



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

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

March 18, 2021

**GRADUATE DEANS
IT LEADERSHIP COUNCIL MEMBERS**

Re: Adding New Data Elements to Input Specifications for CSS Graduate Admissions Database Files

Dear Colleagues:

UC Office of the President is requesting two new data elements be added to the campus input files for the Graduate Admissions Database (GAD). Based on recommendations from the Council of Graduate Deans, two fields – **Parent_guardian_1_education_level** and **Parent_guardian_2_education_level** – will be added, which will allow UCOP and the campuses to get a comprehensive assessment of first-generation college students in the UC graduate and professional student population.

Technical Specifications

REF NO	Element Name	Loc	Length	Format	Error Level	Valid Values
Q131	Parent_guardian_1_education_level	202	1	Char	E	1 = No high school 2 = Some high school 3 = High school graduate 4 = Some college or university 5 = Associate's degree (2-year) 6 = Bachelor's degree 7 = Master's degree 8 = Doctoral or professional degree ' ' = Blank
Q132	Parent_guardian_2_education_level	203	1	Char	E	1 = No high school 2 = Some high school 3 = High school graduate 4 = Some college or university 5 = Associate's degree (2-year) 6 = Bachelor's degree 7 = Master's degree 8 = Doctoral or professional degree ' ' = Blank

Effective date:

Fall 2021 Graduate Admissions input file (CSSGAD) to be submitted February 1, 2022.

The complete set of up-to-date Corporate Student System Graduate Admissions Database specifications may be downloaded from our web site at:

<https://data.ucop.edu/files/documents/file-specs/graduate-admissions-file-layout.pdf>.

If you have any questions about these specifications, please email irap@ucop.edu.

Sincerely,



Mark Cianca
Interim Vice President, Chief Information Officer
Associate Vice President Operational Services

cc: Vice President and Vice Provost Gullatt, Graduate, Undergraduate and Equity Affairs
Executive Director Jennings, Graduate Studies
Assistant Director Wulff, Graduate Studies
Analyst Murua, Graduate Studies
Vice President Brown, Institutional Research
Director Popoola, Institutional Research
Director Furgiuele, Institutional Research
Analyst Rajamanickam, Institutional Research
Analyst Dandamudi, Institutional Research
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