

**New Data Element Request Form**  
**University System of Georgia**

**Requester Information**

Name: Laura Lynch  
Affiliation & Title: Associate Vice Chancellor of Academic Programs and Policy  
Email Address: laura.lynch@usg.edu  
Phone Number: 404-962-3077

Name: Sarah Wenham  
Affiliation & Title: Director, Student Enrollment Services  
Email Address: sarah.wenham@usg.edu  
Phone Number: 404-962-3115

**Information about Proposed Data Element**

**1. Proposed name of new data element:**

Add a new category of "Credit by other examination". This is a new Valid Value for Advanced Standing Hours, but a new data element is required as each valid value is a separate data element in the DED.

**2. Why is the new element needed?**

Add a new category of "Credit by other examination" so we explicitly carve that out from the large numbers of "other" (to cover departmental exams, FLATS, ACTFL, etc.)

**3. When is the new element needed? Please list the first term you are asking the element to be collected, as well as the latest acceptable term collection could start. Also note if there are any policies or deadlines related to your request.**

Summer 2026 or Fall 2026 Requested  
Summer 2026 MT Implementation Planned

**4. Provide a brief description of the new data element. Please provide all possible values; if requesting additional tests to be collected, please provide minimum and maximum possible scores as well as the minimum passing score. Please specify whether the values are text or numeric and provide any source documentation if available.**

Advanced Standing Hours – Credit by Other Examination  
Description: The number of credit hours accepted through other examinations.  
Valid Value Code: 999942  
Valid Value Description:  
Business Practice: Credit hours accepted through departmental exams, FLATS, ACTFL, etc.  
Validation Rule: Advanced Hours Accepted – Credit by Other Examination must be between 0 and 100

**New Data Element Request Form**  
**University System of Georgia**

**5. Is the data sensitive in any way?**

No

**6. Is the proposed element currently being collected by System institutions in Banner, or is this element not yet collected by institutions? Yes**

a) If Yes:

**(i) Where do the data reside (Banner table and form)?**

Table: SHRTRCE

Column: SHRTRCE\_CREDIT\_HOURS

GUI Name: SHATRNS

GUI Label: Hours

SOAXREF Translation Code: RGTADPL

**(ii) What position(s) and division (s) have responsibility for its collection and storage (e.g. Admissions, Financial Aid, Registrar)?**

Transfer Evaluation varies, but commonly Admissions or Registrar.

**(iii) To what other existing USG data elements is this one related and how would the new element affect them? Provide rules/edits that should be followed in collecting this information.**

There are multiple Advanced Standing Hours data elements. This new code would need to be added to the valid value list to appear within each of these data elements.

Code must be added to validation VSTE265 as a valid value.

**New Data Element Request Form**  
**University System of Georgia**

| Valid Values | Code   | Description  |
|--------------|--------|--|
|              | 999901 | Advanced Placement Programs                            |
|              | 999902 | College Level Examination Program                      |
|              | 999903 | Advanced Standing - ACE                                |
|              | 999904 | Advanced Standing - DAN TES                            |
|              | 999905 | Other Advanced Standing Programs                       |
|              | 999906 | International Baccalaureate Diploma Completion Program |
|              | 999908 | Credit by Professional Certification                   |
|              | 999909 | Credit by Portfolio Review                             |
|              | 999910 | Credit by Performance                                  |
|              | 9999AF | ACE Military Credit: Air Force                         |
|              | 9999AR | ACE Military Credit: Army                              |
|              | 9999CG | ACE Military Credit: Coast Guard                       |
|              | 9999DD | ACE Military Credit: Department of Defense             |
|              | 9999MC | ACE Military Credit: Marine Corps                      |
|              | 9999NA | ACE Military Credit: Navy                              |

- Adjust the wording of the existing "Credit by Professional Certification" to be "Credit by Professional Certification/Licensure"
- Adjust the description for 'Advanced Standing Hours – OTHER' to "The number of credit hours accepted for other forms of advanced standing, excluding credit by exam (e.g., AP), credit by professional certification/licensure, credit by portfolio review, credit by performance, or credit for CTAE or Military experiences."
- Adjust the description for 'Advanced Standing Hours – ACE' to "The number of credit hours accepted from an American Council of Education (ACE) transcript. This does not include credit accepted for AP, CLEP, CAIE, DAN TES, IB, or through Military transcripts."

**(iv) Do all system institutions collect it in Banner? If not all, which institutions? Yes.**