

9.20.12 COMMON NAME	DATA ELEMENT/FIELD	FILE	VALUES (SUBSETS OF VARIABLES)	DEFINITION
Academic Area of Study				
	MAJOR	STUDENT		CIP Code From student file must do translation to regcode for major names i.e. studentid/tr="1:major,3:translation"
Academic Disadvantaged				
	ACADEMICDIS	STUDENT		1 populated by Special Services Y=yes, N=no, populated from Application for Admissions
			Y, N	
Address, Current				
	LOCALSTREET	STUDENT		Local: street
	LOCALSTREET2			Local: street second line
	LOCALCITY			Local: city
	LOCALSTATE			Local: state
	LOCALZIP			Local: zip code
	LOCALCOUNTRY			Local: country
Address, Permanent				
	HOPESTREET	STUDENT		Mailing address: street
	HOPESTREET2			Mailing address: second line
	HOPECITY			Mailing address: city
	HOPESTATE			Mailing address: state
	HOPEZIP			Mailing address: zip code
	COUNTRY			Mailing address: country
Age, Date of Birth				

	AGE BIRTHDATE BIRTHYEAR	STUDENT		Compare with birthdate for accuracy
	BIRTHMONTH BIRTHDAY		MMDDYYYY YY  MM DD	
Assistance, Receiving				
	FOODSTAMPS FREELUNCH	STUDENT	Y Y	populated by Special Services
Basis of Admission				
	ADMBASIS	STUDENT	1 2 3 4 5 6 7 8	1=high school graduate 2=individual approval 3=high school equivalent 4=readmitted 5=transfer 6=transcient 7=hs concurrent 8=other
Classification by Term				
	CLASS	STUDENT	0 1 2 3 4 5	0=beginning Freshman 1=Freshman 2=Sophomore 3=unclassified 4=Associate Degree 5=Baccaluareate or above
Concurrent				
	CONCURSCH	STUDENT	during sort: -3, 0, 3, 4, 5, 6, 9	dual enrollment with univeristy or another college; code numbers = ???

County				
	RESIDENCE	STUDENT	Residence	<a href="http://www.thecb.state.tx.us/reports/PDF/Appendix%20B">http://www.thecb.state.tx.us/reports/PDF Appendix B</a> Texas resident counties, state and foreign

Courses Taken by Student During the Term

		Begin sort from COURSE and translate as needed		course identifier abbreviated course title detailed course title department and number department
	COURSEID TITLE FULLTITLE COURSE DEPARTMENT			
	NUMBER			number Prefix of course indicating area of study level of course where the higher the
	SECTIONID SECTION			full section identifier different section numbers of same course
			100-199	Vernon
			300-399	Century City
			500-599	Sheppard Learning Center

	600-699	Skills Training Center
	800-899	Misc
	900-999	Internet
CREDITHOURS		number of credit hours the student will earn by passing the course
DAYS	M-F	Days course is taught
STARTTIME		time of day the class starts
ENDTIME		time of day the class ends
INSTRUCTOR		
LOCATION		
CAMPUS		10 10=Vernon 30 30=Century City 60 60=Skills Training Center 70 70=High School 80 80=Misc. Centers 90 90=Internet
		Student location is determined by campus code, with 10 being the highest. i.e. if a student is enrolled in a Vernon and a Century City course, the student is placed on the Vernon campus for an unduplicated count.
SPECIAL	B	B=Sheppard
	M	M=Seymour
	S	S=Skills
	T	T=ITV
	V	V=Vernon
	W	W=Online
DAYS2		lab
STARTTIME2		lab
ENDTIME2		lab

Course Schedule Advising	OKCOUNSCSA	STUDENT	Y	Y=met with Course Schedule Advisor
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Cumulative GPA	UNCUMGPA	STDHIST	Populated by transcripts	
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Credits Enrolled, Term	CREDITLOAD	STUDENT	run utility to calculate prior to sorting	
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Cumulative Student Credit Hours Earned	UNCUMEARNED VCCUMEARNED	STDHIST	filterwith firstyattern for prior credit	
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Degree	GRADDATE	DEGREE - may need to sort separate because some files do not allow duplicates	MM/DD/YYYY	date/s of degree award/s
	GRADMO			
	GRADDAY			
	GRADYR			
	MONTHAWARD			
	CENTURY LEVEL			1 1=Associates 2 2=Certificate 5 5=Core Curriculum
	DEGREE			specific degree or certificate awarded
	DEGTR			translated

MAJOR				field of study that the degree or certificate was awarded note to add translated
MAJTR				
HOURS				
TYPEHRS				
TERMCODE				term awarded
REPTERMCODE				
CATALOGYEAR				
HONORS				
HONORSTR				
Disabled				
DISABLED	STUDENT			3 populated by Special Services
Displaced Homemaker				
HOMEMAKER	STUDENT			7 populated by Special Services
			Y, N	Y=yes, N=no, populated from Application for Admissions
Dual Credit High School				
DCREDIT	STUDENT		Y	Y=registration permission given by counseling based on TSI status - Note that this field is blanked for students who received VC credit following their high school graduation.
DUAL CREDIT			Y	Y=flagged as dual credit student by admissions for reporting - Note that this field is blanked for students who received VC credit following their high school graduation.
DCREDITPERM			Y	Y=flagged by admissions for students receiving VC credit as a prior dual credit student following high school graduation

Economic Disadvantaged				
	ECONDIS	STUDENT		2 populated by Special Services Y=yes, N=no, populated from Application for Admissions
			Y, N	
Enrolled, Current Term				
	TERMCODE	SORT FROM COURSE		Academic Year plus 1S=Fall 1T=Fall I 2T=Fall II 1D=December Mini 2S=Spring 3T=Spring I 4T=Spring II 1M=May Mini 3S=Summer I 4S=Summer II 5L=All Summer (11 week) 1Q=Fall (cont ed) 2Q=Winter (cont ed) 3Q=Spring (cont ed) 4Q=Summer (cont ed) ex. 121S = 2012 academic year, fall term
Entry Term				
	FIRSTYYTTENR	STUDENT	Termcode	First term enrolled at Vernon College Academic Year plus 1S=Fall 1T=Fall I 2T=Fall II 1D=December Mini

2S=Spring  
 3T=Spring I  
 4T=Spring II  
 1M=May Mini  
 3S=Summer I  
 4S=Summer II  
 5L=All Summer (11 week)  
 ex. 121S = 2012 academic year, fall term

First Generation College Student				
	FIRSTCOL	STUDENT	Y,N	
GED				
	GED	STUDENT	Y,N	
Gender				
	SEX	STUDENT	M, F	M=Male, F=Female
Grade, Letter Received from Instructor				
	GRADE	SORT FROM COURSE		via Jim, available only when extracting using regreport
Grade Point Average, Term				
	UNGPA	STUDENT		
High School				
	HSCODE	STUDENT		<a href="http://www.thecb.state.tx.us/reports/PDF/2520.PDF?CFID=24105711&amp;CFTOKEN=75650331">http://www.thecb.state.tx.us/reports/PDF/2520.PDF?CFID=24105711&amp;CFTOKEN=75650331</a> Appendix M



From student file must do translation to regcode for hscore names i.e.  
 studentid/tr="1:hscode,3:translation"

High School Graduation Date				
	HSYEARGRAD	STUDENT		High school graduation year
ID Number				
	STUDENTID	STUDENT		Generated by POISE Used as the common identifier for data
Limited English Proficiency				
	LEP	STUDENT		4 populated by Special Services Y=yes, N=no, populated from Application for Admissions
			Y, N	
Loans				
	FUNDID AMOUNT TRANSMITTED DATEAWARD DATEACCEPT FUNDIDTR WAMOUNT	AWARD		as of 9.13.12 data sorted from POISE but not reviewed to ensure data will answer specific research questions  FUNDID translated
Military Status				
	MILITARY	STUDENT	0 1 2 3 4 5	0=unknown military status 1=active duty 2=dependent of US active duty 3=SAFB civilian employee 4=military retired 5=foreign military

6	6=dependent of foreign military
7	7=Reserve/National Guard
8	8=dependent of mil ret/civ
9	9=civilian

Name				
	FULLNAME	STUDENT		
	LASTNAME			
	FIRSTNAME			
	MIDDLEINIT			
	MAIDENNAME			

New Student Orientation				
	NSGA	STUDENT	Y	Y=attended New Student Orientation

Parent or Guardians' Educational Background				
	MOMEDUCLEV	ADMFIL:ADMMAIN	1	1=No High School
	DADEDUCLEV		2	2=Some High School
			3	3=High School Diploma or GED
			4	4= Some College
			5	5=Associate's Degree
			6	6=Bachelor's/Four-year Degree
			7	7=Graduate/Professional Degree
				Data from Application for Admissions

Pell Grant				
	FUNDID	AWARD		as of 9.13.12 data sorted from POISE but not reviewed to ensure data will answer specific research questions
	AMOUNT			
	TRANSMITTED			
	DATEAWARD			

	DATEACCEPT			FUNDID translated
	FUNDIDTR			
	WAMOUNT			
Phone Number				
	TELEPHONE	STUDENT		Contact telephone number
Placement				
	MATHPLACE	STUDENT	0	0=not tested for placement
	READPLACE		1	1=lowest level of remediation
	WRITEPLACE		2	2=level 2 remediation
			3	3=highest level of remediation
			9	9=college ready
				As of 9.13.12 data not tested. Additional TSI Information may be needed to answer research questions. Check TSI and SCORES files.
Postsecondary Educational Goal				
	INTENT	STUDENT	1	1=earn Associate's degree
			2	2=earn a certificate
			3	3=earn credits for transfer
			4	4=get a new job, improve skills
			5	5=courses for personal enrichment
			6	6=did not respond
			7	7=Bachelor of Applied Technology
Race or Ethnicity				
	ETHNICCODE	STUDENT	1	1=White
			2	2=Black/African American
			3	3=Hispanic/Latino
			4	4=Asian
			5	5=American Indian/Alaskan Native

		6	6=International/Non Resident
		7	7=Race Unknown/Not Reported
		8	8=Native Hawaiian/Other Pacific Islander Not sure where to find: Hispanic or Latino origin Not Hispanic or Latino origin Not Answered American Indian/Alaskan Native Asian Black/African American Hawaiian/Pacific Islander Hispanic/Latino International/Non Resident Race Unknown/Not Reported White
	AIAN ASIAN BLACK HAPAC HISP INT UNKNOWN WHITE		
Scholarships			
	FUNDID AMOUNT TRANSMITTED DATEAWARD DATEACCEPT FUNDIDTR WAMOUNT	AWARD	as of 9.13.12 data sorted from POISE but not reviewed to ensure data will answer specific research questions  FUNDID translated
Single Parent			
	SINGLEPARENT	STUDENT	8 populated by Special Services Y=yes, N=no, populated from Application for Admissions
		Y, N	
Social Security Number			

	SOCSECNBR	STUDENT		
United States Citizen				
	RESIDENCE	STUDENT		Identified by Residence Codes <a href="http://www.thecb.state.tx.us/reports/PDF/2520.PDF?CFID=24105711&amp;CFTOKEN=75650331">http://www.thecb.state.tx.us/reports/PDF/2520.PDF?CFID=24105711&amp;CFTOKEN=75650331</a> Appendix B Texas resident counties, state and foreign countries
Veteran				
	VETERAN	STUDENT	Y,N	Generated by FAFSA?

### Research questions, discussion and process attempts

1. Registration - How and when student completed the registration process? Ex. Online or face to face
2. Who applies for admissions and never enrolls? [Sort from admfil:admmain using migrationsts field and compare to course](#)
3. Closed Classes - Can a list be generated for only closed classes and the dates they closed?
4. Run equivalent data for continuing education - [Cont Ed \(Q\) data sorted with credit term codes](#)
5. Process to pull data from more than one file - [generally need to begin sort from COURSE to identify terms; next run regreport \(load/delete/course/every\) to load an enrdata file; then must translate to student, stdhist, admfil:admmain, regrecode, course... \(tr=student\); note that are limited to translating to 4 files at one time](#)
6. Is the information in POISE up to date - [utilities may need to be run to "calculate" fields such as enrolled, creditload, scores. Lana Carter runs some utilities and has a utility menu to refer to...](#)
7. How to track TSI and Placement - [it is believed that the TSI exempt code populates placement and is input in Admissions as information \(scores and exempt status\) is received from counseling; The TSI fields in POISE generates the CBM 002](#)
8. Special Services related information - [populated by the Application of Admissions and Special Services; use of an number of fields needs to be reviewed because some may can be consolidated i.e. disability related; also economic disadvantaged needs review to determine if information should be pulled from Financial Aid as in previous years.](#)