

# ECSI Conversion – Interface Options

## Holds on Transcripts (Unsigned Exits)



### **Registration File Comparison:**

Holds on Transcripts Interface File:

If desired, ECSI will automatically populate SAL's "Exit Hold Field" on the Primary Window, based on your school's specific hold parameters. Upon completion, we will also prepare an Unsigned Exit Holds File, which may be uploaded into your Student Information System (SIS) to automate the process of placing and/or removing holds on transcripts based on your Unsigned Exit Interviews.

### **File Layout Requirements:**

ECSI's Standard Unsigned Exit File Layout Requirements may be found below and our preferred file format is Flat ASCII, Fixed Length, Line Sequential.

#### **ECSI's Standard Interface Exit Holds File Layout:**

Field	Length	Type
SSN or SID#	9	Numeric
"H" Hold or "R" Release	1	Alpha

*\*If using your own layout, or if your existing layout requires changes, please arrange testing and programming by email notification to [implementation@ecsi.net](mailto:implementation@ecsi.net).*

### **Frequency:**

The University may transmit it's New Loan & Advance Files to ECSI as often as desired.

### **Method of Data Transfer:**

For security purposes, ECSI utilizes Secure File Transfer Protocol (SFTP) to transmit data files. To access your Unsigned Exit Holds File(s), please access our Secure FTP Site at <ftp.ecsi.net> and enter your Account Number and Password. Your Unsigned Exit Holds File will be located in the Unsigned Exit Holds File Folder called "outgoingexitholds".

