

CS: Local Configuration Guide - Academic Structure

The Academic Structure Configuration Guide explains necessary tables needed to setup an institution in the PeopleSoft system. The order of the configuration tables presented in this document adheres to the table setup sequence required to successfully set up all tables. However, some set up items related to other Campus Solutions modules will be documented within that module's configuration guide and therefore will not appear in this document.

Your Academic Structure must be clearly defined before implementing other Campus Solutions: Campus Community, Admissions, Student Records, Academic Advisement, Financial Aid and Student Financials. All other modules are dependent on the basic structure set up for your institution.

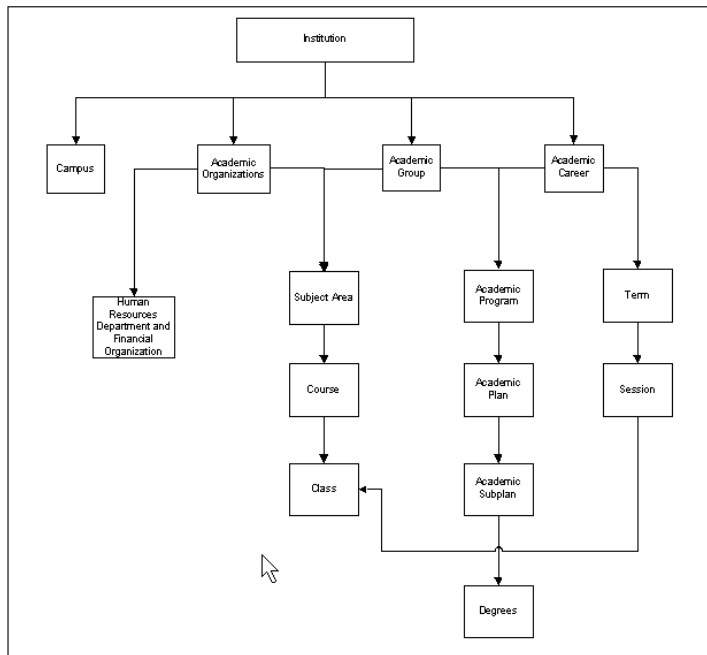
In general, the CS 9.2 Configuration Guides should be setup in the following order:

- **Academic Structure**
- Campus Community

The guide listed in bold is the guide you are working on now. This guide contains a brief description of any issues and /or recommended approaches for the table setups. Tables that are configured and maintained outside the CS pillar may be contained in this document if they support the configuration of Academic Structure. Actual values associated with those non-CS supporting tables will be found in the appropriate configuration guide in the other pillar(s). In addition to this documentation, please refer to the appropriate sections in PeopleBooks for additional details for configuring and maintaining the CS product.

⚠ It is critical to design Academic Structure with the active participation of such modules as, for example, Academic Advisement, which is wholly dependent upon successful Academic Structure configuration. Due to Academic Structure being the foundation for course catalogs, class schedules, grading, awarding of financial aid, billing of students, using student/faculty Self Service, producing the degree audit, and reporting, it is important to include all other modules. We have attempted to indicate those modules that should be consulted in configuration throughout this guide.

The following diagram outlines the interrelationships among these various setup activities.



Tables Contained Within This Process

The tables in the chart below are configured using this guide. The chart below is being provided as a quick reference for listing the contents of the guide, as well as defining table ownership.

Table Name (PS Name)	Text Name (Descriptive)	Owner
SETID_TBL	Table Set ID	Campus (REQ)
ESTAB_TBL	Establishment Table	HCM
ESTAB_PHONE	Establishment Phone	HCM
DEPT_TBL	Department Table	HCM
LOCATION_TBL	Location Address	Campus (REQ)
HEGIS_CODE_TBL	HEGIS Code Table	Campus
CIP_CODE_TBL	CIP Code Table	Campus (REQ)
GRADE_CAT_TBL	Grade Category Table	Campus (REQ)
GRADE_CAT_DTL	Grade Category Detail Table	Campus (REQ)
HOLIDAY_TBL	Holiday Table	HCM
CAMPUS_TBL	Campus Table	Campus (REQ)
GRADESCHEME_TBL	Grading Scheme Table	Campus (REQ)
GRADE_BASIS_TBL	Grading Basis Table	Campus (REQ)
GRADE_TBL	Grade Table	Campus (REQ)
CAMPUS_TBL	Campus Table	Campus (REQ)

Table Name (PS Name)	Text Name (Descriptive)	Owner
INSTITUTION_TBL	Academic Institution Table	Campus (REQ)
INSTALLATION_SA	Installation SA Table	Campus (REQ)
ACAD_ORG_TBL	Academic Organization Table	Campus (REQ)
ACAD_ORG_FS_OWN	Academic Organization Financial Systems Owner	Campus (REQ)
ACAD_ORG_HR_OWN	Academic Organization Human Resources Owner	Campus (REQ)
SUBJECT_TBL	Academic Subject Table	Campus (REQ)
SUBJ_OWNER_TBL	Subject Owner Table	Campus (REQ)
SUBJ_COMPONENT	Subject Workload Component	Campus (REQ)
TERM_TYPE_TBL	Term Type Table	Campus (REQ)
UNIT_CONVR_TBL	Unit Conversion Table	Campus (REQ)
HOLIDAY_TBL	Holiday Schedule Table	HCM
HOLIDAY_DATE	Holiday Date Table	HCM

Table Name (PS Name)	Text Name (Descriptive)	Owner
ACAD_CAR_TBL	Academic Career Table	Campus (REQ)
ACAD_CAR_PTRS	Academic Career Pointers	Campus (REQ)
ACAD_GROUP_TBL	Academic Group Tables	Campus (REQ)
CATLG_CAR_TBL	Academic Career Levels	Campus (REQ)
STND_MTGPAT_TBL	Standard Meeting Patterns	Campus (REQ)
CAR_PTR_EXC	Career Pointer Exceptions	Campus (REQ)
CAR_PTR_EXC_DTL	Career Pointer Exceptions Detail	Campus (REQ)
GB_EXC_MAP	Grade Basis Exception Map	Campus (REQ)
GB_EXC_MAP_DTL	Grade Basis Exception Map Detail	Campus (REQ)
DEGREE_TBL	Degree Table	Campus (REQ)
TERM_VAL_TBL	Term Values Table	Campus (REQ)
TERM_TBL	Term Table	Campus (REQ)
SESSION_TBL	Session Table	Campus (REQ)
TIME_PERIOD_TBL	Time Period Table	Campus (REQ)

Table Name (PS Name)	Text Name (Descriptive)	Owner
SESS_TIME_PEROD	Session Time Period	Campus (REQ)
ACAD_CAL_TABLE	Academic Calendar Table	Campus (REQ)
ACAD_CALTRM_TBL	Academic Calendar Term Table	Campus (REQ)
ACAD_CALSES_TBL	Academic Calendar Session Table	Campus (REQ)
LVL_LD_RULE_TBL	Level Load Rules Table	Campus (REQ)
ACAD_LEVEL_TBL	Academic Level Table	Campus (REQ)
ACAD_LOAD_TBL	Academic Load Table	Campus (REQ)
ACAD_LOAD2_TBL	Statistics Period Load Table	Campus (REQ)
STUDY_FIELD_TBL	Field of Study Table	Campus (REQ)
ACAD_PROG_TBL	Academic Program Table	Campus (REQ)
ACAD_PROG_OWNER	Academic Program Owner	Campus (REQ)
HOME_CAMPUS_TBL	Home Campus Table	Campus (REQ)
ENRL_LIMITS_TBL	Enrollment Limits Table	Campus (REQ)

Table Name (PS Name)	Text Name (Descriptive)	Owner
SESSN_ENRLIMTBL	Session Enrollment Limits Table	Campus (REQ)
ACAD_PLAN_TBL	Academic Plan Table	Campus (REQ)
ACAD_PLAN_OWNER	Academic Plan Owner	Campus (REQ)
ACAD_SUBPLN_TBL	Academic SubPlan Table	Campus (REQ)
ENRL_RSN_TBL	Enrollment Reason Table	Campus (REQ)
ROOM_CHRSTC_TBL	Room Characteristics Table	Campus (REQ)
BLDG_TBL	Building Table	Campus (REQ)
FACILITY_TBL	Facility Table	Campus (REQ)
FACILITY_CMPNT	Facility Component	Campus (REQ)
FACILITY_CHRSTC	Facility Characteristics	Campus (REQ)

List of Translate Tables Important to Academic Structure

Following are the crucial translate tables that you will need to examine as you are setting up your Academic Structure.

Translate Table	Pre-requisite to
GRADING_BASIS	Creating the Grading Scheme Table which contains Grading Bases
ACAD_CAREER	Creating Academic Careers in the Academic Career Table component
EDUCATION_LVL	Creating Levels to attach in the Degree Table component
TERM_TYPE	Creating Academic Careers in the Academic Career Table component
TERM_CATEGORY	Creating terms in the Term/Session Table component

Translate Table	Pre-requisite to
SESSION_CODE	Creating sessions in the Term/Session Table component
TIME_PERIOD	Creating time periods in the Term/Session/ Table component
ACADEMIC_LEVEL	Creating level rules in the Level/Load Rules Table component
ACADEMIC_LOAD	Creating load rules in the Level/Load Rules Table component
ACAD_PLAN_TYPE	Creating academic plans in the Academic Plan Table component
ACAD_SUBPLN_TYPE	Creating academic subplans in the Academic SubPlan

Translate Table	Pre-requisite to	
	Table component	
FACILITY_TYPE	Creating facilities (rooms) in the Facilities Table component	
ENRL_ACTION	Creating enrollment action reasons in the Enrollment Action Reason component	

Tableset IDs

Define TableSet ID.

Five characters are required for the TableSet code value.

One TableSet ID will be created for each of the 34 Institutions.

TableSet ID

SetID:

WAXXX

Description:

My College's Name

Short Description:

CollegeNm

Comments:

My College's Name

Save

Notify

Add

Update/Display

Navigation: PeopleTools > Utilities > Administration > TableSet IDs

Security (being added by Security Team): ZD SACR Academ Struct Config

Menu: UTILITIES

Component: SETID_TABLE

Page: SETID_TABLE

Action: A/UD

Business Unit

Define Business Unit.

At least one Business Unit will be created for each of the 34 Institutions.

Business Unit values will be provided by the Finance Pillar and Institution specific values will be documented in the local Finance configuration and decision guide.

Business Unit

Business Unit Reference

Business Unit

HRXX

*Status

Active

*Description

My College

Short Description

MC

Default Record Group SetIDs

SetID

HRXX

OR

Clone from Existing Business Unit

Save

Notify

Ad

Business Unit

Business Unit Reference

Navigation: Set Up Common Objects > Foundation Tables > Organization > Business Unit

Security: ZD SACR SF All Config

Menu: SETUP_HRMS

Component: HR_BUSINESS_UNIT

Page: Business Unit

Action: A/UD

Business Unit Reference

Define Business Unit Reference.

At least one Business Unit will be created for each of the 34 Institutions.

Business Unit values will be provided by the Finance Pillar and Institution specific values will be documented the local Finance configuration and decision guide.

Business Unit

Business Unit Reference

Business Unit

HRXXX

My College

Business Unit Cross Reference

Asset Management Business Unit	<input type="text"/>	AR Business Unit	<input type="text"/>
Order Management Business Unit	<input type="text"/>	AP Business Unit	<input type="text" value="WAXXX"/>
Balancing Business Unit	<input type="text"/>	PO Business Unit	<input type="text"/>
Budgeting Business Unit	<input type="text"/>	PC Business Unit	<input type="text"/> 🔍
Billing Business Unit	<input type="text"/>	General Ledger Unit	<input type="text" value="WAXXX"/> 🔍
Inventory Business Unit	<input type="text"/>		

Save

Notify

Add

Navigation: Set Up Common Objects > Foundation Tables > Organization > Business Unit (Reference tab)

Security: ZD SACR SF All Config

Menu: SETUP_HRMS

Component: HR_BUSINESS_UNIT

Page: Business Unit Reference

Action: A/UD

SF Business Unit

Define basic business rules for each Business Unit.

At least one value will be created for each of the 34 Institutions.

Business Unit values are documented in the Student Financials configuration and decision guide.

General 1	General 2	Posting Setup	Commit Options	Collections	Refund Setup	Refund Approval	Counters	Taxes
Business Unit WAXXX								
*Description		My College						
Short Description		MC						
*Base Currency		USD	US Dollar					
Exchange Rate Type		CRRNT	Current Rate					
*Academic Institution		WA	College					
Campus		MAIN	MAIN					
Location		MAINL						
General Ledger Unit		WA	College					
Accounting Method		C	Cash Accounting					
AP Business Unit		WA	College					
<div> Save Notify </div>								
General 1 General 2 Posting Setup Commit Options Collections Refund Setup Refund Approval Counters Taxes								

Navigation: Set Up SACR > Product Related > Student Financials > SF Business Unit

Security: ZD SACR SF All Config

Menu: DEFINE_STUDENT_FINANCIALS

Component: BUSINESS_UNIT_SF

Page: BUS_UNIT_TBL_SF

Action: A/UD/DA/C

Transaction

Used to set the regulatory regions that are available to use in the HR system.

Security - Look for the security table of REGIONAL TRANSACTIONS if your regions are not displaying.

At least one value will be created for each of the 34 Institutions. Values are provided by the HCM Pillar.

Transaction
Regions in Transaction

Regulatory Transaction STANDARD

Description
Most applications apply regulatory and legislative edits at the country level. This list of regulatory regions includes all supported countries.

Save
Return to Search
Previous in List
Next in List
Notify
Add
Upd

Navigation: Set Up Common Objects > Install > Regional Transactions *choose standard*

Security: ZD SACR SF All Config

Menu: SETUP_HRMS

Component: REG_TRX_REGION

Page: Transactions

Action: A/UD

Regions in Transaction

Used to set the regulatory regions that are available to use in the HR system.

Set this Value to only include USA.

Values are provided by the HCM Pillar and will be included in the local HCM configuration and decision guide.

Transaction
Regions in Transaction

Regulatory Transaction STANDARD

Regulatory Region	Country	Security Access	Description		
AUS	AUS	ALL	Australia	+	-
USA	USA	ALL	United States	+	-

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Dis

Transaction | Regions in Transaction

Navigation: Set Up Common Objects > Install > Regional Transactions (*choose "STANDARD" > Regions in Transaction tab*)

Security: ZD SACR SF All Config

Menu: SETUP_HRMS

Component: REG_TRX_REGION

Page: Regions in Transactions

Action: A/UD

Establishment Address

Define an establishment, address, and phone numbers.

One Establishment ID is required for each Institution.

This table is shared with the HCM Pillar and values are provided by the HCM Pillar.

Establishment Address

Phone Numbers

Establishment ID: WAXXX

Establishment Address

Find | View All

First 1 of 1 Last

*Effective Date: 04/08/2020

*Status: Active

*Description: Home Sweet Home

Short Desc: HSH

*Reg Region: USA United States

Company:

Country USA United States

Address

Headquarters Unit

Edit Address

USA

Save

Notify

Add

Update/Display

Include History

Correct History

Navigation: Set Up Common Objects > Foundation Tables > Organization > Establishment > *Search Establishment Address*

Security: ZD SACR Academ Struct Config

Menu: SETUP_HRMS

Component: ESTABLISHMENT_DATA

Page: Establishment Address

Action: A/UD/DA/C

Phone Numbers

Enter the establishment's telephone, fax machine, and other related numbers.

The Main Phone Number to the Establishment/Institution will be entered in this page.

Values are provided by the HCM Pillar.

Establishment Address
Phone Numbers

Establishment ID: WAXXX

Establishment
Find | View All
First 1 of 1 Last

Description: Home Sweet Home
Effective Date: 04/08/2020 Status: Active

Phone Numbers
Find | View All
First 1 of 1 Last

Phone Type: Business Phone: 865/867-5309

Save Notify Add Update/Display Include History Correct History

Establishment Address | Phone Numbers

Navigation: Set Up Common Objects > Foundation Tables > Organization > Establishment > *Use Search or Add function*

Security: ZD SACR Academ Struct Config

Menu: SETUP_HRMS

Component: ESTABLISHMENT_DATA

Page: Phone Numbers

Action: A/UD/DA/C

Location Addresses

Define physical locations in your organization.

Locations refer to sites at which the Institution conducts classes and are associated with a campus on the CS Campus Table. All colleges will be configured with a main location code "MAINL" and may configure additional local values. See the location configuration and decision guide for additional values.

Location values are also defined in the HCM Location Table page. See HCM guide for values.

Location Address

Location Profile

SetID

WA

Location Code

AEC

Business Units that use this Setid

Location Address

Find | View All

First

1 of 1

Last

*Effective Date

09/21/2015

*Status

Active

+ -

*Description

Adult Education Center

Short Description

Adult Ed

Building

04

Floor #

Language Code

Phone

Country

Address

Edit Address

Save

Return to Search

Previous in List

Next in List

Notify

Add

Update/Display

Navigation: Set Up Common Objects > Foundation Tables > Organization > Location *Use Search or Add function*

Security: ZZ SACR Academ Struct Config

Menu: SETUP_HRMS

Component: LOCATION_TABLE

Page: Location Address

Action: A/UD/DA/C

Location Profile

Used for HR Functionality.

N/A

Location profile data page is not required for use in CS and will not be configured for CS locations.

Location Address
Location Profile

SetID WA
Location Code AEC

Location Profile
Find | View All
First 1 of 1 Last

Description Center
Effective Date 09/21/2015
Status Active

Salary Default
SetID Plan
Regulatory Region Holiday Schedule
Establishment ID

Payroll for North America
Taxing Locality
Check Cashing Location

USA

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Display
Include History
Correct History

Location Address | Location Profile

Navigation: Set Up Common Objects > Foundation Tables > Organization > Location *Use Search or Add function*

Security: ZZ SACR Academ Struct Config

Menu: SETUP_HRMS

Component: LOCATION_TABLE

Page: Location Profile

Action: A/UD/DA/C

Department Profile

Define Departments, which are the business entities in your Institution.

The Department table is owned and maintained by the Financials and HCM Pillars. CS will coordinate with HCM to determine the departments in the Department table required for CS. See local HCM guide for values.

Department Profile
Department Table

SetID WA
Department 11300
Business Units that use this Setid

Department Profile
Find | View All
First 1 of 1 Last

*Effective Date 07/01/2019
*Status Active

*Description FOUNDATION
Short Description FOUNDATION

Location SetID
Location
Company

Manager Type

None
ID
Position

Manager ID 101 Edwards
Manager Position
ID

Budget Year End Date
*Budget Level None

Payroll for North America
Tax Location

USA

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Display
Include History

Navigation: Set Up Common Objects > Foundation Tables > Organization > Departments *Use Search or Add function*

Security: ZD SACR Academ Struct Config

Menu: SETUP_HRMS

Component: DEPARTMENT_TABLE

Page: Department Profile

Action: A/UD/DA/C

Commitment Accounting and EG

Used for HR Functionality.

Coordination with HCM is recommended to determine the information that should reside in this table. Values are provided by the HCM Pillar.

Department Profile
Department Table

SetID WA
Department 10000

Commitment Accounting and EG
Find | View All
First
1 of 1
Last

Effective Date 07/01/2019
Status Active

*FTE Edit Indicator No Edit

Tenure Processing
☐ Can Grant Tenure

Commitment Accounting
☐ Use Comm. Acctg. / Budgeting
☐ Use Encumbrance Processing
☐ Use Actuals Distribution
☐ Use TL Distribution

*Budget with Department 10000

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Display

Department Profile | Department Table

Navigation: Set Up Common Objects > Foundation Tables > Organization > Departments > Comm. Acctg. And EG

Security: ZD SACR Academ Struct Config

Menu: SETUP_HRMS

Component: DEPARTMENT_TABLE

Page: Comm. Acctg. And EG

Action: A/UD/DA/C

Department Security Tree

Define Departments, which are the business entities in your Institution. The Department Tree is owned by HR.

Department security tree is configured and maintained by HCM. Limited access must be given to assign Department values in the CS pillar.

Department Profile

Department Table

SetID WA
Department 98500
[Business Units that use this Setid](#)

Department Profile

Find | View All First 1 of 1 Last

*Effective Date 01/01/190

*Status Active + -

*Description Dist Chancellor/Ceo

Short Description DistChance

Location SetID

Location

Company

Manager Type

☒ None
☐ ID
☐ Position

Manager ID
Manager Position
ID

Budget Year End Date

*Budget Level None

Payroll for North America

Tax Location

Navigation: Tree Manager > Tree Manager: click on the "pencil" icon from the Department Tree

Security: ZD SACR Academ Struct Config

Menu: TREEMANAGER

Component: PSTREEMGR

Page: Tree Manager, Pstreemgrxfer

Action: A/C

Set Up Department Security Tree to Permission Lists

Setup the Department Security for a Row Security Class using the Department Security Trees.

Department Security tree and permissions are defined and maintained by HCM.

Security by Dept Tree

Row Security Permission List CTC_PT_MASK_ALL Mask SSN and BirthDate
Refresh Tree Effdts by 04/08/2020 Refresh Tree Effective Dates

Define Security Profile				Personalize Find	First 1-2 of 2 Last
*SetID	*DeptID		*Access Code	Effective Date of Tree	
WA	98500	Dist Chancellor/Ceo	Read/Write Access	02/01/1950	+ -
WA	98600	Presidents Office	Read/Write Access	02/01/1950	+ -

Save Return to Search Previous in List Next in List Notify Add Update/Displ

Navigation: Set Up Common Objects > Security > Core Row Level Security > Security by Dept Tree

Security: ZD SACR Academ Struct Config

Menu: SETUP_HRMS

Component: SCRTY_DATA

Page: Security by Dept Tree

Action: A/UD

Refresh the Operator Security Join Table

Run a process to update the row level security on users after changes have been made to the permission list department security tree table.

This process is defined and maintained by HCM.

After the tree manager values have been set in place and the department security permission list table have been set up this process has to be scheduled to run in order for all user security to be updated.

Refresh Row Security Operator

Run Control ID RefreshOpSecurityJoinTable
Report Manager
Process Monitor
Run

Refresh the SJT_CLASS_ALL Security Join Table.
This is done when a Security Type is modified or added, when a Security Tree is modified or added, or when a ROWSECCLASS is modified or added. The process can be run for all data; for all Trees; or for a group of trees, types, or permission lists.

All Tree Permission Lists are updated based on the refresh date Except when run for specific tree.

Row Level Security Refresh

☒ Refresh All Rows?
Refresh Tree Effdts by 04/01/2020 31

Save
Notify
Add
Update/Display

Navigation: Set Up Common Objects > Security > Core Row Level Security > Refresh SJT_CLASS_ALL

Security: ZD SACR Academ Struct Config

Menu: SETUP_HRMS

Component: SCRTY_OPR_RC

Page: Refresh Row Security Operator

Action: A/UD

Grade Category Table

Establish new grade category prompt values that can be assigned in the Grading Scheme table and then used as field values for derived lists at the line item detail level when building academic advisement rules. On the Requirement Line Item Detail page, if the line detail type is DLST, then one of the List Recall Mode field values is Grade Category.

At this time, four Grade Categories will be created for each college. Additional local values may be created.

Grade Category Table

Find | View All

First 1 of 1 Last

SetID WA

*Effective Date 01/01/1901

*Status Active

* Grade Category	* Description		
IR	Taken at	+	-
IS	pass grade	+	-
NONE	NONE	+	-
TRP	Transfer grade	+	-
TRPS	Transfer pass grade	+	-

Save

Return to Search

Previous in List

Next in List

Notify

Add

Navigation: Set Up SACR > Product Related > Student Records > Grading > Grade Category

Security: ZZ SACR Student Rec Config

Menu: DEFINE STUDENT ADMINISTRATION

Component: GRADE_CATEGORY

Page: Grade Category

Action: A/UD/DA/C

Grading Scheme Table

Define all valid Grading Schemes, grading bases, and grades that have been used both historically and currently at your Institution.

A Grading Scheme defines a valid set of Grading Bases for an Institution. Grading Bases hold the grades the institution has used historically and those currently in use.

A Grading Scheme is linked to a SetID rather than to an Institution. All colleges will be configured with two Grading Schemes listed below. See local configuration values embedded below.

Grading Scheme Value	Eff Date	Status	Descr	Short Descr
ACA	1/1/1901	A	Credit Grading Scheme	CrGrd
CON	1/1/1901	A	Continuing Ed Grading Scheme	Continuing

Grading Scheme Table

Find | View All First 1 of 1 Last

SetID WA Grading Scheme ACA

*Effective Date 01/01/2020 *Status Active

*Description Credit Grading Scheme Short Desc CrGrd

Grade Basis Find | View All First 1 of 8 Last

*Grade Basis ADM Administrative

Formal Description Administrative

Grade Basis Convert

Grade Basis Choice Default

Default AA What If Grade

☐ Include in GPA

☒ Grade Required

☐ Elective Grade Basis

☐ Print On Transcript

☐ Print Grade Basis Desc

☐ Audit Grade Basis

Grade Input Find | View All First 1 of 17 Last

*Grade Input * Convert To Grade

*Description Not Printed on Transcript

*Short Desc Missing ☒ Exclude Progress Units

Grade Points 0.000 *Grade Category NONE

Complete

☐ In Progress Grade ☐ Include in GPA ☐ Earn Credit ☐ Valid Attempt ☐ Include in Self Service

*Repeat Checking Option 4) Count = N Process = N

Drop/Withdraw Penalty Grades

Drop with Penalty Withdraw with Penalty

Drop with Greater Penalty Withdraw with Greater Penalty

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Grading Scheme Table

Security: ZD SACR Found Tbl Config Inq and ZD SACR Academ Struct Config

Menu: DEFINE STUDENT ADMINISTRATION

Component: GRADE_SCHEME

Page: Grading Scheme Table

Action: A/UD/DA/C

Academic Institution 1

Create Academic Institution and define default and set up values for Academic Institutions.

Each college will have one unique Institution code. Each code begins with "WA" followed by the 3-digit college code.

Academic Institution 1 | Academic Institution 2 | Academic Institution 3 | Academic Institution 4 | Academic Institution 5

Academic Institution WA College

Find | View All First 1 of 1 Last

*Eff Date 01/01/1901 *Status Active Residency Required ☒

*Description College Short Desc

FormalDesc College

Country USA United States

Address Edit Address

Save Return to Search Previous in List Next in List Notify Add Update/Display Include

Academic Institution 1 | Academic Institution 2 | Academic Institution 3 | Academic Institution 4 | Academic Institution 5 | Academic Institution 6 | Academic Institution 7

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 1

Action: A/UD/DA/C

Academic Institution 2

Define default and set up values for academic Institutions.

The Transfer Grading scheme and basis listed are default values used for courses transferred in from an outside Institution. The Transfer Grading Scheme will be based on the grading scheme for the Academic Career. The Transfer Grading Basis will be the transfer grade basis = "TRN"

School Grading Basis is defaulted to "GRD".

SR Class Schedule Facility Conflict Checking will be selected for use.

Print National ID on Enrl. Ver will be unchecked the delivered Enrollment Verification will not be used.

Course defaults:

- Campus is defaulted to "MAIN"
- Student Specific Permissions will be unchecked

- Auto Enroll from Wait List will be selected
- Enroll into Course Milestones will be unchecked

Course Cancellation defaults:

- Enrollment Action Reason will be “CANC” for cancelled
- Both Drop Related Components options will be selected

Navigation: Set Up SACR> Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 2

Action: A/UD/DA/C

Academic Institution 3

Define default and set up values for Academic Institutions.

Class Meeting Attendance Type will be set to “MTG” class meeting.

Student Attribute for Cohort will be set to “CHRT” student cohort. An attribute value designating entry term will be added for each UGRD student with CHRT attribute.

This value is required for reporting.

NSC Options

- AGD Rule used to determine how the delivered NSC extract process calculates the Expected/Anticipated Graduation Date. This value will be set to Use Expected Grad Term
- Month Factor will be 24
- FICE Code will be populated with the appropriate values by Institution

LMS Options - Use the LMS Options group box to specify LMS file type default values and personal data extract parameters.

The screenshot shows a web-based configuration interface for an Academic Institution. At the top, there are tabs for 'Academic Institution 1', 'Academic Institution 2', 'Academic Institution 3' (selected), and 'Academic Institution 4'. Below the tabs, there are fields for 'Academic Institution' (WA) and 'College'. A search bar with 'Find | View All' and pagination 'First 1 of 1 Last' is present. The main configuration area includes: 'Effective Date' (01/01/1901) and 'Status' (Active); 'Class Meeting Attendance Type' (MTG) and 'Class Meeting'; 'Student Attribute for Cohort'; 'Academic Shift Options' with checkboxes for 'Use Shift' and 'Use Shift by Admit Term'; 'NSC Options' with a dropdown for '*AGD Rule' (Use Expected Grad Term), a text field for 'Month Factor' (24), and a text field for 'FICE Code' (003782); 'LMS Options' with a dropdown for 'Provider for Authentication', a dropdown for 'LMS Extract File Type' (XML V1.1 (req to authenticate)), a dropdown for 'Phone Type' (Home), a dropdown for 'Address Usage' (S_POSTAL) with a search icon and the text 'Student Postal Address', and 'UserID Extract Option' with radio buttons for 'ID' (selected) and 'User ID'. At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', and 'Update/Display'. A footer bar contains a list of academic institutions.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 3

Action: A/UD/DA/C

Academic Institution 4

Use this page to activate Instructor Workload functionality and to establish high level limits, workload preferences, and default values for instructor workload at your Institution.

Workload values will be configured in collaboration with HCM.

Academic Institution 1
Academic Institution 2
Academic Institution 3
Academic Institution 4
Academic Institution 5

Academic Institution WA
College

Find | View All
First
1 of 1
Last

Effective Date 01/01/1901
Status Active

☒ Calculate Workload

Full-Time Warning Limit % 100.00
Part-Time Warning Limit % 100.00

☒ Use Term/Session Weeks in Calc

Workload Hours

Course Component Workload Hrs%
Academic Progress Units %

Default Values

Full-Time Assigned FTE % 100.00
Assignment Type NON
Part-Time Assigned FTE % 100.00
Instructor Assignment Class LECTUR

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Display
Include History

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 4

Action: A/UD/DA/C

Academic Institution 5

Define default and set up values for Academic Institutions.

Academic Program Option, Select Acad Prog During Enroll will be unselected.

Academic Institution 1	Academic Institution 2	Academic Institution 3	Academic Institution 4	Academic Institution 5	Academic Institution 6	Academic Institution 7
------------------------	------------------------	------------------------	------------------------	-------------------------------	------------------------	------------------------

Academic Institution WA

College

[Find](#) | [View All](#) | First | 1 of 1 | Last

Effective Date 01/01/1901 Status Active

Repeat Check

*Process on Enrollment Yes ☐ Temporarily Suspend Repeat Check on Enrollment

*Repeat Grade Check All Courses ☐ Temporarily Suspend Repeat Check on Grade Input

Process on Transfer Credit ☒

Repeat Check at Topic Level ☐

Capture Repeat Assignment Date
☒ On Enrollment Process
☐ On Repeat Process

Grade Match Option Best grade

Academic Program Options

☒ Select Acad Prog During Enroll

[Save](#) | [Return to Search](#) | [Previous in List](#) | [Next in List](#) | [Notify](#) | [Add](#) | [Update/Display](#) | [Include History](#) | [Correct History](#)

[Academic Institution 1](#) | [Academic Institution 2](#) | [Academic Institution 3](#) | [Academic Institution 4](#) | [Academic Institution 5](#) | [Academic Institution 6](#) | [Academic Institution 7](#) | [Academic Institution 8](#)

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 5

Action: A/UD/DA/C

Academic Institution 6

Define default and set up values for Academic Institutions.

N/A - Not used for US institutions. No data will be entered here.

Academic Institution 3 Academic Institution 4 Academic Institution 5 **Academic Institution 6**

Academic Institution WA College

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status Active

Australia

☐ DEST, HECS, Centrelink, TAC

Canada

☐ Government Reporting

New Zealand

☐ Catalog, SDR, EFTS, StudyLink

☐ NZQA

Netherlands

☐ Higher Education

☐ Studielink Participant

☐ Use BRON Interface

☐ BRON-HO Interface

United Kingdom

☐ HESA, UCAS

☐ PBI

Save Return to Search Previous in List Next in List Notify Add Update/Di

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 6

Action: A/UD/DA/C

Academic Institution 7

Define default and set up values for Academic Institutions.

These values are defined for use in the Student and Advisor Centers.

Predefined Academic Advisement Report Types are assigned on this page.

The following values will be configured for each college:

Self-Service Report Types

- Student academic requirement report: ADV Academic Advisement Report
- Student plan and search by requirements: PLN Planner Advisement Report
- Student What-If Report: WIF What-If Advisement Report
- Prematriculated Student What-If Report: WIF What-If Advisement Report
- Advisor What-If Report: WIF What-If Advisement Report

Fluid Report Types

- Academic Progress Summary: ADV Academic Advisement Report
- Academic Progress: ADV Academic Advisement Report
- Course Requirements Alerts: ADV Academic Advisement Report

Fluid Page Option

- Max GPA for Chart Display: 4.0

At this time, Student Transfer Credit What-If Report and Pre-matriculated Student Transfer Credit will not be populated.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 7

Action: A/UD/DA/C

Academic Institution 8

Define default and set up values for Academic Institutions.

This is used for Graduation Tracking and Self-Service options.

Use Graduation Tracking will be selected. Assign predefined default Graduation Review Status of will be Applied "AG".

When Self Service options are selected, the self-service Apply for Graduation process looks for a degree checkout status of Eligible to Graduate on the student's academic program. Students will be set to eligible using the delivered process, eligible students will apply via Self Service and updates to graduation statuses will be done manually by staff as graduation applications and requirements are evaluated. Assign predefined default Program Action Reason of Apply for Graduation "GRAP".

The Grad Status Alternate Label of Eligible for Graduation will be updated to "Eligible to Apply for Graduation".

The screenshot shows a web application interface for configuring an Academic Institution. At the top, there are tabs for Academic Institution 6, 7, 8 (selected), 9, and 10. Below the tabs, the institution name 'Academic Institution WA130 Lower Columbia College' is displayed. A navigation bar includes 'Find | View All', 'First', '1 of 1', and 'Last'. The main content area is divided into two sections: 'Graduation' and 'Graduation Self-Service'. The 'Graduation' section includes a 'Use Graduation Tracking' checkbox (checked), a 'Graduation Review Status' dropdown (set to 'AG'), and several other checkboxes for displaying statistics, milestones, honors, and graduation notes. The 'Graduation Self-Service' section includes a 'Self Service Eligible to Apply' checkbox (checked), a 'Program Action Reason' dropdown (set to 'GRAP'), and options for showing and allowing updates to names and addresses. The 'Address Usage' dropdown is set to 'S_POSTAL'.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 8

Action: A/UD/DA/C

Academic Institution 9

Define default and set up values for Academic Institutions.

WACTC colleges will not use Program Enrollment and Activity Management.

Academic Institution 6 Academic Institution 7 Academic Institution 8 **Academic Institution 9** Academic Institution 10

Academic Institution WA College

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status Active

☐ Enable Program Enrollment

☐ Enable Activity Management

Save Return to Search Previous in List Next in List Notify Add Update/Display Include History

Academic Institution 1 | Academic Institution 2 | Academic Institution 3 | Academic Institution 4 | Academic Institution 5 | Academic Institution 6 | Academic Institution 7 | Academic Institution 8 | Academic Institution 9 | Academic Institution 10

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 9

Action: A/UD/DA/C

Academic Institution 10

Define default and set up values for Academic Institutions.

N/A - Affiliation Code/Research Processing will not be used by WACTC colleges. Leave Affiliation code field blank.

Academic Institution 7 Academic Institution 8 Academic Institution 9 **Academic Institution 10**

Academic Institution WA College

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status Active

Personalize | Find | View All | [Icon] [Icon] First 1 of 1 Last

*Affiliation Code	Description	Admin Role
1		Research Supervisor

Save Return to Search Previous in List Next in List Notify Add Update/Display

Academic Institution 1 | Academic Institution 2 | Academic Institution 3 | Academic Institution 4 | Academic Institution 5 | Academic Institution 6 | Academic Institution 7 | Academic Institution 8 | Academic Institution 9 | Academic Institution 10

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Institution Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: INSTITUTION_TBL

Page: Academic Institution 10

Action: A/UD/DA/C

Campus Table

Define campus values.

Each college will be configured with one Campus value of “MAIN.” Colleges with more than one location will configure additional local Location codes and attach those to the Campus Table.

Campus Table

Academic Institution WA College

Campus MAIN

Find | View All

First 1 of 1 Last

*Effective Date01/01/1901

*StatusActive

+ -

*DescriptionMain Campus

*Short DescriptionMAIN

*Location CodeMAINL

Description - Main Campus

☒ Use SR Class Schedule Facility Conflict Checking

Valid Campus Locations

Find

First 1-2 of 2 Last

*Location Code

MAINL

- Main Campus

+ -

ONLINE

Online

+ -

Save

Return to Search

Notify

Add

Update/Display

Include History

Correct History

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Campus Table

Security: ZD SACR Found Tbl Config In and ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: CAMPUS_TABLE

Page: Campus Table

Action: A/UD/DA/C

Academic Organization Table

Create a listing of all academic organizations defined in the system.

Academic Organizations define how the Institution is administered from an academic perspective. At the lowest level, an Academic Organization can be compared to an Academic Department. At a higher level, an Academic Organization can represent an Academic Division.

Each college will be configured with a high-level institution Organization to which all Organizations roll up to. All other Organizations are locally defined.

The screenshot shows the 'Academic Organization Table' configuration window. At the top, there are tabs for 'Academic Organization Table' (selected), 'Acad Organization_ES Owner', and 'Acad Organization_HR Owner'. Below the tabs, the 'Academic Organization' is set to 'EDUC'. The main section is titled 'Academic Organization Details' and contains several fields: '*Effective Date' (01/01/1901), '*Status' (Active), '*Description' (Education), 'Short Description' (EDUC), '*Formal Description' (Education), '*Academic Institution' (WA), 'Campus' (MAIN), and 'Manager ID'. There are also two sections for 'Edit Instructor Against' (Personal Data, Instructor Advisor) and 'Assign Instructor By' (Campus, Subject, Course). At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', 'Update/Display', and 'Include H'.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Organization Table

Tree Manager> Tree Manager: click on the icon from the Academic Organization Tree

Security:

- ZD FWL View Config
- ZD SACR Found Tbl Config In
- ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: ACADEMIC_ORG_TBL

Page: Academic Organization Table

Action: A/UD/DA/C

Acad Organization FS Owner

Assign Financial System (FS) ownership(s) for each Department within a business unit.

N/A. The FS Owner is not being used by colleges.

The screenshot shows a web application interface for configuring the 'Acad Organization FS Owner'. At the top, there are three tabs: 'Academic Organization Table', 'Acad Organization FS Owner' (which is highlighted in green), and 'Acad Organization HR Owner'. Below the tabs, the page is titled 'Academic Organization' with a dropdown menu showing 'EDUC' and the text 'Education'. A search bar and navigation controls (1 of 1, View All) are present. The main content area displays the 'Effective Date' as '01/01/1901'. Below this, there is a form with three fields: '*Business Unit' (with a search icon), '*Department' (with a search icon), and 'Percent Owned' (with a value of '100.000'). To the right of these fields are '+' and '-' buttons. At the bottom, there is a row of buttons: 'Save' (green), 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', and 'Update/Disp'. Below the buttons, there is a breadcrumb trail: 'Academic Organization Table | Acad Organization FS Owner | Acad Organization HR Owner'.

Navigation: Set Up SACR> Foundation Tables> Academic Structure> Academic Organization Table > Acad Organization FS Owner

Security:

- ZD FWL View Config
- ZD SACR Found Tbl Config In
- ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: ACADEMIC_ORG_TBL

Page: Acad Organization FS Owner

Action: A/UD/DA/C

Acad Organization HR Owner

Assign Human Resource (HR) ownership to each Department.

N/A. The FS Owner is not being used by colleges.

Academic Organization Table Acad Organization ES Owner **Acad Organization HR Owner**

Academic Organization EDUC Education

Effective Date 01/01/1901

*Department Percent Owned + -

Save Return to Search Previous in List Next in List Notify Add Update/Display

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Organization Table > Acad Organization HR Owner

Security:

- ZD FWL View Config
- ZD SACR Found Tbl Config In
- ZD SACR Academ Struct Config

Menu: DESIGN ACADEMIC STRUCTURE

Component: ACADEMIC ORG TBL

Page: Acad Organization HR Owner

Action: A/UD/DA/C

Tree Manager: Academic Organization

Create, update, view the Tree where the Tree Name = 'ACAD ORGANIZATION'.

The Tree Manager is used to define a hierarchical representation of Academic Organizations. All colleges' Organizations will be configured in the ACAD_ORGANIZATION tree. The Academic Institution value on the Organization record must be the same as the Institution that owns it in the Academic Organization tree. If these components are not in sync, security and reporting are adversely affected.

Values and hierarchy are locally defined.

Tree Manager

SetID	Last Audit	Draft Tree
Effective Date 01/01/1901	Status Active	
Tree Name ACAD_ORGANIZATION	2019-09-04-17.38.06.183545	

[Save](#) | [Save As](#) | [Close](#) [Tree Definition](#) | [Display Options](#) | [Print Format](#) | [Export to PDF](#)

[WACTC](#) > **130LWRCO**

[Collapse All](#) | [Expand All](#) [Find](#) First Page ◀ 10 of 529 ▶ Last Page

WACTC - WA Comm. and Tech Colleges

- 010PENCO - PENINSULA COLLEGE
- 030OLYMPIC - OLYMPIC COLLEGE
- 110PIERC - PIERCE COLLEGE
- 130LWRCO - LOWER COLUMBIA COLLEGE
- 140CLARK - CLARK COLLEGE
- 171SPOKANE - Spokane Community College
- 172SPOKEFL - Spokane Falls CC
- 220TACOMA - Tacoma Community College
- 300CASCADI - CASCADIA COLLEGE

Notify

Navigation: Tree Manager> Tree Manager

Security: ZD Tree Viewer

Menu: TREEMANAGER

Component: PSTREEMGR

Page: Tree Manager, Pstreemgrxfer

Action: A/C

Tree Definition and Properties

Click on the Tree Definition link to get to the Tree Definition and Properties page.

The Tree Manager is used to define a hierarchical representation of Academic Organizations. All colleges' Organizations will be configured in the ACAD_ORGANIZATION tree. The Academic Institution value on the Organization record must be the same as the Institution that owns it in the Academic Organization tree. If these components are not in sync, security and reporting are adversely affected.

Values and hierarchy are locally defined.

Tree Definition and Properties

*Tree Name:

ACAD_ORGANIZATION

*Structure ID:

ACAD_ORGANIZATION

*Effective Date:

01/01/1901

*Status:

Active

*Description:

2019-09-04-17.38.06.183545

*Category:

STUDENT_RECORDS

*Use of Levels:

Level Not Used

[Performance Options](#)

Audits

☐ All Detail Values in this Tree
 ☐ Allow Duplicate Detail Values

Perform Audits

Item Counts

Node Count: 528

Leaf Count: 1

Level Count: 0

Branch Count: 0

OK

Close

Navigation: Tree Manager> Tree Manager

Security: ZD SACR Academ Struct Config

Menu: TREEMANAGER

Component: PSTREEMGR

Page: PSTREEMGR

Action: A/UD/DA/C

Update Academic Organization Security

Link the academic organization security tree to academic organization security so that the system recognizes the current effective-dated academic organization security tree.

This process updates the Setup SACR > Security > Secure Student Administration > User ID> Academic Org Security view to allow you to grant access to users.

Run Control ID UpdateAcadOrgSecurity

Report Manager Process Monitor Run

Language English

Report Request Parameter(s)

As Of Date 04/01/2020

Save Notify
Add Update/Display

Navigation: Set Up SACR > Security > Secure Student Administration > Process > Update Security - Acad Orgs

Security: ZC SACR Config

Menu: SECURE_STUDENT_ADMIN

Component: RUN_SA505

Page: RUNCTL_ASOFDATE

Action: A/UD/DA/C

Tableset Control

Define TableSet Control Details.

Define tableset controls and adjust tableset sharing.

Record Group
Tree

Set Control Value:
WA

SetID

*Default SetID:
WA

Record Group Control
Personalize | Find | View All | First 1-10 of 91 Last

Record Group ID	Description	*SetID	Short Description		
ADJUST	SF - Adjustment - INSTITUTION	WA			+ -
AGING	SF Aging Tables -BUSINESS_UNIT	WA			+ -
APPFEEs	SR Applic Fees - INSTITUTION	WA			+ -
AV01_MBR	CR Member Grp - BUSINESS_UNIT	WA			+ -
AV02_GIFT	CRGift Group - BUSINESS_UNIT	WA			+ -
AV03_ITEM	CR Item Types - BUSINESS_UNIT	WA			+ -
AV04_INTV	CR Initiatives - BUSINESS_UNIT	WA			+ -
AV05_DEPT	CR Dept-BUSINESS_UNIT	WA			+ -
AV11_REG	CR - RegRegion - INSTITUTION	WA			+ -
BILLING	SF Billing - BUSINESS_UNIT	WA			+ -

Save
Return to Search
Notify

Record Group | Tree

Navigation: PeopleTools > Utilities > Administration > TableSet Control

Security: ZD SACR Academ Struct Config

Menu: UTILITIES

Component: SET_CNTRL_TABLE1

Page: SET_CNTRL_TABLE2

Action: A/UD

Academic Subject Table

Create subject areas and define taxonomy and workload values.

An academic subject area is a specific area of instruction within an academic organization. Subjects are tied back to the academic organization(s) that offer them.

Blind Grading and Split Ownership will not be used by WACTC colleges.

Academic Subject Table

Subject Taxonomy

Academic Institution

WA

College

Subject Area

ART&

Q

1 of 1

View All

*Effective Date

01/01/1901

*Status

Active

+

-

*Description

Art

Short Desc

ART&

*Formal Description

Art

External Subject Area

Q

☐ Use Blind Grading

*Academic Organization

PVARTS

Q

Performing Visual Arts & Spch

☐ Split Ownership

Save

Return to Search

Previous in List

Next in List

Notify

Add

Update/Displ

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Subject Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: SUBJECT_TABLE

Page: SUBJECT_TABLE

Action: A/UD/DA/C

Subject Taxonomy

Define taxonomy values.

CIP Codes will not be assigned to Academic Subjects.

HEGIS and Field of Study fields will not be used by WACTC colleges.

Academic Subject Table
Subject Taxonomy

Academic Institution WA College
Subject Area ART& Art

1 of 1
View All

Effective Date 01/01/1901 Status: Active
CIP Code
HEGIS Code
Field of Study

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Displ

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Subject Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: SUBJECT_TABLE

Page: SUBJECT_TABLE

Action: A/UD/DA/C

Subject Workload (n/a)

Enter special workload calculation defaults applied to each course taught under this subject.

Subject Workload will not be used by WACTC colleges.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Subject Table > Subject Workload

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

- ZZ SACR Academ Struct Config

Menu: n/a
Component: n/a
Page: n/a
Action: n/a

Holiday Schedule Table

Enter holiday dates and descriptions.

The CS Academic Structure and HCM Pillar share the Holiday Schedule table on which multiple types of holiday calendars can be configured.

The CS Academic Structure will have one Academic Holiday Calendar - CS (AHCCS) for defining those holidays on which classes are not to be scheduled. Coordination with HCM is required to access the Holiday Schedule Table as it resides in the HCM pillar.

Holiday Schedule

Holiday Schedule: AHCCS

Schedule Information

*Description: Academic Holiday Calendar - CS

Short Description: AHC - CS

Holiday Details

Personalize | Find | View All |

1-7 of 10

First

Last

*Holiday	Description	Number of Hours	Holiday Type	Start Time	Time End		
01/01/2014	New Year's Day	8.00	Standard	8:00AM	11:59PM	+	-
01/20/2014	MLK, Jr. Birthday	8.00	Standard	8:00AM	11:59PM	+	-
02/17/2014	President's Day	8.00	Standard	8:00AM	11:59PM	+	-
05/26/2014	Memorial Day	8.00	Standard	8:00AM	11:59PM	+	-
07/04/2014	Independence Day	8.00	Standard	8:00AM	11:59PM	+	-
09/01/2014	Labor Day	8.00	Standard	8:00AM	11:59PM	+	-
11/11/2014	Veteran's Day	8.00	Standard	8:00AM	11:59PM	+	-

Save

Return to Search

Notify

Add

Update/Display

Navigation: Set Up Common Objects > Foundation Tables > Organization > Holiday Schedule

Security: ZD SACR Academ Struct Config
Menu: SETUP_HRMS
Component: HOLIDAY_SCHED_TBL
Page: HOLIDAY_SCHED_TBL
Action: A/UD/DA/C

Acad_Career Translate Table

List of values to associate to a career.

Delivered values of “UGRD” and “CNED” will be used for Academic career values. UGRD description is modified to “Academic Career” and CNED will use delivered description “Continuing Education.”

Use this page to maintain translate values

Field Name: ACAD_CAREER Length: 4

Maintain Translate Values

Personalize Find View All First 1-21 of 21 Last

General Last Updated

*Value	Effective Date	Status	*Long Name	*Short Name	
1 BAC	01/01/1900	Inactive	Bachelor (NLD)	Bachelor	
2 BBL	01/01/1900	Inactive	Vocational Coaching (NLD)	BBL	
3 BOL	01/01/1900	Inactive	Vocational Training (NLD)	BOL	
4 BUSN	01/01/1900	Inactive	Graduate Business	Grad Bus	
5 CNED	01/01/1901	Active	Continuing Education	Cont Ed	
6 CNED	01/01/1900	Active	Continuing Education	Contng Ed	
7 CRED	01/01/1900	Inactive	Semester Credit	Credit	
8 EDU	01/01/1900	Inactive	Education (NLD)	EDU	
9 EXED	01/01/1900	Inactive	Extended Education	Ext Ed	
10 GRAD	01/01/1900	Inactive	Graduate	Graduate	
11 LAW	01/01/1900	Inactive	Law	Law	
12 MEDS	01/01/1900	Inactive	Medical School	Medical	
13 NONA	01/01/1900	Inactive	Non Award	Non Award	
14 PGRD	01/01/1900	Inactive	Postgraduate	Postgrad	
15 RSCH	01/01/1900	Inactive	Research	Research	
16 TECH	01/01/1900	Inactive	Technical	Technical	
17 UENG	01/01/1900	Inactive	Undergraduate Engineering	Ugrad Engr	
			Academic Career	Academic	

Navigation: PeopleTools > Utilities > Administration > Translate Values Type = ACAD_CAREER

Security: ZD SACR Academ Struct Config

Menu: UTILITIES

Component: PSXLATMAINT

Page: PSXLATMAINT

Action: A/UD/DA/C

Academic Career Table

Describe academic careers and set parameters for each academic career, such as Grading Scheme.

Academic career is a concept used in Campus Solutions to designate all course work undertaken by a student at an Academic Institution, which is grouped together in a single student record with its own set of academic statistics (such as GPA).

Academic Plan Type will be "Major".

Grading Scheme will be "ACA".

Default for Term Activation will be "Term Begin Date".

Transfer Credit Defaults:

- Grading Basis will be TRN
- Transfer Grade will be T
- Transcript Level will be Print on Official

The screenshot shows a web-based configuration interface for the 'Academic Career Table'. At the top, there are navigation tabs: 'Academic Career Table' (selected), 'Academic Career Table 2', 'Academic Career Pointers', 'Repeat Checking', and 'Self Service Options'. Below the tabs, there are input fields for 'Academic Institution' (WA), 'College', and 'Academic Career' (UGRD). A search bar with 'Find | View All' and pagination 'First 1 of 1 Last' is present. The main form contains several fields: '*Effective Date' (01/01/1901), '*Status' (Active), '*Description' (Academic Career), 'Short Description' (Academic), 'Academic Plan Type' (Major), '*Grading Scheme' (ACA), 'Credit Grading Scheme', 'Default for Term Activation' (Term Begin Date), and 'Last Term for Hist Enrl Data' (0000). Below these is a section titled 'Transfer Credit Defaults' with fields for '*Grading Basis' (TRN), 'Transfer Grading Basis', '*Transfer Grade' (T), 'Transfer', 'Transcript Level' (Print on Official), and a 'Manual Course Unit Default' section with radio buttons for 'From Incoming Course' (selected) and 'From Course Catalog'. At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', 'Update/Display', and 'Include History'. A footer bar contains the same navigation tabs as the top.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Career Table > Academic Career Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CAREER_TBL

Page: ACAD_CAREER_TBL

Action: A/UD/DA/C

Academic Career Table 2

Establish additional academic career properties and defaults.

The Term Unit Type will be pre-defined value of Quarter "Q".

The "UGRD" Career will have a primacy value of "5". The "CNED" Career will have a primacy value of "10".

There will be one Academic Holiday Calendar (AHCCS) for defining those holidays on which classes are not to be scheduled.

Enroll into Course Milestones will be unchecked.

Graduate Level indicator will be unchecked.

Use Dynamic Class Dates will be checked.

Dynamic Class Date Rule will be populated with DYN.

Allow OEE Enrollment will be checked.

OEE Dynamic Date Rule will be populated with OEE.

The *AA Oprid Display Option will be set to Do Not Display.

Edit Advisor Against the Instructor Advisor table.

Appointment Control Unit Limit will be set to Apply by Sesssion.

Academic Career Table | **Academic Career Table 2** | Academic Career Pointers | Repeat Checking | [Icon]

Academic Institution WA College
Academic Career UGRD Academic Career

Find | View All | First | 1 of 1 | Last

Effective Date 01/01/1901 Status Active
*Term Unit Type Q Quarter Hours
Primacy Nbr 5
Holiday Schedule AHCCS Academic Holiday Calendar - CS

☐ Enroll into Course Milestones
☐ Graduate Level Indicator
☒ Use Dynamic Class Dates

Dynamic Class Date Rule DYN Dynamic 3 - 6 Week
☒ Allow OEE Enrollment

OEE Dynamic Date Rule OEE Open Entry/Exit 11 Week
*AA Oprid Display Option Do Not Display

Edit Advisor Against
☐ Personal Data ☒ Instructor Advisor ☐ Advisor Role

Appointment Control Unit Limit
☒ Limit Applies by Session
☐ Limit Applies Across Sessions

[Save] [Return to Search] [Previous in List] [Next in List] [Notify] [Add] [Update]

Academic Career Table | Academic Career Table 2 | Academic Career Pointers | Repeat Checking | Self Service Options

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Career Table > Academic Career Table 2

Security:

- ZC SACR Config

- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE
Component: ACAD_CAREER_TBL
Page: ACAD_CAREER_TBL2
Action: A/UD/DA/C

Academic Career Pointers

Allows you to specify whether or not a student within an academic career can enroll in courses from another academic career at a particular Academic Institution.

Use the Academic Career Pointers page to specify whether or not a student within an academic career can enroll in courses from another academic career at a particular Academic Institution.

Students in “UGRD” career can enroll in “CNED” career courses. Students in “CNED” career cannot enroll in “UGRD” courses.

Academic Career Table
Academic Career Table 2
Academic Career Pointers
Repeat Checking

Academic Institution
WA
College

Academic Career
UGRD
Academic Career

Find
View All
First
1 of 1
Last

Effective Date
01/01/1901

*Course Career

*Allow Enrollment

Allow Enroll

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Dis

Academic Career Table | Academic Career Table 2 | Academic Career Pointers | Repeat Checking | Self Service Options

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Career Table > Academic Career Pointers

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE
Component: ACAD_CAREER_TBL

Page: ACAD_CAR_PTRS

Action: A/UD/DA/C

Repeat Checking

Use this page to define the repeat-checking controls for students in this Academic Career.

Use the Repeat Checking page to define repeat-checking controls at the academic career level. This is also where you link a repeat rule to an academic career.

The ACAD Repeat Scheme and ACADEMIC Repeat Rules will be used for the UGRD career.

The screenshot shows a web application interface for configuring repeat checking. At the top, there are four tabs: 'Academic Career Table', 'Academic Career Table 2', 'Academic Career Pointers', and 'Repeat Checking' (which is selected). Below the tabs, there are two rows of dropdown menus: 'Academic Institution' (set to 'WA') and 'College' (set to 'College'), followed by 'Academic Career' (set to 'UGRD') and 'Academic Career' (set to 'Academic Career'). A navigation bar includes 'Find | View All', 'First', '1 of 1', and 'Last'. Below this, the 'Effective Date' is '01/01/1901' and the 'Status' is 'Active'. The main section is titled 'Repeat Check' and contains two rows of configuration: 'Scheme' (set to 'ACAD') with a search icon, and 'Repeat Rule' (set to 'ACADEMIC') with a search icon. Below these are two rows of checkboxes: '*Process on Enrollment' (set to 'Yes') and '*Repeat Grade Check' (set to 'All Courses'). To the right of each row is a checkbox for 'Temporarily Suspend Repeat Check on Enrollment' and 'Temporarily Suspend Repeat Check on Grade Input', both of which are currently unchecked. Below the 'Repeat Check' section is a section titled 'Course Catalog Repeats' containing a row for '*Course Catalog Repeat Message' (set to 'None') and a note: 'Note: Repeat Check setup will be used'. At the bottom of the form are several buttons: 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', and 'Update'. A footer bar contains the text: 'Academic Career Table | Academic Career Table 2 | Academic Career Pointers | Repeat Checking | Self Service Options'.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Career Table > Repeat Checking

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CAREER_TBL

Page: ACAD_CAR_RPT_CHK

Action: A/UD/DA/C

Self Service Options

Use this page to define Self-Service options that control the Self-Service experience of students in this Academic Career.

Self Service Academic Program: Allow Student to Select will be unselected.

Self Service Enrl Appt Edit: The Online and Engine option will be selected.

Graduation Self-Service: Override Institution Setup will be selected for the Continuing Education “CNED” career only. Leave all other fields blank below override check box.

Academic Career Table 2Academic Career PointersRepeat CheckingSelf Service Options

Academic Institution WA CollegeAcademic Career UGRD Academic Career

Self Service OptionsFind | View AllFirst1 of 1Last

Effective Date 01/01/1901Status Active

Self Service Academic Program

☐ Allow Student to Select

Self Service Enrl Appt Edit

☐ Enrollment Engine Only☒ Online and Engine

Graduation

☐ Override Institution Setup

SaveReturn to SearchPrevious in ListNext in ListNotifyAddUpdate

Academic Career Table | Academic Career Table 2 | Academic Career Pointers | Repeat Checking | Self Service Options

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Career Table > Self Service Options

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CAREER_TBL

Page: SSR_ACDCAR_SELF SRV

Action: A/UD/DA/C

Academic Group Table

Define Academic Groups within an Institution.

Academic Group identifies the highest-level breakdown of course-offering entities (such as a Division) within your Institution, and is attached to programs in the Academic Program Table.

PeopleSoft Enterprise Student Financials uses academic groups for tuition calculation.

Course Defaults:

- Student Specific Permissions will not be selected
- Auto Enroll from Wait List will be selected

Academic Group Table | Academic Career Level Table | Standard Meeting Patterns

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Group Table > Academic Group Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_GROUP_TBL

Page: ACADEMIC_GROUP_TBL

Action: A/UD/DA/C

Academic Career Level Table

Use this page to allow students in various careers to enroll in courses associated with a particular Academic Group.

For each Academic Career, the highest level catalog number value will be entered. See Academic Groups file above values.

Academic Group TableAcademic Career Level TableStandard Meeting Patterns

Academic InstitutionWA College

Academic GroupA2VICE PRESIDENT OF INSTRUCTION

1 of 1

View All

Effective Date01/01/1901

Status:Active

*Academic Career

CNEDContinuing Education

UGRD Academic Career

*Catalog Nbr To

299

499

+

-

+

-

Save

Return to Search

Previous in List

Next in List

Notify

Add

Update/

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Group Table > Academic Career Level Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_GROUP_TBL

Page: CATLG_CAREER_TBL

Action: A/UD/DA/C

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Standard Meeting Patterns

Use the Standard Meeting Pattern area to define meeting patterns to be used when setting up your class schedule.

All typical patterns will be defined here. These patterns are a data entry aid when scheduling classes. All Academic Groups will be configured with 12 standard meeting patterns. Colleges may request additional patterns as needed. See the table below for local values.

Standard Meeting Pattern	Description	Short Descr	Normal Class Duration
ARR	Arranged	ARR	
DALY	MTWThF	MTWThF	50
F	Friday	F	50
M	Monday	M	50
MTWT	MTWTh	MTWTh	50
MW	Monday, Wednesday	MW	50
MWF	Mon, Wed, Fri	MWF	50
S	Saturday	S	50
T	Tuesday	T	50
TH	Thursday	TH	50
TTH	Tuesday, Thursday	TTh	50
W	Wednesday	W	50

Academic Group Table
Academic Career Level Table
Standard Meeting Patterns

Academic Institution WA College
Academic Group A2 VICE PRESIDENT OF INSTRUCTION

Effective Date 01/01/1901
Status Active

*Standard Meeting Pattern ARR
+ -

*Description Arranged

Short Description ARR

☐ Monday
☐ Tuesday
☐ Wednesday
☐ Thursday
☐ Friday
☐ Saturday
☐ Sunday

Normal Class Duration

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Display

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Group Table > Standard Meeting Patterns

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_GROUP_TBL

Page: STND_MTG_PAT_TBL

Action: A/UD/DA/C

Career Pointer Exception Rule (n/a)

Define exceptions to enrollment career pointers.

N/A - Career pointer exception rules enable you to define exceptions to the regular academic career rules from the Academic Career Pointers page. Career pointer exception rules will not be used by WACTC colleges.

Career Pointer Exception Rule

Academic Institution WA
College

Career Pointer Exception Rule N/A

Find | View All
First 1 of 1 Last

*Effective Date 04/09/2020
*Status Active

*Description
*Short Description

Course Requested

Find First 1 of 1 Last

*Academic Group	Subject Area	Catalog Nbr	*Allow Enrollment	Grading Basis Mapping Rule
			Allow Enroll	

Save Notify Add Update/Display Include History Correct History

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Career Pointer Exception Rule

Security: ZC SACR Config and ZD SR Super User

Menu: n/a

Component: n/a

Page: n/a

Action: n/a

Time Period Table

Define time periods or critical points in time for each academic career.

Time period values are delivered as translate values. All delivered values will be included for each Academic Institution and Academic Career. Three additional custom values were created for enrollment security purposes.

Time Period	Description	Short Descr
000	No Access Granted	No Access
100	End of Pre-Registration	Pre-Rgstrn
110	End of First Week	End 1st Wk
120	End of Second Week	End 2nd Wk
130	End of Third Week	End 3rd Wk
135	End of Add	End of Add
138	Enroll w/Permissions	Permission
140	End of Drop/Add	End Drp/Ad
145	End of Drop	End of Drop
150	Mid-Session	Mid-Sessn
300	End of Term	End Term
400	End of Grading Period	End Grd Pd
999	Forever	Forever

Time Period Table

SetID WA
Academic Career UGRD Academic Career

Personalize Find First 1-13 of 13 Last

*Time Period	*Description	*Short Description		
000	No Access Granted	No Access	+	-
100	End of Pre-Registration	Pre-Rgstrn	+	-
110	End of First Week	End 1st Wk	+	-
120	End of Second Week	End 2nd Wk	+	-
130	End of Third Week	End 3rd Wk	+	-
135	End of Add	End of Add	+	-
138	Enroll w/ Permissions	Permission	+	-
140	End of Drop/Add	End Drp/Ad	+	-
145	End of Drop	End of Drp	+	-
150	Mid-Session	Mid-Sessn	+	-
300	End of Term	End Term	+	-
400	End of Grading Period	End Grd Pd	+	-
999	Forever	Forever	+	-

Save
 Return to Search
 Previous in List
 Next in List
 Notify

Navigation: Set Up SACR > Product Related > Student Records > Enrollment > Time Period Table

Security: ZC SACR Config and ZD SACR Student Rec Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: TIME_PERIOD_TABLE

Page: TIME_PERIOD_TABLE

Action: A/UD/DA/C

Term Table

Use this page to define a term offered for students in a specific career at your Institution.

Historic terms/sessions are pre-populated with each college's defined legacy values. Values for go-live and beyond are provided by the college. College maintains values after go-live.

Term Table

Session Table

Session Time Periods

Integration Dating

Academic Institution

WA

College

Academic Career

UGRD

Academic Career

Term

2203

SPRING 2020

*Description

SPRING 2020

Short Description

2020 SPRNG

*Term Category

Regular Term

*Term Begin Date

04/06/2020

BT

*Ending Date

06/22/2020

BT

*Academic Year

2020

*Holiday Schedule

AHCCS

Academic Holiday Calendar - CS

Default Session Code

*Weeks of Instruction

11

*Transcript Date Print

Print Term Dates

*Sixty Percent Point in Time

05/20/2020

BT

Use Dynamic Class Dates

☐

*Max Program Effdt for Term

04/06/2020

BT

Display in Self-Service

	Begin Date	End Date
*Enrollment & Shopping Cart	02/03/2020 BT	06/22/2020 BT
* Student Planner	04/01/2018 BT	04/17/2020 BT
*What-If Report - Advisor	07/01/2019 BT	06/30/2020 BT
*What-If Report - Prematriculated Student	01/01/1901 BT	01/01/1901 BT
*What-If Report - Student	07/01/2019 BT	06/30/2020 BT

Navigation: Set Up SACR > Foundation Tables > Term Setup > Term/Session Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ Early Alert Reviewer 2
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: TERM_TABLE

Page: TERM_TABLE

Action: A/UD/DA/C

Session Table

Use this page to define a session offered within a term for students within a specific career at your Institution.

Values for go-live and beyond are provided by the college. College maintains values after go-live.

Term TableSession TableSession Time PeriodsIntegration Dating

Academic Institution WA College
Academic Career UGRD Academic Career
Term 2203 SPRING 2020

Session DetailsFind | View AllFirst1 of 3Last

*Session1Regular Academic Session

Enrollment Control Session

*Holiday ScheduleAHCCSAcademic Holiday Calendar - CS

Use Dynamic Class Dates

*Begin Date04/06/2020

*End Date06/22/2020

First Date to Enroll02/17/2020

Last Date to Enroll06/26/2020

*Open Enrollment Date03/09/2020

Last Date for Wait List04/30/2020

Weeks of Instruction11

Census Date04/17/2020

Sixty Percent Point in Time05/20/2020

Facility Assignment Run Date04/06/2020

SaveReturn to SearchPrevious in ListNext in ListNotify

AddUpdate/Display

Navigation: Set Up SACR > Foundation Tables > Term Setup > Term/Session Table > Session Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ Early Alert Reviewer 2
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: TERM_TABLE

Page: SESSION_TABLE

Action: A/UD/DA/C

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Session Time Periods

Use this page to establish session time periods for a specific career and term. These define milestone time periods within each session of a term.

Values for go-live and beyond are provided by the college. College maintains values after go-live. Session time periods for 135 End of Add, 145 End of Drop, and 300 End of Term must be entered for each session each term. These are required for enrollment security purposes.

Term TableSession TableSession Time PeriodsIntegration Dating

Academic Institution WA College
Academic Career UGRD Academic Career
Term 2203 SPRING 2020

Find | View AllFirst1 of 3Last

Session 1Regular Academic Session

Session Time PeriodsFindFirst1-4 of 4Last

*Time Period		*End Date	
135	End of Add	04/08/2020	+ -
138	Enroll w/ Permissions	04/10/2020	+ -
145	End of Drop	05/29/2020	+ -
300	End of Term	06/22/2020	+ -

SaveReturn to SearchPrevious in ListNext in ListNotifyAdd

Term Table | Session Table | Session Time Periods | Integration Dating

Navigation: Set Up SACR > Foundation Tables > Term Setup > Term/Session Table > Session Time Periods

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ Early Alert Reviewer 2
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: TERM_TABLE

Page: SESS_TIME_PERIODS

Action: A/UD/DA/C

Enrollment Action Reason

Define enrollment action reasons to provide relevant information about class enrollment transactions.

Enrollment Action Reasons are used to categorize actions such as adds, drops, and grade changes for reporting purposes. These are also used by Student Financials to establish refunding rules. Colleges will be configured with a standard set of Enrollment Action Reasons but can add additional codes as needed. See the local configuration and decision guide for Student Records for values.

Enrollment Action Reason Table

SetID WA

Academic Career: Continuing Education

Enrollment Action: Drop

Reason Code ADMD

Enrollment Action Reason

Find | View All First 1 of 1 Last

*Effective Date	*Description	Short Description	*Status
01/01/1901	Retain Drop Until Time Period Administration Initiated Drop	Admin Drop	Active
	999 Forever		

Save

Return to Search

Notify

Add

Update/Display

Include History

Correct History

Navigation: Set Up SACR > Product Related > Student Records > Enrollment > Enrollment Action Reason

Security:

- ZC SACR Config
- ZD SACR Student Rec Config
- ZZ SACR Student Rec Config

Menu: DEFINE_STUDENT_RECORDS

Component: ENRL_RSN_TBL

Page: ENRL_RSN_TBL

Action: A/UD/DA/C

Term Calendar 1

Describe academic calendars for an academic career.

The Academic Calendar drives much of the day-to-day business at a university. Calendars impact enrollment, financial aid, graduation, and statistical reporting. Colleges will be configured with two Academic Calendars, one for each Career.

Academic Career	Academic Calendar	Description	Short Descr
UGRD	AQTR	Academic Quarter Calendar	AQTR
CNED	CECL	Continuing Education Calendar	CECL

Term Calendar 1

Term Calendar 2

Term Calendar 3

Term Calendar 4

Session Calendar1

Session Calendar2

Academic Institution WA College

Academic Career UGRD Academic Career

Calendar Information

Find | View All

First 1 of 1 Last

*Academic Calendar

AQTR

*Description

Academic Quarter Calendar

Short Description

AQTR

Save

Return to Search

Previous in List

Next in List

Notify

Term Calendar 1 | Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session Calendar1 | Session Calendar2

Navigation: Set Up SACR > Foundation Tables > Term Setup > Academic Calendar > Term Calendar 1

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CALENDAR_TBL

Page: ACAD_TERM_CAL1

Action: A/UD/DA/C

Term Calendar 2

Enter information dates for term withdrawal or cancellation.

Dates on this page are informational only but are required to utilize term withdrawal functionality. When you perform a term withdrawal or cancellation, the Stud Records Term Withdrawal COBOL/SQL process (SRPCWDPR) uses dates defined for the session, not the term. (See Session Calendar 1 page below.)

The screenshot shows the 'Term Calendar 2' interface. At the top, there are tabs for 'Term Calendar 1', 'Term Calendar 2' (selected), 'Term Calendar 3', 'Term Calendar 4', 'Session Calendar1', and 'Session Calendar2'. Below the tabs, there are fields for 'Academic Institution' (WA), 'College', 'Academic Career' (UGRD), and 'Academic Career'. The main section is titled 'Calendar Information' and includes a 'Find' button, 'View All', and pagination '1 of 1'. Below this, there is a section for 'Academic Calendar' (AQTR) and 'Academic Quarter Calendar'. The 'Term Details' section shows a search for '*Term 2213' and 'SPRING 2021'. There are three main sections for term actions: 'Cancel', 'Withdraw without Penalty', and 'Withdraw with Penalty'. Each section has a 'Deadline' field, a 'Reason' dropdown, and a 'Grade' field. The 'Cancel' section has a deadline of 03/30/2021 and a reason of 'Drop for Non-Payment'. The 'Withdraw without Penalty' section has a deadline of 04/16/2021 and a reason of 'Student Drop Request'. The 'Withdraw with Penalty' section has a deadline of 05/28/2021, a 'Grd Basis' of 'GRD', and a 'Grade' of 'W'. At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', and 'Notify'. A breadcrumb trail at the bottom reads: 'Term Calendar 1 | Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session Calendar1 | Session Calendar2'.

Navigation: Set Up SACR > Foundation Tables > Term Setup > Academic Calendar > Term Calendar 2

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CALENDAR_TBL

Page: ACAD_TERM_CAL2

Action: A/UD/DA/C

Term Calendar 3

Set up term landmark dates for students who are active in the specified term for the specified academic career. These landmark dates are for class enrollment, graduation, statistical reporting, and transcript purposes.

Census date must abide by SBCTC census date policy based on number of instructional weeks.

The screenshot shows the 'Term Calendar 3' configuration page. At the top, there are tabs for 'Term Calendar 1', 'Term Calendar 2', 'Term Calendar 3' (selected), 'Term Calendar 4', 'Session Calendar1', and 'Session Calendar2'. Below the tabs, there are dropdown menus for 'Academic Institution' (set to 'WA') and 'College'. Underneath, there are dropdowns for 'Academic Career' (set to 'UGRD') and 'Academic Career'. A search bar with 'Find | View All' and navigation buttons 'First', '1 of 1', and 'Last' is present. Below this, there are dropdowns for 'Academic Calendar' (set to 'AQTR') and 'Academic Quarter Calendar'. Another search bar with 'Find | View 100' and navigation buttons 'First', '1 of 286', and 'Last' is shown. The main content area contains several date fields with calendar icons: 'Term 2213' (set to 'SPRING 2021'), 'Confer Date' (06/21/2021), 'Census Date' (04/16/2021), '*Fully Enrolled Date' (04/16/2021), '*Show Enrollment on Transcript' (06/22/2021), '*Show Statistics on Transcript' (06/22/2021), and '*Fully Graded Date' (06/23/2021). At the bottom of this section is a 'Student Attribute Value for Cohort' field with a search icon. Below the main content area, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', and 'Notify'. At the very bottom, there is a navigation bar with links: 'Term Calendar 1 | Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session Calendar1 | Session Calendar2'.

Navigation: Set Up SACR > Foundation Tables > Term Setup > Academic Calendar > Term Calendar 3

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CALEDNDAR_TBL

Page: ACAD_TERM_CAL3

Action: A/UD/DA/C

Term Calendar 4

Define valid graduation application dates for each term. The system uses the date range to control the values that students can select in the Expected Graduation Term field on the Self Service Apply for Graduation Select Graduation Term page.

Self-service graduation application is a local decision.

The screenshot shows a web interface for configuring the Term Calendar 4. At the top, there are tabs for Term Calendar 1, Term Calendar 2, Term Calendar 3, Term Calendar 4 (selected), Session Calendar 1, and Session Calendar 2. Below the tabs, the page is titled 'Academic Institution WA College' and 'Academic Career UGRD Academic Career'. A navigation bar includes 'Find | View All', 'First', '1 of 1', and 'Last'. The main content area is titled 'Academic Calendar AQTR Academic Quarter Calendar' and includes a sub-navigation bar with 'Find | View 100', 'First', '1 of 286', and 'Last'. The main content area displays 'Term 2213 SPRING 2021' and a section titled 'Graduation Application Dates' with two input fields: 'Range Start Date' and 'Range End Date'. Below this is a section titled 'Graduation Instructions' with a large text area. At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', and 'Notify'. A footer bar contains links for Term Calendar 1, Term Calendar 2, Term Calendar 3, Term Calendar 4 (selected), Session Calendar 1, and Session Calendar 2.

Navigation: Set Up SACR > Foundation Tables > Term Setup > Academic Calendar > Term Calendar 4

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CALEDAR_TBL

Page: ACAD_TERM_CAL4

Action: A/UD/DA/C

Session Calendar 1

Set up the class cancellation and withdrawal deadlines and data that the Student Records **Term Withdrawal / Cancellation process** uses when a student cancels or withdraws from a term or session within a specified academic career.

Dates will be configured for each of the sessions within each term.

Navigation: Home > Set Up SACR > Foundation Tables > Term Setup > Academic Calendar > Session Calendar 1

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CALENDAR_TBL

Page: ACAD_SESN_CAL2_TBL

Action: A/UD/DA/C

Session Calendar 2

Set up the session drop deadlines that the **enrollment engine** uses when a student drops a class within a particular session of an academic career.

Dates will be configured for each of the sessions within each term.

The screenshot shows a multi-level navigation interface for configuring session drop deadlines. At the top, there are tabs for 'Term Calendar 2', 'Term Calendar 3', 'Term Calendar 4', 'Session Calendar1', and 'Session Calendar2'. Below these, the 'Academic Institution' is set to 'WA1' and 'College'. The 'Academic Career' is set to 'UGRD'. The 'Academic Calendar' is set to 'AQTR'. The 'Term' is set to '2213' and '2021 SPRNG'. The 'Session' is set to '1' and 'Regular'. The interface includes several sections for configuring drop deadlines: 'Drop (Delete Record)', 'Drop (Retain Record)', 'Drop with Penalty', and 'Drop with Greater Penalty'. Each section has a 'Deadline' field, a 'Reason' dropdown, and a 'Grade' field. The 'Drop (Retain Record)' section also has a 'Grd Basis' dropdown. The 'Drop with Penalty' section has a 'Grd Basis' dropdown and a 'Grade' field. The 'Drop with Greater Penalty' section has a 'Deadline' field, a 'Grd Basis' dropdown, and a 'Grade' field. At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', and 'Notify'. The bottom of the page shows a breadcrumb trail: 'Term Calendar 1 | Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session Calendar1 | Session Calendar2'.

Navigation: Set Up SACR > Foundation Tables > Term Setup > Academic Calendar > Session Calendar 2

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SACR Term Config
- ZD SR Super User
- ZZ SACR Term Config

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACAD_CALENDAR_TBL

Page: ACAD_SESSN_CAL_TBL

Action: A/UD/DA/C

Level/Load Rules Table

Define how the rules for students' academic level and load should be determined.

Colleges are configured with two load/level rules: BACH Baccalaureate and UG2 - Academic. This setup requires collaboration with Financial Aid.

Level Determination will be set to Base on Units

Load Determination will be set to Base on Units

First Time Mapping for IPEDS:

- Academic Level
 - BACH: Junior
 - UG2: Freshman
- Maps to IPEDS Academic Level
 - BACH: Junior
 - UG2: First Time Freshman

The screenshot shows the 'Level/Load Rules Table' configuration interface. At the top, there are four tabs: 'Level/Load Rules Table' (selected), 'Academic Level Table', 'Academic Load Table', and 'Statistics Period Load'. Below the tabs, the 'SetID' is 'WA' and the 'Academic Level Rule' is 'UG2'. The interface includes a search bar with 'Find | View All' and navigation buttons 'First', '1 of 1', and 'Last'. The main form contains the following fields:

- *Effective Date: 01/01/1901 (with a calendar icon)
- *Status: Active (dropdown menu)
- *Description: Academic
- *Short Description: UG2
- *Level Determination: Base On Units (dropdown menu)
- Default Academic Level: (dropdown menu)
- *Load Determination: Base On Units (dropdown menu)
- Default Academic Load: (dropdown menu)

Below these fields is a section titled 'First Time Mapping for IPEDS' with two dropdown menus:

- Academic Level: Freshman
- Maps to IPEDS Academic Level: First Time Freshman

At the bottom, there are several action buttons: 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', and a small icon button.

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Level/Load Rules Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: LVL_ST_RULE_TBL

Page: LVL_ST_RULE_TBL

Action: A/UD/DA/C

Academic Level Table

Use the Academic Level Table page to define the cumulative units needed to attain an Academic Level as well as year category for financial aid purposes.

Level Rule	Total Unit	Acad Level	Loan Year	Direct Lending Year	NSC Level
BACH	0.000	Freshman	1st Year - Never Attended	First Year,never attended	F
BACH	1.000	Freshman	1st Year - Previously Attended	First Year,previously attnd	F
BACH	45.000	Sophomore	2nd Year	Second Year	S
BACH	60.000	Junior	3rd Year	Third Year	J
BACH	90.000	Senior	4th Year	Fourth Year	R
UG2	0.000	Freshman	1st Year - Never Attended	First Year,never attended	F
UG2	1.000	Freshman	1st Year - Previously Attended	First Year,previously attnd	F
UG2	45.000	Sophomore	2nd Year	Second Year	S

Level/Load Rules Table
Academic Level Table
Academic Load Table
Statistics Period Load

SetID WA
Academic Level Rule UG2
Academic

Find | View All
First 1 of 1 Last

Effective Date 01/01/1901
Status: Active

Find
First 1-3 of 3 Last

Cum Units/Terms	*Academic Level	*NSLDS Loan Year	*Direct Lending Year	NSC Level Category
0.000	Freshman	1st Year - N	First Year,ne	Freshman + -
1.000	Freshman	1st Year - Pr	First Year,pr	Freshman + -
45.000	Sophomore	2nd Year	Second Yea	Sophomore + -

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Display

Level/Load Rules Table | Academic Level Table | Academic Load Table | Statistics Period Load

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Level/Load Rules Table > Academic Level Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: LVL_ST_RULE_TBL

Page: ACAD_LEVEL_TBL

Action: A/UD/DA/C

Academic Load Table

Use the Academic Load Table page to define the minimum unit value necessary, per term category, to achieve certain academic load standing.

Level/Load Rules Table | Academic Level Table | **Academic Load Table** | Statistics Period Load

SetID WA: Academic Level Rule UG2 Academic

Find | View All | First 1 of 1 Last

Effective Date 01/01/1901 Status: Active

Personalize | Find | First 1-10 of 10 Last

	*Term Category	Session	Unit Term Total	*Academic Load	Res Terms Adj	*Financial Aid Load	
1	Regular Te		0.000	No Unit Lo		No Unit Lo	+ -
2	Regular Te		0.050	Less than 1		Less than 1	+ -
3	Regular Te		6.000	Enrolled H		Enrolled H	+ -
4	Regular Te		9.000	Three Quar		Three Quar	+ -
5	Regular Te		12.000	Enrolled Ft		Enrolled Ft	+ -
6	Summer Ti		0.000	No Unit Lo		No Unit Lo	+ -
7	Summer Ti		0.050	Less than 1		Less than 1	+ -
8	Summer Ti		6.000	Enrolled H		Enrolled H	+ -
9	Summer Ti		9.000	Three Quar		Three Quar	+ -
10	Summer Ti		12.000	Enrolled Ft		Enrolled Ft	+ -

Save | Return to Search | Previous in List | Next in List | Notify | Add | U

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Level/Load Rules Table > Academic Load Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION
Component: LVL_ST_RULE_TBL
Page: ACAD_LOAD_TBL
Action: A/UD/DA/C

Statistics Period Load

Use the Statistics Period Load page to define the contiguous term Academic Load Rules that the system will use during the Consolidate Academic Statistics process.

The Consolidate Academic Statistics process uses the rules on this page to determine a student’s academic load when processing an Academic Statistics Period where the academic load rule value = 'Contiguous Terms'.

For the Consolidate Academic Statistics process to effectively combine a student’s academic loads for contiguous terms, be sure that you define contiguous term academic load rules for every academic level rule at your Institution for which you intend to run the Consolidated Academic Statistics process.

Configured with the same values as other pages.

Level/Load Rules Table
Academic Level Table
Academic Load Table
Statistics Period Load

SetID WA

Academic Level Rule UG2 Academic

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status: Active

Find First 1-5 of 5 Last

*Academic Load Rule	Unit Total	*Academic Load	NSC Academic Load	*Financial Aid Load	
Contiguous	0.000	No Unit Loa		No Unit Loa	+ -
Contiguous	0.050	Enrolled Pa	Less Than I	Less than I	+ -
Contiguous	6.000	Enrolled Ha	Half-Time	Enrolled Ha	+ -
Contiguous	9.000	Three Quar	Three-Quar	Three Quar	+ -
Contiguous	12.000	Enrolled Fu	Full-Time	Enrolled Fu	+ -

Save
Return to Search
Previous in List
Next in List
Notify
Add

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Level/Load Rules Table > Statistics Period Load

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User
- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: LVL_ST_RULE_TBL

Page: ACAD_LOAD2_TBL

Action: A/UD/DA/C

Academic Program

Describe every academic program with which a student may be connected and link each program to an academic career, Grading Scheme, academic group, academic level rule, and academic calendar.

An Academic Program is the entity to which a student applies, is admitted, and ultimately graduates. Each college will be configured with six Academic Programs:

Academic Program	Description	Short Descr	Academic Career
ACADM	Academic	ACADM	UGRD
BCHLR	Baccalaureate	BCHLR	UGRD
CNTED	Continuing Education	CNTED	CNED
NOAWS	Non-Award Seeking	NOAWS	UGRD
PRFTC	Professional Technical	PRFTC	UGRD
TRNST	Transitional Studies	TRNST	UGRD

First Term Valid will be set to 0000.

The Academic Group will be the Institution code.

Programs in Academic Career

- Grading Scheme will be ACA
- Default Grading Basis for Transfer Credit will be TRN. Default Grade - Transfer Credit will be T.
- Academic Calendar will be AQTR

Continuing Education Program

- Grading Scheme will be CON.
- Default Grading Basis for Transfer Credit will be PNP. Default Grade - Transfer Credit will be P.

- Academic Calendar will be CECL

Academic Level rule will be based on the Academic Program: UG2 for all except BACH for BCHLR.

There will not be any Dual Academic Programs.

Default Campus will be set to MAIN.

Transcript Level will be set to Print on Official.

No Career Pointer Exception Rules will be used.

Residency Required will be selected for ACADM, PRFTC, BCHLR, and NOAWS. Residency Required will not be selected for CNTED or TRNST.

Financial Aid Eligible will be selected for ACADM, PRFTC, and BCHLR. Financial Aid Eligible will not be selected for CNTED, NOAWS, and TRNST.

Primacy Number will be set as follows BCHLR (10), ACADM (20), PRFTC (30), TRNST (40), NOAWS (50), CNTED (60).

Last Prospect Date will be left blank.

Last Admit Term will be left blank. Edit Advisors Against will be set to Instructor Advisor. .

Academic Program 1 | Academic Standing and Honors | Taxonomy/Campus | Repeat/Incomplete | Enrollment

Academic Institution WA CC
Academic Program ACDM

Find | View All | First 1 of 1 Last

*Effective Date 01/01/1901 *Status Active

*Description Academic

*Short Description ACDM First Term Valid 0000 Begin Term

*Academic Career UGRD Academic Career

Grading Scheme ACA Credit Grading Scheme

GB Default for Transfer Credit TRN Transfer Grading Basis

Default Grade- Transfer Credit T Transfer

*Academic Group Comm. College

*Academic Level Rule UG2 Academic

*Academic Calendar AQTR Academic Quarter Calendar

Dual Academic Program

Default Academic Plan

Default Campus MAIN Main Campus

*Transcript Level Print on Off

Career Pointer Exception Rule

☒ Only if Outside Career

Residency Required: ☒

Financial Aid Eligible: ☒

Primacy Nbr 20

Last Prospect Date

Last Admit Term

Edit Advisors Against

☐ Personal Data

☒ Instructor Advisor

☐ Advisor Role

Navigation: Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Academic Program

Security:

- ZC SACR Config

- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: ACADEMIC_PROG_TBL

Action: A/UD/DA/C

Standing/Honors

Use the Standing/Honors page to select Academic Standing/Honors and award rules and parameters for this academic program.

Academic Standing - There will be Academic Standing rule on every Academic Program for which standing is generated. There will be one Academic Standing rule attached to each Academic Program by college, except Continuing Education. Each college will be configured with one Academic Standing Rule value of ACADRULE.

- Calculate in Batch Only will be selected.
- Associate with Academic Prog will not be selected.
- Obey Fully Graded Date will be selected.
- Exclude Term Category 1, 2, and 3 will be left blank.

Honor Award rule on every Academic Program for which standing is generated. There will be one Honor Award rule attached to each Academic Program by college, except Continuing Education. Each college will be configured with one Honor Award Rule value of HONORSRULE.

- Calculate in Batch Only will be selected.
- Associate with Academic Prog will not be selected.
- Obey Fully Graded Date will be selected.
- Exclude Term Category 1, 2, and 3 will be left blank.

See Academic Standing and Honor Award rules sections below for local configuration.

Academic Program 1 | **Academic Standing and Honors** | Taxonomy/Campus | Repeat/Incomplete | Enrollment |

Academic Institution WA : CC
Academic Program ACADM Academic

Find | View All | First | 1 of 1 | Last

Effective Date 01/01/1901 Status: Active

Academic Standing

Academic Standing Rule ACADRULE Academic Standing Rule

☒ Calculate in Batch Only
☐ Associate with Academic Prog
☒ Obey Fully Graded Date

Exclude Term Category 1
Exclude Term Category 2
Exclude Term Category 3

Honors and Awards

Honor Award Rule HONORSRULE Academic Honors

☒ Calculate in Batch Only
☐ Associate with Academic Prog
☒ Obey Fully Graded Date

Exclude Term Category 1
Exclude Term Category 2
Exclude Term Category 3

Honor and Award Date Flag Fully Graded Date

javascript:submitAction_win0(document.win0,'#ICRow0')

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Standing/Honors

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: ACAD_PROG_STDG_TBL

Action: A/UD/DA/C

Taxonomy/Campus

Use this page to establish various attributes of the academic program.

CIP and HEGIS Codes will be left blank.

IPEDS Normal Completion (years): 3 years for Bachelors, ProfTech, and Academic. IPEDS Normal Completion for Continuing Ed, Transitional, and Non-Award Seeking will be blank.

Academic Organization will be set to the Institution for all Academic Programs.

Campus defaults Will all be set to MAIN.

Academic Program 1 | Academic Standing and Honors | **Taxonomy/Campus** | Repeat/Incomplete | Enrollment

Academic Institution WA ; CC
Academic Program ACADM Academic

Find | View All | First | 1 of 1 | Last

Effective Date 01/01/1901 Status: Active

Taxonomy

CIP Code

HEGIS Code

IPEDS Normal Completion (years)

Ownership

Academic Organization CC Split Ownership: ☐

Campus Find | View All | First | 1 of 1 | Last

*Campus Main Campus

*Business Unit Community Coll

*FA Campus Main Campus

*Registrar Campus Main Campus

*Advisement Campus Main Campus

Save | Return to Search | Previous in List | Next in List | Notify | Add | Update/Display

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Taxonomy/Campus

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: ACAD_PROG_OWNRR_TBL

Action: A/UD/DA/C

Repeat/Incomplete

Use this page to apply a course repeat tracking rule and grade lapse rules applicable to all students within these academic programs.

The ACADEMIC Repeat Rule will be used for all Academic Programs in the UGRD Academic Career.

No Repeat Rules will be left blank for all Academic Programs in the CNED Academic Career.

Academic Program 1 | Academic Standing and Honors | Taxonomy/Campus | **Repeat/Incomplete** | Enrollment | Course | Dynamic Date | Graduation | Research Processing Options

Academic Institution WA CC
Academic Program ACADM Academic

Find | View All | First | 1 of 1 | Last

Effective Date 01/01/1901 Status A Active

Repeat Rule

Repeat Rule ACADEMIC Academic Repeat Rule

Process on Enrollment Yes ☐ Temporarily Suspend Repeat Check on Enrollment

Repeat Grade Check All Courses ☐ Temporarily Suspend Repeat Check on Grade Input

Course Catalog Repeats

*Course Catalog Repeat Message Warning

Incomplete Grade

Incomplete Grade ☐ Lapse Grade

Lapse To Grade

Lapse Days

Lapse Transcript Note ID

☐ Print Lapse Date

Completed Transcript Note ID ☐ Print Completed Date

Save | Return to Search | Previous in List | Next in List | Notify | Add | Update/Display | Include History | Correct History

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Repeat/Incomplete

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: INCOMPLETE_GRADE

Action: A/UD/DA/C

Enrollment

Use the Enrollment page to define class enrollment limits for students' academic programs, according to term categories.

Enrollment limits are determined by each college.

Academic Program 1 | Academic Standing and Honors | Taxonomy/Campus | Repeat/Incomplete | **Enrollment** | Course | Dynamic Date | Graduation | D

Academic Institution WA CC
Academic Program ACADM Academic

Enrollment Control Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status Active
Allow OEE Enrollment ☒

Term Find | View All First 1 of 1 Last

*Term Category Regular Term ☐ Check Min Before Open Enroll

Full Time Max Total Units	21.00	Part Time Max Total Units	21.00
Full Time Min Total Units		Part Time Min Total Units	
Full Time Max No GPA Units	21.00	Part Time Max No GPA Units	21.00
Full Time Max Audit Units	21.00	Part Time Max Audit Units	21.00
Full Time Max Wait List Units	20.00	Part Time Max Wait List Units	20.00
Full Time Projected Bill Units		Part Time Projected Bill Units	
Bill for Wait List Units	<input type="checkbox"/>	Include Wait List in Total	<input type="checkbox"/>

Session Find | View All First 1 of 3 Last

*Session Regular Academic Session ☐ + ☐ -

Only Use Term Unit Limits ☒

Full Time Max Total Units		Part Time Max Total Units	
Full Time Max No GPA Units		Part Time Max No GPA Units	
Full Time Max Audit Units		Part Time Max Audit Units	
Full Time Max Wait List Units		Part Time Max Wait List Units	

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Enrollment

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: ENRL_LIMITS_TBL

Action: A/UD/DA/C

Course

Use the Course page to specify students' enrollment limits for courses in a specified term category and session type within academic programs.

Leave this page blank by default.

Academic Institution WA CC

Academic Program ACADM Academic

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status: Active

Course Count Enrollment: ☐

Min Course Count to Count

Find | View All First 1 of 1 Last

Term Category: Regular Term

Full Time Max Courses

Part Time Max Courses

Find | View All First 1 of 3 Last

Session: Regular Academic Session

Full Time Max Courses

Part Time Max Courses

Save Return to Search Previous in List Next in List Notify Add Update/Delete

Academic Program 1 | Academic Standing and Honors | Taxonomy/Campus | Repeat/Incomplete | Enrollment | Course | Dyn

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Course

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: CRSE_COUNT_LIMITS

Action: A/UD/DA/C

Dynamic Date

Use the Dynamic Date page to set up dynamic date fields for a specific academic program.

Cancel Reason will be set to DRNP.

Withdraw without Penalty Reason will be set to SDRP.

Withdraw with Penalty Grade Basis will be set to GRD. Withdraw with Penalty Grade will be set to W.

Withdraw with Greater Penalty Grade Basis and Grade will be blank.

Drop without Penalty Reason will be set to SDRP.

Drop with Penalty Grade Basis will be set to GRD. Drop with Penalty Grade will be set to W.

Enrollment Course **Dynamic Date** Graduation Research Processing Options Advisement

Academic Institution WA CC
Academic Program ACADM Academic

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status: Active

Dynamic Date Fields

Cancel Reason	DRNP	Drop for Nonpayment
Withdraw without Penalty Reason	SDRP	Student Drop Request
Withdraw with Penalty Grade Basis	GRD	Withdraw with Penalty Grade W
Withdraw with Greater Penalty Grade Basis		Withdraw with Greater Penalty Grade
Drop without Penalty Reason	SDRP	Student Drop Request
Drop with Penalty Grade Basis	GRD	Drop with Penalty Grade W
Drop with Greater Penalty Grade Basis	GRD	Drop with Greater Penalty Grade W

Save Return to Search Previous in List Next in List Notify Add Update/L

Academic Program 1 | Academic Standing and Honors | Taxonomy/Campus | Repeat/Incomplete | Enrollment | Course | Dy

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Dynamic Date

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: ACAD_PROG_DYN_DATE

Action: A/UD/DA/C

Graduation

Set up for program-specific usage of the graduation tracking process.

Override Inst & Career Setup will not be selected

[Enrollment](#) | [Course](#) | [Dynamic Date](#) | **[Graduation](#)** | [Research Processing Options](#) | [Advisement](#)

Academic Institution WA CC
 Academic Program ACADM Academic

[Find](#) | [View All](#) First **1 of 1** Last

Effective Date 01/01/1901 Status Active

Graduation

☐ Override Inst & Career Setup

[Save](#) | [Return to Search](#) | [Previous in List](#) | [Next in List](#) | [Notify](#) | [Add](#) | [Update/Display](#) | [Include](#)

[Academic Program 1](#) | [Academic Standing and Honors](#) | [Taxonomy/Campus](#) | [Repeat/Incomplete](#) | [Enrollment](#) | [Course](#) | [Dynamic Date](#) | [Graduation](#)

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Graduation

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: ACAD_PROG_DYN_DATE

Action: A/UD/DA/C

Program Enrollment Mapping (n/a)

Set up for program-specific usage of Program Enrollment functionality.

N/A - Program Enrollment will not be used by WACTC colleges.

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Program Enrollment Mapping

Security: n/a

Menu: n/a

Component: n/a

Page: n/a
Action: n/a

Research Process Options (n/a)

Set up for graduate research processing.

N/A - Research Processing Options will not be used by WACTC colleges.

Enrollment | Course | Dynamic Date | Graduation | **Research Processing Options** | Advisement

Academic Institution WA CC

Academic Program ACADM Academic

Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status: Active

☐ Use Research Processing

Consumption Controls

Consumption Model

☒ None ☐ Days

Candidacy Duration

Days 0

Consumption Load

Consumption Rate

Early Submission % 100

Thesis Examination Controls

Evaluation Category

Evaluation Code

Minimum Examiners 0

*Submit Notice Offset (Days) 90

Exam Return Default (Days) 0

Maximum Internal Examiners 0

*Maximum Number of Submissions 99

☒ Intent to Submit Required

☒ Exam Certificate Required

Transcript Level

Save Return to Search Previous in List Next in List Notify Add Update

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Research Process Options

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: SSR_RS_PROG_SETUP

Action: A/UD/DA/C

Advisement

Set up for program-specific usage of the What-If Advisement Report.

For WACTC colleges, select Show in What-If Advisor and Show in What-If Student for all Academic Programs that allow What-If Advisement Report capability Academic (ACADM), Professional/Technical (PRFTC), Transitional Studies (TRNST).

Show in What-If Pre-matriculated Student will not be selected for any Academic Program.

The screenshot shows a web application interface for configuring Academic Advisement. At the top, there are tabs: Enrollment, Course, Dynamic Date, Graduation, Research Processing Options, and Advisement (which is selected). Below the tabs, the 'Academic Institution' is set to 'WA' and 'CC', and the 'Academic Program' is set to 'ACADM' and 'Academic'. A search bar contains 'Find | View All' and pagination shows 'First', '1 of 1', and 'Last'. The 'Effective Date' is '01/01/1901' and the 'Status' is 'Active'. The main content area is titled 'Academic Advisement' and contains a 'Self-Service' section with three checkboxes: 'Show In What-If Advisor' (checked), 'Show In What-If Prematriculated Student' (unchecked), and 'Show in What-If Student' (checked).

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Advisement

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PROG_TBL

Page: SSR_PROG_TBL_AA

Action: A/UD/DA/C

Academic Plan Table

Define academic objectives such as majors, minors, and specializations.

Academic Plans are configured locally but follow a standard global naming convention. See file below for local values.

All plans will be set to major.

First Term Valid will be set to 0000.

Transcript Level will be set to Print on Official.

Req Term Default will be set to Program's Requirement Term.

[Academic Plan Table](#)
[Print Options](#)
[Taxonomy](#)
[Owner](#)
[Research Processing Options](#)
[Advisement](#)

Academic Institution WA : CC
 Academic Plan CAECRAFT

Find | View All First 1 of 1 Last

*Effective Date 01/01/1901 *Status Active

Academic Program PRFTC Professional

Academic Career

*Academic Plan Type Major

*Description Camera Repair Technology AAS

Short Description 0_CRAPT First Term Valid 0000 Begin Term

Degree Offered APT Associate Prof-Tech

*Req Term Default Program's Requirement Term

*Transcript Level Print on Off

Last Prospect Date

Last Admit Term 1995 1999 SUMMR

☒ Evaluate Plan Before Program

[Save](#)
[Return to Search](#)
[Previous in List](#)
[Next in List](#)
[Notify](#)
[Add](#)
[Update](#)

[Academic Plan Table](#) | [Print Options](#) | [Taxonomy](#) | [Owner](#) | [Research Processing Options](#) | [Advisement](#)

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Plan Table > Academic Plan Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PLAN_TBL

Page: ACADEMIC_PLAN_TBL

Action: A/UD/DA/C

Print Options

Use this page to set up diploma and transcript printing options and text for academic plans.

Descriptions will print on both transcripts and diplomas.

Academic Plan Table	Print Options	Taxonomy	Owner	Research Processing Options	Advisement
---------------------	---------------	----------	-------	-----------------------------	------------

Academic Institution	WA	CC
Academic Plan	CAECRAPT	Camera Repair Technology AAS
		Major

[Find](#) | [View All](#)
First 1 of 1 Last

Effective Date	01/01/1901	Status:	Active
----------------	------------	---------	--------

Print on: ☒ Diploma ☒ Transcript

Diploma Description	Associate in Applied Science - Camera Repair Technology	Indent
Transcript Description	Associate in Applied Science - Camera Repair Technology	Indent

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update

Navigation: Home > Set Up SACR > Foundation Tables > Academic Structure > Academic Plan Table > Print Options

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PLAN_TBL

Page: ACAD_PLAN_PRNT_OPT

Action: A/UD/DA/C

Taxonomy

Use the Taxonomy page on the Academic Plan Table > Taxonomy page to classify this Academic Plan according to CIP and HEGIS classifications and to link it to a Field of Study.

HEGIS Code will not be used by WACTC colleges.

NSC Classification will be selected based on the associated Academic Plan (Associate, Bachelor, Certificate, and Unspecified-Undergraduate).

Field of Study will not be used by WACTC colleges.

Plan Prospectus will not be used by WACTC colleges.

SULA Special Program will be selected based on the associated Academic Plan.

Academic Plan Table | Print Options | **Taxonomy** | Owner | Research Processing Options | Advisement

Academic Institution WA: CC
 Academic Plan CAECRAFT Camera Repair Technology AAS Major

Details Find | View All First 1 of 1 Last

Effective Date 01/01/1901 Status Active
 CIP Code 47.0499 Precision Systems Maintenance
 HEGIS Code
 NSC Classification Associate's Degree
 Field of Study
☒ Report as NSC Program
 Program Length Type Years Program Length Value 2.000
 SULA Special Program Not Applicable

Plan Prospectus

Save Return to Search Previous in List Next in List Notify Add Update/Display Include His

Navigation: Home> Setup SACR> Foundation Tables> Academic Structure> Academic Plan Table > Taxonomy

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PLAN_TBL

Page: ACAD_PLAN_TAXONOMY

Action: A/UD/DA/C

Owner

Use the Academic Plan Owner page to establish academic organization owners of the academic plan for reporting, analysis, and work distribution purposes.

N/A - Plan ownership will not be used by WACTC colleges.

Academic Plan Table
Print Options
Taxonomy
Owner
Research Processing Options
Advisement

Academic Institution WA
CC

Academic Plan CAECRAFT
Camera Repair Technology AAS
Major

Find | View All
First 1 of 1 Last

Effective Date 01/01/1901
Status: Active

Ownership			
*Academic Organization		*Percent Owned	
<input type="text"/> <input type="button" value="Search"/>	CC	100.000	<input type="button" value="+"/> <input type="button" value="-"/>

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update/Dis

Academic Plan Table | Print Options | Taxonomy | Owner | Research Processing Options | Advisement

Navigation: Home> Setup SACR> Foundation Tables> Academic Structure> Academic Plan Table > Owner

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PLAN_TBL

Page: ACAD_PLAN_OWNER

Action: A/UD/DA/C

Research Processing Options (n/a)

Research Tracking is used to support the admission, matriculation, and evaluation of a graduate research candidate or student.

N/A - Research Processing will not be used by WACTC colleges.

Academic Plan Table	Print Options	Taxonomy	Owner	Research Processing Options	Advisement
---------------------	---------------	----------	-------	-----------------------------	------------

Academic Institution	WA	CC
Academic Plan	CAECRAPT	Camera Repair Technology AAS

Find | View All

First 1 of 1 Last

Effective Date	01/01/1901	Status:	Active
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☐ Use Research Processing

Consumption Controls

<div>Consumption Model</div> <div> <input checked="" type="radio"/> None <input type="radio"/> Days </div>	<div>Candidacy Duration</div> <div>Days 0</div>
Consumption Load	Consumption Rate
Early Submission % 100	

Thesis Examination Controls

Evaluation Category	*Submit Notice Offset (Days) 90
Evaluation Code	Exam Return Default (Days) 0
Minimum Examiners 0	Maximum Internal Examiners 0
<input checked="" type="checkbox"/> Intent to Submit Required <input checked="" type="checkbox"/> Exam Certificate Required	*Maximum Number of Submissions 99
Transcript Level	

Save

Return to Search

Previous in List

Next in List

Notify

Add

Update

Navigation: Home> Setup SACR> Foundation Tables> Academic Structure> Academic Plan Table > Research Processing Options

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PLAN_TBL

Page: SSR_RS_PLAN_SETUP

Action: A/UD/DA/C

Advisement

Set up for plan-specific usage of the What-If Advisement Report.

See academic plan table above for values.

Academic Plan Table	Print Options	Taxonomy	Owner	Research Processing Options	Advisement
---------------------	---------------	----------	-------	-----------------------------	------------

Academic Institution	WA	CC
Academic Plan	CAECRAPT	Camera Repair Technology AAS
		Major

[Find](#) | [View All](#)
First 1 of 1 Last

Effective Date	01/01/1901	Status:	Active
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Academic Advisement

Self-Service

☒ Show In What-If Advisor
☐ Show In What-If Prematriculated Student
☒ Show in What-If Student

Save
Return to Search
Previous in List
Next in List
Notify
Add
Update

[Academic Plan Table](#) | [Print Options](#) | [Taxonomy](#) | [Owner](#) | [Research Processing Options](#) | [Advisement](#)

Navigation: Home> Setup SACR> Foundation Tables> Academic Structure> Academic Plan Table > Advisement

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZD SR Super User

Menu: DESIGN_ACADEMIC_STRUCTURE

Component: ACADEMIC_PLAN_TBL

Page: SSR_PLAN_TBL_AA

Action: A/UD/DA/C

Building Table

Identify and describe your Institution's buildings and map them for APDB reporting purposes. Buildings are configured locally but follow a standard naming convention.

Building Table

Building CB00V

Q

◀◀

1 of 1

▶▶

View All

*Effective Date

03/24/2016

◻

◻

◻

Status

Active

▼

+

-

*Description

VOCATIONAL BUILDING

*Short Description

00V

Latitude

46.2514210

Longitude

-119.1183940

Save

Return to Search

Previous in List

Next in List

Notify

Add

Update/Display

Include H

Navigation: Home > Set Up SACR > Foundation Tables > Facilities > Building Table

Security: ZC SACR Config and ZD SACR Found Tbl Config Inq

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: BLDG_TBL

Page: BLDG_TBL

Action: A/UD/DA/C

Facility Table

Establish Facilities (classrooms, labs, etc.) within buildings and map them for APDB reporting purposes.

Facilities are configured locally but follow a standard naming convention. Facility ID will be a combination of building and room information and will be set in conjunction with 25Live configuration. See file below for local values.

Facility Group will not be selected.

If the Location Code is known, it will be included. If the location is not known, the main location will be used as the Location Code.

Facility Types will use existing values. If the Facility Type is unknown, Lecture will be selected.

Academic Organizations will not be populated.

Minimum Utilization Percentage will be left at the default value "0".

Partition will not be populated.

General Assignment will be selected.

Check for Facility Conflict will be selected except for ARR Arranged or Online type facilities.

The screenshot shows a web-based configuration form for a 'Facility Table'. At the top, there are three tabs: 'Facility Table' (selected), 'Facility Component', and 'Facility Characteristic'. Below the tabs is a search bar with a magnifying glass icon, a list of items (currently showing '1 of 1'), and a 'View All' link. The main form area contains various input fields and checkboxes. On the left side, there are fields for 'SetID' (WA), 'Facility ID' (401351), '*Effective Date' (09/24/2015), '*Description' (Building 4 -1351), '*Short Description' (Bld 4-1351), '*Building' (4), 'Room' (01351), '*Location Code' (FMAIN), '*Facility Type' (Lecture Room), 'Academic Organization', and 'Minimum Utilization Percent' (0). On the right side, there are fields for '*Status' (Inactive), 'Capacity', 'Main Campus - Spokane Falls', 'Partition', and checkboxes for 'Facility Group', 'General Assignment' (checked), and 'Check for Facility Conflict' (unchecked). At the bottom of the form, there is a row of buttons: 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', 'Update/Display', and 'Include His'.

Navigation: Home > Set Up SACR > Foundation Tables > Facilities > Facility Table

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: FACILITY_TBL

Page: FACILITY_TBL

Action: A/UD/DA/C

Facility Component

Link components of facilities to parent facilities.

N/A - Facility Components will not be used by WACTC colleges.

<u>F</u> acility Table	F <u>a</u> cility C <u>o</u> mponent	Facility C <u>h</u> aracteristic
<div> <input type="text"/> <input type="button" value="Q"/> << < 1 of 1 > >> View All </div>		
SetID WA <input type="text"/>		
Facility ID <input type="text"/> 01351 Building 4 -1351		
Effective Date 09/24/2015 Status: Inactive		
Building: Room 01351 Capacity		
<div> <input type="text"/> <input type="button" value="Q"/> << < 1-1 of 1 > >> View All </div>		
*Component Facility ID	Building	Room Capacity
<input type="text"/> <input type="button" value="Q"/>		<input type="button" value="+"/> <input type="button" value="-"/>

[Facility Table](#) |
 [Facility Component](#) |
 [Facility Characteristic](#)

Navigation: Home > Set Up SACR > Foundation Tables > Facilities > Facility Table > Facility Component

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: FACILITY_TBL

Page: FACILITY_COMPONENT

Action: A/UD/DA/C

Facility Characteristic

Define one or more room characteristics applicable to this facility and facility blackout times.

Room Characteristics will not be populated, manage Room Characteristics at the schedule of classes level.

Facility Black-out Times will be blank at go live but may be used by colleges going forward if required.

<u>F</u> acility Table	<u>F</u> acility <u>C</u> omponent	Facility Characteristic
<div> <div>SetID WA</div> <div>Facility ID 01351 Building 4 -1351</div> <div>Effective Date 09/24/2015 Status: Inactive</div> <div>Building: Room 01351 Capacity</div> </div>		
Room Characteristics <div> <div>*Room Characteristic</div> <div>*Quantity 1</div> </div>		
Facility Black-out Times <div> <div>*Facility Black-Out Nbr 1</div> <div>*Start Time</div> <div>*End Time</div> <div> Mon Tues Wed Thurs Fri Sat Sun <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> </div>		

[Save](#)
[Return to Search](#)
[Previous in List](#)
[Next in List](#)
[Notify](#)
[Add](#)
[Update/Display](#)
[Include History](#)

Navigation: Home > Set Up SACR > Foundation Tables > Facilities > Facility Table > Facility Characteristic

Security:

- ZC SACR Config
- ZD SACR Found Tbl Config Inq
- ZZ SACR Academ Struct Config

Menu: DEFINE_STUDENT_ADMINISTRATION

Component: FACILITY_TBL

Page: FACILITY_CHRSTC

Action: A/UD/DA/C