

EOTS File Layout Extended with 11 Demographic Data Elements

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Dear Colleagues,

This is the official announcement that MHEC has extended the End-of-Term System (EOTS) data collection file layout with eleven (11) demographic data elements increasing the total number of fields from nineteen (19) to thirty (30). This extended version of the layout will be effective for the Summer/Fall EOTS submission, due April 15, 2022. It is important to note that these are not new variables but existing ones in MHEC's data dictionary. Adding these identifying fields to the EOTS layout will assist with the challenge of matching end of term records with the beginning of term EIS records.

Starting as the 20th data element in the EOTS layout, here are the 11 additional fields:

20	3	35	Alphabetic	Last Name	DD10
21	1	35	Alphabetic	First Name	DD11
22	0	35	Alphabetic	Middle Name	DD12
23	1	1	Digit	Gender	DD21
24	8	8	Digits	Birthdate	DD27
25	0	1	Alphabetic	Hispanic/Latino Ethnicity	DD25
26	0	1	Digit	White	DD26.1
27	0	1	Digit	Black/African American	DD26.2
28	0	1	Digit	Asian	DD26.3
29	0	1	Digit	American Indian/ Native Alaskan	DD26.4
30	0	1	Digit	Native Hawaiian/ Pac. Is.	DD26.5

The full revised layout can be found [here](#). The revised header record is [here](#).

If there are questions, please send an email to mac2help.mhec@maryland.gov.

Thank you.