|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Field** | **Required?** | **Type (Length, Format)** | **Description** | **Reference Table** | **Error Message** |
|  | **School Number** | Y | Character | School number |  | school number is required invalid school number |
|  | **School District Number** | Y | Character | School district number |  | district number is required invalid district number |
|  | **Legal last name** | Y | 50 Char max | Students legal surname |  | legal last name is required legal last name is too long |
|  | **Legal first name** | Y | 32 Char max | Students legal first name |  | legal first name is required legal first name is too long |
|  | **Legal middle name** | N | 32 Char max | Students legal middle name |  | legal middle is too long |
|  | **Gender** | Y | 1 char max | Gender | Gender Codes | gender is required invalid gender |
|  | **Gender Identity** | N | 1 char max | Gender identity | Gender Identity | invalid gender identity |
|  | **Date of birth (DOB)** | Y | Date (yyyymmdd) | Student date of birth |  | date of birth is required date of birth is not a valid date format |
|  | **Suffix** | N | Person name suffix codes | Title | Person Name Suffix Codes | invalid suffix |
|  | **Usual first name** | N | 32 Char max | Students usual first name |  | usual first name is too long |
|  | **Usual last name** | N | 50 Char max | Students usual surname |  | usual last name is too long |
|  | **PEN** | N | n/a must exist or empty | Personal education number |  | PEN does not exist |
|  | **Home Phone** | N | 10 or 12 Char Numeric accepts dashes | Student’s home phone number |  | Invalid home phone number |
|  | **Work Phone** | N | 10 or 12 Char Numeric accepts dashes | Student’s work phone number |  | Invalid work phone number |
|  | **Cell Phone** | N | 10 or 12 Char Numeric accepts dashes | Student’s cell phone number |  | Invalid cell phone number |
|  | **Home Language** | N | Language Codes | Home language | Language Codes | Invalid home language |
|  | **First Language** | N | Language Codes | First language | Language Codes | Invalid first language |
|  | **Apt Unit Complex** | N | 50 Char max | Student address |  | Apt/Unit complex is too long |
|  | **Street Number** | Y | 8 Char max | Student address |  | street number is required street number is too long |
|  | **Street Name** | Y | 50 Char max | Student address  Include street pre-direction if applicable |  | street name is required street name is too long |
|  | **Street Type** | Y | Street Type Codes | Student address | Street Type Codes | Street Type is required Invalid Street Type for Student |
|  | **City** | Y | 40 Char max | Student address |  | City is required City is too long |
|  | **Province** | Y | Address State/Province Codes | Student address | Address State/Province Codes | Province is Required  invalid province code |
|  | **Postal Code** | Y | 7 Char max  Uppercase Letter  Numerical Digit  Space (no hyphens) | Student address |  | Postal Code is required postal code is too long |
|  | **Street Post Direction** | N | 10 Char max S - South, E -East, W- West, N- North | Student address  May only include Student Street Post Direction if Student Street Type is also provided |  | street post direction is too long |
|  | **Year of Graduation** | Y | Numeric  If enrollment date is current year and August or later then add 13 years | Year student will graduate |  | Year of graduation does not match grade level |
|  | **Grade Level** | Y | • EL, KF (capitals only)) • 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, or 12 | Grade level | Grade Levels | grade level is required invalid grade level |
|  | **PSR Grade** | Y | • EL, KF (capitals only) • 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 or 12 | Personal student record | Grade Levels | PSR grade is required invalid PSR grade |
|  | **Enrollment Status** | Y | • Active • Active No Primary • PreReg | Enrollment status | Enrollment Status Codes | enrollment status is invalid enrollment status is required |
|  | **Enrollment Date** | Y | Valid Format (yyyymmdd) Current school year or next school year | Enrollment date |  | enrollment date is invalid enrollment date is required |
|  | **Enrollment Code** | Y | Enrollment codes | Enrollment system code | Enrollment Codes | Enrollment code is required Invalid enrollment code |
|  | **Calendar** | N | Standard | School year calendar |  | Invalid calendar |
|  | **Country of Birth** | N | Country Codes | Country of birth | Country Codes - Description | Invalid country of birth |
|  | **Country of Citizenship** | N | Country Codes | Country of citizenship | Country Codes - Description | Invalid country of citizenship |
|  | **Citizenship Code** | N | Citizenship Codes | Citizenship code | Citizenship Codes | Invalid citizenship code |
|  | **BC Personal Health Number** | N | Numeric 10 digits, no spaces, no hyphens | BC Personal health number |  | BC Personal health number is not acceptable |
|  | **Who has Custody** | N | Custody Codes | Who has custody of the student | Custody Codes | Invalid value for custody |
|  | **Aboriginal Ancestry** | N | Aboriginal Ancestry Codes | Aboriginal ancestry | Aboriginal Ancestry Codes -Description | Invalid aboriginal ancestry |
|  | **Band of Origin** | N | Tribal Codes | Band of origin | Tribal Codes - Description | Invalid value band of origin |
|  | **Band of Residence** | N | Band of residence codes | Band of residence | Band of Residence Codes -Description | Invalid value for band of residence |
|  | **Contact 1 Relationship** | N | Person relationship codes | Contact relationship | Person Relationship codes | Invalid value for Contact 1 Relationship |
|  | **Contact 1 Last Name** | N | 50 Char max | Contact Last Name |  | Contact 1 last name is too long |
|  | **Contact 1 First Name** | N | 32 Char max | Contact first name |  | Contact 1 first name is too long |
|  | **Contact 1 Work Phone** | N | 10 or 12 Char Numeric accepts dashes | Contact work Phone number |  | Contact 1 work phone number is too long |
|  | **Contact 1 Cell Phone** | N | 10 or 12 Char Numeric accepts dashes | Contact Cell Phone number |  | Invalid Contact 1 cell phone number |
|  | **Contact 1 email address** | N | 100 Char max | Contact email address |  | Contact 1 email address too long |
|  | **Contact 1 Mailing Apt Unit Complex** | N | 50 Char max | Contact address  May only include Contact1 Apartment Unit Complex if Contact1 Street Number, Contact1 Street Name, and Contact1 Street Type are also provided |  | Contact 1 Mailing Apt Unit Complex too long |
|  | **Contact 1 Mailing Street Number** | N | 8 Char max | Contact address  May only include Contact1 Street Number if Contact1 Street Name and Contact1 Street Type are also provided |  | Contact 1 Mailing Street Number too long |
|  | **Contact 1 Mailing Street Name** | N | 50 Char max | Contact address  Include street pre-direction if applicable  May only include Contact1 Street Name if Contact1 Street Number and Contact1 Street Type are also provided |  | Contact 1 Mailing Street Name too long |
|  | **Contact 1 Mailing Street Type** | N | Street Type Codes | Contact address  May only include Contact1 Street Type if Contact1 Street Number and Contact1 Street Name are also provided | Street Type Codes | Invalid Contact 1 Street Type |
|  | **Contact 1 Mailing City** | N | 40 Char max | Contact address  May only include Contact1 City if Contact1 Province and Contact1 Postal Code are also provided |  | Contact 1 Mailing City too long |
|  | **Contact 1 Mailing State Province** | N | Address State/Province Codes | Contact address  May only include Contact1 Province if Contact1 City and Contact1 Postal Code are also provided | Address State/Province Codes | Invalid value for Contact 1 Province Code |
|  | **Contact 1 Mailing Postal Code** | N | 7 Char max  Uppercase Letter  Numerical Digit  Space (no hyphens) | Contact address  May only include Contact1 Postal Code if Contact1 City and Contact1 Province are also provided |  | Contact 1 Mailing Postal Code too long |
|  | **Contact 1 Mailing Street Post Direction** | N | 10 Char max S - South, E -East, W- West, N- North | Street direction  May only include Contact1 Street Post Direction if Contact1 Street Number, Contact1 Street Name, and Contact1 Street Type are also provided |  | Contact 1 Mailing Street Post Direction too long |
|  | **Contact 1 Language of Correspondence** | N | Language Codes | Contact language of correspondence | Language Codes | Invalid of Contact 1 language of correspondence |
|  | **Contact 2 Relationship** | N | Person Relationship Codes | Contact relationship | Person Relationship Codes | Invalid value for Contact 2 Relationship |
|  | **Contact 2 Last Name** | N | 50 Char max | Contact last name |  | Contact 2 Last Name too long |
|  | **Contact 2 First Name** | N | 32 Char max | Contact first name |  | Contact 2 First Name too long |
|  | **Contact 2 Work Phone** | N | 10 or 12 Char Numeric accepts dashes | Contact Work Phone number |  | Invalid Phone number |
|  | **Contact 2 Cell Phone** | N | 10 or 12 Char Numeric accepts dashes | Contact Cell phone number |  | Invalid phone number |
|  | **Contact 2 email address** | N | 100 Char max | Contact email address |  | Contact 2 email address too long |
|  | **Contact 2 Mailing Apt Unit Complex** | N | 50 Char max | Contact address  May only include Contact2 Apartment Unit Complex if Contact2 Street Number, Contact2 Street Name, and Contact2 Street Type are also provided |  | Contact 2 Mailing Apt Unit Complex too long |
|  | **Contact 2 Mailing Street Number** | N | 8 Char max | Contact address  May only include Contact2 Street Number if Contact2 Street Name and Contact2 Street Type are also provided |  | Contact 2 Mailing Street Number too long |
|  | **Contact 2 Mailing Street Name** | N | 50 Char max | Contact address  Include street pre-direction if applicable  May only include Contact2 Street Name if Contact2 Street Number and Contact2 Street Type are also provided |  | Contact 2 Mailing Street Name too long |
|  | **Contact 2 Mailing Street Type** | N | Street Type Codes | Contact address  May only include Contact2 Street Type if Contact2 Street Number and Contact2 Street Name are also provided | Street Type Codes | Invalid Contact 2 Street Type |
|  | **Contact 2 Mailing City** | N | 40 Char max | Contact address  May only include Contact2 City if Contact2 Province and Contact2 Postal Code are also provided |  | Contact 2 Mailing City too long |
|  | **Contact 2 Mailing State Province** | N | Address State/Province Codes | Contact address  May only include Contact2 Province if Contact2 City and Contact2 Postal Code are also provided | Address State/Province Codes | Invalid value for Contact 2 Province Code |
|  | **Contact 2 Mailing Postal Code** | N | 7 Char max  Uppercase Letter  Numerical Digit  Space (no hyphens) | Contact address  May only include Contact2 Postal Code if Contact2 City and Contact2 Province are also provided |  | Contact 2 Mailing Postal Code too long |
|  | **Contact 2 Mailing Street Post Direction** | N | 10 Char max S - South, E -East, W- West, N- North | Contact address  May only include Contact2 Street Post Direction if Contact2 Street Number, Contact2 Street Name, and Contact2 Street Type are also provided |  | Contact 2 Mailing Street Post Direction too long |
|  | **Contact 2 Language of Correspondence** | N | Language Codes | Contact language of correspondence | Language Codes | Invalid Contact 2 language of correspondence |