

## MAC2 Non-Degree Teacher Candidate System (NTS)

### Field Edit Checks

One record per non-degree student earning Teacher Candidate Status submitted 1 time a year (4 Year Colleges only)

Item #	Minimum Field Length	Maximum Field Length	Field Type	Data Element	Data Dictionary Reference	Edit Checks	Description
1	1	1	Digit	Collection Term	<a href="#">DD2</a>	Must correspond with Term upload selection of Annual code 9.	Use Term Identifier (Annual -9)
2	4	4	Digits	Collection Year	<a href="#">DD1</a>	Must correspond with upload selection for year.	Collection Year (4 digits).
3	8	8	Digits	OPEID(FICE + 2)	<a href="#">DD3</a>	Must match 6 digit FICE in UserID plus 2 zeros.	Institution Identifier using OPEID codes
4	0	1	Alpha/Numeric	Sub-Campus Code	<a href="#">DD4</a>	No edit checks.	For campus use (can be blank)
5	9	9	Digits	Identification Number (SSN)	<a href="#">DD5</a>	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	<a href="#">DD6</a>	Must = 1, 2, or 3	1 = SSN, 2=Institution Assigned Identifier, 3=ITIN
7	3	10	Alphanumeric	Local Campus Student ID	<a href="#">DD8</a>	Must not be blank. Expecting at least 3 alphanumeric characters	Campus Assigned Student ID
8	0	10	Digits	SASID	<a href="#">DD9</a>	May be blank if unknown otherwise 10 digits. Must not start with 0.	MSDE assigned Student identifier
9	8	8	Digits	Degree Date	<a href="#">DD112</a>	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	<a href="#">DD30</a>	Blank not valid. Valid codes are 00, 47, 87.	Non-degree code undergraduate(47), non-degree graduate (87) or unknown (00).
11	6	6	Digits	Program Taxonomy	<a href="#">DD31</a>	Blank not valid. Must be 6 digit code with degree code in program inventory.	MHEC taxonomy for program.
12	0	0	Digits	First Major Link	<a href="#">DD113</a>	Must be blank.	Not applicable leave blank.
13	0	4	Decimal	Cumulative GPA	<a href="#">DD52</a>	Blank only valid if GPA cannot be reported on a 4.0 scale.	Student's current grade point average on a 4.0 scale as defined by institution. 2 Decimal places (include decimal point).
14	2	6	Decimal	Cumulative Native Credits Earned	<a href="#">DD44</a>	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 completion. Decimal format, two decimal places (include decimal point).

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15	2	6	Decimal	Cumulative Degree Credits Hours Awarded	<a href="#">DD114</a>	Blank not valid.	Total credits earned toward this curriculum from all sources. Decimal format, two decimal places (include decimal point).
16	0	0	Alphabetic	Prior Degree Flag	<a href="#">DD115</a>	Must be blank.	Not applicable leave blank.
17	1	1	Digit	Entry Term	<a href="#">DD116</a>	Blank not valid. Must be 1, 2, 3, or 4.	Term of initial enrollment at this institution.
18	4	4	Digits	Entry Year	<a href="#">DD117</a>	Blank not valid. Must be 4 digit year.	Year of initial enrollment at this institution.
19	0	0	Digit	Reverse Transfer Flag	<a href="#">DD118</a>	Must be blank.	Not applicable leave blank.
20	2	3	Digits	Credit Hours Required to Earn Award	<a href="#">DD105</a>	Blank not valid.	Number of credits required to complete the curriculum. NO Decimal point, whole numbers only.
21	4	19	Digits	Teacher Candidate	<a href="#">DD144</a>	Blank not valid. Please see list of 4 digit codes at DD144. Use 9999 for teacher candidate code is not in current list. Can be up to 4 teacher candidate codes separated by /. Ex: 1300/1328/1215	Identifies a student who has completed an approved teacher education program and is eligible to seek certification to teach. Code(s) indicates the level and field of certification to be sought. Can use 9999 for teacher candidate code is not in current list.
22	1	1	Digit	Gender	<a href="#">DD21</a>	Blank not valid. Must be 1, 2, 3, or 4.	Student gender or assigned gender if unknown.
23	1	1	Digit	US Citizenship	<a href="#">DD24</a>	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	<a href="#">DD25</a>	Must be Y or N or blank if unknown.	Identifies whether student is of Hispanic or Latino origin.
25	0	1	Digit	White	<a href="#">DD26.1</a>	Must be 1 or blank.	Student identifies with White Race category.
26	0	1	Digit	Black/African American	<a href="#">DD26.2</a>	Must be 2 or blank.	Student identifies with Black Race category.
27	0	1	Digit	Asian	<a href="#">DD26.3</a>	Must be 3 or blank.	Student identifies with Asian Race category.
28	0	1	Digit	American Indian/ Native Alaskan	<a href="#">DD26.4</a>	Must be 4 or blank.	Student identifies with Native American Race category.

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29	0	1	Digit	Native Hawaiian/ Pac. Is.	<a href="#">DD26.5</a>	Must be 5 or blank.	Student identifies with Native Hawaiian/ PI category.