



UTAH SYSTEM OF HIGHER EDUCATION

Building a Stronger State of MindsSM

GRADUATION DATA SUBMISSION FILE

July 1, 2011 - 2011-2012 Submission Year

File Description: The Graduation Data Submission file contains records for all degrees, certificates, and awards conferred between July 1 of the previous calendar year and June 30 of the current calendar year. The Graduation Data Submission File is intended to be compatible with the annual IPEDS Completion Survey.

Submission Schedule: The file must be submitted to Utah Board of Regents no later than October 15th of each year.

Capture Date: The capture date for the Graduation Data Submission File is June 30 of each year. (Adapted from IPEDS Completion Survey General Instructions, June 1, 1996.) Report all degrees and other formal awards **conferred** by your institution between July 1 of the previous calendar year and June 30 of the current calendar year. Awards/degrees earned but not yet conferred should be reported in next year's submission file. Suggestion: If an institution cannot verify/audit graduation requirements by August 15 of each year, then this date should be utilized as a cut-off date and those student's whose audits are not completed should be reported in the upcoming year's graduation submission file. This will keep the USHE Graduation submission file lined-up with the Graduation Rate Survey (IPEDS) which is submitted in November of each year. If an individual received two degrees at different levels (e.g., a bachelor's degree at the end of the summer session and a master's degree at the end of the academic year), report each degree in its appropriate classification. Include awards/degrees in occupational/vocational as well as academic programs.

Submission File Usage: The Graduation Data Submission File will be used for reporting of Performance Evaluations, Data Book, Workforce Services Economic Indicators, TRIO program tracking, student tracking, and others as necessary.

Submission File Naming Convention: The Graduation Data Submission File should be named as follows: School short name (hyphen), grad (hyphen), two digit fiscal ending year. File extension csv or txt may be used. example: **wsu-grad-09.txt or wsu-grad-09.csv** for Weber State University's Graduation Data Submission File for the fiscal year of (2008/2009)

Delimiter: The Graduation Data Submission File may be submitted in either fixed field or delimited format. A single pipe symbol '|' will be used as the delimiter. When submitting a delimited file, the pipe symbol must appear between each field in the file (Note: some data elements will have multiple fields, e.g. name has 4 fields). Column spacing references are provided for those wishing to submit data in a fixed length format.

Additional Explanations: *see IPEDS Completion Survey General Instructions, June 1, 1996.

<http://nces.ed.gov/ipeds>

Graduation Data Elements:				
*See Elements G-01 through G-24 for specific format information.				
				(For Fixed Width Files)
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		G_MIDDLE	15	89 - 103
		G_SUFFIX	4	104 - 107
Utah County Code	G-04	G_COUNTY_ORIGIN	5	108 - 112
Birthdate	G-05	G_BIRTH_DT	8	113 - 120
Gender	G-06	G_GENDER	1	121
Ethnicity	G-07	G_ETHNIC_H	1	122
		G_ETHNIC_A	1	123
		G_ETHNIC_B	1	124
		G_ETHNIC_I	1	125
		G_ETHNIC_P	1	126
		G_ETHNIC_W	1	127
		G_ETHNIC_N	1	128
		G_ETHNIC_U	1	129
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Cum Ugrad Transfer Sem Cr Hrs Accepted	G-12	G_TRANS_TOTAL	5	150 - 154
Total Hours at Graduation	G-13	G_GRAD_HRS	5	155 - 159
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High School Codes	G-19	G_HIGH_SCHOOL	6	176 - 181
SSID (Utah State Office of Education)	G-20	G_SSID	9	182 - 190
Institutionally Assigned ID	G-21	G_BANNER_ID	9	191 - 199
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UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-01**

ELEMENT NAME: Institution

FIELD NAME: G_INST

FIELD FORMAT: Varchar2, 4 Characters, Columns 1-4

DEFINITION: The identification number used by the U.S. Department of Education's Office of Postsecondary Education (OPE) to identify schools that have Program Participation Agreements (PPA) so that its students are eligible to participate in Federal Student Financial Assistance programs under Title IV regulations. This is a 6-digit number followed by a 2-digit suffix used to identify branches, additional locations, and other entities that are part of the eligible institution. USHE will use the last 4 digits of the 6-digit number for the field value as additional locations will be specified by C-09 Line Item.

Field Value	OPEID Value	Field Attributes and Examples	Effective Date
3675	00367500	University of Utah	June 15, 1998
3677	00367700	Utah State University	June 15, 1998
3680	00368000	Weber State University	June 15, 1998
3678	00367800	Southern Utah University	June 15, 1998
3679	00367900	Snow College	June 15, 1998
3671	00367100	Dixie State College	August 9, 2000
3676	00367600	College of Eastern Utah	June 15, 1998
4027	00402700	Utah Valley University	June, 15, 1998
5220	00522000	Salt Lake Community College	June 15, 1998
3670	00367000	Brigham Young University	June 15, 1998
3681	00368100	Westminster College	June 15, 1998
1625	00162500	Brigham Young University - Idaho	August 9, 2000
3672	00367200	LDS Business College	June 15, 1998

COMMENTS: As institutions are added to the data base, their existing OPE ID code will be used.

Last modified: August 5, 2005

VALIDATION TABLE: INST

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-02**

ELEMENT NAME: Student ID

FIELD NAME: G_ID

FIELD FORMAT: Varchar2, 9 Characters, Columns 5-13

DEFINITION: Use a Unique Identifier for graduating student. Social Security Number shall be used (to facilitate student tracking) except in the rare case where the student does not have SSN (i.e. international student) where an institutionally defined number is used.

Field Value	Field Attributes	Effective Date
<Student Specific>	Social Security Number	June 15, 1998

COMMENTS: Last modified June 15, 1998

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-03**

ELEMENT NAME: Name

FIELD NAME: G_LAST
G_FIRST
G_MIDDLE
G_SUFFIX

FIELD FORMAT: Varchar2, 60 Characters (Field Value - L) Columns 14-73
Varchar2, 15 Characters (Field Value - F) Columns 74-88
Varchar2, 15 Characters (Field Value - M) Columns 89-103
Varchar2, 4 Characters (Field Value - S) Columns 104-107

DEFINITION: The legal combination of names by which the student is known.

Field Value - L	Field Attributes and Examples	Effective Date
<student specific>	Last name of student.	July 1, 2009

Field Value - F	Field Attributes and Examples	Effective Date
<student specific>	First name of student.	July 1, 2009

Field Value - M	Field Attributes and Examples	Effective Date
<student specific>	Middle name of student.	July 1, 2009

Field Value - S	Field Attributes and Examples	Effective Date
<student specific>	Student's Suffix.	July 1, 2009

COMMENTS: Last modified June 26, 2009.

REFERENCE:

BANNER SOURCE:Spriden_last_name
Spriden_first_name
Spriden_MI
Spbpers_name_suffix

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-04**

ELEMENT NAME: Utah County Code

FIELD NAME: G_COUNTY_ORIGIN

FIELD FORMAT: Varchar2, 5 Characters, Columns 108-112

DEFINITION: The Utah county code indicating the student's county of origin as described at the time of first application to the institution, and if the S_STATE_ORIGIN is UT. Enter UT030 if county is Unknown. Enter UT097 if student is Out of State, Out of US. Enter UT099 if student is Out of State, In the US.

Field Value	Field Attributes and Example	Effective Date
UT001	Beaver	July 1, 2009
UT003	Box Elder	July 1, 2009
UT005	Cache	July 1, 2009
UT007	Carbon	July 1, 2009
UT009	Daggett	July 1, 2009
UT011	Davis	July 1, 2009
UT013	Duchesne	July 1, 2009
UT015	Emery	July 1, 2009
UT017	Garfield	July 1, 2009
UT019	Grand	July 1, 2009
UT021	Iron	July 1, 2009
UT023	Juab	July 1, 2009
UT025	Kane	July 1, 2009
UT027	Millard	July 1, 2009
UT029	Morgan	July 1, 2009
UT031	Piute	July 1, 2009
UT033	Rich	July 1, 2009
UT035	Salt Lake	July 1, 2009

Field Value	Field Attributes and Example	Effective Date
UT037	San Juan	July 1, 2009
UT039	Sanpete	July 1, 2009
UT041	Sevier	July 1, 2009
UT043	Summit	July 1, 2009
UT045	Tooele	July 1, 2009
UT047	Uintah	July 1, 2009
UT049	Utah	July 1, 2009
UT051	Wasatch	July 1, 2009
UT053	Washington	July 1, 2009
UT055	Wayne	July 1, 2009
UT057	Weber	July 1, 2009
UT030	Unknown	July 1, 2009
UT097	<i>Out of state, out of U.S.</i>	July 1, 2009
UT099	<i>Out of state, in the U.S.</i>	July 1, 2009

COMMENTS: Last modified July 7, 2006

REFERENCE: United States Postal Service County Codes.

BANNER SOURCE: Sabsupl_cnty_code_admit

VALIDATION TABLE: ZIPCODE

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-05**

ELEMENT NAME: Date of Birth

FIELD NAME: G_BIRTH_DT

FIELD FORMAT: Date, 8 Characters (YYYYMMDD), Columns 113-120

DEFINITION: The calendar student date of birth, as designated by student.

Field Value	Field Attribute and Examples	Effective Date
yyyy	Four position Year of birth. (i.e. Student born in 1978 would have 1978 listed)	July 1, 2009
mm	Two position Calendar Month of birth... 01-January through 12-December	July 1, 2009
dd	Two position Day of the month of student's birth. Valid day between 01 and 31.	July 1, 2009

COMMENTS: Last modified June 26, 2009

REFERENCE:

BANNER SOURCE: Spbpers_birth_date

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-06**

ELEMENT NAME: Gender

FIELD NAME: G_GENDER

FIELD FORMAT: Varchar2, 1 Character, Columns 121-121

DEFINITION: A code indicating the gender of the student

Field Value	Field Attribute and Examples	Effective Date
M	Male	July 1, 2009
F	Female	July 1, 2009
N	Unspecified	July 1, 2009

COMMENTS: Last modified March 23, 2004

REFERENCE:

BANNER SOURCE: Spbpers_sex

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-07**

ELEMENT NAME: Ethnic Origin

FIELD NAME: G_ETHNIC

FIELD FORMAT: Varchar2, 8 Characters, Columns 122-129

DEFINITION: The racial and ethnic categories used to classify students.

	Field Value							Field Attribute or Examples	Effective Date
H								<i>Hispanic or Latino:</i> A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.	July 1, 2009
	A							<i>Asian:</i> A person having origins in any of the original peoples of the Far East, Southeast Asian, or the Indian subcontinent including for example Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	July 1, 2009
		B						<i>Black or African American:</i> A person having origins in the any of the Black racial groups of Africa.	July 1, 2009
			I					<i>American Indian or Alaskan Native:</i> A person having origins in any of the original peoples of North America and South America (including Central America) and who maintains cultural identification through tribal affiliation or community attachment.	July 1, 2009
				P				<i>Native Hawaiian or Pacific Islander:</i> A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	July 1, 2009
					W			<i>White:</i> A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.	July 1, 2009
						N		<i>Non Resident Alien:</i> A person who is not a citizen or national of the United States and who is in this country on a visa or a temporary basis and does not have the right to remain indefinitely.	July 1, 2009
							U	<i>Unspecified</i>	July 1, 2009

COMMENTS:

REFERENCE: IPEDS Glossary – 2008 – Race/Ethnicity

<http://a257.g.akamaitech.net/7/257/2422/01jan20071800/edocket.access.gpo.gov/2007/pdf/E7-20613.pdf>

BANNER SOURCE: Spbpers_ethn_code (I,A,P,B,H,W,U), Gorvisa_vtyp_code (N)

VALIDATION TABLE: ETHNIC

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-08**

ELEMENT NAME: Date of Graduation

FIELD NAME: G_DATE

FIELD FORMAT: Date, 8 Characters (YYYYMMDD Format), Columns 130-137

DEFINITION: The calendar date the formal award was conferred by the institution.

Value format	Field Attributes	Effective Date
YYYY	Four position Year of Graduation. (i.e. Student graduated in 1978, would have 1978 listed)	July 1, 2007
MM	Two position Calendar Month the student graduated.	July 1, 2007
DD	Two position Day of the month in which the student graduated.	July 1, 2007

COMMENTS: Last modified April 4, 2007

REFERENCE: (Adapted from IPEDS Completion Survey General Instructions, June 1, 1996.) Report all degrees and other formal awards **conferred** by your institution between **July 1 of the previous calendar year and June 30 of the current calendar year**. Awards/degrees earned but not yet conferred should be reported in next year's submission file. Suggestion: If an institution cannot verify/audit graduation requirements by August 15 of each year, then this date should be utilized as a cut-off date and those student's whose audits are not completed should be reported in the upcoming year's graduation submission file. This will keep the USHE Graduation submission file lined-up with the Graduation Rate Survey (IPEDS) which is submitted in November of each year. If an individual received two degrees at different levels (e.g., a bachelor's degree at the end of the summer session and a master's degree at the end of the academic year), report each degree in its appropriate classification. Include awards/degrees in occupational/vocational as well as academic programs.

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-09**

ELEMENT NAME: Degree CIP Code

FIELD NAME: G_CIP

FIELD FORMAT: Varchar2, 6 Characters, Columns 138-143

DEFINITION: Use the 2010 version of the Classification of Instructional Programs (CIP) to best identify the specific programs in which the degree is awarded. Thus, report a bachelor's degree in Business Administration with a business economics major in Business/Managerial Economics (520601), not in Business, General (520101).

Field Value	Field Attribute	Effective Date
(CIP specific)	See CIP booklet (latest version is 2010)	November 12, 1999

COMMENTS: Last modified May 1, 2002.

REFERENCE: National Center for Education Statistics (NCES) - Classification of Instructional Programs.

VALIDATION TABLE: CIP2010

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-10**

ELEMENT NAME: Degree Type

FIELD NAME: G_DEG_TYPE

FIELD FORMAT: Varchar2, 3 Characters, Columns 144-146

DEFINITION: The Level of Degree or Certificate Completed for the award conferred. Refer to the Degree Type Table for all degrees.

Value**	Name	Degree Level	Effective Date
AA	Associate of Arts	Associate	November 18, 1999
AAS	Associate of Applied Science	Associate	November 18, 1999
AAT	Associate of Applied Technology	Associate	July 1, 2002
AC	Associate of Science in Criminal Justice	Associate	July 10, 2001

COMMENTS: Last modified: August 5, 2005

REFERENCE: (Adapted from IPEDS Completion Survey General Instructions, June 1, 1996.) Report all degrees and other formal awards **conferred** by your institution between July 1 of the previous calendar year and June 30 of the current calendar year. Awards/degrees earned but not yet conferred should be reported in next year's submission file. If an individual received two degrees at different levels (e.g., a bachelor's degree at the end of the summer session and a master's degree at the end of the academic year), report each degree in its appropriate classification. Include awards/degrees in occupational/vocational as well as academic programs.

VALIDATION TABLE: DEGREE_TYPE

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-11**

ELEMENT NAME: Graduation GPA

FIELD NAME: G_GPA

FIELD FORMAT: Number, 3 Characters, Columns 147-149

DEFINITION: Student's overall cumulative GPA tied to their graduation award. All credit hours should represent average course grade on a 4.0 scale.

Example Value	Field Attribute - Example	Effective Date
318	3.18 Graduation GPA	November 12, 1999
365	3.65 Graduation GPA	November 12, 1999

COMMENTS: Last modified November 15, 2001. **Note: Not all institutions capture the GPA for transfer credits or grades which are accepted as a part of graduation credits.

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-12**

ELEMENT NAME: Cumulative Undergraduate Transfer Semester Credit Hours Accepted

FIELD NAME: G_TRANS

FIELD FORMAT: Number, 5 Characters, Columns 150-154

DEFINITION: Total number of undergraduate credit hours accepted to date at your institution. (e.g. Transfer credit from another institution). This does not include credits earned at your institution (see S-20). This does not include AP, CLEP, Challenge, or Military Credit. These hours are included in the G_HRS_OTHER field. Hours should all be converted to semester hours.

Value Example	Field Attribute Example	Effective Date
01235	Student has 123.5 credit hours accepted from outside your institution as an undergraduate.	April 28, 1999
00000	Student has no transfer credit.	April 28, 1999

COMMENTS: Last modified November 15, 2001

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-13**

ELEMENT NAME: Total Hours at Graduation

FIELD NAME: G_GRAD_HRS

FIELD FORMAT: Number, 5 Characters, Columns 155-159

DEFINITION: Total number of overall undergraduate hours when the student graduated. This field should include all hours, ie; $S20 + G07 + G09 - G10 = G08$. Hours should all be converted to semester hours.

Value Example	Field Attribute Example	Effective Date
01235	Student has 123.5 credit hours at the time of graduation from your institution.	November 12, 1999

COMMENTS: Last Modified November 15, 2001 **Note: Not all institutions capture the GPA for transfer credits or grades which are accepted as a part of graduation credits.

S_20 s_cum_hrs_ugrad
G_07 g_trans_total
G_09 g_hrs_other
G_10 g_remedial_hrs

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-14**

ELEMENT NAME: Accepted Credit from Other Sources

FIELD NAME: G_HRS_OTHER

FIELD FORMAT: Number, 4 Characters, Columns 160-163

DEFINITION: Hours from AP credit, CLEP test, Language test, Challenge, Military etc. Hours should all be converted to semester hours.

Value Example	Field Attributes Example	Effective Date
0125	Student has 12.5 credit hours accepted from AP, CLEP, etc.	November 12, 1999
0000	Student has no other credit hours.	November 12, 1999

COMMENTS:

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-15**

ELEMENT NAME: Remedial Hours

FIELD NAME: G_REMEDIAL_HRS

FIELD FORMAT: Number, 4 Characters, Columns 164-167

DEFINITION: Remedial Hours which are included in S-20. Hours should all be converted to semester hours.

Value Example	Field Attributes Example	Effective Date
0125	Student has 12.5 remedial hours.	October 19, 2000
0000	Student has no remedial hours.	October 19, 2000

COMMENTS:

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-16**

ELEMENT NAME: Previous Degree Type

FIELD NAME: G_PREV_DEG_TYPE

FIELD FORMAT: Varchar2, 3 Characters, Columns 168-170

DEFINITION: Type of highest degree awarded earned prior to this reporting period at any institution; including your own institution.

Value**	Name	Effective Date
DIP	Diploma Award	July 1, 2008
CER	Certificate Award	July 1, 2008
AX	Associates Degree	July 1, 2007
BX	Bachelor's Degree	July 1, 2007
MX	Master's Degree	July 1, 2007
DX	Doctorate Degree	July 1, 2007
FP	First Professional Degree	July 1, 2007

COMMENTS:

REFERENCE: (Adapted from IPEDS Completion Survey General Instructions, June 1, 1996.)

Report all degrees and other formal awards **conferred** by your institution between July 1 of the previous calendar year and June 30 of the current calendar year. Awards/degrees earned but not yet conferred should be reported in next year's submission file. If an individual received two degrees at different levels (e.g., a bachelor's degree at the end of the summer session and a master's degree at the end of the academic year), report each degree in its appropriate classification. Include awards/degrees in occupational/vocational as well as academic programs.

VALIDATION TABLE: DEGREE_TYPE

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-17**

ELEMENT NAME: IPEDS Award Level Code

FIELD NAME: G_IPEDS

FIELD FORMAT: Number, 2 Characters, Columns 171-172

DEFINITION: The Award Level codes that correspond with the IPEDS Completion Survey.

Field Value	Field Attributes	Effective Date
Below the baccalaureate		
01	Postsecondary award, certificate, or diploma of less than one academic year (less than 900 contact or clock hours)	July 1, 2003
02	Postsecondary award, certificate, or diploma of at least one but less than two academic years (at least 900 but less than 1800 contact or clock hours)	July 1, 2003
03	Associate's Degree	July 1, 2003
04	Post Second. Certificate/Diploma of at least two but less than four academic years (at least 1800 contact or clock hours)	July 1, 2003
Baccalaureate and above		
05	Bachelor's Degree	July 1, 2003
06	Post-Baccalaureate Certificate	July 1, 2003
07	Masters Degree	July 1, 2003
08	Post-Masters Certificate	July 1, 2003
09 - phased out	Doctor's Degree – Phased Out (use 17)	July 1, 2009
10 - phased out	First-Professional Degree – Phased Out (use 18)	July 1, 2009
11 - phased out	Post-Professional Certificate – Phased Out	July 1, 2009
17	Doctor's Degree – Research/Scholarship	July 1, 2009
18	Doctor's Degree – Professional Practice	July 1, 2009
19	Doctor's Degree – Other	July 1, 2009

REFERENCE: Banner STVACAT

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-18**

ELEMENT NAME: Required Hours for Degree

FIELD NAME: G_REQ_HRS_DEG

FIELD FORMAT: Number, 3 Characters, Columns 173-175

DEFINITION: The minimum number of credit hours required for the degree including any course pre-requisites. Not to include any major remedial hours. Hours should all be converted to semester hours.

Field Value (Example)	Field Attributes	Effective Date
120	The total minimum number of credit hours required for a Bachelor of Science degree.	July 1, 2009
060	The total minimum number of credit hours required for an Associates of Science degree.	July 1, 2009

COMMENTS:

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-19**

ELEMENT NAME: High School Codes

FIELD NAME: G_HIGH_SCHOOL

FIELD FORMAT: Varchar2, 6 Characters, Columns 176-181

DEFINITION: Refer to S_HIGH_SCHOOL in the Students Data Dictionary for a complete list of high schools. The High School or Special Secondary School code which uniquely identifies each student's secondary institution. The codes for any secondary institution located within the United States can be found by accessing the URL (<http://www.act.org/aap/regist/lookuphs.html>) The codes for Utah's secondary institutions are listed below. (For undergraduate students only)

Example:

Field Value	Field Attributes and Examples - High Schools	School Type	Effective Date
450005	American Fork High School - American Fork	Regular	July 1, 2003

COMMENTS: Last modified April 2, 2007

REFERENCE: <http://www.act.org/aap/regist/lookuphs.html>

BANNER SOURCE: Sorhsch_sgbi_code

VALIDATION TABLE: HIGHSCHOOLS

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-20**

ELEMENT NAME: Unique USOE State Student Identifier

FIELD NAME: G_SSID

FIELD FORMAT: Varchar2, 9 Characters, Columns 182-190

DEFINITION: The unique Utah State Student Identifier as assigned to each Utah public education student by the Utah State Office of Education. This 9 digit number will appear on all high school transcripts beginning the 2006-2007 academic year. Purpose: to coordinate public education and higher education information technology systems to allow individual student academic achievement to be tracked through both education systems in accordance with 53A-1-603.5 and 53B-1-109.

Field Value	Field Attributes and Examples	Effective Date
099929999	Student SSID as issued the USOE.	July 1, 2009

COMMENTS:

REFERENCE: H.B. 82 – 2006 General Session, State of Utah

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-21**

ELEMENT NAME: Institutionally Assigned ID

FIELD NAME: G_BANNER_ID

FIELD FORMAT: Varchar2, 9 Characters, Columns 191-199

DEFINITION: The unique institutionally assigned identification number for each student intended to be used in lieu of using a student's social security number.

Field Value	Field Attributes and Examples	Effective Date
<Student Specific>	Institutional Student Id	July 1, 2009

COMMENTS:

REFERENCE:

BANNER SOURCE: Spriden_ID where change indicator is null

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-22**

ELEMENT NAME: Workforce Education Earned Contact Hours

FIELD NAME: G_WE_EARNED_CONTACT_HRS

FIELD FORMAT: Number, 5 Characters, Columns 200-204

DEFINITION: The number of hours the student earned in completion of the Workforce Education Certificate program

Field Value	Field Attributes and Examples	Effective Date
01237	Student has earned 123.7 hours at your institution towards any program (excluding transfer hours).	July 1, 2009

COMMENTS:

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-23**

ELEMENT NAME: Workforce Education Program Hours

FIELD NAME: G_WE_PROGRAM_HRS

FIELD FORMAT: Number, 5 Characters, Columns 205-209

DEFINITION: The official length of the program completed (e.g. 900 hr program, 600 Hr program)

Field Value	Field Attributes and Examples	Effective Date
09000	The official length of this program is 900 hours.	July 1, 2009

COMMENTS:

REFERENCE:

VALIDATION TABLE:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Dictionary

Graduation Data Elements -- Version: 07-01-2011

Element: **G-24**

ELEMENT NAME: Date of Graduation

FIELD NAME: G_FIS_YEAR

FIELD FORMAT: varchar, 4 Characters (YYYY Format, i.e. 0809), Columns 210-213

DEFINITION: The fiscal or academic year the formal award was conferred by the institution.

Value format	Field Attributes	Effective Date
YYYY	Four position fiscal/academic Year of Graduation. (i.e. Student graduated in Spring 2008, would have 0708 listed)	July 1, 2010

COMMENTS: Last modified December 1, 2009

REFERENCE:

VALIDATION TABLE: