Institutional Structure and Terms

Institutional Structure

Institutional Structure is the foundation of Student Administration; it is through this structure that individual student matriculation is identified. It is therefore important to understand this structure.

The catalog references commonly used terms such as "major" and "option"; while terms such as these are used in day to day interactions with the campus community, it is imperative to know the equivalent terms referenced in GET.

Institutional Structure Overview			
Commonly Used Term	**GET Term**	**Example**	**Values**
Career	Academic Career	Undergraduate	UGRD
College	Academic Program	Business & Economics	BEB
Degree*	n/a	Bachelor of Science	n/a
Major	Academic Plan	Business Administration	BADF BS
Option	Academic SubPlan	Finance	OFINBADFBS

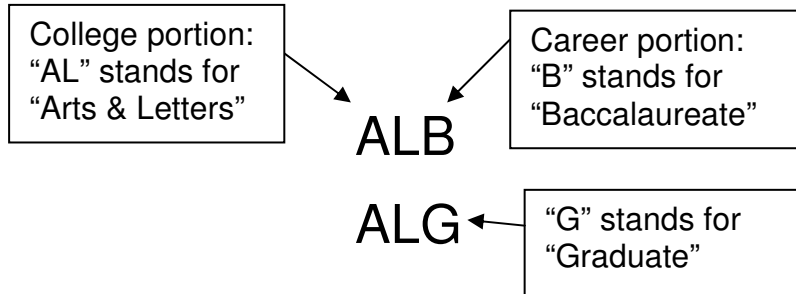*Degree is incorporated in the Plan and SubPlan codes*

Note: Values discussed do not have to be memorized as fields have a search button 🔍 This button enables selection from a list that is based on the completed field directly above it. For example, SubPlan values listed will be associated with the Plan code entered in the Plan field.

CAREER VALUES

Career Values	
Career	**Value**
Undergraduate	UGRD
Graduate	GRAD
Extended Education	CNED

PROGRAM VALUES
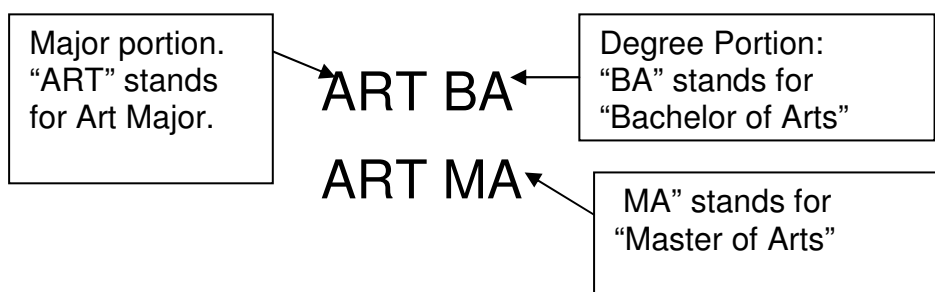
In GET, **College** is called **PROGRAM**. Fields requesting Academic Program require a code that is a combination of College and Career level.

| College portion: "AL" stands for "Arts & Letters" | → ALB ← | Career portion: "B" stands for "Baccalaureate" |
| ALG ← | "G" stands for "Graduate" |

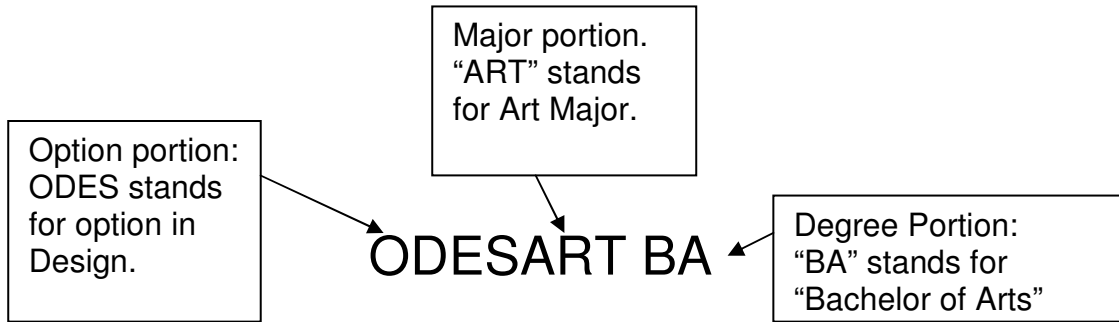| Program Values	
Program	**Values**
Arts and Letters	ALB, ALG
Business & Economics	BEB, BEG
Education	EDB, EDG, EDE (Education Doctorate)
Engineering & Technology	ETB, ETG
Health & Human Services	HHSB, HHSG
Natural & Social Sciences	NSSB, NSSG

PLAN

Major is merged with **Degree** and is called **PLAN**.

| Major portion. "ART" stands for Art Major. | ART BA ← | Degree Portion: "BA" stands for "Bachelor of Arts" |
| ART MA ← | MA" stands for "Master of Arts" |

Plan Example	
Plan	**Value**
Bachelor of Arts in Art	ART BA
Bachelor of Fine Arts in Art	ART BFA
Master of Arts in Art	ART MA

SUBPLAN

The **Option** value includes the **Major** and **Degree** and is called **SUBPLAN**.

Major portion. "ART" stands for Art Major.

Option portion: ODES stands for option in Design.

ODESART BA

Degree Portion: "BA" stands for "Bachelor of Arts"

SubPlan Example	
SubPlan	**Value**
Option: Design	ODESART BA

Summary

A student's matriculation is made up of Career, Program, Plan & SubPlan. For example, a student pursuing a Bachelor of Arts in Art with an option in Design would have the following Values:

Career: **UGRD**
Program: **ALB**
Plan: **ART BA**
SubPlan: **ODESART BA**

Term

Term Values consist of a 4 digit term code. The code consists of Century (first digit), Year (2nd & 3rd digits), and Quarter (last digit).

- Century (1st digit) = 0 or 2
  - 0 = 20th century (1947 – 1999)
  - 2 = 21st century (2000 -   )
- Year (2nd & 3rd digits) = the last two numbers in a year. For example the year 2012 would be "12" in the term code.
- Quarter (4th digit). Indicates one of the four quarters as follows:
  - Winter – 1
  - Spring – 3
  - Summer – 6
  - Fall – 9

Term Examples				
Term	**Century**	**Year**	**Quarter**	**Term Code**
Spring 1999	0	99	3	0993
Fall 2011	2	11	9	2119