California Community Colleges
Management Information System
Data Element Dictionary

Student Basic Data Elements

<table>
<thead>
<tr>
<th>DED#</th>
<th>DATA ELEMENT NAME</th>
<th>FORMAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>SB31</td>
<td>STUDENT-FIRST-NAME</td>
<td>X(30)</td>
</tr>
</tbody>
</table>

This data element contains the first thirty letters of the student’s first name.

Coding

If the student's first name is less than 30 characters, left justify and space fill.

If the student has no first name enter the three character value ‘NFN’; left justify and space fill.

SB31  STUDENT-FIRST-NAME

Processing Edits

FIELD CHECK Cannot be all spaces, x’s or y’s

SB31  STUDENT-FIRST-NAME

Change History

Implemented: 08/01/11