CAREER SCHOLARS FILE SPECIFICATIONS

Version 1.5.0

Career Scholars Supplementary

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General Information

This document describes the data elements collected by the Nebraska Statewide Workforce & Educational Reporting System (NSWERS). Valid values and data validation rules that can be performed prior to data submission are listed where appropriate.

High-Level Data Collection Workflow

Scope

Data submission will include students who participated in a Career Scholars Program for whom outcomes reporting is required. Records may begin with the 2020 year or later as needed and continue through the most recent academic year for which data are available at the time of submission.

The scope of collection applies only to students who are to be included for legislative reporting.

Where an institution has no participants for a given academic year, a null file is not required.

File Names

File Specification	*File Name*
Career Scholars Supplementary	#####_careerscholars_supplementary_YYYY_##.csv

Where	Represents
#####	IPEDS Institution ID
YYYY	Academic Year Ending
##	Optional sequence Number

Data Element Names

The following syntax is used throughout this document when referencing data elements.

Format: *NSWERS Field Name [File Specification: Field Name (Field Number)] where:

- An asterisk (*) indicates the data element is a mandatory field. A non-blank or non-null value must be supplied in all mandatory fields for each record, or the data loading process will reject the record.

- NSWERS Field Name represents the name of the data element commonly used by the Nebraska Statewide Workforce & Educational Reporting System (NSWERS).
- File Specification indicates the formal name of the file specification.
- Field Name indicates the formal name of the field within the file specification.
- Field Number indicates the position of the field within the file specification.

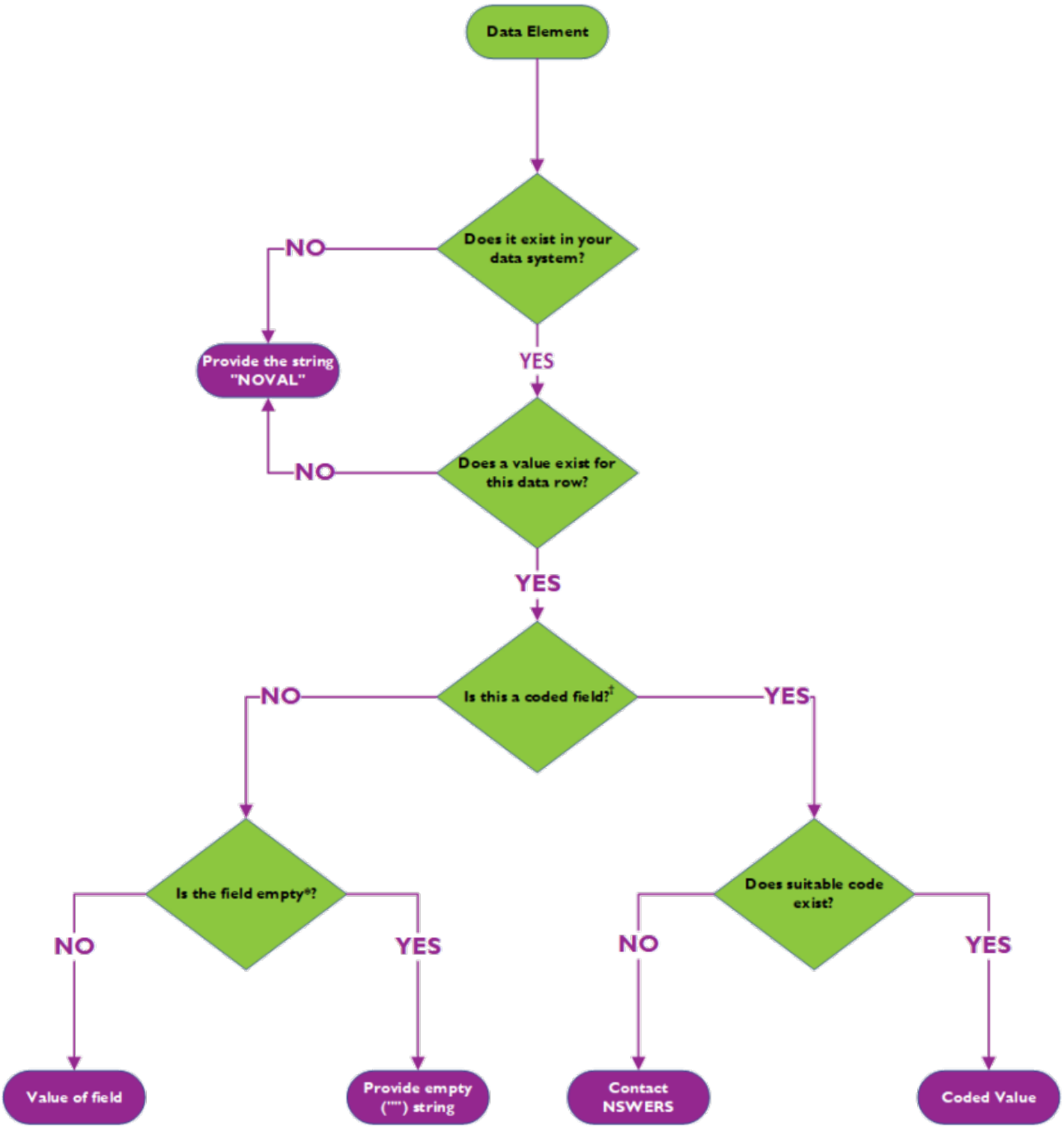
Notes of Importance

- Any values that contain a comma must be enclosed with quotes.
- Data fields should be ordered in the same sequence as identified in this document.

All files should be submitted in .csv format.

To maintain data privacy and security, and to preserve the informational chain of custody, NSWERS staff cannot edit original source data files. It is the responsibility of each data contributing partner to resolve errors discovered during data submission, validation, and certification processes. Corrected data files should be re-uploaded by partners into the NSWERS data system.

Decision Tree: Reporting for Nonmandatory Data Elements



†The field is represented by a code in the data specifications (e.g. gender, GED Status, etc)

*The field is blank or represented by a blank placeholder in your data system

Career Scholars Supplementary

To support outcomes reporting and program evaluation for Career Scholars Programs

Additional details can be found on our website at https://nswers.orgs/insights/data-dictionary-and-elements/

*Postsecondary Institution ID [Career Scholars Supplementary:Postsecondary Institution ID (1)]

Provide the institution identifier (IPEDS Institution ID) in the format "######".

This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

Format
######

*Postsecondary Student ID [Career Scholars Supplementary:Postsecondary Student ID (2)]

Provide the unique number used to identify an individual student at the institution.

This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

Verification Details
The Postsecondary Student ID will be included in verification reports to assist institution staff research and resolve data issues.

*Degree Term [Career Scholars Supplementary:Degree Term (3)]

Provide the institution-selected value representing the term during which this student was enrolled. Ignore session information, i.e., 2022 Summer Session 1 and 2022 Summer Session 2 would both be listed under the 2022 Summer term.

This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

Verification Details
Valid values are specified via the Postsecondary Terms file [Postsecondary Terms: Postsecondary Term Code (3)].

*Career Scholars Program [Career Scholars Supplementary:Career

Scholars Program (4)]

Provide the Career Scholars Program Area. E.g. Education, Business Administration, or Criminal Justice.

This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

Career Scholars Supplementary

Key	*Position*	*Name*	*Type*	*Length*	*Format*
Yes	1	Postsecondary Institution ID	String	6	######
Yes	2	Postsecondary Student ID	String	20	
	3	Degree Term	Foreign Key	10	
	4	Career Scholars Program	String		