of response codes will satisfy an outstanding worklist item from the 'Borrower Response' screen.

The *Collections System Update* is published quarterly, detailing enhancements we have made to the System. An updated manual is available online. If you have any questions, please contact your Customer Service Representative at Campus Partners at 1-800-458-4492.