



FILE LAYOUT

2018 FAD REPORTING CYCLE 2



File Layout

The file must be in a Fixed-Length (also known as Fixed-Width) text format.
All Positions are required, even if reporting zeros or blanks. All dollar amount fields should be rounded to the nearest dollar.

Header Record

The **Header Record** contains information to identify the type of data in the file.

Data Element	Type Length	Description	Edits
File Label ID POSITION 1-4	Alphanumeric XXXX	4 characters, left justified Enter "HY2K"	Error if not HY2K
Institution's FICE Code POSITION 5-10	Numeric XXXXXX	6 characters, right justified Must use leading zeros	Error if non-numeric
Data Identifier POSITION 11-16	Alphanumeric XXXXXX	6 characters, left justified Enter "FAD001"	Error if not FAD001
Reporting Cycle POSITION 17	Numeric X	1 character, right justified 1 = First Reporting Cycle 2 = Second Reporting Cycle 3 = Third Reporting Cycle	Error if non-numeric Error if out of range (1-3)
Reporting Year POSITION 18-21	Numeric XXXX	4 characters, right justified Enter "2018"	Error if non-numeric Error if incorrect year
Record Type POSITION 22	Alphanumeric X	1 character, left justified Enter "C"	Error if not C
Length of Data POSITION 23-26	Numeric XXXX	4 characters, right justified Enter "0441"	Error if non-numeric Error if not 0441
Record Count POSITION 27-31	Numeric XXXXX	5 characters, right justified The number of records in the file Does not include header or trailer records Must use leading zeros	Error if non-numeric

Header Record Example: HY2KXXXXXXFAD001X2018C0441XXXXX

Detailed Records

Provide data for all enrolled students who meet the following criteria during the 2017-18 academic year:

- Completed a FAFSA or TASFA/Institutional application and received financial assistance.
- Completed a FAFSA or TASFA/Institutional application and **did not** receive financial assistance.
- **Did not** complete a FAFSA or TASFA/Institutional application, but received financial assistance (i.e. Private Loans, Merit Scholarship, Exemption and Waivers).

Note: Do not include students currently enrolled in high school.

MODIFIED Data Element has been modified from the 2017-18 FAD Cycle 1 Report.

Data Element	Type Length	Description	Edits
1) Report Code POSITION 1	Alphanumeric X	1 character, left justified Enter "F" Upper or lower case is acceptable	Error if not F
2) FICE POSITION 2-7	Numeric XXXXXX	6 characters, right justified Must use leading zeros	Error if non-numeric Error if FICE code does not match FICE code in header record
3) Reporting Cycle POSITION 8	Numeric X	1 character, right justified 1 = First Reporting Cycle 2 = Second Reporting Cycle 3 = Third Reporting Cycle	Error if non-numeric Error if out of range (1-3) Error if reporting cycle does not match reporting cycle in header record
4) Reporting Year POSITION 9-12	Numeric XXXX	4 characters, right justified Enter "2018"	Error if non-numeric Error if incorrect year Error if reporting year does not match reporting year in header record
5) Student Social Security Number (SSN)/Identification (ID) Number POSITION 13-21	Alphanumeric XXXXXXXXX	9 characters, left justified Do not use dashes or slashes Cannot be blank or all zeros Use leading zeroes, no spaces If reporting a student's ID in Data Element 5, report the student's ID again in Data Element 95.	Error if left blank Error if 000000000 REPORTING CYCLE 3: Warning if ID/SSN not on file on CBM001 and exception (#9) = 00, 11, 12, 13, 14 or 15

Data Element	Type Length	Description	Edits
6) MODIFIED Student and/or Spouse Adjusted Gross Income (AGI) POSITION 22-28	Numeric XXXXXXX	7 characters, right justified Range 0 - 9999999 Enter "0000000" if the student's AGI is less than or equal to "0". Enter "9999998" if the student's AGI is equal to or greater than \$9,999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if > 9999998 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2
7) MODIFIED Parent(s) Adjusted Gross Income (AGI) POSITION 29-35	Numeric XXXXXXX	7 characters, right justified Range 0 - 9999999 Enter "0000000" if the parent(s) AGI is less than or equal to "0". Enter "9999998" if the parent(s) AGI is equal to or greater than \$9,999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if > 9999998 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2
8) Top Ten Percent (Top 10%) Scholarship POSITION 36-40	Numeric XXXXX	5 characters, right justified Range 0 - 2000	Error if non-numeric Error if > 2000 Error if > 0 and COA (#46) - EFC (#47) = 0 Error if > 0 and COA (#46) - EFC (#47) & (EAP (#93, #94) > 0) = 0 Error if > 0 and enrollment status (#42) = 2 or 3 or 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and classification (#33) ≠ 1 Error if > 0 and private/independent institution

Data Element	Type Length	Description	Edits
9) MODIFIED Exceptions POSITION 41-42	Numeric XX	2 characters, right justified Range 00 - 16 00 = No exception needed 01 = Student dropped all classes before census date in all terms in which he/she enrolled 02 = Student enrolled after the census date in all terms in which he/she enrolled and not reported on CBM001 03 = Student enrolled 100% in continuing education courses 04 = Student enrolled 100% in distance education 05 = Student enrolled only in winter or mini session 06 = Student's SSN/ID or residency was reported incorrectly and a change will/has been made through the CBM00N or a future CBM001 07 = Student reported as Affidavit Non-Citizen with a student ID on the CBM001, and is reported with a SSN on the FAD 08 = Student deceased 09 = Student attended this campus, but enrollment was reported by another one of our campuses 10 = Student/classes are not reported for state funding 11 = Reason not listed and an override request must be submitted to THECB 12 = Student completed FAFSA/TASFA but did not attend any terms (no hours and tuition/fees reported) 13 = Student enrolled and received 100% tuition and fees refunded 14 = Student enrolled and was not charged tuition/fees by your institution 15 = Program Level (#22) or Classification (#33) changed during the academic year 16 = Student enrolled only in summer session 17 = Student enrolled and has a completed FAFSA/TASFA and no COA was calculated but tuition and fees were reported	Error if non-numeric Error if out of range (00-16) Error if = 11
10) Tuition Exemption/Waiver Award 1 POSITION 43-47	Numeric XXXXX	5 characters, right justified Range 0 - 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 1 Code (#11) = 0

Data Element	Type Length	Description	Edits
11) Tuition Exemption/Waiver Award 1 Code POSITION 48-49	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 Error if = 0 and Tuition Exemption/Waiver Award 1 (#10) > 0 Error if = 24 or 36
12) Tuition Exemption/Waiver Award 1 Impact POSITION 50	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0
13) Tuition Exemption/Waiver Award 2 POSITION 51-55	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 2 Code (#14) = 0 Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0
14) Tuition Exemption/Waiver Award 2 Code POSITION 56-57	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 2 (#13) = 0 Error if = 0 and Tuition Exemption/Waiver Award 2 (#13) > 0 Error if = 24 or 36
15) Tuition Exemption/Waiver Award 2 Impact POSITION 58	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 2 (#13) = 0
16) Tuition Exemption/Waiver Award 3 POSITION 59-63	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 3 Code (#17) = 0 Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 and Tuition Exemption/Waiver Award 2 (#13) = 0

Data Element	Type Length	Description	Edits
17) Tuition Exemption/Waiver Award 3 Code POSITION 64-65	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 3 (#16) = 0 Error if = 0 and Tuition Exemption/Waiver Award 3 (#16) > 0 Error if = 24 or 36
18) Tuition Exemption/Waiver Award 3 Impact POSITION 66	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 3 (#16) = 0
19) Tuition Exemption/Waiver Award 4 POSITION 67-71	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 4 Code (#20) = 0 Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 and Tuition Exemption/Waiver Award 2 (#13) = 0 and Tuition Exemption/Waiver Award 3 (#16) = 0
20) Tuition Exemption/Waiver Award 4 Code POSITION 72-73	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 4 (#19) = 0 Error if = 0 and Tuition Exemption/Waiver Award 4 (#19) > 0 Error if = 24 or 36
21) Tuition Exemption/Waiver Award 4 Impact POSITION 74	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and private/independent institution Error if > 0 and Tuition Exemption/Waiver Award 4 (#19) = 0

Data Element	Type Length	Description	Edits
22) Program Level POSITION 75	Numeric X	1 character, right justified Range 0 – 8 0 = Non-Degree Seeking 1 = Continuing Education 2 = Associate Degree 3 = Undergraduate Certificate 4 = Bachelor's Degree 5 = Master's Degree 6 = Doctorate Level/Professional Practice 7 = Teacher Certification 8 = Graduate Level Certificate	Error if non-numeric Error if out of range (0-8) Public Community College: Error if = 4, 5, 6, or 8
23) Need Analysis POSITION 76	Numeric X	1 character, right justified Range 1 – 2 1 = Yes 2 = No	Error if non-numeric Error if out of range (1-2) Error if 2 and EFC (#47) ≠ 9999999 Error if 2 and 9-month EFC (#37) ≠ 9999999 Error if > 75% of records = 2 Warning if 100% of records = 1 Warning if between 25% and 75% of records = 2
24) Living Arrangement POSITION 77	Numeric X	1 character, right justified Range 1 – 4 1 = Living with Parent(s) 2 = On-Campus Housing 3 = Off-Campus Housing 4 = Other	Error if non-numeric Error if out of range (1-4) Error if 4 and need analysis (#23) = 1 and COA (#46) > 0
25) Ethnic Origin POSITION 78	Numeric X	1 character, right justified Range 1 – 3 1 = Hispanic or Latino origin 2 = Not Hispanic or Latino origin 3 = Not Answered	Error if non-numeric Error if out of range (1-3) Error if = 1, 2 or 3 and race options (#26-#32) not reported
Race. Select one or more codes in 26-32 indicating the race of the student. Each Data Element must have a code entered, even if 0.			
26) White POSITION 79	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 1 = White	Error if non-numeric Error if out of range 0 or 1

Data Element	Type Length	Description	Edits
27) Black or African-American POSITION 80	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 2 = African-American, Black	Error if non-numeric Error if out of range 0 or 2
28) Asian POSITION 81	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 4 = Asian	Error if non-numeric Error if out of range 0 or 4
29) American Indian or Alaskan Native POSITION 82	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 5 = American Indian or Alaskan Native	Error if non-numeric Error if out of range 0 or 5
30) International POSITION 83	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 6 = International	Error if non-numeric Error if out of range 0 or 6
31) Unknown or Not Reported POSITION 84	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 7 = Unknown or Not Reported	Error if non-numeric Error if out of range 0 or 7
32) Native Hawaiian or Other Pacific Islander POSITION 85	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 8 = Native Hawaiian or Other Pacific Islander	Error if non-numeric Error if out of range 0 or 8
33) Classification POSITION 86	Numeric X	1 character, right justified Range 1 – 5 1 = Undergraduate Student 2 = Graduate Student 3 = Professional Student 4 = Student with Bachelor's or Higher Degree 5 = First-Time in College	Error if non-numeric Error if out of range (1-5) Error if = 5 and Transfer Student or First-Time in College/First-Time in a Graduate Program (#92) ≠ "000001" Public community college: Error if ≠ 1, 4 or 5 Public technical institutes: Error if ≠ 1, 4 or 5

Data Element	Type Length	Description	Edits
34) Dependency Status POSITION 87	Numeric X	1 character, right justified Range 1 – 3 1 = Dependent by Title IV Definition 2 = Independent by Title IV Definition 3 = Unknown	Error if non-numeric Error if out of range (1-3) Error if = 3 and need analysis (#23) = 1 and COA (#46) > 0
35) Date of Birth POSITION 88-95	Numeric MMDDYYYY	8 characters, right justified Month Range (01-12) Day Range (01-31) Year Range (1908-2011) Do not use dashes or slashes	Error if non-numeric Error if mm is out of range of 1-12 Error if dd is out of range of 1-31 Error if age < 7 or > 110 Warning if age < 16 or > 75
36) Residency Status POSITION 96	Numeric X	1 character, right justified Range 1 – 5 1 = Resident 2 = Out-of-State or Foreign 3 = Unknown 4 = No longer an allowable option (formerly National Merit Finalist) 5 = Non-Immigrant Residents (e.g. Affidavit Students)	Error if non-numeric Error if out of range (1-5) Error if = 4 Error if = 3 and Public Institution REPORTING CYCLE 3: Error if = 5 and not reported as non-immigrant resident (affidavit student) on CBM001 and exception (#9) = 00, 11, 12, 13, 14 or 15
37) MODIFIED 9-Month Expected Family Contribution (EFC) POSITION 97-103	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "9999998" if the EFC is equal to \$9,999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if 9999999 and need analysis (#23) = 1 Error if < 9999999 and need analysis (#23) = 2
38) Student Last Name POSITION 104-128	Alphanumeric XXXXXXXXXX XXXXXXXXXX XXXXX	25 characters, left justified Upper or lower case acceptable	Error if numeric Error if left blank Error if begins or contains only special characters (i.e. á, ó, ñ, é)
39) Student First Name POSITION 129-148	Alphanumeric XXXXXXXXXX XXXXXXXXXX	20 characters, left justified Upper or lower case acceptable	Error if numeric Error if left blank Error if begins or contains only special characters (i.e. á, ó, ñ, é)

Data Element	Type Length	Description	Edits
40) Student Middle Initial POSITION 149	Alphanumeric X	1 character, left justified Upper or lower case acceptable Leave blank if no middle name	Error if numeric Error if contains special characters (i.e. á, ó, ñ, é)
41) Zip Code of Permanent Home Address POSITION 150-158	Numeric XXXXXXXX	9 characters, right justified Response required if a U.S. address Enter "999999999" if not a U.S. address Must enter 9 digits; last 4 can be "0000"	Error if non-numeric or blank Error if 000000000 Error if zip prefix is 00007 Error if zip not entered as 9 digits
42) Enrollment Status POSITION 159	Numeric X	1 character, right justified Range 1 – 4 1 = Full-time 2 = ¾-time 3 = ½-time 4 = Less than ½-time	Error if non-numeric Error if out of range (1-4) Error if 1 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 12 Error if 2 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 9 and > 11 Error if 3 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 6 and > 8 Error if 4 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester > 5
43) MODIFIED Gender POSITION 160	Alphanumeric X	1 character, left justified M = Male F = Female U = Unknown	Error if ≠ M or F or U Error if U and need analysis (#23) = 1
44) Parent 1 Highest Grade Level Completed POSITION 161	Numeric X	1 character, right justified Range 1 – 4 1 = Middle School/Junior High 2 = High School 3 = College or Beyond 4 = Unknown	Error if non-numeric Error if out of range (1-4)

Data Element	Type Length	Description	Edits
45) Parent 2 Highest Grade Level Completed POSITION 162	Numeric X	1 character, right justified Range 1 – 4 1 = Middle School/Junior High 2 = High School 3 = College or Beyond 4 = Unknown	Error if non-numeric Error if out of range (1-4)
46) MODIFIED Cost of Attendance (COA) POSITION 163-168	Numeric XXXXXX	6 characters, right justified Range 0 – 999999 Enter "999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology. Enter "000000" if student does NOT have a calculated COA and need analysis (#23) = 1	Error if non-numeric Error if 999999 and need analysis (#23) = 1 Error if 0 and need-based aid (#8, #50-52, #54, #60, #65, #68, #69, #73-75, #77, #78, #86, #89, #90) > 0 Warning if = 0 and need analysis (#23) = 1
47) MODIFIED Expected Family Contribution (EFC) POSITION 169-175	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "9999998" if the EFC is equal to \$9,999,999. Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if 9999999 and need analysis (#23) = 1 Error if < 999999 and need analysis (#23) = 2
48) Tuition and Fee Exemption/Waiver POSITION 176-180	Numeric XXXXX	5 characters, right justified Range 0 – 99999 Enter "00000" for public institutions and student did not receive more than 4 exemptions or waivers Enter "00000" for private/independent institutions and the student did not receive any exemptions or waivers	Error if non-numeric Public Institution: Error if > 0 and tuition exemption/waiver awards 1-4 (#10-21) = 0 private/independent institution: Error if > 0 and tuition exemption/waiver awards 1-4 (#10-21) > 0 Warning if > 0 and public institution
49) Categorical Aid POSITION 181-185	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric

Data Element	Type Length	Description	Edits
50) Federal Pell POSITION 186-190	Numeric XXXXX	5 characters, right justified Range 0 – 8880	Error if non-numeric Error if > 8880 Error if > 0 and residency (#36) = 5 Error if > 0 and program level (#22) ≠ 2, 3, 4 or 8 and exception (#9) ≠ 15
51) Federal Supplemental Educational Opportunity Grant (SEOG) – Including Match POSITION 191-195	Numeric XXXXX	5 characters, right justified Range 0 – 4000	Error if non-numeric Error if > 4000 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 5 Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15
52) Texas Public Educational Grant (TPEG) POSITION 196-200	Numeric XXXXX	5 characters, right justified Range 0 through (COA – EFC)	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47)
53) Tuition Differential POSITION 201-205	Numeric XXXXX	5 characters, right justified	Error if non-numeric Error if > 0 and public institution Error if = 0 and private/independent institution
54) Tuition Equalization Grant (TEG) POSITION 206-210	Numeric XXXXX	5 characters, right justified Range 0 – 5046	Error if non-numeric Error if > 0 and public institution Error if > 5046 Error if > 3364 and 9-month EFC (#37) > 1000 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3 Error if > tuition differential (#53) Error if > 0 and TEG award type (#55) = 0 Error if > 0 and semester of initial award (#57) = 0

Data Element	Type Length	Description	Edits
55) Tuition Equalization Grant (TEG) Award Type POSITION 211	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = First award year recipient 2 = Subsequent award year recipient	Error if non-numeric Error if out of range (0-2) Error if > 0 and public institution Error if = 0 and TEG (#54) > 0 Error if > 0 and TEG (#54) = 0 Error if 1 and semester of initial award (#57) = 0 Error if 2 and semester of initial award (#57) > 0
56) Ministry-Related Degree POSITION 212	Numeric X	1 character, right justified Range 0 – 1 0 = No 1 = Yes	Error if non-numeric Error if out of range (0-1) Error if = 1 and TEG (#54) > 0
57) Semester of Initial Award for State Grant Aid POSITION 213	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Initial award issued in the fall semester 2 = Initial award issued in the spring semester Enter "0" for renewal students	Error if non-numeric Error if out of range (0-2) Error if = 0 and TEG award type (#55) = 1 Error if = 0 and TEOG award type (#70) = 1 Error if = 0 and TEXAS Grant IY Pathway (#72) > 1
58) Justification for State Aid POSITION 214	Numeric X	1 character, right justified Range 0 – 4 0 = Not applicable 1 = One-term award recipient 2 = Student is a TEXAS Grant, TEOG, or TEG recipient who regained eligibility in a non-award period 3 = Student is a TEXAS Grant or TEG recipient and is enrolled in a degree or certificate program of more than four years; extension of five-year award maximum due to six years of eligibility 4 = Student is a TEXAS Grant or TEOG recipient who was issued a prorated award due to the program hour limitation	Error if non-numeric Error if out of range (0-4) Error if 4 and private/independent institution
59) Hardship for State Aid POSITION 215	Numeric X	1 character, right justified Range 0 – 1 0 = Not applicable 1 = State aid recipient received a hardship	Error if non-numeric Error if out of range (0-1)

Data Element	Type Length	Description	Edits
60) HB3015 Grants/Scholarships POSITION 216-220	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3
61) Grants/Scholarships Funded Through Restricted Funding Sources POSITION 221-225	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
62) Grants/Scholarships Funded Through Unrestricted Funding Sources POSITION 226-230	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
63) Federal Veterans Affair (VA) Educational Benefits POSITION 231-235	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
64) Athletic Grants/Scholarships POSITION 236-240	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and TEG (#54) > 0 and justification (#58) ≠ 1
65) Student Deposit Scholarship (SDS) POSITION 241-245	Numeric XXXXX	5 characters, right justified Range 0 – (COA – EFC)	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3
66) Other Federally-Funded Grants/Scholarships POSITION 246-250	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric

Data Element	Type Length	Description	Edits
67) Other State-Funded Grants/Scholarships POSITION 251-255	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
68) Toward Excellence, Access, & Success (TEXAS) Grant POSITION 256-260	Numeric XXXXX	5 character spaces, right justified Range 0 – 9050	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15 Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and TEXAS Grant Priority Model (#71) = 0 Error if > 0 and TEXAS Grant IY pathway (#72) = 0 Error if > 0 and TEXAS Grant IY pathway (#72) = 2, 3, 4, or 5 and 9-month EFC (#37) > 5430 Error if > 9,050 and public universities, public HRI's Error if > 5,666 and public state colleges Error if > 3,010 and public community colleges Error if > 5,496 and public technical institutes Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester > 5 and < 9 and hardship (#59) or justification (#58) = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester > 0 and < 6

Data Element	Type Length	Description	Edits
69) Texas Educational Opportunity Grant (TEOG) POSITION 261-265	Numeric XXXXX	5 characters, right justified Range 0 – 5666	Error if non-numeric Error if > 0 and private/independent, public university or public health-related institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and TEOG award type (#70) = 0 Error if > 0 and TEOG award type (#70) = 1 and 9-month EFC (#37) > 5430 Error if > 5,666 and public state college Error if > 3,010 and public community college Error if > 5,496 and public technical institutes Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester < 6 and hardship (#59) or justification (#58) = 0
70) Texas Educational Opportunity Grant (TEOG) Award Type POSITION 266	Numeric X	1 character, right justified Range 0 – 2 0 = Not Applicable 1 = Initial Year Award Recipient 2 = Renewal Year Award Recipient	Error if non-numeric Error if out of range (0-2) Error if 0 and TEOG (#69) > 0 Error if > 0 and TEOG (#69) = 0 Error if 1 and semester of initial award (#57) = 0 Error if 2 and semester of initial award (#57) > 0

Data Element	Type Length	Description	Edits
71) Toward Excellence, Access, & Success (TEXAS) Grant Priority Model Award POSITION 267	Numeric X	1 character, right justified Range 0 – 4 0 = Not Applicable 1 = Renewal Year recipient 2 = Priority Model criteria that included completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year Priority eligibility 3 = Priority Model criteria did not include completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year Priority eligibility 4 = Priority Model criteria was not used to determine initial year	Error if non-numeric Error if out of range (0-4) Error if 0 and TEXAS Grant (#68) > 0 and TEXAS Grant IY Pathway (#72) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 1 and TEXAS Grant IY Pathway (#72) ≠ 1 Error if > 1 and TEXAS Grant IY Pathway (#72) < 2 Warning if between 10% and 75% of records
72) Toward Excellence, Access, & Success (TEXAS) Grant Initial Year (IY) Pathway POSITION 268	Numeric X	1 character, right justified Range 0 – 5 0 = Not Applicable 1 = Renewal Year (RY) recipient 2 = Associate Degree Pathway IY recipient 3 = HS Graduation Pathway IY recipient 4 = Honorable Military Discharge Pathway IY recipient 5 = TEOG Transfer Pathway IY recipient	Error if non-numeric Error if out of range (0-5) Error if 0 and TEXAS Grant (#68) > 0 and TEXAS Grant Priority Model Award (#71) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 1 and TEXAS Grant Priority Model Award (#71) ≠ 1 Error if > 1 and semester of initial award (#57) = 0 Error if 1 and semester of initial award (#57) > 0
73) Federal Work-Study (FWS) POSITION 269-273	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC) + \$300 tolerance	Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) + 300 tolerance Error if > 0 and residency (#36) = 5
74) Texas College Work-Study (TCWS) POSITION 274-278	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC) + \$300 tolerance	Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) + 300 tolerance Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3

Data Element	Type Length	Description	Edits
75) Need-Based Institutional Work-Study POSITION 279-283	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47)
76) AmeriCorps Program POSITION 284-288	Numeric XXXXX	5 characters, right justified Range 0 – 11840	Error if non-numeric Error if > 11840 Error if > 0 and residency (#36) = 5
77) HB3015 Work-Study POSITION 289-293	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and private/independent institution
78) Texas College Work-Study (TCWS) Mentorship Program POSITION 294-298	Numeric XXXXX	5 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0 Error if > 0 and residency (#36) = 2 or 3
79) Texas Armed Services Scholarship Program (TASSP) POSITION 299-303	Numeric XXXXX	5 characters, right justified Range 0 – 7000	Error if non-numeric Error if > 7000 Error if > 0 and classification (#33) = 2 or 3 or 4 and exception (#9) ≠ 15
80) FILLER POSITION 304-308	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
81) Federal Perkins Loan POSITION 309-313	Numeric XXXXX	5 characters, right justified Range 0 – 8000	Error if non-numeric Error if > 8000 Error if > 0 and residency (#36) = 5

Data Element	Type Length	Description	Edits
82) FILLER POSITION 314-318	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
83) College Access Loan (CAL) POSITION 319-324	Numeric XXXXXX	6 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0
84) FILLER POSITION 325-329	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
85) Federal Direct Parent Loan for Undergraduate Student (PLUS) or Grad Plus Loan POSITION 330-335	Numeric XXXXXX	6 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and residency (#36) = 5 Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0
86) Federal Direct Subsidized Loan POSITION 336-340	Numeric XXXXX	5 characters, right justified Range 0 – 8500	Error if non-numeric Error if > 8500 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 5 Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0
87) Other Long-Term Educational Loan POSITION 341-346	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric
88) Federal Direct Unsubsidized Loan POSITION 347-351	Numeric XXXXX	5 characters, right justified Range 0 – 47167	Error if non-numeric Error if > 47167 Error if > 20500 and classification ≠ 3 Error if > 0 and residency (#36) = 5 Error if > 0 and enrollment status (#42) = 4 and hardship (#59) or justification (#58) = 0

Data Element	Type Length	Description	Edits
89) B-On-Time (BOT) Loan POSITION 352-356	Numeric XXXXX	5 characters, right justified Range 0 – 9050	Error if non-numeric Error if > 9050 Error if > 0 and residency (#36) ≠ 1 Error if > 0 and classification (#33) = 2 or 3 or 4 Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or summer (#101) semester < 12 and hardship (#59) or justification (#58) = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or summer (#101) semester > 0 and < 6
90) HB3015 Loan POSITION 357-362	Numeric XXXXXX	6 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and private/independent institution
91) Teacher Education Assistance for College and Higher Education (TEACH) Grant POSITION 363-367	Numeric XXXXX	5 characters, right justified Range 0 – 8000	Error if non-numeric Error if > 8000 Error if > 0 and residency (#36) = 5

Data Element	Type Length	Description	Edits
92) MODIFIED Transfer Student or First-Time in College/First-Time in a Graduate Program POSITION 368-373	Numeric XXXXXX	6 characters, right justified Cannot be blank <ul style="list-style-type: none"> • Not Applicable: Enter six zeros "000000" <ul style="list-style-type: none"> ○ For a returning or continuing student enrolled at the institution; or ○ For a returning or continuing graduate student enrolled at the institution. • First-Time in College/First-Time in a Graduate Pgm: Enter "000001" <ul style="list-style-type: none"> ○ For a student that has never attended college before; or ○ For a student that entered with college credits earned before graduation from high school; or ○ For a student that entered the institution for the first-time at a graduate level (medical or dental); or ○ For a student that was accepted into a master's program, doctoral program, or doctoral professional practice program (e.g., AUD, PharmD, DNP, DRPH, DPT) at your institution. • Transfer Student: Enter the FICE Code of the institution of higher education <ul style="list-style-type: none"> ○ For a student that transferred to the institution from another institution; or ○ For a graduate student that transferred from another institution at the same level. • Unidentified Transfer Student: Enter "999999" <ul style="list-style-type: none"> ○ For a student that transferred from an institution that is out-of-state; or ○ For a student that transferred from an institution that does not have a FICE code, designated identifying number or if the FICE code is unknown; or ○ For a graduate student that transferred from an out-of-state institution at the same level; or ○ For a graduate student that transferred from an institution that does not have a FICE code, designated identifying number or if the FICE code is unknown. 	Error if non-numeric Error if left blank Warning if no students coded "000001"
93) Enrollment Adjustment Percentage (EAP) for Cost of Attendance (COA) POSITION 374-376	Numeric XXX	3 characters, right justified No decimal point Range 000 – 150 Example: 033 Describes a percentage of 33%	Error if non-numeric Error if > 150

Data Element	Type Length	Description	Edits
94) Enrollment Adjustment Percentage (EAP) for Total Expected Family Contribution (EFC) POSITION 377-379	Numeric XXX	3 characters, right justified No decimal point Range 000 – 150 Example: 033 Describes a percentage of 33%	Error if non-numeric Error if > 150
95) MODIFIED Student Identification (ID) Number POSITION 380-388	Alphanumeric XXXXXXXX	9 characters, left justified Do not use dashes or slashes If reporting a student's SSN in Data Element 5, a student's ID must be reported in Data Element 95.	Error if blank Error if "000000000" Reporting Cycle 3: Warning if ID not on file on CBM001 and exception (#9) = 00, 11, 12, 13, 14 or 15
96) Controlled Substance Conviction for State Aid Eligibility POSITION 389	Numeric X	1 character, right justified Range 0 – 1 0 = Not applicable 1 = Student has been convicted of either a felony or a crime involving a controlled substance	Error if non-numeric Error out of range (0-1) Error if 1 and TEXAS Grant (#68) > 0 Error if 1 and TEOG (#69) > 0

Data Element	Type Length	Description	Edits
97) MODIFIED Selective Service Registration POSITION 390	Numeric X	1 character, right justified Range 0 – 3 0 = Not applicable 1 = Student is registered for Selective Service 2 = Student is not registered for Selective Service 3 = Exempt	Error if non-numeric Error out of range (0-3) Error if 0 or 2 and need analysis (# 23) = 1 and TEG (#54) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TEXAS Grant (#68) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TEOG (#69) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and CAL (#83) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and Top 10% (#8) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and BOT (#89) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TASSP (#79) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TCWS (#74) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and TCWS Mentorship (#78) > 0 Error if 0 or 2 and need analysis (# 23) = 1 and Tuition Exemption/Waiver Award (#10, #13, #16, #19) > 0 and Tuition Exemption/Waiver Code (#11, #14, #17, #20) = 16, 50, 61 or 68 Error if > 0 and gender (#43) = F
98) Defaulted Loan POSITION 391	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Yes 2 = No Enter "0" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology. Enter "2" if the student (including affidavit students) completed a TASFA or an institutional application.	Error if non-numeric Error if out of range (0-2) Error if 0 and need analysis (#23) = 1

Data Element	Type Length	Description	Edits
99) Attempted Hours in the Fall Semester POSITION 392-394	Numeric XXX	3 characters, right justified Range 0 – 800 Do NOT use a decimal point Example: 095 This entry describes 9.5 hours attempted this semester	Error if non-numeric Error if > 800 (represents 80 hours) Error if 0 and Spring (#100) = 0 and Summer (#101) = 0 and program level (#22) = 2, 3, 4 or 7 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
100) Attempted Hours in the Spring Semester POSITION 395-397	Numeric XXX	3 characters, right justified Range 0 – 800 Do NOT use a decimal point Example: 120 This entry describes 12.0 hours attempted this semester	Error if non-numeric Error if > 800 (represents 80 hours) Error if 0 and Fall (#99) = 0 and Summer (#101) = 0 and program level (#22) = 2, 3, 4 or 7 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
101) Attempted Hours in the Summer Semester POSITION 398-400	Numeric XXX	3 characters, right justified Range 0 – 800 Do NOT use a decimal point Example: 120 This entry describes 12.0 hours attempted this semester	Error if non-numeric Error if > 800 (represents 80 hours) Error if 0 and Fall (#99) = 0 and Spring (#100) = 0 and program level (#22) = 2, 3, 4 or 7 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
102) Total Cumulative Attempted Hours POSITION 401-404	Numeric XXXX	4 characters, right justified Range 0 – 7000 Do NOT use a decimal point Example: 0905 This entry describes 90.5 hours attempted	Error if non-numeric Error if > 7000 (represents 700 hours) and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
103) Texas College Work-Study (TCWS) Match Including Additional Institutional Funds POSITION 405-409	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and TCWS (#74) = 0
104) Texas College Work-Study (TCWS) Job location POSITION 410	Numeric X	1 character, right justified Range 0 – 3 0 = Not Applicable 1 = On-Campus 2 = Off-Campus 3 = Both On-Campus and Off-Campus	Error if non-numeric Error if out of range (0-3) Error if > 0 and TCWS (#74) = 0 Error if 0 and TCWS (#74) > 0

Data Element	Type Length	Description	Edits
105) Texas College Work-Study (TCWS) Mentorship Program Job Location POSITITON 411	Numeric X	1 character, right justified Range 0 – 3 0 = Not Applicable 1 = On-Campus 2 = Off-Campus 3 = Both On-Campus and Off-Campus	Error if non-numeric Error if out of range (0-3) Error if > 0 and TCWS Mentorship (#78) = 0 Error if 0 and TCWS Mentorship (#78) > 0
106) Date of Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA) POSITITON 412-419	Numeric MMDDYYYY	8 characters, right justified Do not use dashes or slashes Month Range (01-12) Day Range (01-31) Year Range (2016-2018) Enter the month, day and the four-digit year Enter "00000000" if not applicable	Error if non-numeric Error if 0 and need analysis (#23) = 1 Error if < 10/01/2016 and > 6/30/2018
107) MODIFIED Total Tuition and Fees for Fall POSITITON 420-425	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 0 and Spring (#100) = 0 and Summer (#101) = 0 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
108) MODIFIED Total Tuition and Fees for Spring POSITITON 426-431	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 0 and Fall (#99) = 0 and Summer (#101) = 0 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
109) MODIFIED Total Tuition and Fees for Summer POSITITON 432-437	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 0 and Fall (#99) = 0 and Spring (#100) = 0 and exception (#9) ≠ 01, 03, 05, 08, 12, 13 or 14
110) Toward Excellence, Access, & Success (TEXAS) Grant Satisfactory Academic Progress (SAP) POSITITON 438	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEXAS Grant recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and TEXAS Grant (#68) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and TEXAS Grant (#68) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1

Data Element	Type Length	Description	Edits
111) Texas Educational Opportunity Grant (TEOG) Satisfactory Academic Progress (SAP) POSITITON 439	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEOG recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and TEOG (#69) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and TEOG (#69) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1
112) Tuition Equalization Grant (TEG) Satisfactory Academic Progress (SAP) POSITITON 440	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEG recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and TEG (#54) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and TEG (#54) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1
113) Top Ten Percent (Top 10%) Scholarship Satisfactory Academic Progress (SAP) POSITITON 441	Numeric X	1 character, right justified Range 0 – 3 0 = Not a Top 10% Grant recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and Top 10% (#8) > 0 and reporting cycle (#3) = 2 or 3 Error if > 0 and Top 10% (#8) = 0 Error if 3 and reporting cycle (#3) = 2 or 3 Error if < 3 and reporting cycle (#3) = 1

Trailer Record

Data Element	Type Length	Description	Edits
File Label ID POSITION 1-4	Alphanumeric XXXX	4 characters, left justified Enter "EOF1"	Error if not EOF1
Record Count POSITION 5-9	Numeric XXXXX	5 characters, right justified The number of records in the file Does not include header or trailer records Must use leading zeros	Error if non-numeric

Trailer Record Example: EOF1XXXXX