

2002-2003 Federal Pell Grant Program Technical Reference

June 2002

Tracking Summary

Page(s) affected	Page(s) inserted	Change(s) made
Custom Layouts		
1-5	1-5	Added Processing Note/Edit to Field Position #1.
1-6	1-6	Added Processing Note/Edit to Field Position #1.
1-8	1-8	Added Processing Note/Edit to Field Position #1.
1-10	1-10	Added Processing Note/Edit to Field Position #1.
1-12	1-12A	Added Processing Note/Edit to Field Positions #1 and #11; modified Processing Note/Edit to Field Position #15.
1-13	1-13	Added Processing Note/Edit to Field Positions #41 and #49.
1-14	1-14	Added Processing Note/Edit to Field Position #77.
1-15	1-15	Added Processing Note/Edit to Field Positions #1, #11, #15, and #41.
1-16	1-16	Added Processing Note/Edit of Field Position #47.
1-18	1-18	Added Processing Note/Edit to Field Positions #1, #24, #33, and #35.
1-19	1-19	Added Processing Note/Edit to Field Positions #46, #59, and #68.
1-20	1-20	Added Processing Note/Edit to Field Positions #76, #84, #92, #100, #108, #116.
1-21	1-21	Added Processing Note/Edit to Field Positions #124, #132, #140, #148, #156, #164, and #172.
1-22	1-22	Added Processing Note/Edit to Field Positions #180, #188, #196, and #197.
1-23	1-23	Added Processing Note/Edit to Field Positions #198, #199, and #201.
1-24	1-24	Added Processing Note/Edit to Field Position #206. Modified Field Name #206.
1-27	1-27	Added Processing Note/Edit to Field Position #209 and #216.
1-28	1-28	Modified Valid Values of Field Position #217 and modified Description.
1-29	1-29A	Modified Processing Note/Edit to Field Positions #219 and #221.
1-30	1-30A	Modified Processing Note/Edit to Field Positions #225 and #229.

Tracking Summary (Continued)

Page(s) affected	Page(s) inserted	Change(s) made
Custom Layouts, Continued		
1-32	1-32	Added Processing Note/Edit to Field Positions #1, #24, #33, and #35; modified Valid Values of Field Position #1.
1-33	1-33	Added Processing Note/Edit to Field Position #46.
1-37	1-37	Added Processing Note/Edit to Field Position #197.
1-39	1-39	Modified Field Name of Field Position #206.
1-43	1-43	Modified Type of Field Position #219. Added Processing Note/Edit of Field Position #229.
1-55	1-55	Added Processing Note/Edit of Field Position #1. Modified Field Name of Field Position #24. Added Processing Note/Edit of Field Position #37.
1-56	1-56	Modified Valid Values, and Processing Note/Edit of Field Position #38; Modified Field Name, Valid Values, and added a Processing Note/Edit of Field Position #40. Modified Type and Valid Values of Field Position #41.
1-57	1-57	Added Processing Note/Edit to Field Position #56. Modified Type of Field Position #64.
1-58	1-58	Modified Description, Valid Values, and Processing Notes/Edits of Field Position #1. Modified Field Name of Field Position #24. Modified Processing Notes/Edits of Field Position #37.
1-59	1-59	Modified Description and Processing Note/Edit of Field Position #38; Modified Field Name of Field Position #40. Modified Processing Notes/Edits of Field Position #41.
1-60	1-60A	Added Processing Note/Edit of Field Position #56. Added Processing Note/Edit of Field Position #101.
1-61	1-61	Modified Type of Field Position #193.
1-64	1-64	Modified Description of Field Position #30. Modified Type, Description, and Processing Note/Edit of Field Position #59.
1-65	1-65	Modified Type and Processing Note/Edit of Field Position #70. Modified Type and Processing Note/Edit of Field Position #81. Modified Description and Processing Note/Edit of Field Position #92.

Tracking Summary (Continued)

Page(s) affected	Page(s) inserted	Change(s) made
Custom Layouts (Continued)		
1-66	1-66	Modified Description and Processing Note/Edit of Field Position #103. Modified Field Name, Description, and Processing Note/Edit of Field Position #114.
1-67	1-67A	Modified Description of Field Position #165.
1-69	1-69	Modified Description and Valid Value of Field Position #30.
1-70	1-70	Modified Description of Field Positions #55 and #66. Modified Type of #55.
1-71	1-71	Modified Valid Value of Field Position #74.
1-80	1-80	Modified Valid Values of Field Position #1. Modified Processing Note/Edit of Field Position #8. Modified Valid Values of Field Position #7.
1-81	1-81	Modified Valid Values of Field Positions #35 and #36.
1-82	1-82	Added Processing Note/Edit of Field Position #54, #77, and #86. Modified Valid Values for Field Position #77.
1-83	1-83	Added Processing Note/Edit of Field Positions #94, #110, and #122. Modified Type of Field Position #123.
1-85	1-85	Modified Field Name of Field Position #37. Modified Description of Field Name #48 and #37.
1-86	1-86	Added Processing Note/Edit of Field Position #54.
1-87	1-87	Modified Valid Values and Processing Note/Edit of Field Position #99. Added Processing Note/Edit of Field Positions #108, #116, #132, and #144.
1-92	1-92	Modified Description of Field Position #335.
1-93	1-93	Modified Description of Field Position #396, and #412.
1-94	1-94	Modified Description of Field Position #425.
1-95	1-95	Modified Description and added Processing Note/Edit of Field Position #30.
1-96	1-96	Modified Description of Field Position #70.
1-97	1-97	Added Processing Note/Edit for Field Position #2, #25, and #34. Modified Description for Field Position #34.
1-98	1-98	Added Processing Note/Edit for Field Positions #47, #60, and #62.

Tracking Summary (Continued)

Page(s) affected	Page(s) inserted	Change(s) made
Custom Layouts (Continued)		
1-102	1-102A	Added Processing Note/Edit for Field Positions #200 and #202. Modified Description for Field Position #200.
1-103	1-103A	Modified Processing Note/Edit for Field Position #208.
1-104	1-104	Modified Processing Note/Edit for Field Position #217.
1-105	1-105	Modified Processing Note/Edit for Field Position #218.
1-106	1-106A	Added Processing Note/Edit for Field Positions #220 and #222.
1-110	1-110	Modified Processing Note/Edit for Field Position #2. Modified Valid Values for Field Name #39.
Combination Systems		
3-6	3-6	Added Processing Note/Edit for Start Positions #1, #24, #33, and #35. Modified Description for Start Position #33.
3-7	3-7	Modified Processing Note/Edit for Start Position #61.
3-9	3-9	Modified Processing Note/Edit for Start Position #197.
3-10	3-10	Modified Processing Note/Edit for Start Positions #199, #201, and #206.
3-11	3-11	Modified Processing Note/Edit for Start Position #207.
3-12	3-12	Modified Processing Note/Edit for Start Positions #208 and #216.
3-13	3-13A	Modified Processing Note/Edit for Start Position #217 and #219. Modified Type for Start Position #217 and #219.
3-14	3-14A	Modified Processing Note/Edit for Start Positions #221, #225, and #229. Modified the length of Start Position #232.
3-15	3-15	Corrected punctuation error in Description for Start Position #265. Modified End value for Start Position #312. Combined the two "Reserved for expansion" rows to create one row, with a start value of 312, an end value of 344, and a length of 33.
3-17	3-17	Added Processing Note/Edit for Start Position #1. Modified Processing Note/Edit for Start Position #48.
3-18	3-18	Modified Processing Note/Edit for Start Position #57.
D-55	D-55	Modified Condition/Action for Edit Code and Type 430D.

SAIG Transmission Header Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	5	5	A/N	SAIG Transmission Header ID	Literal value for Header ID	Constant: "O*N01"	<i>Missing Transmission Header – Reject Transmission</i>
6	53	48	A	Unused	Reserved for future use	Constant spaces	
54	55	2	A/N	Header Indicator	SAIG Transmission Header Indicator	Constant: "73"	
		XX	A	Unused	Length extended to make the transmission records match the Message Class record length.	Constant spaces	
		≥80		Total Record Length			

Type = A (Alphanumeric)
 = N (Numeric)
 = D (Date)

SAIG Transmission Batch Header Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	5	5	A/N	SAIG Batch Header Identification Number	SAIG Batch Header ID	Constant: "O*N05"	<i>Missing Transmission Trailer – Reject Transmission; No detail records – Reject Transmission</i>
6	12	7	A/N	Header Destination Number	SAIG Destination Mailbox ID	'TGXXXXX' where 'XXXXX' is a five-digit number assigned to Destination	
13	19	7	A	Unused	Reserved for future use	Constant spaces	
20	24	5	A/N	Header Class Label	Text used to identify that the next field is a Message Class	Constant: ",CLS = "	
25	32	8	A/N	Header Message Class	Valid Message Class	Format = XXXXYY[IN/OP] where: XXXX = Literal for rec type YY = last year in cycle = '03' for 2002-2003 IN = for records IN to Pell OP = for records OUT of Pell	
33	36	4	A/N	Header XXX Label		Constant: ",XXX"	
37	41	5	A/N	Header Batch label	Text used to identify the next field is a Batch ID	Constant: ",BAT = "	
42	58	17	A/N	Header Batch ID	17-digit character batch ID. If not used, set to all zeros.	Batch ID: "00000000000000000"	

SAIG Transmission Batch Trailer Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	5	5	A/N	SAIG Batch Trailer Identification Number	Record Identifier	Constant: "O*N95"	<i>Missing Transmission Trailer – Reject transmission; No detail records – Reject transmission</i>
6	12	7	A/N	Trailer Destination Number	SAIG Destination Mailbox ID	'TGXXXXX' where 'XXXXX' is a five-digit number assigned to Destination	
13	19	7	A	Unused	Reserved for future use	Constant spaces	
20	24	5	A/N	Trailer Class Label	Text used to identify that the next field is a Message Class	Constant: ",CLS = "	
25	32	8	A/N	Trailer Message Class	Valid Message Class	Format = XXXXYY[IN/OP] where: XXXX = Literal for rec type YY = last year in cycle = '03' for 2002-2003 IN = for records IN to Pell OP = for records OUT of Pell	
33	36	4	A/N	Trailer XXX Label		Constant: ",XXX"	

SAIG Transmission Trailer Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	5	5	A/N	SAIG Transmission Trailer ID	Literal value for Trailer ID	Constant: "O*N99"	<i>Missing Transmission Trailer – Reject transmission; No detail records – Reject transmission</i>
6	53	48	A	Unused	Reserved for future use	Constant spaces	
54	55	2	A/N	Header Indicator	WAN Transmission Trailer Indicator	Constant: "73"	
		XX	A	Unused	Length extended to make the transmission records match the Message Class record length.	Constant spaces	
		80		Total Record Length			

Grant Batch Header Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	10	10	A	Header Identifier	Identify Header record in file. Left Justified	This field is required. Constant: 'GRANT HDR'	Missing Batch Header – Reject Batch
11	14	4	N	Data Record Length	Length of data records included in this batch	This field is required. Must be numeric: 0001 to 9999	If not equal to length for Message Class, then Reject Batch.
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMS S Where: XX = batch type code (alpha) CCYY = last year in cycle: '2003' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created.	Valid Batch Type codes: #A = Statement of Account #C = Reconciliation #D = Disbursements #G = System Generated #I = Institution Data from the web #M = Multiple Reporting #O = Originations #P = Origination acknowledgement from the web #R = Data Request #T = ASCII Text #W = Disbursement Acknowledgements from the web #Y = Year-to-Date If duplicate Batch ID, then Reject Batch. If batch type does not agree with Message Class type, then reject batch. If #O, #R, or #I batch and received before system startup, then reject batch. If #D received more than N days prior to Award Year Start, then reject batch. Continued...

Grant Batch Header Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
15, cont.	40, cont.	26, cont.	A, cont.	Batch ID, Cont.	Number generated by the institution to uniquely identify a specific batch of records. Cont.	This field is required. Format = XXCCYY999999CCYYMMDDHHMMS S Where: XX = batch type code (alpha) CCYY = last year in cycle: '2003' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created.	<i>If Batch Award Year does not agree with Message Class award year, then reject.</i> <i>If reporting Pell ID is ineligible, then send warning message.</i> <i>If Reporting Pell ID is a branch campus or has Central Funding, then reject batch.</i> <i>If date batch created is > system date, then reject batch.</i>

Grant Batch Header Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
41	48	8	A/N	OPE ID	The OPE ID number assigned to the reporting institution	Valid OPE ID number or blank.	<i>If not blank and not equal to OPE ID associated with Pell ID, then warn the batch.</i>
49	58	10	A/N	Software Provider	For non-Express software provide an identifier to indicate the software provider and version number if applicable.	This field is required. Software provider defined or blank	<i>No edits will be performed on this field.</i>
59	62	4	A	Unused	Reserved for future expansion	Constant spaces	
63	63	1	A	ED Use	ED Use Only – do not use	Constant Spaces	Media Type = Y for Year-to-Date
64	68	5	A/N	ED Use	ED Use Only – do not use	Constant spaces	ED Express PC software version number
69	76	8	N	Process Date	Date the corresponding batch was processed	Format = CCYYMMDD	Completed as a result of processing the batch

Grant Batch Header Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
77	100	24	N	Batch Reject Reasons	List of up to eight 3-digit batch reject reason codes which occurred during initial editing of the batch. Only reject reason codes hit will display in this field. Otherwise, this space will be zero filled.	Reject Reasons format = 000 to 999 Position 77 to 79 = 1st reject reason code Position 80 to 82 = 2nd reject reason code Position 83 to 85 = 3rd reject reason code Position 86 to 88 = 4th reject reason code Position 89 to 91 = 5th reject reason code Position 92 to 94 = 6th reject reason code Position 95 to 97 = 7th reject reason code Position 98 to 100 = 8th reject reason code	Completed by PELL processor as a result of Batch editing. These are the 200 series of edits that can be found in the Technical Reference.
		XX	A	Unused	Length extended to make the header record the same length as the detail records which follow.	Constant spaces	
		³ 100		Total Record Length			

Grant Batch Trailer Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	10	10	A	Trailer Identifier	Identify Trailer record in file.	This field is required. Constant: 'GRANT TLR'	<i>Missing Batch Trailer – reject batch. No detail records—reject batch.</i>
11	14	4	N	Data Record Length	Length of data records included in this batch	This field is required. Must be numeric: 0001 to 9999	<i>If not equal to Data Record on Header, then reject Batch.</i>
15	40	26	A	Batch ID	Number generated by the institution to uniquely identify a specific batch of records.	This field is required. Format = XXCCYY999999CC YYMMDDHHMMS S Where: XX = batch type code (alpha) CCYY = last year in cycle = '2003' 999999 = Reporting PELL ID CCYYMMDD = date batch created HHMMSS = time batch created	<i>If not equal to Batch ID on Header, then reject Batch.</i>
41	46	6	N	Reported Number of Records	Number of data records included in the batch.	This field is required. Must be numeric: 000000 to 999999	<i>If not equal to count of detail records in input batch, then return warning message.</i>

Grant Batch Trailer Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
47	57	11	N	Reported Total of Batch	Total Origination Award Amount or Disbursement amount reported on Origination or Disbursement batches. For all other types of batches this amount will be constant 0.	This field is required. Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. For ESOA is constant 0. 0000000000 to 9999999999	<i>If not equal to total of detail records in batch, then return warning message.</i>
58	58	1	A	Reported Total Sign Indicator	Positive or negative sign for total amount reported.	This field is required. P = Positive N = Negative For ESOA is constant P.	
59	64	6	N	Accepted and Corrected Number of Records	ED USE ONLY - Number of data records accepted and corrected by the Pell Processor.	000000 to 999999	
65	75	11	N	Accepted and Corrected Total of Batch	ED USE ONLY - Total Award or Disbursement amount accepted and corrected on batch.	Dollars and cents. Use leading zeros, do not include the \$ sign or decimal point. 0000000000 to 9999999999	
76	76	1	A	Accepted and Corrected Total Sign Indicator	ED USE ONLY - Positive or negative sign for total amount accepted.	P = Positive N = Negative	

Origination Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	23	23	A/N	Origination ID	Unique number used to identify an origination.	This field is required. Format = 9999999999XX20039999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	Identifier <i>If Origination ID matches on Pell database, then Compare all fields. If all the fields match, then the record is returned as a duplicate otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
24	32	9	N	Original SSN	Student's SSN from original FAFSA.	This field is required. 001010001 to 999999999	Identifier
33	34	2	A	Original Name Code	Student's name code from original FAFSA.	This field is required. Uppercase A to Z; . (period); ' (apostrophe); - (dash); Blank = no last name	Identifier <i>If SSN & Name Code do not match value in Origination ID, then reject record.</i>
35	40	6	N	Attended Campus PELL-ID	PELL-ID of attended campus. Change creates new origination record. Institution must change award amounts for student at original attended campus as necessary.	This field is required. Valid PELL-ID	Identifier <i>Change creates new origination record. If Attended Pell ID does not match value in Origination ID, then reject record. If Attended Campus is not equal to Reporting Campus, then reject. If Attended Pell ID is not a branch of the Reporting Pell ID or Central Funded, then reject.</i>
41	45	5	A/N	Unused	Reserved for expansion.	Constant spaces	

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
46	58	13	A/N	Origination Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	<i>No editing by Pell processor will be done on this field.</i>
59	59	1	A	Action Code	Code to indicate action to be taken.	Will always be BLANK	<i>No editing.</i>
60	60	1	A	Unused	Reserved for expansion	Constant spaces	
61	67	7	N	Award Amount for Entire School Year	Must equal the award amount calculated by the institution to be disbursed to this student for attendance for this entire Pell Grant award year.	This field is required. Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAXIMUM	Cannot exceed Total Payment Ceiling - See Pell Grant Calculations Appendix. You must report increases to the Award amount for the entire school year. If any of the origination data used in the award calculation changes, the Award amount must be re-edited to ensure it does not exceed Total Payment Ceiling.
68	75	8	N	Estimated Disbursement Date #1	Date 1st disbursement to student is estimated to be made.	This field is required. CCYYMMDD = Range = N days prior to DISBURSEMENT START DATE (20020701) to DISBURSEMENT END DATE (20080930).	<i>If Date not within range, then set approved value to system date.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
76	83	8	N	Estimated Disbursement Date #2	Date 2nd disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>If Date not within range, then set approved value to spaces.</i>
84	91	8	N	Estimated Disbursement Date #3	Date 3rd disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
92	99	8	N	Estimated Disbursement Date #4	Date 4th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
100	107	8	N	Estimated Disbursement Date #5	Date 5th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
108	115	8	N	Estimated Disbursement Date #6	Date 6th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
116	123	8	N	Estimated Disbursement Date #7	Date 7th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
124	131	8	N	Estimated Disbursement Date #8	Date 8th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
132	139	8	N	Estimated Disbursement Date #9	Date 9th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
140	147	8	N	Estimated Disbursement Date #10	Date 10th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
148	155	8	N	Estimated Disbursement Date #11	Date 11th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
156	163	8	N	Estimated Disbursement Date #12	Date 12th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
164	171	8	N	Estimated Disbursement Date #13	Date 13th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
172	179	8	N	Estimated Disbursement Date #14	Date 14th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
180	187	8	N	Estimated Disbursement Date #15	Date 15th disbursement to student is estimated to be made.	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	<i>See Estimated Disbursement Date #2.</i>
188	195	8	D	Enrollment Date	First date that the student was enrolled in an eligible program for the designated award year. If the student enrolled in a crossover payment period before the first day of the Pell award year (July 1), but which will be paid from 2002-2003 funds, report the actual start date of the student's classes for that payment period.	This field is required. CCYYMMDD = Range = 20020101 to 20030630	<i>If blank or invalid, then set approved value to previous value or date reported Batch ID in Grant Header record.</i>
196	196	1	A/N	Low Tuition & Fees Code	Flag to identify tuition ranges when the annual tuition is less than or equal to minimum defined by low tuition and fees table.	Value Tuition Range 1 = 0 2 = 1-216 3 = 217-433 4 = 434-649 or BLANK = low tuition does not apply	<i>If invalid, then set approved value to previous value or BLANK.</i>
197	197	1	A	Verification Status Code	Status of verification of applicant data by the school.	V = Verified W = Without Documentation Or Blank	<i>Accept 'W' and 'V' or else set to blank for 2002-2003 and after.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
198	198	1	A	Incarcerated Federal Pell Recipient Code	Code to indicate the student's incarcerated status for students incarcerated in local penal institutions, but are otherwise eligible to receive Federal Pell Grants.	BLANK = Not incarcerated Y = Yes, the student is incarcerated in a local institution, but is otherwise eligible. N = No, if student previously reported as incarcerated, but is not or is no longer. Incarcerated	<i>If invalid, then set approved value to previous value or BLANK.</i>
199	200	2	N	Transaction Number	CPS – assigned Transaction number from eligible ISIR or SAR used to calculate award	This field is required. Must be numeric = 01 to 99	<i>If BLANK or NO Match with eligible app data, then reject record. Return last value reported on acknowledgement.</i>
201	205	5	N	Expected Family Contribution (EFC)	Must equal the student's Expected Family Contribution from the ISIR or SAR.	This field is required. Range = 00000 to EFC MAXIMUM	<i>If BLANK or NO Match with eligible app data, then reject record. Return last value reported on acknowledgement.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
206	206	1	A	Secondary Expected Family Contribution <i>Used</i> Code	Code indicating which EFC value is used to determine award amount	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as-a-calculated by the CPS. Or BLANK if Secondary EFC not used	<i>If invalid, then set approved value to previous value or BLANK. If NO Match with eligible app data, then reject record. Return last value reported on acknowledgement.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
209	215	7	N	Cost of Attendance	Must equal COA calculated by the institution following the Federal Pell Grant Payment regulations.	This field is required. Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to 9999999	<i>Used in award amount validation. If invalid or BLANK, then set accepted value to previous value or "9999999".</i>
216	216	1	A	Enrollment Status	This student's expected enrollment status for the entire award year. The Enrollment Status 5 "Other" is used when the student's enrollment is "mixed" or student attends more than number of terms in a full academic year. Valid Values depend upon Academic Calendar and Payment Methodology fields.	Leave BLANK only if Payment Methodology is 4. Range for Payment Methodologies 1, 2, 3, and 5: 1=Full-time 2=3/4-time 3=1/2-time 4=Less than 1/2-time 5=Enrollment status changed from one payment period to another, OR student attends more than the number of terms in a full academic year.	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If Enrollment status invalid or BLANK, then correct to:</i> <i>--BLANK, if Payment Methodology is 4</i> <i>--3 (half-time) if Payment Methodology is 5</i> <i>--1 (full-time) for Payment Methodologies 1, 2, 3</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
217	218	2	A	Weeks of Instructional Time used to Calculate Payment	Total number of weeks of instructional time provided by this student's program of study during a full academic year. PM2=Total number of weeks of instructional time in academic year for student's program of study (fall through spring terms). PM5 (academic calendars 1, 2, 3, or 4) or and PM3=Total number of weeks of instructional time in all terms in academic year for student's program of study PM5 (academic calendar 6) and PM4 =The lesser of either (a) total number of weeks of instructional time for a full-time student to complete hours in student's program of study, or (b) total number of weeks of instructional time for a full-time student to complete hours in academic year for student's program of study.	BLANK=Payment Methodology 1 Required for Payment Methodologies 2, 3, 4, or 5. Range for Payment Methodology 2 is 00-29 Range for Payment Methodologies 3, 4, and 5 is 00-78	School determines this value based on the time required for the majority of its full-time students to complete the program of study, not student by student. See Pell Grant Calculations Appendix.

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
219	220	2	A	Weeks of Inst. Time in Program's Definition of Academic Year	Total number of weeks of instructional time in the school's definition of a full academic year for this student's program of study.	Leave BLANK for Payment Methodology 1. Required for Payment Methodologies 2, 3, 4, or 5. Range for Payment Methodologies 2, 3, 4, or 5: 30-78	Used in award amount validation. <i>If invalid or BLANK, correct to (in order shown):</i> <i>--Weeks of instructional time in program's definition of academic year previously accepted for student, if any;</i> <i>--Weeks of instructional time in program's definition of academic year on file for Attended campus, if any;</i> <i>--Weeks of instructional time in program's definition of academic year on file for Reporting campus, if any;</i> <i>--30 (Payment Methodologies 2, 3, 4, 5)</i> <i>--BLANK if supplied and not needed for Payment Methodology.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
221	224	4	A	Credit/Clock Hrs in Award Year	Total number of credit/clock hours in all payment periods institution expects this student to attend and be paid for during this Federal Pell Grant Award year.	BLANK for Academic calendars 1, 2, 3, and 4. Ranges: 0000-3120 if Academic calendar = 5 0000-0100 if Academic calendar = 6	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If invalid, out of range, or greater than Credit/Clock hours in the academic year for this student's program of study, then correct to (in order shown):</i> <i>--Credit/Clock hours in award year previously accepted for student;</i> <i>--Credit/Clock hours in the academic year for this student's program of study;</i> <i>--BLANK if supplied and not needed for Payment Methodology.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
225	228	4	A	Credit/Clock Hours in This Student's Program of Study's Academic Year	Total number of credit or clock hours in the institution's definition of a full academic year for this student's Program of Study.	BLANK for Academic calendars 1, 2, 3, or 4. Ranges: 0900-3120 if Academic calendar = 5 0024-0100 if Academic calendar = 6	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If Invalid or BLANK, then correct to (in the order shown):</i> <i>--Credit/Clock hours in the academic year for this student's program of study, if any;</i> <i>--Credit/Clock hours in the academic year on file for Attended campus, if any;</i> <i>--Credit/Clock hours in the academic year on file for Reporting campus, if any;</i> <i>--0900 if Academic calendar=5;</i> <i>0024 if Academic calendar=6;</i> <i>--BLANK if supplied and not needed for Payment Methodology.</i>
229	231	3	A/N	Institution Internal Sequence Number	This is an internal sequence number the institution can define.	Institutional defined	<i>No editing by Pell processor will be done on this field.</i>

Origination Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
232	240	9	A/N	Student Current SSN	Social Security Number, as altered by the student through the CPS for the Transaction number reported. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number	

Origination Acknowledgement Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	23	23	A/N	Origination ID	Unique number used to identify an origination.	<i>This field is required.</i> Format = 999999999XX20039999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL- ID = 999999 Orig Sequence Number = 00	<i>Identifier</i> <i>If Origination ID matches on Pell Database, then Compare all fields. If all the fields match, then the record is returned as a duplicate otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
24	32	9	N	Original SSN	Student's SSN from original FAFSA.	001010001 to 999999999	<i>Identifier</i>
33	34	2	A	Original Name Code	Student's name code from original FAFSA.	Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name	<i>Identifier</i>
35	40	6	N	Attended Campus PELL-ID	PELL-ID of campus attended. Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.	Valid PELL-ID	<i>Identifier</i>
41	45	5	A/N	Unused	Reserved for expansion.	Constant spaces	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
46	58	13	A/N	Origination Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	<i>No editing will be done on this field by Pell processor.</i>
59	59	1	A	Action Code	Code to indicate action to be taken	Valid Codes = A = Accepted - all fields accepted C = Corrected - one or more fields corrected D = Duplicate of an accepted record E = Rejected - record was rejected	
60	60	1	A	Unused	Reserved for expansion	Constant spaces	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
188	195	8	D	Accepted Enrollment Date	First date that the student was enrolled in an eligible program for the designated school year. If the student enrolled in a crossover payment period before the first day of the Pell award year (July 1), but which will be paid from 2002-2003 funds, report the actual start date of the student's classes for that payment period.	CCYYMMDD = Range = 20020101 to 20030630	
196	196	1	A	Accepted Low Tuition & Fees Flag	Flag to identify tuition ranges when the annual tuition is less than or equal to minimum defined by low tuition and fees table.	Value Tuition Range 1 = 0 2 = 1-216 3 = 217-433 4 = 434-649 or BLANK = low tuition does not apply	
197	197	1	A	Accepted Verification Status Flag	Status of verification of applicant data by the school.	V: Verified W: Without Documentation Or Blank	<i>Accept 'W' and 'V' or else set to blank for 2002-2003 and after.</i>

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
206	206	1	A	Accepted Secondary Expected Family Contribution <i>Used Code</i>	Code indicating which EFC value is used to determine award amount	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as calculated by the CPS. OR BLANK if Secondary EFC not used.	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
219	220	2	A AN	Accepted Weeks of Inst. Time in Program's Definition of Academic Year	Total number of weeks of instructional time in the school's definition of a full academic year for this student's program of study.	BLANK=Payment Methodology 1. Range for Payment Methodologies 2, 3, 4, or 5 is 30-78.	
221	224	4	A	Accepted Cr/Clock Hours in Award Year	Total number of credit/clock hours in all payment periods the institution expects this student to attend, and to be paid from this Federal Pell Grant Award year.	BLANK for Academic calendars 1, 2, 3 and 4. Ranges: 0000-3120 if Academic calendar = 5 0000-0100 if Academic calendar = 6	
225	228	4	A	Accepted Cr/Clock Hours in This Student's Program of Study's Academic Year	Number of credit or clock hours in this school's definition or a full academic year for this student's program of study.	BLANK for Academic calendars 1, 2, 3 and 4. Ranges: 0900-3120 if Academic calendar = 5 0024-0100 if Academic calendar = 6	
229	231	3	A/N	Institution Internal Sequence Number	This is an internal sequence number the institution can define.	Institutional defined	<i>No editing will be done on this field by Pell.</i>
232	250	19	A	Unused	Reserved for expansion	Constant spaces	

Disbursement Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	23	23	A/N	Origination ID	Unique number used to identify the origination for which the disbursement is to be applied against.	This field is required. Format = 999999999XX200399999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL-ID = 999999 Orig Sequence Number = 00	<i>Identifier If Origination ID matches on Pell Database, then Compare all fields. If all the fields match, then the record is returned as a duplicate otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
24	36	13	A/N	Institution Disbursement Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	
37	37	1	A	Action Code	Action code	Will always be blank	<i>No editing</i>

Disbursement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
38	39	2	N	Disbursement Reference Number	Unique number of the disbursement 01-65. The Pell Processor will send disbursement number 66 to 99 for system generated disbursement.	This field is required. Must be numeric: 01 to 99 65	<i>Identifier 66-99 are Reserved for Pell system generated disbursements. If number is equal to number associated with Origination ID, then reject record as duplicate.</i>
40	40	1	A	Indicator Sign Indicator	Indicates whether the Reported Disbursement Amount is an increase or a decrease to the total amount that has been disbursed to the student for the award year.	<i>This field is required.</i> P = positive N = negative	<i>If first accepted disbursement, then must equal "P".</i>
41	47	7	N 7N	Disbursement Amount	Amount of disbursement for student	<i>This field is required.</i> Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAX	

Disbursement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
48	55	8	D	Disbursement Date	Date this disbursement was or will be made to the student.	This field is required. CCYYMMDD = Range = 20020621 to 20080930	Process Date must be within N days prior of disbursement date. If date plus 30 days > system date, then send 30 day warning message. N may be different for Just In Time and Advance Funding Institutions.
56	63	8	D	Payment Period Start Date	Beginning date of the Payment Period	CCYYMMDD = Range = 20020101 to 20030630 Or Spaces	<i>If institution is ineligible and Payment Period Start date is invalid or not in range, then reject the record. If Payment Period Start date does not fall within the institution's period of eligibility the record will be rejected. If the institution is eligible and Payment Period Start date is invalid or not in range, then the date will be set to spaces.</i>
64	100	37	A A/N	Unused	Reserved for future expansion	Constant spaces	
		100		Total Record Length			

An adjustment to a disbursement record is supplied in this same format.

Disbursement Acknowledgement Record

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	23	23	A/N	Origination ID	Unique number used to identify the an origination for which the disbursement is to be applied against.	This field is required. Format = 999999999XX20039999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	Identifier <i>If Origination ID matches on Pell database, then Compare all fields. If all the fields match, then the record is returned as a duplicate otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
24	36	13	A/N	Institution Institution Disbursement Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	
37	37	1	A	Action Code/Status	Code to indicate processing status of disbursement.	Valid Codes: A = Accepted disbursement amount C = Corrected disbursement amount D = Duplicate disbursement reference number of an accepted record at the Pell Processor E = Rejected - record was rejected	<i>If a duplicate disbursement reference number is submitted then the record will not be processed by Pell.</i>

Disbursement Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
38	39	2	N	Disbursement Reference Number	Unique number of the disbursement 01-65 . The Pell Processor will send disbursement number 66 to 99 for system generated disbursement.	Must be numeric: 01 to 99	<i>Identifier 66-99 are Reserved for Pell system generated disbursement.</i>
40	40	1	A	Accepted Indicator Sign Indicator Sign <i>Sign Indicator</i>	Indicates whether the Reported Disbursement Amount is an increase or a decrease to the total amount that has been disbursed to the student for the award year.	P = positive N = negative	
41	47	7	N	Accepted Disbursement Amount	Amount of disbursement for student. If an adjustment, this value is a replacement amount.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAX	<i>If the disbursement amount is invalid on the input record it will be returned as all zeros on the rejected record.</i>

Disbursement Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
48	55	8	N	Disbursement Date	Date this disbursement was or will be made to the student.	CCYYMMDD = Range = 20020621 to 20080630	
56	63	8	D	Payment Period Start Date	Beginning date of the Payment Period	CCYYMMDD = Range = 20020101 to 20030630 Or Spaces	<i>If institution is ineligible and Payment Period Start date is invalid or not in range, then reject the record. If Payment Period Start date does not fall within the institution's period of eligibility the record will be rejected. If the institution is eligible and Payment Period Start date is invalid or not in range, then the date will be set to spaces.</i>
64	100	37	A	Unused	Reserved for future expansion	Constant spaces	
101	107	7	N	YTD Disbursed Amount	Total amount that has been disbursed to the student for the award year	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to AWARD AMOUNT MAX	<i>If the record is rejected this amount will be 0.</i>

Disbursement Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
108	182	75	N	Edit/Comment Codes	Three digit comment codes indicating the results of Federal Pell Grant processing. Maximum of 25 comments will appear in a single acknowledgement record. If less than 25 comments, zero filled.	Twenty-five edit/reject codes of: 000 to 999 Position XXX-XXX: 1st code Position XXX-XXX: 2nd code Position YYY-YYY: 25th code	

Disbursement Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
183	192	10	N	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify	Format = 0000000000 to 1111111111 Values: 0 = indicates not set 1 = indicates flag is set. Where: Each digit signifies a different situation 1st -Shared SAR ID 2nd -Verification W Status 3rd - Concurrent Enrollment 4th - POP 5th through 10th - Reserved for future use	
193	200	8	A A/N	Unused	Reserved for future expansion	Constant spaces	
		200		Total Record Length			

If record has been rejected, Action Code = E, reported data is returned on the record.

Electronic Statement Of Account Record – Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
30	45	16	A/N	GAPS Award Number	Used to <i>uniquely</i> identify a unique funding for an institution- <i>school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS)</i> . Comprised of the following fields = PO Indicator CFDA Number CFDA Subprogram Id Subprogram Fiscal Year Sequence Number	Valid GAPS Award number. Format = P063PCCYYXXXX Where "P" = constant for PO Indicator "063" = constant for CFDA Number " " 3 spaces CCYY = Beginning year of school year pair '2002'. XXXX = unique value for each funded institution	
46	50	5	N	Accounting Schedule Number	Sequence number assigned by the Pell Processor to track Accounting schedules.	Range = 00000 to 99999	
51	58	8	D	Accounting Schedule Date	Date of Current Accounting schedule.	Valid Date in CCYYMMDD format.	
59	69	11	A/N N	Previous Obligation Amount	Amount of <i>school's</i> institution's total obligation prior to this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999	Will always equal zero for institutions <i>schools</i> with obligate/pay accounts for the entire school year. that are obligate-only accounts for the whole year.

Electronic Statement Of Account Record – Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
70	80	11	A/N N	Obligation Adjustment Amount	Adjustment of the obligations for this Accounting cycle.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999	Will always equal zero for institutions schools with obligate/pay accounts for the entire school year. that are obligate-only accounts for the whole year.
81	91	11	A/N N	Current Obligation Amount	Amount of institution's current obligation balance.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999	Will always equal zero for institutions schools with obligate/pay accounts for the entire school year. that are obligate-only accounts for the whole year.
92	102	11	A/N	Previous Obligation/ Payment Amount	Amount of school's institution's total obligation prior to this adjustment.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999 or Blank	Will always equal zero for institutions schools with obligate/pay accounts for the entire school year. that are obligate-only accounts for the whole year.

Electronic Statement Of Account Record – Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
103	113	11	A/N	Obligation/ Payment Adjustment	Total of all adjustments to payment for the GAPS Award Number. <i>Change in the obligation amount for this Accounting cycle.</i>	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 0000000000 to 9999999999 or Blank	Will always equal zero for institutions <i>schools</i> with obligate/pay accounts for the entire school year. that are obligate-only accounts for the whole year.
114	124	11	A/N	Current Obligation/ Payment Amount	Amount of institution's current payment balance. <i>Amount of the school's current obligation balance.</i>	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 0000000000 to 9999999999 or Blank	Will always equal zero for institutions <i>schools</i> with obligate/pay accounts for the entire school year. that are obligate-only accounts for the whole year.
125	131	7	N	YTD Total Unduplicated Recipients	Year-to-Date number of unduplicated recipients for institution.	Range = 000000000 to 999999999 or Blank	
132	142	11	N	YTD Accepted Disbursement Amount	YTD Total of disbursements accepted by the Pell Processor.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 0000000000 to 9999999999 or Blank	

Electronic Statement Of Account Record – Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
143	153	11	N	YTD Posted Disbursement Amount	YTD Total of disbursements sent to and acknowledged by GAPS.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999 or Blank	
154	164	11	N	YTD Administrative Cost Allowance (ACA)	YTD amount of ACA paid to the institution.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999 or Blank	
165	177	13	N	GAPS Draw-down/Payment	<i>Net drawdowns/payments as posted in GAPS, ie: the sum of school-initiated drawdowns, direct payments for Obligate/Pay accounts, adjustments (+/-) less refunds and returns.</i> The sum of DD instigated by the school, Direct payments for Obligation/Payment accounts less Returns and Refunds.	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. 000000000000 to 9999999999999 or Blank	

Electronic Statement Of Account Record – Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
178	185	8	D	Date of Last Activity in GAPS	The date GAPS last posted a transaction for the GAPS Award number.	Valid date in CCYYMMDD format.	
186	200	15	A	Unused	Reserved for future expansion	Constant spaces	
		200		Total Record Length			

Electronic Statement Of Account Record – Detail (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
30	45	16	A/N	GAPS Award Number	Used to <i>uniquely</i> identify <i>school accounts in the ED Office of Chief Financial Officer's Grant and Administrative Payments System (GAPS)</i> . a unique funding for an institution. Comprised of the following fields = <i>Program Office PO Indicator Catalog of Federal Domestic Assistance (CFDA) Number CFDA Number CFDA Subprogram Id --GAPS Award year Subprogram Fiscal Year-- --Sequence number</i>	Valid GAPS Award number. Format = P063SP CCYYXXXX Where "P" = constant for <i>SFA-PO Indicator</i> "063" = constant for <i>CFDA Number Federal Pell Grants "S " CFDA subprogram constant followed by 3 spaces:</i> 'P/J/Q/R' constant for CFDA Subprogram ID P = Advance funded (Obligate only <i>accounts</i>) J = Just in Time (Obligate/Pay) R = Reimbursement (Obligate/Pay) Q = ACA (Obligate/Pay) " " = 3 spaces CCYY = Beginning year of school year pair '2002' for <i>2002-2003</i> XXXX = unique value for each funded institution	

Electronic Statement Of Account Record – Detail (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
46	53	8	D	Transaction Date	Effective date of accounting transaction sent to GAPS.	Valid Date in CCYYMMDD format.	
54	54	1	A	Sign Indicator	Indicates whether the Adjustment Amount is an increase or a decrease	P = positive (Increase) N = negative (Decrease)	
55	65	11	A/N N	Adjustment Amount	Amount of institution's adjustment batch. <i>individual adjustment.</i>	Dollars and cents. Right justify, left zero fill; do not include the \$ sign or decimal point. Range = 00000000000 to 99999999999	
66	73	8	D	GAPS Process Date	The date GAPS processed the adjustment. batch.	Valid date in CCYYMMDD format.	

Electronic Statement Of Account Record – Detail (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
74	99	26	A/N	Adjustment Batch ID	Batch ID which generated the adjustment.	Format = CCYYXX999999CCY YMMDDHHMMSS where: XX = #D = Disbursements, #G: System generated; #A Statement of Account; #W: Disbursements from the Web. CCYY = End year of school year pair = '2003' 999999 = Reporting Pell ID CCYYMMDD = date batch created HHMMSS = time batch created	
100	200	101	A	Unused	Reserved for future expansion	Constant spaces	
		200		Total Record Length			

Data Requests: Multiple Reporting, Reconciliation, Statement of Account, YTD

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	6	6	N	Requesting Attended Campus Pell-ID	Pell-ID campus on	This field is required. Valid Pell-ID	If all zeros are entered and the request is a Year-to-Date or Reconciliation request then a YTD or Reconciliation file will be generated for the reporting campus, contained in the Batch ID, and each attended campus associated with the reporting campus. A separate Year-to-Date or Reconciliation file will be generated for each Pell ID
7	7	1	A	Request Type	Code for data request type.	This field is required. M = Multiple Reporting R = Reconciliation S = Statement of Account Y = Year-to-Date	
8	8	1	A	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by Electronic File	<i>Cannot be blank for requests from the WEB.</i>
9	34	26	A	Unused	Reserved for future expansion	Constant spaces	

Data Requests: Multiple Reporting, Reconciliation, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
35	35	1	A	Multiple Reporting Request Code 1	Indicates the institution is requesting origination or disbursement information.	This field is required for type M requests. O = Send origination information D = Send disbursement information	
36	36	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	This field is required for type M requests. A = Send list of other institutions for all students S = Send other institution for students listed in record. I = Send students for institution listed in record	There may be multiple detail records to accommodate the number of Student IDs or institution numbers listed for the attended campus institution.
37	47	11	A	Student ID	The Student SSN and Name code for which a MR is requested. Only required if MR Code 2 equals S.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z (period) ' (apostrophe) - (dash) Blank = no last name	Must be non-blank MRR Code 2 equals S.
48	53	6	N	MR Institution Pell-ID	The institution code for which MR listings are requested. Only required if the MR Code 2 equals I.	Blank or Valid Pell-ID	Must be non-blank if MRR Code 2 equals I.

Data Requests: Multiple Reporting, Reconciliation, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
54	76	23	A	Origination ID	The Origination ID for which a Year-to-Date is Requested.	Format = 999999999XX20039999900 Where: SSN = 001010001 to 999999 999 Name Code = XX Year Indicator = 2003 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	<i>If Request Type is Y and the Origination ID is nonblank then the YTD will be generated for that Origination ID. If the Origination ID is not found or invalid the request will be rejected.</i>
77	85	9	A/N	Student Current SSN	Social Security Number, as altered by the student through the CPS for the Transaction number reported. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number <i>or blank</i>	<i>This field will only be populated for student specific Data Requests.</i>
86	93	8	D	Student's Date of Birth	The date of birth of the student for this transaction.	Format: CCYYMMDD	<i>This field will only be populated for student specific Data Requests.</i>

Data Requests: Multiple Reporting, Reconciliation, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
94	109	16	A/N	Student's Last Name	The last name of the student for this transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	<i>This field will only be populated for student specific Data Requests.</i>
110	121	12	A/N	Student's First Name	The first name of the student for this transaction.	A – Z, 0 – 9 or blank	<i>This field will only be populated for student specific Data Requests.</i>
122	122	1	A	Student's Middle Initial	The middle initial of the student for this transaction.	A – Z or blank	<i>This field will only be populated for student specific Data Requests.</i>
123	125	3	A A/N	Unused	Reserved for future expansion	Constant spaces	
		125		Total Record Length			

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
36	36	1	A	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	A = Send list of other institutions for all students S = Send other institution for students listed in record. I = Send students for institution listed in record	
37	47	11	A	MR Student ID	The Student SSN and Name code for which a MRR is requested. Only required if MRR Code 2 equals S.	Blank or 001010001XX to 999999999XX where XX = Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name	
48	53	6	N	MR Institution Pell-ID	The institution code for which MRR listings are requested. Only required if the MRR Code 2 equals I.	Blank or Valid Pell-ID	There may be multiple detail records to accommodate the number of Student IDs or institution numbers listed for the attended campus institution.

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
54	76	23	A	Origination ID	The Origination ID for which a Year-to-Date is Requested.	Format = 9999999999XX20039999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	<i>If Request Type is Y and the Origination ID is not blank and was requested by the user. If the Origination ID is not found or invalid the request will be rejected.</i>
77	77	1	A	Action Code	Code to indicate action to be taken	Valid Codes: A: Accepted - all fields accepted C: Corrected - one or more fields corrected E: Rejected - record was rejected	
78	98	21	N	Edit/Comment Codes	List of up to seven 3 digit comment codes which occurred during processing of the data request.	Comment format: 000 – 199 Position XX-XX: 1st comment code Position XX-XX: 2nd comment code... Position XX-XXX: 7th comment code	

Data Request Acknowledgements: Multiple Reporting, Reconciliation, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
99	107	9	A/N	Student Current SSN	Social Security Number, as altered by the student through the CPS for the Transaction number reported. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing for this transaction.	Valid Social Security Number or Blank .	<i>This field will only be populated for student specific Data Requests.</i>
108	115	8	D	Student's Date of Birth	The date of birth of the student for this transaction.	Format: CCYYMMDD	<i>This field will only be populated for student specific Data Requests.</i>
116	131	16	A/N	Student's Last Name	The last name of the student for this transaction.	A – Z, 0 – 9, period, apostrophe, hyphen or blank	<i>This field will only be populated for student specific Data Requests.</i>
132	143	12	A/N	Student's First Name	The first name of the student for this transaction.	A – Z, 0 – 9 or blank	<i>This field will only be populated for student specific Data Requests.</i>
144	144	1	A	Student's Middle Initial	The middle initial of the student for this transaction.	A – Z or blank	<i>This field will only be populated for student specific Data Requests.</i>
145	150	6	A/N	Unused	Reserved for future expansion	Constant spaces	
		150		Total Record Length			

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
321	327	7	N	Scheduled Federal Pell Grant	Scheduled Federal Pell Grant for a student with this EFC and COA attended full-time for a full academic year	Range = 0000000 to AWARD AMOUNT MAX	
328	334	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
335	336	2	N	Transaction Number	<i>CPS-assigned</i> Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
337	341	5	N	Expected Family Contribution	Amount of the student's Expected Family Contribution from the SAR used to calculate the award.	Range = 000000 to EFC MAXIMUM	
342	349	8	D	Enrollment Date	First date the student was enrolled in an eligible program for the award year.	CCYYMMDD Range = 20020101 to 20030630	
350	357	8	D	Origination Create Date	Date the origination was created in the Pell Processor database.	CCYYMMDD Range = 20020401 to 20080930	
358	364	7	N	Total of Disbursements Accepted	Total amount of all disbursements accepted by the Federal Pell Grant Program for the POP student.	Range = 0000000 to AWARD AMOUNT MAX	

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
365	372	8	D	Last Activity Date	Date of the last payment was received from the institution.	Format = CCYYMMDD	
373	380	8	D	Next Estimated Disbursement Date	Date of next estimated disbursement date.	Blank or CCYYMMDD Range = 20020101 to 20080930	
381	385	5	N	Eligibility Used	The percentage of the student's eligibility used by the institution.	Format = 000.00% The last two digits represent less than 1 percent. Field does not include decimal point or %.	
386	395	10	N	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify.	Format = 0000000000 Where: Each digit signifies a different situation 1 st = Shared SAR ID 2 nd = Verification W Status 3 rd = Concurrent Enrollment 4 th = POP 5 th through 10 th = Reserved for future use .	
396	411	16	A/N	Student's Last Name	The last name of the student <i>for this CPS transaction number</i> .	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
412	423	12	A/N	Student's First Name	The first name of the student <i>for this CPS transaction number</i> .	A to Z, 0 to 9 or blank	
424	424	1	A	Student's Middle Initial	The middle initial of the student <i>for this CPS transaction number</i> .	A to Z or blank	

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
425	432	8	D	Student's Date of Birth	The date of birth of the student <i>for this CPS transaction number.</i>	Format = CCYYMMDD	
433	441	9	A/N	Student Current SSN	Social Security Number, as altered by the student through the CPS for the Transaction number reported. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing.	Valid Social Security Number or BLANK if not matched	
442	450	9	A	Unused	Reserved for future expansion	Constant spaces	
		450		Total Record Length			

Reconciliation File

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	16	16	A/N	Student's Last Name	The last name of the student.	A to Z, 0 to 9, period, apostrophe, hyphen or blank	
17	28	12	A/N	Student's First Name	The first name of the student.	A to Z, 0 to 9 or blank	
29	29	1	A	Student's Middle Initial	The middle initial of the student.	A to Z or blank	
30	52	23	A	Origination ID	The Origination ID of the student. For which a Year-to-Date is Requested.	Format = 999999999XX200399999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL ID = 999999 Orig Sequence Number = 00	If Request Type is Y and the Origination ID is not blank and was requested by the user. If the Origination ID is not found or invalid the request will be rejected.
53	61	9	A/N	Student Current SSN	Social Security Number, as altered by the student through the CPS for the Transaction number reported. This field equals the original SSN if the student has not changed SSN in the CPS	Valid Social Security Number or BLANK if not matched	
62	67	6	N	Reported Campus Pell-ID	Pell-ID of the reporting campus	Valid Pell-ID	

Reconciliation File (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
68	69	2	N	Transaction Number	CPS-assigned Transaction number from the eligible SAR used to calculate the award.	Range = 01 to 99	
70	74	5		Expected Family Contribution (EFC)	The EFC <i>supplied on the origination record.</i> that corresponds to the transaction number.	Range 00000 to EFC MAX	
75	81	7	N	Origination Award Amount	Annual award amount supplied on the origination record.	Range = 0000000 to AWARD AMOUNT MAX	
82	86	5	N	Scheduled Award Amount	Scheduled Federal Pell Grant for a student with this EFC and COA attended full-time for a full academic year	Range = 00000 to AWARD AMOUNT MAX	
87	93	7	N	YTD Disbursement Amount	Total of all the accepted Disbursement amounts for the student.	0000000 to 9999999. The first five positions are the whole dollars and the last two positions are the cents.	If there are no disbursements at the Pell Processor or they have all been rejected then this amount will be 0.
94	94	1	A	Verification Status	The verification status supplied on the origination record.	V: Verified W: Without Documentation Or Blank	Accept 'W' and 'V' or else set to blank for 2002 – 2003 and after.
95	95	1	A	POP Flag	Flag set in origination record when a student is in a POP situation.	Y or blank	
96	100	5	A	Unused	Reserved for future expansion	Constant spaces	
		100		Total Record Length			

Year-to-Date Record (Origination)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement or Summary data.	Constant: "O"	
2	24	23	A/N	Origination ID	Unique number used to identify an origination	Format = 999999999XX200399999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Pell- ID = 999999 Orig Sequence Number = 00	<i>Identifier If Origination ID matches on Pell database, then Compare all fields. If all the fields match, then the record is returned as a duplicate; otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
25	33	9	N	Original SSN	Student's SSN from original FAFSA	001010001 to 999999999	<i>Identifier</i>
34	35	2	A	Original Name Code	Student's name code from original FAFSA <i>for this school year.</i>	Uppercase A to Z; (period); ' (apostrophe); - (dash); BLANK = no last name	<i>Identifier</i>
36	41	6	N	Attended Campus Pell-ID	Pell-ID of campus attended. Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.	Valid Pell-ID	<i>Identifier Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.</i>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
42	46	5	A/N	Unused	Reserved for future expansion	Constant spaces	
47	59	13	A/N	Origination Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	<i>No editing.</i>
60	60	1	A	Action Code	Code to indicate action to be taken	Valid Codes: A = Accepted - all fields accepted C = Corrected - one or more fields corrected	<i>Rejected YTD records shall contain Requested Original SSN, Original Name Code, Attended Campus, and "Action Code". All other fields shall be blank and no other records for the student will be enclosed in batch.</i>
61	61	1	A	Unused	Reserved for future expansion.	Constant spaces	
62	68	7	N	Accepted Award amount for entire school year	Must equal the award amount calculated by the institution to be disbursed to this student for attendance for this entire Pell Grant award year.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range: 0000000-MAX AWARD AMOUNT	<i>Cannot exceed Total Payment Ceiling for student – award validation performed.</i>
69	76	8	N	Accepted Estimated Disbursement Date #1	Date 1st disbursement to student is estimated to be made.	Format: CCYYMMDD Range: N days prior to 20020621 – 20080930	
77	84	8	N	Accepted Estimated Disbursement Date #2	Date 2nd disbursement to student is estimated to be made.	Format = CCYYMMDD Range = [see field position 69 in this record] or BLANK	

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
199	199	1	A	Accepted Incarcerated Federal Pell Recipient Code	Code to indicate the student's incarcerated status for students incarcerated in local penal institutions, but are otherwise eligible to receive Federal Pell Grants.	BLANK = Not incarcerated Y = Yes, the student is incarcerated in a local institution, but is otherwise eligible. N = No, if student previously reported as incarcerated, but is not or is no longer incarcerated	
200	201	2	N	Accepted Transaction Number	<i>CPS-assigned</i> Transaction number from eligible SAR used to calculate the <i>student's</i> award	Must be numeric: 01 to 99	<i>Changes to this field, after associated disbursements are made, creates a new active origination record. Disbursements for the previous origination will be set to zero.</i>
202	206	5	N	Accepted Expected Family Contribution (EFC)	Must equal the student's Expected Family Contribution from the ISIR or SAR	Range = 00000 to EFC MAXIMUM	<i>Changes to this field, after associated disbursements are made, creates a new active origination record. Disbursements for the previous origination will be set to zero.</i>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
207	207	1	N	Accepted Secondary Expected Family Contribution Code	Code indicating which EFC value is used to determine award amount	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as a calculated by the CPS. OR BLANK if Secondary EFC not used.	

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
208	208	1	N	Accepted Academic Calendar	Calendar which applies to this student's educational program.	<p>This field is required.</p> <p>1= Institution uses nonstandard academic terms, and measures academic progress by <u>credit hours</u></p> <p>2=Institution uses standard <u>quarters</u> and measures academic progress by credit hours</p> <p>3=Institution uses standard <u>semesters</u> and measures academic progress by credit hours</p> <p>4=Insitution uses standard <u>trimesters</u> and measures academic progress by credit hours</p> <p>5=Insitution measures academic progress by <u>clock hours</u></p> <p>6=Institution does not use terms, but does measure academic progress by <u>credit hours</u></p>	<p>The Academic calendar dictates which Payment Methodology can be accepted, and the data elements required to calculate the student's award. Refer to Pell Grant Calculations Appendix for acceptable combinations.</p> <p><i>If Academic calendar invalid or BLANK, then correct to (in the order shown):</i></p> <p><i>--Academic calendar already accepted for this student, if any;</i></p> <p><i>--Academic calendar on file for Attended Campus, if any;</i></p> <p><i>--Academic calendar on file for Reporting Campus, if any;</i></p> <p><i>--Clock hour (5) if Payment Methodology=4;</i></p> <p><i>--Semester (3)</i></p>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
209	209	1	N	Accepted Payment Methodology	Formula used to calculate the student's Federal Pell Grant Award.	This field is required. Range: 1-5. See Pell Grant Calculations Appendix for regulations covering which Academic calendars may use each specific formula	The Payment Methodology that can be accepted is dictated by the Academic calendar. Refer to the Pell Grant Calculations Appendix for the data elements required for each Payment Methodology. <i>If Payment Methodology invalid or BLANK, then correct to: --1 Academic calendars 2, 3, 4; --3 Academic calendar 1; --4 Academic calendars 5, 6</i>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
210	216	7	N	Accepted Cost of Attendance	Must equal COA calculated by the institution following the Federal Pell Grant Payment regulations.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to 9999999.	
217	217	1	A	Accepted Enrollment Status	The student's enrollment status at the time you create or update the student record.	Leave BLANK only if Payment Methodology is 4. Range for Payment Methodologies 1, 2, 3, and 5: 1=Full-time 2=3/4-time 3=1/2-time 4=Less than 1/2-time 5=Enrollment status changed from one payment period to another, OR student attends more than the number of terms in a full academic year.	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If Enrollment status invalid or BLANK, then correct to: --BLANK if Payment Methodology is 4 --3 (half-time) if Payment Methodology is 5 --1 (full-time) for Payment Methodologies 1, 2, 3</i>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
218	219	2	A	Accepted Weeks of Instructional Time Used to Calculate Payment	Total Number of weeks on instructional time provided by this student's Program of Study during a full academic year. PM2=Total number of weeks of instructional time in academic year for student's program of study (fall through spring terms). PM5 (academic calendars 1, 2, 3, 4) and PM3=Total number of weeks of instructional time in all terms in academic year for student's program of study PM5 (academic calendar 6) and PM4=The lesser of either (a) total number of weeks of instructional time for a full-time student to complete hours in student's program of study, or (b) total number of weeks of instructional time for a full-time student to complete hours in academic year for student's program of study.	Leave BLANK for Payment Methodology 1. Required for Payment Methodologies 2, 3, 4, or 5. Range for Payment Methodology 2: 00-29. Range for Payment Methodology 3, 4, 5: 00-78	School determines this value based on the time required for the majority of its full-time students to complete the program of student or the academic year for the program of study, not student by student. See Pell Grant Calculations Appendix. <i>If invalid, out of range, or greater than Weeks of instructional time in program's definition of academic year, then correct (in the order shown): --Weeks of instructional time used to calculate payment previously accepted for student; --Weeks of instructional time in program's definition of academic year --BLANK if supplied and not needed for Payment Methodology.</i>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
220	221	2	A	Accepted Weeks of inst. time in Program's Definition of Academic Year	Total number of weeks of instructional time in the school's definition of a full academic year for this student's Program of Study.	Leave BLANK for Payment Methodology 1. Required for Payment Methodologies 2, 3, 4, or 5. Range for Payment Methodologies 2, 3, 4, or 5: 30-78	<i>Used in award amount validation.</i> <i>If invalid or BLANK, correct to (in order shown):</i> <i>--Weeks of instructional time in program's definition of academic year previously accepted for student, if any;</i> <i>--Weeks of instructional time in program's definition of academic year on file for Attended campus, if any;</i> <i>--Weeks of instructional time in program's definition of academic year on file for Reporting campus, if any;</i> <i>--30 (Payment Methodologies 2, 3, 4, 5)</i> <i>--BLANK if supplied and not needed for Payment Methodology.</i>

Year-to-Date Record (Origination) (Continued)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
222	225	4	A	Accepted Cr/Clock Hrs in Award Year	Total number of credit/clock hours in all payment periods institution expects this student to attend and be paid for during this Federal Pell Grant Award year.	BLANK for Academic calendars 1, 2, 3, and 4. Ranges: 0000-3120 if Academic calendar = 5 0000-0100 if Academic calendar = 6	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If invalid, out of range, or greater than Credit/Clock hours in the academic year for this student's program of study, then correct to (in the order shown): --Credit/Clock hours in award year previously accepted for student; --Credit/Clock hours in the academic year for this student's program of study; --Blank if supplied and not needed for Payment Methodology.</i>

Year-to-Date Record (Disbursement)

Field Positions		Length (# of Bytes)	Type	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last						
1	1	1	A	YTD Record Indicator	Indicates if record is the YTD Origination, YTD Disbursement, or Summary data.	Constant: "D"	
2	24	23	A/N	Origination ID	Unique number used to identify the origination for which the disbursement is to be applied against.	Format = 999999999XX200399999900 Where: SSN = 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid PELL ID = 999999 Orig Sequence Number = 00	Identifier <i>If Origination ID matches on Pell Database, then Compare all fields. If all the files match, then the record is returned as a duplicate otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
25	37	13	A/N	Disbursement Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	No editing
38	38	1	A	Action Code	Code to indicate action to be taken	A = Accepted - all fields accepted C = Corrected - one or more fields corrected	
39	40	2	N	Disbursement Reference Number	Number of the disbursement per student for the Award Year	Must be numeric: 01 to 99 65	Identifier = 66 to 99 are Reserved for the Pell Processor system generated disbursements

External Origination Add/Change Record (PGEO03OP)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	23	23	A/N	Origination ID	Unique number used to identify an origination.	This field is required. Format: 999999999XX2003999 99900 Where: SSN - 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended Pell ID = 999999 Orig Sequence Number = 00	Identifier <i>If Origination ID matches on Pell Database, then Compare all fields. If all the fields match, then the record is returned as a duplicate otherwise it is a change. If the Origination ID does not match then the Origination is new.</i>
24	32	9	N	Original SSN	Student's SSN from original FAFSA.	001010001 to 999999999	Identifier
33	34	2	A	Original Name Code	Student's name code from original FAFSA <i>for this school year.</i>	Uppercase A to Z (period) ' (apostrophe) - (dash) Blank (no last name)	Identifier
35	40	6	N	Attended Campus Pell-ID	Pell-ID of attended campus. Change creates new origination record. Institution must change award amounts for student at original attended campus as necessary.	Valid Pell-ID	Identifier Change creates new origination record.
41	45	5	A/N	ED Use	Reserved for future use.	Spaces	
46	58	13	A/N	Origination cross-reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	No editing is applied.
59	59	1	A	Action Code	Code to indicate action to be taken.	Will always be blank	No editing is applied.

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/ Edits
60	60	1	A	Unused	Reserved for future expansion	Constant spaces	
61	67	7	N	Award amount for entire school year Note: Field Name is "Origination Award Amount for the Entire School Year" in EDEExpress Software.	Must equal the award amount calculated by the institution to be disbursed to this student for attendance for this entire Pell Grant award year.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to Award Amount Maximum	Cannot exceed Total Payment Ceiling - award validation performed. Increases must be submitted to COD. Any change to origination data requires the Award Amount to be validated. Refer to Edits 1200, 1205, 1209, 1210, 1211, 1213, and 1450.
68	75	8	N	Estimated Disbursement Date #1	Date 1st disbursement to student will be made	CCYYMMDD = Range=N days prior to DISBURSEMENT START DATE (20020701) to DISBURSEMENT END DATE (20080930).	
76	83	8	N	Estimated Disbursement Date #2	Date 2nd disbursement to student will be made	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	
84	91	8	N	Estimated Disbursement Date #3	Date 3rd disbursement to student will be made	CCYYMMDD = Range =[see field position 68 in this record] or BLANK	
92	99	8	N	Estimated Disbursement Date #4	Date 4th disbursement to student will be made	CCYYMMDD = Range =[see field position 68 in this record] or BLANK	

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
172	179	8	N	Estimated Disbursement Date #14	Date 14th disbursement to student will be made	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	
180	187	8	N	Estimated Disbursement Date #15	Date 15th disbursement to student will be made	CCYYMMDD = Range = [see field position 68 in this record] or BLANK	
188	195	8	D	Enrollment Date	First date that the student was enrolled in an eligible program for the designated school year. If the student enrolled in a crossover payment period before the first day of the Pell Award Year (July 1), but which will be paid from 2002-2003 funds, report the actual start date of the student's classes for that payment period.	CCYYMMDD: Range: 20020101 – 20030630	
196	196	1	A/N	Low Tuition & Fees code	Flag to identify tuition ranges when the annual tuition is less than or equal to minimum defined by low tuition and fees table.	<u>Value Tuition Range</u> 1= 0 2= 1-216 3= 217-433 4 = 434-649 or BLANK: low tuition does not apply	
197	197	1	A	Verification Status code	Status of verification of applicant data by the school.	V: Verified W: Without Documentation Or Blank	<i>Refer to Edit 1302. Accept 'W' and 'V' or else set to blank for 2002-2003 and after.</i>
198	198	1	A	Incarcerated Federal Pell Recipient code	Students incarcerated in local penal institutions are not eligible to receive Federal Pell grants.	BLANK= Not incarcerated Y= Yes, the student is incarcerated in a local institution, but is otherwise eligible. N= No, if student previously reported as incarcerated, but is not or is no longer incarcerated	

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
199	200	2	N	Transaction number	CPS-assigned Transaction number from eligible SAR used to calculate award.	01 to 99	Changes to this field, after associated disbursements are made, create a new active origination record. <i>Disbursements for the previous origination will be set to zero.</i>
201	205	5	N	Expected Family Contribution (EFC)	Must equal the student's Expected Family Contribution from the ISIR or SAR.	Range = 00000 to EFC MAXIMUM.	Changes to this field, after associated disbursements are made, create a new active origination record. <i>Disbursements for the previous origination will be set to zero.</i>
206	206	1	A	Secondary Expected Family Contribution code	Code indicating which EFC value is used to determine award amount.	O - Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the primary EFC. S = Federal Pell Grant award based on the secondary EFC, as calculated by the CPS. BLANK if Secondary EFC not used	Changes to this field, after associated disbursements are made, create a new active origination record. <i>Disbursements for the previous origination will be set to zero.</i>

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
207	207	1	N	Academic Calendar	Calendar which applies to this student's educational program.	<p>This field is required.</p> <p>1= Institution uses nonstandard academic terms, and measures academic progress by <u>credit hours</u></p> <p>2=Institution uses standard <u>quarters</u> and measures academic progress by credit hours</p> <p>3=Institution uses standard <u>semesters</u> and measures academic progress by credit hours</p> <p>4=Insitution uses standard <u>trimesters</u> and measures academic progress by credit hours</p> <p>5=Insitution measures academic progress by <u>clock hours</u></p> <p>6=Institution does not use terms, but does measure academic progress by <u>credit hours</u></p>	<p>The Academic calendar dictates which Payment Methodology can be accepted, and the data elements required to calculate the student's award. Refer to Pell Grant Calculations Appendix for acceptable combinations.</p> <p><i>If Academic calendar invalid or BLANK, then correct to (in the order shown):</i></p> <p><i>--Academic calendar already accepted for this student, if any;</i></p> <p><i>--Academic calendar on file for Attended Campus, if any;</i></p> <p><i>--Academic calendar on file for Reporting campus, if any;</i></p> <p><i>--Clock hour (5) if Payment Methodology=4;</i></p> <p><i>--Semester (3)</i></p>

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
208	208	1	N	Payment Methodology	Formula used to calculate the student's Federal Pell grant.	This field is required. Range: 1-5. See Pell Grant Calculations Appendix for regulations covering which Academic calendars may use each specific formula	The Payment Methodology that can be accepted is dictated by the Academic calendar. Refer to the Pell Grant Calculations Appendix for the data elements required for each Payment Methodology. If Payment Methodology invalid or BLANK, then correct to: --1 Academic calendars 2, 3, 4; --3 Academic calendar 1; --4 Academic calendars 5, 6 Refer to Edits 1000, 1001, 1002, 1003, 1004, 1005, 1006, and 1007
209	215	7	N	Cost of Attendance	Must equal or exceed minimum COA in the Federal Pell Grant Payment Schedule.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to 9999999.	Used in award amount recalculation.
216	216	1	N	Enrollment Status	The student's enrollment status at the time you create or update the student record.	Leave BLANK only if Payment Methodology is 4. Range for Payment Methodologies 1, 2, 3, and 5: 1=Full-time 2=3/4-time 3=1/2-time 4=Less than 1/2-time 5=Enrollment status changed from one payment period to another, OR student attends more than the number of terms in a full academic year.	Used in award amount validation. See Pell Grant Calculations Appendix. If Enrollment status invalid or BLANK, then correct to: --BLANK if Payment Methodology is 4 --3 (half-time) if Payment Methodology is 5 --1 (full-time) for Payment Methodologies 1, 2, 3

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
217	218	2	A/N	Weeks of instructional time used to calculate payment	Total Number of weeks on instructional time provided by this student's Program of Study during a full academic year. PM2=Total number of weeks of instructional time in academic year for student's program of study (fall through spring terms). PM5 (academic calendars 1, 2, 3, 4) and PM3=Total number of weeks of instructional time in all terms in academic year for student's program of study PM5 (academic calendar 6) and PM4=The lesser of either (a) total number of weeks of instructional time for a full-time student to complete hours in student's program of study, or (b) total number of weeks of instructional time for a full-time student to complete hours in academic year for student's program of study.	Leave BLANK for Payment Methodology 1. Required for Payment Methodologies 2, 3, 4, or 5. Range for Payment Methodology 2: 00-29. Range for Payment Methodology 3, 4, 5: 00-78	School determines this value based on the time required for the majority of its full-time students to complete the program of student or the academic year for the program of study, not student by student. See Pell Grant Calculations Appendix. <i>If invalid, out of range, or greater than Weeks of instructional time in program's definition of academic year, then correct (in the order shown):</i> --Weeks of instructional time used to calculate payment previously accepted for student; --Weeks of instructional time in program's definition of academic year; --BLANK if supplied and not needed for Payment Methodology.

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
219	220	2	A N	Weeks of inst. time in program's definition of academic year	Total number of weeks of instructional time in the school's definition of a full academic year for this student's Program of Study.	Leave BLANK for Payment Methodology 1. Required for Payment Methodologies 2, 3, 4, or 5. Range for Payment Methodologies 2, 3, 4, or 5: 30-78	Used in award amount validation. Refer to Edits 1102 and 1105. <i>If invalid or BLANK, correct to (in order shown):</i> --Weeks of instructional time in program's definition of academic year previously accepted for student, if any; --Weeks of instructional time in program's definition of academic year on file for Attended campus, if any; --Weeks of instructional time in program's definition of academic year on file for Reporting campus, if any; --30 (Payment Methodologies 2, 3, 4, 5) --BLANK if supplied and not needed for Payment Methodology.

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
221	224	4	A/N	Credit/Clock Hrs in Award Year	Total number of credit/clock hours in all payment periods institution expects this student to attend and be paid for during this Federal Pell Grant Award year.	BLANK for Academic calendars 1, 2, 3, and 4. Ranges: 0000-3120 if Academic calendar = 5 0000-0100 if Academic calendar = 6	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If invalid, out of range, or greater than Credit/Clock hours in the academic year for this student's program of study, then correct to (in the order shown):</i> <i>--Credit/Clock hours in award year previously accepted for student;</i> <i>--Credit/Clock hours in the academic year for this student's program of study;</i> <i>--BLANK if supplied and not needed for Payment Methodology.</i>

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
225	228	4	A/N	Credit/Clock hours in this student's program of study's academic year Max Cr/Clk Hrs in Prg for Acad Yr	Total number of credit or clock hours in the institution's definition of a full academic year for this student's Program of Study.	BLANK for Academic calendars 1, 2, 3, or 4. Ranges: 0900-3120 if Academic calendar = 5 0024-0100 if Academic calendar = 6	Used in award amount validation. See Pell Grant Calculations Appendix. <i>If invalid or BLANK, then correct to (in the order shown):</i> <i>--Credit/Clock hours in the academic year for this student's program of study, if any;</i> <i>--Credit/Clock hours in the academic year on file for Attended campus, if any;</i> <i>--Credit/Clock hours in the academic year on file for Reporting campus, if any;</i> <i>--0900 if Academic calendar=5;</i> <i>0024 if Academic calendar=6;</i> <i>--BLANK if supplied and not needed for Payment Methodology.</i> Refer to Edits 1106, 1110, 1112, 1113, and 1114
229	231	3	A/N	Institution Internal Sequence Number	This is an internal sequence number the institution can define.	Institution defined	No editing will be performed on this field.
232	258	30 27	A	Unused	Reserved for future expansion	Leave Blank	

External Origination Add/Change Record (PGE003OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
259	264	6	N	Reporting Campus Pell-ID	Pell-ID of reporting campus	Valid Pell-ID	
265	273	9	A/N	Student Current SSN	Social Security Number, as altered by the student through CPS for the transaction number reported. This field equals the original SSN if the student has not changed SSN in the CPS. Blank indicates this record could not be matched on Student ID and/or EFC during Federal Pell Grant processing.	Valid Social Security Number or BLANK if not matched	
274	302	29	A	Student Name	Student's full name as reported to the CPS for the Transaction Number reported. Blank indicates this record could not be matched on Student ID and or EFC during Federal Pell Grant processing.	BLANK or Full name listed in order= Last Name 01 - 16 First Name 17 - 28 Middle Initial 29	
303	303	1	A	CPS Verification Selection Code	Designates whether CPS selected the student for institutional verification of applicant data as of the Transaction number reported.	BLANK = Not selected by CPS for verification * = Selected by CPS for Institution verification of applicant data	
304	311	8	D	Student's Date of Birth	The date of birth of the student for this CPS transaction.	Format: CCYYMMDD	
312	316 344	33	A	Unused	Reserved for expansion	Constant Spaces	
317	344	28	A	Unused	Reserved for Expansion	Constant Spaces	
345	350	6	A	Created Time	Time when the record was created. Supplied by the system.	000000 – 235959 Format is HHMMSS HH = 00 to 23 MM = 00 to 59 SS = 00 to 59	Field is required to be populated only for those schools which cannot have a blank field in the last field of a record.
		350		Total Record Length			

External Disbursement Add/Change Record (PGED03OP)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
1	23	23	A/N	Origination ID	Unique number used to identify an origination	This field is required. Format: 999999999XX2003999 99900 Where: SSN - 001010001 to 999999999 Name Code = XX Year Indicator = 2003 Valid Attended PELL ID to 999999 Orig Sequence Number = 00	Identifier If Origination ID matches on Pell Database, then Compare all fields. If all the fields match, then the record is returned as a duplicate; otherwise, it is a change. If the Origination ID does not match then the Origination is new.
24	36	13	A/N	Disbursement cross-reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	The field can be used by the school to track each disbursement record (by reference number) to a payment period.
37	37	1	A	Action Code	Action code	Will always be blank	No editing
38	39	2	N	Disbursement Reference Number	Number of the disbursement per student for the Award Year	01 to 65	Identifier 66 to 99 are reserved for ED-system generated disbursements
40	46	7	N	Disbursement Amount	Amount of disbursement for student's payment period.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range = 0000000 to AWARD AMOUNT	
47	47	1	A	Sign Indicator	Indicates whether the Reported Disbursement Amount is an increase or a decrease to the total amount that has been disbursed to the student for the award year	P = Positive N = Negative	
48	55	8	D	Disbursement Date	Date this disbursement was or will be made to the student.	CCYYMMDD Range = 20020621 to 20080930	Refer to Edits 1520, 1530, and 1540. Must be within N days prior of Payment Period Start Date.

External Disbursement Add/Change Record (PGED03OP) (Continued)

Start	End	Length	Type	Field Name	Description	Valid Values	Processing Notes/Edits
56	56	1	A	Unused	Reserved for future expansion	Constant spaces	
57	64	8	N	Payment Period Start Date	Beginning date of Payment Period	CCYYMMDD = Range = 20020101 to 20030630 Or Spaces	<i>Required only for schools that were ineligible at some point in the award year. Required only for schools that are currently ineligible, but are reporting disbursements for payment periods which started while the school was eligible.</i>
65	102	38	A	Unused	Reserved for future expansion	Constant spaces	
103	108	6	D	Created Time	Time when the record was created. Supplied by the system.	000000 – 235959 Format is HHMMSS HH = 00 to 23 MM = 00 to 59 SS = 00 to 59	Field is required to be populated only for those schools which cannot have a blank field in the last field of a record.
		108		Total Record Length			

Disbursement Edit/Reject Codes (Continued)

Edit Code and Type	Message	Condition and Action	What It Means	How to Fix It
429 E	<p>“Invalid Origination ID - Name Code not A-Z or “. ” or “ ’ ” or “ - ” or “ ” for Award Year 2002 and beyond”</p>	<p>If ALL of the following are true:</p> <ul style="list-style-type: none"> • The Award Year portion of the Origination ID is \geq 2001-2002 and subsequent years • The Name Code is not A-Z or “. ” or “ ’ ” or “ - ” or “ ” <p>REJECT RECORD Set edit code 429</p>	<p>Occurs if the Origination ID has a name code that is invalid.</p>	<p>Correct the Origination ID and resubmit the disbursement record.</p> <p>***** EExpress: Verify the disbursement record was created using the correct Origination ID. If not, delete disbursement record and recreate using the correct Origination ID.</p>
430 D	<p>“Duplicate Disbursement reference number. Reference number already at the Pell Processor”</p>	<p>If ALL of the following are true:</p> <ul style="list-style-type: none"> • Award Year is \geq 2001-2002 and subsequent years • Disbursement Reference number already exists <p>Set the record to a Duplicate status.</p> <p>Set the Action Code to ‘D’ and create the full acknowledgement record with the data stored on REMS COD.</p> <p>Set edit code 430</p>	<p>Occurs when a duplicate disbursement has been sent on a record, usually when a batch is processed more than once.</p>	<p>This is a duplicate, the record has already been processed, and no further action is necessary.</p>