

DATA EDIT DESCRIPTIONS

The Data Edit Description section contains the technical specifications for editing the data elements currently defined in the CDR. Each edit is uniquely identified by a six-character code in the form XXXX-YZ. The first four positions (XXXX) identify the Error Number, the fifth position (Y) identifies the Edit Type, and sixth positions (Z) identifies the Edit severity.

Error Number (XXXX)

The edits are listed in sequence by Error Number which is either the number of the data element being edited, or is a fabricated number which represents the edit of a group of data elements in combination.

When a group of data elements must be edited together, i.e., a combination edit, the Error Number has been developed on the basis of the following coding scheme; each position of the Error Number identifies a significant aspect of the combination edit.

Position 1: contains a code identifying the data area to which the element belongs; the valid codes are as follows:

1 = Curricular data area

2 = Student data area or Financial Aid data area

5 = Multiple Applications and Admissions Data (MAAD)

Position 2: contains a '9' to identify the Error Number as a combination edit.

Position 3: contains a code identifying the submission cycle which the edit addresses; the valid codes are as follows:

8 or 9 = sixth-week submission cycle

P = post-term submission cycle

A = annual submission cycle

Position 4: contains a number which uniquely identifies the combination edit in sequential order within the edit set defined by Positions 1 through 3.

Thus, Error Number 2981 identified the first combination edit of the student sixth-week submission cycle. The individual data elements included in each combination edit are listed in the sequence which is required for the edit.

Edit Type (Y)

The Edit Type code identifies the type of relationship considered in each edit. The following codes are used:

- 1 = Intra-element; an edit of a single element with no reference to the element's relationship with any other element(s).
- 2 = Inter-element; an edit of the relationship(s) between an element and any other elements within the same data area.
- 3 = Inter-file; an edit of the relationship(s) between the files of a single submission cycle (e.g., sixth-week student and sixth-week curricular).
- 4 = Inter-submission cycle; an edit of the relationship(s) between the files of a single data area (e.g., sixth week student and post-term student).
- 5 = Inter-period; an edit of the relationship(s) between the files of a single data area but over different submission periods (e.g., student's entrance status for summer and fall semesters).
- 7 = Inter-record; an edit of the same element(s) between records of a single file and single submission cycle (e.g., the same element across all sections of a course on the sixth-week curricular file).

Edit Degree (Z)

The Edit Degree code indicates the severity of the error identified by the edit. The following codes are possible

- 1 = An error which must be corrected. In all cases, the invalid data is left on the file.
- 2 = A reasonability exception which may be an error; correction is necessary if it is determined to be an error

Examples:

- a. 2020-11: The data code of Gender (DE 2020) in the student data area is in error. The invalid data remains until the data element is corrected.
- b. 2170-21: The division (DE 2170) in the Student data area is in error in relation to unit (DE 2160). Either or both of these codes might be invalid.
- c. 2981-41: The elements included in this combination edit of the sixth-week student submission do not match the post-term student submission.
- d. 2340-22: The total credits carried by the student are greater than the reasonability limits. This may or may not be an error.

CDR EDITING CRITERIA – CURRICULAR

1010	UNIT
EDITS:	<i>1010-11 A code 'A', 'B', 'C', 'D', 'E', 'F', 'G', 'H', 'J', 'K', 'L', 'M', 'N', or 'R' must be present.</i>
NOTES:	<i>Refer to edit 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11.</i>

1020	DIVISION
DEFAULTS:	During the build process, the record is bypassed if non-KEY DDS (Division (DE 1020), Department (DE 1030), and Sub-Department (DE 1040)) is equal to spaces and SAC (Section Allocation Coefficient (DE 1045)) is equal to zeroes, or if there are no occurrences of non-KEY DDS. Greater than five occurrences of non-KEY DDS are dropped and printed on error report.
EDITS:	<i>1020-21 If Unit (DE 1010) is 'R' (UW Colleges), the KEY Division (DE 1020) must be a valid UW Colleges Division and the non-KEY Division (DE 1020) must be the same. For all other valid unit codes, the KEY Division (DE 1020) must be blank (b).</i>
NOTES:	<i>Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11.</i>

1030	DEPARTMENT
DEFAULTS:	During the build process, the record is bypassed if non-KEY DDS (Division (DE 1020), Department (DE 1030), and Sub-Department (DE 1040)) is equal to spaces and SAC (Section Allocation Coefficient (DE 1045)) is equal to zeroes, or if there are no occurrences of non-KEY DDS. Greater than five occurrences of non-KEY DDS are dropped and printed on error report.
NOTES:	<i>Refer to edits 1990-21 and 1991-11.</i>

1040	SUB-DEPARTMENT
DEFAULTS:	During the build process, the record is bypassed if non-KEY DDS (Division (DE 1020), Department (DE 1030), and Sub-Department (DE 1040)) is equal to spaces and SAC (Section Allocation Coefficient (DE 1045)) is equal to zeroes, or if there are no occurrences of non-KEY DDS.
NOTES:	<i>Refer to edit 1990-21 and 1991-11.</i>

1045	SECTION ALLOCATION COEFFICIENT (optional)
DEFAULTS:	During the build process, the record is bypassed if non-KEY DDS (Division (DE 1020), Department (DE 1030), and Sub-Department (DE 1040)) is equal to spaces and SAC (Section Allocation Coefficient (DE 1045)) is equal to zeroes, or if there are no occurrences of non-KEY DDS. Also, during build process, if element is non-numeric or zero, 100 is assumed as the correct value.
EDITS:	<i>1045-21 This element must be greater than zero and the sum of this element for each unique section must equal 100.</i>

1050	CURRICULAR AREA
EDITS:	<i>1050-11 A valid code must be present for the reporting unit.</i>
NOTES:	<i>Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11.</i>

CDR EDITING CRITERIA – CURRICULAR

1060	COURSE NUMBER
EDITS:	1060-11 a) <i>Data must be present, i.e., all blank (b) spaces are invalid.</i> b) <i>The first three positions must be either numeric.</i> c) <i>The fourth position of this element must be an alpha character or blank.</i>
NOTES:	<i>Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, and 1991-11.</i>

1070	COURSE CREDIT MINIMUM
EDITS:	1070-12 <i>A number between 00.0 and 16.0, inclusive, should be present.</i> <u>Note:</u> <i>All course-sections with a UDDS code related to UW-Madison's Medical or Vet Medicine Schools ('A53' or 'A87') are ignored for this edit. Also, this edit is ignored for UW-Eau Claire's study away course-sections (Study Away Indicator (DE 1420) equals 'A', 'E', 'X', or 'S').</i>
NOTES:	<i>Refer to edit 1080-21.</i>

1080	COURSE CREDIT MAXIMUM
EDITS:	1080-12 <i>A number between 00.0 and 16.0, inclusive, should be present.</i> <u>Note:</u> <i>All course-sections with a UDDS code related to UW-Madison's Medical or Vet Medicine Schools ('A53' or 'A87') are ignored for this edit. Also, this edit is ignored for UW-Eau Claire's study away course-sections (Study Away Indicator (DE 1420) equals 'A', 'E', 'X', or 'S').</i>
	1080-21 <i>A number equal to or greater than the Course Credit Minimum (DE 1070) for the same course must be present.</i>

1090	SECTION NUMBER
EDITS:	1090-11 <i>This element may not contain all blanks (bs).</i> 1090-21 <i>If Type of Instruction (DE 1100) is an 'E' then there must be a 'Y' in Extended Degree Indicator (DE 1430).</i>
NOTES:	<i>Refer to edits 1981-21, 1981-31, 1981-32, and 1991-11.</i>

1100	TYPE OF INSTRUCTION
EDITS:	1100-11 <i>A code of 'C', 'D', 'E', 'F', 'I', 'L', or 'S' must be present.</i> 1100-21 <i>If the Extended Degree Indicator (DE 1430) contains a 'Y', then Type of Instruction (DE 1100) must contain 'E'.</i> 1100-22 <i>If the course-section is independent study (Type of Instruction (DE 1100) contains an 'I'), no more than one instructor should be present.</i>
NOTES:	<i>Refer to edit 1988-71.</i>

CDR EDITING CRITERIA – CURRICULAR

1120 SECTION LEVEL

- EDITS:** 1120-11 *A code of '1', '2', '3', '4', '5', or '6' must be present.*
- 1120-21
- a) *If Unit (DE 1010) is not an 'A', this element cannot contain a '6'.*
 - b) *If Unit (DE 1010) is not an 'A', 'B', 'C', 'E', 'J', 'L', 'M', or 'N', this element cannot contain a '5'.*
 - c) *If Unit (DE 1010) is an 'R', this element must contain a '1' or '2'.*
 - d) *If the Remedial Indicator (DE 1440) contains a 'Y', then this element must contain a '1'.*

NOTES: *Refer to edit 1988-71.*

1130 SECTION LENGTH

DEFAULTS: During the build process, Extended Degree Program course sections, which continue beyond the maximum number of weeks in a term, will default to the maximum number.

- EDITS:** 1130-11 *A number which is greater than zero but which does not exceed the maximum number of weeks in the term for the Unit (DE 1010) must be present.*

NOTES: *Refer to edit 1988-71.*

1140 INSTRUCTOR SOCIAL SECURITY NUMBER

DEFAULTS: A unique social security number can be present only once per course-section; data for duplicate social security numbers are dropped.

- EDITS:** 1140-11 *Each position must contain a numeric code, i.e., the entire field cannot be zero-filled. Additionally, the first six digits should not be all nines.*
- 1140-12 *The total number of sections associated with one instructor should be less than 20.*
- 1140-22 *At least one social security number should be present for each course-section.*
- 1140-32 *Each social security number associated with a course-section should be present on the Unclassified payroll file. For Term 1, this is the October (paid November 1) payroll. For Term 2, this is the March (paid April 1) payroll.*
- 1140-71 *Instructor Social Security Number (DE 1140) must be the same within a set of cross-listed course-sections.*
-

1165 MULTIPLE INSTRUCTOR PRORATED EFFORT FOR CREDITS AND ENROLLMENT

DEFAULTS: For this element that is zero-filled, the workload will be divided equally among the multiple faculty for any given course-section. Any non-numeric entry for this element will be converted to zero.

- EDITS:** 1165-11
- a) *Each occurrence of an Instructor Social Security Number (DE 1140), associated Credits and Enrollments with a given course-section, requires the presence of a number which is less than or equal to 100.*
 - b) *The sum of the percents associated with all the instructors (Instructor Social Security Number (DE 1140)) of a given course-section must equal 100. For Distance Education courses, the sum of percent associated with all the instructors systemwide must equal 100 for a given course-section.*
-

CDR EDITING CRITERIA – CURRICULAR

1170 SECTION, DAYS OF THE WEEK

DEFAULTS: During build process, if meeting pattern data: Section, Days of the Week (DE 1170) is equal to spaces and Section Begin Time (DE 1180) and Section End Time (DE 1190) are equal to spaces or zeroes, then the record is not built.

EDITS: 1170-11 *Each position of the seven-position field must be coded as follows:*

<i>1st position</i>	<i>= M or blank (b)</i>	<i>5th position</i>	<i>= F or blank (b)</i>
<i>2nd position</i>	<i>= T or blank (b)</i>	<i>6th position</i>	<i>= S or blank (b)</i>
<i>3rd position</i>	<i>= W or blank (b)</i>	<i>7th position</i>	<i>= C or blank (b)</i>
<i>4th position</i>	<i>= R or blank (b)</i>		

1170-21 a) *If meeting pattern information exists, this element cannot be blank (b), and Section Begin Time (DE 1180) and Section End Time (DE 1190) cannot be equal to 0000.*

b) *If this element is not blank (b), Section Begin Time (DE 1180) and Section End Time (DE 1190) cannot be 0000.*

NOTES: *Refer to edits 1983-21, 1983-71, and 1985-22.*

1180 SECTION BEGIN TIME

DEFAULTS: During the build process, if Section, Days of the Week (DE 1170) is equal to spaces and Section Begin Time (DE 1180) and Section End Time (DE 1190) are equal to spaces or zeroes, then the record is not built.

EDITS: 1180-11 *A number between 0000 and 2359, inclusive, must be present. If this element is not 0000, the minutes must be 00 to 59, inclusive.*

1180-12 *A numeric code between 0700 and 2200, inclusive, or 0000 should be present.*

NOTES: *Refer to edits 1190-21, 1983-21, 1983-71, and 1985-22.*

1190 SECTION END TIME

DEFAULTS: During build process, if Section, Days of the Week (DE 1170) is equal to spaces and Section Begin Time (DE 1180) and Section End Time (DE 1190) are equal to spaces or zeroes, then the record is not built.

EDITS: 1190-11 *A number between 0000 and 2359, inclusive, must be present. If this element is not 0000, the minutes must be 00 to 59, inclusive.*

1190-12 *If this element is not 0000, a numeric code between 0700 and 2200, inclusive, should be present.*

1190-21 a) *When the Section Begin Time (DE 1180) is 0000, this element must also contain 0000.*

b) *When the Section Begin Time (DE 1180) is not 0000, this element must be greater than the Section Begin Time.*

1190-22 *When the Section Begin Time (DE 1180) and this element do not equal 0000, the difference between them should be less than or equal to 250 minutes.*

NOTES: *Refer to edits 1983-21, 1983-71, and 1985-22.*

CDR EDITING CRITERIA – CURRICULAR

1310	PRIMARY DISTANCE EDUCATION UNIT	-Sp/11
1320	PRIMARY DISTANCE EDUCATION DIVISION	-Sp/11
1350	PRIMARY DISTANCE EDUCATION CURRICULAR AREA	-Sp/11
1360	PRIMARY DISTANCE EDUCATION COURSE NUMBER	-Sp/11
1390	PRIMARY DISTANCE EDUCATION SECTION NUMBER	-Sp/11
1400	EXTENSION INDICATOR	
EDITS:	<i>1400-11 This element must contain a 'Y' or 'N'.</i>	
1410	CAPP INDICATOR	
EDITS:	<i>1410-11 This element must contain a 'Y' or 'N'.</i>	
1420	STUDY AWAY COURSE SECTION INDICATOR	
EDITS:	<i>1420-11 This element must contain a 'A', 'E', 'S', 'X', 'O', 'D', or 'N'. 1420-21</i>	
		-Sp/10
1430	EXTENDED DEGREE INDICATOR	
DEFAULTS:		
EDITS:	<i>1430-11 This element must contain a 'Y' or 'N'. 1430-21 If Type of Instruction (DE 1100) is an 'E', then Extended Degree Indicator (DE 1430) must be 'Y'.</i>	
1440	REMEDIAL INDICATOR	
EDITS:	<i>1440-11 This element must contain a 'Y' or 'N'.</i>	
1450	DISTANCE EDUCATION INDICATOR	
EDITS:	<i>1450-11 This element must contain a 'P', 'T', or 'N'. 1450-21</i>	
		-Sp/11

CDR EDITING CRITERIA – CURRICULAR

1500 COURSE-SECTION PRIMARY FUNDING SOURCE

DEFAULTS: If course-section primary funding is left blank, it will be defaulted to a GPR fund of 101, 102, or 103 (as appropriate).

- EDITS:**
- 1500-11 *Must be one of the valid instructional funds for the institution.*
- 1500-21
- a) *If the Extension Indicator (DE 1400) is set to 'Y', then this element must be coded '104' or '189'. If this element is coded '104' or '189', then the Extension Indicator (DE 1400) must be 'Y'.*
 - b) *If the Study Away Course Section Indicator (DE 1420) is set to 'A', 'E', 'X', or 'S', then this element must be coded '128'.*
 - c) *If the Study Away Course Section Indicator (DE 1420) has a value of 'O' or 'D', then this element must be blank.*
- 1500-22
- a) *If the Remedial Indicator (DE 1440) is set to 'Y', then this element should be coded '136'.*
 - b) *If the Extended Degree Indicator (DE 1430) is set to 'Y', then this element should be coded '102'.*
 - c) *If the CAC (DE 1050) is coded as either '0391' or '0399', then this data element should be coded '128'.*

1801 CROSS-LISTED INDICATOR

- EDITS:**
- 1801-41 *A course-section identified by the institution as cross-listed must exist on the curricular file.*
- 1801-71
- a) *There is no cross-listed course-section associated with the designated Enrollment Carrying course-section on the curricular file.*
 - b) *The designated Enrollment Carrying course-section for the cross-listed set of course-sections does not exist on the curricular file.*

1010 UNIT**1020 DIVISION****1050 CURRICULAR AREA****1060 COURSE NUMBER****1090 SECTION NUMBER**

- EDITS:**
- 1981-21 *Each combination of these elements must be unique, i.e., duplicate course-sections are dropped.*
- 1981-31 *Each combination of these elements in a curricular data file must be represented by at least one identical combination in the associated student file. (Note the converse edit 2983-31.)*
- 1981-32 *Each combination of these elements in the curricular file should be associated with a fee-paying student in the student data file.*
-

CDR EDITING CRITERIA – CURRICULAR

1170	SECTION, DAYS OF WEEK
1180	SECTION BEGIN TIME
1190	SECTION END TIME
EDITS:	<i>1983-21 Each combination of these elements, a single meeting schedule, must be unique for an individual course-section. Duplicate meeting schedule data are dropped.</i>
	<i>1983-71 Meeting schedule data: Section Days of the Week (DE 1170), Section Begin Time (DE 1180), Section End Time (DE 1190); must be the same within a set of cross-listed course-sections.</i>

1170	SECTION, DAYS OF THE WEEK
1180	SECTION BEGIN TIME
1190	SECTION END TIME
EDITS:	<i>1985-22 A valid (non-blank, non-zeros) combination of these elements should be present for each section which is not an Independent Study section, Field Experience section, or Extended Degree Program (EDP) section., i.e., a course-section whose Type of Instruction (DE 1100) is <u>not</u> 'I', 'F', or 'E'.</i>

1010	UNIT
1020	DIVISION
1050	CURRICULAR AREA
1060	COURSE NUMBER
EDITS:	<i>1986-32 Each combination of these elements on the curricular file associated with <u>only one</u> identical combination on the associated student file should have as a Type of Instruction (DE 1100) either Field Experience 'F' or Individual Instruction 'I'. Note: this edit does not apply to cross-listed sections.</i>

1010	UNIT
1020	DIVISION
1050	CURRICULAR AREA
1060	COURSE NUMBER
EDITS:	<i>1987-71 All sections of the same course, i.e., each unique combination of these elements, must have the same Course Credit Minimum (DE 1070) and same Course Credit Maximum (DE 1080).</i>

1120	SECTION LEVEL
1130	SECTION LENGTH
1100	TYPE OF INSTRUCTION
EDITS:	<i>1988-71 Section descriptors: Section Level (DE 1120), Section Length (DE 1130), and Type of Instruction (DE 1100), must be the same within a set of cross-listed course-sections.</i>

CDR EDITING CRITERIA – CURRICULAR

1010 **UNIT**
1020 **DIVISION**
1030 **DEPARTMENT**
1040 **SUB-DEPARTMENT**
1050 **CURRICULAR AREA**

EDITS: *1990-21 A valid combination of these elements must be present for the reporting unit (DE 1010) and included in the Curricular Area Code crosswalk table in Volume II of the CDR.*

1010 **UNIT**
1020 **DIVISION**
1030 **DEPARTMENT**
1040 **SUB-DEPARTMENT**
1050 **CURRICULAR AREA**
1060 **COURSE NUMBER**
1090 **SECTION NUMBER**

DEFAULTS: During build process, an unique UDDS combination can be present only once per course-section; data for duplicate UDDS combinations are dropped.

EDITS: *1991-11 A UDDS: Unit (DE 1010), Division (DE 1020), Department (DE 1030), and Sub-Department (DE 1040), combination must be present for each course-section.*

~~**1310** **PRIMARY DISTANCE EDUCATION UNIT**~~
~~**1320** **PRIMARY DISTANCE EDUCATION DIVISION**~~
~~**1350** **PRIMARY DISTANCE EDUCATION CURRICULAR AREA**~~
~~**1360** **PRIMARY DISTANCE EDUCATION COURSE NUMBER**~~
~~**1390** **PRIMARY DISTANCE EDUCATION SECTION NUMBER**~~

-Sp/11

~~**EDITS:** *1992-11 Each combination of these Primary Distance Education data elements reported by the receiving Distance Education institution must be present on the curricular file of the sending Distance Education institutions.*~~

CDR EDITING CRITERIA – STUDENT

2010	STUDENT SOCIAL SECURITY NUMBER	
EDITS:	2010-11	<i>Must be coded numeric -- no blanks (bs), alphabetic characters, special characters, or all zeros.</i>
NOTES:	<i>Refer to edits 2981-41, 2982-21, 29P1-41, 29F1-42, 29F2-21 and 29F3-21.</i>	
2012	CAMPUS STUDENT ID	
EDITS:	2012-11	<ul style="list-style-type: none"> a) <i>The ID must be present for each student in the submission – no blanks or special characters allowed.</i> b) <i>The ID must be uniquely associated with an SSN (DE 2010) for any given year, term, and unit (and division at UW Colleges).</i>
NOTES:	<i>The campus student ID allows UW campuses to link CDR data to the campus database. It may be used by UW System Administration as an alternate means of linking campus records.</i>	
2015	NAME	-Sp/11
2017	FIRST NAME	+Sp/11
NOTES:	<i>This data element may be blank if the student does not have a First Name.</i>	
2018	MIDDLE (INITIAL OR NAME)	+Sp/11
NOTES:	<i>This data element may be blank if the student does not have a Middle Initial/Name.</i>	
2019	LAST NAME	+Sp/11
EDITS:	2019-11	<i>Data must be present for each student.</i>
2020	GENDER	
EDITS:	2020-11	<i>Must be coded 'M' or 'F'.</i>
2040	BIRTHDATE	-Sp/11
2045	BIRTHDATE	+Sp/11
EDITS:	2045-11	<ul style="list-style-type: none"> a) <i>Must be coded numeric or blank (b).</i> b) <i>The year of birth should be at least 12 years less than the value of the second year of the current academic year, e.g., 1980 for the 1991-92 academic year.</i> c) <i>The birth month must equal 01 thru 12, inclusive.</i>
	2045-21	<ul style="list-style-type: none"> a) <i>If this element is not blank (b) and Student Classification (DE 2210) is an 'S' (senior auditor), the student must be 60 years of age or older by the end of the current academic year, e.g., 1941 for the 2000-01 academic year.</i> b) <i>If High School, Date of Graduation (DE 2120) is not blank (b) and Student Classification (DE 2210) is not 'S' or 'T', Birthdate (DE 2045) must be prior to that date.</i>
	2045-22	<i>If Birthdate is not blank (b) and Student Classification (DE 2210) is not 'S', the student should be 90 years of age or younger.</i>
2050	CITIZENSHIP, STATUS OF	
EDITS:	2050-11	<i>Must be coded 'C', 'P', 'A', 'O', or 'R'.</i>

CDR EDITING CRITERIA – STUDENT

2060	VETERAN’S STATUS	
EDITS:	2060-11	<i>Must be 'Y' or 'N'.</i>

2062	CHILD/SPOUSE OF A VETERAN	+Sp/10
EDITS:	2062-11	<i>Must be “Y”, “N”, or blank (b).</i>
	2062-21	<i>If Veteran’s Status (DE 2060) = “Y”, then this data element should be “N” or blank (b).</i>

2065	FIRST GENERATION COLLEGE STUDENT INDICATOR	
EDITS:	2065-11	<i>Must be coded ‘Y’, ‘N’, or blank (b).</i>

2068	WISCONSIN COVENANT SCHOLAR INDICATOR	+Sp/11
EDITS:	2068-11	<i>Must be coded ‘Y’, ‘N’, or blank (b)</i>

2070	ADDRESS, PERMANENT MAILING STREET AND NUMBER	
EDITS:	2070-11	<i>Data must be present for each student in the financial aid submission except for students that received only aid type 13 (see DE 2400).</i>
NOTES:	<i>This element and corresponding edit(s) pertain only to the financial aid CDR.</i>	

2072	ADDRESS, PERMANENT MAILING CITY AND STATE	
EDITS:	2072-11	<i>Data must be present for each student in the financial aid submission, except for students that received only aid type 13 (see DE 2400).</i>
NOTES:	<i>This element and corresponding edit(s) pertain only to the financial aid CDR.</i>	

2074	ADDRESS, PERMANENT MAILING ZIP CODE	
EDITS:	2074-21	<i>Data must be present for each student in the financial aid submission, except for students that received only aid type 13 (see DE 2400). For students with a permanent address from a foreign country (Address, Permanent Mailing City and State (DE 2072) contains a foreign country), this element must be coded bbbbbb.</i>
NOTES:	<i>This element and corresponding edit(s) pertain only to the financial aid CDR.</i>	

CDR EDITING CRITERIA – STUDENT

2080 ADDRESS – PERMANENT (ADDRESS AT TIME OF APPLICATION)

DEFAULTS: If state is equal to 'NE', then state is defaulted to 'NB'. If zip code is equal to zeros, then zip code is defaulted to spaces.

EDITS:

2080-11 *The first three positions of the element must contain a valid code per the Address Code table, CDR Manual Vol. II. If the first three positions of the element indicate a U.S. address, the remaining five positions of Address-Permanent (Address at Time of Application) (DE 2080) must be numeric or blank. If the first three positions of the element are a foreign country code, per Address Code table, then the last five positions of Address-Permanent (Address at Time of Application) (DE 2080) used to specify zip code must be blank (b). The third position of this field can not be blank.*

2080-21 *If the first three positions of the element indicate a Wisconsin county and the remaining five are numeric, the first two positions of the zip code should indicate a Wisconsin zip code. Or, if the first three positions of the element indicate a U.S. address (other than WI) and the remaining five are numeric, the first two positions of the zip code should **not** indicate a Wisconsin zip code.*

NOTES: *Wisconsin county and U.S. state and territory codes are two characters long and must be right justified, therefore, the left most position of Address-Permanent (Address at Time of Application)(DE 2080) must be blank (b) for U.S. address codes. Non U.S. address codes are three characters long and must start in the left most position. The third position of this field cannot be blank.*

2090 HIGH SCHOOL CLASS SIZE

DEFAULTS: If not numeric, then High School Class Size (DE 2090) is defaulted to zeros.

EDITS: 2090-12 *This element should be less than 800.*

2100 HIGH SCHOOL CLASS RANK

DEFAULTS: If not numeric, then High School Class Rank (DE 2100) is defaulted to zeros.

EDITS:

2100-21 *If this element is greater than zero, it must be less than or equal to High School Class Size (DE 2090). If High School Class Size (DE 2090) is greater than zero, then this element must be greater than zero.*

2100-22 *If High School Class Rank (DE 2100) and High School Class Size (DE 2090) are both greater than zero, High School Class Rank (DE 2100) should not equal High School Class Size (DE 2090).*

CDR EDITING CRITERIA – STUDENT

2105 HIGH SCHOOL CLASS RANK PERCENTILE

DEFAULTS: If not numeric, then High School Class Rank Percentile (DE 2105) is defaulted to zeros.

EDITS: 2105-22 *If the student meets all of the following conditions, then this element should contain a code which is numeric and greater than zero.*

- a) *The student is a new freshman, Entrance Status (DE 2240) is an 'N' and Student Classification (DE 2210) is an 'A', 'B', 'C', or 'D'.*
- b) *The student is from the United States, Address-Permanent (Address at Time of Application) (DE 2080) contains a U.S. address code.*
- c) *The student graduated from a Wisconsin high school (High School codes of '50*991', '50*992', '50*993', '50*994', '50*995', '50*999', or spaces do not meet this criteria).*
- d) *The student is 25 years of age or younger (the first year of the current academic year minus the birth year, from Birthdate (DE 2045), is less than 26) or no age can be determined (Birthdate (DE 2045) is blank (b)).*

Sp/11
Sp/11

2110 HIGH SCHOOL GRADUATED FROM

DEFAULTS: During the build process, if Student Classification (DE 2210) is equal to 'N', this element is defaulted to spaces.

EDITS: 2110-11 *This element must contain a valid code per the CDR Wisconsin High School code table, CDR Manual Vol. II, or be blank (b).*

2110-22 *If the student meets all of the following conditions, this element should contain a valid code (non-blank).*

- a) *The student is a new freshman, Entrance Status (DE 2240) is an 'N' and Student Classification (DE 2210) is an 'A', 'B', 'C', or 'D'.*
- b) *The student is a Wisconsin resident (Resident Status-Fee Basis (DE 2220) = 'R').*
- c) *The student is from a Wisconsin county (Address-Permanent (Address at Time of Application) (DE 2080) contains a Wisconsin county code of b01 thru b72 in the first three positions).*

2120 HIGH SCHOOL, DATE OF GRADUATION

DEFAULTS: During the build process, if Student Classification (DE 2210) is equal to 'N', this element is defaulted to spaces.

EDITS: 2120-11 *This element must be blank (b) or contain a numeric code that is greater than zero but not greater than the first year of the current academic year for Summer Term and Term 1 enrollment, e.g., 1991 in academic year 1991-92. Or, contain a numeric code that is greater than zero but not greater than the second year of the current academic year for Winter Term and Term 2, e.g., 1992 in academic year 1991-92.*

2120-22 *If the student is a new freshman (Entrance Status, Current (DE 2240) is equal to 'N' and Student Classification (DE 2210) is equal to 'A', 'B', 'C', or 'D') this element should contain a numeric code (not zeros).*

CDR EDITING CRITERIA – STUDENT

2130	INSTITUTION LAST ATTENDED	
DEFAULTS:	For non-transfer students, this element is defaulted to blanks (<i>bs</i>).	
EDITS:	<i>2130-11 This element must contain a valid code per the CDR College Code table, CDR Manual Vol. II, or be blank (b).</i>	
	<i>2130-22 If the student is an undergraduate transfer or Combination Re-entry/transfer student (Student Classification (DE 2210) is an 'A', 'B', 'C', or 'D' and Entrance Status (DE 2240) is an 'S' or 'T'), then this element must contain a valid code (non-blank) and not the code of the institution the student is currently attending.</i>	

2143	ENHANCED ACT ASSESSMENT – WRITING TEST SCORE	+Sp/11
DEFAULTS:	If Entrance status, Current (DE 2240) is not equal to 'N', or Student Classification (DE 2210) is not equal to 'A', 'B', 'C', or 'D', or ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', or 'E', then this element is defaulted to spaces.	
EDITS:	<i>2143-21 If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', or 'E', then this element must contain a two-digit value that is greater than or equal to 02 and less than or equal to 12 or be space-filled.</i>	
NOTES:	<i>When a student submits multiple sets of ACT scores to an institution, the ACT Writing score should be submitted if it is from the same test administration as the maximum ACT composite score for that student. The ACT Writing test is an optional test and may or may not be present.</i>	

2144	ENHANCED ACT ASSESSMENT – ENGLISH PLUS WRITING TEST SCORE	Sp/11
EDITS:	<i>2144-21 a) If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', or 'E', then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36, or be space-filled.</i>	
	<i>b) If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', or 'E', then this element must be within '1' of the rounded sum of (.72734 * Enhanced ACT Assessment-English Test Score (DE2151)) + (.95101 * Enhanced ACT Assessment- Writing Test Score (DE2143)) – 1.6129, or else be space-filled.</i>	+Sp/11
NOTES:	<i>When a student submits multiple sets of ACT scores to an institution, the ACT English Plus Writing score should be submitted if it is from the same test administration as the maximum ACT composite score for that student. The ACT English Plus Writing test is an optional test and may or may not be present.</i>	

2145	ACT/SAT TEST INDICATOR	
EDITS:	<i>2145-21 If Entrance Status (DE 2240) = 'N' and Student Classification (DE 2210) = 'A', 'B', 'C', or 'D', then this element must contain a valid code of 'C', 'D', 'E', 'S', 'T', or 'W'. For all students, other than new freshmen, this element must be blank (b).</i>	

CDR EDITING CRITERIA – STUDENT

2150 ENHANCED ACT ASSESSMENT COMPOSITE SCORE

- EDITS:** 2150-11 *This element must be space-filled or contain a two-digit value between 01 and 36, inclusive.*
- 2150-21
- a) *If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, or ‘E’, then this element must not be space-filled.*
 - b) *If ACT/SAT Test Indicator (DE 2145) = ‘S’, ‘T’, or ‘W’, then this element must be space-filled.*
 - c) *If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, or ‘E’, then this element must be within ‘1’ of the rounded arithmetic average of: Enhanced ACT Assessment-English Test Score (DE 2151); Enhanced ACT Assessment-Math Test Score (DE 2152); Enhanced ACT Assessment-Reading Test Score (DE 2153); and Enhanced ACT Assessment-Science Reasoning Test Score (DE 2154).*
- NOTES:** *When a student submits multiple sets of ACT scores to an institution, the maximum composite score should be submitted with the associated ACT subscale scores on the CDR.*
-

2151 ENHANCED ACT ASSESSMENT – ENGLISH TEST SCORE

- DEFAULTS:** If Entrance Status, Current (DE 2240) is not equal to ‘N’, or Student Classification (DE 2210) is not equal to ‘A’, ‘B’, ‘C’, or ‘D’, or ACT/SAT Test Indicator (DE 2145) is not equal to ‘C’ or ‘D’, then this element is defaulted to spaces.
- EDITS:** 2151-21 *If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, or ‘E’, then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36.*
-

2152 ENHANCED ACT ASSESSMENT – MATHEMATICS TEST SCORE

- DEFAULTS:** If Entrance Status, Current (DE 2240) is not equal to ‘N’, or Student Classification (DE 2210) is not equal to ‘A’, ‘B’, ‘C’, or ‘D’, or ACT/SAT Test Indicator (DE 2145) is not equal to ‘C’ or ‘D’, then this element is defaulted to spaces.
- EDITS:** 2152-21 *If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, or ‘E’, then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36.*
-

2153 ENHANCED ACT ASSESSMENT – READING TEST SCORE

- DEFAULTS:** If Entrance Status, Current (DE 2240) is not equal to ‘N’ or Student Classification (DE 2210) is not equal to ‘A’, ‘B’, ‘C’, or ‘D’ or ACT/SAT Test Indicator (DE 2145) is not equal to ‘C’ or ‘D’, then this element is defaulted to spaces.
- EDITS:** 2153-21 *If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, or ‘E’, then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36.*
-

2154 ENHANCED ACT ASSESSMENT – SCIENCE REASONING TEST SCORE

- DEFAULTS:** If Entrance Status, Current (DE 2240) is not equal to ‘N’, or Student Classification (DE 2210) is not equal to ‘A’, ‘B’, ‘C’, or ‘D’, or ACT/SAT Test Indicator (DE 2145) is not equal to ‘C’ or ‘D’, then this element is defaulted to spaces.
- EDITS:** 2154-21 *If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, or ‘E’, then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36.*
-

CDR EDITING CRITERIA – STUDENT

2156	SAT CRITICAL READING SCORE
EDITS:	<p>2156-11 <i>This element must be space-filled or contain a three-digit value between 200 and 800, inclusive.</i></p> <p>2156-21 a) <i>If ACT/SAT Test Indicator (DE 2145) = ‘D’, ‘E’, ‘S’, or ‘T’, then this element must not be space-filled.</i> b) <i>If ACT/SAT Test Indicator (DE 2145) = ‘C’ or ‘W’, then this element must be space-filled.</i></p>
NOTES:	<p><i>When a student submits multiple sets of SAT scores to an institution, the SAT Critical Reading Score (DE 2156), SAT Math Score (DE 2157), and SAT Writing Score (DE 2158) should be reported for the single test administration with the highest sum of these three components.</i></p> <p><i>If a student submits an SAT Verbal score from an SAT test taken prior to March 2005, it should be reported as an SAT Critical Reading Score (DE 2156).</i></p>
<hr/>	
2157	SAT MATH SCORE
EDITS:	<p>2157-11 <i>This element must be space-filled or contain a three-digit value between 200 and 800, inclusive.</i></p> <p>2157-21 a) <i>If ACT/SAT Test Indicator (DE 2145) = ‘D’, ‘E’, ‘S’, or ‘T’, then this element must not be space-filled.</i> b) <i>If ACT/SAT Test Indicator (DE 2145) = ‘C’ or ‘W’, then this element must be space-filled.</i></p>
NOTES:	<p><i>When a student submits multiple sets of SAT scores to an institution, the SAT Critical Reading Score (DE 2156), SAT Math Score (DE 2157), and SAT Writing Score (DE 2158) should be reported for the single test administration with the highest sum of these three components.</i></p>
<hr/>	
2158	SAT CRITICAL READING SCORE
EDITS:	<p>2158-11 <i>This element must be space-filled or contain a three-digit value between 200 and 800, inclusive.</i></p> <p>2158-21 a) <i>If ACT/SAT Test Indicator (DE 2145) = ‘E’ or ‘T’, then this element must not be space-filled.</i> b) <i>If ACT/SAT Test Indicator (DE 2145) = ‘C’, ‘D’, ‘S’, or ‘W’, then this element must be space-filled.</i></p>
NOTES:	<p><i>When a student submits multiple sets of SAT scores to an institution, the SAT Critical Reading Score (DE 2156), SAT Math Score (DE 2157), and SAT Writing Score (DE 2158) should be reported for the single test administration with the highest sum of these three components.</i></p> <p><i>If a student submits SAT scores from an SAT test taken prior to March 2005, the SAT Writing Score (DE 2158) must be space-filled.</i></p>
<hr/>	
2160	UNIT
EDITS:	<p>2160-11 <i>The valid code for the reporting unit must be present.</i></p>
NOTES:	<p><i>Refer to edits 2981-41, 2982-21, 2983-31, 2984-22, 29P1-41, 29F1-42, 29F2-21, and 29F3-21.</i></p>

CDR EDITING CRITERIA – STUDENT

2170 DIVISION (UW COLLEGES CAMPUSES ONLY)

EDITS: 2170-21 *If Unit (DE 2160) is an 'R' (UW Colleges), this element must contain a valid UW Colleges Division code. For all other Unit codes, this element must be blank (b).*

NOTES: *Refer to edits 2981-41, 2982-21, 2983-31, 2984-22, 29P1-41, 29F1-42, 29F2-21, and 29F3-21.*

2180 TERM INDICATOR

NOTES: *This element pertains only to the financial aid CDR.*

2190 NUMBER OF COMPETENCY BASED PROFICIENCIES

DEFAULTS: If Entrance Status, Current (DE 2240) is not equal to 'N', or Student Classification (DE 2210) is not equal to 'A', 'B', 'C', or 'D', then this element is defaulted to spaces. If Entrance Status (DE 2240) = 'N', Student Classification (DE 2210) = 'A', 'B', 'C', or 'D', and this element is not numeric, then this element is defaulted to '0'.

EDITS: 2190-11 *If Entrance Status (DE 2240) = 'N' and Student Classification (DE 2210) = 'A', 'B', 'C', or 'D', then this element must contain a 1-digit value greater than or equal to '0' and less than or equal to '5'.*

2195 COMPETENCY BASED ADMISSION DECISION INDICATOR

DEFAULTS: If Entrance Status (DE 2240) is not equal to 'N' or Student Classification (DE 2210) is not equal to 'A', 'B', 'C', or 'D', then this element is defaulted to spaces. If Entrance Status (DE 2240) = 'N', Student Classification (DE 2210) = 'A', 'B', 'C', or 'D', and this element is blank (b), then this element is defaulted to 'N'.

EDITS: 2195-11 *If Entrance Status (DE 2240) = 'N' and Student Classification (DE 2210) = 'A', 'B', 'C', or 'D', then this element must contain a 'Y' or 'N'.*

CDR EDITING CRITERIA – STUDENT

2210**STUDENT CLASSIFICATION****EDITS:**

- 2210-11 *This element must contain a valid code: ‘A’ thru ‘N’ inclusive, ‘P’, ‘S’, ‘T’, ‘V’, or ‘Y’.*
- 2210-12 *For Extended Degree Students, this element should contain ‘A’, ‘B’, ‘C’, ‘D’, or ‘J’.*
- 2210-21
- a) *If Unit (DE 2160) is not ‘R’ (UW Colleges), then this element cannot contain an ‘I’ (undergraduate special, UW Colleges only). If Unit (DE 2160) is ‘R’, then this element must contain an ‘A’, ‘B’, ‘I’, ‘N’, ‘S’, or ‘T’.*
 - b) *If Unit (DE 2160) is not an ‘A’ (Madison), then this element cannot contain an ‘L’, ‘M’, ‘P’, or ‘V’.*
 - c) *If this element contains an ‘H’ (PhD, post-prelim), Unit (DE 2160) must be ‘A’, or ‘B’, and the student cannot be new or transfer, i.e., Entrance Status, Current (DE 2240) cannot contain an ‘N’ or ‘T’.*
 - d) *If this element contains a ‘D’, then the student cannot be a new student, i.e., Entrance Status, Current (DE 2240) cannot contain an ‘N’.*
 - e) *If the CAPP Indicator (DE 1410) on the curricular file contains a ‘Y’, then this element must contain an ‘N’.*
 - f) *If this element contains a ‘Y’, then Unit (DE 2160) must be ‘A’, ‘B’, ‘E’, or ‘K’.*
 - g) *If Resident Status-Fee Basis, Current (DE2220) is not an ‘R’ (WI Resident), then this element cannot contain an ‘S’ or ‘T’.*
 - h) *If Entrance Status (DE 2240) contains a ‘T’ or ‘S’, then this element must contain an ‘A’, ‘B’, ‘C’, or ‘D’.*
 - i) *If Resident Status-Fee Basis, Current (DE 2220) is a ‘W’ (Return to Wisconsin participant), then this element must contain an ‘A’, ‘B’, ‘C’, ‘D’, ‘I’, ‘J’, ‘N’, ‘S’, or ‘T’ (does not apply to post-term add records).*
- 2210-22 *If this element contains a ‘B’ or ‘C’, then the student should not be a new student, i.e., Entrance Status, Current (DE 2240) should not contain an ‘N’.*

Sp/10

2220**RESIDENT STATUS – FEE BASIS****EDITS:**

- 2220-11 *This element must contain an ‘M’, ‘N’, ‘R’, ‘S’, ‘E’, ‘I’, or ‘W’.*
- 2220-21
- a) *If this element contains a ‘W’, the Unit (DE 2160) must contain a ‘C’, ‘D’, ‘E’, ‘F’, ‘G’, ‘J’, ‘K’, or ‘N’.*
 - b) *If this element contains an ‘I’, the Unit (DE 2160) must contain an ‘H’.*
 - c) *If this element contains an ‘E’, the Unit (DE 2160) must contain a ‘B’, ‘C’, ‘D’, ‘E’, ‘F’, ‘G’, ‘H’, ‘J’, ‘K’, ‘L’, ‘M’, ‘N’, or ‘R’.*
 - d) *If this element contains an ‘E’, then the two digit state code for Address-Permanent (DE 2080) must contain a ‘KS’, ‘IL’, ‘IN’, ‘MI’, ‘MO’, ‘NB’, or ‘ND’ (does not apply to post-term add records).*
- 2220-22 *If the student is a nonresident alien (Citizenship Status (DE 2050) = ‘A’), then this element should not contain an ‘R’.*

+A/11

Sp/10

2225**RELATIONSHIP TO ALUMNUS****EDITS:**

- 2225-21 *If DE 2220 (Residency) is ‘W’, this element must contain a ‘1’, ‘2’, ‘3’, ‘4’, ‘5’, or ‘6’ (does not apply to post-term adds). If DE 2220 (Residency) is not ‘W’, this element must be blank.*

Sp/10

CDR EDITING CRITERIA – STUDENT

2230	REMEDIAL MATH REQUIREMENT(S)
EDITS:	2230-11 <i>This element must contain a ‘Y’, ‘N’, ‘E’, or blank (b).</i>

2235	REMEDIAL ENGLISH REQUIREMENT(S)
EDITS:	2235-11 <i>This element must contain a ‘Y’, ‘N’, ‘E’, or blank (b).</i>

2240	ENTRANCE STATUS, CURRENT
DEFAULTS:	If Student Classification (DE 2210) contains an ‘E’, ‘F’, ‘G’, ‘I’, ‘J’, ‘K’, ‘L’, ‘M’, ‘N’, ‘P’, ‘S’, ‘T’, ‘V’, or ‘Y’ and Entrance Status, Current (DE 2240) contains a ‘T’, then this element is defaulted to ‘N’. If Student Classification (DE 2210) contains an ‘E’, ‘F’, ‘G’, ‘I’, ‘J’, ‘K’, ‘L’, ‘M’, ‘N’, ‘P’, ‘S’, ‘T’, ‘V’, or ‘Y’ and Entrance Status, Current (DE 2240) contains an ‘S’, then this element is defaulted to ‘R’.
EDITS:	2240-11 <i>This element must contain a ‘C’, ‘N’, ‘R’, ‘S’, or ‘T’.</i> 2240-51 <i>If student is enrolled in the summer as a new freshman (Student Classification (DE 2210) equal to ‘A’, ‘B’, ‘C’, or ‘D’ and Entrance Status, Current (DE 2240) equal to ‘N’) and is also enrolled in the fall, the Entrance Status must remain the same.</i>

2250	CUMULATIVE GRADE POINT AVERAGE
DEFAULTS:	If Student Classification (DE 2210) is ‘S’, or ‘T’ and this element is not ‘999’, then this element is defaulted to ‘999’ (not available).
EDITS:	2250-11 <i>This element must be coded with a numeric value between ‘000’ (0.00) and ‘400’ (4.00) inclusive, or coded as ‘999’ (not available). Blanks (bbb) and alphabetic characters are invalid.</i> 2250-21 a) <i>If Cumulative GPC (DE 2251) is coded ‘999’, then this element must also be coded ‘999’.</i> b) <i>If Cumulative GPC (DE 2251) is not coded ‘999’, then this element must contain a numeric value between ‘000’ and ‘400’ inclusive.</i> 2250-32 <i>If Withdrawal Date (DE 2500) is greater than zero, Entrance Status (DE 2240) is ‘N’ or ‘T’, and student was not enrolled in the Summer term prior to a withdrawal during the Fall term, then this element should be coded ‘999’.</i>

2251	CUMULATIVE GRADE POINT CREDITS (CUM GPC)
DEFAULTS:	If Student Classification (DE 2210) is ‘S’, or ‘T’ and this element is not ‘999’, then this element is defaulted to ‘999’ (not available).
EDITS:	2251-11 <i>This element must be coded with a numeric value between ‘000’ and ‘300’ inclusive, or coded as ‘999’ (not available). Blanks (bbb) and alphabetic characters are invalid.</i> 2251-21 a) <i>If Cumulative Grade Point Average (DE 2250) is coded ‘999’, then this element must also be coded ‘999’.</i> b) <i>If Cumulative Grade Point Average (DE 2250) is not coded ‘999’, then this element must contain a numeric value between ‘000’ and ‘300’ inclusive.</i> 2251-32 <i>If Withdrawal Date (DE 2500) is greater than zero, Entrance Status (DE 2240) is ‘N’ or ‘T’, and student was not enrolled in the Summer term prior to a withdrawal during the Fall term, then this element should be coded ‘999’.</i>

CDR EDITING CRITERIA – STUDENT

2290 DEGREE SOUGHT (GRADUATE DEGREES ONLY)

DEFAULTS: If a student has a graduate classification (Student Classification (DE 2210) is an ‘E’, ‘F’, ‘G’, ‘H’, or ‘Y’) and Major, Current 1 (DE 2270(1)) contains ‘99992’, then this element is defaulted to spaces during the build process. If Student Classification (DE 2210) is other than ‘E’, ‘F’, ‘G’, ‘H’, or ‘Y’, then this element is defaulted to spaces. If Degree Sought 2 (DE 2290(2)) is not equal to spaces and Degree Sought 1 (DE 2290(1)) is equal to spaces, then move Degree Sought 2 (DE 2290(2)) to Degree Sought 1 (DE 2290(1)) and default Degree Sought 2 (DE 2290(2)) to spaces.

EDITS: 2290-21 *If the student is a graduate (Student Classification (DE 2210) = ‘E’, ‘F’, ‘G’, ‘H’, or ‘Y’) and Major, Current (DE 2270) does not contain ‘99992’, then the following conditions must be met:*

- a) *The first occurrence of this element must contain a masters, education specialist, or doctorate level code which is valid for the Unit (DE 2160).*
- b) *If the second occurrence of this element contains a code (i.e., it is not blank (b)), it must also meet the above condition (a).*
- c) *When one or both occurrences of this element is not blank (b), at least one of the degrees must be a valid degree for the Student Classification (DE 2210).*

2290-22 *If the student is a graduate student (Student Classification (DE 2210) = ‘E’, ‘F’, ‘G’, ‘H’, or ‘Y’) and both occurrences of this element are not blank (b), then the second occurrence should not equal the first.*

2300 CURRICULAR AREA

EDITS: 2300-11 a) *A valid code for the reporting Unit (DE 2160) must be present.*

NOTES: *Refer to edits 2982-21, 2983-31, and 2984-22.*

2310 COURSE NUMBER

EDITS: 2310-11 a) *Data must be present, i.e., all blank spaces are invalid.*
b) *The first three positions of this element must be either numeric.*
c) *The fourth position of this element must be an alpha character or blank.*

NOTES: *Refer to edits 2982-21, 2983-31, and 2984-22.*

2320 COURSE, GRADE BASIS

EDITS: 2320-11 *This element must contain a valid code of ‘A’, ‘C’, ‘G’, ‘O’, or ‘P’.*

2320-21 a) *If the Student Classification (DE 2210) = ‘S’ or ‘T’, then this element must contain an ‘A’.*
b) *For Extended Degree Program course-sections ((DE 1430) contains a ‘Y’), this element must not be audit (‘A’).*

2330 SECTION NUMBER

NOTES: *Refer to edits 2982-21 and 2983-31.*

CDR EDITING CRITERIA – STUDENT

2340 STUDENT CREDITS BY SECTION - PRORATED

- EDITS:**
- 2340-21 a) *A number between 00.00 and 18.00 must be present.*
Note: Types of Instruction (DE 1100) 'I' and 'F' will be ignored for this edit. If the Study Away Course Section Indicator (DE 1420) is equal to 'A', 'E', 'X', or 'S', then this edit is bypassed. This edit is also bypassed for UW-Madison's UDDS codes related to Medical or Veterinary Medicine Schools ('A53' or 'A87').
- b) *If the Study Away Course Section Indicator (DE 1420) is equal to 'O' or 'D', then this element must be zero.*
- c) *The total of these elements for a given student must be less than 35 credits (for editing purposes only).*
- 2340-22 a) *If the Study Away Course Section Indicator (DE 1420) is equal to 'A', 'E', 'X', or 'S', then this element should be greater than zero.*
- b) *The total of these elements (which must be numeric) for a given student should:*
- i) *not be greater than 21 credits for an undergraduate or undergraduate special (Student Classification (DE 2210) = 'A', 'B', 'C', 'D', 'I', 'J', 'S', or 'T');*
- ii) *not be greater than 18 credits for a graduate or graduate special (Student Classification (DE 2210) = 'E', 'F', 'G', 'H', 'K', or 'Y');*
- iii) *not be greater than 6 credits for a high school special (Student Classification (DE 2210) = 'N').*
- Note: This edit does not apply to Law, Veterinary, Medical or Pharmacy Professional Students, (Student Classification (DE 2210) = 'L', 'M', 'P', or 'V') or to the Extended Degree Program students.*
- 2340-32 *The sum of this element for each course taken by the student should be within the Course Credit Minimum (DE 1070) and Course Credit Maximum (DE 1080) range for the course.*

NOTES: *Refer to edit 2984-22.*

2360 STUDENT BUDGET, INDIVIDUAL

- EDITS:**
- 2360-11 *A numeric value greater than or equal to zero must be present for students who received an aid type that required a federal Needs Analysis to be completed (see Financial Aid Type (DE 2400)).*
- 2360-12 *The value should not exceed \$25,000 for resident undergraduates and \$65,000 for nonresident undergraduates and for graduate and professional students, except in cases where this element is coded as all blanks (bs).*
Note: This dollar amount limit check is for CDR data editing purposes only and does not reflect any policy guidelines.
- 2360-22 *When both summer and traditional budgets are greater than zero, the value of the summer budget should not be greater than the budget submitted for the traditional academic year.*

NOTES: *This element and corresponding edit(s) pertain only to the financial aid CDR.*

CDR EDITING CRITERIA – STUDENT

2370	FINANCIAL DEPENDENCY
EDITS:	2370-11 <i>A code of 'I', 'D', or a blank (b) must be present.</i> 2370-21 <i>A code of 'I' or 'D' must be present for students who received an aid type that required a federal financial aid Needs Analysis to be completed (see Financial Aid Type (DE 2400)).</i>
NOTES:	<i>This data element and corresponding edit(s) pertain only to the financial aid CDR.</i>

2380	FAMILY CONTRIBUTION/STUDENT
EDITS:	2380-11 <i>A numeric value greater than or equal to zero must be present for students who received an aid type that required a federal financial aid Needs Analysis to be completed (see Financial Aid Type (DE 2400)).</i> 2380-21 <i>For students who received need based aid (see Financial Aid Type (DE 2400)), the contribution should not exceed the budget (see Student Budget, Individual (DE 2360)).</i>
NOTES:	<i>This element and corresponding edit(s) pertain only to the financial aid CDR.</i>

2390	TOTAL FAMILY INCOME
EDITS:	2390-11 <i>A numeric value greater than or equal to zero must be present for students who received an aid that required a federal financial aid Needs Analysis to be completed (see Financial Aid Type (DE 2400)).</i> 2390-22 <i>a) For students who received a need based aid, the Total Family Income should not exceed \$200,000. b) For students who received aid type '10' (WHEG) or '24' (Pell), the Total Family Income should be less than \$100,000.</i>
NOTES:	<i>Refer to edits 29F2-21 and 29F3-21. This element and corresponding edit(s) pertain only to the financial aid CDR.</i>

2395	HOUSING ARRANGEMENTS
EDITS:	2395-11 <i>Must be coded 'C', 'O', 'P', or blank (b).</i> 2395-21 <i>A code of 'C', 'O', or 'P' must be present for students who received an aid type that required a federal financial aid Needs Analysis to be completed (see Financial Aid Type (DE 2400)).</i>
NOTES:	<i>This element and corresponding edit(s) pertain only to the financial aid CDR.</i>

2400	FINANCIAL AID TYPE
EDITS:	2400-11 <i>A valid code must be present, per the list of valid aid types on Financial Aid Type table (DE 2400.2-4).</i>
NOTES:	<i>Refer to edits 29F3-21. This element and corresponding edit(s) pertain only to the financial aid CDR.</i>

+A/10

CDR EDITING CRITERIA – STUDENT

2410 FINANCIAL AID AMOUNT

DEFAULTS: If value is non-numeric, this element is defaulted to zeros.

EDITS: 2410-11 *A numeric value greater than zero and less than \$55,000 (for editing purposes only) must be present, except for Aid Type 99 where the amount must be zero.*

2410-12 *Amounts for individual aid types should not exceed the maximum amounts listed for an aid type (see Financial Aid Type (DE 2400)). Also, the total aid a student received in the reporting period should not be greater than \$25,000 for resident undergraduates and \$65,000 for nonresident undergraduates and for graduate and professional students.*

Note: These amounts are for editing purposes only. The dollar amounts do not necessarily reflect program guidelines.

2410-21 a) *If the student received aid types '56', '57', or '67' (see Financial Aid Type (DE 2400)) and the aid amount is greater than zero, then Unit (DE 2160) should be 'A', 'B', 'D', 'E', 'F', 'G', 'H', 'J', 'K', 'L', or 'R' (FFELP participants).*

b) *If the student received aid types '91', '92', or '93' (see Financial Aid Type (DE 2400)) and the aid amount is greater than zero, then Unit (DE 2160) should be 'C', 'M', or 'N' (Direct Loan participants).*

2410-22 a) *If the student received a need based aid (see Financial Aid Type (DE 2400)), then the sum of the need based aid amounts (excluding all non-need based aid) should not exceed the Student Budget (DE 2360) minus the Family Contribution/Student Expectation (DE 2380) by \$300.00.*

b) *If the student received aid type '47' or '48' (Lawton), then Race/Ethnicity must be 'African-American', 'Hispanic/ Latino', 'Southeast-Asian American', or 'American Indian/ Alaskan Native', either alone or in combination with another race/ethnicity.*

NOTES: *This element and corresponding edit(s) pertain only to the financial aid CDR.*

Sp/10

CDR EDITING CRITERIA – STUDENT

2420 DEGREE EARNED THIS TERM THIS INSTITUTION

DEFAULTS: If Degree Earned This Term (DE 2420/1) is equal to spaces and Degree Earned This Term (DE 2420/2) is not equal to spaces, then Degree Earned This Term (DE 2420/2) is moved to Degree Earned This Term (DE 2420/1) and Degree Earned This Term (DE 2420/2) defaults to spaces.

EDITS: 2420-11 *When both occurrences of this element are not blank (b), and Unit (DE 2160) is not equal to 'A', 'L', or 'N', the second occurrence of this element should not equal the first.*

2420-21 *When one or both occurrences of this element is not blank (b), the codes they contain must be valid degrees for the Unit (DE 2160).*

2420-22 *When one or both occurrences of this element is not blank (b), the codes they contain should be valid degrees for the Student Classification (DE 2210).*

a) *This edit does not apply to post-term add records which do not include data on Student Classification (DE 2210).*

b) *When editing post-term data, official CDR enrollments will likely have been established, i.e., the sixth week files have been closed. If this is the case, a Student's Classification (DE 2210) cannot be changed and only the degree earned may be modified if it is incorrect. If the degree earned is correct and the Student Classification (DE 2210) is found to be incorrect, leave the data unchanged. The non-critical error (2420-22) need not be resolved.*

c) *This edit is bypassed for students who receive a master's degree with a Student Classification (DE 2210) of 'G' (PhD Pre-prelim) or 'H' (PhD Post-prelim).*

NOTES: *If no Degree Earned This Term (DE 2420/1) was granted, then this element should be blank (b) and all the associated edits are bypassed. If Degree Earned This Term (DE 2420/1) is equal to spaces, this edit is bypassed.*

If a degree is conferred after the term's CDR post-term processing period, it should be included in the next term's post-term submission.

CDR EDITING CRITERIA – STUDENT

2430 MAJOR ASSOCIATED WITH DEGREE EARNED THIS TERM

DEFAULTS: If Degree Earned This Term (DE 2420) contains ‘ASSOC’ and this element contains blanks (bs), then this element is defaulted to ‘99992’. If Major Associated with Degree This Term (DE 2430/2) is equal to zeros and Degree Earned this Term (DE 2420/2) is equal to spaces, then Major Associated with Degree this Term (DE 2430/2) is defaulted to spaces. If Major Associated with Degree This Term (DE 2430/1) is equal to spaces or ‘99992’ and Major Associated with Degree This Term (DE 2430/2) is not equal to spaces, then Major Associated with Degree This Term (DE 2430/2) is moved to Major Associated with Degree This Term (DE 2430/1) and Major Associated with Degree This Term (DE 2430/2) is defaulted to spaces.

- EDITS:**
- 2430-21
- a) *If Degree Earned This Term (DE 2420) is blank (b), this element must also be blank (b).*
 - b) *If this element is not blank (b), the code must be approved for the Unit by System Administration Academic Affairs.*
 - c) *If Degree Earned This Term (DE 2420) contains a code (not = blanks (b)) other than ‘ASSOC’, this element cannot be ‘99992’ or ‘99999’.*
 - d) *If Degree Earned This Term (DE 2420/1) is not blank (b), Major Associated With Degree Earned This Term (DE 2430/1) must be present and valid for the degree received.*
 - e) *If both occurrences of Degree Earned This Term (DE 2420) are submitted but only one occurrence of Major Associated With Degree Earned This Term (DE 2430/1), the Major Associated With Degree Earned This Term (DE 2430/1) is associated with both occurrences of Degree Earned This Term (DE 2420/1 and 2420/2) and that Major Associated With Degree Earned This Term (DE 2430/1) must be valid for both occurrences of Degree Earned This Term (DE 2420/1 and 2420/2).*
 - f) *If both occurrences of Major Associated with Degree Earned This Term (DE 2430/1 and DE 2430/2) are submitted and only one occurrence of Degree Earned This Term (DE 2420/1) is submitted, the first occurrence of Major Associated with Degree Earned This Term (DE 2430/1) must be valid for the one occurrence of Degree Earned This Term (DE 2420). The second occurrence of Major Associated with Degree Earned This Term (DE 2430/2) must be valid for that Unit.*
 - g) *If both occurrences of Degree Earned This Term (DE 2420) and both occurrences of Major Associated with Degree Earned This Term (DE 2430) are submitted, the first occurrence of the Major Associated With Degree Earned This Term (DE 2430) must be valid for the first occurrence of Degree Earned This Term (DE 2420), and the second occurrence of Major Associated With Degree Earned This Term (DE 2430) must be valid for the second occurrence of Degree Earned This Term (DE 2420).*
 - h) *For UW-Stout (Unit ‘L’), UW-Whitewater (Unit ‘N’), and UW-Madison (Unit ‘A’), if both occurrences of Degree Earned This Term (DE 2420) contain the same code, the first occurrence of Major Associated With Degree Earned This Term (DE 2430/1) cannot be the same as the second occurrence of Major Associated with Degree Earned This Term (DE 2430/2).*

NOTES: *This element may contain the same major as Major, Current (DE 2270) or it may contain a different code.*

CDR EDITING CRITERIA – STUDENT

2440	TEACHER EDUCATION COMPLETED THIS TERM (THIS INSTITUTION)	
DEFAULTS:	Blanks (bs) are defaulted to 'N'.	Sp/11
EDITS:	2440-11 <i>This element must contain a 'Y' or 'N'.</i>	Sp/11
	2440-22 <i>This element should only equal 'Y' for Student Classification (DE 2210) equal to 'D', 'E', 'F', 'G', 'H', 'J', 'K', 'L', 'M', 'V', or blank (b).</i>	

2460	MATH REMEDIATION COMPLETED THIS TERM	
DEFAULTS:	Blanks (bs) are defaulted to 'N'.	
EDITS:	2460-11 <i>This element must contain a 'Y' or 'N'.</i>	
	2460-22 <i>If this element is coded 'Y', then Remedial Math Requirement (DE 2230) should be a 'Y'.</i>	

2465	ENGLISH REMEDIATION COMPLETED THIS TERM	
DEFAULTS:	Blanks (bs) are defaulted to 'N'.	
EDITS:	2465-11 <i>This element must contain a 'Y' or 'N'.</i>	
	2465-22 <i>If this element is coded 'Y', then Remedial English Requirement (DE 2235) should be a 'Y'.</i>	

2500	WITHDRAWAL, DATE OF	
EDITS:	2500-11 <i>a) This element must be blank (b) or contain a numeric code. If this element is not blank (b), it must contain the month in the first two positions and the appropriate day, '01' thru '31' inclusive, in the two remaining positions, i.e., this element must be coded in 'MMDD' format. b) This element must be blank (b) for UW-Platteville (Unit (DE 2160) = 'H') Extended Degree Program (EDP) only students. These are students with only EDP course sections reported in their student record.</i>	
	2500-12 <i>The date contained by this element should be within the instructional period of the Unit (DE 2160) for the term being reported.</i>	

2600	RACE/ETHNICITY: CUBAN INDICATOR	
DEFAULTS:	If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.	
EDITS:	2600-11 <i>This element must contain a 'Y' or 'N'.</i>	

2605	RACE/ETHNICITY: MEXICAN, MEXICAN-AMERICAN, OR CHICANO/A INDICATOR	
DEFAULTS:	If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.	
EDITS:	2605-11 <i>This element must contain a 'Y' or 'N'.</i>	

CDR EDITING CRITERIA – STUDENT

2610 RACE/ETHNICITY: PUERTO RICAN INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2610-11 *This element must contain a 'Y' or 'N'.*

2615 RACE/ETHNICITY: OTHER HISPANIC/LATINO INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2615-11 *This element must contain a 'Y' or 'N'.*

2617 RACE/ETHNICITY: HISPANIC/LATINO INDICATOR (Subgroup Unknown)

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2617-11 *This element must contain a 'Y' or 'N'.*

2617-21 *If the Race/Ethnicity-Hispanic/Latino Indicator (Subgroup Unknown) contains 'Y', then the specific Hispanic/Latino race/ethnicity subgroup indicators (DE 2600, 2605, 2610, and 2615) must contain 'N'.*

2620 RACE/ETHNICITY: AFRICAN-AMERICAN/BLACK INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2620-11 *This element must contain a 'Y' or 'N'.*

2625 RACE/ETHNICITY: AMERICAN INDIAN/ALASKAN NATIVE INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2625-11 *This element must contain a 'Y' or 'N'.*

2630 RACE/ETHNICITY: HAWAIIAN/PACIFIC ISLANDER INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2630-11 *This element must contain a 'Y' or 'N'.*

2635 RACE/ETHNICITY: CAMBODIAN INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2635-11 *This element must contain a 'Y' or 'N'.*

2640 RACE/ETHNICITY: HMONG INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2640-11 *This element must contain a 'Y' or 'N'.*

CDR EDITING CRITERIA – STUDENT

2645 RACE/ETHNICITY: LAOTIAN INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2645-11 *This element must contain a 'Y' or 'N'.*

2650 RACE/ETHNICITY: VIETNAMESE INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2650-11 *This element must contain a 'Y' or 'N'.*

2652 RACE/ETHNICITY: SOUTHEAST ASIAN INDICATOR (Subgroup Unknown)

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS 2652-11 *This element must contain a 'Y' or 'N'.*

2652-21 *If the Race/Ethnicity-Southeast Asian Indicator (Subgroup Unknown) contains 'Y', then the specific Southeast Asian race/ethnicity subgroup indicators (DE 2635, 2640, 2645, and 2650) must contain 'N'.*

2655 RACE/ETHNICITY: OTHER ASIAN INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2655-11 *This element must contain a 'Y' or 'N'.*

2660 RACE/ETHNICITY: WHITE/CAUCASIAN INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2660-11 *This element must contain a 'Y' or 'N'.*

2670 RACE/ETHNICITY: RACE UNKNOWN INDICATOR

DEFAULTS: If this data element is not submitted as 'Y' or 'N', it is defaulted to 'N' in the build process.

EDITS: 2670-11 *This element must contain a 'Y' or 'N'.*

2670-21 a) *If the Race Unknown Indicator contains 'Y', then the specific race/ethnicity indicators (DE 5600, 5605, 5610, 5615, 5617, 5620, 5625, 5630, 5635, 5640, 5645, 5650, 5652, 5655, and 5660) must contain 'N'.*

b) *If the Race Unknown Indicator contains 'N', then one or more of the specific race/ethnicity indicators (DE 5600, 5605, 5610, 5615, 5617, 5620, 5625, 5630, 5635, 5640, 5645, 5650, 5652, 5655, and 5660) must contain 'Y'.*

CDR EDITING CRITERIA – STUDENT

2160	UNIT
2170	DIVISION
2010	STUDENT SOCIAL SECURITY NUMBER
EDITS:	<i>2981-41 Each combination of these elements in a sixth-week student file, with the exception of students whose Student Classification (DE 2210) = 'T', must be included in the associated post-term student submission. (Note, the converse edit 29P1-41).</i>

2160	UNIT
2170	DIVISION
2010	STUDENT SOCIAL SECURITY NUMBER
2300	CURRICULAR AREA
2310	COURSE NUMBER
2330	SECTION NUMBER
EDITS:	<i>2982-21 The combination of Unit (DE 2160), Division (DE 2170), and Student Social Security Number (DE 2010) identifies an individual student. a) Each combination of Curricular Area (DE 2300), Course Number (DE 2310) and Section Number (DE 2330) for an individual student must be unique, i.e., can be present only once; duplicates are dropped. b) Each student must have course section data (except for a student added on the post-term submission).</i>

2160	UNIT
2170	DIVISION
2300	CURRICULAR AREA
2310	COURSE NUMBER
2330	SECTION NUMBER
EDITS:	<i>2983-31 Each combination of these elements in the student file must be present in the curricular file. (Note the converse edit 1981-31).</i>

2160	UNIT
2170	DIVISION
2300	CURRICULAR AREA
2310	COURSE NUMBER
2330	SECTION NUMBER
EDITS:	<i>2984-22 If the student is a freshman, sophomore, junior, senior, graduate, clinical doctorate, education specialist, or undergraduate or graduate special (DE 2210 = 'A', 'B', 'C', 'D', 'E', 'F', 'G', 'H', 'I', 'J', 'K', 'S', or 'Y'), no two or more course sections for that student should have the same curricular codes (DE 2300), the same course numbers (DE 2310), and identical section credits (DE 2340) of '0300' (3.00) or more, regardless of the section numbers. Note: For UW-Madison (DE 2160) = 'A', this edit is bypassed when the course section number (DE 2330) is less than '300bb'.</i>

CDR EDITING CRITERIA – STUDENT

2160	UNIT	
2170	DIVISION	
2010	STUDENT SOCIAL SECURITY NUMBER	
EDITS:	<i>29P1-41</i>	<i>Each combination of these elements in a post-term submission must be included in the associated sixth-week submission, except for those students who received degrees but were not included in the sixth-week population. The added students must have received a degree and/or completed teacher certification requirements in the term being reported. (Note the converse edit 2981-41).</i>
NOTES:	<i>This edit(s) pertains only to the post-term student CDR.</i>	

2160	UNIT	
2170	DIVISION	
2010	STUDENT SOCIAL SECURITY NUMBER	
EDITS:	<i>29F1-42</i>	<i>Each combination of these elements in the financial aid submission should be included in at least one of the associated sixth-week student CDR submissions. Note: If the mismatch occurred for the summer term and the only aid the student received in the summer was Federal Work-Study (Aid Type 76) monies, then the mismatch is allowed and not printed in the error listing.</i>
NOTES:	<i>This edit(s) pertains only to the financial aid CDR.</i>	

2160	UNIT	
2170	DIVISION	
2010	STUDENT SOCIAL SECURITY NUMBER	
2400	FINANCIAL AID TYPE	Sp/10
EDITS:	<i>29F2-21</i>	<i>Each combination of these elements identifies an aid type for a student. a) Each combination can be present only once within a reporting term; i.e., a given aid type can be present only once per student per aid term (DE 2180). b) Each student must have at least one aid type.</i>
NOTES:	<i>This edit(s) pertains only to the financial aid CDR.</i>	

2160	UNIT	
2170	DIVISION	
2010	STUDENT SOCIAL SECURITY NUMBER	
2400	FINANCIAL AID TYPE	Sp/10
2410	FINANCIAL AID AMOUNT	Sp/10
EDITS:	<i>29F3-21</i>	<i>Each combination of these elements identifies an aid type <u>and</u> amount for a student. Each aid type must have an associated amount.</i>
NOTES:	<i>This edit(s) pertains only to the financial aid CDR.</i>	

CDR EDITING CRITERIA – MAAD

5010	STUDENT SOCIAL SECURITY NUMBER	
EDITS:	5010-11 <i>Must be coded numeric -- NO blanks (bs), alphabetic characters, special characters, or all zeros.</i>	
NOTES:	<i>Refer to edit 59M1-41.</i>	

5012	CAMPUS STUDENT ID	
EDITS:	5012-11 a) <i>The ID must be present for each student in the submission – no blanks or special characters allowed.</i> b) <i>The ID must be uniquely associated with an SSN (DE 5010) for any given year, term, and unit (and division at UW Colleges).</i>	
NOTES:	<i>The campus student ID allows UW campuses to link MAAD data to the campus database. It may be used by UW System Administration as an alternate means of linking campus records.</i>	

5020	GENDER	
EDITS:	5020-11 <i>Must be coded 'M' or 'F'.</i>	

5040	BIRTHDATE	
EDITS:	5040-11 a) <i>If present, must be coded numeric.</i> b) <i>Birth month must equal 01 through 12, inclusive.</i> c) <i>The student's age (calculated using the Birth Year and current year) must be at least 8.</i> 5040-12 <i>Birthdate should not be blank (b).</i> 5040-21 a) <i>If the applicant is applying as a new undergraduate (Entrance Status (DE 5240) = 'N'), this element should not be blank (b).</i> b) <i>If High School, Date of Graduation (DE 5120) is not blank (b), then Birthdate (DE 5040) must be prior to that date.</i>	

5050	CITIZENSHIP, STATUS OF	
EDITS:	5050-11 <i>Must be coded 'A', 'C', 'P', 'O', or 'R'.</i>	A/09

5065	FIRST GENERATION COLLEGE STUDENT INDICATOR	
EDITS:	5065-11 <i>Must be coded 'Y', 'N', or blank (b).</i>	

5068	WISCONSIN COVENANT STUDENT INDICATOR	
EDITS	5068-11 <i>Must be coded 'Y', 'N', or blank (b).</i>	+Sp/10

5090	HIGH SCHOOL CLASS SIZE	
-------------	-------------------------------	--

5100	HIGH SCHOOL CLASS RANK	
EDITS:	5100-21 <i>If this element is greater than zero, it must be less than or equal to High School Class Size (DE 5090). If High School Class Size (DE 5090) is greater than zero, then this element must be greater than zero.</i> 5100-22 <i>If High School Class Rank (DE 5100) and High School Class Size (DE 5090) are both greater than zero, High School Class Rank (DE 5100) should not equal High School Class Size (DE 5090).</i>	

CDR EDITING CRITERIA – MAAD

5105	HIGH SCHOOL CLASS RANK PERCENTILE
EDITS:	5105-22 <i>If the student is applying as a new undergraduate (Entrance Status (DE 5240) = 'N'), this element should not be blank (b).</i>

5120	HIGH SCHOOL, DATE OF GRADUATION
EDITS:	5120-12 <i>This data element must be blank (b) or contain a numeric code not greater than the academic year for which the student is applying. For example, if a student is applying for Fall 2000, the High School Graduation Year should not be greater than 2000.</i>
	5120-22 <i>If the student is applying as a new undergraduate (Entrance Status (DE 5240) = 'N'), this element should not be blank (b).</i>

5134	APPLICATION STATUS
EDITS:	5134-11 <i>Must be coded '1', '2', or '3'.</i>
NOTES:	<i>Late applications that are returned unprocessed should be reported using one of the following methods: (1) Applications are tallied and totals are reported in the Tally of Late Applications (DE 5900); or (2) Applicant records are submitted with Application Status = '3'. These applications will not be included in any analysis, but the information will be used as an indicator of activity after admissions are closed.</i>

5136	ADMISSION ACTION
EDITS:	5136-11 <i>Must be coded '00', '01', '10', '11', '12', '13', '14', '15', '20', '21', '22', or '23'.</i>

5138	DEFERRED STATUS
EDITS:	5138-11 <i>Must be coded 'D' or blank (b).</i>
NOTES:	<i>When Deferred Status = 'D', the type of deferral will be indicated as an Admission Action (DE 5136). For example, the applicant may have been denied for the current term due to an enrollment ceiling but was deferred to a later term (Admission Action (DE 5136) = '20' or '21'); or the applicant was admitted for the current term but requested a change to the subsequent term, thus canceling for the current term (Admission Action (DE 5136) = '11').</i> <i>Deferred Status should be blank (b) for all records where the application has <u>not</u> been deferred to a later admissions cycle.</i>

5160	UNIT
EDITS:	5160-11 <i>The valid code for the reporting unit must be present.</i>
NOTES:	<i>Refer to edit 59M1-41.</i>

5170	DIVISION (UW COLLEGES ONLY)
EDITS:	5170-21 <i>If Unit (DE 5160) = 'R', this data element must contain a valid UW Colleges Division Code. For all other Unit codes, this element must be blank (b).</i>
NOTES:	<i>Refer to edit 59M1-41.</i>

5175	MONTH (REPORTING)
EDITS:	5175-11 <i>Must be coded '01' through '08', '10' through '12', or 'XX'.</i>

CDR EDITING CRITERIA – MAAD

5180	TERM (DESIRED TERM OF ENROLLMENT)
EDITS:	5180-11 <i>Must be coded '1', '2', 'S', or W.</i>
NOTES:	<i>Refer to edit 59M1-41.</i>

5190	NUMBER OF COMPETENCY BASED PROFICIENCIES
EDITS:	5190-11 <i>Must be coded '0' through '5' or blank '(b)'.</i>
NOTES:	<i>This element should be '0' for "New Freshmen" submitting only traditional high school transcripts. This element should be blank (b) for Transfer and Re-entry applicants.</i>

5195	COMPETENCY BASED ADMISSION DECISION INDICATOR
EDITS:	5195-11 <i>Must be coded 'Y', 'N', or blank (b).</i>
NOTES:	<i>This element should be 'N' for "New Freshmen" submitting only traditional high school transcripts. This element should be blank (b) for Transfer and Re-entry applicants.</i>

5220	RESIDENT STATUS – BASED ON PERMANENT HOME ADDRESS
EDITS:	5220-11 <i>Must be coded 'A', 'R', 'N', 'W', 'I', or 'E'.</i>
	5220-21 <i>a) If this element contains a 'W', the Unit (DE 5160) must contain a 'C', 'D', 'E', 'F', 'G', 'J', 'K', or 'N'.</i>
	<i>b) If this element contains an 'I', the Unit (DE 5160) must contain an 'H'.</i>
	<i>c) If this element contains an 'E', the Unit (DE 5160) must contain a 'B', 'C', 'D', 'E', 'F', 'G', 'H', 'J', 'K', 'L', 'M', 'N', or 'R'.</i>

5240	ENTRANCE STATUS
EDITS:	5240-11 <i>Must be coded 'N', 'R', 'S', or 'T'.</i>
NOTES:	<i>1) Applicants for Transfer status who have no transferable credits should be coded as "New Freshmen".</i>
	<i>2) Applicants seeking an additional baccalaureate degree, major, minor, and/or certification should be coded as Transfer if they are new to your institution. Applicants seeking an additional baccalaureate degree, major, minor, and/or certification should be coded as Re-entry if they previously enrolled at your institution and have no transferable credits (other than credits earned during Summer Session or while enrolled in high school).</i>

5275	POST-BACCALAUREATE UNDERGRADUATE
EDITS:	5275-11 <i>Must be coded 'PD', 'PM', or blank '(b)'.</i>
NOTES:	<i>This element should be blank for all New applicants (Entrance Status (DE 5240) = 'N') and for Transfer (Entrance Status (DE 5240) = 'T') and Re-entry (Entrance Status (DE 5240) = 'R') applicants who have <u>not</u> earned a baccalaureate degree.</i>

5600	RACE/ETHNICITY: CUBAN INDICATOR
EDITS:	5600-11 <i>This element must contain a 'Y' or 'N'.</i>

5605	RACE/ETHNICITY: MEXICAN, MEXICAN-AMERICAN, OR CHICANO/A INDICATOR
EDITS:	5605-11 <i>This element must contain a 'Y' or 'N'.</i>

CDR EDITING CRITERIA – MAAD

5610	RACE/ETHNICITY: PUERTO RICAN INDICATOR
EDITS:	5610-11 <i>This element must contain a 'Y' or 'N'.</i>

5615	RACE/ETHNICITY: OTHER HISPANIC/LATINO INDICATOR
EDITS:	5615-11 <i>This element must contain a 'Y' or 'N'.</i>

5617	RACE/ETHNICITY: HISPANIC/LATINO INDICATOR (Subgroup Unknown)
EDITS:	5617-11 <i>This element must contain a 'Y' or 'N'.</i> 5617-21 <i>If the Race/Ethnicity-Hispanic/Latino Indicator (Subgroup Unknown) contains 'Y', then the specific Hispanic/Latino race/ethnicity subgroup indicators (DE 5600, 5605, 5610, and 5615) must contain 'N'.</i>
NOTES:	<i>This indicator should be used for applicants whose race/ethnicity was self-identified prior to the change in the UW application to collect Hispanic/Latino/a subgroups.</i>

5620	RACE/ETHNICITY: AFRICAN-AMERICAN/BLACK INDICATOR
EDITS:	5620-11 <i>This element must contain a 'Y' or 'N'.</i>

5625	RACE/ETHNICITY: AMERICAN INDIAN/ALASKAN NATIVE INDICATOR
EDITS:	5625-11 <i>This element must contain a 'Y' or 'N'.</i>

5630	RACE/ETHNICITY: HAWAIIAN/PACIFIC ISLANDER INDICATOR
EDITS:	5630-11 <i>This element must contain a 'Y' or 'N'.</i>

5635	RACE/ETHNICITY: CAMBODIAN INDICATOR
EDITS:	5635-11 <i>This element must contain a 'Y' or 'N'.</i>

5640	RACE/ETHNICITY: HMONG INDICATOR
EDITS:	5640-11 <i>This element must contain a 'Y' or 'N'.</i>

5645	RACE/ETHNICITY: LAOTIAN INDICATOR
EDITS:	5645-11 <i>This element must contain a 'Y' or 'N'.</i>

5650	RACE/ETHNICITY: VIETNAMESE INDICATOR
EDITS:	5650-11 <i>This element must contain a 'Y' or 'N'.</i>

5652	RACE/ETHNICITY: SOUTHEAST ASIAN INDICATOR (Subgroup Unknown)
EDITS:	5652-11 <i>This element must contain a 'Y' or 'N'.</i> 5652-21 <i>If the Race/Ethnicity-Southeast Asian Indicator (Subgroup Unknown) contains 'Y', then the specific Southeast Asian race/ethnicity subgroup indicators (DE 5635, 5640, 5645, and 5650) must contain 'N'.</i>
NOTES:	<i>This indicator should be used for applicants whose race/ethnicity was self-identified prior to the change in the UW application to collect Southeast Asian subgroups.</i>

5655	RACE/ETHNICITY: OTHER ASIAN INDICATOR
EDITS:	5655-11 <i>This element must contain a 'Y' or 'N'.</i>

CDR EDITING CRITERIA – MAAD

5660	RACE/ETHNICITY: WHITE/CAUCASIAN INDICATOR	+Sp/07
EDITS:	5660-11 <i>This element must contain a 'Y' or 'N'.</i>	

5670	RACE/ETHNICITY: RACE UNKNOWN INDICATOR	
EDITS:	5670-11 <i>This element must contain a 'Y' or 'N'.</i>	
	5670-21 a) <i>If the Race Unknown Indicator contains 'Y', then the specific race/ethnicity indicators (DE 5600, 5605, 5610, 5615, 5617, 5620, 5625, 5630, 5635, 5640, 5645, 5650, 5652, 5655, and 5660) must contain 'N'.</i>	
	b) <i>If the Race Unknown Indicator contains 'N', then one or more of the specific race/ethnicity indicators (DE 5600, 5605, 5610, 5615, 5617, 5620, 5625, 5630, 5635, 5640, 5645, 5650, 5652, 5655, and 5660) must contain 'Y'.</i>	

5900	TALLY OF LATE APPLICATIONS	
NOTES:	<i>Late applications that are returned unprocessed should be reported using one of the following methods: (1) Applications are tallied and totals are reported in the Tally of Late Applications (DE 5900); or (2) Applicant records are submitted with Application Status = '3'. These applications will not be included in any analysis, but the information will be used as an indicator of activity after admissions are closed.</i>	

5160	UNIT	
5170	DIVISION	
5180	TERM	
5010	APPLICANT SOCIAL SECURITY NUMBER	
EDITS:	59M1-41 <i>Each combination of these data elements must be unique.</i>	
