

# ECSI Conversion – Interface Options

## Graduation File Comparison



### **Graduation File Comparison:**

Upon comparison of your Graduation File to SAL, ECSI will automatically exit all borrowers scheduled to graduate, and automatically move their accounts from In-School to Grace Period Status. We will also populate the corresponding Separation, Principal Begin, and Interest Begin Dates on the Primary Window, and create an automatic Memo on the borrower's account for future auditing purposes. Exit Interview Documentation will then be created and/or uploaded to our integrated website ([www.ecsi.net](http://www.ecsi.net)) for On-site and/or On-line Exit Interview purposes.

### **File Layout Requirements:**

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

Please Note: ECSI is also willing to accept your Graduation Files in any file layout and/or format to relieve your administrative workload and improve processing accuracy. To process your Graduation File, ECSI simply needs you to provide us with either a Social Security Number (SSN) or Student Identification Number (SID#). Other fields may be provided, but are not needed for processing.

#### **ECSI's Standard Interface Graduation File Layout:**

Field	Length	Type
SSN or SID#	9	Numeric
Graduation Date	8	Numeric - MMDDYYYY

### **Frequency:**

In an effort to keep your school in compliance with Federal Regulations and to keep the SAL System as up-to-date as possible, please provide your Graduation File to ECSI at the end of each semester.

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

For security purposes, ECSI strongly encourages its clients to transmit data files via Secure File Transfer Protocol (SFTP). To FTP us your file(s), please access our Secure FTP Site at [ftp.ecsi.net](ftp://ftp.ecsi.net) and enter your Account Number and Password. From here, simply place your Graduation file within the Graduation File Folder called "incominggrad" and send us a courtesy email to [operations@ecsi.net](mailto:operations@ecsi.net) to let us know that a file has been sent. Once your Graduation file has been processed, you will receive an automatic courtesy email notification as confirmation.

