

Degrees Conferred File

March 2, 2010

Information Resources and Communications
Office of the President
University of California

Overview

Population

The degrees conferred file contains data on all persons granted a degree during the period specified.

Record Types

Header Record (Record Type Code-Student = A)

The Header Record may be omitted.

Degree Record (Record Type Code-Student = K)

Contains data about the degree conferred. A degree record should be supplied for each degree granted to persons in the population. If a person receives multiple degrees a corresponding number of degree records should be supplied.

Schedule

This file is submitted twice a year:

- Fall, Winter & Spring degrees for one academic year must be submitted around September 15th of the next academic year. Ex Fall 2007, Winter 2008 and Spring 2008 degrees must be submitted around September 15th, 2008. (Note that exact submission date may vary depending on IPEDS completion deadlines. For exact date, consult the submission schedule for the current year on the Campus CSS web site at http://www.ucop.edu/irc/campus_specs/css/welcome.html .)
- Summer degrees must be submitted by December 15th of the current academic year. Ex: Summer 2007 degrees must be submitted by December 15th, 2007.

Physical Characteristics

File Name:	CSSDEG.Yyyyy (in upper case) – Fall/Winter/Spring file where yyyy = the current calendar year CSSDEG.Q1yy (in upper case) – Summer file Where yy = the two digit current calendar year
Record Format:	Fixed Blocked
Record Length:	120
Sequence:	Ascending sequence sorted by Record Type Code-Student, Identification Number-Student, Year Registered, Term Registered Code, Degree Awarded Code

Transmission:

The input file is to be transmitted via secure FTP (File Transfer Protocol) to UCOP's vsftp server, and deposited in the following directory:

ftphome/ftpusrN/put/css/ (in lower case)
Where N is the campus numeric code
1 – Berkeley
2 – San Francisco
3 – Davis
4 – Los Angeles
5 – Riverside
6 – San Diego
7 – Santa Cruz
8 – Santa Barbara
9 – Irvine
10 – Merced

For more information on vsftp transmittal, go to:
http://www.ucop.edu/irc/campus_specs/ftp/secureftp.html.

Each transmission will be accompanied by an E-mail note with the information specified below. The file transmittal note should be sent to:

IR&C Librarian at **ISCLIB@UCOP.EDU**

File transmittal note should give the following minimum information:

- Campus
- Contact Name and Phone Number
- File Name
- Record Count
- "As of" (cycle) date
- Creation date
- If file is a **resubmission**, indicate it

Conventions for Describing Multiple Majors

Following is a description of conventions for coding degree awarded colleges and majors (Reference Numbers K030-K100). These conventions are reflected in the Group Edit Tests.

Single Major

Element	Contents
Major Code-Degree Awarded	Major Code
Major Code-Degree Awarded-1	Blank
Major Code-Degree Awarded-2	Blank
Major Code-Degree Awarded-3	Blank
College Code-Degree Awarded	College charged for budgetary purposes
College Code-Degree Awarded-1	Blank
College Code-Degree Awarded-2	Blank
College Code-Degree Awarded-3	Blank

Double or Joint Major

Element	Contents
Major Code-Degree Awarded	'002'(double), '009' (joint), or '215' (cooperative)
Major Code-Degree Awarded-1	First component of double, joint, or cooperative major
Major Code-Degree Awarded-2	Second component of double, joint, or cooperative major
Major Code-Degree Awarded-3	Blank
College Code-Degree Awarded	College charged for budgetary purposes
College Code-Degree Awarded-1	College associated with first component of double or joint major
College Code-Degree Awarded-2	College associated with second component of double or joint major
College Code-Degree Awarded-3	Blank

Triple Major

Element	Contents
Major Code-Degree Awarded	'003'(triple)
Major Code-Degree Awarded-1	First component of triple major
Major Code-Degree Awarded-2	Second component of triple major
Major Code-Degree Awarded-3	Third component of triple major
College Code-Degree Awarded	College charged for budgetary purposes
College Code-Degree Awarded-1	College associated with first component of triple major
College Code-Degree Awarded-2	College associated with second component of triple major
College Code-Degree Awarded-3	College associated with third component of triple major