

**Detail Record**  
**Financial Aid Unit Record Data**  
**Survey on Undergraduate Tuition Revenues and Financial Aid Outcomes**

<b>Undergraduate Tuition &amp; Fees (TF) File</b>					
Data Element	Description	Field Type	Field Length	Begin Position	End Position
Student Identifier	Provide the federally assigned Social Security Number (SSN) whenever possible. If the SSN is unavailable, provide another identifier that uniquely relates to this student. For a given student, the same identifier must be used in all student related files.	Alphanumeric	9	1	9
Institution Assigned Identifier Switch	Y if the student identifier was assigned by the institution and is not a federally assigned SSN. N if the student identifier is the SSN assigned by the federal government.	Character	1	10	10
Term	Enter the term for which data are being submitted. SM - Summer AU - Autumn; WI - Winter; SP - Spring	Character	2	11	12
Charge Type	TU - Tuition OS - Out of State Surcharge OD - Out of District Surcharge GF - General Fee CF - Course or Program-specific fee OF - Other Fees	Character	2	13	14
Amount	For provide the amount of the charge. Include cents. For example, an amount of \$264.00 must be reported as 0026400.	Numeric	7	15	21
Comment		Alphanumeric	10	22	31
Delete Switch	Y - this record is to be deleted from the database. N - this record is to be added to the database.	Character	1	32	32

Note:  
For the purpose of this file report fees related to instruction and all mandatory fees. Do not report fees such as room and board, books, etc. even if these are paid directly to the institution. Regarding mandatory fees, report all mandatory fees assessed uniformly to all students as "other fees" which meet each of the following criteria: they are in fact mandatory, not included in the general fee, and are charged each term (frequency code =1 in the Fall Survey of Student Charges)  
One-time fees are to be reported in the term for which they are charged.

6/26/2008

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