

Data Dictionary

Student Financial Aid Record – FY25

Annual File

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Revisions

[illegible]

Data Specification

Terms	Definitions
Data Element	Unique identifier or title of the data element.
Description	Name of the data element.
Definition	A definition of the data element collected.
Data Constraints	Rules or limitations that are applied to the data element.
Data type	Type of data to be entered e.g. alphanumeric, numeric.
Field size	The minimum and maximum number of characters the data item can take. (format: minimum maximum 1 2)
Format/Layout	The structure or pattern the data should follow.
Acceptable Values	The form in which the data is to be entered. Specific set of values that are permitted for a given data field.
Business Rule	Additional Comments or assistance on interpreting, applying or reporting the data item or code set.
Dependency	Refers to a relationship between different data elements where the value of one element is dependent on the value of another element.

Summary

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, undergraduate student who applied for financial aid must be included in the Student Financial Aid Record file (i.e. Please report enrolled, undergraduate 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 or MASFA was submitted.

3.) **NEW for FY25 In addition, every Massachusetts graduate student enrolled for credit who received a state award must be included in the Student Financial Aid Data file, regardless of whether a FAFSA or MASFA was submitted.**

The format for the 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.

What's New in the FY25 File Layout

Important Dates

- The FY25 year-end data site will begin accepting school data files starting **September 19, 2025**.
- The deadline for submission of FY25 year-end financial aid data files is **November 30, 2025**.

Below is a summary of the more notable changes in the FY25 Year-End Financial Aid Data File Layout.

- Graduate students who were enrolled for credit and received state funding must now be reported;
- EFC has been replaced with SAI;
- AGI has been replaced with FISAP Total Income;
- Some field descriptions (AID010, AID013, AID014, AID022) have been updated for clarity, but the requested data remains the same;
- Five (5) state programs have been added to the award identifiers;
 - 57 MassEducate
 - 58 Behavioral Health Workforce Scholarship
 - 59 Support for Behavioral Health Field Placements
 - 60 State Employee Benefit - Tuition Waiver
 - 61 Civic Learning Stipend
- One (1) institutional program has been added to the award identifiers;
 - 84 Institutional Employee Benefit - Tuition Waiver
- "Student Need" (AID011) is no longer a reported field, but a null placeholder must still be included in your file;
- Four (4) new fields have been added to the end of the file.
 - AID029 Academic Level for Term
 - AID030 Primary Program CIP Code for Term
 - AID031 Enrollment Status for Term
 - AID032 FISAP Total Income Available

Data Elements

AID001 - (College ID)

Data Element	AID001		
Description	College ID		
Definition	<p>An institutional identification code assigned by the MDHE to MA public institutions.</p> <p>Code used to identify each college or university in the Commonwealth of Massachusetts.</p>		
Data Constraints	<p>Must not be null for MA public institutions;</p> <p>Must be in the Institutions lookup table.</p>	Data type	Alphanumeric
Field size (Min Max)	3 3	Format/Layout	0
Acceptable Values	<p>Code Descriptions</p> <p>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</p>		

	131 Quinsigamond Community College 141 Roxbury Community College 151 Springfield Technical Community College 000 All Others
Business Rule	Mandatory entry for all institutions
Dependency	

AID002 - (Award Year)

Data Element	AID002		
Description	Award Year		
Definition	<p>The award year for which information is being reported.</p> <p>Award Year is defined by the state's fiscal year of the date of the award. Enrolled students identified in the file are students who were enrolled for the designated fiscal year.</p>		
Data Constraints	<p>Must not be null;</p> <p>Must not be a future date;</p> <p>Combination of institution and award year cannot be submitted before.</p>	Data type	Numeric
Field size (Min Max)	4 4	Format/Layout	YYYY
Acceptable Values	<p>Code Descriptions</p> <p>2019 July 1 2018 to June 30 2019 2020 July 1 2019 to June 30 2020 2021 July 1 2020 to June 30 2021 2022 July 1 2021 to June 30 2022 2023 July 1 2022 to June 30 2023 2024 July 1 2023 to June 30 2024 2025 July 1 2024 to June 30 2025</p>		
Business Rule	<p>Mandatory entry</p> <p>Year entered must be the fiscal year of awarded data.</p>		
Dependency			

AID003 - (Term)

Data Element	AID003		
Description	Term		
Definition	<p>The academic term for which information is being reported.</p> <p>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.</p>		
Data Constraints	Must not be null.	Data type	Numeric
Field size (Min Max)	1 1	Format/Layout	0
Acceptable Values	<p>Code Descriptions</p> <p>1 Fall 2 Winter 3 Spring 4 Summer</p>		
Business Rule	Mandatory entry		
Dependency			

AID004 - (Student's Social Security Number)

Data Element	AID004		
Description	Student's Social Security Number		
Definition	<p>The student's social security number.</p> <p>Unique identification number assigned by the Federal government to each citizen and permanent resident of the United States.</p> <p>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.</p>		
Data Constraints	<p>Must include leading zeroes;</p> <p>Must not be null;</p>	Data type	Alphanumeric

	<p>Must be 9 digits long;</p> <p>First three values must be between 001 and 772;</p> <p>Second two values must be between 01 and 99;</p> <p>Last four values must be between 0001 and 9999;</p> <p>SSN may be 000000000 if the student did not complete a financial aid application;</p> <p>Must be unique for combination of institution and award year.</p>		
Field size (Min Max)	9 11	Format/Layout	111111111
Acceptable Values	<p>Code Descriptions</p> <p>Note: SSN can be reported in the traditional format and can include the hyphens “-”.</p> <p>For example: 123-45-6579 is an acceptable format</p>		
Business Rule	<p>Mandatory entry</p> <p>SSN must be unique for the institution and award year;</p> <p>DO NOT enter an identification code assigned by the institution for this item;</p> <p>Institutionally assigned identifiers should only be reported in the Student ID data element.</p>		
Dependency	<p>If the FAFSA was completed (AID013 = Y) and used to determine the student's eligibility, then SSN cannot be 000000000.</p> <p>If the MASFA was completed (AID028 = Y) and used to determine the student's eligibility, then SSN should be equal to all zeroes (000000000).</p>		

AID005 - (Student ID)

Data Element	AID005		
Description	Student ID		
Definition	Identification code assigned to the student by the institution. Unique code used by the institution to identify students. Institutions may either use social security numbers for this purpose or an institutionally assigned identifier.		
Data Constraints	Must not be null; Length must be less than or equal to 15; Must be unique for combination of institution, student, and award year.	Data type	Alphanumeric
Field size (Min Max)	1 15	Format/Layout	9999999999
Acceptable Values			
Business Rule	Mandatory entry Student ID must be unique for the institution, student, and award year.		
Dependency			

AID006 - (Student's Last Name)

Data Element	AID006		
Description	Student's Last Name		
Definition	The student's last name.		
Data Constraints	Must not be null; Length must be less than or equal to 50;	Data type	Alphanumeric

	Must be the same value for combination of institution, student and award year; Cannot contain non-ASCII characters such as accented letters (ex: è, ô, ñ, ä). Hyphens may be included.		
Field size (Min Max)	1 50	Format/Layout	JONES
Acceptable Values	Code Descriptions Can be either upper case or mixed case.		
Business Rule	Mandatory entry		
Dependency	Click or tap here to enter text.		

AID007 - (Student's First Name)

Data Element	AID007		
Description	Student's First Name		
Definition	The student's first name.		
Data Constraints	Must not be null; Length must be less than or equal to 32; Must be the same value for combination of institution, student, and award year; Cannot contain non-ASCII characters such as accented letters (ex: è, ô, ñ, ä). Hyphens may be included.	Data type	Alphanumeric
Field size (Min Max)	1 32	Format/Layout	JAMES

Acceptable Values	Code Descriptions Can be either upper case or mixed case.
Business Rule	Mandatory entry
Dependency	

AID008 - (Student's Middle Initial)

Data Element	AID008		
Description	Student's Middle Initial		
Definition	The student's middle initial.		
Data Constraints	Length must be less than or equal to 1; Must be the same value for combination of institution, student, and award year; Cannot contain non-ASCII characters such as accented letters (ex: è, ô, ñ, ä).	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	E
Acceptable Values	Click or tap here to enter text.		
Business Rule	Not mandatory but preferred in order to differentiate between students with similar first and last names.		
Dependency	Click or tap here to enter text.		

AID009 - (SAI (Student Aid Index))

Data Element	AID009
Description	SAI (Student Aid Index)

Definition	<p>The student's Student Aid Index (SAI) that the institution used to calculate financial aid need.</p> <p>Note: Federal regulations dictate that the SAI cannot be prorated. Always report the SAI as listed on the FAFSA. SAI can change between terms if the student's dependency status also changed.</p>		
Data Constraints	<p>Must be numeric;</p> <p>Must be a valid number with or without decimal point, from -1500 to 99999;</p> <p>Must be the same value for combination of institution, student, award year, and term;</p> <p>SAI should be reported as calculated by the federal processing center.</p>	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	-1500
Acceptable Values	<p>Amount Descriptions</p> <p>If SAI is not available, leave this field blank and confirm AID013 = N and AID028 = N.</p> <p>If the SAI is zero, enter 0. Do not enter 0 if the SAI is unknown/not available.</p> <p>If the SAI is negative, enter the negative value as reported on the FAFSA.</p>		
Business Rule	<p>Mandatory entry for students with a completed FAFSA (AID013=Y) or MASFA (AID028=Y)</p> <p>A null value will indicate that SAI is unknown.</p> <p>SAI must be the same for a given student, institution, award year, and term.</p>		
Dependency	Click or tap here to enter text.		

AID010 - (Cost of Attendance (COA))

Data Element	AID010		
Description	Cost of Attendance (COA)		
Definition	<p>The student's Cost of Attendance (COA) that the institution used to calculate financial aid need.</p> <p>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.</p>		
Data Constraints	Must not be null if completed FAFSA (AID013)=Y or MASFA (AID028)=Y; Must be a valid number with or without decimal point; Must be greater than 0; Must be the same value for combination of institution, student, and award year.	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	1500
Acceptable Values	<p>Amount Descriptions</p> <p>The student COA reported should represent the costs for all terms in which the student was enrolled (for credit) and eligible to receive aid for the award year.</p> <p>This field includes both direct and indirect costs.</p>		
Business Rule	<p>Mandatory entry for students with a completed FAFSA (AID013=Y) or MASFA (AID028=Y);</p> <p>Value must be greater than zero;</p> <p>Education Costs must be the same for a given student, institution, award year.</p>		

Dependency	Click or tap here to enter text.
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AID011 - (Blank, Placeholder)

Data Element	AID011		
Description	Blank, Placeholder		
Definition	This field was previously used to report Student Need. That data will be calculated internally using data provided in AID009 and AID010.		
Data Constraints	Must be null.	Data type	
Field size (Min Max)	0 0	Format/Layout	
Acceptable Values	This field should now be kept in the report, but left blank.		
Business Rule	Must be null for all entries.		
Dependency	Click or tap here to enter text.		

AID012 - (Student Eligibility Indicator)

Data Element	AID012		
Description	Student Eligibility Indicator		
Definition	<p>The indicator of the student's eligibility for any type of financial aid at the school.</p> <p>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.</p>		
Data Constraints	<p>Must not be null;</p> <p>Must be equal to 'Y' or 'N';</p> <p>Must be the same value for combination</p>	Data type	Alphanumeric

	of institution, student, award year, and term.		
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	Code Descriptions N Student is NOT eligible for financial aid Y Student is eligible for financial aid		
Business Rule	Mandatory entry Student Eligibility Indicator must be the same for a given student, institution, award year, and term.		
Dependency	If MASFA completed (AID028 = Y) then Student Eligibility Indicator should be equal to 'Y' if both Completed Application by Deadline (AID022 = 'Y') and Met Academic Requirements (AID023 = 'Y').		

AID013 - (Completed FAFSA Indicator)

Data Element	AID013		
Description	Completed FAFSA Indicator		
Definition	Indicates whether the student completed a FAFSA according to the institution's requirements.		
Data Constraints	Must not be null; Must be equal to 'Y' or 'N'; Must be the same value for combination of institution, student, and award year.	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	Code Descriptions N Student did not complete the FAFSA application according to requirements Y Student did complete the FAFSA application according to requirements		
Business Rule	Mandatory entry Completed FAFSA Application Indicator must be the same for a given student, institution, and award year.		

Dependency	If the MASFA (AID028 = Y), then Completed FAFSA Indicator should be equal to 'N'.
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AID014 - (Total Credit/Clock Hours Registered For Term)

Data Element	AID014		
Description	Total Credit/Clock Hours Registered For Term		
Definition	<p>The number of credit/clock hours for which the student is registered.</p> <p>This data field should include the total credits/clock hours 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.</p>		
Data Constraints	<p>Must not be null;</p> <p>Must be valid number with or without decimal point;</p> <p>Must be between 1 and 28 for all institutions except for-profit private institutions (clock-hours schools);</p> <p>Must be the same value for combination of institution, student, award year, and term.</p>	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	15
Acceptable Values	<p>Amount Descriptions</p> <p>The total credit/clock hours registered for term 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.</p>		
Business Rule	<p>Mandatory entry</p> <p>Value must be greater than zero;</p> <p>Credit/Clock hours must be the same for a given student, institution,</p>		

	award year, and term.
Dependency	<p>With the exception of Clock-Hour schools, Credit Hours must be between 1 and 28 for a given student, institution, fiscal year, and term;</p> <p>If AID029 = 1 (UG) and AID030 = F (Full-Time), then credit hours must be greater than or equal to 12 credits and clock hours must be greater than or equal to 320 clock hours.</p>

AID015 - (Awarded Amount)

Data Element	AID015		
Description	Awarded Amount		
Definition	The student's awarded amount for the Term (AID003) being reported and specified by Award Identifier (AID016).		
Data Constraints	<p>Must not be null;</p> <p>Must be valid number with or without decimal point;</p> <p>Must be greater than or equal to 0;</p> <p>Must be equal to 0 if Award_Id (AID016) is 0 (No Award);</p> <p>Must not be equal to 0 if Award_Id (AID016) is not equal to 0 (No Award).</p>	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	500
Acceptable Values	<p>Amount Descriptions</p> <p>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)</p>		
Business Rule	<p>Mandatory entry</p> <p>Null values results in file rejection;</p> <p>Please report one amount for each Term (AID003), Award Identifier</p>		

	(AID016) and Student.
Dependency	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.

AID016 - (Award Identifier)

Data Element	AID016
Description	Award Identifier
Definition	<p>The identification number assigned to a specific type of award;</p> <p>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;</p> <p>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);</p> <p>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;</p> <p>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;</p> <p>In the case of award identifier 30 (DCF Adopted Children Fee Assistance) and 31 (DCF Foster Children Fee Assistance), the awards are</p>

	for the fee amounts and the tuition waiver awards must be reported with the award identifier 13 (Other Tuition Waivers).		
Data Constraints	<p>Must not be null;</p> <p>Must be in the FA_Awards lookup table;</p> <p>If Award_Id is 0 no other records for the same institution, student, award year, and term are allowed;</p> <p>If Award Id is not equal to (80, 81, 82, 90, 91, 92, 93) then only one record with the same Award Id is allowed per institution, student, award year, and term.</p>	Data type	Numeric
Field size (Min Max)	1 2	Format/Layout	1
Acceptable Values	<p>Code Description</p> <p>0 No Award (Student applied for and was eligible for aid but received none)</p> <p>State Financial Aid Programs</p> <p>1 MASSGrant</p> <p>2 Performance Bonus</p> <p>3 Cash (ACCESS) Grant</p> <p>4 Public Service Grant</p> <p>5 Foster Child Grant</p> <p>6 Part Time Grant</p> <p>7 Paraprofessional Teacher Preparation Grant</p> <p>8 Christian Herter Scholarship</p> <p>9 Agnes Lindsay Scholarship</p> <p>10 Tomorrow's Teachers Scholarship</p> <p>11 Need Based Tuition Waiver</p> <p>12 Categorical Tuition Waiver: Native American, Senior Citizen, MA Rehabilitation Commission</p> <p>13 Other Tuition Waivers</p> <p>14 Massachusetts No Interest Loan</p> <p>15 Other State</p> <p>16 Gilbert Grant</p> <p>17 Adams Scholarship</p> <p>18 MSCBA Housing Grant</p> <p>19 Early Educators Scholarship</p> <p>20 One Family Scholarship</p>		

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
 32 Mass Transfer Waiver
 33 Paul E. Tsongas Scholarship Tuition Waiver
 34 Collaborative Teachers Tuition Waiver
 35 Career Advancement Tuition Waiver
 36 Veterans Tuition Waiver
 37 Commonwealth Commitment
 38 MASSGrant Plus
 39 GEER Emergency Grant
 53 MASSGrant Plus Expansion
 54 MassReconnect
 55 Nursing Scholarship
 56 In-Demand Scholarship
 57 MassEducate
 58 Behavioral Health Workforce Scholarship
 59 Support for Behavioral Health Field Placements
 60 State Employee Benefit - Tuition Waiver
 61 Civic Learning Stipend

Federal Programs

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

Institutional Programs

80 Scholarships
 81 Grants
 82 Loans
 83 Other Institutional Aid
 84 Institutional Employee Benefit - Tuition Waiver

Outside Aid

90 Scholarships
 91 Grants
 92 Parent Loans
 93 Student Loans

	99 Other
Business Rule	<p>Mandatory entry</p> <p>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> <p>All State Awards require FAFSA (AID013 = Y) or MASFA (AID028=Y);</p> <p>All Federal Award groups require FAFSA (AID013=Y).</p>
Dependency	<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 specific term</p>

AID017 - (Award Name)

Data Element	AID017		
Description	Award Name		
Definition	The name of the award funded.		
Data Constraints	<p>Length must be less than or equal to 32;</p> <p>Must be null if Award Indicator (AID016) not equal to Other Ids (15, 48, 83, 99, 80, 81, 82, 90, 91, 92, 93);</p> <p>Must not be null if Award Indicator (AID016) equal to 15 (Other State), 48 (Other Federal), 83 (Other Institution) or 99 (Other);</p> <p>Must not be null if Award Indicator</p>	Data type	Alphanumeric

	<p>(AID016) equal to 80 (Scholarships), 81 (Grants), 82 (Loans), 90 (Scholarships), 91 (Grants), 92 (Parent Loans) or 93 (Student Loans) and more than 1 record with the same Award Id was submitted for the same institution, student, award year, and term;</p> <p>If Award Id is equal to (80, 81, 82, 90, 91, 92, 93) then only one record with the same Award Id and Award Name is allowed per institution, student, award year, and term.</p>		
Field size (Min Max)	1 32	Format/Layout	
Acceptable Values	<p>Code Descriptions</p> <p>Can be either upper case or mixed case</p>		
Business Rule	<p>Mandatory entry if Award Identifier (AID016) =</p> <p>15 Other State 48 Other Federal 83 Other Institutional 99 Other</p> <p>Must be null if NOT =</p> <p>15 Other State 48 Other Federal 83 Other Institutional 99 Other 80 Inst. Scholarships 81 Inst. Grants 82 Inst. Loans 84 Inst. Employee Benefit - Tuition Waiver 90 Outside Scholarships 91 Outside Grants 92 Outside Parent Loans 93 Outside Student Loans</p>		
Dependency	See field Definiton for specific conditons		

AID018 - (Disbursed Amount)

Data Element	AID018		
Description	Disbursed Amount		
Definition	The student's disbursed amount for the Term (AID003) being reported and specified by Award Identifier (AID016).		
Data Constraints	Must not be null; Must be a valid number with or without decimal point; Must be greater than or equal to 0.	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	500
Acceptable Values	<p>Amount Descriptions</p> <p>If a student applied for and was eligible for financial aid but received none, enter 0;</p> <p>If a student applied for and was either not eligible or did not complete an application, enter 0.</p>		
Business Rule	<p>Mandatory entry</p> <p>Null values results in file rejection</p>		
Dependency			

AID019 - (Tuition and Mandatory Fees)

Data Element	AID019		
Description	Tuition and Mandatory Fees		
Definition	<p>The student's tuition and mandatory fees amount for the Term (AID003) being reported.</p> <p>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</p>		

	course fees include additional per course charges for culinary classes, science courses and other courses with instructional support fees.		
Data Constraints	<p>Must not be null;</p> <p>Must be a valid number with or without decimal point;</p> <p>Must be greater than or equal to 0;</p> <p>Must be the same value for combination of institution, student, award year, and term.</p>	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	5500
Acceptable Values	<p>Amount Descriptions</p> <p>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.</p>		
Business Rule	<p>Mandatory entry for all students</p> <p>Tuition and Mandatory Fees should be the same for a given student, institution, award year, and term.</p>		
Dependency			

AID020 - (Books and Supplies)

Data Element	AID020		
Description	Books and Supplies		
Definition	The student's books and supplies amount for the Term (AID003) being reported.		
Data Constraints	<p>Must not be null;</p> <p>Must be a valid number with or without decimal point;</p> <p>Must be greater than or equal to 0;</p>	Data type	Numeric

	Must be the same value for combination of institution, student, award year, and term.		
Field size (Min Max)	1 6	Format/Layout	1500
Acceptable Values	Amount Descriptions Supply the budgeted books and supplies amount that a student would pay for the given term.		
Business Rule	Mandatory entry for all students Books and Supplies should be the same for a given student, institution, award year, and term.		
Dependency			

AID021 - (Insurance)

Data Element	AID021		
Description	Insurance		
Definition	The student's health insurance amount for the Term (AID003) being reported.		
Data Constraints	Must not be null; Must be a valid number with or without decimal point; Must be greater than or equal to 0; Must be the same value for combination of institution, student, award year, and term.	Data type	Numeric
Field size (Min Max)	1 6	Format/Layout	5500
Acceptable Values	Amount Descriptions Supply the student insurance amount that the student paid if he/she took health insurance through the institution		

Business Rule	Mandatory entry for all students Insurance should be the same for a given student, institution, award year, and term
Dependency	

AID022 - (Completed FAFSA/MASFA by Deadline)

Data Element	AID022		
Description	Completed FAFSA/MASFA by Deadline		
Definition	Indicates whether the student completed the FAFSA or MASFA by the institution's published priority deadline.		
Data Constraints	<p>Must not be null;</p> <p>Must be equal to 'Y' or 'N';</p> <p>Must be the same value for combination of institution, student, award year;</p> <p>If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal = 'Y';</p> <p>If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal = 'N'.</p>	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	<p>Code Descriptions</p> <p>N Student did not complete the financial aid application by the published deadline</p> <p>Y Student did complete the financial aid application by the published deadline</p>		
Business Rule	<p>Mandatory entry</p> <p>Instructions: Enter 'Y' if your institution has no priority deadline;</p>		

	Completed Application by Deadline must be the same for a given student, institution, and award year.
Dependency	<p>If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal 'Y';</p> <p>If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal 'N';</p> <p>If MASFA (AID028 = Y) then Completed FAFSA/MASFA by Deadline should be 'Y' if Student received State Aid</p>

AID023 - (Met Academic Requirements)

Data Element	AID023		
Description	Met Academic Requirements		
Definition	Indicates whether the student met all of the institutional academic program requirements.		
Data Constraints	<p>Must not be null;</p> <p>Must be equal to 'Y' or 'N';</p> <p>Must be the same value for combination of institution, student, award year, and term;</p> <p>If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal = 'Y';</p> <p>If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal = 'N'.</p>	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	<p>Code Descriptions</p> <p>N Student did not meet all the institutional academic program requirements</p> <p>Y Student did meet all the institutional academic program requirements</p>		

Business Rule	Mandatory entry Met Academic Requirements must be the same for a given student, institution, award year, and term.
Dependency	If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal 'Y'; If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal 'N'; If MASFA (AID028 = Y) then Met Academic Requirements should be 'Y' if Student received State Aid.

AID024 - (Met Title IV Requirements)

Data Element	AID024		
Description	Met Title IV Requirements		
Definition	Indicates whether the student met all financial aid eligibility requirements for Title IV and State need-based aid.		
Data Constraints	Must not be null; Must be equal to 'Y' or 'N'; Must be the same value for combination of institution, student, award year, and term; If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal = 'Y'; If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal = 'N'.	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	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
Business Rule	Mandatory entry Met Title IV Requirements must be the same for a given student, institution, award year, and term.
Dependency	If AID022 = 'Y' and AID023 = 'Y' and AID024 = 'Y' then AID012 must equal 'Y'; If AID022 = 'N' or AID023 = 'N' or AID024 = 'N' then AID012 must equal 'N'; If MASFA (AID028 = Y) then Met Title IV Requirements should be 'N' Student is not eligible to receive Federal Aid.

AID025 - (Withdrew Indicator)

Data Element	AID025		
Description	Withdrew Indicator		
Definition	Indicates whether the student withdrew (officially or unofficially) or was dismissed during the semester.		
Data Constraints	Must not be null; Must be equal to 'Y' or 'N'; Must be the same value for combination of institution, student, award year, and term.	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	Code Descriptions N Student did not withdraw during the semester. Y Student withdrew (officially or unofficially) or was dismissed during the semester		
Business Rule	Mandatory entry Withdrew Indicator must be the same for a given student, institution, award year, and term.		
Dependency			

AID026 - (Dependency Status)

Data Element	AID026		
Description	Dependency Status		
Definition	Indicates whether the student is dependent on his/her parents.		
Data Constraints	<p>Must not be null if Completed FAFSA Indicator (AID013) = 'Y' or MASFA Application Completed (AID028) = 'Y';</p> <p>Must be equal to '1' or '2';</p> <p>Must be the same value for combination of institution, student, award year, and term.</p>	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	1
Acceptable Values	<p>Code Descriptions</p> <p>1 Dependent</p> <p>2 Independent</p>		
Business Rule	<p>Mandatory entry for students with a completed FAFSA (AID013=Y) or MASFA (AID028=Y);</p> <p>A blank value will indicate that there is no completed FAFSA (AID013=N) and no completed MASFA (AID028=N) application;</p> <p>Dependency Status must be the same for a given student, institution, award year, and term.</p>		
Dependency			

AID027 - (FISAP Total Income)

Data Element	AID027
Description	FISAP Total Income
Definition	Family's FISAP Total Income from the FAFSA, MASFA, or institution's internal calculations.

Data Constraints	<p>Must not be null if FISAP Total Income Available (AID032) = 'Y';</p> <p>Must be null if FISAP Total Income Available (AID032) = 'N';</p> <p>Must be the same value for combination of institution, student, award year, and term.</p>	Data type	Numeric
Field size (Min Max)	1 7	Format/Layout	45721
Acceptable Values			
Business Rule	<p>Mandatory entry if available (see Data Constraints)</p> <p>A null value will indicate that there is no completed FAFSA (AID013='N') and no completed MASFA (AID028='N') application OR that FISAP Total Income is not available (AID032='N') for reporting;</p> <p>FISAP Total Income must be the same for a given student, institution, award year, and term.</p>		
Dependency	See data constraints for specific conditons		

AID028 - (MASFA Application Completed)

Data Element	AID028		
Description	MASFA Application Completed		
Definition	Indicates whether the student completed a Massachusetts Application for State Financial Aid (MASFA).		
Data Constraints	<p>Must not be null;</p> <p>Must be equal to 'Y' or 'N';</p> <p>Must be the same value for combination</p>	Data type	Alphanumeric

	of institution, student, and award year.		
Field size (Min Max)	1 1	Format/Layout	N
Acceptable Values	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)		
Business Rule	Mandatory entry MASFA Application Completed indicator must be the same for a given student, institution, and award year.		
Dependency			

AID029 - (Academic Level for Term)

Data Element	AID029		
Description	Academic Level for Term		
Definition	Indicates the academic level of the student's primary program for the Term (AID003)		
Data Constraints	Must not be null.	Data type	Numeric
Field size (Min Max)	1 1	Format/Layout	2
Acceptable Values	Code Descriptions 1 Undergraduate 2 Graduate/Professional		
Business Rule	Mandatory entry for all students Academic level should be the same for a given student, institution, award year, and term.		
Dependency	If AID016 = 58 then Academic Level for Term must be 2		

AID030 - (Primary Program CIP Code for Term)

Data Element	AID030
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Description	Primary Program CIP Code for Term		
Definition	Indicates the Classification of Instructional Programs (CIP) code of the student's primary program for the Term (AID003).		
Data Constraints	Must not be null; Must be a valid 4 or 6 digit number (5 or 7 characters) including the decimal point.	Data type	Numeric
Field size (Min Max)	5 7	Format/Layout	99.9999 or 99.99
Acceptable Values	<p>Code Description</p> <p>Should reflect the 2020 CIP code established by the US Department of Education.</p> <p>While we will accept the 4 digit CIP code, please report the full 6 digits if possible. An additional character is allowed to accommodate the decimal point.</p>		
Business Rule	<p>Mandatory entry for all students</p> <p>CIP Code should be the same for a given student, institution, award year, and term.</p>		
Dependency			

AID031 - (Enrollment Status for Term)

Data Element	AID031		
Description	Enrollment Status for Term		
Definition	<p>The enrollment status should be determined by summing the credit or clock hours in which the student is enrolled and comparing that total to the school's definition of full-time, three-quarter time, half-time, and less than half-time.</p> <p>Note - If a student ceased enrollment for the semester but still received aid, report their enrollment prior to the withdrawal/leave that was used to initially determine their aid eligibility.</p>		
Data Constraints	Must not be null.	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	F

Acceptable Values	Code Description F Full-Time Q Three-Quarter Time H Half-Time L Less Than Half-Time
Business Rule	Mandatory entry for all students Enrollment Status should be the same for a given student, institution, award year, and term.
Dependency	

AID032 - (FISAP Total Income Available)

Data Element	AID032		
Description	FISAP Total Income Available		
Definition	Indicates whether the intermediate calculation for FISAP Total Income is available for reporting in the FISAP Total Income (AID027) field.		
Data Constraints	Must not be null; Must be equal to 'Y' or 'N'; 'Y' if FISAP Total Income was provided on the ISIR; 'Y' if FISAP Total Income was provided on the MASFA record; 'Y' if school calculated FISAP Total Income internally; 'N' if neither FAFSA nor MASFA was received OR the data is otherwise unavailable for reporting.	Data type	Alphanumeric
Field size (Min Max)	1 1	Format/Layout	Y

Acceptable Values	<p>Code Descriptions</p> <p>Y FISAP Total Income was calculated and is available for reporting N FISAP Total Income has not been calculated for this student and/or cannot be reported</p>
Business Rule	<p>Mandatory entry for all students</p> <p>FISAP Total Income Available must be the same for a given student, institution, award year, and term.</p>
Dependency	<p>If AID032 = 'Y', then FISAP Total Income (AID027) should not be null;</p> <p>If AID032 = 'N', then FISAP Total Income (AID027), should be null.</p>