

USM's AIS File Layout & Codes

Revised to Align with MAC2 Files - 6/12/14 --To be implemented for Fall '14 Data

Element Name	Field Length	Data Type	DD#	Description/Definition
Collection Term	1	digits	DD2	Use Term Identifier (Fall - 1, Winter - 2, Spring - 3, Summer - 4)
Collection Year	4	digits	DD1	Collection Year (4 digits)
OPEID	8	digits	DD3	Institutional Identifier using OPEID codes
Sub-Campus Code	1	alpha/numeric	DD4	For campus use (can be blank)
Identification Number	9	digits	DD5	Social Security Number, Individual Taxpayer Identification Number or alternative student identifier (9 digits required, blank not valid)
Identification Number Type	1	digits	DD5	1=SSN; 2=Institutional Assigned Identifier; 3=ITIN
Local Campus Student ID	10	alpha/numeric	DD8	Campus Assigned Student ID
SASID	10	digits	DD9	MSDE assigned student identifier
Gender	1	digits	DD21	Student gender or assigned gender if unknown
Geographic Origin	3	digits	DD23	Permanent legal residence of student at time of application and admission
Acceptance flag	1	digits	N/A	1=Accepted; 2=Rejected; 3=No action
Enrollment flag	1	digits	N/A	1=Enrolled; 2=Not enrolled
First-time Status by Level	1	digits	N/A	1= <u>Undergraduate</u> - First-time (Not enrolled previously at any institution OR completed fewer than 12 credits at another institution) 2= <u>Undergraduate</u> - Other (Previously enrolled at another institution and completed 12 or more credits) 3=Graduate <u>Master's</u> - First-time (Not previously enrolled at any institution at this level) 4=Graduate <u>Master's</u> - Other (Previously enrolled at another institution at this level) 5=Graduate <u>Doctorate Professional Practice</u> - First-time (Not previously enrolled at any institution at this level) 6=Graduate <u>Doctorate Professional Practice</u> - Other (Previously enrolled at another institution at this level) 7=Graduate <u>Doctorate Research/Scholarship</u> - First-time (Not previously enrolled at any institution at this level) 8=Graduate <u>Doctorate Research/Scholarship</u> - Other (Previously enrolled at another institution at this level) 9=Graduate <u>Other</u> - First-time (Not previously enrolled at any institution at this level; include non-degree seeking) 0=Graduate <u>Other</u> - Other (Previously enrolled at another institution at the graduate level)
Program Taxonomy	6	digits	DD31	MHEC's academic program code - HEGIS
Degree Sought	2	digits	DD30	Degree code associated with program taxonomy that student is seeking or non-degree
Sending OPEID (transfers)	8	digits	DD3	Sending OPEID for UG transfer student
Residence application	1	digits	N/A	1=In-state; 2=Out-of-State (Residence, based on tuition status, of student at the time of application)
Residence enrollment	1	digits	N/A	1=In-state; 2=Out-of-State (Residence, based on tuition status, of student at the time of enrollment.)
US Citizenship	1	digits	DD24	Identifies whether student is in the US Citizenship group or not
Hispanic/Latino Ethnicity	1	digits	DD25	Identifies whether student is of Hispanic or Latino origin
White	1	digits	DD26.1	Student identifies with White Race category; 1=yes or blank
Black/African American	1	digits	DD26.2	Student identifies with Black Race category; 2=yes or blank
Asian	1	digits	DD26.3	Student identifies with Asian Race category; 3=yes or blank
American Indian/Native Alaskan	1	digits	DD26.4	Student identifies with Native American Race category; 4=yes or blank
Native Hawaiian/Pac. Is.	1	digits	DD26.5	Student identifies with Native Hawaiian/PI Race category; 5=yes or blank