



University System of Georgia Information Technology Services  
**Enterprise Data Management & Analytics**



# Welcome to the Fall End-of-Term 20252 Academic Data Collection Webinar!

Please mute your microphone.

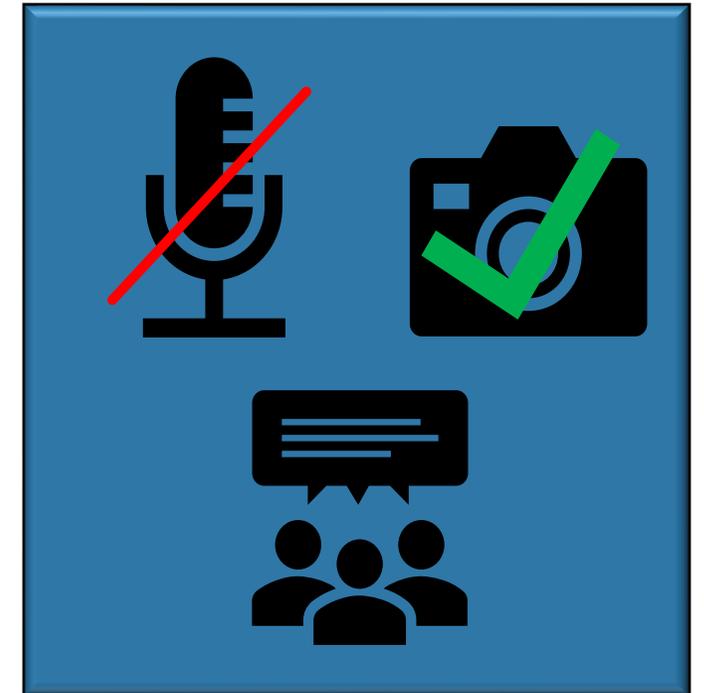
Place any questions or comments in the chat window at any time throughout the presentation. All questions will be addressed at the end of the session.

## Agenda

- Fall EOT 20252 Academic Data Collection Change Review
- ADC Basics & Common Errors
- Data Review & Certification
- How USO Uses This Data
- POC Responsibilities

# Session Etiquette

- This webinar is being recorded and will be posted to the Data & Reporting Services webpage.
- Please mute your microphone.
- Attendee cameras are not required but are welcomed.
- Place any questions or comments in the chat window at any time throughout the presentation. All questions will be addressed at the end of the session.



**Thank you for your patience during our multiple outages!**

# Fall EOT 20252 Academic Data Collection Release Review

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**Bethany Watts** | Business Systems Analyst

Information Technology Services | Enterprise Data Management and Analytics



# Fall End-of-Term 20252 Collection Dates

# OCT 17 2024

Beta Testing for the Fall End-of-Term Academic Data Collection begins!



# Fall End-of-Term 20252 Collection Dates

# NOV 22 2024

Fall End-of-Term Academic Data Collection opens!



# Fall End-of-Term 20252 Collection Dates

**DEC 03 2024**

Deadline for institutions to perform an initial extraction in Apex.



# Fall End-of-Term 20252 Collection Dates

# DEC 20 2024

Fall End-of-Term ADC II Census Date.



# Fall End-of-Term 20252 Collection Dates

# JAN 07 2025

Extraction and Certification Form are due.  
Certification Forms must be submitted by close of  
business (5:00 PM).



# Items Included in Fall End-of-Term Release

- Academic Release 1.19 **(Updated)**
  - Campus ETL
- Data Collections ETL 1.3
  - Data Collection Extraction process (ZADMETL)

# Items Included in Fall End-of-Term Release

- Collection of Regents Academic Interest Code
  - Creation of a new data element
  - **REQUIRED** SOAXREF translation
  - New validation rule
  - Modification to the ADC Campus ETL Script
  - Modification to tables and related table dump reports

# New Data Element: Regents Academic Interest Code

Regents Academic Interest Code		SPE015																				
Category	Academic / Student / Student Program Enrolled / SPE015																					
Description	The Regents Academic Interest Code is used to track student programs of interest as needed for compliance or reporting purposes.																					
Data Type	A																					
Length	10																					
Format	X																					
Collection Period	<table border="1"> <thead> <tr> <th colspan="2">Current</th> <th colspan="3">Following</th> <th rowspan="2">Annual</th> <th rowspan="2">Monthly</th> <th rowspan="2">Other</th> </tr> <tr> <th>Mid-term</th> <th>End of Term</th> <th>Mid-term</th> <th>End of Term</th> </tr> </thead> <tbody> <tr> <td>Y</td> <td>Y</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Current		Following			Annual	Monthly	Other	Mid-term	End of Term	Mid-term	End of Term	Y	Y						
Current		Following			Annual	Monthly	Other															
Mid-term	End of Term	Mid-term	End of Term																			
Y	Y																					
Business Practices	<p>The Regents Academic Interest Code monitors student programs of interest to ensure compliance with federal or state regulations, including federal financial aid (Title IV), and assists the system office in extracting data consistently across all institutions.</p> <p>A Common Nursing Interest Concentration Code (ZNUI) has been created to monitor students' interest in nursing upon institutional admissions for funding compliance and reporting purposes. A translation table is available for institutions to translate their institutional major or program codes to the common code. All institutions using the common code 'ZNUI' must translate it to 'ZNUI' for collection purposes.</p>																					
For additional information, please refer to the translation table on the system website.																						

Validation Rules		
Status:	Active	
Severity	Error	
Code	VSPE023	
Description	If the Regents Academic Interest Code is present, it must be a valid value.	
Valid Values		
Code	ZNUI	
Description	Nursing Interest Concentration	
Data Source		
Provider	Banner	
Table	SORLFOS or SORLCUR	
Column	SORLFOS_MAJR_CODE or SORLCUR_PROGRAM	
GUI Name	SGASTDN	
GUI Label	Field of Study or Program on the 'Curricula' tab	
SOAXREF Translation Code	RGTACIN	
Effective Terms	Start: 20252 End: (None)	
Old DW Reference		
Legacy Element ID		
Change History		
ACADEMIC_TERM	CHANGE_DATE	CHANGE_NOTES
20252	Nov 22, 2024 12:00:00 AM	Created new data element SPE015 - Regents Academic Interest Code with new validation VSPE023.

- Tracks programs of interest for compliance and/or reporting
- Valid value 'ZNUI' – Nursing Interest
- VSPE023: If the Regents Academic Interest Code is present, it must be a valid value.



# Required Changes to Collect Regents Academic Interest Code

- Updated Campus ETL script (v 1.19)
- New column added to the following tables and related table dump reports:
  - ODS\_ADMSTU\_PROG\_ENROLL\_MIMIC
  - PDC\_ADMSTU\_PROG\_ENROLL\_MIMIC
- New Cognos Regents Academic Interest Code Reference Report

<b>Regents Academic Interest Code Reference Report</b>			
<b>Regents Academic Interest Code</b>	<b>Regents Academic Interest Description</b>	<b>From Term</b>	<b>To Term</b>
ZNUI	Nursing Interest Concentration	20252	99999

# Required Translation for Regents Academic Interest Code

- Institutions will determine how to identify “nursing interest”
  - Institutional Major Code (Field of Study Category as Major, Minor or Concentration)
  - New ‘ZNUI’ Concentration Code
  - Institutional Program Code
- The Banner value must be translated to ‘ZNUI’ on SOAXREF label ‘RGTACIN’

# Required Translation for Regents Academic Interest Code

- The EDI Qualifier has meaning.

## **MAJR#**

Translated Institutional Major Code with FOS Category 'Major'

## **MINR#**

Translated Institutional Major Code with FOS Category 'Minor'

## **CONC#**

Translated Institutional Major Code with FOS Category 'Concentration'

## **PROG#**

Translated Institutional Program Code

# Required Translation for Regents Academic Interest Code

## EXAMPLE: Field of Study Category – Major

Major Code *	Description *	CIPC	Major	Minor	Concentration
NUBS	Nursing	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NUHI	Grad Healthcare Informatics	512706	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NUNE	Graduate Nurse Educator	513203	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NUR1	Nursing	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NURA	Nursing - 2nd Degree Track	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Institutional Major Code 'NUR1' with Field of Study Category 'Major' is translated to 'ZNUI' using Electronic Qualifier 'MAJR1'.

Electronic Label *	Electronic Qualifier	Electronic Value *	EDI *	Web *	XML *	Banner Value	Description
RGTACIN	MAJR1	ZNUI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NUR1	Nursing Interest

# Required Translation for Regents Academic Interest Code

## EXAMPLE: Field of Study Category – Minor

Major Code *	Description *	CIPC	Major	Minor	Concentration
NUBS	Nursing	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NUHI	Grad Healthcare Informatics	512706	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NUNE	Graduate Nurse Educator	513203	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NUR2	Nursing	513801	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NURA	Nursing - 2nd Degree Track	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Institutional Major Code 'NUR2' with Field of Study Category 'Minor' is translated to 'ZNU1' using Electronic Qualifier 'MINR2'.

Electronic Label *	Electronic Qualifier	Electronic Value *	EDI *	Web *	XML *	Banner Value	Description
RGTACIN	MINR1	ZNU1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NUR2	Nursing Interest

Record 1 of 1

# Required Translation for Regents Academic Interest Code

## EXAMPLE: Field of Study Category – Concentration

Major Code *	Description *	CIPC	Major	Minor	Concentration
NUBS	Nursing	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NUHI	Grad Healthcare Informatics	512706	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NUNE	Graduate Nurse Educator	513203	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NUR3	Nursing	513801	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NURA	Nursing - 2nd Degree Track	513801	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Institutional Major Code 'NUR3' with Field of Study Category 'Concentration' is translated to 'ZNUI' using Electronic Qualifier 'CONC1'.

Electronic Label *	Electronic Qualifier	Electronic Value *	EDI *	Web *	XML *	Banner Value	Description
RGTACIN	CONC1	ZNUI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NUR3	Nursing Interest

# Required Translation for Regents Academic Interest Code

## EXAMPLE: Institution Program Code

ellucian Program Definition Rules SMAPRLE 9.3.11

PROGRAM DEFINITION RULES

Program BSN-PLPN  
Description \* Pre-Nursing

Web  Locked  
 Curriculum Rules  Curriculum Dependent

Student Level US Undergraduate - Semester

Institutional Program Code 'BSN-PLPN' is translated to 'ZNUI' using Electronic Qualifier 'PROG1'

ellucian EDI Cross-Reference Rules SOAXREF 9.3.33

Cross-Reference Label: RGTACIN Regents Academic Interest [Start Over](#)

CROSS-REFERENCE RULES [Insert](#) [Delete](#) [Copy](#) [Filter](#)

Electronic Label *	Electronic Qualifier	Electronic Value *	EDI *	Web *	XML *	Banner Value	Description
RGTACIN	PROG1	ZNUI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BSN-PLPN	Nursing Interest

1 of 1 10 Per Page Record 1 of 1

# Data Collection Business Practices

GEORGIABEST  
Academic Services

Search GeorgiaBEST:  

Home

Application Development and Support

- Banner +
- Degree Works
- Data Collections
- TouchNet
- Axiom
- Technical +
- GeorgiaBEST Training
- Business Processes**
- Archives +

## Business Processes

Work process documentation explaining standard functions or procedures related to entering data in Banner, e.g., information about requirements, work process models, standard practices, procedures, instructions, and examples.

### Accounts Receivable

- End of Year Processing Checklist 
- Dual Enrollment Waiver 
- Veteran's Fee Waiver 
- GaBEST Model Detail Codes Setup 

### Banner Managed Services

- Deactivating Banner Accounts Quick Reference Guide 
- GeorgiaBEST Guidelines for Account Permission 

### Banner CHECS

- Banner-CHECS Conceptual Flowchart and Troubleshooting Guide 
- Banner-CHECS End of Term Checklist 
- CHECS HOPE Companion Supplemental 

## Data Collections

Please contact Data Services if you have any questions about Data Collections business processes. For access to the Data Element Dictionary, please visit Reporting and Policy Analysis' [Reporting Resources](#) page.

- Cooperative Student Business Practice 
- Maintaining the Nursing Interest Concentration Code **
- Creating Translations for Data Collections **
- Maintaining Student Attributes 
- Course Section Attributes Business Practice 
- Test Scores Business Practice 
- Updating from the 2010 to the 2020 CIP Codes 
- Dual Enrollment 
- Dual Enrollment Waiver 
- Email and Mailing Address 
- Reverse Transfer 
- Distance Education 
- Advanced Standing Credits 





# Data Collection Resources & Assistance

Apex Application to perform an extraction

Review Cognos Reports to validate extracted data

Documentation for each specific data collection

## DATA & REPORTING SERVICES

Information Technology Services

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- ▶ Home
- Data Collection Application
- Data Validation Reports
- Data Collections Documentation x
- Academic
- Financial Aid
- Facilities
- Human Resources
- Archive
- Technical Support
- Forgot/Change Password
- FICE/High School Application
- External Sites
- Degrees & Majors Authorized
- Reporting Resources

### Data & Reporting Services

Information Technology Services, in partnership with Research and Policy Analysis, facilitates the collection and storage of student, curriculum, degree, financial aid, employee and facilities data from System schools for University System reporting. These data collections originate from the source systems and then are aggregated for USG, state and federal reporting. Each mart has its own collection and reporting cycle as designated by each data mart sponsor.

Access to each data mart and reporting toolsets is determined by each designated institutional point of contact (Academic, Financial Aid, Facilities and Human Resources).

### Data Collections

Nine data submissions occur annually from the student information system (Banner) through three data collections. These collections include the Academic Data Collection (ADC), Financial Aid Data Collection (FADC) and the Facilities Inventory Data Collection (FIDC). The Transfer Course collection also occurs during the summer.

Human Resources data are extracted from OneUSG Connect (PeopleSoft HCM application) into USG HR data mart on a daily basis from Sunday night to Thursday night for each institution. HR reports provided by USG including IPEDS HR validation reports reflect the PeopleSoft HCM data as of the previous day.

Use the links on the left side to access reporting applications (APEX, Cognos, Password Portal, etc.). To access the Data Element Dictionaries for each mart, select [Reporting Resources](#) and then Data Collection & Reporting Resources.

**Data & Reporting Services Webpage**

[https://www.usg.edu/data\\_services](https://www.usg.edu/data_services)

**Beta Testing Assistance**

[DW\\_TEST@usg.edu](mailto:DW_TEST@usg.edu)

**Open Collection Assistance**

[Helpdesk@usg.edu](mailto:Helpdesk@usg.edu)

# ADC Basics for a Successful Submission

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**Dr. Jennifer McManus** | Academic Information Systems Specialist  
Operations Division | Research and Policy Analysis (RPA)



# Collection Timeline – ADC Due 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

RESEARCH AND POLICY ANALYSIS  
Operations Division

Search Research  

## ADC Due Dates

These due dates apply for Fiscal Year 2012 and forward.  
Note: If the date falls on a Saturday please submit Friday. If the date falls on a Sunday submit on Monday.

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

Home

Data Dashboards

USG by the Numbers

Enrollment Reports

College Readiness and Dual Enrollment Reports

Credit Hour Reports

Student Transfer Reports

Degree Reports

Financial Aid & HOPE Scholarship Reports

Employee Reports

Degrees and Majors Authorized

External Sites

Publications

Data Collection & Reporting + Resources

Web Resources

Institutional Research & Planning Committee

Contact Us



# Collection Timeline

## 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.



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Information Technology Services

## Academic Data Collection Regents Academic Interest Code - Nursing Interest Concentration

Beginning with the Fall 2024 End-of-Term (EOT) 20252 Academic Data Collection, a new data element, Regents Academic Interest Code, will be collected. This new data element has been created to provide institutions with a solution for coding and tracking students to maintain institutional compliance with federal regulations concerning financial aid. It will also help the system office extract data uniformly across all our institutions.

All dates assume a  
Close of Business  
timeframe or 5:00 PM.

**Institutions must submit on time for each collection.** The submitted data is cloned into each of the USG data collection instances and persisted/finalized and stored. Clone & Persistence, mandatory reporting, and data dashboard refreshes cannot begin until all institutions have successfully submitted.



UNIVERSITY SYSTEM OF GEORGIA

# ADC Basics for a Successful Submission

- Maintenance access to the 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](mailto:helpdesk@usg.edu)
  - [POC listserv](#) – Are you on the list?
- Test new releases in Pre-Production/Test
  - Users must download, install, and log into the ITS GlobalProtect VPN to access test URLs
  - Requires DUO authentication
- Extract early to identify technical issues



# ADC Basics – Data Element Dictionary (DED)

RESEARCH AND POLICY ANALYSIS  
Operations Division

Search Research

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Data Dashboards

USG by the Numbers

Enrollment Reports

College Readiness and Dual Enrollment Reports

Credit Hour Reports

Student Transfer Reports

Degree Reports

Financial Aid & HOPE Scholarship Reports

Employee Reports

Degrees and Majors Authorized

External Sites

Publications

Data Collection & Reporting Resources

Academic Data Collection and Reporting

Financial Aid Data Collection

## Academic Data Collection and Reporting

Collection Dates & Institution Points of Contact

- ADC Census & Due Dates
- ADC Points of Contact

Academic Data Collection Data Element Dictionary, Definitions of Derived Variables, and Data Element Forms

- ADC Data Element Dictionary with Valid Values**
- ADC Functional and Technical Definitions of Derived Variables
- ADC New Data Element Request Form
- ADC Update to Existing Data Element Request

Certification Resources

- Data Collection Certification Form
- ADC Certification Resource Guide

Additional Resources

- Data Collections Application
- Academic Data Collection Release Notes and Related Documents
- InteractUSG 2023 Functional Overview of the ADC
- InteractUSG 2023 Advancing Effective Decision Making by Advocating for Data

### Regents Academic Interest Code

SPE015

Category: Academic / Student / Student Program Enrolled / SPE015

Description: The Regents Academic Interest Code is used to track student programs of interest as needed for compliance or reporting purposes.

Data Type: A

Length: 10

Format: X

Current		Following				
Mid-term	End of Term	Mid-term	End of Term	Annual	Monthly	Other
Y	Y					

**Business Practices**

The Regents Academic Interest Code monitors student programs of interest to ensure compliance with federal or state regulations, including federal financial aid (Title IV), and assists the system office in extracting data consistently across all institutions.

A Common Nursing Interest Concentration Code (ZNUI) has been created to monitor students' interest in nursing upon institutional admissions for funding compliance and reporting purposes. A translation table is available for institutions to translate their institutional major or program codes to the common code. All institutions using the code should use the common code.

**Validation Rules** Status: Active

Severity	Code	Description
Error	VSPE023	If the Regents Academic Interest Code is present, it must be a valid value.

**Valid Values**

Code	Description
ZNUI	Nursing Interest Concentration

**Data Source**

Provider	Banner
Table	SORLFOS or SORLCUR
Column	SORLFOS_MAJR_CODE or SORLCUR_PROGRAM
GUI Name	SGASTDN
GUI Label	Field of Study or Program on the 'Curricula' tab
SOAXREF Translation Code	RGTACIN

**Effective Terms** Start: 2025 End: (None)

**Old DW Reference**

**Legacy Element ID**

**Change History**

ACADEMIC_TERM	CHANGE_DATE	CHANGE_NOTES
2025	Nov 22, 2024 12:00:00 AM	Created new data element SPE015 - Regents Academic Interest Code with new validation VSPE023.

### Data Dictionary

Name

- [DED Derived Field Appendix](#)
- [ADC Overview Document](#)
- [Data Submission Element Crosswalk](#)
- [Download PDF](#)
- [Elements by Category](#)
- [Validation Rules by Primary Element](#)
- [Validation Rules with Data Source](#)



# ADC Basics – Cognos Reference Tables

**USG Data Warehouse**

**Reference Tables**

Name ▾

- Academic Focus Area Reference Report
- Academic Level Reference Report
- Academic Term Reference Report
- Accrediting Agency Reference Report
- Advanced Standing Reference Report
- Banner Translation Labels Report
- Campus Code Reference Report
- Citizenship Reference Report
- Collection Period Reference Report
- Country Reference Report
- County Reference Report
- Course Grade Reference Report
- Course Registration Status Reference Report
- Course Section Attribute Reference Report
- Credit Hours Indicator Reference Report
- Degree Acronym Reference Report
- Degree Level Reference Report
- DMA Reference Report
- Ethnicity Reference Report
- External Site Reference Report
- External Site Type Reference Report
- External Site Usage Reference Report
- FADM Fund Codes Reference Report
- FADM Fund Source Reference Report
- FADM Fund Type Reference Report
- FADM Highest Grade Reference Report
- Fee Classification Reference Report

- FICE College Board Reference Report
- FIDM Condition Reference Report
- FIDM Congressional District Reference Report
- FIDM Construction Reference Report
- FIDM Ownership Reference Report
- FIDM Primary Use Reference Report
- FIDM Program Class Reference Report
- FIDM Room Usage Reference Report
- Gender Reference Report
- Grade Mode Reference Report
- Graduated Previous Degree Type Reference Report
- High School Code Reference Report
- High School Curriculum Completion Reference Report
- High School Diploma Type Reference Report
- Institution Type Reference Report
- Institutional Major Code Reference Report
- Instruction Level Reference Report
- Instruction Type Reference Report
- Learning Support Enrollment Reference Report
- Learning Support Requirements Reference Report
- Regents Pass Fail Status - Essay Reference Report
- Regents Pass Fail Status - Reading Reference Report
- Regents Residence Code Reference Report
- Residence Status Reference Report
- Residency Code Reference Report

- Satisfactory Academic Progress Reference Report
- Section Location Code Reference Report
- Sending-Receiving Institution Code Reference Report
- Sending-Receiving Site Code Reference Report
- State Reference Report
- Student Attributes Reference Report
- Student Enrollment Status Reference Report
- Student Level Indicator Reference Report
- Student Type Reference Report
- Test Code Reference Report
- Test Purpose Code Reference Report
- Test Type Code Reference Report
- Undergraduate Admit Type Reference Report
- Undergraduate Class Standing Reference Report
- Undergraduate Program Admit Code Reference Report
- USG Common Reference Report
- USG Institution Reference Report

### Country Reference Code Report

All Countries ▾

Country	Country Code	From Term	To Term
Afghanistan	AF	00000	99999
Albania	AL	00000	99999
Algeria	AG	00000	99999
Andorra	AN	00000	99999
Angola	AO	00000	99999
Anguilla	AV	00000	99999
Antarctica (Unoccupied Territory)	AY	00000	99999
Antigua and Barbuda	AC	00000	99999
Argentina	AR	00000	99999
Armenia	AM	00000	99999
Aruba	AA	00000	99999
Ashmore and Cartier Islands	AT	00000	99999
Australia	AS	00000	99999
Austria	AU	00000	99999
Azerbaijan	AJ	00000	99999
Bahamas, The	BF	00000	99999
Bahrain	BA	00000	99999



# ADC Basics – Data Element Dictionary (DED) Translations

GEORGIABEST  
Academic Services

Search GeorgiaBEST:

Home

Application Development and Support

- Banner
- Degree Works
- Data Collections
- TouchNet
- Axiom
- Technical
- GeorgiaBEST Training
- Business Processes**
- Archives

## Business Processes

Work process documentation explaining standard functions or procedures related to entering data in Banner, e.g., information about requirements, work process models, standard practices, procedures, instructions, and examples.

### Accounts Receivable

- End of Year Processing Checklist
- Dual Enrollment Waiver
- Veteran
- GaBEST

### Data Collections

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- Course Section Attributes Business Practice
- Test Scores Business Practice
- Updating from the 2010 to the 2020 CIP Codes
- Dual Enrollment
- Dual Enrollment Waiver
- Email and Mailing Address
- Reverse Transfer
- Distance Education
- Advanced Standing Credits

## SOAXREF Translations

RGTERM – Academic Term

RGTSLVL – Student Level

RGTBLDG – External Site Code

RGTRESL – Regents Residency Code

RGTSTYP – Student Type

RGTDETC – Fee Classification Code (Tuition & Fee Waivers)

RGTACIN – Regents Academic Interest Code

## GTVSDAX Translations

Addresses and Email Addresses



# Common Validation Errors – Learning Support

**VSTE297** For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Requirement Indicator - English must not be null.

**VSTE301** For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Requirement Indicator - Math 1 must not be null.

**VSTE303** For students matriculating Fall 2019 and forward, if student level is 10, 20, 30, 40, then Learning Support Requirement Indicator - Math 2 must not be null.

These errors should be reviewed in **SOATEST** for LSE, LSM1, or LSM2 Test Codes and **ZOAGARP** for LSE, LSM1, or LSM2 NCRQ Codes. Are these codes present on the student record?

How to fix errors: Look at SAAADMS and ensure the student is a current term undergraduate degree-seeking admit. If so, check that the ZORCLSP process has ran since the student was admitted (Check with the Learning Support Coordinator or department responsible for running ZORCLSP). Run ZORCLSP for the student or have the Learning Support Coordinator manually add the codes and correct the status in SOATEST and ZOAGARP.



# Common Validation Errors – DMA: Enrollment Data

**VSPE011** The combination of Major Area Code (CIP code), Degree Acronym, and Degree Level Code must be authorized through D and MA for degree seeking students.

**VSPE012** Must have an active DMA status for first time degree seeking students.

VSPE011 is an error code for any enrolled student, while VSPE012 is looking at first-time students.

Often VSPE012 errors are due to a program deactivation status with new students enrolled.

How to fix errors: Review the validation data against the DMA for CIP code, Degree Acronym, and Degree Level. Ensure the CIP Code Extensions have been updated on SOAXREF-RGTCIPE for new programs or program changes.

Program changes approved by Academic Affairs are made in the DMA database after the prior term ADC closes but before the current term MT opens. You may receive errors during Preliminary Headcounts if changes have not yet been made.



# Common Validation Errors – Student Level & Matric Term

## VSTE278 Student Level Must be Present

How to fix errors: If you have recently created a new student type, please make sure you have coded it in all the following Banner Admin forms:

ZOASLVL

RGTSTYP

ZTSLVL will tell you the student level code if needed – you do not need to add anything here.

## Matriculation Term Errors

How to fix errors: Review the full student record. You must look at Student Type and matriculation term together.

- If student type did not update to 'C' status during EOT processing, the issue may be student type not matric term.
- ZHRMATR – Update Matriculation Term Process
- Updates from Undergraduate to Graduation to Professional Level
- Updates from Transient to Undergraduate, or Dual Enrolled to Undergraduate
- Does not update from original Undergraduate Admission when later readmitted



# Data Review – Reports (Turnaround or Validation Reports)

**USG Data Warehouse**

Academic Data Submission | Academic Financial Aid | Facilities Inventory

**Data Submission Errors**

Name ▾

[Institution Summary](#)

**Submission Status**

Name ▾

[Submission Status](#)

[Submission Summary](#)

**Course Data Submission Review**

Name ▾

[Credit Hours Generated by Budget Program Area](#)

[Semester Credit Hours Summary](#)

[Student Transfer Course Data](#)

**Graduation Data Submission Review**

Name ▾

[Graduation - Degrees Conferred Data Submission Summary](#)

**Student Data Submission Review**

Name ▾

[Admit Type Summary](#)

[Advanced Standing Summary](#)

[Attribute Summary](#)

[Class Standing Code Summary](#)

[Dual Enrollment Students with Matriculation Term Issues - Summary](#)

[Enrollment By Academic Level](#)

[Enrollment by Citizenship Status](#)

**USG Data Warehouse Academic Data Submission Reports**

A variety of useful reports on the left will assist the end user with data submission review to the USG Academic Data Warehouse.

- 1. Data Submission Errors**  
The Data Submission Error Report displays the institution's data errors, categorized by Term, Category, Error Description and error count.
- 2. Submission Status**  
Submission Record Count Reports allow you to review your data submitted for Graduation or Student and also gives an option to download the entire data to the Academic Data Warehouse. The submission status report shows the Academic data submission status.
- 3. Data Submission Review**  
These Summary Reports are a useful tool to review data submitted for enrollment frequencies, i.e., Advanced Standing Summary, Enrollment Summary, etc.
- 4. Data Dictionary**  
The Data Dictionary contains a Data Submission Crosswalk, Elements by Element, as well as Validation Rules by the Primary Element submitted. The Data Element...

## University System of Georgia Semester Credit Hours Summary Academic Term 20252 MT Census 1 Courses Only

Institution	Credit Hours	Total Credit Hrs Lower	Total Credit Hrs Upper	Total Credit Hrs Grad/Prof	Total Credit Hrs Not Counted
	<a href="#">31,398</a>	<a href="#">25,385</a>	<a href="#">6,013</a>	<a href="#">0</a>	0

## University System of Georgia Student Data Submission - Attribute Summary

### Submission Term: 20252 - MT

Institution	STUDENT_ATTRIBUTE_CODE	Record Count	Detail
	MAC	1	<a href="#">Detail Data</a>
	MAM	1	<a href="#">Detail Data</a>
	MG	5	<a href="#">Detail Data</a>
	MR	2	<a href="#">Detail Data</a>
	MV	22	<a href="#">Detail Data</a>
	P1AD	41	<a href="#">Detail Data</a>
	P1BD	36	<a href="#">Detail Data</a>
	P1CC	9	<a href="#">Detail Data</a>
	P1DD	3	<a href="#">Detail Data</a>
	P1HS	54	<a href="#">Detail Data</a>



# Data Review – Reports (Semester Credit Hours Summary)

USG Data Warehouse

Academic Data Submission | Academic Financial Aid | Facilities Inventory | Human Resources

**Data Submission Errors**  
Name ▾  
Institution Summary

**Submission Status**  
Name ▾  
Submission Status  
Submission Summary

**Course Data Submission Review**  
Name ▾  
Credit Hours Generated by Budget  
Program Area  
Semester Credit Hours Summary  
Student Transfer Course Data

**Graduation Data Submission Review**  
Name ▾  
Graduation - Degrees Conferred Data  
Submission Summary

**Student Data Submission Review**  
Name ▾  
Admit Type Summary  
Advanced Standing Summary  
Attribute Summary  
Class Standing Code Summary  
Dual Enrollment Students with  
Matriculation Term Issues - Summary  
Enrollment By Academic Level  
Enrollment by Citizenship Status

**USG Data Warehouse**  
Academic Data Submission Reports

A variety of reports are available for review to help you understand your data and review the data submitted for your institution.

1. Data Submission Review

2. Submission Review

3. Data Submission Review

These Summary Reports are a useful tool to review data submitted for element...

Review this report for every MT and EOT Collection, as it 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

### University System of Georgia Semester Credit Hours Summary Academic Term 20252 MT Census 1 Courses Only

Institution	Credit Hours	Total Credit Hrs Lower	Total Credit Hrs Upper	Total Credit Hrs Grad/Prof	Total Credit Hrs Not Counted
	31,398	25,385	6,013	0	0

### 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



# Data Collection Certification Form

RESEARCH AND POLICY ANALYSIS  
Operations Division

Search Research

## Academic Data Collection and Reporting

Collection Dates & Institution Points of Contact

- [ADC Census & Due Dates](#)
- [ADC Points of Contact](#)

Academic Data Collection Data Element Dictionary, Derived Variables, and Data Element Form

- [ADC Data Element Dictionary with Valid Values](#)
- [ADC Functional and Technical Definitions of Derived Variables](#)
- [ADC New Data Element Request Form](#)
- [ADC Update to Existing Data Element Request](#)

**Certification Resources**

- [Data Collection Certification Form](#)
- [ADC Certification Resource Guide](#)

Additional Resources

- [Data Collections Application](#)
- [Academic Data Collection Release Notes and Related Documents](#)
- [InteractUSG 2023 Functional Overview of the ADC](#)
- [InteractUSG 2023 Advancing Effective Decision Making by Advocating](#)

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Data Collection & Reporting Resources

- ▶ Academic Data Collection and Reporting
- Financial Aid Data Collection

This form is due by 5 PM on the ADC Due Date.



UNIVERSITY SYSTEM OF GEORGIA

## Data Collection Certification

Data Collection Certification for Academic, Financial Aid, Human Resources and Transfer Collections

### Resources

ITS Data & Reporting Services - Data Collection Application Links (Extraction Site)  
[https://www.usg.edu/data\\_services/data\\_collection\\_application](https://www.usg.edu/data_services/data_collection_application)

ITS Data & Reporting Services - Data Validation Reports (Data Review Site)  
[https://www.usg.edu/data\\_services/](https://www.usg.edu/data_services/)

ITS Data & Reporting Services - Data Collections Documentation  
[https://www.usg.edu/data\\_services/](https://www.usg.edu/data_services/)

Research & Policy Analysis - Data Collection & Reporting Resources (Includes Data Element Dictionary, definitions, and resource guides for each collection)  
<https://www.usg.edu/research/>

Please note the Collection Certification Form is due by close of business on the Data Collection Due Date. This form must be complete before your submission will be considered successful.

### Collection Certified \*

Academic Data Collection

### Collection Term & Type \*

Fall EOT (End-of-Term)



UNIVERSITY SYSTEM OF GEORGIA

[https://www.usg.edu/research/data\\_collection\\_and\\_reporting\\_resources/academic\\_data\\_collection\\_and\\_reporting](https://www.usg.edu/research/data_collection_and_reporting_resources/academic_data_collection_and_reporting)

# USO Data Usage & POC Responsibilities

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**Dr. Angela Bell** | Vice Chancellor of Research & Policy Analysis

Operations Division | Research and Policy Analysis (RPA)



# USO Data Usage – Public Reports & Data Resources

RESEARCH AND POLICY ANALYSIS  
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Enrollment



Student Success



Outcomes



Academic Program Analytics

### USG by the Numbers Enrollment Dashboard

10-Year Trend | 1-Year Summary | Data Table

#### University System of Georgia: All Degree Seekers

**Total Enrollment**

Fall Term	Enrollment Count
2015	316,164
2016	321,551
2017	325,203
2018	328,712
2019	323,507
2020	341,489
2021	340,638
2022	334,459
2023	344,392
2024	364,725

**By Race/Ethnicity**

**By Enrollment Status**

**By Gender**

Clear All Filters

### USG by the Numbers Enrollment Report

University System of Georgia: All Student Population All Degree Seekers

Sector Name	Institution Name	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Research Universities	Augusta University	8,333	8,532	8,824	9,072	9,274	9,565	9,606	9,813	10,546	11,584
	Georgia Institute of Technology	25,034	26,841	29,369	32,723	36,489	39,771	43,859	45,296	47,961	53,363
	Georgia State University	53,146	50,969	51,562	52,814	53,619	53,743	52,350	51,995	50,521	52,423
	University of Georgia	36,130	36,574	37,606	38,652	38,920	39,147	40,118	40,607	41,615	43,146
	<b>Sector Total</b>	<b>122,643</b>	<b>122,916</b>	<b>127,361</b>	<b>133,261</b>	<b>138,302</b>	<b>142,226</b>	<b>145,933</b>	<b>147,711</b>	<b>150,643</b>	<b>160,516</b>
Comprehensive Universities	Georgia Southern University	27,569	27,831	27,459	26,408	26,054	26,949	27,091	25,506	26,106	27,506
	Kennesaw State University	33,252	35,018	35,846	35,420	37,907	41,181	42,983	43,268	45,152	47,845
	University of West Georgia	12,834	13,308	13,520	13,733	13,238	13,419	12,710	11,914	12,769	14,394
	Valdosta State University	11,302	11,375	11,341	11,211	11,270	12,304	11,573	10,235	10,180	10,305
	<b>Sector Total</b>	<b>84,957</b>	<b>87,532</b>	<b>88,166</b>	<b>86,772</b>	<b>88,369</b>	<b>93,853</b>	<b>94,365</b>	<b>90,913</b>	<b>94,207</b>	<b>100,050</b>
State Universities	Albany State University	8,963	7,161	6,615	6,371	6,122	6,509	6,324	6,358	6,599	6,809
	Clayton State University	7,012	6,996	7,003	7,038	6,879	7,052	6,820	5,857	5,881	6,172
	Columbus State University	8,440	8,407	8,453	8,076	7,877	8,376	7,924	7,500	7,637	7,937
	Fort Valley State University	2,695	2,679	2,752	2,776	2,624	2,827	2,783	2,609	2,765	2,905
	Georgia College & State University	6,889	6,915	6,952	6,989	7,031	6,873	6,763	6,315	6,811	7,097
	Georgia Southwestern State University	2,755	2,954	3,052	2,907	2,950	3,162	3,158	3,036	3,415	3,704
	Middle Georgia State University	7,676	7,714	7,341	7,802	8,066	8,404	7,885	7,689	8,039	8,409
	Savannah State University	4,800	4,955	4,429	4,077	3,688	3,488	3,395	2,962	3,099	3,208
	University of North Georgia	17,289	18,219	18,782	19,722	19,748	19,793	18,985	18,046	18,086	19,298
	<b>Sector Total</b>	<b>66,519</b>	<b>66,000</b>	<b>65,379</b>	<b>65,758</b>	<b>64,985</b>	<b>66,484</b>	<b>64,037</b>	<b>60,412</b>	<b>62,332</b>	<b>65,539</b>
State Colleges	Abraham Baldwin Agricultural College	5,794	5,943	5,140	4,291	3,927	3,990	3,815	3,649	3,768	3,826
	Atlanta Metropolitan State College	3,129	2,783	2,501	2,187	1,844	1,704	1,612	1,440	1,556	1,590
	College of Coastal Georgia	3,131	3,529	3,663	3,546	3,535	3,457	3,249	3,155	3,200	3,476
	Dalton State College	5,044	5,188	5,164	5,118	4,964	4,794	4,535	4,535	4,908	5,140
	East Georgia State College	3,001	3,152	3,003	2,942	2,741	2,415	2,023	1,900	1,768	1,826
	Georgia Gateway College	11,468	12,052	12,287	12,508	12,831	11,627	10,940	11,030	11,918	12,245
	Georgia Highlands College	5,746	6,013	6,013	6,184	6,169	5,680	5,245	4,776	5,094	5,386
	Gordon State College	4,084	3,901	3,986	3,663	3,495	3,231	3,101	3,144	3,145	3,232
	South Georgia State College	2,648	2,542	2,540	2,482	2,346	2,028	1,774	1,794	1,853	1,899
	<b>Sector Total</b>	<b>44,045</b>	<b>45,103</b>	<b>44,297</b>	<b>42,921</b>	<b>41,851</b>	<b>38,926</b>	<b>36,303</b>	<b>35,423</b>	<b>37,210</b>	<b>38,620</b>
<b>System Total</b>	<b>318,164</b>	<b>321,551</b>	<b>325,203</b>	<b>328,712</b>	<b>333,507</b>	<b>341,489</b>	<b>340,638</b>	<b>334,459</b>	<b>344,392</b>	<b>364,725</b>	

Clear All Filters

# USO Data Usage – Public Reports & Data Resources

RESEARCH AND POLICY ANALYSIS  
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Enrollment



Student Success



Outcomes



Academic Program Analytics

## Enrollment



**Enrollment Dashboard**

The Enrollment dashboard provides 10-year trends for fall headcount enrollment. Data can be broken down by race/ethnicity, gender, and special cohorts.



**Credit Hours Dashboard**

The Credit Hours Dashboard provides 7-year trends for credit hour production. Data can be broken down by fund group, course level, course modality, student residency, and dual enrollment status.



**Fall Enrollment by Academic Program**

This dashboard provides five years of fall enrollment data by academic program. Data can be broken down by degree type, CIP code, USG sector, institution, and occupation code.

## Credit Hours Dashboard

### Credit Hours Trend for University System of Georgia

Total Credit Hours | By Fund Group / Course Level Group | By Course Modality / Student Enrollment Modality | Credit Hour Details

Definitions Reports

Fiscal Year | Term

#### Total Credit Hours

Fiscal Year	Total Credit Hours
2019	8,562,974
2020	8,627,949
2021	8,724,883
2022	8,531,161
2023	8,458,746
2024	8,772,134

#### Year Over Year Change

Fiscal Year	Year Over Year Change
2019	0
2020	64,976
2021	96,934
2022	-193,722
2023	-72,415
2024	313,387

Sector: All | Institution: All | Fund Group: All | Course Level Group: All | Student Residency: All | Dual Enrollment: All

Research and Policy Analysis



# USO Data Usage – Public Reports & Data Resources

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## Enrollment Reports

SEMESTER ENROLLMENT REPORTS

For an explanation of the tables and data, see the [Enrollment Report Definition for Tables and Columns](#). Historical reports reflect institutional names and sectors that existed at the time of the report. The University System developed student-level data systems in 1984. All reports before that time exist only as artifacts of data systems that no longer exist.

Semester Enrollment Reports and Archived Quarterly Enrollment Reports

FISCAL YEARS 2017 - 2025

- FY 2025: Summer 2024
- FY 2024: Summer 2023 | **Fall 2023** | Spring 2024
- FY 2023: Summer 2022 | Fall 2022 | Spring 2023
- FY 2022: Summer 2021 | Fall 2021 | Spring 2022
- FY 2021: Summer 2020 | Fall 2020 | Spring 2021
- FY 2020: Summer 2019 | Fall 2019 | Spring 2020
- FY 2019: Summer 2018 | Fall 2018 | Spring 2019
- FY 2018: Summer 2017 | Fall 2017 | Spring 2018
- FY 2017: Summer 2016 | Fall 2016 | Spring 2017

FISCAL YEARS 2001 - 2016

FISCAL YEARS 1991 - 2000

FISCAL YEARS 1981 - 1990

FISCAL YEARS 1971 - 1980

FISCAL YEARS 1952 - 1970

FALL 2023

# SEMESTER ENROLLMENT REPORT

Board of Regents of the University System of Georgia

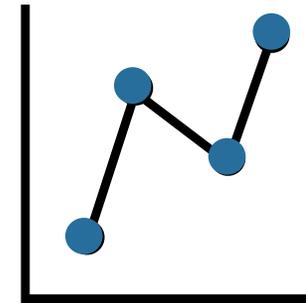


UNIVERSITY SYSTEM OF GEORGIA

[https://www.usg.edu/research/enrollment\\_reports](https://www.usg.edu/research/enrollment_reports)

# USO Data Usage

- Decision Making and Policy Analysis
  - Inform policy decisions
  - Model legislative impacts
  - Monitor trends and performance
  - Assess the success of policy and initiatives
- Strategic plan metrics
- Best practices development
- Respond to legislative data requests



# USO Data Usage

USO data is used to help support USG initiatives. The data is also submitted to state agencies and organizations.



# USO Data Usage



Integrated Postsecondary Education Data System

**COLLEGE Navigator** Back to Results

Name of School  
University of West Georgia

States (use map for more than 1 state)  
 No Preference  
 Alabama  
 Alaska  
 Arizona  
Use Map

ZIP Code  Miles from

Programs/Majors  
0 Items Selected Browse for Programs

Level of Award ?  
 Certificate  Associate's  
 Bachelor's  Advanced

Institution Type ?  
 Public  4-year  
 Private non-profit  2-year  
 Private for-profit  < 2-year

**Show Results**  
[Guide Me](#) | [Clear Search](#)

**University of West Georgia**  
 1601 Maple St., Carrollton, Georgia 30118-0001

General information: (678) 839-5000  
 Website: [www.westga.edu](http://www.westga.edu)  
 Type: 4-year, Public  
 Awards offered: Bachelor's degree, Postbaccalaureate certificate, Master's degree, Post-master's certificate, Doctor's degree - research/scholarship, Town: Fringe

Campus setting:  Yes  
 Campus housing:  Yes  
 Student population: 13,520 (11,229 undergraduate)  
 Student-to-faculty ratio: 20 to 1

[Expand All](#) | [Collapse All](#)

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- [ACCREDITATION](#)
- [CAMPUS SECURITY](#)
- [COHORT DEFAULT RATES](#)

IPEDS Matters!!!

U.S. DEPARTMENT OF EDUCATION

**College Scorecard**

[BACK TO SEARCH RESULTS](#) [SHARE THIS SCHOOL](#)

**Georgia College & State University** +

Milledgeville, GA  
 5,857 undergraduate students  
[gcsu.edu](http://gcsu.edu)

**4** Year **Public** **Town** **Medium**

Map files by Stamen Design, under CC BY 3.0. Data by OpenStreetMap, under ODbL.

Average Annual Cost	Graduation Rate	Salary After Attending
\$19,686	63%	\$40,500

Costs +

Financial Aid & Debt +



U.S. Department of Education

## College Affordability and Transparency List



UNIVERSITY SYSTEM OF GEORGIA

# Points of Contact Responsibilities



# Points of Contact Responsibilities – Communication with USO

- Liaises between institution and University System Office (USO) for institutional data collection and responds in a timely manner to USO inquiries.
- Reports any changes in personnel who impact the collection in a timely manner to ITS. These changes may include new access requests, access changes, and deactivations.
- Coordinates the certification of data for each collection and ensures that the Certification Form on behalf of the institution is submitted by the due date at 5 PM (by the Registrar for ADC and by the Director of Financial Aid for FADC).
- Ensures all deadlines related to data collections are met.



# Points of Contact Responsibilities – Institution Communication

- Communicates collection cycle dates (preliminary headcounts, census dates, certification and due dates) to campus partners to prevent conflicts which may delay the collection submission or skew the collected data. An example may be to advocate for Banner maintenance not to be scheduled during the final week of a collection.
- Distributes important collection announcements from USO to affected and/or interested parties on campus.
- Trains new institution personnel on collection processes and expectations, and requests training for new personnel from USO Research & Policy Analysis (RPA) & Information Technology Services (ITS) as needed.



# Points of Contact Responsibilities – Data Quality Measures

- Ensures implementation of new and maintenance of current processes and procedures related to the collection (for example, proper translation of Banner codes to USG common codes) and collaborate with germane functional areas regarding changes in the collection.
- Examines turnaround reports, not limited to mandatory reports for validation for data completeness and quality.
- Ensures that errors received during the collection process are resolved and cleared. If the errors cannot be cleared, communicate the need for error relief as early as feasible.
- Ensures Data Validation Reports are validated by appropriate institution personnel prior to the collection due date at 5 PM. This may include staff from the Bursar's office, Institutional Effectiveness, Institutional Research, Financial Aid, Registrar, and Directors of Facilities.



# Data Collection Resources & Assistance

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Academic Data Collection and Reporting

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Certification Resources

- Data Collection Certification Form
- ADC Certification Resource Guide

Additional Resources

- Data Collections Application
- Academic Data Collection Release Notes and Related Documents
- InteractUSG 2023 Functional Overview of the ADC
- InteractUSG 2023 Advancing Effective Decision Making by Advocating for Data Quality and Integrity

ADC Due Dates

Data Element Dictionary (DED)

Required Data Collection Certification Form & Resource Guide

Apex Application to perform an extraction

Review Cognos Reports to validate extracted data

Documentation for each specific data collection

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### Data & Reporting Services

Information Technology Services, in partnership with Research and Policy Analysis, facilitates the collection and storage of student, curriculum, degree, financial aid, employee and facilities data from System schools for University System reporting. These data collections originate from the source systems and then are aggregated for USG, state and federal reporting. Each mart has its own collection and reporting cycle as designated by each data mart sponsor.

Access to each data mart and reporting toolsets is determined by each designated institutional point of contact (Academic, Financial Aid, Facilities and Human Resources).

### Data Collections

Nine data submissions occur annually from the student information system (Banner) through three data collections. These collections include the Academic Data Collection (ADC), Financial Aid Data Collection (FADC) and the Facilities Inventory Data Collection (FIDC). The Transfer Course collection also occurs during the summer.

Human Resources data are extracted from OneUSG Connect (PeopleSoft HCM application) into USG HR data mart on a daily basis from Sunday night to Thursday night for each institution. HR reports provided by USG including IPEDS HR validation reports reflect the PeopleSoft HCM data as of the previous day.

Use the links on the left side to access reporting applications (APEX, Cognos, Password Portal, etc.). To access the Data Element Dictionaries for each mart, select [Reporting Resources](#) and then Data Collection & Reporting Resources.



**Research & Policy Analysis Webpage**  
<https://www.usg.edu/research>



**Data & Reporting Services Webpage**  
[https://www.usg.edu/data\\_services](https://www.usg.edu/data_services)



**UNIVERSITY SYSTEM OF GEORGIA**

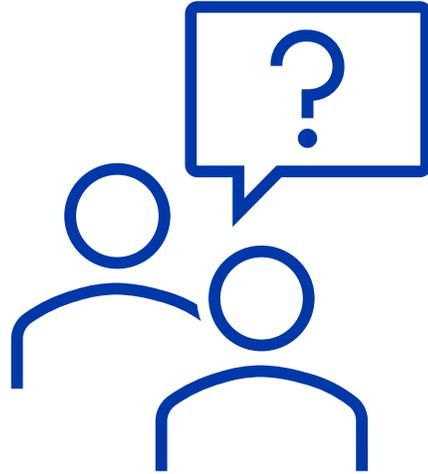


**Beta Testing Assistance**  
[DW\\_TEST@usg.edu](mailto:DW_TEST@usg.edu)



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

# Questions and Comments



**Data & Reporting Services Webpage**  
[https://www.usg.edu/data\\_services](https://www.usg.edu/data_services)



**Research & Policy Analysis Webpage**  
<https://www.usg.edu/research>



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



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



# UNIVERSITY SYSTEM OF GEORGIA

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## Information Technology Services