

California Community Colleges  
Management Information System  
Data Element Dictionary

**Student Basic Data Elements**

DED#	DATA ELEMENT NAME	FORMAT
<b>SB40</b>	<b>STUDENT-EMAIL-ADDRESS</b>	<b>X(80)</b>
This element is used to report the student's preferred email address.		

<b>Coding</b>
If the email address is less than 80 characters, left justify and space fill.
If the email address is longer than 80 characters, report the first 80 characters.
If the email address is unknown, report as 'X' with 79 trailing space characters.

**SB40 STUDENT-EMAIL-ADDRESS**

<b>Processing Edits</b>	
FIELD CHECK	Must contain at least one non-space character

**SB40 STUDENT-EMAIL-ADDRESS**

<b>Change History</b>
Implement: Summer 2025