



THE CALIFORNIA STATE UNIVERSITY

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ALLISON G. JONES
Assistant Vice Chancellor
Academic Affairs – Student Academic Support

Code: AA-2002-41
August 14, 2002

To: Directors of Financial Aid

Response Requested
By September 16, 2002

From: Allison G. Jones *Ames*

Subject: Final 2001-02 Financial Aid Database Report

This is to request the annual submission of your campus final financial aid database report. These report files will be used to compile the systemwide file on financial aid applicants and recipients used to determine campus allocations for the State University Grant program funds and to analyze the impact of federal and state legislative and budget proposals relating to student financial aid. The financial aid database report is used for other reporting requirements such as the Institution Prices and Student Financial Aid (IPSFA) survey from the National Center for Education Statistics (NCES) of the U.S. Department of Education.

Technical information on the procedures for the final 2001-02 financial aid database is attached. The record layout is the same as that required for 2000-01 reporting purposes. The database file should include the full range of data as identified in Attachment B.

Please compile and transfer the database files to the chancellor's office IBM computer by September 16, 2002. Questions regarding this report may be directed to Mary L. Robinson, Associate Director, Academic Affairs, Student Academic Support. Ms. Robinson may be reached at (562) 951-4737 or mlrobinson@calstate.edu.

AGJ:MLR

Attachments (3)

cc: Presidents
Vice Presidents, Academic Affairs (w/o attachments)
Vice Presidents, Administration (w/o attachments)
Vice Presidents, Student Affairs (w/o attachments)
Dr. David S. Spence
Dr. Gary A. Hammerstrom

Procedures for 2001-02 Final Financial Aid Database Report

Notes Regarding Record Format

For 2001-02, the record format is the same as that required for 2000-01.

Data elements which are particularly critical for SUG allocation purposes are the "Financial Aid Status Code", "9-Mos. EFC", "Cal Grant Code", and "Cal Grant Amount". Campuses must be careful to avoid reporting "Estimated" or "Scheduled" awards rather than actual disbursed amounts.

File Structure

The preferred file structure is that there be both a FAREC1 record and a FAREC2 record for each student and that the file be sorted by record type within social security number. (I.e., student A record 1, student A record 2, student B record 1, student B record 2.)

Data Element Dictionary

A copy of the Data Element Dictionary for the Financial Aid Database is available upon request for those who may have trouble locating their copy.

File Transfer Procedures

Detailed information on file transfer protocol (FTP) procedures were distributed as Attachment C to AAES 92-42. The procedures have not been changed. A copy of the procedures is available upon request.

2001-02 RECORD FORMAT

Record Name: FAREC1
Record Length: 125
Block Length: 23375

No.	Field Name	Positions		No. of Chars.	*	**
		From	To			
1	Award Year	1	4	4	N	
2	Campus Code	5	6	2	N	RJ
3	Social Security Number	7	15	9	N	
4	Record Type Code	16		1	N	Value = 1
5	Financial Aid Status Code	17	19	3	N	RJ
6	Award/Enrollment Basis	20		1	A	
7	EOP Code	21		1	A	
8	Support Status	22		1	A	
9	Student Marital Status	23		1	A	
10	Student Budget Category	24		1	A	
11	AFDC Code	25		1	A	
12	Social Security Code	26		1	A	
13	Veterans Benefits Code	27		1	A	
14	Family Size	28	29	2	N	RJ
15	Parents Income	30	35	6	N	RJ
16	Student/Spouse Income	36	41	6	N	RJ
17	Student Budget	42	47	6	N	RJ
18	Parents Contribution	48	53	6	N	RJ
19	Student's Contribution	54	59	6	N	RJ
20	Gross Financial Aid Eligibility	60	65	6	N	RJ
21	Unearned FWS	66	71	6	N	RJ,OPTIONAL
22	Declined Loan	72	77	6	N	RJ,OPTIONAL
23	Other Student Resources	78	83	6	N	RJ,OPTIONAL
24	Cal Grant Code	84		1	A	
25	Nine-Month EFC	85	89	5	N	RJ
26	Campus Work Study	90	94	5	N	RJ
27	Filler	95	125	31		Leave Blank

* AN = Alphanumeric N = Numeric
A = Alpha B = Binary

** RJ = Right Justify
LJ = Left Justify

2001-2002 RECORD FORMAT

Record Name: FAREC2
Record Length: 125
Block Length: 23375

No.	Field Name	Positions		No. of Chars.	*	**
		From	To			
1	Award Year	1	4	4	N	
2	Campus Code	5	6	2	N	
3	Social Security Number	7	15	9	N	
4	Record Type Code	16		1	N	Value = 2
5	Filler	17	19	3	N	Leave Blank
6	Cal Grant Amount	20	23	4	N	RJ
7	Pell Grant Amount	24	27	4	N	RJ
8	State University Grant	28	31	4	N	RJ
9	EOP Grant Amount	32	35	4	N	RJ
10	Graduate Equity Fellowship	36	39	4	N	RJ
11	SEOG Amount	40	43	4	N	RJ
12	BIA Amount	44	48	5	N	RJ
13	Other Federal Scholarship/Grants	49	53	5	N	RJ
14	CSU Scholarship Amount	54	58	5	N	RJ
15	CSU Scholarship Code	59	60	2	N	RJ
						1=Future Scholars
16	Institutional Scholarships	61	65	5	N	RJ
17	Athletic Scholarship/Grant	66	70	5	N	RJ
18	Other Scholarships/Grants	71	75	5	N	RJ
19	Federal Work-Study	76	80	5	N	RJ
20	State Work-Study	81	85	5	N	RJ
21	Perkins Loan	86	90	5	N	RJ
22	Nursing Student Loan	91	95	5	N	RJ
23	Stafford Loan (SUBSIDIZED)	96	100	5	N	RJ
24	Institutional Long-Term Loan	101	105	5	N	RJ
25	Campus Fee Grant	106	110	5	N	RJ - REV. 1997-98
26	Parent Loan (PLUS)	111	115	5	N	RJ
27	Other Educational Loan	116	120	5	N	RJ
28	Stafford Loan (UNSUBSIDIZED)	121	125	5	N	RJ

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2001-2002 FINANCIAL AID FILE - USER AND FILE IDs

Campus	Code	User ID	File ID
Hayward	05	BFTP002	userid.FAD.PROD.TRNyytcc
Monterey Bay	06	XFTP002	userid.FAD.PROD.TRNyytcc
Maritime Academy	07	IFTP002	userid.FAD.PROD.TRNyytcc
Pomona	10	CFTP002	userid.FAD.PROD.TRNyytcc
San Luis Obispo	15	DFTP002	userid.FAD.PROD.TRNyytcc
Chico	20	EFTP002	userid.FAD.PROD.TRNyytcc
Fresno	25	FFTP002	userid.FAD.PROD.TRNyytcc
Humboldt	30	GFTP002	userid.FAD.PROD.TRNyytcc
Bakersfield	35	HFTP002	userid.FAD.PROD.TRNyytcc
Long Beach	40	JFTP002	userid.FAD.PROD.TRNyytcc
Los Angeles	45	KFTP002	userid.FAD.PROD.TRNyytcc
Fullerton	50	LFTP002	userid.FAD.PROD.TRNyytcc
Dominguez Hills	55	MFTP002	userid.FAD.PROD.TRNyytcc
Sacramento	60	NFTP002	userid.FAD.PROD.TRNyytcc
San Bernardino	63	PFTP002	userid.FAD.PROD.TRNyytcc
San Diego	65	QFTP002	userid.FAD.PROD.TRNyytcc
San Marcos	68	YFTP002	userid.FAD.PROD.TRNyytcc
Northridge	70	RFTP002	userid.FAD.PROD.TRNyytcc
San Francisco	75	SFTP002	userid.FAD.PROD.TRNyytcc
San Jose	80	TFTP002	userid.FAD.PROD.TRNyytcc
Sonoma	85	UFTP002	userid.FAD.PROD.TRNyytcc
Stanislaus	90	VFTP002	userid.FAD.PROD.TRNyytcc

File ID Format: The *yy* in the File ID represents the year for which data are reported. For 2001-02 data the appropriate value is 02. The *t* represents the term for which data are reported. For this report, which is a preliminary file, the appropriate code is P. The *cc* represents the campus numeric code.

Password: Campuses were advised to set passwords for these accounts last year. Since passwords on the IBM must be changed every three months, it is likely that all passwords will need to be revised. This must be done prior to attempting to transfer files. Campuses experiencing problems with passwords and accessing their account should contact Marilyn Green at (562) 951-4275 or mgreen@calstate.edu.

Campus Contact: Once the data file has been transferred to the IBM, the campus should notify Mary Robinson, Academic Affairs, Student Academic Support, of the name and phone number of the campus representative who should be contacted in the event of questions regarding the data.