DATA DICTIONARY

STUDENT PLANS 1.1
Revisions

<table>
<thead>
<tr>
<th>Change reference</th>
<th>Date</th>
<th>Version</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original document</td>
<td>6/16/2020</td>
<td>1.0</td>
</tr>
<tr>
<td>Added subplans</td>
<td>1/8/2021</td>
<td>1.1</td>
</tr>
</tbody>
</table>

Contacts

Data Services

dataservices@sbctc.edu
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Table Description
The STUDENT_PLAN table contains the listing of all term activated plan codes for a student in ctcLink for a given term. The table also provides the cross walk of plan code to INTENT code. See the STUDENT table data dictionary for more information on INTENT codes.

Data Elements

EMPLID (PK)
Data Type: Text
Size: 11
Definition: The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee or student or both.
Data Classification: Category 3
PeopleSoft Source: CS.EMPLID

INSTITUTION (PK)
Data Type: Text
Size: 5
Definition: The five-digit code used in ctcLink to identify each community or technical college in the state of Washington.
Data Classification: Category 2
PeopleSoft Source: CS.PS_ACAD_PLAN_VW
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.COLLEGE_MASTER

STRM (PK)
Data Type: Text
Size: 4
Definition: A ctcLink variable that indicates the academic year and term. STRM stands for Session Term. The academic year begins with summer quarter and ends with spring quarter. The first character represents the millennium. The second and third characters represent the 2-digit calendar year and the last character represents the term (or quarter).
Data Classification: Category 2
PeopleSoft Source: CS.PS_ACAD_PLAN_VW
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.YRQ_CONVERT
Example Valid Values:

<table>
<thead>
<tr>
<th>Values</th>
<th>Value Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2197</td>
<td>Fall Quarter 2019</td>
</tr>
<tr>
<td>2201</td>
<td>Winter Quarter 2020</td>
</tr>
<tr>
<td>2213</td>
<td>Spring Quarter 2021</td>
</tr>
<tr>
<td>Values</td>
<td>Value Descriptions</td>
</tr>
<tr>
<td>--------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>2225</td>
<td>Summer Quarter 2022</td>
</tr>
</tbody>
</table>

### ACAD_CAREER (PK)

- **Data Type:** Text
- **Size:** 4
- **Definition:** The student’s academic career associated to this plan code.
- **Data Classification:** Category 2
- **PeopleSoft Source:** CS.PS_ACAD_PLAN_VW

### ACAD_PROG

- **Data Type:** Text
- **Size:** 5
- **Definition:** The student’s academic program associated to this plan code.
- **Data Classification:** Category 2
- **PeopleSoft Source:** CS.PS_ACAD_PLAN_VW

#### Valid Values:

<table>
<thead>
<tr>
<th>ACAD_PROG</th>
<th>ACAD_CAREER</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNTED</td>
<td>CNED</td>
<td>Continuing Education</td>
</tr>
<tr>
<td>ACADM</td>
<td>UGRD</td>
<td>Academic</td>
</tr>
<tr>
<td>BCHLR</td>
<td>UGRD</td>
<td>Baccalaureate</td>
</tr>
<tr>
<td>NOAWS</td>
<td>UGRD</td>
<td>Non-Award Seeking</td>
</tr>
<tr>
<td>PRFTC</td>
<td>UGRD</td>
<td>Professional Technical</td>
</tr>
<tr>
<td>TRNST</td>
<td>UGRD</td>
<td>Transitional Studies</td>
</tr>
</tbody>
</table>

### ACAD_PLAN (PK)

- **Data Type:** Text
- **Size:** 10
- **Definition:** The student’s term activated academic plan for the specified quarter. The coding schema for plan codes is as follows:

```
--- / -- / ---
```

CIP Acronym / Program Acronym / Degree Type
Each student must be term activated in a Plan Stack consisting of one or more Plan Codes. The plan codes are cross walked to student INTENT codes in the SBCTC Data Warehouse.

**Data Classification:** Category 2  
**PeopleSoft Source:** CS.PS_ACAD_PLAN_VW

### CIP_CODE

**Data Type:** Text  
**Size:** 6  
**Definition:** A six-digit code identifying the student’s major. CIP codes (Classification of Instructional Programs) are created by the US Department of Education to describe the subject area of courses and major areas of study.

**Data Classification:** Category 2  
**PeopleSoft Source:** CS.PS_ACAD_PLAN_TBL

**Examples of Use:** The CIP Code can be linked to the CIP Table to provide an English language translation or to aggregate student plans. CIP codes can be categorized in several ways.

**Lookup/Crosswalk:** LOOKUP.DW_REF_ENR.CIP or dataLink WAREHOUSE_LOOKUP.CIP

### DESCR

**Data Type:** Text  
**Size:** 30  
**Definition:** The description of the plan code, typically the name of the program.

**Data Classification:** Category 2  
**PeopleSoft Source:** CS.PS_ACAD_PLAN_TBL

### INTENT

**Data Type:** Text  
**Size:** 2  
**Definition:** A one-character code representing the student’s intent for enrolling as coded by the colleges. Student Intent codes are an important aspect of the SBCTC Data Warehouse, allowing for the aggregation of students by their purpose for attending. Student Intent coding differentiates students who are award-seeking from students who are only taking a few courses, as well as differentiating transfer students from those seeking a professional/technical credential. These distinctions are important for establishing cohorts used in federal reporting and for funding purposes. The new software system, PeopleSoft, does not include a Student Intent data element; however, it has been determined that the SBCTC Data Warehouse will continue to populate this field because of its usefulness in grouping students into categories. PeopleSoft Plan Codes will be cross-walked to the appropriate Intent code.

**Data Classification:** Category 3  
**PeopleSoft Source:** Derived from the student’s PLAN_CODE, CAREER (for Intent W) or CIP code of enrollments (for Intent D).

**Examples of Use:** Widely used data element. Student Achievement, DLOA and Perkins reporting.
**Lookup/Crosswalk:** LOOKUP.DW_REF_ENR.INTENT or dataLink WAREHOUSE_LOOKUP.INTENT

**Valid Values:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Intent</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Academic Non-Transfer Degree Program</td>
<td>Students enrolled in a degree program not designed to transfer to a four year university. These are students who are pursuing a general studies degree coded as Exit code 1 and CIP code 24.0101.</td>
</tr>
<tr>
<td>B</td>
<td>Academic Transfer Program</td>
<td>Students enrolled in the DTA/MRP or local agreement programs intended for transfer to a four year university.</td>
</tr>
<tr>
<td>D</td>
<td>Basic Education for Adults</td>
<td>Non-award seeking students enrolled in adult education including ESL, ABE, HSE, HSC. Students who are enrolled in a certificate or degree program and taking adult education to prepare for college level work should be coded with the INTENT code that best represents their purpose for attending.</td>
</tr>
<tr>
<td>F</td>
<td>Professional/Technical Program</td>
<td>Students who are enrolled in a professional/technical program. This includes Apprenticeship students who are award seeking. Professional/technical programs are also commonly referred to as vocational or workforce programs. For legacy, a valid professional/technical EPC is required.</td>
</tr>
<tr>
<td>G</td>
<td>Professional/Technical Program Applicant (preparatory coursework only)</td>
<td>Student has no interest in preparing for multiple degree pathways and does not intend to remain at the institution if they do not get accepted into the selective admissions program. At a time when the student is no longer in prerequisite status (acceptance into selective admissions for example), the intent code should adjust accordingly. For legacy, a valid professional/technical EPC is required.</td>
</tr>
<tr>
<td>H</td>
<td>Apprenticeship Program</td>
<td>Students enrolled in an apprenticeship program not seeking an award from the college but an L&amp;I journeyman card. For legacy, a valid professional/technical EPC is required.</td>
</tr>
<tr>
<td>I</td>
<td>Applied Baccalaureate Program</td>
<td>Students matriculated in a baccalaureate program. For legacy, a valid professional/technical EPC is required.</td>
</tr>
<tr>
<td>J</td>
<td>Upgrading Job Skills Courses</td>
<td>Students enrolled for the purpose of upgrading their job skills by taking one or more courses. These students are not seeking a certificate or degree completion.</td>
</tr>
<tr>
<td>L</td>
<td>Non-Award Seeking Student</td>
<td>Students taking one or more classes but not seeking a certificate or degree. This category is also used for dual enrollment students such as non-award seeking Running Start and College in the High School.</td>
</tr>
</tbody>
</table>
### Code | Intent | Descriptions
--- | --- | ---
M | Multiple Programs | Student is enrolled in prerequisites for a selective admissions workforce program and intends to concurrently complete a transfer degree (to include a Nursing DTA) or intends to complete a transfer degree if not admitted to the selective admissions workforce program. At the time when the student is accepted, or not, into a program, the Intent code should adjust accordingly. The M Intent code should not be permanently placed on a MIS-STU-D.

W | Exclusive Continuing Education | Used for PeopleSoft Colleges Only. Students enrolled exclusively in non-credit bearing continuing education courses. This includes students who are exclusively enrolled in the PeopleSoft Continuing Education career with a Plan Code of “CED”.

Y | None of the Above | Colleges should strive to assign the appropriate INTENT code. Null or Blank INTENT codes are set to "Y" in the SMIS extracts during MIS finals. SMS is not updated.

### Student Plan Code to Intent Code Mapping

<table>
<thead>
<tr>
<th>Intent Code</th>
<th>PeopleSoft Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>D</td>
<td>DEGREE = HSC or ACAD_PLAN = HSD, HSE, ESL or ABE</td>
</tr>
<tr>
<td>G</td>
<td>ACAD_PLAN ends in PRQ</td>
</tr>
<tr>
<td>I</td>
<td>DEGREE = BAA, BAS, BAT</td>
</tr>
<tr>
<td>H</td>
<td>Member of SAPR Student Group</td>
</tr>
<tr>
<td>F</td>
<td>DEGREE = APT, AAS, C01, C20, C45, C90 or ACAD_PLAN = RENDTAA</td>
</tr>
<tr>
<td>B</td>
<td>DEGREE = AA, AS, DTA/MRP</td>
</tr>
<tr>
<td>A</td>
<td>DEGREE = AGS</td>
</tr>
<tr>
<td>J</td>
<td>ACAD_PLAN = NASJU</td>
</tr>
<tr>
<td>L</td>
<td>ACAD_PLAN = NASOT, TSP</td>
</tr>
<tr>
<td>W</td>
<td>ACAD_PLAN = CED only</td>
</tr>
<tr>
<td>Y</td>
<td>All others</td>
</tr>
</tbody>
</table>
PRIORITY
Data Type: Text
Size:
Definition: Because students may only have one INTENT code per institution per term, if they are coded to more than one Plan Code, we must prioritize the INTENT codes.
Data Classification: Category 2
Valid Values:

<table>
<thead>
<tr>
<th>Priority</th>
<th>Leg INTENT</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>D</td>
<td>High School Diploma/GED Certificate (pre-college courses)</td>
</tr>
<tr>
<td>2</td>
<td>I</td>
<td>Applied Baccalaureate Program</td>
</tr>
<tr>
<td>3</td>
<td>H</td>
<td>Apprenticeship</td>
</tr>
<tr>
<td>4</td>
<td>F</td>
<td>Workforce Program</td>
</tr>
<tr>
<td>5</td>
<td>G</td>
<td>Workforce Program Applicant</td>
</tr>
<tr>
<td>6</td>
<td>B</td>
<td>Academic Transfer</td>
</tr>
<tr>
<td>7</td>
<td>A</td>
<td>Academic Non-Transfer Degree</td>
</tr>
<tr>
<td>8</td>
<td>X</td>
<td>Undecided</td>
</tr>
<tr>
<td>9</td>
<td>J</td>
<td>Upgrading Job Skills</td>
</tr>
<tr>
<td>10</td>
<td>K</td>
<td>Vocational Home and Family Life (Educational Program Code required)</td>
</tr>
<tr>
<td>11</td>
<td>L</td>
<td>General Studies (Non-Degree/Certificate)</td>
</tr>
<tr>
<td>12</td>
<td>W</td>
<td>Exclusive Continuing Education</td>
</tr>
</tbody>
</table>

DEGREE
Data Type: Text
Size: 16
Definition: The last three characters of the plan code indicating the degree or certificate level of the Plan Code. The DEGREE field is used to map to EXIT_CD in the SBCTC Data Warehouse Completions table. This crosswalk of DEGREE to EXIT_CD can be found in the Completions data dictionary.
Data Classification: Category 2
PeopleSoft Source: CS.PS_ACAD_PLAN_TBL

TRNSCPT_DESCR
Data Type: Text
Size: 100
Definition: The description of the Plan Code as shown on the student’s transcript.
Data Classification: Category 2
PeopleSoft Source: CS.PS_ACAD_PLAN_TBL
STDNT_CAR_NBR (PK)
Data Type: Text
Size: 38
Definition: Represents the term activated Plan Stack.
Data Classification: Category 2
PeopleSoft Source: CS.PS_ACAD_PLAN_VW

YRQ
Data Type: Text
Size: 4
Definition: The concatenation of YEAR and QUARTER. The first three characters are the YEAR, and the last character is the QUARTER.
Data Classification: Category 2
Legacy Source: SMIS.MIS-STU-D.YRQ
PeopleSoft Source: CS.STRM converted to the legacy YRQ code.
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.YRQ_CONVERT

COLLEGE
Data Type: Text
Size: 3
Definition: A three-digit code used to identify each community or technical college in the state of Washington. College codes begin with the two-digit district code.
History: Pierce District split into two colleges in 2001-02.
Data Classification: Category 2
Legacy Source: SMIS.COLLEGE
PeopleSoft Source: The last three characters of CS.INSTITUTION.
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.COLLEGE_MASTER

SUBPLAN
Data Type: Text
Size: 50
Definition: The subplan attached to a students active plan stack for a given quarter. Students can have more than one subplan active.
History: N/A
Data Classification: Category 2
Legacy Source: N/A
PeopleSoft Source: SYSADM_CS.PS_ACAD_SUBPLAN, SYSADM_CS.PS_ACAD_SUBPLN_TBL.
Lookup/Crosswalk: N/A
SUBPLAN_DESCR

Data Type: Text
Size: 255
Definition: Description of active subplan
History: N/A
Data Classification: Category 2
Legacy Source: N/A
PeopleSoft Source: SYSADM_CS_PS_ACAD_SUBPLN_TBL.
Lookup/Crosswalk: N/A
Appendix A: Data Classification Appendix

Each data element in the Data Warehouse is associated with a category classification that indicates the method of which to use and store the data.

For more information, see the Data Classification brief.

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category 1</strong></td>
<td>Public Information  SBCTC does not consider any Data Warehouse data to be category 1. SBCTC does not release data to the public unless specifically requested. The release of public information is reserved for the college’s discretion based upon their FERPA directory information policies.</td>
</tr>
<tr>
<td><strong>Category 2</strong></td>
<td>Sensitive Information  Student related information that is considered “directory information” under FERPA and is generally not considered harmful or to be an invasion of privacy if released. This information can be disclosed to outside organizations with the student’s prior consent. This is information that would be released during a public records request of Data Warehouse data.</td>
</tr>
<tr>
<td><strong>Category 3</strong></td>
<td>Confidential Information  Enrollment information protected under FERPA, personnel and financial data. Category 3 includes all data elements except those explicitly stated in categories 2 and 4. Category 3 data is not distributed unless governed by a contract or data sharing agreement.</td>
</tr>
<tr>
<td><strong>Category 4</strong></td>
<td>Confidential Information requiring Special Handling  Highly confidential data that is exempt from disclosure under applicable state and federal laws such as personally identifiable data protected under FERPA. Category 4 data is information whose unauthorized use, access, disclosure, acquisition, modification, loss, or deletion could result in severe damage to SBCTC or colleges, students, employees or customers. This information has limited use per specific state and federal laws.</td>
</tr>
</tbody>
</table>