



OFFICE OF THE SENIOR VICE PRESIDENT –
BUSINESS AND FINANCE

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

December 15, 2006

REGISTRARS
IR DIRECTORS
ITLC MEMBERS

Re: Changes to Input Specs for CSS Summer Registrant Files

Dear Colleagues:

Because UC is now being funded by the state for summer enrollment, the Summer Registrant data submitted by the campuses to the Corporate Student System must become as auditable as data submitted for other terms.

In particular, we need to keep track of students who enroll at a campus other than their home campus during the summer. To that end, starting with summer 2007, we request that campuses collect and report **Home campus** (ref. no. H810) and **Home ID** (ref. no. H820) for **all** students visiting from another UC campus in both Third Week and End of Term summer files.

These two data elements are not new. If your campus is already reporting them completely and accurately, no action is necessary on your part.

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 Dominique Pfaff at (510) 987-0394 or dominique.pfaff@ucop.edu.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kristine Hafner".

Kristine Hafner
Associate Vice President
Information Resources and Communications

cc: Interim Vice Provost Justus, Educational Relations and Student Affairs
Director Wilbur, Undergraduate Admissions
Director Jeffery, Student Financial Support
Manager Mizuiri, Student Academic Services
Coordinator Langberg, Student Financial Support
Manager Burgess, Information Resources and Communications
Programmer Analyst Pfaff, Information Resources and Communications
Principal Budget Analyst Clune, Budget Office
Special Assistant Copperud, Planning & Analysis