PETER KIEWIT FOUNDATION SCHOLARSHIP EVALUATION FILE SPECIFICATIONS

Peter Kiewit Foundation Scholarship Evaluation Supplementary

Version 1.5.0

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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

All students who either

1. directly applied for the PKF Vocational Scholarship.

2. Were otherwise considered for the PKF Vocational Scholarship (e.g. through a single application scholarship program)

File Names

File Specification	*File Name*
PKF Scholarship Evaluation Supplementary	#####_pkf_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.

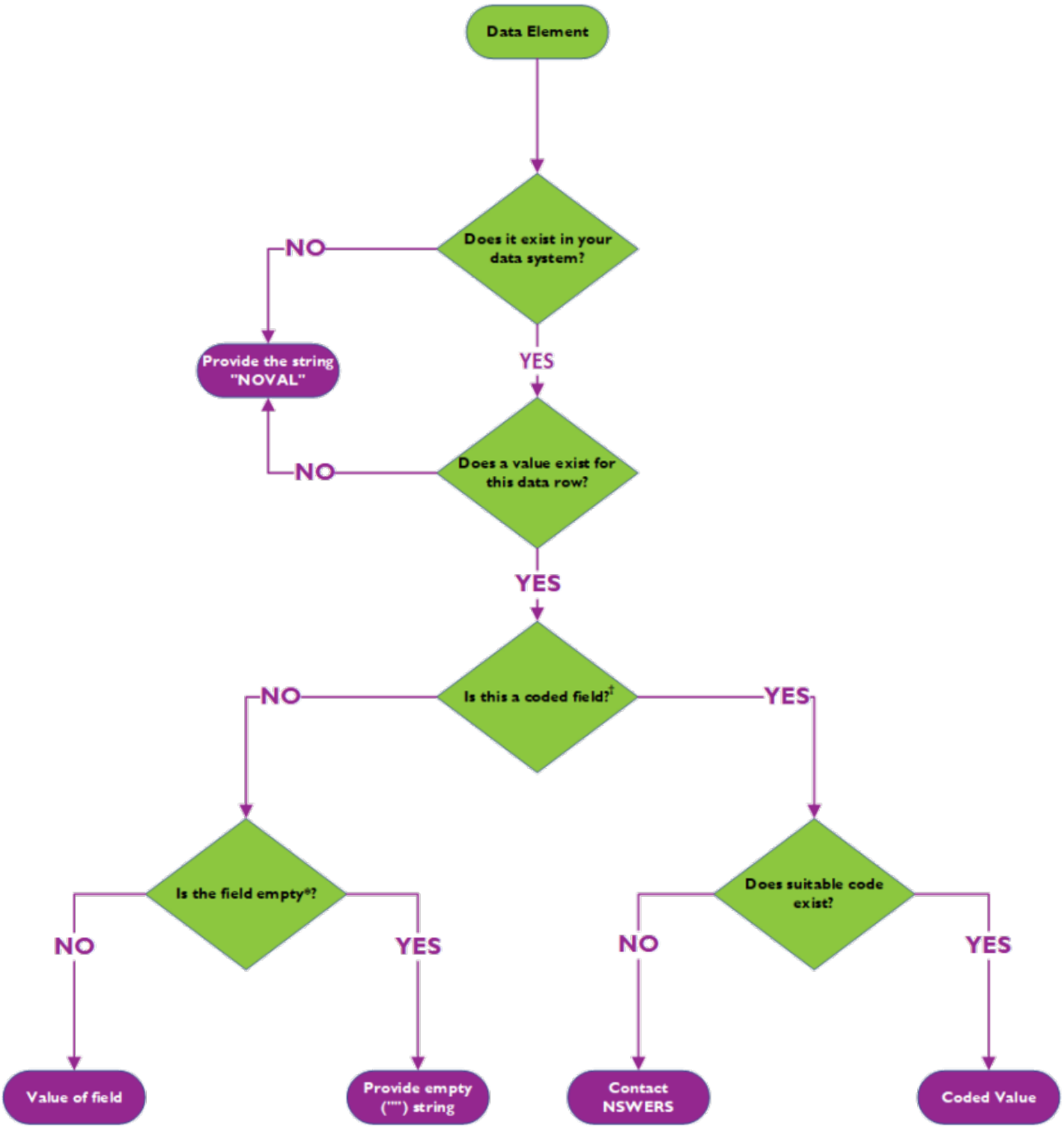
Notes of Importance

- 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

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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.

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

*Institution ID [Peter Kiewit Foundation Scholarship Evaluation Supplementary: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 [Peter Kiewit Foundation Scholarship Evaluation 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.

*Postsecondary Term Code [Peter Kiewit Foundation Scholarship Evaluation Supplementary:Postsecondary Term Code (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)].

*Cohort Year [Peter Kiewit Foundation Scholarship Evaluation Supplementary:Cohort Year (4)]

Provide the cohort year of the scholarship program in the format "####". For example, if the students are scheduled to begin receiving the scholarship during the Fall term of 2023, this field would contain "2023".

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

Format

yyyy

*PKF Scholarship Awarded Flag [Peter Kiewit Foundation Scholarship Evaluation Supplementary:PKF Scholarship Awarded Flag (5)]

Provide the code that indicates the scholarship award status of the student for the listed term.

Code	*Description*	*Explanation of Use*
1	Awarded	The student received the scholarship.
2	Not awarded	The student applied for or was directly considered for the scholarship BUT did not receive it.
3	Renewed	The student received a renewal of the scholarship for a subsequent academic year.
4	Not Renewed	The scholarship was not renewed after receiving it in a prior term/year.

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

*Supplementary Program Compliance [Peter Kiewit Foundation Scholarship Evaluation Supplementary:Supplementary Program Compliance (6)]

Provide the code associated with the supplementary program compliance that matches .

Provide the code that indicates the type of academic award granted.

Code	*Description*	*Explanation of Use*
0	Not Available	There is no supplementary program available for this scholarship program at this institution.
1	Fully Compliant	The participant has completed all the required activities and fulfilled all the obligations of the supplementary program.
2	Partially Compliant	The participant has completed some but not all of the required activities or has not fully fulfilled the obligations of the supplementary mentoring program.
3	Non-compliant	The participant has not completed any of the required activities or has not fulfilled any of the obligations of the supplementary mentoring program.
4	Withdrawn	The participant initially started the supplementary program but later withdrew before completing the required activities or fulfilling the obligations.

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

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Key	*Position*	*Name*	*Type*	*Length*	*Format*
Yes	1	Institution ID	String	6	######
Yes	2	Postsecondary Student ID	String	20	
Yes	3	Postsecondary Term Code	Foreign Key	10	
Yes	4	Cohort Year	Date	4	yyyy
	5	PKF Scholarship Awarded Flag	Integer	1	(one of set)
	6	Supplementary Program Compliance	Integer	1	(one of set)