Academic Structure
Guide for What-If reports

Three levels in Student Record: Program/Plan Stack:
Academic Career (UGRD or GRAD)
  With Requirement Term
Academic Program (College plus more!)
  With Requirement Term
Academic Plan (Major or Minor)
  With Requirement Term

These drive rules on the advisement report:
Career: Undergrad General Ed (2133 and earlier = 2004 LAC; 2141 – 2213 = 2014 LAC; 2221 + UNIFI); Graduate recency rules; University Requirements for Graduation; anything above Plan rules
Program: no real rules, but needs to match declared major plans, and for transfer credit posting
Plan: Indicates the major, minor, certificate AND which catalog rules they will follow.
Sub-Plan: We don’t use at UNI so these fields are left blank

How to decode Programs:
Character 1-3 indicates college (COE, CBA, HFN, INT, SBS...)
Additional characters indicate type of program
  UG = non-teaching undergrad
  T = teaching undergrad
  GR = graduate program
  P and TP = postbac undergrads (non-teaching and teaching)
  SPU = special undergraduate (exploratory, pre-professional if no other program)
  NONUG/NONGR = non-degree students (dual enrolled, transient)

How to decode Plans:
Character 1-3* is the core plan code (carryover from old legacy major codes)
Additional Characters indicate type of degree. Some examples:
  BA = Bachelor of Arts (non-teaching)
  BS = Bachelor of Science (non-teaching)
  MA = Master of Arts
  EdD = Doctorate of Education
as well as teaching or non-teaching:
  BAT = Bachelor of Arts (teaching)
  BST = Bachelor of Science (teaching)
  MIN = Minor (non-teaching)
  MINT = Minor (teaching)
as well as certificates. These use 1 or 2 characters followed by:
  UCERT or GCERT (indicating whether it is declared on an undergrad or grad student
  FIUCERT = UNIFI specific Certificate
as well as formally declared major or prospective:
  PRE = undergraduate non-teaching major, not yet declared
  PRET = undergraduate teaching major, not yet declared
  GPRE = graduate major not yet accepted in to program (no major rules display)
as well as post-bac students: (postbac codes do not yet have advisement rules)
  P = post-bac non-teaching major
  TP = post-bac teaching major

*Combined UGRD/GRAD major plan codes use a fourth leading character C *
How to decode Requirement Terms:

Digits 1-3 indicate Catalog Year start/ dropping digit 2:
2022 = 2022 = 222  2023 = 2023 = 223

Digit 4 indicates semester term. UNI catalog years start with summer and goes through spring.
1 = Summer  2 = Fall  3 = Spring

Examples:
2231 = Summer 2023 (First term of the catalog)
2232 = Fall 2023 (Second term of the catalog)
2233 = Spring 2024 (Third term of the catalog)

Tip: ** When selecting Plan Requirement Term on What-If reports, typically use current term**

Tip: ** When entering undergraduate major plan code on What-If reports, typically use PRE or PRET**

Tip: ** Minor and Certificate plan codes can be used on ANY program code**

Overview of what-if Career Simulation:

Academic Programs need to be set up to the correct Career (undergrad programs to UGRD; grad programs to GRAD).

Declared major plan codes need to be set up on the correct Academic Program.
*Business non-teaching majors need to be set up under CBAUG
*Social science teaching majors need to be set up under SBST
*Undergraduate pre-major plan codes (-TP or -P) can be added to ANY undergraduate program and does not need to align with the program code

Pre-major plan codes and minor plan codes can be set up to any Academic Program, but must be with the correct Academic Career.

Special Note for Admission Advisement Report Types for students not yet matriculated (ADMWH, ADNOT):

Most advisement report types use student data from the Student Record, which is created once a student has been matriculated. Student records include career, program, plan, requirement terms as well as UNI enrollment, posted transfer/test credit, grades, etc. Prior to matriculation, the student has an Admission Record. Only the specific advisement reports for Admissions can access the transfer/test credit entered on the admission record prior to it being re-posted to the student record. To generate these report types WITH entered coursework, you will need to do the following:
*Enter the Academic Program used on any entered transfer or test credit, regardless of plan code used.
*Enter pre-plan codes only in this type of advisement report.
*Use Career, Program and Plan requirement terms equal to the term entering UNI.

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