



# Spring Mid-Term 20264 Academic Data Collection

## Academic Release 1.23 | Release Review



# Spring Mid-Term 20264 Collection Dates

## Preliminary Headcount

- **January 26, 2026** – Collection opens for Preliminary Headcount I
- **February 02, 2026** – Deadline for an Initial Extraction
- **February 04, 2025** – Required Extraction for Preliminary Headcount  
All institutions must run ZADMETL and **extract on February 4 before 5:00 PM**. The collection closes for persistence of PH data at 5:00 PM

# Spring Mid-Term 20264 Collection Dates Cont.

## Key Mid-Term Dates

- **February 10, 2026** – Collection Re-Opens
- **February 23, 2026** – Spring MT ADC Census Date
- **March 03, 2026** – Extraction and Certification Form Due Date  
Certification Forms must be submitted by close of business (5:00 PM) on March 03



# Items Included in the Spring Mid-Term Release

- Academic Release 1.23 **(Updated)**
  - Campus ETL
- Data Collections ETL 1.3
  - Data Collection Extraction process (ZADMETL)



# Changes Included in the Spring Mid-Term Collection

- **Instructional Delivery Code (SEC025):** updated valid values and validation rules
- **Course Section Technology (SEC024):** no longer collected, and all associated valid values and validation rules have been inactivated.

# Academic Data Collection Updates

- Updates to Instructional Delivery Code (SEC025) valid values
  - Discontinued valid values
    - T – Technology Enhanced
    - E – Entirely at a Distance
  - New descriptions for valid values
    - F – Fully at a distance
    - P – Predominantly at a distance
    - H – At most HALF at a distance
  - Inactivation of Validation Rule VSEC037
- Discontinue the collection of Course Section Technology (SEC024) and the inactivation of related validation

# Instructional Delivery Code

Instructional Delivery Code		SEC025																					
Category	Academic / Course / Course Section / SEC025																						
Description	Element used to identify the degree to which the instructional content of a course is delivered through distance education technology. The value should be a valid value or null.																						
Data Type	A																						
Length	2																						
Format	X																						
Collection Period	<table border="1"><thead><tr><th colspan="2">Current</th><th colspan="5">Following</th></tr><tr><th>Mid-term</th><th>End of Term</th><th>Mid-term</th><th>End of Term</th><th>Annual</th><th>Monthly</th><th>Other</th></tr></thead><tbody><tr><td>Y</td><td>Y</td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>		Current		Following					Mid-term	End of Term	Mid-term	End of Term	Annual	Monthly	Other	Y	Y					
Current		Following																					
Mid-term	End of Term	Mid-term	End of Term	Annual	Monthly	Other																	
Y	Y																						
Business Practices	<p>Institutions will be required to categorize course section offerings to identify the degree to which the instructional content is delivered through the use of technology.</p> <p>A null value will equate to Technology Enhanced In Person courses.</p>																						
Validation Rules	<p>Status: Active</p> <table border="1"><thead><tr><th>Severity</th><th>Code</th><th>Description</th></tr></thead><tbody><tr><td>Error</td><td>VSEC036</td><td>Instructional Delivery Code must be a valid value or NULL.</td></tr></tbody></table> <p>Status: Inactive</p> <table border="1"><thead><tr><th>Severity</th><th>Code</th><th>Description</th></tr></thead><tbody><tr><td>Error</td><td>VSEC037</td><td>Instructional Delivery Code is required if Course Section Technology is not NULL</td></tr></tbody></table>		Severity	Code	Description	Error	VSEC036	Instructional Delivery Code must be a valid value or NULL.	Severity	Code	Description	Error	VSEC037	Instructional Delivery Code is required if Course Section Technology is not NULL									
Severity	Code	Description																					
Error	VSEC036	Instructional Delivery Code must be a valid value or NULL.																					
Severity	Code	Description																					
Error	VSEC037	Instructional Delivery Code is required if Course Section Technology is not NULL																					
Valid Values	<table border="1"><thead><tr><th>Code</th><th>Description</th></tr></thead><tbody><tr><td>F</td><td>Fully at a distance - All instruction is delivered via technology. The course does not require students to travel to a classroom for instruction; however, it might require students to travel to a site to attend a course orientation or to take exams. (NOTE: This is generally equivalent to delivering more than 95 percent of sessions via technology.)</td></tr><tr><td>H</td><td>At most HALF at a distance - Technology is used to deliver 50 percent or less of scheduled class sessions, but at least one class session is replaced by technology.</td></tr><tr><td>P</td><td>Predominately at a distance - Technology is used to deliver 51 percent or more of scheduled class sessions, but at least one visit to a classroom (or similar site) for instruction is required.</td></tr></tbody></table>		Code	Description	F	Fully at a distance - All instruction is delivered via technology. The course does not require students to travel to a classroom for instruction; however, it might require students to travel to a site to attend a course orientation or to take exams. (NOTE: This is generally equivalent to delivering more than 95 percent of sessions via technology.)	H	At most HALF at a distance - Technology is used to deliver 50 percent or less of scheduled class sessions, but at least one class session is replaced by technology.	P	Predominately at a distance - Technology is used to deliver 51 percent or more of scheduled class sessions, but at least one visit to a classroom (or similar site) for instruction is required.													
Code	Description																						
F	Fully at a distance - All instruction is delivered via technology. The course does not require students to travel to a classroom for instruction; however, it might require students to travel to a site to attend a course orientation or to take exams. (NOTE: This is generally equivalent to delivering more than 95 percent of sessions via technology.)																						
H	At most HALF at a distance - Technology is used to deliver 50 percent or less of scheduled class sessions, but at least one class session is replaced by technology.																						
P	Predominately at a distance - Technology is used to deliver 51 percent or more of scheduled class sessions, but at least one visit to a classroom (or similar site) for instruction is required.																						
Data Source	<table border="1"><tbody><tr><td>Provider</td><td>Banner</td></tr><tr><td>Table</td><td>SSBSECT</td></tr><tr><td>Column</td><td>SSBSECT_INSM_CODE</td></tr><tr><td>GUI Name</td><td>SSASECT</td></tr><tr><td>GUI Label</td><td>Course Section Information tab &gt; Instructional Method</td></tr><tr><td>SOAXREF Translation Code</td><td>RGTINSM</td></tr></tbody></table>		Provider	Banner	Table	SSBSECT	Column	SSBSECT_INSM_CODE	GUI Name	SSASECT	GUI Label	Course Section Information tab > Instructional Method	SOAXREF Translation Code	RGTINSM									
Provider	Banner																						
Table	SSBSECT																						
Column	SSBSECT_INSM_CODE																						
GUI Name	SSASECT																						
GUI Label	Course Section Information tab > Instructional Method																						
SOAXREF Translation Code	RGTINSM																						

- Discontinued Valid Values
  - T – Technology Enhanced
  - E – Entirely at a Distance
- Updated Valid Value Descriptions
  - F – Fully at a distance
  - H – At most HALF at a distance
  - P – Predominantly at a distance
- Inactivation of Validation Rule VSEC037



# Instructional Delivery Code (SECo25)

## Updated Descriptions of Valid Values

Code	Description
F	Fully at a distance - All instruction is delivered via technology. The course does not require students to travel to a classroom for instruction; however, it might require students to travel to a site to attend a course orientation or to take exams. (NOTE: This is generally equivalent to delivering more than 95 percent of sessions via technology.)
H	At most HALF at a distance - Technology is used to deliver 50 percent or less of scheduled class sessions, but at least one class session is replaced by technology.
P	Predominately at a distance – Technology is used to deliver 51 percent or more of scheduled class sessions, but at least one visit to a classroom (or similar site) for instruction is required.

**NOTE:** Values used for Instructional Delivery Code that are not F, P, or H will automatically be collected and reported as NULL without translation. NULL or blank values will be reported as Technology-Enhanced In-Person courses.

# Data Collection: Instructional Delivery Code

- Entered in Banner on GTVINSM and on SOAXREF-RGTINSM (if needed) by translating the Instructional Method Banner value to a valid Regents code.
- Collected from Banner based on the Instructional Method code on the Course Section Information tab of SSASECT
- Stored in the ODS and PDC ADMCRS\_SECTION\_MIMIC tables
- Valid Values listed in the Cognos USG Common Code Reference Report

# EDMA Data Collection Resources & Assistance

Overview of the Data Collection process

Apex Application to perform an extraction

Review Cognos Reports to validate extracted data

Documentation for each specific data collection

## ENTERPRISE DATA MANAGEMENT & ANALYTICS Information Technology Services

- Home
- Data Governance
- Data Collections**
- Overview
- Data Collection Application
- Data Validation Reports
- Documentation
- Academic
- Financial Aid
- Facilities
- Human Resources
- Archive
- FICE/High School Application
- External Sites
- Catalog of Authorized Academic Programs
- Enrollment Monitoring Report
- Data Warehouse
- Business Intelligence
- Data Security
- Resources



**EDMA | Academic Data Collection Webpage**  
[https://www.usg.edu/edma/data\\_collections/documentation/academic\\_documentation](https://www.usg.edu/edma/data_collections/documentation/academic_documentation)

## Academic Data Collection (ADC)

The Academic Data Collection (ADC) collects student information, including course enrollment, graduation, course and schedule information, and other academic data. Institutions submit data at least twice each term, once at midterm and again at the end of term, according to the published [ADC Due Dates Calendar](#).

The **Transfer Course Collection**, introduced in Summer 2021, captures transfer data for recently matriculated students enrolled in ENGL, MATH, and STAT courses at the 1000 or 2000 level. This supports the Momentum Approach efforts, which occurs each July during the Summer ADC.

Banner documentation related to Data Collections is available through the [GeorgiaBEST](#) webpage. Additional reporting resources, including the Data Collection Certification Form, are available on the [Research and Policy Analysis: Academic Data Collection and Reporting](#) webpage.

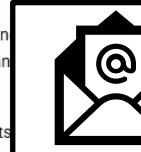
## Academic Year 2025 - 2026

FALL 2025 (20262)

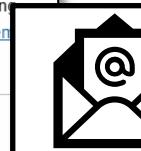
SUMMER 2025 (20261)

### Additional Documentation

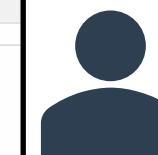
- [Academic Data Collection Process Overview](#)
- [ADC Data Submission & Reporting User Guide](#)
- [ADC Residency Code for Students Experiencing Homelessness](#)
- [CIP Codes 2020 Webinar Slides](#)
- [CIP Codes 2020 Webinar Video](#)
- [CIP Codes 2020 Webinar Skype Meeting Video](#)



**Beta Testing Assistance**  
[DW\\_TEST@usg.edu](mailto:DW_TEST@usg.edu)



**Open Collection Assistance**  
[support@usg.edu](mailto:support@usg.edu)



**ADC Point of Contact (POC) & User Access**  
**USG Service Desk**  
**Phone:** 877-251-2644  
**Email:** [support@usg.edu](mailto:support@usg.edu)  
**Website:** <https://www.usg.service-now.com/usgsp>





# UNIVERSITY SYSTEM OF GEORGIA

---

## Information Technology Services