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| Proposed ENROLLMENT file layout, EFFECTIVE SUMMER TERM 2012

|  |
| --- |
| CCHE-SURDS 'Enrollment File' Record Layout |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ORIGINAL****Field #/Starting Position** | **NEW****Field #** | **NEW****Starting position** | **Field Name** | **Length** | **Valid Choices** |
| 1/1 | 1 | 1 | Record Type | 1 | 1 |
| 2/2 | 2 | 2 | Institution Code | 4 | The unique 4-character code designated to each Colorado postsecondary institution |
| 3/6 | 3 | 6 | Record Period | 5 | 1-5 |
| 4/11 | 4 | 11 | Student ID Number | 9 | The official 9-character number that uniquely identifies a student at an institution |
| 5/20 | 5 | 20 | Gender | 1 | 1-2 |
| 6/21 | 6 | 21 | Date Of Birth | 8 | YYYYMMDD |
|  |  |  | ~~Race/Ethnicity~~ | ~~1~~ | ~~1-6~~ |
| 8/30 | 7 | 29 | Student Level | 2 | See Field Definitions for valid codes |
| 9/32 | 8 | 31 | Tuition Classification | 1 | 1-4 |
| 10/33 | 9 | 32 | Program Code | 6 | See Table of approved codes per institution |
| 11/39 | 10 | 38 | Program Sequence # | 2 | . |
| 12/41 | 11 | 40 | Registration Status | 1 | 01-03,05,11-13,21,31,33,41,51 |
| 13/42 | 12 | 41 | State (At Time of Entry) | 2 | See Field Definitions for valid codes |
| 14/44 | 13 | 43 | County (At Time of Entry) | 3 | See Field Definitions for list of valid Colorado County Codes |
| 15/47 | 14 | 46 | Year HS Graduation | 4 | 4-character year |
| 16/51 | 15 | 50 | Credit Hours RI (State-funded attempted credit hours) | 3 | See Field Definitions |
| 17/54 | 16 | 53 | Credit Hours ESP (Cash-funded attempted credit hours) | 3 | See Field Definitions |
| 18/57 | 17 | 56 | Credit Hours Other (Excluded from state-funding) | 3 | See Field Definitions |
| 19/60 | 18 | 59 | Cumulative GPA | 4 | See Field Definitions |
|  |  |  | ~~Filler~~ | ~~1~~ | ~~Field Deleted (Program Type Indicator)~~ |
| 21/65 | 19 | 63 | Program Code 2 | 6 | See Field Definitions |
| 22/71 | 20 | 65 | Program Sequence2 # | 2 | See Field Definitions |
|  |  |  | ~~Filler~~ | ~~1~~ | ~~Field Deleted (Program Type Indicator 2)~~ |
|  |  |  | ~~Delivery Site~~ | ~~1~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Vocational~~ | ~~3~~ | ~~See Field Definitions~~ |
| 26/78 | 21 | 67 | Term GPA | 4 | See Field Definitions |
| 27/82 | 22 | 71 | HS Code | 6 | See Field Definitions |
| 28/88 | 23 | 77 | Cumulative Credit Hours | 4 | See Field Definitions |
|  |  |  | ~~Filler~~ | ~~4~~ | ~~Field Deleted (Fiscal Year)~~ |
|  |  |  | ~~GOS~~ | ~~1~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Filler~~ | ~~1~~ | ~~Field Deleted (HS PSEO)~~ |
|  |  |  | ~~HS Fast Track~~ | ~~1~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Filler~~ | ~~1~~ | ~~Field Deleted (HS 5th Year)~~ |
|  |  |  | ~~Credit Hours ESL~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Remedial Math~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Remedial Writing~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Remedial Reading~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Passed PSEO~~ | ~~3~~ | ~~See Field Definitions~~ |
| 39/115 | 24 | 81 | Degree Level | 2 | See Field Definitions |
| 40/117 | 25 | 83 | Student Identification Number Type | 1 | See Field Definitions |
|  |  |  | ~~Credit Hours Attempted - PSEO~~ | ~~3~~ | ~~See Field Definitions~~ |
| 42/121 | 26 | 84 | Tuition Classification Detail | 1 | See Field Definitions |
| 43/122 | 27 | 94 | State Assigned Student Identification Number (SASID) | 10 | See Field Definitions |
| 44/132 | 28 | 95 | Non-Resident Alien | 1 | See Field Definitions |
| 45/133 | 29 | 96 | Ethnicity Hispanic/Latino  | 1 | See Field Definitions |
| 46/134 | 30 | 97 | Race American Indian or Alaska Native  | 1 | See Field Definitions |
| 47/135 | 31 | 98 | Race Asian  | 1 | See Field Definitions |
| 48/136 | 32 | 99 | Race Black or African American  | 1 | See Field Definitions |
| 49/137 | 33 | 100 | Race Native Hawaiian or Other Pacific Islander | 1 | See Field Definitions |
| 50/138 | 34 | 101 | Race White | 1 | See Field Definitions |
|  |  |  | ~~Credit Hours Attempted – Concurrent~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Attempted - Ascent~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Passed – Concurrent~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Passed - Ascent~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Remedial Mathematics - Concurrent~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Remedial Writing - Concurrent~~ | ~~3~~ | ~~See Field Definitions~~ |
|  |  |  | ~~Credit Hours Remedial Reading - Concurrent~~ | ~~3~~ | ~~See Field Definitions~~ |
| 58/160 | 35 | 102 | Institutional Assigned Student ID Number | 9 | See Field Definitions |
| NEW | 36 | 111 | State (Current) | 2 | Valid codes, same as field “State (At time of entry)”; Describes current location of the student- See Field Definitions |
| NEW | 37 | 113 | Military Type | 1 | Specific Military description- See Field Definitions |
| NEW | 38 | 114 | Privacy Notification (FERPA Block) | 1 | 0 – No 1. Yes
 |
| NEW | 39 | 115 | Academic Designation (CCCS Only) | 6 | Further describes Program Code and Degree Level, used for degree and certificate concentration/specialization |

 |

# New Field: State (Current)

**File(s) to be applied:**  ENROLLMENT

**Proposed Field Definition:**

|  |
| --- |
| **Definition:** Code reported in the Enrollment File identifies the state in which a student resided during the **current reporting period**. This code does not indicate tuition classification. Used for IPEDS fall enrollment collection (students enrolled exclusively in distance education by student location). **Code/Notes:** See State Code table in Glossary.**Missing Value:** If unknown, report code/value for Unknown Location**Edit Specs:**- Error if value not blank and is not a valid code listed above.**Format:** AlphaNumeric, 2 place integer**Updates:** Added to Enrollment June 2012 |

# New Field: Military Type Description

**File(s) to be applied:**  ENROLLMENT

**Proposed Field Definition:**

|  |
| --- |
| **Definition**: Description of student military classification, if applicable. This description is intended to further describe the student, **regardless of whether** this characteristic was a determining factor in the student’s tuition classification. For example, “Active Duty Military” personnel should be identified as such regardless of their assigned base or station or whether that status determined in-state tuition.**Missing Value:** None, Default=0**Edit Specs:** 1. No Military Status
2. Active US Military
3. Reserve US Military
4. US Military Dependent
5. Canadian Military
6. Honorably Discharged Veteran
7. Other veteran

**Format:** AlphaNumeric, 1 character |

# New Field: Privacy Notification (FERPA Block)

**File(s) to be applied:**  ENROLLMENT

**Proposed Field Definition:**

|  |
| --- |
| **Definition**: Field specifies whether or not the student has an active FERPA block at the institution at the time of the data reporting period. Used by DHE to exclude students from data sharing processes that includes personally identifiable information.**Missing Value:** None, Default=0**Edit Specs:** 0 = No, block not requested by student1 = Yes, block requested by student**Format:** AlphaNumeric, 1 character |

# New Field: Academic Designation (CCCS Only)

**File(s) to be applied:**  ENROLLMENT

**Proposed Field Definition:**

|  |
| --- |
| **Definition**: Field further describes Program Code and Degree Level and is used to specify degree and certificate concentration and/or specialization. **Missing Value:** Blank if not applicable**Edit Specs:** None**Format:** AlphaNumeric, 6 characters |