**Implementation Guide
for the
Document Request & Response
Data Exchange Schema**

Version 1.0.0

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**Document Request & Response Data Exchange Schema**

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# Introduction

The original transcript request/response schemas were developed for the purpose of requesting and getting the status of the transmission of an academic transcript. Implementers of these standards found that with some additional information added through schema extensions, they could use these standards for requesting other types of documents such as letters of recommendation and Diploma Certificates. To standardize this process while still providing backward compatibility with current transcript requests, the DocumentRequest and DocumentResponse standards were created. To facilitate a more general standard, fields with the element name “Transcript” prefix were changed to “Document”.

As with the original transcript request and response standards, implementation of the document request/response schemas does not necessarily require that the delivery of the document data take place electronically. The fulfillment may be handled in traditional ways such as print/mail, or it may be fulfilled electronically via XML, EDI or proprietary formats.

##

## Problem Domain

Most institutions receive document and transcript requests equal to two times their annual enrollment. These requests are typically initiated by current students, alumni and other institutions. The transcripts are required for admission to other programs, employment and scholarship programs. In addition, there are often other documents associated with the transcript that are required to supplement the transcript for evaluation of the student’s credentials. These new standards support the request/response of all academic documents.

A number of institutions have implemented Electronic Data Interchange (EDI) to automate the process between institutions, although the vast majority of requests still require the student/alumni to request the document manually and are fulfilled via security paper and the U.S. mail. For student/alumni-initiated requests, an increasing number of institutions have chosen to provide web-based self-service ordering either internally or through outsourced document ordering/tracking services.

The manual process suffers from the usual inefficiencies associated with a manual process: data entry errors, the need to re-key data, limited visibility of order status, consumption of valuable staff resources and cost associated with secure paper/mailing. The proposed schemas support the automated request/response process for both institution and student- initiated requests.

##

## Business Processes Supported

The Document Request and Response schemas can be implemented to support a number of business processes:

* Document request by student/alumni -
Many students are required to deliver official academic documents to a third-party in support of:
	+ Application for admission
	+ Application for employment
	+ Application/satisfactory progress for scholarship program
	+ Satisfactory progress for educational reimbursement programs
* Document request by institution -
Many institutions will request an official document (for an applicant) and other credential documents from a secondary or postsecondary institution for:
	+ Application for admission
	+ Course/transfer articulation
	+ Financial aid determination purposes (in case of concurrent enrollment)
* Document request by other non-education institutions -
Some non-educational institutions may request an official document and other supporting documents from a secondary or postsecondary institution for:
	+ Research purposes
	+ Application/satisfactory progress for scholarship program

## Parties Involved

The following entities are involved with each document request:

Requestor: The requestor is the person or organization requesting the document. In the case of a person making the request, the student or alumni usually provides an electronic or written consent to authorize release of the academic record. Organizations making a document request usually have the consent by way of an application for admission, transfer, financial aid, or other purpose.

Requested Student: The requested student is the individual person whose documents is being requested.

School: For each document request, the attending school whose education records are being requested (for the requested student) must be provided.

DocumentRecipient: The recipient is the person or organization that the document will be delivered to. It is common for individual document requests to have multiple recipients.

# XML Schemas

The Document Request and Response XML schemas are located at [www.pesc.org](http://www.pesc.org). The schemas are comprised of the following documents:

DocumentRequest\_v1.0.0.xsd - the Document Request schema.

DocumentResponse\_v1.0.0.xsd - the Document Response schema.

AcademicRecord\_v1.14.0.xsd - the Academic Record sector library.

CoreMain\_v1.19.0.xsd - the base dictionary of data elements.

# Document Request

The Document Request is used to communicate one or more document requests between trading partners. An instance of a Document Request XML document consists of two main blocks of data:

* TransmissionData – provides document transmission details including the source and the destination
* RequestDetails – one or more Request blocks, each representing a single, complete document request.

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The following diagram shows the elements that comprise the TransmissionData block:

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The following diagram shows the elements that comprise the RequestDetails block. The RequestDetails block consists of three main blocks of data:

* Document Description – the type of document that is being requested. (See details below.)
* Requestor – the person or organization who is requesting the Document
* RequestedStudent – the individual person whose document is being requested
* DocumentRecipient – the recipient of the Document. There can be multiple recipients for each Document request

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The DocumentDescription element and its sub-elements are used if the request is for a document other than a Transcript. The DocumentCategory is used to identify the document. Some possible documents are:

* Apostille Certificate
* CLA+Score Report
* Competency Based Transcript
* Counselor Recommendation
* Degree Certificate
* Diploma
* Enrollment Certificate
* Experiential Transcript
* Fee Waiver
* Immunization Record
* Letter of Recommendation
* Non-Degree Professional Certificate
* Other
* Professional Certificate
* School Profile
* School Report
* Teacher Evaluation
* Transcript
* Unofficial Test Scores

The DocumentFormat describes the format of the requested document. Some requested formats are:

* XML
* JSON
* JSON-LD
* PDF
* Text
* MSWord
* MSExcel


## Document Request Instance Document

The Document Request instance document content shows all possible tags and types in an instance document. This document is not valid since UserDefinedExtension cannot appear without additional elements that are outside this standard. See the example for a valid document.

<?xml version="1.0" encoding="UTF-8"?>

<DocRequest:DocumentRequest xmlns:DocRequest="urn:org:pesc:message:DocumentRequest:v1.0.0" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="urn:org:pesc:message:DocumentRequest:v1.0.0 DocumentRequest\_v1.0.0.xsd">

 <TransmissionData>

 <DocumentID>String</DocumentID>

 <CreatedDateTime>2001-12-17T09:30:47.0Z</CreatedDateTime>

 <DocumentTypeCode>Request</DocumentTypeCode>

 <TransmissionType>Original</TransmissionType>

 <Source>

 <Organization>

 <OPEID>String</OPEID>

 <LocalOrganizationID>

 <LocalOrganizationIDCode>String</LocalOrganizationIDCode>

 <LocalOrganizationIDQualifier>AA</LocalOrganizationIDQualifier>

 </LocalOrganizationID>

 <OrganizationName>String</OrganizationName>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

 <StateProvinceCode>AA</StateProvinceCode>

 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

 <NoteMessage>String</NoteMessage>

 </Address>

 <Phone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </Phone>

 <FaxPhone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <NoteMessage>String</NoteMessage>

 </Organization>

 <NoteMessage>String</NoteMessage>

 </Source>

 <Destination>

 <Organization>

 <OPEID>String</OPEID>

 <LocalOrganizationID>

 <LocalOrganizationIDCode>String</LocalOrganizationIDCode>

 <LocalOrganizationIDQualifier>AA</LocalOrganizationIDQualifier>

 </LocalOrganizationID>

 <OrganizationName>String</OrganizationName>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

 <StateProvinceCode>AA</StateProvinceCode>

 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

 <NoteMessage>String</NoteMessage>

 </Address>

 <Phone>

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 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

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 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <NoteMessage>String</NoteMessage>

 </Organization>

 <NoteMessage>String</NoteMessage>

 </Destination>

 <DocumentProcessCode>TEST</DocumentProcessCode>

 <DocumentOfficialCode>Official</DocumentOfficialCode>

 <DocumentCompleteCode>Partial</DocumentCompleteCode>

 <RequestTrackingID>String</RequestTrackingID>

 <NoteMessage>String</NoteMessage>

 </TransmissionData>

 <RequestDetails>

 <DocumentDescription>

 <DocumentCategory>Transcript</DocumentCategory>

 <DocumentFormat>XML</DocumentFormat>

 </DocumentDescription>

 <CreatedDateTime>2001-12-17T09:30:47.0Z</CreatedDateTime>

 <Requestor>

 <Person>

 <SchoolAssignedPersonID>String</SchoolAssignedPersonID>

 <SIN>StringStr</SIN>

 <NSN>token</NSN>

 <AgencyAssignedID>String</AgencyAssignedID>

 <RecipientAssignedID>String</RecipientAssignedID>

 <SSN>000000000</SSN>

 <Birth>

 <BirthDate>1967-08-13</BirthDate>

 <Birthday>--12-17</Birthday>

 <NoteMessage>String</NoteMessage>

 </Birth>

 <Name>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </Name>

 <AlternateName>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </AlternateName>

 <HighSchool>

 <OrganizationName>String</OrganizationName>

 <OPEID>String</OPEID>

 </HighSchool>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

 <StateProvinceCode>AA</StateProvinceCode>

 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

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 </Address>

 <Phone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

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 <PhoneNumberExtension>Strin</PhoneNumberExtension>

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 <EmailAddress>String</EmailAddress>

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 </Email>

 <URL>

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 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <Gender>

 <GenderCode>Female</GenderCode>

 <NoteMessage>String</NoteMessage>

 </Gender>

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 <County>String</County>

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 <Country>String</Country>

 <ResidencyStatusCode>Resident</ResidencyStatusCode>

 <NoteMessage>String</NoteMessage>

 </Residency>

 <Deceased>

 <DeceasedIndicator>true</DeceasedIndicator>

 <NoteMessage>String</NoteMessage>

 </Deceased>

 <NoteMessage>String</NoteMessage>

 </Person>

 </Requestor>

 <RequestedStudent>

 <Person>

 <SchoolAssignedPersonID>String</SchoolAssignedPersonID>

 <SIN>StringStr</SIN>

 <NSN>token</NSN>

 <AgencyAssignedID>String</AgencyAssignedID>

 <RecipientAssignedID>String</RecipientAssignedID>

 <SSN>000000000</SSN>

 <Birth>

 <BirthDate>1967-08-13</BirthDate>

 <Birthday>--12-17</Birthday>

 <NoteMessage>String</NoteMessage>

 </Birth>

 <Name>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </Name>

 <AlternateName>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </AlternateName>

 <HighSchool>

 <OrganizationName>String</OrganizationName>

 <OPEID>String</OPEID>

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 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

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 <AttentionLine>String</AttentionLine>

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 <NoteMessage>String</NoteMessage>

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 </Gender>

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 <Country>String</Country>

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 </Residency>

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 <NoteMessage>String</NoteMessage>

 </Person>

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 <School>

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 <OPEID>String</OPEID>

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 <LocalOrganizationIDQualifier>AA</LocalOrganizationIDQualifier>

 </LocalOrganizationID>

 <SchoolOverrideCode>Institutional</SchoolOverrideCode>

 <SchoolLevel>Elementary</SchoolLevel>

 <Contacts>

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 </Email>

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 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <NoteMessage>String</NoteMessage>

 </School>

 <EnrollDate>1967-08-13</EnrollDate>

 <ExitDate>1967-08-13</ExitDate>

 <CurrentEnrollmentIndicator>true</CurrentEnrollmentIndicator>

 <AcademicAwardsReported>

 <AcademicAwardTitle>String</AcademicAwardTitle>

 <AcademicAwardDate>1967-08-13</AcademicAwardDate>

 </AcademicAwardsReported>

 <NoteMessage>String</NoteMessage>

 </Attendance>

 <UpdateContactsInformation>UpdateContacts</UpdateContactsInformation>

 <FeeDiscountRequestCode>FirstTranscriptRequested</FeeDiscountRequestCode>

 <ReleaseAuthorizedIndicator>true</ReleaseAuthorizedIndicator>

 <ReleaseAuthorizedMethod>Signature</ReleaseAuthorizedMethod>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </RequestedStudent>

 <DocumentRecipient>

 <RequestTrackingID>String</RequestTrackingID>

 <RecipientTrackingID>String</RecipientTrackingID>

 <Receiver>

 <Person>

 <SchoolAssignedPersonID>String</SchoolAssignedPersonID>

 <SIN>StringStr</SIN>

 <NSN>token</NSN>

 <AgencyAssignedID>String</AgencyAssignedID>

 <RecipientAssignedID>String</RecipientAssignedID>

 <SSN>000000000</SSN>

 <Birth>

 <BirthDate>1967-08-13</BirthDate>

 <Birthday>--12-17</Birthday>

 <NoteMessage>String</NoteMessage>

 </Birth>

 <Name>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </Name>

 <AlternateName>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </AlternateName>

 <HighSchool>

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 <OPEID>String</OPEID>

 </HighSchool>

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 <Address>

 <AddressLine>String</AddressLine>

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 </Address>

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 <FaxPhone>

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 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

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 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <Gender>

 <GenderCode>Female</GenderCode>

 <NoteMessage>String</NoteMessage>

 </Gender>

 <Residency>

 <StateProvinceCode>AA</StateProvinceCode>

 <StateProvince>String</StateProvince>

 <CountyCode>Str</CountyCode>

 <County>String</County>

 <CountryCode>AF</CountryCode>

 <Country>String</Country>

 <ResidencyStatusCode>Resident</ResidencyStatusCode>

 <NoteMessage>String</NoteMessage>

 </Residency>

 <Deceased>

 <DeceasedIndicator>true</DeceasedIndicator>

 <NoteMessage>String</NoteMessage>

 </Deceased>

 <NoteMessage>String</NoteMessage>

 </Person>

 </Receiver>

 <DocumentHold>

 <HoldType>Now</HoldType>

 <SessionDesignator>2001-12</SessionDesignator>

 <SessionName>String</SessionName>

 <CourseTitle>String</CourseTitle>

 <AcademicAwardTitle>String</AcademicAwardTitle>

 <ReleaseDate>1967-08-13</ReleaseDate>

 <NoteMessage>String</NoteMessage>

 </DocumentHold>

 <DocumentType>Undergraduate</DocumentType>

 <DocumentPurpose>Admission</DocumentPurpose>

 <CertificationRequested>String</CertificationRequested>

 <DeliveryMethod>HoldForPickup</DeliveryMethod>

 <ElectronicDelivery>

 <ElectronicFormat>XML</ElectronicFormat>

 <ElectronicMethod>Email</ElectronicMethod>

 <ServiceProvider>String</ServiceProvider>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </ElectronicDelivery>

 <RushProcessingRequested>true</RushProcessingRequested>

 <DeliveryInstruction>String</DeliveryInstruction>

 <DocumentCopies>1</DocumentCopies>

 <StampSealEnvelopeIndicator>true</StampSealEnvelopeIndicator>

 <DocumentOfficialCode>Official</DocumentOfficialCode>

 <UpdateReason>Cancelled</UpdateReason>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </DocumentRecipient>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </RequestDetails>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

</DocRequest:DocumentRequest>

## Document Request Sample Document

A sample Document Request document is provided below.

<?xml version="1.0" encoding="UTF-8"?>

<DocRequest:DocumentRequest xmlns:DocRequest="urn:org:pesc:message:DocumentRequest:v1.0.0" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="urn:org:pesc:message:DocumentRequest:v1.0.0 DocumentRequest\_v1.0.0.xsd">

<TransmissionData>

 <DocumentID>TO5776\_A\_200703080930</DocumentID>

 <CreatedDateTime>2007-03-08T09:30:15-05:00</CreatedDateTime>

 <DocumentTypeCode>Request</DocumentTypeCode>

 <TransmissionType>Original</TransmissionType>

 <Source>

 <Organization>

 <DUNS>827034414</DUNS>

 <OrganizationName>National Student Clearinghouse</OrganizationName>

 </Organization>

 </Source>

 <Destination>

 <Organization>

 <OPEID>00123400</OPEID>

 <OrganizationName>HOMETOWN UNIVERSITY</OrganizationName>

 </Organization>

 </Destination>

 <DocumentProcessCode>PRODUCTION</DocumentProcessCode>

</TransmissionData>

<RequestDetails>

 <DocumentDescription>

 <DocumentCategory>Transcript</DocumentCategory>

 <DocumentFormat>XML</DocumentFormat>

 </DocumentDescription>

 <CreatedDateTime>2007-02-28T10:21:00-05:00</CreatedDateTime>

 <Requestor>

 <Person>

 <SSN>123456789</SSN>

 <Birth>

 <BirthDate>1972-11-25</BirthDate>

 </Birth>

 <Name>

 <FirstName>JANE</FirstName>

 <MiddleName>B</MiddleName>

 <LastName>DOE</LastName>

 </Name>

 <Contacts>

 <Address>

 <AddressLine>123 MAIN ST</AddressLine>

 <City>ANYTOWN</City>

 <StateProvinceCode>VA</StateProvinceCode>

 <PostalCode>20171</PostalCode>

 </Address>

 <Phone>

 <AreaCityCode>703</AreaCityCode>

 <PhoneNumber>5551212</PhoneNumber>

 </Phone>

 <Email>

 <EmailAddress>someone@gmail.com</EmailAddress>

 </Email>

 </Contacts>

 </Person>

 </Requestor>

 <RequestedStudent>

 <Person>

 <SSN>123456789</SSN>

 <Birth>

 <BirthDate>1972-11-25</BirthDate>

 </Birth>

 <Name>

 <FirstName>JANE</FirstName>

 <MiddleName>B</MiddleName>

 <LastName>DOE</LastName>

 </Name>

 <AlternateName>

 <FirstName>JANE</FirstName>

 <MiddleName>A</MiddleName>

 <LastName>BOE</LastName>

 </AlternateName>

 </Person>

 <Attendance>

 <School>

 <OrganizationName>HOMETOWN UNIVERSITY</OrganizationName>

 <OPEID>00123400</OPEID>

 </School>

 <EnrollDate>1990-01-01</EnrollDate>

 <ExitDate>1995-12-31</ExitDate>

 <AcademicAwardsReported>

 <AcademicAwardTitle>B.A. Communication</AcademicAwardTitle>

 <AcademicAwardDate>1995-01-01</AcademicAwardDate>

 </AcademicAwardsReported>

 </Attendance>

 <ReleaseAuthorizedIndicator>true</ReleaseAuthorizedIndicator>

 <ReleaseAuthorizedMethod>Signature</ReleaseAuthorizedMethod>

 </RequestedStudent>

 <DocumentRecipient>

 <RequestTrackingID>123456-1</RequestTrackingID>

 <Receiver>

 <RequestorReceiverOrganization>

 <OrganizationName>HOMETOWN COMMUNITY COLLEGE</OrganizationName>

 <Contacts>

 <Address>

 <AddressLine>P.O. BOX 31127</AddressLine>

 <City>ANYTOWN</City>

 <StateProvinceCode>VA</StateProvinceCode>

 <PostalCode>20171</PostalCode>

 <AttentionLine>HCC TRANSCRIPT OFFICE</AttentionLine>

 </Address>

 <Phone>

 <AreaCityCode>703</AreaCityCode>

 <PhoneNumber>5551212</PhoneNumber>

 </Phone>

 <FaxPhone>

 <AreaCityCode>703</AreaCityCode>

 <PhoneNumber>5551212</PhoneNumber>

 </FaxPhone>

 </Contacts>

 </RequestorReceiverOrganization>

 </Receiver>

 <DocumentPurpose>Admission</DocumentPurpose>

 <DeliveryMethod>Mail</DeliveryMethod>

 <DocumentCopies>1</DocumentCopies>

 </DocumentRecipient>

</RequestDetails>

</DocRequest:DocumentRequest>Document Response

The Document Response is used to communicate the status of a document request. Typical statuses include “Hold”, “TranscriptSent”, “NoRecord” and “Cancelled”. An instance of a Document Response XML document consists of two main blocks of data:

* TransmissionData – provides document transmission details including the source and the destination
* ResponseDetails – one or more Response blocks, each representing the status of an individual document request.

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The following diagram shows the elements that comprise the TransmissionData block:

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The following diagram shows the elements that comprise the Response block. The Response block consists:

* RequestTrackingID – a tracking number that identifies the original document request
* ResponseStatus – the status of the document request
* RequestedStudent – the individual person whose document is being requested (this information is the same data that was included in the document request

|  |
| --- |
|  |

The DocumentDescription element and its sub-elements are used if the request is for a document other than a transcript. The DocumentCategory is used to identify the document. Some possible documents are:

* Apostille Certificate
* CLA+Score Report
* Competency Based Transcript
* Counselor Recommendation
* Degree Certificate
* Diploma
* Enrollment Certificate
* Experiential Transcript
* Fee Waiver
* Immunization Record
* Letter of Recommendation
* Non-Degree Professional Certificate
* Other
* Professional Certificate
* School Profile
* School Report
* Teacher Evaluation
* Transcript
* Unofficial Test Scores

The DocumentFormat describes the format of the requested document. Some requested formats are:

* XML
* JSON
* JSON-LD
* PDF
* Text
* MSWord
* MSExcel

Document Response Instance Document

The Document Response instance document content shows all possible tags and types in instance document. This document is not valid since UserDefinedExtension cannot appear without additional elements that are outside this standard.

<?xml version="1.0" encoding="UTF-8"?>

<DocResponse:DocumentResponse xmlns:DocResponse="urn:org:pesc:message:DocumentResponse:v1.0.0" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="urn:org:pesc:message:DocumentResponse:v1.0.0 DocumentResponse\_v1.0.0.xsd">

 <TransmissionData>

 <DocumentID>String</DocumentID>

 <CreatedDateTime>2001-12-17T09:30:47.0Z</CreatedDateTime>

 <DocumentTypeCode>Request</DocumentTypeCode>

 <TransmissionType>Original</TransmissionType>

 <Source>

 <Organization>

 <OPEID>String</OPEID>

 <LocalOrganizationID>

 <LocalOrganizationIDCode>String</LocalOrganizationIDCode>

 <LocalOrganizationIDQualifier>AA</LocalOrganizationIDQualifier>

 </LocalOrganizationID>

 <OrganizationName>String</OrganizationName>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

 <StateProvinceCode>AA</StateProvinceCode>

 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

 <NoteMessage>String</NoteMessage>

 </Address>

 <Phone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </Phone>

 <FaxPhone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>String</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <NoteMessage>String</NoteMessage>

 </Organization>

 <NoteMessage>String</NoteMessage>

 </Source>

 <Destination>

 <Organization>

 <OPEID>String</OPEID>

 <LocalOrganizationID>

 <LocalOrganizationIDCode>String</LocalOrganizationIDCode>

 <LocalOrganizationIDQualifier>AA</LocalOrganizationIDQualifier>

 </LocalOrganizationID>

 <OrganizationName>String</OrganizationName>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

 <StateProvinceCode>AA</StateProvinceCode>

 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

 <NoteMessage>String</NoteMessage>

 </Address>

 <Phone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </Phone>

 <FaxPhone>

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 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <NoteMessage>String</NoteMessage>

 </Organization>

 <NoteMessage>String</NoteMessage>

 </Destination>

 <DocumentProcessCode>TEST</DocumentProcessCode>

 <DocumentOfficialCode>Official</DocumentOfficialCode>

 <DocumentCompleteCode>Partial</DocumentCompleteCode>

 <RequestTrackingID>String</RequestTrackingID>

 <NoteMessage>String</NoteMessage>

 </TransmissionData>

 <ResponseDetails>

 <DocumentDescription>

 <DocumentCategory>Transcript</DocumentCategory>

 <DocumentFormat>XML</DocumentFormat>

 </DocumentDescription>

 <CreatedDateTime>2001-12-17T09:30:47.0Z</CreatedDateTime>

 <RequestTrackingID>String</RequestTrackingID>

 <RecipientTrackingID>String</RecipientTrackingID>

 <ResponseStatus>TranscriptSent</ResponseStatus>

 <ResponseHold>

 <HoldReason>Financial</HoldReason>

 <PlannedReleaseDate>1967-08-13</PlannedReleaseDate>

 <NoteMessage>String</NoteMessage>

 </ResponseHold>

 <OrderFee>

 <FeeStatusCode>Due</FeeStatusCode>

 <FeeAmount>3.1415926535897932384626433832795</FeeAmount>

 <FeeStatusReason>String</FeeStatusReason>

 <NoteMessage>String</NoteMessage>

 </OrderFee>

 <RequestedStudent>

 <Person>

 <SchoolAssignedPersonID>String</SchoolAssignedPersonID>

 <SIN>StringStr</SIN>

 <NSN>token</NSN>

 <AgencyAssignedID>String</AgencyAssignedID>

 <RecipientAssignedID>String</RecipientAssignedID>

 <SSN>000000000</SSN>

 <Birth>

 <BirthDate>1967-08-13</BirthDate>

 <Birthday>--12-17</Birthday>

 <NoteMessage>String</NoteMessage>

 </Birth>

 <Name>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </Name>

 <AlternateName>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </AlternateName>

 <HighSchool>

 <OrganizationName>String</OrganizationName>

 <OPEID>String</OPEID>

 </HighSchool>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

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 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

 <NoteMessage>String</NoteMessage>

 </Address>

 <Phone>

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 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </Phone>

 <FaxPhone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <Gender>

 <GenderCode>Female</GenderCode>

 <NoteMessage>String</NoteMessage>

 </Gender>

 <Residency>

 <StateProvinceCode>AA</StateProvinceCode>

 <StateProvince>String</StateProvince>

 <CountyCode>Str</CountyCode>

 <County>String</County>

 <CountryCode>AF</CountryCode>

 <Country>String</Country>

 <ResidencyStatusCode>Resident</ResidencyStatusCode>

 <NoteMessage>String</NoteMessage>

 </Residency>

 <Deceased>

 <DeceasedIndicator>true</DeceasedIndicator>

 <NoteMessage>String</NoteMessage>

 </Deceased>

 <NoteMessage>String</NoteMessage>

 </Person>

 <Attendance>

 <School>

 <OrganizationName>String</OrganizationName>

 <OPEID>String</OPEID>

 <LocalOrganizationID>

 <LocalOrganizationIDCode>String</LocalOrganizationIDCode>

 <LocalOrganizationIDQualifier>AA</LocalOrganizationIDQualifier>

 </LocalOrganizationID>

 <SchoolOverrideCode>Institutional</SchoolOverrideCode>

 <SchoolLevel>Elementary</SchoolLevel>

 <Contacts>

 <Address>

 <AddressLine>String</AddressLine>

 <City>String</City>

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 <PostalCode>String</PostalCode>

 <AttentionLine>String</AttentionLine>

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 </Address>

 <Phone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </Phone>

 <FaxPhone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <NoteMessage>String</NoteMessage>

 </School>

 <EnrollDate>1967-08-13</EnrollDate>

 <ExitDate>1967-08-13</ExitDate>

 <CurrentEnrollmentIndicator>true</CurrentEnrollmentIndicator>

 <AcademicAwardsReported>

 <AcademicAwardTitle>String</AcademicAwardTitle>

 <AcademicAwardDate>1967-08-13</AcademicAwardDate>

 </AcademicAwardsReported>

 <NoteMessage>String</NoteMessage>

 </Attendance>

 <UpdateContactsInformation>UpdateContacts</UpdateContactsInformation>

 <FeeDiscountRequestCode>FirstTranscriptRequested</FeeDiscountRequestCode>

 <ReleaseAuthorizedIndicator>true</ReleaseAuthorizedIndicator>

 <ReleaseAuthorizedMethod>Signature</ReleaseAuthorizedMethod>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </RequestedStudent>

 <Receiver>

 <Person>

 <SchoolAssignedPersonID>String</SchoolAssignedPersonID>

 <SIN>StringStr</SIN>

 <NSN>token</NSN>

 <AgencyAssignedID>String</AgencyAssignedID>

 <RecipientAssignedID>String</RecipientAssignedID>

 <SSN>000000000</SSN>

 <Birth>

 <BirthDate>1967-08-13</BirthDate>

 <Birthday>--12-17</Birthday>

 <NoteMessage>String</NoteMessage>

 </Birth>

 <Name>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

 <CompositeName>String</CompositeName>

 <NoteMessage>String</NoteMessage>

 </Name>

 <AlternateName>

 <NamePrefix>String</NamePrefix>

 <FirstName>String</FirstName>

 <MiddleName>String</MiddleName>

 <LastName>String</LastName>

 <NameSuffix>JR</NameSuffix>

 <NameTitle>String</NameTitle>

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 <HighSchool>

 <OrganizationName>String</OrganizationName>

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 </HighSchool>

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 <AttentionLine>String</AttentionLine>

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 </Address>

 <Phone>

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 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </Phone>

 <FaxPhone>

 <CountryPrefixCode>Str</CountryPrefixCode>

 <AreaCityCode>Strin</AreaCityCode>

 <PhoneNumber>String</PhoneNumber>

 <PhoneNumberExtension>Strin</PhoneNumberExtension>

 <NoteMessage>String</NoteMessage>

 </FaxPhone>

 <Email>

 <EmailAddress>String</EmailAddress>

 <NoteMessage>String</NoteMessage>

 </Email>

 <URL>

 <URLAddress>String</URLAddress>

 <NoteMessage>String</NoteMessage>

 </URL>

 <NoteMessage>String</NoteMessage>

 </Contacts>

 <Gender>

 <GenderCode>Female</GenderCode>

 <NoteMessage>String</NoteMessage>

 </Gender>

 <Residency>

 <StateProvinceCode>AA</StateProvinceCode>

 <StateProvince>String</StateProvince>

 <CountyCode>Str</CountyCode>

 <County>String</County>

 <CountryCode>AF</CountryCode>

 <Country>String</Country>

 <ResidencyStatusCode>Resident</ResidencyStatusCode>

 <NoteMessage>String</NoteMessage>

 </Residency>

 <Deceased>

 <DeceasedIndicator>true</DeceasedIndicator>

 <NoteMessage>String</NoteMessage>

 </Deceased>

 <NoteMessage>String</NoteMessage>

 </Person>

 </Receiver>

 <DeliveryMethod>HoldForPickup</DeliveryMethod>

 <ElectronicDelivery>

 <ElectronicFormat>XML</ElectronicFormat>

 <ElectronicMethod>Email</ElectronicMethod>

 <ServiceProvider>String</ServiceProvider>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </ElectronicDelivery>

 <CarrierName>String</CarrierName>

 <CarrierTrackingID>String</CarrierTrackingID>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

 </ResponseDetails>

 <NoteMessage>String</NoteMessage>

 <UserDefinedExtensions/>

</DocResponse:DocumentResponse>

## Document Response Sample Document

A sample Document Response document is provided below.

<?xml version="1.0" encoding="UTF-8"?>

<DocResponse:DocumentResponse xmlns:DocResponse="urn:org:pesc:message:DocumentResponse:v1.0.0" xmlns:core="urn:org:pesc:core:CoreMain:v1.0.0" xmlns:AcRec="urn:org:pesc:sector:AcademicRecord:v1.0.0" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="urn:org:pesc:message:DocumentResponse:v1.0.0 DocumentResponse\_v1.0.0.xsd">

 <TransmissionData>

 <DocumentID>20061011103019</DocumentID>

 <CreatedDateTime>2006-10-11T10:30:19-05:00</CreatedDateTime>

 <DocumentTypeCode>Response</DocumentTypeCode>

 <TransmissionType>Original</TransmissionType>

 <Source>

 <Organization>

 <OPEID>00123400</OPEID>

 <OrganizationName>HOMETOWN UNIVERSITY</OrganizationName>

 </Organization>

 </Source>

 <Destination>

 <Organization>

 <DUNS>827034414</DUNS>

 <OrganizationName>National Student Clearinghouse</OrganizationName>

 </Organization>

 </Destination>

 <DocumentProcessCode>PRODUCTION</DocumentProcessCode>

 </TransmissionData>

 <ResponseDetails>

 <DocumentDescription>

 <DocumentCategory>Transcript</DocumentCategory>

 <DocumentFormat>XML</DocumentFormat>

 </DocumentDescription>

 <CreatedDateTime>2006-10-10T10:48:15-05:00</CreatedDateTime>

 <RequestTrackingID>123456-1</RequestTrackingID>

 <ResponseStatus>TranscriptSent</ResponseStatus>

 <RequestedStudent>

 <Person>

 <Name>

 <FirstName>JANE</FirstName>

 <MiddleName>B</MiddleName>

 <LastName>DOE</LastName>

 </Name>

 </Person>

 <Attendance>

 <School>

 <OrganizationName>HOMETOWN UNIVERSITY</OrganizationName>

 <OPEID>00123400</OPEID>

 </School>

 </Attendance>

 <ReleaseAuthorizedIndicator>true</ReleaseAuthorizedIndicator>

 </RequestedStudent>

 </ResponseDetails>

</DocResponse:DocumentResponse>

# Terms

For information about terms you don't understand, refer to the documentation of elements in the XML Schema document describing that term.

**Standards Submission Document**

Implementation Guide for the Document Request and Response Schemas (Document Request-Response Implementation Guide.doc) Version 1.0, March 15, 2018, Michael Morris, ACT. Inc.