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Chapter composition

Chapter 5, Person-Level Records, contains the following record types:

- Record type 03 (Identifier Data Change)
- Record type 04 (Enrollment Status Data)
- Record type 05 (Address/Phone Change)
- Record type 19 (E-Mail Information)

Record type 03 (Identifier Data Change)

Record type 03 (Identifier Data Change) is submitted by lenders/lender-servicers and guarantors/guarantor-servicers to report changes in identifier data, including SSN, date of birth, or name.

For Record type 03 (Identifier Data Change), these record-level errors can be sent:

- When reporting that any part of a person's name has changed, both the first and last names must be supplied in the record. [050]
- Some guarantors/guarantor-servicers do not accept electronic SSN changes or electronic complete name changes. Lenders/lender-servicers are expected to resend these transactions manually in accordance with the guarantor's/guarantor-servicer's policy for submitting SSN and complete name changes. In addition, any subsequent records submitted using the new SSN may be rejected until the SSN change is re-submitted and processed by the guarantor/guarantor-servicer. [051]

The following fields must be populated to be considered a complete name: New Last Name, New First Name, and New Name Posting Date. Please note that these three fields must be populated. The name fields are considered populated if the values of "NFN" or "NLN" are provided.

In an effort to synchronize all parties' databases, the creator of a CAM record must be able to submit a replacement CAM record in a timely manner, when the original CAM record was rejected.

Record dependency:

- Record type 02 (Identifier Data) for individual represented by the SSN field.

Recommended reporting frequency: Daily

Record type 03 (Identifier Data Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
01	Record Code	Not used for CAM.	1	2	C	-	
02	Record Type	A 2-digit code indicating the type of record being sent.	3	2	N	R	
03	SSN	SSN of individual for whom data is being reported. If a different SSN is supplied in New SSN, report previous SSN here and in Record type 02.	5	9	N	R	SSN must equal SSN field in Record type 02. [105]

Record type 03 (Identifier Data Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
04	Source ID	Sender's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	14	8	C	R	Source ID must be valid identifier on recipient's database. [002] If sender is guarantor, Source ID must be ED-assigned guarantor code. [014] If sender is lender, Source ID must be ED-assigned lender code. [014] If sender is lender-servicer, Source ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If sender is guarantor-servicer, Source ID must be NCHHELP-assigned guarantor-servicer code. [014] Source ID must equal Source ID in Record type 01. [101]
05	Filler	Spaces.	22	3	C	R	
06	Source Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	25	4	C	R1	If filled, Source ID and Source Non-ED Branch ID must be valid identifier combination on recipient's database. [002]
07	Recipient ID	Recipient's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	29	8	C	R	Recipient ID must be valid identifier on recipient's database. [002] If recipient is guarantor, Recipient ID must be ED-assigned guarantor code. [014] If recipient is lender, Recipient ID must be ED-assigned lender code. [014] If recipient is lender-servicer, Recipient ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If recipient is guarantor-servicer, Recipient ID must be NCHHELP-assigned guarantor-servicer code. [014]
08	Filler	Spaces.	37	3	C	R	
09	Recipient Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	40	4	C	R1	If filled, Recipient Non-ED Branch ID must be recipient's non-ED branch ID. [009]
10	New SSN	New SSN for person identified in SSN field. Provide if changing the SSN.	44	9	N	R1	If filled, New SSN must be greater than zero and less than all nines. [014] If New SSN Indicator is R, New SSN must be valid SSN. [150] If New SSN Indicator is P, first digit of New SSN must be 9. [151] If New SSN Indicator and SSN Posting Date are filled, New SSN must be filled. [152] If New SSN exists on recipient's database, name and/or date of birth for that SSN must equal recipient's database. [153]
11	New SSN Indicator	Indicator of whether new SSN is real or pseudo (assigned by guarantor): R=real SSN P=pseudo SSN	53	1	C	R1	If Source ID is lender or lender-servicer code, New SSN Indicator must be R. [154] If Source ID is guarantor or guarantor-servicer code, New SSN Indicator must be R or P. [155]
12	SSN Posting Date	Date new SSN was processed or posted. CCYYMMDD format.	54	8	N	R1	If filled, SSN Posting Date must be less than or equal to As-Of Date in Record type 01. [008] If New SSN and New SSN Indicator are filled, SSN Posting Date must be filled. [152]

Record type 03 (Identifier Data Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
13	New Last Name	New last name for person identified by SSN. If new last name is reported, report first name and middle initial also. Place suffixes (Jr., SR., II, III, etc.) at end of new last name, following one space. Do not use professional and educational titles as part of the name. NLN if no last name.	62	35	C	R1	If filled, first character of New Last Name cannot be a space. [102] If New First Name is NFN, New Last Name cannot be NLN. [156] Complete name information must be provided. [157]
14	New First Name	New first name for person identified by SSN. Do not use professional and educational titles as part of the name. NFN if no first name.	97	12	C	R1	If filled, first character of New First Name cannot be a space. [102] If New Last Name is NLN, New First Name cannot be NFN. [156] Complete name information must be provided. [157]
15	New Middle Initial	New middle initial for person identified by SSN. Space if no middle initial.	109	1	C	R1	
16	New Name Posting Date	Date new name was processed or posted. CCYYMMDD format.	110	8	N	R1	If filled, New Name Posting Date must be less than or equal to As-Of Date in Record type 01. [008] Complete name information must be provided. [157]
17	New Date of Birth	New date of birth for person identified by SSN. CCYYMMDD format.	118	8	N	R1	If New Date of Birth Posting Date is filled, New Date of Birth must be filled. [158] If filled, New Date of Birth must be at least 12 but no more than 99 years earlier than As-Of Date in Record type 01. [159]
18	New Date of Birth Posting Date	Date new date of birth was processed or posted. CCYYMMDD format.	126	8	N	R1	If filled, New Date of Birth Posting Date must be less than or equal to As-Of Date in Record type 01. [008] If New Date of Birth is filled, New Date of Birth Posting Date must be filled. [158]
19	Filler	Spaces.	134	200	C	R	
20	School Use Only	Reserved for school information only. Schools may use this field to store information not otherwise tracked, such as campus activity or a school-assigned application identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	334	23	C	R1	
21	Lender Use Only	Reserved for lender information only. Lenders may use this field to store information not otherwise tracked, such as branch activity, special accounting activity, or a lender-assigned loan identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	357	20	C	R1	

Record type 03 (Identifier Data Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
22	Guarantor Use Only	Reserved for guarantor information only. Guarantors may use this field to store information not otherwise tracked, such as loan activity or a guarantor-assigned identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	377	23	C	R1	
23	Filler	Spaces.	400	33	C	R	
24	Submittal As-Of Date	As of date from header record optionally filled by source in original submittal. CCYYMMDD format.	433	8	N	R1	
25	DUNS Source ID	Reserved for future use, upon initiation of DUNS by ED.	441	9	N	R1	
26	DUNS Recipient ID	Reserved for future use, upon initiation of DUNS by ED.	450	9	N	R1	
27	Record Status	Type of record being sent: S=submittal R=reject	459	1	C	R	If File Type in Record type 01 is CAMS, Record Status must be S. [003] If File Type in Record type 01 is CAMR, Record Status must be R. [003]
28	Date/Time Stamp	Date and time transaction was created. CCYYMMDDHHMMSSNNNNNN format.	460	20	N	R	
29	Record Terminator	End-of-record indicator.	480	1	C	R	Record Terminator must be * (asterisk). [014]

Record type 04 (Enrollment Status Data)

Record type 04 (Enrollment Status Data) is submitted by guarantors/guarantor-servicers and lenders/lender-servicers to report or confirm enrollment information. This record is at the person level, as opposed to Record type 15 (Loan Status Change), which is at the loan level.

Note: Lenders/lender-servicers use this record only when the cause of the change to the enrollment status was something outside the SSCR process.

In an effort to synchronize all parties' databases, the creator of a CAM record must be able to submit a replacement CAM record in a timely manner, when the original CAM record was rejected.

Record dependency:

- Record type 02 (Identifier Data) for individual represented by the SSN field.

Recommended reporting frequency: Weekly

Record type 04 (Enrollment Status Data)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
01	Record Code	Not used for CAM.	1	2	C	-	
02	Record Type	A 2-digit code indicating the type of record being sent.	3	2	N	R	
03	SSN	SSN of person for whom data is being reported.	5	9	N	R	SSN must equal SSN field in Record type 02. [105]
04	Source ID	Sender's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	14	8	C	R	Source ID must be valid identifier on recipient's database. [002] If sender is guarantor, Source ID must be ED-assigned guarantor code. [014] If sender is lender, Source ID must be ED-assigned lender code. [014] If sender is lender-servicer, Source ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If sender is guarantor-servicer, Source ID must be NCHHELP-assigned guarantor-servicer code. [014] Source ID must equal Source ID in Record type 01. [101]
05	Filler	Spaces.	22	3	C	R	
06	Source Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	25	4	C	R1	If filled, Source ID and Source Non-ED Branch ID must be valid identifier combination on recipient's database. [002]
07	Recipient ID	Recipient's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	29	8	C	R	Recipient ID must be valid identifier on recipient's database. [002] If recipient is guarantor, Recipient ID must be ED-assigned guarantor code. [014] If recipient is lender, Recipient ID must be ED-assigned lender code. [014] If recipient is lender-servicer, Recipient ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If recipient is guarantor-servicer, Recipient ID must be NCHHELP-assigned guarantor-servicer code. [014]
08	Filler	Spaces.	37	3	C	R	
09	Recipient Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	40	4	C	R1	If filled, Recipient Non-ED Branch ID must be recipient's non-ED branch ID. [009]
10	Enrollment Status Code	A 1-character code indicating student's enrollment status as of certification date (See <i>Appendix A, Code Values</i>).	44	1	C	R	Enrollment Status Code must be A, D, F, G, H, L, W, X, or Z. [014]

Record type 04 (Enrollment Status Data)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
11	Enrollment Status Effective Date	Date enrollment status became effective. CCYYMMDD format.	45	8	N	R	If Enrollment Status Code is F or H, Enrollment Status Effective Date must be less than 120 days beyond As-Of Date in Record type 01. [160] If Enrollment Status Code is other than F or H, Enrollment Status Effective Date must be less than or equal to As-Of Date in Record type 01. [161] Enrollment Status Effective Date must be less than 30 years in the past. [162]
12	Anticipated Completion Date	The anticipated date the student will complete the program at this school. CCYYMMDD format.	53	8	N	R1	If enrollment status is A, F, or H, the Anticipated Completion Date must be greater than the Enrollment Certification Date [163] If Enrollment Status Code is D, G, L, W, X, or Z, Anticipated Completion Date must be zeros. [164] If filled, Anticipated Completion Date must be less than 15 years after Certification Date. [165]
13	School Code	OPEID code (assigned by ED) of school associated with enrollment status data.	61	8	N	R	School Code must be valid OPEID. [014]
14	Filler	Spaces.	69	3	C	R	
15	Enrollment Certification Date	Date information was certified by the school, or notification was received from the borrower. This date is the critical factor when determining what enrollment information should be used for updating a student's status and to maintain the most accurate enrollment information possible. CCYYMMDD format.	72	8	N	R	Certification Date must be less than or equal to As-Of Date in Record type 01. [008] Certification Date must be less than 1 year in past. [166]
16	Enrollment Status Data Source	Indicator of enrollment status source: B=borrower C=National Student Loan Clearinghouse (NSLCH) D=NSLDS direct online update N=NSLDS SSCR S=school or school-servicer Note: A default value of "S" may be used in the case where you have received the information from a non-CAM trading partner that does not store the data element for the purposes of its proprietary process. Otherwise, this value should reflect the actual source of the information.	80	1	C	R	Enrollment Status Data Source must be B, C, D, N, or S. [014]
17	Filler	Spaces.	81	253	C	R	
18	School Use Only	Reserved for school information only. Schools may use this field to store information not otherwise tracked, such as campus activity or a school-assigned application identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	334	23	C	R1	

Record type 04 (Enrollment Status Data)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
19	Lender Use Only	Reserved for lender information only. Lenders may use this field to store information not otherwise tracked, such as branch activity, special accounting activity, or a lender-assigned loan identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	357	20	C	R1	
20	Guarantor Use Only	Reserved for guarantor information only. Guarantors may use this field to store information not otherwise tracked, such as loan activity or a guarantor-assigned identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	377	23	C	R1	
21	Filler	Spaces.	400	6	C	R	
22	DUNS School Code	Reserved for future use, upon initiation of DUNS by ED	406	9	N	R1	
23	Filler	Spaces.	415	18	C	R	
24	Submittal As-Of Date	As of date from header record optionally filled by source in original submittal. CCYYMMDD format.	433	8	N	R1	
25	DUNS Source ID	Reserved for future use, upon initiation of DUNS by ED.	441	9	N	R1	
26	DUNS Recipient ID	Reserved for future use, upon initiation of DUNS by ED.	450	9	N	R1	
27	Record Status	Type of record being sent: S=submittal R=reject	459	1	C	R	If File Type in Record type 01 is CAMS, Record Status must be S. [003] If File Type in Record type 01 is CAMR, Record Status must be R. [003]
28	Date/Time Stamp	Date and time transaction was created. CCYYMMDDHHMMSSNNNNNN format.	460	20	N	R	
29	Record Terminator	End-of-record indicator.	480	1	C	R	Record Terminator must be * (asterisk). [014]

Record type 05 (Address/Phone Change)

Guarantors/guarantor-servicers and lenders/lender-servicers use Record type 05 (Address/Phone Change) to report a change of address and/or telephone number. Because address and/or telephone information can be used for skiptracing purposes, entities can use this record to report current address and/or phone information that has been determined to be invalid (validity indicator = N).

The following fields must be populated to be considered a complete address: Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date. If one of these fields is populated, the others must be as well. There are exceptions for foreign country addresses (State = FC) and these exceptions are outlined in the edits. If an address change is not being reported, do not populate any of the address fields identified above, fill with default values.

The following fields must be populated to be considered a complete phone: Phone Number, Phone Validity Indicator, and Phone Effective Date. If a phone change is not being reported, do not populate any of the phone fields identified above, fill with the default values.

In an effort to synchronize all parties' databases, the creator of a CAM record must be able to submit a replacement CAM record in a timely manner, when the original CAM record was rejected.

Record dependency:

- Record type 02 (Identifier Data) for individual represented by the SSN field.

Recommended reporting frequency: Weekly

Record type 05 (Address/Phone Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
01	Record Code	Not used for CAM.	1	2	C	-	
02	Record Type	A 2-digit code indicating the type of record being sent.	3	2	N	R	
03	SSN	SSN of person for whom data is being reported.	5	9	N	R	SSN must equal SSN field in Record type 02. [105]
04	Source ID	Sender's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	14	8	C	R	Source ID must be valid identifier on recipient's database. [002] If sender is guarantor, Source ID must be ED-assigned guarantor code. [014] If sender is lender, Source ID must be ED-assigned lender code. [014] If sender is lender-servicer, Source ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If sender is guarantor-servicer, Source ID must be NCHHELP-assigned guarantor-servicer code. [014] Source ID must equal Source ID in Record type 01. [101]
05	Filler	Spaces.	22	3	C	R	

Record type 05 (Address/Phone Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
06	Source Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	25	4	C	R1	If filled, Source ID and Source Non-ED Branch ID must be valid identifier combination on recipient's database. [002]
07	Recipient ID	Recipient's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	29	8	C	R	Recipient ID must be valid identifier on recipient's database. [002] If recipient is guarantor, Recipient ID must be ED-assigned guarantor code. [014] If recipient is lender, Recipient ID must be ED-assigned lender code. [014] If recipient is lender-servicer, Recipient ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If recipient is guarantor-servicer, Recipient ID must be NCHHELP-assigned guarantor-servicer code. [014]
08	Filler	Spaces.	37	3	C	R	
09	Recipient Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	40	4	C	R1	If filled, Recipient Non-ED Branch ID must be recipient's non-ED branch ID. [009]
10	Address Indicator	Address Indicator Code: P=permanent address A=alternate address.	44	1	C	R1	If filled and State not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167] If filled Address Indicator must be P or A. [169]
11	Street Address 1	The first line of the street address for the person identified by SSN.	45	35	C	R1	If filled and State not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167]
12	Street Address 2	The second line of the street address for the person identified by SSN. This data is required if necessary for continuation of the person's Street Address 1 information.	80	35	C	R1	
13	City	The city of address for the person identified by SSN.	115	24	C	R1	If filled and State not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167]
14	State	A 2-character state abbreviation for the address of the person identified by SSN. If the address is a foreign country, this field should be populated with FC. (See Appendix A, <i>Code Values</i> .)	139	2	C	R1	If filled, State must be valid state code or FC (foreign country). [014] If Country is filled, State must be FC. [168] If filled and State not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167]
15	Country	Country of residence, if other than U.S.	141	25	C	R1	If State is FC, Country must be filled. [177]

Record type 05 (Address/Phone Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
16	Zip/Postal Code	A 14-character code identifying the U.S. zip or foreign postal code for the address of the person identified by the SSN.	166	14	C	R1	Zip/Postal Code cannot contain hyphens. [011] If State is other than FC, Zip/Postal Code must be valid U.S. zip code (5 or 9 characters). [014] If filled and State not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167]
17	Address Validity Indicator	A 1-character field that indicates if the address information is valid for the person identified by the SSN: Y=Yes, address information is valid. N=No, address information is not valid.	180	1	C	R1	If filled, Address Validity Indicator must be Y or N. [014] If State code not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167]
18	Address Effective Date	Date address change became effective or sender became aware of the address change information. CCYYMMDD format.	181	8	N	R1	If filled, Address Effective Date must be less than or equal to As-Of Date in Record type 01. [008] If State code not equal FC, then complete address information (Address Indicator, Street Address 1, City, State, Zip/Postal Code, Address Validity Indicator, and Address Effective Date) must be provided. [167]
19	Home Phone Number	Home phone number, or N/A if it has been verified that the person identified by the SSN does not have a phone. Leave blank if unknown if borrower has phone Must be provided if available.	189	10	C	R1	If filled, Home Phone Number must be greater than all zeros but less than all nines, or N/A. [014] If filled, then complete phone information (Home Phone Number, Home Validity Indicator, and Home Phone Effective Date) must be provided. [171]
20	Home Phone International Prefix	International prefix for home phone number, or N/A if it has been verified that the person identified by the SSN does not have a phone	199	10	C	R1	
21	Home Phone Validity Indicator	A 1-character field that indicates if the phone information is valid for the person identified by the SSN: Y=Yes, home phone is valid, or you know they don't have a phone N=No, home phone is not valid, or you don't know if they have a phone	209	1	C	R1	If filled, then complete phone information (Home Phone Number, Home Validity Indicator, and Home Phone Effective Date) must be provided. [171]
22	Home Phone Effective Date	Date home phone number became effective or sender became aware of information. CCYYMMDD format.	210	8	N	R1	If filled, Home Phone Effective Date must be less than or equal to As-Of Date in Record type 01. [008] If filled, then complete phone information (Home Phone Number, Home Validity Indicator, and Home Phone Effective Date) must be provided. [171]
23	Work Phone Number	Work phone number or N/A if it has been verified that the workplace does not have a phone. Leave blank if unknown if workplace has phone. Must be provided if available.	218	10	C	R1	If filled, Work Phone Number must be greater than all zeros but less than all nines, or N/A. [014] If filled, then complete phone information (Work Phone Number, Work Validity Indicator, and Work Phone Effective Date) must be provided. [171]
24	Work Phone International Prefix	International prefix for work phone number, or N/A if it has been verified that the workplace does not have a phone.	228	10	C	R1	

Record type 05 (Address/Phone Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
25	Work Phone Validity Indicator	A 1-character field that indicates if the work phone information is valid for the person identified by the SSN: Y=Yes, phone is valid, or you know they don't have a phone N=No, phone is not valid, or you don't know if they have a phone	238	1	C	R1	If filled, Work Phone Validity Indicator must be Y or N. [014] If filled, then complete phone information (Work Phone Number, Work Validity Indicator, and Work Home Phone Effective Date) must be provided. [171]
26	Work Phone Effective Date	Date work phone number became effective or sender became aware of information. CCYYMMDD format.	239	8	N	R1	If filled, Work Phone Effective Date must be less than or equal to As-Of Date in Record type 01. [008] If filled, then complete phone information (Work Phone Number, Work Validity Indicator, and Work Phone Effective Date) must be provided. [171]
27	Other Phone Number	Other phone number, or N/A if it has been verified that person identified by the SSN does not have a phone. Leave blank if unknown if person has phone. Must be provided if available.	247	10	C	R1	If filled, Other Phone Number must be greater than zero but less than all nines or N/A. [014] If filled, then complete phone information (Other Phone Number, Other Validity Indicator, and Other Phone Effective Date) must be provided. [171]
28	Other Phone International Prefix	International prefix for other phone number, or N/A if it has been verified that the person does not have another phone.	257	10	C	R1	
29	Other Phone Validity Indicator	A 1-character field that indicates if the other phone information is valid for the person identified by the SSN: Y=Yes, phone is valid, or you know they don't have another phone N=No, phone is not valid, or you don't know if they have another phone	267	1	C	R1	If filled, Other Phone Validity Indicator must be Y or N. [014] If filled, then complete phone information (Other Phone Number, Other Validity Indicator, and Other Phone Effective Date) must be provided. [171]
30	Other Phone Effective Date	Date other phone number became effective or sender became aware of information. CCYYMMDD format.	268	8	N	R1	If filled, Other Phone Effective Date must be less than or equal to As-Of Date in Record type 01. [008] If filled, then complete phone information (Other Phone Number, Other Validity Indicator, and Other Phone Effective Date) must be provided. [171]
31	Filler	Spaces.	276	58	C	R	
32	School Use Only	Reserved for school information only. Schools may use this field to store information not otherwise tracked, such as campus activity or a school-assigned application identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	334	23	C	R1	
33	Lender Use Only	Reserved for lender information only. Lenders may use this field to store information not otherwise tracked, such as branch activity, special accounting activity, or a lender-assigned loan identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	357	20	C	R1	

Record type 05 (Address/Phone Change)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
34	Guarantor Use Only	Reserved for guarantor information only. Guarantors may use this field to store information not otherwise tracked, such as loan activity or a guarantor-assigned identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	377	23	C	R1	
35	Filler	Spaces.	400	33	C	R	
36	Submittal As-Of Date	As of date from header record optionally filled by source in original submittal. CCYYMMDD format.	433	8	N	R1	
37	DUNS Source ID	Reserved for future use, upon initiation of DUNS by ED.	441	9	N	R1	
38	DUNS Recipient ID	Reserved for future use, upon initiation of DUNS by ED.	450	9	N	R1	
39	Record Status	Type of record being sent: S=submittal R=reject	459	1	C	R	If File Type in Record type 01 is CAMS, Record Status must be S. [003] If File Type in Record type 01 is CAMR, Record Status must be R. [003]
40	Date/Time Stamp	Date and time transaction was created. CCYYMMDDHHMMSSNNNNNN format.	460	20	N	R	
41	Record Terminator	End-of-record indicator.	480	1	C	R	Record Terminator must be * (asterisk). [014]

Record type 19 (E-Mail Information)

Lenders/lender-servicers and guarantors/guarantor-servicers use Record type 19 (E-Mail Information) to report or update an e-mail address, or to report that a current e-mail address is no longer valid (validity indicator=N), or the lender/lender-servicer may send a Record type 19 when a claim submittal record set is submitted.

The following fields must be populated to be considered a complete e-mail address: E-mail Address, E-mail Address Validity Indicator, and E-mail Address Effective Date.

A valid E-Mail address is defined as: cannot contain embedded spaces; cannot contain other than an "@" sign, alpha (A-Z) or numeric characters, an underscore, a hyphen or a period. The E-Mail address must contain only one "@" sign; must contain at least one period; cannot contain consecutive periods, consecutive underscores or consecutive hyphens.

The E-Mail Address can contain a period after the @ sign (excluding a period immediately following the @ sign), but cannot end in a period, start with an @ sign or start with a period.

In an effort to synchronize all parties' databases, the creator of a CAM record must be able to submit a replacement CAM record in a timely manner, when the original CAM record was rejected.

Record dependency:

- Record type 02 (Identifier Data) for individual represented by the SSN field.

Recommended reporting frequency: Weekly

Record type 19 (E-Mail Information)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
01	Record Code	Not used for CAM.	1	2	C	-	
02	Record Type	A 2-digit code indicating the type of record being sent.	3	2	N	R	
03	SSN	SSN of person for whom data is being reported.	5	9	N	R	SSN must equal SSN field in Record type 02. [105]
04	Source ID	Sender's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	14	8	C	R	Source ID must be valid identifier on recipient's database. [002] If sender is guarantor, Source ID must be ED-assigned guarantor code. [014] If sender is lender, Source ID must be ED-assigned lender code. [014] If sender is lender-servicer, Source ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If sender is guarantor-servicer, Source ID must be NCHHELP-assigned guarantor-servicer code. [014] Source ID must equal Source ID in Record type 01. [101]
05	Filler	Spaces.	22	3	C	R	
06	Source Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	25	4	C	R1	If filled, Source ID and Source Non-ED Branch ID must be valid identifier combination on recipient's database. [002]
07	Recipient ID	Recipient's identification number, according to function: Guarantor=3-character guarantor code Lender=6-character lender code Lender-servicer=6-character lender-servicer code Guarantor-servicer=up to 8 characters	29	8	C	R	Recipient ID must be valid identifier on recipient's database. [002] If recipient is guarantor, Recipient ID must be ED-assigned guarantor code. [014] If recipient is lender, Recipient ID must be ED-assigned lender code. [014] If recipient is lender-servicer, Recipient ID must be ED-assigned lender-servicer code or NCHHELP-assigned lender-servicer code. [014] If recipient is guarantor-servicer, Recipient ID must be NCHHELP-assigned guarantor-servicer code. [014]
08	Filler	Spaces.	37	3	C	R	
09	Recipient Non-ED Branch ID	If assigned, non-standard value designating specific branch or location.	40	4	C	R1	If filled, Recipient Non-ED Branch ID must be recipient's non-ED branch ID. [009]

Record type 19 (E-Mail Information)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
10	E-Mail Address	Electronic mail address of person to whom data is being reported. When reporting an e-mail address for the borrower, enter the address in this field and enter a Y in E-Mail Address Validity Indicator. If the borrower no longer has an e-mail address, fill this field with spaces and enter a Y in the E-Mail Address Validity Indicator field. If the borrower's e-mail address is no longer valid, enter the invalid address in this field and enter N in the E-Mail Address Validity Indicator field.	44	256	C	R	Complete address information (E-mail Address, E-mail Address Indicator, E-mail Address Effective Date) must be provided. [167] Invalid E-Mail Address format. [178]
11	E-Mail Address Validity Indicator	Y=e-mail address is valid N=e-mail address is invalid The receiver can compare the invalid e-mail address with the address on his/her system. If they match, the receiver can mark this address as a bad address on the system and may contact the borrower to obtain a current e-mail address. If the receiver has a different address on their system than what is reported here, the receiver can ignore this record.	300	1	C	R	E-Mail Address Validity Indicator must be Y or N. [014] Complete address information (E-mail Address, E-mail Address Indicator, E-mail Address Effective Date) must be provided. [167]
12	E-Mail Address Effective Date	Date e-mail address became effective or sender became aware of information. The receiver can compare the E-Mail Address Effective Date field with the e-mail address effective date on his/her system. If the new effective date is more recent, the receiver should update the records. If the E-Mail Address Effective Date in this record is older than the receiver's database information, the receiver can ignore this record. CCYYMMDD format.	301	8	N	R	E-Mail Address Effective Date must be less than or equal to As-Of Date in Record type 01. [008] Complete address information (E-mail Address, E-mail Address Indicator, E-mail Address Effective Date) must be provided. [167]
13	Filler	Spaces.	309	25	C	R	
14	School Use Only	Reserved for school information only. Schools may use this field to store information not otherwise tracked, such as campus activity or a school-assigned application identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	334	23	C	R1	

Record type 19 (E-Mail Information)							
Field no.	Field name	Description	Start	Length	Data	Required	Edits
15	Lender Use Only	Reserved for lender information only. Lenders may use this field to store information not otherwise tracked, such as branch activity, special accounting activity, or a lender-assigned loan identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	357	20	C	R1	
16	Guarantor Use Only	Reserved for guarantor information only. Guarantors may use this field to store information not otherwise tracked, such as loan activity or a guarantor-assigned identifier. Any return files must include information provided by the original sender in this field. It is not necessary to store this information, but it must be returned as part of each return record.	377	23	C	R1	
17	Filler	Spaces.	400	33	C	R	
18	Submittal As-Of Date	As of date from header record optionally filled by source in original submittal. CCYYMMDD format.	433	8	N	R1	
19	DUNS Source ID	Reserved for future use, upon initiation of DUNS by ED.	441	9	N	R1	
20	DUNS Recipient ID	Reserved for future use, upon initiation of DUNS by ED.	450	9	N	R1	
21	Record Status	Type of record being sent: S=submittal R=reject	459	1	C	R	If File Type in Record type 01 is CAMS, Record Status must be S. [003] If File Type in Record type 01 is CAMR, Record Status must be R. [003]
22	Date/Time Stamp	Date and time transaction was created. CCYYMMDDHHMMSSNNNNNN format.	460	20	N	R	
23	Record Terminator	End-of-record indicator.	480	1	C	R	Record Terminator must be * (asterisk). [014]