`VOC ED PAYMENT ROSTER DATA EXPORT` – 09/01/2014

File Layout Definition for Downloading VOC ED Payment Roster Data

FROM	TO	LENGTH	FIELD	EXAMPLE
1	9	9	**LOSFA ID**	000123456
10	18	9	**INSTITUTION CODE**	002020000
19	24	6	**TERM**	1S2014 = Fall Sem. 2013 1S2015 = Fall Sem. 2014
25	40	16	**LAST NAME**	SMITH
41	56	16	**FIRST NAME**	JOHN
57	57	1	**MIDDLE INITIAL**	A
58	65	8	**PROCESS DATE**	20131220
66	71	6	**TUITION PAID AMOUNT**	999900 = $9999.00 099900 = $999.00
72	77	6	**OTHER FEES PAID AMOUNT**	030000 = $300.00
78	79	2	**FEE TYPE**	OF = OPERATIONAL FEE TF = TECHNOLOGY FEE BF = BOOK FEE
80	90	11	**VERIFICATION NUMBER**	VE-01234567
91	104	14	**INVOICE NUMBER**	VE201400012345
105	112	8	**BIRTHDATE**	19900901

File Layout Definition

The **VOC ED PAYMENT ROSTER DATA EXPORT** is an ASCII, fixed-length "flat file" with a record length of 79. The report will generate a text file called "WFServlet*xxxxxxx*", where, depending on your browser, "*xxxxxxx*" will represent the cache extension generated by your browser session. Save the file as-is or rename it to something appropriate for your purposes. You may also want to assign a file extension that will be recognized by your import software (typically a .TXT, .PRN, or .DAT extension).   As a text file, all fields in the download are technically string data, but the definitions below will help you determine usage that best suits your import software. String data will be padded with trailing spaces to fill the field length. Numeric data will be padded with leading zeroes to fill the field length as needed, but no styling will be included (no hyphens, commas, decimal points, or dollar signs). Dates are exported in the YYYYMMDD format (Year-Month-Day: e.g. 20131220 = 12/20/2013). Null data will be represented with spaces if a character field is empty. Examples are provided below, along with the definitions.

LOSFA ID:
Nine digits – The student's numeric LOSFA ID. Zeroes will pad the value on the left to ensure it fits the field length.
Examples: **000123456** = 123456; **000000123** = 123

INSTITUTION CODE:
Nine digits – Institution Code is the college identification number that identifies the organization that received the payment.
Example: **002020000**

TERM:
Six characters – Term is the approved quarter or semester of the payment.
Examples: **1S2014** = Fall Semester 2013; **2S2014** = Spring Semester 2014; **1S2015** = Fall Semester 2014; **1T2014** = Fall Quarter 2013

LAST NAME:
Sixteen characters – The student's last name.
Example: **SMITH**

FIRST NAME:
Sixteen characters – The student's first name.
Example: **JOHN**

MIDDLE INITIAL:
One character – The student's middle initial.
Example: **A**

PROCESS DATE:
Eight digits – The date the student record was processed, in YYYYMMDD format.
Examples: **20131219** = 12-19-2013; **20140107** = 01-07-2014

TUITION PAID AMOUNT:
Six digits – Tuition is the tuition amount paid. There is an implied decimal point between the fourth and fifth digits.   Empty fields will be represented by zeroes.
Examples: **999900** = $9,999.00; **099900** = $999.00; **009999** = $99.99

OTHER FEES PAID AMOUNT:
Six digits – This field is the fees amount paid. There is an implied decimal point between the fourth and fifth digits.   Empty fields will be represented by zeroes.
Examples: **030000** = $300.00; **003099** = $30.99; **000000** = $0.00

FEE TYPE:

Two characters – This field represents Fee Type for the amount in Other Fees Paid.
Examples: **OF** = Operational Fee; **TF** = Technology Fee; **BF** = Book Fee

VERIFICATION NUMBER:

Eleven characters – The ID associated with the payment request.
Example: **VE-01234567**

INVOICE NUMBER:

Fourteen characters – The ID associated with invoice for payment.
Example: **VE201400012345**

BIRTHDATE:

Eight digits – The student's birthdate, in YYYYMMDD format.
Examples: **19900901** = 09-01-1990; **19851231** = 12-13-1985