



UCAT STUDENT COURSE DATA SUBMISSION FILE

June 14, 2007

Northstar 2007-2008 Submission File

File Description:

The UCAT Student Course Data Submission file contains records for all the students' activity for a particular extract. The UCAT Student Course Data Submission File is submitted in four "snapshots" and with a final report annually. This dictionary was changed effective with Northstar. All previous elements were brought over in two submissions. All dates reflect the date of change for Northstar.

Submission Schedule/Report Numbers:

The UCAT Student Data snapshots are to be taken on the following dates:

Report #	Extract Time Frame	Submission date
1	July 1 - September 30	due October 15 th
2	July 1 - December 31	due January 15 th
3	July 1 - March 31	due April 15 th
4	July 1 - June 30	due July 15 th

Data Elements:

- Campus SC-01
- Year SC-02
- Report SC-03
- Student ID SC-04
- Course Subject SC-05
- Course Number SC-06
- Course Title SC-07
- Area of Delivery CIP SC-08
- Delivery Method SC-09
- Budget Code SC-10
- Instruction Type SC-11
- Site Type SC-12
- Instructor ID SC-13
- Instructor Count SC-14

- Enrolled Hours SC-15
- Student Course Entry Date SC-16
- Student Course Exit Date SC-17

Submission File Usage:

The UCAT Student Course Data Submission File will be used for reporting of Student Activity, Data Book, student tracking, and others as necessary.

Submission File Naming Convention:

The UCAT Student Data Submission File should be named as follows:

School short name extract code report number (hyphen), year (the academic year).

Example: **datcsc1-2006.dat**

for Davis Campus first report on the 2006 Submission File.

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-01**

ELEMENT NAME: Campus

FIELD NAME: USC_INST

FIELD FORMAT: Number, 2 Characters, Columns 1-2

DEFINITION: The code used to identify the UCAT campus where the student is enrolled.

Field Value	Field Attributes and Examples	Effective Date
45	Bridgerland - Logan	July 1, 2006
48	Davis - Kaysville	July 1, 2006
65	Dixie - St. George	July 1, 2006
61	Mountainland - Orem	July 1, 2006
44	Ogden-Weber - Ogden	July 1, 2006
64	Salt Lake-Tooele - Salt Lake City	July 1, 2006
63	Southeast - Price	July 1, 2006
62	Southwest - Cedar City	July 1, 2006
47	Uintah Basin - Roosevelt	July 1, 2006

COMMENTS:

Last modified August 8, 2006

REFERENCE: State Code numbers were generated by Utah State Board of Education.
Northstar:

VALIDATION TABLE: Campus

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-02**

ELEMENT NAME: Report Year

FIELD NAME: USC_YEAR

FIELD FORMAT: Number, 4 positions, Columns 3-6

DEFINITION: The academic year the data is being reported for.

Field Value (example)	Field Attributes and Examples	Effective Date
2007	The academic year of the extract data (Academic year begins July 1 and ends June 30. 2007 year will begin July 1, 2006 and end June 30, 2007)	July 1, 2006

COMMENTS:

Last modified September 7, 2005

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-03**

ELEMENT NAME: Report Number

FIELD NAME: USC_RPT_NUM

FIELD FORMAT: Number, 1 position, Column 7-7

DEFINITION: The report number for the data submission as listed in the submission schedule.

Field Value (example)	Field Attributes and Examples	Effective Date
1	July 1 to Sept 30 of the reporting year	July 1, 2006
2	July 1 to Dec 31 of the reporting year	July 1, 2006
3	July 1 to March 31 of the reporting year	July 1, 2006
4	July 1 to June 30 of the reporting year	July 1, 2006

COMMENTS:

Last modified September 7, 2005

REFERENCE: Northstar:

VALIDATION TABLE: rpt_num

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Data

Version: 06-14-2007

Element: **SC-04**

ELEMENT NAME: Student ID

FIELD NAME: USC_ID

FIELD FORMAT: Varchar2, 10 Characters, Columns 8 - 17

DEFINITION: Unique Identifier which is generated by the UCAT campus for each enrolled student. An institutionally defined number is 10 spaces. This “student id” will print on reports. This “student id” will never be the student’s social security number.

Field Value	Field Attribute and Example	Effective Date
<Student Specific>	Institutionally Given Number	July 1, 2006

COMMENTS: Last modified May 11, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-05**

ELEMENT NAME: Course Subject

FIELD NAME: USC_SUBJ

FIELD FORMAT: Varchar2, 6 Characters, Columns 18 - 23

DEFINITION: An institutionally defined name for the subject field of the course. UCAT central administration is working on standardizing these subject values.

Field Value	Field Attributes and Examples	Effective Date
<Department Specific>	The course 'CULINARY ARTS has the Course Subject of 'CULA'	July 1, 2006

COMMENTS: Last modified November 27, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-06**

ELEMENT NAME: Course Number

FIELD NAME: USC_NUM

FIELD FORMAT: Varchar2, 6 Characters, Columns 24 - 29

DEFINITION: The official number (Course Number) or other identifier that serves to uniquely identify a course within the offering unit. These numbers are being standardized by the UCAT central administration.

Field Value (Example)	Field Attributes and Example	Effective Date
<Department Specific>	The course CULINARY ARTS 1021 has the course number of '1021'.	July 1, 2006

COMMENTS: Last modified November 27, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-07**

ELEMENT NAME: Course Description

FIELD NAME: USC_TITLE

FIELD FORMAT: Varchar2, 40 Characters, Columns 30 - 69

DEFINITION: An institutionally defined description for the course subject and course number being offered.

Field Value	Field Attributes and Examples	Effective Date
<Department Specific>	This field would show the course description as published in the course catalog. (i.e. CULINARY ARTS 1021 is Intermediate Culinary Arts.)	July 1, 2006

COMMENTS: Last modified November 27, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-08**

ELEMENT NAME: Area of Delivery CIP Code

FIELD NAME: USC_DEL_CIP

FIELD FORMAT: Varchar2, 6 Characters, Columns 70 - 75

DEFINITION: The unique classification for the department that delivers the course as listed in the Classifications of Instructional Program (CIP) codes as published by the National Center for Education Statistics (NCES) 2000. You may also use the three cip codes as listed below.

Field Value	Field Attribute and Examples	Effective Date
Below the Line Cip Codes		
000000	Distance Learning	July 1, 2006
004000	Driver's Education	July 1, 2006
005000	Courses Offered - Course does not count	July 1, 2006

COMMENTS: Last modified June 14, 2007

REFERENCE: National Center for Education Statistics (NCES):
<http://nces.ed.gov/ipeds/web2000/cip2000.asp>

Northstar:

VALIDATION TABLE: test.cip2000

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-09**

ELEMENT NAME: Delivery Method

FIELD NAME: USC_DEL_METH

FIELD FORMAT: Varchar2, 1 Character, Columns 76 - 76

DEFINITION: The method of delivery by which the preponderance of instruction is transmitted.

Field Value	Field Attribute or Example	Effective Date
P	Face-to-Face: Course is taught primarily in person - classroom based. This includes workbook courses with instruction, and courses with technology-delivered components such as online syllabi, online lecture notes, slide presentations, or videotapes of live lectures. Technology may be providing administrative or logistical support to the Course, but does not significantly impact students' learning experience.	July 1, 2006
H	Technology-Enhanced: Course is classroom based with face-to-face instruction, but non-classroom based technology components reduce the time traditionally spent in the classroom. The technology-delivered components in these courses, such as online chat sessions, or online video lectures, significantly impact the learning experience and reduce the amount of classroom time.	July 1, 2006

T	<p>Broadcast: Course is taught via live or taped broadcast over open air, closed circuit, or cable television systems (i.e. KUED, KULC). The technology component delivers lectures and assignments one-way from the instructor to students. Broadcast Courses may have Internet-based or face-to-face components such as chat sessions, exam review sessions and proctored exams. (Distance Delivered)</p>	July 1, 2006
R	<p>Interactive Audio/Video: Course is taught via remote interactive video and audio (i.e., EdNET, Satellite) from an origination site to one or more receive sites or via streaming media technologies. Lectures and assignments are delivered in real time, one-way from the instructor to students (Satellite), with two-way exchange capabilities between instructor and student (EdNET), or accessed online on demand via streaming audio/video. (Distance Delivered)</p>	July 1, 2006
I	<p>Online: Students access a Website for course instructions, lectures, assignments and materials, and to communicate with the instructor and with other students. Internet courses may have face-to-face orientation sessions or exam reviews; however, the time and place-specific requirements are minimal. Internet Courses promote Web-based interactivity between students and instructors, students and internet-based communities, and among students. (Distance Delivered)</p>	July 1, 2006
O	<p>Electronic Media: Content is delivered primarily via computer disks, CD, DVD, or videocassettes. Students generally work at their own pace without significant interaction with the instructor or other students in the Course. E-mail may be being used to transmit instructions and assignments. (Distance Delivered)</p>	July 1, 2006

C	Correspondence: Course is delivered in print form, either as hard or electronic copy. No Instructor present however; students may use mail, phone, fax, or email to contact the instructor and/or submit assignments. Students work at their own pace without significant interaction with instructor or other students in the Course. Courses are generally enrolled open entry/open exit.	July 1, 2006
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COMMENTS: Last modified June 19, 2006

REFERENCE: Northstar:

VALIDATION TABLE: del_meth

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-10**

ELEMENT NAME: Budget Code

FIELD NAME: USC_BUDGET_CODE

FIELD FORMAT: Varchar2, 2 Characters, Columns 77 - 78

DEFINITION: Categorizes courses according to funding source/mechanism associated with the course. See comments section for value definitions.

Field Value	Field Attributes and Example	Effective Date
BA	Budget-Related [Regular]	July 1, 2006
BH	Budget-Related Secondary	July 1, 2006
BP	Budget-Related Partnership	July 1, 2006
BS	Budget-Related - Assessment	July 1, 2006
SD	Self-Supporting [Regular]	July 1, 2006
SH	Self-Supporting Secondary	July 1, 2006
SS	Self-Supporting Assessment	July 1, 2006
SQ	Self-Supporting - Custom Fit	July 1, 2006

COMMENTS:

U506-1. Purpose

To provide guidance to the categorization of courses as budget-related or self-supporting for state funding purposes.

U506-2. References

2.1. Utah Code §53B-7-101 (Combined Requests for Appropriations - Appropriation Formulas)

2.2. UCAT Policy and Procedure U501, Budgeting Definitions and Guidelines

U506-3. Utah System of Higher Education Course Inventory

3.1. Supervised Instruction - For courses to be included in the USHE Course Inventory, instruction must occur and the institution must supervise the instruction.

3.2. Separate Designation for Credit and Not for Credit Courses - Whenever a specific course offering can be taken either for credit or not for credit, the different registration categories are to be provided by separate section numbers scheduled at the same time and location.

U506-4. Budget-Related Courses for State Funding Purposes

4.1. Budget-Related Regular (BA) - (course must meet all of the following criteria)

- Course is not offered at a high school site, or is offered at a high school site but is not a concurrent enrollment course.
- Board approved tuition is assessed.
- All instructor costs of the course are paid for by institutional funds (e.g. external funds have not been received or ear-marked to pay instructor costs).
- Course is taught in Utah and instruction is received in Utah or through study abroad.
- Course section is part of regular curriculum and is taught on a full-term basis or equivalent to a full-term basis or until a defined competency is achieved.
- Course level is non-remedial

4.1.1. #AND# (course must also meet all points of one of the following two sets of criteria)

- Course section is offered to the general public not primarily intended for members of particular groups (i.e. companies, school district courses for teachers, in-service training).
- Course is not a correspondence course.
- Course is not for concurrent enrollment students (i.e. for secondary students concurrently receiving college credit and high school credit).

4.1.2. #OR#

- Course section is not offered to the general public and is primarily intended for members of particular groups (i.e. companies, school district courses for teachers, in-service training).
- Course was not developed specifically for a particular business or organization.
- Course enrollees are not predominantly non-matriculated employees of the institution.

4.2 Budget-Related Secondary (BH) - (Course must meet all of the following criteria)

- a. Instruction occurred and the campus supervised instruction
- b. Course/program went through the institutional approval process
- c. Hours of instructional delivery are not via distance technology
- d. The hours are generated by secondary students
- e. 100 percent of instructor cost for course/program paid by appropriated budget.

4.2.1. #OR# - 100 percent of instruct costs not paid by appropriated budget

- a. Instruction occurred and the campus supervised instruction
- b. Course/program went through the institutional approval process

- c. Hours of instructional delivery are not via distance technology
- d. The hours are generated by secondary students and 100 percent of instructor costs not paid by appropriated budget
- e. An exception has been approved by the UCAT Board of Trustees for the purposes of economic development.

4.3. Budget-Related Partnership (BP) - (Course must meet all of the following criteria)

- a. Instruction occurred and the campus supervised instruction
- b. Course/program went through the institutional approval process
- c. Hours of instructional delivery are not via distance technology
- d. The hours are not generated by secondary students
- e. The direct cost of instruction is not funded with Custom Fit dollars
- f. Tuition charged for the course/program was at least the approved UCAT tuition rate
- g. Course/program is offered to the general public and not intended for members of particular groups (i.e. companies, school district courses for teachers, in-service training).

4.3.1. #AND# - 100 percent of instructor costs not paid by appropriated budget

- a. 100 percent of the instructor cost for the course/program are not paid by the UCAT campus appropriated budget
- b. An exception has been granted for the purposes of partnership.

4.4. Budget-Related Assessment (BS) - (Course must meet all of the following criteria)

- a. Instruction occurred and the campus did not supervise the instruction
- b. The hours were within approved UCAT guidelines for assessment for placement into training.

U506-4. Self-Supporting Courses for State Funding Purposes

4.1. Self-Supporting Regular (SD) - (course must meet all point of any one of the following sets of criteria)

4.1.1. Course/Program did not go through the institutional approval process

- a. Instruction occurred and the campus supervised instruction
- b. Course/program did not go through the institutional approval process.

4.1.2. #OR# - Hours of instructional delivery are via distance technology

- a. Instruction occurred and the campus supervised instruction
- b. Course/Program went through the institutional approval process
- c. Hours of instructional delivery are via distance technology for out-of-state course/programs.

- 4.1.3. #OR#** - Tuition charged for course/program was not at least the UCAT approved Tuition Rate.
- a. Instruction occurred and the campus supervised instruction
 - b. Course/Program went through the institutional approval process
 - c. Hours of instructional delivery are not via distance technology or distance delivered for out-of-state course/programs
 - d. The hours are not generated by secondary students
 - e. The direct cost of instruction is not funded with Custom Fit dollars
 - f. No tuition rate exception was granted by the UCAT Board of Trustees and the State Board of Regents.
- 4.1.4. #OR#** - Course/program are not offered to the general public
- a. Instruction occurred and the campus supervised instruction
 - b. Course/program went through the institutional approval process
 - c. Hours of instructional delivery are not via distance technology or distance delivered for out-of-state course/programs
 - d. The hours are not generated by secondary students
 - e. The direct cost of instruction is not funded with Custom Fit dollars
 - f. Tuition charged for the course/program was at least the UCAT approved tuition rate or a tuition rate exception was granted by the UCAT Board of Trustees and the State Board of Regents
 - g. Course/program is not offered to the general public and intended for members of particular groups (i.e. companies, school district courses for teachers, in-service training)
 - h. A contractual arrangement exists that covers the cost of delivering the course/program.
- 4.1.5. #OR#** - 100 percent of instructor costs are not paid using the appropriated budget
- a. Instruction occurred and the campus supervised instruction
 - b. Course/program went through the institutional approval process
 - c. Hours of instructional delivery are not via distance technology or distance delivered for out-of-state course/programs
 - d. The hours are not generated by secondary students
 - e. The direct cost of instruction is not funded with Custom Fit dollars.
 - f. Tuition charged for the course/program was at least the UCAT approved tuition rate or a tuition rate exception was granted by the UCAT Board of Trustees and State Board of Regents
 - g. Course/program is offered to the general public and not intended for members of particular groups (i.e. companies, school district courses for teachers, in-service training) and/or a contractual arrangement does not exist that covers the cost of delivery the course/program
 - h. 100 percent of the instructor cost for the course/program has not been paid by the UCAT campus appropriated budget
 - i. An exception has not been granted by the UCAT Board of Trustees.

- 4.1.6. #OR#** - 100 percent of instructor costs are not paid using the appropriated budget and an exception has been granted by the UCAT Board of Trustees.
- a. Instruction occurred and the campus supervised instruction
 - b. Course/Program went through the institutional approval process
 - c. Hours of instructional delivery are not via distance technology or distance delivered for out-of-state course/programs
 - d. The hours are not generated by secondary students
 - e. The direct cost of instruction is not funded with Custom Fit dollars
 - f. Tuition charged for the course/program was at least the UCAT approved tuition rate or a tuition rate exception was granted by the UCAT board of Trustees and State Board of Regents
 - g. Course/program is offered to the general public and not intended for members of particular groups (i.e. companies, school district courses for teachers, in-service training) and a contractual arrangement does not exist that covers the cost of delivery the course/program.
 - h. 100 percent of the instructor cost for the course/program has not been paid for by the UCAT campus appropriated budget and an exception has been granted by the UCAT Board of Trustees.
 - i. The exception granted is for purposes other than economic development and partnership.

4.2. Self-Supporting Secondary (SH) - (Course must meet all pints of any one of the following sets of criteria)

- a. Instruction occurred and the campus supervised instruction
- b. Course/program went through the institutional approval process
- c. Hours of instructional delivery are not via distance technology
- d. The hours are generated by secondary students and 100 percent of instructor costs not paid by appropriated budget.
- e. An exception has not been approved by the UCAT Board of Trustees.

4.3. Self-Supporting Assessment (SS) - (Course must meet all of the following criteria)

- a. Instruction occurred and the campus did not supervise the instruction
- b. The hours are not within the approved UCAT guidelines for assessment for placement into training.

4.4. Self-Supporting Custom Fit (SQ) - (course must meet all of the following criteria)

- a. Instruction occurred and the campus supervised instruction
- b. Course/program went through the institutional approval process
- c. Hours of instructional delivery are not via distance technology
- d. The hours are not generated by secondary students
- e. The direct costs of instruction is funded with Custom Fit dollars.

Last modified September 7, 2005

REFERENCE: UCAT Decision Tree
Northstar:

VALIDATION TABLE: budget_code

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-11**

ELEMENT NAME: Instructional Type

FIELD NAME: USC_INSTRUCT_TYPE

FIELD FORMAT: Varchar2, 3 Characters, Columns 79 - 81

DEFINITION: Course Instruction Type

Field Value	Field Attributes	Effective Date
LEC	Regular Courses without Lab - Standard fixed Courses where instruction occurs in a traditional classroom setting.	July 1, 2006
LEL	Regular Courses with incorporated Lab - Standard fix Courses where instruction occurs in a traditional classroom setting as well as in a laboratory setting	July 1, 2006
LAB	Laboratory - Separate section laboratory setting course.	July 1, 2006
SUP	Supervision at Remote Sites - Faculty supervision at remote sites that generate hours (e.g. internships, clinical, student teaching, cooperative education)	July 1, 2006
INV	Individualized Instruction - Courses with no defined hours (e.g. directed readings, independent study/projects).	July 1, 2006
CON	Conference and Workshops - Courses that are not part of the regular curriculum.	July 1, 2006
CTC	Custom Training Course - Courses that are Custom Fit.	July 1, 2006
OTH	Other - All other instructional activity that generates hours.	July 1, 2006

COMMENTS: Last modified September 7, 2005

REFERENCE: Northstar:

VALIDATION TABLE: instruct_type

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-12**

ELEMENT NAME: Course Site Type

FIELD NAME: USC_SITE_TYPE

FIELD FORMAT: Varchar2, 3 Characters, Columns 82 - 84

DEFINITION: Code used to specify a site type where instruction originates.

Field Value	Field Attributes and Example	Effective Date
A01	Course taught from Main Campus	July 1, 2006
BXX	Course taught from Other Major Instructional Center B01 BATC Bridgerland West B02 BATC Brigham City Campus (BC) B03 BATC Rich County Campus (RC) B04 MATC B05 MATC Wasatch Campus B11 SLTATC WV Campus B12 SLTATC Tooele Campus B21 UBATC Vernal Campus B31 SWATC Kanab Campus B32 SWATC Circle Four Farms Campus	July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006
C	Course taught from Public Education Site (i.e. High School)	July 1, 2006
DXX	Course taught from University Center D05 CEU D06 Snow College D07 Dixie State College D08 SLCC D09 UVSC D10 UofU D11 USU D12 WSU D13 SUU	July 1, 2006

Field Value	Field Attributes and Example	Effective Date
EXX	Course taught from Correctional Facility E01 Draper E02 Gunnison E03 Cedar City E04 Washington County Purgatory E05 Panguitch E06 Duchesne County Justice Center E07 Beaver E08 Daggett County Justice Center	July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006
FXX	Course taught from another UCAT Campus F02 Davis F03 Uintah Basin F04 Ogden-Weber F05 Bridgerland F06 Mountainland F07 Southwest F08 Southeast F09 Salt Lake - Tooele F10 Dixie	July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006 July 1, 2006
G	Course taught from other owned site	July 1, 2006
H	Course taught from other leased site	July 1, 2006
Z	Course taught from an out of state site	July 1, 2006
O	Course is taught at Other site (i.e. Independent Study)	July 1, 2006

COMMENTS: Last modified September 7, 2005

REFERENCE: Northstar:

VALIDATION TABLE: site_type

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-13**

ELEMENT NAME: Instructor ID

FIELD NAME: USC_INST_ID

FIELD FORMAT: Varchar2, 9 Characters, Columns 85 - 93

DEFINITION: The course instructor's social security number.

Field Value	Field Attribute and Example	Effective Date
<Instructor Specific>	Social Security Number	July 1, 2006

COMMENTS: Last modified June 19, 2006

Note** If more than one instructor teaches this course – use the predominate instructor's ID. Do not leave blank.

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-14**

ELEMENT NAME: Instructor Count

FIELD NAME: USC_INST_COUNT

FIELD FORMAT: Number, 2 Character, Columns 94 - 95

DEFINITION: The number of instructors who teach the course.

Field Value	Field Attribute and Example	Effective Date
1 – 99	2 = Two instructors teach this course	July 1, 2006

COMMENTS: Last modified November 27, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-15**

ELEMENT NAME: Hours Enrolled in Course

FIELD NAME: USC_ENR_HRS

FIELD FORMAT: Decimal Number, 8 Characters with 3 after the decimal, Columns 96– 103

DEFINITION: The total number of hours enrolled during the reporting period.

Field Value (Example)	Field Attributes and Examples	Effective Date
0000.000	If the student did not attend during the reporting period (If the Entry Date is not before the Report Ending Date and the Exit Date is not blank or is later then the Report Beginning Date)	July 1, 2006
0015.000	If the Student Scheduled membership hours equal 15 for the reporting period.	July 1, 2006
0028.500	Otherwise - use the equivalent to the AB expression for PAH (Possible Attended Hours). Refer to User's Guide Expressions Appendix.	July 1, 2006

COMMENTS: Last modified June 19, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-16**

ELEMENT NAME: Student Entry Date to specific course

FIELD NAME: USC_ENTRY_DATE

FIELD FORMAT: Date, 8 Characters, Columns 104 – 111

DEFINITION: Student Scheduled Course record's Entry Date.

Field Value	Field Attributes and Examples	Effective Date
20010415	Student Entered Scheduled Course on April 15, 2001. Format YYYYMMDD	July 1, 2006

COMMENTS: Last modified June 19, 2006

REFERENCE: Northstar:

UTAH SYSTEM OF HIGHER EDUCATION (USHE)

Data Element Dictionary

UCAT Student Course/Program Data

Version: 06-14-2007

Element: **SC-17**

ELEMENT NAME: Student Exit Date to specific course

FIELD NAME: USC_EXIT_DATE

FIELD FORMAT: Date, 8 Characters, (Format YYYYMMDD) Columns 112 – 119

DEFINITION: Student Scheduled Course Exit Date.

Field Value	Field Attributes and Examples	Effective Date
20060910	Student Exited Scheduled Course on September 10, 2006.	July 1, 2006
(blank)	If student has not exited course.	

COMMENTS: Last modified November 27, 2006

REFERENCE: Northstar: