Download TIP Reimbursement Students File Layout

- The format of the file is "Comma Separated Values" (CSV)
- All fields are delimited by a comma (,)
- Carriage Return Line Feed (CRLF) at the end of each row

Field Name	Type	Field Description
Academic Year	Numeric	Award Year (all records in the file will contain the same value) *Use ending year - if the acyear is 2015-2016 this field must contain 2016*)
Term	Alphanumeric	Term being requested for reimbursement (all records in file must contain the same value) Valid values include: "Fall" "Winter" "Spring" "Summer"
SSN	Numeric	Student's Social Security Number
Date of Birth	Date (mm/dd/ccyy)	Student's Date of Birth – will include slashes
Last Name	Alphanumeric	Student's Last Name
First Name	Alphanumeric	Student's First Name
Date Eligible for Phase II	Date (mm/dd/ccyy)	Only populated if already on file from a prior Phase II reimbursement – will include slashes
Phase I Annual Credits Remaining	Numeric	Remaining annual Phase I credits – will contain decimal
Phase I Total Credits Remaining	Numeric	Remaining total Phase I credits – will contain decimal
Phase II Total Amount Remaining	Numeric	Remaining total Phase II dollars – will contain decimal