SIRIS Data Dictionary
Student Data Submission Elements

HEADER INFORMATION

Element ID/Name/Format/Description			*Description:* Describes Batch Submission Type. Required
HH010	**Submission Form**	N(3,0)	
Codes - ID/Name/Description			
001	Course	Indicates Course Submission Data Elements.	
002	Term/Section	Indicates Term/Section Submission Data Elements.	
003	ESS (Student)	Indicates Early Student Submission Data Elements.	
004	Degree	Indicates Degree Submission Data Elements.	
005	Financial Aid	Indicates Financial Aid Submission Data Elements.	
006	Student Revenue	Indicates Student Revenue Submission Data Elements.	
007	Student Survey	Indicates Student Survey Submission Data Elements.	
008	NY Alert	Indicates NY Alert Submission Data Elements.	
030	EOT (Student)	Indicates End of Term Student Submission Data Elements.	
Business Rules – Error Level/Description			
Fatal	Submission Form must be a valid code. Cannot be blank.		

Element ID/Name/Format/Description			*Description:* Describes the submission is full replacement or an update.
HH020	**Batch Action Code**	N(3,0)	
Codes - ID/Name/Description			
001	Update	Indicates the batch submission is to update records.	
002	Full Submission Replace	Indicates the batch submission is a full replacement	

Element ID/Name/Format/Description			*Description:* Identifies the header record
HH030	**Header Indicator**	C(1)	
Codes - ID/Name/Description			
X	Contact	Contact for the batch	
S	SUNY Campus	SUNY Campus Code	
Business Rules – Error Level/Description			
Fatal	Invalid value		
Fatal	There must be at least one contact.		

Element ID/Name/Format/Description			*Description:* Indicate if the contact is the primary contact. One contact per batch must be set to primary.
HC010	**Primary Contact Indicator**	B(1)	
Codes - ID/Name/Description			
1	Yes	The contact record is the primary contact.	
0	No	A non-primary contact record.	
Business Rules – Error Level/Description			
Warning	There can only be 1 primary contact		

Element ID/Name/Format/Description			*Description:* Name of Contact
HC020	**Primary Contact Name**	C(50)	
Business Rules – Error Level/Description			
Fatal	Minimum length must be greater than 5		

Element ID/Name/Format/Description		*Description:* Title of the Contact Person
HC030	**Title**	C(50)	

Element ID/Name/Format/Description	*Description:* Email address of the primary contact person/group

HC040	Email Address	C(100)	

Element ID/Name/Format/Description			*Description:* UserId of the contact
HC050	**Userid**	C(25)	

Element ID/Name/Format/Description			*Description:* Unique identifier assigned to the SUNY campus submitting the record (see Appendix A-1).
SH010	**SUNY Campus Identifier**	N(5,0)	
Business Rules – Error Level/Description			
Fatal	Must be a valid code from the campus code list in appendix A-1. *Cannot be null.*		

Element ID/Name/Format/Description			*Description:* Indicates the academic term being reported
SH020	**Term**	N(3,0)	
Codes - ID/Name			
1	Summer		
2	Fall		
3	Winter		
4	Spring		
Business Rules – Error Level/Description			
Fatal	Must be a valid code. *Cannot be null.*		

Element ID/Name/Format/Description		*Description:* The calendar year associated with Term (SH020). Records will be accepted only for reporting year. Earlier year records can be submitted only with prior approval from System Administration.
SH030	**Year**	N(4,0)
Business Rules – Error Level/Description		
Fatal	Must be a valid four digit year. *Cannot be null.*	

Element ID/Name/Format/Description			*Description:* Codes to add, update or delete data records.
SD010	**Student Action Code**	C(1)	
Codes - ID/Name/Description			
A	Add	To add a full or a subset of current student record	
D	Delete	To delete an existing student record.	
U	Update	To update elements within an existing student record.	
Business Rules – Error Level/Description			
Fatal	Must be a valid code. *Cannot be null.*		

Element ID/Name/Format/Description			*Description:* The Student ID assigned by a campus for use on the local data system. System Administration will use for student identification and record matching as needed. Any record containing a duplicate Student's Local ID within a student batch submission will overwrite the previous record in that batch.
SD030	**Student's Local ID**	C(20)	
Business Rules – Error Level/Description			
Fatal	REQUIRED Element. Cannot be blank.		
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		

Element ID/Name/Format/Description			*Description:* A unique identifier assigned by System Administration to SUNY students. System Administration will use this ID for student tracking.
SD040	**Student's SUNY ID**	N(10,0)	

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who have previously enrolled at your institution.
Fatal	If not provided and no record is found in the SUNY Student Repository System, Student Key Identifying Data Elements (see Appendix P) are required to assign a new Student SUNY ID.
Fatal	If Student's SUNY ID is provided, Date of Birth (SD060) or first 3 characters of the Last Name (SD080) or Former Last Name (SD120) must match those in the SUNY Student Repository System. See Appendix P for detail.
Fatal	(DTS Submission Error) There are duplicate Student's SUNY IDs with different Student's Local IDs (SD030) in the submission.

Element ID/Name/Format/Description			Description: The nine digit number assigned by the Social Security Administration. Blank for international students without SSN. Optional if a valid Student's SUNY ID (SD040) is entered. No other number is acceptable.
SD050	**Social Security Number**	N(9,0)	
Business Rules – Error Level/Description			
Fatal	Must meet the current requirements of the Social Security Administration.		
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		
Warning	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who do not have a valid SUNY ID (SD040), and who are US citizens (Country of Citizenship SS010 is USA) or have VISA Code (SS020) of LPR or UNDOC. This was FATAL, reduced to a Warning.		

Element ID/Name/Format/Description			Description: The date of birth with two digit month, two digit day and four digit year.
SD060	**Date of Birth**	MMDDYYYY	
Business Rules – Error Level/Description			
Fatal	Must be valid month, day and year for required students.		
Fatal	Student's age cannot be less than 10 or greater than 100		
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		
Warning	Required for HOME INSTITUTION STUDENTS (Admission Status (SE010) is 1 – 5) who do not have a valid SUNY ID (SD040). This was FATAL, reduced to a Warning.		
Threshold	BI Threshold report available to review unknown Dates of Birth.		

Element ID/Name/Format/Description			Description: Student's gender.
SD070	**Gender**	C(1)	
Codes – ID/Name			
M	Male		
F	Female		
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).		
Fatal	Must be a valid code for required students.		

Element ID/Name/Format/Description			Description: Student's last name. Will be used for matching.
SD080	**Last Name**	C(60)	
Business Rules – Error Level/Description			
Fatal	Required if Student's First Name (SD090) is blank.		
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		

Element ID/Name/Format/Description	Description: Student's first name. Will be used for matching.

SD090	First Name	C(60)	
Business Rules – Error Level/Description			
Fatal	Required if Student's Last Name (SD080) is blank.		
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		

Element ID/Name/Format/Description			*Description:* Middle initial. Will be used for matching.
SD100	Middle Initial	C(1)	
Business Rules – Error Level/Description			
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		

Element ID/Name/Format/Description			*Description:* The suffix, Jr., Sr., etc
SD110	Suffix	C(5)	

Element ID/Name/Format/Description			*Description:* If the individual previously was reported under a different last name; such as maiden name, report it here. Will be used for matching.
SD120	Former Last Name	C(60)	
Business Rules – Error Level/Description			
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		

Element ID/Name/Format/Description			*Description:* If the individual previously was reported under a different first name, report it here. Will be used for matching.
SD130	Former First Name	C(60)	
Business Rules – Error Level/Description			
Warning	This is a Student Key Identifying Data Element and, if provided, should match those in the SUNY Student Repository System to properly identify existing students (see Appendix P).		

Element ID/Name/Format/Description			*Description:* The country code assigned to the individual's country of citizenship as listed in Appendix H-3.
SS010	Country of Citizenship	C(3)	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).		
Fatal	Must be a valid country code in Appendix H-3 for required students.		
Fatal	If VISA Code (SS020) has a valid code, Country of Citizenship cannot be 999.		
Fatal	If VISA Code (SS020) is NULL, Country of Citizenship must be USA or 999.		
Warning	Country no longer exists or has a limited relationship with US colleges at this time.		

Element ID/Name/Format/Description			*Description:* To identify the VISA of a non-US citizen (including permanent resident). Use the VISA code assigned by the United States Department of State (see Appendix H-4). Enter 'NR' if visa code not required (e.g., non-US citizen living outside USA).
SS020	VISA Code	C(5)	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 - 5) who do not have a Country of Citizenship (SS010) of USA or 999.		
Fatal	Must be NULL if Country of Citizenship (SS010) is "USA".		
Fatal	Must be a valid code from Appendix H-4 for required students.		

Element ID/Name/Format/Description			*Description:* The permanent street address for individuals who have a permanent US address.
SS030	Permanent Street Address	C(80)	
Business Rules – Error Level/Description			
Fatal	Must be NULL if Permanent Country Code (SS090) is not USA.		

Warning	Either Permanent Street Address (SS030) or Permanent Apt/PO Box/Route (SS040) is required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who have a Permanent Country Code (SS090) of USA.

Element ID/Name/Format/Description			*Description:* The permanent apartment/PO Box for individuals who have a permanent US address.
SS040	**Permanent Apt/PO Box/Route**	C(30)	
Business Rules – Error Level/Description			
Fatal	Must be NULL if Permanent Country Code (SS090) is not USA.		
Warning	Either Permanent Street Address (SS030) or Permanent Apt/PO Box/Route (SS040) is required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who have a Permanent Country Code (SS090) of USA.		

Element ID/Name/Format/Description			*Description:* The permanent city for individuals who have a permanent US address. Do not report this element for students with a permanent address outside the US (see foreign address data elements SS070 - SS090).
SS050	**Permanent City**	C(60)	
Business Rules – Error Level/Description			
Fatal	Must be NULL if Permanent Country Code (SS090) is not USA.		
Warning	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who have a Permanent Country Code (SS090) of USA.		

Element ID/Name/Format/Description			*Description:* The individual's permanent county code from the Federal Information Processing Standard (FIPS), a part of the Geographic Names Information System (GNIS) (see Appendix H-2).
SS060	**Permanent County**	C(3)	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who are New York state residents.		
Fatal	Must be a code from FIPS (see Appendix H-2) for required students.		
Fatal	Must be NULL if Permanent Country Code (SS090) is not USA.		

Element ID/Name/Format/Description			*Description:* The permanent state or territory for individuals who have a permanent US address. For individuals who do not identify with a state with valid reasons, such as military personnel etc, use 'OT' for other. Do not report this element for students with a permanent address outside the US (see foreign address data elements SS070 - SS090).
SS070	**Permanent State/US Territory Code**	C(2)	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who have a Permanent Country Code (SS090) of USA.		
Fatal	Must be a valid State/Territory code (see Appendix H-1).		
Fatal	Must be NULL if Permanent Country Code (SS090) is not USA.		
Threshold	BI Threshold report available to review number of 'OT' Permanent State/US Territory codes.		

Element ID/Name/Format/Description			*Description:* The permanent 5 or 9 digit ZIP code for individuals who have a permanent US address. Do not report this element for students with a permanent address outside the US (see foreign address data elements SS070 - SS090).
SS080	**Permanent ZIP Code**	C(9)	
Business Rules – Error Level/Description			
Fatal	Must be NULL if Permanent Country Code (SS090) is not USA.		
Warning	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5) who have a Permanent Country Code (SS090) of USA.		

Element ID/Name/Format/Description			*Description:* The student's permanent country code - including those who are US citizens. (See Appendix H-3).
SS090	**Permanent Country Code**	C(3)	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).		
Fatal	Must be a valid code from Appendix H-3 for required students.		
Fatal	If VISA Code (SS020) is LPR or UNDOC, Permanent Country Code must be USA.		
Fatal	If VISA Code (SS020) is NR, Permanent Country Code can not be USA or 999.		
Warning	Country no longer exists or has a limited relationship with US colleges at this time.		

Element ID/Name/Format/Description			*Description:* The permanent foreign province/state for individuals who have a foreign address. For residents in Canada, report province code (see Canada province list in Appendix H-5).
SS100	**Permanent Foreign Province**	C(50)	
Business Rules – Error Level/Description			
Fatal	The individual's Permanent Country Code (SS090) must not be USA, 995, or 999.		

Element ID/Name/Format/Description			*Description:* The permanent postal code for individuals who have a foreign address.
SS110	**Permanent Foreign Postal Code**	C(10)	
Business Rules – Error Level/Description			
Fatal	The individual's Permanent Country Code (SS090) must not be USA, 995, or 999.		

Element ID/Name/Format/Description			*Description:* Indicate if the primary language spoken as a child is English.
SS120	**English As Native Language**	N(3,0)	
Codes - ID/Name/Description			
1	Yes	Yes, if English is native language.	
2	No	No, if English is not native language.	
3	Unknown	Unknown	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).		
Fatal	Must be a valid code for required students.		

Element ID/Name/Format/Description			*Description:* Indicate individuals who identify as having Hispanic, Latino or Spanish origins, regardless of race.
SS130	**Hispanic Origin**	N(3,0)	
Codes - ID/Name/Description			
1	Non-Hispanic	An individual who is not of Hispanic, Latino or Spanish origin.	
2	Dominican	An individual identifying themselves as Dominican or Dominican American.	
3	Mexican	An Individual identifying themselves as Mexican, Mexican American or American Chicano.	
4	Puerto Rican	An individual identifying themselves as Puerto Rican.	
5	Central American	An individual having origins in a Central American countries that is not specifically referenced above (2-4). Details see Appendix Q.	
6	South American	An individual having origins in a South American countries that is not specifically referenced above (2-4). Details see Appendix Q.	
7	Other Hispanic/Latino	An individual identifying themselves as Hispanic, Latino or Spanish, but 1) has origins from countries not specifically referenced above (2-6 and 10) or 2) did not specify their country of origin.	
8	Unknown	Unidentified or unknown.	
9	Hispanic	To be used during the transition to the new Hispanic categories, whenever legacy data can not clearly distinguish among the previously listed Hispanic subgroups. This option should no longer be assigned to any new students.	
10	Cuban	An individual identifying themselves as Cuban.	
Business Rules – Error Level/Description			

Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).
Fatal	Must be a valid code for required students.
Fatal	If HEH (SE020) is Undergraduate First-Time (1), Undergraduate Transfer (2) or New Graduate (6), then Hispanic Origin cannot be Hispanic (9).
Threshold	BI Threshold report available to review unknown Hispanic Origin codes.

Element ID/Name/Format/Description			*Description*: Indicate the race(s) which the individual identifies with *(Check all that apply)*.
SS150	**Race Category**	N(3,0)	

Codes - ID/Name/Description		
1	White	An individual having origins in any of the original peoples of Europe, North Africa, or the Middle East.
2	Black or African American	An individual having origins in any of the black racial groups of Africa.
3	Asian	An individual having origins in any of the original peoples of the Far East, Southeast Asia or Indian Subcontinent.
4	Native Hawaiian or Other Pacific	An individual having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
5	American Indian or Alaska Native	An individual having origins in any of the original peoples of North and South America (including Central America) AND who maintains tribal affiliation or community recognition.
6	Unknown	Unidentified or unknown.
7	Asian or Pacific Islander	To be used during the transition to the new racial categories, whenever legacy data can not clearly distinguish Asian from Other Pacific Islander. **This option should no longer be assigned to any new students.**

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).
Fatal	Must be a valid code for required students.
Fatal	If Unknown (6), then must be the only race code submitted.
Fatal	If HEH (SE020) is Undergraduate First-Time (1), Undergraduate Transfer (2) or New Graduate (6), then Race Category cannot be Asian or Pacific Islander (7).
Threshold	BI Threshold report available to review unknown Race codes.

Element ID/Name/Format/Description			*Description:* Indicate the status of an individual serving in the US Army, Navy, Air Force, Marine Corps, or the Coast Guard.
SS160	**Military Service Status**	N(3,0)	

Codes - ID/Name/Description		
1	Active Military Duty	The individual is currently serving on active duty in the US Army, Navy, Air Force, Marine Corps, or the Coast Guard.
2	Dependent of Active Duty	The individual is a dependent or spouse of one who is currently on active military duty.
3	Veteran	The individual served but is not now serving on active duty in the US Army, Navy, Air Force, Marine Corps, or the Coast Guard, or who served as a Merchant Marine Seaman during World War II. Those who served in the National Guard or Military Reserves are classified as veterans only if they were ever called or ordered to active duty not counting the 4-6 months for initial training or yearly summer camps.
4	National Guard or Active Reserve	The individual is an active member of a US military reserve unit, or an active member of the National Guard, but cannot be reported as a veteran.
5	Other	Codes 1-4 and 6 are not applicable or Military Service Status is unknown.
6	Dependent of Veteran	The individual is a dependent or spouse of one who is a veteran.

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).
Fatal	Must be a valid code for required students.

Element ID/Name/Format/Description			Description: Indicate whether a student has reported having a disability or not and if so, the type(s). Per the Higher Education Data Systems Instruction Manual for NYSED 2H-2, to report a student with a disability, the student needs to have self-identified with the appropriate office or person that has been designated by the institution in order to determine eligibility for services and ensure equitable access for students with disabilities. Include a student whether or not that student has been granted or is receiving accommodations. Do not include a student who has not self-identified but "may" have a disability based on visual observation or other indirect evidence. If an individual has multiple disabilities, report all appropriate codes as separate entries. (Details see Appendix AC – HEDS Instruction Manual: Enrollment of College Students with Disabilities (NYSED-2H-2.) (Below revised Disability Status codes start in Fall 2019).
SS170	**Disability Status**	N(3,0)	

Codes - ID/Name/Description		
Neurodevelopmental		
101	ADHD	An individual with Attention Deficit Disorder (ADD)/Attention Deficit Hyperactivity Disorder (ADHD).
102	Autism	An individual with Autism Spectrum Disorder (including Asperger's Syndrome).
103	Communication /Speech	An individual with communication/speech disorders including apraxia of speech, articulation disorder, phonemic disorder, stuttering, and voice disorder.
104	Learning Disability	An individual with one or more central auditory processing disorders, disorder of written expression, dysgraphia, dyscalculia, dyslexia, learning disorder not otherwise specified, mathematics disorder, mixed receptive-expressive language disorder, nonverbal learning disorder (if student has not been diagnosed on the autism spectrum), processing speed disorder, reading disorder, or visual processing disorder.
105	Motor	An individual with developmental coordination disorder, stereotypical movement disorders, tic disorders, or tremors.
Sensory		
201	Blind	An individual with visual acuity of 20/200 or worse in the better or stronger eye with the best correction, totally blind, or a person with 20 degrees or less field of vision (pinhole vision).
202	Low Vision	Visual acuity of 20/70 or worse in the better eye with best correction, a total field loss of 140 degrees or more in the field of vision, difficulty in reading regular newsprint even with vision corrected by glasses or contact lenses, or loss of vision in one eye.
203	Deaf	An individual who is not able to discern spoken communication by sound alone, or a hearing loss that prevents one from totally receiving sounds through the ear, whether permanent or fluctuating.
204	Hard of Hearing	An individual with partial hearing loss, that may be conductive, sensorineural, or both.
Mental Health		
301	Mental Health	An individual with disorders characterized by dysregulation of mood, thought, and/or behavior. These include anxiety disorders, eating disorders, mood disorders and psychotic disorders.
Physical		
401	Basic Chronic Medical Condition	An individual with a medical condition resulting in limited strength, vitality or alertness due to chronic or acute health problems. This would not include those with temporary disabilities.
402	Mobility	An individual who, typically, must use a standard manual or electric wheelchair or other assistive devices (walker, crutches, braces, prosthesis, etc.) to move from place to place. Students must be counted in another category, such as orthopedic or basic or complex chronic medical conditions. This would not include those with temporary disabilities.
403	Orthopedic	An individual with a physical disability caused by congenital anomaly, by diseases of the bones and muscles, connective tissue disorders, or from other causes. This would not include those with temporary disabilities.
Intersystem(existing between two or more systems)		

501	Alcohol/Substance Abuse Recovery	An individual who is recovering from drug or alcohol or substance abuse or who is in a treatment program.
502	Complex Chronic Medical Condition	An individual with a medical condition that significantly affects multiple systems of the body. This would not include those with temporary disabilities.
503	Traumatic Brain Injury	An individual with an injury caused by an external physical force (concussion) or from certain medical conditions (aneurysm, anoxia brain tumors, encephalitis, stroke) with resulting mild, moderate or severe disabilities in one or more areas (abstract thinking, attention, cognition, information processing, judgment, language, memory, motor abilities, perceptual, physical functions, problem solving, psychosocial behavior, reasoning, sensory, speech). The term does not include injuries that are congenital, or birth related. This would not include those with temporary disabilities.
Temporary Disabilities		
601	Temporary Disabilities	An individual with a transitory impairment with an actual or expected duration of six months or less. Examples include bone fractures, sprains, torn ligaments, post-surgical recoveries, significant illness, etc. Do not include Temporary Disabilities in any other category.
Other Disabilities		
701	Print Disability	An individual with barriers to accessing instructional materials requiring readers, note takers, and/or materials in alternate format. Individuals must require course materials in alternate formats and must require one or more of the following supports to access materials: assistive technology, specialized technology training and support, enhanced editing of digital formats, note taking that includes digital conversion, and 1:1 lab assistance in a class that requires alternative formats/readers.
No Impairment		
801	No Known Impairment	No physical or mental impairment or disability status unknown.
Business Rules – Error Level/Description		
Warning	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 – 5).	
Fatal	If provided, must be a valid code for required students.	
Fatal	No Known Impairment (801) cannot be combined with any other codes.	
Fatal	Report as many as applicable up to maximum of 18.	
Warning	Mobility (402) must be combined with another category/sub-category other than Temporary Disabilities (601), or Print Disability (701).	
Threshold	If there are less than 5 students in the reporting term from a combination of all codes between 101 and 601.	

Element ID/Name/Format/Description			Description: Codes used to specify an admissions/placement test or scale (e.g., High School Average, SAT, ACT, AccuPlacer and GRE tests. Community colleges should report placement tests used to assess the student's need for remediation. For detailed coding see Appendix K).
SP010	**Admissions / Placement Criteria**	N(3,0)	
Business Rules – Error Level/Description			
Fatal	See Appendix K for business rules.		

Element ID/Name/Format/Description			Description: The score value for the corresponding Admissions / Placement Criteria (SP010).
SP020	**Admissions Test Score Value**	N(10,2)	
Business Rules – Error Level/Description			
Fatal	Required if Admissions / Placement Criteria is not null.		
Fatal	See Appendix K for business rules.		

Element ID/Name/Format/Description			Description: The IPEDS Unit ID of the most recent US post-secondary institution previously attended by the individual prior to enrollment at your campus. For graduate students, report the US institution granting the bachelor's degree.
SP030	**Former Institution - UnitID**	N(6,0)	
Business Rules – Error Level/Description			
Fatal	Former Institution, either UnitID (SP030) or CEEB (SP035), is required if Higher Education History (SE020) indicates Undergraduate Transfer (2) or New Graduate Student (6).		
Fatal	If supplied, must be a valid IPEDS Unit ID code (see Appendix F -1.)		
Fatal	If Higher Education History (SE020) indicates undergraduate Transfer, Former Institution must be different from the IPEDS Unit ID associated with the reporting campus.		

Element ID/Name/Format/Description			Description: The College Board Code (ATP/CEEB Code) of the most recent US post-secondary institution previously attended by the individual prior to enrollment at your campus. For graduate students, report the US institution granting the bachelor's degree.
SP035	**Former Institution - CEEB**	N(6,0)	
Business Rules – Error Level/Description			
Fatal	Former Institution, either UnitID (SP030) or CEEB (SP035), is required if Higher Education History (SE020) indicates Undergraduate Transfer (2) or New Graduate Student (6).		
Fatal	If supplied, must be a valid college CEEB code (see Appendix F-2).		
Fatal	Undergraduate Transfer, Former Institution must be different from the CEEB code associated with the reporting campus.		

Element ID/Name/Format/Description			Description: To identify, by type, the highest degree or certificate earned by an individual.
SP040	**Highest Earned Degree and/or Award**	N(3,0)	
Codes - ID/Name/Description			
1	UG Certificate	Undergraduate certificate.	
2	AAS/AOS	Associate of applied science/ Associate of occupational studies degree.	
3	AA/AS	Associate of arts degree/ Associate of science degree.	
4	Baccalaureate	Bachelor's degree.	
5	Master	Master's degree.	
6	Graduate Certificate	Graduate certificate.	
7	Doctorate	Doctoral degree.	
8	Professional	First professional degree.	
9	No Degree	No earned degree. Do not use in place of unknown.	
10	Unknown	Unknown prior degree.	
Business Rules – Error Level/Description			

Fatal	If Higher Education History (SE020) is Undergraduate First-Time (1), Highest Earned Degree must be No Degree (9).
Fatal	Required if Higher Education History (SE020) indicates Undergraduate Transfer (2) or New Graduate Student (6).
Fatal	Must be a valid code for required students.
Threshold	BI Threshold report available to review unknown Highest Earned Degree and/or Award codes.

Element ID/Name/Format/Description		*Description:* Indicates high school status as of the current term (SH020/SH030).
SP050	**High School Status** N(3,0)	

Codes - ID/Name/Description		
1	High School Graduate	Graduated from high school.
2	Home School Graduate	Completed high school requirements through a home schooling program.
3	GED Recipient	Earned a General Educational Development (GED) diploma.
4	HS Student On-Going	Enrolled in a high school or a home schooling program while taking college courses.
5	Non-HS Graduate	Has not graduated from high school and will not be concurrently enrolled in a high school while taking college courses.
6	Unknown	Unknown High School Status.

Business Rules – Error Level/Description	
Fatal	Required if Higher Education History (SE020) is undergraduate First-Time (1) or Undergraduate Transfer (2).
Fatal	Must be a valid code for required students.
Fatal	If Higher Education History (SE020) is Concurrently Enrolled in High School (5), High School Status must be HS Student On-Going (4).
Threshold	BI Threshold report available to review unknown High School Status codes.

Element ID/Name/Format/Description		*Description:* Year graduated from high school, completed a home schooling program or earned GED.
SP060	**High School Graduation Year** N(4,0)	

Business Rules – Error Level/Description	
Fatal	Required when High School Status (SP050) is High School Graduate (1), Home School Graduate (2), or GED Recipient (3).
Fatal	Must be a four digit year greater than the current year minus 100 and less than the current year plus 6.

Element ID/Name/Format/Description		*Description:* The College Entrance Exam Board (CEEB) code for student's High School.
SP070	**High School CEEB Code** C(6)	

Codes – ID/Name/Description		
xxxxxx	High School Code	The CEEB code for the high school.
960028	Home Schooled	Home schooled.
960057	GED	General Educational Development.
960000	Unknown Domestic HS	Domestic High School unknown or code not found
969999	International HS	International (i.e. non-US) High School

Business Rules – Error Level/Description	
Fatal	Required if High School Status (SP050) is 1 - 4.
Fatal	If provided, must be a valid code (*see Appendix F-2*).
Threshold	BI Threshold report available to review excessive number of Unknown Domestic HS.

Element ID/Name/Format/Description		*Description:* A unique subcampus identifier assigned to the SUNY campus submitting the record (see Appendix A-2).
SE005	**SUNY Subcampus Identifier** N(5,0)	

Business Rules – Error Level/Description	
Fatal	If provided, must be a valid code from the list of subcampus codes in Appendix A-2.

Fatal	If provided, SUNY Subcampus Identifier must be associated with the reporting campus (SH010).

Element ID/Name/Format/Description			*Description:* To indicate an individual's admission status.
SE010	**Admission Status**	N(3,0)	
Codes – ID/Name/Description			
1	Regular Admit		A degree-seeking student admitted into an academic program having met the institution's standard academic admissions criteria.
2	Active EOP Special Admit or GOP Recipient		Either an undergraduate degree-seeking student admitted into an academic program based on the requirements of the Educational Opportunity Program (EOP) who is receiving direct aid and/or services from the EOP program during the current reporting term; or a graduate degree-seeking student receiving support through the Graduate Opportunity Program (GOP) during the current reporting term.
3	Inactive EOP Special Admit		A degree-seeking student admitted into an academic program based on the requirements of the Educational Opportunity Program (EOP) who previously received direct aid and/or services but is <u>not</u> receiving them during the current reporting term.
4	Other Special Admit		A degree-seeking student admitted into an academic program based on criteria other than the institution's standard academic criteria for admission and who is <u>not</u> admitted as an EOP student. This would include Risk Admissions, which are students who fail to meet the normal admission standards of the college or students admitted in recognition of a special talent that merits admission into an academic program offered by the institution that is related to this talent.
5	Non-Degree Seeking		A student who has not matriculated at the college and is not a cross-registrant from another college, but is enrolled in at least one credit course (or a non-credit course eligible for state aid).
6	Continuing Education		A student enrolled exclusively in continuing education courses, including those which were approved as remedial. (Use this code for remedial-course students who should not be included in the reporting campus's official headcount.)
7	Cross Registered -Accessory		A student from the affiliate campus who is attending classes at the reporting campus under a Cross Registration agreement. Applicable only to ESF, Ceramics, and Cornell.
8	Cross Registered - Another SUNY		A cross-registered student from another SUNY college who is attending classes at the reporting campus under a cross registration agreement.
9	Cross Registered - Non SUNY/Unknown		A cross-registered student from a non-SUNY or unknown campus.
10	Cross Registered - Exchange Student from Abroad		A foreign student who is attending classes at the reporting institution under an approved overseas academic programs (OAP) exchange program.
11	College in the High School – State-Op		For state-operated institutions, a high school student taking one or more college level courses taught in his or her high school with curricular oversight and credit transcript provided by the reporting SUNY institution. (Community colleges should continue to report these students as Admission Status 1-5.)
12	Non-Resident at Non-NYS Location		A non-resident student exclusively taking courses that are taught outside of New York State and/or the United States.
13	Auditor		A student enrolled exclusively as an auditor. Use Special Population Code (SE025) to specifically identify whether the student is a Special Auditor or State-Aidable Auditor.
14	EOC		A student enrolled exclusively at a recognized SUNY Educational Opportunity Center. SUNY universities and colleges are not to use this code.
Business Rules – Error Level/Description			
Fatal	Must be a valid code. *Cannot be null.*		
Fatal	Only state-operated institutions can report College in the High School – State-Op.		
Fatal	If Higher Education History (SE020) is Cross-Registered (8), Admission Status must be Cross Registered -Accessory (7), Cross Registered - Another SUNY (8), Cross Registered - Non-SUNY (9), or Cross Registered - Exchange Student from Abroad (10).		
Fatal	Admission Status of Cross Registered -Accessory (7) can only be used if the reporting campus (SH010) is Cornell, Alfred Ceramics or ESF.		
Fatal	Admission Status of EOC (14) can only be used by recognized Educational Opportunity Centers.		
Fatal	For state-operated institutions, if Special Population Code is College in High School (3), Admission Status must be College in High School – State-Op (11).		
Fatal	If Admission Status (SE010) is College in High School – State-Op (11), there must be a Special Population Code of College in High School (3).		
Warning	If Student at Non-NYS Location (12), Permanent State/US Territory Code (SS070) must not be NY.		
Warning	If Admissions Status (SE010) is 5 (Non-Degree Seeking), Primary Academic Award Level must be 8 (not in a program).		
Warning	If Admissions Status (SE010) is 1-4, Primary Academic Award Level must not be 8 (not in a program).		

NOTE: Home institution students remain Admission Status codes 1 – 5. i.e. all of the new values are non-home institution.

Element ID/Name/Format/Description			*Description:* Indicate the higher education history status in
SE020	**Higher Education History (HEH)**	N(3,0)	the term being reported (SH020/SH030).

Codes - ID/Name/Description		
1	Undergraduate First-Time	An undergraduate student (including undergraduate non-degree seeking) who has not previously enrolled at a college or university and will not receive transfer credit from a non-collegiate institution.
2	Undergraduate Transfer	An undergraduate student (including undergraduate non-degree seeking) who has previously attended another college (or non-collegiate institution if transfer credit is awarded).
3	Undergraduate Transition	An undergraduate student who has initially enrolled in an associate degree program at your institution and is entering a baccalaureate program at your institution for the first time. Subsequent undergraduate term enrollments should be classified as Continuing/Returning.
4	Undergraduate Continuing	An undergraduate student who has previously enrolled at your institution.
5	Concurrently Enrolled in High	A student who is enrolled in a high school or a home schooling program while taking college courses.
6	New Graduate	A student who is enrolled for the first time in a graduate program at your institution.
7	Graduate Continuing/ Returning	A graduate student who has previously attended your institution as a graduate student.
8	Cross-Registered	Non-home institution student enrolled at the reporting campus (SH010).
9	Joint Program	A student enrolled at your institution for the first time after having been enrolled at another institution as part of recognized joint degree program.
10	Unknown	A student whose enrollment status is unknown or does not apply (i.e. Admission Status (SE010) is Continuing Education (6)).
Business Rules – Error Level/Description		
Fatal	REQUIRED Element. Must be a valid code for required students - cannot be blank.	
Fatal	If Admission Status (SE010) is Continuing Education (6), HEH must be Unknown (10).	
Warning	If HEH is Undergraduate First-Time (1), the student cannot have prior enrollment at your institution unless it was HEH of Concurrently Enrolled in High School (5) or Unknown (10).	
Fatal	If HEH is Undergraduate Transition (3), the student must have prior enrollment in an associate degree program at your institution.	
Fatal	If HEH is Undergraduate Transition (3), the student must be enrolled in a Primary Academic Program (SE030) at the baccalaureate level at your institution.	
Warning	If HEH is New Graduate (6), student cannot have prior graduate enrollment (HEH of 6 or 7) at your institution.	
Fatal	If Admission Status (SE 010) is Cross Registered – Accessory (7), Cross Registered - Another SUNY (8), Cross Registered - Non-SUNY (9), or Cross Registered - Exchange Student from Abroad (10), HEH must be Cross-Registered (8).	
Warning	If HEH is Undergraduate Transfer (2), the student cannot have prior enrollment at your institution unless it was HEH of Cross-Registered (8), or unless it is the Fall term and only prior enrollment was the Summer term of the same year and HEH was Unknown (10).	
Warning	If HEH is Undergraduate Continuing/Returning (4) or Graduate Continuing/Returning (7), prior enrollment at your institution must be found.	
Threshold	BI Threshold report available to review unknown HEH codes.	

Element ID/Name/Format/Description			*Description:* To identify students with special characteristics. Select all that apply. Optional
SE025	**Special Population Code**	N(3,0)	
Codes – ID/Name/Description			
1	Special Auditor		A New York State resident aged 60+ who takes a course at no charge on a space-available basis.
2	State Aidable Auditor		A student who is officially registered in a credit course, has paid the standard tuition for the course, and whose transcript will acknowledge the course was audited.

3	College in High School	A high school student taking one or more college level courses taught in his or her high school with curricular oversight and credit transcript provided by the reporting SUNY institution.
4	First Generation College Student	A student whose parents do not have college degree. Family members may have attended or may be concurrently attending a college, but have not yet completed either an associate or bachelor's degree.
6	Displaced Homemaker	A student who a) has worked primarily without remuneration to care for a home and family and for that reason, has diminished marketable skills; or b) has been dependent on the income of another family member but is no longer supported by such income; or c) is a parent whose youngest dependent child will become eligible to receive assistance under Part A of Title V of the Social Security Act not later than two years after the date on which the parent applies for assistance under this title; and is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment. (NYSED CTEA)
7	Single Parent	A student who is not married or who is legally separated from a spouse and (1) has a minor child or children for whom the parent has either custody or joint custody or (2) is pregnant. (NYSED CTEA)
8	Limited English Proficient	A student who has limited ability in speaking, reading, writing, or understanding the English language, and (1) whose native language is a language other than English; or (2) who lives in a family or community environment in which a language other than English is the dominant language. (NYSED CTEA)
9	Economically Disadvantaged	A student who participates in any of the following economic assistance programs: Pell Grant, Tuition Assistance Program (TAP), Aid for Part-Time Study (APTS), Educational Opportunity Program (EOP); Higher Education Opportunity Program (HEOP), Search for Education, Elevation and Knowledge (SEEK), and College Discovery (CD), Bureau of Indian Affairs Higher Education Grant Program (BIA), Temporary Assistance for Needy Families (TANF), Workforce Investment Act (WIA), Women, Infants and Children (WIC), other public assistance programs serving economically disadvantaged such as: Food Stamps, Home Energy Assistance Payments (HEAP), Supplemental Security Income, Trade Readjustment Act, and Refugee and Immigration Affairs Assistance; Revised: Or an adult with a documented total family income which meets income eligibility criteria for New York State Higher Education Opportunity Program. For example, guidelines between 2013-14 through 2016-17 : (http://www.highered.nysed.gov/kiap/colldev/HEOP/documents/NYSEDLowincomeGuidelinesEligibilityRequirements2013-14through2016-17.pdf ; Last accessed on February 9, 2017), which is updated yearly by HEOP (http://www.highered.nysed.gov/kiap/colldev/HEOP) (NYSED CTEA)
10	PTECH	A student who is participating in the Pathways in Technology Early College High School (PTECH), one of the New York SED sponsored Early College High School programs. PTECH programs focus on preparing students for careers in technical, manufacturing and health care fields. Students are mentored by employees of businesses who partner with the program. Those completing the program will earn a high school diploma and an associate's degree.
11	SmartScholar	A student enrolled in the Smart Scholars program in which a SUNY institution collaborates with public school districts or public charter schools to create Early College High School programs. These programs provide students who are traditionally underrepresented in post-secondary education with the opportunity, preparation, and support to accelerate the completion of their high school studies and graduate college and become career-ready.
12	Open SUNY +	Student is enrolled in a program approved as Open SUNY +. These programs are on-line and students receive enhanced support services such as concierge, help desk and 24/7 on-line tutoring.
13	Foster Care Youth/Orphan	A student is a foster care youth if he/she is currently, or was at any time after the age of thirteen, in legal custody of the court and residing with a foster family, living in a residential placement center/group home or living in a kinship foster care placement (i.e. placement with a family member other than the biological parents). A student under the age of 21 enrolled in a supervised independent living program is also considered a foster

		care youth. A student is considered an orphan if he/she is a minor who has no living parents and was not adopted before the age of thirteen.
14	Online Student Intent	Student on the Admission Application or by selection of program has indicated their intent to pursue an online degree program.Intention may vary during student's academic history.

Business Rules – Error Level/Description		
Fatal	If provided, must be a valid code.	
Fatal	If Special Auditor (1), calculated age cannot be under 60.	
Fatal	If Admission Status is Auditor (13), there must be a Special Population Code (SE025) of Special Auditor (1), State Aidable Auditor (2), or both.	
Fatal	For state-operated institutions, if College in High School (3), Admission Status (SE010) must be College in High School – State-Op (11) and Higher Education History (SE020) must be Concurrently Enrolled in High School (5).	
Fatal	For community colleges, if College in High School (3), Higher Education History (SE020) must be Concurrently Enrolled in High School (5).	
Fatal	If Admission Status (SE010) is College in High School – State-Op (11), there must be a Special Population Code of College in High School (3).	
Fatal	If Special Population Code is PTECH (10), and Primary Academic Program ID (SE030) is provided it must be an approved PTECH program listed in Appendix Y.	
Fatal	If Special Population Code is - SmartScholar (11), Higher Education History (SE020) must be Concurrently Enrolled in High School (5).	
Fatal	If Special Population Code is Open SUNY + (12), Primary Academic Program ID (SE030) must be an approved Open SUNY + program listed in Appendix Z. Term (SH020) and Year (SH030) must be during or after Start Term for the Open SUNY + program.	
Warning	When Special Population Code is Special Auditor (1) and Admission Status (SE010) is Auditor (13),if there is no State Aidable Auditor(2), the sum of State Supported Remedial-Continuing Ed Credits (SE074), State Supported Remedial-Non Continuing Ed (SE075), State Supported Developmental Credits (SE076), State Supported Lower Division Credits (SE080), State Supported Upper Division Credits (SE090), and State Supported Graduate Credits (SE100) should be zero.	

Element ID/Name/Format/Description			*Description:* The Academic program identifier for the program of study being pursued by the student (see APES Campus View).
SE030	**Primary Academic Program ID**	N(10,0)	
Business Rules – Error Level/Description			
Fatal	Required for HOME INSTITUTION STUDENTS (Admission Status SE010 is 1 - 5) who have a Primary Academic Award Level (SE035) of 4, 5, 6 or 7 (graduate students).		
Fatal	Primary Academic Program ID must be a valid entry in the Inventory of Academic Programs for the reporting campus (see APES Campus View – registered programs).		
Fatal	The corresponding academic award level of Primary Academic Program ID must be consistent with status of Higher Education History (HEH) (SE020).		
Fatal	The corresponding academic award level of Primary Academic Program ID must be consistent with that of Primary Academic Award Level (SE035).		

Element ID/Name/Format/Description			*Description:* The award level of the student's Primary Academic Program.
SE035	**Primary Academic Award Level**	N(3,0)	
Codes - ID/Name			
1	Undergraduate Certificates and Diplomas		
2	Associate		
3	Baccalaureate		
4	Master's		
5	Doctoral		

6	First Professional
7	Graduate Certificate
8	Not in a Program

Business Rules – Error Level/Description	
Fatal	Required if Primary Academic Program ID (SE030) indicates a combined program.
Fatal	Must be a valid code for required students.
Fatal	If HEH (SE020) is 1 – 4, Primary Academic Award Level must be 1, 2, 3, or 8.
Fatal	If HEH (SE020) is 6 or 7, Primary Academic Award Level must be 4, 5, 6, 7, or 8.
Fatal	If HEH (SE020) is 8, Primary Academic Award Level must be 8.
Fatal	If HEH (SE020) is 9, Primary Academic Award Level must be 1-7.
Fatal	If Primary Academic Award Level is 4,5,6,7 or null, Primary Academic Program ID (SE030) must be a Valid APES code.
Fatal	If Primary Academic Award Level is 8, Primary Academic Program ID (SE030) must be null.
Warning	If HEH (SE020) is 5, Primary Academic Award Level is expected to be 8.
Fatal	If HEH (SE020) is Undergraduate Transition (3), Primary Academic Award Level must be Baccalaureate (3).

Element ID/Name/Format/Description			*Description:* This element is only to be used for students who are enrolled concurrently in a second (different) degree program which will result in the awarding of two degrees.
SE040	**Secondary Academic Program ID**	N(10,0)	

Business Rules – Error Level/Description	
Fatal	Secondary Program ID must be a valid entry in the Inventory of Academic Programs for the reporting campus (see APES Campus View – registered programs).
Fatal	Primary Academic Program ID (SE030) and Secondary Academic Program ID (SE040) must not be the same.
Fatal	When Secondary Academic Program ID is supplied, the award level of Primary Academic Program ID (SE030) cannot be Not In A Program (8).
Fatal	If Higher Education History is Concurrently Enrolled in High School (5), this field must be null.

Element ID/Name/Format/Description			*Description:* For students from another US college (domestic college/accessory institution/cross-registration) enrolled in a course during the current academic term (SH020/SH030), indicate the student's home institution using the IPEDS Unit ID (see Appendix F).
SE050	**Student Home Institution Code**	N(6,0)	

Business Rules – Error Level/Description	
Fatal	Required for cross-registered students i.e., Admission Status (SE010) is 7-9.
Fatal	When supplied, must be a valid IPEDS Unit ID (Appendix F).
Fatal	If Admission Status (SE010) is Cross Registered - Accessory (7), Student Home Institution Code must be one of the following institutions: Cornell University (Endowed), Alfred University, or Syracuse University.
Fatal	If Admission Status (SE010) is Cross Registered - Another SUNY (8), Student Home Institution Code must be an IPEDS Unit ID corresponding to a SUNY campus other than reporting campus.
Fatal	If Admission Status (SE010) is Cross Registered - Non-SUNY (9), Student Home Institution Code must be an IPEDS Unit ID corresponding to a non-SUNY institution.
Fatal	If Admission Status (SE010) is 1 – 5, Student Home Institution Code must be null.

Element ID/Name/Format/Description			*Description:* For students participating in SUNY-approved Study Abroad (including foreign exchange programs and Overseas Academic Programs - OAP) programs (see Appendix G). If a student participates in an OAP program at another SUNY or non-SUNY institution, report -1 in this field.
SE060	**Study Abroad Program ID**	C(10)	

Business Rules – Error Level/Description	

Fatal	Required if Admission Status (SE010) is Cross Registered - Exchange Student from Abroad (10).
Fatal	If supplied, must be a valid System Administration Study Abroad Program code (Appendix G); or -1.
Warning	If value is -1, the Admission Status (SE010) should not be any of the four Cross-Registered options (7-10).

Element ID/Name/Format/Description			*Description:* For the current academic term (SH020/SH030), enter the total number of credit hours associated with courses meeting the reporting standards as defined in Appendix O. Exclude any courses dropped during the Drop/Add period. Include withdrawals after the census date, remedial courses with imputed credit hours, contract and other self-supported credit courses, and any credits attempted under a recognized cross-registration agreement. This field will be used to determine the student's workload status (i.e., full-time, part-time) when arraying official CENSUS headcounts.
SE070	**Total Credit Hours**	N(5,2)	

Business Rules – Error Level/Description	
Fatal	REQUIRED Element. Cannot be blank.
Fatal	Total Credit Hours must greater than zero when Admission Status (SE010) is not Continuing Education (6) nor Auditor (13).
Fatal	Total Credit Hours must be less than 40.00.
Fatal	Total Credit Hours must be greater than or equal to the sum of State Supported Remedial-Continuing Ed Credits (SE074), State Supported Remedial-Non Continuing Ed (SE075), State Supported Developmental Credits (SE076), State Supported Lower Division Credits (SE080), State Supported Upper Division Credits (SE090), and State Supported Graduate Credits (SE100), unless Special Population Code (SE025) is State Aidable Auditor (2).
Warning	If Special Population Code (SE025) is State Aidable Auditor (2), then the Total of State Supported Credits (SE74-100) may exceed Total Credit Hours by not more than 7 credits.
Warning	Warning is issued if Total Credit Hours exceeds 24.00.

Element ID/Name/Format/Description			*Description:* Report the subset of the student's Total Credit Hours (SE 070) which are in Remedial Continuing Ed courses. For community colleges, include only those courses which are approved to receive state-aid. These imputed credits will be used to calculate FTE estimations for the current term.
SE074	**State Supported Remedial-Continuing Ed Credits**	N(5,2)	

Business Rules – Error Level/Description	
Fatal	State Supported Remedial-Continuing Ed Credits (SE074) must not be greater than Total Credit Hours (SE070).
Fatal	Only Community Colleges can report State Supported Remedial – Continuing Ed Credits.

Element ID/Name/Format/Description			*Description:* Report the subset of the student's Total Credit Hours (SE 070) which are in Remedial Non Continuing Ed courses. These imputed credits will be used to calculate FTE estimations for the current term.
SE075	**State Supported Remedial-Non Continuing Ed Credits**	N(5,2)	

Business Rules – Error Level/Description	
Fatal	State Supported Remedial-Non Continuing Ed (SE075) must not be greater than Total Credit Hours (SE070).

Element ID/Name/Format/Description			*Description:* Report the subset of the student's Total Credit Hours (SE 070) which are in developmental courses. These imputed credits will be used to calculate FTE estimations for the current term.
SE076	**State Supported Developmental Credits**	N(5,2)	

Business Rules – Error Level/Description	
Fatal	State Supported Developmental Credits (SE076) must not be greater than Total Credit Hours (SE070).

Element ID/Name/Format/Description	

SIRIS Data Dictionary
Student Data Submission Elements

SE080	State Supported Lower Division Credits	N(5,2)	*Description:* Report the subset of the student's Total Credit Hours (SE 070) which are in lower division undergraduate courses. Include only those courses which the reporting campus expects to receive state-aid. These credits will be used to calculate FTE estimations for the current term. Report Credit Hours for Remedial and Developmental Courses, as appropriate, in either SE074, SE075 or SE076. Not as Lower Division courses.
Business Rules – Error Level/Description			
Fatal	State Supported Lower Division Credits (SE080) must not be greater than Total Credit Hours (SE070), unless Special Population Code (SE025) is State Aidable Auditor (2).		

Element ID/Name/Format/Description			*Description:* Report the subset of the student's Total Credit Hours (SE070) which are in upper division undergraduate courses. Include only those courses which the reporting campus expects to receive state-aid. These credits will be used to estimate the upper division FTE for the current term. These credits will be used to calculate FTE estimations for the current term.
SE090	State Supported Upper Division Credits	N(5,2)	
Business Rules – Error Level/Description			
Fatal	State Supported Upper Division Credits (SE090 must not be greater than Total Credit Hours (SE070).		

Element ID/Name/Format/Description			*Description:* Report the subset of the student's Total Credit Hours (SE070) which are in graduate or first professional courses. Include only those courses which the reporting campus expects to receive state-aid. These credits will be used to estimate the graduate FTE for the current term.
SE100	State Supported Graduate Credits	N(5,2)	
Business Rules – Error Level/Description			
Fatal	State Supported Graduate Credits (SE100) must not be greater than Total Credit Hours (SE070).		

Element ID/Name/Format/Description			*Description:* The total credit hours successfully completed by the student prior to the beginning of the current term (SH020/SH030). Includes credits earned at the current campus as well as credits earned at other colleges that have been accepted by your institution. In combination with Primary Academic Program ID (SE030), Accumulated Credit Hours will be used to determine student level.
SE110	Accumulated Credit Hours	N(5,2)	
Business Rules – Error Level/Description			
Fatal	Required for students with Higher Education History (SE020) code of 1-7, 9.		
Warning	Warning is issued if Accumulated Credit Hours exceeds 200.00.		

Element ID/Name/Format/Description			*Description:* Report the number of credits a student is attempting at another post-secondary institution under the cross registration agreement. Cross registered credits are a subset of the student's Total Credit Hours (SE070).
SE115	Cross Registered Credits	N(5,2)	
Business Rules – Error Level/Description			
Fatal	If Cross Registered Credits > 0, the student's Admission status must be between 1 through 5 (a Home Institution Student).		

Element ID/Name/Format/Description			*Description:* Enter the total accumulated number of transfer credits from any other post-secondary institutions earned **prior to** enrolling at the reporting campus. Transfer credits should not be part of the Total Credit Hours.
SE120	Transfer Credit	N(5,2)	

Business Rules – Error Level/Description	
Fatal	Required if Higher Education History (SE020) is Undergraduate Transfer (2). (0 is a valid entry.)
Waring/ Threshold	Do not report transfer credits when Higher Education History (SE020) is Undergraduate Continuing (4) or Graduate Continuing/ Returning (7).

Element ID/Name/Format/Description			Description: *For Early Student Submission (ESS), report* the student's college level course section cumulative grade point average as of the beginning of the current term (SH020/SH030). For End of Term Student submission (EOT), report the student's college level course section cumulative grade point average as of the end of the current term (SH020/SH030). Cumulative Grade Point Average must be calculated in a manner consistent with State Education Department (SED) guidelines.
SE130	**Cumulative Grade Point Average**	N(3,2)	

Business Rules – Error Level/Description	
Fatal	Valid numeric entry between 0.00 and 4.00.
Warning	Cumulative GPA is expected if Higher Education History (SE020) is Undergraduate Transition (3), Undergraduate Continuing (4), or Graduate Continuing/Returning (7).

Element ID/Name/Format/Description			Description: Indicate whether the student is a Pell grant recipient.
SE140	**Pell Grant Recipient Indicator**	B(1)	

Codes - ID/Name/Description		
1	Yes	The student is a Pell grant recipient.
0	No	The student is not a Pell grant recipient.

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENT (Admission Status (SE010) is 1 – 5).
Fatal	Must be a valid code for required students.

Element ID/Name/Format/Description			Description: Indicate whether the student is a TAP grant recipient.
SE150	**TAP Grant Recipient Indicator**	B(1)	

Codes – ID/Name/Description		
1	Yes	The student is a TAP grant recipient.
0	No	The student is not a TAP grant recipient.

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENT (Admission Status (SE010) is 1 – 5).
Fatal	Must be a valid code for required students.

Element ID/Name/Format/Description			Description: Indicate the tuition status of the student.
SE160	**Tuition Rate Indicator**	N(3,0)	

Codes – ID/Name/Description		
1	In-District	Community College student resides in the college's "home district" and is paying in-district tuition. This value should be reported only if in-district tuition is less than in-state tuition. If in-district tuition is the same as in-state tuition, report In-State (3).
2	Equivalent In-District	Community College student resides in another district but is paying in-district tuition by contract or agreement.
3	In-State	Student is a legal NYS resident and paying in-state tuition.
4	Equivalent In-State	Student is not a legal NYS resident but is paying in-state tuition.
5	Out-of-State	Student is paying out-of-state tuition.

6	Non-tuition	Student is enrolled exclusively in courses that do not require tuition (e.g., contract courses, special auditors, college in the high school, fee only courses, etc.)
7	Out-of-State Distance Learning	A student enrolled at a State University of New York (SUNY) State-operated campus who: a) for a given term is enrolled exclusively in online distance learning course(s); and b) has not had an address within the borders of New York State at any point within July 1st and June 30th of a given State-operated campus fiscal year. The distance learning interaction may be synchronous (student and instructor are in communication at the same time), or asynchronous, or a combination of the two.(Draft definition, official not yet finalized.)

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENT (Admission Status (SE010) is 1 – 5).
Fatal	Must be a valid code for required students.
Fatal	If State-Operated Only, cannot report In-District (1) or Equivalent In-District (2).

Element ID/Name/Format/Description			*Description:* Indicate whether the student lives in on-campus housing during the Term/Year (SH020/SH030).
SE170	**Housing Indicator**	N(3,0)	

Codes – ID/Name/Description		
1	On-Campus	On-Campus, housing owned or operated by the campus and listed in the Building Characteristics Inventory (BCI).
2	Off-Campus	Off-Campus, housing that is not owned or operated by the campus.
3	Unknown	Unknown

Business Rules – Error Level/Description	
Fatal	Required for HOME INSTITUTION STUDENT (Admission Status SE010 is 1 – 5).
Fatal	Must be a valid code for required students.
Threshold	BI Threshold report available to review unknown Housing Indicator codes.

Element ID/Name/Format/Description			*Description:* Identify the primary educational goal that most accurately describes the student's reason for enrollment.
SE180	**Student Goal**	N(3,0)	

Codes - ID/Description	
1	Transfer to another SUNY college after earning a degree.
2	Transfer to a non-SUNY college after earning a degree.
3	Transfer to a SUNY college without earning a degree.
4	Transfer to a Non-SUNY college without earning a degree.
5	Earn a degree/certificate and seek employment rather than pursue further post secondary education.
6	Learn new skills or upgrade existing skills without earning a degree.
7	Seek enrichment rather than to pursue a degree/certificate.
8	Obtain a Certificate of General Education Development (GED) through the accumulation of college credits.
9	Uncertain. Student has not determined his/her educational goal at this time.
10	Student has not responded to the request for goal information or Student Goal is not applicable to the student.

Business Rules – Error Level/Description	
Fatal	Required for students enrolled in community colleges. Optional for state
Fatal	Must be a valid code for required students.