

# **Resident File**

*October 30, 2015*

Information Resources and Communications  
Office of the President  
University of California

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## Overview

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## Population

The Resident File contains data on all Residents in Medicine, Dentistry, Pharmacy, Public Health, Optometry, and Veterinary Medicine associated with the campus during the term specified.

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## Record Types

### Header Record (Record Type Code-Student = A)

The first record on the file must be a header record.

### Registration Information Record (Record Type Code-Student = H)

Contains demographic and registration data on a resident. A registration information record should be supplied for each resident in the population.

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## Schedule

File should be sent annually at the end of the 6th week of classes of the Fall term. Data should reflect information as of the Third Week of classes.

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## Physical Characteristics

<b>File Name:</b>	CSSRES.Qqyy  where q = '2' - Fall yy = the effective year
<b>Record Format:</b>	Fixed Blocked
<b>Record Length:</b>	360
<b>Sequence:</b>	Ascending sequence sorted by Record Type Code-Student, Identification Number-Student.

### Transmission:

The input file is to be transmitted via secure FTP (File Transfer Protocol) to UCOP's vsftp server, and deposited in the following directory:

ftp/home/ftpusrN/put/css/ (in lower case)

Where N is the campus numeric code

- 1 – Berkeley
- 2 – San Francisco
- 3 – Davis
- 4 – Los Angeles
- 5 – Riverside
- 6 – San Diego
- 7 – Santa Cruz
- 8 – Santa Barbara
- 9 – Irvine
- 10 – Merced

For more information on vsftp transmittal, go to:  
[http://www.ucop.edu/irc/campus\\_specs/ftp/secureftp.html](http://www.ucop.edu/irc/campus_specs/ftp/secureftp.html).

Each transmission will be accompanied by an E-mail note with the information specified below. The file transmittal note should be sent to:

IR&C Librarian at **ISCLIB@UCOP.EDU**

File transmittal note should give the following minimum information:

- Campus
- Contact Name and Phone Number
- File Name
- Record Count
- "As of" (cycle) date
- Creation date
- If the file is a **resubmission**, indicate it