



National Student
ClearinghouseSM

Enrollment Reporting Five-Point Match Enhancement Q&A

What is changing?

This enhancement matches incoming programs to a student's existing programs using five (5) data elements:

- Program CIP code
- Program Credential Level
- Program Published Length
- Program Published Length Measurement
- Program Weeks in Title IV Academic Year

This is consistent with how NSLDS defines a unique program.

Why is the change happening?

Per the [NSLDS Enrollment Reporting Guide](#), a unique program is “a combination of the school's eight-digit OPEID number, the CIP code, the Credential Level, and the Published Program Length (as reported in or converted to years using the combination of the Published Program Length, Published Program Length Measurement, and Weeks in Title IV Academic Year).” This change enhances the manner in which student incoming program-level data was previously matched to their existing program-level data. Prior to this change, a student's incoming program information was matched against existing program data on CIP code alone.

What can schools expect?

Schools should expect to see errors or warnings flagged when there are variances between the student's **incoming program data** and the **existing program data** that has already been submitted and loaded into the Clearinghouse's database for any of the five data elements: Program CIP Code, Program Credential Level, Published Program Length, Program Published Length Measurement, or Program Weeks in Title IV Academic Year. Although the probability of programs being matched will be reduced because of these additional criteria, the accuracy of programs being matched will be significantly higher.

In which submission(s) will programs be matched using the new five identifiers?

Program information submitted in Enrollment Reporting files, Clearinghouse Online Reporting Application (CORA), individual student updates, and Error Resolution submissions will be matched using the five identifiers.

If the Clearinghouse can only accept six programs, why can I see more than six programs on the Error Resolution screen?

Programs are divided into two categories: a) incoming program data, which was included on the student record in the current submission, and b) unreported program data, which was previously reported but not included on the record in the current submission. If an unreported program was in an enrolled status it must accounted for and updated to an enrolled, closed (graduated or withdrawn), or never attended status. Unreported programs presented to you in a withdrawn or graduated status are being generated so the Clearinghouse can report that program to NSLDS again. This is why you may see programs that you did not include on the most recently reported record.

What error codes are associated with unreported programs?

Unreported programs could reflect errors, depending on the last status reported for the program.

Error 1568 (Unreported Program) identifies a program reported in an enrolled status that exists on the last record loaded to the Clearinghouse database but is NOT present on the record being reported. This may be because one of the five identifying fields has been changed, making the incoming record appear to have a NEW program. The “unreported program” status needs to be updated to enrolled, withdrawn, graduated, or never enrolled.

Please keep in mind, if the campus-level status is withdrawn or graduated, programs cannot be reflected as enrolled. This conflict will present an error 1577 (programs can be “W” or “G” for a record with an enrolled campus-level status). For more, [watch our Error Code 1577 tutorial](#).

You may also see error 1569, which indicates the incoming record has a program indicator flag set to “N,” although program data is present. The indicator and program data must be updated for an unreported program in an enrolled status.

See below for additional information on these errors and more detailed instructions.

We are developing tutorials for Error Codes 1568 and 1569. Once completed, their links will be added to this Q&A and the tutorials made available as resources under the “On Demand” section of our [Clearinghouse Academy site](#).

Are any error code descriptions changing?

Yes, the following error code descriptions have changed:

Error Code 1501

Program 1 CIP is blank or invalid.

Program Level Data has 10 different fields. If program indicator is “Y” and CIP Code is blank/invalid and at least one of the remaining nine program level fields have a value, then Error Code 1501 will be logged. Currently, we only check whether the CIP code is blank/invalid.

Error Code 1569

A program indicator of “N” indicates the student is not currently enrolled in a program at your school, but that information has been provided for at least one program. If program information has been erroneously submitted, select the Details icon (“+”) to go to the Details page. If a field needs to be deleted, and the option is available, you will be able to clear ALL 10 program fields individually.

This is only an option for programs on the incoming record that have not been loaded to the Clearinghouse database in previous submissions.

You cannot delete a program that exists in a student’s history. Six fields, starting with CIP code, will appear grayed out; these cannot be changed. You should change the indicator to “Y” and then go to the Details page to ensure all other program fields are appropriately populated. If you need to update the Program Status and Program Status Effective Date, you can do so on the Details page.

Error Code 1577

At least one Program Level Status (PLS) is in conflict with the Campus Level Status (CLS) on the record. If the CLS is withdrawn, graduated, or deceased, program(s) cannot be in an enrolled status of full time, three quarter time, half time, less than half time, or leave of absence. Any enrolled status at the program level must be closed and the Program Status Effective Date (PSED) updated as well. Or, if the student continues to be enrolled, the CLS should be corrected to reflect that.

Click “+” to expand the details and update the CLS or PLS(s) and PSED(s) as needed. Please note, if the separated CLS is correct, all conflicting programs will need to be addressed to clear the error. A program that already has a “W” or “G” should not be updated, the original separation status and date should be maintained.

A record cannot have more than six programs with a status that is NOT withdrawn, graduated, or never enrolled. Update the enrollment status of any extraneous programs to withdrawn, graduated, or never enrolled to indicate that the student has separated or should not have been reported in these programs. You should also update the Enrollment Status Effective Date to the accurate withdrawn or graduated date. In the event the never enrolled status is used, the Program Status Effective date must be set to the Program Begin Date.

Error Codes 1509, 1519, 1529, 1539, 1549, and 1559

Record received with program information. However, the Program Enrollment Status was missing or not one of the approved values. Select the correct Program Status from the dropdown, then click the Details icon (“+”) on the left and ensure all other program fields are appropriately populated.

Error Codes 1510, 1520, 1530, 1540, 1550 and 1560

Record received with program-level information. However, the Program Enrollment Status Effective Date was missing, not in the correct format, or greater than the certification date. Select the correct Program Status Effective Date from the calendar, then click the Details icon (“+”) on the left and ensure all other program fields are appropriately populated.

Will there ever be a situation in which the five identifiers are not used to match a program?

Yes. The “Program Weeks in Title IV Academic Year” is not required if the “Program Published Length Measurement” is in years. Therefore, programs with length in years will be matched on the following four identifiers: CIP code, Program Credential Level, Program Published Length, and Program Published Length Measurement.

What is changing in the Error Resolution platform?

If Error Code 1568 is flagged based on discrepancies between the incoming data and the student’s existing record, the Error Resolution platform will display two sections: Incoming Programs and Unreported Programs. Schools will need to determine the valid programs to be reported to NSLDS for the affected student record. The “Unreported Program” section header will appear in bold red text to easily distinguish it from other sections.

The only editable fields in the Student Level and Campus Level data sections for an unreported program will be Enrollment Status and Student Status Date (SSD). School users should pay close attention to campus- and program-level enrollment status conflicts.

To correct Error Code 1568, select the Details icon (“+”) on the applicable student record and review the Submission Record Details. All fields in the record’s summary section are read only. Mass correction is unavailable for all records with Error Code 1568.

What happens if the CIP year value is not reported as 2010?

Error 1522 indicates the CIP year field was incomplete or was not all numeric. At this time, the only valid value for the CIP year is 2010. We encourage you to update the CIP year to 2010, and review it on your SIS to avoid additional/future errors.

What happens if an incoming student record contains a program indicator of “N,” but includes a reported program?

An error 1569 is flagged if the program indicator is “N” and you’ve included program data. If the program indicator is “N” and the Clearinghouse generates an unreported program into your record (which may or may not prompt an error), the system will auto-correct the program indicator to “Y.” This prevents the generation of further errors that the reporting school must fix, resulting in less work for the institution and fewer error corrections needed.

How do I update a program status of “X” (never enrolled) on the Error Resolution platform?

When updating to an “X” (never enrolled) program status, the Program Status Effective Date and Program Begin Date must match. If not, schools will receive an Error Code 1601, 1602, 1603, 1604, 1605, or 1606 (depending upon which program has been updated).

Once reported for a program, the Program Begin Date should not change. If you are attempting to change the status to X and the Program Begin Date is not equal to the Program Begin Date reported on the previous record for the same program, you’ll receive Error Code 1607, 1608, 1609, 1610, 1611, or 1612 (depending on which program has been updated).

Which fields are editable and not editable for programs on student records previously loaded to the Clearinghouse database via the Error Resolution platform?

Editable fields include: Program Begin Date, Program Special Indicator, Program Enrollment Status, and Program Status Effective Date.

Non-editable fields include: CIP Year, Program CIP, Program Credential Level, Program Published Length, Program Published Length Measurement, and Program Weeks in Title IV Academic Year.

On the Error Resolution platform, which fields are editable and not editable for programs that are new on the incoming record?

The following applies to new programs being submitted in incoming enrollment reports.

Editable fields include: Program Begin date, Program Special Indicator, Program Enrollment Status, Program Status Effective Date, CIP Year, Program CIP, Program Credential Level, Program Published Length, and Program Published Length Measurement, and Program Weeks in Title IV Academic Year.

There are no non-editable fields. All 10 fields are editable.

What changes have been made to the CORA application?

The following message has been added to the CORA page:

Any student addition or update made outside of the CORA application will not be reflected in the next CORA submission and will need to be updated on the CORA site as well.

New student record additions or changes made outside of the application (i.e., ad hoc or by sending a new file) could cause conflicts. To prevent conflicts, changes will not be reflected in the CORA application. The Clearinghouse recommends changes be completed in the CORA application directly.