

## Standard Definition of Terms (Student Information Reporting)

### 1 Introduction

This document provides a definition for key fields that appear to the end user within the Qlikview Student Information Reporting models, listed alphabetically.

### 2 Standard Data Definitions

Data Item	Description	Further Business Definition
Academic Standing	Short Description of the student's detailed academic standing (or progression status) at the end of the academic year	Descriptions based on Banner Academic Standing values but shortened for reporting use.
Academic Year of Award/ Completion	Academic Year in which the student is awarded their qualification aim or awarded an ITQ or completes study with no formal, associated award	Based on the internal Term Code of the student record within Banner. Note that term codes ending with '15' (concurrent study) will appear under same academic year as the main term codes ending with '10'.  Taken from the maximum Banner degree record associated with the Student's Academic Year of Study
(Academic) Year of Entry	Academic Year when applicant is due to commence their studies towards a specific qualification aim, or when student commenced their studies.	Based on the internal Term Code within Banner. Note that term codes ending with '15' (concurrent study) and '07' (visiting and English Access programmes commencing before main academic year starts) will appear under same academic year as the main term codes ending with '10'
Academic Year of Study	Academic Year in which the student undertakes study.	Based on the internal Term Code of the student record within Banner. Note that term codes ending with '15' (concurrent study) and '07'

Data Item	Description	Further Business Definition
		(visiting and English Access programmes commencing before main academic year starts) will appear under same academic year as the main term codes ending with '10'
Age On Entry	Age as at 30 Sept of the academic year of entry	Rounded to integer value only. May also be shown as grouped into categories of 'under 21' (young) or '21 and over' (mature), or 'Y' or 'M'
Agent Code	Unique code for an agent	
Agent Name	Name of agent representing applicant	
All Students	Indicates that both 'New' and 'Continuing' students are included. May relate to either actual students or planned numbers.	
Applicant Choice Number	Choice Number of application for that applicant	
Applicant ID	Unique identifier for this applicant within an application cycle	
(Applicant) Personal ID	Unique Identifier of the person as generated by UCAS	
Application Date	Date Application was entered onto the Salford Student information System	
Application Snapshot Date	Date when snapshot of application data is extracted from source and stored for future year-on-year comparative purposes.	
(Application) Source	Description of application source	UCAS' or 'Direct'
Application Status	Detailed Application Status Description	E.g. Alternative Offer, Referred to Tutor, APEL, awaiting Interview
Award Date	Date when student was formally awarded their qualification aim or ITQ	The Graduation Date on the maximum Banner Degree record for that qualification.
Awarded (Indicator) (also 'Completed' for PGR)	Indicator of whether the student was awarded their qualification aim or ITQ during a specified year of their study.	This is populated on the student's Year of Study record, only where the Academic Year of Study is equal to the Academic Year of Completion on the maximum Banner Degree record and where the Award Status = 'AW'
Banner ID	The Institution's ID for this Person	

### Standard Definition of Terms – Student Information Reporting

Data Item	Description	Further Business Definition
Block Code BME	Programme Block Code Indicator of whether person belongs to Black or Minority Ethnic group (BME/Non-BME or Unknown)	Indicates the year of the programme that the student is following. Set to BME if Ethnicity code is set to anything except for (a) those who have not identified their ethnicity, (b) White British, White, White Scottish, White – Irish, White - Other  Set to non-BME if Ethnicity code is set to one of the above ‘white’ codes.  Else Unknown (this includes ethnicity codes of Not Known or Information Refused).
Campus	The campus or partner institution or partner country out of which the programme is delivered	
Clearing Application	Indicates whether application is a Clearing Application or Non-Clearing Application or whether the student entered via a Clearing Application or Non-Clearing Application	Clearing Applications are defined as all those applications which are for full-time, UG study and which either came via UCAS with choice number A or B or came via any source with choice number 1 or 7 and was received after 1 July of the entry year and were for main (Sept to Dec) cycle entry cohorts.
Cohort Month ( <i>PGR only</i> )	Programme Commencement Month for the programme that student is following during that Academic Year of Study	
Compensated	Indicates whether student was compensated on a module (compensated/non-compensated)	
Completed Over Time Range	Summary time range by which progression point overran	If On Time Completion Indicator is false then fit the number of days of overrun (from field ‘Satisfied Over Time Length’) into a time range for summary reporting purposes
Component Due Date	Deadline Date when assignment is due to be submitted.	
Confirmed Accept	Whether University has confirmed a firm acceptance from an applicant, i.e. no further conditions of offer are outstanding.	If combined codes: Initial Decision Code, Initial Reply, Confirmation Decision Code, Confirmation Reply are one of ('UFA', 'UFAA', 'UF', 'CFA', 'CFAA', 'UFC', 'UFCA',

Data Item	Description	Further Business Definition
	Also referred to as 'UFAA'	'CFC','CFCA', 'CLA','CLAA','UCCFC','UCCFCA') and application 'completely withdrawn from UCAS flag' from SKASAIN has not been set to 'C' or 'W', this field is set to true. See definition of Decision/Response Code combinations in Appendix.
Course Code	UCAS Course Code for Programme applied for/studied	This is the code used by the UCAS system for applications to Salford. For non-UCAS programmes this is an internal 'artificial' code accorded to the programme in Banner for processing purposes.
CRN	Module CRN (Course Reference Number)	This is the module reference unique to a particular instance/run of the module, e.g. if the module is run multiple times in a year, a different CRN will be assigned. Unique within an academic year.
CRN on Block Indicator	Identifies whether a CRN on which a student is registered forms part of the standard CRNs for their block code.	
Current (Active) Student	Indicator of whether student is registered or writing up at the current time – regardless of which academic year they started their year of study in	Note that due to Banner structure, a student is registered within a specific Academic Year of study that runs from August to August, however a student commencing studies in April of academic year 2016-17 may study for 12 months on that year of study and therefore still be active in March 2017 even though they have no registration record for 2017-18. This indicator will identify students active in either the most current Academic Year of Study or the previous one.
Currently Eligible to Register	Indicator of whether student is eligible to register at the current time – regardless of which academic year they started their current year of study in	Note that due to Banner structure, a student is registered within a specific Academic Year of study that runs from August to August, however a student commencing studies in April of academic year 2016-17 may study for 12 months on that year of study and therefore still be active in March 2017 even though they have no registration record for 2017-18. This indicator will identify students eligible to register in either the most current Academic Year of Study or the previous one (and not currently

Data Item	Description	Further Business Definition
Currently Interrupted	Indicator of whether student is interrupted at the current time – regardless of which academic year they started their current year of study in	active or interrupted in either year). Note that due to Banner structure, a student is registered within a specific Academic Year of study that runs from August to August, however a student commencing studies in April of academic year 2016-17 may study for 12 months on that year of study and therefore still be active in March 2017 even though they have no registration record for 2017-18. This indicator will identify students interrupted in either the most current Academic Year of Study or the previous one (and not also currently active in either year).
Decision Date	Date when initial offer/reject decision was recorded against an application	Minimum date on SKAUDEC for that application.
Decision Status	Groupings of Detailed Application Status	E.g. 'Decision Made' may incorporate detailed status of 'Decision Made' and 'Alternative Offer'
Decision Summary	Combined decision and response codes	See definition of Decision/Response Code combinations below. Set to the combination of the four fields: Initial Decision Code, Initial Reply, Confirmation Decision Code, Confirmation Reply, except where the application 'completely withdrawn from UCAS flag' from SKASAIN has been set to 'C' or 'W', in which case the combined code is set to 'W' for 'Withdrawn'.
Degree Apprenticeship	Indicates whether programme is a degree apprenticeship type	
Degree Classification	Description of classification of the honours degree, PG Taught or PG Research degree or the relevant ITQ code for the award.	Only populated if award status is 'AW' and Banner Degree Completion Term is set to the term of the year of study.
Degree Description	Description of the qualification awarded through a programme of study	As shown on SMAPRLE
Degree Status or Award Status	Indicates whether the qualification is being sought or has been awarded (or for courses with no formal	The status on the maximum Banner Degree record for that student's course of study.

Data Item	Description	Further Business Definition
Disability	award it may indicate completed) Description of the medical condition or physical impairment associated with the disability/medical code	
Disability Indicator	Whether a person has a declared disability (Disabled/Not Disabled)	Set to 'Disabled' where there exists a medical code for the student in the range of [1 - 11 OR 96]
DL or Distance Learning	Indicates a programme with significant distance learning or blended learning components	Denoted on Banner with programme code ending in 'L'
Doctoral Completion Range/Completion Status	Summary description of Doctoral completion status for student's period of study. Values are: Within 4 (i.e. completed within 4 years for FT), Over 4 (i.e. completed in over 4 years for FT), Within 7 (i.e. completed within 7 years for PT), Over 7 (i.e. completed in over 7 years for PT), Not Awarded No Award Date	
Domicile	Description of the Applicant's or Student's Country of Residence on entry to the period of study towards the specified qualification aim.	
(Domicile) Region	Region of the world in which applicant's or student's domicile country is located (UK, EU-Non-UK, Non-EU)	
End Date	If a student has left via award or withdrawal/expulsion, this date is the date of leaving	Relates to student instance and found on SKAHINS screen.
Entry Month	Proposed Month of Entry for Programme of Study applied for or Month in which student commenced studies.	Applications. This is taken directly from the application record and, in exceptional cases where there are 2 intakes per year, this may not always match the standard commencement month on the programme record. The month of entry may be amended to an alternative intake

Data Item	Description	Further Business Definition
Entry Point Entry Year	Year of Programme that applicant is entering onto Proposed calendar year of entry for Programme of Study applied for	month without the programme code being changed. Registrations: Taken from Start Date on Student Instance record. If source data is blank then this is defaulted to year '1'
Ethnicity	Person's Ethnic Description	
Expected Completion Date (PGR only)	The date when the PGR student is expected to complete their study, based on the length of study for that programme within Banner, taking into account only the standard years of registration, not any added writing up years they could be permitted.	Uses standard view built by Digital IT to calculate completion date based on Banner length of programme, start date, years already completed, interruptions and extensions. Reflects the field appearing on screen SYSTUDQ
Expected Submission Date (PGR only)	The date when the PGR student is expected to submit their thesis, based on the length of study for that programme within Banner, taking into account only the standard years of registration, not any added writing up years they could be permitted. Calculated as 90 days prior to expected date of completion	Uses standard view built by Digital IT to calculate completion date based on Banner length of programme, start date, years already completed, interruptions and extensions. Reflects the field appearing on screen SYSTUDQ-90 days.
Final Component	Identifies those components that represent the final component of a module	Relates to HESA rule that dictates that a student has only completed a taught year if all of the final components of all modules have been submitted/sat within 13 months of start of their year.
Final Year	Denotes whether student is in their final year of study leading to a specified qualification aim	Based on the final character of the block code of the student. If this is greater than the length in years of the programme (rounded up) then final year record is indicated.
Final Year of Registration (only PGR)	Denotes whether student is in their final year of registration before any writing up period commences <b>Only applicable to PGR students</b>	Based on the block code of the student If student is full-time <ul style="list-style-type: none"> <li>• If MPhil or M Res and block code = 1</li> <li>• Else if other qualification and block code = 3</li> </ul>

Data Item	Description	Further Business Definition
		<p>If student is part-time</p> <ul style="list-style-type: none"> <li>• If MPhil or M Res and block code = 2</li> <li>• If distance learning and block code = 6</li> <li>• Else if other qualification and block code = 5</li> </ul>
Firm Accept	Whether applicant has firmly accepted an offer	This is defined as true if the initial decision code currently has a value of 'C'- conditional or 'U'-unconditional or 'UCC' – unconditional change of course and Initial Reply Code ='F, or Decision code = 'CLA', regardless of any subsequent response code values, except where the application 'completely withdrawn from UCAS flag' from SKASAIN has been set to 'C' or 'W'. Note that if applications with original firm accepts have since been overridden on Banner as withdrawn or rejected, e.g. at confirmation of results, these will <b>not</b> be set to true.
First Name	First Name / Forename of Person	Latest Person details extracted only, i.e. where SPRIDEN_CHANGE_IND is blank.
First Time Progression	Indicator of whether student was permitted to progress successfully to the next level/year of study at the first attempt, i.e. did not need to retake any modules	Based on end of year Academic Standing Code. Set for any of values 01, 10, 16
Foundation Year (Program)	Indicates whether programme is of type 'with foundation year'	
Franchised (Program)	Indicates whether the programme is run out of Salford only, or is run at a partner institution or a mixture	Note that the field is inaccurate in Banner as not all programmes flagged in this field are franchises – they may be validation only programmes run at partner institutions. Also this field is not set to franchised for flying faculty type programmes, however they may be delivered at an overseas partner site
(Study Year) FTE	A nominal FTE rate allocated to the student term record, used to report on planned numbers and actuals against plan.	Takes into account mode of study of programme, level of programme, registration status, degree code, whether sandwich programme, year of programme. Does not use module credits or length of programme or expected number of credits for the programme year etc.



Data Item	Description	Further Business Definition
Fundability or Funding Status	Description of how the programme is normally funded	E.g. Funded by the Department of Health, non-fundable, fundable by funding council. Latest SKASPRI values only used.
Gender	Gender of Person (Male/Female/Not Known)	May be shown as M, F or N
Global Region	Recruitment region that a country of domicile relates to	
Good Degree	Denotes whether an honours degree is classified as a first or 2:1	
Graduation Date (for PGT and UG Students)	Date when student was formally awarded their qualification aim or ITQ	Graduation Date on the maximum Banner Degree record for that Academic Year of Study.
Graduation Term	Term in which the student graduated	Graduation Term Code on the maximum Banner Degree record for that Academic Year of Study.
Graduation Session	The session in which the student is expected to attend a graduation ceremony. Can denote a summer or winter session in particular year	Based on code in SGASTDN. Updated by schools ahead of graduation sessions.
Graduation Year	Academic Year in which the student graduated	Academic Year relating to the Graduation Term Code on the maximum Banner Degree record for that Academic Year of Study.
Greater Manchester Indicator	Indicates whether postcode on entry falls within Greater Manchester by virtue of its Local Authority	Set to true if Local Authority appears in a reference list of Local Authorities within Manchester. Postcode on entry as appears in SKAHINS.
HQE or Highest Qualification on Entry	Description of the Highest Qualification attained by the applicant or student upon Entry to their study towards a specified qualification aim.	This is the HESA new Highest Qualification on Entry 'QVALENT3' value
Highest Qualification on Entry Category	Grouping of Highest Qualification on Entry values to provide more meaningful reporting. Category values are: 'Graduate or Equivalent' 'Other HE and Professional' 'A Levels, Highers or equivalent' 'Access Course'	Based on categories used by HESA

Data Item	Description	Further Business Definition
	'Other Qualifications' 'None' 'Postgraduate' else 'Not Known'	
IFY Indicator	Indicates whether programme is an International Foundation Year programme or not (IFY/Non-IFY)	
Instance Number	Number relating to a record of overall study towards a specific level of qualification. Use in the HESA return	
Insurance Accept	Whether applicant has accepted an offer as insurance	This is defined as true if the initial decision code currently has a value of 'C'- conditional or 'U'-unconditional or 'UCC' – unconditional change of course and Initial Reply Code ='I', regardless of any subsequent response codes, except where the application 'completely withdrawn from UCAS flag' from SKASAIN has been set to 'C', 'W'. Note that if applications have since been overridden on Banner as withdrawn or rejected, these will <b>not</b> be set to true.
Intake	Whether application is for main or mid-cycle intake or student belongs to a cohort that commences the academic year in the main or mid-cycle intake	For applicants, if Entry Month is one of (8,9,10,11,12) then 'Main' otherwise 'Mid-Cycle' For students, if programme commencement date for the Academic Year of Study falls between August and December inclusive then 'Main' otherwise 'Mid-Cycle'
Intake Month	The month in which the programme commences.	
Interrupting since previous year	Identifies students who are in an interruption status for a specific academic term but who were also interrupted at the end of their previous term.	The interruption has crossed terms and is not new - the student has never been registered in the current term and should not count in retention /attrition statistics.
ITQ or Interim Award	Interim terminating qualification	where a student does not complete the full qualification aim but partially completes it making them eligible to receive a lower level award, e.g. Diploma of Higher Education after 2 years study of a 3 year Undergraduate Degree

Data Item	Description	Further Business Definition
(JACS) Subject Area (PGR only)	Description relating to JACS Level 1 Subject Code for the Programme of Study	Note that there can be up to 3 separate JACS codes and therefore JACS Subject Areas for the programme.
Key Progression Point	Identifies whether a PGR Progression Point is a Key Progression Point Type. Includes these types: Internal Evaluation/Interim Assessment/Learning Agreement	
Last Name	The Last Name / Surname of Person	
Late Application	Indicates whether application was submitted to UCAS before the January deadline	If 'N' then No, if 'L' or 'Y' then Yes.
Late Registration	Identifies those records where the initial date of registration for a specific academic term was greater than 14 days after the start date of the programme for that academic term.	
Latest Offer Text	The latest outstanding offer conditions for an application	These may get removed over time as offer conditions are met, so this reflects the latest state
Level	Level of Study for the Programme of Study (Will be 'UG' or 'PGT' or 'PGR')	If the level code of the Programme on SMAPRLE is 'PG', then if the Degree Code is found in GTVSDAX_EXTERNAL_CODE where GTVSDAX_INTERNAL_CODE = 'RESEARCH', set level to 'PGR' Otherwise set to 'PGT'. PGR codes currently include:DBENV, DCONM, DMA, DPROF, DREAL, ENGD, LLMR, MPHIL, MRES,MSR,PHD but may be extended.
Local Authority Name	Local Authority Name	Sourced from Office for National Statistics Postcode Directory data
Low Participation Area/Low POLAR/POLAR 4	Denotes whether application or student falls within HEFCE Widening Participation definitions as a result of their Postcode on Entry falling within an area of Low Participation in Higher Education.  (Values are Low Participation/Not Low Participation)	Based on quintile classification of the postcode. Low Participation includes quintile 1 only.  Uses both the Young participant postcode classification (POLAR4) and the legacy HE-qualified adult postcode classification to determine quintile, as sourced from HEFCE.

### Standard Definition of Terms – Student Information Reporting

Data Item	Description	Further Business Definition
		<p>If applicant/student is under 21 on entry and Programme on entry is full-time then uses the POLAR4 Young Participant Quintile. If applicant/student is mature or part-time Programme on entry then uses the legacy Adult HE Quintile. Note there are no longer updates for the Adult HE Quintile being published for new postcodes, however normally staff only use the definition to look at young, full-time, UG students.</p> <p>Only calculated if student is UK domiciled or domicile is null. (Calculated for both HEFCE-fundable and non-HEFCE-fundable Programmes).</p>
Mobile	Latest Active Mobile Telephone Number for the Person	
Mode of Study	<p>Overall summary of mode of study pertaining to an application or study programme.</p> <p>Full-time or Part-time (FT or PT).</p>	<p>Derived initially from HESA Mode of Study Code for the programme: Full-time Codes = 1,2, 12, 23, 24 Part-time 31, 33, 34, 35, 25.</p> <p>If no mode found, as record missing in Banner, then use final letter of Programme code to determine mode summary, i.e. FT=F,S PT=L,D,P Note that courses that are only followed on a FT basis for a few months may appear under PT mode according to this rule.</p>
Module Credits	Number of credits that can be earned from a module	
Module Grade or Mark	Final Grade student achieves for module or interim grade if marks not yet finalised.	If final module grade rolled to academic history then use value from academic history record (SHRTCKL table), otherwise use unrolled module grade (from SFRSTCR table)
Module ID	Internal Banner reference for a module	Combined Course ID and Subject ID relating to module in Banner
Module Level	Level of study associated with module (e.g. 3,4,5,6 for undergraduate and M or 7 for postgraduate taught)	
Module School	Name of school which owns module	

Data Item	Description	Further Business Definition
(Module) Semester  (Also Part of Term)	Period of the Academic Year during which Module CRN runs	E.g. PGT October Start Semester 1. Take from the description of the 'Part-of-Term' field in Banner. There is a large variety of different periods defined by this field and it does not necessarily pertain to a single 'Semester' in the University calendar.
Module Subject	Description of Internal Banner Subject categorisation of module	Note that this can become out of date over time and will not necessarily accurately reflect the JACS subject code categorisation of the module.
Module Title	Module Title	Taken from latest catalogue entry for CRN or module details. This is the CRN Module Title from ssasect, or if this is blank it is the module title from scacrse
New Student	Indicates whether student is of type 'New', i.e. newly recruited towards a given qualification aim, for a specific Academic Year of Study. May relate to either actual students or planned numbers	
Non-Successful Progression	Indicator of whether student was unsuccessful in all attempts to progress to the next level/year of Programme	Based on end of year Academic Standing codes. Set to true for any of codes (04,03,02,05,06,08)
NS	Non-submission – where a student has not completed and submitted a component of a module or has not attended an examination component	
Offer	Indicates whether University has made an offer on an application	Defined as true if the initial decision code currently has a value of 'C'-conditional or 'U'-unconditional, 'UCC' – unconditional change of course, 'CLA' – clearing offer, regardless of any subsequent applicant reply or confirmation decision, except where the application 'completely withdrawn from UCAS flag' from SKASAIN has been set to 'C' or 'W'. Note that if applications with original offers have since been overridden on Banner as withdrawn or rejected, e.g. at results confirmation, these will <b>not</b> be set to true.
On Time Completion Indicator	Indicator to identify if a progression point was completed on time	If progression point satisfied and no overrun, i.e. Progression Point Status Date <= Progression Point Due Date then set to true

Data Item	Description	Further Business Definition
Origin Fdtn Yr or IFY	Denotes a student record where that student started off on either a foundation year or an IFY	Note this indicator is only set where the student record relating to the original Foundation Year or IFY year is present in the Qlikview data set, i.e. in last 5 years.
Over Time Completion (Progression Point)	Indicates whether Progression Point was completed after the due date	
Overdue Indicator	Indicator to identify overdue progression points	If progression point not satisfied, and Progression Point Due Date < today's date then set to true
Overdue Length	Length of time in days that the progression point is overdue	If Overdue Indicator is true then set as the difference between today's date and Progression Point Due Date
Overdue Time Range	Summary time range in which the overdue progression point fits	If Overdue Indicator is true then fit the value of Overdue Length into a time range for summary reporting purposes
Parental HE Experience	Indicates the degree of experience of Higher Education undergone by parents of the student	Only where response provided in UCAS
Passed (Module)	Indicates whether grade achieved by student for module qualifies as a Pass or Fail (Yes/No)	Latest grade (whether ratified or not at exam board) is usually shown unless explicitly specified otherwise.
Perm Address Line 1	First line of latest Permanent Address for student/applicant	
Perm Address Line 2	Line 2 of latest Permanent Address for student/applicant	
Perm Address Line 3	Line 3 of latest Permanent Address for student/applicant	
Perm Address Line 4	Line 4 of latest Permanent Address for student/applicant	
Permanent City	Latest Permanent Address City for student/applicant	
Permanent Postcode	Latest Permanent Address Postcode for student/applicant	
Permanent Telephone	Latest Active Telephone number of type 'Permanent' for student/applicant	

Data Item	Description	Further Business Definition
Personal Email 1	First Active Personal Email address for applicant/student	
Personal Email 2	Second Active Personal Email address for applicant/student	
PHD Submission Date	Indicates date when a PhD student submitted their PhD.	
PhD Submission Range/PhD Submission Status	Summary description of Doctoral completion status for student's period of study. Values are: Within 4 (i.e. completed within 4 years for FT), Over 4 (i.e. completed in over 4 years for FT), Within 7 (i.e. completed within 7 years for PT), Over 7 (i.e. completed in over 7 years for PT), Not Awarded No Award Date	
Planned Number	Official planned registered student number from the Academic Plan for a specified academic year.	
PMC	Personal Mitigating Circumstances	Relates to submission by student of a Personal Mitigating Circumstances request asking for exceptional circumstances to be taken into consideration which have affected student's ability to complete an assignment.
POLAR 3	See Low POLAR definition	
Postcode on Entry	permanent residence postcode on entry	This field will be taken from the postcode entered onto SKAHINS and may be blank or incorrect due to process/data entry errors. Note that when admissions record is converted to student record, this field is populated in Banner from the latest permanent address postcode if blank in SKASAIN admissions record.
Predicted Grades	The grades that an applicant is predicted to attain by their school/referee	
Previous Academic Standing	Short Description of the student's detailed	Descriptions based on Banner Academic Standing values but shortened

Data Item	Description	Further Business Definition
Previous Institution	academic standing (or progression status) at the end of the previous academic year Name of applicant's or student's last high school/last institution attended/UCAS application centre	for reporting use. Based on their existing a previous term record with same type of term code, e.g. both ending in '10' Take the latest institution code only for that person (note this could sometimes result in some erroneous data appearing for UG applicants/students who have made a later application for a PG course)
Previous Institution Code	Code of applicant's or student's last high school/last institution attended/UCAS application centre	Take the latest institution code only for that person (note this could sometimes result in some erroneous data appearing for UG applicants/students who have made a later application for a PG course)
Programme Code	Internal Salford Code for a Programme of Study	Where used in relation to an application or student's year of study this is the programme as recorded against the application or student's year of study record. For students this is the code of latest Programme being studied that year
Programme Group	Where programmes are grouped for the purposes of reporting against planned numbers, NSS results, DLHE results etc., this is the name of the grouping.	Maintained by Strategy team in conjunction with schools.
Programme Group Code	Where programmes are grouped for the purposes of reporting against planned numbers, NSS results, DLHE results etc., this is an artificial code to denote the group.	Maintained by Strategy team in conjunction with schools.
Programme Length	The length in years of the programme – rounded up to the nearest full year.	
Programme Title	Short Programme Title	
Progression After Resit	Indicator of whether student was permitted to progress successfully to next year of programme after having taken a resit.	Based on end of year Academic Standing codes. Set to true for code 09
Progression Point (Type)	Description of Type of Progression Point Agreement	
Progression Point Completion Status	Summary Status for Progression Point: Not Due/Not Completed/On Time/Over Time/Overdue	



Data Item	Description	Further Business Definition
Progression Point Due	Indicator of whether Progression Point is Overdue and has not been satisfied.	
Progression Point Due Date (Also Month Due)	Date by when Progression Point is due to have been completed	
Progression Point Satisfied Indicator	Indicator of whether progression point has been satisfied (Y/N)	
Qualification	Internal Salford Degree Type Code/Qualification Aim for Programme of Study, e.g. MSC, MPHIL	
Qualification Name	Description of Internal Salford Degree Type Qualification Aim for Programme of Study, e.g. Master of Science	
Rate Code	Fee Rate code used to trigger fee charges to be raised for a specific student registration term	
RAE Units of Assessment	Description of Unit of Assessment from RAE 2014 to which PGR student is aligned	
Reg(istration) Description	Description of the current detailed registration status for the student record	e.g. Registered, Repeating, Suspended
(Currently) Registered	Indicator of whether current registration status shows that student is registered for this academic year of study and not writing up  (Registered/Not Registered)	<p>This is set to true if the current detailed registration status code is set to one of:</p> <ul style="list-style-type: none"> <li>RE Registered</li> <li>RP Repeat with Attendance</li> <li>RS Registered Reinstated</li> <li>RW Repeat without attendance</li> <li>RY Prolonged Registration</li> </ul> <p>This is not set to true for the following statuses:</p> <ul style="list-style-type: none"> <li>EA Early Leaver</li> <li>EL Eligible to Register</li> <li>IG Completed Study</li> </ul>

Data Item	Description	Further Business Definition
		IN Interrupted Study RR Cancelled Registration) RX At Collaborative College-Cat C SU Suspending Study TG To Graduate WU Writing Up WD Withdrawn after Registration WN Withdrawn without registering this term XP Expelled from University
Registered with WU	Denotes whether student is one of either 'actively registered' or 'writing up' for that Academic Year of Study (Values - Registered/Not Registered)	For detailed registration codes included see definition for 'Registered', plus WU-writing up
Registration Code	Current detailed registration status code for the student record	e.g. 'RE','RS','RP','SU'
Registration Snapshot Date	Date when snapshot of registration data is extracted from source and stored for future year-on-year comparative purposes.	
Registration Status (PGR Model only)	Summary registration status (values are Registered /Writing Up)	
Registration Status (Change) Date	The date/time when the current registration status code was set on the student record	
Research Centre	Name of Research Centre to which PGR Supervisor is linked	
Residency (Summary)	Summary residency category for funding/fees purposes based on residency detailed code (Home/EU, Overseas, Unknown)	If Residency Code is one of ('1', '4', '6', 'E', 'H') then 'Home/EU'. If Residency Code is one of ('2', '5', '7', '9', 'F', 'D') then 'Overseas'. If related to student record, if Residency Code = 'U' then Unknown.  If related to applicant's residency then where residency code equals 'U' or 'N', assign residency of 'HOME/EU' or 'OVERSEAS' as follows:

Data Item	Description	Further Business Definition
		<p>If UCAS Residency Category on SKRSAIN = '1' then 'HOME/EU' and if UCAS Residency Category on SKRSAIN= '7' then 'OVERSEAS'</p> <p>Else based on matching nationality code and domicile code, if codes match and the code is one of a set of EU codes, set to 'HOME/EU'. Else if domicile code exists and is not one of a set of EU codes, set to 'Overseas'. Otherwise set to Unknown.</p>
Re-sit Offered	Indicates whether student was offered a re-sit for a particular module (Yes/No)	
Re-sit Taken	Indicates whether student re-sat a particular module (Yes/No)	Based on module and component Grade Change and Grande Comment code combinations. Note that in-year reassessments are also classed as re-sits in this indicator.
(Offer) Response Time	Number of days taken between application date and initial offer date	
RX_Programme	Indicates that the programme is one which is run at a collaborative institution with which the student registers, rather than registering at Salford.	Not included in plans, student numbers, HESA returns. Students do not have standard access to Salford systems.
Satisfied Over Time Length	Length of time in whole days that the progression point due date overran by.	If progression point satisfied then calculate the difference between Progression Point Due Date and Progression Point Status Date, rounded to nearest integer value.
School	The Name of the School which administers the Programme of education	Mapped from Banner values for programme but not for module except in Module Board application
Single Module	Indicates whether programme code is an umbrella programme that students register onto in order to complete one or more single modules that do not lead to a specific formal qualification aim	
Socio Economic Class	The description of the Socio-economic class of	<a href="https://www.hesa.ac.uk/collection/c17051/a/sec">https://www.hesa.ac.uk/collection/c17051/a/sec</a>

Data Item	Description	Further Business Definition
	applicant's or student's parents or of applicant/student if they are over 21 at time of entry.	
Socio Economic Class Summary/Low SEC	Summary category for Socio Economic Class (Low SEC/Not Low SEC), where class 4,5,6,7 are denoted as Low SEC	
Split Site (PGR)	Student studies across multiple overseas locations.	
(Main) Sponsor	Name of main or only sponsor with a contract to pay student's fees for the given term record.	
(Main) Sponsor Type	Type of main or only sponsor with a contract to pay student's fees for the given term record.	Indicates whether a UK or International contracting body.
Sponsor Count	Number of sponsors with contracts linking to the student's term record	
Start Date	Start date of student's engagement with the University/period of study towards a specified qualification aim	This is the instance commencement date as recorded on the SKAHINS form for that study instance.
Student Type	Summary Description of Student Type Code (New or Continuing)	If student type code in SGBSTDN = 'N' then new otherwise Continuing.
Study Time Adjustment (PGR)	Number of Days of adjustment period. Study Time Adjustments are usually applied to students to either a) extend their length of registration (non-writing up) period or b) to record the standard writing up period (e.g. 1 year for full-time students).	
Study Year Commencement Date	The date that the programme starts in the specified academic term.	
Supervisor (PGR only)	First Name and Last Name of student's supervisor	Latest active name details for the supervisor effective for that student's academic year of study. Must be the primary advisor in Banner.
(Old) (Entry) Tariff	Total countable tariff score for the student or applicant – used for applicants up to 2016	Calculated sum of the applicable level 3 tariff scores for each qualification the student holds. Only available where there is individual

Data Item	Description	Further Business Definition
(Old) Tariff Band	Description of numeric range into which the entry tariff falls – old UCAS tariff	qualification data entered into the SOATEST screen. Note that some qualifications have no related tariff, e.g. Key Skills. See also Key Measurements for formal average tariff reporting. Used up till 2016
(New UCAS) Tariff or Points	New total tariff or points score for the student or applicant using new UCAS methodology from 2017.	
(New UCAS) Tariff Band	Description of numeric range into which the entry tariff falls – new UCAS tariff.	
Term-Time (TT) Accommodation	Identifies type of accommodation student is living in during term-time	Taken from SKAHINS Year record.
Term-Time (TT) Address Line 1	First line of latest Term-Time Address for student	
Term-Time (TT) Address Line 2	Line 2 of latest Term-Time Address for student	
Term-Time (TT) Address Line 3	Line 3 of latest Term-Time Address for student	
Term-Time City	City of latest Term-Time Address for student	
Term-Time Postcode	Postcode of latest Term-Time Address for student	
Term-Time Telephone	Latest Telephone Number for student of type 'Term-Time'	
Tier 4 Visa Indicator	Indicates whether the student has a Tier 4 Visa record as their latest Visa record	Based on if student has one of following visa types: (Tier 4 attendance) - 'F1', 'F9', 'G4', 'H3','H4','I1','I6' or (Tier 4 Non-Attendance) - ',D1','TW'
TNE	Trans-National Education – denotes those programmes delivered out of an overseas partner campus	Note that some definitions of TNE also include overseas based distance learning students who study Salford programmes, however the definition used in Salford reporting excludes these.
UK Region	Name of Government Region in which a postcode is located	Sourced from Office for National Statistics Postcode Directory data
Un-assessed student	Denotes that the student does not have any academic standing entered against their record in Banner	
University Email	Active University email address for the student	

Data Item	Description	Further Business Definition
UWLP Visiting (Programme)	University-Wide Language Programme Module Indicates if the programme is one with no formal qualification aim that is normally used for exchange arrangements between institutions or for English Access courses	All programme codes that commence with 'V'
Writing Up Writing up Extension	Denotes that student's detailed registration code for that Academic Year of Study is WU (writing up) Number of Days of writing up extension. Writing Up Extensions are usually applied to students in order to extend the length of their writing up period beyond the standard for the program (i.e. for full-time students it is used to extend the Writing Up period beyond the 1 year standard).	
Year of Programme	Year of the Programme being studied (i.e. level or block)	Based on Last character of Block Code

### 3 APPENDIX 1 Application Decision and Response Codes

The following is a list of combined standard application decision and response code values and their business meaning. Note that some applications may show non-standard decision and response code combinations in which case this is erroneous data.

Code	Description
<b>B---</b>	Reject before interview (NMAS only) - <i>note that this code should no longer be used</i>
<b>CD--</b>	Conditional offer of a course place which has been declined by applicant
<b>CFA-</b>	Conditional offer, firm reply, Salford has accepted exam results/qualifications. Normally changes to UFA within 24 hours.
<b>CFC-</b>	Conditional offer, firm reply. Salford has accepted exam results/qualifications, but in association with a change to the application (e.g. change of course or year of entry)
<b>CFR-</b>	Conditional offer, firm reply. Salford has rejected the applicant (on receipt of examination results). Note this is not standard code. Instead R_R is normally applied in this case
<b>CF--</b>	Conditional offer, firm reply.
<b>CIA-</b>	Conditional offer, insurance reply. Salford has accepted exam results/qualifications.
<b>CIC-</b>	Conditional offer, insurance reply. Salford has made a change to the application (e.g. change of course or year of entry)
<b>CIR-</b>	Conditional offer, insurance reply. Salford has rejected the applicant (on receipt of examination results). Note this is not standard code. Instead R_R is normally applied in this case
<b>CI--</b>	Conditional offer, insurance reply
<b>C---</b>	Conditional offer
<b>CLA---</b>	Clearing Offer, no reply
<b>CLAA</b>	Confirmed Clearing Offer, accepted by applicant
<b>F---</b>	Course Full-no vacancies
<b>R---</b>	Rejected application. (Also includes those applications rejected at conformation time)



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<b>U---</b>	Unconditional offer of a course place
<b>UD--</b>	Unconditional offer of a course place which has been declined by applicant
<b>UFAA</b>	Unconditional offer, firm reply. Salford has accepted exam results/qualifications and applicant has confirmed that they wish to accept the unconditional offer of a course place
<b>UFAD</b>	Unconditional offer, firm reply. Salford has accepted exam results/qualifications but applicant has declined the unconditional offer of a course place
<b>UFA-</b>	Unconditional offer, firm reply. Salford has accepted exam results/qualifications and is waiting a short time to ensure that applicant does not wish to change course or defer before the application is changed to 'UFAA' by Salford
<b>UFCA</b>	Applicant was CFC and accepted offer of a place on the different course or different year of entry and so has become unconditional
<b>UFC-</b>	Unconditional offer, firm reply. Salford has made a change to the application (e.g. change of course or year of entry)
<b>UFCD</b>	Unconditional offer, firm reply. Salford has made a change to the application (e.g. change of course or year of entry) and applicant has subsequently declined the amended offer.
<b>UF--</b>	Unconditional offer, firm reply
<b>UIA-</b>	Unconditional offer, insurance reply. Salford has accepted exam results/qualifications but applicant has not confirmed whether they will accept the offer of a course place
<b>UI--</b>	Unconditional offer, insurance reply.
<b>UP--</b>	Unconditional offer of a course place to which the applicant has postponed their reply for up to 10 days - applies to NMAS applications only. <i>Note that this code should no longer be used</i>
<b>UCC-</b>	Unconditional offer made on the basis of a change of course offered
<b>U-C-</b>	A conditional offer with firm reply has been made unconditional by Salford, however Salford has simultaneously made a change to the application (e.g. change of course or year of entry) and we are awaiting the applicant's acceptance of the change.
<b>W---</b>	Withdrawn

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