This document provides functional and technical definitions of commonly used derived variables. These variables are derived from data collected during the Academic Data Collection (ADC). Many of these derived variables are used in the Semester Enrollment Report, Credit Hour Reports, USG by the Numbers and other reports produced by the Research & Policy Analysis Office at USG.

For a full list of data elements collected during ADC see the “ADC Data Element Dictionary with Valid Values” found at https://www.usg.edu/research/reporting_resources.

Contents

Page 2: Age

Page 3-6: Credit Hour Reports (Fund Group, Credit Hours, Level)

Page 6: Degree Seeking, Enrolled, First Generation

Page 7: Full-Time Equivalent

Page 8: Full and Part-Time Enrollment

Page 9-10: IPEDS and SER First time Freshmen

Page 11-12: IPEDS and SER Ethnicity/Race


Page 14: Paying Full Tuition/Tuition Waived, Student Level Classification

Page 15: Traditional and Non-Traditional, New Transfer Student

Page 16: Undergraduate and Graduate Student
**Age**

**Functional Definition**
The age of a student calculated as of a specific date in a given term using Date of Birth. Age can be calculated at Enrollment, Graduation, and Matriculation (age at matriculation is reported in the SER).

**Technical Definition**
- This is a variable that calculates age based on the midpoint of any given term and the student’s date of birth.
- The midpoint of each term is as follows:
  - Summer: July 15th
  - Fall: October 15th
  - Spring: March 1st
- Age is calculated by taking the difference in months between the midpoint of a given term and the date of birth, and dividing by 12. This number is then truncated to have 0 decimal points. The resulting number is the student’s age.

**Example:**
- Student Date of Birth: June 17th, 1981
- Want to calculate age as of Summer 2014 (20151)
  - Take difference in months between June 17th 1981 and July 15th, 2014: $396.935483870968$ months
  - Dividing by 12: $33.0779569892473$
  - Truncating: 33 is student’s age

**Notes on SQL code:**
- The calculation of student’s age is done through a function called `f_actual_age`. This function takes different inputs depending on which age is being calculated. If calculating:
  - Age at enrollment use date of birth, academic year and academic term as inputs (in the SQL code academic year and term are called `fiscal_yr` and `fiscal_qtr`).
  - Age at graduation use date of birth, grad year and grad term as inputs (in the SQL code term is called `qtr`).
  - Age at matriculation use date of birth, matriculation year and matriculation term as inputs (in the SQL code term is called `qtr`).
- Within the `f_actual_age` function, a SQL built-in-function called `months_between` is used. This function calculates the months between the student’s date of birth and the midpoint of the term of interest.
Credit Hours Report Parameters (Fund Group, Hours, Level)

Fund Group

**Functional Definition**
Fund Groups categorize courses by subject area for the Credit Hour Reports. There are six categories, which are listed below (Group 6 has been retired).

Group 1: Law, Letters, Library Science, Psychology, and Social Sciences

Group 2: Area Studies, Business, Communications, Education, Home Economics, Mathematics, Public Affairs, and Interdisciplinary Studies

Group 3: Agriculture, Architecture, Biological Sciences, Computer Science, Engineering, Fine and Applied Arts, Foreign Languages, Health Professions, Physical Sciences and Technologies

Group 4: Remedial/Learning Support Programs

Group 5: Medicine, Dentistry, and Veterinary Medicine

Group 7: Military

**Technical Definition**
This is a variable that categorizes courses into fund group levels. There are 7 fund group levels (6 groups are currently used). Groups are determined by a combination of five variables (section_location_code, section_sponsorship_ind (retired field), course_instruction_level_code, course_cip_code and term_year).¹

Note the groupings below were most recently revised in Summer 2020 to accommodate changes to the federal CIP list maintained by the National Center for Education Statistics. The descriptions below include historical information. Not all CIPs listed below are still valid for 2020; these are shaded in gray.

**Group 1 (Law, Letters, Library Sciences, Psychology, and Social Sciences)**
- Course_Cip_Code (2 digit) is equal to 22, 23, 24, 25, 33, 34, 35, 38, 39, 42, 45
- Course_Cip_Code (2 digit) is equal to 54 and term_year is greater than or equal to 2005

¹ Term_year refers to the academic term without the fifth digit. For instance, the academic_term 20191 (Summer 18), 20192 (Fall 18) and 20194 (Spring 19) corresponds to a term_year of 2019.
Group 2 (Area Studies, Business, Communications, Education, Home Economics, Mathematics, Public Affairs, and Interdisciplinary Studies)

- Course_Cip_Code (2 digit) is equal to 05, 09, 12, 13, 19, 21, 27, 30, 31, 36, 37, 43, 44, 52 (excluding 520407 which is in Group 3)
- Course_Cip_Code (2 digit) is equal to 08 and term_year is less than or equal to 2004
- Course_Cip_Code (2 digit) is equal to 20 and term_year is less than or equal to 2004

Group 3 (Agriculture, Architecture, Biological Sciences, Computer Science, Engineering, Fine and Applied Arts, Foreign Languages, Health Professions, Physical Sciences and Technologies)

- Course_Cip_Code (2 digit) is equal to 01 (see exception below), 03, 04, 10, 11, 14, 15, 16, 26 (see exception below), 40, 41, 46, 47, 48, 49, 50, 51 (see exception below)
  - Course_Cip_Code (4 and 6 digit) 260507, 5104, 5112, 5124 and Instruction_Level_Code equal to 80, and term_year is greater than or equal to 2005 are in Group 5
  - Course_Cip_Code (4 digit) 5105, 5114 and Instruction_Level_Code equal to 80, and term_year is greater than or equal to 2021 are in Group 5
  - Course_Cip_Code (6 digit) is equal to 018001 and Instruction_Level_Code equal to 80, and term_year is greater than or equal to 2021 are in Group 5
  - Course_Cip_Code (4 and 6 digit) 5128, 5129, 510401, 511201, 511307, 512401 and Instruction_Level_Code equal to 80, 81, 82, and term_year is less than or equal to 2004 are in Group 5

- Course_Cip_Code is equal to 520407
- Course_Cip_Code (4 digit) is equal to 3001, 3006, 3008, 3016, 3018, 3024 and term_year is greater than or equal to 2005.
- Course_Cip_Code (4 digit) is equal to 3035, 3038, 3039, 3041, 3043, 3070 and term_year is greater than or equal to 2021.
- Course_Cip_Code (2 digit) is equal to 60, other than 6001, 6003 with Instruction Level Code 80, and term_year is greater than or equal to 2021.
- Course_Cip_Code (2 digit) is equal to 61 and Instruction_Level_Code not equal to 80, and term_year is greater than or equal to 2021.
- Course_Cip_Code (2 digit) is equal to 02 and term_year is less than or equal to 2004
- Course_Cip_Code (6 digit) is 300101, 300601, Course_Cip_Code (4 digit) is 3008 and term_year is less than or equal to 2004.

Group 4 (Remedial/Learning Support Programs)

- Instruction_Level_Code is equal to 10
- Course_Cip_Code is equal to 32
Group 5 (Medicine, Dentistry, and Veterinary Medicine)
- Course_CIP_Code (6 digit) is equal to 260507 and Instruction_Level_Code is 80, and term_year is greater than or equal to 2005

- Course_CIP_Code (4 digit) is equal to 5104, 5112, 5124, 6001, 6002, 6003, 6004, 6005 and Instruction_Level_Code is 80, and term_year is greater than or equal to 2005

- Course_CIP_Code (4 digit) is equal to 5105, 5114 and Instruction_Level_Code is 80, and term_year is greater than or equal to 2021

- Course_CIP_Code (6 digit) is equal to 018001 and Instruction_Level_Code is 80, and term_year is greater than or equal to 2021

- Course_CIP_Code (2 digit) is equal to 61 and Instruction_Level_Code is 80, and term_year is greater than or equal to 2021.

- Course_CIP_Code (4 and 6 digit) is equal to 5128, 5129, 510401, 511201, 511307, 512401 and Instruction_Level_Code is 80, 81, 82, and term_year is less than or equal to 2004

Group 6 (retired field; 2008 and earlier)
- Section_Sponsorship_Ind is equal to S

Group 7 (Military)
- Course_Cip_Code (2 digit) is equal to 28, 29

Notes on SQL Code:
To assign fund groups, RPA has developed a function called Get_Fund_Group, which takes as inputs: section_location_code, section_sponsorship_ind (retired field), course_instruction_level_code, course_cip_code and term_year.

Course Credit Hours Attempted

Functional Definition
A unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire semester/term. It is applied toward the total number of credit hours needed for completing the requirements of a certificate or degree. Any courses that are a part of Fund Groups 1-5 or 7 are included in the calculation of credit hours for the Credit Hour Reports.
**Technical Definition**
The code accounts for courses that are worth variable credit hours using the following logic:

```
(case when c.credit_hrs_ind in ('TO', 'OR') then c.course_attempted_hrs
  else c.course_credit_hrs end)
```

Any course that falls into fund groups 1, 2, 3, 4, 5, and 7 and has Course/Instruction_Level_code (old data warehouse name Course/Instruction_Level_NBR) not equal to NR gets counted.

**Credit Levels**

**Functional Definition**
Credit Levels categorize courses by their “level of difficulty”. All courses are assigned a two-digit code indicating level of instruction. Lower level courses are those with Instruction Level Code of 10, 20, 21, 22. Upper level courses are those with Instruction Level Code of 30, 31, 32. Graduate/Professional courses are post-baccalaureate and have Instruction Level Code>=50.

**Technical Definition**
This code specifies which courses are considered Lower Level, Upper Level, and Grad/Prof.

- **Lower Level**: Fund Group 1, 2, 3, 4, 5, 7 and Course/Instruction_Level_Code equal to 10, 20, 21, 22
- **Upper Level**: Fund Group 1, 2, 3, 4, 5, 7 and Course/Instruction_Level_Code equal to 30, 31, 32
- **Grad/Prof**: Fund Group 1, 2, 3, 4, 5, 7 and Course/Instruction_Level_Code greater than or equal to 50.

**Degree Seeking**

**Functional Definition**
A student that is pursuing one of the following degrees: Certificate, Career Associate’s, Associate’s, Bachelor’s, Master’s, Education Specialist, Doctorate, or Professional. High school students enrolled in postsecondary courses for credit are not considered degree/certificate-seeking.

**Technical Definition**
A degree seeking student is defined as someone with Degree_Level_Code not equal to N, X.
**Enrolled**

**Functional Definition**
A student that is registered for credit hours greater than zero (Enrollment Status Code=HEADCNTY). Auditors are considered to be enrolled students. COOP students are not considered to be enrolled and should be coded with Enrollment Status Code= “CO”.

**Technical Definition**
A student is considered enrolled if Enrollment_Status_Code is equal to HEADCNTY. Auditors are included as enrolled students. COOP students are not included and should be coded as “CO”.

**First Generation**

**Functional Definition**
Students are counted as first generation if both parents have a high school diploma (or equivalent) or less OR one parent has a high school diploma (or equivalent) or less and the education level of the second parent is unknown or missing.

**Technical Definition**
A student is considered First Generation if neither parent or guardian has any college. Information on parents’ education is listed under Student_Attribute_Descr. Acceptable combinations for a First Generation student are:

- P1LH and P2LH, P1LH and P2HS, P1LH and P2Unknown
- P1HS and P2LH, P1HS and P2HS, P1HS and P2Unknown
- P1Unknown and P2LH, P1Unknown and P2HS

If both parents’ educational status is Unknown, a student is defined as “Unknown”.

**Full-Time Equivalency**

**Functional Definition**
Undergraduate FTE: Count each full-time student as 1 (where full-time is defined as 12 or more hours attempted); Count all hours attempted for the remaining undergraduates and divide those hours by 12; Add the two numbers together.

Graduate and Professional FTE: Count each full-time student as 1 (where full-time is defined as 9 or more hours attempted); Count all hours attempted for the remaining Graduate and Professional students and divide those hours by 9; Add the two numbers together.

Total FTE: Add Graduate and Professional FTE to Undergraduate FTE.
Technical Definition
Full Time Equivalency is calculated for Undergraduates and Graduates/Professionals and then added together

- Undergraduate FTE: For students with Student_Level_Code less than 60, count each student with 12 or more hours attempted as 1. For students with less than 12 hours, sum these hours and divide by 12. Add the two numbers together.

- Graduate and Professional FTE: For students with Student_Level_Code equal to 60, 70, 72, 74, 76, 80, 90, count each student with 9 or more hours attempted (variable inst_term_hrs_attempted) as 1. For students with less than 9 hours sum these hours and divide by 9. Add the two numbers together.

- Total FTE: Add together Graduate and Professional FTE to Undergraduate FTE.

Full-time and Part-time Enrollment

Functional Definition
An undergraduate student enrolled in 12 or more credit hours in a given term is a full-time student. An undergraduate student enrolled in less than 12 hours is a part-time student.

A graduate student enrolled in 9 or more credit hours in a given term at the graduate level is a full-time student. A graduate student enrolled in less than 9 hours is a part-time student.
This variable is calculated separately for Undergraduates and Graduates and for a given term.

**Undergraduates:**

- Full-Time: Student _Level_ NBR less than 60 and attempted hours (inst_term_hours_attempted) is greater than or equal to 12.

- Part-Time: Student _Level_ NBR less than 60 and attempted hours (inst_term_hours_attempted) is less than 12.

**Graduates:**

- Full Time: Student _Level_ NBR greater than or equal to 60 and attempted hours (inst_term_hours_attempted) is greater than or equal to 9.

- Part Time: Student _Level_ NBR greater than or equal to 60 and attempted hours (inst_term_hours_attempted) is less than 9.

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**First-Time Freshmen Definitions (IPEDS and SER)**

**Functional Definition**

**FTF IPEDS**

A degree-seeking (*Degree Level Code* not equal to 'N' or 'X') undergraduate student (*Student Level Number* equal to 10, 20, 30, 40) who enrolls in college for the first time in a fall term, or the preceding summer term. To be IPEDS FTF, the student must meet one of the following conditions:

1. Does not have any valid transfer college records
ii. Does have valid transfer college records but graduated from high school in the calendar year preceding the enrollment fiscal year. E.g. Student graduated high school in 2015 and enrolled in Summer 15 or Fall 2015 (which equates to an enrollment fiscal year and term of 20161 or 20162).

iii. Does have valid transfer college records but all records occurred in the years prior to (and including) the high school graduation year. E.g. Student graduated from high school in 2015 and all transfer records occurred in 2015 or prior years.

This definition is set forth by the National Center for Education Statistics, which maintains the Integrated Postsecondary Education Data System (IPEDS).

*Conditions (ii) and (iii) allow for former dual enrollment students to be counted as FTF.*

**FTF SER**

*(aka Beginning Freshman on Page 5 of SER)*

A degree-seeking (*Degree Level Code* not equal to 'N' or 'X') undergraduate student (*Student Level 10, 20, 30, or 40) who enrolls in college for the first time in a summer, fall, or spring term. To be SER FTF, the student must have a matriculation year and term equal to the enrollment fiscal year and term, and meet one of the following conditions:

i. Does not have any valid transfer college records

ii. Does have valid transfer college records but graduated from high school in the calendar year preceding the enrollment fiscal year. E.g. Student graduated high school in 2015 and enrolled in Summer 15 or Fall 2015 (which equates to an enrollment fiscal year and term of 20161 or 20162)

iii. Does have valid transfer college records but all records occurred in the years prior to (and including) the high school graduation year. E.g. Student graduated from high school in 2015 and all transfer records occurred in 2015 or prior years.

*Conditions (ii) and (iii) allow for former dual enrollment students to be counted as FTF.*
**Technical Definition**
For a student to be counted as a first-time freshman (FTF), the student must be a first-time student, an undergraduate, and degree-seeking. These three parameters are defined in the table below. FTF status is calculated using two functions: F_IS_FTF_IPEDS, and F_IS_FTF_SER.

<table>
<thead>
<tr>
<th>Terminology</th>
<th>SER FTF (aka Beginning Freshmen)</th>
<th>IPEDS FTF (used in USG By the Numbers and IPEDS)</th>
</tr>
</thead>
</table>
| **FIRST-TIME STUDENT** The definition of first time depends on the following variables: enrollment fiscal year and semester, matriculation fiscal year and semester, high school graduation year, transfer college, and transfer attendance end date. | A student can be a FTF in a Summer, Fall or Spring term. A student can only be counted as a FTF in one term. A student can be a FTF only if both conditions below are met:  
  - Matriculation fiscal year and term is equal to enrollment fiscal year and term.  
  - The student must meet one of these conditions:  
    - Does not have any valid transfer college records  
    - Does have valid transfer college records, but graduated from high school in the calendar year preceding the enrollment fiscal year. E.g. Student graduated high school in 2015 and enrolled in Summer 15 or Fall 2015 (which equates to an enrollment fiscal year and term of 20161 or 20162). This stipulation allows for former dual enrollment students to be counted as FTF.  
    - Does have transfer college records but all records occurred in the years prior to (and including) the high school graduation year. E.g. Student graduated from high school in 2015 and all transfer records occurred in 2015 or prior years. This stipulation allows for former dual enrollment students to be counted as FTF. | A student can be a FTF only for a fall enrollment report, and if any of the three matriculation conditions below apply:  
  - Matriculated in the fall term; or matriculated in the preceding summer term; and does not have valid transfer college records.  
  - Matriculated in the fall term; or matriculated in the preceding summer term; and has valid transfer college records but graduated from high school in the calendar year preceding the enrollment fiscal year. E.g. Student graduated high school in 2015 and enrolled in Summer 15 or Fall 2015 (which equates to an enrollment fiscal year and term of 20161 or 20162). This stipulation allows for former dual enrollment students to be counted as FTF.  
  - Matriculated in the fall term; or matriculated in the preceding summer term; and has valid transfer college records but all records occurred in the years prior to (and including) the high school graduation year. E.g. Student graduated from high school in 2015 and all transfer records occurred in 2015 or prior years. This stipulation allows for former dual enrollment students to be counted as FTF. |
| **UNDERGRADUATE** The definition depends on student level. | FTF students must be enrolled in the specified term with one of these student level codes: 10, 20, 30, or 40, or historic codes 01, 02, 12, or 81. Note that students who were coded as vocational (05) were counted separately on the SER. | FTF students must be enrolled in fall term with one of these student level codes: 10, 20, 30, or 40, or historic codes 01, 02, 12, or 81. The IPEDS FTF definition also included code 05 (no longer used). |
| **DEGREE-SEEKING** The definition depends on degree level. Degree Level codes of N and X are excluded for both FTF definitions. | Bachelor  
  Degree level code of B or historic code Q allowed  
  Associate  
  Degree level code of A or V  
  Certificate  
  Degree level code of Z, C, or historic code E. | Bachelor  
  Degree level code of B or historic code Q  
  Associate  
  Degree level code of A or V.  
  Certificate  
  Degree level code of Z, C, or historic code E. |
IPEDS Race Ethnicity

Functional Definition
Race/ethnicity: Category used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. A student that identifies as being of Hispanic ethnicity is classified as Hispanic. All students that are not Hispanic are classified as a specific race if they only indicate one race, and as Two or more races/multi-racial if they select more than one race.

American Indian or Alaska Native: A student having origins in any of the original peoples of North and South America (including Central America) and maintaining tribal affiliation or community attachment.

Asian: A student having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American: A student having origins in any of the black racial groups of Africa.

Hispanic or Latino: A student of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.

Native Hawaiian or Other Pacific Islander: A student having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Nonresident alien: A student who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

Race/ethnicity unknown: A category used to classify students whose race/ethnicity is not known and whom institutions are unable to place in one of the specified racial/ethnic categories.

White: A student having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Two or more races: A student having origins from two or more races.

Technical Definition
Designates students into separate race/ethnicity categories. This is constructed using information from the variable Race (a series of indicators) and Ethnicity_Code.

• American Indian or Alaskan Native: If Ethnicity_Code is 0 or 1 and only Native_Ind is Y, then IPEDS Race is equal to I
• Asian: If Ethnicity_Code is 0 or 1 and only Asian_Ind is Y, then IPEDS Race is equal to Z
• White: If Ethnicity_Code is 0 or 1 and only White_Ind is Y, then IPEDS Race is equal to W
• Black or African American: If Ethnicity_Code is 0 or 1 and only Black_Ind is Y, then IPEDS Race is equal to B
• Pacific Islander: If Ethnicity_Code is 0 or 1 and only Pacific_Ind is Y, then IPEDS Race is equal to P
• Race/ethnicity Unknown: If Ethnicity_Code is 0 or 1 and only Unknown_Ind is Y, then IPEDS Race is equal to U
• Hispanic or Latino: If Ethnicity_Code is 2, then IPEDS Race is equal to H
• Two or More Races: If Ethnicity_Code is 0 or 1 and two or more Race indicators equal Y, then IPEDS Race is equal to T
• Nonresident Alien: This is not a race/ethnicity category but rather a citizenship status. In IPEDS reporting, citizenship status overrides race/ethnicity. A nonresident alien is a person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

SER Race/Ethnicity

**Functional Definition**
Please see “IPEDS Race/Ethnicity”. The SER Race/Ethnicity fields do not include Non-resident alien. Unknown is derived from pre-2009 race/ethnicity codes if available.

**Technical Definition**
Please see IPEDS Race/Ethnicity above. All categories are utilized except Nonresident Alien. For students who race/ethnicity is Unknown, the ADC makes use of race/ethnicity codes that were utilized prior to Summer 2009 from Banner form SPBPRS.
**New Student**

**Functional Definition**
A student attending any System institution for the first time. A student is only classified as a New Student in the first term they are enrolled at that institution at a particular student level. An exception to this relates to dual enrolled students (see “FTF” definitions above).

**Technical Definition**
A student is classified as a New Student if matriculation_term is equal to academic_term.

**Out-of-Country**

**Functional Definition**
A student who is not a citizen of the United States and is not an in-state resident (for tuition purposes).

**Technical Definition**
A student is designated as Out-of-Country for tuition purposes if citizenship_status_code is not equal to ‘C’ and residency_code does not equal to ‘I’.

**Out-of-State**

**Functional Definition**
A student who is a citizen of the United States but is not a resident of Georgia (for tuition purposes).

**Technical Definition**
A student is designated as Out-of-State for tuition purposes if citizenship_status_code equals ‘C’ and residency_code does not equal to ‘I’.
Paying Full Tuition/Tuition Waived

Functional/Technical Definition
Paying Full Tuition: A student who does not have a designated Tuition Waiver Fee Classification Code (see table below).

Tuition Waived: A student who does have a designated Tuition Waiver Fee Classification Code (see table below).

Designated Tuition Waiver Fee Classification Codes include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>WACF</td>
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</table>

*Note Tuition Waiver Fee Classification Codes of ISOTH, ISPSO, WICP, WINT, WMWT, WOTH, WPII, WSUP have been discontinued. WDET is a tuition waiver, but not included in SER due to the residency verification process for Dual Enrollment students. Starting with Summer 2020 ISRA is no longer considered a designated tuition waiver fee class code.

Student Level Classification

Functional Definition
A classification indicates a student’s class standing. For degree-seeking undergraduate students, this is determined by the number of hours completed. There are four undergraduate classifications: Freshman (less than 30 hours), Sophomore (30 or greater but less than 60), Junior (60 or greater but less than 90), and Senior (90 or greater). Degree-seeking graduate students can be classified as Master’s, Educational Specialist, Doctoral, Professional, interns or residents. All other students are classified as either dual enrollment, transient, auditor, or a post-baccalaureate degree recipient that is not working toward a degree.

Technical Definition
Students are classified as follows based on the variable student_level_nbr:

- Lower Level: Student_Level_NBR is 10, 11, 20
- Upper Level: Student_Level_NBR is 30, 40
- Grad/Professional: Student_Level_NBR is greater than or equal to 60
- Transient/Other: Student_Level_NBR equal to 50, 51, 52, 53, 56
- Non-Degree (Post-Baccalaureate): Student_Level_NBR is equal to 60
- Masters: Student_Level_NBR is equal to 72
- Education Specialist: Student_Level_NBR is equal to 74
- Doctorate: Student_Level_NBR is equal to 76
- First Professional: Student_Level_NBR is equal to 80
- Resident/Intern: Student_Level_NBR is equal to 90

Traditional and Non-Traditional Student
**Functional Definition**

**Traditional:** A student whose age at matriculation is below 25.

**Non-Traditional:** A student whose age at matriculation is greater than or equal to 25.

**Technical Definition**
These indicators are based on a student’s age at matriculation (see Age at Term Description) and uses the function call f_actual_age. A student is Traditional if his/her age is below 25, and Non-Traditional if his or her age is greater than or equal to 25. See “Age” for additional information.

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**New Transfer**

**Functional Definition**
A degree-seeking undergraduate New Student that has valid transfer college records (may or may not have earned transfer credit) and:

- Did not graduate high school in the calendar year prior to the fiscal year of enrollment, or
- Has at least one transfer college record that occurred in the year(s) after high school graduation year.

**Example:** A student graduated from high school in May 2015. This same student enrolls at Georgia State University for Fall 2015, and then enrolls at Georgia Tech for Spring 2016. This student would be a Georgia Tech transfer student.

**Technical Definition**
A student is a new transfer student if the student meets the following conditions:

- Is a degree seeker (Degree_Level_Code is not N or X)
- Is an undergraduate (Student_Level_NBR is 10, 20, 30, 40)
- Matriculation term equals the current term.
- Has valid transfer college record(s) and
  - Did not graduate high school in the calendar year prior to the fiscal year of enrollment
  - OR
  - Has at least one transfer college record that occurred in the year(s) after high school graduation year.
**Undergraduate and Graduate Student**

**Functional Definition**
An Undergraduate is typically defined as a student that is a Freshman, Sophomore, Junior, or Senior. An alternative definition of Undergraduate could include the above four categories plus Auditors, Transient, Other, Post-Baccalaureate (non-degree seeking or seeking a second baccalaureate degree), and Dual Enrollment students.

A Graduate student is typically defined as a student seeking a Master’s, Education Specialist, Doctorate, Professional degree or a non-degree seeking Post-Baccalaureate who is taking first professional or graduate course(s) but is not working towards a degree.

**Technical Definition**

Undergraduate Student Definition 1: Student_Level_NBR is 10, 20, 30, 40
Undergraduate Student Definition 2: Student_Level_NBR is less than 60.
Graduate Student: Student_Level_NBR is greater than or equal to 60.