Florida Automated System for Transferring

Educational Records

(FASTER)

SPEEDE/ExPRESS

Conversion Manual

Chapter 10:

TS146 Version 4 Converted

to FASTER Request Format (I/S/P00)

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# CHAPTER 10

# Specifications for Converting

# SPEEDE/ExPRESS 2011-2012 FASTER Request Formats

This chapter details the conversion of a student's SPEEDE/ExPRESS Transaction Set 146 - Student Educational Record (Request) sent from any institution into the FASTER I/S/P00 record formats. The incoming SPEEDE/ExPRESS records are first edited to make sure that all components of the transcript are valid before the records are considered for conversion into FASTER. Transactions which violate SPEEDE/ExPRESS rules will cause a NEGATIVE ACKNOWLEDGEMENT Transaction Set (TS997) to be returned to the sender indicating that an error was detected. In this case, no record of the request is forwarded to the addressed Florida institution. Violations of SPEEDE/ExPRESS rules include mandatory segments or fields missing, segment sequencing errors, and invalid field values.

Some fields and/or field values, although valid for SPEEDE/ExPRESS, have no counterpart in the FASTER system. These fields are, without exception, ignored.

The SPEEDE/ExPRESS source data is identified as to segment name, segment position within TS146 and data element position within segment. FASTER target data elements are identified by their position within the I/S/P00 Header Record Format.

Details of the mapping of the SPEEDE/ExPRESS outermost envelopes, ISA/IEA, GS/GE, and ST/SE are found in [Chapter 6](https://www.fldoe.org/file/20861/SPEEDE-Chapter6.docx).

## SPEEDE Transaction Set 146 – ST through NTE

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| **SPEEDE/ExPRESS Transaction Set 146**Request For Student Educational Record (Transcript)Source Segment Name, Position and Data Elements(See SPEEDE/ExPRESS Manual) |  |   | **FASTER I/S/P00 Request Header Record Conversion Specifics** |

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|   | **ST - Transaction Set Header - at position 1/010**Indicates the start of a request for student's electronic transcript. Allows the assignment of a control number. |  |   |  |

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|   | ST01 - Transaction Set Identifier Code

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| 146 = | Request for Student Educational Record (Transcript) |

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|   | ST02 - Transaction Set Control NumberThis is the identifying control number assigned and maintained by the sender of the transaction set. This value is assigned by the sender in such a way that it is unique to the transaction being sent.This value must match that in data element SE02. It should be returned in AK202 of TS997 (Functional Acknowledgment). Besides the TS997, the receiver of a TS146 should respond by either transmitting the student's educational record (TS130) or indicating why the record will not be sent (TS147). In either case, this value is returned to the sender of the TS146 in BGN02 of the response transaction set. |  |   | I/S/P00 -Item 16a - SPEEDE/ExPRESS Transaction Control ID |

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|   | **BGN - Beginning Segment - at position 1/020**Denotes the purpose, date and time of the transaction and to indicate the beginning of a transaction set. |  |   |  |

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|   | BGN01 - Transaction Set Purpose

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| --- | --- |
| 00 = | Original Transmission |
| 07 = | Identification of Duplicate Transmission |
| 18 = | Reissue of a Transmission Issued Earlier |

 |  |   | Ignored |

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|   | BGN02 - Reference IdentificationThis is a reference number or identification number assigned by the sender of this transaction set. This value is returned to the sender of the TS146 as the Original Reference Number in one of the ten occurrences of the REF segments at position 1/040 of either TS130 (Student Educational Record (Transcript) or TS147 (Response to Request for Student Educational Record (Transcript). |  |   | Stored on internal system table (NTNL\_POST\_CARDS) as EDI\_STUDENT\_NUMBER by the edit program (SPEX01). This value is retrieved from the internal system table when the FASTER institution sends back the response with the SPEEDE/ExPRESS Transaction Control ID properly returned. The value is returned in the generated TS130 in an occurrence of the REF segment. |

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|   | BGN03 - Transmission Date -- must be valid date (CCYYMMDD) |  |   |  |

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|   | BGN04 - Transmission Time -- if present, must be valid time |  |   |  |

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|   | BGN05 - Time Code -- if present, must be valid code |  |   |  |

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| --- | --- | --- | --- | --- |
|   | BGN06 - Reference Number |  |   | Not used in TS146 |

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|   | BGN07 - Transaction Type Code |  |   | Not used in TS146 |

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|   | BGN08 - Action Code |  |   | Not used in TS146 |

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|   | BGN09 - Security Level Code |  |   | Not used in TS146 |

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|   | **ERP - Educational Record Purpose - at position 1/030**Indicates the type of educational record being sent and allows the recipient of the record to determine whether it was sent at the student's request or in response to the institution's earlier request. |  |   |  |

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| ERP01 - | Transcript Purpose Code  |

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| DD = | Requesting an Interdistrict (Pre-Kindergarten - Grade 12) Student Record |
| DP = | Requesting a District to Postsecondary Student Record |
| PS = | Requesting a Postsecondary Student Academic Record |

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|   | ERP02 - Reason for Sending Request |  |   | Not used in TS146 |

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| ERP03 - | Action Code  |

 |  |   | I/S/P00 -Item 5 - Message Type |
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| R2 = | Send Record Now |

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| àR01 - | Please send this record as soon as possible |

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| R3 = | Send Record at End of the Term |

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| àR02 - | Please send this record as soon as the current term is complete and grades are posted |

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| R4 = | Send Record after Degree is Posted |

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| àR03 - | Please send this record after the degree has been posted (applies only to postsecondary requests) |

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| R5 = | Send Vocational Record Only |

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| àR04 - | Please send the vocational course record only (applies only to postsecondary requests) |

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| R6 = | Send Cost of Attendance Record Now |

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| àR20 - | Please send the Cost of Attendance record as soon as possible (applies only to postsecondary requests) |

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| R7 = | Send Enrollment Record Now |

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| àR30 - | Please send the Enrollment record as soon as possible (applies only to postsecondary requests) |

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|   | **REF - Student Identification Numbers - at position 1/040**Provides identification numbers for the student. |  |   |  |

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| REF01 - | Reference Number Qualifier -- qualifier for REF02 |

Determines placement of Reference Number (REF02) ***by first occurrence of each code***.  |  |   | I/S/P00 |
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|  |  |
| --- | --- |
| SY = | Social Security Number |

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| --- | --- |
| àItem 2 - | Primary Student Identifier(10th character set to 'X' if sent to K-12 inst) |

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|  |  |
| --- | --- |
| LR = | Local Student Identification Number |

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| --- | --- |
| àItem 07 - | Institutional Student Number(if code length less than or equal to 12) |

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| --- | --- |
| 28 = | Employee Identification Number |

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| --- | --- |
| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- |
| 30 = | United States Government Visa Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| 48 = | Agency's Student Number. This is the number assigned by an agency other than the institution sending the record. |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- |
| 49 = | Family Unit Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- |
| 4A = | Personal Identification Number (PIN) |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- |
| 50 = | State Student Identification Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- |
| 56 = | Corrected Social Security Number |

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| àItem 14 - | Primary Student Identifier(10th character set to 'X' if sent to a K-12 inst) **but only if there is no SY**. If the SY exists and is the same value as the 56, the 56 is ignored, otherwise, the 56 is written as Unique Institutional Identifier. |

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| 57 = | Prior Incorrect Social Security Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| C0 = | State Student Identification Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- |
| F8 = | Original Reference Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| MV = | Migrant Number |

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| àItem 14 - | Unique Institutional Identifier(if code LR not sent and length less than or equal to 18) |

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| --- | --- | --- | --- | --- |
|   | REF02 - Reference Number |  |   | See REF01 |

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| --- | --- | --- | --- | --- |
|   | REF03 - Reference Number DescriptionFree form text description |  |   | Ignored |

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|   | REF04 - Reference IdentifierAdditional reference numbers |  |   | Not used in TS146 |

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|   | **DMG - Demographic Information - at position 1/050**Provides demographic information concerning date of birth, gender, marital status, ethnic background, citizenship status and country of citizenship. |  |   |  |

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| DMG01 - | Date of Birth Qualifier - format of DMG02  |

 |  |   | I/S/P00 -Item 16 - Date of Birth (YYYYMMDD)  |
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| --- | --- |
| CM = | CCYYMM |
| CY = | CCYY |
| D8 = | CCYYMMDD |
| DB = | MMDDCCYY |

 |  |   | àIgnoredàIgnoredàMap DMG03 to Item 16 - Date of BirthàMap DMG03 to Item 16 - Date of Birth |

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| --- | --- | --- | --- | --- |
|   | DMG02 - Date of Birth**SPEEDE/ExPRESS does not require that birth date be sent. However, we bend the rules a bit and the edit program treats a missing birthdate as a reject. A TS997 is immediately returned to the sending institution and the transaction is not passed on to the FASTER addressee.** |  |   | I/S/P00 -Item 16 - Date of Birth |

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| --- | --- | --- | --- | --- |
|   | DMG03 - Gender Code |  |   | I/S/P00 -Item 11 - Sex |
|   | M = Male |  |   | àM = Male |
|   | F = Female |  |   | àF = Female |
|   | U = Unknown or not available |  |   | àblank |
|   | Blank |  |   | àblank |

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| --- | --- | --- | --- | --- |
|   | DMG04 - Marital Status |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | DMG05 - Race or Ethnicity  |  |   | P00-12 Race |
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|  |  |
| --- | --- |
| 7 = | Not Provided |
| A = | Asian or Pacific Islander |
| B = | Black |
| C = | Caucasian |
| D = | Subcontinent Asian American |
| E = | Other Race or Ethnicity  |
| F = | Asian Pacific American |
| G = | Native American |
| H = | Hispanic |
| I = | American Indian/Alaskan Native |
| J = | Native Hawaiian |
| N = | Black, Non-Hispanic |
| O = | White, Non-Hispanic |
| P = | Pacific Islander |
| Z = | Mutually Defined  |

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| --- |
| à blank |
| à A - | Asian/Pacific Islander |
| à B - | Black, Non-Hispanic |
| à W - | White, Non-Hispanic |
| à A - | Asian/Pacific Islander |
| à E - | Other Race or Ethnicity for P00blank - for I/S00 |
| à A - | Asian/Pacific Islander |
| à I - | American Indian |
| à H - | Hispanic |
| à I - | American Indian |
| à A - | Asian/Pacific Islander |
| à B - | Black, Non-Hispanic |
| à W - | White, Non-Hispanic |
| à A - | Asian/Pacific Islander |
| à Z - | Mutually Defined for P00blank - for I/S00 |

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|   |   |  |   |  **Not used**

|  |  |
| --- | --- |
| O = | International Student |

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| --- | --- | --- | --- | --- |
|   | DMG06 - Citizenship Status Code |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | DMG07 - Country of CitizenshipISO Country Code |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | DMG08 - Original Means of Birthdate Verification |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | DMG09 - Age in Years |  |   | Not used in TS146 |

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|   | **IND - Additional Individual Demographic Information - at position 1/060**Provides additional demographic information concerning place of birth, native language and English proficiency. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | IND01 - Country of BirthISO Country Code |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | IND02 - State or Province of Birth |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | IND03 - County of BirthISO Country Code |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | IND04 - City of Birth |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | IND05 - Language CodeThe student's native or first language.ISO Language Code |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | IND06 - Language Proficiency Indicator |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | IND07 - Language CodeThe language spoken in the home.ISO Language Code |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | IND08 - Language CodeThe language for correspondence to the student or applicant.ISO Language Code |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- | --- | --- |
|   | IND09 - Sub-national/Ethnic Origin Code Qualifier 1 - qualifier for IND10

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| --- | --- |
| 90 = | California Ethnic Subgroups Code Table |

 |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | IND10 - Sub-national/Ethnic Code 1  |  |   | Ignored |

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| --- | --- | --- | --- | --- | --- | --- |
|   | IND11 - Sub-national/Ethnic Origin Code Qualifier 2 - qualifier for IND12

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| --- | --- |
| 90 = | California Ethnic Subgroups Code Table |

 |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | IND12 - Sub-national/Ethnic Code 1  |  |   | Ignored |

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|   | **SSE - Entry and Exit Dates - at position 1/070**Provides information about the student's entry or withdrawal from the sending school district or from prior schools or school districts. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | SSE01 - Entry Date |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | SSE02 - Exit Date |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | SSE03 - Reason for Entry or Exit |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | SSE04 - Priority of Choice |  |   | Not used in TS146 |

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|   | **SST - Student Academic Status - at position 1/080**Provides information concerning the student's current status at the reporting institution. |  |   |   |

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|   | SST01 - High School Graduation Type Code

|  |  |
| --- | --- |
| B17 = | Did not complete Pre K-Grade 12 School |
| B18 = | Standard High School Diploma |
| B19 = | Advanced or Honors Diploma |
| B20 = | Vocational Diploma |
| B21 = | Special Education Diploma |
| B22 = | Certificate of Completion or Attendance |
| B23 = | Special certificate of completion |
| B24 = | General Education Development Diploma (GED) |
| B25 = | Other HS equivalency diploma |
| B26 = | International diploma or certificate (such as International Baccalaureate) |

 |  |   | Ignored |

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| --- | --- |
| SST02 - | High School Graduation Date Qualifier - format of SST03  |

 |  |   | I/S/P00 -Item 15 - High School Graduation Date (MMYYYY)  |
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|  |  |
| --- | --- |
| CM = | CCYYMM |
| CY = | CCYY |  |
| D8 = | CCYYMMDD |  |
| DB = | MMDDCCYY |  |

 |  |   | Map SST03 -- if month not sent, default to June |

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| --- | --- | --- | --- | --- |
|   | SST03 - High School Graduation Date |  |   | I/S/P00 -Item 15 - High School Graduation Date |
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|   | SST04 - Eligible to Return Code |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | SST05 - Eligible to Return Date Qualifier |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | SST06 - Eligible to Return Date |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | SST07 - Current Enrollment Status Code |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | SST08 - Student's Grade Level |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | SST09 - Residency Code for Fee Purposes |  |   | Not used in TS146 |

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|   | **NTE - Note/Special Instruction - at position 1/090**Transcript Request Remarks |  |   |  |

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| --- | --- | --- | --- | --- |
|   | NTE01 - Note Reference Code |  |   |  |

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|   | NTE02 - Free-Form MessageIf NTE01 = 'TRM'NTE02 = Format CCYYMM |  |   | P00 -Item 6c - Term Designator |

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## SPEEDE Transaction Set 146 – N1 Loop

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| **SPEEDE/ExPRESS Transaction Set 146**Request For Student Educational Record (Transcript)Source Segment Name, Position and Data Elements(See SPEEDE/ExPRESS Manual) |  |   | **FASTER I/S/P00 Request Header Record Conversion Specifics** |

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|   | **N1 - Sending/Receiving Institution - at position 1/100**Identifies sending and receiving institutions by type of organization, name and code. |  |   |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | N101 - Entity Identifier Code -- must be consistent with ERP01Determines placement of N103 & N104 (see N104 for details)

|  |  |
| --- | --- |
| AS = | AACRAO (postsecondary) Sender of the Request |
| AT = | AACRAO (postsecondary) Recipient of the Request |
| KR = | Pre-kindergarten to Grade 12 Recipient of the Request |
| KS = | Pre-kindergarten to Grade 12 Sender of the Request |
| Else = Reject |

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| --- | --- | --- | --- | --- |
|   | N102 - Institution Name |  |   | Ignored |

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|   | N103 - Institution Code Qualifier - qualifier for N104 -- must be consistent with ISA identifiers, GS identifiers and N101 code

|  |  |  |
| --- | --- | --- |
|  | 71 = | Integrated Postsecondary Education Data System (IPEDS) |
|  | 72 = | The College Board's Admission Testing Program Code(ATP) |
|  | 73 = | Federal Interagency Commission on Education (FICE) |
|  | 74 = | American College Testing Program 4-Digit Code of Postsecondary Institutions (ACT) |
|  | 77 = | National Center for Education Statistics Common Core of Data 12-digit number for Pre-K-Grade 12 Institutes (NCES) |
|  | 78 = | The College Board and ACT 6 digit code list of secondary educational institutions |
|  | CB = | Statistics Canada Canadian College Student Information System Institution Codes |
|  | CS = | Statistics Canada University Student Information System Institution Codes |

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| --- | --- | --- | --- | --- |
|   | N104 - Institution CodeIf the identifiers sent in the ISA envelope were insufficient to uniquely identify the FASTER institution, then this field is used to populate either Item 3 or Item 16b of the FASTER Request Header Record. The FASTER field to be populated will depend on the value found in element N101. The data moved to the FASTER field will represent the values found in N103 and N104 after being crosswalked into codes used by FASTER.The code sent to identify the sending institution must agree with the sender ID found on the ISA segment and also must exist on the National Participants Table. If these two conditions are not met, then the transaction will be rejected.The code sent to identify the receiving institution must agree with the receiver ID found on the ISA segment and must identify a Florida institution authorized to use the FASTER system or the transaction will be rejected. |  |   | I/S/P00 -Item 3 - Addressed InstitutionItem 16b - SPEEDE/ExPRESS Institution ID |

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| --- | --- | --- | --- | --- |
|   | N105 - Entity Relationship Code |  |   | Not used in TS146 |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N106 - Entity Identifier Code |  |   | Not used in TS146 |

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| --- | --- | --- | --- | --- |
|   | **N2 - Additional Name Information - at position 1/110**Provides additional room for institution name if free-form name exceeds 35 characters. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | N201 - Institution Name Continued 1 |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | N202 - Institution Name Continued 2 |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | **N3 - Address Information - at position 1/120**Optional segment supplying institution street address. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | N301 - Institution Street Address 1 |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | N302 - Institution Street Address 2 |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | **N4 - Geographic Location - at position 1/130**Supplies institution city, state, postal code and country. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | N401 - Institution City Name |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | N402 - Institution State/Province |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N403 - Institution Postal Code |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N404 - Institution Country Code |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N405 - Institution Location Qualifier |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N406 - Institution Location Identifier |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | **PER - Administrative Communications Contact - at position 1/140**Name of individual/office at the institution to be contacted if questions arise. |  |   |  |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER01 - Contact Function Code |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER02 - Contact Name |  |   | Ignored |

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| --- | --- | --- | --- | --- |
|   | PER03 - Communication Number Qualifier |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER04 - Communication Number |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER05 - Communication Number Qualifier |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER06 - Communication Number |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER07 - Communication Number Qualifier |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER08 - Communication Number |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | PER09 - Contact Inquiry Reference |  |   | Ignored |

 |

## SPEEDE Transaction Set 146 – IN1 through SE

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| --- | --- | --- | --- |
| **SPEEDE/ExPRESS Transaction Set 146**Request For Student Educational Record (Transcript)Source Segment Name, Position and Data Elements(See SPEEDE/ExPRESS Manual) |  |   | **FASTER I/S/P00 Request Header Record Conversion Specifics** |

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| --- | --- | --- | --- | --- |
|   | **IN1 - Individual Identification - at position 1/150**Provides individual identification, by name, of the individual student (and optionally of other significant individuals). |  |   |  |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN101 - Entity Type QualifierTo provide identification of an individual or entity  |  |   |  |
|   |

|  |  |
| --- | --- |
| 1 = | Person |

 |  |   |

|  |  |
| --- | --- |
| à | IN102, IN103 and IN106 determine whether or not data in this IN1 loop is used or skipped |

 |
|   |

|  |  |
| --- | --- |
| 2 = | Non-person Entity |

 |  |   |

|  |  |
| --- | --- |
| à | Skip entire IN1 loop |

 |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN102 - Name Type Code |  |   | I/S/P00 -Item 8 - Legal NameItem 9 - Alias/Nickname  |
|   |

|  |  |
| --- | --- |
| 1 = | Given name |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name (fourth choice for P00, third choice for I/S00) |

 |
|   |

|  |  |
| --- | --- |
| 2 = | Current legal name |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name (first choice) |

 |
|   |

|  |  |
| --- | --- |
| 3 = | Alias |

 |  |   |

|  |  |
| --- | --- |
| à | Alias/Nickname (first loop) |

 |
|   |

|  |  |
| --- | --- |
| 4 = | Name of record |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name (second choice) |

 |
|   |

|  |  |
| --- | --- |
| 5 = | Previous name |

 |  |   |

|  |  |
| --- | --- |
| à | Former Last Name 1 and 2 (first two loops) |

 |
|   |

|  |  |
| --- | --- |
| 7 = | Married name |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name (third choice for P00, fourth choice for I/S00) |

 |
|   |

|  |  |
| --- | --- |
| 8 = | Professional name |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name (fifth choice) |

 |
|   | else |  |   |

|  |  |
| --- | --- |
| à | Skip entire IN1 loop |

 |
|   |  |  |  |  |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN103 - Entity Identifier |  |   | (also see IN101, IN102 and IN106)  |
|   |

|  |  |
| --- | --- |
| S2 = | Student |

 |  |   |

|  |  |
| --- | --- |
| à | map based on IN102 |

 |
|   | blank |  |   |

|  |  |
| --- | --- |
| à | map based on IN102 |

 |
|   | else |  |   |

|  |  |
| --- | --- |
| à | Skip entire IN1 loop |

 |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN104 - Reference Number Qualifier**NOTE: We use only the numbers sent in the REF segments.** |  |   | Ignored |

 |
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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN105 - Reference Number**NOTE: We use only the numbers sent in the REF segments.** |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN106 - Individual Relationship Code |  |   | (also see IN101, IN102 and IN103)  |
|   |

|  |  |
| --- | --- |
| 18 = | Self |

 |  |   |

|  |  |
| --- | --- |
| à | map based on IN102 |

 |
|   |

|  |  |
| --- | --- |
| 36 = | Emancipated Minor |

 |  |   |

|  |  |
| --- | --- |
| à | map based on IN102 |

 |
|   | blank |  |   |

|  |  |
| --- | --- |
| à | map based on IN102 |

 |
|   | else |  |   |

|  |  |
| --- | --- |
| à | Skip entire IN1 loop |

 |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN107 - Parent/Guardian Education Level -- ignored |  |   |  |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | **IN2 - Individual Name Structure Components - at position 1/160**Provides the name of the individual being identified in the current IN1 loop. |  |   |  |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN201 - Student Name Component QualifierDetermines placement of IN202 (35 chars). The number of characters moved is indicated in parentheses.IN102 = 1, 2, or 4 |  |   | I/S/P00 -Item 8 - Legal Name componentsItem 9 - Alias/Nickname |
|   |

|  |  |  |
| --- | --- | --- |
|   | 01 = | Prefix (0) |

 |  |   |

|  |  |
| --- | --- |
| à | ignored |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 02 = | First Name (12) |

 |  |   |

|  |  |
| --- | --- |
| à | First Name |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 03 = | 1st Middle Name (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Middle Name |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 04 = | 2nd Middle Name (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Middle Name (if still blank) |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 05 = | Last Name (17) |

 |  |   |

|  |  |
| --- | --- |
| à | Last Name |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 06 = | 1st Initial (12) |

 |  |   |

|  |  |
| --- | --- |
| à | First Name (if still blank) |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 07 = | 1st Middle Initial (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Middle Name (if still blank) |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 08 = | 2nd Middle Initial (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Middle Name (if still blank) |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 09 = | Suffix (3) |

 |  |   |

|  |  |
| --- | --- |
| à | Appendage |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 12 = | Combined Unstructured (35) |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name Columns 61-102(if still blank) -not reformatted |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 14 = | Name of an Agency (0) |

 |  |   |

|  |  |
| --- | --- |
| à | ignored |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 15 = | Maiden/Former Name (17) |

 |  |   |

|  |  |
| --- | --- |
| à | Former Name (first 2 loops) |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 16 = | Composite Name-last, first, middle (35) |

 |  |   |

|  |  |
| --- | --- |
| à | Legal Name Columns 61-102 (if still blank) - not reformatted |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 17 = | Middle Names (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Middle Name (if still blank) |

 |
|   |

|  |  |  |
| --- | --- | --- |
|   | 18 = | Preferred First Name or Nickname (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Alias Nickname |

 |
|   |

|  |  |
| --- | --- |
|   | else |

 |  |   |

|  |  |
| --- | --- |
| à | ignored |

 |
|   |  IN102 = 3 |  |   |  |
|   |

|  |  |
| --- | --- |
|   | First occurrence in loop (10) |

 |  |   |

|  |  |
| --- | --- |
| à | Alias Nickname (if still blank) |

 |
|   |

|  |  |
| --- | --- |
|   | else |

 |  |   |

|  |  |
| --- | --- |
| à | ignored |

 |
|   |  IN102 = 5 |  |   |  |
|   |

|  |  |  |
| --- | --- | --- |
|   | 5 = | Last Name-first two occurrences (17) |

 |  |   |

|  |  |
| --- | --- |
| à | Former Last Name 1 and 2 |

 |
|   |

|  |  |
| --- | --- |
|   | else |

 |  |   |

|  |  |
| --- | --- |
| à | ignored |

 |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | IN202 - Student Name Component - see IN201. |  |   | I/S/P00 -Item 8 - Legal Name componentsItem 9 - Alias/Nicknamesee IN201 for mapping details |

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| --- | --- | --- | --- | --- |
|   | **N3 - Address Information - at position 1/170**Provides a mailing address for the individual being identified in the current IN1 loop. |  |   |  |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N301 - Street Address |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N302 - Street Address continued |  |   | Ignored |

 |
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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | **N4 - Geographic Location - at position 1/180**Provides the city, state, postal code and country for the individual being identified in the current IN1 loop. |  |   |  |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N401 - City Name |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N402 - State/Province |  |   | Ignored |

 |
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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N403 - Postal Code |  |   | Ignored |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N404 - Country Code |  |   | Ignored |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N405 - Location Qualifier |  |   | Ignored |

 |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | N406 - Location Identifier |  |   | Ignored |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | **SE - Transaction Set Trailer - at position 1/190**Marks the end of a student's transaction. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | SE01 - Number of Included SegmentsTransaction rejected if disagrees with actual count. |  |   |  |

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| --- | --- | --- | --- | --- |
|   | SE02 - Transaction Set Control NumberTransaction rejected if not the same as the value sent in ST02. |  |   |  |

 |