Annual: Mid-Year Report

Student Profile

Release 3.0 for FY25

Overview: Mid-Year Report

The Mid-Year Report record information is to be submitted to the Massachusetts Department of Higher Education by **28 Institutions**. The student Mid-Year Report file layout consists of one file.

The Mid-Year Report Data file includes:

All students who received a MassGrant Plus, MassGrant Plus Expansion, MassEducate or MassReconnect award.

The format for Mid-Year Report 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 the Mid-Year Report Grant awarded to all students in all Terms (Summer, Fall and Spring).

The specifications of the Mid-Year Report Records are presented in the following section.

LIST OF STUDENTS MID-YEAR REPORT DATA ELEMENTS

MYR001   College ID

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

MYR002   Award Year

The award year for which information is being reported.

MYR003   Term

The academic term for which information is being reported.

MYR004   Student's Social Security Number

The student's social security number.

MYR005   Institutional Student ID

Identification code assigned to the student by the institution.

MYR006   Student's Last Name

The student's last name.

MYR007   Student's First Name

The student's first name.

MYR008   Student's Middle Initial

The student's middle initial.

MYR009   Birth date

The student's date of birth.

MYR010   Student Aid Index (SAI)

The student's Student Aid Index (SAI) from the student's 2024-2025 FAFSA record and as may have been adjusted by the institution

MYR011   FISAP Total Income

Total family income for the independent student and spouse or for the dependent student and parent.

MYR012   Award Id

The identification number assigned to a specific type of award.

MRY013   Award Amount

The student's total award awarded for the Term (MYR003) being reported and award identified (MYR012).

MYR014   State Non-Loan Aid Excluding the 4 Mid-Year Report Grants <u>and MassGrant</u>

The total of all State Non-Loan Aid, Excluding the Mid-Year Report Grants a<u>nd MassGrant,</u> awarded to the student for the Term (MYR003) being reported.

MYR015   Other Federal Non-Loan Aid

The total of Federal Non-Loan Aid excluding Pell grant awarded to the student for the Term (MYR003) being reported.

MYR016   Other Non-Loan Aid

The total of all Other Non-Loan Aid awarded to the student for the Term (MYR003) being reported.

MYR017   Tuition and Mandatory Fees

The student's tuition and mandatory fees amount for the Term (MYR003) being reported.

MYR018   Books and Supplies

The student's books and supplies amount for the Term (MYR003) being reported

MYR019   Cost of Attendance (COA)

The Total Cost of Attendance charged to the student by the institution for the Term (MYR003) being reported

MYR020   Total Credit Hours Registered For

The number of credit hours for which the student is registered in the Term (MYR003) being reported.

MYR021   MASFA Application Completed

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

MYR001   College ID

An institutional identification code assigned by the DHE to MA public community colleges.

Data Type: Alphanumeric   **Length** Minimum 3   **Format Example** 000
                                     Maximum 3

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

Definition

Code used to identify each MA Public Institution in the Commonwealth of Massachusetts.

Instructions

Mandatory entry for all institutions	

MYR002   Award Year

The award year for which information is being reported.

Data Type: Numeric	**Length** Minimum 4 Maximum 4	**Format Example** YYYY

Code Descriptions

2025   July 1, 2024 to June 30, 2025

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.

Instructions

Mandatory entry Year entered must be the fiscal year of awarded data.	

MYR003   Term

The academic term for which information is being reported.

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

1	Fall
3	Spring
4	Summer

Fin aid terms

Definition

Term represents the designated time period during the calendar year (i.e., Fall, Spring 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.

Instructions

Mandatory entry **This Mid-Year Report data is being collected for fall, spring and summer terms only**	

MYR004   Student's Social Security Number (SSN)

The student's social security number.

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

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

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.

Instructions

Mandatory entry	
SSN must be unique for the institution, year, term.	
If a student does not have an SSN **enter 000000000**	
DO NOT enter an identification code assigned by the institution for this item. Institutionally assigned identifiers should only be reported in the Student ID data element.	

MYR005   Student ID

Identification code assigned to the student by the institution.

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

Maximum 15

Code Descriptions

Definition

Unique code used by the institution to identify students.

Instructions

Mandatory entry Student ID must be unique for the institution, year, term	

MYR006   Student's Last Name

The student's last name.

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

Maximum 50

Code Descriptions

Can be either upper case or mixed case

Definition

The student's last name, as maintained by the institution

Instructions

Mandatory entry	

MYR007   Student's First Name

The student's first name.

Data Type Alphanumeric   **Length** Minimum 1   **Format Example** JAMES
                                            Maximum 32

Code Descriptions

Can be either upper case or mixed case

Definition

The student's first name, as maintained by the institution

Instructions

Mandatory entry	

MYR008　　Student's Middle Initial

The student's middle initial.

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

Code Descriptions

Definition

The student's middle initial, as maintained by the institution

Instructions

Not mandatory but preferred in order to differentiate between students with like first and last names	

MYR009   Birth date

The student's date of birth

Data Type: Numeric   **Length** ^{Minimum 8}   **Format Example** 19790321
                           _{Maximum 8}

Code Descriptions

Birth Year: YYYY
Birth Month: MM
Birth Day: DD

Definition

The student's date of birth, as maintained by the institution

Instructions

Mandatory entry	Birth date must be in YYYYMMDD format.
If only birth year is available, use June 15th as the default. Format: YYYY0615	Must be => 12 and < 95.
If only birth year and month are available, use the 15th, as the default. Format: YYYYMM15	

MYR010   Student Aid Index (SAI)

The student's Student Aid Index (SAI) that the institution used to calculate financial aid need.

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

Amount Descriptions

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

Definition

Instructions

Mandatory entry **Student Aid Index (SAI) must be the same for a given student, institution and fiscal year.**	

MRY011 FISAP Total Income

Total family income for the independent student and spouse or for the dependent student and parent.

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. Supply the parent(s) and or student's family income from the ISIR record.

Definition

Instructions

Mandatory entry **FISAP total income must be the same for a given student, institution and fiscal year**	

MYR012   Award Identifier

The identification number assigned to a specific type of award.

Data Type: Numeric   **Length** ^{Minimum 1}   **Format Example** 38

Maximum 2

Code Descriptions

State Financial Aid Programs

1	MassGrant
38	MASSGrant Plus
53	MASSGrant Plus Expansion
54	MassReconnect
57	MassEducate

Federal Programs

40	Pell Grant

Instructions

Mandatory entry	

MYR013   Awarded Amount

The student's total awarded amount for the Term (MYR003) and being specified by award identifier (MYR012).

Data Type: Numeric   **Length** ^{Minimum 1} _{Maximum 6}   **Format Example** 1500

Amount Descriptions

The amount awarded to the student for the Term being reported.

Definition

Instructions

Edit Rules	Messages
Mandatory Entry	
Value must be greater than zero.	

MYR014   State Non-Loan Aid Excluding the Mid-Year Report Grants and MassGrant awarded

The total of all State Non-Loan Aid, Excluding the Mid-Year Report Grants (MassEducate, MassReconnect, MassGrant Plus, MassGrant Plus Expansion) and MassGrant, awarded to the student for the Term (MYR003) being reported.

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

Amount Descriptions

Definition

The total of all State Non-Loan Aid, Excluding the Mid-Year Report Grants (MassEducate, MassReconnect, MassGrant Plus, MassGrant Plus Expansion) and MassGrant, awarded to the student for the Term (MYR003) being reported.

Instructions

Null values default to 0 Value must NOT be less than zero	

MYR015   Other Federal Non-Loan Aid

The total of Federal Non-Loan Aid excluding Pell grant awarded to the student for the Term (MYR003) being reported.

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

Maximum 6

Definition

The total of all Federal Non-Loan Aid awarded to the student for the Term (MYR003) being reported.

Instructions

Null values default to 0 Value must NOT be less than zero	

MYR016   Other Non-Loan Aid

The total of all Other Non-Loan Aid awarded to the student, for the Term (MYR003) being reported.

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

Definition

The total of all Other Non-Loan Aid awarded to the student, for the Term (MYR003) being reported.

Instructions

Null values default to 0	
Value must NOT be less than zero	

MYR017   Tuition and Mandatory Fees

The student's tuition and mandatory fees amount for the Term (MYR003) being reported.

Data Type: Numeric	**Length** ^{Minimum 1} _{Maximum 6}	**Format Example** 5500

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.

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

Mandatory entry for all students **Tuition and Mandatory Fees should be the same for a given student, institution, fiscal year and term.**	

MYR018   Books and Supplies

The student's books and supplies amount for the Term (MYR003) being reported.

Data Type: Numeric   **Length** ^{Minimum 1}   **Format Example** 1500

Maximum 6

Code Descriptions

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

Definition

Instructions

Mandatory entry for all students **Books and Supplies should be the same for a given student, institution, fiscal year and term.**	

MYR019   Student Total Education Costs

The student's Education Costs that the institution used to calculate financial aid need for programs other than Mid-Year Report.

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

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.

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.

Instructions

Mandatory entry Value must be greater than zero. **Education Costs must be the same for a given student, institution, fiscal year.**	

MYR020   Total Credit Hours Registered For

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

Data Type: Numeric   **Length** Minimum 1   **Format Example** 15.5
                            Maximum 6

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 the Fall record and 12 would be entered for the Spring record for that student.

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.

Instructions

Mandatory entry Value must be greater than zero.	

MYR021   MASFA 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

Business Rules	Dependency
Mandatory entry **Completed Application Indicator must be the same for a given student, institution and fiscal year**	