

SIGNED FIELDS

With signed numeric fields the sign is **implied** in the right most character of the field. Example: If the student's six position (\$\$\$\$ $\phi\phi$) refund or non-pay amount is a value of negative \$300.00, the field would be coded as **03000}**. Similarly, if the student's amount is a value of positive \$300.00, the field would be coded as **03000{**. Example: If the student's six position (\$\$\$\$ $\phi\phi$) refund or non-pay amount is a value of negative \$300.44, the field would be coded as **03004M**. Similarly, if the student's amount is a value of positive \$300.44, the field would be coded as **03004D**.

Many schools will utilize data entry software or other software which will automatically assign the correct coded values to these fields. However, we ask that signed data be verified to assure that these coding conventions are followed. **APOGEE** users do not need to verify signed data.

CODING TABLE

UNITS (RIGHT MOST) POSITION CODING FOR SIGNED NUMERIC FIELDS

<u>UNITS VALUE</u>	<u>CHARACTER REPRESENTATION</u>
+0	{
+1	A
+2	B
+3	C
+4	D
+5	E
+6	F
+7	G
+8	H
+9	I
-0	}
-1	J
-2	K
-3	L
-4	M
-5	N
-6	O
-7	P
-8	Q
-9	R