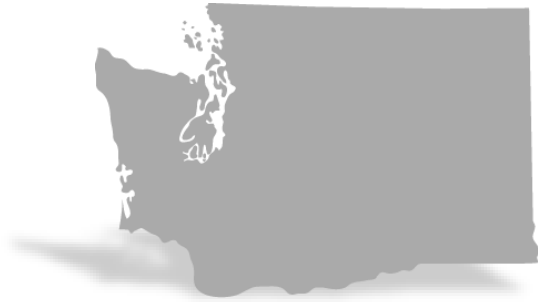


Field of Study Files



Agenda

- Staff Introductions
- Field of Study File
- Student Field of Study File
- Field of Study At Admissions File

Webinar Schedule

- Monday, May 4 – Overview of Changes
- Wednesday, May 6 – Demographics Files
- Monday, May 11 – Student Term and Term Dates
- ★ • Wednesday, May 13 – Field of Study Files
- Monday, May 18 – Completion Files
- Wednesday, May 20 – Course and Registration Files
- Wednesday, May 27 – Admissions File

Staff Introductions

Field of Study

General Instructions

Question	Answer
What to include?	Institution-level records specifying each college field of study (formerly program) and associated concentrations
What is the unique record grain?	Record Number, Enrollment Year, Enrollment Term, Institution ID, Field of Study ID, Field of Study Concentration ID
Why is this file important?	This file serves as the master file for all tables that connect back to PSD-0780 (Field of Study ID) and PSD-0790 (Field of Study Concentration ID). Values for those fields present in other tables must match values provided in this file.

File Structure

Field ID	Field Name
PSD-0010	Record Number
PSD-0020	Enrollment Year
PSD-0030	Enrollment Term
PSD-0040	Institution ID
PSD-0780	Field of Study ID
PSD-0790	Field of Study Concentration ID
PSD-0800	Field of Study Degree/Certificate Name
PSD-0810	Field of Study Degree/Certificate Level
PSD-0820	Field of Study Completion Credits/Clock Hours Required

File Structure – Slide 2

Field ID	Field Name
PSD-0830	Field of Study Description
PSD-0840	Field of Study CIP Code
PSD-0850	Field of Study Concentration Description
PSD-0860	Field of Study Concentration CIP Code

Field of Study ID

- PSDC External Data Workgroup recommended changing terminology from “program” to Field of Study.
- Field of Study = “major”
- Definition – an alphanumeric code that uniquely identifies a Field of Study (major) leading to a degree or certificate at an institution
- One Field of Study ID covers one degree/major/CIP code combination
 - Need different Field of Study IDs for different degree levels
- One Field of Study ID may be connected with multiple Field of Study Concentration IDs

Field of Study Concentration ID

- “Concentration” = specificity on the major
- Definition – an alphanumeric code that uniquely identifies an area of concentration (or no concentration) within a degree or certificate Field of Study offered by a reporting institution during the reporting term.
- Valid values include OFM-reserved value ‘0000’ (‘None’)
 - If your institution does not record concentrations, or includes concentrations as part of the Field of Study ID itself, please provide ‘0000’ for all values in the Field of Study Concentration ID

How These Fields Interact

Field of Study ID	Field of Study Concentration ID	Field of Study Degree/Certificate Name	Field of Study Degree/Certificate Level	Field of Study Description	Field of Study CIP Code
SOC100	CRIM100	Bachelor of Arts	05	Sociology	451001
SOC100	FAM100	Bachelor of Arts	05	Sociology	451001
SOC100	0000	Bachelor of Arts	05	Sociology	451001

Degree/Certificate Name and Level

- Degree/Certificate Name
 - Official name for the degrees or certificates associated with fields of study at an institution for the reporting term
 - Includes 'Undeclared' and 'Not Applicable'
- Degree/Certificate Level
 - Two-digit code designating the level of degree or certificate associated with a Field of Study offered by an institution
 - Valid values are in the data submission guide and under "degree_certificate_level" in the lookup tables

Field of Study Completion Credits/Hours Required

- Numeric field
- Total number of credits or clock hours required for receipt of a degree/certificate by students completing the Field of Study during the reporting term.
- Assume the student is pursuing the degree/certificate as a first degree/certificate of that kind with only one major and no minors

Field of Study Description and CIP Code

- Field of Study Description
 - Institutional description of the field of study associated with a degree or certificate program
- Field of Study CIP Code
 - Six digit NCES CIP code for the field of study associated with the degree or certificate program
 - Use valid values for “CIP” in the lookup table
 - Please provide six numbers without the period

Field of Study Concentration Description and CIP Code

- Field of Study Concentration Description

- Institutional description of the field of study associated with an area of concentration within the degree or certificate program
- Provide 'None' if your institution does not offer concentrations

- Field of Study Concentration CIP Code

- Six digit NCES CIP code for the field of study associated with the area of concentration within the degree or certificate program
- Use valid values for "CIP" in the lookup table
- Please provide six numbers without the period
- Use '999998' ('None') if your institution does not offer concentrations

Student Field of Study

General Instructions

Question	Answer
Who to include?	All students enrolled at your institution in the academic year and term represented in the file
What is the unique record grain?	Record Number, Enrollment Year, Enrollment Term, Institution ID, Student ID, Student Field of Study ID, Student Field of Study Concentration ID
May our institution submit “long” data?	Yes. You may submit long data. In that case, we would expect to see multiple rows per student, with one row for each declared Field of Study.

File Structure

Field ID	Field Name
PSD-0010	Record Number
PSD-0020	Enrollment Year
PSD-0030	Enrollment Term
PSD-0040	Institution ID
PSD-0050	Student ID (Institution)
PSD-0170	Student Field of Study (Major) ID
PSD-0180	Student Field of Study Concentration ID

Student Field of Study (Major) ID

- Definition: an alphanumeric code identifying the declared Field of Study ID for the student's degree or certificate program at a reporting institution during a reporting term.
- The value reported here must match one of the values you provided as a Field of Study ID (PSD-0780) in the Field of Study file.
- May submit “long data” with a different value in this column, with student ID repeated
- Preference would be to report all students, including those with undeclared majors

Student Field of Study Concentration ID

- Definition: an alphanumeric code identifying the declared Concentration ID for the student's degree or certificate program at a reporting institution during a reporting term.
- The value reported here must match one of the values you provided as a Field of Study Concentration ID (PSD-0790) in the Field of Study file.
- May submit “long data” with a different value in this column, with student ID repeated

Student Field of Study at Admission

General Instructions

Question	Answer
Who to include?	All students enrolled at your institution in the academic year and term represented in the file
Our students do not declare majors at admission. Is this table required?	Yes. Please submit a table where all records have a Field of Study Admission ID as '9998' ('Undeclared').
What is the unique record grain?	Record Number, Enrollment Year, Enrollment Term, Institution ID, Student ID, Field of Study ID at Admission, Field of Study Concentration ID at Admission
May our institution submit "long" data?	Yes. You may submit long data. In that case, we would expect to see multiple rows per student, with one row for each declared Field of Study.

File Structure

Field ID	Field Name
PSD-0010	Record Number
PSD-0020	Enrollment Year
PSD-0030	Enrollment Term
PSD-0040	Institution ID
PSD-0050	Student ID (Institution)
PSD-0760	Field of Study ID at Admission
PSD-0770	Field of Study Concentration ID at Admission

Field of Study ID at Admission

- Definition: an alphanumeric code identifying the declared Field of Study ID for the student's degree or certificate program at a reporting institution at admission.
- The value reported here must match one of the values you provided as a Field of Study ID (PSD-0780) in the Field of Study file.
- May submit “long data” with a different value in this column, with student ID repeated
- Preference would be to report all students, including those with undeclared majors

Field of Study Concentration ID at Admission

- Definition: an alphanumeric code identifying the declared Concentration ID for the student's degree or certificate program at a reporting institution at admission.
- The value reported here must match one of the values you provided as a Field of Study Concentration ID (PSD-0790) in the Field of Study file.
- May submit “long data” with a different value in this column, with student ID repeated

Questions?