

**CALIFORNIA COMMUNITY COLLEGES  
MANAGEMENT INFORMATION SYSTEM  
DATA ELEMENT DICTIONARY**

**Student Basic Elements**

<u>DED#</u>	<u>DATA ELEMENT NAME</u>	<u>FORMAT</u>
<b>SB28</b>	<b>STUDENT-FIRST-NAME-PARTIAL</b>	<b>X(03)</b>

This data element contains the first three letters of the student's first name.

CODING

Enter the first three letters of the student's first name. If the student's first name is fewer than 3 characters, left justify and fill with spaces.

It is used by the Cal-PASS program in the creation of a secondary identifier. Cal-PASS creates a derived data element by applying an algorithm to the ASCII values of the student's first name, last name, gender and birthdate.

More information on Cal-PASS is available at [WWW.CAL-PASS.ORG](http://WWW.CAL-PASS.ORG)