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OFFICE OF THE CHIEF INFORMATION OFFICER AND ASSOCIATE VICE PRESIDENT Information Technology Services

OFFICE OF THE PRESIDENT 1111 Franklin Street, 7th Floor Oakland, California 94607-5200

June 1, 2012

GRADUATE DEANS ITLC MEMBERS

Re: Adding Name_Applicant Data Element to Input Specifications for CSS Graduate Admissions Database

Dear Colleagues:

UCOP is requesting a new Name_Applicant data element be added to the Graduate Admissions Database (GAD) files. This new field will allow application records to be deduplicated allowing for better campus and universitywide admissions reporting (i.e., more accurate campus and universitywide yield rates).

In summary, UCOP is requesting **one new Name_Applicant data element** be added to the GAD input files as follows:

Technical Specifications

Ref No	Element Name	Loc	Len	FMT	Err Lvi	Valid Values	Description
Q121	Name_Applicant	79	35	Char	Е	-Contains at least one comma -First character is not a comma or blank -Must consist of following characters: 'A' - 'Z', '', '-', """	LAST,FIRST_MIDDLE,SUFFIX

Effective Date

This will be effective for the Fall 2012 Graduate Admissions input file (CSSGAD) to be submitted February 2013 to UC Office of the President.

The complete set of up-to-date Corporate Student System specifications may be downloaded from our Web site at http://www.ucop.edu/irc/campus_specs/css. If you have any questions about these specifications, please contact Chris Handy at (510) 987-9417 or Chris.Handy@ucop.edu.

Sincerely,

Growne Turo for David Ernst

Associate Vice President & Chief Information Officer

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