

GEAUX TEACH GRADUATES PAYMENT REQUEST: TRANSMISSION USING SSN *

FROM	TO	LGTH	DECIMAL SPACES	FIELD NAME	FIELD DESCRIPTION	EXAMPLE	COMMENT
1	9	9	0	GQSSN	SOCIAL SECURITY NUMBER	012345678	Include leading zeroes
10	18	9	0	GQPERSID	LOSFA ID NUMBER	1234567	If available
19	34	16		GQFNAME	FIRST NAME	JOHN	ALL CAPS
35	50	16		GQMNAME	MIDDLE NAME	LAGNIAPPE	ALL CAPS
51	66	16		GQLNAME	LAST NAME	DEAUX	ALL CAPS
67	74	8	0	GQDOB	BIRTHDATE	20010101	CCYYMMDD
75	76	2		GQACADSTND	ACADEMIC STANDING		See Field Definitions on the next page
77	85	9	0	GQCOLLCD	COLLEGE CODE	002010000	Include leading zeroes
86	91	6		GQTERM	TERM CODE	1S2022	
92	97	6	2	GQHRSATTM	ATTEMPTED HOURS	000300	000300 will convert to 3.00 (Include leading zeroes)
98	98	1		GQGENDER	GENDER	M	M/F or blank if unknown/other
99	99	1	0	GQETHNICCD	ETHNIC CODE	4	See Field Definitions on the next page
100	149	50		GQEMAIL	EMAIL ADDRESS		
150	159	10		GQPHONE	PHONE NUMBER		
160	169	10	2	GQPMTREQAM	REQUESTED AMOUNT	0000310000	0000310000 will convert to 3100.00 (Include leading zeroes)
170	177	8	0	GQPMTREQDT	PAYMENT REQUEST DATE		CCYYMMDD
178	178	1		GQRESIDCHK	RESIDENCY REQUIREMENT CHECKED	Y/N	LOUISIANA RESIDENCY
179	184	6	0	GQCIPCD	CLASSIFICATION OF INSTRUCTIONAL PGM	010000	Include leading zeroes
185	186	2		GQDEGLVLCD	DEGREE LEVEL CODE	20	See Field Definitions on the next page
187	188	2	0	GQINCRKEY	INCREMENT KEY	01	See Field Definitions on the next page

* For use with the Upload Files tab of the Louisiana Award System and when using PGP key exchange.

Field Definitions for use with the Geaux Teach / Geaux Teach Graduates program

ACADEMIC STANDING

00 - Continuous Enrollment

CIP Code

A six-character code developed for the National Center for Educational Statistics, which corresponds to a major field of study.

Degree Level Code

DP = Diploma

C1 = Certificate (one-year)

C2 = Certificate (two-year)

10 = Associate (two years)

11 = Post-Associate Certificate

20 = Baccalaureate

21 = Post-Baccalaureate Certificate

30 = Masters

31 = Post-Masters Certificate

40 = Doctorate

41 = Post-Doctoral Certificate

50 = Professional

51 = Post-Professional Certificate

60 = Educational Specialist

70 = Graduate Certificate

ND = Non-degree Seeking Student

NC = Non-credit Course

Increment Key

A two-digit numeric key assigned by the Board of Regents' staff, which gives each academic program record a unique key. (See Inventory of Degree and Certificate Programs for details.) **This field cannot be blank**