

# Work Opportunity Tax Credit Online System Portal

## Bulk Upload Validation Error Message Glossary

### Required Values

- Column A – State
  - Must be two-digit abbreviation for state
- Column B – Application ID OOS
  - Not a required field
  - Open format
  - This is for you to enter your internal reference number if you like.
- Column C
  - "Column C must be nine digits in Text format for leading zeros."
  - "Applicant SSN is required."
  - "The SSN entered is invalid."
  - "Duplicate submission based on SSN, EIN, and Start Date"
- Column D
  - Not a required field
  - "The Date of Birth cannot occur after today."
  - "The Date of Birth must be in YYYYMMDD format"
- Column E
  - "The Hire Date cannot occur after today."
  - "The Hire Date must be in YYYYMMDD format."
  - "The Hire Date is required."
- Column F
  - "Applicant's Last Name is required."
  - No special characters
- Column G
  - "Applicant's First Name is required."
  - No special characters
- Column H
  - Qualified IVA – cannot be a value other than Y, N, or left blank
- Column I
  - Qualified Vet – cannot be a value other than Y, N, or left blank
- Column J
  - Unemployed Veteran 4 Weeks – cannot be a value other than Y, N, or left blank
- Column K
  - Unemployed Veteran 6 Months – cannot be a value other than Y, N, or left blank
- Column L
  - Disabled Veteran – cannot be a value other than Y, N, or left blank
- Column M

- Disabled Veteran Unemployed 6 Months – cannot be a value other than Y, N, or left blank
- Column N
  - Ex-Felon – cannot be a value other than Y, N, or left blank
- Column O
  - Vocational Rehab – cannot be a value other than Y, N, or left blank
- Column P
  - SNAP – cannot be a value other than Y, N, or left blank
- Column Q
  - SNAP ABAWD - cannot be a value other than Y, N, or left blank
- Column R
  - SSI – cannot be a value other than Y, N, or left blank
- Column S
  - LTFAR – cannot be a value other than Y, N, or left blank
- Column T
- Column U
  - Comments – free-form if you have anything you need to share