MAC2 Degree Information System (DIS)
Field Edit Checks
One record per award per major per student submitted 1 time a year.

Item #	Minimum Field Length	Maximum Field Length	Field Type	Data Element	Data Dictionary Reference	Edit Checks	Description
1	1	1	Digit	Collection Term	DD2	Must correspond with Term upload selection of Annual code 9.	Use Term Identifier (Annual -9)
2	4	4	Digits	Collection Year	DD1	Must correspond with upload selection for year.	Collection Year (4 digits).
3	8	8	Digits	OPEID(FICE + 2)	DD3	Must match 6 digit FICE in UserID plus 2 zeros.	Institution Identifier using OPEID codes
4	0	1	Alpha/ Numeric	Sub-Campus Code	DD4	No edit checks.	For campus use (can be blank)
5	9	9	Digits	Identification Number (SSN)	DD5	Must be 9 digits. Must not be 000000000 or 999999999.	Social Security Number, Individual Taxpayer Identification Number or alternative student identifier (9 digits required, blank not valid)
6	1	1	Digit	Identification Number Type	DD6	Must = 1, 2, or 3 Blank not valid	1 = SSN, 2=Institution Assigned Identifier, 3=ITIN
7	3	10	Alphanumeric	Local Campus Student ID	DD8	Must not be blank. Expecting at least 3 alphanumeric characters	Campus Assigned Student ID
8	0	10	Digits	SASID	DD9	May be blank if unknown otherwise 10 digits. Must not start with 0.	MSDE assigned Student identifier
9	8	8	Digits	Degree Date	DD112	Must be valid date, or if DD in unknown use YYYYMM00.	Calendar Date in which the degree was conferred. (YYYYMMDD)
10	2	2	Digits	Degree Sought	DD30	Blank not valid. Valid codes are 10, 20, 30, 40, 50, 60, 65,70, 81, 85, 86, 99.	MHEC code of degree conferred or multiple major(99).
11	6	6	Digits	Program Taxonomy	DD31	Blank not valid. Must be 6 digit code with degree code in program inventory.	MHEC taxonomy for program associated with degree conferred or multiple major.
12	0	8	Digits	First Major Link	DD113	Must be link to degree conferred (valid degree code and program taxonomy in institution's approved program inventory). Leave blank if not a multiple major.	2 digit degree code and 6 digit program taxonomy of the degree conferred.
13	0	4	Decimal	Cumulative GPA	DD52	Blank valid. Valid Range is 0.00 through 4.90	Student's current grade point average on a 4 point scale as defined by institution. For students not on a 4 point scale, convert the GPA to a 4 point scale or report blank. 2 Decimal places (include decimal point).

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14	2	6	Decimal	Cumulative Native Credits Earned	DD44	Blank not valid. Credit range from 3-400.	The current number of credit hours completed in credit courses at the reporting institution (excluding transfer credits) as of the collection period at a grade level satisfactory for degree requirements. Decimal format, two decimal places (include decimal point).
15	2	6	Decimal	Cumulative Degree Credits Hours Awarded	DD114	Blank not valid.	Total credits earned toward this degree from all sources. Decimal format, two decimal places (include decimal point).
16	0	1	Alphabetic	Prior Degree Flag	DD115	Must be Y or blank.	Y (YES) if a prior degree by date degree was conferred at the same level at the same institution.
17	1	1	Digit	Entry Term	DD116	Blank not valid. Must be 1, 2, 3, or 4.	Term of initial enrollment at this institution as degree-seeking student.
18	4	4	Digits	Entry Year	DD117	Blank not valid. Must be 4 digit year.	Year of initial enrollment at this institution as degree-seeking student.
19	0	1	Digit	Reverse Transfer Flag	DD118	Must be blank or Y.	Indicates a degree awarded through reverse transfer. Y= Reverse transfer, all others blank.
20	2	3	Digits	Credit Hours Required to Earn Award	DD105	Edits Minimum 12 - Certificates, 60 - Associate, 120 - Bachelor's. Blank valid only for graduate awards above Master's if credits undetermined.	Number of credits required to complete the certificate or degree earned. NO Decimal point, whole numbers only. Blank valid only for graduate awards awards above Master's level if credits undetermined.
21	4	19	Digits	**DO NOT USE THIS FIELD.** Teacher Candidate (As of reporting year 2018-19, data element no longer in use)	DD144	As of 2018-19 reporting year, data element no longer in use however, cvs file must still account for the field as blank with two commas and no space between (,,). Teacher Education data are now reported in the Maryland Approved Program Completer System (MAPCS).	As of 2018-19 reporting year, data element no longer in use however, cvs file must still account for the field as blank with two commas and no space between (,,). Teacher Education data are now reported in the Maryland Approved Program Completer System (MAPCS).
22	1	1	Digit	Gender	DD21	Blank not valid. Must be 1, 2, 3, or 4.	Student gender or assigned gender if unknown.
23	1	1	Digit	US Citizenship	DD24	Must not be blank. Must be 1 or 2.	Identifies whether student is in the US Citizenship group or not.
24	0	1	Alphabetic	Hispanic/Latino Ethnicity	DD25	Must be Y or N or blank if unknown.	Identifies whether student is of Hispanic or Latino origin.

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25	0	1	Digit	White	DD26.1	Must be 1 or blank.	Student identifies with White Race category.
26	0	1	Digit	Black/African American	DD26.2	Must be 2 or blank.	Student identifies with Black Race category.
27	0	1	Digit	Asian	DD26.3	Must be 3 or blank.	Student identifies with Asian Race category.
28	0	1	Digit	American Indian/ Native Alaskan	DD26.4	Must be 4 or blank.	Student identifies with Native American Race category.
29	0	1	Digit	Native Hawaiian/ Pac. Is.	DD26.5	Must be 5 or blank.	Student identifies with Native Hawaiian/ PI category.
30	8	8	Digits	Birthdate	DD27	Must be 8 digits. Can be 4 digit year and 0000 for unknown month and day(19890000). Can be 00000000 if unknown.	Sudent's date of birth. Format: YYYYMMDD