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University System of Ohio

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Issue: Implementation of Dependencies and Edits to TF and UF files

Files Affected: Undergraduate Tuition and Fees (TF) and Undergraduate Financial Aid (UF)

In response to data errors and inconsistencies that appeared in the first collection cycle (data for 2007-2008 terms) for the HEI unit record tuition and financial aid data files, file dependencies and edits will be implemented for the TF and UF files submitted for terms in 2008-2009 and forward. This Bulletin summarizes these dependencies and edits and details the schedule for submission of files containing data for the 2008-2009 terms.

- I. **A File Dependency will exist between the Undergraduate Tuition and Fees (TF) file and the Undergraduate Financial Aid (UF) file going forward. The TF file will need to be submitted before the UF file can be submitted. As a result of this dependency, TF records cannot be deleted if corresponding UF records exist. In this case, the UF records will need to be deleted before the TF records can be deleted.**
- II. **Edit and Load specifications that are being created for files (For complete information on the new edit and load specifications, refer to the file submission documents on the HEI website related to each file).**

A. Undergraduate Tuition and Fees (TF) file

1. Students reported in the TF file for a specific term should have undergraduate enrollment records in HEI for that same term

This will be an error if not met. Error Code 2AA.

2. Students reported as enrolled undergraduates in a specific term should have TF records for that same term

This will be a summary edit warning table showing a list of students for which TF file records were expected. This is very similar to summary edit B96 on the HG file. If a warning code is created for this table, it will be C48.

3. Duplicate Values have been submitted for same term, charge type, and amount

This should be a primary edit warning. Warning code C49

B. Undergraduate Financial Aid (UF) file

1. Students reported in the UF file for a specific term should have records in the TF file for that same term.

This will be a primary edit warning. Warning code C47

2. Duplicate Values have been submitted for same term, funding source, funding type, amount and amount type

This will be a summary edit warning. Warning code C51

III. Submission Timetable

Files containing data for the 2008-2009 (including Summer 2008, Autumn 2008, Winter 2009 and Spring 2009) academic year will be submitted in the new edit window, which will open on December 11, 2009 and close on March 3, 2010.