
DL Tools Record Layouts

VOLUME IV
SECTION



This section provides record layouts for schools and other agencies using third-party software and/or other in-house systems who need to import cash detail, loan detail, or disbursement detail into Direct Loan (DL) Tools Release 15.0. For more detailed information on the Rebuild and School Account Statement (SAS) files, see Volume VI, Section 8 (COD Reports) in the 2015-2016 COD Technical Reference.

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Cash Detail External Add Record Layout

Message Class - DLEXCASH

| Cash Detail External Add | | | | Cash Detail Record Layout | | |
|--------------------------|-------|-----|-----------|--|--|---------|
| Field # | Start | End | Len | Field Name and Description | Valid Field Content | Justify |
| 1 | 1 | 6 | 6 | School Code | X00000 to X99999 where X = G or E | Left |
| 2 | 7 | 8 | 2 | Program Year | 14, 15, or 16 Use the last two digits in the academic year for Program Year. For example, use 16 as Program Year if you are importing a cash detail record applicable to 2015-2016. | Left |
| 3 | 9 | 9 | 1 | Transaction Type | R = Cash Receipts (Drawdowns) X = Refund of Cash | Left |
| 4 | 10 | 17 | 8 | Transaction Date Date cash receipt or refund of cash is applied | 19000101 to 20991231 Format is CCYYMMDD | Date |
| 5 | 18 | 28 | 11 | Transaction Amount The amount for cash receipt or refund of cash | -2147483648 to 02147483647 Refunds of Cash and Cash Receipts are normally positive. Only use the negative sign for reversing transactions. | Right |
| 6 | 29 | 41 | 13 | G5 Control Number Code/User Notes The G5 Control Number Code received from G5 for cash receipts or any text the user chooses. | Any valid keyboard character or Blank Ignored when Transaction Type = X | Right |
| 7 | 42 | 56 | 15 | Check Number/User Notes The check number returned by the school on a check for refund of cash or any text the user chooses | Any valid keyboard character or Blank Ignored when Transaction Type = R | Right |
| 8 | 57 | 80 | 24 | Unused/Reserve for future expansion | Will be blank | Left |
| | | | 80 | Total Bytes | | |

Loan Detail External Add Record Layout

Message Class - DLEXLOAN

| Loan Detail External Add | | | | Loan Detail Record Layout | | |
|--------------------------|-------|-----|-----------|---|---|---------|
| Field # | Start | End | Len | Field Name and Description | Valid Field Content | Justify |
| 1 | 1 | 8 | 8 | End Date The last day of the reporting period | Format is CCYYMMDD | Date |
| 2 | 9 | 9 | 1 | Record Type | B = Booked Loan Detail U = Unbooked Loan Detail | Left |
| 3 | 10 | 30 | 21 | Loan Identifier Unique Identifier created at the time of origination | Student's Social Security Number: 001010001 to 999999999 Loan Type: S = Subsidized U = Unsubsidized P = PLUS or Grad PLUS Program Year: 14, 15, or 16 School Code: X00000 to X99999 where X = G or E Loan Sequence Number: 001 to 999 Use the last two digits in the academic year for Program Year. For example, use 16 as Program Year if you are importing a loan detail record applicable to 2015-2016. | Left |
| 4 | 31 | 36 | 6 | School Code | X00000 to X99999 where X = G or E | Left |
| 5 | 37 | 43 | 7 | Gross Amount The total gross amount for the loan | 0000000 to 09999999 | Right |
| 6 | 44 | 50 | 7 | Fee Amount The total fee amount for the loan | 0000000 to 09999999 | Right |
| 7 | 51 | 57 | 7 | Interest Rebate Amount The total interest rebate amount for the loan | 0000000 to 09999999 | Right |
| 8 | 58 | 64 | 7 | Net Amount The total net amount for the loan | 0000000 to 09999999 | Right |
| 9 | 65 | 80 | 16 | Unused/Reserve for future expansion | Will be blank | Left |
| | | | 80 | Total Bytes | | |

Disbursement Detail External Add Record Layout

Message Class - DLEXDISB

| Disbursement Detail External Add | | | | Disbursement Detail Record Layout | | |
|----------------------------------|-------|-----|-----|---|---|---------|
| Field # | Start | End | Len | Field Name and Description | Valid Field Content | Justify |
| 1 | 1 | 8 | 8 | End Date The last day of the reporting period | Format is CCYYMMDD | Date |
| 2 | 9 | 9 | 1 | Record Type | B = Booked Loan Detail U = Unbooked Loan Detail | Left |
| 3 | 10 | 30 | 21 | Loan Identifier Unique Identifier created at the time of origination | Student's Social Security Number: 001010001 to 999999999 Loan Type: S = Subsidized U = Unsubsidized P = PLUS or Grad PLUS Program Year: 14, 15, or 16 School Code: X00000 to X99999 where X = G or E Loan Sequence Number: 001 to 999 Use the last two digits in the academic year for Program Year. For example, use 16 as Program Year if you are importing a loan detail record applicable to 2015-2016. | Left |
| 4 | 31 | 36 | 6 | School Code | X00000 to X99999 where X = G or E | Left |
| 5 | 37 | 41 | 5 | Total Gross Amount The sum of the actual gross amounts (in dollars) for the loan | Numeric >= 0 Can be blank (If any of fields 5, 6, 7, or 8 are blank, corresponding loan record is not created) | Right |
| 6 | 42 | 46 | 5 | Total Loan Fee Amount The sum of the actual loan fee amounts (in dollars) for the loan | Numeric >= 0 Can be blank (If any of fields 5, 6, 7, or 8 are blank, corresponding loan record is not created) | Right |
| 7 | 47 | 51 | 5 | Total Interest Rebate Amount The sum of the actual interest rebate amounts (in dollars) for the loan | Numeric >= 0 Can be blank (If any of fields 5, 6, 7, or 8 are blank, corresponding loan record is not created) | Right |
| 8 | 52 | 56 | 5 | Total Net Amount The sum of the actual net amount (in dollars) for the loan | Numeric >= 0 Can be blank (If any of fields 5, 6, 7, or 8 are blank, corresponding loan record is not created) | Right |
| 9 | 57 | 61 | 5 | Disbursement Actual Gross Amount | Numeric >= 0 | Right |
| 10 | 62 | 66 | 5 | Disbursement Actual Loan Fee Amount | Numeric >= 0 | Right |
| 11 | 67 | 71 | 5 | Disbursement Actual Interest Rebate Amount | Numeric >= 0 | Right |
| 12 | 72 | 76 | 5 | Disbursement Actual Net Amount | Numeric >= 0 | Right |
| 13 | 77 | 82 | 6 | Disbursement Actual Net Adjustment | -99999 to 099999 Can be blank | Right |
| 14 | 83 | 84 | 2 | Disbursement Number The disbursement number for the current disbursement transaction | 01 to 20 | Right |

| Disbursement Detail External Add | | | | Disbursement Detail Record Layout | | |
|----------------------------------|-------|-----|-----------|--|--|---------|
| Field # | Start | End | Len | Field Name and Description | Valid Field Content | Justify |
| 15 | 85 | 86 | 2 | Disbursement Sequence Number The sequence number that determines the order in which the disbursement activity is processed within EExpress | 01 to 65 66 to 90 = Web Disbursements Cannot be blank | Right |
| 16 | 87 | 88 | 2 | Previous Disbursement Sequence Number The Disbursement Sequence Number of the disbursement activity immediately preceding this disbursement record. Used to determine disbursement order only. It is not stored. | 01 to 65 66 to 90 = Web Disbursements If Transaction Type = D, must be 00 or blank. | Left |
| 17 | 89 | 89 | 1 | Transaction Type—Disbursement Disbursement Activity recorded at COD | A = Adjusted Disbursement Amount D = Disbursement | Left |
| 18 | 90 | 97 | 8 | Transaction Date Date disbursement activity occurred at the school OR Date of latest Disbursement Type Q (disbursement date change) if exists | Format is CCYYMMDD For 2013-2014: 20100621 to 20171228 For 2014-2015: 20110621 to 20181228 For 2015-2016: 20120621 to 20191228 | Date |
| | | | 97 | Total Bytes | | |