

60x30TX



Texas Higher Education Coordinating Board

FY 2018

Financial Aid Database Report Manual 2017-18

Financial Aid Services
Texas Higher Education
Coordinating Board

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Financial Aid Database (FAD) Report

Purpose

The purpose of the **Financial Aid Database (FAD) Report** is to collect data used by the Texas Higher Education Coordinating Board (THECB) to produce an annual statewide **Financial Aid Report**, determine state aid program allocations, conduct compliance monitoring, and generate additional statewide and institutional reports. The FAD Report provides the state with a means of measuring and analyzing the funding resources available to students attending public and private/independent institutions of higher education in Texas.

Reporting Cycle Dates

Reporting Cycle	First Day to Submit	Deadline	Submission Requirements	Purpose
First Report	December 1, 2017	January 31, 2018	Correct Errors	To collect and verify preliminary data in order to project state aid program resources for allocations and to evaluate current student financial aid needs for legislative reporting.
		February 28, 2018	Validate Data	
Second Report	May 1, 2018	June 27, 2018	Correct Errors	To collect and verify End-of-Year data to reconcile state programs funds and track student eligibility.
		August 1, 2018	Validate Data	
Final Report	August 31, 2018	November 14, 2018	Correct Errors	To collect certified data used for legislative mandated reporting.
		December 12, 2018	Certify Data	

Beginning 2018, institutions will be required to submit a more comprehensive FAD Report three times a year to consolidate data collection. Two reports will require a verification of data and the final report will require a certification. The additional reporting cycles will incorporate relevant data that was previously submitted on other reports. (e.g. TEG Need Survey and End-of-Year reports).

File Format

The file must be submitted in a **Fixed-Length** (also known as Fixed-Width) text format. Below are the alignment standards for the following position types:

- **Numeric Positions** are right justified.
- **Alphanumeric Positions** are left justified.
- **Blank Positions** are left justified.

File Process

The chart below illustrates the FAD Report file process. File data is not valid until all errors are resolved, and state financial aid program totals reconcile. Prior to submission, institutions should ensure that residency codes reported in the FAD Report file match those reported on the Coordinating Board Management (CBM) Report.

Step 1: Upload FAD Report file using MOVEit DMZ.

- Once the file is received, a receipt confirmation is sent automatically, and the file is processed for Errors, or Warnings.
- Move to **Step 2**.



Step 2: Download Edit Report from MOVEit DMZ.

- If errors are found, correct the file and repeat **Step 1**.
- If no errors are found, move to **Step 3**.



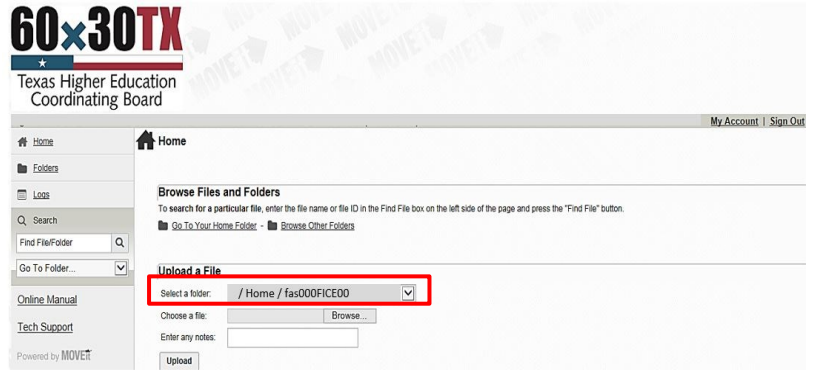
Step 3: Complete file process.

- **First Reporting Cycle:** Institution confirms report totals and completes an online **Validation** statement.
- **Second Reporting Cycle:** Institution confirms report totals and completes an online **Validation** statement.
- **Final Reporting Cycle:** Institution verifies report totals and completes online **Certification** statement.

File Upload Process

Prior to the start of the file submission process, the THECB will confirm that a designated email address has been established for all participating institutions (e.g. fadmail@institution.edu). This ensures that file notifications can be received by the institution.

All FAD Report files must be submitted using the MOVEit DMZ portal. Files need to be uploaded into the **Home** Folder. For assistance with MOVEit DMZ, contact Financial Aid Services at (844) 792-2640 or by email at UserAccess@theccb.state.tx.us.



File Receipt Confirmation

A **File Receipt Confirmation** is automatically sent to the institution's designated email address after a FAD Report file is submitted. This confirmation indicates that the institution's file was received. If a **File Receipt Confirmation** email is not generated within 24 hours, please contact the THECB at FADB@theccb.state.tx.us.

Sample File Receipt Confirmation

- Date and time the file was received
- Number of records in the file
- Contact number for assistance

COORDINATING BOARD TEST SYSTEM

Date Time: 02/11/2018

SOURCE FILE: HY2K_TEST_FADs.wri
FILE RECEIVED FROM FICE CODE: 00####

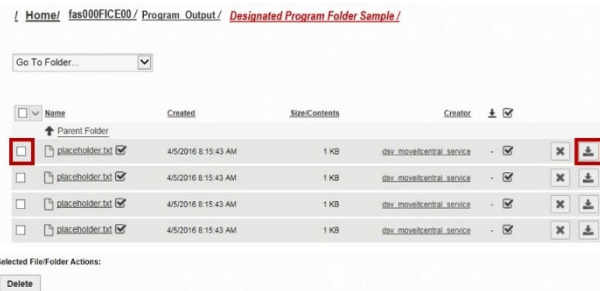
INPUT FICE CODE: 00####
REPORT_ID: FAD001
SEMESTER: 1
YEAR: 2018
TYPE: C
SIZE: 0388
OTHER INFO: 00360

NUMBER OF RECORDS REPORTED IN THE 'EOF1' RECORD : 00366
NUMBER OF DATA RECORDS ACTUALLY RECEIVED: 1

TRAILER RECORD IN FILE: EOF100360

This is a confirmation of file receipt only. Editing of you file will take placde during the next production run.

THECB Contact: Tanya Travino - EDUCATION DATA CENTER 512-427-6123



Edit Report Notification

An **Edit Report Notification** is automatically sent to the institution's designated email address after the file has gone through an edit check process. This notification indicates that an **Edit Report** can be retrieved from the **FADS_Output** Folder in MOVEit DMZ.

Edit Report

The **Edit Report** will list **Errors and Warning**. Files with errors must be corrected and resubmitted. Each time a file is submitted, the previously processed report will be overwritten until the file is error-free. A file with only **Warnings** should be reviewed for accuracy but will be accepted as error-free.

Override Request Process

Institutions may need to submit an override request on a case-by-case basis for certain errors (e.g. professional judgements and coding mismatches). Override requests must be submitted via email to FADB@theccb.state.tx.us and must include errors found on the institution's most recent **Edit Report**.

For auditing purposes, all override requests must be submitted in the following format:

Send email to: FADB@theccb.state.tx.us

Include the Institution's **FICE Code** in the **Subject** line of the email.

Subject: XXXXX (FICE Code) FAD's Override Request XX-XX-XXXX (Enter Date)

Example: 000001 FAD's Override Request 06-31-2018

Body of the email: List the last 4 digits of the student SSN or ID, the ERROR message and the Justification for the override.

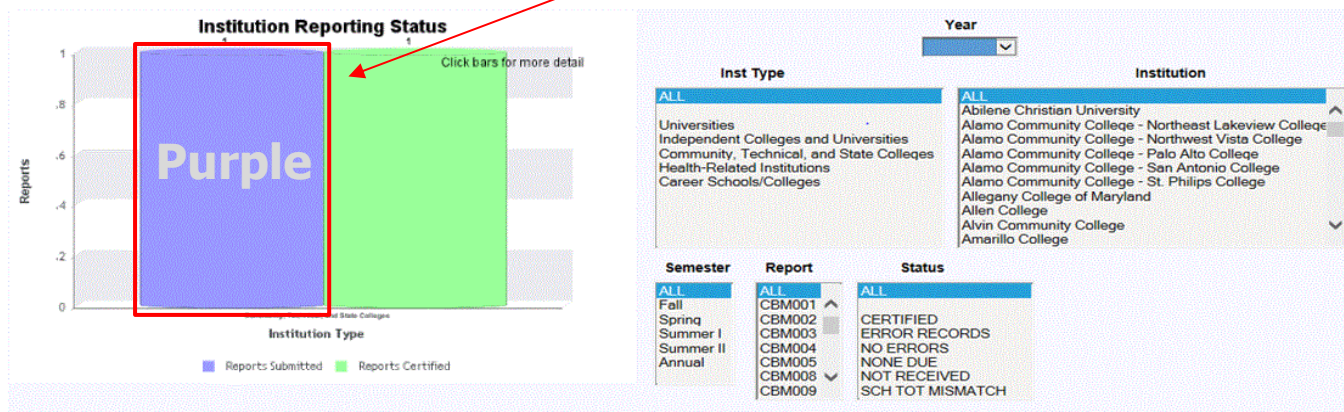
File Status

Institutions can view the status of the FAD Report at:

http://reports.theccb.state.tx.us/approot/theccbrw/cbm_reporting_ext.htm

- Select **Year**
- Select **Inst Type**
- Select **Institution**
- Select **Semester**
- Select **Report**
- Select **Status**

Once all selections have been made, click on the purple bar under **Institution Reporting Status**.



Error-Free Notification

An **Error-Free Notification** is automatically sent to the institution's designated email address after all errors have been cleared and state financial aid program totals reconcile. This notification will include a link where institutions can **Validate/Certify** data online. Institutions will login online and complete the process by the deadline date.

Data Element Updates

Table Legend

NEW	Data Element was not previously reported on the FAD Report.
MODIFIED	Data Element has been modified.

Prior FAD Report #	Element Status	Data Element	Reason For Addition/Modification	Field Type	Field Length	Position Beginning	Position Ending
1a.		1 Report Code		Alphanumeric	1	1	1
1b.		2 FICE		Numeric	6	2	7
	NEW	3 Reporting Cycle	To collect data in order to evaluate current student financial aid needs throughout the year	Numeric	1	8	8
1c.		4 Reporting Year		Numeric	4	9	12
1d.		5 Student Social Security Number (SSN)/Identification (ID) Number.		Alphanumeric	9	13	21
2.	MODIFIED	6 Student and/or Spouse Adjusted Gross Income (AGI)	To increase character spaces from 6 to 7	Numeric	7	22	28
3.	MODIFIED	7 Parent(s) Adjusted Gross Income (AGI)	To increase character spaces from 6 to 7	Numeric	7	29	35
4.		8 Top Ten Percent (Top 10%) Scholarship		Numeric	5	36	40
5.		9 Unmatched Reason		Numeric	2	41	42
6.		10 Tuition Exemption/Waiver Award 1		Numeric	5	43	47
7.		11 Tuition Exemption/Waiver Award 1 Code		Numeric	2	48	49
	NEW	12 Tuition Exemption/Waiver Award 1 Impact	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	1	50	50
8.		13 Tuition Exemption/Waiver Award 2		Numeric	5	51	55
9.		14 Tuition Exemption/Waiver Award 2 Code		Numeric	2	56	57
	NEW	15 Tuition Exemption/Waiver Award 2 Impact	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	1	58	58
10.		16 Tuition Exemption/Waiver Award 3		Numeric	5	59	63
11.		17 Tuition Exemption/Waiver Award 3 Code		Numeric	2	64	65
	NEW	18 Tuition Exemption/Waiver Award 3 Impact	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	1	66	66
	NEW	19 Tuition Exemption/Waiver Award 4	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	5	67	71
	NEW	20 Tuition Exemption/Waiver Award 4 Code	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	2	72	73
	NEW	21 Tuition Exemption/Waiver Award 4 Impact	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	1	74	74
	NEW	22 Program Level	To allow for elimination of TEG Need Survey	Numeric	1	75	75
13.		23 Need Analysis		Numeric	1	76	76
14.		24 Living Arrangement		Numeric	1	77	77

Prior FAD Report #	Element Status	Data Element	Reason For Addition/Modification	Field Type	Field Length	Position Beginning	Position Ending
15.		25 Ethnic Origin		Numeric	1	78	78
16a.		26 White		Numeric	1	79	79
16b.		27 Black or African-American		Numeric	1	80	80
16c.		28 Asian		Numeric	1	81	81
16d.		29 American Indian or Alaskan Native		Numeric	1	82	82
16e.		30 International		Numeric	1	83	83
16f.		31 Unknown or Not Reported		Numeric	1	84	84
16g.		32 Native Hawaiian or Other Pacific Islander		Numeric	1	85	85
17.		33 Classification		Numeric	1	86	86
18.		34 Dependency Status		Numeric	1	87	87
19.		35 Date of Birth		Numeric	8	88	95
20.	MODIFIED	36 Residency Status	To remove National Merit Scholarship	Numeric	1	96	96
21a.	MODIFIED	37 9-Month Expected Family Contribution (EFC)	To increase character spaces from 6 to 7	Numeric	7	97	103
	NEW	38 Student Last Name	To allow for the elimination of EOY Reports	Alphanumeric	25	104	128
	NEW	39 Student First Name	To allow for the elimination of EOY Reports	Alphanumeric	20	129	148
	NEW	40 Student Middle Initial	To allow for the elimination of EOY Reports	Alphanumeric	1	149	149
22.		41 Zip Code of Permanent Home Address		Numeric	9	150	158
23.		42 Enrollment Status		Numeric	1	159	159
24.		43 Gender		Alphanumeric	1	160	160
25.		44 Parent 1 Highest Grade Level Completed		Numeric	1	161	161
26.		45 Parent 2 Highest Grade Level Completed		Numeric	1	162	162
27.	MODIFIED	46 Cost of Attendance (COA)	To increase character spaces from 5 to 6	Numeric	6	163	168
28.	MODIFIED	47 Expected Family Contribution (EFC)	To increase character spaces from 6 to 7	Numeric	7	169	175
29.		48 Tuition and Fee Exemptions/Waivers		Numeric	5	176	180
30.		49 Categorical Aid		Numeric	5	181	185
31a.		50 Federal Pell		Numeric	5	186	190
31b.		51 Federal Supplemental Educational Opportunity Grant (SEOG) with match		Numeric	5	191	195
31c.		52 Texas Public Educational Grant (TPEG)		Numeric	5	196	200
	NEW	53 Tuition Differential	To allow for elimination of TEG Need Survey	Numeric	5	201	205
31e.		54 Tuition Equalization Grant (TEG)		Numeric	5	206	210
	NEW	55 Tuition Equalization Grant (TEG) Award Type	To allow for the elimination of EOY Reports	Numeric	1	211	211
	NEW	56 Ministry-Related Degree	To allow for elimination of TEG Need Survey	Numeric	1	212	212
	NEW	57 Semester of Initial Award for State Grant Aid	To allow for the elimination of EOY Reports	Numeric	1	213	213
	NEW	58 Justification	To allow for the elimination of EOY Reports	Numeric	1	214	214

Prior FAD Report #	Element Status	Data Element		Reason For Addition/Modification	Field Type	Field Length	Position Beginning Ending	
	NEW	59	Hardship for State Aid	To allow for the elimination of EOY Reports	Numeric	1	215	215
31g.		60	HB3015 Grants/Scholarships		Numeric	5	216	220
31h.	MODIFIED	61	Grants/Scholarships Funded Through Restricted Funding Sources	To redefine funding sources being reported	Numeric	5	221	225
31i.	MODIFIED	62	Grants/Scholarships Funded Through Unrestricted Funding Sources	To redefine funding sources being reported	Numeric	5	226	230
	NEW	63	Federal Veterans Affairs (VA) Educational Benefits	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	5	231	235
	NEW	64	Athletic Grants/Scholarships	Separating this from overall institution grants in order to better monitor compliance	Numeric	5	236	240
31l.	NEW	65	Student Deposit Scholarship (SDS)		Numeric	5	241	245
	NEW	66	Other Federally-Funded Grants/Scholarships	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	5	246	250
	MODIFIED	67	Other State-Funded Grants/Scholarships	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	5	251	255
31o.		68	Toward EXcellence, Access, & Success (TEXAS) Grant		Numeric	5	256	260
31p.		69	Texas Educational Opportunity Grant (TEOG)		Numeric	5	261	265
	NEW	70	Texas Educational Opportunity Grant (TEOG) Award Type	To allow for the elimination of EOY Reports	Numeric	1	266	266
	NEW	71	Toward EXcellence, Access, & Success (TEXAS) Grant Priority Model Award	To allow for the elimination of EOY Reports	Numeric	1	267	267
	NEW	72	Toward EXcellence, Access, & Success (TEXAS) Grant Initial Year (IY) Pathway	To allow for the elimination of EOY Reports	Numeric	1	268	268
32.a		73	Federal Work-Study (FWS)		Numeric	5	269	273
32b.	MODIFIED	74	Texas College Work-Study (TCWS)	To move match and excess funding to Data Element 103	Numeric	5	274	278
32c.		75	Need-based Institutional Work-Study		Numeric	5	279	283
32d.		76	AmeriCorps Program		Numeric	5	284	288
32e.		77	HB3015 Work-Study		Numeric	5	289	293
32f.		78	Texas College Work-Study (TCWS) Mentorship Program		Numeric	5	294	298
33a.		79	Texas Armed Services Scholarship Program (TASSP)		Numeric	5	299	303
33b.		80	FILLER		Numeric	5	304	308
33c.		81	Federal Perkins Loans		Numeric	5	309	313
33d.		82	FILLER		Numeric	5	314	318
33f.	MODIFIED	83	College Access Loan (CAL)	To increase character spaces from 5 to 6	Numeric	6	319	324
	NEW	84	FILLER	Elimination of outdated element	Numeric	5	325	329
33h.	MODIFIED	85	Federal Direct Parent Loan for Undergraduate Student (PLUS) or Grad Plus Loan	To increase character spaces from 5 to 6	Numeric	6	330	335
33i.		86	Federal Direct Subsidized Loans		Numeric	5	336	340
33j.	MODIFIED	87	Other Long-Term Educational Loans	To increase character spaces from 5 to 6	Numeric	6	341	346
33k.		88	Federal Direct Unsubsidized Loans		Numeric	5	347	351
33l.		89	B-On-Time (BOT) Loan		Numeric	5	352	356

Prior FAD Report #	Element Status	Data Element	Reason For Addition/Modification	Field Type	Field Length	Position Beginning	Position Ending
33m.		90 HB3015 Loans		Numeric	6	357	362
34a.		91 Teacher Education Assistance for College and Higher Education (TEACH) Grant		Numeric	5	363	367
	NEW	92 Transfer Student or First-Time In College	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	6	368	373
35a.		93 Enrollment Adjustment Percentage (EAP) for Cost of Attendance (COA)		Numeric	3	374	376
35b.		94 Enrollment Adjustment Percentage (EAP) for Total Expected Family Contribution (EFC)		Numeric	3	377	379
36.		95 Student ID Number		Alphanumeric	9	380	388
	NEW	96 Controlled Substance Conviction	Added to improve compliance monitoring	Numeric	1	389	389
	NEW	97 Selective Service Registration	To allow for elimination of EOY reports	Numeric	1	390	390
	NEW	98 Defaulted Loan	Added to improve compliance monitoring	Numeric	1	391	391
	NEW	99 Attempted Hours in the Fall Semester	To allow for elimination of EOY reports	Numeric	3	392	394
	NEW	100 Attempted Hours in the Spring Semester	To allow for elimination of EOY reports	Numeric	3	395	397
	NEW	101 Attempted Hours in the Summer Semester	To allow for elimination of EOY reports	Numeric	3	398	400
	NEW	102 Total Cumulative Attempted Hours	To allow for elimination of EOY reports	Numeric	4	401	404
	NEW	103 Texas College Work-Study (TCWS) Match Including Additional Institutional Funds	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	5	405	409
	NEW	104 Texas College Work-Study (TCWS) Job location	Added to accomplish mandated state reporting	Numeric	1	410	410
	NEW	105 Texas College Work-Study (TCWS) Mentorship Program Job Location	Added to accomplish mandated state reporting	Numeric	1	411	411
	NEW	106 Date of Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA)	To allow for a more accurate calculation of statewide unmet need required for the Financial Aid Report	Numeric	8	412	419
	NEW	107 Total Tuition and Mandatory Fees for Fall	Added to improve compliance monitoring	Numeric	6	420	425
	NEW	108 Total Tuition and Mandatory Fees for Spring	Added to improve compliance monitoring	Numeric	6	426	431
	NEW	109 Total Tuition and Mandatory Fees for Summer	Added to improve compliance monitoring	Numeric	6	432	437
	NEW	110 Toward EXcellence, Access, & Success (TEXAS) Grant Satisfactory Academic Progress (SAP)	To allow for elimination of EOY reports	Numeric	1	438	438
	NEW	111 Texas Educational Opportunity Grant (TEOG) Satisfactory Academic Progress (SAP)	To allow for elimination of EOY reports	Numeric	1	439	439
	NEW	112 Tuition Equalization Grant (TEG) Satisfactory Academic Progress (SAP)	To allow for elimination of EOY reports	Numeric	1	440	440
	NEW	113 Top Ten Percent (Top 10%) Scholarship Satisfactory Academic Progress (SAP)	To allow for elimination of EOY reports	Numeric	1	441	441

File Layout

The file must be in a Fixed-Length (also known as Fixed-Width) text format.
All Positions are required, even if reporting zeros or blanks. All dollar amount fields should be rounded to the nearest dollar.
Data Element [Instructions](#)

Header Record

The **Header Record** contains information to identify the type of data in the file.

Data Element	Type Length	Description	Edits
File Label ID POSITION 1-4	Alphanumeric XXXX	4 characters, left justified Enter "HY2K"	Error if not HY2K
Institution's FICE Code POSITION 5-10	Numeric XXXXXX	6 characters, right justified Must use leading zeros	Error if non-numeric
Data Identifier POSITION 11-16	Alphanumeric XXXXXX	6 characters, left justified Enter "FAD001"	Error if not FAD001
Reporting Cycle POSITION 17	Numeric X	1 character, right justified 1 = First Reporting Cycle 2 = Second Reporting Cycle 3 = Final Reporting Cycle	Error if non-numeric Error if out of range (1-3)
Reporting Year POSITION 18-21	Numeric XXXX	4 characters, right justified Enter "2018"	Error if non-numeric Error if incorrect year
Record Type POSITION 22	Alphanumeric X	1 character, left justified Enter "C"	Error if not C
Length of Data POSITION 23-26	Numeric XXXX	4 characters, right justified Enter "0441"	Error if non-numeric Error if not 0441
Record Count POSITION 27-31	Numeric XXXXX	5 characters, right justified The number of records in the file Does not include header or trailer records Must use leading zeros	Error if non-numeric

Header Record Example: HY2KXXXXXXXXFAD001X2018C0441XXXXX

Detailed Records

Provide data for all students enrolled in the 2017-2018 academic year who:

- Were awarded financial assistance including federal aid, state aid, merit aid, exemptions or waivers.
- Completed a Free Application for Federal Student Aid (FAFSA) or the Texas Application for State Financial Aid (TASFA), regardless if financial assistance was awarded.

Data Element	Type Length	Description	Edits
1) Report Code POSITION 1	Alphanumeric X	1 character, left justified Enter "F" Upper or lower case is acceptable	Error if not F
2) FICE POSITION 2-7	Numeric XXXXXX	6 characters, right justified Must use leading zeros	Error if non-numeric Error if FICE code does not match FICE code in header record
3) NEW Reporting Cycle POSITION 8	Numeric X	1 character, right justified 1 = First Reporting Cycle 2 = Second Reporting Cycle 3 = Final Reporting Cycle	Error if non-numeric Error if out of range (1-3)
4) Reporting Year POSITION 9-12	Numeric XXXX	4 characters, right justified Enter " 2018 "	Error if non-numeric Error if incorrect year
5) Student Social Security Number (SSN)/Identification (ID) Number POSITION 13-21	Alphanumeric XXXXXXXX	9 characters, left justified Do not use dashes or slashes Cannot be blank or all zeros	Warning if ID/SSN not on file via the CBM report
6) MODIFIED Student and/or Spouse Adjusted Gross Income (AGI) POSITION 22-28	Numeric XXXXXXX	7 characters, right justified Range 0 - 9999999 Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if > 9999998 and need analysis (#23) = 1 Warning if > 800,000

Data Element	Type Length	Description	Edits
7) MODIFIED Parent(s) Adjusted Gross Income (AGI) POSITION 29-35	Numeric XXXXXXX	7 characters, right justified Range 0 - 9999999 Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology.	Error if non-numeric Error if > 0 and dependency status (#34) = 2 Error if > 9999998 and need analysis (#23) = 1 Warning if > 800,000
8) Top Ten Percent (Top 10%) Scholarship POSITION 36-40	Numeric XXXXX	5 characters, right justified Range 0 - 2000	Error if non-numeric Error if > 2000 Error if COA (#46) - EFC (#47) = 0 Error if COA (#46) - EFC (#47) & (EAP (#93, #94) > 0) = 0 Error if > 0 and enrollment status (#42) = 2 or 3 or 4 Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and classification (#33) ≠ 1 Error if > 0 and not public institution
9) Unmatched Reason POSITION 41-42	Numeric XX	2 characters, right justified Range 00 - 11 00 = No mismatch found 01 = Student dropped all classes before census date in all terms in which he/she enrolled 02 = Student enrolled after the census date in all terms in which he/she enrolled 03 = Student is 100% enrolled in continuing education courses 04 = Student is a nonresident and is 100% enrolled in distance education 05 = Student was only enrolled in summer or winter or mini session 06 = Student's SSN/ID or residency was reported incorrectly and a change will/has been made through the CBM00N or a future CBM001 07 = Student began year as Affidavit Non-Citizen reported with a student ID, and then was issued with a SSN reported on the FAD's 08 = Student deceased and not reported on CBM001 09 = Student attended this campus, but enrollment was reported by another one of our campuses 10 = Student/classes are not reported for state funding 11 = Other reason not listed above, but sent as override request to THECB	Error if non-numeric Error if out of range (00-11)

Data Element	Type Length	Description	Edits
10) Tuition Exemption/Waiver Award 1 POSITION 43-47	Numeric XXXXX	5 characters, right justified Range 0 - 99999	Error if non-numeric Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 1 Code (#11) = 0 and Tuition Exemption/Waiver Award 1 Impact (#12) = 0
11) Tuition Exemption/Waiver Award 1 Code POSITION 48-49	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 Error if = 0 and Tuition Exemption/Waiver Award 1 (#10) > 0 Error if = 24 or 36
12) NEW Tuition Exemption/Waiver Award 1 Impact POSITION 50	Numeric X	1 character, right justified Range 0 – 2 0 = Private/Independent Institution or not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 1 (#10) = 0 Error if = 0 and Tuition Exemption/Waiver Award 1 (#10) > 0
13) Tuition Exemption/Waiver Award 2 POSITION 51-55	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 2 Code (#14) = 0 and Tuition Exemption/Waiver Award 2 Impact (#15) = 0
14) Tuition Exemption/Waiver Award 2 Code POSITION 56-57	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 2 (#13) = 0 Error if = 0 and Tuition Exemption/Waiver Award 2 (#13) > 0 Error if = 24 or 36
15) NEW Tuition Exemption/Waiver Award 2 Impact POSITION 58	Numeric X	1 character, right justified Range 0 – 2 0 = Private/Independent Institution or not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 2 (#13) = 0 Error if = 0 and Tuition Exemption/Waiver Award 2 (#13) > 0

Data Element	Type Length	Description	Edits
16) Tuition Exemption/Waiver Award 3 POSITION 59-63	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 3 Code (#17) = 0 and Tuition Exemption/Waiver Award 3 Impact (#18) = 0
17) Tuition Exemption/Waiver Award 3 Code POSITION 64-65	Numeric XX	2 characters, right justified Range 00 – 69 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-69) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 3 (#16) = 0 Error if = 0 and Tuition Exemption/Waiver Award 3 (#16) > 0 Error if = 24 or 36
18) NEW Tuition Exemption/Waiver Award 3 Impact POSITION 66	Numeric X	1 character, right justified Range 0 – 2 0 = Private/Independent Institution or not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 3 (#16) = 0 Error if = 0 and Tuition Exemption/Waiver Award 3 (#16) > 0
19) NEW Tuition Exemption/Waiver Award 4 POSITION 67-71	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 4 Code (#20) = 0 and Tuition Exemption/Waiver Award 4 Impact (#21) = 0
20) NEW Tuition Exemption/Waiver Award 4 Code POSITION 72-73	Numeric XX	2 characters, right justified Range 00 – 67 See list of codes on pages 34-36	Error if non-numeric Error if out of range (00-67) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 4 (#19) = 0 Error if = 0 and Tuition Exemption/Waiver Award 4 (#19) > 0 Error if = 24 or 36
21) NEW Tuition Exemption/Waiver Award 4 Impact POSITION 74	Numeric X	1 character, right justified Range 0 – 2 0 = Private/Independent Institution or not applicable 1 = Exemption/Waiver represented by lower COA 2 = Exemption/Waiver represented as financial assistance	Error if non-numeric Error if out of range (0-2) Error if > 0 and not public institution Error if > 0 and Tuition Exemption/Waiver Award 4 (#19) = 0 Error if = 0 and Tuition Exemption/Waiver Award 4 (#19) > 0

Data Element	Type Length	Description	Edits
22) NEW Program Level POSITION 75	Numeric X	1 character, right justified Range 0 – 8 0 = Non-Degree Seeking 1 = Continuing Education 2 = Associate Degree 3 = Undergraduate Certificate 4 = Bachelor's Degree 5 = Master's Degree 6 = Doctorate Level/Professional Practice 7 = Teacher Certification 8 = Graduate Level Certificate	Error if non-numeric Error if out of range (0-8) Public Community College: Error if = 6, 7, or 8
23) Need Analysis POSITION 76	Numeric X	1 character, right justified Range 1 – 2 1 = Yes 2 = No	Error if non-numeric Error if out of range (1-2) Error if 2 and EFC (#47) ≠ 999999 9-month EFC (#37) ≠ 999999 Error if > 75% of records = 2 Warning if 100% of records = 1 Warning if between 25% and 75% of records = 2
24) Living Arrangement POSITION 77	Numeric X	1 character, right justified Range 1 – 4 1 = Living with Parent(s) 2 = On-Campus Housing 3 = Off-Campus Housing 4 = Other	Error if non-numeric Error if out of range (1-4) Error if 0 and need analysis (#23) = 1 and COA (#46) > 0
25) Ethnic Origin POSITION 78	Numeric X	1 character, right justified Range 1 – 3 1 = Hispanic or Latino origin 2 = Not Hispanic or Latino origin 3 = Not Answered	Error if non-numeric Error if out of range (1-3) Error if = 1, 2 or 3 and race options (#26-#32) not reported

Data Element	Type Length	Description	Edits
Race. Select one or more codes in 26-32 indicating the race of the student. Each Data Element must have a code entered, even if 0.			
26) White POSITION 79	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 1 = White	Error if non-numeric Error if out of range 0 or 1
27) Black or African-American POSITION 80	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 2 = African-American, Black	Error if non-numeric Error if out of range 0 or 2
28) Asian POSITION 81	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 4 = Asian	Error if non-numeric Error if out of range 0 or 4
29) American Indian or Alaskan Native POSITION 82	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 5 = American Indian or Alaskan Native	Error if non-numeric Error if out of range 0 or 5
30) International POSITION 83	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 6 = International	Error if non-numeric Error if out of range 0 or 6
31) Unknown or Not Reported POSITION 84	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 7 = Unknown or Not Reported	Error if non-numeric Error if out of range 0 or 7
32) Native Hawaiian or Other Pacific Islander POSITION 85	Numeric X	1 character, right justified 0 = Race Option Does Not Apply 8 = Native Hawaiian or Other Pacific Islander	Error if non-numeric Error if out of range 0 or 8

Data Element	Type Length	Description	Edits
33) Classification POSITION 86	Numeric X	1 character, right justified Range 1 – 5 1 = Undergraduate Student 2 = Graduate Student 3 = Professional Student 4 = Student with Bachelor’s or Higher Degree 5 = First-Time Entering Student	Error if non-numeric Error if out of range (1-5) Error if = 5 and Transfer Student or First-Time in College (#92) ≠ “000001” Public community college: Error if ≠ 1, 4 or 5 Public technical institutes: Error if ≠ 1, 4 or 5
34) Dependency Status POSITION 87	Numeric X	1 character, right justified Range 1 – 3 1 = Dependent by Title IV Definition 2 = Independent by Title IV Definition 3 = Unknown	Error if non-numeric Error if out of range (1-3) Error if = 3 and need analysis (#23) = 1 and COA (#46) > 0
35) Date of Birth POSITION 88-95	Numeric MMDDYYYY	8 characters, right justified Month Range (01-12) Day Range (01-31) Year Range (1908-2011) Do not use dashes or slashes	Error if non-numeric Error if mm is out of range of 1-12 Error if dd is out of range of 1-31 Error if age < 7 or > 110 Warning if age < 16 or > 75
36) MODIFIED Residency Status POSITION 96	Numeric X	1 character, right justified Range 1 – 5 1 = Resident 2 = Out-of-State or Foreign 3 = Unknown 4 = No longer an allowable option (formerly National Merit Finalist) 5 = Non-Immigrant Residents (e.g. Affidavit Students)	Error if non-numeric Error if out of range (1-5) Error if = 4 Error if = 3 and Public Institution Error if = 5 and not reported as non-immigrant resident (affidavit student) on CBM001
37) MODIFIED 9-Month Expected Family Contribution (EFC) POSITION 97-103	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999	Error if non-numeric Error if 9999999 and need analysis (#23) = 1

Data Element	Type Length	Description	Edits
38) NEW Student Last Name POSITION 104-128	Alphanumeric XXXXXXXXXXXX XXXXXXXXXXXX XXXXX	25 characters, left justified Upper or lower case acceptable	Error if numeric Error if left blank
39) NEW Student First Name POSITION 129-148	Alphanumeric XXXXXXXXXXXX XXXXXXXXXXXX	20 characters, left justified Upper or lower case acceptable	Error if numeric Error if left blank
40) NEW Student Middle Initial POSITION 149	Alphanumeric X	1 character, left justified Upper or lower case acceptable Leave blank if no middle name	Error if numeric
41) Zip Code of Permanent Home Address POSITION 150-158	Numeric XXXXXXXXXX	9 characters, right justified Response required if a U.S. address Enter "99999999" if not a U.S. address Must enter 9 digits; last 4 can be "0000"	Error if non-numeric or blank Error if 000000000 Error if zip prefix is 00007 Error if zip not entered as 9 digits
42) Enrollment Status POSITION 159	Numeric X	1 character, right justified Range 1 – 4 1 = Full-time 2 = ¾-time 3 = ½-time 4 = Less than ½-time	Error if non-numeric Error if out of range (1-4) Error if 1 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 12 Error if 2 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 9 and > 11 Error if 3 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester < 6 and > 8 Error if 4 and classification (#33) = 1 or 5 and attempted hours for Fall (#99) or Spring (#100) or Summer (#101) semester > 5
43) Gender POSITION 160	Alphanumeric X	1 character, left justified M = Male F = Female	Error if ≠ M or F

Data Element	Type Length	Description	Edits
44) Parent 1 Highest Grade Level Completed POSITION 161	Numeric X	1 character, right justified Range 1 – 4 1 = Middle School/Junior High 2 = High School 3 = College or Beyond 4 = Unknown	Error if non-numeric Error if out of range (1-4)
45) Parent 2 Highest Grade Level Completed POSITION 162	Numeric X	1 character, right justified Range 1 – 4 1 = Middle School/Junior High 2 = High School 3 = College or Beyond 4 = Unknown	Error if non-numeric Error if out of range (1-4)
46) MODIFIED Cost of Attendance (COA) POSITION 163-168	Numeric XXXXXX	6 characters, right justified Range 0 – 999999 Enter "999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology. Enter "000000" if student does NOT have a calculated COA and need analysis (#23) = 1	Error if non-numeric Error if 999999 and need analysis (#23) = 1 Error if 0 and need-based aid (#8, #49-52, #54, #60, #65, #68, #69, #73-75, #77, #78, #86, #89, #90) > 0 Warning if = 0 and need analysis (#23) = 1
47) MODIFIED Expected Family Contribution (EFC) POSITION 169-175	Numeric XXXXXXX	7 characters, right justified Range 0 – 9999999 Enter "9999999" if the student did NOT complete a FAFSA, TASFA or EFC calculation based on the Federal Methodology	Error if non-numeric Error if 9999999 and need analysis (#23) = 1
48) Tuition and Fee Exemption/Waiver POSITION 176-180	Numeric XXXXX	5 characters, right justified Range 0 – 99999 Enter "00000" for public institutions and student did not receive more than 4 exemptions or waivers Enter "00000" for private/independent institutions and the student did not receive any exemptions or waivers	Error if non-numeric Public Institution: Error if > 0 and tuition exemption/waiver awards 1-4 (#10-21) = 0 private/independent institution: Error if > 0 and tuition exemption/waiver awards 1-4 (#10-21) > 0 Warning if > 0 and public institution

Data Element	Type Length	Description	Edits
49) Categorical Aid POSITION 181-185	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
50) Federal Pell POSITION 186-190	Numeric XXXXX	5 characters, right justified Range 0 – 5920	Error if non-numeric Error if > 5920 Error if > 0 and residency (#36) = 5 Error if > 0 and classification (#33) = 2 or 3 or 4 Error if > 0 and program level (#22) ≠ 2, 3, 4 or 8
51) Federal Supplemental Educational Opportunity Grant (SEOG) – Including Match POSITION 191-195	Numeric XXXXX	5 characters, right justified Range 0 – 4000	Error if non-numeric Error if > 4000 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 5 Error if > 0 and classification (#33) = 2 or 3 or 4
52) Texas Public Educational Grant (TPEG) POSITION 196-200	Numeric XXXXX	5 characters, right justified Range 0 through (COA – EFC)	Error if non-numeric Error if > 0 and not public institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47)
53) NEW Tuition Differential POSITION 201-205	Numeric XXXXX	5 characters, right justified	Error if non-numeric Error if > 0 and not private/independent institution
54) Tuition Equalization Grant (TEG) POSITION 206-210	Numeric XXXXX	5 characters, right justified Range 0 – 5046	Error if non-numeric Error if > 0 and not private/independent institution Error if > 5046 Error if > 3364 and EFC (#47) > 1000 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and enrollment status (#42) = 4 Error if > 0 and residency (#36) = 2 or 3 Error if > tuition differential (#53)

Data Element	Type Length	Description	Edits
55) NEW Tuition Equalization Grant (TEG) Award Type POSITION 211	Numeric X	1 character, right justified Range 0 – 2 0 = Not a TEG recipient 1 = First year recipient 2 = Subsequent year recipient	Error if non-numeric Error if out of range (0-2) Error if = 0 and TEG (#54) > 0 Error if > 0 and TEG (#54) = 0
56) NEW Ministry-Related Degree POSITION 212	Numeric X	1 character, right justified Range 0 – 1 0 = No 1 = Yes	Error if non-numeric Error if out of range (0-1) Error if = 1 and TEG (#54) > 0
57) NEW Semester of Initial Award for State Grant Aid POSITION 213	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable or renewal student 1 = Fall initial award 2 = Spring initial award	Error if non-numeric Error if out of range (0-2)
58) NEW Justification POSITION 214	Numeric X	1 character, right justified Range 0 – 4 0 = Not applicable 1 = One-term award recipient 2 = Student is a TEXAS Grant, TEOG, or TEG recipient who regained eligibility in a non-award period 3 = Student is a TEXAS Grant or TEG recipient and is enrolled in a degree or certificate program of more than four years; extension of five-year award maximum due to six years of eligibility 4 = Student is a TEXAS Grant or TEOG recipient who was issued a prorated award due to the program hour limitation	Error if non-numeric Error if out of range (0-4) Error if 4 and not public institution
59) NEW Hardship for State Aid POSITION 215	Numeric X	1 character, right justified Range 0 – 1 0 = Not a state aid recipient or state aid recipient did not receive a hardship 1 = State aid recipient received a hardship	Error if non-numeric Error if out of range (0-1)

Data Element	Type Length	Description	Edits
60) HB3015 Grants/Scholarships POSITION 216-220	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and not public institution Error if > 0 and residency (#36) = 2 or 3
61) MODIFIED Grants/Scholarships Funded Through Restricted Funding Sources POSITION 221-225	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
62) MODIFIED Grants/Scholarships Funded Through Unrestricted Funding Sources POSITION 226-230	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
63) NEW Federal Veterans Affair (VA) Educational Benefits POSITION 231-235	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
64) NEW Athletic Grants/Scholarships POSITION 236-240	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and TEG (#54) > 0
65) Student Deposit Scholarship (SDS) POSITION 241-245	Numeric XXXXX	5 characters, right justified Range 0 – (COA – EFC)	Error if non-numeric Error if > 0 and not public institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3

Data Element	Type Length	Description	Edits
66) NEW Other Federally-Funded Grants/Scholarships POSITION 246-250	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
67) MODIFIED Other State-Funded Grants/Scholarships POSITION 251-255	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric
68) Toward Excellence, Access, & Success (TEXAS) Grant POSITION 256-260	Numeric XXXXX	5 character spaces, right justified Range 0 – 9050	Error if non-numeric Error if > 0 and private/independent institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 Error if > 0 and residency (#36) = 2 or 3 Error if > 9,050 and public universities, public HRI's Error if > 5,666 and public state colleges Error if > 3,010 and public community colleges Error if > 5,496 and public technical institutes Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester < 9 and hardship (#59) or justification (#58) = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester > 0 and < 6

Data Element	Type Length	Description	Edits
69) Texas Educational Opportunity Grant (TEOG) POSITION 261-265	Numeric XXXXX	5 characters, right justified Range 0 – 5666	Error if non-numeric Error if > 0 and private/independent, public university or public health-related institution Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and classification (#33) = 2 or 3 or 4 Error if > 0 and residency (#36) = 2 or 3 Error if > 5,666 and public state college Error if > 3,010 and public community college Error if > 5,496 and public technical institutes Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or Summer (#101) semester < 6 and hardship (#59) or justification (#58) = 0
70) NEW Texas Educational Opportunity Grant (TEOG) Award Type POSITION 266	Numeric X	1 character, right justified Range 0 – 2 0 = Not a TEOG recipient 1 = Initial Year recipient 2 = Renewal Year recipient	Error if non-numeric Error if out of range (0-2) Error if 0 and TEOG (#69) > 0 Error if > 0 and TEOG (#69) = 0

Data Element	Type Length	Description	Edits
<p>71) NEW Toward Excellence, Access, & Success (TEXAS) Grant Priority Model Award</p> <p>POSITION 267</p>	<p>Numeric X</p>	<p>1 character, right justified Range 0 – 4</p> <p>0 = Not a TEXAS Grant recipient</p> <p>1 = Renewal Year recipient</p> <p>2 = Priority Model criteria that included completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year Priority eligibility</p> <p>3 = Priority Model criteria did not include completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year Priority eligibility</p> <p>4 = Priority Model criteria was not used to determine initial year</p>	<p>Error if non-numeric Error if out of range (0-4) Error if 0 and TEXAS Grant (#68) > 0 and TEXAS Grant IY Pathway (#72) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 1 and TEXAS Grant IY Pathway (#72) ≠ 1 Error if > 1 and TEXAS Grant IY Pathway (#72) < 2 Warning if between 10% and 75% of records</p>
<p>72) NEW Toward Excellence, Access, & Success (TEXAS) Grant Initial Year (IY) Pathway</p> <p>POSITION 268</p>	<p>Numeric X</p>	<p>1 character, right justified Range 0 – 5</p> <p>0 = Not a TEXAS Grant recipient 1 = Renewal Year (RY) recipient 2 = Associate Degree Pathway IY recipient 3 = HS Graduation Pathway IY recipient 4 = Honorable Military Discharge Pathway IY recipient 5 = TEOG Transfer Pathway IY recipient</p>	<p>Error if non-numeric Error if out of range (0-5) Error if 0 and TEXAS Grant (#68) > 0 and TEXAS Grant Priority Model Award (#71) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 1 and TEXAS Grant Priority Model Award (#71) ≠ 1</p>
<p>73) Federal Work-Study (FWS)</p> <p>POSITION 269-273</p>	<p>Numeric XXXXX</p>	<p>5 characters, right justified Range 0 – (COA-EFC) + \$300 tolerance</p>	<p>Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) + 300 tolerance Error if > 0 and residency (#36) = 5</p>

Data Element	Type Length	Description	Edits
74) MODIFIED Texas College Work-Study (TCWS) POSITION 274-278	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC) + \$300 tolerance	Error if non-numeric Error if > COA (#46) – EFC (#47) + 300 tolerance & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) + 300 tolerance Error if > 0 and enrollment status (#42) = 4 Error if > 0 and residency (#36) = 2 or 3
75) Need-Based Institutional Work-Study POSITION 279-283	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47)
76) AmeriCorps Program POSITION 284-288	Numeric XXXXX	5 characters, right justified Range 0 – 5920	Error if non-numeric Error if > 5920 Error if > 0 and residency (#36) = 5
77) HB3015 Work-Study POSITION 289-293	Numeric XXXXX	5 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and not public institution
78) Texas College Work-Study (TCWS) Mentorship Program POSITION 294-298	Numeric XXXXX	5 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and enrollment status (#42) = 4 Error if > 0 and residency (#36) = 2 or 3
79) Texas Armed Services Scholarship Program (TASSP) POSITION 299-303	Numeric XXXXX	5 characters, right justified Range 0 – 7000	Error if non-numeric Error if > 7000 Error if > 0 and classification (#33) = 2 or 3 or 4

Data Element	Type Length	Description	Edits
80) FILLER POSITION 304-308	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
81) Federal Perkins Loan POSITION 309-313	Numeric XXXXX	5 characters, right justified Range 0 – 8000	Error if non-numeric Error if > 8000 Error if > 0 and residency (#36) = 5
82) FILLER POSITION 314-318	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
83) MODIFIED College Access Loan (CAL) POSITION 319-324	Numeric XXXXXX	6 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and enrollment status (#42) = 4
84) NEW FILLER POSITION 325-329	Numeric XXXXX	5 characters, right justified Must enter "00000" Do not leave blank	Error if non-numeric Error if not 00000
85) MODIFIED Federal Direct Parent Loan for Undergraduate Student (PLUS) or Grad Plus Loan POSITION 330-335	Numeric XXXXXX	6 characters, right justified Range 0 – COA	Error if non-numeric Error if > COA (#46) Error if > 0 and residency (#36) = 5 Error if > 0 and enrollment status (#42) = 4
86) Federal Direct Subsidized Loan POSITION 336-340	Numeric XXXXX	5 characters, right justified Range 0 – 8500	Error if non-numeric Error if > 8500 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 5 Error if > 0 and enrollment status (#42) = 4

Data Element	Type Length	Description	Edits
87) MODIFIED Other Long-Term Educational Loan POSITION 341-346	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric
88) Federal Direct Unsubsidized Loan POSITION 347-351	Numeric XXXXX	5 characters, right justified Range 0 – 20500	Error if non-numeric Error if > 20500 Error if > 0 and residency (#36) = 5 Error if > 0 and enrollment status (#42) = 4
89) B-On-Time (BOT) Loan POSITION 352-356	Numeric XXXXX	5 characters, right justified Range 0 – 9050	Error if non-numeric Error if > 9050 Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) ≠ 1 Error if > 0 and classification (#33) = 2 or 3 or 4 Error if > 0 and attempted hours in the Fall (#99) and Spring (#100) and Summer (#101) semester = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or summer (#101) semester < 12 and hardship (#59) or justification (#58) = 0 Error if > 0 and attempted hours in the Fall (#99) or Spring (#100) or summer (#101) semester > 0 and < 6
90) HB3015 Loan POSITION 357-362	Numeric XXXXXX	6 characters, right justified Range 0 – (COA-EFC)	Error if non-numeric Error if > COA (#46) – EFC (#47) & EAP (#93, #94) > 0 Error if > COA (#46) – EFC (#47) Error if > 0 and residency (#36) = 2 or 3 Error if > 0 and not public institution
91) Teacher Education Assistance for College and Higher Education (TEACH) Grant POSITION 363-367	Numeric XXXXX	5 characters, right justified Range 0 – 8000	Error if non-numeric Error if > 8000 Error if > 0 and residency (#36) = 5

Data Element	Type Length	Description	Edits
92) NEW Transfer Student or First-Time In College POSITION 368-373	Numeric XXXXXX	6 characters, right justified Cannot be blank <ul style="list-style-type: none"> • Not Applicable: Enter six zeros "000000" for all returning or continuing students. • First-Time in College: Enter "000001" if the student has never attended college. Include students who entered with college credits earned before graduation from high school. • Transfer Student: Enter the FICE Code of the institution of higher education from which the student transferred. • Unidentified Transfer Student: Enter "999999" if the student transferred from an institution that does not have a FICE code or a designated identifying number. 	Error if non-numeric Error if left blank Error if invalid FICE code Error if = "000001" and classification (#33) ≠ 5 Warning if no students coded "000001"
93) Enrollment Adjustment Percentage (EAP) for Cost of Attendance (COA) POSITION 374-376	Numeric XXX	3 characters, right justified No decimal point Range 000 – 150 Example: 033 Describes a percentage of 33%	Error if non-numeric Error if > 150
94) Enrollment Adjustment Percentage (EAP) for Total Expected Family Contribution (EFC) POSITION 377-379	Numeric XXX	3 characters, right justified No decimal point Range 000 – 150 Example: 033 Describes a percentage of 33%	Error if non-numeric Error if > 150
95) Student Identification (ID) Number POSITION 380-388	Alphanumeric XXXXXXXXXX	9 characters, left justified Do not use dashes or slashes	Error if blank Warning if ID not on file via the CBM report
96) NEW Controlled Substance Conviction POSITION 389	Numeric X	1 character, right justified Range 0 – 1 0 = Not applicable 1 = Student has been convicted of either a felony or a crime involving a controlled substance	Error if non-numeric Error out of range (0-1) Error if 1 and TEXAS Grant (#68) > 0 Error if 1 and TEOG (#69) > 0

Data Element	Type Length	Description	Edits
97) NEW Selective Service Registration POSITION 390	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable, Unknown or Exempt 1 = Student is a male between the age of 18-25 and is registered for Selective Service 2 = Student is a male between the age of 18-25 and is not registered for Selective Service	Error if non-numeric Error out of range (0-2) Error if 2 and TEG (#54) > 0 Error if 2 and TEXAS Grant (#68) > 0 Error if 2 and TEOG (#69) > 0 Error if > 0 and gender (#43) = F Warning if 0 and gender (#43) = M
98) NEW Defaulted Loan POSITION 391	Numeric X	1 character, right justified Range 0 – 2 0 = Not applicable 1 = Yes 2 = No	Error if non-numeric Error if out of range (0-2) Error if 0 and need analysis (#23) = 1
99) NEW Attempted Hours in the Fall Semester POSITION 392-394	Numeric XXX	3 characters, right justified Range 0 – 300 Do NOT use a decimal point Example: 095 This entry describes 9.5 hours attempted this semester	Error if non-numeric Error if > 300 (represents 30 hours)
100) NEW Attempted Hours in the Spring Semester POSITION 395-397	Numeric XXX	3 characters, right justified Range 0 – 300 Do NOT use a decimal point Example: 120 This entry describes 12.0 hours attempted this semester	Error if non-numeric Error if > 300 (represents 30 hours)
101) NEW Attempted Hours in the Summer Semester POSITION 398-400	Numeric XXX	3 characters, right justified Range 0 – 300 Do NOT use a decimal point Example: 120 This entry describes 12.0 hours attempted this semester	Error if non-numeric Error if > 300 (represents 30 hours)
102) NEW Total Cumulative Attempted Hours POSITION 401-404	Numeric XXXX	4 characters, right justified Range 0 – 3000 Do NOT use a decimal point Example: 0905 This entry describes 90.5 hours attempted	Error if non-numeric Error if > 3000 (represents 300 hours)

Data Element	Type Length	Description	Edits
103) NEW Texas College Work-Study (TCWS) Match Including Additional Institutional Funds POSITION 405-409	Numeric XXXXX	5 characters, right justified Range 0 – 99999	Error if non-numeric Error if > 0 and TCWS (#74) = 0
104) NEW Texas College Work-Study (TCWS) Job location POSITION 410	Numeric X	1 character, right justified Range 0 – 3 0 = Not Applicable 1 = On-Campus 2 = Off-Campus 3 = Both On-Campus and Off-Campus	Error if non-numeric Error if out of range (0-3) Error if > 0 and TCWS (#74) = 0 Error if 0 and TCWS (#74) > 0
105) NEW Texas College Work-Study (TCWS) Mentorship Program Job Location POSITITON 411	Numeric X	1 character, right justified Range 0 – 3 0 = Not Applicable 1 = On-Campus 2 = Off-Campus 3 = Both On-Campus and Off-Campus	Error if non-numeric Error if out of range (0-3) Error if > 0 and TCWS Mentorship (#78) = 0 Error if 0 and TCWS Mentorship (#78) > 0
106) NEW Date of Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA) POSITITON 412-419	Numeric MMDDYYYY	8 characters, right justified Do not use dashes or slashes Month Range (01-12) Day Range (01-31) Year Range (2016-2018) Enter the month, day and the four-digit year Enter "00000000" if not applicable	Error if non-numeric Error if 0 and need analysis (#23) = 1 Error if < 10/01/2016 and > 6/30/2018
107) NEW Total Tuition and Mandatory Fees for Fall POSITITON 420-425	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 000000

Data Element	Type Length	Description	Edits
108) NEW Total Tuition and Mandatory Fees for Spring POSITITON 426-431	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric Error if 000000
109) NEW Total Tuition and Mandatory Fees for Summer POSITITON 432-437	Numeric XXXXXX	6 characters, right justified Range 0 – 999999	Error if non-numeric
110) NEW Toward Excellence, Access, & Success (TEXAS) Grant Satisfactory Academic Progress (SAP) POSITITON 438	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEXAS Grant recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and TEXAS Grant (#68) > 0 Error if > 0 and TEXAS Grant (#68) = 0 Error if 3 and reporting cycle (#3) = 2 or 3
111) NEW Texas Educational Opportunity Grant (TEOG) Satisfactory Academic Progress (SAP) POSITITON 439	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEOG recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and TEOG (#69) > 0 Error if > 0 and TEOG (#69) = 0 Error if 3 and reporting cycle (#3) = 2 or 3
112) NEW Tuition Equalization Grant (TEG) Satisfactory Academic Progress (SAP) POSITITON 440	Numeric X	1 character, right justified Range 0 – 3 0 = Not a TEG recipient 1 = Yes 2 = No 3 = First Reporting Cycle	Error if non-numeric Error if out of range (0-3) Error if 0 and TEG (#54) > 0 Error if > 0 and TEG (#54) = 0 Error if 3 and reporting cycle (#3) = 2 or 3

Data Element	Type Length	Description	Edits
<p>113) NEW Top Ten Percent (Top 10%) Scholarship Satisfactory Academic Progress (SAP)</p> <p>POSITITON 441</p>	<p>Numeric X</p>	<p>1 character, right justified Range 0 – 3</p> <p>0 = Not a Top 10% Grant recipient 1 = Yes 2 = No 3 = First Reporting Cycle</p>	<p>Error if non-numeric Error if out of range (0-3) Error if 0 and Top 10% (#8) > 0 Error if > 0 and Top 10% (#8) = 0 Error if 3 and reporting cycle (#3) = 2 or 3</p>

Trailer Record

Data Element	Type Length	Description	Edits
File Label ID POSITION 1-4	Alphanumeric XXXX	4 characters, left justified Enter "EOF1"	Error if not EOF1
Record Count POSITION 5-9	Numeric XXXXX	5 characters, right justified The number of records in the file Does not include header or trailer records Must use leading zeros	Error if non-numeric

Trailer Record Example: EOF1XXXXX

Data Element Instructions

Provide data for all students enrolled in the 2017-18 academic year who:

- Were awarded financial assistance including federal aid, state aid, merit aid, exemptions or waivers.
- Completed a Free Application for Federal Student Aid (FAFSA) or the Texas Application for State Financial Aid (TASFA), regardless if financial assistance was awarded.

-
- Data Element 1** **Report Code.** Enter "F".
- Data Element 2** **FICE.** Enter the 6-digit **FICE** code (or OPEID) of the institution.
- Data Element 3** **NEW Reporting Cycle:** Enter the reporting cycle, **First or Second or Final.**
- Data Element 4** **Reporting Year.** Enter "2018".
- Data Element 5** **Student Social Security Number (SSN)/Identification (ID) Number.** Enter the student's SSN. For a student without a SSN, report the 9-digit ID number assigned by the institution.
- NOTE:** All SSNs or IDs submitted must match those reported on the institution's CBM Report.
- Data Element 6** **MODIFIED Student and/or Spouse Adjusted Gross Income (AGI).** For dependent and independent students, enter the student's AGI used to calculate the Expected Family Contribution (EFC). If the student is independent, also include the spouse's AGI information, if applicable. The institution must enter "9999999" if the student did NOT complete a FAFSA or TASFA or EFC calculation based on the Federal Methodology. Enter seven zeros "0000000" if not applicable.
- Data Element 7** **MODIFIED Parent(s) Adjusted Gross Income (AGI).** For dependent students, enter the parent(s) AGI used to calculate the Expected Family Contribution (EFC). The institution must enter "9999999" if the student did NOT complete a FAFSA or TASFA or EFC calculation based on the Federal Methodology. Enter seven zeros "0000000" if not applicable.
- Data Element 8** **Top Ten Percent (Top 10%) Scholarship.** Enter the amount of Top 10% Scholarship the student received. Enter five zeros "00000" if not applicable.
- Data Element 9** **Unmatched Reason.** This **Data Element** is used to explain residency and SSN/ID discrepancies identified on the Edit Report that exists between the FAD and CBM reports. Enter **00** for all students on the initial submission, unless a reason code has already been identified. Enter the Reason Code (01-11) on subsequent submissions to explain why the student appeared on the Edit Report. If the student was not included on the list within the Edit Report, the code should be left as **00** on subsequent submissions.
- 00 = No mismatch found
 - 01 = Student dropped all classes before census date in all terms in which he/she enrolled
 - 02 = Student enrolled after the census date in all terms in which he/she enrolled
 - 03 = Student is 100% enrolled in continuing education courses
 - 04 = Student is a nonresident and is 100% enrolled in distance education
 - 05 = Student was only enrolled in summer or winter or mini session
 - 06 = Student's SSN/ID or residency was reported incorrectly and a change will/has been made through the CBM00N or a future CBM001
 - 07 = Student began year as **Affidavit Non-Citizen** reported with a student ID, and then was issued with a SSN reported on the FAD's
 - 08 = Student deceased and not reported on CBM001
 - 09 = Student attended this campus, but enrollment was reported by another one of our campuses
 - 10 = Student/classes are not reported for state funding
 - 11 = Other reason not listed above, but sent as override request to THECB
- NOTE:** An override request must be submitted for all students reported with option 11.

Data Element 10-21 Tuition Exemption/Waiver. Public Institutions can enter up to four exemptions/waivers in **Data Elements 10-21**. If the student was awarded more than four different exemptions/waivers, the additional amount awarded must be reported in **Data Element 48**.

Enter the amount of tuition and fees the student did **not** pay as a result of receiving an exemption or waiver and the corresponding code (see chart below) for each award.

Enter "00000" as the amount and "00" as the corresponding code if the student did **not** receive an exemption/waiver award.

NEW Tuition Exemption/Waiver Impact. Enter the code (0-2) that identifies the impact of the exemption/waiver reported in **Data Element 10, 13, 16, and 19**. Enter "1" if the student was charged a lower tuition rate and the cost of attendance reflects the lower rate. Enter "2" if the COA reflects the full tuition rate and the Exemption/waiver reported as financial aid. Enter "0" if not applicable.

0 = Private/Independent institution or not applicable

1 = Exemption/Waiver represented by lower COA

2 = Exemption/Waiver represented as financial assistance

Award #1	Data Element 10: Amount	Data Element 11: Code	Data Element 12: Impact
Award #2	Data Element 13: Amount	Data Element 14: Code	Data Element 15: Impact
Award #3	Data Element 16: Amount	Data Element 17: Code	Data Element 18: Impact
Award #4	Data Element 19: Amount	Data Element 20: Code	Data Element 21: Impact

Private/Independent Institutions should only report an exemption/waiver in **Data Element 48**. Enter "00000" as the amount and "00" as the corresponding code for **Data Elements 10-21**.

NOTE: All exemption/waiver recipients must be reported in the FAD file.

TUITION EXEMPTION/WAIVER CODE CHART				
CODE	E/W	Program Name	Statute	DBField
00	N/A	No Exemption or Waiver to Report on FADs		None
01	E	Tuition Reduction for >= 15 Hour	54.010	Reduc
02	E	Concurrent Enrollment / Min Tuition	54.011	ConEn
03	E	Senior Citizen Lowered Tuition 55 +	54.263	Tui55
04	E	Designated Tuition Exemption	54.261	Desig
05	E	Highest Ranking HS Scholarship	54.301	Valed
06	E	Hazlewood Spouse (Credit)	54.341 (a-2)	HazleSpouseC
07	E	Hazlewood Spouse (Non-Credit)	54.341 (a-2)	HazleSpouseNC
08	E	Hazlewood Dependents Legacy Act	54.341 (k)	Legacy
09	E	Hazlewood Veteran (Credit Hours)	54.341 (a)	Hazle
10	E	Hazlewood Veteran (Non-Credit Hours)	54.341 (a)	Hazle2
11	E	Hazlewood Dependents (Credit Hours)	54.341 (b)(1)	Orph
12	E	Hazlewood Dependents (Non-Credit Hours)	54.341 (b)(1)	Orph2
13	E	Children of Disabled Firemen/Peace Officers	54.351 (b)	Disab
14	E	Disabled Police Officer	54.352 (a)	Dispo
15	E	Deaf or Blind	54.364 (b)	Deaf
16	W	Good Neighbor	54.331 (a)	GdNbr
17	E	Firefighters taking Fire Science Courses	54.353	FirSc
18	E	Children of POWs and MIAs	54.343 (b)	POW
19	E	Senior Citizen 65+ for Audit Hours	54.365 (b)	SrAud
20	E	Senior Citizen 65+ for 6 hours free tuition	54.365 ©	Stu65
21	E	Foster Care/TX Dpt. Family Protective Svcs.	54.366 (a)	Fost
22	E	Adopted	54.367 (a)	Adopted
23	E	National Guard Waiver (FY08)	54.345 (b)	NationalGuard

TUITION EXEMPTION/WAIVER CODE CHART

CODE	E/W	Program Name	Statute	DBField
24	E	*		
25	E	Fully Funded Courses	54.217	Funded
26	E	Distance Learning Exemption from Fees	54.218	Dist
27	E	Ex-Prisoners Of War	54.342 (b)	POWs
28	E	Children of Nurse Faculty	54.355 (b)	ChildrenNurse
29	E	Preceptors and/or their Children	54.356	Preceptor
30	E	Inter-Institutional Academic Program	54.368 (b)	InterInst
31	E	Prorated Fees for Term Length	54.5025	Prora
32	E	Student Services Fee Exemption	54.262	Fihar
33	E	Governing Board Waivers	54.5035	Irrel
34	E	Texas Tomorrow Fund / Pub. Univ.	54.624 (b)	TTFGTP
35	E	Ad Valorem	130.0032	AdVal
36	E	*	130.008	Dual
37	E	Community College District Employees	130.0851	CCEmpl
38	E	Dependents of Deceased Public Servants	54.354	PubSe
39	W	Military in Texas	54.241 (b,c,f,g)	MilTx
40	W	Military in Texas, Radiology at MSU	54.241 (h)	msu
41	W	Military in Texas, Intention to Stay in TX	54.241 (d,l,k)	Intent
42	W	College Teachers, Profs. Etc.	54.211	Teach
43	W	Border States	54.231	BorSta
44	W	Citizens of Mexico in Border Counties	54.231 (b)	BrdCtr
45	W	Citizens of Mexico Public Health	54.231 (b)(4)	PubHlt
46	W	Citizens of Mexico (Pilot)	54.231 ©	Pilot
47	W	Border County / Parish	54.231 (a,g)	BorCo
48	W	100 Mile waiver	54.0601	Univ100Mi
49	W	Teaching and Research Assistants	54.212	TARA
50	W	Competitive Scholarship	54.213 (a)	UgAcad
51	W	Biomedical MD/PhD	54.214	MdPhd
52	W	Economic Development	54.222	Ednd
53	W	Nursing Grad Students Planning to Teach	54.251	NsgGrad
54	W	Foreign Service Officer	54.206	FrnSvc
55	W	Olympic Programs Waiver	54.223	Olympic
56	W	NATO Members and Families	54.232	nato
57	W	Texas Tomorrow Fund Contract	54.621 ©	TTF
58	W	Tech fee at UT Austin	54.221	UTTech
59	W	Academic Common Market waiver	54.233	ACM
60	E	Non-Semester-Length Dev Ed Courses	54.225	DevEd
61	E	Educational Aide Exemption	54.363 (b)	EducationalAide
62	E	Reduced Tuition/Off Peak Hour Courses	54.061 (b)	OffPeak
63	E	Peace Officers Exemption	54.3531	PeaceOff
64	E	TANF Exemption	54.361	TANF
65	E	Performers of "Taps"	54.344	Taps
66	E	National Student Exchange Program	57.930	NSEP
67	E	Combat Exemption	54.2031	Combat
68	Bilingual Education Scholarship			
69	Reciprocal Educational Exchange Program (REEP)			

* The following two exemptions cannot be reported in this file:

- Code 24 **Dual enrollment – Junior Colleges**
- Code 36 **Dual Enrollment – All Institutions**

Data Element 22 **NEW Program Level.** Enter the code (0-8) that identifies the program level the student was enrolled in at the start of the academic year.

- 0 = Non-Degree Seeking
- 1 = Continuing Education
- 2 = Associate Degree
- 3 = Undergraduate Certificate
- 4 = Bachelor's Degree
- 5 = Master's Degree
- 6 = Doctorate Level/Professional Practice
- 7 = Teacher Certification
- 8 = Graduate Level Certificate

Data Element 23 **Need Analysis.** Enter "1" if the institution determined the student's Expected Family Contribution (EFC) based on the Federal Methodology (i.e. Non-rejected FAFSA, or TASFA). Enter "2" if no EFC calculation was determined (i.e. No FAFSA, No TASFA, or a Rejected FAFSA).

- 1 = Yes
- 2 = No

Data Element 24 **Living Arrangement.** Enter the code (1-4) that identifies the living arrangement for the student as determined by the institution when calculating cost of attendance.

- 1 = Living with Parent(s)
- 2 = On-Campus Housing
- 3 = Off-Campus Housing
- 4 = Other

NOTE: Option "4" is only used when the student did **not** complete a needs analysis and therefore the living arrangement cannot be determined.

Data Element 25 **Ethnic Origin.** Enter the code (1-3) that identifies if the student is of Hispanic or Latino origin.

- 1 = Hispanic or Latino Origin
- 2 = Not Hispanic or Latino Origin
- 3 = Not Answered

Hispanic or Latino = A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

RACE. Select one or more codes in **26-32** indicating the race of the student.
Each Data Element must have a code entered, even if 0.

Data Element 26 **White.** Enter "1" if the student is a person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Data Element 27 **Black or African-American.** Enter "2" if the student is a person having origins in any of the black racial groups of Africa.

Data Element 28 **Asian.** Enter "4" if the student is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent (e.g. Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).

Data Element 29 **American Indian or Alaskan Native.** Enter "5" if the student is a person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.

Data Element 30 **International.** Enter "6" if the student is not a Texas resident, a U.S. citizen or permanent resident of the U.S., is in this country on a temporary basis and does not have the right to remain indefinitely. In addition to entering the International code, also enter the ethnic origin in **Data Element 25.**

NOTE: Report with the international code:

- Students who paid "Resident Tuition" rate due to a waiver
- Students who have applied to or have a petition pending with the Bureau of Citizenship and Immigration Services. Including students that base their residency on visas that allow them to domicile in the U.S
- Students who are refugees, asylees, parolees, and those who are here under Temporary Protective Status as international students

Data Element 31 **Unknown or Not Reported.** Enter "7" if the student classification is unknown. This entry should only be used if the student has not selected a racial designation.

Data Element 32 **Native Hawaiian or Other Pacific Islander.** Enter "8" if the student is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Data Element 33 **Classification.** Enter the code (1-5) that identifies the classification of the student at the beginning of the academic year. Report the program of study the student is enrolled under at the institution.

Use the following guidelines to classify a student:

- 1 = Undergraduate Student:** has not received a bachelor's degree.
- 2 = Graduate Student:** enrolled in a graduate/master's degree program.
- 3 = Professional Student:** enrolled in law, medicine, dentistry, veterinary medicine, etc.
- 4 = Student with Bachelor's or Higher Degree:** enrolled in undergraduate or certificate program after previously receiving a bachelor's or higher degree (e.g. post-baccalaureate).
- 5 = First-Time Entering Student:** has never attended college or other postsecondary institution (excluding hours taken during dual enrollment in high school and courses for which the student received credit through examination). Students should not be reported as a first-time entering student until they have completed their high school work.

NOTE: For Community Colleges, students should be classified based on the coursework they are taking at the reporting institution.

Data Element 34 **Dependency Status.** Enter the code (1-3) that identifies the dependency status of the student according to the 2017-18 FAFSA. Enter "3" when dependency status cannot be determined.

- 1 = Dependent by Title IV Definition
- 2 = Independent by Title IV Definition
- 3 = Unknown

Data Element 35 **Date of Birth.** Enter the student's month, day, and four-digit year of birth (i.e. MMDDYYYY).

Data Element 36 **MODIFIED Residency Status.** Enter the code (1-5) that identifies the residency status of the student at the beginning of the academic year. **Private/Independent Institutions:** National Merit Finalist, previously residency code 4, is no longer reported.

Old Residency Code	Student reported on CBM001 Data Element #7			
	Universities	Independent	Health-Related	CC & Tech
1 = Resident: A U.S citizen or permanent resident who is a Texas Resident in accordance to TEC 54.052 (a) (1) (2).*	1,3,5,9	A	1,3,5	1,2,5
2 = Out-of-state or Foreign: A U.S. citizen or permanent resident who is not a Texas Resident. A foreign national not allowed to domicile in the U.S.	2,0,5,E,F,N	B,C	2,E,N	3,E,N
3 = Unknown: To be used only by private/independent institutions and NOT for students receiving any state aid.	N/A	N/A	N/A	N/A
4 = No longer an allowable option (formerly National Merit Finalist)	N/A	N/A	N/A	N/A
5 = Non-Immigrant Residents (e.g. Affidavit Students): A Texas Resident based on TEC 54.052(a)(3) who is not a U.S. citizen or permanent resident but is allowed to pay resident tuition.	A,C	A,C	A,C	A,B

* A non-resident paying resident tuition rates as the result of a waiver is still considered a non-resident student.

NOTE: A student's residency status for public institutions on the FAD Report is compared with the residency status reported on the institution's CBM report. All residency mismatches will require an **Unmatched Reason Code** to be reported in **Data Element 9**.

Data Element 37 **MODIFIED 9-Month Expected Family Contribution (EFC).** Enter the **9-Month EFC** determined by using the Federal Methodology. Enter "9999999" if a need analysis was not completed (i.e. merit aid recipient, categorical aid recipient, exemption recipient etc.).

Data Element 38 **NEW Student Last Name.** Enter the student's last name.

Data Element 39 **NEW Student First Name.** Enter the student's first name.

Data Element 40 **NEW Student Middle Initial.** Enter the first letter of the student's middle name, if applicable.

Data Element 41 **Zip Code of Permanent Home Address.** Enter the zip code of the student's permanent home address, if in the United States. If outside United States, enter "999999999".

Data Element 42 **Enrollment Status.** Enter the code (1-4) that identifies the student's highest enrollment status during the reported academic year (i.e. fall, spring and summer).

Use the following to define enrollment for Undergraduate students:

- 1 = Full-time: at least 12 hours per semester
- 2 = $\frac{3}{4}$ -time: 9 to 11 hours per semester
- 3 = $\frac{1}{2}$ -time: 6 to 8 hours per semester
- 4 = Less than $\frac{1}{2}$ -time: fewer than 6 hours per semester

Use the following as defined by the institution for Graduate students:

- 1 = Enrolled in a normal full-time load
- 2 = Enrolled for at least $\frac{3}{4}$ -time of a normal full-time load
- 3 = Enrolled for at least $\frac{1}{2}$ -time of a normal full-time load
- 4 = Enrolled less than $\frac{1}{2}$ -time of a normal full-time load

Data Element 43 **Gender.** Enter the student's gender at birth.

M = Male
F = Female

Data Element 44 **Parent 1 Highest Grade Level Completed.** Enter the code (1-4) that identifies the highest grade level completed.

1 = Middle School/Junior High
2 = High School
3 = College or Beyond
4 = Unknown

Data Element 45 **Parent 2 Highest Grade Level Completed.** Enter the code (1-4) that identifies the highest grade level completed.

1 = Middle School/Junior High
2 = High School
3 = College or Beyond
4 = Unknown

Data Element 46 **MODIFIED Cost of Attendance (COA).** Enter the amount of the student's COA used in determining a student's financial need based on the enrollment period (e.g. 12 months, 9 months, 6 months, 4 months, etc.) determined by using the Federal Methodology. If the institution's system only allows a standard 9-month COA to be calculated, the institution must provide the **Enrollment Adjustment Percentage (EAP)** in **Data Element #93**.

Enter "999999" if a need analysis was not completed and the student received aid (i.e. merit aid recipient, categorical aid recipient, exemption recipient, etc.).

Enter "000000" if the student does not have a calculated COA and **Data Element 23** =1. (e.g. Student not meeting SAP)

Data Element 47 **MODIFIED Expected Family Contribution (EFC).** Enter the amount of the student's actual EFC based on the enrollment period (e.g. 12 months, 9 months, 6 months, 4 months, etc.) determined by using the Federal Methodology. If the institution's system only allows a standard 9-month EFC, the institution must provide the **Enrollment Adjustment Percentage (EAP)** in **Data Element 94** to determine the adjusted EFC.

Enter "9999999" if a need analysis was not completed and the student received aid (i.e. merit aid recipient, categorical aid recipient, exemption recipient etc.).

NOTE: This amount may be the same as **Data Element 37** if the student's EFC is a 9-month EFC.

Data Element 48 **Tuition and Fee Exemption/Waiver. Private/Independent Institutions:** Enter the amount of tuition and fees the student did not pay as a result of receiving an exemption or waiver. **Public Institutions:** If the student received more than four different types of exemptions or waivers (previously reported in **Data Elements 10-21**), enter the additional amount of tuition and fees the student did not pay during the same year. Enter five zeros "000000" if not applicable.

NOTE: Fellowships should be reported under **Data Elements 61** or **62**, depending on the source of funding.

Data Element 49 **Categorical Aid.** Enter the amount of gift aid that the institution does not award to the student, but that the student brings to the school from a non-governmental third party (**excluding VA Benefits and Athletic Grants/Scholarships**). Enter five zeros "00000" if not applicable.

NOTE: Texas Tomorrow Plan and 529 Savings Plan should **not** be reported here or elsewhere in the database since both are part of the EFC calculation.

Data Element 50 **Federal Pell.** Enter the amount of Federal Pell the student received. Enter five zeros "00000" if not applicable.

Data Element 51 **Federal Supplemental Educational Opportunity Grant (SEOG) – Including Match.** Enter the amount of Federal SEOG the student received, including the match. Enter five zeros "00000" if not applicable.

Data Element 52 **Texas Public Educational Grant (TPEG).** Enter the amount of TPEG the student received. Enter five zeros "00000" if not applicable.

Data Element 53 **NEW Tuition Differential. Private/Independent Institutions:** Enter the student's actual tuition differential for the **award period. Public Institutions.** Enter five zeros "00000" if not applicable.

NOTE: Calculations must be the difference between the comparable Southern Association of Colleges and Schools (SACS) average public tuition rate listed below, with the TEG recipient's current tuition rate.

SACS LEVEL	UNDERGRADUATE TUITION RATE PER SCH	GRADUATE TUITION RATE PER SCH
Associate Degree Level 1	\$ 57	n/a
Baccalaureate Degree Level 2	\$ 66	n/a
Master's Degree Level 3	\$ 194	\$ 268
Three or fewer Doctoral Degrees Level 5	\$ 182	\$ 239
Four or more Doctoral Degrees Level 6	\$ 232	\$ 329

Data Element 54 **Tuition Equalization Grant (TEG).** Enter the amount of TEG award the student received. Enter five zeros "00000" if not applicable.

Data Element 55 **NEW Tuition Equalization Grant (TEG) Award Type.** Enter the code (0-2) that identifies the student's TEG award type.

- 0 = Not a TEG award recipient
- 1 = First award recipient
- 2 = Subsequent award recipient

Data Element 56 **NEW Ministry-Related Degree.** Enter the code (0-1) that identifies if the student is enrolled in a degree plan in church work.

- 0 = Yes
- 1 = No

Data Element 57 **NEW Semester of Initial Award for State Grant Aid.** Enter the code (0-2) that identifies the student's initial semester awarded.

- 0 = Not applicable or renewal student
- 1 = Initial Fall semester award
- 2 = Initial Spring semester award

- Data Element 58** **NEW Justification.** This **Data Element** is used to explain the recipient's state aid eligibility for reporting purposes. Enter **0** for all students on the initial submission, unless a justification has already been identified. Enter the justification code (0-4) on subsequent submissions to explain why the student is eligible for state aid.
- 0 = Not applicable or not a state aid recipient
 - 1 = One-term state aid recipient (Graduated or attended only one term)
 - 2 = Student is a TEXAS Grant, TEOG, or TEG recipient who regained eligibility in a non-award period
 - 3 = Student is a TEXAS Grant or TEG recipient is enrolled in a degree or certificate program of more than four years; extension of five-year award maximum due to six years of eligibility
 - 4 = Student is a TEXAS Grant or TEOG recipient who was issued a prorated award due to program hour limitation
- NOTE:** In cases where two or more justifications are required, an override request will need to be submitted.
- Data Element 59** **NEW Hardship for State Aid.** Enter the code (0-1) that identifies if a documented hardship was granted when determining eligibility for state financial aid.
- 0 = Not a state aid recipient or state aid recipient did **not** receive a hardship
 - 1 = State aid recipient received a hardship
- Data Element 60** **HB3015 Grants/Scholarships.** Enter the amount of grants/scholarships funded through designated tuition set-asides that the student received. Enter five zeros "00000" if not applicable.
- Data Element 61** **MODIFIED Grants/Scholarships Funded Through Restricted Funding Sources.** Enter the amount of restricted aid (excluding athletic grants/scholarships) the student received through the institution or private donations in the form of grants and scholarships that are not reported elsewhere. Enter five zeros "00000" if not applicable.
- Data Element 62** **MODIFIED Grants/Scholarships Funded Through Unrestricted Funding Sources.** Enter the amount of unrestricted aid (excluding athletic grants/scholarships) the student received through the institution or private donations in the form of grants and scholarships that are not reported elsewhere. Enter five zeros "00000" if not applicable.
- Data Element 63** **NEW Federal Veterans Affairs (VA) Educational Benefits.** Enter the amount of Federal VA benefits the student received (excluding the Hazelwood Exemption). Enter five zeros "00000" if not applicable.
- NOTE:** Hazelwood Exemption should be reported under **Data Elements 10-21.**
- Data Element 64** **NEW Athletic Grants/Scholarships.** Enter the total amount of athletic grants or scholarships (tuition, fees and stipends which can include housing) the student received. If the recipient is not obliged to play an intercollegiate sport as a recipient of the scholarship, then the scholarship does not fall into the common meaning of "athletic scholarship". Enter five zeros "00000" if not applicable.
- Data Element 65** **Student Deposit Scholarship (SDS).** Enter the amount of SDS the student received. Enter five zeros "00000" if not applicable.
- Data Element 66** **NEW Other Federally-Funded Grants/Scholarships.** Enter the amount of other federally funded grants/scholarships the student received. This includes any need-based awards **not** reported elsewhere in the report. Enter five zeros "00000" if not applicable.

- Data Element 67** **MODIFIED Other State-Funded Grants/Scholarships.** Enter the amount of other state funded grants/scholarships (excluding athletic grants/scholarships) the student received. This includes any state need-based awards **not** reported elsewhere in the report. Enter five zeros "00000" if not applicable.
- Data Element 68** **Toward EXcellence, Access, & Success (TEXAS) Grant.** Enter the amount of TEXAS Grant the student received. Enter five zeros "00000" if not applicable.
- Data Element 69** **Texas Educational Opportunity Grant (TEOG).** Enter the amount of TEOG the student received. Enter five zeros "00000" if not applicable.
- Data Element 70** **NEW Texas Educational Opportunity Grant (TEOG) Award Type.** Enter the code (0-2) that identifies the student's TEOG award type.
- 0 = Not a TEOG award recipient
 - 1 = Initial Year award recipient
 - 2 = Renewal Year award recipient
- Data Element 71** **NEW Toward EXcellence, Access, & Success (TEXAS) Grant Priority Model Award.** Enter the code (0-4) that identifies the student's TEXAS Grant Priority Model award status.
- 0 = Not a TEXAS Grant recipient
 - 1 = Renewal year recipient
 - 2 = Priority Model criteria that included completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year **Priority** eligibility
 - 3 = Priority Model criteria **did not include** completed 12 hours of dual credit/AP, completed an IB diploma, completed the Recommended or Advanced High School Program or its equivalent when determining initial year **Priority** eligibility
 - 4 = Priority Model criteria was **not** used to determine initial year
- Data Element 72** **NEW Toward EXcellence, Access, & Success (TEXAS) Grant Initial Year (IY) Pathway.** Enter the code (0-5) that identifies the student's TEXAS Grant initial year pathway.
- 0 = **Not a TEXAS Grant Recipient**
 - 1 = **Renewal Year (RY) Recipient:** Recipient previously awarded TEXAS Grant
 - 2 = **Associate Degree Pathway IY Recipient:** Recipient received an initial year award after earning an associate degree and enrolled within 12 months of receiving the associate degree
 - 3 = **HS Graduation Pathway IY Recipient:** Recipient received an initial year award within 16 months of the high school graduation date
 - 4 = **Honorable Military Discharge Pathway IY Recipient:** Recipient graduated high school on 05/01/2013 or later and enlisted in military service within 12 months from high school graduation and enrolled $\frac{3}{4}$ time within 12 months after receiving an honorable discharge
 - 5 = **TEOG Transfer Pathway IY Recipient:** Recipient transferred to a public university and received an initial year Texas Educational Opportunity Grant (TEOG) award in fall 2014 or later and earned at least 24 semester credit hours, with a minimum 2.5 cumulative GPA
- Data Element 73** **Federal Work-Study (FWS).** Enter the amount of FWS earned by the student, including the federal funds match, if required. Enter five zeros "00000" if not applicable.

- Data Element 74** **MODIFIED Texas College Work Study (TCWS).** Enter the state share amount of TCWS earned by the student, excluding match and additional institutional funds. Enter five zeros "00000" if not applicable.
- NOTE:** Match and additional institutional funds earned by TCWS recipients are reported on **Data Element 103.**
- Data Element 75** **Need-Based Institutional Work-Study.** Enter the amount of Need-Based Institutional Work-Study the student received. Enter five zeros "00000" if not applicable.
- Data Element 76** **AmeriCorps Program.** Enter the amount of AmeriCorps the student received. Enter five zeros "00000" if not applicable.
- Data Element 77** **HB3015 Work-Study.** Enter the amount of HB3015 Work-Study earned by the student. Include Work-Study funded through designated tuition set-asides. Enter five zeros "00000" if not applicable.
- Data Element 78** **Texas College Work-Study (TCWS) Mentorship Program.** Enter the amount of TCWS Mentorship Program earned by the student. Enter five zeros "00000" if not applicable.
- Data Element 79** **Texas Armed Services Scholarship Program (TASSP).** Enter the amount of TASSP the student received. Enter five zeros "00000" if not applicable.
- Data Element 80** **FILLER.** Enter five zeros "00000".
- Data Element 81** **Federal Perkins Loan.** Enter the amount of Federal Perkins Loan(s) the student borrowed in the **reporting period.** Enter five zeros "00000" if not applicable.
- Data Element 82** **FILLER.** Enter five zeros "00000".
- Data Element 83** **MODIFIED College Access Loan (CAL).** Enter the amount of CAL(s) the student borrowed in the **reporting period.** Enter six zeros "000000" if not applicable.
- Data Element 84** **NEW FILLER.** Enter five zeros "00000".
- Data Element 85** **MODIFIED Federal Direct Parent Loan for Undergraduate Student (PLUS) or Grad Plus Loan.** Enter the **gross** amount of the Federal Direct PLUS Loan(s) borrowed in the **reporting period,** where the parent is the borrower for the undergraduate student or where the student is the borrower as a graduate student. Enter six zeros "000000" if not applicable.
- Data Element 86** **Federal Direct Subsidized Loan.** Enter the **gross** amount of the Federal Direct Subsidized Loan(s) the student borrowed in the **reporting period.** Enter five zeros "00000" if not applicable.
- Data Element 87** **MODIFIED Other Long-Term Educational Loan.** Enter the **gross** amount of the other long-term educational loan(s) the student borrowed in the **reporting period.** Include institutional, state-based, private, federal and alternative educational long-term loan sources certified by the institution not reported elsewhere, where the **student** is the borrower. Enter six zeros "000000" if not applicable.
- Data Element 88** **Federal Direct Unsubsidized Loan.** Enter the **gross** amount of the Federal Direct Unsubsidized Loan(s) the student borrowed in the **reporting period.** Enter five zeros "00000" if not applicable.

Data Element 89 **B-On-Time (BOT) Loan.** Enter the **gross** amount of BOT loan(s) the student borrowed in the **reporting period**. Enter five zeros "00000" if not applicable.

Data Element 90 **HB3015 Loan.** Enter the **gross** amount of HB3015 Loan(s) the student borrowed in the **reporting period**. This includes loans funded through designated tuition set-asides but **excludes** short-term emergency loans. Enter six zeros "000000" if not applicable.

Data Element 91 **Teacher Education Assistance for College and Higher Education (TEACH) Grant.** Enter the amount of TEACH Grant the student received. Enter five zeros "00000" if not applicable.

Data Element 92 **NEW Transfer Student or First-Time in College.** Enter the code that identifies the student's transfer status for the **reporting period**.

Not Applicable: Enter six zeros "000000" for all returning or continuing students.

First-Time in College: Enter "000001" if the student has never attended college or other postsecondary institution (excluding hours taken during dual enrollment in high school and courses for which the student received credit through examination). Students should not be reported as a first-time entering student until they have completed their high school work.

Transfer Student: Enter the **FICE Code** of the institution of higher education from which the student transferred.

Unidentified Transfer Student: Enter "999999" if the student transferred from an institution that does not have a FICE code or a designated identifying number.

NOTE: A transfer is a student entering the reporting institution for the first time but who is known to have previously attended another postsecondary institution at the same level (e.g. undergraduate to undergraduate or graduate to graduate; not undergraduate to graduate). Transfers do not include an institution's own graduates who continue or re-enter for further education.

Data Element 93 **Enrollment Adjustment Percentage (EAP) for Cost of Attendance (COA).** Enter three zeros "000" if the COA reported in **Data Element 46** is the COA that was used in determining the student's financial need. Otherwise, if **Data Element 46** does not represent the COA utilized in determining the student's financial need, enter the percentage by which **Data Element 46** should be multiplied to calculate the COA that was utilized in determining the student's financial need. The percentage should be expressed without decimal points. EAP for COA exists for institutions where system limitations prevent reporting the COA in **Data Element 46** that was utilized in determining financial need.

Examples:

- The student was enrolled for 3 months but the institution's system can only calculate or populate a 9 month COA. The EAP is $(3/9 * 100 = 33\%)$. The institutions would enter "033" indicating that 33% of the reported COA was used in determining unmet need.
- The student was enrolled for 12 months but the institution's system can only calculate a 9 month standard COA. The EAP is $(12/9 * 100 = 133\%)$. The institution would enter "133" indicating that 133% of the reported COA was used in determining unmet need.

Data Element 94 **Enrollment Adjustment Percentage (EAP) for Total Expected Family Contribution (EFC).** Enter three zeros "000" if the EFC reported in **Data Element 47** is the EFC that was used in determining the student's financial need. Otherwise, if **Data Element 47** does not represent the EFC utilized in determining the student's financial need, enter the percentage by which **Data Element 47** should be multiplied to calculate the EFC that was utilized in determining the student's financial need. The percentage should be expressed without decimal points. EAP for EFC exists for institutions where system limitations prevent reporting the EFC in **Data Element 47** that was utilized in determining financial need.

Examples:

- The student was enrolled for 3 months but the institution's system can only calculate or populate a 9 month EFC. The EAP is $(3/9 * 100 = 33\%)$. The institutions would enter "033" indicating that 33% of the reported EFC was used in determining unmet need.
- The student was enrolled for 12 months but the institution's system can only calculate a 9 month standard EFC. The EAP $(12/9 * 100 = 133\%)$. The institution would enter "133" indicating that 133% of the reported EFC was used in determining unmet need.

Data Element 95 **Student Identification (ID) Number.** Enter the 9-digit ID number assigned by the institution.

NOTE: IDs submitted must match those reported on the institution's CBM Report.

Data Element 96 **NEW Controlled Substance Conviction.** Enter the code (0-1) that identifies if a TEXAS Grant or TEOG recipient has been convicted of either a felony or a crime involving a controlled substance as defined by [Chapter 481, Health and Safety Code](#) (Texas Controlled Substances Act).

0 = Not applicable

1 = Student has been convicted of either a felony or a crime involving a controlled substance

Data Element 97 **NEW Selective Service Registration.** Enter the code (0-2) that identifies the student's Selective Service Status:

0 = Not Applicable, Unknown or Exempt

1 = Student is a male between the age of 18-25 and is registered for Selective Service

2 = Student is a male between the age of 18-25 and is **not** registered for Selective Service

NOTE: Males between the age of 18 and 25 must register with Selective Service in order to qualify for any type of state aid (regardless of residency status).

Data Element 98 **NEW Defaulted Loan.** Enter the code (0-2) that identifies if the student defaulted on a federal student loan according to the student's 2017-18 FAFSA during the reporting cycle.

0 = Not Applicable

1 = Yes

2 = No

NOTE: The student status reported may change for each reporting cycle.

Data Element 99 **NEW Attempted Hours in the Fall Semester.** Enter the total number of hours the student attempted in the **fall** semester. For this purpose, **attempted hours** is defined as every course the student has registered for as of the official census date including but not limited to, repeated courses, courses the student drops and from which the student withdraws (excluding Advance Placement (AP), College Level Examination Program (CLEP), and dual credit hours).

- Data Element 100** **NEW Attempted Hours in the Spring Semester.** Enter the total number of hours the student attempted in the **spring** semester. For this purpose, **attempted hours** is defined as every course the student has registered for as of the official census date including but not limited to, repeated courses, courses the student drops and from which the student withdraws (excluding Advance Placement (AP), College Leve Examination Program (CLEP), and dual credit hours).
- Data Element 101** **NEW Attempted Hours in the Summer Semester.** Enter the total number of hours the student attempted in the **summer** semester. For this purpose, **attempted hours** is defined as every course the student has registered for as of the official census date including but not limited to, repeated courses, courses the student drops and from which the student withdraws (excluding Advance Placement (AP), College Leve Examination Program (CLEP), and dual credit hours).
- Data Element 102** **NEW Total Cumulative Attempted Hours.** Enter the cumulative total number of hours the student attempted. For this purpose, **attempted hours** is defined as every course in every semester, including but not limited to, repeated courses and courses the student drops and from which the student withdraws and transfer credit hours accepted by the institution.
- Data Element 103** **NEW Texas College Work-Study (TCWS) Match Including Additional Institutional Funds.** Enter the amount of match funds including additional institutional funds the student earned during the **award period**. Enter five zeros "00000" if not applicable.
- Data Element 104** **NEW Texas College Work-Study (TCWS) Job Location.** Enter the code (0-3) that identifies the location of student employment during the **reporting period**.
- 0 = Not Applicable
 - 1 = On-Campus
 - 2 = Off-Campus
 - 3 = Both On-Campus and Off-Campus
- Data Element 105** **NEW Texas College Work-Study (TCWS) Mentorship Program Job Location.** Enter the code (0-3) that identifies the employment location for the student during the **reporting period**.
- 0 = Not Applicable
 - 1 = On-Campus
 - 2 = Off-Campus
 - 3 = Both On-Campus and Off-Campus
- Data Element 106** **NEW Date of Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TASFA).** Enter the Application Receipt Date on the ISIR or the date the TASFA application was first received by the institution. Enter eight zeros "00000000" if not applicable.
- Note:** Application Receipt Date (page 25 of the ISIR Guide) This field shows the date the paper application was received by the FAFSA processor or the date an electronic FAFSA transmission was received by the CPS..
- Data Element 107** **NEW Total Tuition and Mandatory Fees for Fall.** Enter the total amount of statutory tuition plus designated tuition and mandatory fees charged (including any adjustments) in the **reporting period**.
- Data Element 108** **NEW Total Tuition and Mandatory Fees for Spring.** Enter the total amount of statutory tuition plus designated tuition and mandatory fees charged (including any adjustments) in the **reporting period**.

Data Element 109 **NEW Total Tuition and Mandatory Fees for Summer.** Enter the total amount of statutory tuition plus designated tuition and mandatory fees charged (including any adjustments) in the **reporting period**.

Data Element 110 **NEW Toward EXcellence, Access, & Success (TEXAS) Grant Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies if the TEXAS Grant recipient is meeting SAP requirements at the end of the 2017-18 **award period** for a continuation award. Enter "3" if the recipient is being reported on the FADs First Reporting Cycle.

0 = Not a TEXAS Grant recipient

1 = Yes

2 = No

3 = First Reporting Cycle

Data Element 111 **NEW Texas Educational Opportunity Grant (TEOG) Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies if the TEOG recipient is meeting SAP requirements at the end of the 2017-18 **award period** for a continuation award. Enter "3" if the recipient is being reported on the FADs First Reporting Cycle.

0 = Not a TEOG recipient

1 = Yes

2 = No

3 = First Reporting Cycle

Data Element 112 **NEW Tuition Equalization Grant (TEG) Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies if the TEG recipient is meeting SAP requirements at the end of the 2017-18 **award period** for a continuation award. Enter "3" if the recipient is being reported on the FADs First Reporting Cycle.

0 = Not a TEG recipient

1 = Yes

2 = No

3 = First Reporting Cycle

Data Element 113 **NEW Top Ten Percent (Top 10%) Scholarship Satisfactory Academic Progress (SAP).** Enter the code (0-3) that identifies if the Top 10% recipient is meeting SAP requirements at the end of the 2017-18 **award period** for a continuation award. Enter "3" if the recipient is being reported on the FADs First Reporting Cycle.

0 = Not a Top 10% Scholarship recipient

1 = Yes

2 = No

3 = First Reporting Cycle

Appendix A

Award Amount Summary

TEXAS Grant					
Institution Type	Year Max	Semester Max	Target/Year Max	Target/Semester Max	
Public Universities and HRIs	\$9,050	\$4,525	\$5,000	\$2,500	
Public State Colleges	\$5,666	\$2,833	\$5,000	\$2,500	
Public Technical Institutes	\$5,496	\$2,748	\$2,500	\$1,250	
Public Community Colleges	\$3,010	\$1,505	\$1,325	\$663	
TEXAS Grant - EFC cap for Initial Year (IY) awards will be \$5,430 for General Academic Teaching Institutions (GATIs).					
TEOG					
Institution Type	Year Max	Award Maximum Per Semester Based on Census Date Enrollment			
		Full-Time (12+ SCHs)	Three-Quarter Time (9-11 SCHs)	Half-Time (6-8 SCHs)	< Half-Time (1-5 SCHs)
Public State Colleges	\$5,666	\$2,833	\$2,125	\$1,417	\$0
Public Technical Institutes	\$5,496	\$2,748	\$2,061	\$1,374	\$0
Public Community Colleges	\$3,010	\$1,505	\$1,129	\$753	\$0
TEOG - EFC cap for Initial Year (IY) awards will be \$5,430 for Community Colleges, State and Technical Institutes.					
TEG					
Institution Type	Year Max		Exceptional Need		
Private/Independent Institutions	\$3,364		\$5,046		
TEG - EFC's ≤ \$1,000 may receive up to the Exceptional Need award amount.					
TOP 10% SCHOLARSHIP					
Institution Type	Award Type		Year Max		
Public Institutions	Priority 1		\$2,000		
	Priority 2		\$0		
B-ON-TIME LOAN					
Institution Type	Year Max		Semester Max		
Public Universities, HRIs and Private/Independent Institutions	\$9,050		\$4,525		
Public State Colleges	\$5,666		\$2,833		
Public Technical Institutes	\$5,496		\$2,748		
Public Community Colleges	\$3,010		\$1,505		
A 3% origination fee will be deducted from the loan proceeds.					

Appendix B

TEXAS Grant Satisfactory Academic Progress (SAP) ([TAC, Section 22.229](#))

A student's SAP eligibility is determined at the end of each academic year. At the end of the first academic year, a student must meet SAP requirements set by the institution to be considered eligible for their first Renewal Year (RY) award. At the end of the second academic year, and all years thereafter, a student must complete 24 SCH in the academic year and maintain a minimum 2.5 cumulative GPA.

Academic Year	Satisfactory Academic Progress (SAP) Requirements	
End of 1st academic year	Institutional SAP Policy	
End of 2nd academic year or later	24 SCH in an academic year	2.5 cumulative GPA on a 4-point scale

NOTE: A student who is below the SAP requirements at the end of the semester can appeal to have transfer courses included in the SAP calculation. In this case, all transfer courses must be included when determining program eligibility. If the resulting GPA exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following semester.

TEOG Satisfactory Academic Progress (SAP) ([TAC, Section 22.256](#))

A student's SAP eligibility is determined at the end of each academic year. At the end of the first academic year, a student must meet SAP requirements as set by the institution to be considered eligible for a first RY award. At the end of the second academic year, and all years thereafter, a student must complete 75% of total attempted hours in the academic year and have a minimum 2.5 cumulative GPA.

Academic Year	Satisfactory Academic Progress (SAP) Requirements	
End of 1st academic year	Institutional SAP Policy	
End of 2nd academic year or later	75% completion rate in an academic year	2.5 cumulative GPA on a 4-point scale

NOTE: A student who is below the SAP requirements at the end of the semester can appeal to have transfer courses included in the SAP calculation. In this case, all transfer courses must be included when determining program eligibility. If the resulting GPA exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following semester.

TEG Satisfactory Academic Progress (SAP) [\(TAC, Section 22.24\)](#)

A student's SAP eligibility is determined at the end of each academic year. At the end of the first academic year, a student must meet SAP requirements as set by the institution to be considered eligible for their first continuation award. At the end of the second academic year, and all years thereafter, all undergraduate students must complete 24 semester credit hours (SCH) with a 75% completion rate of the total attempted hours and have a minimum 2.5 cumulative GPA in the academic year. All graduate students must complete 18 SCH with a 75% completion rate of the total attempted hours in the academic year and have a minimum 2.5 cumulative GPA at the end of the second academic year, and all years thereafter.

Academic Year	Satisfactory Academic Progress (SAP) Requirements		
End of 1st academic year	Institutional SAP Policy		
End of 2nd academic year or later; recipient working toward their first associate or baccalaureate degree	24 SCH in an academic year	75% completion rate in an academic year	2.5 cumulative GPA on a 4-point scale
End of 2nd academic year or later; recipient working toward their first master's, professional, or doctoral degree	18 SCH in an academic year	75% completion rate in an academic year	2.5 cumulative GPA on a 4-point scale

NOTE: A student who is below the SAP requirements at the end of the spring semester can appeal to have transfer courses included in the SAP calculation. In this case, all transfer courses must be included when determining program eligibility. If the resulting GPA exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following semester.

Top 10% Scholarship Satisfactory Academic Progress (SAP) [\(TAC, Section 22.201\)](#)

A student's SAP eligibility is determined at the end of each academic year. A student must have a completion rate of 75%, complete 30 semester credit hours (SCH) hours in the academic year and have a minimum 3.25 cumulative GPA on a 4-point scale.

Academic year	Satisfactory Academic Progress (SAP) Requirements		
End of each academic year	30 SCH in an academic year	75% completion rate in an academic year	3.25 cumulative GPA on a 4-point scale

NOTE: A student who is below the SAP requirements at the end of the spring semester can appeal to have transfer courses included in the SAP calculation. In this case, all transfer courses must be included when determining program eligibility. If the resulting GPA exceeds the program's academic progress requirement, an otherwise eligible student may receive an award in the following semester.

Appendix C

Additional Resources

THECB CONTACT INFORMATION	
FAD Team	FADB@thecb.state.tx.us
Contact Financial Aid Services	
By phone: (844)-792-2640	
Contact us by completing an online inquiry form and use one of the following contact reasons below:	
<p>Contact Reason – Work - Study Programs</p> <ul style="list-style-type: none"> • TCWS • TCWS Mentorship <p>Contact Reason – Student Loan - School Info Request</p> <ul style="list-style-type: none"> • CAL • BOT • TASSP 	<p>Contact Reason – State and Federal Grants and Scholarships</p> <ul style="list-style-type: none"> • TEXAS Grant • TEOG • TEG • Top 10% scholarship • Bilingual Education Scholarship Program <p>Contact Reason – Exemptions/Waiver Programs</p> <ul style="list-style-type: none"> • All state exemption and waiver programs including EAE
OTHER RESOURCES FOR INSTITUTIONS	
General program information for institutions	Student Financial Aid Programs Information Website
General loan information	HHloans
Texas Program Statutes	Texas Education Code
Texas Program Rules	Texas Administrative Code
Information concerning program processing, procedures, allocations, and other topics will be communicated to institutions through the GovDelivery system. In order to receive these communications, interested individuals must subscribe.	GovDelivery
TEXAS Grant, TEOG, TEG, TCWS, Top 10% Scholarship, BOT, CAL, TASSP, EAE, BESP	Return of Funds Form