

University System of Georgia  
Office of Strategic Research and Analysis

# SIRS SDED



Spring 2005 Edition  
©February 2005

**NOTE:** *Not all edits are current.*

# University System of Georgia Student Data Element Dictionary

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# University System of Georgia Student Data Element Dictionary

**S101A**  
Element  
Number

**ELEMENT TITLE:** Current Social Security Number

**DEFINITION:** The official Social Security Number that uniquely identifies a student.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 9

**2. Valid Codes:**

This is the student's current Social Security Number.

In rare cases, a student may not have a Social Security Number. For example, international students do not have a Social Security Number. If the student does not have a valid Social Security Number, but has an Individual Taxpayer Identification Number (ITIN), enter the ITIN in this field. If the student has neither a SSN nor an ITIN leave this field blank.

Do not enter "dummy" SSNs in this field.

SIRS will capture any change in SSN from term to term.

**BUSINESS PRACTICE:** In rare cases, a student may not have a Social Security number. In the event a student SSN is not available, the institution may enter the Individual Taxpayer Identification Number (ITIN), a tax processing number issued by the Internal Revenue Service into the SSN field. The ITIN is a nine-digit number that always begins with the number 9 and has a 7 or 8 in the fourth digit (for example, 9XX-7X-XXXX). The IRS issues ITINs to individuals who are required to have a U.S. taxpayer identification number but who do not have, and are not eligible to obtain a SSN from the Social Security Administration (SSA). ITINs are issued regardless of immigration status because both resident and nonresident aliens may have U.S. tax return and payment responsibilities under the Internal Revenue Code.

Since the SSN is one of the major indicators used to track student migration across the System, institutions should ensure that only a valid SSN or ITIN is entered in the Social Security number field. Institutions are prohibited from entering "dummy" Social Security or ITIN numbers in this field.

Note that institutions assigned dummy student ID numbers in the past if students did not have a Social Security number. However, if the student does not have a valid Social Security number or a valid Individual Taxpayer Identification Number, this field should be blank (and the field of origin in SunGard SCT Banner, SPBPERS\_SSN, should be blank). Institutions are responsible for removing invalid numbers if they plan to populate SPBPERS\_SSN with numbers from the SPRIDEN\_ID field. Data collection will capture any change in SSN or ITIN from term to term. For more information, see the USG Best Practices document "Converting from Use of Social Security Numbers to a Unique Identifier" (December 9, 2003).

**EDITS:** The Current Social Security Number must be 9 digits if it is not null.

**BANNER TABLES:** The student's SSN must be entered in SPAPERS (SPBPERS-SSN in table SPBPERS).

**DATE ISSUED:** 6-00 for Fall 2000

**DATE OF LAST UPDATE:** January, 2005

**CHANGE HISTORY:** Beginning with the Spring 2005 SIRS data collection, ITIN numbers were allowed to be entered into the SSN field.

# University System of Georgia Student Data Element Dictionary

**S101**  
Element  
Number

**ELEMENT TITLE:** Student Identification Number

**DEFINITION:** An identification number that uniquely identifies a student.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 9

**2. Valid Codes:** any 9-digit combination of numbers and characters

**BUSINESS PRACTICE:**

**EDITS:**

1. Student Identification Number cannot be null.
2. Student Identification Number must be 9 alpha-numeric digits.
3. For Record Type 1, a Student Identification Number can not occur multiple times unless one of the following criteria is different: Institution code, Record Type, or Degree Level Code.
4. If the Record Code is C, a Record with an S Code must be present for the same Student Identification Number.
5. If the Record Code is C, the Student Identification Number must be different from the Previous Student Identification Number.

**BANNER TABLES:** Students selected for SIRS reporting must have a General Student record that is effective for the term of reporting and identified in the system using the Identification Form (SPAIDEN). SPRIDEN\_ID in TABLE SPRIDEN.

**DATE ISSUED:** July 1981

**DATE OF LAST UPDATE:**  
6-00 for Fall 2000

**CHANGE HISTORY:**

Before Fall 2000, this element had the same name and number (S101--Identification Number, Student), but it contained both SSNs and student identification numbers. In most cases, this was the SSN. However, "dummy" numbers were sometimes assigned in the format of IIX-00-XXXX, where II was the institution code number (General Operations Data Element NORMS) and the X's were consecutively assigned by the institution. The center digits remained 00 in such cases. After the implementation of Banner, a "dummy" number might have contained a leading '@'.



# University System of Georgia Student Data Element Dictionary

S101N  
Element  
Number

**ELEMENT TITLE:** Institutional Student Identification Number

**DEFINITION:** An identification number that uniquely identifies a student within an institution.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 9

**2. Valid Codes:** any 9-digit combination of numbers and characters

**This is to be used for Banner institutions that have converted to an institutionally generated ID. Social Security number must not be submitted in this field.**

**BUSINESS PRACTICE:**

**EDITS:**

1. Institutional Student Identification Number must be 9 alpha-numeric digits.

**BANNER TABLES:** Students selected for SIRS reporting must have a General Student record that is effective for the term of reporting and identified in the system using the Identification Form (SPAIDEN). SPRIDEN\_ID in TABLE SPRIDEN.

**DATE ISSUED:** Summer 2003

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S101P**  
Element  
Number

**ELEMENT TITLE:** Previous Student Identification Number

**DEFINITION:** A number previously submitted to SIRS that uniquely identified a student and has been updated in S101.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 9

**2. Valid Codes:**

Any nine-digit combination of numbers and characters

Linked to S101 - Student Identification Number

**BUSINESS PRACTICE:**

**EDITS:**

2. If the Record Code is C, the Previous Student Identification Number must be different from the Student Identification Number.
3. If the Record Code is C, the Previous Student Identification Number may not be null.

**BANNER TABLES:** SPRIDEN\_ID (SPAIDEN) where SPRIDEN\_Change\_IND= "I" in the previous term.

**DATE ISSUED:** 6-00 for Fall 2000

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S102**  
Element  
Number

**ELEMENT TITLE:** Sex Code

**DEFINITION:** One alphabetic character designating the student's sex.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

F - Female

M - Male

**BUSINESS PRACTICE:**

**EDITS:**

1. Sex Code must be M or F.
2. Both M and F should exist in each submitted SIRS file.

**BANNER TABLES:** Sex is extracted from SPAPERS. Biographical and demographic data must be entered in the General Person Form, SPBPERS\_SEX in TABLE SPBPERS.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S103**  
Element  
Number

**ELEMENT TITLE:** Race/Ethnic Identification Code

**DEFINITION:** The race/ethnic group to which an individual appears to belong, is regarded in the community as belonging, or categorizes himself/herself as belonging.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

<u>Code</u>	<u>Race/Ethnicity</u>
A -	Asian or Pacific Islander
B -	Black (Non-Hispanic Origin)
H -	Hispanic
I -	American Indian or Alaskan Native
W -	White (Non-Hispanic Origin)
M -	Multiracial

Note: This is self-reported data.

## **BUSINESS PRACTICE:**

If a student refuses to indicate race, the institution should make a judgement and assign the student to one of the six groups. If no information is available, assign the student to the majority race/ethnic group at the institution.

## **EDITS:**

1. Race/Ethnic Identification Code must equal B, W, H, I, M, or A.
2. More than one Race/Ethnic Identification code should be present in each institutional SIRS submission.

**BANNER TABLES:** Biographical and demographic data must be entered in the General Person Form (SPAPERS). Ethnic code is selected from SPBPERS\_ETHN\_CODE (SPAPERS), Nonstandard Regents' codes translated with SOAXREF using the RGTETHC cross-reference tabel.

**DATE ISSUED:** July 1981

**DATE OF LAST UPDATE:** 5-85, 5-94,11-03

## **CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S104**  
Element  
Number

**ELEMENT TITLE:** Birth Date

**DEFINITION:** The calendar date of birth as designated on the individual's legal birth certificate or registration.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8 digits in form: YYYYMMDD

**2. Valid Codes:**

Example: October 10, 1999 should be coded 19991010

**BUSINESS PRACTICE:**

**EDITS:**

1. Birth Date must be a valid date in the format YYYYMMDD.
2. Birth Date must reflect student age less than 100 years.
3. Birth Date must not be null.
4. Birth Date must reflect student age of less than 25 years for Student Level = 11.
5. If High School Graduation Year (S201) is present, Birth Date must be between 5 to and 90 years prior to High School Graduation Year (S201).
6. If Fee Classification Code for Tuition Purposes (S308) is S (Senior Citizen Waiver), Birth Date must reflect student age of 62 years or greater.

**BANNER TABLES:** Birth date must be entered in the General Person Form (SPAPERS).  
SPBPERS\_BIRTH\_DATE in TABLE SPBPERS.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 5-86,  
10-98, 11-98,11-02

**CHANGE HISTORY:**

Before Fall 1998, this was a six-digit field with two digits for year.

# University System of Georgia Student Data Element Dictionary

**S106**  
Element  
Number

**ELEMENT TITLE:** Citizenship Status Code

**DEFINITION:** Code to identify the student's U. S. citizenship status.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

*Citizen*

**C** U.S. citizen

*Alien*

**A** Non-resident Alien: Those persons who have not been admitted to the United States for permanent residence.

**R** Resident Alien: Non-citizens who have been lawfully admitted for permanent residence.

Note: Citizenship Status Code cannot be left blank.

Linked to S107 - Country of Citizenship

**BUSINESS PRACTICE:**

**EDITS:**

1. Citizenship Status Code must be C, A, or R (and not null).
2. Citizenship Status Code must be C if Country of Citizenship (S107) = US.

**BANNER TABLES:** Citizenship Status must be entered in the General Person Form (SPAPERS).  
SPBPERS\_CITZ\_CODE in table SPBPERS.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 10-98,  
8-99

**CHANGE HISTORY:**

1. Before Summer 1999, Code N was used for "Naturalized U.S. Citizen," and Code C was used for "Born U.S. Citizen."
2. The requirement that resident aliens must show that they "hold a green card, Form 1-151" was removed in Summer 1999.

# University System of Georgia Student Data Element Dictionary

**S107**  
Element  
Number

**ELEMENT TITLE:** Country of Citizenship

**DEFINITION:** Code indicating country of citizenship.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

Use standard Postal codes.

See Appendix B for codes.

Note: U.S. possessions, protectorates, and territories should be treated as states and thus coded US. US includes American Samoa, N. Mariana Islands, Guam, Puerto Rico, Trust Territory of the Pacific Islands, Virgin Islands.

Country of Citizenship cannot be left blank.

Linked to S106 - Citizenship Status Code

**BUSINESS PRACTICE:**

**EDITS:**

1. Country of Citizenship must not be null.
2. Country of Citizenship must be a valid country code (FIPS) as listed in SIRS Data Element Dictionary Appendix C.
3. Country of Citizenship must be US if Citizenship Status Code (S106) = C.

**BANNER TABLES:** Data must be entered on the Residency Information Form (ZOARESI). ZOBRESI\_NATN\_CODE in table ZOBRESI.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S108**  
Element  
Number

**ELEMENT TITLE:** State of Legal Residence at Matriculation (State of Origin)

**DEFINITION:** The state of legal residence at the time of first matriculation to the institution as an Undergraduate, Graduate, or First Professional student. For most students, this information is collected at **time of application** and is not later updated.

This field is used to record the student's state of origin. It is not used to provide data on residency for fee-paying purposes. (Use S307 for that purpose).

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 alphabetic characters

**2. Valid Codes:**

See Appendix C

**Note:** This element can change only when a student matriculates into a different general level (e.g., from Undergraduate to Graduate student level, from Undergraduate to First Professional or from Graduate to First Professional level; see element S301 for definition of levels).

Linked to element S109–County of Origin

**BUSINESS PRACTICE:**

**EDITS:**

1. State of Legal Residence at Matriculation must be a valid state code as listed in the Student Data Element Dictionary Appendix D.
2. If the State of Legal Residence at Matriculation is XX, the Country of Citizenship (S107) must be US.
3. If Citizenship Status Code (S106) is C.
4. State of Legal Residence at Matriculation cannot be null.

**BANNER TABLES:** Data must be entered on the Residency Information Form (ZOARESI). ZOBRESI\_STAT\_CODE\_ORIGIN in table ZOBRESI.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 8-86, 11-98, 11-02

**CHANGE HISTORY:**

Before Spring 1999, this variable was entitled "State of Geographic Origin."



# University System of Georgia Student Data Element Dictionary

**S109**  
Element  
Number

**ELEMENT TITLE:** County of Origin at Matriculation

**DEFINITION:** The county of residence in which the student legally resided at the time of matriculation to the institution as an Undergraduate, Graduate, or First Professional student. For most students, this information is collected at the **time of application** and is not later updated.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:**

See Appendix D

This element can change only when a student matriculates into a different general level (e.g., from Undergraduate to Graduate student level, from Undergraduate to First Professional, or from Graduate to First Professional level; see element S301 for definition of levels).

Linked to element S108

This field will be blank for students who do not have a Georgia county of origin at matriculation.

**BUSINESS PRACTICE:**

**EDITS:**

1. County of Origin at Matriculation must be a valid county code (001 - 159) if State of Legal Residence at Time of Matriculation (S108) is GA.
2. County of Origin at Matriculation must be 999 if State of Legal Residency at Time of Matriculation is not GA.

**BANNER TABLES:** County of Origin must be entered on the Residency Information Form (ZOARES). ZOBRESI\_CNTY\_CODE in table ZOBRESI.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 8-86,  
11-98

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S110**  
Element  
Number

**ELEMENT TITLE:** Matriculation Year and Term

**DEFINITION:** The fiscal year and term in which the student first enrolled at the institution as an Undergraduate, Graduate, or First Professional student.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 5 numeric digits

**2. Valid Codes:** (YYYYT)

Term Codes

1 = Summer Term

2 = Fall Semester

4 = Spring Semester

Examples: Spring 1999 = 19994

Summer 2000 = 20011

Refer to Data Element S301 for definitions of student levels.

This code must change when a student changes from an undergraduate to graduate or professional level. This code must be changed when a joint enrolled or transient student becomes an undergraduate student for the first time. For example, for a student who first enrolled as a freshman in Fall Semester 2000 (coded as 20012), graduated with a baccalaureate degree in 2005, and then enrolled as a graduate student in Fall Semester 2005, use a new code for the record on that student in the Fall 2005 report.

Note: Code 3 is used in historical SIRS files to indicate Winter Quarter. Before Fall 1998 (or Fall 1999 for Georgia Tech), codes 1, 2, and 4 also referred to quarters.

**Use caution in using this field for past SIRS data because a term under the quarter system is not equivalent to a term under the semester system.**

**BUSINESS PRACTICE:**

# University System of Georgia Student Data Element Dictionary

S110 Continued

## **EDITS:**

1. Matriculation Year cannot be null.
2. Matriculation Term cannot be null.
3. Matriculation year must be > 1900 and equal to or less than reporting year & term.
4. Matriculation Term must equal 1, 2, or 4 (after Summer 1998). Prior to Summer 1998, 3 can be a valid term code. For GaTech, the term codes 1, 2 and 4 are required after Summer 1999. Prior to Summer 1999, 3 is a valid term code.

**BANNER TABLES:** Term code must be entered on SGASTDN. Term is selected by matching the field SGBSTDN\_TERM\_CODE\_MATRIC (SGASTDN) with ZORTRMT (ZOATRMT) to extract the SIRS YYYYT equivalent. Institutions must enter SGBSTDN\_TERM\_CODE\_MATRIC. Although the field is optional in BANNER, it is required for SIRS.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
10-98, 11-98

## **CHANGE HISTORY:**

Before Fall 1998, this was a three-digit field using fiscal year and **quarter** codes (1, 2, 3, 4). For example, Fall 1986 was coded 872. Beginning Fall 1998, 1, 2, and 4 were used to also indicate semesters. Before Spring 1999, the title was Matriculation Date. GIT used Code 3 through 1998 to indicate Winter Quarter.

# University System of Georgia Student Data Element Dictionary

**S111**  
Element  
Number

**ELEMENT TITLE:** Graduation Year and Term

**DEFINITION:** The **fiscal** year and term in which the student received a degree from this institution.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 5 numeric digits

**2. Valid Codes:** (YYYYT)

**Semester Codes**

1 = Summer Term

2 = Fall Semester

4 = Spring Semester

Examples: Spring 1999 = 19994  
Summer 2000 = 20011

**BUSINESS PRACTICE:**

**EDITS:**

1. Valid term codes are 1, 2, or 4.
2. The Graduation Year and Term must be null for Record Types 1, 2, and 3.
3. The Graduation Year and Term must not be null for Record Type G.
4. The Graduation Year and Term cannot be more than one term less than the Report Year and Term.

**BANNER TABLES:** Term must be entered on SHADEGR. The field is used to select the translated SHRDGMR\_TERM\_CODE\_GRAD using the table ZORTRMT (ZOATRMT).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 10-98

# University System of Georgia Student Data Element Dictionary

S111 Continued

## **CHANGE HISTORY:**

1. Before Fall 1998, this was a three-digit field using fiscal year and quarter codes (1, 2, 3, 4). For example, Fall 1986 was coded 872.
2. Beginning Fall 1998, 1, 2, and 4 were used to also indicate semesters (except for GIT, where change occurred in Fall 1999).
3. Historical Codes Used Prior to Fall 1998 (GIT used codes prior to Fall 1999):
  - 1 = Summer Quarter
  - 2 = Fall Quarter
  - 3 = Winter Quarter
  - 4 = Spring Quarter
4. Use **extreme caution** comparing data between the quarter calendar and semester calendar; the same term code indicates very different terms from before Fall 1998.

# University System of Georgia Student Data Element Dictionary

**S112**  
Element  
Number

**ELEMENT TITLE:** Name of Student

**DEFINITION:** The legal combination of words by which the student is currently known.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 110 alphabetic characters

**2. Valid Codes:**

First 60 characters = Last Name

Next 15 characters = First Name

Next 15 characters = Middle Name

Last 20 characters = Suffix (Jr., Sr., III, etc.)

**BUSINESS PRACTICE:**

**EDITS:**

1. Last name and First name cannot be null.
2. Each name component must be alpha data (non-numeric) if it is not null.

**BANNER TABLES:** The student's name is selected from table SPRIDEN (SPAIDEN) from SPRIDEN\_LAST\_NAME, SPRIDEN\_FIRST\_NAME, AND SPRIDEN\_MI. The suffix is from table SPBPERS From SPBPERS\_NAME\_SUFFIX.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 06-00

**CHANGE HISTORY:**

Before Fall 2000, first name, middle initial, and last name were collected at the institutional SIRS level only.

# University System of Georgia Student Data Element Dictionary

**S201**  
Element  
Number

**ELEMENT TITLE:** High School Graduation Year

**DEFINITION:** The calendar year the student received a high school diploma or its equivalent.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4 numeric digits

**2. Valid Codes:** YYYY

Use year of high school graduation for high school graduates (for example, 1998 should be recorded as 1998).

For students who have not graduated from high school, code as follows:

1. For GED students, use the year the student would have graduated from high school.
2. For joint enrollment and early admission students, use the anticipated date of graduation.
3. If date of high school graduation is unknown for students who have been out of high school more than five years, estimate a date.
- C For home school students, use the year of home school completion.

This field should be blank for graduate and professional students. It may be blank for transfer students.

**BUSINESS PRACTICE:**

**EDITS:**

4. If High School Graduation Year is not blank, it must be 19## or 20##, where # is between 0 and 9.
5. If Student Type (S301A) is "F" New Freshman, then High School Graduation Year cannot be null. (For record type 1 and 3 only.)
6. High School Graduation Year may be blank for transfer or certificate students (Admit Type = TR, TL, TP, NT, PB, CA, CN, or CC). For all students that are not transfer students and are not graduate or professional students, High School Graduation Year cannot be null. If record type = 1 and matriculation year and term 20031 or greater.
7. If Student Level (S301) is 10, 20, 30, or 40 and Prior College (S207) is null, then High School Graduation Year cannot be null. If record type = 1 and exclude admit type = cc.
8. High School Graduation Year should be blank for graduate and professional students (Student Level is 72, 74, 76, 80, 90). If record type = 1 and 3.

**BANNER TABLES:** HS graduation year must be entered on SORHSCH (SOAHSCD), and SIRS extracts from SORHSCH\_GRADUATION\_DATE.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
12-97, 10-98

**CHANGE HISTORY:**

9. Before Winter 1998, the year the GED test was taken was recorded for GED students.
10. Before Fall 1998, the last two digits of the year were used.

**S202**

February 2005

# University System of Georgia Student Data Element Dictionary

Element  
Number

**ELEMENT TITLE:** High School Code

**DEFINITION:** Code for identifying the high school from which the student currently or last attended.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 alpha/numeric digits

**2. Valid Codes:** Refer to the most current edition of *School Code List* (published annually by The College Entrance Examination Board).

Beginning Summer 2002, use a valid high school code for an out-of-state high school. These will be posted on a USG Web site. Temporary System codes will be assigned for: Georgia high schools without a CEEB code; Georgia high schools which no longer exist and do not have a CEEB code; out-of-state high schools without a CEEB code; and for international high schools without a CEEB code.

Use NNNNNN for a student who never attended a high school.

This field may be missing for transfers, graduate, and professional students.

**BUSINESS PRACTICE:** Beginning Summer 2002, institutions are required to verify new and unfamiliar high codes against the FICE and High School Code Translation System at <http://www.usg.edu/oit/eas/rcowebapps.html> to insure that the most current high school codes are reported. For documentation on the FICE and High School Code Translation System, go to <http://www.usg.edu/oit/eas/sfa/5doc/docpdf/ficeuserdocfinal.pdf>.

If an institution maintains the correct codes on the Source/Background Institution Code Validation Form (STVSBGI) in Banner, then the institution does not need to translate codes. However, if an institution does not use USO standardized codes in Banner, then it must translate its codes with this system. Institutions have two options: use the correct code in Banner or translate the code using the FICE and High School Code Translation System.



# University System of Georgia Student Data Element Dictionary

S202 Continued

## EDITS:

If matriculation date is before 2003-1, then:

- High School Code must be a valid College Board code (as listed in the FICE / High School Code Translation Application) or in (777777, 888888, 999999, 119999, 555555, HS4444) or null.
- High School Code must not be null if High School Graduation Year is not null.
- If Transfer College is not null and Cumulative Transfer Hours Earned, Undergraduates (S208) is less than 30, then High School Code cannot be null. If matriculation year - high school year is less than 6.

If matriculation date is equal to or greater than 2003-1, then:

- High School Code must be a valid College Board code (as listed in the FICE / High School Code Translation Application), 'NNNNNN', or null.
- High School Code must not be null if High School Diploma or Equivalency Type (S202A) is 'CP', 'TP', 'GE', 'CT', 'SP', 'EA'.
- If Admit Type (S206) is 'FR' Traditional Freshman, then High School Code cannot be null.

**BANNER TABLES:** Entered on SORHSCH (ZOAHSCH). The SBGI code is checked against SOBSBGI (SOASBGI). SBGI codes will be translated to a USG centralized web application (for which the URL will be provided at a later date).

**DATE ISSUED:** 7:81

**DATE OF LAST UPDATE:** 3-83, 5-85, 6-87, 2-94, 6-97, Summer 2002

## CHANGE HISTORY:

The following codes were used for missing data prior to Summer 2002.

- |        |   |
|--------|---|
| 777777 | For auditors for whom institution has waived requirement of high school diploma.                      |
| 888888 | For GED students.   |
| 999999 | For students from out-of-state high schools.  |
| 119999 | For students from Georgia high schools which no longer exist.   |
| 555555 | For students from Georgia high schools without a College Board code.                                  |
| HS4444 | For home school students, including those who have taken the GED. This code was added in Summer 1997. |

# University System of Georgia Student Data Element Dictionary

**S202A**  
Element  
Number

**ELEMENT TITLE:** High School Diploma or Equivalency Type

**DEFINITION:** A code indicating whether the student graduated from a high school or used an alternate way of completing high school.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

**For students having received a regular high school diploma:**

- CP College Preparatory Diploma
- TP Technology Career Preparatory Diploma from Georgia DOE High School (Vocational)
- GE General Diploma (Diploma type is no longer used by DOE)

**For students NOT having received a regular high school diploma:**

- CT Georgia Certificate of Completion (GDOE)
- SP Georgia Special Education (GDOE)
- GD General Equivalency Diploma (GED)
- HS Home School
- EA Early Admit (Has not graduated from high school and will never graduate)
- NG Not a High School Graduate

This field may be blank for transfer students, auditors, transients, unclassified undergraduates, post-baccalaureate students, and graduate and professional students.

This field must be blank for joint enrollment students.

Use code 'CP' for Georgia students who have both a college prep and a tech/career diploma (referred to as a "dual seal" diploma).

'CP' may be used for students from both public and private high schools.

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** High School Diploma Type or Equivalency Type must be entered on ZOAHS CD and translated on SOAXREF. The cross-reference label - RGTDPLM (Regents Diploma) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

# University System of Georgia Student Data Element Dictionary

S202A Continued

**EDITS:**

If matriculation date (S110) is on or after Summer 2002 (20031):

- Valid values: 'CP', 'TP', 'GE', 'CT', 'SP', 'GD', 'HS', 'EA', 'NG' or null.
- If 'CP', 'TP', 'GE', 'CT', 'SP', 'GD', or 'HS', High School Grad Year (S201) cannot be null.
- If 'GD', then GED test scores (S440 - S445) cannot be null.
- If 'GD', then Admit Type must be FP or NF. For two-year colleges, if 'GD' then Admit Type must be FP, FL, NF, CA, CN, CC, AU or ND.
- If 'NG', then Admit Type must be FP.

If Matriculation Date is earlier than 20031, then High School Diploma or Equivalency Type must be null.

**BANNER TABLES:** Entered on SORHSCH (ZOAHS CD) from SORHSCH\_DPLM\_CODE

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S203**  
Element  
Number

**ELEMENT TITLE:** Admissions High School Grade Point Average

**DEFINITION:** The result obtained by dividing the specified academic credit hours attempted at the high school level into the total number of quality points earned in those courses. Calculated at the time of admission.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4 numeric codes

**2. Valid Codes:**

Quality Point Code	
<u>Numeric Code</u>	<u>Letter Grade Equivalent</u>
4.00	A
3.00	B
2.00	C
1.00	D
0.00	F

Report to SIRS beginning in Summer 2002 (Calculate beginning Summer 2001):

For students completing a CPC curriculum, this average should include only the subset of the 16 CPC courses taken in high school at the time of admission. Do not update this field after admission.

For students admitted to two-year colleges with a tech/prep curriculum, include the 13 units of the DOE tech-prep core in English, math, science, and social science.

Do not include additional academic units in calculation of HSGPA.

This field should be blank (null) for the following students: graduate and professional students; students entering undergraduate programs as home school students, auditors, GED students, students who graduated from a foreign high school, and students from ungraded high schools. The field is generally blank for transient or transfer students.

**BUSINESS PRACTICE:**

# University System of Georgia Student Data Element Dictionary

S203 Continued

## **EDITS:**

If not null, decimal point must be in the second position of the four-character field.

If matriculation date is before 2003-1, then:

- If not null, High School GPA must be between 0.00 and 4.00 or in (4.44, 7.77, 8.88, 9.99).
- If High School Code = HS4444, High School GPA = 4.44 or 8.88.
- If High School Code = 888888, High School GPA = 8.88.
- If High School Code = 777777, High School GPA = 7.77.

If matriculation date is equal to or greater than 2003-1, then:

- If not null, High School GPA must be between 0.00 and 4.00.
- If High School Code is null, High School GPA must be null.
- If Admit Type (S206) is 'FR' Traditional Freshman, then High School GPA cannot be null.
- High School GPA should be null for Graduate and Professional students (S300 Student Level Indicator = GS or PR).
- High School GPA should be null for students entering undergraduate programs as home school students (High School Diploma S202A = 'HS').
- High School GPA should be null for GED students (High School Diploma S202A = 'GD').

**BANNER TABLES:** Entered on SORHSCH (SOAHSCH) from SORHSCH\_GPA.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
5-86, 6-87, 6-97, 8-00, Summer 2002

## **CHANGE HISTORY:**

Before Fall 2000, the following missing data codes were used:

- 444 For home school students. This code was added in Summer 1997.
- 777 For auditors for whom institution has waived requirement of high school diploma. Note that this field may have been misused during FY00 to indicate a Presidential Exception for admissions purposes.
- 888 For GED students.
- 999 For foreign students or students from ungraded high schools.

# University System of Georgia Student Data Element Dictionary

**S204**  
Element  
Number

**ELEMENT TITLE:** SAT Verbal

**DEFINITION:** The standard score the student made on the verbal portion of the SAT I.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:** Must be in the range 200-800

Required for all students matriculating from high school, GED, or from home schools who are not being admitted as non-traditional students. Report if available for all students, regardless of student level or admissions type.

Do not remove SAT scores from records of returning students.

All scores must be recentered after Summer 1996.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

---

Notes: Before Summer 2002, Code 98 was used for foreign students (non-native English speaking students who had been exempted from the SAT requirement for admissions), and Code 99 was used for non-traditional students without SAT scores.

Beginning with the use of the Admissions Type in Summer 2002, Codes 98 and 99 are not to be used.

**BUSINESS PRACTICE:**

**EDITS:**

If matriculation date is before 2003-1, then:

- SAT Verbal must be numeric.
- If SAT Math present, SAT Verbal must be present.

If matriculation date is less than 2003-1, then SAT Verbal must be in range 200-800 or null.

If matriculation date is equal to or greater than 2003-1 and record type =1 Admit Type - Undergraduates (S206) = FR,'FL','FP', or 'FO', SAT scores and ACT scores cannot both be null.

If Student Level Indicator = GS or PR, then SAT Scores can be 200-800 or 980-990, regardless of student's matriculation date.

# University System of Georgia Student Data Element Dictionary

S204Continued

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
6-87, 11-96, 10-98, 11-98; Summer 2002

**CHANGE HISTORY:**

Before Summer 2002, the range was 20-80.

# University System of Georgia Student Data Element Dictionary

**S204A**  
Element  
Number

**ELEMENT TITLE:** SAT Writing

**DEFINITION:** The standard score the student made on the writing portion of the SAT I.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:** Must be in the range 200-800

Required for all students matriculating from high school, GED, or from home schools who are not being admitted as non-traditional students. Report if available for all students, regardless of student level or admissions type.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Note: Beginning Summer 2005 SAT writing essay scores will be added.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S204B**  
Element  
Number

**ELEMENT TITLE:** SAT Writing Essay

**DEFINITION:** The standard subscore the student made on the writing essay portion of the SAT I.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 02-12

Required for all students matriculating from high school, GED, or from home schools who are not being admitted as non-traditional students. Report if available for all students, regardless of student level or admissions type.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Note: Beginning Summer 2005 SAT writing essay subscore will be added.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S204C**  
Element  
Number

**ELEMENT TITLE:** SAT Writing Multiple-Choice

**DEFINITION:** The standard subscore the student made on the writing multiple-choice portion of the SAT I.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 20-80

Required for all students matriculating from high school, GED, or from home schools who are not being admitted as non-traditional students. Report if available for all students, regardless of student level or admissions type.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Note: Beginning Summer 2005 SAT writing multiple-choice subscores will be added.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S205**  
Element  
Number

**ELEMENT TITLE:** SAT Math

**DEFINITION:** The standard score the student made on the math portion of the SAT I.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:** Must be in the range 200-800

Required for all students matriculating from high school, GED, or from home schools who are not being admitted as non-traditional students. Report if available for all students, regardless of student level or admissions type.

Do not remove SAT scores from records of returning students.

All scores must be recentered after Summer 1996.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Notes: Before Summer 2002, Code 98 was used for foreign students (non-native English speaking students who had been exempted from the SAT requirement for admissions), and Code 99 was used for non-traditional students without SAT scores.

Beginning with the use of the Admissions Type in Summer 2002, Codes 98 and 99 were deleted.

**BUSINESS PRACTICE:**

**EDITS:**

If matriculation date is before 2003-1, then:

- SAT Math must be numeric.
- If SAT Verbal present, SAT Math must be present.
- SAT Math range must be in 200-800, 980,990 or null.

If Student Level Indicator = GS or PR, then:

- SAT Scores can be 200-800 or 980-990, regardless of student's matriculation date.

# University System of Georgia Student Data Element Dictionary

S205 Continued

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
6-87, 11-96; Summer 2002

**CHANGE HISTORY:**

Before Summer 2002, the range was 20-80.

# University System of Georgia Student Data Element Dictionary

**S205A**  
Element  
Number

**ELEMENT TITLE:** SAT Critical Reading

**DEFINITION:** The standard score the student made on the critical reading portion of the SAT Reasoning Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:** Must be in the range 200-800

Report for all first-time undergraduates matriculating from High School, GED, or from home schools who are not admitted as non-traditional students or transfers (more than 30 hours). Report if available for all students, regardless of student level or admissions type.

Do not include for graduate or professional students.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Do not report scores taken before Spring 2005 for SAT I Verbal in this field.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05 for first collection in SIRS in Summer 2005.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S205B**  
Element  
Number

**ELEMENT TITLE:** SAT Reasoning Test - Writing Essay Subscore

**DEFINITION:** The subscore the student made on the writing essay portion of the SAT Reasoning Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 02-12

Report if available for all students, regardless of student level or admissions type. If the SAT Reasoning Test score is reported for Critical Reading, report the SAT Writing –Essay score as well.

Do not include for graduate or professional students.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Do not report scores taken before Spring 2005 for SAT I Verbal or SAT II Writing in this field.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05 for first collection in SIRS in Summer 2005.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S205C**  
Element  
Number

**ELEMENT TITLE:** SAT Reasoning Test–Writing Multiple-Choice Subscore

**DEFINITION:** The subscore the student made on the Writing Multiple-Choice portion of the SAT Reasoning Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 20-80

Report if available for all students, regardless of student level or admissions type. If the SAT Reasoning Test score is reported for Critical Reading, report the SAT Writing –Multiple-Choice subscore as well.

Do not include for graduate or professional students.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Do not report scores taken before Spring 2005 for SAT I Verbal or SAT II Writing in this field.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05 for first collection in SIRS in Summer 2005.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S205D**  
Element  
Number

**ELEMENT TITLE:** SAT Reasoning Test – Writing Score

**DEFINITION:** The standard score the student made on the writing portion of the SAT Reasoning Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:** Must be in the range 200-800

Report if available for all students, regardless of student level or admissions type. If the SAT Reasoning Test score is reported for Critical Reading, report the SAT Writing score as well.

Do not include for graduate or professional students.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Do not report scores taken before Spring 2005 for SAT I Verbal or SAT II Writing in this field.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05 for first collection in SIRS  
in Summer 2005.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S205E**  
Element  
Number

**ELEMENT TITLE:** SAT Reasoning Test–Math

**DEFINITION:** The standard score the student made on the math portion of the SAT Reasoning Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3 numeric digits

**2. Valid Codes:** Must be in the range 200-800

Required for all first-time undergraduates matriculating from High School, GED, or from home schools who are not admitted as non-traditional students or transfers (more than 30 hours). Report if available for all students, regardless of student level or admissions type.

Do not include for graduate or professional students.

Do not remove SAT scores from records of returning students.

Do not convert ACT scores to SAT scores (report ACT scores in ACT fields).

Do not report scores taken before Spring 2005 for SAT I Verbal in this field.

**BUSINESS PRACTICE:**

**EDITS:**

**BANNER TABLES:** SAT scores are selected from SORTEST\_TEST\_SCORE (SOATEST).

**DATE ISSUED:** 2-05 for first collection in SIRS in Summer 2005.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S206**  
Element  
Number

**ELEMENT TITLE:** Admit Type--Undergraduates

**DEFINITION:** Code to indicate admissions type (defined by BOR policy) under which the student was admitted.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:** This field cannot be blank for new students entering in or after Summer 2002.

### **Associate and Pre-Baccalaureate Admissions**

CA Career Associate - Core  
CN Career Associate - Non Core  
CC Career Certificate

### **Freshman Admissions**

FR Traditional Freshman (Note that all freshmen who enter under this policy are coded here as FR. This includes freshmen with transfer hours.)  
FL Traditional Freshman, Limited  
FP Traditional Freshman, Presidential Exception  
FI Freshman, International  
FO Freshman, Outstanding Student (High Test Scores)  
NF Freshman, Non-Traditional

### **Transfer Admissions (30 or more earned transferrable hours)**

TR Transfer, Regular  
TL Transfer, Limited  
TP Transfer, Presidential Exception  
NT Transfer, Non-Traditional

### **Other Admissions Types**

AU Auditor  
TN Transient  
ND Non-Degree (10 semester hour limit)  
PB Post Baccalaureate  
JE Joint Enrollment/Early Admission  
RE Readmit

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

# University System of Georgia Student Data Element Dictionary

S206 Continued

**BUSINESS PRACTICE:** Admit Type will be used in conjunction with other data elements for reporting. It is recommended that you become familiar with the related data elements, translation table and edits to insure accuracy in reporting this element. Admit Type must be translated on SOAXREF. The cross-reference label - RGTADMT (Regents Admit) must be entered on STVXLBL. This element requires translation regardless of whether the institution codes are identical to the required SIRS codes.  
<http://www.usg.edu/oijt/eas/sfa/5doc/docpdf/soaxrefuserdoc.pdf>

**EDITS:**

If matriculation date (S110) is on or after Summer 2002 (20031):

- Valid values: CA, CN, CC, FR, FL, FP, FI, FO, NF, TR, TL, TP, NT, AU, TN, ND, PB, JE, RE, or null.
- If Admit Type is Cannot be null if Student Level indicator (S300) = 'US' Undergraduate Student.
- If Admit Type is FR, FL, FP, FI, FO, or NF, Student Type (S301A) must be F, T, or C.
- If Admit Type is TR, TL, TP, or NT, Prior College (S207) cannot be null.
- If Admit Type is TR, TL, TP, or NT, Student Type (S301A) must be T or C.
- If Admit Type is AU, then Student Type (S301A) must be A.
- If Admit Type is TN, then Student Type (S301A) must be X.
- If Admit Type is ND, then Student Type (S301A) must be N.
- If Admit Type is PB, then Student Type (S301A) must be B.
- If Admit Type is RE, then Student Type (S301A) must be C.

**BANNER TABLES:** S430A – Admission type coded is selected from SGASTDN. Admit type code is selected by matching the field SGBSTDN\_ADMT\_CODE (SGASTDN) with SOAXREF (EDI Cross-Reference Rules Form) using the Cross-Reference Label **RGTADMT**. The institutional Banner student admission type will be entered in the “Banner Value” and translated to the “EDI Value” (Regents’ admission type value) on SOAXREF. Example: For Traditional Freshman the EDI Value (Regents) = FR; Banner Value = institutional Banner admission type value.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S207  
Element  
Number

**ELEMENT TITLE:** Prior College Attended--Transfer College

**DEFINITION:** The most previous institution attended prior to the first matriculation date at the present institution whether admitted as a transfer student or not.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 numeric digits

**2. Valid Codes:** For valid FICE codes, refer to the "FICE and High School Code Translation System" at <http://www.usg.edu/oijt/eas/sfa/5doc/docpdf/ficeuserdocfinal.pdf>.

### Notes:

- For undergraduate students, enter the most previous institution attended.
- For student level 51 (see element S301), enter the institution which awarded the previous college degree.
- For all non-system Georgia institutions, including technical institutions, enter the FICE code beginning Summer 2002.
- For all out-of-state institutions, use the FICE code.

Leave blank for students with no previous college. Beginning Summer 2002, enter for graduate and professional students **only** if they are transferring as a graduate or professional level student. Do not use this field to indicate the institution that granted a previous degree. Previous degree information will be collected in SIRS via S207A and S207B.

Linked to S208 Cumulative Transfer Hours Accepted, Undergraduates and to S209 Cumulative Transfer GPA, Undergraduates.

**BUSINESS PRACTICE:** For students matriculating Summer 2002 and beyond, transfer information will no longer be pulled from SOAPCOL. Prior college information on all prior colleges attended is required for transfer students. See Transfer Articulation documentation and FAQ's at <http://www.usg.edu/oijt/eas/sfa/5doc/docpdf/transarticguide.pdf>

To insure that the most current college codes are reported, institutions **are required** to verify new and unfamiliar college codes against the FICE and High School Code Translation System at <http://www.usg.edu/oijt/eas/rcowebapps.html>. For documentation on the FICE and High School Code Translation System, go to <http://www.usg.edu/oijt/eas/sfa/5doc/docpdf/ficeuserdocfinal.pdf>.

If an institution maintains the correct codes on the Source/Background Institution Code Validation Form (STVSBGI) in Banner, then the institution does not need to translate codes. However, if an institution does not use USO standardized codes in Banner, then it must translate its codes with this system. Institutions have two options: use the correct code in Banner or translate the code using the FICE and High School Code Translation System.

# University System of Georgia Student Data Element Dictionary

S207 Continued

## **EDITS:**

If matriculation date is prior to 2003-1, then:

- Prior College Attended must be a valid FICE code.
- Prior College Attended cannot be null if Cumulative Transfer Hours Accepted (S208) is not null.
- Prior College Attended cannot be null if Cumulative Transfer GPA (S209) is not null.

If matriculation date is equal to or greater than 2003-1, then:

- Prior College Attended must be a valid FICE code.
- Prior College Attended cannot be null if Cumulative Transfer Hours Accepted (S208) is not null.
- Prior College Attended cannot be null if Cumulative Transfer GPA (S209) is not null.
- If Student Type (S301A) is T or Y, then Prior College Attended cannot be null.
- If Student Type (S031A) is not Y and Student Level Indicator (S300)=GS or PR, the Prior College Attended must be null.
- Prior College Attended cannot be null if Admit Type (S206) is TR,TL,TP or NT.

**BANNER TABLES:** Entered on SHATRNS. SHRTRIT- Transfer articulation (SHATRNS) is checked for entries that would indicate this student has valid transfer data.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 6-88,  
5-95, 11-98, Summer 2002

## **CHANGE HISTORY:**

- Before Summer 2002, Code 88 was used for "all non-system/non-DTAE Georgia institutions," and Code 99 was used for "all out-of-state institutions."
- Before Summer 2002, 2-digit institution codes were used. These codes are available in Appendix E.
- Beginning Summer 2002, 6-digit FICE codes were used.

# University System of Georgia Student Data Element Dictionary

**S207A**  
Element  
Number

**ELEMENT TITLE:** Graduate/Professional Students - Degree Type at Previous Institution

**DEFINITION:** Enter highest prior degree for graduate and professional students. This is generally the degree upon which the admission decision was based.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1 digit

**2. Valid Codes:**

- B** Bachelors
- M** Masters
- E** Education Specialist
- D** Doctorate
- P** Professional

If a student has two degrees at the same level, choose the most recent degree.

Professional degrees are terminal degrees in law, medicine, dentistry, pharmacy (Pharm. D.), veterinary medicine, and theology.

**NOTE:** This field applies to all graduate and professional students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Degree information must be recorded for degrees of bachelors or higher only. Degree Type must be translated on SOAXREF. The cross-reference label - RGTDEGC (Regents Degree) must be entered on STVXLBL. This element requires translation regardless of whether the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Valid values: B, M, **E**, D, P, or null.
- Cannot be null if Student Level Indicator (S300) = 'GS' graduate student or "PR" professional and Student Type not = X, A, N or B.
- Must be null if Student Level Indicator (S300) = 'US' undergraduate student.

**BANNER TABLES:** Entered on SORDEGR (SOAPCOL) from SORDEGR\_DEGC\_CODE

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S207B**  
Element  
Number

**ELEMENT TITLE:** Graduate/Professional Students - Institution Awarding Previous Degree

**DEFINITION:** The institution that awarded the degree (recorded in S207A) on which the admissions decision was based.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 6 numeric digits

2. **Valid Codes:**

FICE Codes

**NOTE:** This field applies to all graduate and professional students where matriculation date (S110) is on or after Summer 2002 (20031). This element should be blank when student level is 52 or less.

**BUSINESS PRACTICE:** To insure that the most current college codes are reported, institutions **are required** to verify new and unfamiliar college codes against the FICE and High School Code Translation System at <http://www.usg.edu/oiit/eas/rcowebapps.html>. For documentation on the FICE and High School Code Translation System, go to <http://www.usg.edu/oiit/eas/sfa/5doc/docpdf/ficeuserdocfinal.pdf>.

If an institution maintains the correct codes on the Source/Background Institution Code Validation Form (STVSBGI) in Banner, then the institution does not need to translate codes. However, if an institution does not use USO standardized codes in Banner, then it must translate its codes with this system. Institutions have two options: use the correct code in Banner or translate the code using the FICE and High School Code Translation System.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be a valid FICE code or null.
- Cannot be null if Student Level Indicator (S300) = 'GS' graduate student or "PR" professional and Student Type not = X, A, N or B.
- Must be null if Student Level Indicator (S300) = 'US' undergraduate student.

**BANNER TABLES:** Entered on SORPCOL (SOAPCOL) from SORPCOL\_SBGI\_CODE. FICE codes will be translated to a USG centralized web application. The URL will be provided at a later date.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**BANNER TABLES:** HS graduation year must be entered on SORHSCH (SOAHSCD), and SIRS extracts from SORHSCH\_GRADUATION\_DATE.

# University System of Georgia Student Data Element Dictionary

**S208**  
Element  
Number

**ELEMENT TITLE:** Cumulative Transfer Hours Accepted, Undergraduates

**DEFINITION:** The cumulative transfer hours earned and accepted in transfer from post-secondary institutions previously attended.

Excludes institutional credit hours, courses with grades of D and F that do not transfer, and vocational courses.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (3 numeric digits, one decimal point, two numeric digits to right of decimal, right-justified) in form XXX.XX

**2. Valid Codes:** Any number; “.”

Must be blank for Graduate and First Professional students (see element S301) and for non-transfer students.

000.00 is different from a blank. 000.00 means that a student is a transfer with attempted GPA transfer hours but no earned transfer hours.

Grades of D or F that do not transfer are not included here.

Linked to S207 Prior Colleges Attended--Transfer College and to S209 Cumulative Transfer GPA, Undergraduates.

**BUSINESS PRACTICE:**

**EDITS:**

- No edits will be done for this element if Student Level = 51, 52, 60, 72, 74, 76, 80, 90 or if Record Type = 2.
- Cumulative Transfer Hours Accepted, Undergraduates must be in the form ###.## if not null.
- Cumulative Transfer Hours Earned, Undergraduates must be numeric if not null.
- Cumulative Transfer Hours Accepted, Undergraduates cannot be null if Cumulative Transfer GPA, Undergraduates (S209) is not null.
- If Admit Type is TR, TL, TP, or NT, then Cumulative Transfer Hours Accepted must not be null (for undergraduate students matriculating during or after Summer 2002).

**BANNER TABLES:** Entered on SHATRNS. SHRTRIT- Transfer articulation- (SHATRNS) is checked for entries that would indicate this student has valid transfer data.



# University System of Georgia Student Data Element Dictionary

S208 Continued

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 2-97, 11-98, Summer 2002

**CHANGE HISTORY:**

- Before Summer 1997, S208 reflected the total number of credit hours earned at the transfer college (see S207).
- In Spring 1999, statement "undergraduate students whose transfer credits will be recorded after a probationary period must have transfer hours coded 000--a blank field will be in error" was removed.
- In Summer 2002, the element size changed from 3 to 6.

# University System of Georgia Student Data Element Dictionary

S209  
Element  
Number

**ELEMENT TITLE:** Cumulative Transfer GPA, Undergraduates

**DEFINITION:** The cumulative transfer GPA based on all **attempted** transferable credit hours from post-secondary institutions previously attended. The result obtained by dividing the total number of transferable credit hours attempted at all post-secondary institutions previously attended into the total number of quality points earned in these courses at all previous institutions.

**Excludes institutional credit hours and vocational course hours.**

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4 digits (two decimal places)

**2. Valid Codes:** 0.00 - 4.00 for undergraduates with transfer hours attempted

Examples: 3.50  
2.75

**0.00** Means that the student attempted credit hours, but he/she made at least one F.

Blank or null Must be blank for undergraduate students with no transfer credit and for graduate and first professional students (see element S301).

Linked to S207 Prior College Attended--Transfer College and S208 Cumulative Transfer Hours Accepted, Undergraduates.

## **BUSINESS PRACTICE**

### **EDITS:**

- No edits will be done for this element if Student Level = 51, 52, 60, 72, 74, 76, 80, 90 or if Record Type = 2.
- Cumulative Transfer GPA, Undergraduates must be numeric and in the range 0.00-4.00 if it is not null.
- Cumulative Transfer GPA, Undergraduates must not be null if Cumulative Transfer Hours Accepted is not null.
- If Admit Type is TR,TL,TP or NT, the Cumulative Transfer GPA must not be null (for undergraduate students matriculating during or after Summer 2002).

**BANNER TABLES:** Entered on SHATRNS. First, SHRTRIT- Transfer articulation- (SHATRNS) is checked for entries that would indicate this student has valid transfer data.

**University System of Georgia  
Student Data Element Dictionary**

**S209 Continued**

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
2-94, 2-97, 11-98; Summer 2002

**CHANGE HISTORY:**

Before Summer 1997, S209 was the result obtained by dividing the total number of credit hours attempted at the previous transfer college (see S207) into the total number of quality points earned at that institution.

# University System of Georgia Student Data Element Dictionary

S211  
Element  
Number

**ELEMENT TITLE:** ACT English

**DEFINITION:** The standard score the student made on the English portion of the ACT Assessment.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 01-36

**NOTES:**

- If a score is entered into one ACT field, scores must be entered into all ACT fields.
- Leave blank if there is no ACT score. Do not remove ACT scores from SIRS records of returning students.
- **Do not convert ACT score to SAT score.**

**BUSINESS PRACTICE**

**EDITS:**

- ACT score must be two digits between 01-36 if it is not null 99 is a valid code for students who matriculated prior to Fall 2000.
- All ACT scores must not be null if one ACT score is not null and Cumulative Transfer Hours Earned, Undergraduates (S208) is less than 30, the matriculation year and term is 20012 or later and the student level is less than 50, but not equal to 11.
- SAT or ACT scores must be present for first-time freshmen. Matriculation Year and Term must equal the Report Year and Term; Student Level is 10 or 11; Degree Level Code is not C, E, N, V, X or Z; SAT Verbal is not 98 or 99; SAT Math is not 98 or 99, and High School Year + 5 years is greater than the Report Year; either no Transfer College is present or Cumulative Transfer Hours Earned, Undergraduates are less than 20—If these conditions are true, the SAT Verbal and SAT Math scores must be between 20 and 80, OR all ACT scores must be present and each score be between 01 and 36.

**BANNER TABLES:** Entered on table SORTEST (SOATEST) from SORTEST\_TEST\_SCORE as Code A01.

**DATE ISSUED:** 11-86

**DATE OF LAST UPDATE:** 11-89, 11-98

**CHANGE HISTORY:**

- For scores from tests administered before 10/89, the ACT concordance value was reported in SIRS. After Spring 1989, the concordance value may not be reported.
- Beginning Fall 2000, if an ACT score was entered into one ACT field, scores must be entered into all ACT fields. 99s are not allowed after that point.

# University System of Georgia Student Data Element Dictionary

S212  
Element  
Number

**ELEMENT TITLE:** ACT Math

**DEFINITION:** The standard score the student made on the Math portion of the ACT Assessment.

**CODES, CATEGORIES, AND COMMENTS:**

- 1. Element Size:** 2 numeric digits
- 2. Valid Codes:** Must be in the range 01-36.

**NOTES:**

- If a score is entered into one ACT field, scores must be entered into all ACT fields.
- Leave blank if there is no ACT score. Do not remove ACT scores from SIRS records of returning students.
- **Do not convert ACT score to SAT score.**

**BUSINESS PRACTICE**

**EDITS:**

- ACT score must be two digits between 01-36 if it is not null 99 is a valid code for students who matriculated prior to Fall 2000.
- All ACT scores must not be null if one ACT score is not null and Cumulative Transfer Hours Earned, Undergraduates (S208) is less than 30, the matriculation year and term is 20012 or later and the student level is less than 50, but not equal to 11.
- SAT or ACT scores must be present for first-time freshmen. Matriculation Year and Term must equal the Report Year and Term; Student Level is 10 or 11; Degree Level Code is not C, E, N, V, X or Z; SAT Verbal is not 98 or 99; SAT Math is not 98 or 99, and High School Year + 5 years is greater than the Report Year; either no Transfer College is present or Cumulative Transfer Hours Earned, Undergraduates are less than 20—If these conditions are true, the SAT Verbal and SAT Math scores must be between 20 and 80, OR all ACT scores must be present and each score be between 01 and 36.

**BANNER TABLES:** Entered on table SORTEST (SOATEST) from SORTEST\_TEST\_SCORE as Code A02.

**DATE ISSUED:** 11-86

**DATE OF LAST UPDATE:** 11-89, 11-98

**CHANGE HISTORY:**

- For scores from tests administered before 10/89, the ACT concordance value was reported in SIRS. After Spring 1989, the concordance value may not be reported.
- Beginning Fall 2000, if an ACT score was entered into one ACT field, scores must be entered into all ACT fields. 99s are not allowed after that point.

# University System of Georgia Student Data Element Dictionary

S213  
Element  
Number

**ELEMENT TITLE:** ACT Reading

**DEFINITION:** The standard score the student made on the Reading portion of the ACT Assessment.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2 numeric digits
2. **Valid Codes:** Must be in the range 01-36.

**NOTES:**

- If a score is entered into one ACT field, scores must be entered into all ACT fields.
- Leave blank if there is no ACT score. Do not remove ACT scores from SIRS records of returning students.
- **Do not convert ACT score to SAT score.**

**BUSINESS PRACTICE**

**EDITS:**

- ACT score must be two digits between 01-36 if it is not null 99 is a valid code for students who matriculated prior to Fall 2000.
- ACT Reading can = 99 only if the student took the ACT exam before Oct. 1989. All ACT scores must not be null if one ACT score is not null and Cumulative Transfer Hours Earned, Undergraduates (S208) is less than 30, the matriculation year and term is 20012 or later and the student level is less than 50, but not equal to 11.
- SAT or ACT scores must be present for first-time freshmen. Matriculation Year and Term must equal the Report Year and Term; Student Level is 10 or 11; Degree Level Code is not C, E, N, V, X or Z; SAT Verbal is not 98 or 99; SAT Math is not 98 or 99, and High School Year + 5 years is greater than the Report Year; either no Transfer College is present or Cumulative Transfer Hours Earned, Undergraduates are less than 20—If these conditions are true, the SAT Verbal and SAT Math scores must be between 20 and 80, OR all ACT scores must be present and each score be between 01 and 36.

**BANNER TABLES:** Entered on table SORTEST (SOATEST) from SORTEST\_TEST\_SCORE as Code A03.

**DATE ISSUED:** 11-86

**DATE OF LAST UPDATE:** 11-89, 11-98

**CHANGE HISTORY:**

- For scores from tests administered before 10/89, the ACT concordance value was reported in SIRS. After Spring 1989, the concordance value may not be reported.
- Beginning Fall 2000, if an ACT score was entered into one ACT field, scores must be entered into all ACT fields. 99s are not allowed after that point.

# University System of Georgia Student Data Element Dictionary

S214  
Element  
Number

**ELEMENT TITLE:** ACT Science Reasoning

**DEFINITION:** The standard score the student made on the Science Reasoning portion of the ACT Assessment.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 01-36.

**NOTES:**

- If a score is entered into one ACT field, scores must be entered into all ACT fields.
- Leave blank if there is no ACT score. Do not remove ACT scores from SIRS records of returning students.
- **Do not convert ACT score to SAT score.**

**BUSINESS PRACTICE**

**EDITS:**

- ACT score must be two digits between 01-36 if it is not null 99 is a valid code for students who matriculated prior to Fall 2000.
- ACT Science Reasoning can = 99 only if the student took the ACT exam before Oct. 1989.
- All ACT scores must not be null if one ACT score is not null and Cumulative Transfer Hours Earned, Undergraduates (S208) is less than 30, the matriculation year and term is 20012 or later and the student level is less than 50, but not equal to 11.
- SAT or ACT scores must be present for first-time freshmen. Matriculation Year and Term must equal the Report Year and Term; Student Level is 10 or 11; Degree Level Code is not C, E, N, V, X or Z; SAT Verbal is not 98 or 99; SAT Math is not 98 or 99, and High School Year + 5 years is greater than the Report Year; either no Transfer College is present or Cumulative Transfer Hours Earned, Undergraduates are less than 20—If these conditions are true, the SAT Verbal and SAT Math scores must be between 20 and 80, OR all ACT scores must be present and each score be between 01 and 36.

**BANNER TABLES:** Entered on table SORTEST (SOATEST) from SORTEST\_TEST\_SCORE as Code A04.

**DATE ISSUED:** 11-86

**DATE OF LAST UPDATE:** 11-89, 11-98

**CHANGE HISTORY:**

- For scores from tests administered before 10/89, the ACT concordance value was reported in SIRS. After Spring 1989, the concordance value may not be reported.
- Beginning Fall 2000, if an ACT score was entered into one ACT field, scores must be entered into all ACT fields. 99s are not allowed after that point.

# University System of Georgia Student Data Element Dictionary

S215  
Element  
Number

**ELEMENT TITLE:** ACT Composite Score

**DEFINITION:** The standard composite score the student made on ACT Assessment.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2 numeric digits

**2. Valid Codes:** Must be in the range 01-36.

**NOTES:**

- If a score is entered into one ACT field, scores must be entered into all ACT fields.
- Leave blank if there is no ACT score. Do not remove ACT scores from SIRS records of returning students.
- **Do not convert ACT score to SAT score.**

**BUSINESS PRACTICE**

**EDITS:**

- ACT score must be two digits between 01-36 if it is not null.
- All ACT scores must not be null if one ACT score is not null and Cumulative Transfer Hours Earned, Undergraduates (S208) is less than 30, the matriculation year and term is 20012 or later and the student level is less than 50, but not equal to 11.
- SAT or ACT scores must be present for first-time freshmen. Matriculation Year and Term must equal the Report Year and Term; Student Level is 10 or 11; Degree Level Code is not C, E, N, V, X or Z; SAT Verbal is not 98 or 99; SAT Math is not 98 or 99, and High School Year + 5 years is greater than the Report Year; either no Transfer College is present or Cumulative Transfer Hours Earned, Undergraduates are less than 20—If these conditions are true, the SAT Verbal and SAT Math scores must be between 20 and 80, OR all ACT scores must be present and each score be between 01 and 36.

**BANNER TABLES:** Entered on table SORTEST (SOATEST) from SORTEST\_TEST\_SCORE as Code A05.

**DATE ISSUED:** 11-86

**DATE OF LAST UPDATE:** 11-89, 11-98

**CHANGE HISTORY:**

- For scores from tests administered before 10/89, the ACT concordance value was reported in SIRS. After Spring 1989, the concordance value may not be reported.
- Beginning Fall 2000, if an ACT score was entered into one ACT field, scores must be entered into all ACT fields. 99s are not allowed after that point.



# University System of Georgia Student Data Element Dictionary

**S216**  
Element  
Number

**ELEMENT TITLE:** College Preparatory Curriculum, English

**DEFINITION:** The current status of the student's satisfaction of the College Preparatory Curriculum in the area of English.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

- S** = Satisfied in high school
- #** = Number of CPC English courses not completed in high school (number of course deficiencies)  
Valid codes: 1, 2, 3, or 4
- E** = Exempt (graduated high school more than five years prior to first matriculation or has earned 30 or more transfer hours from another institution)
- N** = Not applicable (non-degree, certificate, career associate, non-undergraduate student, student from foreign high school, or transient student)
- C** = Requirement met or satisfied in prior institution(s)
- L** = Requirement met or satisfied at local (reporting) institution
- X** = Satisfied by College Placement Exam or COMPASS at local (reporting) institution
- T** = Originally entered reporting institution with a deficiency. Subsequently satisfied deficiency at a different institution and re-enrolled at reporting institution, or transferred back to reporting institution with 30 hours of core curriculum course work. (For SIRS purpose, a student may have a mixture of T, R, S and L codes for S216-S220.)
- Z** = Satisfied by achieving the minimum required score on the SATII test or tests

## **BUSINESS PRACTICE**

# University System of Georgia Student Data Element Dictionary

S216 Continued

## EDITS:

- If not null, College Preparatory Curriculum, English must = 1, 2, 3, 4, S, C, E, L, N, X, T or Z. If Matriculation Year and Term is before 1998, R is a valid code also.
- If any CPC code = E, all CPC codes must = E for this student.
- If E, then Admit Type (S206) must be NT, NF, TL, TR, TP, PB, or RE. If matriculation year and term is 20031 or greater.
- If any CPC code = N, all CPC codes must = N for this student.
- If the Degree Level Code is C, N, V, X, E or Z, the CPC English must be N.
- College Preparatory Curriculum, English must not be null if Student Level < 50. For Student Level =11 or >50, CPC may be null.
- If the Degree Level Code is A or B and the Citizenship Status is not A, then the CPC code cannot be N.
- If the CPC code = E, the High School Graduation Year must be more than five years ago, or the Prior College cannot be null and the Cumulative Transfer Hours Earned, Undergraduates must be greater than 29.
- If L, then Student Type (S301A) must be C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- If T, then Student Type (S301A) must be T or C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Student Type (S301A) is F. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB.
- Cannot be null if Prior College Attended (S207) is null and Class Standing (S301B) is SO, JR, or SR. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Admit Type (S206) is FR, FL, FP, or FO. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.

**BANNER TABLES:** The CPC English code is selected from ZORNCST\_CPC\_TRANSLATION (ZOANCST) where the ZORNSCST\_NCST\_CODE = SHRNCRS\_NCST\_CODE (ZOAGARP) and SHRNCRS\_NCRQ\_CODE = CPCE. CPC English information is not required of Joint Enrollment students. The SIRS extractor will overlay information from Banner institutions with a null if S301 equals 11 (Joint Enrollment).

**DATE ISSUED:** 3-88

**DATE OF LAST UPDATE:** 6-88, 1-91,  
2-94, 11-96, 2-97, 11-98

## CHANGE HISTORY:

- Before Summer 1997, S216 reflected CPC completion of the subject area of English. "R" was used in place of "#" to indicate any CPC deficiency in the subject area.
- Before Summer 1997, "E" applied to those who graduated before Spring 1988 or those who had earned 45 or more transfer hours.
- The hour requirements for codes "E" and "T" were changed from 45 QCH to 30 SCH in Summer 1998.
- In Summer 1999, "Z" was added.

# University System of Georgia Student Data Element Dictionary

**S217**  
Element  
Number

**ELEMENT TITLE:** College Preparatory Curriculum, Math

**DEFINITION:** The current status of the student's satisfaction of the College Preparatory Curriculum in the area of mathematics.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

- S** = Satisfied in high school
- #** = Number of CPC math courses not completed in high school (number of course deficiencies)  
Valid codes: 1, 2, 3, or 4
- E** = Exempt (Graduated high school more than five years prior to first matriculation or has earned 30 or more transfer hours from another institution)
- N** = Not applicable (non-degree, certificate, career associate, joint enrollment, non-undergraduate student, student from foreign high school, or transient student)
- C** = Requirement met or satisfied in prior institution(s)
- L** = Requirement met or satisfied at local (reporting) institution
- X** = Satisfied by College Placement Exam or COMPASS at local (reporting) institution
- T** = Originally entered reporting institution with a deficiency. Subsequently satisfied deficiency at a different institution and re-enrolled at reporting institution, or transferred back to reporting institution with 30 hours of core curriculum course work. (For SIRS purpose, a student may have a mixture of T, R, S and L codes for S216-S220.)
- Z** = Satisfied by achieving the minimum required score on the SATII test (s)

**BUSINESS PRACTICE**

# University System of Georgia Student Data Element Dictionary

S217 Continued

## EDITS:

- If not null, College Preparatory Curriculum, English must = 1, 2, 3, 4, S, C, E, L, N, X, T or Z. If Matriculation Year and Term is before 1998, R is a valid code also.
- If any CPC code = E, all CPC codes must = E for this student.
- If E, then Admit Type (S206) must be NT, NF, TL, TR, TP, PB, or RE. If matriculation year and term is 20031 or greater.
- If any CPC code = N, all CPC codes must = N for this student.
- If the Degree Level Code is C, N, V, X, E or Z, the CPC English must be N.
- College Preparatory Curriculum, English must not be null if Student Level < 50. For Student Level = 11 or > 50, CPC may be null.
- If the Degree Level Code is A or B and the Citizenship Status is not A, then the CPC code cannot be N.
- If the CPC code = E, the High School Graduation Year must be more than five years ago, or the Prior College cannot be null and the Cumulative Transfer Hours Earned, Undergraduates must be greater than 29.
- If L, then Student Type (S301A) must be C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- If T, then Student Type (S301A) must be T or C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Student Type (S301A) is F. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB.
- Cannot be null if Prior College Attended (S207) is null and Class Standing (S301B) is SO, JR, or SR. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Admit Type (S206) is FR, FL, FP, or FO. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.

**BANNER TABLES:** The CPC math code is selected from ZORNCST\_CPC\_TRANSLATION (ZOANCST) where the ZORNSCST\_NCST\_CODE = SHRNCRS\_NCST\_CODE (ZOAGARP) and SHRNCRS\_NCRQ\_CODE = CPCM. CPC Math information is not required of Joint Enrollment students. The SIRS extractor will overlay information from Banner institutions with a null if S301 equals 11 (Joint Enrollment).

**DATE ISSUED:** 3-88

**DATE OF LAST UPDATE:** 6-88, 1-91,  
2-94, 11-96, 2-97, 11-98; Summer 2001

## CHANGE HISTORY:

- Before Summer 1997, S217 reflected the status of CPC completion of the subject area of math. "R" was used in place of "#" to indicate any CPC deficiency in the subject area. Before Summer 1997, "E" applied to those who graduated before Spring 1988 or those who had earned 45 or more transfer hours.
- The hour requirements for codes "E" and "T" were changed from 45 QCH to 30 SCH in Summer 1998.
- In Summer 1999, "Z" was added.

# University System of Georgia Student Data Element Dictionary

**S218**  
Element  
Number

**ELEMENT TITLE:** College Preparatory Curriculum, Science

**DEFINITION:** The current status of the student's satisfaction of the College Preparatory Curriculum in the area of science.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

- S** = Satisfied in high school
  
- #** = Number of CPC science courses not completed in high school (number of course deficiencies)  
Valid codes: 1, 2, or 3
  
- E** = Exempt (Graduated high school more than five years prior to first matriculation or has earned 30 or more transfer hours from another institution)
  
- N** = Not applicable (non-degree, certificate, career associate, joint enrollment, non-undergraduate student, student from foreign high school, or transient student)
  
- C** = Requirement met or satisfied in prior institution(s)
  
- L** = Requirement met or satisfied at local (reporting) institution
  
- T** = Originally entered reporting institution with a deficiency. Subsequently satisfied deficiency at a different institution and re-enrolled at reporting institution, or transferred back to reporting institution with 30 hours of core curriculum course work. (For SIRS purpose, a student may have a mixture of T, R, S and L codes for S216-S220.)
  
- Z** = Satisfied by achieving the minimum required score on the SATII test or tests

## **BUSINESS PRACTICE**

# University System of Georgia Student Data Element Dictionary

S218 Continued

## EDITS:

- If not null, College Preparatory Curriculum, English must = 1, 2, 3, 4, S, C, E, L, N, X, T or Z. If Matriculation Year and Term is before 1998, R is a valid code also.
- If any CPC code = E, all CPC codes must = E for this student.
- If E, then Admit Type (S206) must be NT, NF, TL, TR, TP, PB, or RE. If matriculation year and term is 20031 or greater.
- If any CPC code = N, all CPC codes must = N for this student.
- If the Degree Level Code is C, N, V, X, E or Z, the CPC English must be N.
- College Preparatory Curriculum, English must not be null if Student Level < 50. For Student Level = 11 or > 50, CPC may be null.
- If the Degree Level Code is A or B and the Citizenship Status is not A, then the CPC code cannot be N.
- If the CPC code = E, the High School Graduation Year must be more than five years ago, or the Prior College cannot be null and the Cumulative Transfer Hours Earned, Undergraduates must be greater than 29.
- If L, then Student Type (S301A) must be C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- If T, then Student Type (S301A) must be T or C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Student Type (S301A) is F. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB.
- Cannot be null if Prior College Attended (S207) is null and Class Standing (S301B) is SO, JR, or SR. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Admit Type (S206) is FR, FL, FP, or FO. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.

**BANNER TABLES:** The CPC science code is selected from ZORNCST\_CPC\_TRANSLATION (ZOANCST) where the ZORNSCST\_NCST\_CODE = SHRNCRS\_NCST\_CODE (ZOAGARP) and SHRNCRS\_NCRQ\_CODE = CPCN. CPC Science information is not required of Joint Enrollment students. The SIRS extractor will overlay information from Banner institutions with a null if S301 equals 11 (Joint Enrollment).

**DATE ISSUED:** 3-88

**DATE OF LAST UPDATE:** 1-91, 2-94, 11-96, 2-97

## CHANGE HISTORY:

- Before Summer 1997, S218 reflected the status of CPC completion of the subject area of science. "R" was used in place of "#" to indicate any CPC deficiency in the subject area. Before Summer 1997, "E" applied to those who graduated before Spring 1988 or those who had earned 45 or more transfer hours.
- The hour requirements for codes "E" and "T" were changed from 45 QCH to 30 SCH in Summer 1998.
- In Summer 1999, "Z" was added.

February 2005

# University System of Georgia Student Data Element Dictionary

**S219**  
Element  
Number

**ELEMENT TITLE:** College Preparatory Curriculum, Social Science

**DEFINITION:** The current status of the student's satisfaction of the College Preparatory Curriculum in the area of social science.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

- S** = Satisfied in high school
  
- #** = Number of CPC social science courses not completed in high school (number of course deficiencies)  
Valid codes: 1, 2, or 3
  
- E** = Exempt (Graduated high school more than five years prior to first matriculation or has earned 30 or more transfer hours from another institution)
  
- N** = Not applicable (non-degree, certificate, career associate, joint enrollment, non-undergraduate student, student from foreign high school, or transient student.)
  
- C** = Requirement met or satisfied in prior institution(s)
  
- L** = Requirement met or satisfied at local (reporting) institution
  
- T** = Originally entered reporting institution with a deficiency. Subsequently satisfied deficiency at a different institution and re-enrolled at reporting institution, or transferred back to reporting institution with 30 hours of core curriculum course work. (For SIRS purpose, a student may have a mixture of T, R, S and L codes for S216-S220.)
  
- Z** = Satisfied by achieving the minimum required score on the SATII test or tests

## **BUSINESS PRACTICE**

# University System of Georgia Student Data Element Dictionary

S219 Continued

## EDITS:

- If not null, College Preparatory Curriculum, English must = 1, 2, 3, 4, S, C, E, L, N, X, T or Z. If Matriculation Year and Term is before 1998, R is a valid code also.
- If any CPC code = E, all CPC codes must = E for this student.
- If E, then Admit Type (S206) must be NT, NF, TL, TR, TP, PB, or RE. If matriculation year and term is 20031 or greater.
- If any CPC code = N, all CPC codes must = N for this student.
- If the Degree Level Code is C, N, V, X, E or Z, the CPC English must be N.
- College Preparatory Curriculum, English must not be null if Student Level < 50. For Student Level =11 or >50, CPC may be null.
- If the Degree Level Code is A or B and the Citizenship Status is not A, then the CPC code cannot be N.
- If the CPC code = E, the High School Graduation Year must be more than five years ago, or the Prior College cannot be null and the Cumulative Transfer Hours Earned, Undergraduates must be greater than 29.
- If L, then Student Type (S301A) must be C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- If T, then Student Type (S301A) must be T or C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Student Type (S301A) is F. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB.
- Cannot be null if Prior College Attended (S207) is null and Class Standing (S301B) is SO, JR, or SR. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Admit Type (S206) is FR, FL, FP, or FO. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.

**BANNER TABLES:** The CPC social science code is selected from ZORNCST\_CPC\_TRANSLATION (ZOANCST) where the ZORNSCST\_NCST\_CODE = SHRNCRS\_NCST\_CODE (ZOAGARP) and SHRNCRS\_NCRQ\_CODE = CPC5. The SIRS extractor will overlay information from Banner institutions with a null if S301 equals 11 (Joint Enrollment).

**DATE ISSUED:** 3-88

**DATE OF LAST UPDATE:** 1-91, 2-94,  
11-96, 2-97, 11-98

## CHANGE HISTORY:

- Before Summer 1997, S219 reflected the status of CPC completion of the subject area of social science. "R" was used in place of "#" to indicate any CPC deficiency in the subject area. Before Summer 1997, "E" applied to those who graduated before Spring 1988 or those who had earned 45 or more transfer hours.
- The hour requirements for codes "E" and "T" were changed from 45 QCH to 30 SCH in Summer 1998.
- In Summer 1999, "Z" was added.

S220

February 2005



# University System of Georgia Student Data Element Dictionary

Element  
Number

**ELEMENT TITLE:** College Preparatory Curriculum, Foreign Language

**DEFINITION:** The current status of the student's satisfaction of the College Preparatory Curriculum in the area of foreign language.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

- S** = Satisfied in high school
  
- #** = Number of CPC foreign language courses not completed in high school (number of course deficiencies)  
Valid codes: 1 or 2
  
- E** = Exempt (Graduated high school more than five years prior to first matriculation or has earned 45 or more transfer hours from another institution)
  
- N** = Not applicable (non-degree, certificate, career associate, joint enrollment, non-undergraduate student, student from foreign high school, or transient student.)
  
- C** = Requirement met or satisfied in prior institution(s)
  
- L** = Requirement met or satisfied at local (reporting) institution
  
- T** = Originally entered reporting institution with a deficiency. Subsequently satisfied deficiency at a different institution and re-enrolled at reporting institution, or transferred back to reporting institution with 45 hours of core curriculum course work. (For SIRS purpose, a student may have a mixture of T, R, S and L codes for S216-S220.)
  
- Z** = Satisfied by achieving the minimum required score on the SATII test(s) or other tests

## **BUSINESS PRACTICE**

# University System of Georgia Student Data Element Dictionary

S220 Continued

## EDITS:

- If not null, College Preparatory Curriculum, English must = 1, 2, 3, 4, S, C, E, L, N, X, T or Z. If Matriculation Year and Term is before 1998, R is a valid code also.
- If any CPC code = E, all CPC codes must = E for this student.
- If E, then Admit Type (S206) must be NT, NF, TL, TR, TP, PB, or RE. If matriculation year and term is 20031 or greater.
- If any CPC code = N, all CPC codes must = N for this student.
- If the Degree Level Code is C, N, V, X, E or Z, the CPC English must be N.
- College Preparatory Curriculum, English must not be null if Student Level < 50. For Student Level = 11 or > 50, CPC may be null.
- If the Degree Level Code is A or B and the Citizenship Status is not A, then the CPC code cannot be N.
- If the CPC code = E, the High School Graduation Year must be more than five years ago, or the Prior College cannot be null and the Cumulative Transfer Hours Earned, Undergraduates must be greater than 29.
- If L, then Student Type (S301A) must be C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- If T, then Student Type (S301A) must be T or C. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Student Type (S301A) is F. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB.
- Cannot be null if Prior College Attended (S207) is null and Class Standing (S301B) is SO, JR, or SR. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.
- Cannot be null if Admit Type (S206) is FR, FL, FP, or FO. If matriculation year and term is 20031 or greater. Record types 1 and 3 only. Exclude Admit Type PB or TN.

**BANNER TABLES:** The CPC foreign language code is selected from ZORNCST\_CPC\_TRANSLATION (ZOANCST) where the ZORNSCST\_NCST\_CODE = SHRNCRS\_NCST\_CODE (ZOAGARP) and SHRNCRS\_NCRQ\_CODE = CPCF. The SIRS extractor will overlay information from Banner institutions with a null if S301 equals 11 (Joint Enrollment).

**DATE ISSUED:** 3-88

**DATE OF LAST UPDATE:** 1-91, 2-94,  
11-96, 2-97, 11-98

## CHANGE HISTORY:

- Before Summer 1997, S217 reflected the status of CPC completion of the subject area of foreign language. "R" was used in place of "#" to indicate any CPC deficiency in the subject area. Before Summer 1997, "E" applied to those who graduated before Spring 1988 or those who had earned 45 or more transfer hours.
- The hour requirements for codes "E" and "T" were changed from 45 QCH to 30 SCH in Summer 1998.
- In Summer 1999, "Z" was added.

# University System of Georgia Student Data Element Dictionary

**S300**  
Element  
Number

**ELEMENT TITLE:** Student Level Indicator

**DEFINITION:** A field indicating whether the student is an undergraduate, graduate, or professional student.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

US	Undergraduate
GS	Graduate
PR	Professional

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Student Level must be translated on SOAXREF. The cross-reference label RGTSLVL (Regents Student Level ) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Valid codes: US, GS, or PR. Cannot be null.
- If US, then Student Type (S301A) must be F, T, J, C, N, A, X, or B.
- If GS, then Student Type (S301A) must be G, Y, C, A, N, X, or B.
- If PR, then Student Type (S301A) must be P, L, I, C, A, N, X, or B.
- For two-year colleges, GS and PR are not valid.

**BANNER TABLES:** Level code is selected by matching the field SGBSTDN\_LEVEL\_CODE (SGASTDN) with SOAXREF (EDI Cross-Reference Rules Form) using the Cross-Reference Label RGTSLVL. The institutional Banner student level will be entered in the "Banner Value" and translated to the "EDI Value" (Regents' student level value) on SOAXREF. Example: For Undergraduate the EDI Value (Regents) = US, Banner Value = institutional Banner level code.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S301**  
Element  
Number

**ELEMENT TITLE:** Student Level

**DEFINITION:** The proportion of total requirements the student has obtained toward the completion of a degree or certificate program in which he or she is enrolled according to the number of years normally required to obtain them.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 2**

### **2. Valid Codes:**

#### Undergraduate

- 10 Freshman - Student who has earned 0 - 29 college semester credit hours.
- 20 Sophomore - Student who has earned 30 - 59 college semester credit hours (for associate level colleges, this includes all students with 30 or more hours).
- 30 Junior - Student who has earned 60 - 89 college semester credit hours.
- 40 Senior - Student who has earned 90 or more college semester credit hours.

#### Other

- 11 Joint Enrollment - Student who is jointly enrolled in high school and college.
- 50 Unclassified Undergraduate--Transient - Special category of student taking one or more courses which he/she has permission to transfer.
- 51 Unclassified Undergraduate--Other - Student who has a bachelor's degree who is enrolled for credit at the undergraduates level but not pursuing another degree.
- 52 Auditor (only) - Student admitted only to audit one or more classes.
- 60 Post-Baccalaureate - Student who has a Baccalaureate degree who is taking first professional or graduate courses but who is not working toward a degree.

#### Graduate

- 72 Graduate - Student pursuing a Master's
- 74 Graduate - Student pursuing an Education Specialist
- 76 Graduate - Student pursuing a doctoral degree (Ph.D or Ed.D.)

#### Professional

- 80 First Professional - Student enrolled in Veterinary Medicine, Law, Medicine, Dentistry, or Doctor of Pharmacy.
- 90 Medical/Dental/Veterinary Medicine Interns and Residents. Student enrolled as an intern or resident.

## **BUSINESS PRACTICE**

# University System of Georgia Student Data Element Dictionary

S301 Continued

## EDITS:

- Student Level must be 10, 11, 20, 30, 40, 50, 51, 52, 60, 72, 74, 76, 80, or 90.
- Student Level must be a valid code for institution level. The following valid codes apply to for each sector:
  - Research Universities - 10, 11, 20, 30, 40, 50, 51, 52, 60, 72, 74, 76, 80, or 90
  - Regional Universities - 10, 11, 20, 30, 40, 50, 51, 52, 60, 72, 74, 76
  - State Universities - 10, 11, 20, 30, 40, 50, 51, 52, 60, 72, 74, 76
  - State Colleges - 10, 11, 20, 30, 40, 50, 51, 52
  - Two-Year Colleges - 10, 11, 20, 50, 51, 52
- Student Level should vary within each submission (e.g., all students cannot be seniors).

**BANNER TABLES:** The student level is pulled from field SGBSTDN\_LEVL\_CODE. This field is matched against the table ZORSLVL (the form ZOASLVL).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 12-86, 6-87, 3-88, 2-94, 12-97, 10-98; Summer 2002

## CHANGE HISTORY:

- In Winter 1998, “degree” in Code 51 was further specified to mean “bachelor’s degree.” In Summer 1998, Code 05, vocational-technical student enrolled in vocational-technical programs under contract with the Georgia Department of Technical and Adult Education, was dropped. In Fall 1998, the equivalent number of SCHs was changed from QCH’s: Code 10, 0-44 changed to 0-29; Code 20, 45-89 changed to 30-59 and 45 changed to 30; Code 30, 90-134 changed to 60-89; Code 40, 135 to 90. In Summer 2000, Code 81, for First Professional B student enrolled in Forest Resources, Pharmacy (at Bachelor’s level), Journalism, or Social Work (beyond sophomore level), at University of Georgia only, was dropped.
- In Summer 2002, the student level "70 Graduate" was replaced with 72, 74, and 76.

# University System of Georgia Student Data Element Dictionary

**S301A**  
Element  
Number

**ELEMENT TITLE:** Student Type

**DEFINITION:** A student's current enrollment status at this institution.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

<b>F</b>	New freshman
<b>T</b>	New undergraduate transfer
<b>G</b>	New graduate student at that level at your institution
<b>Y</b>	Transfer graduate
<b>P</b>	New first-professional student
<b>L</b>	Transfer first-professional student
<b>I</b>	New intern / resident
<b>J</b>	Joint enrollment
<b>C</b>	Continuing or returning student

Special non-degree students (Students in these categories cannot change to continuing students in a later semester):

<b>A</b>	Auditor
<b>N</b>	Non-degree undergraduate
<b>X</b>	Transient
<b>B</b>	Post-baccalaureate student enrolled in either a graduate or an undergraduate course but who is not pursuing a graduate or undergraduate degree (can be pursuing an award)

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

"New" means that matriculation year and term must equal report year and term.

**BUSINESS PRACTICE:** Student Level must be translated on SOAXREF. The cross-reference label RGTSTYP (Regents Student Type ), must be entered on STVXLBL. This element requires translation regardless of whether the institution codes are identical to the required SIRS codes.

# University System of Georgia Student Data Element Dictionary

S301A Continued

## EDITS:

- Must be null if matriculation date is earlier than 2003-1.
- If matriculation date is equal to or greater than 2003-1, then:
- Valid codes: F, T, G, P, J, Y, C, I, L, A, N, X, B. Cannot be null.
  - If F, T, or J, then Student Level Indicator (S300) must be 'US'.
  - If G or Y, then Student Level Indicator (S300) must be 'GS'.
  - If P, L, or I, then Student Level Indicator (S300) must be 'PR'.
  - If T, Y, or L, then Prior College Attended (S207) cannot be null.
  - If F, T, G, P, Y, or I, then Matriculation Year & Term must be the same as Reporting Year & Term.
  - If Matriculation Year & Term is prior to the Reporting Year & Term, then Student Type cannot be F, T, G, P, Y, or I.
  - If C, then Matriculation Year & Term must be earlier than the Reporting Year & Term.
  - If Student Type (S301A) is not Y or not L, and Student Level Indicator (S300) = GS or PR, the Prior College Attended must be null.

**BANNER TABLES:** Type code is selected by matching the field SGBSTDN\_STYP\_CODE (SGASTDN) with SOAXREF (EDI Cross-Reference Rules Form) using the Cross-Reference Label **RGTSTYP**. The institutional Banner student type will be entered in the "Banner Value" and translated to the "EDI Value" (Regents' student type value) on SOAXREF. Example: For new freshman the EDI Value (Regents) = F, Banner Value = institutional Banner student type code.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S301B**  
Element  
Number

**ELEMENT TITLE:** Class Standing, Undergraduates

**DEFINITION:** Class standing is defined by the institution according to hours earned.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

### **2. Valid Codes:**

- FR** Freshman: An undergraduate who has earned less than 30 hours
- SO** Sophomore: An undergraduate who has earned 30 or more but less than 60 hours
- JR** Junior: An undergraduate who has earned 60 or more but less than 90 hours
- SR** Senior: An undergraduate who has earned 90 or more hours

This field should be null for graduate and first professional students. It may also be blank for transients, joint enrollment students, other unclassified undergraduates, auditors, and post-baccalaureate students.

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

## **BUSINESS PRACTICE**

### **EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Valid codes: FR, SO, JR, SR, null.
- Must be null if Student Level Indicator (S300) is GS or PR.
- JR and SR not valid for two-year-colleges.

**BANNER TABLES:** Class code is selected by matching the field SGVCLAS\_CLAS\_CODE with SOAXREF (EDI Cross-Reference Rules Form) using the Cross-Reference Label **RGTCCLAS**. The institutional Banner student class code will be entered in the "Banner Value" and translated to the "EDI Value" (Regents' class standing value) on SOAXREF. Example: For freshman, the EDI Value (Regents) = FR; Banner Value = institutional Banner class code.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

## **CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S302**  
Element  
Number

**ELEMENT TITLE:** Major Code

**DEFINITION:** The Classification of Instruction Program (CIP) code for the student's chosen primary field of study which leads to award of a degree or certificate.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8

**2. Valid Codes:** The National Center for Education Statistics document, *A Classification of Instructional Programs* (1990), serves as a reference for appropriate codes. The institution title is matched with the closest CIP title to determine the code.

This field is two concatenated fields-the CIP code (6 digits based on federal codes) and the CIP code extension (2 characters based on BOR- approved CIPs in Degrees and Majors Authorized (D&MA) values).

The official source of valid CIP codes for each institution is the Board of Regents' *Inventory of Degrees and Majors Authorized*.

Notes:

- Two-year core curriculum offerings (transfer) are considered a single program and should be reported as CIP code 24010100 (Liberal Arts and General Studies).
- Two-year career programs should be coded with the appropriate CIP Code as shown in the *Inventory*.

For undeclared majors, use code 99999999.

## **BUSINESS PRACTICE**

### **EDITS:**

- The first six positions of the Major Code cannot be null.
- The first six positions of the Major Code cannot be all zeros.
- Major Code cannot = '99999999', '999999 ', or '99999900' when Record Type = 'G'.
- Major Code must be a valid code in the Degrees and Majors Authorized system in combination with the Degree Level Code and Degree Acronym.
- Do not edit against Degrees and Majors Authorized when Record Type not = 'G' AND (Degree Level Code is in (N, X, Z) OR Major Code is in ('99999999', '999999 ', '99999900') or Student Level is in (11, 50, 51, 52, 60)).

# University System of Georgia Student Data Element Dictionary

S302 Continued

**BANNER TABLES:** Major codes must be defined on the Major, Minor, Concentration Code Validation Form (STVMAJR). Major codes must have a CIPC code defined, and CIPC codes must first be defined on STVCIPC and also must have a CIPC code extension, if applicable, defined on the CIPC Extension Rules Form (ZOACIPE). Linked to elements S312 and C110 and C111 (Curriculum Data Element Dictionary). SGBSTDN\_MAJR\_CODE\_1 in table SGBSTDN (SGASTDN).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 5-86, 2-94, 6-00

**CHANGE HISTORY:**

The title of the field was changed from "Major Area Code" to "Major Code" in Fall 2000.

# University System of Georgia Student Data Element Dictionary

**S302B**  
Element  
Number

**ELEMENT TITLE:** Second Major Code

**DEFINITION:** The Classification of Instructional Programs (CIP) code for the student's chosen secondary field of study within the same degree as reported for major on S302.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8

**2. Valid Codes:** The National Center for Education Statistics document, *A Classification of Instructional Programs* (1990), serves as a reference for appropriate codes. The institution title is matched with the closest CIP title to determine the code.

The official source of valid CIP codes for each institution is the Regents' *Degrees and Majors Authorized*.

If there is no second major, leave this field blank. If there is a second major, but it is undeclared, leave blank. Also leave blank for non-degree, transient, and joint enrollment students.

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

## **BUSINESS PRACTICE**

### **EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Second Major Code must be validated against the D&MA data to confirm that Major Code is authorized for the institution in combination with the Degree Level Code (S314) and the Degree Acronym (S316).
- Second Major Code must be null when Degree Level Code (S314) is N or X.
- 999999 is not valid for Second Major. "Undecided" should be null.

**BANNER TABLES:** SGBSTDN\_MAJR\_CODE\_1\_2 in table SGBSTDN (SGASTDN)

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

## **CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S302C**  
Element  
Number

**ELEMENT TITLE:** Undergraduate Program Admission Code

**DEFINITION:** The code for the major program to which the student had been admitted and enrolled.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4

### **2. Valid Codes:**

TEDU Teacher education programs. Indicates that the student has met all the necessary requirement for admission and is enrolled in a teacher education program leading to certification.

NOTE: In Summer 2002, this field is limited to admission to teacher education programs.

Leave blank if the student is not admitted to and enrolled in a teacher preparation program leading to certification.

Leave blank for students whose major is teacher education but who have not yet been admitted into the program.

NOTE: This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Institutions are required to use this element to report students who are formally admitted to certain academic programs. Students who are seeking admission but who are not formally accepted by the program should not be reported. Starting Summer 2002 the System will collect information on students accepted into teacher education programs that lead to state certification.

### **EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Valid codes: TEDU or null.
- Can = TEDU only at one of the following 15 institutions where this program exists:

03 - Georgia State University	12 - Georgia Southern University
05 - University of Georgia	13 - Georgia Southwestern State University
06 - Albany State University	14 - North Georgia College & State University
07 - Armstrong Atlantic State University	16 - Valdosta State University
08 - Augusta State University	17 - State University of West Georgia
09 - Columbus State University	21 - Clayton College & State University
10 - Fort Valley State University	25 - Kennesaw State University
11 - Georgia College & State University	

# University System of Georgia Student Data Element Dictionary

S302C Continued

**BANNER TABLES:** SGRSATT\_ATTS\_CODE in table SGRSATT (SGASADD)

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S303**  
Element  
Number

**ELEMENT TITLE:** Credit Hours Attempted, Current Term

**DEFINITION:** The sum of the course credit hours attempted during the current term (equivalent to all courses registered for current term); it thus includes all hours for which the student was registered at the end of official registration.

Includes institutional credit hours.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (two decimal places)

**2. Valid Codes:**

Example: 9 Semester hours = 009.00

**Notes:**

- Include institutional credit hours (such as learning support, Regents' Test remediation courses).
- If a student enrolls in a course, but later withdraws from the course after the end of the official registration and drop/add period, count the hours for that course for this student in this field.

Cumulative GPA is not based on this field.

**BUSINESS PRACTICE**

**EDITS:**

- Must be numeric in ###.## format.
- Current Term must be greater than zero for Record Type 1.
- Current Term enrolled must be zero for Record Types 2 and G.

**BANNER TABLES:** The Student Course Registration Form (SFAREGS) contains a field "**Cred**" used to report the sum of hours attempted during the current term. Table SFRSTCR from SFRSTCR\_CREDIT\_HR.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 10-98, 6-00; Summer 2002

# University System of Georgia Student Data Element Dictionary

S303 Continued

## **CHANGE HISTORY:**

- In Fall 1998, "quarter" changed to "semester."
- Before Spring 1998, the title of S303 was "Quarter Credit Hours Enrolled". Before institutions implemented Banner, fractional hours were rounded rather than truncated.
- In Summer 2002, the element size changed from 2 to 6.

# University System of Georgia Student Data Element Dictionary

**S304**  
Element  
Number

**ELEMENT TITLE:** Institutional Cumulative Credit Hours **Attempted** for GPA–  
USG Standard Definition (Called Regents' GPA Hours in Banner)

**DEFINITION:** The number of credit hours attempted at your institution for calculation of a standard System cumulative GPA.

**Excludes institutional credit hours attempted and transfer credit hours attempted.**

This field uses a consistent definition of hours attempted across the System. This field is not affected by varying institutional rules on renewal or repeat of courses. This may not be consistent with hours calculated by the institution for institutional use. The hours reported in this field are not equivalent to HOPE hours attempted.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (two decimal places)

**2. Valid Codes:**

Example: 9 Semester hours = 009.00

**Notes:**

- For graduate students, do not include work attempted while the student was classified as an undergraduate.
- Do not include institutional hours (such as learning support hours).
- Do not include hours attempted for courses where grade is I, IP, Pass/Fail and W.
- Do not include transfer hours.
- Include all hours counted toward "Regents" GPA.

## **BUSINESS PRACTICE**

**EDITS:**

- Must be numeric if it is not null.
- Must be greater than zero if Institutional Cumulative GPA-USG Standard Definition (S306) is not null.
- Must be numeric in ###.## format.

**BANNER TABLES:** Cumulative hours attempted are selected from  
ZHRRLGA\_HOURS\_ATTEMPTED.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 10-98,  
6-00; Summer 2002

**S304 Continued**



# University System of Georgia

## Student Data Element Dictionary

### **CHANGE HISTORY:**

- In Spring 1998, "college-level" was dropped from the definition of hours.
- Before Fall 2001, this field was entitled Cumulative Credit Hours Attempted (Your Institution)–S304.
- In Fall 2000, the element size increased from 3 to 5.
- In Summer 2002, the element size changed from 5 to 6.

# University System of Georgia Student Data Element Dictionary

**S304B**  
Element  
Number

**ELEMENT TITLE:** Institutional Cumulative Credit Hours **Attempted** for GPA–  
Your Institution's Definition

**DEFINITION:** The number of credit hours attempted at your institution. This field represents the hours the institution uses to calculate the institutional GPA, and it thus may exclude repeated courses according to varying institutional procedures.

Excludes institutional credit and transfer credit.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (two decimal places)

### **2. Valid Codes:**

Example: 9 Semester hours = 009.00

For graduate students, do not include work attempted while the student was classified as an undergraduate.

For fractional credit hours, truncate to nearest one-hundredth.

Exclude institutional credit and transfer credit.

THIS FIELD SHOULD NOT BE USED TO MAKE COMPARISONS ACROSS THE SYSTEM.

## **BUSINESS PRACTICE**

### **EDITS:**

- Must be numeric if it is not null.
- If not null, must be numeric and in ###.## format.
- For G records, cannot be null.
- Must be > 0 if Institutional Cumulative GPA-Your Institution's Definition (S306B) is not null, when the matriculation year and term is less than the Report year and term.

**BANNER TABLES:** Banner Cumulative GPA Hours: SHRLGPA\_HOURS\_ATTEMPTED from SHRLGPA.

**DATE ISSUED:** Fall 2000

**DATE OF LAST UPDATE:** Summer 2002

### **CHANGE HISTORY:**

In Summer 2002, the element size changed from 3 to 6.

# University System of Georgia Student Data Element Dictionary

**S305**  
Element  
Number

**ELEMENT TITLE:** Institutional Cumulative Credit Hours **Earned**–System Definition

**DEFINITION:** The number of credit hours earned at your institution. This is called “Regents’ GPA Hours Earned” by Banner institutions.

Excludes institutional and transfer credit hours.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (with two decimal places)

**2. Valid Codes:**

Example: 50 Semester hours = 050.00

For graduate students, do not include work attempted while the student was classified as an undergraduate.

Exclude institutional and transfer credit hours.

As of Summer 2002, this field does not include advanced standing hours.

Do not include advanced standing hours (AP, CLEP, IB, and Achievement Tests).

**BUSINESS PRACTICE**

**EDITS:**

- Must be numeric if it is not null.
- For G records, cannot be null.
- If not null, must be numeric and in the ###.## format.

**BANNER TABLES:** S305 is selected from ZHRRLGA\_HOURS\_EARNED.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 10-98;  
Summer 2002

**CHANGE HISTORY:**

- In Spring 1998, “college-level” was dropped from the definition of credit hours. Before Banner implementation, fractional hours were rounded rather than truncated.
- In Summer 2002, the element size changed from 3 to 6.

# University System of Georgia Student Data Element Dictionary

**S305A**  
Element  
Number

**ELEMENT TITLE:** Advanced Standing Hours Accepted for AP Credit

**DEFINITION:** The number of credit hours accepted from Advanced Placement Programs (AP) tests.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (right justified with two decimal places)

**2. Valid Codes:**

Example: 50 Semester hours = 050.00

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** S305A, S305B and S305X reflect the total number of hours a student earned through advance standing. Credit earned through external testing or as advance standing examinations must be recorded through transfer articulation using the appropriate institution codes. These data elements will be populated from data entered on SHATRAN. To be sure the information is pulled correctly the following institution codes should be used:

AP	"999901"
CLEP	"999902"
ACE	"999903"
Dantes	"999904"
OTHER	"999905"

Do not use your institution code on SHATRNS. If the student earned credit by exam while enrolled use 999905 as the institution code to record this credit on SHATRNS.

**EDITS:**

- Must be null if matriculation date is earlier than 2003-1.
- Must be numeric or null. If not null, must be numeric and in ###.## format.
- Cannot be 0.

**BANNER TABLES:** Should be entered on SHATRNS as transfer work and associated with specified, standard SBGI code for AP credit. The field name is SHRTRCE\_CREDIT\_HOURS (SHATRNS). Use institution code 999901 to denote AP credit.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S305X**  
Element  
Number

**ELEMENT TITLE:** Advanced Standing Hours Accepted for CLEP Credit

**DEFINITION:** The number of credit hours accepted for College Level Examination Program (CLEP).

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (right justified with two decimal places)

**2. Valid Codes:**

Example: 50 Semester hours = 050.00

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** S305A, S305B and S305X reflect the total number of hours a student earned through advance standing. Credit earned through external testing or as advance standing examinations must be recorded through transfer articulation using the appropriate institution codes. These data elements will be populated from data entered on SHATRAN. To be sure the information is pulled correctly the following institution codes should be used:

AP	"999901"
CLEP	"999902"
ACE	"999903"
Dantes	"999904"
OTHER	"999905"

Do not use your institution code on SHATRNS. If the student earned credit by exam while enrolled use 999905 as the institution code to record this credit on SHATRNS.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be numeric or null.
- If not null, must be numeric and in ###.## format.
- Cannot be 0.

**BANNER TABLES:** Should be entered on SHATRNS as transfer work and associated with specified, standard SBGI code for CLEP credit. The field name is SHRTRCE\_CREDIT\_HOURS (SHATRNS). Use institution code 999902 to denote CLEP credit.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S305B**  
Element  
Number

**ELEMENT TITLE:** Other Externally Awarded Advanced Standing Hours

**DEFINITION:** The number of credit hours granted for SATII Achievement Tests, IB, or other external tests.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 6 (right justified with two decimal places)

2. **Valid Codes:**

Example: 50 Semester hours = 050.00

Do not include departmental or institutional test credits here.

**NOTE:** This field applies to all undergraduates where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** S305A, S305B and S305X reflect the total number of hours a student earned through advance standing. Credit earned through external testing or as advance standing examinations must be recorded through transfer articulation using the appropriate institution codes. These data elements will be populated from data entered on SHATRAN. To be sure the information is pulled correctly the following institution codes should be used:

AP	"999901"
CLEP	"999902"
ACE	"999903"
Dantes	"999904"
OTHER	"999905"

Do not use your institution code on SHATRNS. If the student earned credit by exam while enrolled use 999905 as the institution code to record this credit on SHATRNS.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be numeric or null. If not null, must be numeric and in ###.## format.
- Cannot be 0.

**BANNER TABLES:** Should be entered on SHATRNS as transfer work and associated with specified, standard SBGI code for other external credit. The field name is SHRTRCE\_CREDIT\_HOURS (SHATRNS). Use institution code 999905 to denote other credit.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S305C**  
Element  
Number

**ELEMENT TITLE:** HOPE GPA

**DEFINITION:** The result obtained by dividing the total number of college-level credit hours attempted at all institutions into the total number of college-level quality points earned.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4

**2. Valid Codes:**

Example: 3.50 = 3.50

**NOTE:** A HOPE GPA = 0.00 means that the student attempted HOPE CREDIT HOURS but made at least one F.

This field may be null for students who do not receive HOPE.

This field was introduced in Fall 2001. Institutions must report this field by Summer 2002.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in the range 0.00 - 4.00 or null.
- Cannot be null if HOPE Hours Attempted (S305D) is not null.

**BANNER TABLES:** Stored in ZHRHACC in field ZHRHACC\_GPA

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:** Summer 2002

**CHANGE HISTORY:**

In Summer 2002, the element size changed from 3 to 4.

# University System of Georgia Student Data Element Dictionary

**S305D**  
Element  
Number

**ELEMENT TITLE:** HOPE Hours Attempted

**DEFINITION:** The number of college-level credit hours attempted at all institutions.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (two decimal places)

**2. Valid Codes:**

Example: 9 Semester hours = 009.00

This field may be null for students who do not receive HOPE.

This field was introduced in Fall 2001. Institutions must report this field by Summer 2002.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be numeric or null.
- Cannot be null if HOPE GPA (S305C) is not null.

**BANNER TABLES:** Stored in ZHRHACC in field ZHRHACC\_HOURS\_ATTEMPTED

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:** Summer 2002

**CHANGE HISTORY:**

In Summer 2002, the element size changed from 3 to 6.



# University System of Georgia Student Data Element Dictionary

**S306**  
Element  
Number

**ELEMENT TITLE:** Institutional Cumulative GPA–USG Standard Definition  
(Called Regents GPA at Banner institutions)

**DEFINITION:** The result obtained by dividing the total number of college-level credit hours attempted at your institution into the total number of college-level quality points earned at your institution.

This GPA definition is common across the System, and it is not affected by varying institutional procedures for how to count repeated courses.

**Excludes institutional credit and transfer credit.**

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4 (two decimal places)

**2. Valid Codes:**

Example: 3.50 = 3.50

Must be in range of 0.00 - 4.00 or null.

Do not include institutional credit or transfer credit.

For graduate students, do not include work attempted and earned while the student was classified as an undergraduate.

Leave blank for a student who has received all 'S' grades.

If GPA is missing, leave field blank; do not use "0.00" if GPA is missing.

Corresponds to the hours reported in S304.

## **BUSINESS PRACTICE:**

# University System of Georgia Student Data Element Dictionary

S306 Continued

## EDITS:

- For G records, cannot be null.
- Institutional Cumulative GPA - USG System Definition (S306) must be in the range 0.00 – 4.00 when Matriculation Year & Term is less than Report Year & Term. Format changed from ### to #.## for all records.
- Institutional Cumulative GPA - USG System Definition (S306) must not be null if Institutional Cumulative Credit Hours Attempted for GPA - USG Standard Definition (S304) > 0.
- Institutional Cumulative GPA - USG System Definition (S306) cannot be 0.00 for all records submitted by one institution in a single term.
- Institutional Cumulative GPA - USG System Definition (S306) may not be zero if the Student Level is greater than 11 and Institutional Cumulative Credit Hours Earned - USG Standard Definition (S305) are greater than 0.

**BANNER:** ZHRRLGA from ZHRRLGA\_GPA.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
2-94, 11-96, 08-00, Summer 2002

## CHANGE HISTORY:

In Summer 2002, the element size changed from 3 to 4.

# University System of Georgia Student Data Element Dictionary

**S306B**  
Element  
Number

**ELEMENT TITLE:** Institutional Cumulative GPA–Your Institution’s Definition

**DEFINITION:** The result obtained by dividing the total number of college-level credit hours attempted at your institution into the total number of college-level quality points earned at your institution.

This GPA definition varies across the System, and it reflects varying institutional repeat policies.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4 (two decimal places)

**2. Valid Codes:** Must be in the range of 0.00 – 4.00 or null.

Example: 3.50 = 3.50

Exclude institutional credit.

For graduate students, do not include work attempted and earned while the student was classified as an undergraduate.

Leave blank for a student who has received all ‘S’ grades.

“0.00” is different from a blank.

This GPA appears on the student's transcript.

Note: This GPA is based on the hours reported in S304B.

**BUSINESS PRACTICE:** Grades that do not have quality points (S grades) should not be included in the institutional cumulative GPA. To exclude these grades the count in the GPA box on SHAGRDE should be left blank.

**EDITS:**

- Institutional Cumulative GPA - Your Institution's Definition (S306B) must be in the range 0.00 – 4.00 (if not null), when the matriculation year and term is less than the report year and term. Format changed from ### to #.## for all records.
- Institutional Cumulative GPA - Your Institution's Definition (S306B) cannot be the same value for all records.

**BANNER TABLES:** SHRLGPA from SHRLGPA\_GPA.

**University System of Georgia  
Student Data Element Dictionary**

**S306B Continued**

**DATE ISSUED:** 06-00 for Fall 2000 collection.

**DATE OF LAST UPDATE:** Summer 2002

**CHANGE HISTORY:**

In Summer 2002, the element size changed from 3 to 4.

# University System of Georgia Student Data Element Dictionary

**S307**  
Element  
Number

**ELEMENT TITLE:** State of Current Legal Residence

**DEFINITION:** For current term, the state in which the student is legally domiciled for tuition purposes.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**  
See Appendix C

Beginning Summer 2002, leave blank for students who have no U.S. state of legal residence.

Note: This field may differ from State of Residence at Matriculation (generally collected at time of application).

**BUSINESS PRACTICE:**

**EDITS:**

- State of Current Legal Residence must be a valid state code as listed in the Student Data Element Dictionary Appendix D.
- May be null if student does not have a US state of legal residence.

**BANNER TABLES:** State of residence must be entered in table ZOBRESI (ZOARES) from ZOBRESI\_STAT\_CODE\_RESID.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 10-98,  
Summer 2002

**CHANGE HISTORY:**

- In Fall 1998, “quarter” changed to “semester.”
- In Spring 1998, the definition was changed to include “for the current term” and “for tuition purposes,” and the note was deleted specifying that S307 would equal S108 in the term of matriculation.
- In Summer 2002, the State Code "ZZ" was removed.

# University System of Georgia Student Data Element Dictionary

**S308**  
Element  
Number

**ELEMENT TITLE:** Fee Classification Code for Tuition Purposes

**DEFINITION:** The student's in-state or out-of-state tuition and fee waiver status.

## **CODES, CATEGORIES, AND COMMENTS:**

### **1. Element Size: 1**

### **2. Valid Codes:**

#### Residents:

- R Resident.** No tuition waiver; student classified as being legally domiciled in Georgia.
- S Senior Citizen Waiver.** Georgia resident qualified for enrollment under the provision of Amendment #23 of the Georgia Constitution; 62 years of age or older.

#### Non-Residents:

- A Academic Common Market Waiver.** Waiver of non-resident fees for students selected to participate in a program offered through the Academic Common Market.
- B Border Student Waiver.** Waiver of non-resident fees for student resident of an out-of-state county bordering a Georgia county in which the reporting institution is located.
- C Consular Waiver.** Waiver of non-resident fees for career consular officers and their dependents stationed in Georgia under orders of their respective governments.
- D Medical and Dental Waiver.** Waiver of non-resident fees for medical and dental residents and medical and dental interns at the Medical College of Georgia.
- F Dependent Student Waiver.** Waiver of non-resident fees for students who are financially dependent upon a parent, spouse or guardian who has been a legal resident of Georgia for 12 consecutive months.
- G Non-Resident Graduate Student Waiver.** Waiver of non-resident fee for graduate student as a result of an assistantship.
- I International Student Waiver.** Waiver of non-resident fees for international students. The number of waivers is based on an institutional allotment.
- M Military Waiver.** Waiver of non-resident fees for military personnel and their dependents stationed in Georgia and on active duty.
- N Non-Resident.** Student classified as not being legally domiciled in Georgia and paying non-resident fees.
- O Out-of-State Waiver.** Waiver of non-resident fees for an out-of-state student. The number of waivers is based on an institutional allotment. University of Georgia, Georgia Institute of Technology, Georgia State University, and Medical College of Georgia are authorized additional non-resident fee waivers for graduate students based on established quotas.
- P Public School Teacher Waiver.** Waiver of non-resident fees for full-time teachers in public schools of Georgia (including full-time teachers on Georgia military bases) and their dependent children.
- T Other Waiver.** Non-resident tuition waiver based on other approved institutional circumstances.
- U University System Employee Waiver.** Waiver of non-resident fees for full-time employees of University System and their dependents.
- X Georgia Department of Industry, Trade, and Tourism (DITT) Waivers.**

# University System of Georgia Student Data Element Dictionary

S308 Continued

## **BUSINESS PRACTICE:**

### **EDITS:**

- Valid Fee Classification Code for Tuition Purposes codes include R, S, A, B, C, D, F, G, I, M, N, O, P, T, U, and X.
- State of Residence must equal GA for Fee Classification Code for Tuition Purposes codes equal to R or S. This edit does not apply to Type 2 students.
- State of Residence must not equal GA for Fee Classification Code for Tuition Purposes codes equal to A, B, C, D, F, G, I, M, N, O, P, T and U.
- Fee Classification Code for Tuition Purposes can = B only for institution codes 04, 07, 08, 09, 12, 15, 16, 17, 22, 23, 31, or 33.
- If Fee Classification Code for Tuition Purposes = S, Birth Date must reflect student age of 62 years or older.

**BANNER TABLES:** Residency and waiver status are selected by matching SGBSTDN\_RESID\_CODE (SGASTDN) with the Georgia conversion table, ZPRRESID (ZPARESD).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 5-85, 6-88,  
2-97, 6-97, 6-99

### **CHANGE HISTORY:**

- In Summer 1997, Codes A, C, D, F, G, I, M, O, P, T, and U were added, and code W was removed.
- In Spring 1998, title and definition were changed.
- Note: O + I cannot exceed 2 % of previous Falls' EFT.
- In Summer 1999, X was added to the list of valid codes for Non-Residents.

# University System of Georgia Student Data Element Dictionary

## DELAYED

Although originally scheduled for collection Summer 2002, submission of this element has been delayed.

**S308B**  
Element  
Number

**ELEMENT TITLE:** Tuition Remission Status

**DEFINITION:** Code showing that in-state tuition has been remitted.

### CODES, CATEGORIES, AND COMMENTS:

**1. Element Size:** 2 digits

**2. Valid Codes:**

GR Graduate Research Assistant

EM Employees

SC Senior Citizen Tuition Remission: Georgia residents qualified for enrollment under the provision of Amendment #23 of the Georgia Constitution; must be 62 years of age or older.

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

### BUSINESS PRACTICE:

#### EDITS:

If matriculation date (S110) is on or after Summer 2002 (20031):

- Valid codes: GR, EM, SC, or null.
- If GR, then Student Level must be 72, 74, 76, 80.
- If SC, the Fee Classification Code (S308) must be S and Date of Birth must reflect that the student is 62 year old or older.

### BANNER TABLES:

**DATE ISSUED:** Summer 2002 for collection in Fall 2002.

**DATE OF LAST UPDATE:**

### CHANGE HISTORY:



# University System of Georgia Student Data Element Dictionary

**S312**  
Element  
Number

**ELEMENT TITLE:** Minor at Time of Graduation

**DEFINITION:** A code for the field of study in which a student earns a minor.

**Collected at time of graduation only.**

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8

**2. Valid Codes:**

Use *A Classification of Instructional Programs* (National Center for Education Statistics, 1990) as the reference for the appropriate codes. The institutional CIP title should be matched with the closest CIP title to determine the code.

Example: Journalism = 09040100

Note: Linked to element S302.

**BUSINESS PRACTICE:**

**EDITS:**

- Minor at Time of Graduation must be a valid code. This field is two concatenated fields-the CIP code (6 digits based on federal codes) and the CIP code extension (2 characters based on BOR-approved CIPs in D&MA values).
- Minor at Time of Graduation must be null if Record Type is not G.

**BANNER TABLES:** SHRDGMR from SHRDGMR\_MAJR\_CODE\_MINR\_1.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 2-94,  
08-00

**CHANGE HISTORY:**

In Spring 1998, the definition was narrowed to exclude specialization, emphases, or degree concentrations. In Fall 2000, the variable was changed from an institutional option to a required field.

# University System of Georgia Student Data Element Dictionary

**S314**  
Element  
Number

**ELEMENT TITLE:** Degree Level Code

**DEFINITION:** A code designating degree or certificate level toward which the student is working.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- |   |   |
|---|---|
| Z Certificate of less than one year       | F Advanced Certificate, Post-Baccalaureate  |
| C One-year vocational-related certificate | M Masters   |
| E Two-year vocational-related certificate | S Educational Specialist  |
| V Career Associate                        | D Doctorate   |
| A Associate (Transfer)                    | P First Professional - includes Veterinary<br>Medicine, Law, Medicine, Dentistry, and<br>Doctor of Pharmacy |
| B Bachelors                               |   |
| N Non-degree seeking undergraduate        | X Non-degree seeking, post-baccalaureate  |

A *degree* is defined as an award (e.g., Bachelor of Science, Associate of Science) conferred upon the student for the successful completion of a given program or curriculum. This definition also applies to certificates.

See SIRS procedures manual for instructions for graduating student records.

**This field cannot be blank, null, or missing.**

<u>Less than Bachelor</u> <u>Degree Level Codes</u>	<u>Bachelor</u> <u>Degree Level Codes</u>	<u>Graduate</u> <u>Degree Level Codes</u>	<u>Non-Degree</u> <u>Degree Level</u> <u>Codes</u>
Z, C, E, V, and A	B	F, M, S, D, and P	N and X

**BUSINESS PRACTICE:**

# University System of Georgia Student Data Element Dictionary

S314 Continued

## EDITS:

- Degree Level Code, in combination with Degree Acronym and Major Area Code, must be authorized through D&MA for each institution.
- Do not edit against Degrees and Majors Authorized when Record Type not = 'G' AND (Degree Level Code is in (N, X, Z) OR Major Code is in ('99999999', '999999 ', '99999900') or Student Level is in (11, 50, 51, 52, 60)).
- Degree Level Code must be valid for the institutional level. Valid codes are:
  - Research University – Z, C, E, V, A, B, N, F, M, S, D, P, X
  - Regional University – Z, C, E, V, A, B, N, F, M, S, D, X
  - State University – Z, C, E, V, A, B, N, F, M, S, X
  - State College – Z, C, E, V, A, B, N, X
  - Two-Year College – Z, C, E, V, A, N, X
- For G records, Degree Level Code cannot be N or X.
- This MUST be checked regardless of whether the CIP code is in ('99999999', '999999 ', '99999900'). Do not bypass this edit on G records.
- Degree Level Code can NOT be null regardless of student level and regardless of whether the CIP code is in ('99999999', '999999 ', '99999900'). Do not bypass this edit on any record type.
- Degree Level Code must = N if Student Level = 11.
- Degree Level Code cannot equal N if Institutional Cumulative Credit Hours Earned –USG Standard Definition (S305) is greater than 10.

**BANNER TABLES:** For Type 1 records, the value for this field is selected from STVDEGC\_DLEV\_CODE (STVDEGC) where STVDEGC\_CODE = SGBSTDN\_DEGC\_CODE\_1 (SGASTDN).

For "G" records: SHRDGMR\_DEGC\_CODE for the awarded degree is returned and matched with STVDEGC to get STVDEGC\_DLEV\_CODE (STVDEGC), the degree level code. Except for "Z," "N," and "X," the combination of acronym, level, and CIP code must be authorized in *Degrees and Majors Authorized* for your institution.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:**

## CHANGE HISTORY:

- Code Z was added effective for all active students (Type 1 and 3) in Summer 1997 and effective for all other students (Type G and 2 records) in Fall 1997.
- In Summer 2000, the definition of X was changed from "other" to "Non-degree seeking post-baccalaureate." In Summer 2000, Q, First Professional B, including Baccalaureate degrees at UGA only in Forest Resources, Pharmacy, Journalism, and Social Work, was removed.

# University System of Georgia Student Data Element Dictionary

**S315**  
Element  
Number

**ELEMENT TITLE:** Student Location Code

**DEFINITION:** Code for designating student enrolled at off-campus centers.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- 1 Enrolled in at least one on-campus or regular off-campus course.
- 2 Enrolled exclusively in off-campus Residence Center, external degree, or Cooperative Doctorate locations. These programs/locations require specific Board approval.

**BUSINESS PRACTICE:**

**EDITS:**

- Student Location Code must be 1 or 2.

**BANNER TABLES:** This field is selected by counting the number of courses (SSASECT) for a student which have a SSBSECT\_SESS\_CODE (SSASECT) equal to 'A' or 'B.' If this is greater than 0, then the location code is set to '1'; otherwise, it is set to '2'.

**DATE ISSUED:** 5/86

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S316**  
Element  
Number

**ELEMENT TITLE:** Degree Acronym

**DEFINITION:** An alphanumeric field for recording the actual degree or certificate acronym for the award as recorded in *Degrees and Majors Authorized*.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (left justified)

**2. Valid Codes:**

See *USG Degrees and Majors Authorized*.

A *degree* is defined as an award (e.g., Bachelor of Science, Associate of Science) conferred upon the student for the successful completion of a given program or curriculum. This definition also applies to certificates.

### **NOTES:**

- This field must not be blank for graduation records (G records).
- S302 + S314 + S316 (within an institution) constitute a unique degree in D&MA. You must be certain that the combination of acronym, level, and CIP code are authorized in D&MA for your institution.
- Use CERO for "Z" certificates that have fewer than 20 hours. These are not edited against D&MA.

## **BUSINESS PRACTICE:**

### **EDITS:**

- Degree Acronym must be authorized through D&MA for each institution in combination with the Degree Level Code and the Major Area Code.
- Do not edit against Degrees and Majors Authorized when Record Type not = 'G' AND (Degree Level Code is in (N, X, Z) OR Major Code is in ('99999999', '999999 ', '99999900') or Student Level is in (11, 50, 51, 52, 60)).
- Degree Acronym must be valid for the institution in D&MA except when CIP code is in ('99999999', '999999 ', '99999900') and/or Degree Level Code is in (X, N, Z).
- Degree Acronym may be null only if Degree Level Code is in (N, X, Z) and/or CIP code is in ('99999999', '999999 ', '99999900').
- For G records, Degree Acronym cannot be null.

# University System of Georgia Student Data Element Dictionary

S316 Continued

## **BANNER TABLES:**

For Type 1 records:

Acronym is linked to Degree Level Code (selected from STVDEGC\_DLEV\_CODE (STVDEGC) where STVDEGC\_CODE = SGBSTDN\_DEGC\_CODE\_1 (SGASTDN). SGASTDN is used for the degree acronym.

For "G" records:

SHRDGMR\_DEGC\_CODE for the awarded degree is returned. This is matched with STVDEGC to get STVDEGC\_DLEV\_CODE (STVDEGC).

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-86, 10-98

## **CHANGE HISTORY:**

Prior to Spring 1998, the title was Degree Recognition Code.

# University System of Georgia Student Data Element Dictionary

**S404A**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam—English—Placement Test Score

**DEFINITION:** The placement score made by the student on the English section of the Collegiate Placement Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 35-99.

If there are multiple test scores for placement, use the most recent.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 35 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 5-85, 2-94, 05-99;  
Fall 2001

**CHANGE HISTORY:**

Before Fall 2001, the data element was for institutional use only.

# University System of Georgia Student Data Element Dictionary

**S404B**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam—English—Exit Test Score

**DEFINITION:** The exit score made by the student on the English section of the Collegiate Placement Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 35-99.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 35 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 5-85, 2-94, 05-99;  
Fall 2001

**CHANGE HISTORY:**

Before Fall 2001, the data element was for institutional use only.



# University System of Georgia Student Data Element Dictionary

**S404C**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam or COMPASS—English— Exit Test Date

**DEFINITION:** The date the student passed the exit test (CPE or COMPASS) in English.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8

**2. Valid Codes:** YYYYMMDD

Where “Y” is year, “M” is month and "D" is day.

This field will be required for students who passed the CPE or COMPASS tests after Summer 2001.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be a valid date in the format YYYYMMDD if not null.
- Cannot be null if CPE - English - Exit Test Score (S404B) is not null or if COMPASS - Writing Exit Score (S404E) is not null.

**BANNER TABLES:** Use the date the requirement was satisfied (the date that the Banner process updated the requirement to “satisfied”). This is generally run at the end of term, and it is not equivalent to the date the test was taken.

The date on ZOAGARP that CPEE was satisfied (SHRNCRS\_NCST\_DATE)

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S404D**  
Element  
Number

**ELEMENT TITLE:** COMPASS Exam—Writing—Placement Test Score

**DEFINITION:** The placement score made by the student on the writing section of the COMPASS Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 01-99

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 01 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S404E**  
Element  
Number

**ELEMENT TITLE:** COMPASS Exam—Writing—Exit Test Score

**DEFINITION:** The exit score made by the student on the writing section of the COMPASS Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 01-99

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 01 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S405A**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam—Reading—Placement Test Score

**DEFINITION:** The placement score made by the student on the reading section of the Collegiate Placement Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 35-99.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 35 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 5-85, 2-94, 05-99;  
Fall 2001

**CHANGE HISTORY:**

Before Fall 2001, the data element was for institutional use only.

# University System of Georgia Student Data Element Dictionary

**S405B**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam— Reading— Exit Test Score

**DEFINITION:** The exit score made by the student on the reading section of the Collegiate Placement Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 35-99.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 35 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 5-85, 2-94, 05-99;  
Fall 2001

**CHANGE HISTORY:**

Before Fall 2001, the data element was for institutional use only.

# University System of Georgia Student Data Element Dictionary

**S405C**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam or COMPASS—Reading— Exit Test Date

**DEFINITION:** The date the student passed the exit test (CPE or COMPASS) in Reading.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8

**2. Valid Codes:** YYYYMMDD

where “Y” is year, “M” is month, and “D” is day.

This field will be required for students who passed the exit CPE or COMPASS tests after Summer 2001.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be a valid date in the format YYYYMMDD if not null.
- Cannot be null if CPE - Reading - Exit Test Score (S405B) is not null or if COMPASS - Reading Exit Score (S405E) is not null.

**BANNER TABLES:** Use the date the requirement was satisfied (the date that the Banner process updated the requirement to “satisfied.” This is generally run at the end of term, and it is not equivalent to the date the test was taken.

The date on ZOAGARP that CPEE was satisfied (SHRNCRS\_NCST\_DATE)

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S405D**  
Element  
Number

**ELEMENT TITLE:** COMPASS Exam—Reading—Placement Test Score

**DEFINITION:** The placement score made by the student on the Reading section of the COMPASS Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 01-99

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 01 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S405E**  
Element  
Number

**ELEMENT TITLE:** COMPASS— Reading— Exit Test Score

**DEFINITION:** The exit score made by the student on the reading section of the COMPASS exam.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 01-99

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 01 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S406A**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam— Mathematics— Placement Test Score

**DEFINITION:** The placement score made by the student on the mathematics section of the Collegiate Placement Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 35-99.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 35 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 5-85, 2-94, 05-99;  
Fall 2001

**CHANGE HISTORY:**

Before Fall 2001, the data element was for institutional use only.

# University System of Georgia Student Data Element Dictionary

**S406B**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam— Mathematics— Exit Test Score

**DEFINITION:** The exit score made by the student on the math section of the Collegiate Placement Examination.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 2

2. **Valid Codes:** Must be in the range of 35-99.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 35 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 5-85, 2-94, 05-99;  
Fall 2001

**CHANGE HISTORY:**

Before Fall 2001, the data element was for institutional use only.

# University System of Georgia Student Data Element Dictionary

**S406C**  
Element  
Number

**ELEMENT TITLE:** Collegiate Placement Exam or COMPASS— Mathematics Exit Test Date

**DEFINITION:** The date the student passed the exit test (Collegiate Placement Examination or COMPASS) in mathematics.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 8

**2. Valid Codes:** YYYYMMDD

where “Y” is year, “M” is month, and “D” is day.

This field will be required for students who passed the exit CPE or COMPASS tests after Summer 2001.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be a valid date in the format YYYYMMDD if not null.
- Cannot be null if CPE - Math - Exit Test Score (S406B) is not null or if COMPASS - Algebra Exit Score (S406E) is not null.

**BANNER TABLES:** Use the date the requirement was satisfied (the date that the Banner process updated the requirement to “satisfied.” This is generally run at the end of term, and it is not equivalent to the date the test was taken.

This is the date on ZOAGARP on which CPEE was satisfied (SHRNCRS\_NCST\_DATE).

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S406D**  
Element  
Number

**ELEMENT TITLE:** COMPASS—Algebra—Placement Test Score

**DEFINITION:** The score made by the student on the algebra section of the COMPASS exam.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

Must be in the range of 01-99

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 01 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S406E**  
Element  
Number

**ELEMENT TITLE:** COMPASS Exam—Algebra—Exit Test Score

**DEFINITION:** The score made by the student on the algebra section of the COMPASS Examination for exit.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

Must be in the range of 01-99

**BUSINESS PRACTICE:**

**EDITS:**

- Must be in range 01 - 99 or null.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE

**DATE ISSUED:** Fall 2001

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S407**  
Element  
Number

**ELEMENT TITLE:** Learning Support Program Date of Completion--English

**DEFINITION:** The month and calendar year in which the student successfully completed the English Learning Support requirements.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6

**2. Valid Codes:** YYYYMM

where “Y” is year, and “M” is the code for month.

Reported in term following exit.

Reported for all record types, if applicable.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be a valid date in the format YYYYMM if not null.
- If Learning Support Program Current Enrollment Indicator - English (S419) = C then LS Program Date of Completion cannot be null. If record type = 1 or 3 and student level less than 72.
- If Learning Support Program Current Enrollment Indicator - English (S419) is not C then LS Program Date of Completion must be null.

**BANNER TABLES:** Derived from a comparison of the date the requirement was satisfied on ZOAGARP (SHRNCRS\_NCST\_DATE). Use the date that the requirement was satisfied, i.e., the date the process that updated the requirement to “satisfied” was run. Do not use the date the test was taken.

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85,  
10-98; Fall 2001

**CHANGE HISTORY:**

Before Fall 1998, this was a 3-digit field using quarter codes (982). From then until Fall 2001, quarter codes were used for semesters 1, 2, and 4 (where 4 denotes the semester that begins in January). This was used for institutional purposes in producing the DS report until Fall 2001.

# University System of Georgia Student Data Element Dictionary

**S408**  
Element  
Number

**ELEMENT TITLE:** Learning Support Program Date of Completion--Reading

**DEFINITION:** The month and calendar year in which the student successfully completed the Reading Learning Support requirements.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6

**2. Valid Codes:** YYYYMM

where “Y” is year, and “M” is the code for semester.

Reported in term following exit.

Reported for all record types, if applicable.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be a valid date in the format YYYYMM if not null.
- If Learning Support Program Current Enrollment Indicator - Reading (S423) = C then LS Program Date of Completion cannot be null. If record type = 1 or 3 and student level less than 72.
- If Learning Support Program Current Enrollment Indicator - Reading (S419) is not C then LS Program Date of Completion must be null.

**BANNER TABLES:** Derived from a comparison of the date the requirement was satisfied on ZOAGARP (SHRNCRS\_NCST\_DATE). Use the date that the requirement was satisfied, i.e., the date the process that updated the requirement to “satisfied” was run. Do not use the date the test was taken.

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 3-83, 5-85,  
10-98; Fall 2001

**CHANGE HISTORY:**

Before Fall 1998, this was a 3-digit field using quarter codes (982). From then until Fall 2001, quarter codes were used for semesters 1, 2, and 4 (where 4 denotes the semester that begins in January). This was used for institutional purposes in producing the DS report until Fall 2001.

# University System of Georgia Student Data Element Dictionary

**S409**  
Element  
Number

**ELEMENT TITLE:** Learning Support Program Date of Completion--Mathematics

**DEFINITION:** The month and calendar year in which the student successfully completed the mathematics Learning Support requirements.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6

**2. Valid Codes:** YYYYMM

where “Y” is year, and “M” is the code for semester.

Reported in term following exit.

Reported for all record types, if applicable.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be a valid date in the format YYYYMM if not null.
- If Learning Support Program Current Enrollment Indicator - Math (S421) = C then LS Program Date of Completion cannot be null. If record type = 1 or 3 and student level less than 72.
- If Learning Support Program Current Enrollment Indicator - Math (S421) is not C then LS Program Date of Completion must be null.

**BANNER TABLES:** Derived from a comparison of the date the requirement was satisfied on ZOAGARP (SHRNCRS\_NCST\_DATE). Use the date that the requirement was satisfied, i.e., the date the process that updated the requirement to “satisfied” was run. Do not use the date the test was taken.

**DATE ISSUED:** 7-81; System, Fall 2001

**DATE OF LAST UPDATE:** 3-83, 5-85,  
10-98; Fall 2001

**CHANGE HISTORY:**

Before Fall 1998, this was a 3-digit field using quarter codes (982). From then until Fall 2001, quarter codes were used for semesters 1, 2, and 4 (where 4 denotes the semester that begins in January). This was used for institutional purposes in producing the DS report until Fall 2001.



# University System of Georgia Student Data Element Dictionary

**S415A**  
Element  
Number

**ELEMENT TITLE:** Regents' Test Pass/Fail Status--Essay

**DEFINITION:** Indicator of whether the student has taken and passed the essay part of the Regents' Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- P** Passed essay
- F** Failed essay
- M** Local procedures have been used to certify competence for a student whose native language is not English
- S** Local procedures have been used to certify competence for a student with a visual, hearing, or motor impairment
- D** Indicates the student holds a baccalaureate or higher degree from a regionally accredited institution of higher education and thus is not required to complete the Regents' Test in order to receive a degree from a University System institution
- A** Student has met the requirement with a score of at least 3 on the College Board AP examination in English Literature and Composition or English Language and Composition
- B** Student has met the requirement with a score of at least 4 on the higher-level International Baccalaureate English examination
- W** Student has met the requirement with a score of at least 650 on the SAT II English Writing test. Must be a score from a national test administration.
- T** Student has transcript from USG institution indicating Regents' Test Essay requirement has been satisfied
- X** Student has met the requirement with a minimum score SAT I Verbal or ACT in combination with minimum grades in English 1101, as follows:
  - SAT-I Verbal score of at least 530 and a grade of "A" in English 1101, or
  - SAT-I Verbal score of at least 590 and a grade of "B" in English 1101, or
  - ACT English score of at least 23 and a grade of "A" in English 1101, or
  - ACT English score of at least 26 and a grade of "B" in English 1101.The SAT I Verbal test must be administered only through a national test administration.
- Blank** Exam not taken

**BUSINESS PRACTICE:** Beginning January 2005, students who earn certain minimum scores on a national administration of the SAT I Verbal or ACT English exams and also earn at least a "B" in English 1101 may be considered to have met the Regents' Writing Skill requirement. Scores received on institutional administrations of the exams may not be used to exempt the Regents' Test. The Banner code of "SD" will be translated to a SIRS code of "X" For more information go to, [https://www.usg.edu/banner/bus\\_proc/](https://www.usg.edu/banner/bus_proc/).

# University System of Georgia Student Data Element Dictionary

S415A Continued

**EDITS:**

- Regents' Essay Test Pass/Fail Status - Essay must be equal to P, F, M, S, D, or blank.
- If the Degree Level Code is C, N, V, X or Z, the Regents' Test Pass/Fail Status - Essay must be null.
- If record type is G, then Regents' Test Pass/Fail Status - Essay cannot be F.

**BANNER TABLES:** Derived from the code entered on ZOAGARP that is translated on SOAXREF using the RGTRGT cross reference label.

**DATE ISSUED:** 3-85

**DATE OF LAST UPDATE:** 5-85, 12-86, 10-98;  
Fall 2001, Summer 2003

**CHANGE HISTORY:**

In Fall 2001, B, R, and E were removed from valid codes. Element S415 became 415A and 415B. In Summer 2003, A, B, W, and T were added as valid codes. Effective January 2005, the code X was added.

# University System of Georgia Student Data Element Dictionary

**S415B**  
Element  
Number

**ELEMENT TITLE:** Regents' Test Pass/Fail Status--Reading

**DEFINITION:** Indicator of whether the student has taken and passed the reading part of the Regents' Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- P** Passed reading
- F** Failed reading
- M** Local procedures have been used to certify competence for a student whose native language is not English
- S** Local procedures have been used to certify competence for a student with a visual, hearing, or motor impairment
- D** Indicates the student holds a baccalaureate or higher degree from a regionally accredited institution of higher education and thus is not required to complete the Regents' Test in order to receive a degree from a University System institution
- V** Student has met the requirement with an SAT Verbal score of at least 510 or an ACT Reading score of at least 23. Must be a score from a national test
- T** Student has transcript from USG institution indicating Regents' Test Reading requirement has been satisfied
- Blank** Exam not taken

**BUSINESS PRACTICE:**

**EDITS:**

- Regents' Essay Test Pass/Fail Status - Reading must be equal to P, F, M, S, D, or null.
- If the Degree Level Code is C, N, V, X or Z, the Regents' Test Pass/Fail Status - Reading must be blank.
- If record type is G, then Regents' Test Pass/Fail Status - Essay cannot be F.

**BANNER TABLES:** Derived from the code entered on ZOAGARP that is translated on SOAXREF using the RGTRGT cross reference label.

**DATE ISSUED:** 3-85

**DATE OF LAST UPDATE:** 5-85, 12-86, 10-98;  
Fall 2001, Summer 2003

**CHANGE HISTORY:**

In Fall 2001, B, R, and E were removed from valid codes. Element S415 became 415A and 415B. In Summer 2003, V and T were added as valid codes. Effective January 2005, students who earn certain minimum scores on a national administration of the SAT I Verbal or ACT English exams and also earn at least a B in English 1101 may be considered to have met the Regents' Writing Skill requirement. Scores received on institutional administrations of the exams may not be used to exempt the Regents' Test.

# University System of Georgia Student Data Element Dictionary

**S416**  
Element  
Number

**ELEMENT TITLE:** Regents' Test Remediation Status

**DEFINITION:** Indicator of whether the student is enrolled in remediation for the essay and/or reading parts of the Regents' Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- B** Taking both RT remedial reading and English (writing) this semester
- E** Taking RT remedial English (writing) this semester
- R** Taking RT remedial reading this semester
- Blank** Taking neither RT remedial English (writing) nor reading this semester

**BUSINESS PRACTICE:**

**EDITS:**

- Regents' Test Remediation Status must be B, E, R, or null.
- If the Degree Level Code is C, N, V, X or Z, the Regents' Test Remediation Status must be null.

**BANNER TABLES:** Derived from the student's enrollment in courses that have a Regents' Test Remediation Status Grade Mode.

**DATE ISSUED:** 3-85

**DATE OF LAST UPDATE:** 5-85, 10-98

**CHANGE HISTORY:**

Prior to Fall 1998, the word "quarter" was used.

# University System of Georgia Student Data Element Dictionary

**S417**  
Element  
Number

**ELEMENT TITLE:** Total Credit Hours Earned and Transferred

**DEFINITION:** The number of college-level credit hours earned at the current institution, plus total number of college-level credit hours accepted from transfer colleges.

**Excludes institutional credit hours.**

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 6 (right justified with two decimal places)

**2. Valid Codes:** Round to the nearest hundredth hour

Example : 68.258 hours = 068.26

Exclude institutional credit hours

The portion dealing with transfer credit will reflect only those hours (earned at all previous institutions) which have been accepted as college-level credit at the current institution.

**BUSINESS PRACTICE:**

**EDITS:**

Excludes institutional credit hours.

- Cannot be null if Record Type is G.
- Total Credit Hours Earned and Transferred must be numeric in the form ###.## if not null.

**BANNER TABLES:** SHRLGPA from SHRLGPA\_HOURS\_EARNED where SHRLGPA\_GPA\_TYPE\_IND = "O"

**DATE ISSUED:** 5-86

**DATE OF LAST UPDATE:** Summer 2002

**CHANGE HISTORY:**

In Summer 2002, the element size changed from 3 to 5.

# University System of Georgia Student Data Element Dictionary

**S418**  
Element  
Number

**ELEMENT TITLE:** Learning Support Requirement Indicator - English

**DEFINITION:** An indication of the status of the student in regard to the Learning Support requirements in the area of English at time of first matriculation.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

**S System Requirement.** Student required to take Learning Support courses because he/she has met neither the System SAT-V minimum nor the System CPE/COMPASS English minimum. This code also includes CPC English deficient students who do not meet the System CPE/COMPASS English minimum, regardless of SAT-V.

**I Institutional Requirement.** Student required by the institution to enroll in Learning Support courses even though he/she is eligible based on University System minimum scores to be admitted without Learning Support requirements. Students enrolled in Certificate and Associate degree career programs should also be coded I. (Policy 402.0201)

**V** Student volunteered to enroll in Learning Support courses.

**Blank** No requirement in Learning Support English.

Notes: If a student has a System or institutional requirement this field should retain that value after matriculation; the requirement code for students would remain fixed thereafter as S or I. S419 would denote the student's progress in meeting exit requirements. The code for students coded S or I at initial entry **should not** be changed if the student later volunteers to enroll in Learning Support. Students volunteering for Learning Support should be reported only for the semester(s) during which they were enrolled.

## **BUSINESS PRACTICE:**

### **EDITS:**

- Learning Support Program Status must be S, I, V, or null.
- If the Learning Support Program Current Enrollment Indicator is null, the Learning Support Program Status must be null.

# University System of Georgia Student Data Element Dictionary

S418 Continued

**BANNER TABLES:** Derived from the code entered on ZOAGARP and translated on ZOANCST.

**DATE ISSUED:** 2-94

**DATE OF LAST UPDATE:** 5-94, 10-98

**CHANGE HISTORY:**

- Prior to Fall 1998, the word “quarter” was used.
- In Spring 1998, COMPASS was added as equivalent to CPE.

# University System of Georgia Student Data Element Dictionary

S419  
Element  
Number

**ELEMENT TITLE:** Learning Support Program Current Enrollment Indicator - English

**DEFINITION:** An indication of the status of the student in regard to current enrollment in learning support courses in the area of English.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- Y** Yes, student is currently enrolled in Learning Support Course in English
- N** No, student is not currently enrolled in Learning Support course in English and has not completed this requirement
- C** Student had an LS requirement in English and satisfied exit requirements of the learning support in English.  
**This code must be submitted with Type 2 records, if applicable.**
- D** Student was dismissed from the institution for failure to exit this area.  
**This code must be submitted with Type 2 records, if applicable.**

Blank No LS requirement is recorded on S418.

Status Code S418

S	must be
I	must be
V	must be
Blank	must be

Enrollment Indicator S419

Y, N, C, or D
Y, N, C, or D
Y
Blank

**BUSINESS PRACTICE:**



# University System of Georgia Student Data Element Dictionary

S419 Continued

## **EDITS:**

- Learning Support Program Current Enrollment Indicator must be C, N, Y or null if Record Type equals 1.
- If the Learning Support Program Status is S or I, the Learning Support Program Current Enrollment Indicator cannot be null.
- If the Learning Support Program Status is null, the Learning Support Program Current Enrollment Indicator must be null.
- If Record Type equals 2, Learning Support Program Current Enrollment Indicator must be N, C, D or null.
- If the Learning Support Program Status is V, the Learning Support Program Current Enrollment Indicator must be Y.
- If the Student Level is greater than 10 and the Learning Support Program Status is S or I, the Learning Support Program Current Enrollment Indicator should be C or D (Record Type must be 2 if Learning Support Program Current Indicator is D).
- If the Learning Support Program Status is S or I and the Matriculation Year and Term = Report Year and Term, the Learning Support Program Current Enrollment Indicator must be Y, N (not C or D).
- If the Learning Support Program Status is S or I and the Learning Support Program Current Enrollment Indicator is not C, the Matriculation Year and Term must not equal the Report Year and Term.
- Learning Support Program Current Enrollment Indicator can be Y, N, C or D when the Learning Support Requirement Indicator is S or I and the Matriculation Year and Term is not equal to the Report Year and Term.

**BANNER TABLES:** For "D" codes, the institution enters a two-character code manually on ZOAGARP. Then the extraction takes this two-character code and translates it on another form to the single character "D."

**DATE ISSUED:** 2-94

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S420**  
Element  
Number

**ELEMENT TITLE:** Learning Support Requirement Indicator - Mathematics

**DEFINITION:** An indication of the status of the student in regard to the Learning Support requirements in the area of math at time of first matriculation.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

**S System Requirement.** Student required to take Learning Support courses because he/she has met neither the System SAT-M minimum nor the System CPE/COMPASS English minimum. This code also includes CPC math deficient students who do not meet the System CPE/COMPASS math minimum, regardless of SAT-M.

**I Institutional Requirement.** Student required by the institution to enroll in Learning Support courses even though he/she is eligible based on University System minimum scores to be admitted without Learning Support requirements. Students with institutional requirements who are enrolled in Certificate and Associate degree career programs should also be coded I. (Policy 402.0201)

**V** Student volunteered to enroll in Learning Support courses.

**Blank** No requirement in Learning Support Math.

Notes: If a student has a System or institutional requirement this field should retain that value after matriculation; the requirement code for students would remain fixed thereafter as S or I. S421 would denote a student's progress in meeting exit requirements. The code for students coded S or I at initial entry should not be changed if the student later volunteers to enroll in Learning Support.

Student volunteering for Learning Support should be reported only for the semester(s) during which they were enrolled.

## **BUSINESS PRACTICE:**

### **EDITS:**

- Learning Support Program Status must be S, I, V or null.
- If the Learning Support Program Current Enrollment Indicator is null, the Learning Support Program Status must be null.

**BANNER TABLES:** Derived from the code entered on ZOAGARP and translated on ZOANCST.

# University System of Georgia Student Data Element Dictionary

S420 Continued

**DATE ISSUED:** 2-94

**DATE OF LAST UPDATE:** 5-94, 10-98

**CHANGE HISTORY:**

- Prior to Fall 1998, the word quarter was used.
- In Spring 1999, the word "COMPASS" as equivalent to CPE was added.

# University System of Georgia Student Data Element Dictionary

S421  
Element  
Number

**ELEMENT TITLE:** Learning Support Program Current Enrollment Indicator - Mathematics

**DEFINITION:** An indication of the status of the student in regard to current enrollment in learning support courses in the area of mathematics.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- Y** Yes, student is currently enrolled in Learning Support Course in math
- N** No, student is not currently enrolled in Learning Support course in math and has not completed this requirement
- C** Student had an LS requirement in math and satisfied exit requirements of the learning support in math.  
This code must be submitted with Type 2 records, if applicable.
- D** Student was dismissed from the institution for failure to exit this area.  
This code must be submitted with Type 2 records, if applicable.

**Blank** No LS requirement is recorded on S420

Status Code S420

S	must be
I	must be
V	must be
Blank	must be

Enrollment Indicator S421

Y, N, C, or D
Y, N, C, or D
Y
Blank

**BUSINESS PRACTICE:**

# University System of Georgia Student Data Element Dictionary

S421 Continued

## **EDITS:**

- Learning Support Program Current Enrollment Indicator must be C, N, Y or null if Record Type equals 1.
- If the Learning Support Program Status is S or I, the Learning Support Program Current Enrollment Indicator cannot be null.
- If the Learning Support Program Status is null, the Learning Support Program Current Enrollment Indicator must be null.
- If Record Type equals 2, Learning Support Program Current Enrollment Indicator must be N, C, D or null.
- If the Learning Support Program Status is V, the Learning Support Program Current Enrollment Indicator must be Y.
- If the Student Level is greater than 10 and the Learning Support Program Status is S or I, the Learning Support Program Current Enrollment Indicator should be C or D (Record Type must be 2 if Learning Support Program Current Indicator is D).
- If the Learning Support Program Status is S or I and the Matriculation Year and Term = Report Year and Term, the Learning Support Program Current Enrollment Indicator must be Y, N (not C or D).
- If the Learning Support Program Status is S or I and the Learning Support Program Current Enrollment Indicator is not C, the Matriculation Year and Term must not equal the Report Year and Term.
- Learning Support Program Current Enrollment Indicator can be Y, N, C or D when the Learning Support Requirement Indicator is S or I and the Matriculation Year and Term is not equal to the Report Year and Term.

**BANNER TABLES:** For "D" codes, the institution enters a two-character code manually on ZOAGARP. Then the extraction takes this two-character code and translates it on another form to the single character "D."

**DATE ISSUED:** 2-94

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S422**  
Element  
Number

**ELEMENT TITLE:** Learning Support Requirement Indicator - Reading

**DEFINITION:** An indication of the status of the student in regard to the Learning Support requirements in the area of reading at time of first matriculation.

## **CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

**S System Requirement.** Student required to take Learning Support courses because he/she has met neither the System SAT-V minimum nor the System CPE/COMPASS English minimum. This code also includes CPC English deficient students who do not meet the System CPE/COMPASS reading minimum, regardless of SAT-V.

**I Institutional Requirement.** Student required by the institution to enroll in Learning Support courses even though he/she is eligible based on University System minimum scores to be admitted without Learning Support requirements. Students with institutional requirements who are enrolled in Certificate and Associate degree career programs should also be coded I. (Policy 402.0201)

**V** Student volunteered to enroll in Learning Support courses. .

**Blank** No requirement in Learning Support Reading.

Notes: If a student has a System or institutional requirement this field should retain that value after matriculation; the requirement code for students would remain fixed thereafter as S or I. S423 would denote a student's progress in meeting exit requirements. The code for students coded S or I at initial entry should not be changed if the student later volunteers to enroll in Learning Support.

Student volunteering for Learning Support should be reported only for the semester(s) during which they were enrolled.

## **BUSINESS PRACTICE:**

### **EDITS:**

- Learning Support Program Status must be S, I, V, or null.
- If the Learning Support Program Current Enrollment Indicator is null, the Learning Support Program Status must be null.

**BANNER TABLES:** Derived from the code entered on ZOAGARP and translated on ZOANCST.

# University System of Georgia Student Data Element Dictionary

S422 Continued

**DATE ISSUED:** 2-94

**DATE OF LAST UPDATE:** 5-94, 10-98

**CHANGE HISTORY:**

- Prior to Fall 1998, the word quarter was used.
- In Spring 1998, Compass was added.

# University System of Georgia Student Data Element Dictionary

S423  
Element  
Number

**ELEMENT TITLE:** Learning Support Program Current Enrollment Indicator - Reading

**DEFINITION:** An indication of the status of the student in regard to current enrollment in learning support courses in the area of reading.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

- Y** Yes, student is currently enrolled in Learning Support Course in reading
- N** No, student is not currently enrolled in Learning Support course in reading and has not completed this requirement
- C** Student had an LS requirement in reading and satisfied exit requirements of the learning support in reading. **This code must be submitted with Type 2 records, if applicable.**
- D** Student was dismissed from the institution for failure to exit this area.  
**This code must be submitted with Type 2 records, if applicable.**
- Blank** No LS requirement is recorded on S422

Status Code S422

S	must be
I	must be
V	must be
Blank	must be

Enrollment Indicator S423

Y, N, C, or D
Y, N, C, or D
Y
Blank

**BUSINESS PRACTICE:**



# University System of Georgia Student Data Element Dictionary

S423 Continued

## **EDITS:**

- Learning Support Program Current Enrollment Indicator must be C, N, Y or null if Record Type equals 1.
- If the Learning Support Program Status is S or I, the Learning Support Program Current Enrollment Indicator cannot be null.
- If the Learning Support Program Status is null, the Learning Support Program Current Enrollment Indicator must be null.
- If Record Type equals 2, Learning Support Program Current Enrollment Indicator must be N, C, D or null.
- If the Learning Support Program Status is V, the Learning Support Program Current Enrollment Indicator must be Y.
- If the Student Level is greater than 10 and the Learning Support Program Status is S or I, the Learning Support Program Current Enrollment Indicator should be C or D (Record Type must be 2 if Learning Support Program Current Indicator is D).
- If the Learning Support Program Status is S or I and the Matriculation Year and Term = Report Year and Term, the Learning Support Program Current Enrollment Indicator must be Y, N (not C or D).
- If the Learning Support Program Status is S or I and the Learning Support Program Current Enrollment Indicator is not C, the Matriculation Year and Term must not equal the Report Year and Term.
- Learning Support Program Current Enrollment Indicator can be Y, N, C or D when the Learning Support Requirement Indicator is S or I and the Matriculation Year and Term is not equal to the Report Year and Term.

**BANNER TABLES:** For "D" codes, the institution enters a two-character code manually on ZOAGARP. Then the extraction takes this two-character code and translates it on another form to the single character "D."

**DATE ISSUED:** 2-94

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S431**  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Literature

**DEFINITION:** The score made by the student on the English literature SATII test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S432  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Writing

**DEFINITION:** The score made by the student on the Writing SATII test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S433**  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Math IC

**DEFINITION:** The score made by the student on the Math IC SATII test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:**06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S434**  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Math IIC

**DEFINITION:** The score made by the student on the Math IIC SATII test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S435  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, U.S. History

**DEFINITION:** The score made by the student on the U.S. History SATII test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S436**  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, World History

**DEFINITION:** The score made by the student on the World History SATII test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S437  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Biology E/M

**DEFINITION:** The score made by the student on the Biology E/M (Ecological/Molecular) SAT II test. Enter the test score on either the Ecological or the Molecular version of the SAT II test.

**CODES, CATEGORIES, AND COMMENTS:**

1. **Element Size:** 3

2. **Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S438**  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Chemistry

**DEFINITION:** The score made by the student on the Chemistry SAT II test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S439  
Element  
Number

**ELEMENT TITLE:** SAT II Test Score, Physics

**DEFINITION:** The score made by the student on the Physics SAT II test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from 200 - 800.

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S440**  
Element  
Number

**ELEMENT TITLE:** GED Composite Test Score

**DEFINITION:** The composite score made by the student on the GED.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 100 to a maximum of 400.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 100 through 400 or null. Each character must be numeric.
- If any GED test score is reported, all GED test scores must be reported (S440, S441, S442, S443, S444, S445).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S440N**  
Element  
Number

**ELEMENT TITLE:** GED6 Total Score

**DEFINITION:** The total score made by the student on the GED.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 4

**2. Valid Codes:** Valid scores range from a minimum of 1000 to a maximum of 4000.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 1000 through 4000 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S441**  
Element  
Number

**ELEMENT TITLE:** GED Test Score–Writing Skills

**DEFINITION:** The score made by the student on the GED Writing Skills test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:** Valid scores range from a minimum of 20 to a maximum of 80.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 20 through 80 or null. Each character must be numeric.
- If any GED test score is reported, all GED test scores must be reported (S440, S441, S442, S443, S444, S445).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S441N**  
Element  
Number

**ELEMENT TITLE:** GED1 Test Score–Writing Skills

**DEFINITION:** The score made by the student on the GED1 Writing Skills test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 200 to a maximum of 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S442  
Element  
Number

**ELEMENT TITLE:** GED Test Score--Social Studies

**DEFINITION:** The score made by the student on the GED Social Studies test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:** Valid scores range from a minimum of 20 to a maximum of 80.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 20 through 80 or null. Each character must be numeric.
- If any GED test score is reported, all GED test scores must be reported (S440, S441, S442, S443, S444, S445).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S442N**  
Element  
Number

**ELEMENT TITLE:** GED2 Test Score–Social Studies

**DEFINITION:** The score made by the student on the GED2 Social Studies test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 200 to a maximum of 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S443**  
Element  
Number

**ELEMENT TITLE:** GED Test Score-- Science

**DEFINITION:** The score made by the student on the GED Science test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:** Valid scores range from a minimum of 20 to a maximum of 80.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 20 through 80 or null. Each character must be numeric.
- If any GED test score is reported, all GED test scores must be reported (S440, S441, S442, S443, S444, S445).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S443N**  
Element  
Number

**ELEMENT TITLE:** GED3 Test Score-- Science

**DEFINITION:** The score made by the student on the GED3 Science test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 200 to a maximum of 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S444**  
Element  
Number

**ELEMENT TITLE:** GED Test Score--Literature and Arts

**DEFINITION:** The score made by the student on the GED Literature and Arts test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:** Valid scores range from a minimum of 20 to a maximum of 80.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 20 through 80 or null. Each character must be numeric.
- If any GED test score is reported, all GED test scores must be reported (S440, S441, S442, S443, S444, S445).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S444N**  
Element  
Number

**ELEMENT TITLE:** GED4 Test Score--Literature and Arts

**DEFINITION:** The score made by the student on the GED4 Literature and Arts test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 200 to a maximum of 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S445**  
Element  
Number

**ELEMENT TITLE:** GED Test Score--Mathematics

**DEFINITION:** The score made by the student on the GED Mathematics.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:** Valid scores range from a minimum of 20 to a maximum of 80.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 20 through 80 or null. Each character must be numeric.
- If any GED test score is reported, all GED test scores must be reported (S440, S441, S442, S443, S444, S445) for students matriculating after Fall 2001.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S445N**  
Element  
Number

**ELEMENT TITLE:** GED5 Test Score--Mathematics

**DEFINITION:** The score made by the student on the GED5 Mathematics.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 200 to a maximum of 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S446N**  
Element  
Number

**ELEMENT TITLE:** GED7 Test Score--Average Standard Score

**DEFINITION:** The score made by the student on the GED.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:** Valid scores range from a minimum of 200 to a maximum of 800.

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Only old GED scores or new GED scores can be reported for a student, not both.
- If one score is present, all scores must be present.

**BANNER TABLES:**

**DATE ISSUED:** 03-03

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S450**  
Element  
Number

**ELEMENT TITLE:** LSAT Test Score

**DEFINITION:** The score made by the student on the Law School Admission Test (LSAT).

This field is applicable only to University of Georgia and Georgia State University students who are entering Law School and whose admission, in part, is based on LSAT scores.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

120 through 180

**BUSINESS PRACTICE:**

**EDITS:**

- This element valid if Institution Code equal to 03 or 05.
- LSAT Test Score must be in the range of 120-180 if it is not null.
- LSAT Test Score must not contain special or alpha characters.
- If the LSAT Test Score is not null, the Student Level must be 80.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S451**  
Element  
Number

**ELEMENT TITLE:** GRE Test Score–Verbal

**DEFINITION:** The score made by the student on the Graduate Record Examination (GRE)–Verbal test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

200 through 800

**This field is applicable only for those institutions with graduate programs.**

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Valid only for graduate and professional students at institution types 1, 2, or 3.
- If any GRE test score is reported, all GRE test scores must be reported.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00 for 08-00 collection.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S452  
Element  
Number

**ELEMENT TITLE:** GRE Test Score–Quantitative

**DEFINITION:** The score made by the student on the Graduate Record Examination (GRE) Quantitative test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

200 through 800

**This field is applicable only for those institutions with graduate programs.**

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Valid only for graduate and professional students at institution types 1, 2, or 3.
- If any GRE test score is reported, all GRE test scores must be reported.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00 for 08-00 collection.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S453**  
Element  
Number

**ELEMENT TITLE:** GRE Test Score–Analytical

**DEFINITION:** The score made by the student on the Graduate Record Examination (GRE) Analytical test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

200 through 800

**This field is applicable only for those institutions with graduate programs.**

**BUSINESS PRACTICE:**

**EDITS:**

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Valid only for graduate and professional students at institution types 1, 2, or 3.
- If any GRE test score is reported, all GRE test scores must be reported.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE.

**DATE ISSUED:** 06-00 for 08-00 collection.

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:** Beginning in October 2002, GRE was changed to include Verbal Reasoning, Quantitative Reasoning, and Analytical Writing. The “new” Analytical Writing is similar to the Writing Assessment test in use since 1999. The analytical test used before October 2002 and reported in S453 is no longer a part of the General Test.

# University System of Georgia Student Data Element Dictionary

**S453A**  
Element  
Number

**ELEMENT TITLE:** GRE Test Score–Analytical Writing

**DEFINITION:** The score made by the student on the Graduate Record Examination (GRE) Analytical test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

0.0 through 6.0

**This field is applicable only for those institutions with graduate programs.**

**BUSINESS PRACTICE:** Test scores must be entered on STVTESC. Starting Summer 2003 GRE test scores will be extracted through SOAXREF.

**EDITS:**

- Must be valid code 0.0 through 6.0 or null.
- If any GRE test score is reported, all GRE test scores must be reported.
- Valid only for graduate and professional students at institution types 1, 2, or 3.
- The GRE score must be null for State Colleges and Two-Year Colleges.

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE. Non-standard Regents' test code translated on SOAXREF using the RGTTEST cross-reference.

**DATE ISSUED:** Summer 2003

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:** Use of this test began in October 2002. The Analytical test was dropped as part of the General Test at that time.

# University System of Georgia Student Data Element Dictionary

**S454**  
Element  
Number

**ELEMENT TITLE:** GMAT Test Score - Verbal

**DEFINITION:** The composite score made by the student on the Graduate Management Admissions Test (GMAT) - Verbal.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

00 through 60

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 00 through 60 or null. Each character must be numeric.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any GMAT test score is reported, all GMAT test scores must be reported (S454, S455, S456).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=GMATV.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S455**  
Element  
Number

**ELEMENT TITLE:** GMAT Test Score - Quantitative

**DEFINITION:** The composite score made by the student on the Graduate Management Admissions Test (GMAT) - Quantitative.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

00 through 60

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 00 through 60 or null. Each character must be numeric.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any GMAT test score is reported, all GMAT test scores must be reported (S454, S455, S456).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=GMATQ.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S455A**  
Element  
Number

**ELEMENT TITLE:** MCAT Test Score - Verbal Reasoning

**DEFINITION:** The score made by the student on the Verbal Reasoning section of the Medical College Admission Test (MCAT).

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

01 to 15

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 01 through 15 or null. Each character must be numeric.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any MCAT test score is reported, all MCAT test scores must be reported (S455A, S455B, S455C, S455D).

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=MCATVR.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S455B**  
Element  
Number

**ELEMENT TITLE:** MCAT Test Score - Physical Sciences

**DEFINITION:** The score made by the student on the physical sciences section of the Medical College Admission Test (MCAT).

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

01 to 15

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 01 through 15 or null. Each character must be numeric.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any MCAT test score is reported, all MCAT test scores must be reported (S455A, S455B, S455C, S455D).

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=MCATPS.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**



# University System of Georgia Student Data Element Dictionary

**S455C**  
Element  
Number

**ELEMENT TITLE:** MCAT Test Score - Biological Sciences

**DEFINITION:** The score made by the student on the biological sciences section of the Medical College Admission Test (MCAT).

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 2

**2. Valid Codes:**

01 to 15

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 01 through 15 or null. Each character must be numeric.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any MCAT test score is reported, all MCAT test scores must be reported (S455A, S455B, S455C, S455D).

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=MCATBS.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S455D**  
Element  
Number

**ELEMENT TITLE:** MCAT Test Score - Writing Sample

**DEFINITION:** The score made by the student on the writing sample of the Medical College Admission Test (MCAT).

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 1

**2. Valid Codes:**

J through T

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be in range 'J' through 'T', or null.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any MCAT test score is reported, all MCAT test scores must be reported (S455A, S455B, S455C, S455D).

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=MCATWS.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

**S456**  
Element  
Number

**ELEMENT TITLE:** GMAT Test Score - Total

**DEFINITION:** The composite score made by the student on the Graduate Management Admissions Test (GMAT) - Total Score.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

Total 200 to 800

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 200 through 800 or null. Each character must be numeric.
- Valid only if Student Level Indicator (S300) is GS or PR. Must be null if Student Level Indicator (S300) is US.
- If any GMAT test score is reported, all GMAT test scores must be reported (S454, S455, S456).

**BANNER TABLES:** SORTEST from SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=GMATT.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

# University System of Georgia Student Data Element Dictionary

S457  
Element  
Number

**ELEMENT TITLE:** MAT Test Score

**DEFINITION:** The score made by the student on the Miller Analogies Test.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 3

**2. Valid Codes:**

200 to 600

**NOTE:** This field applies to all students where matriculation date (S110) is on or after Summer 2002 (20031).

**BUSINESS PRACTICE:** Test Scores must be translated on SOAXREF. The cross-reference label RGTTEST (Regents Test Scores) must be entered on STVXLBL. This element requires translation regardless if the institution codes are identical to the required SIRS codes.

**EDITS:**

Must be null if matriculation date is earlier than 2003-1.

If matriculation date is equal to or greater than 2003-1, then:

- Must be valid code 000 through 100 or null. Each character must be numeric.

**BANNER TABLES:** Entered on SORTEST (SOATEST) in field SORTEST\_TEST\_SCORE. The SOAXREF cross-reference label=MAT.

**DATE ISSUED:** Summer 2002

**DATE OF LAST UPDATE:** 11-29-04 Spring

**CHANGE HISTORY:** previous scores were 000 to 100.

# University System of Georgia Student Data Element Dictionary

**S460**  
Element  
Number

**ELEMENT TITLE:** Permanent Address

**DEFINITION:** The permanent address of the student.

**CODES, CATEGORIES, AND COMMENTS:**

**1. Element Size:** 124

Street 1	Size 30
Street 2	Size 30
Street 3	Size 30
City	Size 20
State	Size 2
ZIP Code	Size 10
Nation	Size 2

**2. Valid Codes:** Any combination of numbers and characters.

**BUSINESS PRACTICE:**

**EDITS:**

- Street 1, City, State, ZIP Code, and Nation cannot be null.
- Street 2 and Street 3 may be null.

**BANNER TABLES:** SPRADDR from SPRADDR\_ATYPE\_CODE = (parameter for "PERMANENT ADDRESS") in HARDCODES file.

**DATE ISSUED:**

**DATE OF LAST UPDATE:**

**CHANGE HISTORY:**

*University System of Georgia*

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**SIRS Data Element Dictionary  
Appendices**

January 31, 2004 Edition

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**SIRS Data Element Dictionary**  
**Appendix A**  
**Glossary of Terms**

January 31, 2004 Revisions

*Users should note that some terms are maintained in the Glossary for historical purposes. For example, while the System is now on the semester calendar, the definition of “quarter” is maintained for those who use older SIRS files.*

Academic Year The consecutive period of three quarters, Fall, Winter and Spring quarters, or two semesters, Fall through Spring.

Aliens, Non-Resident Persons who have been admitted to the United States but not for permanent residence.

Aliens, Resident Persons who have been lawfully admitted for permanent residence (in past SIRS SDEDs, the student was specified as one holding a "green card," Form 1-151) and who can hold permanent full-time employment within the United States.

American College Testing (ACT) Program Scores An entrance test given by the American College Testing Program, composed of English, Math, Science, and Social Science sections, with a composite score.

Auditor A person who has registered and paid fees for a course but who has elected not to receive credit for participation in the course.

Calendar The System was on the quarter calendar through Summer 1998 (except for Georgia Institute of Technology, which was on the quarter calendar through Summer 1999).

Career Associate Degrees Associate degree programs are designed to prepare a student for a particular occupation. These programs are not designed to provide preparation for transfer (they are not core curriculum programs).

Census Date, Enrollment The officially designated day in an academic term, after the last day of drop/add, when the institution takes the official student count for the term. This date is recommended by the SIRS Committee and RACRA and finalized by the Chancellor's Office.

Classification of Instructional Programs Code (CIP) A six-digit taxonomy code developed by the National Center for Education Statistics for classifying academic programs. The CIP taxonomy replaced the four-digit HEGIS taxonomy code in 1983.

College Preparatory Curriculum (CPC) The minimum high school course of study required of students graduating from high school in and after the spring of 1988 for admission to programs leading to the baccalaureate degree. Failure to complete the CPC in high school can result in a student taking college courses without receiving college credit.

College Placement Examination (CPE) An examination consisting of tests in reading, English, and mathematics, used for learning support (earlier termed “development studies”) placement testing of students enrolling in Summer 1988 or later. The exam is also used for LS exit testing.

COMPASS A computerized examination comparable to the CPE, consisting of tests in reading, English, and mathematics, used for learning support (earlier termed “development studies”) placement and exit testing.

Contact Hour A unit of measure that represents an hour (50 minutes) of scheduled instruction given to one



student in one week. For instruction delivered through lectures, one contact hour yields one hour of credit. In physical education, laboratory or studio courses, two contact hours yield one credit hour.

Continuing Education Courses Non-degree credit activities offered through a variety of conferences, institutes, short courses, seminars, and special training programs. Continuing education units (CEU's) are awarded for completion of such courses. CEUs are not reported through SIRS, and continuing education courses are not reported through CIR.

Continuing Education Unit (CEU) A unit awarded to participants in organized non-degree credit activities; defined as 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.

Cooperative Education (Co-op) Program Program in which a student enrolls in college and then works at a job related to his or her major during alternate terms; or enrolls and works at a program-related job during the same term.

Core Curriculum A specified curriculum in each University System of Georgia institution for the general purpose of facilitating the student's educational progress and transferability in the first two-years of pursuit of the baccalaureate degree, within and among the units of the University System. Each institution's core curriculum is published on the Web.

Course An organized set of activities pertaining to instruction in a particular subject matter, which is conducted during a given period of time (usually a term) and for which credit toward graduation or certification is usually given.

Credit by Examination Academic credit which is awarded to the student by the institution based on performance on examinations and is accepted in lieu of enrollment in and completion of credit courses.

Credit Courses Courses for which, upon successful completion, enrolled students are given credit that can be applied to meet the requirements for achieving a degree or certificate at a given institution (in contrast to continuing education courses or LS courses).

Credit Hour The basic unit of measuring credit for instruction received.

Curriculum The course of study (prescribed set of courses) leading to the attainment of a degree or certificate.

Deactivated Program The temporary suspension of an educational program, degree, or major. Such action must be reported to Academic Affairs. The deactivation period should not exceed two academic years, and during this period, no new students can be admitted. At the end of the period, a decision should be made to reactivate or seek Board approval to discontinue (see Discontinued Program). Deactivation does not remove a program from the list of authorized offerings for an institution.

Degree An award (e.g., Bachelor of Science, Associate of Science) conferred upon the student for the successful completion of a given program or curriculum.

Degree Program Levels The levels at which an institution offers formal awards or recognition in each program:

1. Certificate (one year or more) Program. A career program designed for completion in one to two

- academic years and terminating in the award of a certificate. (Certificates of less than one year are not recorded in Degrees and Majors Authorized.)
2. Associate Degree Program. An educational program below the baccalaureate level that requires at least two but fewer than four academic years of postsecondary-education work, and that terminates in the award of an associate degree.
  3. Bachelor's Degree Program. An educational program that generally requires four to five academic years and that terminates in the award of a bachelor's degree.
  4. Master's Degree Program. An educational program at the graduate level that terminates in any earned academic degree carrying the title of master. In liberal arts and sciences, the degree customarily is granted on successful completion of one or two academic years of work beyond the bachelor's level. In professional fields, it is an advanced professional degree carrying the master's designation (for example MSW, Master of Social Work) earned after the baccalaureate.
  5. Education Specialist Program. A self-contained degree program in education that is between the master's and doctor's degree both in time and depth. Generally, a minimum of 45 quarter credit hours or 30 semester credit hours beyond the Master's degree is required. The Ed.S. degree program is designed to provide advanced study for those preparing for positions in education which call for a higher level of specialization than that of the master's degree.
  6. First-Professional Degree Program. An educational program that terminates in an earned degree in a professional field. Degrees included are Doctor of Medicine, Doctor of Dental Medicine, Doctor of Veterinary Medicine, Doctor of Pharmacy, and Juris Doctorate.
  7. Doctoral Degree Program. An educational program at the graduate level that terminates in any earned academic degree carrying the title of doctor, including both Ph.D.s and Ed.D.s. Not included in this category are first professional degrees such as M.D. or D.D.M.

Developmental Studies A program of study whereby a student who has below college-level proficiency in English, reading, or mathematics may develop those abilities to a college level. Developmental Studies courses are not considered college credit. Any student taking a developmental studies course is classified as a developmental studies student. DS is now called Learning Support (LS).

Discipline A branch of knowledge such as biology, English, sociology, or history.

Discontinued Program The termination of an educational program, degree, or major. The request for such action along with the rationale must be submitted to Senior Vice Chancellor for Academic Affairs for review and finally to the Board of Regents for approval. Discontinuation deletes the program from the authorized offerings of an institution. Discontinuation is equivalent to termination of a program.

Early Admission Student An academically talented student who enrolls in a University System institution full-time following completion of the junior year in high school. Such students must meet established admissions criteria to enroll.

Equivalent Full-Time (EFT) Enrollment An enrollment unit used in the SER, calculated by dividing total quarter credit hours (QCH) generated at the institution by 15 for any quarter ( $EFT = \text{Total QCH}/15$ ) or semester credit hours divided by 15 for any semester. The annual EFT enrollment is calculated by dividing total quarter credit hours for the fiscal year by 45 ( $\text{Annual EFT} = \text{Total Fiscal Year QCH}/45$ ) or by 30 for semesters. Note that there are several other definitions of EFT enrollment in use in higher education.

External Degree Program An organized curriculum leading to a degree offered in its entirety by a System

institution at an off-campus site. Such programs must be authorized by the Board, and it must be determined that all necessary facilities, faculty, staff, and supporting resources are available or can be provided at the off-campus location with standards equal to those maintained on campus.

FICE Code A six-digit code assigned by the Federal Interagency Committee on Education (FICE) to each higher education institution; this code never changes regardless of changes in an institution's level.

Financial Aid A system of financial assistance to help students meet their educational expenses.

First Professional Student Student enrolled in veterinary medicine, law, medicine, dentistry, pharmacy (doctorate). This definition satisfies federal reporting.

First Professional-B Student Used before Summer 2000 in SIRS to refer to undergraduate students enrolled in forestry, pharmacy (baccalaureate), journalism, or social work (beyond the sophomore level) at the University of Georgia only. When this code was in use, first professional students were called "First Professional-A" students.

Fiscal Year The twelve-month period of time beginning July 1 and ending the following June 30. In terms of academic quarters, a fiscal year includes the continuous period from Summer quarter through Spring quarter; in terms of semesters, a fiscal year includes Summer term, Fall semester, and Spring semester.

Full-Time Student, Graduate A graduate student who is enrolled in at least 10 quarter credit hours or 9 semester hours at the graduate level.

Full-Time Student, Undergraduate An undergraduate student who is enrolled in 12 or more quarter credit hours or 12 or more semester credit hours.

General Educational Developmental (GED) Test A high school equivalency examination.

Geographic Origin (County) The county of residence in which the student legally resided at the time of admission to the institution.

Geographic Origin (State) The state of legal residence at the time of first admission to the institution as an Undergraduate, Graduate, or First Professional student.

Graduate/Professional-Level Course Graduate level (Master's, Education Specialist, and Doctorate) and professional level (medicine, veterinary medicine, dentistry, and law) course.

Graduate Student A student pursuing a course of study beyond the baccalaureate degree level (includes master's, education specialist, and doctoral programs; does not include professional programs).

Grants (Student Financial Aid) Student aid which does not have to be repaid.

Guaranteed Student Loan Program for eligible undergraduate and graduate students to borrow funds directly from banks, creditors, savings and loans, and other lenders who voluntarily participate in the program.

Headcount Enrollment Unduplicated number of enrolled students within an institution as of the official census

date.

HEGIS (Higher Education General Information Survey) The federal data acquisition program formerly operated by the National Center for Education Statistics. The program was replaced by the Integrated Postsecondary Education Data System (IPEDS) beginning in 1986-87.

HEGIS Taxonomy Code The four-digit code for classifying instructional programs which was developed by the National Center for Education Statistics (NCES). The taxonomy was replaced in 1983 by the six-digit Classification of Instructional Program (CIP) code.

Housing Student residential units including single student, fraternity/sorority, and married student apartments, only if such units are owned or controlled by the college or university.

Housing Capacity Total student spaces available in institutional housing, as of the housing census date, including only those spaces normally occupied. Note that this information is no longer collected (June 2000).

Housing Occupancy The number of students living in institutional housing as of the housing census date; includes students living in over-capacity space as well as normal capacity space.

In-state Student Student who is legally domiciled in Georgia for tuition purposes.

Institutional Credit Credit assigned to remedial courses, such as learning support (or DS) courses or Regents' Test remediation courses. This credit cannot be counted toward meeting the requirements for a certificate or degree.

Integrated Postsecondary Education Data System (IPEDS) The federal data acquisition system implemented by the Office for Educational Research and Improvement (OERI), U.S. Department of Education, in 1986-87. This system of surveys replaced the HEGIS surveys.

Joint Enrollment Student An academically talented student who is enrolled in courses for college credit while continuing in high school. Such students must meet established criteria to participate in the program.

Learning Support A program of study whereby a student who has below college-level proficiency in English, reading, or mathematics may develop those abilities to a college level. Learning Support courses are not considered college credit.

Legal Residence, State of The state in which the student is legally domiciled for tuition purposes.

Loans (Student Financial Aid) Money borrowed by the student to cover college costs which must be repaid along with interest over a specified period of time.

Lower Division/Level Courses Learning Support (0-099 level numbers), freshman (1000 level numbers), and sophomore (2000 level numbers) courses.

Lower Division/Level Student Undergraduate student who has successfully completed (generally) less than 90 quarter or 60 semester credit hours; includes student levels of freshman and sophomore. Before 1993,

Developmental Studies was considered a student level.

Major A field of study (e.g., political science) which leads to award of a degree. A major may be offered in more than one degree structure (e.g., B.A. in Political Science, B.S. in Political Science). University System academic program guidelines specify the following:

*Major* 21 semester hours or more of upper-division courses in a field of study. Majors require BOR approval; minors do not.

*Minor* 15 to 18 semester hours of coursework, with at least 9 hours of upper-division courses in a field of study other than the student's major.

*Teaching Field* A broad teaching field within the secondary education major.

Merit Scholarship Funds awarded in recognition of a student's special academic abilities, talents, interests or participation in certain programs without regard to financial need (non-need based).

Non-Degree Students A student who has been admitted with the explicit understanding that he or she is not pursuing a formal degree or certificate. These students may earn credits.

Off-Campus Courses offered anywhere other than in the facilities or on the grounds of the institution. Excluded are those instructional activities which are an integral part of on-campus instructional programs, but take students away from the campus for a special learning experience (e.g., clinical experiences, student teaching, field work).

Out-of-State Students Students who are legally domiciled outside the State of Georgia for tuition purposes.

Part-Time Student, Graduate A graduate student who is enrolled in less than 9 semester credit hours at the graduate level. This definition also includes First Professional students (medical, dentistry, law, and veterinary medicine students).

Part-Time Student, Undergraduate An undergraduate student who is enrolled in less than 12 semester credit hours.

Pell Grant Federal student aid program administered by the U.S. government; the grant is need-based and does not have to be repaid.

Perkins Loan A federal low-interest loan program for undergraduate and graduate students. Repayment is required starting six months after graduation, or after leaving college or becoming less than a half-time student.

Program Area (Budget Request) The five formula groups used for developing the University System budget request to the Governor and Legislature. Disciplines are grouped into the three following broad program areas ranging from low cost (Group 1) to high cost (Group 3). Groups 4 and 5 are designated as special programs and are assigned to a separate classification.

Group 1: Law, Letters, Library Science, Psychology, Social Sciences

- Group 2: Area Studies, Business, Communications, Education, Home Economics, Mathematics, Public Affairs, Interdisciplinary Studies
- Group 3: Agriculture, Architecture, Biological Sciences, Computer Science, Engineering, Fine and Applied Arts, Foreign Languages, Health Professions, Physical Sciences, Technologies
- Group 4: Remedial or Learning Support Programs
- Group 5: Medicine, Dentistry, Veterinary Medicine

Quarter The uniform calendar system whereby each institution in the University System structured its courses for the calendar year through Summer 1998. Each regular quarter during the academic year (Fall through Spring) consisted of the equivalent of eleven calendar weeks of instruction, including allowance for registration, examination, and reporting of grades to the registrar. Ten full weeks of instruction (a minimum of 47 class days) were required. The duration of a summer quarter was more flexible, either sub-divided and/or shortened, as long as the equivalent instruction time was met.

Quarter Credit Hour (QCH) The measure of the activity of one student in course work for not less than 50 minutes a week over a period of one academic quarter (10 weeks) or the equivalent. A minimum of 500 minutes of instruction was required for each quarter credit hour awarded.

Regents' Test Test developed by the University System to assess the status of student competence in the areas of reading and writing. The test is composed of a 60-item multiple choice test, designed to assess vocabulary, comprehension, and analysis skills, and an essay. Passing both parts of the test is a requirement for graduation from undergraduate degree programs (associate and baccalaureate).

SAT Scores An entrance test given by the Educational Testing Service which is composed of a quantitative (math) and a verbal section. The range of possible scores for each section is 200-800 in intervals of 10.

Section A group of students who are scheduled to meet together for instruction as a regularly scheduled, organized class with one or more instructors under a specified course number or a group of students or a single student assigned to one or more instructors for independent or supervised study (including clinical work, student teaching, thesis supervision, etc.) under a specified course number, or a single student assigned to an instructor for individual teaching under a specified course number.

Semester A semester is at least fifteen calendar weeks (minimum of 150 class days per year excluding registration and final examination periods) in length. All institutions begin classes during the same week, with the exception of the medical school component of Medical College of Georgia.

Transfer Programs Associate degree level coursework which meets the requirements of the Core Curriculum and is therefore creditable toward a baccalaureate degree.

Transfer Student A student who has attempted courses at another institution prior to matriculating at the present institution.

Type of Institution A Board of Regents designation for System institutions:  
 Research Universities  
 Regional Universities  
 State Universities

State Colleges  
Two-Year Colleges

Undergraduate Student A student enrolled in a bachelor's degree program, an associate-degree program, or a certificate (career or vocational-technical) program.

Uniform Academic Calendar The earliest beginning and latest ending date for each term as approved by the Chancellor.

Upper Division/Level Junior (3000 level number) and senior (4000, and sometimes 5000 level) courses.

Upper Division/Level Student Undergraduate student who has successfully completed 60 semester credit hours or more; includes student levels juniors and seniors.

# University System of Georgia

## Student Data Element Dictionary

### APPENDIX B: List of Countries by Name

Use with Data Element S107

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 3-83, 5-85, 2-94, 7-96, 8-96, 12-96, 7-00

Code	Country Name	Code	Country Name
AF	AFGHANISTAN	UV	BURKINA FASO
AL	ALBANIA	BM	BURMA
AG	ALGERIA	BY	BURUNDI
AN	ANDORRA	CB	CAMBODIA
AO	ANGOLA	CM	CAMEROON
AV	ANGUILLA	CA	CANADA
AY	ANTARCTICA	CV	CAPE VERDE
AC	ANTIGUA AND BARBUDA	CJ	CAYMAN ISLANDS
AR	ARGENTINA	CT	CENTRAL AFRICAN REPUBLIC
AM	ARMENIA	CD	CHAD
AA	ARUBA	CI	CHILE
AT	ASHMORE AND CARTIER ISLANDS	CH	CHINA
AS	AUSTRALIA	KT	CHRISTMAS ISLAND
AU	AUSTRIA	IP	CLIPPERTON ISLAND
AJ	AZERBAIJAN	CK	COCOS (KEELING) ISLANDS
BF	BAHAMAS, THE	CO	COLOMBIA
BA	BAHRAIN	CN	COMOROS
FQ	BAKER ISLAND	CF	CONGO (BRAZZAVILLE)
BG	BANGLADESH	CG	CONGO (KINSHASA)
BB	BARBADOS	CW	COOK ISLANDS
BS	BASSAS DA INDIA	CR	CORAL SEA ISLANDS
BO	BELARUS	CS	COSTA RICA
BE	BELGIUM	IV	COTE D'IVOIRE
BH	BELIZE	HR	CROATIA
BN	BENIN	CU	CUBA
BZ	BERLIN*	CY	CYPRUS
BD	BERMUDA	CZ	CZECHOSLOVAKIA*
BT	BHUTAN	EZ	CZECH REPUBLIC
BL	BOLIVIA	DA	DENMARK
BK	BOSNIA AND HERZEGOVINA	DJ	DJIBOUTI
BC	BOTSWANA	DO	DOMINICA
BV	BOUVET ISLAND	DR	DOMINICAN REPUBLIC
BR	BRAZIL	GC	EAST GERMANY*
VI	BRITISH VIRGIN ISLANDS	TT	EAST TIMOR
IO	BRITISH INDIAN OCEAN TERRITORY	EC	ECUADOR
BX	BRUNEI	EG	EGYPT
BU	BULGARIA	ES	EL SALVADOR
		EK	EQUATORIAL GUINEA

\* Codes no longer in use.



**University System of Georgia**  
**Student Data Element Dictionary**  
**APPENDIX B: List of Countries by Name (continued)**

Code	Country Name	Code	Country Name
ER	ERITREA	JA	JAPAN
EN	ESTONIA	DQ	JARVIS ISLAND
ET	ETHIOPIA	JE	JERSEY
EU	EUROPA ISLAND	JQ	JOHNSTON ATOLL
FK	FALKLAND ISLANDS (ISLAS MALVINAS)	JO	JORDAN
FO	FAROE ISLANDS	JU	JUAN DE NOVA ISLAND
FJ	FIJI	KZ	KAZAKHSTAN
FI	FINLAND	KE	KENYA
FR	FRANCE	KQ	KINGMAN REEF
FP	FRENCH POLYNESIA	KR	KIRIBATI
FS	FRENCH SOUTHERN AND ANTARCTIC LANDS	KN	KOREA, DEMOCRATIC PEOPLE'S REPUBLIC OF
FG	FRENCH GUIANA	KS	KOREA, REPUBLIC OF
GB	GABON	KU	KUWAIT
GA	GAMBIA, THE	KG	KYRGYZSTAN
GZ	GAZA STRIP*	LA	LAOS
GG	GEORGIA	LG	LATVIA
GM	GERMANY	LE	LEBANON
GH	GHANA	LT	LESOTHO
GI	GIBRALTAR	LI	LIBERIA
GO	GLORIOSO ISLANDS	LY	LIBYA
GR	GREECE	LS	LIECHTENSTEIN
GL	GREENLAND	LH	LITHUANIA
GJ	GRENADA	LU	LUXEMBOURG
GP	GUADELOUPE	MC	MACAU
GT	GUATEMALA	MK	MACEDONIA
GK	GUERNSEY	MA	MADAGASCAR
PU	GUINEA-BISSAU	MI	MALAWI
GV	GUINEA	MY	MALAYSIA
GY	GUYANA	MV	MALDIVES
HA	HAITI	ML	MALI
HM	HEARD ISLAND AND MCDONALD ISLANDS	MT	MALTA
HO	HONDURAS	MB	MARTINIQUE
HK	HONG KONG	MR	MAURITANIA
HQ	HOWLAND ISLAND	MP	MAURITIUS
HU	HUNGARY	MF	MAYOTTE
IC	ICELAND	MX	MEXICO
IN	INDIA	MQ	MIDWAY ISLANDS
ID	INDONESIA	MD	MOLDOVA
IR	IRAN	MN	MONACO
IZ	IRAQ	MG	MONGOLIA
IY	IRAQ-SAUDI ARABIA NEUTRAL ZONE*	MW	MONTENEGRO
EI	IRELAND	MH	MONTSERRAT
IM	ISLE OF MAN	MO	MOROCCO
IS	ISRAEL	MZ	MOZAMBIQUE
IT	ITALY	WA	NAMIBIA
IV	IVORY COAST*	NR	NAURU
JM	JAMAICA	BQ	NAVASSA ISLAND
JN	JAN MAYEN	NP	NEPAL
		NT	NETHERLANDS ANTILLES
		NL	NETHERLANDS

\* Codes no longer in use.

**University System of Georgia**  
**Student Data Element Dictionary**  
**APPENDIX B: List of Countries by Name (continued)**

Code	Country Name	Code	Country Name
NZ	NEW ZEALAND	SB	ST. PIERRE AND MIQUELON
NC	NEW CALEDONIA	ST	ST. LUCIA
NU	NICARAGUA	SH	ST. HELENA
NG	NIGER	SC	ST. KITTS AND NEVIS
NI	NIGERIA	SU	SUDAN
NE	NIUE	NS	SURINAME
NF	NORFOLK ISLAND	SV	SVALBARD
NO	NORWAY	WZ	SWAZILAND
MU	OMAN	SW	SWEDEN
PK	PAKISTAN	SZ	SWITZERLAND
LQ	PALMYRA ATOLL	SY	SYRIA
PM	PANAMA	TW	TAIWAN
PP	PAPUA NEW GUINEA	TI	TAJIKISTAN
PF	PARACEL ISLANDS	TZ	TANZANIA
PA	PARAGUAY	TH	THAILAND
PE	PERU	TO	TOGO
CH	PEOPLES REPUBLIC OF CHINA*	TL	TOKELAU
RP	PHILIPPINES	TN	TONGA
PC	PITCAIRN ISLANDS	TD	TRINIDAD AND TOBAGO
PL	POLAND	TE	TROMELIN ISLAND
PO	PORTUGAL	PS	TRUST TERRITORY OF THE PACIFIC ISLANDS*
QA	QATAR	TS	TUNISIA
RE	REUNION	TU	TURKEY
RO	ROMANIA	TX	TURKMENISTAN
RS	RUSSIA	TK	TURKS AND CAICOS ISLANDS
RW	RWANDA	TV	TUVALU
SM	SAN MARINO	UG	UGANDA
TP	SAO TOME AND PRINCIPE	UP	UKRAINE
SA	SAUDI ARABIA	UR	UNION OF SOVIET SOCIALIST REPUBLIC*
SG	SENEGAL	US	UNITED STATES
SR	SERBIA	UK	UNITED KINGDOM
SE	SEYCHELLES	TC	UNITED ARAB EMIRATES
SL	SIERRA LEONE	UY	URUGUAY
SN	SINGAPORE	UZ	UZBEKISTAN
LO	SLOVAKIA	NH	VANUATU
SI	SLOVENIA	VT	VATICAN CITY (HOLY SEE)
BP	SOLOMON ISLANDS	VE	VENEZUELA
SO	SOMALIA	VM	VIETNAM
SX	SOUTH GEORGIA AND THE SOUTH SANDWICH ISLANDS	WQ	WAKE ISLAND
SF	SOUTH AFRICA	WF	WALLIS AND FUTUNA
SP	SPAIN	WE	WEST BANK*
PG	SPRATLY ISLANDS	GE	WEST GERMANY (FEDERAL REPUBLIC)*
CE	SRI LANKA		
VC	ST. VINCENT AND THE GRENADINES		

\* Codes no longer in use.

**University System of Georgia**  
**Student Data Element Dictionary**  
**APPENDIX B: List of Countries by Name (continued)**

<b>Code</b>	<b>Country Name</b>
WI	WESTERN SAHARA
WS	WESTERN SAMOA
YS	YEMEN (ADEN)*
YE	YEMEN (SANAA)*
YM	YEMEN
YO	YUGOSLAVIA*
CG	ZAIRE*
ZA	ZAMBIA
ZI	ZIMBABWE

\* Codes no longer in use.



**University System of Georgia  
Student Data Element Dictionary**

**APPENDIX D:  
Georgia County Codes**

**Use With Data Element:** S109 (Student Data Element Dictionary)

**DATE ISSUED:** 7-81

**DATE OF LAST UPDATE:** 1-01

<b>Code</b>	<b>County</b>	<b>Code</b>	<b>County</b>	<b>Code</b>	<b>County</b>
001	Appling	039	Crawford	077	Irwin
002	Atkinson	040	Crisp	078	Jackson
003	Bacon	041	Dade	079	Jasper
004	Baker	042	Dawson	080	Jeff Davis
005	Baldwin	043	Decatur	081	Jefferson
006	Banks	044	DeKalb	082	Jenkins
007	Barrow	045	Dodge	083	Johnson
008	Bartow	046	Dooley	084	Jones
009	Ben Hill	047	Dougherty	085	Lamar
010	Berrien	048	Douglas	086	Lanier
011	Bibb	049	Early	087	Laurens
012	Bleckley	050	Echols	088	Lee
013	Brantley	051	Effingham	089	Liberty
014	Brooks	052	Elbert	090	Lincoln
015	Bryan	053	Emanuel	091	Long
016	Bulloch	054	Evans	092	Lowndes
017	Burke	055	Fannin	093	Lumpkin
018	Butts	056	Fayette	094	Macon
019	Calhoun	057	Floyd	095	Madison
020	Camden	058	Forsyth	096	Marion
021	Candler	059	Franklin	097	McDuffie
022	Carroll	060	Fulton	098	McIntosh
023	Catoosa	061	Gilmer	099	Meriwether
024	Charlton	062	Glascok	100	Miller
025	Chatham	063	Glynn	101	Mitchell
026	Chattahoochee	064	Gordon	102	Monroe
027	Chattooga	065	Grady	103	Montgomery
028	Cherokee	066	Greene	104	Morgan
029	Clarke	067	Gwinnett	105	Murray
030	Clay	068	Habersham	106	Muscogee
031	Clayton	069	Hall	107	Newton
032	Clinch	070	Hancock	108	Oconee
033	Cobb	071	Haralson	109	Oglethorpe
034	Coffee	072	Harris	110	Paulding
035	Colquitt	073	Hart	111	Peach
036	Columbia	074	Heard	112	Pickens
037	Cook	075	Henry	113	Pierce
038	Coweta	076	Houston	114	Pike

**University System of Georgia**  
**Student Data Element Dictionary**  
**APPENDIX D (continued)**  
**Georgia County Codes**

**Use With Data Element (s): S109 (Student Data Element Dictionary)**

**DATE ISSUED: 7-81**

**DATE OF LAST UPDATE: 1- 01**

<b>Code</b>	<b>County</b>	<b>Code</b>	<b>County</b>	<b>Code</b>	<b>County</b>
115	Polk	130	Talbot	145	Upson
116	Pulaski	131	Taliaferro	146	Walker
117	Putnam	132	Tattnall	147	Walton
118	Quitman	133	Taylor	148	Ware
119	Rabun	134	Telfair	149	Warren
120	Randolph	135	Terrell	150	Washington
121	Richmond	136	Thomas	151	Wayne
122	Rockdale	137	Tift	152	Webster
123	Schley	138	Toombs	153	Wheeler
124	Screven	139	Towns	154	White
125	Seminole	140	Treutlen	155	Whitfield
126	Spalding	141	Troup	156	Wilcox
127	Stephens	142	Turner	157	Wilkes
128	Stewart	143	Twiggs	158	Wilkinson
129	Sumter	144	Union	159	Worth
			999		Out of State

# University System of Georgia Student Data Element Dictionary

## APPENDIX E Institution Codes

**Use With Data Element (s):** Student Data Element Dictionary

Norms Code	Institution Code	Institution Name	FICE Code	Accounting Institution Code
01	GIT	Georgia Institute of Technology	001569	030
02	SPSU	Southern Polytechnic State University	001570	500
03	GSU	Georgia State University	001574	090
04	MCG	Medical College of Georgia	001579	120
05	UGA	University of Georgia	001598	180
06	ALSU	Albany State University	001544	210
07	AASU	Armstrong Atlantic State University	001546	240
08	AUSU	Augusta State University	001552	270
09	CSU	Columbus State University	001561	300
10	FVSU	Fort Valley State University	001566	330
11	GCSU	Georgia College & State University	001602	360
12	GSOU	Georgia Southern University	001572	390
13	GSSU	Georgia Southwestern State University	001573	420
14	NGCSU	North Georgia College & State University	001585	450
15	SSU	Savannah State University	001590	480
16	VSU	Valdosta State University	001599	510
17	UWG	State University of West Georgia	001601	540
18	ABAC	Abraham Baldwin Agricultural College	001541	620
19	DC	Darton College	001543	710
20	CGCC	Coastal Georgia Community College	001558	700
21	CCSU	Clayton College & State University	008976	280
22	DSC	Dalton State College	003956	570
23	FC	Floyd College	009507	730
24	GVC	Gainesville College	001567	750
25	KSU	Kennesaw State University	001577	430
26	MSC	Macon State College	007728	610
27	MGC	Middle Georgia College	001581	840
28	SGC	South Georgia College	001592	870
29	GOC	Gordon College	001575	810
30	EGC	East Georgia College	010997	720
31	BC	Bainbridge College	011074	690
32	AMC	Atlanta Metropolitan College	012165	630
33	WC	Waycross College	020550	890
34	GPC	Georgia Perimeter College	001562	760
88		Non-System Georgia Institution		
99		Out-of-State Institution		

# University System of Georgia Student Data Element Dictionary

## APPENDIX E

### Technical College Codes

**Use With Data Element (s):** Student Data Element Dictionary

FICE Code	Technical College Name	FICE Code	Technical College Name
005601	Albany Technical College	025086	Middle Georgia Technical College
030321	Altamaha Technical College	005255	Moultrie Technical College
004023	Appalachian Technical College	005619	North Georgia Technical College
005600	Athens Technical College	030290	North Metro Technical College
008543	Atlanta Technical College	005257	Northwestern Technical College
005599	Augusta Technical College	030300	Ogeechee Technical College
005763	Central Georgia Technical College	666096	Okefenokee Technical College
005620	Chattahoochee Technical College	031555	Sandersville Technical College
005624	Columbus Technical College	005618	Savannah Technical College
004024	Coosa Valley Technical College	005617	South Georgia Technical College
005622	DeKalb Technical College	030665	Southeastern Technical College
009183	East Central Technical College	005615	Southwest Georgia Technical College
005613	Flint River Technical College	005616	Swainsboro Technical College
005621	Griffin Technical College	005256	Valdosta Technical College
022884	Gwinnett Technical College	010487	West Central Technical College
022795	Heart of Georgia Technical College	005614	West Georgia Technical College
005254	Lanier Technical College		

**DATE ISSUED:** 2-95

Beginning Fall 2000, the word "Institute" was changed to "College" for some institutions. Some institutions had a complete name change, and Sandersville Technical Institute was added. Before Fall 2001 institution codes were used.

**DATE OF LAST UPDATE:** 10-00, 01-01



## *SIRS SDED*

### *Printing History*

*Original Edition: January 31, 2001*

*Third printing: March 9, 2001*

*Fourth printing: April 9, 2001*

*Fifth printing: October 10, 2001*

*Sixth printing: March 11, 2002*

*Seventh printing: May 14, 2002*

*Eight printing, January 31, 2004*