CDR CONTACT PERSONS

The purpose of this section is to define the terms used to refer to the individuals who are responsible for the contents of the CDR document and for overseeing the processing of the data submissions. The names of the individuals currently responsible for the functions are listed. Sue Buth, Director of the Office of Policy Analysis and Research, is the CDR Administrator. She can be reach at (608) 262-1751 (sbuth@uwsa.edu). **Sp/18**

CDR Area Manager

The area managers are responsible for the System Administration activities related to specific data area of the CDR. They are responsible for the definitions and editing criteria for the data elements within their data areas.

DATA AREA	AREA MANAGER	PHONE # (area code 608)	EMAIL ADDRESS	
Student (Academic Year and Summer)	Sue Buth	262-1751	sbuth@uwsa.edu	
Financial Aid	Todd Bailey	263-3743	tbailey@uwsa.edu	**Sp/19**
Multiple Applications and Admissions Data (MAAD)	Dan Younan	890-3529	dyounan@uwsa.edu	**W/19**
Curricular	Sue Buth	262-1751	sbuth@uwsa.edu	

CDR Technical Coordinator

The CDR Technical Coordinator assists the activities of the CDR Area Managers by coordinating the technical processing of the CDR i.e., monitoring the submission of the data and coordinating the maintenance of the CDR data. Jennifer White, of the Office of Policy Analysis and Research, is the CDR Technical Coordinator. He can be reached at (608) 262-2623. **S/19**

Code Table Manager

The code table managers are responsible for approving changes to the code table in Volume II of the CDR.

CDR CODE TABLE	TABLE MANAGER	PHONE # (area code 608)	EMAIL ADDRESS	
Degrees	Yufeng Duan	265-6776	yduan@uwsa.edu	
Majors	Yufeng Duan	265-6776	yduan@uwsa.edu	
Curricular Area Codes (CAC/UDDS)	Todd Bailey	263-3743	tbailey@uwsa.edu	
College Codes	Todd Bailey	263-3743	tbailey@uwsa.edu	
Address Table (city/state/zip/country)	Jing Chen	265-9795	jchen@uwsa.edu	
High School Codes	Jing Chen	265-9795	jchen@uwsa.edu	
CDR Dates Table	Jennifer White	262-2623	jwhite@uwsa.edu	**S/19**
Cross-Listed Course Sections	Jennifer White	262-2623	jwhite@uwsa.edu	**S/19**
Instructional Fund Table	Jennifer White	262-2623	jwhite@uwsa.edu	**S/19**
Financial Aid Table	Todd Bailey	263-3743	tbailey@uwsa.edu	**Sp/19**

CDR Liaisons

The CDR liaisons are institutional representatives responsible for the coordination of all activities at their institutions which relate to the preparation and submission of CDR data. As a part of these coordination responsibilities, liaisons will work with functional area staff (such as in Admissions, Financial Aid, and Registrar's Offices) and with information technology staff to ensure the accuracy and completeness of CDR data submissions for their institution. For "PeopleSoft campuses," liaisons will represent their institution on CDR issues related to the CDR/MAAD/TIS interface programs, ensuring involvement from functional and technical staff so that informed and timely decisions can be made.

CENTRAL DATA REQUREST CAMPUS LIAISON PERSONNEL				
UW CAMPUS	**LIAISON / TITLE**	**PHONE #**	**EMAIL ADDRESS**	
Madison	**Clare Huhn** Sr. Policy & Planning Analyst	608-265-9276	clare.huhn@wisc.edu	
Milwaukee	**Jonathan Hanes** Assessment & Institutional Res.	414-229-6611	jmhanes@uwm.edu	
Eau Claire	**Kari Herbison** Institutional Research	715-836-3271	herbiskj@uwec.edu	**S/19**
Green Bay	**Dan Vande Yacht** Registrar	920-465-2156	vandyad@uwgb.edu	
La Crosse	**Natalie Solverson** Institutional Research	608-785-8006	nsolverson@uwlax.edu	
Oshkosh	**Mike Watson** Institutional Research	920-424-2184	watson@uwosh.edu	
Parkside	**Rhonda Kimmel** Registrar	262-595-2237	rhonda.kimmel@uwp.edu	
Platteville	**Debra Hagen** Institutional Research	608-342-1358	hagende@uwplatt.edu	
River Falls	**Kelly Browning** Registrar	715-425-3342	kelly.browning@uwrf.edu	
Stevens Point	**Marv Noltze** Institutional Planner	715-346-2748	mnoltze@uwsp.edu	
Stout	**Tammy Cutsforth** Budget, Planning and Analysis	715-232-2316	cutsfortht@uwstout.edu	
Superior	**Emily Zobel** Institutional Research	715-394-8396	ezobel@uwsuper.edu	
Whitewater	**Lynsey Schwabrow** Director of Institutional Research	262-472-1801	schwabrl@uww.edu	
Colleges	**Bruce Cunningham** Registrar	608-263-9700	bruce.cunningham@uwc.edu	**F/18**
UW Extended Campus	**Mark Mailloux** Data Manager	608-890-3390	mark.mailloux@uwex.edu	**S/19**

NUMBER: 1020
NAME: DIVISION
DEFINITION: The level of organization immediately under that of Unit. x

CODING REQUIREMENTS

LENGTH: 2 positions
DECIMAL POSITION: N/A
SPECIFICATIONS: Must be one of an institution's valid division codes per the UDDS table. The following divisions are valid: x

UW Receiving Institutions Division x

CODE	ABBR.	DIVISION NAME	
15	BRB	Baraboo/Sauk County	
18	BRN	Barron County	
60	FDL	Fond du Lac	x
61	FOX	Fox Valley	x
71	MAN	Manitowoc	x
72	MNT	Marinette	x
25	MSF	Marshfield	x
34	RLN	Richland	
28	RCK	Rock County	x
73	SHB	Sheboygan	x
20	WAU	Wausau	x
B1	WSH	Washington County	x
B2	WAK	Waukesha	x
~~40~~	~~ONL~~	~~On Line~~	-

EXAMPLE: Division is UW-Milwaukee Waukesha campus; this element is 'B2'. x

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: *1020-21* *a) If Unit (DE 1010) is 'B', 'C', 'D', 'F', 'H', 'K', or 'N', the KEY Division (DE 1020) must be a valid Division per the unit as described below or be blank (b). For all other valid unit codes, the KEY Division (DE 1020) must be blank (b).* x

Unit	Divisions	+
B	B1, B2	
C	18	
D	71, 72, 73	
F	60, 61	
H	15, 34	
K	20, 25	
N	28	

APPLICABILITY

UNITS: All
POPULATION: All course-sections, Primary Key x
DATE OF RECORD: Tenth day of instruction, All submissions x
SUBMISSION DATE: Sixth week of term, All submissions x
DATE ISSUED: Fall 2019

1020-21 *b) If KEY Division (DE 1020) is not blank (b), it must match the non-KEY Division (DE 1020).* +

NOTES: *Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11 in the Curricular Editing Criteria beginning on page III.D.1.*

DATA ELEMENT DESCRIPTION

NUMBER: 1450
NAME: DISTANCE EDUCATION INDICATOR
DEFINITION: A one-character code indicating whether or not the course-section fits one of the listed Distance Education course-section types.

CODING REQUIREMENTS

LENGTH: 1 position
DECIMAL POSITION: N/A
SPECIFICATIONS:

CODE	DEFINITION
N	Course section is not a Distance Education course-section.
P	Course section is a partially Distance Education course-section. (Section is primarily (75% or more) delivered via distance learning technologies but at least one class session is on campus.)
T	Course section is a totally Distance Education course-section. (Section is totally (100%) delivered via distance learning technologies; no campus visits are required.)
X	Course section is a totally (100%) Distance Education course-section offered via UW College Courses Online. +

EXAMPLE:
DEFAULTS:
EDITS:

1450-11	*This element must contain a 'P', 'T', 'N', or 'X'.*	x
1450-21	*If this element contains an 'X', Unit (DE 1010) must be 'B', 'F', 'K', or 'N'.*	+

NOTES:

APPLICABILITY

UNITS: All
POPULATION: All course-sections
DATE OF RECORD: Tenth day of instruction
SUBMISSION DATE: Sixth week of term
DATE ISSUED: Summer 2019

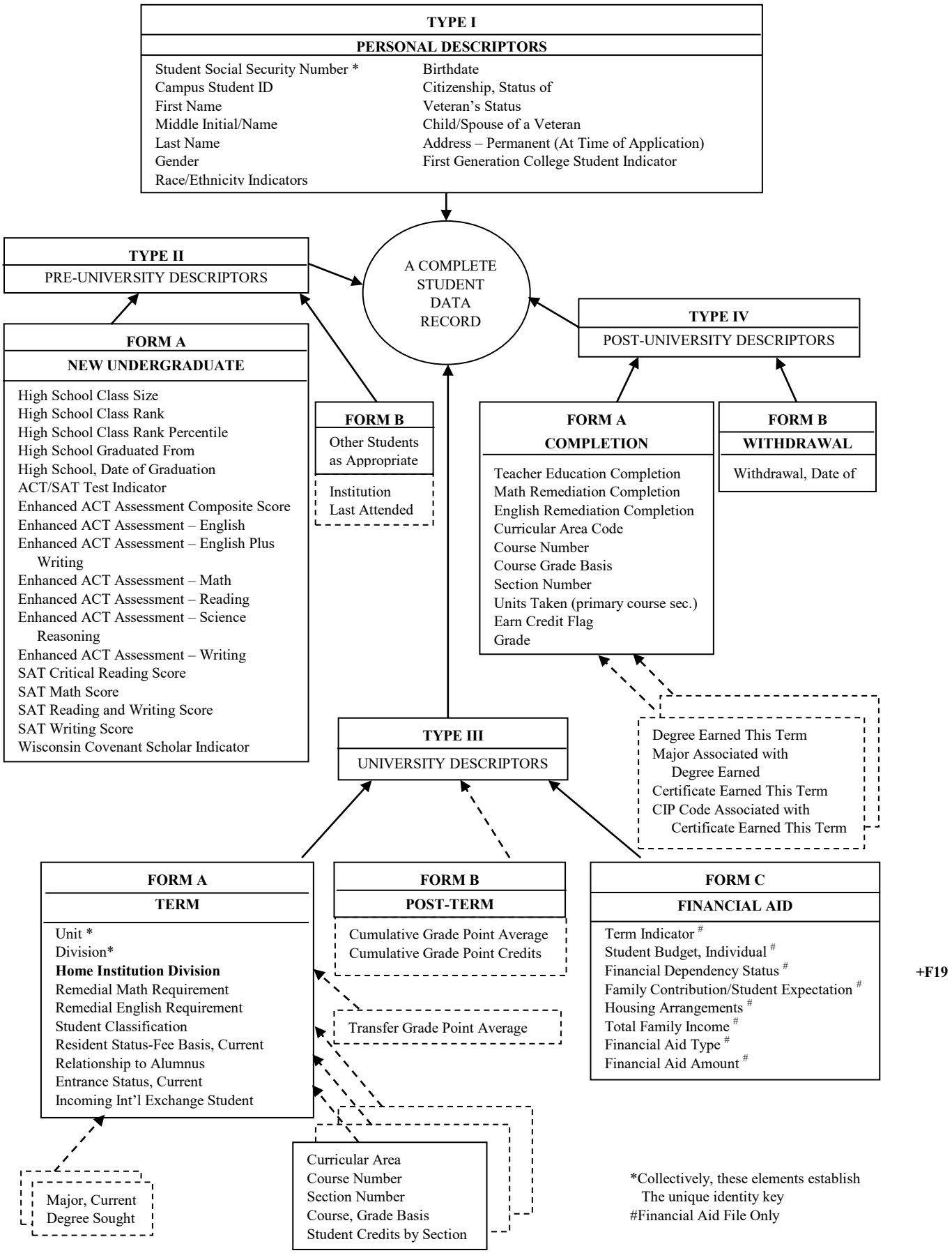
STUDENT DATA AREA

Overview

The Student Data Area identifies and describes elements of data which pertain to students within the University of Wisconsin System. In order to more easily conceptualize these data, they have been somewhat artificially grouped into four primary types, i.e., Types I, II, III and IV. Page II.C.2 illustrates these groupings with dotted lines referring to elements which are not always required for logical record completion (solid lines referring to elements which are always required), and recurring blocks depicting elements for which multiple occurrence is possible. Neither the diagram nor the logical listing of data elements is to be construed to imply a physical record layout; rather, a logical structure is being described.

Each complete record identifies and describes a unique student. Uniqueness is established by a single combination of two data elements: one within the Type III descriptors, i.e., Unit (includes Division for UW Colleges) and one within the Type I descriptors, i.e., Student Social Security Number. These two elements are referred to as the entity key. Whenever either of these descriptors changes, another unique student is identified.

The data elements are grouped into four types on the basis of their relationship to an educational institution. Not all elements in each type are required for the completion of each student's term-record. Type I (referred to as Personal) descriptors are educationally (or institutionally) independent. Further, it seems reasonable to assume that exactly one set of these (Type I) elements is required for the completion of each student's term-record. The Type II (Pre-University) descriptors are divided into two forms (Form A and Form B) and, in both cases, contain information about the educational institution previously attended by the student. Neither Form A (pertinent to new undergraduates) nor Form B (pertinent to other students as appropriate) would always be relevant to each student's term-record. The Type III (University) descriptors are also divided into two forms (Form A and Form B), both of which contain student information which is directly related to his (her) current university experience; Form A containing information of relevance at the beginning of the term, and Form B containing information of relevance at the end of the term. Finally, the Type IV (Post-University) descriptors name certain variables which have meaning when a student completes a university experience, by obtaining a degree or certificate.


TYPE I
PERSONAL DESCRIPTORS
Student Social Security Number *
Campus Student ID
First Name
Middle Initial/Name
Last Name
Gender
Race/Ethnicity Indicators
Birthdate
Citizenship, Status of
Veteran's Status
Child/Spouse of a Veteran
Address – Permanent (At Time of Application)
First Generation College Student Indicator
A COMPLETE STUDENT DATA RECORD
TYPE II
PRE-UNIVERSITY DESCRIPTORS
FORM A
NEW UNDERGRADUATE
High School Class Size
High School Class Rank
High School Class Rank Percentile
High School Graduated From
High School, Date of Graduation
ACT/SAT Test Indicator
Enhanced ACT Assessment Composite Score
Enhanced ACT Assessment – English
Enhanced ACT Assessment – English Plus Writing
Enhanced ACT Assessment – Math
Enhanced ACT Assessment – Reading
Enhanced ACT Assessment – Science Reasoning
Enhanced ACT Assessment – Writing
SAT Critical Reading Score
SAT Math Score
SAT Reading and Writing Score
SAT Writing Score
Wisconsin Covenant Scholar Indicator
FORM B
Other Students as Appropriate
Institution Last Attended
TYPE IV
POST-UNIVERSITY DESCRIPTORS
FORM A
COMPLETION
Teacher Education Completion
Math Remediation Completion
English Remediation Completion
Curricular Area Code
Course Number
Course Grade Basis
Section Number
Units Taken (primary course sec.)
Earn Credit Flag
Grade
FORM B
WITHDRAWAL
Withdrawal, Date of
TYPE III
UNIVERSITY DESCRIPTORS
Degree Earned This Term
Major Associated with Degree Earned
Certificate Earned This Term
CIP Code Associated with Certificate Earned This Term
FORM A
TERM
Unit *
Division*
Home Institution Division
Remedial Math Requirement
Remedial English Requirement
Student Classification
Resident Status-Fee Basis, Current
Relationship to Alumnus
Entrance Status, Current
Incoming Int'l Exchange Student
FORM B
POST-TERM
Cumulative Grade Point Average
Cumulative Grade Point Credits
Transfer Grade Point Average
FORM C
FINANCIAL AID
Term Indicator #
Student Budget, Individual #
Financial Dependency Status #
Family Contribution/Student Expectation #
Housing Arrangements #
Total Family Income #
Financial Aid Type #
Financial Aid Amount #
+F19
Major, Current Degree Sought
Curricular Area
Course Number
Section Number
Course, Grade Basis
Student Credits by Section
*Collectively, these elements establish The unique identity key
#Financial Aid File Only

Logical Listing of Student Data Elements

Number	Descriptors
	TYPE I: PERSONAL
2010	Student Social Security Number
2012	Campus Student ID
2017	First Name
2018	Middle (Initial or Name)
2019	Last Name
2020	Gender
2045	Birthdate
2050	Citizenship, Status of
2060	Veteran's Status
2062	Child/Spouse of a Veteran
2065	First Generation College Student Indicator
2080	Address – Permanent (Address at Time of Application)
2600	Race/Ethnicity: Cuban Indicator
2605	Race/Ethnicity: Mexican, Mexican-American, or Chicano/a Indicator
2610	Race/Ethnicity: Puerto Rican Indicator
2615	Race/Ethnicity: Other Hispanic/Latino Indicator
2617	Race/Ethnicity: Hispanic/Latino Indicator (Subgroup Unknown)
2620	Race/Ethnicity: African-American/Black Indicator
2625	Race/Ethnicity: American Indian/Alaskan Native Indicator
2630	Race/Ethnicity: Hawaiian/Pacific Islander Indicator
2635	Race/Ethnicity: Cambodian Indicator
2640	Race/Ethnicity: Hmong Indicator
2645	Race/Ethnicity: Laotian Indicator
2650	Race/Ethnicity: Vietnamese Indicator
2652	Race/Ethnicity: Southeast Asian Indicator (Subgroup Unknown)
2655	Race/Ethnicity: Other Asian Indicator
2660	Race/Ethnicity: White/Caucasian Indicator
2670	Race/Ethnicity: Race Unknown Indicator

*Financial Aid File Only

Logical Listing of Student Data Elements (continued)

Number	Descriptors
	TYPE II: PRE-UNIVERSITY
2090	High School Class Size
2100	High School Class Rank
2105	High School Class Rank Percentile
2110	High School Graduated from (Wisconsin High Schools Only)
2120	High School, Date of Graduation
2130	Institution Last Attended (Other than Current Institution)
2143	Enhanced Act Assessment – Writing Test Score
2144	Enhanced ACT Assessment – English Plus Writing Test Score
2145	ACT/SAT Test Indicator
2150	Enhanced ACT Assessment Composite Score
2151	Enhanced ACT Assessment – English
2152	Enhanced ACT Assessment – Math
2153	Enhanced ACT Assessment – Reading
2154	Enhanced ACT Assessment – Science Reasoning
2156	SAT Critical Reading Score
2157	SAT Math Score
2158	SAT Writing Score
2159	SAT Reading and Writing Score
2068	Wisconsin Covenant Scholar Indicator

Logical Listing of Student Data Elements (continued)

Number	Descriptors	
	TYPE III: UNIVERSITY	
2160	Unit	
2170	Division	
2175	Home Institution Division	**+F/19**
2180	Term Indicator*	
2185	Math Fundamentals Score	
2210	Student Classification	
2220	Resident Status - Fee Basis, Current	
2225	Relationship to Alumnus	
2230	Remedial Math Requirement	
2235	Remedial English Requirement	
2240	Entrance Status, Current	
2250	Cumulative Grade Point Average	
2251	Cumulative Grade Point Credits	
2255	Transfer Grade Point Average	
2260	Incoming International Exchange Student	
2270	Major	
2290	Degree Sought (Graduate Degrees Only)	
2300	Curricular Area	
2310	Course Number	
2320	Course, Grade Basis	
2330	Section Number	
2340	Student Credits by Section	
2360	Student Budget, Individual*	
2370	Financial Dependency Status*	
2380	Family Contribution/Student Expectation*	
2390	Total Family Income*	
2395	Housing Arrangements*	
2400	Financial Aid Type*	
2410	Financial Aid Amount*	
	TYPE IV: POST-UNIVERSITY	
2250	Cumulative Grade Point Average	
2251	Cumulative Grade Point Credits	
2420	Degree Earned this Term (This Institution)	
2430	Major Associated with Degree Earned this Term	
2440	Teacher Education Completion	
2460	Math Remediation Completed this Term	
2465	English Remediation Completed this Term	
2500	Withdrawal, Date of	
2300	Curricular Area Code	
2310	Course Number	
2320	Course Grade Basis	
2330	Section Number	
2350	Units Taken (primary course section)	
2352	Earn Credit Flag	
2354	Grade	
2425	Certificate Earned this Term (this Institution)	
2435	CIP Code Associated with Certificate Earned this Term	

*Financial Aid File Only

Alphabetical Listing of Student Data Elements

Descriptors	Number	
ACT/SAT Test Indicator	2145	
Address-Permanent (Address at Time of Application)	2080	
Birthdate	2045	
Campus Student ID	2012	
Certificate Earned this Term (this Institution)	2425	
Citizenship, Status of	2050	
Child/Spouse of a Veteran	2062	
CIP Code Associated with Certificate Earned this Term	2435	
Course, Grade Basis	2320	
Course Number	2310	
Cumulative Grade Point Average	2250	
Cumulative Grade Point Credits	2251	
Curricular Area	2300	
Degree, Earned This Term (This Institution)	2420	
Degree Sought (Graduate Degrees Only)	2290	
Division ~~(UW Colleges Only)~~	2170	**Sp/19**
Earn Credit Flag	2352	
English Remediation Completed this Term	2465	
Enhanced ACT Assessment – English	2151	
Enhanced ACT Assessment – English Plus Writing Test Score	2144	
Enhanced ACT Assessment – Math	2152	
Enhanced ACT Assessment – Reading	2153	
Enhanced ACT Assessment - Science Reasoning	2154	
Enhanced ACT Assessment - Writing Test Score	2143	
Enhanced ACT Assessment Composite Score	2150	
Entrance Status, Current	2240	
Family Contribution/Student Expectation*	2380	
Financial Aid Amount*	2410	
Financial Aid Type*	2400	
Financial Dependency Status*	2370	
First Generation College Student Indicator	2065	
First Name	2017	
Gender	2020	
Grade	2354	
High School Class Rank	2100	
High School Class Rank Percentile	2105	
High School Class Size	2090	
High School, Date of Graduation	2120	
High School Graduated From (Wisconsin High Schools Only)	2110	
Home Institution Division	2175	**+F/19**
Housing Arrangements*	2395	
Incoming International Exchange Student	2260	
Institution Last Attended (Other than Current Institution)	2130	
Last Name	2019	

*Financial Aid File Only

Alphabetical Listing of Student Data Elements (continued)

Descriptors	Number
Major	2270
Major Associated with Degree Earned this Term	2430
Math Fundamentals Score	2185
Math Remediation Completed this Term	2460
Middle (Initial or Name)	2018
Race/Ethnicity: African-American/Black Indicator	2620
Race/Ethnicity: American Indian/Alaskan Native Indicator	2625
Race/Ethnicity: Cambodian Indicator	2635
Race/Ethnicity: Cuban Indicator	2600
Race/Ethnicity: Hawaiian/Pacific Islander Indicator	2630
Race/Ethnicity: Hispanic/Latino Indicator (Subgroup Unknown)	2617
Race/Ethnicity: Hmong Indicator	2640
Race/Ethnicity: Laotian Indicator	2645
Race/Ethnicity: Mexican, Mexican-American, or Chicano/a Indicator	2605
Race/Ethnicity: Other Asian Indicator	2655
Race/Ethnicity: Other Hispanic/Latino Indicator	2615
Race/Ethnicity: Puerto Rican Indicator	2610
Race/Ethnicity: Race Unknown Indicator	2670
Race/Ethnicity: Southeast Asian Indicator (Subgroup Unknown)	2652
Race/Ethnicity: Vietnamese Indicator	2650
Race/Ethnicity: White/Caucasian Indicator	2660
Relationship to Alumnus	2225
Remedial English Requirement	2235
Remedial Math Requirement	2230
Resident Status - Fee Basis, Current	2220
SAT Critical Reading Score	2156
SAT Math Score	2157
SAT Reading and Writing Score	2159
SAT Writing Score	2158
Section Number	2330
Student Budget, Individual*	2360
Student Classification	2210
Student Credits by Section (Prorated)	2340
Student Social Security Number	2010
Teacher Education Completion	2440
Term Indicator*	2180
Total Family Income*	2390
Transfer Grade Point Average	2255
Unit	2160
Units Taken (primary course section)	2350
Veterans Status	2060
Wisconsin Covenant Scholar Indicator	2068
Withdrawal, Date	2500

*Financial Aid File Only

DATA ELEMENT DESCRIPTION

NUMBER: 2170
NAME: DIVISION
DEFINITION: The level of organization immediately under that of Unit.

CODING REQUIREMENTS

LENGTH: 2 positions
DECIMAL POSITION: N/A
SPECIFICATIONS: Must be one of an institution's valid division codes per the UDDS table. The following divisions are valid:

UW Receiving Institutions Division

CODE	ABBR.	DIVISION NAME
15	BRB	Baraboo/Sauk County
18	BRN	Barron County
60	FDL	Fond du Lac
61	FOX	Fox Valley
71	MAN	Manitowoc
72	MNT	Marinette
25	MSF	Marshfield
34	RLN	Richland
28	RCK	Rock County
73	SHB	Sheboygan
20	WAU	Wausau
B1	WSH	Washington County
B2	WAK	Waukesha
~~40~~	~~ONL~~	~~On Line~~

EXAMPLE: Division is UW-Milwaukee, Waukesha campus; this element is 'B2'.
DEFAULTS:
EDITS: *2170-21* *If Unit (DE 2160) = 'B', 'C', 'D', 'F', 'H', 'K', or 'N', this data element must contain a valid Division Code as described below or be blank (b). For all other Unit codes, this element must be blank (b).*

Unit	Divisions
B	B1, B2
C	18
D	71, 72, 73
F	60, 61
H	15, 34
K	20, 25
N	28

NOTES: *Refer to edits 2981-41, 2982-21, 2983-31, 2984-22, 29P1-41, 29F1-42, 29F2-21, and 29F3-21 in the Student Editing Criteria beginning on page III.D.1.*

APPLICABILITY

UNITS: All
POPULATION: All students as specified in the CDR Reporting Guidelines
DATE OF RECORD: Tenth day of instruction; end of term
SUBMISSION DATE: Sixth week of term; post term
DATE ISSUED: Fall 2019

DATA ELEMENT DESCRIPTION

NUMBER: 2175
NAME: HOME INSTITUTION DIVISION
DEFINITION: The level of organization immediately under that of Unit for the UW institutions with branch campuses.

CODING REQUIREMENTS

LENGTH: 2 positions
DECIMAL POSITION: N/A
SPECIFICATIONS: Must be one of an institution's valid division codes per the UDDS table. The following divisions are valid values:

UW Receiving Institutions Division

CODE	ABBR.	DIVISION NAME
15	BRB	Baraboo/Sauk County
18	BRN	Barron County
60	FDL	Fond du Lac
61	FOX	Fox Valley
71	MAN	Manitowoc
72	MNT	Marinette
25	MSF	Marshfield
34	RLN	Richland
28	RCK	Rock County
73	SHB	Sheboygan
20	WAU	Wausau
B1	WSH	Washington County
B2	WAK	Waukesha

EXAMPLE: Division is UW-Milwaukee Waukesha campus; this element is 'B2'.
DEFAULTS:
EDITS: *2175-21* *If Unit (DE 2160) = 'B', 'C', 'D', 'F', 'H', 'K', or 'N', this data element must contain a valid Division Code as described below or be blank (␢). For all other Unit codes, this element must be blank (␢).*

Unit	Divisions
B	B1, B2
C	18
D	71, 72, 73
F	60, 61
H	15, 34
K	20, 25
N	28

NOTES:

APPLICABILITY

UNITS: All
POPULATION: All students as specified in the CDR Reporting Guidelines
DATE OF RECORD: Tenth day of instruction; end of term
SUBMISSION DATE: Sixth week of term; post term
DATE ISSUED: Fall 2019

MULTIPLE APPLICATIONS AND ADMISSIONS DATA (MAAD)

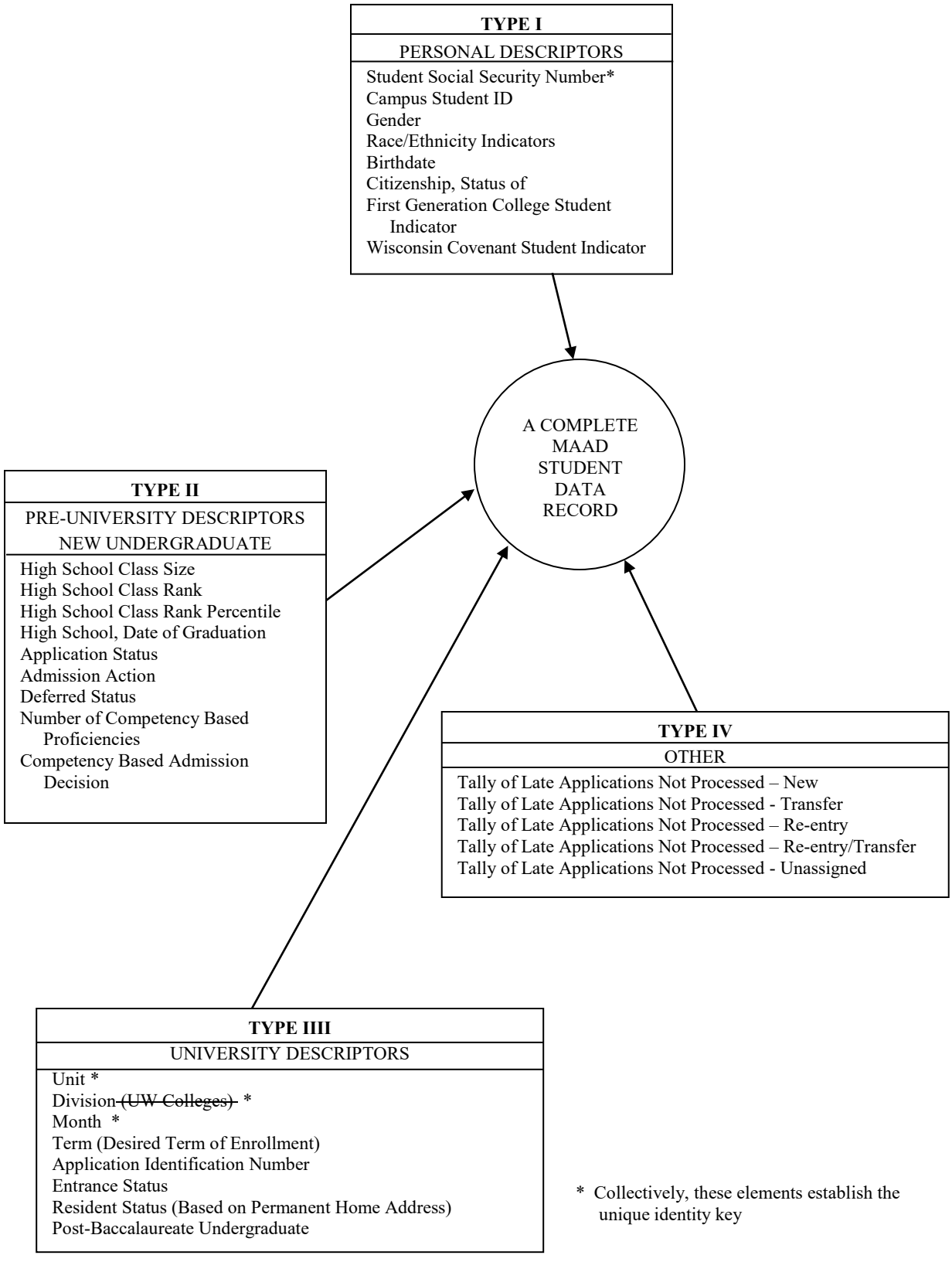
Overview

Multiple Applications and Admissions Data (MAAD) includes data that identify and describe students who have applied for undergraduate enrollment at one of the University of Wisconsin System institutions. It records data, on a monthly basis, about the applicants and the admission action taken on each application.

The monthly MAAD submissions are cumulative from the time an application for the reporting year/term is initially recorded until the final MAAD submission of the cycle. Thus, records of applicants who withdraw or cancel their application remain on each MAAD submission for the cycle. The monthly MAAD submissions should include records for all new, transfer, and re-entry degree-seeking undergraduate applicants who are applying for the upcoming summer or fall terms. The cycle culminates with the "end of cycle" submission in September. In addition, there is a single "end of cycle" March submission for spring and winter term applicants.

Each MAAD record identifies and describes a unique student application. Uniqueness is established by a combination of data elements: Student Social Security Number, Unit (and Division for UW Colleges), Desired Term of Enrollment, and the reporting Month. These elements comprise the entity key.

MAAD data can be grouped into four types as illustrated in the diagram on the following page. Many of the MAAD elements are the same or similar to those collected in the CDR Student Data area. Type I (Personal) descriptors provide basic identifying and demographic information about the applicant. The Type II (Pre-University) descriptors contain information about the educational institution previously attended by the student and information related to the student's application and admission status. Type III (University) descriptors include student information specific to the desired UW campus and term of enrollment. Type IV (Other) provides information on late applications that were received after admissions were closed and for which individual applicant records were not submitted.



Sp/19

+Sp/18

* Collectively, these elements establish the unique identity key

Logical Listing of Student Data Elements

Number	Descriptors	
	TYPE I: PERSONAL	
5010	Student Social Security Number	
5012	Campus Student ID	
5020	Gender	
5040	Birthdate	
5050	Citizenship, Status of	
5065	First Generation College Student Indicator	
5068	Wisconsin Covenant Student Indicator	
5600	Race/Ethnicity: Cuban Indicator	
5605	Race/Ethnicity: Mexican, Mexican-American, or Chicano/a Indicator	
5610	Race/Ethnicity: Puerto Rican Indicator	
5615	Race/Ethnicity: Other Hispanic/Latino Indicator	
5617	Race/Ethnicity: Hispanic/Latino Indicator (Subgroup Unknown)	
5620	Race/Ethnicity: African-American/Black Indicator	
5625	Race/Ethnicity: American Indian/Alaskan Native Indicator	
5630	Race/Ethnicity: Hawaiian/Pacific Islander Indicator	
5635	Race/Ethnicity: Cambodian Indicator	
5640	Race/Ethnicity: Hmong Indicator	
5645	Race/Ethnicity: Laotian Indicator	
5650	Race/Ethnicity: Vietnamese Indicator	
5652	Race/Ethnicity: Southeast Asian Indicator (Subgroup Unknown)	
5655	Race/Ethnicity: Other Asian Indicator	
5660	Race/Ethnicity: White/Caucasian Indicator	
5670	Race/Ethnicity: Race Unknown Indicator	
	TYPE II: PRE-UNIVERSITY	
5090	High School Class Size	
5100	High School Class Rank	
5105	High School Class Rank Percentile	
5120	High School, Year of Graduation	
5134	Application Status	
5136	Admission Action	
5138	Deferred Status	
5190	Number of Competency Based Proficiencies	
5195	Competency Based Admission Decision Indicator	
	TYPE III: UNIVERSITY	
5005	Application Identification Number	**+Sp/18**
5160	Unit	
5170	Division (UW Colleges Only)	
5175	Month (Reporting)	
5180	Term (Desired Term of Enrollment)	
5220	Resident Status (Based on Permanent Home Address)	
5240	Entrance Status	
5275	Post-Baccalaureate Undergraduate	
	TYPE III: OTHER	
5900	Tally of Late Applicants	

Alphabetical Listing of Student Data Elements

Descriptors	Number	
Admission Action	5136	
Application Identification Number	5005	**+Sp/18**
Application Status	5134	
Birthdate	5040	
Campus Student ID	5012	
Citizenship, Status of	5050	
Competency Based Admission Decision Indicator	5195	
Deferred Status	5138	
Division (UW Colleges Only)	5170	
Entrance Status	5240	
First Generation College Student Indicator	5065	
Gender	5020	
High School Class Rank	5100	
High School Class Rank Percentile	5105	
High School Class Size	5090	
High School, Year of Graduation	5120	
Month (Reporting)	5175	
Number of Competency Based Proficiencies	5190	
Post-Baccalaureate Undergraduate	5275	
Race/Ethnicity: African-American/Black Indicator	5620	
Race/Ethnicity: American Indian/Alaskan Native Indicator	5625	
Race/Ethnicity: Cambodian Indicator	5635	
Race/Ethnicity: Cuban Indicator	5600	
Race/Ethnicity: Hawaiian/Pacific Islander Indicator	5630	
Race/Ethnicity: Hispanic/Latino Indicator (Subgroup Unknown)	5617	
Race/Ethnicity: Hmong Indicator	5640	
Race/Ethnicity: Laotian Indicator	5645	
Race/Ethnicity: Mexican, Mexican-American, or Chicano/a Indicator	5605	
Race/Ethnicity: Other Asian Indicator	5655	
Race/Ethnicity: Other Hispanic/Latino Indicator	5615	
Race/Ethnicity: Puerto Rican Indicator	5610	
Race/Ethnicity: Race Unknown Indicator	5670	
Race/Ethnicity: Southeast Asian Indicator (Subgroup Unknown)	5652	
Race/Ethnicity: Vietnamese Indicator	5650	
Race/Ethnicity: White/Caucasian Indicator	5660	
Resident Status (Based on Permanent Home Address)	5220	
Student Social Security Number	5010	
Tally of Late Applications	5900	
Term (Desired Term of Enrollment)	5180	
Unit	5160	
Wisconsin Covenant Student Indicator	5068	

DATA ELEMENT DESCRIPTION

NUMBER: 5005
NAME: APPLICATION IDENTIFICATION NUMBER
DEFINITION: An eight-digit number assigned by UW-HELP uniquely identifying each application.

CODING REQUIREMENTS

LENGTH: 8 positions

DECIMAL POSITION: N/A

SPECIFICATIONS: All applications received by UW-HELP are assigned an eight-digit identification number.

EXAMPLE: Application identification number is 01234567; this element is '01234567'.

DEFAULTS:

EDITS:

5005-11 Must be coded numeric or blanks (bs) – No alphabetic characters, special characters, or all zeros.

NOTES: *Refer to edit 59M1-41*.*

**59M1-41*

Unit
Division
Term
Social Security Number

Each combination of these elements must be unique.

APPLICABILITY

UNITS: All
POPULATION: All undergraduate applicants as specified in the MAAD Reporting Guidelines
DATE OF RECORD: End of each reporting period
SUBMISSION DATE: Monthly
DATE ISSUED: Spring 2018

DATA ELEMENT DESCRIPTION

NUMBER: 5136
NAME: ADMISSION ACTION
DEFINITION: A code indicating the admission decision or action taken on the application.

CODING REQUIREMENTS

LENGTH: 1 position
DECIMAL POSITION: N/A
SPECIFICATIONS:

CODE	DEFINITION
00	No action taken (valid for Y and Z only on DE 5135).
01	Applicant cancelled before institution acted.
09	Completed application, applicant cancelled before notification.
10	Admitted, applicant did not cancel or postpone until later term.
11	Applicant cancelled after admission (or was cancelled).
12	Waitlisted, applicant placed on waitlist (not valid at End-of-Cycle).
13	Applicant cancelled after being placed on waitlist.
14	Admitted after being placed on waitlist. (If applicant subsequently cancelled, use Admission Action 11.)
15	Conditional admit pending completion of file.
18	Admitted, via branch campus referral +
19	Applicant denied at 4-year campus (academically inadmissible), but received branch campus referral. +
20	Applicant qualified but denied directly due to ceiling (cannot be X, Y, or Z on DE 5135).
21	Applicant qualified but denied after being placed on waitlist (ceiling denial).
22	Applicant denied directly – not academically qualified.
23	Applicant denied because application incomplete.

EXAMPLE: Applicant canceled after being placed on waitlist; this element is '13'.
DEFAULTS:
EDITS:

5136-11 *Must be coded '00', '01', '09', '10', '11', '12', '13', '14', '15', '18', '19', '20', '21', '22', or '23'.* x

5136-21 *a) If coded '18' or '19', DE 5160 must be coded 'B', 'C', 'D', 'F', 'H', 'K', or 'N'.* +

b) If coded '18', DE 5170 must be non-blank. If coded '19', DE 5170 must be blank (b)

NOTES:

APPLICABILITY

UNITS: All
POPULATION: All undergraduate applicants as specified in the MAAD Reporting Guidelines
DATE OF RECORD: End of each reporting period
SUBMISSION DATE: Monthly
DATE ISSUED: Spring 2018

NUMBER: 5170
NAME: DIVISION x
DEFINITION: A two-digit code identifying the campus within the UW Institutions that have branch campuses.

CODING REQUIREMENTS

LENGTH: 2 positions
DECIMAL POSITION: N/A
SPECIFICATIONS: Must be one of the following values for UW Institutions with branch campuses.

UW Receiving Institutions Division x

CODE	ABBR.	DIVISION NAME	
15	BRB	Baraboo/Sauk County	
18	BRN	Barron County	
60	FDL	Fond du Lac	x
61	FOX	Fox Valley	x
71	MAN	Manitowoc	x
20	MTH	Marathon County	x
72	MNT	Marinette	x
25	MSF	Marshfield/Wood County	
34	RLN	Richland	x
28	RCK	Rock County	x
73	SHB	Sheboygan	x
B1	WSH	Washington County	x
B2	WAK	Waukesha	x
~~40~~	~~ONL~~	~~On-Line~~	-

EXAMPLE:
DEFAULTS:
EDITS:

5170-21 *If Unit (DE 5160) = 'B', 'C', 'D', 'F', 'H', 'K', or 'N', this data element must contain a valid Division Code as described below or be blank (b). For all other Unit codes, this element must be blank (b).* x

Unit	Divisions	
B	B1, B2	+
C	18	+
D	71, 72, 73	+
F	60, 61	+
H	15, 34	+
K	20, 25	+
N	28	+

APPLICABILITY

UNITS: All
POPULATION: All undergraduate applicants as specified in the MAAD Reporting Guidelines
DATE OF RECORD: End of each reporting period
SUBMISSION DATE: Monthly
DATE ISSUED: Spring 2018

NOTES: *Refer to edit 59M1-41*.*

**59M1-41* *Unit*
Division
Term
Social Security Number

Each combination of these elements must be unique.

THE UNIVERSITY OF WISCONSIN

CDR DATES TABLE
FALL TERM 2019-20

UNIT	WEEKS OF INSTRUCTION	INSTRUCTION BEGINS	DATE OF RECORD	SUBMISSION DATE 6-WK	6th-WK DATA FINALIZED	SUBMISSION POST-TERM	POST-TERM DATA FINALIZED
MSN	15	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
MIL	15	9/3/19	9/16/19	10/17/19	11/17/19	2/4/20	3/4/20
EAU	15	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
GBY	15	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
LAC	15	9/3/19	9/16/19	10/17/19	11/17/19	2/4/20	3/4/20
OSH	17	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
	14	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
	7	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
	7	10/23/19	10/29/19	1/15/20	1/20/20	2/4/20	3/4/20
	3	1/6/20	1/8/20	1/15/20	1/20/20	2/4/20	3/4/20
PKS	14	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
PLT	15	9/3/19	9/16/19	10/17/19	11/17/19	2/4/20	3/4/20
RVF	15	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
STP	15	9/3/19	9/16/19	10/17/19	11/17/19	2/4/20	3/4/20
STO	15	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
SUP	15	9/4/19	9/17/19	10/17/19	11/17/19	2/4/20	3/4/20
WTW	15	9/3/19	9/16/19	10/17/19	11/17/19	2/4/20	3/4/20

6TH WEEK NOTE:

- PROFILES OF CROSS-LISTED COURSE-SECTIONS ARE ALSO DUE AT THIS TIME.

THE UNIVERSITY OF WISCONSIN

CDR DATES TABLE
SPRING TERM 2019-20

UNIT	WEEKS OF INSTRUCTION	INSTRUCTION BEGINS	DATE OF RECORD	SUBMISSION DATE 6-WK	6th-WK DATA FINALIZED	SUBMISSION POST-TERM	POST-TERM DATA FINALIZED
MSN	15	1/21/20	2/3/20	3/13/20	4/13/20	7/1/20	8/3/20
MIL	16	1/21/20	2/3/20	3/13/20	4/13/20	7/1/20	8/3/20
EAU	15	2/3/20	2/14/20	3/13/20	4/13/20	7/1/20	8/3/20
GBY	15	1/27/20	2/7/20	3/13/20	4/13/20	7/1/20	8/3/20
LAC	15	1/27/20	2/7/20	3/13/20	4/13/20	7/1/20	8/3/20
OSH	17	2/3/20	2/14/20	3/13/20	4/13/20	7/1/20	8/3/20
	14	2/3/20	2/14/20	3/13/20	4/13/20	7/1/20	8/3/20
	7	2/3/20	2/14/20	3/13/20	4/13/20	7/1/20	8/3/20
	7	3/30/20	4/3/20	5/22/20	5/27/20	7/1/20	8/3/20
	3	5/18/20	5/20/20	5/22/20	5/27/20	7/1/20	8/3/20
PKS	14	2/3/20	2/14/20	3/13/20	4/13/20	7/1/20	8/3/20
PLT	16	1/27/20	2/7/20	3/13/20	4/13/20	7/1/20	8/3/20
RVF	15	1/27/20	2/7/20	3/13/20	4/13/20	7/1/20	8/3/20
STP	16	1/21/20	2/3/20	3/13/20	4/13/20	7/1/20	8/3/20
STO	15	1/27/20	2/7/20	3/13/20	4/13/20	7/1/20	8/3/20
SUP	15	1/22/20	2/4/20	3/13/20	4/13/20	7/1/20	8/3/20
WTW	16	1/21/20	2/3/20	3/13/20	4/13/20	7/1/20	8/3/20

6TH WEEK NOTE:

- PROFILES OF CROSS-LISTED COURSE-SECTIONS ARE ALSO DUE AT THIS TIME.

DATA SUBMISSION SCHEDULE
ANNUAL SUBMISSIONS
2019-20

1. FINANCIAL AID (Student)

a. Date of Record	b. Submission Date	c. Finalize Date
End of Reporting Period	July 15, 2019	August 31 2019

EAU	GBY	LAC	MSN	MIL	OSH	PKS	PLT	RVF	STP	STO	SUP	WTW
X	X	X	X	X	X	X	X	X	X	X	X	X

2. WINTER TERM (Student and Curricular)

a. Date of Record	b. Submission Date	c. Finalize Date	d. Submission Date	e. Finalize Date
Varying*	January 27, 2020 (6th Week)	February 15, 2020 (6th Week)	March 5, 2020 (Post-term)	March 27, 2020 (Post-term)

EAU	GBY	LAC	MSN	MIL	OSH	PKS	PLT	RVF	STP	STO	SUP	WTW
X	X	X		X		X	X	X	X	X	X	X

3. SUMMER TERM of Calendar Year 2018 (Student and Curricular)

a. Date of Record	b. Submission Date	c. Finalize Date	d. Submission Date	e. Finalize Date
Varying**	August 30, 2019 (6th Week)	September 23, 2019 (6th Week)	October 3, 2019 (Post-term)	October 28, 2019 (Post-term)

EAU	GBY	LAC	MSN	MIL	OSH	PKS	PLT	RVF	STP	STO	SUP	WTW	COL
X	X	X	X	X	X	X	X	X	X	X	X	X	X

* **See Winter Term Data Submission Section – Reporting Guidelines (III.C.23)**
** **See Summer Term Data Submission Section – Reporting Guidelines (III.C.21)**

NOTE: Each "X" on this Data Submission Schedule represents a unique data submission cycle which will include one or more data files.

MAAD SUBMISSION SCHEDULE

SUMMER/FALL 2020-21 APPLICANTS
ALL UNITS

MONTH	MONTH DESIGNATION	SUBMISSION DUE DATE
October	10	October 1, 2019
November	11	November 1, 2019
December	12	December 2, 2019
January	01	January 2, 2020
February	02	February 3, 2020
March	03	March 2, 2020
April	04	April 1, 2020
May	05	May 1, 2020
June	06	June 1, 2020
July	07	July 1, 2020
August	08	August 3, 2020
End-of-Cycle	XX	September 27, 2020

SPRING 2019-20 APPLICANTS
ALL UNITS

MONTH	MONTH DESIGNATION	SUBMISSION DUE DATE
End-of-Cycle	XX	March 1, 2020

Element Number	Element Length		Element Name	
PRE-UNIVERSITY DATA:				
2090	4	*	High School Class Size	
2100	4	*	High School Class Rank	
2105	2	*	High School Class Rank Percentile	
2110	6		High School Graduated From (WI High Schools Only)	
2120	4		High School, Date of Graduation	
2130	4		Institution Last Attended	
2143	2	*	Enhanced ACT Assessment – Writing	
2145	1		ACT/SAT Test Indicator	
2150	2	*	Enhanced ACT Assessment Composite Score	
2151	2	*	Enhanced ACT Assessment – English	
2152	2	*	Enhanced ACT Assessment – Math	
2153	2	*	Enhanced ACT Assessment – Reading	
2154	2	*	Enhanced ACT Assessment – Science Reasoning	
2156	3		SAT Critical Reading Score	
2157	3		SAT Math Score	
2158	3		SAT Writing Score	
2159	3		SAT Reading and Writing Score	
UNIVERSITY DATA:				
2175	1		Home Institution Division	**+F19**
2185	3	*	Math Fundamentals Score	
2225	1		Relationship to Alumnus	
2230	1		Remedial Math Requirement	
2235	1		Remedial English Requirement	
2255	3	*	Transfer Grade Point Average	
2260	1		Incoming International/Exchange Student	
2270	5		Major (first)	
2270	5		Major (second)	
2290	5		Degree Sought (first)	
2290	5		Degree Sought (second)	
COURSE-SECTION DATA:				
2300	4		Curricular Area Code	
2310	4		Course Number	
2320	1		Course Grade Basis	
2330	5		Section Number	
2340	4	*	Student Credits by Section-Prorated	

*Denotes fields to be used in calculations; must be right-justified and zero-filled.

Sixth-Week CDR Record Type '00' Layout: Student

Field Name (data element #)	Data Type	Field Length	Position	Notes
unit (2160)	CHAR	(1)	1-1	
division (2170)	CHAR	(2)	2-3	
social security number (2010)	NUMBER	(9)	4-12	
record type	NUMBER	(2)	13-14	always -00-
gender (2020)	CHAR	(1)	15-15	
blank	CHAR	(1)	16-16	
classification (2210)	CHAR	(1)	17-17	
resident status (2220)	CHAR	(1)	18-18	
entrance status (2240)	CHAR	(1)	19-19	
permanent address (2080)	CHAR	(8)	20-27	
blank	CHAR	(1)	28-28	
campus student ID (2012)	CHAR	(16)	29-44	
Relationship to Alumnus (2225)	CHAR	(1)	45-45	
First Generation College Student (2065)	CHAR	(1)	46-46	
Wisconsin Covenant Scholar (2068)	CHAR	(1)	47-47	
First Name (2017)	CHAR	(30)	48-77	
Middle Initial/Name (2018)	CHAR	(30)	78-107	
Last Name (2019)	CHAR	(40)	108-147	

Total record length is 147 characters.

Sixth-Week CDR Record Type '01' Layout: Student

Field Name (data element #)	Data Type	Field Length	Position	Notes	
unit (2160)	CHAR	(1)	1-1		
division (2170)	CHAR	(2)	2-3		
social security number (2010)	NUMBER	(9)	4-12		
record type	NUMBER	(2)	13-14	always -01-	
blank	CHAR	(4)	15-18		
citizenship status (2050)	CHAR	(1)	19-19		
veteran status (2060)	CHAR	(1)	20-20		
blank	CHAR	(1)	21-21		
high school class size (2090)	NUMBER	(4)	22-25		
high school class rank (2100)	NUMBER	(4)	26-29		
blank	CHAR	(2)	30-31		
ACT high school code (2110)	CHAR	(6)	32-37		
blank	CHAR	(2)	38-39		
institution last attended (2130)	CHAR	(4)	40-43		
high school class rank % (2105)	NUMBER	(2)	44-45		
Blank	NUMBER	(6)	46-51		
high school graduation year (2120)	NUMBER	(4)	52-55	-YYYY-	
child/spouse of veteran (2062)	CHAR	(1)	56		
birthdate (2045)	NUMBER	(8)	57-64	-YYYYMMDD-	
home institution division (2175)	CHAR	(2)	65-66		**+F19**

Total record length is 66 characters. **F19**

Post-Term Data Submission: Student Data

Element Number	Element Length	Element Name	
KEY:			
2160	1	Unit Code	
2170	2	Division Code (UW Colleges only)	
2010	9	Student Social Security Number	
----	2	Student Record Format Identifier	
NON-KEY IDENTIFIER:			
2012	16	Campus Student ID	
UNIVERSITY COMPLETION DATA:			
2175	2	Home Institution Division	**+F19**
2250	3	Cumulative Grade Point Average	
2251	3	Cumulative Grade Point Credits	
2420	5	Degree Earned, this Term (This Institution) – First	
2420	5	Degree Earned, this Term (This Institution) – Second	
2430	5	Major Associated with Degree Earned this Term - First	
2430	5	Major Associated with Degree Earned this Term – Second	
2440	1	Teacher Education Completion	
2460	1	Math Remediation Completed this Term	
2465	1	English Remediation Completed this Term	
2300	4	Curricular Area Code	
2310	4	Course Number	
2320	1	Course Grade Basis	
2330	5	Section Number	
2350	4	Units Taken (course graded section)	
2351	1	Earn Credit Flag	
2352	3	Grade	
2425	1	Certificate Earned, this Term (This Institution) – First	
2425	1	Certificate Earned, this Term (This Institution) – Second	
2435	6	CIP Code Associated with Certif. Earned this Term – First	
2435	6	CIP Code Associated with Certif. Earned this Term – Second	
UNIVERSITY WITHDRAWAL DATA:			
2500	4	Withdrawal, Date of	
PERSONAL DATA (Include only for students who were not part of the sixth-week population):			
2017	30	First Name	
2018	30	Middle Initial/Name	
2019	40	Last Name	
2020	1	Gender	
2045	8	Birthdate	
2050	1	Citizenship, Status of	
2220	1	Resident Status-Fee Basis, Current	
2225	1	Relationship to Alumnus	
2600	1	Cuban Indicator	
2605	1	Mexican American Indicator	
2610	1	Puerto Rican Indicator	
2615	1	Other Hispanic/Latino Indicator	
2617	1	Hispanic/Latino Indicator (subgroup unknown)	
2620	1	African American or Black Indicator	

Post-Term CDR Record Type '05' Layout: Student Data

Field Name (data element #)	Data Type	Field Length	Position	Notes	
unit (2160)	CHAR	(1)	1-1		
division (2170)	CHAR	(2)	2-3	UW Colleges only	
social security number (2010)	NUMBER	(9)	4-12		
record type	NUMBER	(2)	13-14	always -05-	
Blank	NUMBER	(6)	15-20		
blank	CHAR	(2)	21-22	not used	
degree earned 1 (2420)	CHAR	(5)	23-27		
degree earned 2 (2420)	CHAR	(5)	28-32		
teacher ed. completed (2440)	CHAR	(1)	33-33		
blank	CHAR	(10)	34-43	not used	
withdrawal date (2500)	NUMBER	(4)	44-47	-MMDD-	
major assoc. with degree 1 (2430)	CHAR	(5)	48-52		
major assoc. with degree 2 (2430)	CHAR	(5)	53-57		
gender (2020)	CHAR	(1)	58-58		
blank	CHAR	(1)	59-59	not used	
resident status (2220)	CHAR	(1)	60-60		
blank	CHAR	(4)	61-64	not used	
citizenship status (2050)	CHAR	(1)	65-65		
math remediation comp. (2460)	CHAR	(1)	66-66		
English remediation comp. (2465)	CHAR	(1)	67-67		
blank	CHAR	(1)	68-68	not used	
campus student ID (2012)	CHAR	(16)	69-84		
cumulative GPA (2250)	NUMBER	(3)	85-87	9v99	
cumulative GPC (2251)	NUMBER	(3)	88-90	9v99	
Relationship to Alumnus (2225)	CHAR	(1)	91-91		
Birthdate (2045)	NUMBER	(8)	92-99	-YYYYMMDD-	
First Name (2017)	CHAR	(30)	100-129		
Middle Initial/Name (2018)	CHAR	(30)	130-159		
Last Name (2019)	CHAR	(40)	160-199		
certificate earned 1 (2425)	CHAR	(1)	200		
certificate earned 2 (2425)	CHAR	(1)	201		
CIP assoc. with certif. 1 (2435)	CHAR	(6)	202-207		
CIP assoc. with certif. 2 (2435)	CHAR	(6)	208-213		
home institution division (2175)	CHAR	(2)	214-215		**+F/19**

Total record length is 215 characters. **F/19**

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.

Exceptions

+F/16

Edits associated with post-term student course section enrollments are indicated as XXXXpYZ, where XXXX, Y, and Z, remain the same as the equivalent edit on the sixth-week submission and the "p" indicates that the edit applies to the post-term student course section record.

CDR EDITING CRITERIA – CURRICULAR

1010 UNIT

EDITS: *1010-11 A code 'A', 'B', 'C', 'D', 'E', 'F', 'G', 'H', 'J', 'K', 'L', 'M', 'N', or 'R' must be present.*

NOTES: *Refer to edit 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11.*

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: *1020-21 a) If Unit (DE 1010) is 'B', 'C', 'D', 'F', 'H', 'K', or 'N', the KEY Division (DE 1020) must be a valid Division per the unit as described below or be blank (b). For all other valid unit codes, the KEY Division (DE 1020) must be blank (b).* **F/19**

Unit	*Divisions*	
B	*B1, B2*	**+F/19**
C	*18*	**+F/19**
D	*71, 72, 73*	**+F/19**
F	*60, 61*	**+F/19**
H	*15, 34*	**+F/19**
K	*20, 25*	**+F/19**
N	*28*	**+F/19**

1020-21 b) If KEY Division (DE 1020) is not blank (b), it must match the non-KEY Division (DE 1020). **+F/19**

NOTES: *Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11.*

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: *Refer to edits 1990-21 and 1991-11.*

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: *Refer to edit 1990-21 and 1991-11.*

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: *1045-21* *This element must be greater than zero and the sum of this element for each unique section must equal 100.*

1050 **CURRICULAR AREA**

EDITS: *1050-11* *A valid code must be present for the reporting unit.*

NOTES: *Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, 1990-21, and 1991-11.*

1060 **COURSE NUMBER**

EDITS: *1060-11*
a) Data must be present, i.e., all blank (b) spaces are invalid.
b) The first three positions must be either numeric.
c) The fourth position of this element must be an alpha character or blank.

NOTES: *Refer to edits 1981-21, 1981-31, 1981-32, 1986-32, 1987-71, and 1991-11.*

1070 **COURSE CREDIT MINIMUM**

EDITS: *1070-12* *A number between 00.0 and 16.0, inclusive, should be present.*
Note: 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').

NOTES: *Refer to edit 1080-21.*

1080 **COURSE CREDIT MAXIMUM**

EDITS: *1080-12* *A number between 00.0 and 16.0, inclusive, should be present.*
Note: 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').

1080-21 *A number equal to or greater than the Course Credit Minimum (DE 1070) for the same course must be present.*

1090 **SECTION NUMBER**

EDITS: *1090-11* *This element may not contain all blanks (bs).*

NOTES: *Refer to edits 1981-21, 1981-31, 1981-32, and 1991-11.*

CDR EDITING CRITERIA – CURRICULAR

1100 TYPE OF INSTRUCTION

EDITS:

1100-11 *A code of 'C', 'D', 'E', 'F', 'I', 'L', or 'S' must be present.*

1100-21 *If the Extended Degree Indicator (DE 1430) contains a 'Y', then Type of Instruction (DE 1100) must contain 'E'.*

1100-22 *If the course-section is independent study (Type of Instruction (DE 1100) contains an 'I'), no more than one instructor should be present.*

NOTES: *Refer to edit 1988-71.*

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 <u>not</u> an 'A', this element cannot contain a '6'.
b) If Unit (DE 1010) is <u>not</u> an 'A', 'B', 'C', 'E', 'F', 'J', 'K', 'L', 'M', or 'N', this element cannot contain a '5'.
c) If Unit (DE 1010) is an 'R', this element must contain a '1', '2', or '3'.
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; <u>data for duplicate social security numbers are dropped</u>.

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.*

1141 INSTRUCTOR PERSON ID NUMBER

DEFAULTS: A unique employee number assigned by the human resource system.

EDITS:

1141-11 *If a Person ID is present, it must be numeric. The entire field cannot be zero-filled or all nines.*

1141-12 *The total number of sections associated with one instructor should be less than 20.*

1141-22 *At least one person ID number should be present for each course-section.*

1141-32 *Each person ID number associated with a course-section should be present on the human resource system.*

1141-71 *Each person ID number 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 <u>equal</u> 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.

1170 SECTION, DAYS OF THE WEEK

DEFAULTS:

EDITS:

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

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

1170-21 *If this element is not blank (b),Section Begin Time (DE 1180) and Section End Time (DE 1190) cannot be equal to 0000.*

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

1180 SECTION BEGIN TIME

DEFAULTS:

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:

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.*

1400 EXTENSION INDICATOR

EDITS: *1400-11* *This element must contain a 'Y' or 'N'.*

1410 COLLEGE COURSE IN HIGH SCHOOL ~~CAPP~~ INDICATOR

EDITS: *1410-11* *This element must contain a 'Y' or 'N'.*

1420 STUDY AWAY COURSE SECTION INDICATOR

EDITS: *1420-11* *This element must contain a 'A', 'E', 'S', 'X', 'O', 'D', or 'N'.*

1430 EXTENDED DEGREE INDICATOR

DEFAULTS:

EDITS:

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'.*

1440 REMEDIAL INDICATOR

EDITS: *1440-11* *This element must contain a 'Y' or 'N'.*

1450 DISTANCE EDUCATION INDICATOR

EDITS:

1450-11 *This element must contain a 'P', 'T', 'N', or 'X'.* **S/19**

1450-21 *If this element contains an 'X', Unit (DE 1010) must be 'B', 'F', 'K', or 'N'.* **+S/19**

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.*

NOTES: *Refer to page III.C.5 for more information about cross-listed courses and the format for their submission.*

1010 UNIT

1020 DIVISION

1050 CURRICULAR AREA

1060 COURSE NUMBER

1090 SECTION NUMBER

DEFAULTS: Each combination of these elements must be unique, i.e., duplicate course-sections are dropped.

EDITS:

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.*

1170 **SECTION, DAYS OF WEEK**

1180 **SECTION BEGIN TIME**

1190 **SECTION END TIME**

EDITS: *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.*

1983-71 *Section Days of the Week (DE 1170), Section Begin Time (DE 1180), and Section End Time (DE 1190) must be the same within a set of cross-listed course-sections.*

1170 **SECTION, DAYS OF THE WEEK**

1180 **SECTION BEGIN TIME**

1190 **SECTION END TIME**

EDITS: *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, Extended Degree Program (EDP) section or Distance Ed course section, i.e., a course-section whose Type of Instruction (DE 1100) is <u>not</u> 'I', 'F', or 'E', or Distance Education Indicator (DE 1450) is <u>not</u> 'T'.*

1010 **UNIT**

1020 **DIVISION**

1050 **CURRICULAR AREA**

1060 **COURSE NUMBER**

EDITS: *1986-32* *Each combination of these elements on the curricular file associated with <u>only</u> one 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.

1010 **UNIT**

1020 **DIVISION**

1050 **CURRICULAR AREA**

1060 **COURSE NUMBER**

EDITS: *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).*

1120 **SECTION LEVEL**

1130 **SECTION LENGTH**

1100 **TYPE OF INSTRUCTION**

EDITS: *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.*

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.*

CDR EDITING CRITERIA – STUDENT

2010 **STUDENT SOCIAL SECURITY NUMBER**

EDITS: *2010-11* *Must be coded numeric -- no blanks (bs), alphabetic characters, special characters, or all zeros.*

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

2012 **CAMPUS STUDENT ID**

EDITS: *2012-11*
- *a) The ID must be present for each student in the submission – no blanks or special characters allowed.*
- *b) The ID must be uniquely associated with an SSN (DE 2010) for any given year, term, and unit (and division at UW Colleges).*

NOTES: *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.*

2017 **FIRST NAME**

NOTES: *This data element may be blank if the student does not have a First Name.*

2018 **MIDDLE (INITIAL OR NAME)**

NOTES: *This data element may be blank if the student does not have a Middle Initial/Name.*

2019 **LAST NAME**

EDITS: *2019-11* *Data must be present for each student.*

2020 **GENDER**

EDITS: *2020-11* *Must be coded 'M' or 'F'.*

2045 **BIRTHDATE**

EDITS: *2045-11*
- *a) Must be coded numeric or blank (b).*
- *b) The birth month must equal 01 thru 12, inclusive.*
- *c) The birth day must equal 01 thru 31, inclusive.*

2045-21
- *a) 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.*
- *b) If High School, Date of Graduation (DE 2120) is not blank (b) and Student Classification (DE 2210) is not 'S' or 'T', Birthdate (DE 2040) must be prior to that date.*

2045-22
- *a) If Birthdate is not blank (b) and Student Classification (DE 2210) is not 'S', the student should be 90 years of age or younger as of the end of the current academic year.*
- *b) The student must be 13 years of age or older by the end of the current academic year.*

NOTES: *Age comparison is based on the year of birth as it compares to the end of the current academic year. For example, a senior auditor born in 1951 would meet the 60 year requirement starting with the 2010-11 academic year.*

CDR EDITING CRITERIA – STUDENT

2050 **CITIZENSHIP, STATUS OF**

EDITS: *2050-11* *Must be coded 'C', 'P', 'A', 'O', or 'R'.*

2060 **VETERAN'S STATUS**

EDITS: *2060-11* *Must be 'Y' or 'N'.*

2062 **CHILD/SPOUSE OF A VETERAN**

EDITS *2062-11* *Must be "Y", "N", or blank (␣).*

2062-21 *If Veteran's Status (DE 2060) = "Y", then this data element should be "N" or blank (␣).*

2065 **FIRST GENERATION COLLEGE STUDENT INDICATOR**

EDITS: *2065-11* *Must be coded 'Y', 'N', or blank (␣).*

2068 **WISCONSIN COVENANT SCHOLAR INDICATOR**

EDITS: *2068-11* *Must be coded 'Y', 'N', or blank (␣)*

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 (␣). 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 (␣) 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).*

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)).*

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).*

2130 INSTITUTION LAST ATTENDED

DEFAULTS: For non-transfer students, this element is defaulted to blanks *(bs).*

EDITS:

2130-11 *This element must contain a valid code per the CDR College Code table, CDR Manual Vol. II, or be blank (b).*

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.*

2143 ENHANCED ACT ASSESSMENT –WRITING 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', then this element is defaulted to spaces.

EDITS: *2143-21* *If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', 'E', or 'F' 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. If ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', 'E', or 'F', then this element must be space-filled.*

NOTES: *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. ACT Writing scores from tests administered September 2015 through August 2016 with values from 01 to 36 should be converted to values from 02 to 12 using the concordance table below provided by ACT, Inc.:*

01 to 36 Score	*Concorded 02-12 Score*
01 to 03	*02*
04 to 07	*03*
08 to 10	*04*
11 to 13	*05*
14 to 17	*06*
18 to 20	*07*
21 to 24	*08*
25 to 27	*09*
28 to 30	*10*
31 to 33	*11*
34 to 36	*12*

Source: ACT, Inc., June 27, 2016, "5 Ways to Compare 2015-2016 and 2016-2017 ACT Writing Scores," item 4, http://www.act.org/content/dam/act/unsecured/documents/WhitePaper_5_Ways_to_Compare_Writing_Scores.pdf

2145 ACT/SAT TEST INDICATOR

EDITS: *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', 'F', 'S', 'T', 'U' or 'W'. For all students, other than new freshmen, this element must be blank (b).*

2150 ENHANCED ACT ASSESSMENT COMPOSITE 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', then this element is defaulted to spaces.

EDITS: *2150-21* *a) If ACT/SAT Test Indicator (DE 2145) = 'C,' 'D,' 'E', or 'F', then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36. If ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', 'E', or 'F', then this element must be space-filled.*

b) If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', 'E', or 'F', 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', then this element is defaulted to spaces.

EDITS: *2151-21* *If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', 'E', or 'F', then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36. If ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', 'E', or 'F', then this element must be space-filled.*

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', then this element is defaulted to spaces.

EDITS: *2152-21* *If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', 'E', or 'F', then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36. If ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', 'E', or 'F', then this element must be space-filled.*

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', then this element is defaulted to spaces.

EDITS: *2153-21* *If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', 'E', or 'F', then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36. If ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', 'E', or 'F', then this element must be space-filled.*

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', then this element is defaulted to spaces.

EDITS: *2154-21* *If ACT/SAT Test Indicator (DE 2145) = 'C', 'D', 'E', or 'F', then this element must contain a two-digit value that is greater than or equal to 01 and less than or equal to 36. If ACT/SAT Test Indicator (DE 2145) is not equal to 'C', 'D', 'E', or 'F', then this element must be space-filled.*

2156 SAT CRITICAL READING 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', then this element is defaulted to spaces.

EDITS: *2156-21 If ACT/SAT Test Indicator (DE 2145) = 'D', 'E', 'S', or 'T', then this element must contain a three-digit value between 200 and 800, inclusive. If ACT/SAT Test Indicator (DE 2145) is not equal to 'D', 'E', 'S', or 'T', then this element must be space-filled.*

NOTES: *When a student submits multiple sets of SAT scores to an institution, a test from the most recent administration period should be used. If multiple test records are present for a student within the most recent administration period, then the single test administration with the highest sum of test components should be used to report each test component, as shown in the table below.*

ACT/SAT Test Indicator (DE 2145)	*SAT test administration period*	*Test components*
'F', 'U'	*March 2016 or later*	*SAT Reading and Writing Score (DE 2159)* *SAT Math Score (DE 2157)*
'E, 'T'	*March 2005 to January 2016*	*SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)* *SAT Writing Score (DE 2158)*
'D', 'S'	*Before March 2005*	*SAT Verbal Score reported as SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)*

2157 SAT MATH 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', then this element is defaulted to spaces.

EDITS: *2157-21 If ACT/SAT Test Indicator (DE 2145) = 'D', 'E', 'F', 'S', 'T', or 'U', then this element must contain a three-digit value between 200 and 800, inclusive. If ACT/SAT Test Indicator (DE 2145) is not equal to 'D', 'E', 'F', 'S', 'T', or 'U', then this element must be space-filled.*

NOTES: *When a student submits multiple sets of SAT scores to an institution, a test from the most recent administration period should be used. If multiple test records are present for a student within the most recent administration period, then the single test administration with the highest sum of test components should be used to report each test component, as shown in the table below.*

ACT/SAT Test Indicator (DE 2145)	*SAT test administration period*	*Test components*
'F', 'U'	*March 2016 or later*	*SAT Reading and Writing Score (DE 2159)* *SAT Math Score (DE 2157)*
'E, 'T'	*March 2005 to January 2016*	*SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)* *SAT Writing Score (DE 2158)*
'D', 'S'	*Before March 2005*	*SAT Verbal Score reported as SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)*

2158 SAT WRITING 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', then this element is defaulted to spaces.

EDITS: *2158-21 If ACT/SAT Test Indicator (DE 2145) = 'E' or 'T', then this element must contain a three-digit value between 200 and 800, inclusive. If ACT/SAT Test Indicator (DE 2145) is not equal to 'E' or 'T', then this element must be space-filled.*

NOTES: *When a student submits multiple sets of SAT scores to an institution, a test from the most recent administration period should be used. If multiple test records are present for a student within the most recent administration period, then the single test administration with the highest sum of test components should be used to report each test component, as shown in the table below.*

ACT/SAT Test Indicator (DE 2145)	*SAT test administration period*	*Test components*
'F', 'U'	*March 2016 or later*	*SAT Reading and Writing Score (DE 2159)* *SAT Math Score (DE 2157)*
'E, 'T'	*March 2005 to January 2016*	*SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)* *SAT Writing Score (DE 2158)*
'D', 'S'	*Before March 2005*	*SAT Verbal Score reported as SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)*

2159 SAT READING AND WRITING 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', then this element is defaulted to spaces.

EDITS: *2159-21 If ACT/SAT Test Indicator (DE 2145) = 'F', or 'U', then this element must contain a three-digit value between 200 and 800, inclusive. If ACT/SAT Test Indicator (DE 2145) is not equal to 'F', or 'U', then this element must be space-filled.*

NOTES: *When a student submits multiple sets of SAT scores to an institution, a test from the most recent administration period should be used. If multiple test records are present for a student within the most recent administration period, then the single test administration with the highest sum of test components should be used to report each test component, as shown in the table below.*

ACT/SAT Test Indicator (DE 2145)	*SAT test administration period*	*Test components*
'F', 'U'	*March 2016 or later*	*SAT Reading and Writing Score (DE 2159)* *SAT Math Score (DE 2157)*
'E, 'T'	*March 2005 to January 2016*	*SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)* *SAT Writing Score (DE 2158)*
'D', 'S'	*Before March 2005*	*SAT Verbal Score reported as SAT Critical Reading Score (DE 2156)* *SAT Math Score (DE 2157)*

2160 UNIT

EDITS: *2160-11 The valid code for the reporting unit must be present.*

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

2170 DIVISION (UW COLLEGES CAMPUSES ONLY)

EDITS: *2170-21 If Unit (DE 2160) = 'B', 'C', 'D', 'F', 'H', 'K', or 'N', this data element must contain a valid Division Code as described below or be blank (b). For all other Unit codes, this element must be blank (b).* **F/19**

Unit	*Divisions*	
B	*B1, B2*	**+F/19**
C	*18*	**+F/19**
D	*71, 72, 73*	**+F/19**
F	*60, 61*	**+F/19**
H	*15, 34*	**+F/19**
K	*20, 25*	**+F/19**
N	*28*	**+F/19**

NOTES: *Refer to edits 2981-41, 2982-21, 2983-31, 2984-22, 29P1-41, 29F1-42, 29F2-21, and 29F3-21 in the Student Editing Criteria beginning on page III.D.1.*

2175 **HOME INSTITUTION DIVISION** **+F/19**

EDITS: *2175-21* *If Unit (DE 2160) = 'B', 'C', 'D', 'F', 'H', 'K', or 'N', this data element must contain a valid Division Code as described below or be blank (␢). For all other Unit codes, this element must be blank (␢).*

Unit	*Divisions*
B	*B1, B2*
C	*18*
D	*71, 72, 73*
F	*60, 61*
H	*15, 34*
K	*20, 25*
N	*28*

2180 **TERM INDICATOR**

EDITS: *2180-11* *a) Term Indicator for budget data must be coded 'A', 'S', or 'T'.*
b) Term Indicator for aid data must be coded 'S','T','1', or '2'.

2180-21 *A student's term indicators for budget data and aid data must be compatible. Budget data for summer ('S') must correspond to aid data for summer ('S'). Budget data for traditional academic year ('T') must correspond to aid data for traditional academic year ('T'), fall ('1'), or spring ('2').*

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

2185 **MATH FUNDAMENTALS 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', then this element is defaulted to blank (␢).

EDITS: *2185-21* *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'), then this element must contain a three-digit value that ends in zero and is between 150 and 850, inclusive, or be blank (␢).*

2185-22 *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'), then this element must not be blank (␢).*

NOTES: *This data element is intended to be used to identify students who, on their first attempt, have a Math Fundamentals score that would place them into college-level math (i.e., above remedial math) per the systemwide math placement test common cut score. When multiple test score records exist for an individual student, the Math Fundamentals score should be taken from the earliest dated test record.*

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 <u>not</u> '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', 'C', 'D', 'I', 'N', 'S', or 'T'.*

b) *If Unit (DE 2160) is <u>not</u> an 'A' (Madison), then this element cannot contain an 'L', 'M', 'P', or 'V'.*

c) *If this element contains a 'G' (PhD, pre-prelim) or '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 the CAPP Indicator (DE 1410) on the curricular file contains a 'Y', then this element must contain an 'N'.*

e) *If Resident Status-Fee Basis, Current (DE2220) is <u>not</u> an 'R' (WI Resident), then this element cannot contain an 'S' or 'T'.*

f) *If Entrance Status (DE 2240) contains a 'T' or 'S', then this element must contain an 'A', 'B', 'C', or 'D'.*

g) *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 'D', then the student cannot be a new student, i.e., Entrance Status, Current (DE 2240) cannot contain an 'N'.*

2220 RESIDENT STATUS – FEE BASIS

EDITS:

2220-11 *This element must contain an 'A', 'B', 'M', 'N', 'R', 'S', 'E', 'I', 'W', or 'V'.*

2220-21

a) *If this element contains a 'W', the Unit (DE 2160) must contain a 'C', 'D', 'E', 'F', 'G', 'L', '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).*

e) *If this element contains an 'A' or 'B' then the unit (DE 2160) must contain a 'C'.*

2220-22 *If the student is a nonresident alien (Citizenship Status (DE 2050) = 'A'), then this element should not contain an 'R'.*

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.*

2230 REMEDIAL MATH REQUIREMENT(S)

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 blank (␣).

EDITS:
2230-21 *If Entrance status, Current (DE 2240) is equal to 'N', and Student Classification (DE 2210) is equal to 'A', 'B', 'C', or 'D', this element must contain a 'Y' or 'N'.*

2235 REMEDIAL ENGLISH REQUIREMENT(S)

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 blank (␣).

EDITS:
2235-21 *If Entrance status, Current (DE 2240) is equal to 'N', and Student Classification (DE 2210) is equal to 'A', 'B', 'C', or 'D', this element must contain a 'Y' or 'N'.*

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 *This element must contain a 'C', 'N', 'R', 'S', or 'T'.*
2240-51 *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.*

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 *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 (␣␣␣) and alphabetic characters are invalid.*

2250-21
a) If Cumulative GPC (DE 2251) is coded '999', then this element must also be coded '999'.
b) If Cumulative GPC (DE 2251) is not coded '999', then this element must contain a numeric value between '000' and '400' inclusive.

2250-32 *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'.*

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 *This element must be coded with a numeric value between '000' and '300' inclusive, or coded as '999' (not available). Blanks (␢␢␢) and alphabetic characters are invalid.*

2251-21
- *a) If Cumulative Grade Point Average (DE 2250) is coded '999', then this element must also be coded '999'.*
- *b) If Cumulative Grade Point Average (DE 2250) is not coded '999', then this element must contain a numeric value between '000' and '300' inclusive.*

2251-32 *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'.*

2255 TRANSFER GRADE POINT AVERAGE (TRANS GPA)

EDITS:

2255-11 *Alphabetic characters are invalid.*

2255-21
- *a) If Entrance Status, Current (DE 2240) is 'S' or 'T', then this element must be coded with a numeric value between '000' (0.00) and '400' (4.00) inclusive, or coded as '999' (not available).*
- *b) If Entrance Status, Current (DE 2240) is <u>not</u> 'S' or 'T', then this element must be blank (␢).*

2260 INCOMING INTERNATIONAL EXCHANGE STUDENT

DEFAULTS: Blanks (␢s) are defaulted to 'N', except for students with Student Classification (DE 2210) equal to 'T', for whom this element must be blank (␢).

EDITS:

2260-11 *Must be 'I' or 'N', except for students with Student Classification (DE 2210) equal to 'T' for whom this element must be blank (␢).*

2260-21 *If this element is an 'I', then the sum of all Student Credits by Course Section (DE 2340) must be greater than zero.*

2270 MAJOR, CURRENT

DEFAULTS: If Major, Current 1 (DE 2270(1)) is invalid and the student is a special (Student Classification (DE 2210) is an 'I', 'J', or 'K'), then Major, Current 1 (DE 2270(1)) is defaulted to '99992', see Major Codes table in CDR Manual Vol. II. If Major, Current 2 (DE 2270(2)) is invalid and the student is a special (Student Classification (DE 2210) is an 'I', 'J', or 'K'), then Major, Current (DE 2270(2)) is defaulted to spaces. If Major, Current 2 (DE 2270(2)) is equal to zeros or '99992', then Major, Current 2 (DE 2270(2)) is defaulted to spaces. If Major, Current 1 (DE 2270(1)) is equal to Major, Current 2 (DE 2270(2)), then Major, Current 2 (DE 2270(2)) is defaulted to spaces. If Major, Current 2 (DE 2270(2)) is valid and Major, Current 1 (DE 2270(1)) is equal to '99992', then move Major, Current 2 (DE 2270(2)) to Major, Current 1 (DE 2270(1)) and default Major, Current 2 (DE 2270(2)) to spaces. If Student Classification is equal to 'S', 'N', or 'T', then Major, Current 1 (DE 2270(1)) and Major, Current 2 (DE 2270(2)) are defaulted to spaces.

EDITS:

2270-21 *Except for students with Student Classification (DE 2210) of 'N', 'S', or 'T', a major valid for that term, and Unit (DE 2160) must be present in the first occurrence of this element. If the second occurrence of this element contains a code, not blanks (ßs), it must also meet the above criteria.*

2270-22
- *a) Except for students with Student Classification (DE 2210) = 'N', 'S', or 'T', a major valid for the student's classification should be present.*
- *b) For students participating in the Midwest Student Exchange Program (Resident Status-Fee Basis (DE 2220) = 'E'), this data element must contain a valid major other than the code for undeclared majors ('99992') except at UW Colleges (Unit (DE 2160) = 'R').*

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 (ß)), it must also meet the above condition (a).*
- *c) When one or both occurrences of this element is not blank (ß), 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 (ß), 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.*

CDR EDITING CRITERIA – STUDENT

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.*

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.*

2350 UNITS TAKEN (PRIMARY COURSE SECTION)

EDITS:

2350-21
a) A number between 00.00 and 18.00 must be present.
b) The total of these elements for a given student must be less than 35 credits.

2350-32 *This element should be within the Course Credit Minimum (DE 1070) and Course Credit Maximum (DE 1080) range for the course.*

2352 EARN CREDIT FLAG

EDITS:

2352-21 *A value of 'Y' or 'N' must be present.*

2354 GRADE

EDITS:

2354-21 *A valid code in the institution grade table must be present, or this data element must be blank.*

2354-22 *If Grade is present, it must be valid for the Course Grade Basis (DE 2320) of the student in this course.*

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 $30,000 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.*

2370 FINANCIAL DEPENDENCY

EDITS:

2370-11 *A code of 'I', 'D', or a blank (b) must be present.*

2370-21 *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)).*

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

2380 FAMILY CONTRIBUTION/STUDENT

EDITS:

2380-11 *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)).*

2380-21 *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)).*

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

2390	**TOTAL FAMILY INCOME**	
EDITS:	*2390-11*	*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)).*
	2390-22	*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.*
NOTES:	*Refer to edits 29F2-21 and 29F3-21. This element and corresponding edit(s) pertain only to the financial aid CDR.*	
2395	**HOUSING ARRANGEMENTS**	
EDITS:	*2395-11*	*Must be coded 'C', 'O', 'P', or blank (b).*
	2395-21	*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)).*
NOTES:	*This element and corresponding edit(s) pertain only to the financial aid CDR.*	
2400	**FINANCIAL AID TYPE**	
EDITS:	*2400-11*	*A valid code must be present, per the list of valid aid types on Financial Aid Type table (DE 2400.2-4).*
NOTES:	*Refer to edits 29F3-21. This element and corresponding edit(s) pertain only to the financial aid CDR.*	

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
- *a) Amounts for individual aid types should not exceed the maximum amounts listed for an aid type (see Financial Aid Type (DE 2400)).*
- *b) The total aid a student received in the reporting period should not be greater than $30,000 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)) the aid amount must be zero. (FFELP loans were discontinued 7/1/2010).*
- *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 'A', 'B','C', 'D', 'E', 'F',' G', 'H', 'J', 'K,' L' 'M', 'N' or 'R' (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(a)', '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.*

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 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.

2425 CERTIFICATE EARNED THIS TERM (THIS INSTITUTION)

EDITS:

2425-11

a) If the first occurrence of this element is blank (b) the second occurrence of this element must also be blank (b).

b) This element must contain a valid code: '1', '2', '4', '6', '8', or blank (b).

NOTES: When certificates span definitions for multiple codes, discretion maybe applied to assign a valid code (e.g. certificate is less than 30 credits AND more than one but less than two academic years). In all other cases, certificate types should be applied consistent with the coding structure above.

2430 MAJOR ASSOCIATED WITH DEGREE EARNED THIS TERM

DEFAULTS: If Degree Earned This Term (DE 2420) contains 'ASSOC' and this element contains blanks (ßs), 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 (ß), this element must also be blank (ß).

b) If this element is not blank (ß), 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 (ß)) other than 'ASSOC', this element cannot be '99992' or '99999'.

d) If Degree Earned This Term (DE 2420/1) is not blank (ß), 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.*

2435 CIP CODE ASSOCIATED WITH CERTIFICATE EARNED THIS TERM

EDITS:

2435-11
- *a) Each occurrence of this element must be valid per Federal 2010 CIP Codes, or be blank (␢).*
- *b) If the first occurrence of this element is blank (␢) the second occurrence of this element must also be blank (␢).*

2435-21
- *a) If Certificate Earned This Term (DE 2425) is blank (␢), this element must also be blank (␢).*
- *b) If Certificate Earned This Term (DE 2425/1) is not blank (␢), CIP Code Associated With Certificate Earned This Term (DE 2435/1) must be present.*

NOTES: CIP codes are assigned by the institution and indicate the field of study for the award. Codes are based on the National Center for Education Statistics (NCES) Classification of Instructional Program (CIP) codes. See: https://nces.ed.gov/ipeds/cipcode/.

2440 TEACHER EDUCATION COMPLETED THIS TERM (THIS INSTITUTION)

DEFAULTS: Blanks (␢s) are defaulted to 'N'.

EDITS:

2440-11 *This element must contain a 'Y' or 'N'.*

2440-22 *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 (␢).*

2460 MATH REMEDIATION COMPLETED THIS TERM

DEFAULTS: Blanks (␢s) are defaulted to 'N'.

EDITS:

2460-11 *This element must contain a 'Y' or 'N'.*

2460-22 *If this element is coded 'Y', then Remedial Math Requirement (DE 2230) should be a 'Y'.*

2465 ENGLISH REMEDIATION COMPLETED THIS TERM

DEFAULTS: Blanks (␢s) are defaulted to 'N'.

EDITS:

2465-11 *This element must contain a 'Y' or 'N'.*

2465-22 *If this element is coded 'Y', then Remedial English Requirement (DE 2235) should be a 'Y'.*

2500 WITHDRAWAL, DATE OF

EDITS:

2500-11
- *a) This element must be blank (␢) or contain a numeric code. If this element is not blank (␢), 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 (␢) 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.*

2500-12 *The date contained by this element should be within the instructional period of the Unit (DE 2160) for the term being reported.*

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 This element must contain a 'Y' or 'N'.*

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 This element must contain a 'Y' or 'N'.*

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'.*
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'.

2160 **UNIT**

2170 **DIVISION**

2010 **STUDENT SOCIAL SECURITY NUMBER**

EDITS: *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).*

2160 **UNIT**

2170 **DIVISION**

2010 **STUDENT SOCIAL SECURITY NUMBER**

2300 **CURRICULAR AREA**

2310 **COURSE NUMBER**

2330 **SECTION NUMBER**

EDITS: *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).

2160 **UNIT**

2170 **DIVISION**

2300 **CURRICULAR AREA**

2310 **COURSE NUMBER**

2330 **SECTION NUMBER**

EDITS: *2983-31* *Each combination of these elements in the student file must be present in the curricular file. (Note the converse edit 1981-31).*

CDR EDITING CRITERIA – STUDENT

2160 **UNIT**

2170 **DIVISION**

2300 **CURRICULAR AREA**

2310 **COURSE NUMBER**

2330 **SECTION NUMBER**

EDITS: *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 '300␣␣'.

2160 **UNIT**

2170 **DIVISION**

2010 **STUDENT SOCIAL SECURITY NUMBER**

EDITS: *29P1-41* *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).*

NOTES: *This edit(s) pertains only to the post-term student CDR.*

2160 **UNIT**

2170 **DIVISION**

2010 **STUDENT SOCIAL SECURITY NUMBER**

EDITS: *29F1-42* *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.

NOTES: *This edit(s) pertains only to the financial aid CDR.*

CDR EDITING CRITERIA – STUDENT

2160	**UNIT**	
2170	**DIVISION**	
2010	**STUDENT SOCIAL SECURITY NUMBER**	
2400	**FINANCIAL AID TYPE**	
EDITS:	*29F2-21*	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.*
NOTES:	*This edit(s) pertains only to the financial aid CDR.*	

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

5005 APPLICATION IDENTIFICATION NUMBER **+Sp/18**

EDITS: *5005-11 Must be coded numeric or blanks (b's) – No alphabetic characters, special characters, or all zeros.*

NOTES: *Refer to edit 59M1-41.*

5010 STUDENT SOCIAL SECURITY NUMBER

EDITS: *5010-11 Must be coded numeric -- NO blanks (b's), alphabetic characters, special characters, or all zeros.*

NOTES: *Refer to edit 59M1-41.*

5012 CAMPUS STUDENT ID

EDITS: *5012-11*
- *a) The ID must be present for each student in the submission – no blanks or special characters allowed.*
- b) *The ID must be uniquely associated with an SSN (DE 5010) for any given year, term, and unit (and division at UW Colleges).*

NOTES: *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.*

5020 GENDER

EDITS: *5020-11 Must be coded 'M' or 'F'.*

5040 BIRTHDATE

EDITS: *5040-11*
- *a) If present, must be coded numeric.*
- *b) Birth month must equal 01 through 12, inclusive.*
- *c) The student's age (calculated using the Birth Year and current year) must be at least 8.*

5040-12 Birthdate should not be blank (b).

5040-21
- *a) If the applicant is applying as a new undergraduate (Entrance Status (DE 5240) = 'N'), this element should not be blank (b).*
- *b) If High School, Date of Graduation (DE 5120) is not blank (b), then Birthdate (DE 5040) must be prior to that date.*

5050 CITIZENSHIP, STATUS OF

EDITS: *5050-11 Must be coded 'A', 'C', 'P', 'O', or 'R'.*

5065 FIRST GENERATION COLLEGE STUDENT INDICATOR

EDITS: *5065-11 Must be coded 'Y', 'N', or blank (b).*

5068 WISCONSIN COVENANT STUDENT INDICATOR

EDITS *5068-11 Must be coded 'Y', 'N', or blank (b).*

5090 HIGH SCHOOL CLASS SIZE

5100 HIGH SCHOOL CLASS RANK

EDITS:

5100-21 *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.*

5100-22 *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).*

5105 HIGH SCHOOL CLASS RANK PERCENTILE

EDITS:

5105-22 *If the student is applying as a new undergraduate (Entrance Status (DE 5240) = 'N'), this element should not be blank (b).*

5120 HIGH SCHOOL, DATE OF GRADUATION

EDITS:

5120-12 *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.*

5120-22 *If the student is applying as a new undergraduate (Entrance Status (DE 5240) = 'N'), this element should not be blank (b).*

5134 APPLICATION STATUS

EDITS:

5134-*11* *Must be coded '1', '2', or '3'.*

NOTES:

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.

5136 ADMISSION ACTION

*EDITS***:**

5136-11 *Must be coded '00', '01', '09', '10', '11', '12', '13', '14', '15', '18', '19', '20', '21', '22', or '23'.* **Sp/18**

5136-21 *a) If coded '18' or '19', Unit (DE 5160) must be coded 'B', 'C', 'D', 'F', 'H', 'K', or 'N'.* **+Sp/18**

b) If coded '18', DE 5170 must be non-blank. If coded '19', Division (DE 5170) must be blank (b)

5138 DEFERRED STATUS

EDITS:

5138-11 *Must be coded 'D' or blank (b).*

NOTES:

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').

Deferred Status should be blank (b) for all records where the application has not been deferred to a later admissions cycle.

5160 **UNIT**

EDITS: *5160-11* *The valid code for the reporting unit must be present.*

NOTES: *Refer to edit 59M1-41.*

5170 **DIVISION**

EDITS: *5170-21* *If Unit (DE 5160) = 'B', 'C', 'D', 'F', 'H', 'K', or 'N', this data element must contain a valid Division Code as described below or be blank (b). For all other Unit codes, this element must be blank (b).* **Sp/18**

Unit	*Divisions*	
B	*B1, B2*	**+Sp/18**
C	*18*	**+Sp/18**
D	*71, 72, 73*	**+Sp/18**
F	*60, 61*	**+Sp/18**
H	*15, 34*	**+Sp/18**
K	*20, 25*	**+Sp/18**
N	*28*	**+Sp/18**

NOTES: *Refer to edits 59M1-41.*

5175 **MONTH (REPORTING)**

EDITS: *5175-11* *Must be coded '01' through '08', '10' through '12', or 'XX'.*

5180 **TERM (DESIRED TERM OF ENROLLMENT)**

EDITS: 5180-11 *Must be coded '1', '2', 'S', or W.*

NOTES: *Refer to edit 59M1-41.*

5190 **NUMBER OF COMPETENCY BASED PROFICIENCIES**

EDITS: *5190-11* *Must be coded '0' through '5' or blank '(b)'.*

NOTES: *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.*

5195 **COMPETENCY BASED ADMISSION DECISION INDICATOR**

EDITS: *5195-11* *Must be coded 'Y', 'N', or blank (b).*

NOTES: *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.*

5220 **RESIDENT STATUS – BASED ON PERMANENT HOME ADDRESS**

EDITS: *5220-11* *Must be coded 'A', 'R', 'N', 'W', 'I', or 'E'.*

5220-21
a) If this element contains a 'W', the Unit (DE 5160) must contain a 'C', 'D', 'E', 'F', 'G', 'J', 'K', 'L', or 'N'.
b) If this element contains an 'I', the Unit (DE 5160) must contain an 'H'.
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'.

5240 **ENTRANCE STATUS**

EDITS: *5240-11 Must be coded 'N', 'R', 'S', or 'T'.*

NOTES:
1) *Applicants for Transfer status who have no transferable credits should be coded as "New Freshmen".*
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).*

5275 **POST-BACCALAUREATE UNDERGRADUATE**

EDITS: *5275-11 Must be coded 'PD', 'PM', or blank '(b).*

NOTES: *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 not earned a baccalaureate degree.*

5600 **RACE/ETHNICITY: CUBAN INDICATOR**

EDITS: *5600-11 This element must contain a 'Y' or 'N'.*

5605 **RACE/ETHNICITY: MEXICAN, MEXICAN-AMERICAN, OR CHICANO/A INDICATOR**

EDITS: *5605-11 This element must contain a 'Y' or 'N'.*

5610 **RACE/ETHNICITY: PUERTO RICAN INDICATOR**

EDITS: *5610-11 This element must contain a 'Y' or 'N'.*

5615 **RACE/ETHNICITY: OTHER HISPANIC/LATINO INDICATOR**

EDITS: *5615-11 This element must contain a 'Y' or 'N'.*

5617 **RACE/ETHNICITY: HISPANIC/LATINO INDICATOR (Subgroup Unknown)**

EDITS: *5617-11 This element must contain a 'Y' or 'N'.*

5617-21 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'.

NOTES: *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.*

5620 **RACE/ETHNICITY: AFRICAN-AMERICAN/BLACK INDICATOR**

EDITS: *5620-11 This element must contain a 'Y' or 'N'.*

5625 **RACE/ETHNICITY: AMERICAN INDIAN/ALASKAN NATIVE INDICATOR**

EDITS: *5625-11 This element must contain a 'Y' or 'N'.*

5630 **RACE/ETHNICITY: HAWAIIAN/PACIFIC ISLANDER INDICATOR**

EDITS: *5630-11 This element must contain a 'Y' or 'N'.*

5635 **RACE/ETHNICITY: CAMBODIAN INDICATOR**

EDITS: *5635-11* *This element must contain a 'Y' or 'N'.*

5640 **RACE/ETHNICITY: HMONG INDICATOR**

EDITS: *5640-11* *This element must contain a 'Y' or 'N'.*

5645 **RACE/ETHNICITY: LAOTIAN INDICATOR**

EDITS: *5645-11* *This element must contain a 'Y' or 'N'.*

5650 **RACE/ETHNICITY: VIETNAMESE INDICATOR**

EDITS: *5650-11* *This element must contain a 'Y' or 'N'.*

5652 **RACE/ETHNICITY: SOUTHEAST ASIAN INDICATOR (Subgroup Unknown)**

EDITS: *5652-11* *This element must contain a 'Y' or 'N'.*

5652-21 *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'.*

NOTES*:* 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.

5655 **RACE/ETHNICITY: OTHER ASIAN INDICATOR**

EDITS: *5655-11* *This element must contain a 'Y' or 'N'.*

5660 **RACE/ETHNICITY: WHITE/CAUCASIAN INDICATOR**

EDITS: *5660-11* *This element must contain a 'Y' or 'N'.*

5670 **RACE/ETHNICITY: RACE UNKNOWN INDICATOR**

EDITS: *5670-11* *This element must contain a 'Y' or 'N'.*

5670-21

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'.

5900 **TALLY OF LATE APPLICATIONS**

NOTES: *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.*

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