A Functional Overview of the Academic Data Collection (ADC)

University System of Georgia

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Agenda

- What, How, & Why
- Collection Timeline
- ADC Basics for a Successful Submission
- ADC Extraction Process
- Data Collected
- New Data Elements & Validations
- Common Validation Errors
- Validation Reports
- Certification Signoff
- Data Finalization

What, How, & Why

- Academic Data Collection or ADC
  - Previously known as the ADM (Academic DataMart)
  - Collection of Banner Data
    - Enrolled Student data (Student Enrollment/Headcounts, demographics, test scores, and misc. student data)
    - Graduation data (Majors and Degrees Awarded, Cumulative Hours & GPAs, demographics, address, and email information)
    - Course & Schedule data (Course Curriculum & Student Course Enrollment)
  - How does USG get your data?
    - Banner Process – ZADMETL
    - Extraction via APEX

https://www.usg.edu/data_services/assets/data_services/documents/ADCOverview_doc_March2023.pdf

What, How, & Why

- Mandatory Reporting
- Budget Planning & Allocations
- State Initiatives
- Transparency & Accountability
- Utilized in USG Reports such as Semester Enrollment Report, Credit Hour Reports (for Formula Funding) and Degrees Conferred reports
  - Also provides the foundation for institutional IPEDS reporting

https://www.usg.edu/data_services/assets/data_services/documents/ADCOverview_doc_March2023.pdf

Collection Timeline

Announcement & Key Dates

Academic Data Collection
Summer Mid-Term (MT) 20241 Open

The Academic Data Collection is open for Summer Mid-Term (MT) 20241.

Key Dates for the Summer Mid-Term (MT) 20241 Collection:

- **June 13, 2023:** Collection Opens
- **June 20, 2023:** Successful extraction required
- **July 7, 2023:** Summer MT Census I Date
- **July 14, 2023:** Summer MT Certification and Due Date

As always, please remember that all institutions must re-extract on or after the Census date even if they are error-free.

NOTE: Implementation of Academic Release 1.15 is mandatory.

Collection Timeline

Key Dates

- Earliest Start Date – Earliest the collection will open each term.
- Preliminary Headcount – Not Listed, See Email Communication
- Successful Extraction Required – Not Listed, See Email Communication
- Census Date – Submission begin date, and credit hour cutoff date
- Due Date – Successful extraction with no errors or with error relief & Certification Signoff Due

Summer Term	
Earliest Starting Date	May 8
Mid-Term ADC Census I Date	July 8
Mid-Term ADC I Due Date	July 15 (1 week after census)
End of Term ADC II Census Date	August 6
End of Term ADC II Due Date	August 13 (1 week after census)
Fall Semester	
Earliest Starting Date	August 16
Mid-Term ADC Census I Date	October 7
Mid-Term ADC I Due Date	October 14 (1 week after census)
End of Term ADC II Census Date	December 20
End of Term ADC II Due Date	January 7
Spring Semester	
Earliest Starting Date	January 3
Mid-Term ADC Census I Date	February 22
Mid-Term ADC I Due Date	March 3
End of Term ADC II Census Date	May 12
End of Term ADC II Due Date	May 21

https://www.usg.edu/research/reporting_resources/adc_due_dates

ADC Basics for a Successful Submission

- Maintenance access to ZADMETL process in Banner

- Access to the Data Collection Application (APEX) and Cognos
  - Active Directory (AD) Accounts
  - Requires Institution POC approval
  - Accounts are disabled after 6 months of no activity
  - Contact helpdesk@usg.edu
  - POC listserv – Are you on the list?

- Test new releases in Pre-Production/Test
  - Users must download, install and be logged into the ITS GlobalProtect VPN to access test URL's
  - Requires DUO authentication

- Extract early to identify technical issues

https://www.usg.edu/data_services/assets/data_services/documents/ADC_User_Guide_2023.pdf

Data Collected

Current Term Students

- Sum of SFTSTCR_CREDIT_HR > 0
  - Courses with RSTS Code translated on SORXREF with label RGTRSTS
  - Terms translated on SORXREF with label RGTTERM to an EDI value of current collection term
- SGVCCUR_ORDER = 1 (current and active curriculum record)
- SOVCFOS_ORDER = 1 (current and active field of study record)
- SOVCFOS_LFST_CODE = MAJOR
- SFBETRM_ESTS_CODE translated on SORXREF with label RGTESTS to an EDI value of HEADCNTY or CO
- SFBETRM_TERM_CODE translated on SORXREF with label RGTTERM to the EDI value of current collection term
- SGBSTDN_TERM_CODE_EFF is the max record <= SFBETRM_TERM_CODE
- SGBSTDN_LEVEL_CODE translated on SORXREF with label of RGTSLVL

Data Collected

Previous Term Students

- Sum of Credit hours from SFTSTCR > 0
  - Courses with RSTS Code translated on SORXREF with label RGTRSTS
  - Terms translated on SORXREF with label RGTTERM to an EDI value of the previous collection term
- SGVCCUR_ORDER = 1 (current and active curriculum record)
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- SFBETRM_TERM_CODE translated on SORXREF with label RGTTERM to an EDI value of the previous collection term
- SGBSTDN_TERM_CODE_EFF is the max record <= SFBETRM_TERM_CODE
- SGBSTDN_LEVEL_CODE translated on SORXREF with label of RGTSLVL

Data Collected

Degree Awarded Students

- SHVCCUR_TERM_CODE_GRAD translated on SORXREF with label RGTTERM to EDI value of previous collection term
- STVDEGS_AWARD_STATUS_IND = ‘A’ based on SHVCCUR_DEGS_CODE
- SHVCCUR_ORDER = 1 (current and active curriculum record)
- SHVCCUR_TERM_CODE_GRAD in previous collection term
- SHVCCUR_LEVL_CODE translated on SORXREF with label RGTSLVL

Data Collected

Course/Section Data

All data related to Course Curriculum and Student Course Enrollment.

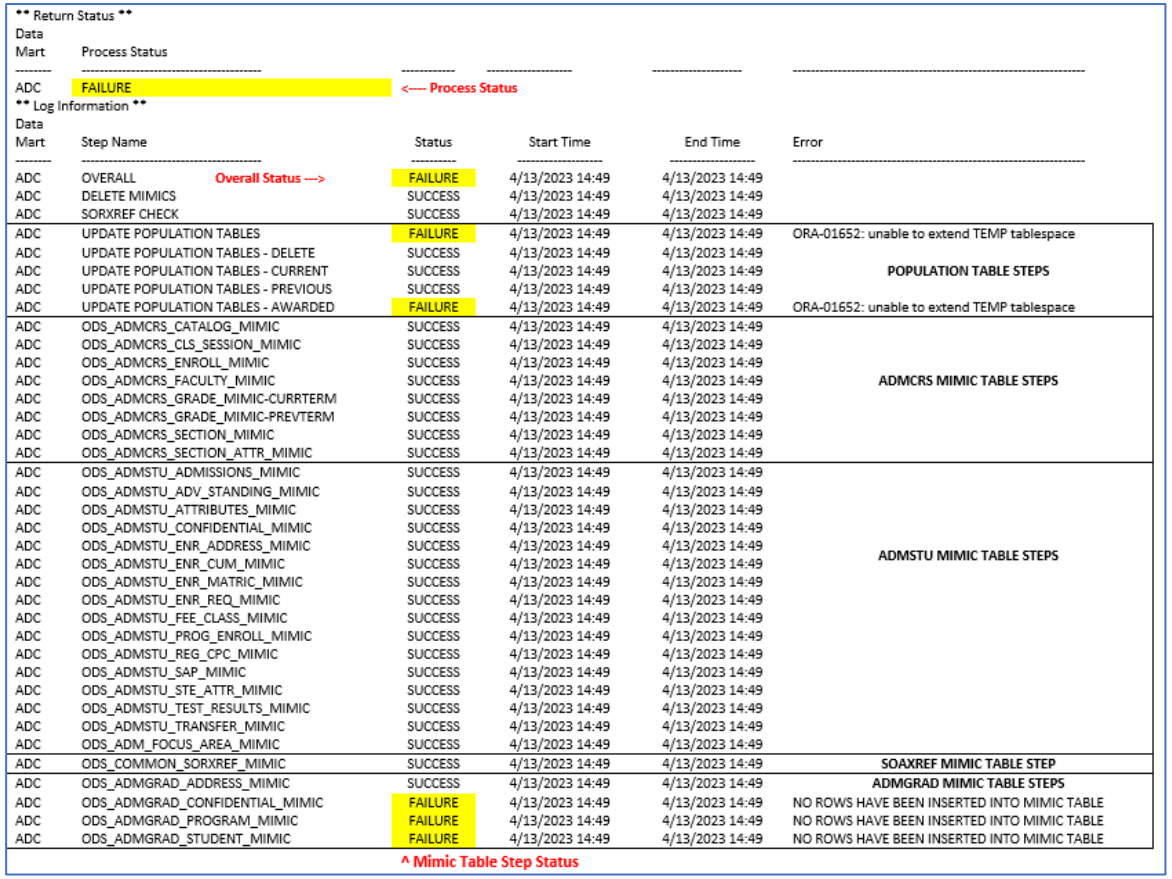
• Course Curriculum is a complete list of the course curricula at an institution, such as a course catalog. Course Curriculum data provides a complete offering of courses, including Course, Course Section and Class Session Levels for a specific term.

• Student Course Enrollment data provides information related to the courses in which a student is enrolled for the current term.

- SCACRSE – Active Status required to be picked up for Course Catalog
- SSASECT – Active Status required to be picked up for Course Section

ADC Process
ZADMETL

- Confirm installation of the current Academic Release
- Run ZADMETL and review .lis and .log files for errors
- The highlighted items were new for Summer 2023 (20241)



** Return Status **

Data Mart	Process Status	
ADC	FAILURE	<---- Process Status

** Log Information **

Data Mart	Step Name		Status	Start Time	End Time	Error
ADC	OVERALL	Overall Status --->	FAILURE	4/13/2023 14:49	4/13/2023 14:49	
ADC	DELETE MIMICS		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	SORXREF CHECK		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	UPDATE POPULATION TABLES		FAILURE	4/13/2023 14:49	4/13/2023 14:49	ORA-01652: unable to extend TEMP tablespace
ADC	UPDATE POPULATION TABLES - DELETE		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	UPDATE POPULATION TABLES - CURRENT		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	POPULATION TABLE STEPS
ADC	UPDATE POPULATION TABLES - PREVIOUS		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	UPDATE POPULATION TABLES - AWARDED		FAILURE	4/13/2023 14:49	4/13/2023 14:49	ORA-01652: unable to extend TEMP tablespace
ADC	ODS_ADMCRS_CATALOG_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMCRS_CLS_SESSION_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMCRS_ENROLL_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMCRS_FACULTY_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	ADMCRS MIMIC TABLE STEPS
ADC	ODS_ADMCRS_GRADE_MIMIC-CURRTERM		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMCRS_GRADE_MIMIC-PREVTERM		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMCRS_SECTION_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMCRS_SECTION_ATTR_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_ADMISSIONS_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_ADV_STANDING_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_ATTRIBUTES_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_CONFIDENTIAL_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_ENR_ADDRESS_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	ADMSTU MIMIC TABLE STEPS
ADC	ODS_ADMSTU_ENR_CUM_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_ENR_MATRIC_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_ENR_REQ_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_FEE_CLASS_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_PROG_ENROLL_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_REG_CPC_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_SAP_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_STE_ATTR_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_TEST_RESULTS_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADMSTU_TRANSFER_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_ADM_FOCUS_AREA_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	
ADC	ODS_COMMON_SORXREF_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	SOAXREF MIMIC TABLE STEP
ADC	ODS_ADMGRAD_ADDRESS_MIMIC		SUCCESS	4/13/2023 14:49	4/13/2023 14:49	ADMGRAD MIMIC TABLE STEPS
ADC	ODS_ADMGRAD_CONFIDENTIAL_MIMIC		FAILURE	4/13/2023 14:49	4/13/2023 14:49	NO ROWS HAVE BEEN INSERTED INTO MIMIC TABLE
ADC	ODS_ADMGRAD_PROGRAM_MIMIC		FAILURE	4/13/2023 14:49	4/13/2023 14:49	NO ROWS HAVE BEEN INSERTED INTO MIMIC TABLE
ADC	ODS_ADMGRAD_STUDENT_MIMIC		FAILURE	4/13/2023 14:49	4/13/2023 14:49	NO ROWS HAVE BEEN INSERTED INTO MIMIC TABLE

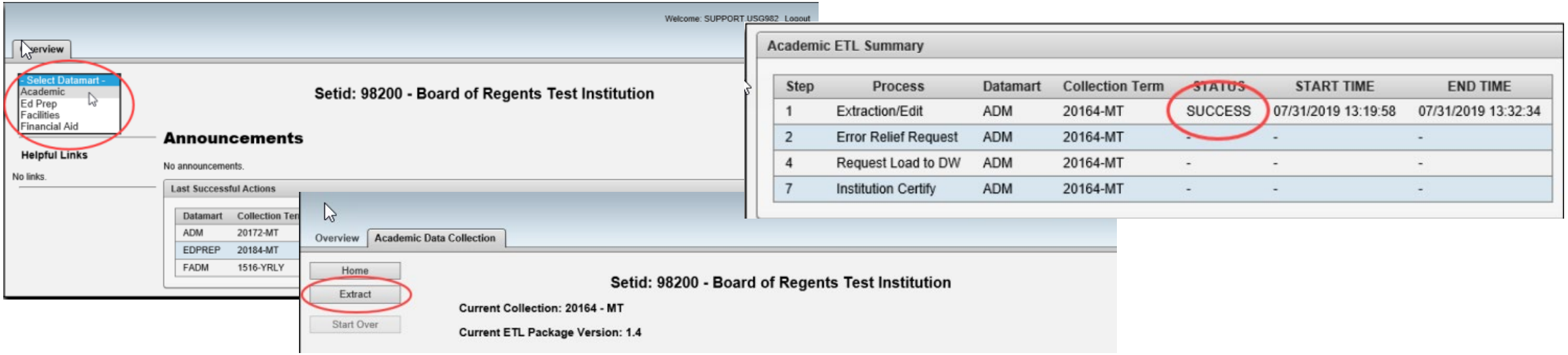
^ Mimic Table Step Status

https://www.usg.edu/georgia_best/user_docs/Data_Collections_ETL_13.pdf

ADC Process

APEX Extraction

- Extract from the Data Collection Application (APEX)
  - Production URL – https://apps.ds.usg.edu/ords/f?p=38576



https://www.usg.edu/data_services/assets/data_services/documents/ADC_User_Guide_2023.pdf

ADC Process

COGNOS Submission Summary & Validation

- Review the Submission Summary
  - Production URL – https://www.usg.edu/data_services/

Home

Data Collection Application

Data Validation Reports

Data Collections Documentation +

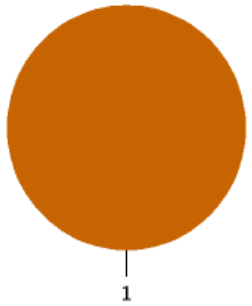
Data & Reporting Se

Information Technology Services, in partners
student, curriculum, degree, financial aid, em
reporting. These data collections originate fr
reporting. Each mart has its own collection a

Access to each data mart and reporting tools
(Academic, Financial Aid, Facilities and Huma

University System of Georgia

Academic Data Submission Status



		Institution Count
1	1 - Using incorrect release version	
2	2 - ETL not attempted	1
3	3 - ETL unsuccessful	
4	4 - ETL successful, but with errors	
5	5 - ETL successful (error relief pending)	
6	6 - ETL complete and data submission successful	

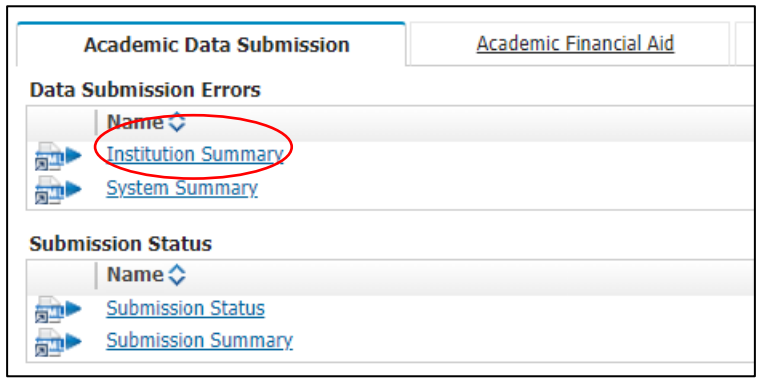
Sector	Institution	Status	Submission Term	Last ETL	ETL Attempted	ETL Status	Errors to be Corrected by Institution(s)	Total Error Relief Requests	Approved Error Relief Requests	Not Approv Error Reli Request
Research Universities	Test Banner 11G University	2	20192 - MT		N					

interactUSG

ADC Process

COGNOS Submission Summary & Validation

- Review and Clear Validation Errors



Category	Record Type	Error Count	View and Download (Opens in new window)
Graduation	Cumulative *(ods_admgrad_student_mimic)*	535	View / Download
	Program Awarded *(ods_admgrad_program_mimic)*	21	View / Download
Student	Address *(ods_admstu_enr_address_mimic)*	2	View / Download
	Advanced Standing *(ods_admstu_adv_standing_mimic)*	9	View / Download
	Confidential *(ods_admstu_confidential_mimic)*	1	View / Download
	CPE and Learning Support Req *(ods_admstu_enr_req_mimic)*	3,787	View / Download
	Cumulative *(ods_admstu_enr_cum_mimic)*	17	View / Download
	Matriculation *(ods_admstu_enr_matric_mimic)*	3	View / Download
	Program Admissions Decision *(ods_admstu_admissions_mimic)*	1	View / Download
	Program Enrolled *(ods_admstu_prog_enroll_mimic)*	297	View / Download
		4,673	

NEW - Duplicate Awarded Program Records

(Academic Release 1.15, Summer 2023)

Institutional Major Code - Awarded (SPA004)

Graduation Program Awarded Category

VSPA011: Duplicate graduation program records (Degree Acronym + Institutional Major Code + Field of Study Category + Institution Program Code + Student Level Code) should not exist for a student in the graduation term.

SHADEGR Records

NEW - Duplicate Enrolled Program Records

(Academic Release 1.15, Summer 2023)

Institutional Major Code - Enrolled (SPE004)

Student Program Enrolled Category

VSPE022: Duplicate enrolled program records (Degree Acronym + Institutional Major Code + Field of Study Category + Institution Program Code + Student Level Indicator) should not exist for a student in the current term

SGASTDN/SFAREGS Curriculum Records

NEW - College and Department Codes and Descriptions (Academic Release 1.15, Summer 2023)

- No Validation Errors

- New Data Elements Collected from Student Curriculum
  - Awarded Student Program (SPA012-SPA015)
    - College Code & Description
    - Department Code & Description
  - Enrolled Student Program (SPE011-SPE014)
    - College Code & Description
    - Department Code & Description

NEW – Fall 2023 End-of-Term

- New Elements for Courses
  - Department Code and Description
  - College Code and Description
  - No Validation Errors

- Updates based on Changes that occurred in Banner (field size changes)
  - Source Background Information field change to 20 characters will require an update in the FICE/HS application
  - Test Score Admin Type field change to 10 characters. Only DED defined values (or their translation) will be extracted for Fall EOT.

NEW - Fall 2023 End-of-Term

- Updates will be made to the ETL to alleviate these errors encountered
  - VSGC023: USG Cumulative GPA must be greater than zero and cannot be null.
  - VSGC011: USG Cumulative Hours Attempted must be greater than zero and cannot be null.
  - VSTE135: HOPE Hours Attempted cannot be null if HOPE GPA is not null

- Updates will be made in Cognos to alleviate known issues with these errors
  - VFCS005: Faculty Teaching Percentage must not exceed 100 for any individual instructor.

Common Validation Errors

Student – CPE and Learning Support Req

Learning Support Requirement Indicators

- Learning Support Rules (ZOACLSP)
- Learning Support Status Process (ZORCLSP)
- Learning Support Exit Rules (ZOALSXR)
- Learning Support Exit Process (ZORLSXT)

https://www.usg.edu/georgia_best/application_development_and_support/banner/userdocs#student

Common Validation Errors
Student - Matriculation

Matriculation Term must not be null

- Run ZHRMATR, Update Matriculation Term Process, for new students
  - EOT for prior term to update academic history or current registration required
- Tips
  - SOAXREF-STVLEVL (Student Level must be entered)
  - If student has Curriculum record for current term and future term, student will not update. Registration is okay, but student should only have curriculum record for current/process run term.
  - If 2 admit records of accepted, ZHRMATR may not update the student

Common Validation Errors
Student - Matriculation

VSTE203 – All Colleges Attended must be a valid FICE Code

- SOAPCOL
- STVSBGI
- FICE & HS Code Translation at https://www.usg.edu/data_services/fice_hs
- Contact helpdesk@usg.edu

Common Validation Errors
Graduation – Cumulative

VSGC020 - Institutional Cumulative GPA must be greater than zero and cannot not be null

VSGC023 - USG Cumulative GPA must be greater than zero and cannot be null

Review SHATERM for the student's primary curriculum level and secondary curriculum level, as well as the student course enrollment.

- Were course credit hours correct (Attempted, Earned)?
- Courses correctly rolled to history and present in SHATCKN?
- Was student awarded several semesters after last term of enrollment?

Validation/Turnaround Report

Preliminary IPEDS FTF (Fall MT Only)

The newest validation report is the Preliminary IPEDS report which should be reviewed during the Fall mid-term collection. This report identifies the cohort of first-time freshman by the IPEDS definition.

DEGREE_LEVEL_CODE	STUDENT_LEVEL_NBR	HS_GRADUATION_YR	HS_GRADUATION_DATE	TRANSFER_COLL_FICE	TRANSFER_YEAR	ADMIT_TYPE	MATRICULATION_TERM	ENROLLMENT_STATUS_CODE	INST_TERM_HRS_ATTEMPTED	FULL-TIME/PART-TIME	GENDER_CODE	IPEDS_RACE_ETHNICITY_CODE	AGE_AT_MATRIC
B	10	2010	May 1, 2010			NF	20232	HEADCNTY	13	FT	F	Z	3
A	10	2018	Jun 1, 2018			FR	20232	HEADCNTY	14	FT	M	T	2
B	10	1995	Jun 1, 1995			NF	20232	HEADCNTY	8	PT	F	W	4
B	10	2012	Apr 1, 2012			NF	20232	HEADCNTY	12	FT	M	W	2
B	10	2016	May 1, 2016			NF	20231	HEADCNTY	10	PT	F	H	2
B	10	2016	May 30, 2016			NF	20232	HEADCNTY	13	FT	M	W	2
B	20	2021	May 21, 2021			FR	20232	HEADCNTY	12	FT	M	W	1

Degree Level not equal to ‘N’ or ‘X’ and Undergraduate student level of 10, 20, 30, or 40

IPEDS FTF, student must have matriculation year equal to enrollment year and one of the following:

i. Does not have any valid transfer college records
ii. Does have valid transfer college records but the Transfer_Attendance_Begin_Dt of the last transfer attendance record is less than or equal to the High_School_Graduation_Dt (DUAL Enrollment)
iii. Does have valid transfer college records but none have a Transfer_Attendance_End_Dt which is greater than the High_School_Graduation_Dt and less than June 01 of the matriculation year (Summer Admits)

Validation/Turnaround Report
Preliminary Semester Enrollment Report (SER)

- The Preliminary SER provides a full summary of enrollment. The final SER is widely distributed to USO employees, media, and the legislature and is published online. Only MT data is published, but you must review during Mid and End of Term due to new students enrolling after MT collection. This report includes 7 pages of data including FTE, Enrollment by Classification, Race/Ethnicity counts, residency and tuition counts, as well as student characteristics.

Validation/Turnaround Report

Preliminary Semester Enrollment Report (SER) – Page 1

- Current Enrollment/Headcount – a student must be enrolled in at least one credit hour in the current collection term **AND** have a current and active curriculum record and a current and active field of study record.
- FTE – Combination of undergraduate (12+ hours = FT) and graduate (9+ hours = FT) FTE

Current Enrollment	FTE	Full-Time	Percent Full-Time Enrollment
4,420	3,230	2,049	46.4

Validation/Turnaround Report

Preliminary Semester Enrollment Report (SER) – Page 2

Reference: The ADC DED element Student Level is the foundation for many columns in this report.

- SOAXREF – STVLEVL
- ZOASLVL – Institution Level Code crosswalk to Regent's Level ##
- Regent's Level ##s
  - Dual Enrollment - The number of students with Student Level 11.
  - Freshman - The number of students with Student Level 10.
  - Sophomore - The number of students with Student Level 20.

https://www.usg.edu/research/assets/research/documents/enrollment_reports/SER_Definitions.pdf

Validation/Turnaround Report
Preliminary Semester Enrollment Report (SER) – Page 3

- Enrollment by Level of Classification

Definitions for each category level can be found at
https://www.usg.edu/research/assets/research/documents/enrollment_reports/SER_Definitions.pdf

	BY LEVEL				GRADUATE/PROFESSIONAL				
	Lower Level	Upper Level	Graduate, Professional, & Residents	Transients and Other	Non-Degree Seeking	Masters	Educ. Spec.	Doctorate	First Prof.
Institution	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Augusta University	648	1,132	2,494	125	9	1,007	335	563	24
Georgia Institute of Technology	2,189	5,093	16,423	114	51	13,764	0	2,608	0
Georgia State University	10,779	9,070	4,417	1,044	174	2,561	15	1,480	187
University of Georgia	2,495	10,560	5,906	117	0	2,847	143	2,416	500

Validation/Turnaround Report
Preliminary Semester Enrollment Report (SER) – Page 4

Enrollment by Self-Declared Race/Ethnicity

			Not Hispanic/Latino or Undeclared Ethnicity														
	Hispanic/Latino (of any race)		American Indian or Alaska Native		Asian		Black or African American		Native Hawaiian or Other Pacific Islander		White		Two or More Races		Race Unknown or Undeclared		Current Enroll-ment
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number
Institution	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
Augusta University	329	7.5%	5	0.1%	395	9.0%	985	22.4%	7	0.2%	2,396	54.5%	175	4.0%	107	2.4%	4,399
Georgia Institute of Technology	1,966	8.3%	18	0.1%	10,683	44.9%	1,570	6.6%	13	0.1%	8,294	34.8%	798	3.4%	477	2.0%	23,819

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

Validation/Turnaround Report

Preliminary Semester Enrollment Report (SER) – Page 5

New Student Enrollment by Classification

			Transfer								
	Dual Enrollment*	Beginning Freshman	Freshman	Sophomore	Junior	Senior	Graduate	First Professional	Transient	All Others	Total
Institutions	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Augusta University	26	64	13	23	20	11	355	0	36	150	698
Georgia Institute of Technology	57	475	15	216	128	11	55	0	65	99	1,121
Georgia State University	752	822	243	263	79	64	362	1	763	114	3,463
University of Georgia	0	182	0	53	98	25	652	5	102	5	1,122

A student is classified as a New Student if Matriculation_Term is equal to Academic_Term.

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) • Is not an SER Beginning Freshmen (SER New Transfer) • Is not an IPEDS First-Time Freshman (IPEDS New Transfer)

Validation/Turnaround Report
Preliminary Semester Enrollment Report (SER) – Page 6

- Enrollment by Type of Residency and Tuition Status

		OUT OF STATE			OUT OF COUNTRY			
	Georgia Residents	Paying Tuition	Tuition Waived	Out-of-State Sub-Total	Paying Tuition	Tuition Waived	Out-of-Country Sub-Total	Total Current Enrollment
Institutions	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Augusta University	3,893	91	328	419	8	79	87	4,399
Georgia Institute of Technology	6,224	8,093	1,487	9,580	6,422	1,593	8,015	23,819
Georgia State University	21,485	965	712	1,677	860	1,288	2,148	25,310
University of Georgia	14,964	1,284	1,541	2,825	172	1,117	1,289	19,078

Paying Full Tuition: A student who does NOT have a designated Tuition Waiver Fee Classification Code.
Tuition Waived: A student who does have a designated Tuition Waiver Fee Classification Code.
Designated Tuition Waiver Fee Classification Codes include: WACF, WACP, WAOC, WATF, WATP, WBCR, WBSR, WCCO, WCED, WDEX, WEMD, WFMG, WFTE, WFTM, WGBC, WIGA, WINF, WINP, WISC, WITR, WMDI, WMIL, WNGM, WNRS, WOGA, WRGS, WRSM, WSTA, WVRS.

Validation/Turnaround Report

Preliminary Semester Enrollment Report (SER) – Page 6

Selected Student Characteristics

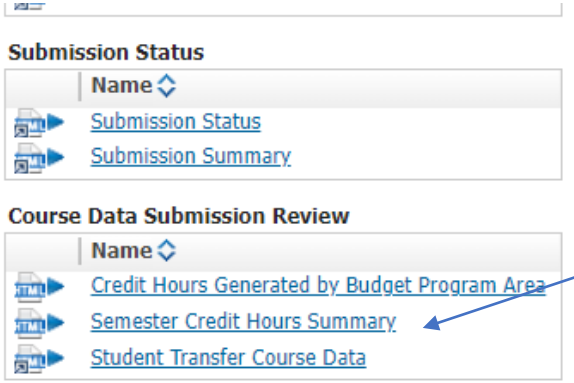
	GENDER			AVERAGE AGE				NON-U.S.	
	Number Male	Number Female	Percent Female	Under-Graduate	Graduate/ First Professional	Number Students w/ Senior Citizen Waiver	Number Non-Traditional Under-Graduate	Number Non-Resident	Number Resident
Institution Name	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Augusta University	1,420	2,979	67.7%	22.7	31.6	20	226	133	103
Georgia Institute of Technology	16,219	7,600	31.9%	20.3	30.8	28	90	6,910	1,463
Georgia State University	9,380	15,930	62.9%	23.2	31.6	180	2,418	2,023	1,510
University of Georgia	7,330	11,748	61.6%	20.8	30.3	55	138	1,244	335

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: The traditional and non-traditional designations are based on a student's age at matriculation. A student is Traditional if their age is below 25, and Non-Traditional if their age is greater than or equal to 25. See "Age" for additional information.

Validation/Turnaround Report
Semester Credit Hours Summary



USG ODS Data Validation Report

This report uses preliminary data during the data submission and validation process and should not be considered official.

Semester Credit Hours Summary
Academic Term 20241 EOT Census 2 Courses Only

Institution	Credit Hours	Total Credit Hrs Lower	Total Credit Hrs Upper	Total Credit Hrs Grad/Prof	Total Credit Hrs Not Counted
	8,362.3	2,759	3,490.7	2,112.6	0

- Review this report every MT and EOT Collection
- Provides a summary of the total credit hours produced at your institution for each Census.
  - MT Census 1 Courses Only:
    - Student is enrolled on or before MT census date (status change date); AND
    - Course start date is on or before midterm census date
  - EOT Census 2 Courses Only:
    - Student is enrolled before or on end of term census date; AND
    - Course start date is after (not on) MT census date; AND
    - Course start date is before or on end of term census date

Validation/Turnaround Report

Credit Hours Generated by Budget Program Area

Credit Hours Generated by Budget Program Area
Academic Term 20241 EOT Census 2 Courses Only

Institution	Total Credit Hrs No Military	Total Military	Total Credit Hrs With Military	Total Credit Hrs Not Counted	Lower Group 1	Upper Group 1	Grad/Prof Group 1	Total Group 1	Lower Group 2	Upper Group 2	Grad/Prof Group 2	Total Group 2	Lower Group 3	Upper Group 3	Grad/Prof Group 3	Total Group 3	Lower Group 4	Upper Group 4	Grad/Prof Group 4	Total Group 4	Lower Group 5	Upper Group 5	Grad/Prof Group 5	Total Group 5
	8,362.3	0	8,362.3	0	1,287	1,186	71	2,544	1,377	1,563	439	3,379	78	741.7	1,145	1,964.7	17	0	0	17	0	0	457.6	457.6

- Review report every MT and EOT collection
- Report provides a summary of credit hours produced by Fund Group
- Provides a drill down to student level with course detail & registration detail
- Not all schools will have Military Data

Validation/Turnaround Report
Attribute Summary

STUDENT_ATTRIBUTE_CODE	Record Count	Detail
MAF	12	Detail Data
MAM	2	Detail Data
MG	4	Detail Data
MR	5	Detail Data
MV	27	Detail Data
P1AD	328	Detail Data
P1BD	687	Detail Data
P1CC	139	Detail Data
P1DD	112	Detail Data
P1HS	605	Detail Data

- GaMods9_13_Student Attribute Process Documentation – How to apply attributes
- DED – Valid Collected Attributes
- ADC Functional & Technical Definitions of Derived Variables – First Generation definition and attribute labels

Validation/Turnaround Report
Fee Classification Summary

Student Data Submission - Fee Classification Summary

Submission Term: 20241 - EOT

Institution	FEE_CLASS_CODE	EDI_DESC	Record Count	Detail
[redacted]	WISC	Senior Citizen	4	Detail Data
	WATF	Presidential-Athletic Full (Superior Out-of-State)	3	Detail Data
	WBCR	Border County Residents	3	Detail Data
	WBSR	Border State Residents	3	Detail Data

- Verify the number is correct as well as the student's listed are correct!!!
- TSAAREV
- TSAEXPP
- SOAXREF - RGTDETC

Validation/Turnaround Report

Dual Enrollment Students with Matriculation Term Issues

Matriculation Term	HS Graduation Year	Admit Type	Student Level
20172		ND	10
20194		RE	30
20214	2021	FR	20
20211	2021	FR	20
20222	2022	FR	20
20212		RE	20

- First view: List of students with issues.
- Second view: Drill down by submission term

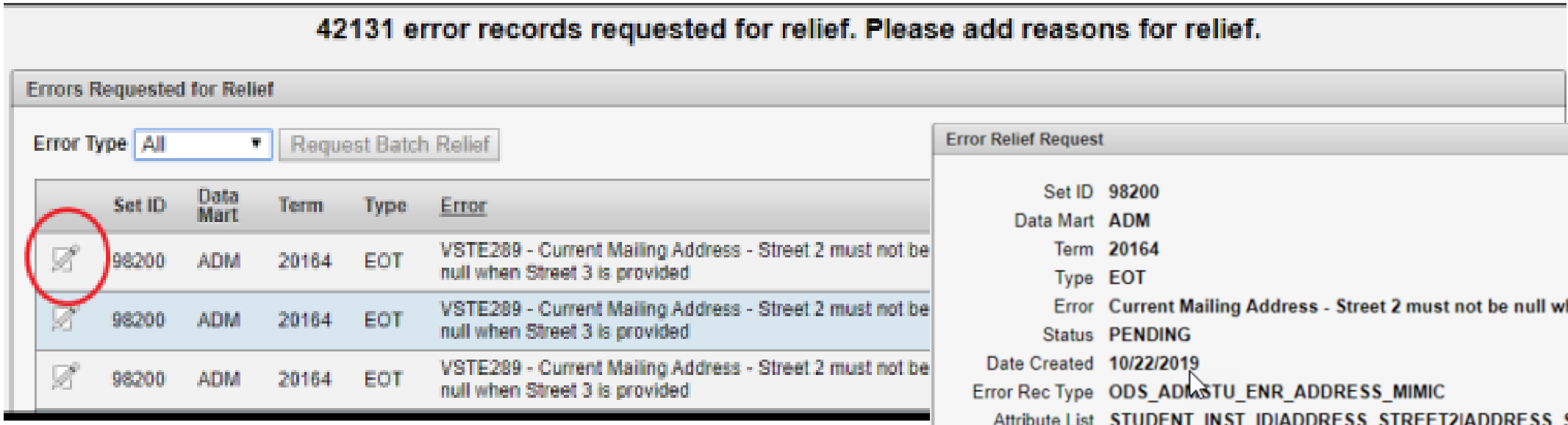
Submission Term: 20241 - EOT

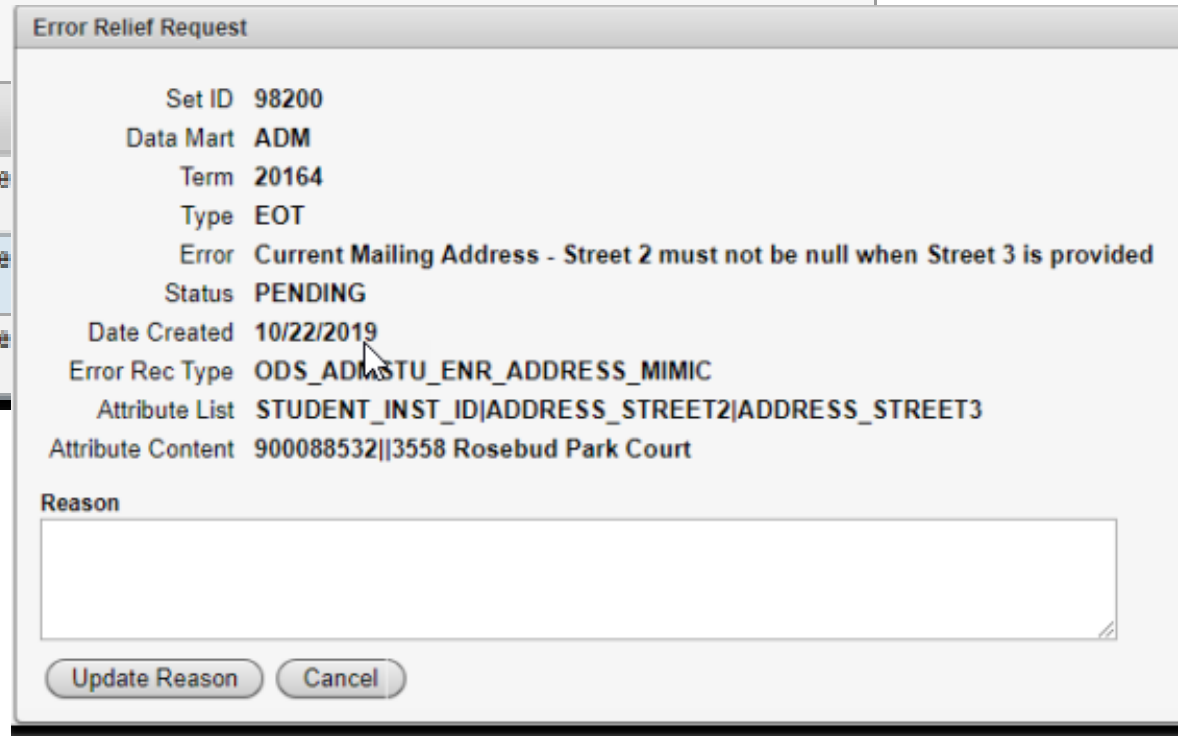
SetID	Student Institution UID (PIDM)	Student Institution ID	Academic Term	Collection Type	Matriculation Term	HS Graduation Year	Admit Type	Student Level
[redacted]			20241	EOT	20222	2022	FR	10

Submission Term: 20241 - MT

SetID	Student Institution UID (PIDM)	Student Institution ID	Academic Term	Collection Type	Matriculation Term	HS Graduation Year	Admit Type	Student Level
[redacted]			20222	MT	20222	2022	DN	11
			20224	MT	20222	2022	DN	11
			20234	MT	20234	2022	FR	10
			20241	MT	20222	2022	FR	10

Error Relief Process





"Can't clear error"

OR

"Graduate level student was awarded an undergraduate degree while pursuing graduate degree, no graduate data populated in SHATERM for degree term."

Certification Signoff

- Submission with no errors or error relief approved
- No earlier than Census Day and no later than Due Date
- Certification of data submitted is required
- New Fall 2023 – Static link to a SmartSheet Form for Academic, Human Resources, Financial Aid, and Transfer Data Collections
- Academic Collection requires certification of the Validation Reports we just reviewed.

Data Finalization

Collection cannot close until all 26 institutions

- have submitted without error or with error relief approved

AND

- have submitted the Certification Form

- Once closed for extraction Academic Services will begin data clone and persistence for data storage.
- Tight deadlines and turnaround times are often present before other collections open – on time submissions are imperative

Assistance & Resources

Data Collection Resources

APEX – Extraction Site

Cognos – Turnaround Reports & Errors

ITS Academic Data Collections

RPA Academic Data Collections

Help During the Collection

helpdesk@usg.edu

Any Questions?

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