

| Column | Header                    | Description  | Field Format | Max Field Size | Mandatory | Allowable Values   |
|--------|---------------------------|--|--------------|----------------|-----------|--|
| 1      | Assessment Date           | Date the customer record was recorded/updated on the HE Portal       | DATE         | 10             | Yes       | DD/MM/YYYY e.g. "23/05/2006" (The filter is from 00:00 to 23:59).                            |
| 2      | Student Surname           | The last name or family name of the customer                         | TEXT         | 50             | Yes       | Combination of letters, numbers, punctuation, symbols, etc. e.g. "SMITH"                     |
| 3      | Student Forename          | The first name(s) of the customer                                    | TEXT         | 50             | Yes       | Combination of letters, numbers, punctuation, symbols, etc. e.g. "JOHN"                      |
| 4      | Address Line 1            | First line of customers address e.g. house number & street name      | TEXT         | 240            | Yes       | Combination of letters, numbers, punctuation, symbols, etc. e.g. "52 FESTIVE AVENUE"         |
| 5      | Address Line 2            | Second line of customers address, if required                        | TEXT         | 240            | No        | Combination of letters, numbers, punctuation, symbols, etc. e.g. "CAMBERLEIGH"               |
| 6      | Address Line 3            | Third line of customers address, if required                         | TEXT         | 240            | No        | Combination of letters, numbers, punctuation, symbols, etc. e.g. Blank (no value)            |
| 7      | City                      | City relating to customers address                                   | TEXT         | 60             | No        | Combination of letters, numbers, punctuation, symbols, etc. e.g. "LONDON"                    |
| 8      | County                    | County relating to customers address                                 | TEXT         | 60             | No        | Any combination of letters, numbers, punctuation, symbols, etc. "SURREY"                     |
| 9      | Postcode                  | Postcode relating to customers address                               | TEXT         | 8              | No        | In line with standard UK Postcode format e.g. "A1 2BD", "A12 3BC", "AB12 3CD" and "AB1C 2DE" |
| 10     | DOB (Date of Birth)       | Date the customer was born on  | DATE         | 10             | Yes       | DD/MM/YYYY e.g. "23/05/2006"   |
| 11     | Sex                       | Indicates the gender of the customer                                 | TEXT         | 1              | Yes       | "M" or "F"   |
| 12     | Domicile                  | The country of the award authority                                   | TEXT         | 30             | Yes       | "EU" (Europe) or "NORTHERN IRELAND" or "ENGLAND" or "SCOTLAND" or "WALES"                    |
| 13     | Customer Reference Number | Automated Response Technology ID for the customer                    | NUMBER       | 11             | No        | 9999999999 e.g. 12345678901 (Derived from the unique customer ID and includes check digits)  |
| 14     | SSN                       | Student Support Number for the customer                              | TEXT         | 13             | Yes       | XXXX99999999X e.g. "ABCD12345678E"   |
| 15     | UCAS Application Number   | University College Admissions Service Number                         | TEXT         | 20             | No        | 999999999 e.g. "123456789"   |
| 16     | Application Academic Year | The Academic Year which pertains to the Application                  | NUMBER       | 7              | No        | YYYY/MM e.g. "2006/07"   |
| 17     | Course Type               | The type of courses available  | TEXT         | 11             | No        | Please refer to Appendix B   |
| 18     | Number of Sponsors        | The number of sponsors that have supplied details for the customer   | NUMBER       | 1              | No        | "0" or "1" or "2"  |
| 19     | NMTO Indicator            | Indicates the customer is applying for Non Means Tested Only support | TEXT         | 1              | No        | "Y" or "N"   |
| 20     | Dependants CCG Indicator  | Indicates the customer is applying for a Childcare Grant             | TEXT         | 1              | No        | "Y" or "N"   |
| 21     | Dependants ADG Indicator  | Indicates the customer has applied for Adult Dependant Support       | TEXT         | 1              | No        | "Y" or "N"   |
| 22     | Household Income          | The customer's household income.                                     | NUMBER       | 13             | No        | Value displayed to 2 decimal places  |

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| 23     | Principle Earner Income        | The gross income from the salary/wages of the highest individual sponsor  | NUMBER       | 13             | No        | Value displayed to 2 decimal places  |
| 24     | Student Support Eligibility    | Indicates whether the customer is eligible for support  | TEXT         | 12             | No        | "Eligible" or "Ineligible" or "Undetermined"   |
| 25     | Evidence Verified              | Indicates whether all eligibility and financial evidence has been received to validate the customer's application | TEXT         | 1              | No        | "Y" or "N"   |
| 26     | NHS Funded Income Assessed     | Indicates that the customer has applied for Income assessed NHS Funding   | TEXT         | 1              | No        | "Y" or "N"   |
| 27     | NHS Funded Non-Income Assessed | Indicates that the customer has applied for Non-Income assessed NHS Funding                                       | TEXT         | 1              | No        | "Y" or "N"   |
| 28     | Commencing Year of Study       | The year that the customer commenced studying   | NUMBER       | 4              | No        | YYYY e.g. "2006"   |
| 29     | Course Name                    | The name of course  | TEXT         | 41             | Yes       | Combination of letters, numbers, punctuation, symbols, etc. e.g. "FINANCIAL ADMINISTRATION"                                  |
| 30     | Course Start Date              | The start date of the term  | DATE         | 10             | No        | DD/MM/YYYY e.g. "23/05/2006"   |
| 31     | UCAS Course Code               | The University College Admissions Service code assigned to the course   | TEXT         | 4              | No        | Combination of letters and numbers e.g. "N5E32"  |
| 32     | Course Code (SLC)              | Student Loans Company unique code used to identify a course   | NUMBER       | 6              | No        | 999999 e.g. 123456   |
| 33     | Qualification                  | The qualification achieved  | TEXT         | 8              | No        | Please refer to Appendix C   |
| 34     | Campus ID                      | The Campus code identifier  | TEXT         | 1              | No        | Can be a letter or a number, etc. e.g. "F"   |
| 35     | Method of Attendance           | Description of the fee category type  | TEXT         | 240            | No        | "Full Time" or "Part Time" or "PGCE" (Post Graduate)   |
| 36     | Bank Details Supplied          | Identifies whether Bank Details have been supplied  | TEXT         | 1              | No        | "Y" or "N"   |
| 37     | Automated Award Total          | The customer's total approved automated award entitlement   | NUMBER       | 13             | No        | Value displayed to 2 decimal places  |
| 38     | Manual Award Total             | The customer's total approved manual award entitlement  | NUMBER       | 13             | No        | Value displayed to 2 decimal places  |
| 39     | Overall Award Total            | The customer's total overall approved award entitlement   | NUMBER       | 13             | No        | Value displayed to 2 decimal places  |
| 40     | New Student                    | Indicates the customer is a New Student   | TEXT         | 1              | No        | "Y" or "N" or ""   |
| 41     | Cohort Year                    | Indicates the student's cohort which is derived from the student's domicile and course start date.                | TEXT         | 20             | No        | e.g. "2006" or "Variable Cohort"   |
| 42     | Evidence Requirement Type      | The type of evidence required in order to approve the students support application                                | TEXT         | 3              | Yes       | CI - Current Year Income<br>N - Full Evidence<br>P - Provisional<br>SC - Self Certified<br>SFA - Single Financial Assessment |
| 43     | Maintenance Grant              | Confirmation of whether the student has applied and been approved for a Maintenance Grant                         | TEXT         | 1              | No        | "Y" or "N" or ""   |
| 44     | Special Support Grant          | Confirmation of whether the student has applied and been approved for a Special Support Grant                     | TEXT         | 1              | No        | "Y" or "N" or ""   |
| 45     | Previously Approved            | Confirmation of whether the student has had a previous award entitlement has been approved by the HEI             | TEXT         | 1              | No        | "Y" or "N"   |