

## **Using Update Matriculation Term Process**

### **Georgia Enhanced Banner Student and Financial Aid Systems User Documentation**

Version *8.0*

**Office of Information and  
Instructional Technology**

*March 2010*

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## Using Update Matriculation Term Process

### Introduction to Update Matriculation Term Process

#### Purpose

The Update Matriculation Term process (ZHRMATR) will be used to update missing matriculation term code for students enrolled at the institution based on a specific term. The process will update all missing matriculation term code based on the last reported academic history record information and/or student registration record.

The report output will not produce any does not report student information or report total. (i.e.: student id, student name, etc). As a result, the process updates will be reflected on the General Student form (SGASTDN) for students with missing matriculation term code for the term code entered.

#### Target Audience

This user documentation is for the administrative office that is responsible for maintaining matriculation term code updates. The process should be run at the end of each registration period and should include future terms with available pre-registration.

#### Purpose and Scope of Document

This document explains how to use the Update Matriculation Term process.

This chapter includes the following topics:

- Verify EDI Cross-Reference Rules form
- Execute Update Matriculation Term Process
- Verify Student Matriculation Term Code Update

#### Graphics

Graphic cues used in this document assist with labeling of steps and items that are particularly important.



Steps for recovery or support.



For additional information, see references.



Exercise caution.



Warning: an error here is critical.

#### References



For information about the baseline product, see *Using SCT Banner User Manual for Accounts Receivable, Financial Aid, and Student*.

## Support



For additional OIIT resources and support, contact the OIIT HELPDESK:

Web [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services)  
(self-service ticket submission)

E-mail [helpdesk@usg.edu](mailto:helpdesk@usg.edu)

For urgent or production down situations, call the OIIT HELPDESK:

Local 706-583-2001

Toll free within Georgia 1-888-875-3697

## Update Matriculation Term Process Flow

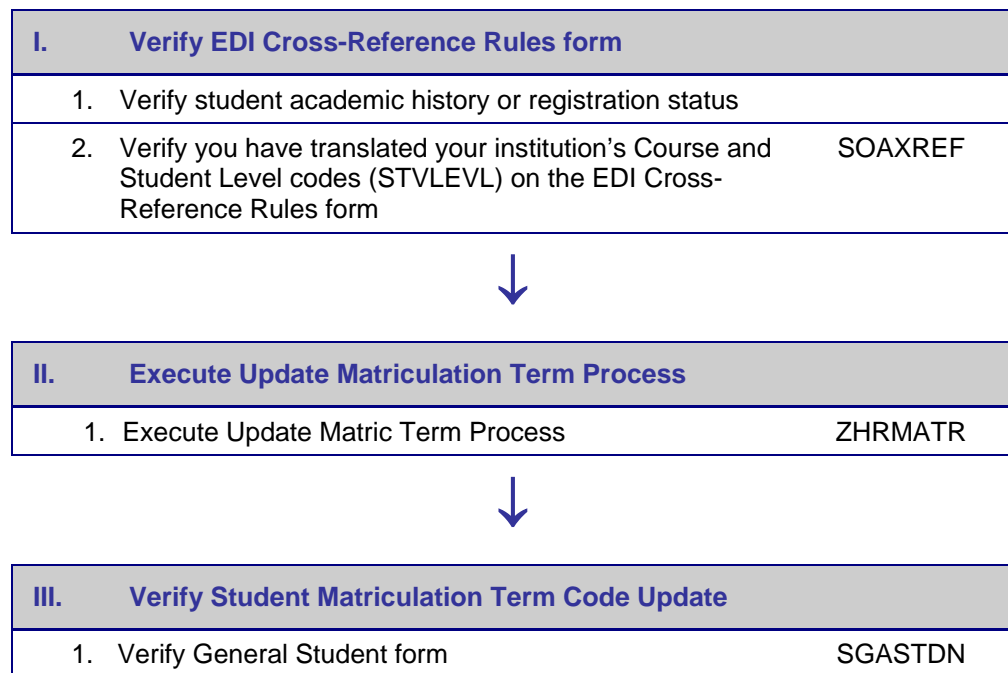
### Description

The Update Matriculation Term process (ZHRMATR) will be used to update missing matriculation term code for students enrolled at the institution based on a specific term. The process will update all missing matriculation term code based on the last reported academic history record information and/or student registration record.

The report output will not produce any does not report student information or report total. (i.e.: student id, student name, etc). As a result, the process updates will be reflected on the General Student form (SGASTDN) for students with missing matriculation term code for the term code entered.

### Overview of Update Matriculation Term Process

Complete the following steps to implement and execute Update Matriculation Term Process in Banner Student.



## Implementing Update Matriculation Term Process

### I. Verify EDI Cross-Reference Rules form

1. **Verify student academic history or registration status** Verify the end of term processes has been executed to update academic history and/or student has a registration record (SFAREGS) for the specific term.
2. **Verify EDI Cross-Reference Rules form** Verify you have translated your institution's Course and Student Level codes (STVLEVL) on the EDI Cross-Reference Rules form (SOAXREF).

Electronic Label	Electronic Qualifier	Electronic Value	EDI	Web	XML	Banner Value	Description
STVLEVL	0001	Undergraduate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	US	Undergraduate
STVLEVL	0002	Undergraduate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	01	Semester System Undergraduate
STVLEVL	0003	Graduate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	GS	Graduate level credit
STVLEVL		Dual	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Dual level (appl to bach or grad degr
STVLEVL		GraduateProfessional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Dual level(grad and professional- may
STVLEVL		LowerDivision	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Lower division credit (associated with t
STVLEVL		Professional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Professional
STVLEVL		TechnicalPreparatory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Tech Prep credit
STVLEVL		UpperDivision	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Higher or upperdivision credit (assoc v
STVLEVL		Vocational	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Vocational/technical credit
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

**NOTE:** The translation for STVLEVL is also used for Post Secondary XML Transcript. Please do not adjust without consulting the office that is responsible for producing XML transcripts.



(Reference: Implementing XML Transcript)





## ***II. Execute Update Matriculation Term Process***

- 1. Execute Update Matriculation Term Process** The Update Matriculation Term process (ZHRMATR) is used to update the matriculation term code in Banner for a specified term.

The ZHRMATR process is executed through job submission (GJAPCTL) with the following parameter.

### **Parameters for ZHRMATR process**

<b>No</b>	<b>Name</b>	<b>Required</b>	<b>Description/Instructions</b>	<b>Default Values</b>
01	Term	Yes	Enter term to be processed.	

**NOTE:** The ZHRMATR process currently does not report student information or report total.

### Sample Output for ZHRMATR.lis file

```
PL/SQL procedure successfully completed.
```

### Sample Output for ZHRMATR.log file

```
*****  
*** Starting sqlplus to run zhrmatr.sql  
*****  
  
SQL*Plus: Release 10.2.0.4.0 - Production on Fri Oct 23 14:33:40 2009  
  
Copyright (c) 1982, 2007, Oracle. All Rights Reserved.  
  
Enter user-name:  
Connected to:  
Oracle Database 10g Enterprise Edition Release 10.2.0.4.0 - 64bit Production  
With the Partitioning, OLAP, Data Mining and Real Application Testing options  
  
SQL>
```

```
PL/SQL procedure successfully completed.
```

```
PL/SQL procedure successfully completed.
```

```
2 rows deleted.
```

```
SQL> Disconnected from Oracle Database 10g Enterprise Edition Release 10.2.0.4.0 - 64bit Production  
With the Partitioning, OLAP, Data Mining and Real Application Testing options  
*** sql completed... ***  
*** loading output into database...  
Connected.  
Connected.
```

**NOTE:** The ZHRMATR process currently does not report student information or report total.

### III. Verify Student Matriculation Term Code Update

#### 1. Verify Matriculation Term Code Update

Verify that matriculation term is populated for **CURRENT** record on the General Student form (SGASTDN).

The screenshot shows the 'General Student: SGASTDN 8.2' window. The 'General Learner' section includes fields for New Term (200908), Student Status (AS), Student Type (F), Residence (R), Fee Assessment Rate, Class (FR), and Full or Part Time (None). The 'Curricula Summary - Primary' table has the following data:

Priority Term	Program	Catalog	Level	Campus	Rate	College	Degree
1	200908 AA MUSIC	200908	Semester System Unc			Atlanta Metropolitan C	Associate of Arts

The 'Matriculation' field in the 'Curricula Summary' table is circled in red.

The screenshot shows the 'General Student: SGASTDN 8.2' window with the 'Curriculum' section selected. The 'Curriculum' section includes fields for Current (checked), Activity (ACTIVE), Key Sequence (99), Term (200908), End Term, Catalog Term (200908), Priority (1), Program (AA-MUSC), Level (US), Campus, College (01), Degree (AACC), Admission Type (FR), Admission Term (200908), Application, and Matriculated Term (200908). A callout box with the text 'Verify that matriculation term is populated for Current record.' points to the 'Matriculated Term' field, which is circled in red.

## Appendix A: Document History

This section details the history of the document and updates made for each modification.

<b>Release and Date</b>	<b>Page</b>	<b>Update Description</b>
Georgia Enhancements 7.12, May 30, 2008	NA	Original
Georgia Enhancements 8.0, March 31, 2010	All	Updated for the 8.0 version of Georgia Enhancements.

## Appendix B: Process Flow

# Matriculation Term Process

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