2015-16
Senate Bill 70 (SB70)
File Import Specification

This document contains the file import specifications for data reporting.

CALIFORNIA
STUDENT AID
COMMISSION

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IMPORT SPECIFICATIONS GUIDELINES

FORMAT GUIDELINES

All *Collection Types* (Enrollment, Persistence, Graduation, Job Placement and Unitary) must be submitted in separate fixed field length files that shall not exceed 25MB.

All files must adhere to the file name specifications and the file name shall not exceed 32 characters including the file type extension.

- **Example:** SB70_EN_12345678_2015-16_F1.txt

Field Name	Length	Data Type	Description	Format
SB70	4	Char	Static Value	XXXX
File Type	2	Char	Static Value EN = Enrollment PE = Persistence GR = Graduation UN = Unitary	XX
School ID	8	Integer	OPEID - District or School Identifier	########
Academic Year	7	Integer	Academic Year	####-##
File Number	2	VarChar	File sequence number	F#

IMPORT SPECIFICAITON COLLECTION TYPE CODES:

1 = Enrollment

2 = Persistence

3 = Graduation

5 = Unitary

CORRECTIONS TO UPLOADED DATA

If corrections are required to a submitted file, make the correction to the file, and resubmit the **entire** file.

The previous version of the uploaded file will be overwritten by the latest version.

CLASSIFICATION OF INSTRUCTIONAL PROGRAMS (CIP) CODE

The CIP Code is required for reporting program completion data only. The Commission is using the 2010 version of the CIP Code, which can be found at: http://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55. For purposes of reporting SB 70 data use the 6-digit code without the decimal point.

ENROLLMENT TYPE

Enrollment type is the total number of students enrolling at the institution that are either "first-time" college students or "transfer" students. First time represents students who are enrolling in college for the *First Time* (e.g. no prior college credit), and *Transfer* represents students with prior college credit.

Students who have completed at least 24 semester or 36 quarter units for all terms attended during the academic year (July 1st through June 30th) should be reported as full-time. Students who have completed less than 24 semester or 36 quarter units for all terms attended during the academic year should be reported as part-time.

Data for summer terms that commence prior to July 1st should be included in the institution's SB70 data submission for the academic year ending June 30th. For example, if the summer term commences on June 15, 2015, that data would be included in SB70 data submission for the 2014-15 academic year.

UNDERGRADUATE ENROLLMENT (AGGREGATE DATA UPLOAD)

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type **Example:** 1 = Enrollment	1	Numeric	1	Required	1	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	########
Blank		1	Filler	11	Blank		
Academic Year	The academic year being reported is denoted by two years separated by a hyphen. **Example:** 2015-16 An academic year is July 1st thru June 30. For example July 1, 2015 thru June 30, 2016 represents academic year 2015-16.	7	VarChar	12-18	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	19	Blank		
Cohort Year	The cohort year being reported is denoted by two years separated by a hyphen. **Example:** 2015-16 For purposes of reporting enrollment data, a cohort is defined as the group of students who commenced attendance at the qualifying institution at any point during an academic year. Once assigned to a particular cohort upon initial enrollment, the student remains in that cohort for the duration of his or her attendance at the institution, or until the student completes his or her program, certificate or degree. Any student who completes his or her program, certificate or degree and pursues a new program, certificate or degree at the same qualifying institution would be assigned to the academic year cohort applicable to the subsequent enrollment.	7	VarChar	20-26	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	27	Blank		
Cal Grant	A Cal Grant recipient for reporting purposes is a student who has received a Cal Grant at any time during their tenure at the reporting campus.	1	Numeric	28	Required	1=Yes 2=No	#
Blank		1	Filler	29	Blank		
Enrollment Type	Enrollment type is the total number of students enrolling at the institution that are either "first-time" college students or "transfer" students. First time represents student who are first enrolling college (e.g. freshmen); No prior college credit. Transfer represents students with prior transferable college credit.	1	Numeric	30	Required	1=First-time 2=Transfer 3=Not reporting (optional)	#
Blank		1	Filler	31	Blank		
Enrollment Status	Full time represents a student which has completed 24 semester units or the equivalent in an academic year. Part time represents a student that completes less than 24 semester units or the equivalent in an academic year.	1	Numeric	32	Required	1=Full-time 2=Part-time	#
Blank		1	Filler	33	Blank		
Gender		1	Numeric	34	Required	1=Male 2=Female 3=Unknown	#
Blank		1	Filler	35	Blank		
RaceID		2	Numeric	36-37	Required	01=Hispanic 02=American Indian or Alaska Native 03=Asian, Other	##

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
						04=Black or African American 05=Pacific Islander, Other 06=White 07=Race and Ethnicity Unknown 08=Nonresident Alien 09=Two or more races 10=Asian, Chinese 11=Asian, Indian 12=Asian, Bangladeshi 13=Asian, Cambodian 14=Asian, Filipino 15=Asian, Hmong 16=Asian, Indonesian 17=Asian, Japanese 18=Asian, Korean 19=Asian, Laotian 20=Asian, Malaysian 21=Asian, Pakistani 22=Asian, Sri Lankan 23=Asian, Taiwanese 24=Asian, Thai 25=Asian, Vietnamese 26=Pacific Islander, Hawaiian 27=Pacific Islander, Guamanian 28=Pacific Islander, Samoan 29=Pacific Islander, Tongan	
Blank		1	Filler	38	Blank		
Head Count	Head count is the aggregate total of the student population meeting the preceding demographic criteria.	6	Numeric	39-44	Required	000000-999999	######
Blank		1	filler	45	Blank		
Record Indicator	Sequential record identifier.	7	Numeric	46-52	Required	0000000-9999999	#######

Note: The file layout will look like the example below (please refer to the formatting guidelines).

Example:

```
1 12345678 2015-16 2015-16 1 3 1 1 03 000050 0000001
1 12345678 2015-16 2015-16 1 1 1 1 03 000043 0000002
1 12345678 2015-16 2015-16 1 1 1 1 03 000050 0000003
1 12345678 2015-16 2015-16 1 3 1 1 03 000043 0000004
1 12345678 2015-16 2015-16 1 2 1 1 03 000050 0000005
1 12345678 2015-16 2015-16 1 2 1 1 03 000043 0000006
1 12345678 2015-16 2015-16 1 1 1 1 03 000050 0000007
1 12345678 2015-16 2015-16 1 1 1 1 03 000043 0000008
1 12345678 2015-16 2015-16 1 1 1 1 03 000050 0000009
1 12345678 2015-16 2015-16 1 2 1 1 03 000043 0000010
```

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PERSISTENCE (AGGREGATE DATA UP LOAD)

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type **Example:** 2 = Persistence	1	Numeric	1	Required	2	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	########
Blank		1	Filler	11	Blank		
Academic Year	The academic year being reported is denoted by two years separated by a hyphen. **Example:** 2015-16 An academic year is July 1st thru June 30. For example July 1, 2015 thru June 30, 2016 represents academic year 2015-16.	7	VarChar	12-18	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	19	Blank		
Cohort Year	The cohort year being reported is denoted by two years separated by a hyphen. **Example**: 2014-15 For purposes of reporting persistence data, a cohort is defined as the group of students who commenced attendance at the qualifying institution at any point during an academic year. Once assigned to a particular cohort upon initial enrollment, the student remains in that cohort for the duration of his or her attendance at the institution, or until the student completes his or her program, certificate or degree. Any student who completes his or her program, certificate or degree and pursues a new program, certificate or degree at the same qualifying institution would be assigned to the academic year cohort applicable to the subsequent enrollment.	7	VarChar	20-26	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	27	Blank		
Cal Grant	A Cal Grant recipient for reporting purposes is a student who has received a Cal Grant at any time during their tenure at the reporting campus.	1	Numeric	28	Required	1=Yes 2=No	#
Blank		1	Filler	29	Blank		
Enrollment Type	Enrollment type is the total number of students enrolling at the institution that are either "first-time" college students or "transfer" students. First time represents student who are first enrolling college (e.g. freshmen); No prior college credit. Transfer represents students with prior transferable college credit.	1	Numeric	30	Required	1=First-time 2=Transfer 3=Not reporting (optional)	#
Blank		1	Filler	31	Blank		
Enrollment Status	Full time represents a student which has completed 24 semester units or the equivalent in an academic year. Part time represents a student that completes less than 24 semester units or the equivalent in an academic year.	1	Numeric	32	Required	1=Full-time 2=Part-time	#
Blank		1	Filler	33	Blank		
Gender		1	Numeric	34	Required	1=Male 2=Female 3=Unknown	#
Blank		1	Filler	35	Blank		
RaceID		2	Numeric	36-37	Required	01=Hispanic 02=American Indian or Alaska Native	##

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
						03=Asian, Other 04=Black or African American 05=Pacific Islander, Other 06=White 07=Race and Ethnicity Unknown 08=Nonresident Alien 09=Two or more races 10=Asian, Chinese 11=Asian, Indian 12=Asian, Bangladeshi 13=Asian, Cambodian 14=Asian, Filipino 15=Asian, Hmong 16=Asian, Indonesian 17=Asian, Japanese 18=Asian, Korean 19=Asian, Laotian 20=Asian, Malaysian 21=Asian, Pakistani 22=Asian, Sri Lankan 23=Asian, Taiwanese 24=Asian, Thai 25=Asian, Vietnamese 26=Pacific Islander, Hawaiian 27=Pacific Islander, Guamanian 28=Pacific Islander, Samoan 29=Pacific Islander, Tongan	
Blank		1	Filler	38	Blank		
Head Count	Head count is the aggregate total of the student population meeting the preceding demographic criteria.	6	Numeric	39-44	Required	000000-999999	######
Blank		1	filler	45	Blank		
Record Indicator	Sequential record identifier.	7	Numeric	46-52	Required	0000000-9999999	#######

Note: The file layout will look like the example below (please refer to the formatting guidelines).

Example:

```
2 12345678 2015-16 2012-13 1 3 1 1 03 000050 0000001
2 12345678 2015-16 2012-13 1 1 1 1 03 000043 0000002
2 12345678 2015-16 2013-14 1 1 1 1 03 000050 0000003
2 12345678 2015-16 2012-13 1 3 1 1 03 000050 0000004
2 12345678 2015-16 2014-15 1 2 1 1 03 000050 0000005
2 12345678 2015-16 2012-13 1 2 1 1 03 000050 0000006
2 12345678 2015-16 2012-13 1 1 1 1 03 000050 0000007
2 12345678 2015-16 2014-15 1 1 1 1 03 000050 0000008
2 12345678 2015-16 2012-13 1 1 1 1 03 000050 0000009
2 12345678 2015-16 2013-14 1 2 1 1 03 000050 0000010
```

GRADUATION DATA (AGGREGATE DATA UP LOAD)

Field Name	Description	Length	Data Type	Position	Comments	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type **Example: 3 = Graduation**	1	Numeric	1	Required	3	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	########
Blank		1	Filler	11	Blank		
CIP Code	The Classification of Instructional Programs (CIP) provides a taxonomic scheme that supports the accurate tracking and reporting of fields of study and program completions activity. **Example: 140101 (Engineering, General)**	6	Numeric	12-17	Required	Numbers 0 to 9	######
Blank		1	Filler	18	Blank		
Academic Year	The academic year being reported is denoted by two years separated by a hyphen. **Example: 2015-16** An academic year is July 1st thru June 30. For example July 1, 2015 thru June 30, 2016 represents academic year 2015-16.	7	VarChar	19-25	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	26	Blank		
Cohort Year	The cohort year being reported is denoted by two years separated by a hyphen. **Example**: 2012-13 For purposes of reporting graduation data, a cohort is defined as the group of students who commenced attendance at the qualifying institution at any point during an academic year. Once assigned to a particular cohort upon initial enrollment, the student remains in that cohort for the duration of his or her attendance at the institution, or until the student completes his or her program, certificate or degree. Any student who completes his or her program, certificate or degree and pursues a new program, certificate or degree at the same qualifying institution would be assigned to the academic year cohort applicable to the subsequent enrollment.	7	VarChar	27-33	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	34	Blank		
Cal Grant	A Cal Grant recipient for reporting purposes is a student who has received a Cal Grant at any time during their tenure at the reporting campus.	1	Numeric	35	Required	1=Yes 2=No	#
Blank		1	Filler	36	Blank		
Award Level	The award level represents the program, certificate or degree completed by the student during the current academic year.	1	Numeric	37	Required	1=Postsecondary award, certificate or diploma of less than one (1) academic year 2=Postsecondary award, certificate or diploma of at least one (1) but less than two (2) academic years 3=Associate Degree (2 years) 4=Postsecondary award, certificate, or diploma of at least two (2) but less than four (4) academic years 5=Bachelor's Degree (4-years) 6=Bachelor's Degree (5-years) 7=Transfer out 8=Transfer ready	#
Blank		1	Filler	38	Blank		
Gender		1	Numeric	39	Required	1=Male 2=Female 3=Unknown	#
Blank		1	Filler	40	Blank		

Field Name	Description	Length	Data Type	Position	Comments	Valid Entries	Format
RaceID		2	Numeric	41-42	Required	01=Hispanic 02=American Indian or Alaska Native 03=Asian, Other 04=Black or African American 05=Pacific Islander, Other 06=White 07=Race and Ethnicity Unknown 08=Nonresident Alien 09=Two or more races 10=Asian, Chinese 11=Asian, Indian 12=Asian, Bangladeshi 13=Asian, Cambodian 14=Asian, Filipino 15=Asian, Hmong 16=Asian, Indonesian 17=Asian, Japanese 18=Asian, Korean 19=Asian, Laotian 20=Asian, Malaysian 21=Asian, Pakistani 22=Asian, Sri Lankan 23=Asian, Taiwanese 24=Asian, Thai 25=Asian, Vietnamese 26=Pacific Islander, Hawaiian 27=Pacific Islander, Guamanian 28=Pacific Islander, Samoan 29=Pacific Islander, Tongan	##
Blank		1	Filler	43	Blank		
Head Count	Head count is the aggregate total of the student population meeting the preceding demographic criteria.	6	Numeric	44-49	Required	000000-999999	######
Blank		1	filler	50	Blank		
Record Indicator	Sequential record identifier.	7	Numeric	51-57	Required	0000000-9999999	#######

Note: The file layout will look like the example below (please refer to the formatting guidelines).

Example:

```
3 12345678 140101 2015-16 2012-13 1 3 1 1 03 000050 0000001
3 12345678 140101 2015-16 2012-13 1 1 1 1 03 000043 0000002
3 12345678 140101 2015-16 2013-14 1 1 1 1 03 000050 0000003
3 12345678 140101 2015-16 2012-13 1 3 1 1 03 000050 0000004
3 12345678 140101 2015-16 2012-13 1 2 1 1 03 000050 0000005
3 12345678 140101 2015-16 2012-13 1 2 1 1 03 000050 0000006
3 12345678 140101 2015-16 2014-15 1 1 1 1 03 000050 0000007
3 12345678 140101 2015-16 2014-15 1 1 1 1 03 000050 0000008
3 12345678 140101 2015-16 2013-14 1 1 1 1 03 000050 0000009
3 12345678 140101 2014-15 2013-14 1 2 1 1 03 000050 0000010
```

JOB PLACEMENT DATA (AGGREGATE DATA UPLOAD)

For California Community Colleges (CCC), please refer to the California Community Colleges Chancellor's Office Data Mart (http://datamart.cccco.edu/). Job placement and salary and wage data is tracked here and a report can be generated from here. Direct students to the data mart for CCC data on job placement.

Bureau for Private Postsecondary Education (BPPE) schools can submit a report to the Commission called the School Performance Fact Sheet, which can be obtained from their website (http://www.bppe.ca.gov/).

Schools that are not a CCC or subject to BPPE can choose one of these methods to submit this data, though most choose the Performance Fact Sheet.

Job Placement data and Performance Fact Sheets must be submitted to the Commission via email at csacipa@csac.ca.gov

All files must adhere to the file name specifications and the file name shall not exceed 32 characters including the file type extension.

- **Example:** SB70_JP_12345678_2015-16.pdf

Field Name	Length	Data Type	Description	Format
SB70	4	Char	Static Value	XXXX
File Type	2	Char	Static Value JP = Job Placement	XX
School ID	8	Integer	OPEID – District or School Identifier	########
Academic Year	7	Integer	Academic Year	####-##

UNITARY DATA

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
Collection Type	Identifier for the Import Specification Type **Example: 5 = Unitary**	1	Numeric	1	Required	5	#
Blank		1	Filler	2	Blank		
OPEID	Identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution.	8	Numeric	3-10	Required	Numbers 0 to 9	########
Blank		1	Filler	11	Blank		
CIP Code	The Classification of Instructional Programs (CIP) provides a taxonomic scheme that supports the accurate tracking and reporting of fields of study and program completions activity. **Example: 140101 (Engineering, General)** *** Note: For the Unitary File Spec Only** If there is not a CIP code to report for the student use the field value: 000000	6	Numeric	12-17	Required	Numbers 0 to 9 ***Note:** 000000 (to be used for students without a CIP code to report)	######
Blank		1	Filler	18	Blank		
Academic Year	The academic year being reported is denoted by two years separated by a hyphen. **Example**: 2015-16 An academic year is July 1st thru June 30. For example July 1, 2015 thru June 30, 2016 represents academic year 2015-16.	7	VarChar	19-25	Required	Numbers 0 to 9 - (hyphen)	####-## (CCYY-YY)
Blank		1	Filler	26	Blank		
SSN	Social Security Number (SSN) *** Note: For the Unitary File Spec Only** If there is not a SSN to report for the student use the field value: 000000000	9	Numeric	27-35	Required	000000000 - 999999999 ***Note:** 000000000 (to be used for students without a SSN to report)	#########
Blank		1	Filler	36	Blank		
Last Name	Student's surname **Example: Doe**	25	VarChar	37-61	Required	Numbers 0 to 9 Letters A to Z Space(s) . (period) ' (apostrophe) - (hyphen)	XXXXXXXXXXX XXXXXXXXXXX X
Blank		1	Filler	62	Blank		
First Name	Student's first name. **Example: John**	25	VarChar	63-87	Required	Numbers 0 to 9 Letters A to Z Space(s) . (period) ' (apostrophe) - (hyphen)	XXXXXXXXXXX XXXXXXXXXXX X
Blank		1	Filler	88	Blank		
DOB	Student's date of birth. **Example: 02/05/1985**	10	VarChar	89-98	Required	Numbers 0 to 9 / (forward slash)	##/##/#### (MM/DD/CCYY)
Blank		1	Filler	99	Blank		
Graduation Date (College)	Student's college graduation date. **Example: 02/05/1985** *** Note: For the Unitary File Spec Only** If there is not a graduation date to report for the student use the field value: 00/00/0000	10	VarChar	100-109	Required	Numbers 0 to 9 / (forward slash) ***Note:** 00/00/0000 (to be used for students without a graduation date to report)	##/##/#### (MM/DD/CCYY)
Blank		1	Filler	110	Blank		
Enrollment Date	Student's college enrollment date **Example: 02/05/1985.**	10	VarChar	111-120	Required	Numbers 0 to 9 / (forward slash)	##/##/#### (MM/DD/CCYY)
Blank		1	Filler	121	Blank		
Total Units Completed	The total amount of units completed during the academic year being reported.	2	Numeric	122-123	Required	00-99	##
Blank		1	Filler	124	Blank		
Award Level	The award level represents the program, certificate or degree completed by the student during the current academic year.	1	Numeric	125	Required	0=Not applicable 1=Postsecondary award, certificate or diploma of less than one (1) academic year	#

Field Name	Description	Length	Data Type	Position	Comment	Valid Entries	Format
	* Note: For the Unitary File Spec Only If there is not an Award Level to report for the student use the field value: 0.					2=Postsecondary award, certificate or diploma of at least one (1) but less than two (2) academic years 3=Associate Degree (2 years) 4=Postsecondary award, certificate, or diploma of at least two (2) but less than four (4) academic years 5=Bachelor's Degree (4-years) 6=Bachelor's Degree (5-years) 7=Transfer out 8=Transfer ready	
Blank		1	Filler	126	Blank		
Enrollment Type	Enrollment type is the total number of students enrolling at the institution that are either "first-time" college students or "transfer" students. First time represents student who are first enrolling college (e.g. freshmen); No prior college credit. Transfer represents students with prior transferable college credit.	1	Numeric	127	Required	1=First-time 2=Transfer 3=Not reporting (optional)	#
Blank		1	Filler	128	Blank		
Gender		1	Numeric	129	Required	1=Male 2=Female 3=Unknown	#
Blank		1	Filler	130	Blank		
RaceID		2	Numeric	131-132	Required	01=Hispanic 02=American Indian or Alaska Native 03=Asian, Other 04=Black or African American 05=Pacific Islander, Other 06=White 07=Race and Ethnicity Unknown 08=Nonresident Alien 09=Two or more races 10=Asian, Chinese 11=Asian, Indian 12=Asian, Bangladeshi 13=Asian, Cambodian 14=Asian, Filipino 15=Asian, Hmong 16=Asian, Indonesian 17=Asian, Japanese 18=Asian, Korean 19=Asian, Laotian 20=Asian, Malaysian 21=Asian, Pakistani 22=Asian, Sri Lankan 23=Asian, Taiwanese 24=Asian, Thai 25=Asian, Vietnamese 26=Pacific Islander, Hawaiian 27=Pacific Islander, Guamanian 28=Pacific Islander, Samoan 29=Pacific Islander, Tongan	##
Blank		1	Filler	133	Blank		
High School Graduation Date	Student's high school graduation date **Example: 02/05/1985** If unknown use 07/01/2000	10	Numeric	134-143	Required	Numbers 0 to 9 / (forward slash)	##/##/#### (MM/DD/CCYY)
Blank		1	Filler	144	Blank		
High School Code	College Board Code	6	Numeric	145-150	Required	000000-999999	######
Blank		1	filler	151	Blank		
Record Indicator	Sequential record identifier.	7	Numeric	152-158	Required	0000000-9999999	#######

Note: The file layout will look like the example below with the exception of the *SSN*, *Last Name*, and *First Name* fields (please refer to the format guidelines).

Example:
```
------------------------------------------------------------------------------------------------
5 12345678 140101 2012-13 123456789 LASTNAME1          FIRSTNAME1          02/05/1985 00/00/0000 12/31/2009 15 2 1 1 06 07/01/2000 052998 0000001
5 12345678 140101 2012-13 123456789 LASTNAME2          FIRSTNAME2          02/05/1985 00/00/0000 12/31/2009 15 2 1 1 06 07/01/2000 052998 0000002
5 12345678 140101 2012-13 123456789 LASTNAME3          FIRSTNAME3          02/05/1985 00/00/0000 12/31/2009 15 2 1 1 06 07/01/2000 052998 0000003
5 12345678 140101 2012-13 123456789 LASTNAME4          FIRSTNAME4          02/05/1985 00/00/0000 12/31/2009 15 2 1 1 06 07/01/2000 052998 0000004
5 12345678 140101 2012-13 123456789 LASTNAME5          FIRSTNAME5          02/05/1985 00/00/0000 12/31/2009 15 2 1 1 06 07/01/2000 052998 0000005
```

REFERENCE INFORMATION

For further information visit the SB 70 Information webpage on the CSAC website.

http://www.csac.ca.gov/doc.asp?id=1427