

Standard Operating Procedures

Post-Secondary Employment Outcomes (PSEO)

Enrollment File

June 1, 2023

I. Purpose

This operating procedure specifies the standard layout of the enrollment file that partners will supply for use in processing and producing the Post-Secondary Employment Outcomes (PSEO). However, in contrast to the Degree File SOP, this is provided as a guideline for institutions.

II. Notes

There are some variables which will only be available for certain students. We expect missing data in fields (e.g. SAT scores for a doctoral student). In some places we explicitly mention when missingness is expected, but we do not check these data when transferred for missingness.

Missing SSNs are not an issue, so transfer all records, regardless of availability of SSN for that observation.

III. Filename Convention

Following filenaming instructions provided by the Census ERD Data Staff.

IV. Observation Levels

For the enrollment file, the observation level should be the individual-term.

V. Valid Years

We request as many years of historical data as you can send, starting with 2001. If you are unable to go back to 2001, that is fine. We will not process any years before 2001 because of coverage issues with our wage data before that calendar year.

VI. Contact

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LEHD PSEO Enrollment File Format

Label	Data Element	Len	Type	Data Specification
ssn	Social Security Number (SSN)	9	Character	A 9-digit code indicating each student's Social Security Number. <i>Do not include hyphens. Blank fill.</i>
name_first	First Name	100L	String	The first name of the reference student, if known. <i>Left justify, blank fill.</i>
name_last	Last Name	100L	String	The last name (surname) of the reference student, if known. <i>Left justify, blank fill.</i>
dob	Date of Birth	8	String MMDDYYYY	The date of birth of the reference student, if known, in MMDDYYYY. <i>Do not include hyphens or other special characters. If unknown, blank fill.</i>
Term	Term of enrollment		String	String indicating term (spring, summer, fall, winter). Can be codes from own system, need to provide codebook on values.
year	Calendar year of enrollment	4	Number	Calendar year of enrollment
major_field	Declared major using Classification of Instructional Programs (CIP) Code	6L	String	A 6-digit code indicating the reference student's area of study. For details, see link . <i>Do not include hyphens or other special characters. Left justify, zero fill. Can be blank (if no declaration)</i>
term_gpa	Grade Point Average for Term	4	Number	GPA for reference term
term_creditshours	Credit Hours Completed by Student in Term	4	Number	Credit hours for reference term
cumulative_gpa	Cumulative GPA	4	Number	Cumulative GPA at institution
deglevl_code	Student Level	2R	String	A 2-digit code indicating the reference student's enrollment status. For details, see link . <i>Right justify, zero fill.</i>

opeid	Office of Postsecondary Education Identification (OPEID) number	8L	String	A 8-digit identification number indicating the reference student's institution. For details and valid codes see link . <i>Right justify, zero fill.</i>
residency	Student residency status		String	Residency status (in-state student, out of state, international)