

Changes to Existing Data Element Request Form
University System of Georgia

Requester Information

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Information about Proposed Data Element

1. Name of existing data element:

Major Code Enrolled (SPE003)

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

Validation: Must have an active CAAP status for first time degree seeking students. Please contact the CAAP administrator by submitting a Ticket to support@usg.edu. (VSPE012)

2. Why is the change needed?

To ensure that the degree acronym, degree level code, and CIP combination exists in the Catalog of Authorized Academic Programs (CAAP) for Degree Level Code of 'Z' – Less than 1 Year Certificate. Validating for 'Z' level programs will align this validation or enrollment with the validations for awards which are VSPA002 and VSPA003.

These programs are not currently validated against CAAP for enrollment. When a student is awarded, they are validated and institutions discover the CIP in Banner was incorrect. This then creates the need for correction in Banner and prior term enrollment records in the system office databases. This has a significant impact on reporting.

3. When is the change needed? Please list the first term you are asking the change to occur, as well the latest acceptable term the change could be implemented. Also note if there are any policies or deadlines related to your request.

Before Fall 2027 MT

EDMA proposes Spring 2027 EOT

4. Provide a brief description of the change. If requesting additional codes to be added to an element, please suggest codes, and provide a comprehensive list of valid values including the proposed changes. Please specify whether the codes are text or numeric and provide any source documentation if available.

Logic change to validations. Currently, VSPE011 and VSPE012 exclude DEGREE_LEVEL_CODE IN ('N','X','Z'). Request is to remove 'Z' from the exclusion list for both validations below.

- Validation: The combination of Major Area Code (CIP code), Degree Acronym, and Degree Level Code must be authorized through CAAP for degree seeking students. (VSPE011).

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This validation checks the CIP Code, Degree Acronym, and Degree Level Code for all enrolled students against CAAP programs. The CAAP program may be in an active or deactive status to clear this validation.

- Validation: Must have an active CAAP status for first time degree seeking students. Please contact the CAAP administrator by submitting a Ticket to support@usg.edu. (VSPE012).

This validation checks the CIP Code, Degree Acronym, and Degree Level Code for all newly enrolled students against CAAP programs. The CAAP program may only be in active status to clear this validation. This ensures no new students are enrolled in deactivated programs which are in a teach out status.

Degree Level Codes N, X should remain on the exclusion list as these programs are not in CAAP.
N is Non-Degree
X is Other

5. Is the data sensitive in any way?

No

6. Where is the data element currently collected in Banner (table and form)? Would the proposed change also be in the same Banner table and form? If not, please explain.

No change to coding in Banner or location of data pull from Banner. This is a request to change validation logic to remove Degree Level Code of 'Z' – Less than 1 Year Certificate, from the exclusion list.

7. 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.

Review all data elements and validations related to CAAP.

Major Code Enrolled (SPE003)
Validations VSPE011 & VSPE012

Degree Acronym (SPA001)
Business Practice updates to remove the following: "Use ZERO for "Z" certificates that have fewer than 20 hours. These are not edited against CAAP."

Major Code (SPA003)
Validations VSPA002 & VSPA003

Degree Acronym – Enrolled (SPE001)
Validation VSPE001

Approved at 1st Read on 9/16/2026
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