

**Annual: Student Financial Aid Record File**

**Student Financial Aid Profile**

Release 1.00 for FY24

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## **Overview: Term Specific Student Financial Aid Record File**

Student Financial Aid record information is to be submitted to the Massachusetts Department of Higher Education (MDHE) by **all** institutions that participate in Massachusetts state financial aid programs. The student Financial Aid file layout consists of one file.

The Student Financial Aid Data file includes:

- 1.) All Massachusetts residents enrolled for credit who applied for any type of financial aid for undergraduate programs.** Every enrolled student who applied for financial aid must be included in the Student Financial Aid Record file (i.e. Please report enrolled students that applied for aid, even if they did not receive financial aid for each term the student is enrolled).
- 2.) In addition, every Massachusetts undergraduate student enrolled for credit who received any type of financial aid award – federal, state, institutional and outside - must be included in the Student Financial Aid Data file, regardless of whether a FAFSA was submitted.**

The format for Student Financial Aid Data file is “comma separated values” (CSV). All alphanumeric data types must be enclosed in double quotes (“”). All fields must be delimited by a comma (,).

Each record will represent one award type. One student may have several distinct records indicating the different awards he or she may have received in a given term. For example, if a student is enrolled in the fall term and receives both a Pell Grant and a MASSGrant, there will be two records for that student. Similarly, if a student is enrolled in both the fall and spring terms and receives a Pell Grant in each of those terms, there will be two records for that student.

The specifications of the Student Financial Aid Record file are presented in the following section. A minimal amount of student demographic data is required.

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**LIST OF STUDENT FINANCIAL AID DATA ELEMENTS**

**AID001 College ID**

An institutional identification code assigned by the MDHE for MA public institutions.

**AID002 Award Year**

The award year for which information is being reported.

**AID003 Term**

The academic term for which information is being reported.

**AID004 Student's Social Security Number**

The student's social security number.

**AID005 Student ID**

Identification code assigned to the student by the institution.

**AID006 Student's Last Name**

The student's last name.

**AID007 Student's First Name**

The student's first name.

**AID008 Student's Middle Initial**

The student's middle initial.

**AID009 Expected Family Contribution (EFC)**

The student's Expected Family Contribution (EFC) that the institution used to calculate financial aid need.

**AID010 Student Education Costs**

The student's Education Costs that the institution used to calculate financial aid need.

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**AID011 Student Need**

The student's demonstrated financial aid need that the institution used to award financial aid.

**AID012 Student Eligibility Indicator**

The indicator of the student's eligibility for any type of financial aid at the school.

**AID013 Completed Application Indicator**

Indicates whether the student completed a financial aid application (FAFSA) according to the institution's requirements

**AID014 Total Credit Hours Registered For**

The number of credit hours for which the student is registered.

**AID015 Awarded Amount**

The student's awarded amount for the Term (AID003) being reported and specified by Award Identifier (AID016).

**AID016 Award Identifier**

The identification number assigned to a specific type of award.

**AID017 Award Name**

The name of the award fund.

**AID018 Disbursed Amount**

The student's disbursed amount for the Term (AID003) being reported and specified by Award Identifier (AID016).

**AID019 Tuition and Mandatory Fees**

The student's tuition and mandatory fees amount for the Term (AID003) being reported.

**AID020 Books and Supplies**

The student's books and supplies amount for the Term (AID003) being reported.

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**AID021 Insurance**

The student's health insurance amount for the Term (AID003) being reported.

**AID022 Completed Application by Deadline**

Indicates whether the student completed the application by the institution's published priority deadline.

**AID023 Met Academic Requirements**

Indicates whether the student met all of the institutional academic program requirements.

**AID024 Met Title IV Requirements**

Indicates whether the student met all financial aid eligibility requirements for Title IV and State need-based aid.

**AID025 Withdrew Indicator**

Indicates whether the student withdrew during the semester.

**AID026 Dependency Status**

Indicates whether the student is dependent on his\her parents.

**AID027 Adjusted Gross Income**

The student's or parent's adjusted gross income from the IRS tax return.

**AID028 MAFSA Application Completed**

Indicates whether the student completed the Massachusetts Application for State Financial Aid (MASFA).

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**AID001 College ID**

An institutional identification code assigned by the MDHE to MA public institutions.

|                                |                                        |                           |
|--------------------------------|----------------------------------------|---------------------------|
| <b>Data Type:</b> Alphanumeric | <b>Length</b> <small>Minimum 3</small> | <b>Format Example</b> 000 |
|                                | <small>Maximum 3</small>               |                           |

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**Code Descriptions**

|     |                                         |
|-----|-----------------------------------------|
| 023 | University of Massachusetts, Amherst    |
| 013 | University of Massachusetts, Boston     |
| 063 | University of Massachusetts, Dartmouth  |
| 053 | University of Massachusetts, Lowell     |
| 022 | Bridgewater State College               |
| 032 | Fitchburg State College                 |
| 042 | Framingham State College                |
| 052 | Massachusetts College of Art            |
| 072 | Massachusetts College of Liberal Arts   |
| 062 | Massachusetts Maritime Academy          |
| 082 | Salem State College                     |
| 092 | Westfield State College                 |
| 102 | Worcester State College                 |
| 011 | Berkshire Community College             |
| 021 | Bristol Community College               |
| 031 | Bunker Hill Community College           |
| 041 | Cape Cod Community College              |
| 051 | Greenfield Community College            |
| 061 | Holyoke Community College               |
| 071 | Mass Bay Community College              |
| 081 | Massasoit Community College             |
| 091 | Middlesex Community College             |
| 101 | Mt. Wachusett Community College         |
| 111 | North Shore Community College           |
| 121 | Northern Essex Community College        |
| 131 | Quinsigamond Community College          |
| 141 | Roxbury Community College               |
| 151 | Springfield Technical Community College |
| 000 | All Others                              |

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**Definition**

Code used to identify each college or university in the Commonwealth of Massachusetts.

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**Instructions**

| <b>Mandatory entry for all institutions</b> |  |
|---------------------------------------------|--|

Massachusetts Department of Higher Education Office of Student Financial Assistance  
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**AID002      Award Year**

The award year for which information is being reported.

|                           |                                      |                            |
|---------------------------|--------------------------------------|----------------------------|
| <b>Data Type:</b> Numeric | <b>Length</b> Minimum 4<br>Maximum 4 | <b>Format Example</b> YYYY |
|---------------------------|--------------------------------------|----------------------------|

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**Code Descriptions**

|             |                             |
|-------------|-----------------------------|
| <b>2019</b> | July 1 2018 to June 30 2019 |
| <b>2020</b> | July 1 2019 to June 30 2020 |
| <b>2021</b> | July 1 2020 to June 30 2021 |
| <b>2022</b> | July 1 2021 to June 30 2022 |
| <b>2023</b> | July 1 2022 to June 30 2023 |
| <b>2024</b> | July 1 2023 to June 30 2024 |
| .....       |                             |

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**Definition**

Award Year is defined by the fiscal year of the date of the award. Enrolled students identified in the file are students who were enrolled for the designated fiscal year.

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**Instructions**

| <b>Mandatory entry</b>                                |  |
|-------------------------------------------------------|--|
| Year entered must be the fiscal year of awarded data. |  |

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**AID003      Term**

The academic term for which information is being reported.

**Data Type:** Numeric      **Length**    Minimum 1  
Maximum 1      **Format Example** 0

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- 1**      Fall
  - 2**      Winter
  - 3**      Spring
  - 4**      Summer
- 

**Definition**

Term represents the designated time period during the calendar year (i.e., Fall, Spring, Winter and Summer) for which data is being reported. Enrolled students reported in the term file represent students enrolled at the institution for the designated term.

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**Instructions**

| <b>Mandatory entry</b> |  |
|------------------------|--|

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**AID004      Student's Social Security Number (SSN)**

The student's social security number.

**Data Type:** Alphanumeric    **Length** Minimum 9  
Maximum 11                      **Format Example** 111111111

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**Code Descriptions**

**Note :** SSN can be reported in the traditional format and can include the hyphens “-“. For example: 123-45-6579 is an acceptable format

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**Definition**

Unique identification number assigned by the Federal government to each citizen and permanent resident of the United States

According to the Social Security Administration, valid SSNs have the first three values between 001 and 772, the second two values between 01 and 99 and the last four values between 0001 and 9999.

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**Instructions**

| <p><b>Mandatory entry</b></p> <p>SSN must be unique for the institution, year, term and Award ID and Award Name.</p> <p>If a student does not have an SSN, due to incomplete application (AID013 = N), <b>enter 000000000</b></p> <p><b>DO NOT</b> enter an identification code assigned by the institution for this item. Institutionally assigned identifiers should only be reported in the Student ID data element.</p> | <p>If the financial aid application is complete (AID013 = Y), then SSN <b>cannot</b> be 000000000.</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|

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**AID005      Student ID**

Identification code assigned to the student by the institution.

**Data Type:** Alphanumeric    **Length** Minimum 1  
Maximum 15    **Format Example** 9999999999

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**Code Descriptions**

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**Definition**

Unique code used by the institution to identify students. Institutions may either use social security numbers for this purpose or an institutionally assigned identifier.

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**Instructions**

| <b>Mandatory entry</b>                                                                 |  |
|----------------------------------------------------------------------------------------|--|
| Student ID must be unique for the institution, year, term and Award ID and Award Name. |  |

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**AID006**      **Student's Last Name**

The student's last name.

**Data Type:** Alphanumeric    **Length**    Minimum 1  
Maximum 50      **Format Example** JONES

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**Code Descriptions**

Can be either upper case or mixed case

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**Definition**

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**Instructions**

| <b>Mandatory entry</b> |  |
|------------------------|--|

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**AID007**      **Student's First Name**

The student's first name.

|                  |              |               |                         |                       |       |
|------------------|--------------|---------------|-------------------------|-----------------------|-------|
| <b>Data Type</b> | Alphanumeric | <b>Length</b> | Minimum 1<br>Maximum 32 | <b>Format Example</b> | JAMES |
|------------------|--------------|---------------|-------------------------|-----------------------|-------|

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**Code Descriptions**

Can be either upper case or mixed case

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**Definition**

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**Instructions**

| <b>Mandatory entry</b> |  |
|------------------------|--|

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**AID008      Student’s Middle Initial**

The student’s middle initial.

|                  |              |               |                        |                       |   |
|------------------|--------------|---------------|------------------------|-----------------------|---|
| <b>Data Type</b> | Alphanumeric | <b>Length</b> | Minimum 1<br>Maximum 1 | <b>Format Example</b> | E |
|------------------|--------------|---------------|------------------------|-----------------------|---|

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**Code Descriptions**

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**Definition**

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**Instructions**

|                                                                                                              |  |
|--------------------------------------------------------------------------------------------------------------|--|
|                                                                                                              |  |
| <b>Not mandatory</b> but preferred in order to differentiate between students with like first and last names |  |

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**AID009 Expected Family Contribution (EFC)**

The student's Expected Family Contribution (EFC) that the institution used to calculate financial aid need.

|                           |                                      |                            |
|---------------------------|--------------------------------------|----------------------------|
| <b>Data Type:</b> Numeric | <b>Length</b> Minimum 1<br>Maximum 6 | <b>Format Example</b> 1500 |
|---------------------------|--------------------------------------|----------------------------|

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**Amount Descriptions**

The EFC reported should be specific to the term(s) for which the student was enrolled (for credit) and eligible to receive aid.

If Expected Family Contribution is not available, leave this field **blank**. If the EFC is zero, enter **0**. **Do not enter 0 if the EFC is unknown/not available.**

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**Definition**

**Example:** If a student is enrolled for credit and is eligible for aid in both the fall and the spring and the full-year EFC calculated for the student is \$2,000, this should be the value entered for both terms in which the student appears. If the student is only enrolled for credit and eligible for aid in the fall term, then the EFC reported for the student should be proportional to that term.

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**Instructions**

| <b>Mandatory entry for students with a completed application (AID013=Y)</b><br><br>A null value will indicate that EFC is unknown.<br><br><b>EFC must be the same for a given student, institution, fiscal year.</b> |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

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**AID010 Student Education Costs**

The student's Education Costs that the institution used to calculate financial aid need

|                           |                                      |                            |
|---------------------------|--------------------------------------|----------------------------|
| <b>Data Type:</b> Numeric | <b>Length</b> Minimum 1<br>Maximum 6 | <b>Format Example</b> 1500 |
|---------------------------|--------------------------------------|----------------------------|

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**Amount Descriptions**

The Student Cost reported should represent the Annual Education Cost for the student if a student was enrolled (for credit) and eligible to receive aid.

This field includes both direct and indirect costs.

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**Definition**

**Example:** If a student is enrolled for credit and is eligible for aid in both the fall and the spring and the full-year cost calculated for the student is \$8,000, this should be the value entered for both terms in which the student appears. If the student is only enrolled for credit and eligible for aid in the fall term, then the cost reported for the student should be proportional to that term.

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**Instructions**

| <b>Mandatory entry for students with a completed application (AID013=Y)</b>            |  |
|----------------------------------------------------------------------------------------|--|
| Value must be greater than zero.                                                       |  |
| <b>Education Costs must be the same for a given student, institution, fiscal year.</b> |  |

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**AID011      Student Need**

The student's demonstrated financial aid need that the institution used to award financial aid.

|                           |                                      |                            |
|---------------------------|--------------------------------------|----------------------------|
| <b>Data Type:</b> Numeric | <b>Length</b> Minimum 1<br>Maximum 6 | <b>Format Example</b> 1500 |
|---------------------------|--------------------------------------|----------------------------|

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**Amount Descriptions**

The Student Need reported should be specific to the term(s) for which the student was enrolled (for credit) and eligible to receive aid.

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**Definition**

**Example:** If a student is enrolled for credit and is eligible for aid in both the fall and the spring and the full-year student need calculated for the student is \$6,000, this should be the value entered for both terms in which the student appears. If the student is only enrolled for credit and eligible for aid in the fall term, then the student need reported for the student should be proportional to that term.

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**Instructions**

| <b>Mandatory entry for students with a completed application (AID013=Y)</b>         |  |
|-------------------------------------------------------------------------------------|--|
| Null values default to 0                                                            |  |
| Value must NOT be less than zero                                                    |  |
| <b>Student Need must be the same for a given student, institution, fiscal year.</b> |  |

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**AID012      Student Eligibility Indicator**

The indicator of the student's eligibility for any type of financial aid at the school.

**Data Type:** Alphanumeric    **Length**    Minimum 1  
Maximum 1                      **Format Example** N

---

**Code Descriptions**

N    Student is NOT eligible for financial aid  
Y    Student is eligible for financial aid

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**Definition**

An eligible student is one who has met all of the institutional academic program requirements, has completed the financial aid application by the institution's published priority or deadline date, and meets all financial aid eligibility requirements for Title IV and State need-based aid.

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**Instructions**

| <b>Mandatory entry</b>                                                                                       |  |
|--------------------------------------------------------------------------------------------------------------|--|
| <b>Student Eligibility Indicator must be the same for a given student, institution, fiscal year and term</b> |  |

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**AID013**      **Completed Application Indicator**

Indicates whether the student completed a financial aid application (FAFSA) according to the institution's requirements.

**Data Type:** Alphanumeric    **Length**    Minimum 1                      **Format Example** N  
Maximum 1

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**Code Descriptions**

N    Student did not complete the financial aid application according to requirements  
Y    Student did complete the financial aid application according to requirements

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**Definition**

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**Instructions**

| <b>Mandatory entry</b>                                                                                   |  |
|----------------------------------------------------------------------------------------------------------|--|
| <b>Completed Application Indicator must be the same for a given student, institution and fiscal year</b> |  |

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**AID014      Total Credit Hours Registered For**

The number of credit hours for which the student is registered.

**Data Type:** Numeric

**Length**    Minimum 1  
Maximum 6

**Format Example** 15.5

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**Code Descriptions**

The total credit hours registered for would be based on the term that the student is enrolled in. If a student were enrolled in the Fall for 15 credits and in the Spring for 12 credits, then 15 would be entered for all Fall records for that student and 12 would be entered for all Spring records for that student.

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**Definition**

This data field should include the total credits that a student will earn upon successful completion of all courses in a term. For example, if a student is taking 5 classes that are 3 credits each, this field should read 15.

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**Instructions**

| <b>Mandatory entry</b><br><br>Value must be greater than zero.<br><br><b>Credit Hours must be the same for a given student, institution, fiscal year and term</b> | With the exception of Clock-Hour schools, Credit Hours must be between 1 and 28 for a given student, institution, fiscal year and term |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|

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**AID015      Awarded Amount**

The student's awarded amount for the Term (AID003) being reported and specified by Award Identifier (AID016).

|                           |                                      |                           |
|---------------------------|--------------------------------------|---------------------------|
| <b>Data Type:</b> Numeric | <b>Length</b> Minimum 1<br>Maximum 6 | <b>Format Example</b> 500 |
|---------------------------|--------------------------------------|---------------------------|

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**Code Descriptions**

If a student applied for and was eligible for financial aid but was awarded none, enter 0.

If a student applied for and was either not eligible or did not complete an application, enter 0.

If Awarded Amount is 0, Award Identifier (AID016) must be 0 (No Award)

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**Definition**

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**Instructions**

| <b>Mandatory entry</b><br><br>Null values results in file rejection<br><br>Please report one amount for each Term (AID003), Award Identifier (AID016) and Student. | If Award Amount = 0, then no other records should be submitted for that institution, year, student and term. I.e., if a student was eligible for, but received no aid, as indicated by Award Amount = 0, there should not be another record for that student in which he/she received aid in the specified term. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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**AID016      Award Identifier**

The identification number assigned to a specific type of award.

|                           |                                                      |                         |
|---------------------------|------------------------------------------------------|-------------------------|
| <b>Data Type:</b> Numeric | <b>Length</b> <small>Minimum 1<br/>Maximum 2</small> | <b>Format Example</b> 1 |
|---------------------------|------------------------------------------------------|-------------------------|

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**Code Descriptions**

**0**      No Award (Student applied for and was eligible for aid but received none)

**State Financial Aid Programs**

- 1**      MASSGrant
- 2**      Performance Bonus
- 3**      Cash (ACCESS) Grant
- 4**      Public Service Grant
- 5**      Foster Child Grant
- 6**      Part Time Grant
- 7**      Paraprofessional Teacher Preparation Grant
- 8**      Christian Herter Scholarship
- 9**      Agnes Lindsay Scholarship
- 10**      Tomorrow's Teachers Scholarship
- 11**      Need Based Tuition Waiver
- 12**      Categorical Tuition Waiver: Native American, Senior Citizen, MA Rehabilitation Commission
- 13**      Other Tuition Waivers
- 14**      Massachusetts No Interest Loan
- 15**      Other State
- 16**      Gilbert Grant
- 17**      Adams Scholarship
- 18**      MSCBA Housing Grant
- 19**      Early Educators Scholarship
- 20**      One Family Scholarship
- 21**      National Guard Tuition & Fee Assistance
- 22**      Massachusetts Educational Rewards Grant
- 23**      Math & Science Teachers Scholarship
- 24**      Scholar-Internship Match Fund
- 25**      Massachusetts GEAR UP Scholarship
- 26**      Expanded Massachusetts No Interest Loan
- 27**      Completion Incentive Grant Fund
- 28**      Massachusetts High Demand Scholarship
- 29**      State University Internship Incentive Program
- 30**      DCF Adopted Children Fee Assistance
- 31**      DCF Foster Children Fee Assistance

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|           |                                            |
|-----------|--------------------------------------------|
| <b>32</b> | Mass Transfer Waiver                       |
| <b>33</b> | Paul E. Tsongas Scholarship Tuition Waiver |
| <b>34</b> | Collaborative Teachers Tuition Waiver      |
| <b>35</b> | Career Advancement Tuition Waiver          |
| <b>36</b> | Veterans Tuition Waiver                    |
| <b>37</b> | Commonwealth Commitment                    |
| <b>38</b> | MASSGrant Plus                             |
| <b>39</b> | GEER Emergency Grant                       |
| <b>53</b> | MASSGrant Plus Expansion                   |
| <b>54</b> | MassReconnect                              |
| <b>55</b> | Nursing Scholarship                        |
| <b>56</b> | In-Demand Scholarship                      |

**Federal Programs**

|           |                                            |
|-----------|--------------------------------------------|
| <b>40</b> | Pell Grant                                 |
| <b>41</b> | Supplemental Educational Opportunity Grant |
| <b>42</b> | Robert Byrd Scholarship                    |
| <b>43</b> | Federal College Work Study                 |
| <b>44</b> | Perkins Loan                               |
| <b>45</b> | Subsidized Federal Stafford Loan           |
| <b>46</b> | Unsubsidized Federal Stafford Loan         |
| <b>47</b> | PLUS                                       |
| <b>48</b> | Other Federal (Non-Title IV aid)           |
| <b>49</b> | Academic Competitiveness Grant (ACG)       |
| <b>50</b> | Federal SMART Grant                        |
| <b>51</b> | TEACH Grant Program                        |
| <b>52</b> | Iraq Afghanistan Service Grant             |

**Institutional Programs**

|           |                         |
|-----------|-------------------------|
| <b>80</b> | Scholarships            |
| <b>81</b> | Grants                  |
| <b>82</b> | Loans                   |
| <b>83</b> | Other Institutional Aid |

**Outside Aid**

|           |               |
|-----------|---------------|
| <b>90</b> | Scholarships  |
| <b>91</b> | Grants        |
| <b>92</b> | Parent Loans  |
| <b>93</b> | Student Loans |
| <b>99</b> | Other         |

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**Definition**

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Each student may receive more than one type of aid. A separate record should be submitted for each type of aid that a student receives in a given year and term for an institution.

The award identifiers (AID016) values: 80 (Institutional Scholarships), 81 (Institutional Grants), 82 (Institutional Loans), 90 (Outside Scholarships), 91 (Outside Grants), 92 (Outside Parent Loans), and 93 (Outside Student Loans) may represent more than one financial aid program. **If you report more than one disbursed amount (AID018) for any of these award identifiers (AID016), you must report the award name (AID017)**

For example, when reporting institutional grants “College Grant” and “President Grant”, the correct award identifier is 81. If you report two records with award identifier 81, the award name **is required** to identify each record. The award name is **not required** if you sum the amounts of “College Grant” and “President Grant” and report one record with award identifier 81. If the student only received 1 institutional grant, such as “College Grant”, you should also supply the award name to identify the distinct award.

In the case of the “Other” types of aid: 15 (Other State), 48 (Other Federal), 83 (Other Institutional), and 99 (Outside Other), the award name (AID017) is **mandatory**.

In the case of award identifier 30 (DCF Adopted Children Fee Assistance) and 31 (DCF Foster Children Fee Assistance), the awards are for the fee amounts and the tuition waiver awards must be reported with the award identifier 13 (Other Tuition Waivers).

### Instructions

|                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Mandatory entry</b>                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                          |
| Award Identifier = 99 (Other) may only be used if no other award identifier is valid (i.e., when reporting institutional grants “College Grant” and “President Grant”, the correct award identifier is 81) | <p>If Award Identifier = 0 (No Award), then Awarded Amount (AID015) must = 0</p> <p>If Award Identifier = 0, then no other records should be submitted for that institution, year, student and term. I.e., if a student was eligible for, but received no aid, as indicated by Award ID = 0, there should not be another record for that student in which he/she received aid in the specified term.</p> |

|                                                                                                                                                                                                                                                   |                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <p><b>Must be null</b> if not Other (15, 48, 83, 99) or Institutional/Outside Aid (80, 81, 82, 90, 91, 92, 93)</p> <p><b>Mandatory entry if Award Identifier (AID016) = Other: 15 (State), 48 (Federal), 83 (Institutional) or 99 (Other)</b></p> | <p><b>See above for specific conditions</b></p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|

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**AID018 Disbursed Amount**

The student's disbursed amount for the Term (AID003) being reported and specified by Award Identifier (AID016).

**Data Type:** Numeric

**Length** Minimum 1  
Maximum 6

**Format Example** 500

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**Code Descriptions**

If a student applied for and was eligible for financial aid but received none, enter 0.

If a student applied for and was either not eligible or did not complete an application, enter 0.

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**Definition**

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**Instructions**

| <b>Mandatory entry</b>                |  |
|---------------------------------------|--|
| Null values results in file rejection |  |

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**AID019 Tuition and Mandatory Fees**

The student's tuition and mandatory fees amount for the Term (AID003) being reported.

**Data Type:** Numeric

**Length** Minimum 1  
Maximum 6

**Format Example** 5500

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**Code Descriptions**

Supply the mandatory tuition and fees (not including room and board) that the student paid for the given term. In addition to general fees paid by all students regardless of program, fees specific to the student's course enrollment or program of study should be included.

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**Definition**

Mandatory fees in this field refer to general fees paid by all students and fees specific to a program or course enrollment. Examples of program fees include per term fees for enrollment in high cost programs like practical nursing or occupational therapy. Examples of course fees include additional per course charges for culinary classes, science courses and other courses with instructional support fees.

---

**Instructions**

| <b>Mandatory entry for all students</b>                                                               |  |
|-------------------------------------------------------------------------------------------------------|--|
| Tuition and Mandatory Fees should be the same for a given student, institution, fiscal year and term. |  |

**Massachusetts Department of Higher Education Office of Student Financial Assistance**  
**Student Financial Aid Data Dictionary**

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**AID020 Books and Supplies**

The student's books and supplies amount for the Term (AID003) being reported.

**Data Type:** Numeric      **Length** Minimum 1  
Maximum 6      **Format Example** 1500

---

**Code Descriptions**

Supply the budgeted books and supplies amount that a student would pay for the given term.

---

**Definition**

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**Instructions**

| <b>Mandatory entry for all students</b><br><br>Books and Supplies should be the same for a given student, institution, fiscal year and term. |  |
|----------------------------------------------------------------------------------------------------------------------------------------------|--|

**Massachusetts Department of Higher Education Office of Student Financial Assistance**  
**Student Financial Aid Data Dictionary**

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**AID021 Insurance**

The student's health insurance amount for the Term (AID003) being reported.

**Data Type:** Numeric      **Length** Minimum 1  
Maximum 6      **Format Example** 5500

---

**Code Descriptions**

Supply the student insurance amount that the student paid if he/she took health insurance through the institution.

---

**Definition**

---

**Instructions**

| <b>Mandatory entry for all students</b><br><br>Insurance should be the same for a given student, institution, fiscal year and term. |  |
|-------------------------------------------------------------------------------------------------------------------------------------|--|

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

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**AID022**      **Completed Application by Deadline**

Indicates whether the student completed the application by the institution's published priority deadline.

**Data Type:** Alphanumeric    **Length**    Minimum 1  
Maximum 1      **Format Example** N

---

**Code Descriptions**

N    Student did not complete the financial aid application by the published deadline  
Y    Student did complete the financial aid application by the published deadline

---

**Definition**

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**Instructions:** Enter Y: If your institution has no priority deadline

| <b>Mandatory entry</b>                                                                                     | If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal 'Y'.<br>If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal 'N'. |
|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Completed Application by Deadline must be the same for a given student, institution and fiscal year</b> |                                                                                                                                                              |

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

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**AID023 Met Academic Requirements**

Indicates whether the student met all of the institutional academic program requirements.

**Data Type:** Alphanumeric    **Length** Minimum 1  
Maximum 1    **Format Example** N

---

**Code Descriptions**

N Student did not meet all the institutional academic program requirements  
Y Student did meet all the institutional academic program requirements

---

**Definition**

---

**Instructions**

| <b>Mandatory entry</b>                                                                          | If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal 'Y'.<br>If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal 'N' |
|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Met Academic Requirements must be the same for a given student, institution, fiscal year</b> |                                                                                                                                                             |

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

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**AID024 Met Title IV Requirements**

Indicates whether the student met all financial aid eligibility requirements for Title IV and State need-based aid.

**Data Type:** Alphanumeric   **Length** Minimum 1  
Maximum 1   **Format Example** N

---

**Code Descriptions**

N Student did not meet all financial aid eligibility requirements for Title IV and State need-based aid

Y Student did meet all financial aid eligibility requirements for Title IV and State need-based aid

---

**Definition**

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**Instructions**

|                                                                                                 |                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                 |                                                                                                                                                             |
| <b>Mandatory entry</b>                                                                          | If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal 'Y'.<br>If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal 'N' |
| <b>Met Title IV Requirements must be the same for a given student, institution, fiscal year</b> |                                                                                                                                                             |

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

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**AID025      Withdrew Indicator**

Indicates whether the student withdrew (officially or unofficially) or was dismissed during the semester.

**Data Type:** Alphanumeric    **Length**    Minimum 1  
Maximum 1                      **Format Example** N

---

**Code Descriptions**

N    Student did not withdraw during the semester.  
Y    Student withdrew (officially or unofficially) or was dismissed during the semester

---

**Definition**

---

**Instructions**

| <b>Mandatory entry</b>                                                                            |  |
|---------------------------------------------------------------------------------------------------|--|
| <b>Withdrew Indicator must be the same for a given student, institution, fiscal year and term</b> |  |

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

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**AID026**      **Dependency Status**

Indicates whether the student is dependent on his/her parents.

**Data Type:** Alphanumeric    **Length**    Minimum 1  
Maximum 1                      **Format Example** 1

---

**Code Descriptions**

- 1    Dependent.
- 2    Independent

---

**Definition**

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**Instructions**

| <b>Mandatory entry for students with a completed application (AID013=Y)</b><br><br>A blank value will indicate that there is no completed application (AID013=N)<br><br><b>Dependency Status must be the same for a given student, institution and fiscal year</b> |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

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**AID027      Adjusted Gross Income**

Student's or parent's adjusted gross income from the IRS return.

**Data Type:** Numeric      **Length** Minimum 1  
Maximum 7      **Format Example** 45721

---

**Code Descriptions**

Supply the student's or parent's adjusted gross income from the IRS return.

---

**Definition**

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**Instructions**

| <b>Mandatory entry for students with a completed application (AID013=Y)</b><br><br>A blank value will indicate that there is no completed application (AID013=N)<br><br><b>Adjusted Gross Income must be the same for a given student, institution and fiscal year</b> |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Massachusetts Department of Higher Education Office of Student Financial Assistance  
Student Financial Aid Data Dictionary

---

**AID028      MAFSA Application Completed**

Indicates whether the student completed a Massachusetts Application for State Financial Aid (MASFA).

**Data Type:** Alphanumeric   **Length** Minimum 1  
Maximum 1      **Format Example** N

---

**Code Descriptions**

N   Student did not complete the Massachusetts Application for State Financial Aid (MASFA)

Y   Student did complete the Massachusetts Application for State Financial Aid (MASFA)

---

**Definition**

---

**Instructions**

| <b>Mandatory entry</b>                                                                                   |  |
|----------------------------------------------------------------------------------------------------------|--|
| <b>Completed Application Indicator must be the same for a given student, institution and fiscal year</b> |  |