

Resident File

March 2, 2010

Information Resources and Communications
Office of the President
University of California

Overview

Population

The Resident File contains data on all Residents in Medicine, Dentistry, Pharmacy, Public Health, Optometry, and Veterinary Medicine associated with the campus during the term specified.

Record Types

Header Record (Record Type Code-Student = A)

The first record on the file must be a header record.

Registration Information Record (Record Type Code-Student = H)

Contains demographic and registration data on a resident. A registration information record should be supplied for each resident in the population.

Schedule

File should be sent annually at the end of the 6th week of classes of the Fall term. Data should reflect information as of the Third Week of classes.

Physical Characteristics

File Name: CSSRES.Qqyy
where q = '2' - Fall
yy = the effective year

Record Format: Fixed Blocked

Record Length: 325

Sequence: Ascending sequence sorted by Record Type Code-Student, Identification Number-Student.

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 the file is a **resubmission**, indicate it