

MIDDLE CLASS SCHOLARSHIP

**2024-2025 MCS ENROLLMENT FILE RECORD LAYOUT - DRAFT 3/18/2024**

Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
1	1	6	6	Federal School Code	X00000 to X99999 Valid characters for the first position are 0 (zero), B, E, or G	Left	X	(No blanks)
2	7	7	1	Term Type	1=Semester 2=Quarter	Left	X	(No blanks)
3	8	11	4	Academic Year	2024 (For 2024-2025 year)	Left	X	(No blanks)
4	12	20	9	SSN or Dream Act ID	000010001 to 999999999	Right	X	(No blanks)
5	21	55	35	Student's Last Name	Numbers 0 to 9 Uppercase letters A to Z Space(s) (period) ' (apostrophe) (dash/hyphen)	Left	X	Most recent ISIR/Cal ISIR transaction (No blanks)
6	56	90	35	Student's First Name	Numbers 0 to 9 Uppercase letters A to Z Space(s) (period) ' (apostrophe) (dash/hyphen)	Left	X	Most recent ISIR/Cal ISIR transaction (No blanks)
7	91	91	1	Student's Middle Initial	Uppercase letters A to Z Blank	Left	X	Most recent ISIR/Cal ISIR transaction
8	92	99	8	Student's Date of Birth	Format is CCYYMMDD 19000101 to 20100930	Left	X	Most recent ISIR/Cal ISIR transaction (No blanks)

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
9	100	100	1	Student's Status	1 = New 2 = Continuing 3 = Winter Start 4 = Spring Start 5 = Incomplete Verification 6 = Fall Term Only 7 = Fall & Winter Terms Only 8 = Winter Term Only 9 = Fall and Springs Terms (Quarter)	Left	X	<p><b>(No blanks)</b></p> <p>If the value submitted is 3, then CSAC will only calculate the award for Winter and Spring terms (Quarter schools).</p> <p>If the value submitted is 4, then CSAC will only calculate the award for the Spring term.</p> <p>If the value submitted is 6, then CSAC will only calculate the award for the Fall term.</p> <p>If the value submitted is 7, then CSAC will only calculate the award for Fall and Winter terms (Quarter schools).</p> <p>If the value submitted is 8, then CSAC will only calculate the award for Winter term (Quarter schools).</p> <p>If the value submitted is 9, then CSAC will only calculate the award for Fall and Spring terms (Quarter schools).</p> <p><b>NOTE:</b> When reporting 3, 4, 6, 7, 8 or 9, the COA and all other aid must be calculated only for terms the student is attending.</p>

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
10	101	102	2	ISIR/Cal ISIR Transaction Number used for Financial Aid determination	01 to 99	Right	X	This will be the ISIR/Cal ISIR transaction used for awarding <b>(No blanks)</b>
11	103	103	1	Teacher Credential or Fifth Year of 5-Year Program Flag	Blank 1 = Yes - TCP 2 = No - TCP/5th-Yr 3 = Yes - 5th-Yr	Left	X	<p>If the value submitted is 1 or 3, then the campus is required to provide a value of 5 in Field 13 (5th year/other undergraduate).</p> <p>Values of "Blank", "2", or "3" will have T/F assessed at the system wide level for UC and CSU.</p> <p>A value of "1" indicates a student is in a Teacher Credential Program. A student record with a "1" in this field will have their award calculation based on the TCP T/F by segment.</p> <p><u>5th Year program:</u> Enrollment records will reject for campuses who do not have an eligible 5th Year program. Currently, 8 campuses have been identified as having an eligible program:</p> <ul style="list-style-type: none"> <li>- CSU East Bay</li> <li>- Cal Poly State University</li> <li>- CSU Pomona-Polytechnic</li> <li>- San Diego State University</li> <li>- CSU Northridge</li> <li>- UC Berkeley</li> <li>- UC San Diego</li> <li>- UC Santa Cruz</li> </ul>

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
12	104	153	50	Student's Campus Email Address	Blank If non-blank: One and only one "@" (at-sign) allowed. Before @: <ul style="list-style-type: none"> <li>at least one valid character</li> <li>all characters in the range of ASCII 33-126, except for the following 12 characters &lt; &gt; ( ) [ ] \ , ; : " @</li> </ul> • period (.) cannot be first, last or adjacent to another period After @: <ul style="list-style-type: none"> <li>at least one valid character</li> <li>only letters, digits, hyphen, underscore, and period (A-Z, a-z, 0-9, -, _, .)</li> <li>hyphen, underscore, and period cannot be first, last, or adjacent to a period</li> </ul>	Left	X	Campus email address or blank

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
13	154	154	1	Grade Level in College as of the beginning of the award year	0 = 1st year, never attended college 1 = 1st year, attended college before 2 = 2nd year/sophomore 3 = 3rd year/junior 4 = 4th year/senior 5 = 5th year/other undergraduate	Left	X	From campus record  If the value submitted is "5", then the campus is required to provide a value of "1" or "3" in Field 11. (1 = Yes - TCP; 3 = Yes - 5th Year)  If the value submitted is "5", and no valid value is provided in Field 11, then the record will be rejected.  Refer to Field 11 for 5th Year information.  If the campus submits a value of "6" or "7" for this field, then the record will be rejected.  <b>(No blanks)</b>
14	155	155	1	Student's Dependency Status	1=Dependent 2=Independent	Right	X	<b>(No blanks)</b>
15	156	170	15	Total Income	-999999999999999 to 099999999999999	Right	X	Negative Income: If it equals -5524, then file should read as -0000000005524 (=15 characters)  <b>(No blanks)</b>

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
16	171	175	5	Student's Federal Awards	00000 to 99999	Right	X	<p>Value provided should include all Federal student grants or fee waivers. <b>(No blanks)</b></p> <ul style="list-style-type: none"> <li>- Pell Grant</li> <li>- FSEOG</li> <li>- Teach Grant</li> <li>- BIA Grants</li> <li>- Iraq Service Grant</li> <li>- <a href="#">Segal AmeriCorps Education Award</a></li> </ul> <p><b>NOTE:</b> The Student's Federal Awards should be based on the Student's Status from Field 9.</p>

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
17	176	180	5	Student's Institutional Grants and Fee Waivers	00000 to 99999	Right	X	<p>Value provided should include all Institutionally administered student grants or fee waivers. <b>(No blanks)</b></p> <ul style="list-style-type: none"> <li>- Institutional Grants</li> <li>- Athletic scholarships</li> <li>- Fee waivers such as, but not limited to Alan Pattee, Foster Youth (<i>non-emergency assistance</i>), <i>NextUp</i>, COVID-19, Cal Vet Fee Waiver, employee tuition assistance, etc.</li> <li>- <i>Educational Opportunity Program (EOP)</i></li> <li>- Institutionally administered scholarships (including internship payments counted as EFA)</li> <li>- Basic needs direct awards if counted as EFA.</li> <li>- <i>Student Success Completion Grant</i></li> <li>- <i>AB 19 Books and Grants funds</i></li> <li>- <i>TRIO Student Support Services Grants</i></li> </ul> <p><b>NOTE:</b> The Student's Institutional Grants and Fee Waivers should be based on the Student's Status from Field 9.</p>

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Field #	Start	End	Length	Field Name	Valid Content	Justify Signed	Enrollment	COMMENTS
18	181	185	5	Student's State Awards	00000 to 99999	Right	X	<p>Value provided should include all State student grants or fee waivers, (with the exception of Cal Grants, which <u>should not</u> be included).</p> <p><b>(No blanks)</b></p> <ul style="list-style-type: none"> <li>- Child Development Grant</li> <li>- Law Enforcement Personnel Dependents Grant Program (LEPD)</li> <li>- CA Military Department GI Bill Award Program</li> <li>- CA Volunteers - College Corps Education Award (if not used for repayment of student loans)</li> <li>- Golden State Teachers Grant Program</li> </ul> <p><b>NOTE:</b> The Student's State Awards should be based on the Student's Status from Field 9.</p>
19	186	191	6	Cost of Attendance	000000 to 999999	Right	X	<p>Value provided should include the campus Cost of Attendance that will be used to determine the student's financial aid package and should be based on the student's housing plans. On Campus, With Parents, Off Campus. <b>(No blanks)</b></p> <p><b>NOTE:</b> The Cost of Attendance should be based on the Student's Status from Field 9.</p>



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20	192	196	5	Student's Private Scholarships and Other Qualifying Institutional Aid	00000 to 99999	Right	X	Value provided should include all Private Scholarships and institutionally administered non-need-based scholarships and institutionally awarded emergency housing funds or other basic needs emergency assistance awarded to the student. Including, emergency assistance awarded by an institution-based foster youth support program. <b>(No blanks)</b>  <b>NOTE:</b> The Student's Private Scholarships should be based on the Student's Status from Field 9.
21	197	201	5	Student's Cal Grant Award	00000 to 99999	Right	X	Value provided should include the Cal Grant award.  <b>(No blanks)</b>  <b>NOTE:</b> The Student's Cal Grant award should be based on the Student's Status from Field 9.

**Sources that are not to be considered:**

- \* CA Volunteers - [College Corps](#) Living Allowance
- \* Internship or Assistantship (if treated as employment)
- \* Dream Act Service Incentive Grant (DSIG)
- \* [Federal Veterans Education](#) benefits that are [excluded](#) from EFA [per](#) USDE
- \* [CA Department of Rehabilitation](#)
- \* [Federal Work Study](#)
- \* [Learning Aligned Employment Program](#)
- \* [Federal Direct Loans](#)