CCCApply International Application
Data Dictionary V.2016.3

Production Version

09/30/16

Contents

Document Purpose

The CCCApply International Application Specification provides a blueprint for the development and maintenance (upgrade releases) of the application. The content includes application user interface design and logic, and database table information underlying the application.

The CCCApply International Application Specification is intended for two audiences:

• California Community Colleges Tech Center (CCCTC) staff, including software designers, developers, QA technicians, technical writers, and project managers for the CCCApply International Application

• California Community College staff that works with implementation, configuration, usage, and download of data from the CCCApply International Application

Note: Since this document serves two audiences, it is good to note that some information may display as "inprogress" and will be noted as such to avoid confusion.

Overview

The CCCApply International Application is a multipage online form that provides a complete application to a particular California Community College for international students. It is accessed from either each college's portal/ website or from cccapply.org.

The CCCApply International Application user interface includes:

- A page for initiating and managing applications (My International Applications)

- Application form pages for the student to enter information to apply co college

- An electronically-signed submission page

- Post-submission pages including a confirmation page and a page of links to system-wide information such as financial aid applications and other related opportunities.

The CCCApply International Application Form also includes several 'smart' features:

- College-configured data and content using the Administrator (terms list, majors list, English proficiency, rules, supplemental questions, etc.)

- Validation logic that prevents conflicting responses and flags situations that colleges might want to investigate

- Other determinations, such as admission eligibility

- Presentation of links based on applicant-entered data

- Auto-population of form data from the applicant's OpenCCC Account

Supporting Resources

The following resources are available to support the CCCApply International Application.

- **cccapply.org:** The cccapply.org website is where students apply to college. For the CCCApply International application, the cccapply.org web site will require modifications similar to what was made for the CCCApply Standard application. We will need to send applicants to the college's website as the starting point for applying for the international application.

- **Help:** The HELP link in the CCCApply International application uses the same help software as the CCCApply Standard application for both students and California Community College staff.

- **Students** :

- *http://www.ccchelp.info/* (powered by Get Satisfaction, an online, on-demand, self-service support system)

  - Xerox helpdesk (for account recovery only): (877) 247-4836 or support@openccc.net

- California Community College Staff:

- *http://www.ccctechnology.info/* (powered by Get Satisfaction, an online, on-demand, self-service support system)

- Online documentation at *http://cccapplyproject.org/documentation*

- Data Dictionaries: specifications for the various CCCApply applications, including the BOG Fee Waiver •
    Implementation Documents for the CCCApply applications, include the BOG Fee Waiver

- User Guides:

- Administrator: set up users, terms, majors, rules, and supplemental questions

- Download Client: download student application data to your SIS

- Report Center: look up applications and run reports

- Release Notes

User Interface

The User Interface of the CCCApply International application is pictorially represented through wireframe and screen shot images in the following section, in order of the actual online application process. Each section (represented by tabs) must be completed and pass field/page validation before the applicant is allowed to move on to the next section.

The CCCApply International Application is comprised of the following tabbed sections:

• My International Applications Page

• Introduction

• Enrollment Information

• Account/Address Information

• Personal Information

• Contact

• Education

• Visa/Dependents

• SEVIS

• Supplemental Questions

• Consent

• Review Application

• Submit Application

Field Conventions

The following field conventions and display are used throughout the CCCApply International Application.

Conditional Questions and Fields	In general, CCCApply applications will conditionally display only the questions and fields that need to be asked based on responses to earlier questions (including account data elements). The conditions determining whether a question displays is identified in the submitted application database tables section of this document.

Dates	Date questions use menus for month and day, and a text field for the four-digit year.
	Dates displayed in the user interface are in the format of month day, year (i.e. May 06, 2015).
	Dates will always be subject to the following basic error checks, in addition to any other error checking required:
	The day must be valid for the month and year.
	The year must be four digits and not before 1900.
	No general maximum date is needed since most (if not all) date fields have error checking for a particular maximum date.
Language Toggle	The CCCApply application pages include a language toggle similar to the one in the former XAP applications. However, the language toggle in CCCApply affects only the language of the field 'hover help'. All other application language always displays in English.
	This document does not currently provide Spanish translations for the 'hover help'.

Application Page Flow

Applicants are first presented and must sign in to the OpenCCC Federated ID system before, or immediately after, navigating to CCCApply. An introduction page may display before the applicant signs in, prompting the user to either create an account or sign in.

- If the applicant click Create Account, the OpenCCC Create Your OpenCCC Account page displays, and the user is prompted to create an OpenCCC account.

- When the applicant clicks Sign In, the OpenCCC Sign In page displays, and the user is prompted to enter their Username and Password.

My International Applications Page

Once logged in, the applicant views the My International Applications page.

Note: District applications are distinguished by displaying on both the My International Applications page and the Enrollment page of the application. A district application is an application to a college which has more than one college in the district. If there is more than one row in the college table with the same district_id as the current college, then it is a district application. The current college is the college from which the applicant initiated the application process.

CCCApply International Application Pages

Application pages (tabs) have the following dependencies as outlined in the table below.

Note: Tabs appear be grayed out until the page is available based on the table conditions below.

Page	Depends on this condition
Introduction	No dependency
Enrollment	User clicks Start Application on Introduction Page.
Account/Address	No additional dependency
Personal Information	No additional dependency
Contact Information	No additional dependency

Educational	No additional dependency
Visa and Dependent Information	No additional dependency
SEVIS	Displayed only if the Visa Type = F1 or M1
Supplemental Questions	No additional dependency
Request for Consent	No additional dependency
Review Application	All previous pages must be complete for the confirmation button to appear on the screen.
Page	**Depends on this condition**
	If the applicant reaches this page and then navigates back to a previous page and changes any data, then the Review Application page will be set to incomplete. In this situation the user must re-confirm the application is complete.
Submit Application	Review Application must be complete

Automatic Field Population

Some fields are auto-populated in the CCCApply International application.

The Account/Address Information fields auto-populate with the following data from the applicant's OpenCCC account:

- CCCID

- Last Name

- First Name

- Middle Initial

- SSN

- SSN Last 4 digits

- SSN Type

- Email Address

- Date of Birth

- Mainphone, extension and authorization for text

- Second phone, extension and authorization for text

- Street address 1 and 2

- City

- State

- Postalcode

- Non US Province/State

- Non US Postal Code

- Country

Note: The *Current Mailing Address* and *Non U.S. Permanent Address* fields can be populated from the user's OpenCCC Account *Permanent Address* fields by clicking the checkbox that indicates the addresses are the same.

US Address verification for US mailing addresses is the same process used in CCCApply Standard Application. US addresses are validated using the **CASS** (U.S. Postal Service) address validation system. This includes the addresses entered in the OpenCCC Account Creation process.

The following two auto-populated fields refer to an in-progress table where data is stored temporarily until the student submits their application:

The **app_id** is automatically generated when the row is first inserted into the table.

The **college_id** is set from the college table. It is the MIS code for the college being applied to.

My International Applications

The My International Applications page is presented once the user has signed into their OpenCCC account. From My International Applications, they can:

1. Start a new application.

2. Resume or Delete an in-progress application.

3. View a submitted application.

The *My International Applications* page processes applications as follows:

In-Progress Applications

- Display all in-progress applications for any college in the California Community Colleges District for the signedin user. When the applicant clicks **Resume** for one of the in-progress applications:

- Change the current college to the college of the In-Progress application.

- Change the "brand" to be the college of the In-Progress application.

- All terms, majors, etc. should be those of the In-Progress application.

Submitted Applications

Display all submitted applications for the signed-in user regardless of which college the application is for.

Introduction Page

The first page in the CCCApply International application is an introductory page of instructions for filling out the application.

Enrollment Information

The Enrollment Information page includes three drop-down list fields and a freeform entry field.

1. Term Applying For

2. Intended Major or Program of Study

3. Educational Goal

4. Freeform field: "Enter your intended 4 year major if different than the one you selected above:"

The three drop-down field values are defined by each individual college in the Administrator. See the Administrator Guide for details on configuring these values.

Enrollment Information

Enrollment Page Validation

Applicants cannot apply to the same college for the same term. For district applications, an applicant may apply to only one college within the district for a given term. The following logic will enforce this rule. The following steps should occur when the Continue button is clicked:

1. Perform all other verifications for the enrollment screen to ensure all data is valid.

2. Find all colleges for the district. Find all college rows with the same district_id as the current college. If there is only one, it is not a district application. If there is more than one, continue.

3. Check for In-Progress applications. For each college_id other than the college_id of the current college, check if there is an in-progress application for the user for the same term. If true, this is an error that will render the page incomplete and not allow the user to complete the application (dee error message below).

4. Check for submitted applications. For each college_id other than the college_id of the current college, check if there is a submitted application for the user for the same term. If true, this is an error that will render the page incomplete and not allow the user to complete the application (see error message below).

In-Progress Error Message	"You may apply to only one college in the <district_name> for the term you selected. You already have an in-progress application to another college in this district. Click on My Applications to see what other application you have started."

Submitted Application Error Message	"You may apply to only one college in the <district_name> for the term you selected. You already submitted an application to another college in this district. Click on My Applications to view your submitted application or select a different term for this application." **Note:** <district_name> in the above messages is the name field from the district table.

Account and Mailing Information

The Account/Address Information page fields are auto-populated with values the applicant entered when they created their OpenCCC Account.

When the user selects the Current Mailing Address check box to indicate that their mailing address is the same as their permanent address in their OpenCCC Account, the fields for this text box collapse and are not displayed.

Account and Mailing Information

[Cambiar A Español]

Review OpenCCC Account Information

The following account information will be submitted with your application to college. Please carefully review this this information and change any outdated information by clicking the "Edit Account" button below.

Current Full Name   Ethel Ealanor Egghead III   [Edit Account]

Permanent Address   11 Biscuit Lane
                           Hemel Hempstead ,Hertsfordshire 111 545
                           Great Britain

Previous or Alternate Eidelweiss
Name

Main Phone   415-555-1111   ext.
                           Not authorized for text messages

Second Phone   ext.
                           Not authorized for text messages

Email   email@ccctechcenter.org

Social Security   ***-**-****
Number

Date of Birth   Apr 22, 1997

Current Mailing Address

☐ My mailing address is the same as the Permanent Address in my OpenCCC Account above

☑ My current mailing address is **outside the United States**

Street Address   [_____]

                  [_____]
                  Include apartment number or suite

City   [_____]   State/Province, Postal Code,
                                                             and Country replace State
State/Province   [_____]   and Zip Code when address
                                                             is outside the U.S.
Postal Code   [_____]

Country   [-- Pick your Country --   ▲▼]

☐ I have verified the address entered is correct
                                                 Appears only when an address mismatch
                                                 is returned from address checking.

Non U.S. Permanent Home Address

☐ My Non U.S. Permanent Home Address is the same as my Permanent Address from my OpenCCC account.

Street Address   [_____]

                  [_____]
                  Include apartment number or suite

City   [_____]

State/Province   [_____]

Postal Code   [_____]

Personal Information

The Personal Information page contains the following field groups and
fields:

- Gender/Primary Language

- Gender drop-down list

- What is your primary language? Drop-down list

- Nationality

- Country of birth drop-down list

- Country of citizenship drop-down list

- Race/Ethnicity

- Hispanic/Latino radio button

- Race check boxes

Contact

The Contact page includes the following field groups:

- Applicant Non-US Contact Information

- Three free-form entry fields for non-US current, alternate, and fax numbers

- Emergency Contact

- 10 free-form entry fields for emergency contact name, phone, email, and mailing address information, including a drop-down list for country, and a check box for no first name and outside-the-US emergency contact information

- Parent/Guardian Contact

- The Parent/Guardian fields set appears for all applicants but is only required if the applicant is under 18 years of age

- The Parent/Guardian Address fields toggle to display different field labels if the applicant selects the "My Parent/Guardian address is outside the U.S." check box

Education

The Education page contains six field groups:

• the applicant's education entry level upon applying to the current college

• Secondary/High School information

• English Proficiency

• Last Secondary/High School Attended

• College education

• College/Universities attended

• College attended details

Visa/Dependents

The Visa/Dependents page includes information about the applicant's Visa and dependents and it includes three field groups:

- Passport Information

- Visa Information

- Additional Information

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Visa and Dependent Information

[Cambiar A Español]

Passport Information

Country of Issuance   [-- Select a country -- ▲▼]

☐ No passport yet

Passport number   [   ]

Expiration date   Month   Day   Year
[-- Select -- ▲▼]   [-- Select ▲▼]   [   ]
                                         YYYY

Visa Information

Current visa type   [A-1   ▲▼]

☐ No visa yet

Visa issue date   Month   Day   Year
[-- Select -- ▲▼]   [-- Select ▲▼]   [   ]
                                         YYYY

Visa expiration   Month   Day   Year
date   [-- Select -- ▲▼]   [-- Select ▲▼]   [   ]
                                         YYYY

Additional Information

If currently residing in U.S., I-94 admission number   [   ]

                   Month   Day   Year
I-94 expiration date   [-- Select -- ▲▼]   [-- Select ▲▼]   [   ]
                                         YYYY

☐ D/S Duration of Status (with no expiration date)

List all dependents

List all children and spouses who will accompany you in the U.S. as dependents on your VISA. (For any dependents currently with you in the U.S., prepare to submit copies of their immunization documents)

How many dependent(s) will accompany you?

○ None   ⦿ 1   ○ 2   ○ 3   ○ 4   ○ 5   ○ 6   ○ 7   ○ 8   ○ 9   ○ 10 or more

Dependent 1 Information

First/Given name   [   ]

☐ There is no first name

Last/Family name   [   ]

                   Month   Day   Year
Dependent date of birth   [-- Select -- ▲▼]   [-- Select ▲▼]   [   ]
                                         YYYY

Country of birth   [-- Select a country -- ▲▼]

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The SEVIS page only displays if the visa type is "F1" or "M1" on the Visa/Dependents page. The SEVIS page includes two field groups:

- Sevis information

- Optional/Curricular Practical Training

Sevis Information

Sevis Information

☑ I am presently studying in the United States.

SEVIS ID number

N#########

I-20 issuing
school name

I-20 expiration
date

Month: -- Select --   Day: -- Select --   Year: YYYY

Optional/Curricular Practical Training

Please indicate dates for which you have been authorized for Optional Practical Training (OPT) or Curricular Practical Training (CPT). Prepare to submit a copy of your Employment Authorization Document (EAD).

How many OPT/CPT do you have?

○ None   ○ 1   ● 2   ○ 3   ○ 4 or more

OPT/CPT 1

Date from — Month: -- Select --   Year: YYYY

Date to — Month: -- Select --   Year: YYYY

Status: -- Select --

Authorizing school

OPT/CPT 2

Date from — Month: -- Select --   Year: YYYY

Date to — Month: -- Select --   Year: YYYY

Status: -- Select --

Authorizing school

Save   Continue

Supplemental Questions

The supplemental questions page will function the same way as it does in the CCCApply Standard application. The setup for the page will use an XML file for its definition and will use the Administrator to import the page. Using supplemental questions is optional for each college. See the Administrator Guide

and the Supplemental Questions Guide for details on configuring supplemental questions for the CCCApply applications.

When supplemental questions are configured by the college to be used in the CCCApply International application, the Supplemental Questions page appears prior to the Consent page.

Consent

The Consent page presents the California Community Colleges Chancellor's Office consent language and two radio buttons for the student to select:

- I consent

- I do not consent

Request for Consent to Release Information

Request for Consent to Release Information

The community colleges you attend and the Chancellor's Office of the California Community Colleges request your help. We ask that you agree to allow us to release necessary personal information about you to various agencies and organizations so we can do research, plan programs and offer special services to you (such as transfer opportunity information or state financial aid). If you do agree to give your consent, your information will not be sold, used for commercial purposes, released to the public, or given to other government agencies for purposes of determining benefits (other than financial aid), except where specifically required by law. In addition, if you do consent to release of your information, those organizations and agencies to which your information is given are prohibited by law from using it for any unauthorized purpose or releasing it to anyone else. If you do not give your consent, personal information about you will not be shared with other organizations or agencies except where allowed by law. You should also know that answering "no" to this question will not prevent release of certain "directory information" about you. To learn more about directory information or how to block its release, see the **Privacy Policy**.

I authorize the Chancellor's Office, California Community Colleges, and the community colleges I am attending to release necessary personal information contained in my education records, including my Social Security number, for the purposes described in the Full Statement of Consent.

○ I consent   ○ I do not consent

Authorized Agent or Representative

☑ I authorize Unicollege to release information and share documentation regarding my application status, immigration status, and academic records to the agent or representative specified below.

Agent Company Name	
Agent Contact Name	
Phone	
Street Address	
	Include apartment number or suite
City	
State/Province	
Postal Code	
Country	-- Pick your Country --

The fields under the "Authorized Agent or Representative" check box only appear when the check box is selected.

Save   Continue

Review Application

The Review Application page display a full list of response values that the applicant entered on the

previous application pages for their review.

Note: The Review Application page image is in two parts because the mockup tool would not allow putting it on one page.

Submit Application

The Submit Application page includes language to prompt the applicant to confirm the validity of their responses via a check box. Once the check box is selected, the Submit button becomes enabled and the applicant can click Submit to submit the application.

Submit Your Application   Cambiar A Español

You are about to submit your application to Unicollege.
NO CHANGES can be made to your application once it is submitted.

California state law* allows you to submit your application and residency information online with an electronic signature verification. Your completion of this page will provide the necessary verification for electronic submission. The security and privacy of the information in your submitted application are protected as described in the CCCApply Privacy Policy.

* Section 54300 of subchapter 4.5 of chapter 5 of division 6 of title 5 of the California Code of Regulations.

☑ By Checking here, I, Ethel Ealanor Egghead III, declare that:

- All of the information in this application pertains to me.
- Under penalty of perjury, the statements and information submitted in this online admission application are true and correct.
- I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in District action.
- I understand that I may be required to submit additional documents to complete my admission, such as proof of English, proof of finances, or school transcripts. A list of required documents is available at Unicollege, and on the college's website.
- I understand that all materials and information submitted by me for purposes of admission become the property of Unicollege.

Submit My Application

Text:

You are about to submit your application to CCCTC College A.

NO CHANGES can be made to your application once it is submitted.

California state law* allows you to submit your application and residency information online with an electronic signature verification. Your completion of this page will provide the necessary verification for electronic submission.

The security and privacy of the information in your submitted application are protected as described in the CCCApply Privacy Policy.

* Section 54300 of subchapter 4.5 of chapter 5 of division 6 of title 5 of the California Code of Regulations.

By Checking here, I, Ethel Ealanor, declare that:

- All of the information in this application pertains to me.

- Under penalty of perjury, the statements and information submitted in this online admission application are true and correct.

- I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in District action.

- I understand that I may be required to submit additional documents to complete my admission, such as proof of English, proof of finances, or school transcripts. A list of required documents is available at CCCTC College A, and on the college's website.

- I understand that all materials and information submitted by me for purposes of admission become the property of CCCTC College A.

Additional Requirements

The following additional requirements are under consideration for implementation of the CCCApply International Application.

Advance Payment

> **Note:** This requirement will not be implemented in the first iteration/release. The Steering Committee will work with the SSPSC to discuss an integrated payment processing system into the SS Portal to be used for multi-purposes, such as transcripts, admission application fees, and more.

Advance payment is required before submitting an application. Forms of payment include:

1. Credit Card. Investigate use of Paypal or some similar third party payment system.

2. Check. Would this need to be some form of a certified check?

3. Wire transfer.

4. **Assuming any form of payment will need to be in US currency?**

This requirement will require the ability for college staff to mark an in-progress application to indicate payment has been received and cleared so the application can be submitted. Once the payment has been recorded notification to the applicant is required.

Business Process Management

In the XAP system, there is an optional Workflow Manager which can be purchased and used with the older International application. In the new CCCApply International Application, Business Process Management software will be used for workflow management. This section describes the requirements for this process.

Application Downloads

Application data will be available for colleges to download using the same technology and Download client software that is used for the CCCApply and the OpenCCC BOG Fee Waiver application.

The download process is documented in the CCCApply Download Client guide found on our project site at *http:// cccapplyproject.org/documentation#user-guides*

Administrator

The functions available in the Administrator for the CCCApply International Application include:

1. Term management

2. Majors management

3. English Proficiency

4. Supplemental Questions

5. Rules

6. Reset Downloads

7. User Authorization

The English Proficiency information is unique to the CCCApply International application and details can be found in the Administrator Guide located here: *http://cccapplyproject.org/documentation#user-guides*

Reporting

All submitted applications from CCCApply International Application (and previously-submitted applications from the older XAP International application) will be available in the Report Center. The Report Center provides the following report types:

1. Public standard reports.

2. Public lookup reports such as name with a link to view the full application.

3. Ad Hoc reporting for any reportable field on the application.

Individual authorization for use of the Report Center is controlled in the Administrator. Authorization restricts a user to viewing applications for their specific college or district. See the Report Center guide located here: *http://cccapplyproject.org/documentation#user-guides*

CCCApply International Application Support Database Tables

Similar to the CCCApply Standard Application, the CCCApply International Application makes use of several inprogress tables, where data is stored in real-time as the applicant enters values and saves the application. The inprogress table data is then stored in a submitted application table upon application submission.

The following in-progress support tables are common and used to store in-progress applicant data for both the CCCApply Standard Application and the CCCApply International Application:

- school

- college

- district

- authz

The following in-progress support tables have their own international "version," unique to the CCCApply International Application. These tables are updated from college configuration in the Administrator.

- term (same definition as standard application)

- major (same definition as standard application)

- college_rules (Rules - same definition as standard application)

- supp_question_content (Supplemental Questions - same definition as standard application)

- college_eng_prof_test_lookup (English Proficiency - new table unique to International Applications)

The in-progress English Proficiency table is also updated by college configuration in the Administrator and is used to support the English Proficiency section of the Education Page. The English Proficiency support table includes the following columns:

1. college_id - character(3), **primary key**

2. help_text - character varying (512)

3. toefl_ibt – boolean

4. toefl_pbt – boolean

5. ielts – boolean

6. itep – boolean

7. eiken – boolean

8. pearson – boolean

9. native_english_speaker – boolean

10. attending_language_school – boolean

11. attending_us_college – boolean

12. other – Boolean

13. toefl_ibt_score – boolean

14. toefl_pbt_score – boolean

15. ielts_score – boolean

16. itep_score – boolean

17. eiken_score – boolean

18. pearson_score – boolean

19. native_english_speaker_score – boolean

20. attending_language_school_score – boolean

21. attending_us_college_score – boolean

22. other_score – boolean

Once the applicant submits the CCCApply International Application, all values from the in-progress tables are transferred to single submitted_intl_application table, where the data is available for download and reporting.

Note: Some fields are never available for download or reporting, such as social security numbers, sexual orientation, transgender identification, etc. Instead, these fields are encrypted, and are only available, anonymously and with no connection to any other application data, for reporting at the California Community College Chancellor's Office (CCCO). See the Download Client guide and the table at the end of this specification to see which data is or is not available for download and reporting.

CCCApply International Submitted Application Database Tables

When a CCCApply International Application is in progress, data entered is written to individual "in-progress" tables defined by their category and not accessible. When the application is finally submitted, all the data is written to a single submitted_intl_application table that contains all of the data from the in-progress tables (with the exception of protected information, which is encrypted never viewable by the colleges, such as social security number, sexual orientation, and transgender status). The submitted_intl_application table is the data source for reporting and downloads.

Each submitted CCCApply International Application field/column presents information in the following format, grouped by flow through the application:

Data Element:	Column name in the submitted application database
Description:	General description of this data's purpose
Format, Length:	Data type (i.e. boolean, varchar, etc.) and max length stored in the database for teh column
Values:	All possible values stored for this column
Allows Null:	Whether this column/field allows null values or not
Default:	Any default value for the column/field
Usage:	Information (if available) about how this data is used by the CCCO
Notes:	Any additional notes about this column/field
Question Text:	The exact text of the question as it appears on the Application page. Angle brackets indicate a variable, such as <date:RDD> or <CollegeName>.
Conditions:	Conditions under which the question appears. "Always" indicates a question that appears in all situations.
Additional Text:	Instructions, legal statements, and/or other text that appears in smaller gray type.

Response Options:	A description or list of the options available to the user. For menus and some radio buttons, includes actual stored values plus menu/button text: e.g., 'F = Female'.
Hover Help:	The help text that appears when the cursor hovers over the entry field. All questions have hover help.
Pop-Up Help:	Help text that appears in a pop-up when hyperlinked text is clicked.
Field Error Check:	Error checking for basic validity, such as 5 or 9 digits for ZIP code.
Page Error Check:	Error checking for incompletion (required questions not answered) and for contradictory answers to two or more questions.
XAP field:	The XAP column name for this field, if applicable
Revision log:	Date of the most recent revision of this column.

CCCApply International Application System Tables

The data element tables in this section support a variety of system fields in the International application.

Application ID

The app_id is the primary key of each of the tables. This field is a bigint and will be seeded starting with the value 10000. It is automatically incremented by the system for the application table. This field is initially set when the row is written for the application table and the same value is used when all other rows are written for a specific application including the submitted application table. For all tables other than the application table it becomes the foreign key.

Data Element:	app_id
Description:	The unique identifier for a single application to college.
Format, Length:	Bigint
Values:	Unique number assigned by the system for every application.
Allows Null:	No

Default:	None
Usage:	Used to uniquely identify a single application.
Notes:	
Revision Log:	~~

Application Confirmation Number

Data Element:	confirmation
Description:	Confirmation Number assigned by the system when the application is submitted. This is a unique identifier for an application.
Data Type/Format:	Varchar 30
Format, Length:	character varying(30),
Values:	The value of the confirmation number will be a concatenation of "INT-" + app_id. Example: INT-10765.
Allows Null:	No
Default:	None
Usage:	For colleges and applicants, this is the number that identifies a particular submitted application. It is displayed on Application Confirmation page and elsewhere.
Notes:	Application confirmation displays on the 'My Applications' page after an application is submitted.
Revision Log:	~~

College Name

Data Element:	college_name
Description:	Name of college student is applying to.
Format, Length:	varchar, 50

Values:	Text string
Allows Null:	No
Default:	None
Usage:	Displayed in many places in the online application process.
Notes:	College table. Required and customizable.
Xap Field:	
Revision Log:	~~

California Community College ID

Data Element:	ccc_id
Description:	The unique identifier for a single user's account. This identifier is assigned during account creation in OpenCCC. This field is passed as part of a submitted application to each college and is stored in the college Student Information System (SIS). This field can be used for student authentication when a student signs in at a college. It can be passed as an attribute to student statewide services so the service can verify the student has an OpenCCC account and perform automatic sign in. This field will also be passed as an MIS field. The user's unique CCCID for Federated Identity.
Format, Length:	Character varying(8)
Values:	The format of the ccc_id is: Positions 1 - 3: AAA thru ZZZ (Sequentially assigned beginning with AAA) Positions 4 – 7: 0001 thru 9999 (Sequentially assigned beginning with 0001 for each value in positions 1-3) Position 8: For future expansion if all values become exhausted. 📝 **Note:** In positions 1-3, "I" and "O" are not used to avoid confusion with "0" and "1".
Allows Null:	No. This is a system assigned field and is not entered by the user.
Default:	System assigned.

Usage:	Used to uniquely identify an OpenCCC user account. This account can be used to apply to any participating college in the new CCCApply. It is also used for any additional student statewide services which use the ccc_id for authentication. Stored for use in Federated ID. Other possible uses TBD.
Notes/Constraints:	System-generated unique identifier. System will support expansion of CCCID to 8 characters (XXXXNNNN). Populates the CCCApply Standard and International applications and the BOG Fee Waiver applications from the applicant's OpenCCC Account.
Prompt Text:	None After account creation, the CCCID displays next to the logged-in user's name for the OpenCCC Account, CCCApply Standard application, CCCApply International application, and BOG Fee Waiver application.
Xap Field:	N/A
Revision Log:	~~

College ID

Data Element:	college_id
Description:	The system's id code for the college to which the applicant is applying.
Format, Length:	char (3)
Values:	3-digit code
Allows Null:	No
Default:	None
Usage:	Provides the key to any other college information needed in the online application, post-application information, or application download. This field is populated from the college table based

	on the college to which the applicant is applying. It is the college MIS code.
Notes:	
Revision Log:	~~

Language Flag

Data Element:	app_lang
Description:	The state of the language toggle when the application is submitted.
Format, Length:	bpchar, 2
Values:	es –Spanish en –English
Allows Null:	No
Default:	None
Usage:	
Notes:	This flag is included primarily for possible future use.
Revision Log:	~~

Supplemental Questions Page Code (Not Used)

Data Element:	sup_page_code
Description:	NOT CURRENTLY USED

	A system code that identifies a particular Supplemental Questions page.
Format, Length:	varchar, 30
Values:	30-character code
Allows Null:	Yes
Default:	None
Usage:	Identifies the Supplemental Questions page (if any) that is included in this application.
Notes:	
Revision Log:	~~

E-Signature Confirmation

Data Element:	esignature
Description:	Confirmation that applicant has provided the required electronic signature for submission of the application.
Format, Length:	boolean, 1
Values:	1 = True/Yes
Allows Null:	No
Default:	None
Usage:	User cannot submit unless = 1
	Meets requirements for electronic signature in state law

Notes:	
Xap Field:	Application Certification Info
Revision Log:	~~

Submission Creation

Data Element:	tstmp_create
Description:	Date and time that the application was started.
Format, Length:	timestamp with time zone DEFAULT now()
Values:	
Allows Null:	No
Default:	None
Usage:	
Notes:	
Revision Log:	~~

Submission Update

Data Element:	tstmp_update
Description:	Date and time that the application was resumed.
Format, Length:	timestamp with time zone
Values:	
Allows Null:	No
Default:	None
Usage:	

Notes:	
Revision Log:	~~

Submission Timestamp

Data Element:	tstmp_submit
Description:	Date and time that the application was submitted.
Format, Length:	timestamp with time zone
Values:	
Allows Null:	No
Default:	None
Usage:	
Notes:	Application submission date displays on the 'My Applications' page after an application is submitted.
Revision Log:	~~

Campaign 1, Campaign 2, Campaign 3

Data Element:	campaign1 campaign2 campaign3
Description:	
Format, Length:	Character varying(255)
Values:	

Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

IP Address

Data Element:	ip_address
Description:	
Format, Length:	Character varying(15)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Cryptokeyid

Data Name:	cryptokeyid
Description:	RESERVED

Last Revision:	
Data Type/Format, Length:	integer
Error Checking:	
Storage/Usage:	
Notes/Constraints:	
Prompt Text:	
Hover Help:	
Pop-Up Help:	
Values - Labels:	

Last_page

Data Element:	last_page
Description:	RESERVED System property used by the application code to track which page the user was on when they exit the college application process. Populates the "Current Page" values on the My Applications page UI, and autonavigates to that page when the user clicks Resume.
Format, Length:	Character varying(30)
Values:	
Allows Null:	

Default:	
Usage:	
Notes:	
Revision Log:	~~

Salt

Data Element:	Salt
Description:	RESERVED This is an unused column. This is a system property of no use to colleges as a download value.
Format, Length:	Text
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Time of Most Recent Download

Data Element:	tstmp_download

Description:	
Format, Length:	timestamp with time zone
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Status

Data Element:	status
Description:	The download status of an application.
Format, Length:	Character (1)
Values:	I = Initial (when application is initially inserted into application table), D= Downloaded (application has been downloaded to the college). This status should never have a value of D in the application table. It is set to D on the submitted application table when the application has been downloaded by the college.
Allows Null:	No
Default:	None
Usage:	

Notes:	
Revision Log:	~~

Signature

Data Element:	signature
Description:	NOT CURRENTLY USED
Format, Length:	text
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Enrollment Information Tables

The data element tables in this section support the fields on the Enrollment Information tab in the CCCApply International application.

Term Description

Data Name:	enroll_term_description
Description:	Name of academic term for which applicant intends to enroll.
Last Revision:	9.20.16
MIS Correlation:	None
Data Type/Format:	Alphanumeric Character varying (100)
Length:	100
Characteristics:	Downloadable Input by colleges using the Administrator.
Input Rules:	Required user response; else error message, "You must select the term you are applying for."
Usage:	Used in menu of academic terms on the Enrollment page.
Notes/Constraints:	Term codes and descriptions are defined in the Administrator. These fields on the application are populated from the term table.
Online Display:	Term applying for: {selection}
Online Help:	None

Hover Help	
Values - Labels:	Values are college-defined term codes Labels are college-defined term descriptions

Term Code

Data Name:	enroll_term_code
Description:	Code for academic term for which applicant intends to enroll.
Last Revision:	January 3, 2014
MIS Correlation:	None
Data Type/Format:	Alphanumeric
Length:	character varying(15),
Characteristics:	Downloadable Input by colleges through the Administrator
Input Rules:	N/A
Usage:	

Notes/Constraints:	Term codes and descriptions are defined in the Administrator. These fields on the application are populated from the term table. Server-side validation for these conditions: • If the applicant already has an in-progress International application for a specific term for a district college, and begins another application for another college in that district for the same term, the following error message displays: "You may apply to only one college in the <district_name> district for the term you selected. You already have an in-progress application to another college in this district. Click on My Applications to see what other application you have started." • If the applicant has already submitted an International application for a specific term for a district college and then creates and attempts to submit a new application to another college in the same school district for that same term, the following error message displays: "You may apply to only one college in the <district_name> district for the term you selected. You already have a submitted application to another college from this district. Click on My Applications to view your submitted applications." 📝 **Note:** There is no client-side validation.
Online Display:	N/A
Online Help:	None
Values - Labels:	Values are college-defined term codes Labels are college-defined term descriptions

Term Start Date

Data Name:	term_start_date
Description:	Date configured by college to be the first day of a term.
Last Revision:	September 30, 2016
MIS Correlation:	None
Data Type/Format:	Alphanumeric

Length:	date
Characteristics:	Downloadable Input by colleges through the Administrator
Input Rules:	
Usage:	
Notes/Constraints:	
Online Display:	None
Online Help:	None
Values - Labels:	date

Term End Date

Data Name:	term_end_date
Description:	Date configured by the college to identify the last day of a term.
Last Revision:	September 30, 2016
MIS Correlation:	None
Data Type/Format:	Date
Length:	
Characteristics:	Downloadable Input by colleges through the Administrator
Input Rules:	
Usage:	
Notes/Constraints:	
Online Display:	N/A

Online Help:	None
Values - Labels:	

Major Description

Data Name:	major_description
Description:	Description of the major selected on the enrollment page.
Last Revision:	9.20.16
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(64)
Characteristics:	This data is input through the Administrator. This field is populated from the major table based on the major selected.
Input Rules:	
Usage:	On the Enrollment page, the selection list for "Intended major or program of study" populates from the college-defined list of Major Names. The Major Description is included in the submitted application table.
Notes/Constraints:	
Online Display:	None
Online Help:	None

Values - Labels:	College-defined Major Descriptions

Major Code

Data Name:	major_code
Description:	The code associated with each major description as entered in the Administrator.
Last Revision:	
MIS Correlation:	
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying (30),
Characteristics:	Downloadable Input by college via the Administrator
Input Rules:	Required user response, else error, "You must select the intended major or program of study."
Usage:	The Major Code is determined by the major description selected on the Enrollment page.
Notes/Constraints:	Major Codes (e.g., 2550) and Major Names (e.g., Biology - AS) are dynamic, as specified by individual colleges using the Administrator
Online Display:	Intended Major or Program of Study
Online Help:	None
Hover Help:	

Values - Labels:	College-defined Major Codes

Educational Goal

Data Name:	educational_goal
Description:	Education goal applicant wishes to achieve through college enrollment.
Last Revision:	April 27, 2015
MIS Correlation:	COMIS DED SB14, except "unreported"
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	bpchar, 1
Characteristics:	Downloadable
Input Rules	Required user response; else error message, "You must select your educational goal."
Usage:	
Notes/Constraints:	None USCIS (United States Citizenship & Immigration Service) requires…
Online Display:	Educational goal: {selection list, or default "Select"}
Conditions:	Always
Hover Help	
Online Help:	None

Response Options:	Blank/null *[internal default]*
Values - Labels:	A - Obtain an associate degree and transfer to a 4-year institution
	B - Transfer to a 4-year institution without an associate degree
	C - Obtain a 2-year associate degree without transfer
	E - Earn a vocational certificate without transfer

Intended 4 Year Major

Data Name:	intended_4_year_major
Description:	Applicant's intended 4 year major or program of study if different from the major or program selected in the Intended Major or Program of Study field.
Last Revision:	April 22, 2015
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying (255),
Characteristics:	Downloadable
Input Rules:	Optional response.
Usage:	
Question Text	Enter your intended 4 year major if different than the one you selected above:
Notes/Constraints:	

Conditions:	Question appears only if one of the following Educational goals is selected: A - Obtain an associate degree and transfer to a 4-year institution B - Transfer to a 4-year institution without an associate degree
Online Display:	Enter your intended 4 year major if different than the one you selected above:
Hover Help:	"What is your intended major when you transfer to a 4 year institution?"
Online Help:	None
Values - Labels:	(Text field)

Account/Address Information Tables

The Account/Address Information tab includes read-only contact information from the student's OpenCCC Account including:

• Current full name (first, middle, and last)

• Permanent address (street, city, state/province, zip/postal code, and country)

• Previous or alternate name(s)

• Main phone (plus extension, if applicable, and text authorization or non-authorization)

• Second phone (plus extension, if applicable, and text authorization or non-authorization)

• Email

• Social Security Number (encryted, if supplied)

• Date of birth

This read-only information can be edited when the student clicks the Edit Account button, which opens up their OpenCCC Account for editing. After making changes, the student can save and return to the Account/Accress Information tab in the CCCApply International application.

The tables in the Account/Address Information section are broken down into two groups:

• Data elements from the OpenCCC Account that are submitted with each submitted CCCApply International application

• Data elements that support the fields the student completes in the CCCApply International application on the Account/Address Information tab

OpenCCC Account Information on the Account/Address Information Tab

The tables in this section provide data element information for the student's OpenCCC Account. This information is included in each submitted CCCApply International application.

Legal Name: First

Data Name:	firstname
Description:	Applicant's legal first name.
Last Revision:	11/16/15

Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Null Allowed:	Yes
Error Checking:	• Required unless "I have no legal first name" check box is selected; else error message, "You must enter your legal first name." • May not be changed at same time as date of birth (i.e., during the same 'Save'); else error message, "We found some problems with the information you submitted: You cannot change both your name and your date of birth. If you are sharing someone else's account to make this application, please create your own account. If you are using your own account and need to change both your name and your birthdate, please contact OpenCCC Support."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Length changed to match new CCCCSO MIS field.
Prompt Text:	Legal First Name [text box]
Additional Text:	I have no legal first name [check box] When this check box is selected the Legal First Name field becomes disabled.
Hover Help:	Enter your full legal first name, as it appears on official documents such as your driver's license and educational records. If your legal name is a single name, enter that name as your legal last name and select the check boxes indicating that you have no legal first name and no legal middle name.
Pop-Up Help:	When the applicant clicks the *Current Full Legal Name* link in the CCCApply Standard, CCCApply International, and BOG Fee Waiver applications displays the following pop-up text displays: Use your full legal name as it appears in official documents. Do not use a nickname or informal name.
MIS Correlation:	DED SB31

	added for Summer 2011.
Stored Values:	Text string; may be null.

Legal Name: Middle

Data Name:	middlename
Description:	Applicant's legal middle name.
Last Revision:	11/16/15
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Error Checking:	Required unless "No legal middle name" is checked; else error message, "You must enter your legal middle name."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Length changed to match new CCCCSO MIS first name field.
Prompt Text:	Legal Middle Name [text box]
Additional Text:	I have no legal middle name [check box] When this check box is selected the Legal Middle Name field becomes disabled.
Hover Help:	Enter your legal middle name, or check the box to indicate that you have no legal middle name.
Pop-Up Help:	
XAP Field:	Student name - middle

Stored Values:	Text string; may be null

Legal Name: Last

Data Name:	lastname
Description:	Applicant's legal last name.
Last Revision:	2/15/11
Data Type/Format:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Error Checking:	Response required; else error message, "You must enter your legal last name." May not be changed at same time as date of birth (i.e., during the same 'Save'); else error message, "We found some problems with the information you submitted: You cannot change both your name and your date of birth. If you are sharing someone else's account to make this application, please create your own account. If you are using your own account and need to change both your name and your birthdate, please contact OpenCCC Support."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	Legal Last Name [text box]
Hover Help:	Enter your legal last name.
Pop-Up Help:	When the applicant clicks the *Current Full Legal Name* link in the CCCApply Standard, CCCApply International, and BOG Fee Waiver applications displays the following pop-up text displays: Use your full legal name as it appears in official documents. Do not use a nickname or informal name.

Values - Labels:	Text string
MIS Correlation:	CO MIS DED SB32, added for Summer 2011. Length changed to match new CCCCSO MIS field.
XAP Field:	Student name - last

Legal Name: Suffix

Data Name:	suffix **Note:** The suffix data element does not populate the BOG Fee Waiver application.
Description:	Suffix to applicant's legal name.
Last Revision:	11/2/10
Data Type/Format, Length:	char, 3 alphanumeric
Allows Null:	Yes
Error Checking:	Optional user response
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	Suffix [menu] : (Jr. Sr., I, I, III, IV)
Hover Help:	
Pop-Up Help:	
Values - Labels:	null JR SR

	II
	III
	IV
XAP Field:	nameSuffix
MIS Correlation:	None

Other/Previous First Name

Data Name:	otherfirstname
Description:	Applicant's previous/other first name.
Last Revision:	2/15/11
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Error Checking:	If user: • selects Yes radio button in response to "Do you have a previous name (such as a maiden name)?", AND • does not enter any values in either any of the Previous First Name, Previous Middle Name, or Previous Last Name fields, OR • does enter a Previous Middle Name and Previous Last Name value but does not select the "I didn't have a first name" check box", Client side validation displays the following error message: "You must enter your Previous First Name (or check the box indicating that you had no first name)."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Length changed to match new CCCCSO MIS first name field.

	Populates CCCApply Standard and CCCApply International applications from the OpenCCC Account database at time of submission.
Prompt Text:	Previous First Name [textbox]
Additional Text:	I didn't have a first name [check box]
Hover Help:	If you previous used a different name than your current legal name, enter your previous first name (even if it is the same as your current first name). If your previous name was a single name, enter that name as your last name and check the box indicating that you had no first name.
Pop-Up Help:	CCCApply Standard Application: on the Account/Mailing Information tab: The "Previous or Alternate Name" link displays the following pop-up help text: "If your name has changed, or you've used an alternate name in school records, enter that name here". The user must click Close to close the pop-up help and then click the Edit Account button to be taken to the OpenCCC Account where they can edit their other/previous first name. CCCApply International Application: on the Account/Address Information tab: The "Previous or Alternate Name" link displays the following pop-up help text: "If your name has changed, or you've used an alternate name in school records, enter that name here." The user must click Close to close the pop-up help and then click the Edit Account button to be taken to the OpenCCC Account where they can edit their other/previous first name.
Values - Labels:	Text string

Other/Previous Name: Middle

Data Name:	othermiddlename 📝 **Note:** The othermiddlename field does not populate the BOG Fee Waiver application data.
Description:	Applicant's previous/other middle name.
Last Revision:	2/15/11
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)

Error Checking:	Optional value, but required value when: • Previous First Name has a value, OR • Previous First Name and Previous Last Name have values, UNLESS applicant selects the "I didn't have a middle name" check box; else error message, "You must enter your previous middle name."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Length changed to match new CCCCSO MIS first name field. Populates the CCCApply Standard and CCCApply International applications from the OpenCCC Account database at time of submission.
Prompt Text:	Previous Middle Name [textbox]
Additional Text:	I didn't have a middle name [check box]
Hover Help:	If you previously used a different name than your current legal name, enter your previous middle name (even if it is the same as your current middle name)
Pop-Up Help:	
Stored Values:	Text string; may be null

Other/Previous Name: Last

Data Name:	otherlastname
Description:	Applicant's previous/other last name.
Last Revision:	2/15/11
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)

Allows Null:	Yes
Default:	None
Error Checking:	Required user response if Previous First Name is entered or "no first name" box is checked; else error message, "You must enter your previous last name."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Length changed to match new CCCCSO MIS first name field.
Prompt Text:	Previous Last/Family Name [textbox]
Hover Help:	If you previous used a different name than your current legal name, enter your previous last name.
Pop-Up Help:	CCCApply Standard Application: on the Account/Mailing Information tab: The "Previous or Alternate Name" link displays the following pop-up help text: "If your name has changed, or you've used an alternate name in school records, enter that name here". The user must click Close to close the pop-up help and then click the Edit Account button to be taken to the OpenCCC Account where they can edit their other/previous first name. CCCApply International Application: on the Account/Address Information tab: The "Previous or Alternate Name" link displays the following pop-up help text: "If your name has changed, or you've used an alternate name in school records, enter that name here." The user must click Close to close the pop-up help and then click the Edit Account button to be taken to the OpenCCC Account where they can edit their other/previous first name.
Values - Labels:	Text string
XAP Field:	Other name - last name

Preferred First Name

Data Name:	preferred_firstname
Description:	Applicant's preferred first name.

Last Revision:	2/19/16
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Allows Null?	Yes
Error Checking:	If user: • selects Yes radio button in response to "Do you have a preferred name that is different than your legal and/or previous name?", AND • does not enter any values in either any of the Preferred First Name, Preferred Middle Name, or Preferred Last Name fields, OR • does enter a Preferred Middle Name and Preferred Last Name value but does not select the "I don't have a preferred first name that is different than my legal and/or previous first name. " check box), Client-side validation displays the following error message: "Please enter a preferred first name or check the box indicating you have no preferred first name."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Additional Text:	The additional text displays under the Yes/No radio button question: "Do you have a preferred name that is different than your legal/previous name?": Note: Not all colleges may allow the use of preferred names for official academic purposes due to legal or technical restrictions.
Notes/Constraints:	Field only displays if the applicant selected the Yes radio button for the "Do you have a preferred name that is different than your legal and/or previous name?" question. Field is disabled if the user selects the "I don't have a preferred first name that is different than my legal and/or previous first name." check box.
Prompt Text:	Preferred First Name [textbox]

Hover Help:	Enter an optional preferred first name.
Pop-Up Help:	
Values - Labels:	Text string

Preferred Middle Name

Data Name:	preferred_middlename
Description:	Applicant's preferred middle name.
Last Revision:	2/19/16
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Allows Null?	Yes
Error Checking:	If user • selects Yes radio button in response to "Do you have a preferred name that is different than your legal and/or previous name?", AND • does not enter any values in either any of the Preferred First Name, Preferred Middle Name, or Preferred Last Name fields, OR • does enter a Preferred First Name and Preferred Last Name value but does not select the "I don't have a preferred middle name that is different than my legal and/or previous middle name. " check box), Client-side validation displays the following error message: "Please enter a preferred middle name or check the box indicating you have no preferred middle name."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.

Notes/Constraints:	Field only displays if the applicant selected the Yes radio button for the "Do you have a preferred name that is different than your legal and/or previous name?" question. Field is disabled if the user selects the "I don't have a preferred middle name that is different than my legal and/or previous middle name." check box.
Prompt Text:	Preferred Middle Name [textbox]
Hover Help:	If you have a preferred middle name that is different from your legal and/or previous middle name, enter it here.
Pop-Up Help:	
Values - Labels:	Text string

Preferred Last Name

Data Name:	preferred_lastname
Description:	Applicant's preferred last name.
Last Revision:	2/19/16
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Allows Null?	Yes
Error Checking:	If user: • selects Yes radio button in response to "Do you have a preferred name that is different than your legal and/or previous name?", AND • does not enter any values in either any of the Preferred First Name, Preferred Middle Name, or Preferred Last Name fields, OR • does enter a Preferred First Name and Preferred Middle Name value but does not select the "I don't have a preferred last name that is different than my legal and/or previous last name. " check box),

	Client-side validation displays the following error message: "Please enter a preferred last name or check the box indicating you have no preferred last name."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Field only displays if the applicant selected the Yes radio button for the "Do you have a preferred name that is different than your legal and/or previous name?" question. Field is disabled if the user selects the "I don't have a preferred last name that is different than my legal and/or previous last name."
Prompt Text:	Preferred Last Name [textbox]
Hover Help:	If you have a preferred last name that is different from your legal and/or previous last name, enter it here.
Pop-Up Help:	
Values - Labels:	Text string

Date of Birth

Data Element:	birthdate
Description:	Applicant's Date of Birth
Format, Length:	date, 10 Downloads in this format: yyyy-mm-dd
Values:	Valid date
Allows Null:	No
Default:	None

Storage/Usage:	Birth date is used in the admission application to calculate age, to identify applicants who are too young to transact business online per COPPA (Child Online Privacy Protection Act —under age 13), and to identify minors for residency calculation and collection of parent or guardian contact information. OCR acknowledges that collection of birth date is allowed under California State law.
	For residency and minor identification, the applicant's age is calculated as of the day before the start-of-term date <ResidencyDeterminationDate>.
	In OpenCCC Account: Stored in database (with leading zeros as appropriate) for use in autopopulation.
	Included in Account Profile.
Notes:	Birth date is sensitive information, protected by federal law and the Office of Civil Rights
	(with regard to age discrimination). Any change to the text, prompt, access, or transmission of

	this data item must be approved by the Legal Counsel of the CCC Chancellor's Office and the Office of Civil Rights.
	This information may not be provided to staff in the capacity of making a decision to admit an applicant until after the applicant is admitted—that is, uniformly enabled to register for classes.
	This is MIS data: CO MIS DED SB03.
	OpenCCC Account: Date of birth is needed in account creation to identify applicants who are too young to transact business online per COPPA (Child Online Privacy Protection Act--under age 13). OCR acknowledges that collection of date of birth is allowed under California State law.

Error Checking (OpenCCC Account Only):	Response required; else error message "Your Date of Birth is invalid or absent. It must be a valid date in mm/dd/yyyy format." Date must be validated ('dd' must be appropriate for 'mm' and 'yyyy'—for example, 02/29/2009 would not be valid) ; else error message "Your Date of Birth is invalid or absent. It must be a valid date in mm/dd/yyyy format." Date may not be less than 13 years before current date; else error message, "You cannot create an account if you are less than 13 years of age." "Federal privacy laws restrict applicants age 13 or younger from creating an online account and applying to college using an online application. Please contact the college's Admissions & Records Office for assistance." Leading zeros are not required for 'mm' or 'dd': 02/04/2010 and 2/4/2010 are acceptable and equivalent. When editing account information from either the Standard, International, or BOG applications, if the user attempts to change both their name and their date of birth, the following error displays: "You cannot change both your name and your date of birth. If you are sharing someone else's account to make this application, please create your own account. If you are using your own account and need to change both your name and your birthdate, please contact OpenCCC Support."
Prompt Text (OpenCCC Account Only):	Due to laws regarding children's online privacy, this system will not allow accounts to be created by persons under the age of 13. For more information, please refer to the Privacy Policy. This information is used for protection of minors in online transaction environments, as well as to differentiate between persons having the same name. It is also used to comply with state and federal law pertaining to residency, guardianship, and admission of minors to college. This information will not be used in making admissions decisions except as permitted by law. Date of Birth [date textboxcombo boxes] mm/dd/yyyy
Hover Help (OpenCCC Account Only):	DOB Year Open Text Box: Enter in the 4 digit year you were born. Spanish Hover Help: DOB Month Drop Down Box: Seleccione el mes en que nació en la lista desplegable. DOB Day Drop Down Box: Seleccione el día en que nació en la lista desplegable. DOB Year Open Text Box: Introduzca los 4 dígitos del año en que nació.

Input Rules (OpenCCC Account Only):	Required user response, else error message "We found some problems with the information you submitted: Your Date of Birth is invalid or absent. It must be a valid date in mm/dd/yyyy format." Date may not be less than 13 years before current date; else error message, "We found some problems with the information you submitted: Federal privacy laws restrict applicants age 13 or younger from creating an online account and applying to college using an online application. Please contact the college's Admissions & Records Office for assistance. Date of birth may not be changed at the same time (i.e., during the same 'Save') as either the first name or the last name; else error message, "We found some problems with the information you submitted: You cannot change both your name and your date of birth. If you are sharing someone else's account to make this application, please create your own account. If you are using your own account and need to change both your name and your birthdate, please contact OpenCCC Support."
Xap Field:	Birthdate
Revision Log:	~~
MIS Correlation:	SB03

Email Address

Data Name:	email
Description:	Applicant's email address.
Last Revision:	11/2/10
Data Type/Format, Length:	char, 254 📝 **Note:** Field length for BOG Fee Waiver is 128 Two fields; each up to 48 characters, alphanumeric plus '@' and '.'
Error Checking:	Required user response. Must contain one '@' symbol (not as the first character) and one '.', and must not begin with "mailto:"; else error message, "Your Email Address is invalid or absent. You must enter a valid Email Address." Email address and confirmation must be identical; else error message, "Your Email

	Address entries do not match. Please make sure you enter exactly the same Email Address in each field."
Storage/Usage:	Only one field is stored. Stored in database for use in autopopulation. Included in Account Profile. Not required to be unique: two or more accounts can have the same Email Address.
Notes/Constraints:	The Steering Committee has affirmed that email addresses must be required, because many colleges use email as the only way to send important information to applicants about registration, etc. Users will be required to sign up for an email account if they do not have an email address, and they will be expected to check the email account. A valid email address is necessary for creating an OpenCCCAccount. When a student first lands on the OpenCCC Sign In page, they are notified of the requirement to have a valid email address and are provided links to free email account providers. Populates CCCApply Standard and International and BOG Fee Waiver applications from OpenCCC Account database at time of submission.
Prompt Text:	An email address is required for important messages, including information about college admission and registration. Please enter an email address that you check regularly. Email Address [textbox] Repeat Email Address [textbox]
Hover Help:	Enter an email address so OpenCCC and colleges that you apply to can communicate with you.
Pop-Up Help:	
Values - Labels:	Text string in valid email address format

Texting Permission for Main Phone Number

Data Element:	phone_auth_txt
Description:	NOT CURRENTLY USED See Authorized Text Permission: Main Phone. Main telephone text authorization from account database
Format, Length:	boolean
Values:	1 = True/Yes 0 = False/No
Allows Null:	No
Default:	None
Usage:	Populates from account database when application is submitted.
Notes:	
Revision Log:	~~

Main Phone Number

Data Name:	mainphone (OpenCCC Account and CCCApply Standard and BOG Fee Waiver applications) main_phone_number (CCCApply International Application)
Description:	Applicant's main telephone number.
Last Revision:	11/2/10
Data Type/Format, Length:	char, 19 (OpenCCC Account) char, 14 (CCCApply Standard and BOG Fee Waiver applications)

	char, 25 (CCCApply International application) 10 to 14 characters, numeric plus: (nnn) nnn-nnnn
Error Checking:	Optional user response. Must be properly formatted and meet validation tests; else error message, "The Main Telephone Number you entered is not valid. Please correct it as appropriate." • 123-456-7890 and any number with all digits the same (e.g., 444-444-4444) are not allowed. • Area codes will be validated (against a list or by format?). Client-side validation: The mainphone field must not be blank if the secondphone field is populated when the user clicks Continue to move to page 3 of 3 in the account set up; else error message, "Please enter your Main Telephone Number before entering a Second Telephone Number." When the user clicks OK to close the error dialog box, focus is placed on the mainphone field.
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Populates CCCApply Standard and CCCApply International and BOG Fee Waiver applications from OpenCCC Account database at time of submission.
Prompt Text:	Main Telephone [textbox] ###-###-####
Hover Help:	Enter a phone number at which you can be reached.
Pop-Up Help:	
Values - Labels:	Null or text string

Main Phone: Extension

Data Name:	mainphone_ext
Description:	Extension for applicant's main telephone number.

Last Revision:	11/2/10
Data Type/Format, Length:	char, 4
Allows Null:	Yes
Error Checking:	Optional user response
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	None Populates CCCApply Standard, CCCApply International from, and BOG Fee Waiver applications from OpenCCC Account database at time of submission.
Prompt Text:	Extension (if any) [textbox] up to four digits
Hover Help:	If your main phone number includes an extension, enter up to four digits here.
Pop-Up Help:	
Values - Labels:	Null or numeric string; integer up to 9999
MIS Correlation:	None

Main Phone: Text Permission

Data Name:	mainphone_auth_txt (OpenCCC Account) mainphone_auth_text (CCCApply Standard and BOG Fee Waiver applications) main_phone_auth_txt (CCCApply International application)
Description:	User's permission to send text messages to the main telephone number
Last Revision:	11/2/10

Data Type/Format, Length:	char, 1 (OpenCCC Account) boolean, 1 (CCCApply Standard and International and BOG Fee Waiver applications)
Error Checking:	Optional user response; no error checking.
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	[Checkbox] I authorize text messages to my main telephone number, and accept responsibility for any charges that result.
Hover Help:	
Pop-Up Help:	
Application Display:	In CCCApply Standard and International applications: If the applicant did not authorize SMS text messages to their number, then the following text displays below their Main Phone number (and Second Phone number, if provided): "Not authorized for text messages". If the applicant did authorize SMS text messages, then the following message displays below their Main Phone number (and Second Phone number, if provided/ opted-in): "Authorized for text messages".
Values - Labels:	1 = Yes (checked) 0 = No (not checked)

Second Phone Number

Data Name:	secondphone (OpenCCC Account and CCCApply Standard Application) second_phone_number (CCCApply International application) **Note:** The secondphone field does not populate the BOG Fee Waiver application table.

Description:	Applicant's second telephone number.
Last Revision:	11/2/10
Data Type/Format, Length:	char, 19 char, 14 (CCCApply Standard application) char, 25 (CCCApply Standard application) 10 to 14 characters, numeric plus: (nnn) nnn-nnnn
Error Checking:	Optional user response. Must be properly formatted and meet validation tests; else error message, "The Second Telephone Number you entered is not valid. Please correct it as appropriate." • 123-456-7890 and any number with all digits the same (e.g., 444-444-4444) are not allowed. • Area codes will be validated (against a list or by format?). Client-side validation: The mainphone field must not be blank if the secondphone field is populated when the user clicks Continue to move to page 3 of 3 in the account set up; else error message, "Please enter your Main Telephone Number before entering a Second Telephone Number." When the user clicks OK to close the error dialog box, focus is placed on the mainphone field.
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Populates CCCApply and International applications from OpenCCC Account database at time of submission.
Prompt Text:	Second Telephone Number [textbox] (###)###-####
Hover Help:	Enter a second phone number at which you can be reached.
Pop-Up Help:	
Values - Labels:	Null or text string
XAP Field:	Secondary phone number

Second Phone: Extension

Data Element:	secondphone_ext
Description:	Second telephone extension
Format, Length:	varchar, 4
Values:	Integer up to 9999
Allows Null:	Yes
Error Checking:	Optional user response
Default:	None
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Prompt Text:	Extension (if any) [textbox] up to four digits
Hover Help:	If your second phone number includes an extension, enter up to four digits here.
Notes:	Populates from OpenCCC Account database at time of submission.
Xap Field:	Secondary phone - extension
Revision Log:	~~
MIS Correlation	None
Input Rules	Optional user response

Second Phone: Text Permission

Data Name:	secondphone_auth_txt (OpenCCC Account) secondphone_auth_text (CCCApply Standard Application) second_phone_auth_txt (CCCApply International Application) 📝 **Note:** The BOG Fee Waiver application does not store secondphone_auth_txt data.
Description:	User's permission to send text messages to the second telephone number

Last Revision:	11/2/10
Data Type/Format, Length:	char, 1 (OpenCCC Account) boolean, 1 (CCCApply Standard and International Applications)
Error Checking:	Optional user response; no error checking.
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	[Checkbox] I authorize text messages to my second telephone number, and accept responsibility for any charges that result.
Hover Help:	
Pop-Up Help:	
Values - Labels:	1 = Yes (checked) 0 = No (not checked)

Permanent Address: Non-US Permanent Address

Data Name:	perm_addr_non_us_address
Description:	Applicant's permanent non-US address.
Last Revision:	10/5/2015
Data Type/Format:	Boolean,1
Error Checking:	
Storage/Usage:	
Notes/Constraints:	Populated from Account database at time of submission.

Prompt Text:	
Hover Help:	
Pop-Up Help:	
Values - Labels:	

Permanent Address: Street1 and Street2

Data Name:	streetaddress1, streetaddress2 (OpenCCC Account, BOG Fee Waiver) perm_streetaddress1, perm_streetaddress2 (CCCApply Standard Application) perm_addr_street_1, perm_addr_street_2 (CCCApply International Application)
Description:	Street portion of applicant's permanent address.
Last Revision:	6/8/15
Data Type/Format:	char, 50 Two fields (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Allows Null:	Yes: streetaddress1, perm_streetaddress1, perm_addr_street_1 No: streetaddress2, perm_streetaddress2, perm_addr_street_2
Error Checking:	Response required; else error message, "You must provide your street address." Software will attempt to validate the street address. If the address cannot be validated, the following error message will be displayed: • The address entered appears to be incomplete. If you are sure the address is correct, please check the box below to ignore this warning.

	Please note that the verification system might make some changes to the information you entered in an attempt to match its records. Make sure to double check the address you entered below before proceeding. The following additional text and validation field displays, and the applicant must select the check box or correct their street address in order to save their OpenCCC Account information: •[check box] I have verified the address entered is correct
Online Display:	Street Address [two text fields]
Additional Text:	Include apartment number or suite [Displays under the two Street Address text fields]
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	Street Address [2 textboxes] (please include apartment/suite numbers)
Hover Help:	Enter your street address using one or both lines. Include your apartment or suite number if you have one.
Pop-Up Help:	See Error Checking, above.
XAP Field:	Permanent address – street and Permanent address – street 2
MIS Correlation:	None
Values - Labels:	Two text strings; second may be null

Permanent Address: City

Data Name:	city (OpenCCC Account, BOG Fee Waiver) perm_city (CCCApply Standard Application) perm_addr_city (CCCApply International Application)
Description:	City portion of applicant's permanent address.

Last Revision:	1/13/11
Data Type/Format, Length:	char, 50 (extended character set, allowing hyphens, letters with diacritical marks or accents, etc.)
Error Checking:	Required user response; else error message, "In your Permanent Address, you must specify the City."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	City [textbox]
Hover Help:	Enter the city where you permanently reside.
Pop-Up Help:	
XAP Field:	Permanent address - city
MIS Correlation:	None
Values - Labels:	Text string

Permanent Address: State

Data Name:	state (OpenCCC Account, BOG Fee Waiver) perm_state (CCCApply Standard application) perm_addr_state (CCCApply International application)
Description:	State portion of applicant's permanent address.
Last Revision:	11/2/10

Data Type/Format, Length:	char, 2
Error Checking:	Required user response if Country = US; else error message, "In your Permanent Address, you must specify the State."
Allows Null:	Yes, only if Country is not U.S. (in which case the field label displays as State/ Province)
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	When the "My permanent address is outside the United States." check box is cleared: State [drop-down list] When the "My permanent address is outside the United States." check box is selected: State/Province [text box]
Hover Help:	Enter the U.S. state where you permanently reside.
Pop-Up Help:	
Values - Labels:	blank/null or 2-character USPS state code

Permanent Address: Country

Data Name:	country (OpenCCC Account and BOG Fee Waiver applications) perm_country (CCCApply Standard application) perm_addr_country (CCCApply International application)
Description:	Country portion of applicant's permanent address.
Last Revision:	11/2/10

Data Type/Format, Length:	char, 2
Error Checking:	Required user response when address is not in U.S.; else error message "In your Permanent Address, you must select the Country."
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	Store US unless the address type is non-US. The Country field value is used in determining the U.S. non-U.S. residency for the applicant.
Prompt Text:	Country [menu]
Hover Help:	
Pop-Up Help:	
XAP Field:	Permanent address - country
MIS correlation:	None
Values - Labels:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

Permanent Address: ZIP Code or Postal Code

Data Name:	postalcode (OpenCCC Account and BOG Fee Waiver application) perm_postalcode (CCCApply Standard application) perm_addr_zip_code (CCCApply International application) perm_addr_non_us_postal_code (CCCApply International application)
Description:	Zip code (for U.S.) or Postal Code (if non-U.S.) portion of applicant's permanent address.
Last Revision:	11/2/10

Data Type/Format, Length:	**OpenCCC Account, CCCApply Standard, and BOG Fee Waiver applications:** char, 20 numeric-plus: nnnnn-nnnn or nnnnn **CCCApply International** **application:** character varying, 30 extended character set, allowing hyphens, symbols, letters with diacritical marks or accents, etc.
Error Checking:	Required user response if Country = US; else error message, "In your Permanent Address, you must specify the ZIP Code. It must be a valid ZIP code in ##### or #####-#### format." If the "My permanent address is outside the United States" check box is selected, then the ZIP Code field label displays as Postal Code and the field is not required.
Online Display:	When the "My permanent address is outside the United States." check box is cleared: ZIP Code [text box] When the "My permanent address is outside the United States." check box is selected: Postal Code [text box]
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	
Prompt Text:	ZIP Code [textbox] Postal Code [textbox]

Hover Help:	ZIP Code: Enter your ZIP code (5 or 9 digits). OR Postal Code: Enter the postal code for your permanent address. Leave blank if your permanent address does not include a postal code.
Pop-Up Help:	
Values - Labels:	Null or nnnnn-nnnn or nnnnn
XAP Field:	Permanent address - zip code permAddrIntlCode
MIS Correlation:	None

Permanent Address: Address Verification

Data Name:	perm_addr_address_verified
Description:	
Last Revision:	
Data Type/Format:	boolean, 1
Error Checking:	
Storage/Usage:	
Notes/Constraints:	
Prompt Text:	
Hover Help:	
Pop-Up Help:	
Values - Labels:	

Account/Address Information Tab Fields

The data element tables in this section support the fields on the Account/Address Information tab in the CCCApply International application.

Current Mailing Address: Same as Permanent Address (Account)

Data Name:	current_mailing_same_as_permanent
Description:	Whether applicant's current mailing address is same as Permanent Address from OpenCCC Account.
Last Revision:	5/22/15
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Boolean,1
Condition:	Always
Characteristics:	Downloadable
Input Rules:	Optional user response; must be unchecked for current mailing address to be entered.
Usage:	Checking this box causes Current Mailing Address fields to be autopopulated from Permanent Address entries from OpenCCC Account.
Notes/Constraints:	This field was changed from "current_residence_same_as_permanent".
Online Display:	[Checkbox] My current mailing address is the same as my Permanent Address in my OpenCCC Account above.
Online Help:	None

English Hover Help:	
Values - Labels:	Blank/null *[internal default]*
	1 - Yes
	0 - No

Current Mailing Non-US Address

Data Element:	current_mailing_non_us_address
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Online Display:	[Check box] My current mailing address is outside the United States
Revision Log:	~~

Current Mailing Address Outside US

Data Element:	current_mailing_address_outside_us
Description:	NOT CURRENTLY USED

Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Current Mailing Address: Street

Data Name:	current_mailing_street_1 current_mailing_street_2
Description:	Street portion of applicant's current mailing address.
Last Revision:	05/07/2015
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50) each
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF [checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.

Input Rules:	Required user response if other Current Mailing Address field(s) are specified; else error message, "Current Mailing Address: You must specify the Street."
Usage:	
Notes/Constraints:	User input is verified against a postal address validation service and the format is standardized. If the address cannot be validated, an error message is generated and the applicant has the option to confirm the invalidated address: "You must specify the street address. The address entered appears to be invalid. If you are sure the address is correct, please check the box below to ignore this warning. Please note that the verification system might make some changes to the information you entered in an attempt to match its records. Make sure to double check the address you entered below before proceeding." {checkbox} I have verified the address entered is correct
Online Display:	Street address or PO Box: {textbox} {second textbox}
Online Help:	None
Hover Help:	Mailing address line 1 Mailing address line 2
Values - Labels:	Blank/null *[internal default]* Valid text string

Current Mailing Address: City

Data Name:	current_mailing_city
Description:	City portion of applicant's current mailing address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50)
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF [checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Required user response; else error message, "Current Mailing Address: You must provide the City. Must match USPS validation if Country = USA
Usage:	
Notes/Constraints:	None
Online Display:	City: {textbox}
Online Help:	None
Hover Help:	Mailing address city
Values - Labels:	Blank/null *[internal default]* Valid text string

Current Mailing Address: State

Data Name:	current_mailing_state		
Description:	State portion of applicant's current mailing address.		
Last Revision:			
MIS Correlation:	None		

Data Type/Format:	ASCII Normal; Alphanumeric		
Length:	2		
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF [checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.		

Input Rules:	Required user response if Country = USA; else error message, "Current Mailing Address: You must select the State." Must be blank if Country is not USA; else error message, "Current Mailing Address: U.S. state is for U.S. addresses only."		
Usage:			
Notes/Constraints:	None		
Online Display:	State: {selection list, plus display default: "Select a state"}		

Online Help:	None		
Values - Labels:	blank/null *[internal default]* AL - Alabama AK - Alaska AS - American Samoa AZ - Arizona AR - Arkansas CA - California CZ - Canal Zone CO - Colorado CT - Connecticut DE - Delaware DC - Dist. of Col FL - Florida GA - Georgia GU - Guam HI - Hawaii ID - Idaho IL - Illinois IN - Indiana	IA - Iowa KS - Kansas KY - Kentucky LA - Louisiana ME - Maine MD - Maryland MA - Massachusetts MI - Michigan MN - Minnesota MS - Mississippi MO - Missouri MT - Montana NE - Nebraska NV - Nevada NH - New Hampshire NJ - New Jersey NM - New Mexico NY - New York NC - North Carolina	ND - North Dakota OH - Ohio OK - Oklahoma OR - Oregon PA - Pennsylvania PR - Puerto Rico RI - Rhode Island SC - South Carolina SD - South Dakota TN - Tennessee TX - Texas UT - Utah VT - Vermont VI - Virgin Islands VA - Virginia WA - Washington WV - West Virginia WI - Wisconsin WY - Wyoming

Current Mailing Address: Zip Code

Data Name:	current_mailing_zip_code

Description:	Zip code portion of applicant's current mailing address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Zipcode 1; xxxxx-xxxx or xxxxx
Length:	Varchar(20)
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF [checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Required user response if Country = USA; else error message, "Current Mailing Address: You must provide the ZIP Code." The ZIP Code must be 5 or 9 digits. Must be blank if Country is not USA; else error message, "Current Mailing Address: U.S. zip code is for U.S. addresses only."
Usage:	
Notes/Constraints:	None
Online Display:	U.S. Zip Code: {textbox}
Online Help:	None
Hover Help:	Enter a US zip code
Values - Labels:	Blank/null *[internal default]* Valid text string

Current Mailing Address: Non-U.S. State/Province

Data Name:	current_mailing_non_us_province
Description:	State/province portion of applicant's non-U.S. current mailing address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50)
Characteristics:	Downloadable
	Auto-populates from Permanent Address in OpenCCC account IF
	[checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Optional user response.
	Must be blank if Country = USA; else error message, "Current mailing address: Non-U.S. state/province is for non-U.S. addresses only."
Usage:	Used in Integrity Check algorithm to identify inconsistent but not technically erroneous responses to questions. If Status is Resident and this field is not blank, integrity check flag 01 will be generated.
Notes/Constraints:	None
Online Display:	Non-U.S. State/Province: {text box}
Online Help:	None
Hover Help:	Mailing address state or province
Values - Labels:	Blank/null *[internal default]*
	Valid text string

Current Mailing Address: Non-U.S. Postal Code

Data Name:	current_mailing_non_us_postal_code
Description:	Postal code portion of applicant's non-U.S. current mailing address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(30)
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF [checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Optional user response. Must be blank if Country = USA; else error message, "Current mailing address: Non-U.S. postal code is for non-U.S. addresses only."
Usage:	
Notes/Constraints:	None
Online Display:	Postal Code: {textbox}
Online Help:	None
Hover Help:	Enter your postal code
Values - Labels:	Blank/null *[internal default]* Valid text string

Current Mailing Address: Non-U.S. Country

Data Name:	current_mailing_country
Description:	Country portion of applicant's current mailing address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF [checkbox] "My mailing address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Required user response for US and Non US users; else error message, "Current Mailing Address: You must select the Country."
Usage:	
Notes/Constraints:	None
Online Display:	Country List from OpenCCCApply
Online Help:	None
Values:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

Current Mailing Address Verified

Data Element:	current_mailing_address_verified
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Non-US Permanent Home Non-US Address

Data Element:	non_us_permanent_home_non_us_address
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	

Notes:	This field does not map to a UI field but is associated with the non-U.S. Permanent Home address group, and will always be "TRUE" as it simply identifies the field group.
Revision Log:	~~

Non U.S. Permanent Home Address: Same as Permanent Address (Account)

Data Name:	non_us_permanent_home_address_same_as_permanent
Description:	A check box to indicate whether the applicant's Non U.S. Permanent Home Address is the same as their Permanent Address from OpenCCC Account.
Last Revision:	6/3/15
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Boolean,1
Characteristics:	Downloadable
Input Rules:	Check box only appears if system detects that user's Permanent Address (set in their OpenCCC Create Account) is outside the U.S. (Permanent Address: Country ≠ USA). Optional user response; must be unchecked for Non U.S. Permanent Home address to be entered (to allow for cases where the Non U.S. Permanent Home address is different than the Non U.S. Permanent Home address entered in the OpenCCC Account creation process). Permanent Address Country field must not be USA. Must not be "checked = Yes" if Permanent Address Country = USA; else error message, "Your Non U.S. permanent home address country cannot be the United States. Please enter your Non U.S. permanent home address."
Usage:	Checking this box auto-populates the Non U.S. Permanent Home Address fields with Permanent Address entries from OpenCCC Account and rolls up the input fields from screen view.

Notes/Constraints:	New data field 5/30/15
Online Display:	[Checkbox] My Non U.S. Permanent Home Address is the same as my Permanent Address in my OpenCCC Account.
Online Help:	None
Hover Help:	
Values - Labels:	Blank/null *[internal default]* 1 – Yes (Checked) 0 – No (Unchecked)

Non-U.S. Permanent Home Address: Street

Data Name:	non_us_permanent_home_street_1 non_us_permanent_home_street_2
Description:	Street portion of applicant's non-U.S. permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50) each
Characteristics:	Downloadable Auto-populates from Permanent Address 1 & 2 from OpenCCC account IF [checkbox] "My Non U.S. address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Required user response; else error message, "Non-U.S. permanent home address: You must specify the street."

	After removal of periods, spaces, hyphens, and capitalization, address cannot begin with "pobox," "postoffice," or "svlbox"; else error message, "Non-U.S. permanent home address: Invalid or absent. Post-office boxes are not allowed." (Only displays if non_us_permanent_home_address_same_as_permanent is not selected.)
Usage:	
Notes/Constraints:	Must be actual home address. For addresses without numbers or streets, enter best description of location. NO POST-OFFICE BOX ALLOWED. There will be no address verification for non-US addresses.
Online Display:	Street Address: {textbox} Additional text appears below Street2: "Include apartment number or suite."
Online Help:	None
Hover Help:	Non US permanent address line 1 Non US permanent address line 2
Values - Labels:	Blank/null *[internal default]* Valid text string

Non-U.S. Permanent Home Address: City

Data Name:	non_us_permanent_home_city
Description:	City portion of applicant's non-U.S. permanent address.
Last Revision:	
MIS Correlation:	None

Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50)
Characteristics:	Downloadable

Auto-populates from Permanent Address City from OpenCCC account IF

[checkbox] "My Non U.S. address is the same as the Permanent Address in my OpenCCC Account above." is not empty. |
Input Rules:	Required user response; else error message, "Non-U.S. permanent home address: You must specify the city."
Usage:	
Notes/Constraints:	
Online Display:	City: {textbox}

(Only displays if

non_us_permanent_home_address_same_as_permanent is not selected.) |
| Online Help: | None |
| Hover Help: | Non US permanent city |
| Values - Labels: | Blank/null *[internal default]*

Valid text string |

Non-U.S.Permanent Home Address: Non-U.S. State/Province

Data Name:	nonusaprovince (OpenCCC Account) perm_nonusaprovince (CCCApply Standard application) non_us_permanent_home_non_us_province (CCCApply International application) province (BOG Fee Waiver application)
Description:	State/province portion of applicant's non-U.S. permanent address.

Last Revision:	1/13/11
Data Type/Format, Length:	**OpenCCC Account, CCCApply Standard Application, BOG Fee Waiver:** char, 30 extended character set, allowing hyphens, letters with diacritical marks or accents, etc. **CCCApply International Application:** char, 50
Error Checking:	Optional; no error checking.
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Online Display:	State/Province Conditionally displays when the following OpenCCC Account check box is selected: "My permanent address is outside the United States." and the user has clicked through the confirmation pop-up to confirm their address is outside the United States.
Notes/Constraints:	
Prompt Text:	State/Province [text box]
Hover Help:	Enter the name of the state or province you live in. Leave blank if your permanent address does not include a state or province.
Pop-Up Help:	
XAP Field:	permAddrNonUSState
MIS Correlation:	None
Values - Labels:	Null or text string

Non-U.S. Permanent Home Address: Non-U.S. Postal Code

Data Name:	non_us_permanent_home_non_us_postal_code
Description:	Postal code portion of applicant's non-U.S. permanent home address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	30
Characteristics:	Downloadable Auto-populates from Permanent Address in OpenCCC account IF: [checkbox] "My Non U.S. Permanent Home Address is the same as my Permanent Address from my OpenCCC Account." is selected.
Input Rules:	
Usage:	
Notes/Constraints:	None
Online Display:	Postal Code: {textbox} On Account/Address Information tab in the "Non U.S. Permanent Home Address"section.
Online Help:	None
Hover Help:	Non US permanent postal code
Values - Labels:	Blank/null *[internal default]* Valid text string

Non-U.S. Permanent Home Address: Non-U.S. Country

Data Name:	non_us_permanent_home_country
Description:	Country portion of applicant's non-U.S. permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable Auto-populates from Permanent Address Country from OpenCCC account IF [checkbox] "My Non U.S. address is the same as the Permanent Address in my OpenCCC Account above." is not empty.
Input Rules:	Required user response; else error message, "Non-U.S. permanent home address: You must select the country."
Usage:	
Notes/Constraints:	None
Online Display:	Country List from OpenCCCApply (Only displays if non_us_permanent_home_address_same_as_permanent is not selected.)
Online Help:	None
Values:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

Non-US Permanent Home Address Verified

Data Element:	non_us_permanent_home_address_verified

Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Personal Information Tables

The data element tables in this section support the fields on the Personal Information tab in the CCCApply International application.

Gender

Data Name:	Gender
Description:	Applicant's gender.
Last Revision:	
MIS Correlation:	COMIS DED SB04 with modified descriptions
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	1
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select your gender or 'Decline to state' from the list."
Usage:	Gender is used primarily by agencies affiliated with state reporting and evaluation of educational programs.
Notes/Constraints:	Gender is sensitive information, protected by federal law and the Office of Civil Rights. Any change to the text, prompt, access, or transmission of this data item must be approved by the Legal Counsel of the CCC Chancellor's Office and the Office of Civil Rights. This information may not be provided to staff in the capacity of making a decision to admit an applicant until after the applicant is admitted—that is, uniformly enabled to register for classes.
Online Display:	This information will be used for state and federal reporting purposes. Gender: {selection list}

Online Help:	None
Values - Labels:	Blank/null *[internal default]* F - Female M - Male X - Decline to state

Suggestion: In lieu of making any suggested changes to the Gender field requirement, create a rule that colleges might use if the applicant chooses X – Decline to state, or leaves the field blank (null)

Primary Language

Data Name:	primary_language
Description:	Applicant's primary language.
Last Revision:	April 25, 2015

MIS Correlation:	
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar (10)

Characteristics:	Downloadable
	Languages selected are stored in the database as two-letter ISO 639-1 code values, with Mandarin and Cantonese being the exceptionx, using an ISO 639-3 (three-letter code) and 639-6 (four-letter code) respectively.
	For the language selections available in the International
	Application, the following ISO 639 codes are stored in the database:
	ar = Arabic (ISO 639-1) bn = Bengali (ISO 639-1)
	cmn = Chinese, Mandarin (ISO
	639-3)
	yyef = Chinese, Cantonese (ISO
	639-6) en = English (ISO 639-1) fr = French (ISO 639-1) de = German (ISO 639-1) hi = Hindi (ISO 639-1) ja = Japanese (ISO 639-1) ko = Korean (ISO 639-1) pt = Portuguese (ISO 639-1) pa = Punjabi (ISO 639-1) ru = Russian (ISO 639-1) es = Spanish (ISO 639-1) vi = Vietnamese (ISO 639-1) x = Language not listed
	Details
Input Rules:	Required user response; else error message, "You must select your primary language or
	"Language not listed."
Usage:	
Notes/Constraints:	

Online Display:	List of languages will appear in alphabetical order with "Language not listed" as the last entry in the dropdown.
	Primary Language: {selection list}
	Arabic
	Bengali
	Chinese, Mandarin
	Chinese, Cantonese
	English
	French
	German
	Hindi
	Japanese
	Korean
	Portuguese
	Punjabi
	Russian Spanish
	Vietnamese
	Language not listed
Online Help:	None
Values - Labels:	"Language not listed" plus:
	A list of Languages will be provided based on a definition of the number of people who speak the language. The list will represent only the most commonly spoken languages.

Country of Birth

Data Name:	country_of_birth

Description:	Country in which the applicant was born.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select your country of birth."
Usage:	
Notes/Constraints:	None
Online Display:	Country List from OpenCCCApply
Online Help:	None
Values	ISO 3166 International Standard for country codes
	Alpha-2 code (officially assigned)

Country of Citizenship

Data Name:	country_of_citizenship
Description:	Country in which the applicant holds citizenship.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric; character
Length:	2

Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must specify your country of citizenship." Country of citizenship must match country issuing passport on Passport page; else error message, "Country of citizenship: Country selected does not match the passport issued-by country selected on screen 6." Country must not be USA; else error message, "Country of citizenship: If your country of citizenship is the United States of America, then you should be applying to this college on the non-international (domestic) application for admission. Otherwise please correct your country of citizenship."
Usage:	
Notes/Constraints:	None
Online Display:	Country List from OpenCCCApply
Online Help:	None
Values:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

Hispanic

Data Name:	hispanic
Description:	Whether or not the applicant is of Hispanic or Latino ancestry.
Last Revision:	
MIS Correlation:	
Data Type/Format:	Boolean
Length:	

Characteristics:	Downloadable
Input Rules:	User can select Yes or No radio button and click Clear to clear any response provided. Not a required field.
Usage:	Ethnicity is used primarily by agencies affiliated with state reporting and evaluation of educational programs.
Notes/Constraints:	Ethnicity is sensitive information, protected by federal law and the Office of Civil Rights. Any change to the text, prompt, access, or transmission of this data item must be approved by the Legal Counsel of the CCC Chancellor's Office and the Office of Civil Rights. This information may not be provided to staff in the capacity of making a decision to admit an applicant until after the applicant is admitted— that is, uniformly enabled to register for classes.
Online Display:	Are you Hispanic or Latino? Yes and No radio buttons with a conditionally-displayed "clear selection" link after either radio button is selected. When applicant selects 'Yes', then the conditional/additional race_group fields display: Mexican, Mexican/American, Chicano Central American South American Hispanic: Other
Online Help:	None
Values - Labels:	**Note:** See race_group list of database values for the options listed above.

Race/Ethnicity

Data Element:	race_ethnicity
Description:	Combination of all responses to Ethnicity and Race questions (except Hispanic/Latino)

Format, Length:	text, 2147483647
Values:	See Table
Allows Null:	No
Characteristics:	Downloadable
Input Rules:	Non-required user response.
Default:	None
Online Display:	Per U.S. Department of Education guidelines, colleges are required to collect this racial and ethnic data. What is your race? Check one or more: Asian: Indian Asian: Chinese Asian: Japanese Asian: Korean Asian: Laotian Asian: Cambodian Asian: Vietnamese Asian: Filipino Asian: Other: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. Black or African American; A person having origins in any of the black racial groups of Africa. American Indian/Alaskan Native; A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment. Pacific Islander: Guamanian Pacific Islander: Hawaiian Pacific Islander: Samoan

	Pacific Islander: Other; A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
	What is your race? Check one or more: [checkbox] Asian: Indian [checkbox] Asian: Chinese [checkbox] Asian: Japanese [checkbox] Asian: Korean [checkbox] Asian: Laotian [checkbox] Asian: Cambodian [checkbox] Asian: Vietnamese [checkbox] Asian: Filipino [checkbox] Asian: Other [checkbox] Black or African American [checkbox] American Indian / Alaskan Native [checkbox] Pacific Islander: Guamanian [checkbox] Pacific Islander: Hawaiian [checkbox] Pacific Islander: Samoan [checkbox] Pacific Islander: Other [checkbox] White
Online Help:	None
Values - Labels:	String of comma- and space-separated two-digit codes for all selected checkboxes that are selected. Asian: Indian = 06 Asian: Chinese = 07 Asian: Japanese = 08 Asian: Korean = 09 Asian: Laotian = 10 Asian: Cambodian = 11 Asian: Vietnamese = 12 Asian: Filipino = 13 Asian: Other = 14

	Black or African American = 15
	American Indian/Alaskan Native = 16
	Pacific Islander: Guamanian = 17
	Pacific Islander: Hawaiian = 18
	Pacific Islander: Samoan = 19
	Pacific Islander: Other = 20
	White = 21
Usage:	Correlates to MIS SB29.
	Ethnicity is used primarily by agencies affiliated with state reporting and evaluation of educational programs.
	This set of questions/data was based on specifications by the U.S. Dept. of Education in effect for all applicants beginning with the Summer 2009 term.
Notes:	Ethnicity is sensitive information, protected by federal law and the Office of Civil Rights. Any change to the text, prompt, access, or transmission of this data item must be approved by the Legal Counsel of the CCC Chancellor's Office and the Office of Civil Rights.
	This information may not be provided to staff in the capacity of making a decision to admit an applicant until after the applicant is admitted—that is, uniformly enabled to register for classes.
	The basic two-question format, the Hispanic ethnicity and race categories, and certain other aspects such as not requiring responses are IPEDS requirements. The race subcategories such as 'Asian: Chinese' and 'Pacific Islander: Hawaiian' are defined by MIS at the Chancellor's Office (data element SB29).
	personal_info table
Xap Field:	raceEthnicity
Revision Log:	09.30.16

Char	Race/Ethnicity	Values
01	Hispanic, Latino	From 'Are you Hispanic / Latino?' drop-down menu selection: 'Y' if 'Yes'; 'N' if 'No'; otherwise 'X'
02	Mexican, Mexican-American, Chicano	'Y' if box is checked; otherwise 'N'

03	Central American	'Y' if box is checked; otherwise 'N'
04	South American	'Y' if box is checked; otherwise 'N'
05	Hispanic: Other	'Y' if box is checked; otherwise 'N'
06	Asian: Indian	'Y' if box is checked; otherwise 'N'
07	Asian: Chinese	'Y' if box is checked; otherwise 'N'
08	Asian: Japanese	'Y' if box is checked; otherwise 'N'
09	Asian: Korean	'Y' if box is checked; otherwise 'N'
10	Asian: Laotian	'Y' if box is checked; otherwise 'N'
11	Asian: Cambodian	'Y' if box is checked; otherwise 'N'
12	Asian: Vietnamese	'Y' if box is checked; otherwise 'N'
13	Asian: Filipino	'Y' if box is checked; otherwise 'N'
14	Asian: Other	'Y' if box is checked; otherwise 'N'
15	Black or African American	'Y' if box is checked; otherwise 'N'
16	American Indian / Alaskan Native	'Y' if box is checked; otherwise 'N'
17	Pacific Islander: Guamanian	'Y' if box is checked; otherwise 'N'
18	Pacific Islander: Hawaiian	'Y' if box is checked; otherwise 'N'
19	Pacific Islander: Samoan	'Y' if box is checked; otherwise 'N'
20	Pacific Islander: Other	'Y' if box is checked; otherwise 'N'
21	White	'Y' if box is checked; otherwise 'N'

Race Group

Data Element:	race_group
Description:	Combination of all responses to Ethnicity and Race questions except 'Are you Hispanic or Latino?'
Format, Length:	Database currently has 'text, 2147483647'

Values:	String of codes indicating all checkboxes that are checked, delimited by comma and space between each code. Codes are:
	01 = Hispanic or Latino 02 = Mexican, Mexican-American, Chicano 03 = Central American 04 = South American 05 = Hispanic: Other 06 = Asian: Indian 07 = Asian: Chinese 08 = Asian: Japanese 09 = Asian: Korean 10 = Asian: Laotian 11 = Asian: Cambodian 12 = Asian: Vietnamese 13 = Asian: Filipino 14 = Asian: Other 15 = Black or African American 16 = American Indian / Alaskan Native 17 = Pacific Islander: Guamanian 18 = Pacific Islander: Hawaiian 19 = Pacific Islander: Samoan 20 = Pacific Islander: Other 21 = White
Allows Null:	Yes
Default:	None

Usage:	This element and 'hispanic' are used to derive 'race_ethnic' (Standard Application) or 'race_ethnicity' (International Application), which is used for MIS reporting.
Notes:	Ethnicity is sensitive information, protected by federal law and the Office of Civil Rights. Any change to the text, prompt, access, or transmission of this data item must be approved by the Legal Counsel of the CCC Chancellor's Office and the Office of Civil Rights. This information may not be provided to staff in the capacity of making a decision to admit an applicant until after the applicant is admitted—that is, uniformly enabled to register for classes. The basic two-question format, the Hispanic ethnicity and race categories, and certain other aspects such as not requiring responses are IPEDS requirements. The race subcategories such as 'Asian: Chinese' and 'Pacific Islander: Hawaiian' are defined by MIS at the Chancellor's Office (data element SB29). personal_info table
Revision Log:	09.01.16: These values and the way they are stored in the database were fixed in the 9.30.16 (5.5) release so that the International Application has the same download format as the Standard Application, except for the field name <race_ethnicity>

Social Security Number/Taxpayer Identification Number

Data Name:	ssn
Description:	Applicant's Social Security number or Taxpayer Identification Number from their OpenCCC Account. No UI display and data is encrypted.
Last Revision:	7/18/14
Data Type/Format, Length:	text, 11
Online Display:	Two fields: • Social Security Number or Taxpayer Identification Number • Repeat Social Security Number or Taxpayer Identification Number
Values:	encrypted

Allows Null:	Yes; if applicant selects the check box during OpenCCC Account Creation indicating they do not have a social security number or taxpayer identification number or decline to provide one, then the ssn field stores a null value.
Error Checking:	Required user response, unless ssn_no check box is selected; else error message: "Your Social Security Number, or Taxpayer Identification Number, is invalid or absent. Please enter your number, or check the box to confirm you do not have a Social Security Number (or Taxpayer Identification Number) or decline to provide one at this time."
	Hyphens are not required in input, but will be inserted in stored value.
	Two SSN/TIN entries must match; else error message, "Your Social Security Number or Taxpayer Identification Number entries do not match. Please try again."
	Social Security Number must meet validity check (see Notes/Constraints); else error message, "Your Social Security Number is invalid for the Type you've selected. Please re-enter the number or change the number Type."
	Taxpayer Identification Number must meet validity check (see Notes/Constraints); else error message, "Your Taxpayer Identification Number is invalid for the Type you've selected. Please re-enter the number or change the number Type."
Storage/Usage:	Only one field is stored. Stored in database for use in autopopulation. Included in Account Profile.
	Not required to be unique: two or more accounts can have the same SSN/TIN. (A new account cannot be created if an existing account has the same SSN/TIN and Date of Birth, but two accounts can have the same SSN/TIN and Date of Birth if data is changed after the account has been created.)
Notes/Constraints:	SSN is never displayed to the applicant, and cannot be viewed by anyone properly or improperly using the applicant's account.
	SSN/TIN is sensitive information, protected by federal and state law. For this field, the text, operational characteristics, and usage must be approved by the Legal Counsel of the CCC Chancellor's Office.
	The following validity checks are applied to the SSN/TIN entries:
	If SSN fields are not empty AND the "SSN_Type" field indicates "Social Security number" THEN

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• #.Area Code (first three digits) may not be 000, 666 or between 900 and 999 (inclusive).

• #.Group Number (middle two digits) may not be 00.

• #.Serial Number (final four digits) may not be 0000.

Else error message: "Your Social Security Number is invalid for the Type you've selected. Please re-enter the number or change the number Type."

If SSN fields are not empty AND the "SSN_Type" field indicates "Taxpayer ID Number" THEN

• #.Area Code (first three digits) must be between 900 and 999 (inclusive).

Else, error message: "Your Taxpayer Identification Number is invalid for the Type you've selected. Please re-enter the number or change the number Type."

Do not allow a value to be pasted into either SSN field. Users must type both entries.

New random ssn assignment began on June 25, 2011. This is documented here:

• http://ssa-custhelp.ssa.gov/app/answers/detail/a_id/425/~/determining-socialsecurity-numbers

</td>
</tr>
</table>

Prompt Text:	The Social Security Number is used as a means of identifying student records and to facilitate financial aid. The Social Security Number is required to claim tax credits for higher education costs known as the American Opportunity Tax Credit in accordance with the Taxpayer Relief Act of 1997. Federal law requires the California Community Colleges to provide specific information to the Internal Revenue Service (IRS) for the purpose of filing an information return (IRS Form 1098-T "Tuition Statement") for each student in attendance, with a few exceptions. The information required by the IRS includes the student's name, address, Social Security Number (SSN) or Taxpayer Identification Number (TIN/iTIN), and enrollment status, as well as the amount of tuition paid or billed, and scholarships received. (26 C.F.R. 1-60505-1(b)(2)(ii).) Failure to provide a correct Social Security Number or TIN while claiming tax credits for specified education expenses may result in a penalty levied against the student by the IRS in the amount of $100, per year, until the missing or incorrect information is provided (26 C.F.R. 1-60505-1(e)(4)). In addition, California Education Code sections 68041 and 70901(b)(7) authorizes the California Community Colleges Chancellor's Office (CCCCO) to collect information you submit through the OpenCCC Online Student Account and CCCApply Online Application for Admission for the purposes of completing and submitting California College admission applications and financial aid on your behalf. Further, information acquired by the CCCCO is subject to the limitations set forth in the Information Practices Act of 1977 (Title 1.8 (commencing with Section 1798) of Part 4 of Division 3 of the Civil Code). Compliance with these laws is identified in the *Privacy Policy*. By providing my Social Security Number or Taxpayer Identification Number below, or by indicating that I do not have a Social Security Number or decline to provide one at this time, I confirm that I have read and understand the federal laws provided above, and the state privacy laws and regulations provided in the *Privacy Policy*. ⚠️ **Attention:**

	NOTE: 'This statement ensures we are complying with regulations by having students "confirm" they have read and understand exactly what data is being collected and why, and the consequences for not complying with federal regulations. By wording the confirmation statement in this way, we are also minimizing the need for another download field. '
	⚠ **Attention:**
	Your Social Security Number must be accurate to ensure the integrity of your permanent record and to avoid potential penalties imposed by the IRS for providing an incorrect number.
	Social Security Number (or Taxpayer Identification Number) [numeric textbox] ###-##-####
	Repeat Social Security Number (or Taxpayer Identification Number) [numeric textbox] ###-##-####
Hover Help:	First field: Enter your Social Security Number or Taxpayer Identification Number twice to make sure you enter it correctly. Second field: Please enter your Social Security Number or Taxpayer Identification Number again to ensure it is correct. Spanish: First field: Entre en su Número de Seguridad Social o Número de Identificación de Contribuyente dos veces para asegurarse de que se entro correctamente. Second field: Entre en su Número de Seguridad Social o Número de Identificación de Contribuyente dos veces para asegurarse de que se entro correctamente.
Pop-Up Help:	1. Exceptions: Clicking on "Exceptions" hyperlink brings up Pop-Up box with list of exceptions to the IRS federal requirements for submitting SSN/TINs. 2. Taxpayer Identification Numbers (TIN): Clicking on "Taxpayer Identification Numbers" hyperlink brings up Pop-Up box with definitions of TIN variations that are acceptable for this requirement.
Values - Labels:	Null or numeric string with hyphens

Social Security Number – Last Four Digits

Data Name:	ssn_last4
Description:	The last four digits of the applicant's social security number, if the social security number was provided. From the applicant's OpenCCC Account. No UI field in the International application.
Last Revision:	10/5/15
Data Type/Format:	Character, 4
Error Checking:	
Storage/Usage:	
Notes/Constraints:	
Prompt Text:	
Hover Help:	
Values - Labels:	

Social Security Number Type

Data Name:	ssn_type
Description:	Applicant indicates the type of identification number being provided: Social Security Number or Taxpayer Identification Number.
Last Revision:	12/5/14
Data Type/ Format:	character/numeric, 1
Error Checking:	Required user response if SSN is not empty, and ssn_no is empty; else error message, "Please indicate the type of number being provided: Social Security Number or Taxpayer Identification Number."

Storage/Usage:	Stored in database for download. Included in Account Profile.
Notes/Constraint:	The following validity checks are applied to the SSN/TIN entries: If SSN fields are not empty AND the "ssn_type" field indicates "Social Security number" THEN **1.** Area Code (first three digits) may not be 000, 666 or between 900 and 999 (inclusive). **2.** Group Number (middle two digits) may not be 00. **3.** Serial Number (final four digits) may not be 0000. Else error message: "Your Social Security Number is invalid for the Type you've selected. Please re-enter the number or change the number Type." If SSN fields are not empty AND the "ssn_type" field indicates "Taxpayer ID Number" THEN **1.** Area Code (first three digits) must be between 900 and 999 (inclusive). Else, error message: "Your Taxpayer Identification Number is invalid for the Type you've selected. Please re-enter the number or change the number Type." Populated from OpenCCC Account database at time of submission.
Prompt Text:	[Radial Button] Please indicate the type of number:
Values - Labels:	Not currently supported, but may be supported in a future revision of the application.
Data Name:	ssn_type
Description:	Applicant indicates the type of identification number being provided.
Last Revision:	7/11/2014
Data Type/ Format:	1 character, numeric
Error Checking:	Required user response if SSN is not empty, and ssn_no is empty; else error message, "Please indicate the type of number being provided: Social Security Number or Taxpayer Identification Number."

Storage/Usage:	Stored in database for download. Included in Account Profile.
Hover Help:	[Spanish: "Por favor seleccione el tipo del número: Número de Seguro Social o Número de Identificación de Contribuyente."]
Values - Labels:	Social Security Number Taxpayer Identification Number
MIS Correlation	
Input Rules	See Error Checking and Notes/Contraints sections in this table, above.

Social Security Number: None

Data Name:	ssn_no
Description:	Applicant has no social security number or taxpayer identification number or declines to provide it at this time. Populated by the OpenCCC Account value.
Last Revision:	7/11/14
Data Type/Format:	1 character, numeric
Error Checking (OpenCCC Account Only):	Must be checked if there is no entry for Social Security Number or Taxpayer Identification Number; else error message, "Your Social Security Number, or Taxpayer Identification Number, is invalid or absent. Please enter your number, or check the box to confirm you do not have a Social Security Number (or Taxpayer Identification Number) or decline to provide one at this time." If this box is checked – de-activate (grey out) SSN fields and SSN_Type fields. If this box is checked and "Continue" is selected, the SSN Encouragement popup box appears (see language below), which prompts for action: "Enter SSN" to go back to change entries, or "I Decline" to acknowledge regulations and admonishments and continue to [Page 2: Account Creation]:

Providing Your Social Security Number or Taxpayer Identification Number

You have chosen not to provide your Social Security number (SSN) or Taxpayer

Identification Number (TIN). This is your right, however the California Community Colleges is required to inform you of the federal laws for collecting and submitting your information to the IRS, and the penalties that may be levied against you for failing to provide a valid Social Security Number or Taxpayer Identification Number. These regulations include:

• The Social Security Number or Taxpayer Identification Number is required to claim tax credits for higher education costs known as the American Opportunity Tax Credit in accordance with the Taxpayer Relief Act of 1997.

• Federal regulations require the California Community Colleges to provide specific information to the Internal Revenue Service (IRS) for the purpose of filing an information return (IRS Form 1098-T "Tuition Statement") for each student in attendance, with a few exceptions. The specific information collected includes the student's name, address, Social Security Number (SSN) or Taxpayer Identification Number (TIN/iTIN), and enrollment status, as well as the amount of tuition paid or billed, and scholarships received. (26 C.F.R. 1-60505- 1(b)(2)(ii).)

• Failure to provide a correct Social Security Number while claiming tax credits for specified education expenses may result in a penalty levied against the student by the IRS in the amount of $100, per year, until the missing or incorrect information is provided(26 C.F.R. 1-60505-1(e)(4)).

In addition, there are more reasons why it may be to your advantage to provide your SSN or TIN on this application. These include:

• Speedier Application Process -Some colleges may require you to contact them for a substitute ID number if you do not provide your SSN.

• Availability of Your Records -Providing your SSN is the best way to make sure your records are accessible when you need them. If you do not provide your SSN:

• • Your enrollment or degree may not be found in the National Student Clearinghouse.

• Employers may not be able to verify that you received a degree or certificate.

- You may encounter difficulties sending transcripts to other colleges or universities.

- Financial Aid -Your SSN is required when applying for federal and state aid programs.

- Tax Credits and Deductions -Providing your SSN helps you (or someone claiming you as a dependent) receive tax credits or deductions to which you are entitled.

All CCCApply institutions are required by law to keep your personal information private and secure and may not to reveal it without your permission. If you provide your SSN or TIN, you can be confident that it will not be misused.

To enter your Social Security number or Taxpayer Identification Number, click "Enter SSN" to return to the previous page.

By clicking "I Decline" I confirm that I have read and understand the federal IRS laws and regulations for collecting and reporting my Social Security Number or Taxpayer Identification Number as stated above, and the state privacy disclosures appearing in the *Privacy Policy*.

Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.
Notes/Constraints:	AB46 and other legislation prohibit requirement of Social Security Number for admission or student record-keeping. While the colleges and many educational agencies remain reliant on SSN as the only reliable unique identifier of a student, the applicant must have the option not to provide it. Due to recent IRS penalties levied against California community colleges for failing to provide, or providing invalid, social security or taxpayer identification numbers, CCCCO Legal advises compliance with IRS Requirements for Collecting SSN/ TINs (IRS p. 1758) – which includes displaying specific regulations/restrictions "to every student in attendance"- including those not required to provide a SSN/TIN or are not eligible to obtain one (see Exceptions). Statement to students includes what is being collected and provided to the IRS and why, and the admonishments/ penalties for not providing one/valid number. SSN Encouragement language contains reiteration of "statement" with additional confirmation checkbox or "click here to confirm acknowledgement of receipt of information."

Prompt Text (OpenCCC Account Only):	[Checkbox] Check this box if you do not have a Social Security number or Taxpayer Identification number, or decline to provide one at this time.
Additional Text (OpenCCC Account Only):	International students, nonresident aliens, and other <u>exceptions</u>, may not have a Social Security Number (or Taxpayer Identification Number) and should check this box.
Hover Help:	
Pop-Up Help (OpenCCC Account Only):	The "exceptions" link in the additional text displays the following pop-up help: Exceptions to the federal IRS regulations, regarding the collection of social security numbers or taxpayer Identification numbers from every student in attendance, are students exclusively enrolled in noncredit courses, undocumented international students, and nonresident aliens - unless the nonresident alien student requests that a return be provided to the IRS. (26 C.F.R. 1.60505-1(a)(2), (b)(5)(ii).)
Values - Labels:	1 = Yes (checked) 0 = No (not checked)

Social Security Number: Other Exception

Data Name:	ssn_exception
Description:	Applicant is an international student, nonresident alien, or other exception and has no social security number or taxpayer identification number.
Last Revision:	2/24/16
Data Type/Format:	boolean Default value: false
Error Checking:	None; optional field.
Storage/Usage:	Stored in database for use in autopopulation. Included in Account Profile.

Notes/Constraints :	This check box only appears if an applicant selects the check box for "Check this box if you **do not** have a Social Security Number or Taxpayer Identification Number, or decline to provide one at this time." This check box allows international students to further indicate that they do not have an SSN or TIN. AB46 and other legislation prohibit requirement of Social Security Number for admission or student record-keeping. While the colleges and many educational agencies remain reliant on SSN as the only reliable unique identifier of a student, the applicant must have the option not to provide it. Due to recent IRS penalties levied against California community colleges for failing to provide, or providing invalid, social security or taxpayer identification numbers, CCCCO Legal advises compliance with IRS Requirements for Collecting SSN/ TINs (IRS p. 1758) – which includes displaying specific regulations/restrictions "to every student in attendance"- including those not required to provide a SSN/TIN or are not eligible to obtain one (see Exceptions). Statement to students includes what is being collected and provided to the IRS and why, and the admonishments/ penalties for not providing one/valid number. SSN Encouragement language contains reiteration of "statement" with additional confirmation checkbox or "click here to confirm acknowledgement of receipt of information."
Prompt Text: (OpenCCC Account Only)	[Checkbox] I am an international student, nonresident alien, or other exception, and I do not have a Social Security Number or Taxpayer Identification Number.
Additional Text (OpenCCC Account Only):	Check this box if you are an international student, or other legitimate exception, and not required to have a Social Security Number or Taxpayer Identification Number.
Hover Help:	
Pop-Up Help:	
Values - Labels:	1 = Yes (checked) 0 = No (not checked)

Contact Tables

The data element tables in this section support the fields on the Contact Information tab in the CCCApply International application.

Current Non-U.S. Telephone

Data Name:	non_us_phone_number
Description:	Applicant's primary non-U.S. telephone number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Optional user response
Usage:	
Notes/Constraints:	None
Online Display:	Contact Information page: Current non-U.S. telephone: [textbox] (Please include country code for non-US numbers)
Online Help:	None
Hover Help:	Current non US telephone number. Include the country code.

Values - Labels:	Blank/null *[internal default]*
	Valid text string

Current Non-US Telephone Extension

Data Element:	non_us_phone_ext
Description:	NOT CURRENTLY USED
	Contact Information page: May align with the Current non-U.S. telephone field in the future.
Format, Length:	Character varying(4)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Current Non-U.S. Telephone Text Authorization

Data Element:	non_us_phone_auth_txt
Description:	NOT CURRENTLY USED
	Contact Information page: May align with the Current non-U.S. telephone field in the future.
Format, Length:	boolean

Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Alternate Non-U.S. Telephone

Data Name:	alt_non_us_phone_number
Description:	Applicant's alternate non-U.S. telephone number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Optional user response
Usage:	
Notes/Constraints:	None
Online Display:	Contact Information: Alternate non-U.S. telephone: {textbox} (Please include country code for non-US numbers)
Online Help:	None

Hover Help:	Alternate non US telephone number. Include the area code.
Values - Labels:	Blank/null *[internal default]* Valid text string

Alternate Non-US Telephone Extension

Data Element:	alt_non_us_phone_ext
Description:	
Format, Length:	Character varying(4)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Alternate Non-US Telephone Text Authorization

Data Element:	alt_non_us_phone_auth_txt
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	

Usage:	
Notes:	
Revision Log:	~~

Phone Number

Data Element:	phone_number
Description:	NOT CURRENTLY USED Currently is duplicate storage for alt_non_us_phone_number: Alternate non-U.S. Telephone (Contact Information tab)
Format, Length:	Character varying(25)
Values:	(nnn) nnn-nnnn
Allows Null:	Yes
Default:	None
Usage:	
Notes:	
Revision Log:	~~

Phone Extension

Data Element:	phone_ext
Description:	NOT CURRENTLY USED Currently is duplicate storage for alt_non_us_phone_ext: Contact Information page: (may align with Alternate non-U.S. telephone field in the future).

Format, Length:	Character varying(4)
Values:	Integer up to 9999
Allows Null:	Yes
Default:	None
Usage:	
Notes:	
Revision Log:	~~

Phone Text Authorization

Data Element:	phone_auth_txt
Description:	NOT CURRENTLY USED Currently is duplicate storage for alt_non_us_phone_auth_txt: Contact Information page: (may align with Alternate non-U.S. telephone field in the future).
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Fax Number

Data Name:	fax_number_number
Description:	Contact Information page: Applicant's fax number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Optional user response
Usage:	
Notes/Constraints:	None
Online Display:	Fax number: {textbox} (Please include country code for non-US numbers)
Online Help:	None
Hover Help:	Non US fax number. Include the country code.
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Name: First

Data Name:	emergency_contact_first_name
Description:	First name of person to contact in case of emergency.
Last Revision:	
MIS Correlation:	None

Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Required unless "There is no first name" is checked. Error message "Emergency contact: You must enter the first name or check the box that there is no first name."
Usage:	
Notes/Constraints:	None
Online Display:	First/Given name: {textbox}
Online Help:	None
Hover Help:	Emergency contact first/given name.
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Name: No First Name

Data Name:	emergency_contact_no_first_name
Description:	The person to contact in case of emergency has no first name.
Last Revision:	May 6, 2015
MIS Correlation:	None
Data Type/Format:	1 = Yes (checked) 0 = No (unchecked)
Length:	2
Characteristics:	Downloadable
Input Rules:	Optional user response.

Usage:	
Notes/Constraints:	None
Online Display:	[checkbox] There is no first name.
Online Help:	None
Values - Labels:	Blank/null *[internal default]*
	Valid text string

Emergency Contact Name: Last

Data Name:	emergency_contact_last_name
Description:	Last name of person to contact in case of emergency.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Emergency contact: You must enter the last/family name."
Usage:	
Notes/Constraints:	None
Online Display:	Last/Family name: {textbox}
Online Help:	None
Hover Help:	Emergency contact last/family name.

Values - Labels:	Blank/null *[internal default]*
	Valid text string

Emergency Contact: Relationship

Data Name:	emergency_contact_relationship
Description:	Relationship of emergency contact to applicant.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	20
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Emergency contact: You must specify the relationship."
Usage:	
Notes/Constraints:	None
Online Display:	Relationship: {text box}
Online Help:	None
Hover Help:	Emergency contact relationship to the applicant
Values - Labels:	Blank/null *[internal default]*
	Valid text string

Emergency Contact Telephone

Data Name:	emergency_contact_phone_number
Description:	Emergency contact's telephone number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Emergency contact: You must specify the telephone number."
Usage:	
Notes/Constraints:	None
Online Display:	Telephone: {textbox} (Please include country code for non-US numbers)
Online Help:	None
Hover Help:	Emergency contact phone number. Include country code if non US telephone.
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Phone Extension

Data Element:	emergency_contact_phone_ext
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(4)

Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Emergency Contact Telephone Text Authorization

Data Element:	non_us_phone_auth_txt
Description:	NOT CURRENTLY USED
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Emergency Contact E-mail Address

Data Name:	emergency_contact_email
Description:	Emergency contact's email address.

Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	50
Characteristics:	Downloadable
Input Rules:	Optional user response. If not null, must contain one '@' symbol and one '.' (period); else error message, "Emergency contact: E-mail address is invalid or absent. This question only accepts valid e-mail addresses."
Usage:	
Notes/Constraints:	
Online Display:	E-mail address: {textbox}
Online Help:	None
Hover Help:	Emergency contact email address
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Non-US Address

Data Element:	emergency_contact_non_us_address
Description:	
Format, Length:	boolean
Values:	

Allows Null:	
Default:	
Usage:	
Notes:	
Online Display:	My Emergency Contact address is outside the U.S. (check box)
Revision Log:	~~

Emergency Contact Address: Street

Data Name:	emergency_contact_street_1 emergency_contact_street_2
Description:	Street portion of emergency contact's permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50) each
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Emergency contact address: You must specify the street address."
Usage:	

Notes/Constraints:	User input is verified against a postal address validation service and the format is standardized. If the address cannot be validated, an error message is generated and the applicant has the option to confirm the invalidated address: You must specify the street address. The address entered appears to be invalid. If you are sure the address is correct, please check the box below to ignore this warning. Please note that the verification system might make some changes to the information you entered in an attempt to match its records. Make sure to double check the address you entered below before proceeding. {checkbox} I have verified the address entered is correct. If the US address doesn't pass USPS validation, the "Emergency Contact Address Verification" checkbox/field appears. The user must check the box to verify, or change the address fields.
Online Display:	Street Address: {textbox} (please include apartment/suite numbers) {second textbox} {checkbox} I have verified the address entered is correct
Online Help:	None
Hover Help:	Emergency contact street address line 1 Emergency contact street address line 2
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Address: City

Data Name:	emergency_contact_city
Description:	City portion of emergency contact's permanent address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50)
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Emergency contact address: You must specify the city."
Usage:	
Notes/Constraints:	None
Online Display:	City: {textbox}
Online Help:	None
Hover Help:	Emergency contact city
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Address: State

Data Name:	emergency_contact_state		
Description:	State portion of emergency contact's permanent address.		
Last Revision:			
MIS Correlation:	None		

Data Type/Format:	ASCII Normal; Alphanumeric		
Length:	2		
Characteristics:	Downloadable		
Input Rules:	Required user response if Country = USA; else error message, "Emergency contact address: You must select the U.S. state." Must be blank if Country is not USA; else error message, "Emergency contact address: U.S. state is for U.S. addresses only."		
Usage:			
Notes/Constraints:	None		
Online Display:	State: {selection list, plus display default: "Select one"}		
Online Help:	None		

Values - Labels:	blank/null *[internal default]*	IA - Iowa	ND - North Dakota
		KS - Kansas	OH - Ohio
	AL - Alabama	KY - Kentucky	OK - Oklahoma
	AK - Alaska	LA - Louisiana	OR - Oregon
	AS - American Samoa	ME - Maine	PA - Pennsylvania
	AZ - Arizona	MD - Maryland	PR - Puerto Rico
	AR - Arkansas	MA - Massachusetts	RI - Rhode Island
	CA - California	MI - Michigan	SC - South Carolina
	CZ - Canal Zone	MN - Minnesota	SD - South Dakota
	CO - Colorado	MS - Mississippi	TN - Tennessee
	CT - Connecticut	MO - Missouri	TX - Texas
	DE - Delaware	MT - Montana	UT - Utah
	DC - Dist. of Col	NE - Nebraska	VT - Vermont
	FL - Florida	NV - Nevada	VI - Virgin Islands
	GA - Georgia	NH - New Hampshire	VA - Virginia
	GU - Guam	NJ - New Jersey	WA - Washington
	HI - Hawaii		
	ID - Idaho	NM - New Mexico	WV - West Virginia
	IL - Illinois	NY - New York	WI - Wisconsin
	IN - Indiana	NC - North Carolina	WY - Wyoming

Emergency Contact Address: Zip Code

Data Name:	emergency_contact_zip_code
Description:	Zip code portion of emergency contact's permanent address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	Zipcode 1; xxxxx-xxxx or xxxxx
Length:	Varchar (20)
Characteristics:	Downloadable
Input Rules:	Required user response if Country = USA; else error message, "Emergency contact address: Zip code is invalid or absent. This field must be a valid zip code in ##### or #####-#### format." Zip code must match city in database; else error message, "Emergency contact address: Your zip code and city do not match up. Please double check the spelling of your city and the zip code that you entered. If you feel they are correct, you may proceed." Must be blank if Country is not USA; else error message, "Emergency contact address: U.S. zip code is for U.S. addresses only."
Usage:	
Notes/Constraints:	None
Online Display:	U.S. Zip Code: {textbox}
Online Help:	None
Hover Help:	Emergency contact zip code
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Address: Non-U.S. State/Province:

Data Name:	emergency_contact_non_us_province

Description:	State/province portion of emergency contact's non-U.S. permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50)
Characteristics:	Downloadable
Input Rules:	Optional response. Must be blank if Country = USA; else error message, "Emergency contact address: Non-U.S. state/province is for non-U.S. addresses only."
Usage:	
Notes/Constraints:	None
Online Display:	Non-U.S. State/Province: {text box}
Online Help:	None
Hover Help:	Emergeny contact state/province
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Address: Non-U.S. Postal Code

Data Name:	emergency_contact_non_us_postal_code
Description:	Postal code portion of emergency contact's non-U.S. permanent address.

Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	30
Characteristics:	Downloadable
Input Rules:	Optional user response Must be blank if Country = USA; else error message, "Emergency contact address: Non-U.S. postal code is for non-U.S. addresses only."
Usage:	
Notes/Constraints:	None
Online Display:	Non-U.S. Postal Code: {textbox}
Online Help:	None
Hover Help:	Emergency contact postal code
Values - Labels:	Blank/null *[internal default]* Valid text string

Emergency Contact Address: Country

Data Name:	emergency_contact_country
Description:	Country portion of emergency contact's permanent address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Emergency contact address: You must select the country."
Usage:	
Notes/Constraints:	None
Online Display:	
Online Help:	None
Values - Labels:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

Emergency Contact Address Verified

Data Element:	emergency_contact_address_verified
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	

Usage:	
Notes:	
Revision Log:	~~

Parent/Guardian Name: First

Data Name:	parent_guardian_first_name
Description:	First name of applicant's parent/guardian.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(25)
Characteristics:	Downloadable
Input Rules:	Required response if parent/guardian last name is entered and "There is no first name" is not selected. Error message "You must enter a parent/ guardian first name or indicate there is no first name".
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	First/Given name: {textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact first/given name

Values - Labels:	Blank/null *[internal default]*
	Valid text string

Parent / Guardian No First Name

Data Element:	parent_guardian_no_first_name
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Parent/Guardian Name: Last

Data Name:	parent_guardian_last_name
Description:	Last name of applicant's parent/guardian.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25

Characteristics:	Downloadable
Input Rules:	Required user response if applicant is 17 years old or younger; else error message, "Parent/Guardian: You must enter the last/family name."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than18 years old as of the day before start of term (RDD).
Online Display:	Please provide information for contacting someone in case of emergency or accident while attending college Last/Family name: {textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact last/given name
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent/Guardian: Relationship

Data Name:	parent_guardian_relationship
Description:	Relationship of applicant's parent/guardian to applicant.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	1
Characteristics:	Downloadable

Condition:	This field is Required input only if applicant is 17 years old or younger as of the day before start of term (RDD). [RDD minus Birthdate = <18 years]
Input Rules:	Required user response; else error message, "Guardian/Parent: You must specify the relationship."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	Relationship: {selection list}
Online Help:	None
Values - Labels:	Blank/null *[internal default]* Father Mother Guardian

Parent/Guardian Telephone

Data Name:	parent_guardian_phone_number
Description:	Parent/guardian's telephone number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable

Input Rules:	Required user response if user is 17 years old or younger; else error message, "Guardian/Parent: You must specify the telephone number."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	Telephone: {textbox} (please include country code for non-US numbers)
Online Help:	None
Hover Help:	Parent/Guardian contact telephone number. Include country code if nonUS telephone.
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent / Guardian Phone Extension

Data Element:	parent_guardian_phone_ext
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(4)
Values:	
Allows Null:	
Default:	
Usage:	

Notes:	
Revision Log:	~~

Parent/Guardian E-mail Address

Data Name:	parent_guardian_email
Description:	Parent/guardian's email address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(50)
Characteristics:	Downloadable
Input Rules:	Optional user response. If not null, must contain one '@' symbol and one '.' (period); else error message, "Guardian/Parent: E-mail address is invalid or absent. This question only accepts valid e-mail addresses."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	E-mail address: {textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact email address
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent / Guardian Non-US Address

Data Element:	parent_guardian_non_us_address
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Online Display:	My Parent/Guardian address is outside the U.S. (check box)
Revision Log:	~~

Parent/Guardian Address: Street

Data Name:	parent_guardian_street_1 parent_guardian_street_2
Description:	Street portion of parent/guardian's permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50) each

Characteristics:	Downloadable
Input Rules:	Required user response if user is 17 years old or younger; else error message, "Guardian/Parent address: You must specify the street address."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD). User input is verified against a postal address validation service and the format is standardized. If the address cannot be validated, an error message is generated and the applicant has the option to confirm the unvalidated address: You must specify the street address. The address entered appears to be invalid. If you are sure the address is correct, please check the box below to ignore this warning. Please note that the verification system might make some changes to the information you entered in an attempt to match its records. Make sure to double check the address you entered below before proceeding. {checkbox} I am sure the address entered is correct
Online Display:	Street Address: {textbox} (please include apartment/suite numbers) {second textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact street address line 1 Parent/Guardian contact street address line 2
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent/Guardian Address: City

Data Name:	parent_guardian_city
Description:	City portion of parent/guardian's permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar(50)
Characteristics:	Downloadable
Input Rules:	Required user response if applicant is under 18 years old; else error message, "Guardian/Parent address: You must provide the City."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	City: {textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact city
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent/Guardian Address: State

Data Name:	parent_guardian_state
Description:	State portion of parent/ guardian's permanent address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response if Country = USA; else error message, "Guardian/Parent address: You must select the U.S. state." Must be blank if Country is not USA; else error message, "Guardian/Parent address: U.S. state is for U.S. addresses only."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	State: {selection list, plus display default: "Select one"}
Online Help:	None

IA - Iowa	ND - North Dakota
KS - Kansas	OH - Ohio
KY - Kentucky	OK - Oklahoma
LA - Louisiana	OR - Oregon
ME - Maine	PA - Pennsylvania

Values - Labels:	blank/null *[internal default]*	MD - Maryland	PR - Puerto Rico
	AL - Alabama	MA - Massachusetts	RI - Rhode Island
	AK - Alaska	MI - Michigan	SC - South Carolina
	AS - American Samoa	MN - Minnesota	SD - South Dakota
	AZ - Arizona	MS - Mississippi	TN - Tennessee
	AR - Arkansas	MO - Missouri	TX - Texas
	CA - California	MT - Montana	UT - Utah
	CZ - Canal Zone	NE - Nebraska	VT - Vermont
	CO - Colorado	NV - Nevada	VI - Virgin Islands
	CT - Connecticut DE - Delaware	NH - New Hampshire	VA - Virginia
		NJ - New Jersey	WA - Washington
	DC - Dist. of Col	NM - New Mexico	WV - West Virginia
	FL - Florida	NY - New York	WI - Wisconsin
	GA - Georgia	NC - North Carolina	WY - Wyoming
	GU - Guam		
	HI - Hawaii		
	ID - Idaho		
	IL - Illinois		
	IN - Indiana		

Parent/Guardian Address: Zip Code

Data Name:	parent_guardian_zip_code
Description:	Zip code portion of parent/guardian's permanent address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	Zipcode 1; xxxxx-xxxx or xxxxx
Length:	Varchar(20)
Characteristics:	Downloadable
Input Rules:	Required user response if Country = USA; else error message, "Guardian/Parent address: Zip code is invalid or absent. This field must be a valid zip code in ##### or #####-#### format." Zip code must match city in database; else error message, "Guardian/ Parent address: Your zip code and city do not match up. Please double check the spelling of your city and the zip code that you entered. If you feel they are correct, you may proceed." Must be blank if Country is not USA; else error message, "Guardian/ Parent address: U.S. zip code is for U.S. addresses only."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	U.S. Zip Code: {textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact zip code
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent/Guardian Address: Non-U.S. State/Province:

Data Name:	parent_guardian_non_us_province
Description:	State/province portion of parent/guardian's non-U.S. permanent address.

Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(50),
Characteristics:	Downloadable
Input Rules:	Optional user response Must be blank if Country = USA; else error message, "Guardian/Parent address: Non-U.S. state/province is for non-U.S. addresses only."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	Non-U.S. State/Province: {text box}
Online Help:	None
Hover Help:	Parent/Guardian contact state/province
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent/Guardian Address: Non-U.S. Postal Code

Data Name:	parent_guardian_non_us_postal_code
Description:	Postal code portion of parent/guardian's non-U.S. permanent address.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(30)
Characteristics:	Downloadable
Input Rules:	Optional user response Must be blank if Country = USA; else error message, "Guardian/Parent address: Non-U.S. postal code is for non-U.S. addresses only." Checking the box labeled "Check here if your parent/guardian contact address is the same as your emergency contact address" populates this and all other Parent/Guardian Address fields with the current values from the corresponding Emergency Contact Address fields. Unchecking the box will clear the Parent/Guardian Address fields. The box will become unchecked when the Education page is saved.
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	Non-U.S. Postal Code: {textbox}
Online Help:	None
Hover Help:	Parent/Guardian contact postal code
Values - Labels:	Blank/null *[internal default]* Valid text string

Parent/Guardian Address: Country

Data Name:	parent_guardian_country

Description:	Country portion of parent/guardian's permanent address.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Guardian/Parent address: You must select the country."
Usage:	
Notes/Constraints:	This field is required input only if applicant is less than 18 years old as of the day before start of term (RDD).
Online Display:	Country List from OpenCCCApply
Online Help:	None
Values :	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

Parent / Guardian Address Verified

Data Element:	parent_guardian_address_verified
Description:	
Format, Length:	boolean

Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Education Tables

The data element tables in this section support the fields on the Education tab in the CCCApply International application.

Enrollment Status

Data Name:	enroll_status
Description:	Admission/enrollment status as specified by applicant.
Last Revision:	
MIS Correlation:	
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character 1
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select the enrollment status."
	Cannot be "1 – First time student at a U.S. College" if a degree is indicated for a U.S. college; else error message, "You cannot have an enrollment status of 'First-time student at a U.S. College' if you have received an associate or bachelor's degree from a U.S. college."
	Cannot be "1 – First time student at a U.S. College" if college information is entered for a U.S. college; else error message, "You cannot have an Enrollment Status of 'First-time Student at a U.S. College' if you have attended other U.S. colleges."
	Cannot be "2 - Transfer from another U.S. College" or "3 - Returning to this college", if there is no US college listed for college/university {0}; else error, "You cannot have an Enrollment Status of "Transfer from another U.S. College" or

	"Returning to this college" if you have not attended a US College. Please correct one or the other."
Usage:	
Notes/Constraints:	
Online Display:	Entry Level: Your enrollment status as of <RDD>: {selection list, plus display default: "Select enrollment status"}
Online Help:	None
Hover Help	
Values - Labels:	1 - First-time student at a U.S. college 2 - Transfer student from another U.S. college 3 - Returning to this college

Secondary/High School Education Level

Data Name:	hs_edu_level
Description:	Level of secondary/high school education attained by the RDD

Last Revision:	
MIS Correlation:	COMIS DED SB11, first character
Data Type/Format:	ASCII Normal; Alphanumeric character(1),
Length:	1
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select your secondary/high school education level."
Usage:	Used in determining system-generated Highest Education Level.
Notes/Constraints:	None
Question Text	Secondary/High School education level as of <RDD>
Online Display:	Label: Secondary/High School Education: {selection list, plus display default: "Select Education Level"}
Online Help:	None
Hover Help:	
Values - Labels:	6 - Foreign secondary school diploma/certificate of graduation 0 - Not a graduate of, and no longer enrolled in high school 3 - Received high school diploma 4 - Passed the GED, or received a High School Certificate of Equivalency

Secondary/High School Completion Date

Data Name:	hs_comp_date
Description:	Date on which applicant completed secondary/high school.
Last Revision:	
MIS Correlation:	
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response if Secondary/High School Education Level has value of 3, 4 or 6; else error message, "You must specify your secondary/high School completion date. If unsure of the exact date, please estimate." Date must be on or before the <RDD> ; else error message: "Your secondary/high school completion date cannot be after the day before the Term begins: <RDD>. Please enter a valid completion date or change the Enrollment Status." Year must be after 1900; else error message: "High School Completion Date: You must enter a 4-digit year after 1900." Day must be valid for month; else error message: "High School Completion Date: The day you selected is not valid for the month you selected." If mm/dd is February 29, year must be a leap year; else error message: "High School Completion Date: The day you selected is not valid for the year you entered." Date must be greater than date of birth; else error message: "High School Completion Date: You cannot enter a date before your date of birth."
Condition:	Only appears if applicant selects 3, 4, 6 from secondary/high school education level.

Usage:	Used in determining system-generated Highest Education Completion Date.
Notes/Constraints:	The HS Completion date can be after the <current date>, but should be before the Residency Determination Date <RDD>, which is the day before the Term start date <term_start_date>.
	Each term has a unique <RDD>. The <RDD> is based on the <term_start_date> which is configured by the college in the Terms tab in the Administrator. The <RDD> appears in the question prompt text for all fields that are used in the Residency algorithm. High School students applying to a term that begins after they graduate (or equivalent) should be advised to read and understand the <RDD> carefully and answer questions according to that date and not the current date, which is a common oversight.
Field Error Check:	Date must be before "July 1, RDDYear' if RDDmonth is May or June> ; else error message "Your High School Completion Date cannot be after
	06/30/<year of RDD>. Please correct the completion date and/or your High School Education Level."
	Year must be after 1900; else error message, "You must enter a 4-digit year after 1900."
	Day must be valid for month; else error message, "The day you selected is not valid for the month you selected."
	If mm/dd is February 29, year must be a leap year; else error message,
	"The day you selected is not valid for the year you entered."
Page Error Check:	Required selection; else error message, "You must specify your High
	School Completion Date. If unsure of the exact day, please estimate."
	Date must be after Date of Birth; else error message, "Your High School Completion Date cannot be before your date of birth; please correct."

	Date must be on or before RDD; else error message, "Your High School Completion Date cannot be after <RDD >. Please correct the date and/or your High School Education Level."
	If term applied for starts in either May or June in the same year as the applicant's hs_comp_date, then the hs_comp_date must be before RDD or before July 1, 'RDDYear' ; else error message: "Your High School Completion Date cannot be after <RDD >. Please correct the completion date and/or your High School Education Level."
Online Display:	Secondary/High School Completion date: {drop-down menus for month and day; text box for year}
Online Help:	None
Hover Help:	
Values - Labels:	[internal default is null] Valid calendar date

English Proficiency Requirements

Data Element:	eng_proficiency_req
Description:	The college's English Proficiency requirements that display when an applicant clicks the Requirements for English Proficiency link to display the Requirements for English Proficiency pop-up box.
Format, Length:	text
Online Display:	Requirements for English Proficiency link text
Allows Null:	Yes 📝 **Note:** When the eng_proficiency_req field is NULL, the English Proficiency field set does not display in the CCCApply International application.
Characteristics:	Not downloadable.

Conditions:	The English Proficiency section appears in the CCCApply International application if the college completed the following required configuration in the Administrator (English Proficiency tab): • selected one or more English Proficiency Types • entered Help text for the English Proficiency section
Default:	NULL
Usage:	The view-only Requirements for English Proficiency instructions are defined by, and specific to, each college for the purpose of communicating the college's English Proficiency prerequisites to the student. Colleges are encouraged to include the following information and instructions in this text box when they configure it on the Administrator's English Proficiency tab: • the English Proficiency test(s) and/or other prerequisites that are required by your college for admission, such as which English Proficiency tests are accepted • if prior attendance at an English language school is accepted at the college • if being a native English speaker meets the college's requirements • other information, such as: • instructions for submitting proof of English Proficiency • if the test score(s) and completion date(s) are required • any other instructions that will help students fulfill the college's requirements
Notes/Constraints:	The eng_proficiency_req column stores the text configured by each college in the help text input field on the Education tab in the Administrator. One or more English proficiency types must also be configured in the Administrator in order for the English Proficiency field set to appear in the CCCApply International application.

Pop-up Help:	The text that appears in the Requirements for English Proficiency pop-up box is configured by the college in the Administrator.
MIS Correlation:	None
Revision Log:	3/4/16

English Proficiency Prequisite

Data Name:	eng_proficiency_prerequisite
Description:	Applicant's response to whether they have completed/attained the prerequisites (English Proficiency Requirements) defined by the college that appears in the English Proficiency Requirements pop-up help box.
Data Type/Format:	boolean
Online Display:	[radio button] Yes, I have taken the required English proficiency test and/or have attended an English-language school [radio button] No, I have not yet taken the English Proficiency test nor attended an English-language school
Conditions:	The English Proficiency section appears in the CCCApply International application if the college completed the following required configuration in the Administrator (English Proficiency tab): • selected one or more English Proficiency Types • entered Help text for the English Proficiency section

Values:	Yes = TRUE No = FALSE NULL
Characteristics:	Downloadable

Field Level Validation:	Applicant should not be able to tab to the last secondary school attended without selecting the xx check box, else error message: "You must indicate if you have met the English Proficiency Requirements specified by the college."
Page Level Validation:	Required if English Proficiency section displays (per Conditions, above), else error message, "You must indicate if you have met the English Proficiency Requirements specified by the college."
Input Rules:	Required response if English Proficiency section appears onscreen; else error message, "You must indicate if you have met the English Proficiency Requirements specified by the college."
Usage:	Indicates to the college whether the student has completed or attained the requirements for English proficiency.
Notes/Constraints:	This question indicates whether the student has attained the English proficiency prerequisites and has the following conditional, related-field display: 1. If English Proficiency Prerequisite answer is YES, THEN display English Proficiency Test Type question and menu and require a response. 2. If user selects NO to the <eng_proficiency_prerequisite> question, THEN do NOT display English Proficiency Test Type menu and end section. 3. If the English Proficiency Test Type(s) displayed in the <eng_proficiency_type> menu is configured to show Score and Date Completed - SHOW the <eng_proficiency_score> field and date fields (these are tied together currently) and require a response. 4. If the English Proficiency Test Types displayed in the <eng_proficiency_type> menu is NOT required (configured by the college in the Administrator) THEN do NOT display the corresponding Score and date fields. No validation if these are NOT required.
Page Error Check:	Required

Online Display:	[radio button] Yes, I have taken the required English proficiency test and/or have attended an English-language school
	[radio button] No, I have not yet taken the English Proficiency test nor attended an English-language school
Online Help:	None
Values - Labels:	[internal default is null]
	Valid calendar date
MIS Correlation:	None
Last Revision:	3/4/16

English Proficiency Show Score

Data Element:	eng_proficiency_show_score
Description:	A flag field indicating wether or not the college configured the test score to be required for the selected test type.
Format:	boolean
Length:	
Allows Null:	Yes
Usage:	Used to reflect the college's configuration for requiring the test score for the test type selected.
Values:	True = the college selected Yes on the English Proficiency tab in the
	Administrator to configure the score to appear for the test type selected
	False = the college did not select Yes on the English Proficiency tab in the Administrator to configure the score to appear for the test type selected

Default:	
Notes/Constraints:	
MIS Correlation:	
Revision Log:	~~

English Proficiency Test or Qualification

Data Name:	eng_proficiency_type
Description:	The type of English proficiency test or other qualification required by the college.
Data Type/Format:	Character
Length:	2
Characteristics:	Downloadable
Input Rules:	This is a drop-down list. See Notes/Constraints for how this is to be populated.
Usage:	College defined English Proficiency Requirements - selected and configured in the Administrator on the English Proficiency tab for the CCCApply International application.
Conditions:	Conditional display based on the applicant selecting the Yes radio button for eng_proficiency_requirement. The English Proficiency section appears in the CCCApply International application if the college completed the following required configuration in the Administrator (English Proficiency tab): • selected one or more English Proficiency Types • entered Help text for the English Proficiency section

Notes/Constraints:	The English Proficiency tab in the Administrator allows each college to select which of the English proficiency types display in the "Proficiency Test/Qualification" drop-down list. In the Administrator, when the college selects a English proficiency type they will also need to select Yes or No for the Total Score field, to indicate if the Total Score field should appear.
Online Display:	Proficiency Test/Qualification [menu]
Online Help:	None
Question Text:	In many cases, proof of English Proficiency will be required.
Field Level Validation:	
Page Level Validation:	Required response if question appears on the page, else error message "Please select your English proficiency test or other requirement."
Hover Help:	
Values - Labels:	01 = TOEFL iBT 02 = TOEFL PBT 03 = IELTS 04 = iTEP 05 = Eiken 06 = Pearson 07 = Native English Speaker 08 = Attending a Language School 09 = Attending a U.S. College 10 = Other
MIS Correlation:	None
Last Revision:	3/5/16

English Proficiency Date

Data Name:	eng_proficiency_date
Description:	Date the English proficiency test or qualification was completed.
MIS Correlation:	None
Data Type/Format:	Date 📝 **Note:** In "yyyy-mm-dd" format in download, where "dd" is always set to "01".
Length:	10
Characteristics:	Downloadable
Online Display:	Date Taken or Completed: Month [drop-down list] Year [text box]
Error Checking:	When the college has configured an English proficiency type to display the Score field, the applicant must enter a year after 1900, else error: "English proficiency test date: You must enter a 4-digit year after 1900." When the college has configured an English proficiency type to display the Score field, the applicant must enter a year after their date of birth, else error: "English proficiency test date: You cannot enter a date before your date of birth."
Usage:	
Notes/Constraints:	The Date Taken or Completed field displays in the CCCApply International application when the college configures the selected English proficiency type to display the Score field. When the Score field displays, the field and the associated Date Taken or Completed field are both required. The English Proficiency section appears in the CCCApply International application if the college completed the following required configuration in the Administrator (English Proficiency tab): • selected one or more English Proficiency Types • entered Help text for the English Proficiency section

Online Display:	Date Taken or Completed: {drop-down menu for month; text box for year}
Hover Help:	For the Year text field only: "Enter the year you completed your English proficiency test or qualification. Estimate if you do not know the exact date."
Values - Labels:	[internal default is null] Valid calendar date
MIS Correlation:	None
Latest Revision:	3/6/16

English Proficiency Other

Data Name:	eng_proficiency_other
Description:	When "other" is selected for eng_prof_type, the type is entered free form in the Enter Other field.
Last Revision:	December 13, 2013
MIS Correlation:	None
Data Type/Format:	char
Length:	50
Allows Null:	Yes
Characteristics:	Downloadable
Error Messaging:	Required user response if eng_prof_type = 10 (Other), else error message: "Please enter your English proficiency test name or other qualification."
Usage:	Collecting other qualifications of English Proficiency.

Notes/Constraint	Other only displays in the Proficiency Test/Qualification drop-down list in the CCCApply International application if the college selected Other from the English Proficiency Types list in the Administrator. The English Proficiency section appears in the CCCApply International application if the college completed the following required configuration in the Administrator (English Proficiency tab): • selected one or more English Proficiency Types • entered Help text for the English Proficiency section
Online Display:	Enter Other [text box]
Online Help:	None
Hover Help:	"Enter Other"
Values - Labels:	Null or user input
Latest Revision:	3/6/16

English Proficiency Score

Data Name:	eng_proficiency_score
Description:	Applicant's English Proficiency test score.
Data Type/Format:	Character
Length:	6
Characteristics:	Downloadable
Input Rules:	If the conditional Total Score field displays (based on the eng_proficiency_type selected), a response is required, else "You must enter your total English proficiency score." 📝 **Note:** There is no score-range validation for checking the required Total Score field value against the low/high value

	range configured in the Administrator, but the self-reported scores can be collected the colleges.
Usage:	Applicants are required to submit proof of English Proficiency to the college. Collection of self-reported test scores and dates of completion are for preliminary determination and must be confirmed by the college.
Notes/Constraints:	The Score field displays in the CCCApply International application when the college configures the selected English proficiency type to display the Score field. When the Score field displays, the field and its associated Date Taken or Completed field are both required. The English Proficiency section appears in the CCCApply International application if the college completed the following required configuration in the Administrator (English Proficiency tab): • selected one or more English Proficiency Types • entered Help text for the English Proficiency section
Online Display:	Test Score: [text box]
Online Help:	None
Hover Help:	"Enter the score you received on the English proficiency test."
Error Checking:	If the Total Score field displays, then the applicant must supply a value, else error: "You must enter your total English proficiency score." There is no test score validation against score ranges. Each college defines the accepted English proficiency test score ranges in the Administrator.
MIS Correlation:	None
Latest Revision:	3/6/16

Months of English Instruction

Data Name:	eng_months_studied

Description:	NOT CURRENTLY USED Total number of months in which applicant has reported instruction in English.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	smallint Integer 1
Length:	2
Characteristics:	Downloadable System-generated Hidden
Input Rules:	N/A
Usage:	Value is derived by summing all of the periods of attendance at secondary/high school and colleges/universities in which English was indicated as the primary language of instruction. The maximum value, 99, is recorded when the sum is greater than 99.
Notes/Constraints:	This field is not currently used and is not available for download using the Download Client.
Online Display:	None
Online Help:	None
Values - Labels:	blank/null *[internal default]* Number of months

Last Secondary/High School Attended

Data Name:	hs_type

Description:	
Question Text:	[radio button] I attended a secondary/high school.
Last Revision:	[radio button] I did not attend a secondary/high school
MIS Correlation:	Character
Data Type/Format:	1
Length:	
Downlodable:	
Conditions:	Always
Additional Text:	None
Response Options:	1 = I attended a secondary/high school.
	2 = I did not attend a secondary/high school.
Hover Help:	
Pop-Up Help:	None
Field Error Check:	None
Page Error Check:	Required selection; else error message, "You must select one of the options under Last High School Attended."
	Cannot be "I did not attend secondary/high school" if Secondary/High School Education level is one of the following: 6- Foreign secondary school diploma/certificate of graduation; 3 - Received high school diploma; or 4 - Passed the GED, or received a High School Certificate
	of Equivalency; else error, "Your responses to the Secondary/High School Education Level and the Last Secondary/High School attended are contradictory. Please fix one or the other."
Notes:	hs_type now replaces the hs_attendance.
Data Element:	education: hs_type

Last Secondary/High School Attended: Country

Data Name:	hs_country
Description:	Country where last secondary/high school attended by applicant is located.
Last Revision:	6/18/15
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric character(2),
Length:	2
Characteristics:	Downloadable
Condition:	Appears only if "I attended secondary/high school." is selected.
Input Rules:	Required user response if "I attended Secondary/High School" is checked; else error message, "For your last secondary/high school attended, you must select the country." Cannot be "United States" if "Secondary/High School Education Level" is 6 - Foreign secondary school diploma/certificate of graduation; else error message, "You cannot state that you've received a "Foreign secondary school diploma/certificate of graduation" if your Last Secondary/High School Attended was in the United States. Please fix one of the two answers."
Usage:	
Notes/Constraints:	None
Online Display:	Country: {selection list}
Online Help:	None

Values:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)		

Last Secondary/High School Attended: State

Data Name:	hs_state		
Description:	U.S. state where last high school attended by applicant is located.		
Last Revision:			
MIS Correlation:	None		
Data Type/Format:	ASCII Normal; Alphanumeric		
Length:	2		
Characteristics:	Downloadable		
Input Rules:	Required user response if Last Secondary/ High School Country (hs_country) is United States; else error message, "Secondary/ high school: Please select a state."		
Usage:			
Notes/Constraints:			
Online Display:	State: {selection list, plus display default: "Select a state"}		

Online Help:	None		
Values - Labels:	blank/null *[internal default]*	IA - Iowa	ND - North Dakota
	XX - Foreign Country	KS - Kansas	OH - Ohio
	AL - Alabama	KY - Kentucky	OK - Oklahoma
	AK - Alaska	LA - Louisiana	OR - Oregon
	AS - American Samoa	ME - Maine	PA - Pennsylvania
	AZ - Arizona	MD - Maryland	PR - Puerto Rico
	AR - Arkansas	MA - Massachusetts	RI - Rhode Island
	CA - California	MI - Michigan	SC - South Carolina
	CZ - Canal Zone	MN - Minnesota	SD - South Dakota
	CO - Colorado	MS - Mississippi	TN - Tennessee
	CT - Connecticut	MO - Missouri	TX - Texas
	DE - Delaware	MT - Montana	UT - Utah
	DC - Dist. of Col	NE - Nebraska	VT - Vermont
	FL - Florida	NV - Nevada	VI - Virgin Islands
	GA - Georgia	NH - New Hampshire	VA - Virginia
	GU - Guam	NJ - New Jersey	WA - Washington
	HI - Hawaii	NM - New Mexico	WV - West Virginia
	ID - Idaho	NY - New York	WI - Wisconsin
	IL - Illinois	NC - North Carolina	WY – Wyoming
	IN - Indiana		

Last Secondary/High School Attended: Name (U.S. or Non-U.S.)

Data Name:	hs_name

Description:	Name of either the U.S. or Non-U.S. last secondary/high school attended by applicant.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric character varying
Length:	40
Characteristics:	Downloadable
Conditions:	Only appears as a free-form text entry field if "Last Secondary/High School: Country" is NOT United States OR if the applicant attended a U.S. high school but selects "My school is not in this list".
Input Rules:	Required user response if "Secondary/High School Education level" = 6-Foreign secondary school diploma/certificate of graduation; or 3 - Received high school diploma; or 4 - Passed the GED, or received a High School Certificate of Equivalency; else error message, "You must specify your last secondary/high school name." Required user response if "Last Secondary/High School Attended: Country" is not United States; else error message "You must specify your last secondary/high school name."
Usage:	
Notes/Constraints:	Free-form text entry field if non-U.S. For U.S. high school: The hs_name is populated in the "School or Organization" field based on the school lookup table when the user selects a school from the school finder list. OR, populates with "Not Listed" if U.S. applicant selects "My school is not on this list".

Online Display:	School or Organization : {text box} When country = United States, the "School or Organization" field (hs_name) auto-displays as disabled and auto-populated with the U.S. high school name based on the applicant's selection of a U.S. high school from the School Finder (associated field prompt: "Enter the name or city of your secondary/high school organization. Then make a selection from the list.") If this field prompt is populated with "Not Listed" because the applicant selected "My school is not in this list", then the "School or Organization" field only allows free-form text entry. When country does NOT = United States, the "School or Organization" field is a free-form text entry field.
Online Help:	None
Values - Labels:	blank/null *[internal default]* or text string
English Hover Help:	For non-U.S. high school or if U.S. high school attendee chose "My school is not on this list": "Enter the name of the school or organization you attended." For associated field labeled "Enter the name or city of your secondary/ high school organization. Then make a selection from the list": "Please make every effort to find your high school using this school finder search field. Begin typing three or more characters of your school name, city name, and/or different parts of the school or organization name, into the search field to return a list of schools that meets the criteria. You may navigate the school list using the up and down arrow keys. If your school is not listed, select "My school is not in the list" at the bottom of the school list. This field is required."
Spanish Hover Help:	" Por favor haga todo lo possible para encontrar su escuela secundaria usando este campo de búsqueda de escuela. Comience a escribir tres o más caracteres del nombre de su escuela, nombre de la ciudad, y/o partes diferentes de la escuela o nombre de la organización, en el campo de búsqueda para devolver una lista de escuelas que cumpla los criterios. Puede navegar la lista de las escuelas usando el arriba y abajo teclas de

	flecha. Si su escuela no está en la lista, seleccione "My school is not in the list" en el fondo de la lista de escuelas. Este campo es requerido."
Notes:	508 compliant. Hover help and other supported screen reader changes were made to this field to ensure the School Finder tool is accessible. February 2015.
Data Element:	education: hs_name

Last Secondary/High School Attended: City (U.S. or Non-U.S.)

Data Name:	hs_city
Description:	City of last secondary/high school attended by applicant, either U.S. or non-U.S.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(50)
Characteristics:	Downloadable
Condition:	Does not display if "I did not attend secondary/high school" is checked.
Input Rules:	Required user response if "Secondary/High School Education level"
	= 6-Foreign secondary school diploma/certificate of graduation, or 3

	- Received high school diploma; 4 - Passed the GED, or received a High School Certificate of Equivalency; else error message, "You must specify your last secondary/high school city."
Usage:	
Notes/Constraints:	None
Online Display:	City: {textbox} When country = United States, the "City" field (hs_city) auto-displays as disabled and auto-populated with the U.S. city name based on the applicant's selection of a U.S. high school from the associated field prompt: "Enter the name or city of your secondary/high school organization. Then make a selection from the list." If this field prompt is populated with "Not Listed" because the applicant selected "My school is not in this list", then the "City" field only allows free-form text entry. When country does NOT = United States, the "City" field is a free-form text entry field.
Online Help:	None
Hover Help	"Enter the city of the school or organization."
Values - Labels:	blank/null *[internal default]* or text string

High School Street Address

Data Element:	hs_street_1 hs_street_2
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(50)
Values:	
Allows Null:	

Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Zip Code

Data Element:	hs_zip_code
Description:	NOT CURRENTY USED
Format, Length:	Character varying(20)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Non-US Address

Data Element:	hs_non_us_address
Description:	NOT CURRETLY USED
Format, Length:	boolean

Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Non-US Province

Data Element:	hs_non_us_province
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(50)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Non-US Postal Code

Data Element:	hs_non_us_postal_code
Description:	NOT CURRENTLY USED

Format, Length:	Character varying(30)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Address Verified

Data Element:	hs_address_verified
Description:	NOT CURRENTLY USED
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Not Listed

Data Element:	hs_not_listed

Description:	Not displayed in application UI.
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

High School Diploma Certification

Data Element:	hs_diploma_cert
Description:	NOT CURRENTLY USED
Format, Length:	Character (12)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Higher Language

Data Element:	higher_lang
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(10)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Last Secondary/High School Attended: Attendance From

Data Name:	hs_start_date
Description:	Date applicant began attending their last secondary/high school.
Last Revision:	7.26.16
MIS Correlation:	None
Data Type/Format:	Date; ({drop-down menu for month; text bo for year}) 📒 **Note:** In "yyyy-mm-dd" format in download, where "dd" is always set to "01"
Length:	10
Characteristics:	Downloadable

Input Rules:	Required response if "Last Secondary/High School Attended: Name" is entered; else error, "Last Secondary/High School Attended: Attendance From: The date your last secondary/high school attendance began is invalid or absent." Year must be after 1900; else error message, "Last Secondary/High School Attended: Attendance From: You must enter a 4-digit year after 1900." Date must be greater than date of birth; else error message "Last Secondary/High School Attended: Attendance From: You cannot enter a date before your date of birth."
Usage:	
Notes/Constraints:	
Online Display:	Attendance From: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	For Year field only: "Enter the year you began attending your last secondary school or high school. Estimate if you do not know the exact date."
Values - Labels:	blank/null *[internal default]* Valid date

Last Secondary/High School Attended: Attendance To

Data Name:	hs_end_date
Description:	Date applicant ceased attending last secondary/high school.
Last Revision:	7.26.16
MIS Correlation:	None

Data Type/Format:	Date; ({drop-down menu for month; text box for year}) 📝 **Note:** In "yyyy-mm-dd" format in download, where "dd" is always set to "01"
Length:	10
Characteristics:	Downloadable
Input Rules:	Required response if "Last Secondary/High School Attended: Name" is entered; else error, "Last Secondary/High School Attended: Attendance To: The date your last secondary/high school attendance ended is invalid or absent." Year must be after 1900; else error message, "Last Secondary/High School Completion Date: You must enter a 4-digit year after 1900." Date must be greater than date of birth; else error message "Last Secondary/High School Attended: Attendance To: You cannot enter a date before your date of birth."
Usage:	
Notes/Constraints:	
Online Display:	Date attended to: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	For Year field only: "Enter the year you stopped attending your last secondary school or high school. Estimate if you do not know the exact date."
Values - Labels:	blank/null *[internal default]* Valid date

Last High School Attended: CDS Code

Data Name:	hs_cds
Description:	CDS code of last high school attended by applicant. Not displayed in application UI.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric character(30)?
Length:	30
Characteristics:	Downloadable System-generated Hidden
Input Rules:	N/A
Usage:	
Notes/Constraints:	Value is system-generated based on high school name, state, and/or country as described below (Values – Labels). The CCCApply coding for out-of-state U.S. high schools uses the format "600ss0", and thus differs slightly from the older CCC MIS coding format "6000ss" (where "ss" is the two-digit state code). Currently, CCC MIS aggregates all out-of-state U.S. high schools under the code "6XXXXX." If desired, the Download Wizard can be used to convert the CCCApply format to the older MIS format.
Online Display:	None
Online Help:	None

Values - Labels:	blank/null *[internal default]* if high school is blank.
	If high school Country is not USA, then value = "8XXXXX."
	If high school State is California and the high school maps to the CDS database, then value = the high school's CDS code.
	If high school State is California and the high school does NOT map to the CDS database, then value = "600050."
	If high school Country is USA but State is not California, then value is determined by State as follows:

AL - "600010"	MD - "600200"	RI - "600390"
AK - "600020"	MA - "600210"	SC - "600400"
AZ - "600030"	MI - "600220"	SD - "600410"
AR - "600040"	MN - "600230"	TN - "600420"
CO - "600060"	MS - "600240"	TX - "600430"
CT - "600070"	MO - "600250"	UT - "600440"
DE - "600080"	MT - "600260"	VT - "600450"
DC - "600510"	NE - "600270"	VA - "600460"
FL - "600090"	NV - "600280"	WA - "600470"
GA - "600100"	NH - "600290"	WV - "600480"
HI - "600110"	NJ - "600300"	WI - "600490"
ID - "600120"	NM - "600310"	WY - "600500"
IL - "600130"	NY - "600320"	AS - "600610"
IN - "600140"	NC - "600330"	CZ - "600770"
IA - "600150"	ND - "600340"	VI - "600890"
KS - "600160"	OH - "600350"	PR - "600810"
KY - "600170"	OK - "600360"	GU - "600650"
LA - "600180"	OR - "600370"	
ME - "600190"	PA - "600380"	

Last High School Attended: CEEB

Data Name:	hs_ceeb
Description:	CEEB (SAT) code of last high school attended by applicant. Not displayed in application UI.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric character(30)?
Length:	30
Characteristics:	Downloadable System-generated Hidden
Input Rules:	N/A
Usage:	
Notes/Constraints:	CEEB codes are associated with high school names in data table; null if code not in data table.
Online Display:	None
Online Help:	None
Values - Labels:	blank/null *[internal default]* Codes from database table

Secondary/High School Language of Instruction

Data Name:	hs_lang
Description:	Language in which secondary/high school instruction was given.
Last Revision:	
MIS Correlation:	
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar, 10

Characteristics:	Downloadable Languages selected are stored in the database as two-letter ISO 639-1 code values, with Mandarin and Cantonese being the exceptionx, using an ISO 639-3 (three-letter code) and 639-6 (four-letter code) respectively. For the language selections available in the International Application, the following ISO 639 codes are stored in the database: ar = Arabic (ISO 639-1) bn = Bengali (ISO 639-1) cmn = Chinese, Mandarin (ISO 639-3) yyef = Chinese, Cantonese (ISO 639-6) en = English (ISO 639-1) fr = French (ISO 639-1) de = German (ISO 639- 1) hi = Hindi (ISO 639-1) ja = Japanese (ISO 639-1) ko = Korean (ISO 639-1) pt = Portuguese (ISO 639-1) pa = Punjabi (ISO 639-1) ru = Russian (ISO 639-1) es = Spanish (ISO 639-1) vi = Vietnamese (ISO 639-1) x = Language not listed Details
Input Rules:	Required user response if Secondary/High school Name is entered; else error message, "Secondary/High School: You must select the primary language of instruction."
Usage:	
Notes/Constraints:	None
Online Display:	Primary language of instruction: {selection list}

Online Help:	None
Values - Labels:	blank/null *[internal default]*
	English
	Other

Diploma/Certificate Date (Not Used)

Data Name:	hs_diploma_cert_date
Description:	NOT CURRENTLY USED Date on which applicant received or expects to receive secondary/high school diploma or certificate.
Last Revision:	April 30, 2015
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response if Name of diploma/certificate received is entered; else error message, "Secondary/high school: Date awarded/ expected is invalid or absent. The field must be a valid date in mm/yyyy format." Must be less than current date plus 18 months; else error message, "Secondary/high school: Date awarded/expected is invalid or absent. The date cannot be more than 18 months from today." No error if filled in when "Did not attend secondary/high school" checkbox is checked (but input is saved and auto-populates).

Usage:	This field is not being used currently.
Notes/Constraints:	There is no error checking of this date against the date of birth.
Online Display:	Date awarded/expected: {drop-down menu for month; text box for year}
Online Help:	None
Values - Labels:	[internal default is null] Valid calendar date

College Education Level

Data Name:	college_edu_level
Description:	The college education level of post-secondary/high school education attained by applicant by the Term Start date <RDD>.
Last Revision:	May 3, 2015
MIS Correlation:	COMIS DED SB11, first character
Data Type/Format:	ASCII Normal; Alphanumeric character(12),
Length:	12
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select your College Education level."
Usage:	Used in determining system-generated Highest Education Level.

Notes/Constraints:	Formerly Higher Education Level.
Online Display:	College education level as of <term start date>; {selection list, plus display default: "Select education level"}
Online Help:	None
Hover Help:	
Values - Labels:	null *[internal default]* X = No Degree 7 - Received an Associate degree 8 - Received a Bachelor or higher

College Completion Date

Data Name:	college_comp_date
Description:	Date on which applicant completed their college education level.
Last Revision:	May 1, 2015
MIS Correlation:	COMIS DED SB11
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Conditions:	Appears only if College Education Level has value of 7 or 8.

Input Rules:	Required user response if College Education Level has value of 7 to 8; else error message, "Your College Education Level Completion Date is invalid or absent." Must be blank if no College Education Level (7 or 8) specified; else error message, "Cannot state a College Education Level Completion Date without a level of achievement; please fix one of the two answers." Must on or before the <RDD>; else error message, "Your College Education Level Completion Date must be on or before <RDD>. Please correct the date and/or your College Education Level" Year must be after 1900; else error message, "College Completion Date: You must enter a 4-digit year after 1900." Day must be valid for month; else error message, "College Completion Date: The day you selected is not valid for the month you selected." If mm/dd is February 29, year must be a leap year; else error message, "College Completion Date: The day you selected is not valid for the year you entered." Date must be greater than date of birth; else error message "College Completion Date: You cannot enter a date before your date of birth."
Hover Help:	For Year field only: "You must specify your College Education Level Completion Date."
Usage:	Used in determining system-generated Highest Education Completion Date.
Notes/Constraints:	None
Online Display:	College Education Level Completion Date: {drop-down menus for month and day; text box for year}
Online Help:	None
Values - Labels:	[internal default is null] Valid calendar date

Highest Education Level

Data Name:	highest_edu_level
Description:	Level of highest education attained by applicant the start of the Term.
Last Revision:	May 3, 2015
MIS Correlation:	COMIS DED SB11, first character
Data Type/Format:	ASCII Normal; Alphanumeric varchar (5),
Length:	5
Characteristics:	Downloadable System-generated Hidden
Input Rules:	
Usage:	Determined by user input giving education level information.
Notes/Constraint	None
Online Display:	None
Online Help:	None

Values - Labels:	Concatenation of system-assigned value to highest level of education (high school or college, whichever is higher) and the completion date. Highest level of education is determined by whichever is higher of either: 1. response to hs_edu_level (Secondary/High School education level as of {date}) -OR- 2. college_edu_level (College education level as of {date})). hs_edu_level options: 0, 3, 4, or 6 college_edu_level values: null, X, 7, or 8 0 - Not a graduate of, and no longer enrolled in high school 3 - Received high school diploma 4 - Passed the GED, or received a High School Certificate ofEquivalency 6 - Foreign secondary school diploma/certificate of graduation 7 - Received an associate degree 8 - Received a bachelor degree or higher Example: Associate degree completed on May 5, 2012 is stored as "72012" in the highest_edu_level column. In this same example, the highest_comp_date would be "20120505".

Highest Education Level Completion Date

Data Name:	highest_comp_date
Description:	Year in which applicant completed highest education level.
Last Revision:	May 3, 2015
MIS Correlation:	None
Data Type/Format:	Date 📝 **Note:** In "yyyy-mm-dd" format in download
Length:	10

Characteristics:	Downloadable System-generated Hidden
Input Rules:	
Usage:	Determined by user input giving education level completion dates for Secondary/High School Completion Date and College Education Level Completion Date. (The greater date of the two completion dates is used.)
Notes/Constraints:	None
Online Display:	None
Online Help:	None
Values - Labels:	[internal default is null] Valid date

'Colleges Attended' Tables

The number of College/University question sets that will appear depends on the response to Number of Colleges Attended.

To minimize redundancy, this document provides tables for the College/University 1 question set only. For College/ University 2, College/University 3, and College/University 4, everything is the same as for College/University 1 except:

- Wherever it occurs in the tables, "College/University 1" will be replaced by "College/University 2", "College/ University 3", or "College/University 4" as appropriate.

- The question set for College/University 2 will appear when Number of Colleges Attended is '2', '3', '4', or '5 or more'.

- The question set for College/University 3 will appear when Number of Colleges Attended is '3', '4', or '5 or more'.

- The question set for College/University 4 will appear when Number of Colleges Attended is '4' or '5 or more'.

Sorting Colleges Attended

When there are two or more colleges, they can be listed in any order by the applicant. However, in the database they will be sorted and saved in order of attendance, with College/University 1 the most recently attended. The primary sorting date will be Attendance Ended; the secondary sorting date will be Attendance Began. If two or more colleges have the same Attendance Ended date and the same Attendance Began date, it doesn't matter which comes before the other in the sorting.

Colleges/Universities Attended

Data Name:	college_count
Data Type:	smallint
Question Text:	Specify the number of colleges you have attended including those you are currently attending. [radio button] None [radio button] 1 [radio button] 2 [radio button] 3 [radio button] 4 [radio button] 5 or more
Conditions:	Always
Additional Text:	
Response Options:	As shown in Question Text.
Hover Help:	
Pop-Up Help:	
Field Error Check:	None
Page Error Check:	Required response; else error message, "You must select the number of colleges/universities you have attended." Must not be 'None' if Enrollment Status is 'Transfer student from another US college' or 'Returning student to this college; else error message, "Your Enrollment Status and number of colleges attended do not agree. Please correct one or the other." Must not be 'None' if College Education Level is '7 = Received a 2 year degree' or '8 = Received a 4 year degree or higher'; else error message, "Your College Education Level cannot indicate a college degree if the number of colleges/universities you have attended is None. Please correct one or the other."

Notes:	Information about colleges attended is sorted as described under *Sorting Colleges Attended*.
Data Element:	college_count
Revision Log:	~~

College/University 1: Country

Data Name:	col1_country
Description:	Country where college/university {1-4} by applicant is located.
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response if college name is not empty; else error message, "College/University {0}: You must enter the name of the country." Cannot be "1 – First time student at a U.S. College" if college information is entered for a U.S. college; else error message, "College/ University {0}: You cannot have an Enrollment Status of 'First-time Student at a U.S. College' if you have attended other U.S. colleges."
Usage:	ISO country list
Notes/Constraints:	None
Online Display:	Country: {selection list }
Online Help:	None
Values:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

College/University 1: State

Data Name:	col1_state		
Description:	State where college/ university {1-4} attended by applicant is located.		
Last Revision:			
MIS Correlation:	None		
Data Type/Format:	ASCII Normal; Alphanumeric		
Length:	2		
Characteristics:	Downloadable		
Conditions:	Only appears if col1_county is United States		
Input Rules:	Required user response if college name filled in; else error message, "College/University {0}: You must select the state or 'Foreign Country' from the list."		
Usage:			
Notes/Constraints:	None		
Online Display:	State: {selection list, plus display default: "Select a state"}		
Online Help:	None		

Values - Labels:	blank/null *[internal default]*	IA - Iowa	ND - North Dakota
	XX - Foreign Country	KS - Kansas	OH - Ohio
	AL - Alabama	KY - Kentucky	OK - Oklahoma
	AK - Alaska	LA - Louisiana	OR - Oregon
	AS - American Samoa	ME - Maine	PA - Pennsylvania
	AZ - Arizona	MD - Maryland	PR - Puerto Rico
	AR - Arkansas	MA - Massachusetts	RI - Rhode Island
	CA - California	MI - Michigan	SC - South Carolina
	CZ - Canal Zone	MN - Minnesota	SD - South Dakota
	CO - Colorado	MS - Mississippi	TN - Tennessee
	CT - Connecticut	MO - Missouri	TX - Texas
	DE - Delaware	MT - Montana	UT - Utah
	DC - Dist. of Col	NE - Nebraska	VT - Vermont
	FL - Florida	NV - Nevada	VI - Virgin Islands
	GA - Georgia	NH - New Hampshire	VA - Virginia
	GU - Guam	NJ - New Jersey	WA - Washington
	HI - Hawaii	NM - New Mexico	WV - West Virginia
	ID - Idaho	NY - New York	WI - Wisconsin
	IL - Illinois	NC - North Carolina	WY - Wyoming
	IN - Indiana		

College/University 1: Name

Data Name:	col1_name
Description:	Name of most recent college/university {1-4} attended by applicant.

Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	40
Characteristics:	Downloadable
Condition:	If College Country is United States, display College Finder "Enter the name of your college or university. Then make a selection from the list."
Input Rules:	Required user response; else error message "For College/University 1, you must enter the college name" Required user response if Enrollment Status = "Transfer" or "Returning", or if College Education Level = "Received a 2-year degree" or "Received a 4-year degree or higher"; else error message, "College/ University {0}: You must select the institution from the list."
Usage:	
Notes/Constraints:	If Finder lists most US colleges/universities; option to enter name as text
Online Display:	Non-US Country: College or University: {name field} US Country: College Finder field appears. "Enter the name of your college or university. Then make a selection from the list." Find {button activates college finder} Clear {button clears name and address fields}
Online Help:	None
Hover Help:	Non-U.S. (College or University) or if U.S. applicant selects "My school is not on this list" from the college finder: "Enter the name of the college or university" U.S.: "Enter the name of the college or universisty and/or the city. Then select the college from the list."
Values - Labels:	blank/null *[internal default]* or text string

College/University 1: City

Data Name:	col1_city
Description:	City where college/university {1-4} attended by applicant is located.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	50
Characteristics:	Downloadable
Input Rules:	Required user response if college name filled in; else error message, "College/University {0}: You must specify the city."
Usage:	The City field displays when the Country field is non-U.S.
Notes/Constraints:	None
Online Display:	City: {textbox}
Hover Help:	Non-U.S. (City) or if U.S. applicant selects "My school is not on this list" from the college finder: "Enter the city of the college or university."
Online Help:	None
Values - Labels:	blank/null *[internal default]* or text string

College/University 1: CDS Code

Data Name:	col1_cds
Description:	CDS code of college/university most recently attended by applicant.

Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	30
Characteristics:	Downloadable System-generated Hidden
Input Rules:	N/A
Usage:	
Notes/Constraints:	Value is system-generated based on college name, state, and/or country as described below (Values – Labels). The CCCApply coding for out-of-state U.S. colleges uses the format "600ss0", and thus differs slightly from the older CCC MIS coding format "6000ss" (where "ss" is the two-digit state code). Currently, CCC MIS aggregates all out-of-state U.S. colleges under the code "6XXXXX." If desired, the Download Wizard can be used to convert the CCCApply format to the older MIS format.
Online Display:	None
Online Help:	None

AL - "600010"	MD - "600200"
AK - "600020"	MA - "600210"
AZ - "600030"	MI - "600220"
AR - "600040"	MN - "600230"
CO - "600060"	MS - "600240"

CT - "600070"	MO - "600250"
DE - "600080"	MT - "600260"
DC - "600510"	NE - "600270"
FL - "600090"	NV - "600280"
GA - "600100"	NH - "600290"
HI - "600110"	NJ - "600300"
ID - "600120"	NM - "600310"
IL - "600130"	NY - "600320"
IN - "600140"	NC - "600330"
IA - "600150"	ND - "600340"
KS - "600160"	OH - "600350"
KY - "600170"	OK - "600360"
LA - "600180"	OR - "600370"
ME - "600190"	PA - "600380"

Co-Enrollment Confirmation

Data Element:	coenroll_confirm
Description:	NOT CURRENTLY USED
Format, Length:	Character (1)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	

Revision Log:	~~

College/University 1: Attended ID

Data Element:	col1_college_attended_id
Description:	An internally-generated system ID used for internal application purposes only.
Format, Length:	bigint
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

College/University 1: ceeb

Data Name:	col1_ceeb
Description:	CEEB (SAT) code of college/university most recently attended by applicant.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric

Length:	30
Characteristics:	Downloadable System-generated Hidden
Input Rules:	N/A
Usage:	
Notes/Constraints:	CEEB codes are associated with college names in data table; null if code not in data table.
Online Display:	None
Online Help:	None
Values - Labels:	blank/null *[internal default]* Codes from database table

College/University 1: Not Listed

Data Element:	col1_not_listed
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	

Revision Log:	~~

College/University 1: Non-US Province

Data Element:	col1_non_us_province
Description:	
Format, Length:	Character varying(50)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

College/University 1: Date From

Data Name:	col1_start_date
Description:	Date applicant began attending college/university {1-4}.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download) 📝 **Note:** In "yyyy-mm-dd" format in download, where "dd" is always set to "01"
Length:	10
Characteristics:	Downloadable

Input Rules:	Required user response if college name filled in, or date is after the <RDD>; else error message, "College/University {0}: The Attendance Began date is invalid or absent. The start date must be on or before the start of the Term: <RDD>. Please revise the date." Year must be after 1900; else error message, "College/University {0}: You must enter a 4-digit year after 1900." Date must be greater than date of birth; else error message "College/ University {0}: You cannot enter a date before your date of birth."
Usage:	Secondary data element used to sort attended colleges for download.
Notes/Constraints:	
Online Display:	Attendance Began: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	Year field only: "Enter the year attendance at this college/university began. Estimate if you do not know the exact date."
Values - Labels:	blank/null *[internal default]* Valid date

College/University 1: Date To

Data Name:	col1_end_date
Description:	Date applicant ceased attending college/university {1-4}.
Last Revision:	
MIS Correlation:	None

Data Type/Format:	Date; (in "yyyy-mm-dd" format in download) 📝 **Note:** In "yyyy-mm-dd" format in download, where "dd" is always set to "01"
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response if college name filled in, or date is after the <RDD> ; else error message, "College/University {0}: The Attendance Ended date is invalid or absent. The end date must be on or before the start of the Term: <RDD>. Please revise the date." Year must be after 1900; else error message, "College/University {0}: You must enter a 4-digit year after 1900." Date must be greater than date of birth; else error message "College/ University {0}: You cannot enter a date before your date of birth."
Usage:	Primary data element used to sort attended colleges for download.
Notes/Constraints:	
Online Display:	Attendance Ended: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	Year field only: "Enter the year attendance at this college/university ended. Estimate if you do not know the exact date."
Values - Labels:	blank/null *[internal default]* Valid date

College/University: College Expelled Status

Data Field:	col1_expelled_status
Question Text:	Check here if you were expelled or are in the process of expulsion procedures.
Format/Length:	boolean
MIS Correlation:	
Characteristics:	Downloadable
Conditions:	Appears if Number of Colleges Attended is not 'None'.
Additional Text:	
Response Options:	Checkbox: Selected or not.
Pop-Up Help:	
Field Error Check:	None. Field is optional.
Page Error Check:	None
Notes:	
Data Element:	Col1_expelled_status (1-4)
Revision Log:	~~

College Expelled Summary

Data Element:	college_expelled_summary
Description:	
Format, Length:	boolean
Values:	
Allows Null:	

Default:	
Usage:	
Notes:	
Revision Log:	~~

College/University 1: Degree

Data Name:	col1_degree_obtained
Description:	Degree received from college/university {1-4}, if any.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	1
Characteristics:	Downloadable
Input Rules:	Required user response if degree date filled in; else error message, "College/University {_}: You must specify a college degree." If user selects a value other than "No degree" AND "No degree" was selected for "College education level as of:" drop-down list (college_edu_level), then the following validation message displays: "We found some problems with the information you submitted: For College/University {1-4}, you selected a Degree Received that is a higher degree level than you indicated in your response to College Education Level. Please fix the incorrect response."

Usage:	Not used in determining system-generated Highest Education Level.
Notes/Constraints:	None
Online Display:	Degree: {selection list}
Online Help:	None
Values - Labels:	blank/null *[internal default]* X = No degree A = Associate Degree B = Bachelor Degree C = Certificate

College/University 1: Degree Date

Data Name:	col1_degree_date
Description:	Date applicant received or expects to receive degree from college/ university {1-4}.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download) 📝 **Note:** In "yyyy-mm-dd" format in download, where "dd" is always set to "01"
Length:	10
Characteristics:	Downloadable

Input Rules:	Optional user response.
	If entered, must be less than current month plus 18 months; else error message, "College/University {0}: Date awarded/expected is invalid or absent. The date cannot be more than 18 months from today."
	Year must be after 1900; else error message, "College Education Level Completion Date: You must enter a 4-digit year after 1900."
	Date must be greater than date of birth; else error message "College Education Level Completion Date: You cannot enter a date before your date of birth."
Usage:	Not used in determining system-generated Highest Education Completion Date.
Notes/Constraints:	
Online Display:	Date degree completed: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	For Year field only: "Enter the year you received your degree. Estimate if you do not know the exact date."
Values - Labels:	blank/null *[internal default]*
	Valid date

College/University 1: Language of Instruction

Data Name:	col1_primary_instruction_language
Description:	Language in which instruction was given at college/university {1-4}.
Last Revision:	
MIS Correlation:	

Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Varchar, 10
Characteristics:	Downloadable Languages selected are stored in the database as two-letter ISO 639-1 code values, with Mandarin and Cantonese being the exception, using an ISO 639-3 (three-letter code) and 639-6 (four-letter code) respectively. For the language selections available in the International Application, the following ISO 639 codes are stored in the database: ar = Arabic (ISO 639-1) bn = Bengali (ISO 639-1) cmn = Chinese, Mandarin (ISO 639-3) yyef = Chinese, Cantonese (ISO 639-6) en = English (ISO 639-1) fr = French (ISO 639-1) de = German (ISO 639-1) hi = Hindi (ISO 639-1) ja = Japanese (ISO 639-1) ko = Korean (ISO 639-1) pt = Portuguese (ISO 639-1) pa = Punjabi (ISO 639-1) ru = Russian (ISO 639-1) es = Spanish (ISO 639-1) vi = Vietnamese (ISO 639-1) x = Language not listed
Input Rules:	Required user response if a college is specified; else error message, "College/University {0}: You must select the primary language of instruction."
Usage:	
Notes/Constraints:	None
Online Display:	Primary language of instruction: {selection list}
Online Help:	None

Values - Labels:	blank/null *[internal default]*
	English
	Other

College/University 1: Major

Data Name:	col1_major
Description:	Applicant's major at college/university {1 – 4}, if any.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	50
Characteristics:	Downloadable
Input Rules:	Required user response if a college is specified; else error message, "College/University {0}: You must specify the major."
Usage:	
Notes/Constraints:	None
Online Display:	Major: {text box}
Online Help:	None
Hover Help:	Enter your major if applicable.
Values - Labels:	blank/null *[internal default]*
	Valid text string

College/University 2 thru 4

Data fields, characteristics, and values for College/University 2 thru 4 (the applicant's second-most-recently-attended college) are the same as for College/University 1. Colleges will be sorted and saved in order of most recent date last attended ("Date To"), regardless of the order in which the applicant enters them.

Visa/Dependents Tables

The data element tables in this section support the fields on the Visa/Dependents tab in the CCCApply International application.

Passport: Country of Issuance

Data Name:	passport_country_of_issuance
Description:	The country which issued the applicant's passport.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response unless "No passport yet" box is checked; else error message, "Passport: You must select the country of issuance or check 'No passport yet'."
Usage:	
Notes/Constraints:	Must match applicant's stated country of citizenship on the Personal Information page; else error message, "Passport: Country selected does not match the country of citizenship selected on screen 2."
Online Display:	Country of issuance: {selection list}
Online Help:	None

Values:	ISO 3166 International Standard for country codes
	Alpha-2 code (officially assigned)

Passport: Not Yet

Data Name:	passport_not_yet
Description:	Applicant has no passport or declines to provide it.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Yes/No 1
Length:	1 boolean
Characteristics:	Downloadable
Input Rules:	Optional user response.
	Must be checked if there is no passport country of issuance; else error message, "Passport: You must select the country of issuance or check 'No passport yet'."
	Cannot check this box if passport country of issuance is entered; else error message, "Passport: You cannot have 'No passport yet' checked if you selected a country of issuance."
Usage:	
Notes/Constraints:	None
Online Display:	{Checkbox} No passport yet
Online Help:	None
Values - Labels:	1 - Yes
	0 - No or blank [default]

Passport Number

Data Name:	passport_number
Description:	Applicant's passport number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(20)
Characteristics:	Downloadable
Input Rules:	Required user response unless No passport yet is checked; else error message, "Passport: You must specify the number."
Usage:	
Notes/Constraints:	None
Online Display:	Passport number: {textbox}
Online Help:	None
Hover Help:	Enter the number from your passport
Values - Labels:	blank/null *[internal default]* or text string

Passport Expiration Date

Data Name:	passport_expiration_date
Description:	Date on which applicant's passport will expire.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response unless No passport yet is checked; else error message, "Passport: Expiration date is invalid or absent."
Usage:	
Notes/Constraints:	Colleges decided that it was OK to allow dates in the past—i.e., allow students with expired visas to apply.
Online Display:	Expiration date: {drop-down menus for month and day; text box for year}
Online Help:	None
Hover Help:	For the Year field only: Enter the year your passport expires.
Values - Labels:	[internal default is null] Valid calendar date

Visa Type

Data Name:	visa_type
Description:	Type of applicant's visa.
Last Revision:	
MIS Correlation:	None

Data Type/Format:	ASCII Normal; Alphanumeric
Length:	4
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select your current visa type or Other or None from the list."
Usage:	Student visa (F-1 or M-1) required for attending college. SEVIS page of application is active only if Visa Type is F-1 or M-1.
Notes/Constraints:	You will need to obtain a student visa (F-1 or M-1) before attending college.
Online Display:	Current visa type: {selection list, plus display default: "Select a type"}
Online Help:	None

Values - Labels:	blank/null	F1 = F-1	K4 = K-4	S5 = S-5
	[internal default]	F2 = F-2	L1A = L-1A	S6 = S-6
		G1 = G-1	L1B = L-1B	T1 = T-1
	OTHR = OTHER or NONE	G2 = G-2	L2 = L-2	T2 = T-2
	A1 = A-1	G3 = G-3	M1 = M-1	T3 = T-3
	A2 = A-2	G4 = G-4	M2 = M-2	T4 = T-4
	A3 = A-3	G5 = G-5	O1 = O-1	T5 = T-5
	B1 = B-1	H1B = H-1B	O2 = O-2	TN = TN
	B2 = B-2	H1C = H-1C	O3 = O-3	TD = TD
	C1 = C-1	H2 = H-2	P1 = P-1	TWOV = TWOV

	C1D = C-1D			
	C2 = C-2	H3 = H-3	P2 = P-2	U1 = U-1
	C3 = C-3	H4 = H-4	P3 = P-3	U2 = U-2
	C4 = C-4	I = I	P4 = P-4	U3 = U-3
	D1 = D-1	J1 = J-1	Q1 = Q-1	U4 = U-4
	D2 = D-2	J2 = J-2	Q2 = Q-2	V1 = V-1
	E1 = E-1	K1 = K-1	Q3 = Q-3	V2 = V-2
	E2 = E-2	K2 = K-2	R1 = R-1	V3 = V-3)
		K3 = K-3	R2 = R-2	

No Visa

Data Element:	no_visa
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	

Usage:	
Notes:	
Revision Log:	~~

Visa Issue Date

Data Name:	issue_date
Description:	Date visa was issued.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response if Visa type is not "OTHER or NONE"; else error message, "Visa issue date: invalid or absent. The field must be a valid date in mm/dd/yyyy format." Date cannot be entered if Visa type is "OTHER or NONE"; else error message, "You cannot enter a visa issue date if you do not have a visa type." Visa issue date cannot be after Visa expiration date; else error message, "Visa issue date entered is after visa expiration date entered. Please fix one or the other."
Usage:	
Notes/Constraints:	None
Online Display:	Visa issue date: {drop-down menus for month and day; text box for year}
Online Help:	None

Hover Help:	For Year field only: Enter the year your visa was issued.
Values - Labels:	blank/null *[internal default]*
	Valid date

Visa Expiration Date

Data Name:	expiration_date
Description:	Date visa will expire.
Last Revision:	August 7, 2005
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response if Visa type is not "OTHER or NONE"; else error message, "Visa expiration date: invalid or absent." Visa expiration date cannot be before Visa issue date; else error message, "Visa issue date entered is after visa expiration date entered. Please fix one or the other."
Usage:	
Notes/Constraints:	None
Online Display:	Visa expiration date: {drop-down menus for month and day; text box for year}
Online Help:	None
Hover Help:	For Year field only: Enter the year your visa expires.

Values - Labels:	blank/null *[internal default]*
	Valid date

Citizenship Status

Data Name:	citizenship_status
Description:	Applicant's U.S. citizenship status
Last Revision:	2016
MIS Correlation:	COMIS DED SB06, except "unknown"
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	1
Characteristics:	System-generated
	Hidden
	Downloadable
Input Rules:	N/A
Usage:	If applicant's Visa Type is F-1 or M-1, then the Citizenship Status is set to "5 - Student Visa (F-1 or M-1)." Otherwise, the Citizenship Status is set to "6 - Other."
Notes/Constraints:	Currently this field is not downloadable.
Online Display:	N/A This field does not have an online question in the International Application.
Online Help:	

Values - Labels:	5 - Student Visa (F-1 or M-1)
	6 - Other

Currently Residing in U.S. (Not Used)

Data Name:	Y/N: Currently in US (Field is not needed in the new system since we store Country for all addresses)
Description:	NOT CURRENTLY USED
	Whether the applicant is currently in the United States.
Last Revision:	June 6, 2014
MIS Correlation:	None
Data Type/Format:	Yes/No 1
Length:	1
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select Yes or No to specify whether or not you are currently in the United States."
	Must match Country specified in Current Residence Address; else error message, "You selected you are not currently residing in the U.S. yet you selected the United States as your country of residence on screen 4. Please reselect whether or not you currently reside in the U.S. or your country of residence."
Usage:	
Notes/Constraints:	None
	This question was removed from the application. The text was consolidated into I-94 field to capture the information, "If currently residing in U.S., I-94 admission number."

Online Display:	Currently residing in the U.S.? {drop-down menu for Yes or No}
Online Help:	None
Values - Labels:	1 - Yes 0 - No or blank [default]

I-94 Admission Number

Data Name:	i94_admission_number
Description:	Applicant's I-94 admission number.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	character varying(32),
Characteristics:	Downloadable
Input Rules:	Not required even if residing in US is Yes. No error if filled in when Currently residing in U.S is No.
Usage:	
Notes/Constraints:	None
Online Display:	If currently in the U.S., I-94 admission number: {textbox}
Online Help:	None
Hover Help:	If you are currently residing in the United States and have an I-94 number, enter it.

Values - Labels:	blank/null *[internal default]* or text string

I-94 Expiration Date

Data Name:	i94_expiration_date
Description:	Date on which applicant's I-94 will expire.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Not required even if residing in US is Yes. No error if filled in when Currently residing in U.S is No. Entry format is to select Month and Day from drop-down menus, and to enter the year in the text box
Usage:	
Notes/Constraints:	None
Online Display:	I-94 expiration date: {drop-down menus for month and day; text box for year}
Online Help:	None
Hover Help:	For Year field only: Enter the year your I-94 expires if you have one.
Values - Labels:	[internal default is null] Valid calendar date

No I-94 Expiration Date

Data Name:	no_i94_expiration_date
Description:	Applicant's I-94 is for "duration of status"—i.e., does not have an expiration date.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Yes/No 1 Boolean
Length:	1
Characteristics:	Downloadable
Input Rules:	Optional user response. Must not be checked if I-94 expiration date is entered; else error message, "You cannot have 'D/S Duration of Status (with no expiration date)' checked if you entered an expiration date."
Usage:	
Notes/Constraints:	None
Online Display:	{Checkbox} D/S Duration of Status (with no expiration date)
Online Help:	None
Values - Labels:	1 - Yes 0 - No [default]

Number of Dependents

Data Name:	number_of_dependents
Description:	Total of applicant's dependents (children and spouse).
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Smallint,2
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "Number of dependents: invalid or absent." Must match number of applicants listed; else error message, "Number of dependents: invalid or absent. The number entered does not match the number you have listed."
Usage:	
Notes/Constraints:	
Online Display:	Number of dependents: {textbox} (if none, please enter 0 (zero))
Online Help:	None
Values - Labels:	Blank/null *[internal default]* Child Spouse

Dependent 1: Dependent ID

Data Element:	dep1_dependent_id
Description:	System-generated value for system use only.
Format, Length:	bigint
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Dependent 1: First Name

Data Name:	dep1_first_name
Description:	First name of dependent 1.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable

Input Rules:	Required user response if Dependent 1 – Last name is entered and "There is no first name" has not been selected; else error message, "Dependent #: You must enter the first/given name or indicate there is no first name."
Usage:	
Notes/Constraints:	
Online Display:	First/Given name: {textbox}
Online Help:	None
Hover Help:	Enter the first or given name of the dependent or check the box indicating there is no first or given name.
Values - Labels:	Blank/null *[internal default]* Valid text string

Dependent 1: No First Name

Data Element:	dep1_no_first_name
Description:	
Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	

Revision Log:	~~

Dependent 1: Last Name

Data Name:	dep1_last_name
Description:	Last name of dependent 1.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	25
Characteristics:	Downloadable
Input Rules:	Required user response if Dependent 1 – First name is entered; else error message, "Dependent #: You must enter the last/family name."
Usage:	
Notes/Constraints:	None
Online Display:	Last/Family name: {textbox}
Online Help:	None
Hover Help:	Enter the last or family name of the dependent.
Values - Labels:	Blank/null *[internal default]* Valid text string

Dependent 1: Date of Birth

Data Name:	dep1_date_of_birth

Description:	Date of birth of dependent 1.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Required user response if Dependent 1 – First name is entered; else error message, "Dependent 1: You must specify the date of birth. The field must not be greater than today's date." Date must be in the past; else error message, "Dependent 1: You must specify the date of birth. The field must not be greater than today's date." Ignored if Dependent 1 – First name and Dependent 1 – Last name are blank (but input is saved and auto-populates).
Usage:	
Notes/Constraints:	
Online Display:	Date of birth: {drop-down menus for month and day; text box for year}
Online Help:	None
Hover Help:	For Year field only: Enter the birth year of the dependent.
Values - Labels:	Blank/null *[internal default]* Valid date

Dependent 1: Country of Birth

Data Name:	dep1_country_of_birth
Description:	Country in which dependent 1 was born.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric; varchar
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response if Dependent 1 – First name is entered; else error message, "Dependent 1: You must select the country of birth."
	Ignored if Dependent 1 – First name and Dependent 1 – Last name are blank (but input is saved and auto-populates).
Usage:	
Notes/Constraints:	None
Online Display:	Country: {selection list}
Online Help:	None
Values:	ISO 3166 International Standard for country codes
	Alpha-2 code (officially assigned)

Dependent 1: Gender

Data Name:	dep1_gender
Description:	Gender of Dependent 1.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	1
Characteristics:	Not downloadable
Input Rules:	Required user response if Dependent 1 – First name is entered; else error message, "Dependent 1: You must select the gender." Ignored if Dependent 1 – First name and Dependent 1 – Last name are blank (but input is saved and auto-populates).
Usage:	
Notes/Constraints:	
Online Display:	Gender: {selection list, or default "Select a gender"}
Online Help:	None
Values - Labels:	Blank/null *[internal default]* F - Female M - Male X - Decline to state

Dependent 1: Relationship

Data Name:	dep1_relationship
Description:	Relationship of Dependent 1 to applicant.
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	20
Characteristics:	Not downloadable
Input Rules:	Required user response if Dependent 1 – First name is entered; "Dependent 1: You must select the relationship." Ignored if Dependent 1 – First name and Dependent 1 – Last name are blank (but input is saved and auto-populates).
Usage:	
Notes/Constraints:	
Online Display:	Relationship: {selection list, or default "Select a relationship"}
Online Help:	None
Values - Labels:	Blank/null *[internal default]* Child Spouse

Dependent 2 through Dependent 10

Data fields, characteristics, and values for Dependents 2 thru 10 are the same as for Dependent 1. Dependents can be entered in any order and in any sections, as long as the total number of dependents listed is equal to "Number of dependents" specified in the number of dependents field.

SEVIS Tables

The data element tables in this section support the fields on the SEVIS tab in the CCCApply International application.

Currently Studying in U.S.?

Data Name:	presently_studying_in_us
Description:	Whether the applicant is currently studying in the United States.
Last Revision:	April 8, 2014
MIS Correlation:	None
Data Type/Format:	Boolean (checkbox)
Length:	1
Characteristics:	Downloadable
Input Rules:	If checked, the SEVIS number and I-20 fields are displayed, otherwise, they are hidden.
Usage:	
Notes/Constraints:	None
Online Display:	[checkbox] I am presently studying in the United States.
Online Help:	None
Values - Labels:	1 – Yes (checked) 0 - No or blank [default]

SEVIS ID Number

Data Name:	sevis_id_number
Description:	Applicant's SEVIS ID number.
Last Revision:	April 8, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric; varchar
Length:	11
Characteristics:	Downloadable
Input Rules:	Optional user response. If an entry is made, it must be "N" followed by 10 digits; else error message, "SEVIS ID number: invalid or absent. The field must be entered in N########## format."
Usage:	Field is displayed for input only if applicant is studying in the US.
Notes/Constraints:	None
Online Display:	SEVIS ID number: {textbox} N##########
Online Help:	None
Hover Help:	Enter your SEVIS identification number if you have one.
Values - Labels:	blank/null *[internal default]* or text string

I-20 Issuing School Name

Data Name:	i20_issuing_school_name
Description:	School which issued applicant's I-20.
Last Revision:	April 8, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric; varchar

Length:	20
Characteristics:	Downloadable
Input Rules:	Optional user response.
Usage:	Field is displayed for input only if applicant is studying in the US.
Notes/Constraints:	None
Online Display:	I-20 issuing school name: {textbox}
Online Help:	None
Hover Help:	Enter the name of the school that issued your I-20.
Values - Labels:	blank/null *[internal default]* or valid text string

I-20 Expiration Date

Data Name:	i20_expiration_date
Description:	Date on which applicant's SEVIS I-20 will expire.
Last Revision:	April 8, 2014
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Optional user response if I-20 issuing school name is blank. Required user response if I-20 issuing school name is filled in; else error message, "I-20: Expiration date is invalid or absent. The field must be a valid date."
Usage:	Field is displayed for input only if applicant is studying in the US.

Notes/Constraints:	Client- and Server-side Validation: • Year must be after 1900; else error message, "You must enter a 4digit year after 1900." • Day must be valid for month; else error message, "The day you selected is not valid for the month you selected." • Date must be after Date of Birth; else error message, "You cannot enter a date before your date of birth." • If mm/dd is February 29, year must be a leap year; else error message, "The day you selected is not valid for the year you entered."
Online Display:	I-20 expiration date: {drop-down menus for month and day; text box for year}
Online Help:	None
Hover Help:	For Year field only: Enter the year your I-20 expires.
Values - Labels:	[internal default is null] Valid calendar date

Number of Practical Training

Data Element:	number_of_practical_training
Description:	
Format, Length:	smallint
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	

Revision Log:	~~

Practical Training 1: Training ID

Data Element:	pt1_practical_training_id
Description:	System-generated value for system use only.
Format, Length:	bigint
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Practical Training 1: Date From

Data Name:	pt1_start_date
Description:	Date applicant began Optional Practical Training (OPT) or Curricular Practical Training (CPT).
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10

Characteristics:	Downloadable
Input Rules:	Optional user response.
	Required if OPT/CPT1 date to is specified; else error message, "OPT/ CPT 1 date from: invalid or absent. The field must be a valid date and must not be greater than today's date."
	Must not be greater than current date; else error message, "OPT/CPT 1 date from: invalid or absent. The field must be a valid date and must not be greater than today's date."
Usage:	
Notes/Constraints:	Practical Training history can be entered in any date order. The database will not sort for date, so entries will remain in the order entered.
Online Display:	Please indicate dates for which you have been authorized for Optional Practical Training (OPT) or Curricular Practical Training (CPT). Prepare to submit a copy of your Employment Authorization Document (EAD).
	Date from: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	For Year field only: Enter the from year for this OPT/CPT.
Values - Labels:	blank/null *[internal default]*
	Valid date

Practical Training 1: Date To

Data Name:	pt1_end_date
Description:	Date applicant completed Optional Practical Training (OPT) or Curricular Practical Training (CPT).
Last Revision:	

MIS Correlation:	None
Data Type/Format:	Date; (in "yyyy-mm-dd" format in download)
Length:	10
Characteristics:	Downloadable
Input Rules:	Optional user response. Required if OPT/CPT1 date from is specified; else error message, "OPT/ CPT 1 date to: invalid or absent. The field must be a valid date."
Usage:	
Notes/Constraints:	"Date to" can be in the future. Practical Training history can be entered in any date order. The database will not sort for date, so entries will remain in the order entered.
Online Display:	Date to: {drop-down menu for month; text box for year}
Online Help:	None
Hover Help:	For Year field only: Enter the to year for this OPT/CPT.
Values - Labels:	blank/null *[internal default]* Valid date

Practical Training 1: Type

Data Name:	pt1_type
Description:	Whether practical training was Optional Practical Training (OPT) or Curricular Practical Training (CPT).

Last Revision:	
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric; varchar
Length:	3
Characteristics:	Downloadable
Input Rules:	Required user response if OPT/CPT 1 – date from is specified; else error message, "OPT/CPT 1: You must select a status."
Usage:	
Notes/Constraints:	Practical Training history can be entered in any date order. The database will not sort for date, so entries will remain in the order entered.
Online Display:	Status: {selection list, plus display default: "Select a status"}
Online Help:	None
Values - Labels:	blank/null *[internal default]* OPT CPT

Practical Training 1: Authorizing School

Data Name:	pt1_authorizing_school
Description:	Name of school providing Optional Practical Training (OPT) or Curricular Practical Training (CPT).
Last Revision:	

MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	32
Characteristics:	Downloadable
Input Rules:	Required user response if OPT/CPT 1 – date from is specified; else error message, "OPT/CPT 1: You must specify the authorizing school."
Usage:	
Notes/Constraints:	Practical Training history can be entered in any date order. The database will not sort for date, so entries will remain in the order entered.
Online Display:	Authorizing school: {textbox}
Online Help:	None
Hover Help:	Enter the authorizing school name.
Values - Labels:	blank/null *[internal default]* or text string

Practical Training 2 thru 4

Data fields, characteristics, and values for Practical Training 2 thru 4 (the applicant's second-most-recent OPT or CPT) are the same as for Practical Training 1. Practical Training entries will be sorted and saved in order of most recent date last attended ("Date To"), regardless of the order in which the applicant enters them.

Consent Tables

The data element tables in this section support the fields on the Consent tab in the CCCApply International application.

Consent to Release Information

Data Name:	consent
Description:	Whether applicant consents to release of information provided in application.
Last Revision:	
MIS Correlation:	None
Data Type/Format:	Yes/No 1
Length:	boolean, 1
Characteristics:	Downloadable
Input Rules:	Required user response; else error message, "You must select whether or not you consent."
Usage:	
Notes/Constraints:	The Consent Question is required by the Legal Counsel of the CCC Chancellor's Office. The text, prompt, data value, access, and handling are defined by Legal Counsel and any changes require approval by Legal Counsel. This data is expected to be propagated throughout student information systems over time and circulate to the Chancellor's Office through MIS reporting. Accommodating this data item is likely to be mandated in the future.
Online Display:	See Mockup

Online Help:	Hyperlink to Privacy Policy brings up full privacy policy text (see Privacy and Terms of use section). Hyperlink to Full Statement of Consent brings up the following text: CCCApply asks you to give your consent to release of personal information about you. If you give consent to release of your information, you will be authorizing the Chancellor's Office, California Community Colleges, and the community colleges you are attending to release necessary personal information contained in your education records for the following purposes:
Values - Labels:	1 - Yes 0 - No or blank [default]

Authorize Agent Info Release

Data Element:	authorize_agent_info_release
Description:	
Format, Length:	Character varying(8)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Agent: Company Name

Data Name:	company

Description:	The name of the agent company.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying(50)
Characteristics:	Downloadable
Input Rules:	Required user response if agent checkbox is selected; else error message, "You must specify the agent company name."
Usage:	
Notes/Constraints:	
Online Display:	Agent Company Name Appears only when the authorization for the college to release information to an agent checkbox is selected.
English Hover Help:	Enter the name of the agent's company.
Values - Labels:	

Agent: Contact Name

Data Name:	contact
Description:	Contact person at the agency.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying(50)

Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected.
Usage:	
Notes/Constraints:	
Online Display:	Agent Contact Name
Online Help:	None
English Hover Help:	Enter the name of the agent or contact person at the agency.
Values - Labels:	

Agent: Phone

Data Name:	agent_phone_number
Description:	Applicant agent's phone number.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying (25)
Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected.
Usage:	
Notes/Constraints:	
Online Display:	Phone
Online Help:	None

English Hover Help:	Enter the phone number of the agent.
Values - Labels:	

Agent: Phone Extension

Data Name:	agent_phone_ext
Description:	Applicant agent's phone number extension. NOT CURRENTLY USED.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying (4)
Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected.
Usage:	
Notes/Constraints:	
Online Display:	
Online Help:	None
Values - Labels:	

Agent: Street

Data Name:	street_1 street_2
Description:	Street portion of applicant's agent address.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying (50) each
Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected. No address checking required.
Usage:	
Notes/Constraints:	
Online Display:	Street Address
Online Help:	None
English Hover Help:	street_1: Enter the first line of the street address of the agency or agent. street_2: Enter the second line of the street address if the agency or agent, if applicable.
Values - Labels:	

Agent: City

Data Name:	city
Description:	City portion of applicant's agent address.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying (50)
Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected. No address checking required.
Usage:	
Notes/Constraints:	
Online Display:	City
Online Help:	None
English Hover Help:	Enter the city of the agency or agent.
Values - Labels:	

Non-U.S. Address

Data Element:	non_us_address
Description:	NOT CURRENTLY USED Agent fields are considered to always be non-U.S.

Format, Length:	boolean
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Agent: State

Data Element:	state
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(2)
Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Online Display:	State

English Hover Help:	
Revision Log:	~~

Agent: Zip Code

Data Element:	zip_code
Description:	NOT CURRENTLY USED
Format, Length:	Character varying(20)
Values:	
Allows Null:	
Default:	
Usage:	
Online Display:	Postal Code
English Hover Help:	
Notes:	
Revision Log:	~~

Address Verified

Data Element:	address_verified
Description:	
Format, Length:	boolean

Values:	
Allows Null:	
Default:	
Usage:	
Notes:	
Revision Log:	~~

Agent: State/Province

Data Name:	non_us_province
Description:	State/province portion of agent address.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying (50)
Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected. No address checking required.
Usage:	
Notes/Constraints:	None
Online Display:	State/Province: {text box}
Online Help:	None
Hover Help:	Ener the state or province of the agency or agent.
Values - Labels:	Blank/null *[internal default]*
	Valid text string

Agent: Postal Code

Data Name:	non_us_postal_code
Description:	Postal code portion of applicant agent's non-U.S. permanent address.
Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	Character varying (30)
Characteristics:	Downloadable
Input Rules:	Optional input even if agent checkbox is selected. No address checking required.
Usage:	
Notes/Constraints:	None
Online Display:	Postal Code: {textbox}
Online Help:	None
Hover Help:	Enter the postal code of the agency or agent.
Values - Labels:	

Agent: Country

Data Name:	country
Description:	Country portion of applicant agent's non-U.S. permanent address.

Last Revision:	April 28, 2014
MIS Correlation:	None
Data Type/Format:	ASCII Normal; Alphanumeric
Length:	2
Characteristics:	Downloadable
Input Rules:	Required user response if agent checkbox is selected; else error message, "You must select the agent country."
Usage:	
Notes/Constraints:	None
Online Display:	Country: [drop-down list] {Selection list should include United States}
Online Help:	None
Values:	ISO 3166 International Standard for country codes Alpha-2 code (officially assigned)

CCCApply International Application Data Field Summary

The table below includes all the fields in the submitted application database for the CCCApply International application. Most all of the fields are downloadable to your college SIS with the exception of some noted fields that are used internally by the underlying software. Any fields that are not downloadable are marked as such.

Data Element (column)	Data Type	Length	Allows Null	Downloadable	In Report Center?	In Rules?	Notes
address_verified	boolean			Yes	Yes	Yes	
agent_phone_ext	varchar	4		Yes	Yes	Yes	Not currently used
agent_phone_number	varchar	25		Yes	Yes	Yes	
alt_non_us_phone_auth_txt	boolean			Yes		Yes	Not currently used
alt_non_us_phone_ext	varchar	4		Yes		Yes	Not currently used
alt_non_us_phone_number	varchar	25		Yes	Yes	Yes	
app_id	bigint		No	Yes	Yes		
app_lang	char	2		Yes	Yes	Yes	
authorize_agent_info_release	boolean			Yes	Yes	Yes	
birthdate	date			Yes	Yes	Yes	From Account
campaign1	varchar	255		Yes	Yes		Added 3/27/15
campaign2	varchar	255		Yes	Yes		Added 3/27/15

campaign3	varchar	255		Yes	Yes		Added 3/27/15
ccc_id	varchar	8	No	Yes	Yes	Yes	
citizenship_status	varchar	1		Yes	Yes	Yes	
city	varchar	50		Yes	Yes	Yes	Agent's City
coenroll_confirm	char	1		Yes	Yes	Yes	Not currently used
col1_cds	varchar	30		Yes	Yes	Yes	
col1_ceeb	varchar	30		Yes	Yes	Yes	
col1_city	varchar	50		Yes	Yes	Yes	
col1_college_attended_id	bigint			No	Yes	Yes	
col1_country	char	2		Yes	Yes	Yes	
col1_degree_date	date			Yes	Yes	Yes	
col1_degree_obtained	char	1		Yes	Yes	Yes	
col1_end_date	date			Yes	Yes	Yes	
col1_expelled_status	boolean			Yes	Yes	Yes	
col1_major	varchar	50		Yes	Yes	Yes	
col1_name	varchar	30		Yes	Yes	Yes	
col1_non_us_province	varchar	50		Yes	Yes	Yes	

col1_not_listed	boolean			Yes	Yes	Yes	
col1_primary_instruction_language	varchar	5010		Yes	Yes	Yes	
col1_start_date	date			Yes	Yes	Yes	
col1_state	varchar	2		Yes	Yes	Yes	
col2_cds	varchar	30		Yes	Yes	Yes	
col2_ceeb	varchar	30		Yes	Yes	Yes	
col2_city	varchar	50		Yes	Yes	Yes	
col2_college_attended_id	bigint			No	Yes	Yes	
col2_country	char	2		Yes	Yes	Yes	
col2_degree_date	date			Yes	Yes	Yes	
col2_degree_obtained	char	1		Yes	Yes	Yes	
col2_end_date	date			Yes	Yes	Yes	
col2_expelled_status	boolean			Yes	Yes	Yes	
col2_major	varchar	50		Yes	Yes	Yes	
col2_name	varchar	30		Yes	Yes	Yes	
col2_non_us_province	varchar	50		Yes	Yes	Yes	
col2_not_listed	boolean			Yes	Yes	Yes	

col2_primary_instruction_language	varchar	10		Yes	Yes	Yes	
col2_start_date	date			Yes	Yes	Yes	
col2_state	varchar	2		Yes	Yes	Yes	
col3_cds	varchar	30		Yes	Yes	Yes	
col3_ceeb	varchar	30		Yes	Yes	Yes	
col3_city	varchar	50		Yes	Yes	Yes	
col3_college_attended_id	bigint			No	Yes	Yes	
col3_country	char	2		Yes	Yes	Yes	
col3_degree_date	date			Yes	Yes	Yes	
col3_degree_obtained	char	1		Yes	Yes	Yes	
col3_end_date	date			Yes	Yes	Yes	
col3_expelled_status	boolean			Yes	Yes	Yes	
col3_major	varchar	50		Yes	Yes	Yes	
col3_name	varchar	30		Yes	Yes	Yes	
col3_non_us_province	varchar	50		Yes	Yes	Yes	
col3_not_listed	boolean			Yes	Yes	Yes	
col3_primary_instruction_language	varchar	10		Yes	Yes	Yes	

col3_start_date	date			Yes	Yes	Yes	
col3_state	varchar	2		Yes	Yes	Yes	
col4_cds	varchar	30		Yes	Yes	Yes	
col4_ceeb	varchar	30		Yes	Yes	Yes	
col4_city	varchar	50		Yes	Yes	Yes	
col4_college_attended_id	bigint			No	Yes	Yes	
col4_country	char	2		Yes	Yes	Yes	
col4_degree_date	date			Yes	Yes	Yes	
col4_degree_obtained	char	1		Yes	Yes	Yes	
col4_end_date	date			Yes	Yes	Yes	
col4_expelled_status	boolean			Yes	Yes	Yes	
col4_major	varchar	50		Yes	Yes	Yes	
col4_name	varchar	30		Yes	Yes	Yes	
col4_non_us_province	varchar	50		Yes	Yes	Yes	
col4_not_listed	boolean			Yes	Yes	Yes	
col4_primary_instruction_language	varchar	10		Yes	Yes	Yes	
col4_start_date	date			Yes	Yes	Yes	

col4_state	varchar	2		Yes	Yes	Yes	
college_comp_date	date			Yes	Yes		
college_count	smallint			Yes	Yes	Yes	
college_edu_level	char	12		Yes	Yes		
college_expelled_summary	boolean			Yes	Yes	Yes	
college_id	char	3		Yes	Yes	Yes	
college_name	char	50		Yes	Yes	Yes	
company	varchar	50		Yes	Yes	Yes	
confirmation	varchar	30		Yes	Yes	Yes	
consent	boolean			Yes	Yes	Yes	
contact	varchar	50		Yes	Yes	Yes	
country	varchar	2		Yes	Yes	Yes	Agent's Country
country_of_birth	char	2		Yes	Yes	Yes	
country_of_citizenship	char	2		Yes	Yes	Yes	
cryptokeyid	integer			Yes			System property
current_mailing_address_outside_us	boolean			Yes	Yes	Yes	Not currently used
current_mailing_address_verified	boolean			Yes	Yes	Yes	

current_mailing_city	varchar	50		Yes	Yes	Yes	
current_mailing_country	char	2		Yes	Yes	Yes	
current_mailing_non_us_address	boolean			Yes	Yes	Yes	
current_mailing_non_us_postal_code	varchar	30		Yes	Yes	Yes	
current_mailing_non_us_province	varchar	50		Yes	Yes	Yes	
current_mailing_same_as_permanent	boolean			Yes	Yes		
current_mailing_state	char	2		Yes	Yes	Yes	
current_mailing_street_1	varchar	50		Yes	Yes	Yes	
current_mailing_street_2	varchar	50		Yes	Yes	Yes	
current_mailing_zip_code	varchar	20		Yes	Yes	Yes	
dep1_country_of_birth	varchar	2		Yes	Yes	Yes	
dep1_date_of_birth	date			Yes	Yes	Yes	
dep1_dependent_id	bigint			No	Yes	Yes	
dep1_first_name	varchar	25		Yes	Yes	Yes	
dep1_gender	varchar	1		Yes	Yes	Yes	
dep1_last_name	varchar	25		Yes	Yes	Yes	
dep1_no_first_name	boolean			Yes	Yes	Yes	

dep1_relationship	varchar	20		Yes	Yes	Yes	
dep10_country_of_birth	varchar	2		Yes	Yes	Yes	
dep10_date_of_birth	date			Yes	Yes	Yes	
dep10_dependent_id	bigint			No	Yes	Yes	
dep10_first_name	varchar	25		Yes	Yes	Yes	
dep10_gender	varchar	1		Yes	Yes	Yes	
dep10_last_name	varchar	25		Yes	Yes	Yes	
dep10_no_first_name	boolean			Yes	Yes	Yes	
dep10_relationship	varchar	20		Yes	Yes	Yes	
dep2_country_of_birth	varchar	2		Yes	Yes	Yes	
dep2_date_of_birth	date			Yes	Yes	Yes	
dep2_dependent_id	bigint			No	Yes	Yes	
dep2_first_name	varchar	25		Yes	Yes	Yes	
dep2_gender	varchar	1		Yes	Yes	Yes	
dep2_last_name	varchar	25		Yes	Yes	Yes	
dep2_no_first_name	boolean			Yes	Yes	Yes	
dep2_relationship	varchar	20		Yes	Yes	Yes	

dep3_country_of_birth	varchar	2		Yes	Yes	Yes	
dep3_date_of_birth	date			Yes	Yes	Yes	
dep3_dependent_id	bigint			No	Yes	Yes	
dep3_first_name	varchar	25		Yes	Yes	Yes	
dep3_gender	varchar	1		Yes	Yes	Yes	
dep3_last_name	varchar	25		Yes	Yes	Yes	
dep3_no_first_name	boolean			Yes	Yes	Yes	
dep3_relationship	varchar	20		Yes	Yes	Yes	
dep4_country_of_birth	varchar	2		Yes	Yes	Yes	
dep4_date_of_birth	date			Yes	Yes	Yes	
dep4_dependent_id	bigint			No	Yes	Yes	
dep4_first_name	varchar	25		Yes	Yes	Yes	
dep4_gender	varchar	1		Yes	Yes	Yes	
dep4_last_name	varchar	25		Yes	Yes	Yes	
dep4_no_first_name	boolean			Yes	Yes	Yes	
dep4_relationship	varchar	20		Yes	Yes	Yes	
dep5_country_of_birth	varchar	2		Yes	Yes	Yes	

dep5_date_of_birth	date			Yes	Yes	Yes	
dep5_dependent_id	bigint			No	Yes	Yes	
dep5_first_name	varchar	25		Yes	Yes	Yes	
dep5_gender	varchar	1		Yes	Yes	Yes	
dep5_last_name	varchar	25		Yes	Yes	Yes	
dep5_no_first_name	boolean			Yes	Yes	Yes	
dep5_relationship	varchar	20		Yes	Yes	Yes	
dep6_country_of_birth	varchar	2		Yes	Yes	Yes	
dep6_date_of_birth	date			Yes	Yes	Yes	
dep6_dependent_id	bigint			No	Yes	Yes	
dep6_first_name	varchar	25		Yes	Yes	Yes	
dep6_gender	varchar	1		Yes	Yes	Yes	
dep6_last_name	varchar	25		Yes	Yes	Yes	
dep6_no_first_name	boolean			Yes	Yes	Yes	
dep6_relationship	varchar	20		Yes	Yes	Yes	
dep7_country_of_birth	varchar	2		Yes	Yes	Yes	
dep7_date_of_birth	date			Yes	Yes	Yes	

dep7_dependent_id	bigint			No	Yes	Yes	
dep7_first_name	varchar	25		Yes	Yes	Yes	
dep7_gender	varchar	1		Yes	Yes	Yes	
dep7_last_name	varchar	25		Yes	Yes	Yes	
dep7_no_first_name	boolean			Yes	Yes	Yes	
dep7_relationship	varchar	20		Yes	Yes	Yes	
dep8_country_of_birth	varchar	2		Yes	Yes	Yes	
dep8_date_of_birth	date			Yes	Yes	Yes	
dep8_dependent_id	bigint			No	Yes	Yes	
dep8_first_name	varchar	25		Yes	Yes	Yes	
dep8_gender	varchar	1		Yes	Yes	Yes	
dep8_last_name	varchar	25		Yes	Yes	Yes	
dep8_no_first_name	boolean			Yes	Yes	Yes	
dep8_relationship	varchar	20		Yes	Yes	Yes	
dep9_country_of_birth	varchar	2		Yes	Yes	Yes	
dep9_date_of_birth	date			Yes	Yes	Yes	
dep9_dependent_id	bigint			No	Yes	Yes	

dep9_first_name	varchar	25		Yes	Yes	Yes	
dep9_gender	varchar	1		Yes	Yes	Yes	
dep9_last_name	varchar	25		Yes	Yes	Yes	
dep9_no_first_name	boolean			Yes	Yes	Yes	
dep9_relationship	varchar	20		Yes	Yes	Yes	
educational_goal	char	1		Yes	Yes	Yes	
email	varchar	254		Yes	Yes	Yes	From Account
emergency_contact_address_verified	boolean			Yes	Yes	Yes	
emergency_contact_city	varchar	50		Yes	Yes	Yes	
emergency_contact_country	char	2		Yes	Yes	Yes	
emergency_contact_email	varchar	50		Yes	Yes	Yes	
emergency_contact_first_name	varchar	25		Yes	Yes	Yes	
emergency_contact_last_name	varchar	25		Yes	Yes	Yes	
emergency_contact_no_first_name	boolean			Yes	Yes	Yes	
emergency_contact_non_us_address	boolean			Yes	Yes	Yes	
emergency_contact_non_us_postal_code	varchar	30		Yes	Yes	Yes	
emergency_contact_non_us_province	varchar	50		Yes	Yes	Yes	

emergency_contact_phone_auth_txt	boolean			Yes		Yes	
emergency_contact_phone_ext	varchar	4		Yes		Yes	Not currently used
emergency_contact_phone_number	varchar	25		Yes	Yes	Yes	
emergency_contact_relationship	varchar	20		Yes	Yes	Yes	
emergency_contact_state	char	2		Yes	Yes	Yes	
emergency_contact_street_1	varchar	50		Yes	Yes	Yes	
emergency_contact_street_2	varchar	50		Yes	Yes	Yes	
emergency_contact_zip_code	varchar	20		Yes	Yes	Yes	
eng_months_studied	smallint			Yes	Yes	Yes	Not currently used
eng_proficiency_date	date			Yes	Yes	Yes	
eng_proficiency_other	varchar	50		Yes	Yes	Yes	
eng_proficiency_prerequisite	boolean			Yes			
eng_proficiency_req	text			Yes	Yes	Yes	
eng_proficiency_score	char	6		Yes	Yes	Yes	
eng_proficiency_show_score	boolean			Yes	Yes	Yes	
eng_proficiency_type	char	2		Yes	Yes	Yes	

enroll_status	char	1		Yes	Yes	Yes	
enroll_term_code	varchar	15		Yes	Yes	Yes	
enroll_term_description	varchar	100		Yes	Yes	Yes	
esignature	boolean			Yes	Yes	Yes	
expiration_date	date			Yes	Yes	Yes	
fax_number_number	varchar	25		Yes	Yes	Yes	
firstname	varchar	50		Yes	Yes	Yes	From Account
gender	char	1		Yes	Yes	Yes	
higher_lang	varchar	10		Yes	Yes	Yes	Not currently used
highest_comp_date	date			Yes	Yes	Yes	
highest_edu_level	varchar	5		Yes	Yes	Yes	
hispanic	boolean			Yes	Yes	Yes	
hs_address_verified	boolean			Yes	Yes	Yes	Not currently used
hs_cds	char	30		Yes	Yes	Yes	
hs_ceeb	char	30		Yes	Yes	Yes	
hs_city	varchar	50		Yes	Yes	Yes	

hs_comp_date	date			Yes	Yes	Yes	
hs_country	char	2		Yes	Yes	Yes	
hs_diploma_cert	char	12		Yes		Yes	Not currently used
hs_diploma_cert_date	date			Yes		Yes	Not currently used
hs_edu_level	char	1		Yes	Yes	Yes	
hs_end_date	date			Yes	Yes	Yes	
hs_lang	varchar	10		Yes	Yes	Yes	
hs_name	varchar	40		Yes	Yes	Yes	
hs_non_us_address	boolean			Yes	Yes	Yes	Not currently used
hs_non_us_postal_code	varchar	30		Yes	Yes	Yes	Not currently used
hs_non_us_province	varchar	50		Yes	Yes	Yes	Not currently used
hs_not_listed	boolean			Yes	Yes	Yes	
hs_start_date	date			Yes	Yes	Yes	
hs_state	char	2		Yes	Yes	Yes	
hs_street_1	varchar	50		Yes	Yes	Yes	

hs_street_2	varchar	50		Yes	Yes	Yes	
hs_type	char	1		Yes	Yes	Yes	
hs_zip_code	varchar	20		Yes	Yes	Yes	Not currently used
i20_expiration_date	date			Yes	Yes	Yes	
i20_issuing_school_name	varchar	20		Yes	Yes	Yes	
i94_admission_number	varchar	32		Yes	Yes	Yes	
i94_expiration_date	date			Yes	Yes	Yes	
intended_4_year_major	varchar	255		Yes	Yes	Yes	
ip_address	varchar	15		Yes	Yes		Added 3/27/15
issue_date	date			Yes	Yes	Yes	
last_page	varchar	30		Yes	Yes	Yes	System property
lastname	varchar	50		Yes	Yes	Yes	From Account
main_phone_auth_txt	boolean			Yes	Yes	Yes	From Account
main_phone_ext	varchar	4		Yes	Yes	Yes	From Account
main_phone_number	varchar	25		Yes	Yes	Yes	From Account
major_code	varchar	30		Yes	Yes	Yes	
major_description	varchar	64		Yes	Yes	Yes	

middlename	varchar	50		Yes	Yes	Yes	From Account
no_i94_expiration_date	boolean			Yes	Yes	Yes	
no_visa	boolean			Yes	Yes	Yes	
non_us_address	boolean			Yes	Yes	Yes	Not currently
non_us_permanent_home_address_same_as_permanent	boolean			Yes			
non_us_permanent_home_address_verified	boolean			Yes	Yes	Yes	
non_us_permanent_home_city	varchar	50		Yes	Yes	Yes	
non_us_permanent_home_country	char	2		Yes	Yes	Yes	
non_us_permanent_home_non_us_address	boolean			Yes	Yes	Yes	Always "TRUE"
non_us_permanent_home_non_us_postal_code	varchar	30		Yes	Yes	Yes	
non_us_permanent_home_non_us_province	varchar	50		Yes	Yes	Yes	
non_us_permanent_home_street_1	varchar	50		Yes	Yes	Yes	
non_us_permanent_home_street_2	varchar	50		Yes	Yes	Yes	
non_us_phone_auth_txt	boolean			Yes		Yes	Not currently used
non_us_phone_ext	varchar	4		Yes		Yes	Not currently used

non_us_phone_number	varchar	25		Yes	Yes	Yes	
non_us_postal_code	varchar	30		Yes	Yes	Yes	Agent's Postal Code
non_us_province	varchar	50		Yes	Yes	Yes	Agent's State/Province
number_of_dependents	smallint			Yes	Yes	Yes	
number_of_practical_training	smallint			Yes	Yes	Yes	
otherfirstname	varchar	50		Yes	Yes	Yes	From Account
otherlastname	varchar	50		Yes	Yes	Yes	From Account
othermiddlename	varchar	50		Yes	Yes	Yes	From Account
parent_guardian_address_verified	boolean			Yes	Yes	Yes	
parent_guardian_city	varchar	50		Yes	Yes	Yes	
parent_guardian_country	char	2		Yes	Yes	Yes	
parent_guardian_email	varchar	50		Yes	Yes	Yes	
parent_guardian_first_name	varchar	25		Yes	Yes	Yes	
parent_guardian_last_name	varchar	25		Yes	Yes	Yes	
parent_guardian_no_first_name	boolean			Yes	Yes	Yes	
parent_guardian_non_us_address	boolean			Yes	Yes	Yes	
parent_guardian_non_us_postal_code	varchar	30		Yes	Yes	Yes	

parent_guardian_non_us_province	varchar	50		Yes	Yes	Yes	
parent_guardian_phone_auth_txt	boolean			Yes		Yes	
parent_guardian_phone_ext	varchar	4		Yes		Yes	Not currently used
parent_guardian_phone_number	varchar	25		Yes	Yes	Yes	
parent_guardian_relationship	char	1		Yes	Yes	Yes	
parent_guardian_state	char	2		Yes	Yes	Yes	
parent_guardian_street_1	varchar	50		Yes	Yes	Yes	
parent_guardian_street_2	varchar	50		Yes	Yes	Yes	
parent_guardian_zip_code	varchar	20		Yes	Yes	Yes	
passport_country_of_issuance	char	2		Yes	Yes	Yes	
passport_expiration_date	date			Yes	Yes	Yes	
passport_not_yet	boolean			Yes	Yes	Yes	
passport_number	varchar	20		Yes	Yes	Yes	
perm_addr_address_verified	boolean			Yes	Yes	Yes	From Account
perm_addr_city	varchar	50		Yes	Yes	Yes	From Account
perm_addr_country	char	2		Yes	Yes	Yes	From Account
perm_addr_non_us_address	boolean			Yes	Yes	Yes	From Account

perm_addr_non_us_postal_code	varchar	30		Yes	Yes	Yes	From Account
perm_addr_non_us_province	varchar	50		Yes	Yes	Yes	From Account
perm_addr_state	char	2		Yes	Yes	Yes	From Account
perm_addr_street_1	varchar	50		Yes	Yes	Yes	From Account
perm_addr_street_2	varchar	50		Yes	Yes	Yes	From Account
perm_addr_zip_code	varchar	20		Yes	Yes	Yes	From Account
phone_auth_txt	boolean			Yes		Yes	Not currently used
phone_ext	varchar	4		Yes	Yes	Yes	Not currently used
phone_number	varchar	25		Yes			Not currently used Currently holds same value as alt_non_us_ phone_number
preferred_firstname	varchar	50					
preferred_lastname	varchar	50					
preferred_middlename	varchar	50					
preferred_name	boolean						
presently_studying_in_us	boolean			Yes	Yes	Yes	
primary_language	varchar	10		Yes	Yes	Yes	

Data Element (column)	Data Type	Length	Allows Null	Downloadable	In Report Center?	Rules Available?	Notes
pt1_authorizing_school	varchar	32		Yes	Yes	Yes	
pt1_end_date	date			Yes	Yes	Yes	
pt1_practical_training_id	bigint			No	Yes	Yes	
pt1_start_date	date			Yes	Yes	Yes	
pt1_type	varchar	3		Yes	Yes	Yes	
pt2_authorizing_school	varchar	32		Yes	Yes	Yes	
pt2_end_date	date			Yes	Yes	Yes	
pt2_practical_training_id	bigint			No	Yes	Yes	
pt2_start_date	date			Yes	Yes	Yes	
pt2_type	varchar	3		Yes	Yes	Yes	
pt3_authorizing_school	varchar	32		Yes	Yes	Yes	
pt3_end_date	date			Yes	Yes	Yes	
pt3_practical_training_id	bigint			No	Yes	Yes	
pt3_start_date	date			Yes	Yes	Yes	
pt3_type	varchar	3		Yes	Yes	Yes	
pt4_authorizing_school	varchar	32		Yes	Yes	Yes	

pt4_end_date	date			Yes	Yes	Yes	
pt4_practical_training_id	bigint			No	Yes	Yes	
pt4_start_date	date			Yes	Yes	Yes	
pt4_type	varchar	3		Yes	Yes	Yes	
race_ethnicity	Text string			Yes	Yes	Yes	Fixed 9.30.16
race_group	Text string			Yes	Yes	Yes	Fixed 9.30.16
salt	text			NO	NO	NO	System property
second_phone_auth_txt	boolean			Yes	Yes	Yes	From Account
second_phone_ext	varchar	4		Yes	Yes	Yes	From Account
second_phone_number	varchar	25		Yes	Yes	Yes	From Account
sevis_id_number	varchar	11		Yes	Yes	Yes	
signature	text			No	Yes		Not currently used
ssn	text			Yes	Yes	Yes	
ssn_exception	boolean Default = false			Yes			
ssn_last4	char	4		Yes			
ssn_type	char	1		Yes	Yes		

state	varchar	2		Yes	Yes	Yes	Not currently used
status	char			Yes	Yes	Yes	Application download status
street_1	varchar	50		Yes	Yes	Yes	Agent street address 1
street_2	varchar	50		Yes	Yes	Yes	Agent street address 2
suffix	varchar	3		Yes	Yes	Yes	From Account
sup_page_code	varchar	30		Yes	Yes	Yes	
term_end_date	Date			Yes	Yes	Yes	Added 9/30/16
term_start_date	Date			Yes	Yes	Yes	Added 9/30/16
tstmp_create	timestamp with time zone Default=now ()			Yes			
tstmp_download	timestamp with time zone			Yes	Yes		
tstmp_submit	timestamp with time zone			Yes	Yes	Yes	

tstmp_update	timestamp with time zone			Yes	Yes	Yes	
visa_type	varchar	4		Yes	Yes	Yes	
zip_code	varchar	20		Yes	Yes	Yes	Not currently used

Account Data in the OpenCCC Apply International Application

Each submitted CCCApply International application includes data fields that are automatically populated from each student's OpenCCC Account. The table below displays the OpenCCC Account database columns and their corresponding columns that they populate in the CCCApply International table.

Data Item	Account Data Element	Application Data Element
CCCID	cccid	ccc_id
Date of Birth	birthdate	birthdate
Email Address	email	email
Legal Name: First	firstname	firstname
Legal Name: Last	lastname	lastname
Legal Name: Middle	middlename	middlename
Legal Name:Suffix	suffix	suffix
Main Telephone	mainphone	main_phone_number
Main Telephone Extension	mainphone_ext	main_phone_ext
Permanent Address: City	city	perm_addr_city
Permanent Address: Country	county	perm_country
Permanent Address: Non-U.S. State/ Province	nonusaprovince	perm_addr_nonusaprovince
Permanent Address: Postal Code	postalcode	perm_addr_zip_code perm_addr_non_us_postal_code
Permanent Address: State	state	perm_addr_state
Permanent Address: Street 1	streetaddress1	perm_addr_streetaddress_1
Permanent Address: Street 2	streetaddress2	perm_addr_streetaddress_2

Preferred Name: First	preferred_firstname	preferred_firstname
Preferred Name: Last	preferred_lastname	preferred_lastname
Preferred Name: Middle	preferred_middlename	preferred_middlename
Previous Name: First	otherfirstname	otherfirstname
Previous Name: Last	otherlastname	otherlastname
Previous Name: Middle	othermiddlename	othermiddlename
Second Telephone	secondphone	second_phone_number
Second Telephone Extension	secondphone_ext	secondphone_ext
Social Security Number: Other Exception	ssn_exception	ssn_exception
Social Security Number: None	ssn_no	ssn_no
Social Security Number/TIN	ssn	ssn
Social Security Number/TIN Type	ssn_type	ssn_type
Text Permission: Main Telephone	mainphone_auth_txt	main_phone_auth_text
Text Permission: Second Telephone	secondphone_auth_txt	second_phone_auth_txt
Crypto key id: Internal System Field	cryptokeyid	cryptokeyid