

National Student Loan Data System

Gainful Employment Data File Layout

Fixed-Width Mass Update / Deactivate Record Type

August 17, 2012

1. NSLDS Mass Update / Deactivate Record Type – Record Type ‘002’

The Gainful Employment (GE) batch reporting file has been changed to allow for an additional record type to be submitted in order to update or deactivate large numbers of GE records which have been previously reported to NSLDS. This record type is called Gainful Employment Mass Update / Deactivate Detail Record – Record Type ‘002’.

The Mass Update / Deactivate Detail Record will work as follows:

Based on the filtering criteria provided by the institution, NSLDS will search the database to identify GE records that meet the criteria outlined in the record and apply the school identified changes to the relevant fields. If data is supplied in the update fields, this data will be applied to all of the GE records meeting the criteria. If the update fields are left blank, this denotes that the request is to deactivate the records. If no records meet the filtering criteria are found on NSLDS, no action is taken.

It is not necessary to supply an entire GE submittal file in order to utilize the Mass Update / Deactivate Record. Record type ‘002’ can be supplied in the same file with additional GE detail records, record type ‘001’, or in a separate file without detail records. Additionally, just like there are multiple detail records (record type ‘001’) in a typical submittal file, it is feasible to submit multiple ‘002’ record types in a single submittal file.

This document provides the layout for the fixed width file. Additional information regarding the GE Submittal Process will be provided in a future version of the NSLDS Gainful Employment User Guide.

The table below contains the layouts for the detail record type ‘002’ of the Submittal File as well as the Error/Acknowledgment File. The file layout contains the position, the data element name, description, field format, and length as they will appear on the fixed-width extract file.

2. Mass Update / Deactivate Detail Record

The following section provides the specifications of the Mass Update / Deactivate Detail record(s) for the GE Submittal files.

Gainful Employment Mass Update / Deactivate Detail Record

Length = 585

Mass Update / Deactivate Detail Record		Record Type		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
000	M	Num	3	1-3
Description	A 3-digit number that indicates detail record.			
Comments	Must be populated with '002'.			
Edit Level	Error Code	Error		
Record Level	001	Required Field		
Record Level	004	Permitted Value Violation		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Award Year		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
201	M	Char	8	4-11
Description	Award Year the student was enrolled in the program.			
Comments	<ul style="list-style-type: none"> Award year is identified as the four digits of the first calendar year and the four digits of the second calendar year of the award year range. (Example: the award year of July 1, 2008 – June 30, 2009 would be identified as 20082009. Cannot be less than 20052006 or greater than current award year. There must be an exact match on the information provided in this field for the update or deactivation to occur. 			
Edit Level	Error Code	Error		
Record Level	001	Required Field		
Record Level	004	Permitted Value Violation		
Record Level	005	Invalid Format		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Institution Code (OPEID)		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
202	M	Num	6	12-17
Description	The institution's 6-digit Office of Postsecondary Education Identifier (OPEID).			
Comments	<ul style="list-style-type: none"> • Must be all numbers and a valid OPE institution code from the NSLDS. • The first 6 digits identify the institution. • OPEID numbers are list on the Eligibility and Certification Approval Report (ECAR). An institution may view an electronic copy of its ECAR at www.eligcert.ed.gov. • There must be an exact match on the information provided in this field for the update or deactivation to occur. 			
Edit Level	Error Code	Error		
Record Level	001	Required Field		
Record Level	002	Invalid Number		
Record Level	004	Permitted Value Violation		
Record Level	800	Institution Not Authorized for Submission Mailbox		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Institution Location Code (OPEID)		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
203	O	Num	2	18-19
Description	The institution's 2-digit specific location of the Office of Postsecondary Education Identifier (OPEID).			
Comments	<ul style="list-style-type: none"> • Must be all numbers and a valid OPE institution code from the NSLDS. • If the institution has more than 99 locations, please contact : ge-questions@ed.gov • OPEID numbers are list on the Eligibility and Certification Approval Report (ECAR). An institution may view an electronic copy of its ECAR at www.eligcert.ed.gov. • There must be an exact match on the information provided in this field for the update or deactivation to occur. • Field may be left blank. 			
Edit Level	Error Code	Error		
Record Level	002	Invalid Number		
Date Revised	August 5, 1012			

Mass Update / Deactivate Detail Record		Filter CIP Code		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
204	O	Char	6	20-25
Description	Classification of Instructional Program (CIP) Code for program student was enrolled.			
Comments	<ul style="list-style-type: none"> • Six digit code assigned by the academic offices of the institution. • Do not include the '-' or '.' between the first 2 characters and the last 4 characters of the code. • There must be an exact match on the information provided in this field for the update or deactivation to occur. • This field may be left blank. 			
Edit Level	Error Code	Error		
N/A	N/A	None		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Credential Level		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
205	O	Char	2	26-27
Description	Credential Level of the program the student was enrolled during this award year.			
Comments	<ul style="list-style-type: none"> • Must be one of the following: <ul style="list-style-type: none"> '01' (Undergraduate certificate) '02' (Associate's degree) '03' (Bachelor's degree) '04' (Post baccalaureate certificate) '05' (Master's degree) '06' (Doctoral degree) '07' (First professional degree) • There must be an exact match on the information provided in this field for the update or deactivation to occur. • This field may be left blank. 			
Edit Level	Error Code	Error		
Record Level	004	Permitted Value Violation		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Program Attendance Begin Date		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
206	O	Date	8	28-35
Description	Date student began enrollment in the educational program.			
Comments	<ul style="list-style-type: none"> • CCYYMMDD format. • Report this date even if it precedes the beginning of the award year being reported on. • There must be an exact match on the information provided in this field for the update or deactivation to occur. • This field may be left blank. 			
Edit Level	Error Code	Error		
Record Level	003	Invalid date		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Program Attendance Begin Date for this Award Year		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
207	O	Date	8	36-43
Description	Date in this award year student began enrollment in the educational program.			
Comments	<ul style="list-style-type: none"> • CCYYMMDD format. • There must be an exact match on the information provided in this field for the update or deactivation to occur. • This field may be left blank. 			
Edit Level	Error Code	Error		
Record Level	003	Invalid date		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Filter Program Attendance End Date		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
208	O	Date	8	44-51
Description	Date of student's completion or withdrawal from the GE Program.			
Comments	<ul style="list-style-type: none"> • CCYYMMDD format. • There must be an exact match on the information provided in this field for the update or deactivation to occur. • This field may be left blank. 			
Edit Level	Error Code	Error		
Record Level	003	Invalid date		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Update CIP Code		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
209	O	Char	6	52-57
Description	Classification of Instructional Program (CIP) Code for program student was enrolled.			
Comments	<ul style="list-style-type: none"> • Six digit code assigned by the academic offices of the institution. • Do not include the '-' or '.' between the first 2 characters and the last 4 characters of the code. • There must be an exact match to a valid CIP Code provided in this field for the update to occur. • If this field is left blank, no update to the CIP Code field of any records retrieved by the filter fields will be made. • If this field and the Update Credential Level field are left blank, the record will be deactivated. 			
Edit Level	Error Code	Error		
Record Level	004	Permitted Value Violation		
Date Revised	August 5, 2012			

Mass Update / Deactivate Detail Record		Update Credential Level		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
210	M	Char	2	58-59
Description	Credential Level of the program the student was enrolled during this award year.			
Comments	<ul style="list-style-type: none"> Must be one of the following: '01' (Undergraduate certificate) '02' (Associate's degree) '03' (Bachelor's degree) '04' (Post baccalaureate certificate) '05' (Master's degree) '06' (Doctoral degree) '07' (First professional degree) There must be an exact match to a valid Credential Level provided in this field for the update to occur. If this field is left blank, no update to the Credential Level field of any records retrieved by the filter fields will be made. If this field and the Update CIP Code field are left blank, the record will be deactivated. 			
Edit Level	Error Code	Error		
Record Level	004	Permitted Value Violation		
Date Revised	August 5, 2012			

GE Submittal File Detail Record		Filler		
Field Code	Mandatory/ Mandatory Conditional/ Optional	Type	Size	Position
211	M	Char	526	60-585
Description	Spaces			
Comments	Fill with spaces.			
Edit Level	Error Code	Error		
N/A	N/A	None		
Date Revised	August 5, 2012			