FELLOWSHIP REIMBURSEMENT ROSTER DOWNLOAD FILE LAYOUT

The layout of the **Fellowship Download Reimbursement Roster File** is:

- The format for 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 must contain the same value) *Use ending year - if the acyear is 2020-2021 this field must contain 2021*)
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

Individuals with disabilities may contact the MiLEAP ADA Coordinator to request an alternative format to these materials. Please visit www.Michigan.gov/ADA for a list of state ADA Coordinators.