

National Student Loan Data System

Transfer Monitoring Process

Batch File Specifications

June 28, 2001

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Preface

This document replaces the earlier versions of the Transfer Monitoring Process Batch File Specifications dated March 6, 2001. Changes were made to support the new process.

Appendix A details the changes made from the March 6, 2001, versions.

Suggestions for the final document are welcome. If you have suggestions or questions, call the NSLDS Customer Service Center at 1-800-999-8219, from 8 am to 8 p.m. ET, except Federal Holidays or email at nsldscoe@raytheon.com.

1.0 Overview

In accordance with final regulations published on November 1, 2000, NSLDS will implement on July 1, 2001 a new Transfer Monitoring Process for students that transfer from one school to another during the same award year (mid-year transfer students). Under the Transfer Monitoring Process, a school “Informs” NSLDS of its mid-year transfer students, NSLDS “Monitors” changes in the financial aid history of those students, and “Alerts” the school of any relevant changes.

After a school informs NSLDS about a mid-year transfer student, NSLDS monitors changes to the student’s financial aid history information from the date that the latest ISIR for the student was generated and sent to the school. NSLDS checks to see if there have been any changes in the student’s financial aid history that may be relevant to the student’s eligibility for aid at the new school. Such changes might include a new or cancelled loan or a new or revised disbursement of a loan or grant. NSLDS continues to monitor changes in the student’s financial aid history since the last alert it sent to the school.

If there is a relevant change to the student’s financial aid history, NSLDS will “Alert” the school. *The school must then review the change to determine if it affects the student’s eligibility for Title IV aid.* NSLDS will not alert a school if there are no relevant changes to the student’s financial aid history.

Because we expect to run the Transfer Monitoring Process once each week, *after a school informs NSLDS it must wait seven days before it can make a disbursement of Title IV aid to an otherwise eligible student.* The school does not have to wait, however, if it receives an alert from NSLDS during the seven-day period or it obtains the student’s financial aid history information directly by accessing the NSLDS web site at www.nslsdfap.ed.gov.

In cases where the school makes a disbursement to an eligible student, but later receives an alert from NSLDS, the school must access and review the student’s financial aid history to determine whether an action needs to be taken with regard to that disbursement or any subsequent disbursements.

Please note that information about defaulted loans and overpayments will continue to be provided to schools under the NSLDS Postscreening Process.

Schools can inform NSLDS of students to be monitored using the newly created Transfer Monitoring pages at www.nslsdfap.ed.gov or by sending an “Inform” batch file to NSLDS. The Web pages will be available July 1, 2001. The batch file layouts are provided in this document. A change log is attached that highlights changes made from draft file layouts that were distributed earlier (see Appendix A).

Schools may do the entire Transfer Monitoring Process using the Web pages. This will be particularly attractive for schools with a relatively small number of transfer students. The batch process enables schools to automate the process for exchange of data electronically rather than using the Web pages. Schools may use both methods if they choose. For example, a school may wish to send an initial file using the batch process and then use the Web to add additional students or to change or delete students from their Transfer Monitoring List.

Because of differences in schools' computer systems, NSLDS cannot provide software to create batch files. However, this document contains the details needed for a school to create an "Inform" file and to receive error/acknowledgement and alert files.

The batch files consist of the following:

1. Transfer Monitoring Batch Inform File—Schools use this file to submit a list of students for NSLDS to monitor. NSLDS monitors the students submitted on this file and through the NSLDSFAP web site, and alerts the informing school of any changes affecting eligibility *not* covered by the current postscreening process.
2. Transfer Monitoring Error/Acknowledgment File—NSLDS returns this file to the schools as a receipt of the Inform file. This file will list any errors or warnings that result from the submission of the Inform File. If there are no errors and no warnings, the Error/Acknowledgment file contains only a Header and Trailer record. There may be more than one error for any given detail record, so the number of records in the Error/Acknowledgment file may be greater than the number of detail records sent in the Inform File. Any error or warning in the Inform File will be identified by Field Number and an Error/Warning Code.
3. Transfer Monitoring Alert File—Sent to schools only when a relevant change has been identified in the record of a student on the school's Monitoring List. These changes include new or cancelled loans or Pell Grants, new or changed disbursements, and changes to balances of loans. The changes prompting an Alert file do *not* include newly reported Defaulted loans or Overpayments. That information will continue to be sent to schools on ISIRs using the existing Postscreening Process. The Transfer Monitoring Alert file contains the student's full NSLDS Financial Aid History with flags designating changes to the student's Pell, Loan, or Aggregate information. This file can be received in either Extract or Report format. The file contains separate records for Aggregates, Perkins, Flags Record; Name History Record(s); Overpayment Record(s); Pell Payment Record(s); and Loan Detail Record(s).

All batch files contain one header record, a set of detail records for each student, and one trailer record as indicated below:

Header Record
Detail Record(s) for Student 1
Detail Record(s) for Student 2
.
.
.
Detail Record(s) for Student N
Trailer Record

The Transfer Monitoring files were created by generally modifying the current FAT file layouts, with additional fields added to the end of the current FAT files for ease of programming. Other changes were made to support the new process. NSLDS will attempt to make any future additions to these files by adding them to the end of the files, replacing filler space.

There will be four message classes for these files: one each for the Inform, the Error/ Acknowledgment, the Report format Alert, and the Data/Extract format Alert. The message class names used to send/receive these files are as follows:

- TRNINFIN—School Inform file
- TRNINFOP—Error/Acknowledgment file
- TRLTRPOP—Alert - Report format
- TRALRTOP—Alert - Extract format"

Before submitting any student records to NSLDS, schools *must* access and complete their School Alert Profile on the NSLDS FAP Web site. That page will not be available prior to July 1, 2001. Schools can designate a servicer to submit Inform and receive Alert information. This arrangement, however, must be reported on the School Alert Profile page by providing the servicer's TG number.

1.1 Definitions—Columns

The following column labels are used in all file layout tables presented in this document.

- **Field Number**—Number assigned to a specific block of information. This number will easily identify which field is in error on an Error/Acknowledgment file.
- **Position From**—Position in the file in which a specific block of information begins.
- **Position To**—Position in the file in which a specific block of information ends.
- **Attribute**—Name of the specific field.
- **Description**—Description of the information held in a specific field.
- **Field Format**—Denotes what type of data can be reported in a specific field. For example, a Field Format that says Date will error out if it contains letters. All dates are in CCYYMMDD format.
- **Field Length**—Number of bytes in the file occupied by a specific block of information.

This file layout is based on the current FAT file layout. Many schools are not familiar with that layout, so this document provides extra information to help them prevent errors or warnings that will be generated if the fields are not completed correctly.

2.0 Transfer Monitoring Inform File Layouts

Schools create this file to submit a list of students for NSLDS to monitor. NSLDS will monitor the students provided on this file and, via the NSLDS FAP web site, alert the informing school of any subsequent changes affecting eligibility *not* covered by the current postscreening process.

The following record layouts describe the input Header, Detail, and Trailer records for the Transfer Monitoring batch Inform file created by schools or school servicers. Schools using the batch process are required to create their Inform file following these standards. Records not meeting format requirements or which fail edits will be rejected. These records must be resubmitted or entered on the Web.

The Inform file may be submitted as often as needed by a school. NSLDS expects to review files as received and return an error/acknowledgement file shortly thereafter. A school may submit multiple files in a day if it so chooses. An error/acknowledgement file will be sent in response to each Inform file received and accepted by NSLDS. If an entire Inform file errors out, the school or servicer will not receive an error/acknowledgment file. In that case, the school or servicer should call the NSLDS Customer Service Center for assistance.

It is imperative to remember that, before submitting your first Inform file, you must set up the school's preferences using the Tran tab and then select School Transfer Profile. You can also go to the Transfer Monitoring section at the bottom of the Main Menu and click on the School Transfer Profile link. Once your school's Transfer Profile has been completed, you may submit your batch file.

If the school transfer profile page has not been completed at www.nslsdfap.ed.gov, the entire Inform file will be rejected.

2.1 Transfer Monitoring Inform Header Record Layout

The first record in the file must be a Header Record. The Header Record must be populated exactly as stated or the entire file may be rejected. Any file that is rejected must be reprocessed to add the students to the Transfer Monitoring list.

- **Length**—Length of the record. The Inform file is 150 bytes long.
- **Record Type Indicator**—If this field contains any character other than a ‘0’ (zero), the entire Inform file will be rejected.
- **Header Title**—If this field contains any information other than ‘Transfer Monitoring Inform Header’, the entire Inform file will be rejected.
- **School Code**—This is the school’s OPEID number. It is a six-digit school code combined with the two-digit school branch code. If this OPEID number does not match the current listing of valid school codes, or if the Title IV WAN mailbox from which the file is sent does not match the OPEID number in the Inform file, the file will be rejected. Servicers must submit a header record for each school.
- **Servicer Code**—If the school chooses to have a servicer submit the Inform file on its behalf, the Servicer must fill in the Servicer Code field. If the school is submitting the file on its own behalf, this field must contain zeros.
- **Submittal Date**—This date must be in CCYYMMDD format (two digit Century, two digit Year, two digit Month, two digit Day).
- **Submittal Sequence Number**—When a school or servicer submits an Inform file, the first file must contain ‘01’ in this field. If the school or servicer submits more than one file per day, this number must increment for each subsequent file submitted. This allows the school to easily recognize which submission they are receiving an Error/ Acknowledgment file for. This field must contain numbers only.
- **Filler**—This is left as blank space. If NSLDS or the Department of Education later determines that more information is needed in the Header record, additional fields will be added here.

Transfer Monitoring Inform Header Record Layout

(Length = 150)

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
101	1	1	Record Type Indicator	Indicator used to identify the header record. Value must be ‘0’ (zero)	Character	1

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
102	2	47	Header Title	Title used to identify the header record. Value = 'TRANSFER MONITORING INFORM HEADER'	Character	46
103	48	55	School Code	An eight-digit ED OPE Code used to identify the school and branch submitting the Transfer Inform file. Last two digits equal '00' if there is no branch code. Mandatory for schools and servicers.	Character	8
104	56	63	Servicer Code	The NSLDS-assigned code for the servicer submitting the Transfer Inform file on behalf of one or more schools. School servicers indicate their code; schools fill with zeros.	Character	8
105	64	71	Submittal Date	Date (year, month, and day) on which the Inform file is submitted. Format is CCYYMMDD.	Date	8
106	72	73	Submittal Sequence Number	Used to differentiate between multiple batches submitted the same date. Numeric values only. Start with '01' and increment for multiple submittals on the same day. This allows the school to easily recognize which submission they are receiving an Error/Acknowledgment file for.	Character	2
N/A	74	150	Filler	Blank attribute to complete record length.	Character	77

2.2 Transfer Monitoring Inform Detail Record Layout

A separate record is created for each transfer student submitted in the Inform file. You may submit as many or as few records in one submittal as you wish. After the initial creation of the list, an Inform file can also be used to update or delete a student from the Monitoring List.

NSLDS will process all records received and accepted. If a new record is received, the student will be added to the monitoring list. If you wish to change information previously submitted, resend the record with the new information. NSLDS will update the record with the new information. You may also delete a record by populating field 208 with 'Y'. To delete a record, all the student identifiers and the Enrollment Begin Date must match the previously submitted values.

- **Record Type Indicator**—If this field contains any character other than a '1' (one), the entire Inform file will be rejected.
- **Student's SSN**—Social Security Number of the student being added to the Transfer Monitoring List. After the initial creation of the list, this field can be used to update or delete a student from the Monitoring List. If the SSN submitted on the Inform file does NOT match an SSN in the NSLDS, the school will receive an Error/Acknowledgment file with a Warning code 701, "This student has been added to the Monitoring list, but cannot be found on the database." When a Data Provider submits information on this student, thereby adding the student to the database, an Alert will be generated.
- **First Name**—First name of the student being added to, updated, or deleted from the Monitoring List. If the SSN reported matches with the NSLDS database, but the name reported in this field does not match, the school will receive an Error/Acknowledgment file with a Warning code 702, "This student has been added to the Monitoring list, but cannot be found on the database." When a Data Provider submits information on the SSN reported above, the school will receive an Alert, but that file will contain the name and DOB as reported in NSLDS.
- **Last Name**—Last name of the student being added to, updated, or deleted from the Monitoring List.
- **Date of Birth**—Date of Birth of the student being added to, updated, or deleted from the Monitoring List. It must be in CCYYMMDD format. It must also pass reasonability edits. If the DOB reported makes the student younger than 12, or older than 100, the record will be rejected. This date cannot be in the future. If the SSN reported matches with the NSLDS database, but the DOB reported in this field does not match, the school will receive an Error/Acknowledgment file with a Warning code 702, "This student has been added to the Monitoring list, but cannot be found on the database." When a Data Provider submits information on the SSN reported above, the school will receive an Alert, but that file will contain the name and DOB as reported in NSLDS.

- **Enrollment Begin Date**—Must be in CCYYMMDD format. It can be a future date, but not more than 18 months greater than the current date. It cannot be more than 18 months less than current date.
- **Monitor Begin Date**—Must be in CCYYMMDD format. It can be a future date, but not greater than the reported Enrollment Begin Date. If the Enrollment Begin Date has already passed, use the submittal date.
- **Delete from Monitoring and Alert List**—This is a one-character field used to specify whether the student is to be deleted from Monitoring List. The only time this should be populated with a ‘Y’ is if the student previously reported for Monitoring is not going to attend that school. ‘N’ indicates that the student is being added or updated. If a student’s record is submitted in more than one Inform file with no changes, any subsequent, identical Inform will be ignored.
- **School Code**—See definition in the Header Record
- **Filler**—See definition in the Header Record

Transfer Monitoring Inform Detail Record Layout

Length = 150

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
201	1	1	Record Type Indicator	Indicator used to identify the detail record. Value must be ‘1’.	Character	1
202	2	10	Student’s SSN	SSN of the student being added to, changed, or deleted from the Monitoring list.	Character	9
203	11	22	First Name	First name of student being added to, changed, or deleted from the Monitoring list. If student has no first name, use NFN. Field must be left justified.	Character	12
204	23	57	Last Name	Last name of student being added to, changed, or deleted from the Monitoring list. If student has no last name, use NLN. Field must be left justified.	Character	35
205	58	65	Date of Birth	Date of Birth of the student being added to, changed, or deleted from the Monitoring list. Format is CCYYMMDD.	Date	8

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
206	66	73	Enrollment Begin Date	Begin date of period student will be enrolled at institution. Format is CCYYMMDD format. It can be a future date.	Date	8
207	74	81	Monitor Begin Date	Begin date of period student is to be Monitored by NSLDS. Format is CCYYMMDD format. Use submittal date as default.	Date	8
208	82	82	Delete from Monitoring and Alert List	Indicates student is to be deleted from Monitoring and Alert lists. Value = 'Y' or 'N'. Y indicates student is to be deleted. N indicates student is to be added or changed.	Character	1
209	83	90	School Code	An eight-digit ED OPE Code used to identify the school and branch the student will be attending. Last two digits equal '00' if no branch code. Mandatory for schools and servicers.	Character	8
N/A	91	150	Filler	Blank attribute to complete record length.	Character	60

2.3 Transfer Monitoring Inform Trailer Record Layout

Add a Trailer Record exactly as stated below. Incorrect data may cause the entire file to be rejected.

- **Record Type Indicator**—If this field contains any character other than a ‘9’ (nine), the entire Inform file will be rejected.
- **Trailer Title**—If this field contains any information other than ‘TRANSFER MONITORING INFORM TRAILER’, the entire Inform file will be rejected.
- **Record Count**—This field can only be populated with numbers. The number in this field must match the number of Detail records in this file.
- **Filler**—See previous definition.

Transfer Monitoring Inform Trailer Record Layout

Length = 150

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
901	1	1	Record Type Indicator	Indicator used to identify the trailer record. Value must be ‘9’.	Character	1
902	2	47	Trailer Title	Title used to identify the trailer record. Value = ‘TRANSFER MONITORING INFORM TRAILER’	Character	46
903	48	56	Record Count	Total count of detail records on this file (excluding header and trailer).	Numeric	9
N/A	57	150	Filler	Blank attribute to complete record length.	Character	94

2.4 Transfer Monitoring Batch Error/Acknowledgment File Layout

The Transfer Monitoring Error/Acknowledgment File is returned to the school by NSLDS upon receipt and acceptance of the Inform file. This file will list any errors or warnings submitted in the Inform file. If there are no errors and no warnings, the Error/Acknowledgment file will contain only a Header and Trailer record. Because there may be more than one error on any given Detail record, the number of records in the Error/Acknowledgment file may be greater than the number of Detail records sent in the Inform file. Any error or warning in the Inform file will be identified by Field Number and an Error/Warning Code on the error detail record.

Inform files will be processed as they are received. An Error/Acknowledgment file will be sent in response to each accepted Inform file. Schools are responsible for correcting records that contain errors and are not added to the Transfer Monitoring list. Corrections can be done by resending a batch record for the student in a future Inform file, or by adding the student using the NSLDS FAP Web site.

There are two types of messages: Errors and Warnings. An Error means the record was not added to the Transfer Monitoring List. The error must be corrected as noted above. A Warning indicates that the record was added to the Transfer Monitoring List, but the identifiers provided differ from those already on NSLDS. The school should check its records to ensure the correct information was provided in the Inform. If correct, no further action is needed. If the data is not correct, the school should reprocess the record with the correct information. Schools can assume that all records not in the Error/Acknowledgment file have been added to the Transfer Monitoring list.

The following record layouts describe the Header, Detail, and Trailer records for the Transfer Monitoring batch Error/Acknowledgment file returned to schools or school servicers by NSLDS.

2.5 Transfer Monitoring Inform Error/Acknowledgment Header Record Layout

The first record in the file will be a Header record, which will be populated as described in the following table.

Transfer Monitoring Inform Error/Acknowledgement Header Record Layout Length = 120

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the header record. Value = '0' (zero).	Character	1
2	47	Header Title	Title used to identify the header record. Value = 'TRANSFER MONITORING ERROR HEADER'.	Character	46
48	55	School Code	The eight-digit ED OPE Code used to identify the school and branch that submitted the Transfer Inform file. Last two digits equal '00' if no branch code. From the Inform file header record.	Character	8
56	63	Servicer Code	The NSLDS-assigned code for the servicer submitting the Transfer Inform file on behalf of one or more schools. From the Inform file header record.	Character	8
64	71	Submittal Date	Date (year, month, and day) on which the Inform file was submitted. Format is CCYYMMDD. From the Inform file header record.	Date	8
72	73	Submittal Sequence Number	Used to differentiate between multiple batches submitted the same date. Starts with '01' and increments for multiple submittals in the same day. From the Inform file header record.	Character	2
74	120	Filler	Blank attribute to complete record length.	Character	47

2.6 Transfer Monitoring Inform Error/Acknowledgment Detail Record Layout

A separate detail record is created for each error or warning.

- **Field in Error**—This number refers to the Field Number in the Inform file that contains an error or that prompted the warning.
- **Error Code**—This number refers to the specific error or warning in the field. See Error/Warning Codes Legend below.
- **Value of Field in Error**—This field contains the information reported in the Inform file that is in error or prompted the warning.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Inform Error/Acknowledgment Detail Record Layout *Length = 120*

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the detail record. Value = '1'.	Character	1
2	10	Student's SSN	SSN of the student submitted to Monitoring list. From the Inform file detail record.	Character	9
11	22	First Name	First name of student submitted to Monitoring list. From the Inform file detail record.	Character	12
23	57	Last Name	Last name of student submitted to Monitoring list. From the Inform file detail record.	Character	35
58	65	Date of Birth	Date of Birth of the student submitted to Monitoring list. Format is CCYYMMDD. From the Inform file detail record.	Date	8
66	73	School Code	An eight-digit ED OPE Code used to identify the school and branch the student will be attending. Last two digits equal '00' if no branch code.	Character	8
74	76	Field in Error	Three-digit number indicating the field of the record that is in error. See Error Legend below.	Character	3
77	79	Error Code	Three-digit code indicating the error found for the field noted above. See Error Legend below.	Character	3

Position From	Position To	Attribute	Description	Field Format	Field Length
80	114	Value of field in error	Value sent in field that prompted the error or warning code generation.	Character	35
115	120	Filler	Blank attribute to complete record length.	Character	6

2.7 Transfer Monitoring Inform Error/Acknowledgment Trailer Record Layout

The last record in the file will be a Trailer record, which will be populated as described in the following table.

- **Inform Record Count**—This number refers to the number of Detail records submitted on the Inform file.
- **Error Count**—This number refers to the number of errors in the file. There may be more than one error per Detail record—each error is counted separately to obtain this count.
- **Record Count with Errors**—This is the number of Detail records submitted in the Inform file that contained errors.
- **Warning Count**—This number refers to the number of warnings in the file. As of this date, there is only one warning possible per Detail record. That may change in the future.
- **Record Count with Warnings**—This is the number of Detail records submitted in the Inform file that contained warnings. This number will never be greater than the Inform Record Count. As of this date, this number can only match the Warning Count defined above. That may change in the future.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Inform Error/Acknowledgment Trailer Record Layout *Length = 120*

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the trailer record. Value = '9'.	Character	1
2	47	Trailer Title	Title used to identify the trailer record. Value = 'TRANSFER MONITORING ERROR TRAILER'	Character	46
48	56	Inform Record Count	Total count of detail records submitted on Inform file (excluding header and trailer).	Numeric	9
57	65	Error Count	Total count of detail errors on this file (excluding header and trailer).	Numeric	9
66	74	Record Count with Errors	Total count of records with errors on this file (excluding header and trailer).	Numeric	9
75	83	Warning Count	Total count of detail warnings on this file (excluding header and trailer).	Numeric	9

Position From	Position To	Attribute	Description	Field Format	Field Length
84	92	Record Count with Warnings	Total count of records with warnings on this file (excluding header and trailer).	Numeric	9
93	120	Filler	Blank attribute to complete record length.	Character	28

Error Codes Legend

Field Number	Error Code	Meaning
000	001	No Alert Profile established.
101	002	No header record.
102	003	Header record with invalid Header Title.
103	004	School/Branch does not exist in NSLDS.
104	005	Servicer and School/Branch association not found.
105	006	Submittal Date is not a valid date.
106	007	Submittal Sequence Number is not numeric.
106	008	Duplicate Submittal Date and Submittal Sequence Number combination.
201	027	Record type invalid.
202	009	SSN is not numeric.
203	010	First name is all spaces.
204	011	Last name is all spaces.
205	012	Date of Birth is invalid date.
206	013	Enrollment Begin date is invalid date.
206	014	Enrollment Begin date is less than current date minus 18 months (548 days).
206	015	Enrollment Begin date is greater than current date plus 18 months (548 days).
207	016	Monitor Begin date is invalid date.
207	023	Monitor Begin date is a future date and is greater than Enrollment Begin date.
207	024	Monitor Begin date is less than current date.
207	025	Monitor Begin date is greater than current date plus 18 months (548 days).
208	017	Delete From List Indicator is not Y or N.

Field Number	Error Code	Meaning
209	018	School/Branch does not exist in NSLDS.
209	026	School/Branch on detail record does not match School/Branch on header record.
901	019	No trailer record.
902	020	Trailer record with invalid Trailer Title.
903	021	Trailer record count does not match number of detail records.
903	022	Trailer record count not numeric.

Warning Codes Legend

Field Number	Warning Code	Meaning
202	701	Student SSN not found. (Student added to Monitoring List, but is not on Database).
202	702	Match on SSN. No match on DOB, First Name, Last Name. (Student added to Monitoring List, but does not match information on Database).
208	703	Delete requested for Student not on Monitoring List.

3.0 Transfer Monitoring Batch Alert File Layout

The Transfer Monitoring Alert File is sent to schools by NSLDS only when a relevant change has been identified in the record of one of the students on the school's Monitoring List. These changes include new or cancelled loans/Pell Grants, disbursements, and changes to loan balances. The changes prompting an Alert file do NOT include newly reported Defaulted loans or Overpayments. That information will continue to be sent to schools via current Postscreening ISIRs.

The Transfer Monitoring Alert file will contain the student's full NSLDS Financial Aid History even if there is a change in a single loan or Pell Grant. The Pell, Loan, or Aggregate records that contain a change causing the Alert will be flagged to enable schools to quickly identify the changed records. A record will be flagged as a change if the information is different from either the most recent ISIR record or the most recent Alert, whichever is more current.

This file can be received in either an Extract or Report format. The file will contain separate record types for: Aggregates, Perkins, Flags Record; Name History Record(s); Overpayment Record(s); Pell Payment Record(s); and Loan Detail Record(s).

NSLDS will send an Alert file whenever there is information to report to a school. Since NSLDS gets new data daily, it is possible, but not likely, that a school could receive an Alert file daily. Whenever NSLDS sends an Alert file, an email notice will be sent to the email address as specified in the School Transfer Profile on the NSLDS Web site.

3.1 Transfer Monitoring Alert Header Record Layout

The first record in the file will be a Header record, which will be populated as described in the following table.

- **Report Type**—Designates whether the file is in Report or Extract/Data format. Also identified by message class name.
- **Alert Date**—Date the Alert file was generated from NSLDS.
- **Alert Sequence Number**—Will be populate with an ‘01’ in this field, if it is the first Alert sent to the school or servicer on a given day. If more Alerts are generated for that school or servicer on the same day, this number will increment for each subsequent file.

Transfer Monitoring Alert Header Record Layout

Length = 260

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the header record. Value = ‘0’ (zero).	Character	1
2	47	Header Title	Title used to identify the header record. Value = ‘TRANSFER MONITORING ALERT HEADER’	Character	46
48	55	School Code	The eight-digit ED OPE Code used to identify the school and branch receiving the Alert record. Last two digits equal ‘00’ if no branch code.	Character	8
56	63	Servicer Code	The NSLDS-assigned code for the servicer submitting the Transfer Inform record on behalf of one or more schools. Filled with zeros for schools.	Character	8
64	64	Report Type	Type of format in which the file is provided. If value is ‘R’, a formatted report file is generated; if value is ‘E’, an extract file is generated.	Character	1
65	72	Alert Date	Date on which the Alert was generated by NSLDS. Format CCYYMMDD.	Date	8
73	74	Alert Sequence Number	Used to differentiate between multiple Alert files generated on the same date. Starts with ‘01’ and increments for subsequent Alerts.	Character	2
75	260	Filler	Blank attribute to complete record length.	Character	186

3.2 Transfer Monitoring Alert Detail Record Type 1—Aggregates, Perkins, Flags Record Layout

- **Current SSN**—The Social Security Number currently in NSLDS for this student.
- **Current First Name**—First Name currently in NSLDS for this student. May be different from name submitted in Inform file by school or servicer.
- **Current Last Name**—Last Name currently in NSLDS for this student.
- **Current Date Of Birth**—DOB currently in NSLDS for this student. May be different from DOB submitted in Inform file by school or servicer.
- **Defaulted Loan Flag**—Field that quickly identifies if the student has one or more defaulted loans. This will NOT generate the Alert file, but will be included on the student’s Financial Aid History sent in the Alert.
- **Discharged Loan Flag**—Field that quickly identifies if the student has one or more discharged loans. This will NOT generate the Alert file, but will be included on the student’s Financial Aid History sent in the Alert.
- **Loan Satisfactory Repayment Arrangements Flag**—Field that quickly identifies if the student has made satisfactory repayment arrangements on one or more defaulted loans. This will NOT generate the Alert file, but will be included on the student’s Financial Aid History sent in the Alert.
- **Active Bankruptcy Flag**—Field that quickly identifies if the student has one or more active bankruptcies. This will NOT generate the Alert file, but will be included on the student’s Financial Aid History sent in the Alert.
- **Pell Change Flag**—Field that quickly identifies that the student has had a change reported on one or more Pell Grants that may affect eligibility. This WILL generate the Alert file.
- **Loan Change Flag**—Field that quickly identifies that the student has had a change reported on one or more loans that may affect eligibility. This WILL generate the Alert file.
- **Aggregate Change Flag**—Field that quickly identifies that the student has had a change reported on his/her Aggregate balance that may affect eligibility. This WILL generate the Alert file.
- **First Name**—First name of student as submitted on the Inform file. Allows school or servicer to identify quickly and easily the student they reported with the student whose information has

been returned. If the school did not receive a warning after submitting the Inform file, this field should match the Current First Name.

- **Last Name**—Last name of student as submitted on the Inform file. Allows school or servicer to identify quickly and easily the student they reported with the student whose information has been returned.
- **Date Of Birth**—DOB of student as submitted on the Inform file. Allows school or servicer to identify quickly and easily the student they reported with the student whose information has been returned. If the school did not receive a warning after submitting the Inform file, this field should match the Current DOB.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Alert Detail Rec. Type 1—Agg, Perkins, Flags Rec. Layout Length = 260

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the record. Value = '1'.	Character	1
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8
66	73	School Code	The eight-digit ED OPE Code used to identify the school and branch that the student will be attending. Last two digits equal '00' if no branch code.	Character	8
74	74	Defaulted Loan Flag	Indicates one or more defaulted loans. Value = 'Y' or 'N'.	Character	1
75	75	Discharged Loan Flag	Indicates one or more discharged loans. Value = 'Y' or 'N'.	Character	1

Position From	Position To	Attribute	Description	Field Format	Field Length
76	76	Loan Satisfactory Repayment Arrangements Flag	Indicates one or more loans with satisfactory repayment arrangements. Value = 'Y' or 'N'.	Character	1
77	77	Active Bankruptcy Flag	Indicates one or more active bankruptcy loans. Value = 'Y' or 'N'.	Character	1
78	83	Aggregate Subsidized Outstanding Principle Balance	Outstanding principal balance for subsidized loan types (D1, D6, and subsidized SF). Value is balance or 'N/A' if no applicable loans.	Character	6
84	89	Aggregate Unsubsidized Outstanding Principle Balance	Outstanding principal balance for unsubsidized loan types (D2, D5, RF, non-subsidized SF, SL, and SU). Value is balance or 'N/A' if no applicable loans.	Character	6
90	95	Aggregate Combined Outstanding Principle Balance	Outstanding principal balance for subsidized and unsubsidized loan types (D1, D2, D5, D6, RF, subsidized and non-subsidized SF, SL, and SU). Value is balance or 'N/A' if no applicable loans.	Character	6
96	101	Aggregate FFEL Consolidation Outstanding Principle Balance	Outstanding principal balance for FFEL consolidated loan type 'CL'. Value is balance or 'N/A' if no applicable loans.	Character	6
102	107	Aggregate Subsidized Pending Disbursement	Pending disbursements for subsidized loan types (D1, D6, and subsidized SF). Value is amount or 'N/A' if no applicable loans.	Character	6
108	113	Aggregate Unsubsidized Pending Disbursement	Pending disbursements for unsubsidized loan types (D2, D5, RF, non-subsidized SF, SL, and SU). Value is amount or 'N/A' if no applicable loans.	Character	6
114	119	Aggregate Combined Pending Disbursement	Pending disbursements for subsidized and unsubsidized loan types (D1, D2, D5, D6, RF, subsidized and non-subsidized SF, SL, and SU). Value is amount or 'N/A' if no applicable loans.	Character	6
120	125	Aggregate Subsidized Total	Total for subsidized loan types (D1, D6, and subsidized SF). Value is amount or 'N/A' if no applicable loans.	Character	6

Position From	Position To	Attribute	Description	Field Format	Field Length
126	131	Aggregate Unsubsidized Total	Total for unsubsidized loan types (D2, D5, RF, non-subsidized SF, SL, and SU). Value is amount or 'N/A' if no applicable loans.	Character	6
132	137	Aggregate Combined Total	Total for subsidized and unsubsidized loan types (D1, D2, D5, D6, RF, subsidized and non-subsidized SF, SL, and SU). Value is amount or 'N/A' if no applicable loans.	Character	6
138	143	Aggregate FFEL Consolidation Total	Total for FFEL consolidated loan type 'CL'. Value is amount or 'N/A' if no applicable loans.	Character	6
144	149	Perkins Total Disbursements	Total Perkins (DU, EU, NU, and PU) loan outstanding principal balances. Value is amount or 'N/A' if no applicable loans.	Character	6
150	155	Perkins Current Award Year Disbursement	Total Perkins (DU, EU, NU, and PU) loan disbursements for award year (July-June). Value is amount or 'N/A' if no applicable loans.	Character	6
156	156	DL MPN Flag	Direct Loan Master Promissory Note Flag. Value = 'A', 'I', 'C', 'N', or 'U'.	Character	1
157	157	Pell Change Flag	Indicates change to Pell Grant information on one or more grants. Value = 'Y' or 'N'.	Character	1
158	158	Loan Change Flag	Indicates changed information on one or more loans. Value = 'Y' or 'N'.	Character	1
159	159	Aggregate Change Flag	Indicates changed Aggregate Amount information. Value = 'Y' or 'N'.	Character	1
160	171	First Name	First name of student submitted to Monitoring list.	Character	12
172	206	Last Name	Last name of student submitted to Monitoring list.	Character	35
207	214	Date of Birth	Date of Birth of student submitted to Monitoring list. Format is CCYYMMDD.	Date	8
215	260	Filler	Blank attribute to complete record length.	Character	46

3.3 Transfer Monitoring Alert Detail Record Type 2—Name History Record Layout

Name History Records will be included only if the student has a different name(s) in history than is currently shown on NSLDS. If there is more than one name in history, there will be separate record for each.

- **First Name History**—Other first name in NSLDS database previously associated with the Current SSN.
- **Middle Initial History**—Other middle initial in NSLDS database previously associated with the Current SSN.
- **Last Name History**—Other last name in NSLDS database previously associated with the Current SSN.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Alert Detail Rec. Type 2—Name History Record Layout Length = 260

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the Name History record. Value = '2'	Character	1
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8
66	73	School Code	An eight-digit ED OPE Code used to identify the school and branch that the student will be attending. Last two digits equal '00' if no branch code.	Character	8
74	85	First Name History	Other first name used by the student for whom the Alert is provided. Value = 'NFN' if student has no first name.	Character	12

Position From	Position To	Attribute	Description	Field Format	Field Length
86	86	Middle Initial History	Other middle initial used by the student for whom the Alert is provided, if available.	Character	1
87	121	Last Name History	Other last name used by the student for whom the Alert is provided. Value = 'NLN' if student has no last name.	Character	35
122	260	Filler	Blank attribute to complete record length.	Character	139

3.4 Transfer Monitoring Alert Detail Record Type 3—Overpayment Record Layout

Overpayment Record(s) will only be included if the student has an overpayment. If there is more than one overpayment, a record will be provided for each.

- **Overpayment Type**—Two-character code that identifies the type of Overpayment(s) reported for the student. ‘PE’ = Pell Grant; ‘SE’ = Federal Supplemental Educational Opportunity Grant; ‘PK’ = Perkins loan (loan types PU, NU, EU or DU).
- **Overpayment Indicator**—One-character code that identifies the status of the Overpayment. ‘Y’ = Yes, an active Overpayment exists. ‘N’ = No, an active Overpayment does not exist. ‘S’ = Yes, the student has an Overpayment, but has made satisfactory arrangements for repayment. None of these prompts an Alert to be generated.
- **Award Year**—The award year for which the Overpayment was disbursed.
- **Contact**—The contact for Pell Overpayments. This code will either be the code for the contact, if only one exists, or a ‘Y’ if there is more than one Overpayment listed.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Alert Detail Rec. Type 3—Overpayment Record Layout *Length = 260*

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the Overpayment Record. Value = ‘3’	Character	1
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = ‘NFN’ if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = ‘NLN’ if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

Position From	Position To	Attribute	Description	Field Format	Field Length
66	73	School Code	An eight-digit ED OPE Code used to identify the school and branch that the student will be attending. Last two digits equal '00' if no branch code.	Character	8
74	75	Overpayment Type	Two-character code that identifies the type of Overpayment(s) reported for the student. 'PE' = Pell Grant; 'SE' = Federal Supplemental Educational Opportunity Grant; 'PK' = Perkins loan (loan types PU, NU, EU or DU).	Character	2
76	76	Overpayment Indicator	One-character code that identifies the status of the Overpayment. 'Y' = Yes, an active Overpayment exists. 'N' = No, an active Overpayment does not exist. 'S' = Yes, the student has an Overpayment, but has made satisfactory arrangements for repayment.	Character	1
77	80	Award Year	Award Year on which the overpayment was disbursed.	Character	4
81	88	Contact	Contact for Pell overpayment. Value is contact code when 1 overpayment, or 'Y' when more than 1 overpayment.	Character	8
89	260	Filler	Blank attribute to complete record length.	Character	172

3.5 Transfer Monitoring Alert Detail Record Type 4—Pell Payment Record Layout

Pell Record(s) will only be included if the student has a Pell Grant. If there is more than one grant, a record will be provided for each.

- **Scheduled Amount**—The amount of the Pell Grant award scheduled to be disbursed. A change in this amount WILL cause an Alert to be generated.
- **Amount Paid to Date**—The Pell Grant amount already disbursed to the student. A change in this amount WILL cause an Alert to be generated.
- **Remaining Amount to be Paid**—The remaining Pell Grant amount to be disbursed to the student. A change in this amount WILL cause an Alert to be generated.
- **Percent of Eligibility Used**—Percentage of award already disbursed to the student.
- **Pell Change Flag**—Indicates that something was reported on this detail record that might affect eligibility. This WILL cause an Alert to be generated.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Alert Detail Record Type 4—Pell Payment Record Layout *Length = 260*

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the Pell Payment Record. Value = '4'	Character	1
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

Position From	Position To	Attribute	Description	Field Format	Field Length
66	73	School Code	An eight-digit ED OPE Code used to identify the school and branch that the student will be attending. Last two digits equal '00' if no branch code.	Character	8
74	79	Scheduled Amount	Scheduled amount of the Federal Pell Grant award.	Numeric	6
80	85	Amount Paid To Date	The amount of the Federal Pell Grant the school has disbursed to the student.	Numeric	6
86	91	Remaining Amount To Pay	The remaining Federal Pell Grant amount to be disbursed for the award year.	Numeric	6
92	95	Award Year	The Award Year for the Pell Grant program, beginning July 1 and ending June 30 of following year.	Character	4
96	100	Percent of Eligibility Used	Segment percentage of eligibility used. Format 999V99, for example, 10000 represents 100%.	Numeric 999V99	5
101	102	Transaction Number	Transaction number on the SAR or ISIR for the payment accepted by the school.	Character	2
103	110	As Of Date	Date disbursement was made or will be made to student. Format is CCYYMMDD. Value is date or 'N/A'.	Character	8
111	113	Accepted Verification Status	Accepted verification status. Value is status or 'N/A'.	Character	3
114	119	Expected Family Contribution	Index produced by the Congressional Methodology (CM) needs analysis assessment.	Numeric	6
120	125	Award Amount	Accepted origination amount.	Numeric	6
126	133	School Code	An eight-digit ED OPE Code used to identify the school and branch associated with the Pell Grant. Last two digits equal '00' if no branch code.	Character	8
134	134	Pell Change Flag	Indicates change to this Pell Grant record. Value = 'Y' or 'N'.	Character	1
135	260	Filler	Blank attribute to complete record length.	Character	126

3.6 Transfer Monitoring Alert Detail Record Type 5—Loan Detail Record Layout

Loan Record(s) will only be included if the student has one or more loans. If there is more than one loan, a record will be provided for each.

- **Loan Type Code**—Two-character code that identifies the type of loan awarded.
- **Current Loan Status Code**—Two-character code used to identify the current status of the loan.
- **Current Loan Status Date**—Date the loan first went into the current status, with no interruptions. NOT the date the loan status was reported to NSLDS.
- **Outstanding Principle Balance (OPB)**—Amount currently owed on the loan. May include interest and/or fees. Changes in this field WILL cause an Alert to be generated.
- **Outstanding Principle Balance Date**—Date the OPB was last updated with NSLDS.
- **Net Loan Amount**—Changes in this field WILL cause an Alert to be generated.
- **Additional Unsubsidized Loan Flag**—Indicates that an Additional Unsub Loan has been awarded. The code indicates the reason for the Additional award.
- **Capitalized Interest Flag**—Indicates that there is Capitalized Interest on this record.
- **Loan Change Flag**—Indicates that information on this loan has changed. Changes causing the flag to be set will NOT include a loan going into or out of default. Such changes will be covered by the postscreening process. Changes in this field WILL cause an Alert to be generated.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Alert Detail Record Type 5—Loan Detail Record Layout Length = 260

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the Detail Record. Value = '5'	Character	1
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12

Position From	Position To	Attribute	Description	Field Format	Field Length
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8
66	73	School Code	An eight-digit ED OPE Code used to identify the school and branch that the student will be attending. Last two digits equal '00' if no branch code.	Character	8
74	75	Loan Type Code	Code indicating the type of loan.	Character	2
76	77	Current Loan Status Code	Code used to identify the current status of a student's loan.	Character	2
78	85	Current Loan Status Date	Date (year, month and day) the current loan status code became effective. Format is CCYYMMDD.	Date	8
86	91	Outstanding Principal Balance	Amount of outstanding principal balance. Value is balance or 'N/A'.	Character	6
92	99	Outstanding Principal Balance Date	Date (year, month, and day) the outstanding principal balance was last updated. Format is CCYYMMDD. Value is date or 'N/A' if date is not available.	Character	8
100	107	Loan Period Begin Date	Date (year, month, and day) the enrollment period begins for this loan. Format is CCYYMMDD. Value is date or 'N/A' if date is not available.	Character	8
108	115	Loan Period End Date	Date (year, month, and day) the enrollment period ends for this loan. Format is CCYYMMDD. Value is date or 'N/A' if date is not available.	Character	8
116	118	Current GA Code	Current Guaranty Agency code or 'N/A' if not applicable.	Character	3
119	119	Academic Level	Student's academic level (grade level) at the school when the loan was disbursed.	Character	1

Position From	Position To	Attribute	Description	Field Format	Field Length
120	122	Contact Type	Contact Type code. Values are: 'EDR' = ED Region 'LEN' = Lender 'SCH' = School 'GA' = Guaranty Agency 'DLS' = Direct Loan Servicer 'LNS' = Lender Servicer 'N/A' = Not Applicable	Character	3
123	128	Net Loan Amount	Amount of loan/guaranty minus total amount of cancellations.	Numeric	6
129	136	Contact	Code indicating the agency to be contacted for this loan. Value is 'N/A' if contact is not available.	Character	8
137	144	School Code	An eight-digit ED OPE Code used to identify the school and branch attended by the student when the loan was originated. Last two digits equal '00' if no branch code.	Character	8
145	145	Additional Unsubsidized Loan Flag	Additional Unsubsidized Loan flag. Values are: 'P' = PLUS Denial 'H' = Health Loan Program 'B' = Both 'N' = Neither.	Character	1
146	146	Capitalized Interest Flag	Capitalized Interest flag. Value = 'Y' or 'N'.	Character	1
147	154	Loan Disbursement Date	Date latest loan disbursement was made. Format CCYYMMDD. Value is date or 'N/A'.	Character	8
155	160	Loan Disbursement Amount	Cumulative amount disbursed. Value is amount or 'N/A'.	Character	6
161	166	Lender Code	Current Lender code or 'N/A' if not applicable.	Character	6
167	172	Lender Servicer Code	Current Lender Servicer code or 'N/A' if not applicable.	Character	6
173	173	Loan Change Flag	Indicates change to this loan record. Value = 'Y' or 'N'.	Character	1

Position From	Position To	Attribute	Description	Field Format	Field Length
174	260	Filler	Blank attribute to complete record length.	Character	87

3.7 Transfer Monitoring Alert Trailer Record Layout

The last record in the file will be a Trailer record, which will be populated as described in the following table.

Fields for which no definition is provided were determined to be self-explanatory.

Transfer Monitoring Alert Trailer Record Layout

Length = 260

Position From	Position To	Attribute	Description	Field Format	Field Length
1	1	Record Type Indicator	Indicator used to identify the trailer record. Value = '9'.	Character	1
2	47	Trailer Title	Title used to identify the trailer record. Value = 'TRANSFER MONITORING ALERT TRAILER'.	Character	46
48	56	Record Count	Total count of detail records on this file (excluding header and trailer).	Numeric	9
57	260	Filler	Blank attribute to complete record length.	Character	204

If you have any questions about these layouts, call the NSLDS Customer Service Center at 1-800-999-8219, from 8 am to 8 p.m. ET, except Federal holidays. You can also e-mail your question to nsldscoe@raytheon.com.

3.8 Transfer Monitoring Batch Alert—Report Layout

The following displays the Transfer Monitoring Alert batch results in report format that are returned to schools or school servicers requesting this format. Schools may have to adjust their print settings to print the report.

Report ID: PSE001		PRIVACY ACT OF 1974 (AS AMENDED)				DATE: MM-DD-CCYY															
Page No. : ZZ,ZZ9		U.S. DEPARTMENT OF EDUCATION				TIME: HH:MM:SS															
		NATIONAL STUDENT LOAN DATA SYSTEM (NSLDS)																			
		Transfer Monitoring Alert																			
Report Parameters: Requesting Sch/Br Code: XXXXXXXX		Enrollment Begin Date: MM-DD-CCYY		Sort Sequence: School/Location Code, SSN																	
Name: XX		Inform Submittal Date: MM-DD-CCYY																			
City: XXXXXXXXXXXXXXXXXXXXXXX		State: XX																			
LAST: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		FIRST: XXXXXXXXXXXXXXX		MI: X		DOB: MM-DD-CCYY		SSN: XXX-XX-XXXX													
----- Name History -----																					
LAST		FIRST		M																	
----		----		-																	
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXXXXXXXXXXX		X																	
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXXXXXXXXXXX		X																	
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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXXXXXXXXXXX		X																	
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXXXXXXXXXXX		X																	
Overpayment: Contact:		Pell Change: X		Loan Change: X		Discharged: X		Defaulted		Loan Sat.		Active									
Pell: X XXXXXXXX		Aggregate Change: X						Loans: X		Repayment: X		Bankruptcy: X									
FSEOG: X XXXXXXXX																					
Perkins: X XXXXXXXX		DL MPN: X																			
Aggregate Amount for				Aggregate		Pending		Total:													
FFELP/Direct Loans:				Balance:		Disbursements:															
Subsidized Loans:				\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9													
Unsubsidized Loans:				\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9													
Combined Loans:				\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9													
FFEL Consolidation Loans:				\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9													
Perkins Loans:																					
Outstanding Principal Bal:				\$ZZZ,ZZ9		Current Year Loan Amount: \$ZZZ,ZZ9															
YYYY-YYYY Pell		Sch.Code:		Tran:		Sch.Amt:		Award Amt:		Disb.Amt:		Rem.Amt:		% Sch.Used:		As of:		EFC:		Ver.Flag:	
Payment Data:		XXXXXXX		XX		\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9		ZZ9.99		MM-DD-CCYY		999999		XXX	
#		XXXXXXX		XX		\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9		ZZ9.99		MM-DD-CCYY		999999		XXX	
		XXXXXXX		XX		\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9		\$ZZZ,ZZ9		ZZ9.99		MM-DD-CCYY		999999		XXX	
PRIVACY ACT OF 1974 (AS AMENDED)																					

Figure 1, Transfer Monitoring Alert, Part 1

Appendix A—Change Log and Comments

The following information is intended to enable you to compare previous DRAFT layouts to the current Batch File Specifications. Previous DRAFT versions were dated March 6, 2001.

- **Transfer Monitoring Inform Header Record Layout**

No layout changes in this section.

Field numbers changed to 3 characters to accommodate the Error/Acknowledgement file.

- **Transfer Monitoring Inform Detail Record Layout**

In earlier versions, the last name was presented before the first name. In the current document, they are reversed.

Field numbers also changed to 3 characters to accommodate the Error/Acknowledgement file.

In earlier versions:

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
22	11	45	Last Name	Last name of student being added to or changed on the Monitoring list.	Character	35
23	46	57	First Name	First name of student being added to or changed on the Monitoring list.	Character	12

In the current specification document:

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
203	11	22	First Name	First name of student being added to, changed, or deleted from the Monitoring list. If student has no first name, use NFN.	Character	12

Field Number	Position From	Position To	Attribute	Description	Field Format	Field Length
204	23	57	Last Name	Last name of student being added to, changed, or deleted from the Monitoring list. If student has no last name, use NLN.	Character	35

- **Transfer Monitoring Inform Trailer Record Layout**

No layout changes in this section.

Field numbers changed to 3 characters to accommodate the Error/Acknowledgement file.

- **Transfer Monitoring Inform Error/Acknowledgment Header Record Layout**

In earlier versions, the Header record contained the attribute 'No errors flag'. This field has been deleted in the current document. Adjusted positions 64-120 accordingly. (Only a header and trailer record will be sent if there are no errors or warnings.)

- **Transfer Monitoring Inform Error/Acknowledgment Detail Record Layout**

In earlier versions, the last name was presented before the first name. In the current document, they are reversed.

In earlier versions:

Position From	Position To	Attribute	Description	Field Format	Field Length
11	45	Last Name	Last name of student submitted to the Monitoring list.	Character	35
46	57	First Name	First name of student submitted to the Monitoring list.	Character	12

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
11	22	First Name	First name of student submitted to Monitoring list. From the Inform file detail record.	Character	12

Position From	Position To	Attribute	Description	Field Format	Field Length
23	57	Last Name	Last name of student submitted to Monitoring list. From the Inform file detail record.	Character	35

The current document contains a new field in positions 80-114, the attribute 'value of field in error'. Adjusted the filler accordingly.

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
80	114	Value of field in error	Value sent in field that prompted the error or warning code generation.	Character	35
115	120	Filler	Blank attribute to complete record length.	Character	6

- **Transfer Monitoring Inform Error/Acknowledgment Trailer Record Layout**

There are several changes in the trailer record section. In earlier versions, the trailer record only included the attribute 'record count' in positions 48-56. The current document contains several different counts in the trailer.

In earlier versions:

Position From	Position To	Attribute	Description	Field Format	Field Length
48	56	Record Count	Total count of detail records on the file (excluding header and trailer).	Numeric	9

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
48	56	Inform Record Count	Total count of detail records submitted on Inform file (excluding header and trailer).	Numeric	9
57	65	Count of Errors	Total count of detail errors on this file (excluding header and trailer).	Numeric	9
66	74	Records with Errors	Total count of records with errors on this file (excluding header and trailer).	Numeric	9
75	83	Count of Warnings	Total count of detail warnings on this file (excluding header and trailer).	Numeric	9
84	92	Records with Warnings	Total count of records with warnings on this file (excluding header and trailer).	Numeric	9
93	120	Filler	Blank attribute to complete record length.	Character	28

- **Error/Warning Codes Legend**

The error/warning codes legend has been added to this section. In earlier version versions, they either contained no error/warning codes legend or an abbreviated one. Please review this new section carefully.

- **Transfer Monitoring Alert Header Record Layout**

A 'submittal date' attribute in positions 64-71 was included in an earlier version. In the current document, it has been removed. Position 64 is now the attribute of 'report type'. The layout starting in position 64 appears as follows in the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
64	64	Report Type	Type of format in which the file is provided. If value is 'R', a formatted report file is generated; if value is 'E', an extract file is generated.	Character	1
65	72	Alert Date	Date on which the Alert was generated by NSLDS. Format CCYYMMDD.	Date	8
73	74	Alert Sequence Number	Used to differentiate between multiple Alert files generated on the same date. Starts with '01' and increments for subsequent Alerts.	Character	2

Position From	Position To	Attribute	Description	Field Format	Field Length
75	260	Filler	Blank attribute to complete record length.	Character	186

- **Alert Detail Record Type 1—Aggregates, Perkins, Flags Record Layout**

This section of the layout has multiple changes from earlier versions and needs to be reviewed carefully. There have been attribute name changes and definition changes. In addition, FFEL MPN Flag in position 157 and the FFEL MPN Lender Code in positions 158-163 have been eliminated. These fields were present in an earlier version.

Also, some new attributes were added to the positions that were previously filler. Adjusted the filler accordingly. They are outlined below:

It is important to recognize that attributes in positions 2-65 show what is current on the NSLDS. The attributes in positions 160-214 show the name and DOB as submitted by the school on the Inform file.

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

Position From	Position To	Attribute	Description	Field Format	Field Length
160	171	First Name	First name of student submitted to Monitoring list.	Character	12

Position From	Position To	Attribute	Description	Field Format	Field Length
172	206	Last Name	Last name of student submitted to Monitoring list.	Character	35
207	214	Date of Birth	Date of Birth of student submitted to Monitoring list. Format is CCYYMMDD.	Date	8

- **Alert Detail Record Type 2—Name History Record Layout**

This section of the layout has multiple changes from earlier versions and needs to be reviewed carefully. There have been attribute name changes and definition changes.

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

- **Alert Detail Record Type 3—Overpayment Record Layout**

This section of the layout has multiple changes from earlier versions and needs to be reviewed carefully. There have been attribute name changes and definition changes.

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
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Position From	Position To	Attribute	Description	Field Format	Field Length
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

- **Alert Detail Record Type 4—Pell Payment Record Layout**

This section of the layout has multiple changes from earlier versions and needs to be reviewed carefully. There have been attribute name changes and definition changes.

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

In an earlier version of the document, positions 126-162 were defined as filler in error. In the current version, the layout appears as the following starting in position 126:

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
126	133	School Code	An eight-digit ED OPE Code used to identify the school and branch associated with the Pell Grant. Last two digits equal 00 if no branch code. Value is school code or 'N/A'.	Character	8
134	134	Pell Change Flag	Indicates change to this Pell Grant record. Value = 'Y' or 'N'.	Character	1
135	260	Filler	Blank attribute to complete record length.	Character	126

- **Alert Detail Record Type 5—Loan Detail Record Layout**

This section of the layout has multiple changes from earlier versions and needs to be reviewed carefully. There have been attribute name changes and definition changes.

In the current specification document::

Position From	Position To	Attribute	Description	Field Format	Field Length
2	10	Current SSN	Current SSN from NSLDS of the student for whom the alert is being generated.	Character	9
11	22	Current First Name	Current first name from NSLDS of the student for whom the alert is being generated. Value = 'NFN' if student has no first name.	Character	12
23	57	Current Last Name	Current last name from NSLDS of the student for whom the alert is being generated. Value = 'NLN' if student has no last name.	Character	35
58	65	Current Date of Birth	Date of Birth from NSLDS of the student for whom the alert is being generated. Format is CCYYMMDD.	Date	8

Other changes in this section include the added attribute of 'lender code', and 'lender servicer code'. These changes begin in position 161.

In the current specification document:

Position From	Position To	Attribute	Description	Field Format	Field Length
161	166	Lender Code	Current Lender code or 'N/A' if not applicable.	Character	6
167	172	Lender Servicer Code	Current Lender Servicer code or 'N/A' if not applicable.	Character	6
173	173	Loan Change Flag	Indicates change to this loan record. Value = 'Y' or 'N'.	Character	1
174	260	Filler	Blank attribute to complete record length.	Character	87

- **Transfer Monitoring Alert Trailer Record Layout**

No layout changes in this section

- **Transfer Monitoring Batch Alert—Report Format**

This section has been added to show the report format if schools select the print report format option.