➢ **GPA with SSID – Text File Specifications**

| Field Name | Length | Type | Position | Comments |
|---|---|---|---|---|
| SSN | 9 | Numeric | 1-9 | Required |
| Blank | 1 | Filler | 10 | Blank |
| GPA | 3 | Numeric | 11-13 | Required |
| Blank | 1 | Filler | 14 | Blank |
| School code | 6 | Numeric | 15-20 | Required |
| Blank | 1 | Filler | 21 | Blank |
| High School GPA Flag | 1 | Alpha | 22 | Required |
| Blank | 1 | Filler | 23 | Blank |
| HS Grad Date | 6 | Numeric | 24-29 | Required |
| Blank | 1 | Filler | 30 | Blank |
| SP School Code | 6 | Numeric | 31-36 | Required |
| Blank | 1 | Filler | 37 | Blank |
| SSID | 10 | Numeric | 38-47 | Required |

➢ **GPA with SSID – Excel Format File Specifications**

- All numbers must be saved as text prior to uploading data.
- If student does not have a SSID enter '0000000000'.
- No blank columns are required, the fillers will format automatically when converting an Excel file to a text format
- Additional guidance on using Excel is located under the General Information section on the WebGrants Help Center

| A | B | C | D | E | F | G |
|---|---|---|---|---|---|---|
| SSN | GPA | School Code | Y or N | HS Grad Date | Spring School Code | SSID |