| Item # | Minimum Field Length | Maximum Field Length | Field Type | Data Element | Data Dictionary Reference | Edit Checks | Description |
|---|---|---|---|---|---|---|---|
| | | | | | | MAC2 Enrollment Information System (EIS) Field Edit Checks One record per student per term | |
| 1 | 1 | 1 | Digit | Collection Term | DD2 | Must correspond with upload selection for term. | Use Term Identifier (Fall - 1, Winter - 2, Spring - 3, Summer - 4) |
| 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 | 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 | 3 | 35 | Alphabetic | Last Name | DD10 | Must not be blank or numeric | Student's Last Name (no numbers) |
| 10 | 1 | 35 | Alphabetic | First Name | DD11 | Must not be blank or numeric | Student's First Name (no numbers) |
| 11 | 0 | 35 | Alphabetic | Middle Name | DD12 | May be blank | Student's Middle Name (no numbers) |
| 12 | 0 | 10 | Alphabetic | Generation Suffix | DD13 | Must not be Miss, Mr, Mrs,Ms, etc. | May be blank or JR, II, III, IV, etc. |
| 13 | 1 | 1 | Digit | Gender | DD21 | Blank not valid. Must be 1, 2, 3, or 4. | Student gender or assigned gender if unknown. |
| 14 | 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 |
| 15 | 5 | 5 | Digits | Application Zip Code | DD28 | Must be 5 digits, if unknown use 00000. | ZIP Code of permanent legal residence of student at time of application and admission. |
| 16 | 0 | 4 | Digits | Application Zip Code + 4 | DD28.1 | May be blank if unknown otherwise 4 digits | ZIP Code Extension (+4)of permanent legal residence of student at time of application and admission. |
| 17 | 5 | 5 | Digits | Current Zip Code | DD29 | Must be 5 digits, if unknown use 00000. | ZIP Code of current residence of student. |
| 18 | 0 | 4 | Digits | Current Zip Code + 4 | DD29.1 | May be blank if unknown otherwise 4 digits | ZIP Code Extension (+4) of current residence of student. |

| Item # | Minimum Field Length | Maximum Field Length | Field Type | Data Element | Data Dictionary Reference | Edit Checks | Description |
|---|---|---|---|---|---|---|---|
| 19 | 3 | 3 | Digits | Geographic Origin | DD23 | Must not be blank. Use "000" for Unknown. | Permanent legal residence of student at time of application and admission. |
| 20 | 1 | 1 | Digit | Residency Code | DD110 | Must not be blank. Must be 1 or 2. | 1 = MD resident, 2 = Non-resident |
| 21 | 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. |
| 22 | 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. |
| 23 | 0 | 1 | Digit | White | DD26.1 | Must be 1 or blank. | Student identifies with White Race category. |
| 24 | 0 | 1 | Digit | Black/African American | DD26.2 | Must be 2 or blank. | Student identifies with Black Race category. |
| 25 | 0 | 1 | Digit | Asian | DD26.3 | Must be 3 or blank. | Student identifies with Asian Race category. |
| 26 | 0 | 1 | Digit | American Indian/ Native Alaskan | DD26.4 | Must be 4 or blank. | Student identifies with Native American Race category. |
| 27 | 0 | 1 | Digit | Native Hawaiian/ Pac. Is. | DD26.5 | Must be 5 or blank. | Student identifies with Native Hawaiian/ PI category. |
| 28 | 1 | 1 | Digit | Tuition Status | DD32 | Must be 1, 2, 3, 4, 5 for public.  Must be 4 for independent. | Tuition basis on which student pays fees. |
| 29 | 6 | 6 | Digits | Program Taxonomy | DD31 | Must be found in the program inventory with degree level.  Must be 6 digits.  Blank not allowed. | MHEC academic program code student is enrolled. |
| 30 | 2 | 2 | Digits | Degree Sought | DD30 | Must be found in the program inventory with program taxonomy. Must be 2 digits.  Blank not allowed.  If HS student must be "47" non-degree. | Degree code associated with program taxonomy that student is seeking or non-degree. |
| 31 | 1 | 1 | Digit | First-time Flag | DD37 | Blank not valid. If 1 (First-time undergraduate students) report admission data fields(37-52). If 0, 2, 3 or 4 DO NOT not report data fields (37-53). If 5 DO NOT report data fields (37-47). Please see Data Cookbook for additional details. | Identifies whether student is: (0) concurrent/dual High School student; (1) first-time to college; (2) continuing Undergraduate; (3) first-time to Graduate school; (4) continuing Graduate student; (5) Undergraduate transfer . |
| 32 | 1 | 5 | Decimal | Term Credit Hours Attempted | DD42 | Must not be blank.  Warning if 0.00. | Number of credit hours student is registered for term. (numeric, no more than 2 decimal places,  include decimal point). |
| 33 | 1 | 1 | Digit | Term Attendance | DD111 | Must not be blank. Must 1 or 2. | Full or part-time status of student for term reported. |
| 34 | 2 | 2 | Digits | Term Student Level | DD35 | Must not be blank.  Must be 01, 02, 03 ,04 ,05 ,06 ,07, 08. | Student Level. |
| 35 | 1 | 1 | Digit | Distance Education Enrollment | DD100 | Must not be blank.  Must be 1, 2, or 3. | Student distance education enrollment: 1-All courses; 2-Some; 3-None. |

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|---|---|---|---|---|---|---|---|
| Item # | Minimum Field Length | Maximum Field Length | Field Type | Data Element | Data Dictionary Reference | Edit Checks | Description |
| 36 | 0 | 1 | Digit | Distance Education Location | DD101 | Valid codes are 1, 2, 3, 4 or 9. | Student Location if enrolled exclusively in Distance Education |
| 37 | 0 | 6 | Digits | High School Code | DD40 | If New Student HS College Board code requested. Blank if Unknown. If MD HS must match code in HS file. Notify MHEC of new MD codes. Leave blank for graduate students, continuing UG students, and concurrent HS students. | The identity of the high school from which the student graduated. (College Board) |
| 38 | 0 | 8 | Digits | High School Graduation Date | DD107 | If New Student enter YYYYMMDD. If MMDD unknown enter YYYY0000. Leave blank for graduate students, continuing UG students, and concurrent HS students. | Date that student graduated from HS. YYYYMMDD |
| 39 | 0 | 4 | Decimal | High School GPA | DD108 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | High school GPA used by institution to determine eligibility for admission. Numeric, no more than two significant decimal places, include decimal point. |
| 40 | 0 | 3 | Digits | SAT Math Score | DD53 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | College Board SAT Math score. |
| 41 | 0 | 3 | Digits | SAT Verbal Score | DD54 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | College Board SAT Reading/Critical Reasoning score. |
| 42 | 0 | 3 | Digits | SAT Writing Score | DD106 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | College Board SAT Writing score. |
| 43 | 0 | 2 | Digits | ACT Math Score | DD56 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | ACT Math score as reported to institution. |
| 44 | 0 | 2 | Digits | ACT English Score | DD55 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | ACT English score as reported to institution. |
| 45 | 0 | 2 | Digits | ACT Reading Score | DD57 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | ACT Reading score as reported to institution. |
| 46 | 0 | 2 | Digits | ACT Science Score | DD58 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | ACT Science score as reported to institution. |
| 47 | 0 | 2 | Digits | ACT Composite Score | DD59 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | ACT Composite score as reported to institution. |
| 48 | 0 | 1 | Digit | Admission Test Flag | DD109 | If New Student (first-time or transfer) use code 0 thru 6 . Leave blank for graduate students, continuing UG students, and concurrent HS students. | Flag to indicate whether SAT/ACT is required for admission. |
| 49 | 0 | 1 | Digit | Admission Exemption | DD38 | If New Student blank or 1 is valid. Leave blank for graduate students, continuing UG students, and concurrent HS students. | Code to indicate how student first admitted in reporting. |

| | MAC2 Enrollment Information System (EIS) | | | | | | |
|---|---|---|---|---|---|---|---|
| | Field Edit Checks | | | | | | |
| | One record per student per term | | | | | | |
| Item # | Minimum Field Length | Maximum Field Length | Field Type | Data Element | Data Dictionary Reference | Edit Checks | Description |
| 50 | 0 | 1 | Digit | Math Remedial Assessment | DD45 | If New Student (first-time or transfer) blank, 1, 2, 3 is valid. Leave blank for graduate students, continuing UG students, and concurrent HS students. | Standard remedial codes - blank (not assessed), 1 (assessed and remediation not needed), 2 (assessed to need remedial math work), 3 (unavailable assessment status, but took remedial math) |
| 51 | 0 | 1 | Digit | English Remedial Assessment | DD46 | If New Student (first-time or transfer) blank, 1, 2, 3 is valid. Leave blank for graduate students, continuing UG students, and concurrent HS students. | Standard remedial code. |
| 52 | 0 | 1 | Digit | Reading Remedial Assessment | DD47 | If New Student (first-time or transfer) blank, 1, 2, 3 is valid. Leave blank for graduate students, continuing UG students, and concurrent HS students. | Standard remedial code. |
| 53 | 0 | 8 | Digits | Sending OPEID | DD152 | For UG transfer student enter OPEID of most recent college. Validate OPEID in federal code table. Leave blank for graduate students, first-time students, concurrent HS students, and continuing students. | Sending OPEID for UG transfer student. |
| 54 | 0 | 1 | Digit | Freeze Flag | DD2.1 | Blank or 1 is valid. | Flag set to 1 to indicate student is enrolled for credit on the census date of fall or spring. If set to "1", the Fall Term (1) record is included in IPEDS Fall Enrollment as of institution's official fall reporting date. For students excluded from the census leave blank. |
| 55 | 1 | 1 | Digit | Military Status | DD145 | Must not be blank. Must be 1, 2, 3, 4, or 5. | Identifies whether student is: 1 = Active duty member of any of the US Armed Forces 2 = Veteran or former active duty member of any of the US Uniformed Forces 3 = Reserve duty member of any of the US Armed Forces, including the National Guard 4 = Spouse or dependent child of an active, reserve, or former member of the US Uniformed Forces 5 = None of the above |
| 56 | 0 | 3 | Digits | SAT Math Score 2016 | DD147 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | Revised College Board SAT Math score starting 2016. Minimum Score = 200, Maximum Score = 800. |
| 57 | 0 | 3 | Digits | SAT EBRW Score 2016 | DD148 | Report for New UG Student (First-time or transfer), blank if unknown. Leave blank for graduate students, continuing UG students, and concurrent HS students. | New College Board SAT Evidence-Based Reading and Writing score starting 2016. Minimum Score = 200, Maximum Score = 800 |
| 58 | 6 | 6 | Digit | CIP Code | DD168 | Optional for 2021-22 submission. **Even if opting out and not reporting, must still include extra comma in each record to accommodate the added field.** | Report the CIP code that corresponds to student's major and degree being reported. This CIP code may or may not be the CIP currently listed for the corresponding HEGIS code in the Academic Program Inventory (API). |