



Key to Understanding Direct Certification and Direct Verification Error Messages

Functionality	Scenario	Expected Error Message
Manual Direct Certification Manual Direct Verification	When 'Search' button is clicked under 'Manual Direct Certification' or 'Manual Direct Verification' tab without entering any information on the page.	M0330: Error. Please enter First Name, Last Name and Date of Birth for at least 1 row in order to proceed.
Manual Direct Certification Manual Direct Verification	When invalid data (eg. alphabetic character) is entered for 'Statewide student identification code (sasid)' OR 'Locally assigned student identifier (lasid)' under 'Manual Direct Certification' or 'Manual Direct Verification'.	M0315: Error. Invalid entry for '~' in rows (~). Please enter a numeric value.
Manual Direct Certification Manual Direct Verification	When invalid data (e.g. numeric character) is entered for 'Middle Initial' under 'Manual Direct Certification' or 'Manual Direct Verification'.	M0316: Error. Invalid entry for '~' in rows (~, ~, ~). Please enter alphabetic characters only.
Manual Direct Certification Manual Direct Verification	When DOB > 22 years is enter under 'Manual Direct Certification' or 'Manual Direct Verification'.	M0317: Error. Invalid entry for '~' in rows (~, ~, ~). Date of Birth entered must be within the past 22 years.
Manual Direct Certification Manual Direct Verification	When invalid data is entered in the mandatory fields (such as First Name, Last Name etc.) under 'Manual Direct Certification' or 'Manual Direct Verification'.	M0314: Error. The following rows have incomplete or incorrect data (~, ~). Please remember each row must contain a First Name, Last Name and Date of Birth. Names can only contain letters and the following characters (hyphen, space, and apostrophe). Date of Birth should be in the format MM/DD/YYYY.
File Upload Direct Certification File Upload Direct Verification	When the 'Upload File' button is clicked under 'File Upload Direct Certification' or 'File Upload Direct Verification' without choosing the file to upload.	M0318: Error. Please select a file for upload by clicking the 'Browse' button.
File Upload Direct Certification	When a Direct Certification file containing errors in the mandatory fields (such as First Name, Last Name etc.) is uploaded, this error message indicates the row numbers with the incorrect data.	M0331: Error. An error occurred while processing your file. The following rows in the file have incomplete or incorrect data (~). Please remember each row must contain a Serial Number, First Name, Last Name and Date of Birth. Names can only contain letters and the following characters (hyphen, space, and apostrophe). Date of Birth should be in the format MM/DD/YYYY and should be in the past 22 years.
File Upload Direct Certification File Upload Direct Verification	When a Direct Certification or Direct Verification file containing errors in the non-mandatory fields (such as Middle Initial, Statewide student identification code (sasid) etc.) is uploaded, this error message indicates the row numbers with the incorrect data.	M0334: Error. An error occurred while processing your file. The following rows in the file have incomplete or incorrect data (~, ~). Middle Initial can only contain alphabetic character. Lasid and Sasid can only contain numeric values. Sasid should not exceed 10 digits and Lasid should not exceed 32 digits.



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File Upload Direct Verification	When a Direct Verification file containing errors in the mandatory fields (such as First Name, Last Name etc.) is uploaded, this error message indicates the row numbers with the incorrect data.	M0329: Error. An error occurred while processing your file. The following rows in the file have incomplete or incorrect data (~). Please remember each row must contain a Serial number, First Name, Last Name, Date of Birth and Program Status. Names can only contain letters and the following characters (hyphen, space, and apostrophe). Date of Birth should be in the format MM/DD/YYYY and should be in the past 22 years. Program status should be either 'F' for free or 'R' for reduced.
File Upload Direct Certification	When the Direct Certification file being uploaded is not in the expected format.	M0333: Please upload a file in CSV format using the Enrollment Template for filling your enrollment data. Please ensure that the file size does not exceed 3 MB and the row count does not exceed 15000 rows.
File Upload Direct Verification	When the Direct Verification file being uploaded is not in the expected format.	M0333: Please upload a file in CSV format using the Enrollment Template for filling your enrollment data. Please ensure that the file size does not exceed 1 MB and the row count does not exceed 5000 rows.
Match History Results	When 'View Results' button under 'Match Results' section is clicked without choosing a record.	M0319: Error. Please choose the record you want to view the results for.
Match History Results	When invalid data (e.g. alphabetic character) is entered for 'Match ID' under 'Search Criteria' section.	M0009: Error. Invalid entry for 'Match ID'. Please enter a numeric value.
Match History Results	When invalid data (e.g. alphabetic character) is entered for Date fields under 'Search Criteria' section.	M0013: Error. Invalid entry for '~'. Please enter a numeric date in the following format: MM/DD/YYYY.
Match History Results	When only one of the dates are entered under 'Search Criteria' section.	M0226: Error. 'Date To' is a required field if 'Date From' value is entered.
Match History Results	When the page number mentioned in the 'Jump To' box is more than the last page value. This is applicable to the 'Jump to' field under both 'Match Results' and 'Search Results' sections. Eg. Page 1 to 5 is returned, but Jump To = Page 7, then on clicking 'Go' button, this error message is shown.	M0337: Error. Please enter a numeric value for the page number which should be less than or equal to the highest page number.

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