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# **DATA ELEMENT DICTIONARY CATALOG OF AUTHORIZED ACADEMIC PROGRAMS**

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# CAAP Data Elements

## CAAP Values

These values are available to display on the public-facing Catalog of Authorized Academic Programs built with PowerBI.

<b>FICE Code (CAAP001)</b>																																																			
Field Name	FICE CODE																																																		
Definition	A six-digit code assigned by the Federal Interagency Committee on Education (FICE) to each higher education institution; this code never changes regardless of changes in an institution's level.																																																		
Data Source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS																																																		
Data Type and Size	Character (18)																																																		
Null Allowed	N																																																		
Required for BOR	Y																																																		
ADC Data Element	Institution Code (GEN001)																																																		
Business Practice	The FICE code is selected on the Degrees without Majors or Degrees with Majors webform based on values maintained in FICE Codes validation maintenance (VFC001).																																																		
Valid Values	Valid values on DMA_FICE_CODES <table> <tr> <th>FICE Code</th><th>Description</th></tr> <tr><td>001541</td><td>Abraham Baldwin Agricultural College</td></tr> <tr><td>001544</td><td>Albany State University</td></tr> <tr><td>001546</td><td>Armstrong State University</td></tr> <tr><td>012165</td><td>Atlanta Metropolitan State College</td></tr> <tr><td>001579</td><td>Augusta University</td></tr> <tr><td>008976</td><td>Clayton State University</td></tr> <tr><td>001558</td><td>College of Coastal Georgia</td></tr> <tr><td>001561</td><td>Columbus State University</td></tr> <tr><td>003956</td><td>Dalton State College</td></tr> <tr><td>010997</td><td>East Georgia State College</td></tr> <tr><td>001566</td><td>Fort Valley State University</td></tr> <tr><td>001602</td><td>Georgia College &amp; State University</td></tr> <tr><td>041429</td><td>Georgia Gwinnett College</td></tr> <tr><td>009507</td><td>Georgia Highlands College</td></tr> <tr><td>001569</td><td>Georgia Institute of Technology</td></tr> <tr><td>001572</td><td>Georgia Southern University</td></tr> <tr><td>001573</td><td>Georgia Southwestern State University</td></tr> <tr><td>001574</td><td>Georgia State University</td></tr> <tr><td>001575</td><td>Gordon State College</td></tr> <tr><td>001577</td><td>Kennesaw State University</td></tr> <tr><td>001581</td><td>Middle Georgia State University</td></tr> <tr><td>001590</td><td>Savannah State University</td></tr> <tr><td>001592</td><td>South Georgia State College</td></tr> <tr><td>001598</td><td>University of Georgia</td></tr> </table>	FICE Code	Description	001541	Abraham Baldwin Agricultural College	001544	Albany State University	001546	Armstrong State University	012165	Atlanta Metropolitan State College	001579	Augusta University	008976	Clayton State University	001558	College of Coastal Georgia	001561	Columbus State University	003956	Dalton State College	010997	East Georgia State College	001566	Fort Valley State University	001602	Georgia College & State University	041429	Georgia Gwinnett College	009507	Georgia Highlands College	001569	Georgia Institute of Technology	001572	Georgia Southern University	001573	Georgia Southwestern State University	001574	Georgia State University	001575	Gordon State College	001577	Kennesaw State University	001581	Middle Georgia State University	001590	Savannah State University	001592	South Georgia State College	001598	University of Georgia
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	001585	University of North Georgia	
	001601	University of West Georgia	
	001599	Valdosta State University	

<b>CIP Code (CAAP002)</b>	
Field Name	CIP_CODE
Definition	This field is two concatenated fields – the CIP code (6 digits based on federal codes) and the CIP code extension (two Characters).
Data Source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS
Data Type and Size	Character (24)
Null Allowed	N
Required for BOR	Y
ADC Data Element	Major Code (SPA003) Major Code Enrolled (SPE003)
Business Practice	<p>The CIP code is selected on the Degrees without Majors or Degrees with Majors webform based on values maintained in DMA CIP Codes validation maintenance (VCC002).</p> <p>The 6-digit CIP Code and description can be found at <a href="https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56">https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56</a>. Please ensure the year at the top of the page is 2020 to find the 2020 CIP Codes with descriptions. The 2-digit extension code is used to uniquely identify this program on your campus. The same 2-digit extension cannot be used for programs at the same level and degree acronym with the same 6-digit CIP. For Example: You cannot have two BS programs with 13030100, one of them must be 13030101.</p>
Valid Values	The 6-digit CIP Code and description can be found at <a href="https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56">https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56</a> .

<b>Degree Acronym (CAAP003)</b>	
Field Name	DEGREE_ACRONYM
Definition	An alphanumeric field for recording the actual degree or certificate acronym for the program (e.g., MBA, BSED).
Data Source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS
Data Type and Size	Character (18)
Null Allowed	N
Required for BOR	Y
ADC Data Element	Degree Acronym (SPA001) Degree Acronym – Enrolled (SPE001)
Business Practice	<p>The degree acronym should be a description of the degree but not the major. For example, a “Bachelor of Science with a Major in...” would typically have the acronym of BS while a "Bachelor of Science in Education" would typically have the acronym of BSED.</p> <p>If AS, BS, MS, BM, EDS, EDD, etc. then degree must be dependent with a major.</p>

	The degree acronym is selected on the Degrees with Majors or Degrees without Majors webform based on values maintained in Degree Acronym validation maintenance (VDA001).
Valid Values	

<b>Degree Level (CAAP004)</b>																																					
Field Name	DEGREE_LEVEL																																				
Definition	Designates the degree or certificate level.																																				
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS																																				
Data Type and Size	Character (3)																																				
Null Allowed	N																																				
Required for BOR	Y																																				
ADC Data Element	Degree Level Code (SPA002) Degree Level Code – Enrolled (SPE002)																																				
Business Practice	<p>Less than Bachelor Degree Level Codes: Z, C, E, V, G and A  Bachelor Degree Level Code: B  Graduate Degree Level Codes: H, L, M, R, S, D and P  Non-Degree Level Codes: N and X</p> <p>The degree level is selected on the Degrees with Majors or Degrees without Majors webform based on values maintained in Degree Level validation maintenance (VDL001).</p>																																				
Valid Values	<p>Valid values on DMA_DEGREE_LEVELS</p> <table border="1"> <thead> <tr> <th>Code</th><th>Description</th></tr> </thead> <tbody> <tr><td>A</td><td>Associate</td></tr> <tr><td>B</td><td>Bachelor's</td></tr> <tr><td>C</td><td>One-Year Certificate</td></tr> <tr><td>D</td><td>Doctorate</td></tr> <tr><td>E</td><td>Two-Year Vocational-Related Certificate</td></tr> <tr><td>G</td><td>Nexus</td></tr> <tr><td>H</td><td>Post-Baccalaureate Certificate</td></tr> <tr><td>L</td><td>Post-Master's Certificate</td></tr> <tr><td>M</td><td>Master's</td></tr> <tr><td>N</td><td>Non-Degree Seeking Undergraduate</td></tr> <tr><td>P</td><td>First Professional</td></tr> <tr><td>Q</td><td>First Professional B (Historical Degree)</td></tr> <tr><td>R</td><td>Post First Professional Certificate</td></tr> <tr><td>S</td><td>Education Specialist</td></tr> <tr><td>V</td><td>Career Associate</td></tr> <tr><td>X</td><td>Non-Degree Seeking Post-Baccalaureate</td></tr> <tr><td>Z</td><td>Certificate of Less than One Year</td></tr> </tbody> </table>	Code	Description	A	Associate	B	Bachelor's	C	One-Year Certificate	D	Doctorate	E	Two-Year Vocational-Related Certificate	G	Nexus	H	Post-Baccalaureate Certificate	L	Post-Master's Certificate	M	Master's	N	Non-Degree Seeking Undergraduate	P	First Professional	Q	First Professional B (Historical Degree)	R	Post First Professional Certificate	S	Education Specialist	V	Career Associate	X	Non-Degree Seeking Post-Baccalaureate	Z	Certificate of Less than One Year
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<b>Degree Description (CAAP005)</b>	
Field Name	DESCRIPTION_DT
Definition	Degree descriptive name (EX. BM Degree Acronym has a description of "Bachelor of Music")

Data source	DMA_DEGREE_TRANSACTIONS
Data Type and Size	Character (210)
Null Allowed	Y
Required for BOR	Y
ADC Data Element	NA
Business Practice	The degree description is populated into the Degrees without Majors or Degrees with Majors webform based on values maintained in Degree Acronym validation maintenance which is completed for each degree acronym at each institution (VDA002).  This field is editable and can be updated with BOR approval.
Valid Values	

<b>Major Description (CAAP006)</b>	
Element Name	DESCRIPTION MT
Definition	Descriptive name of the major
Data Source	DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (300)
Null Allowed	Y
Required for BOR	Y
ADC Data Element	NA
Business Practice	
Valid Values	

<b>Program Hours (CAAP007)</b>	
Field Name	HOURS
Definition	The number of academic credit hours required for program completion.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Number (3)
Null Allowed	Y
Required for BOR	Y
ADC Data Element	NA
Business Practice	Requirements around program hours can be found in the <a href="#">Academic and Student Affairs Handbook Section 2.3.1</a>
Valid Values	

<b>Effective Date (CAAP008)</b>	
Field Name	EFFECTIVE_DATE
Definition	The term date the program was first authorized to be offered, as listed in Board of Regents agendas/minutes or in the University System Office approval.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	N
Required for BOR	Y
ADC Data Element	NA

Business Practice	<p>The Effective Date should not change except in the following situations:</p> <ul style="list-style-type: none"> <li>• Administrative error requiring correction of the Effective Date</li> <li>• Upon institution notification that the Effective Date first term of admission has changed.</li> </ul> <p>The Effective Date should follow the following format beginning Fall 2024 Term:  Fall Term: 08/01/YYYY  Spring Term: 01/02/YYYY  Summer Term: 05/01/YYYY</p>
Valid Values	

Program Approval Date (CAAP009)	
Field Name	APPROVAL DATE
Definition	The date of the BOR meeting in which the program was originally approved to be offered or the administrative approval date for certificate programs.
Data source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	<p>The Approval Date should not change except in the following situations:</p> <ul style="list-style-type: none"> <li>• Administrative error requiring correction of the Approval Date</li> </ul>
Valid Values	

Program Status (CAAP010)		
Field Name	DEACTIVATED	
Definition	The current status of the degree.	
Data source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS	
Data Type and Size	Character (1)	
Null Allowed	N	
Required for BOR	Y	
ADC Data Element	NA	
Business Practice	<p>Please refer to <a href="#">BoR Policy Manual 3.6.2</a> for additional information.</p> <p>Valid values for this element are hardcoded in the application.</p>	
Valid Values	<b>Code</b>	<b>Description</b>
	A	Active
	D	Deactivated
	I	Inactive
	P	Authorized/Not Active
	T	Terminated
	C	Canceled

Termination Date (CAAP011)
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Field Name	END_DATE
Definition	Program end date
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Termination Effective Date must not be null if Status = 'T'  The Termination Effective Date should follow the following format beginning Fall 2024 Term: Fall Term: 08/01/YYYY Spring Term: 01/02/YYYY Summer Term: 05/01/YYYY
Valid Values	

Last Comprehensive Program Review Year (CAAP012)	
Field Name	LAST_CPR_REVIEW_YEAR
Definition	The year of the last comprehensive program review on campus.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (4)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Requirements around comprehensive program reviews can be found in the <a href="#">Academic and Student Affairs Handbook Section 2.3.6</a> .
Valid Values	

Next Comprehensive Program Review Year (CAAP013)	
Field Name	SCHED_CPR_REVIEW_YEAR
Definition	Year of the next comprehensive program review is scheduled on campus.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (4)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Requirements around comprehensive program reviews can be found in the <a href="#">Academic and Student Affairs Handbook Section 2.3.6</a> .
Valid Values	

Delivery Mode (CAAP014)	
Field Name	DIST_ED_PROGRAM_TYPE
Definition	Identifies the type of program offering.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (60)
Null Allowed	Y

Required for BOR																	
ADC Data Element	NA																
Business Practice	Delivery mode is selected on the Degrees with Majors or Degrees without Majors webform based on values maintained in Program Delivery Type validation maintenance (VPD002). More information can be found in the <a href="#">Academic and Student Affairs Handbook Section 2.3.7</a> .																
Valid Values	Valid values from DMA_PROGRAM_DELIVERY_TYPE_LKP <table border="1"> <thead> <tr> <th>Code</th><th>Program Delivery Type Description</th></tr> </thead> <tbody> <tr> <td>1</td><td>On Campus</td></tr> <tr> <td>4</td><td>Online</td></tr> <tr> <td>13</td><td>Hybrid</td></tr> <tr> <td>14</td><td>Hybrid or Online</td></tr> <tr> <td>15</td><td>On Campus or Online</td></tr> <tr> <td>16</td><td>On Campus or Hybrid</td></tr> <tr> <td>17</td><td>On Campus or Hybrid or Online</td></tr> </tbody> </table>	Code	Program Delivery Type Description	1	On Campus	4	Online	13	Hybrid	14	Hybrid or Online	15	On Campus or Online	16	On Campus or Hybrid	17	On Campus or Hybrid or Online
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Reason for Change (CAAP015)	
Field Name	REASON FOR CHANGE
Definition	Description of the change reason.
Parent Table	DMA REASON FOR CHANGE
Data source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS
Data Type and Size	Character (70)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	The Reason for Change field should be updated each time a change is made to the program.  The Reason for Change is selected on the Degrees without Majors or Degrees with Majors webform based on values maintained in Reason for Change validation maintenance (VCH001).
Valid Values	

Effective Change Date (CAAP016)	
Field Name	EFFECTIVE_CHANGE_DATE
Definition	Term date in which a change becomes effective.
Data source	DMA DEGREE TRANSACTIONS, DMA MAJOR TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Should be updated with each change to a program in CAAP.
Valid Values	

<b>Accrediting Agency Code (CAAP017)</b>	
Field Name	ACCREDITING_AGENCY
Definition	A code for a professional association that has accredited a program of study.
Data Source?	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (8)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	The Accrediting Agency Code is selected on the Degrees without Majors or Degrees with Majors webform based on values maintained in Accrediting Agency validation maintenance (VAA001).  A single program can have multiple Accrediting Agencies.
Valid Values	

### CAAP Values – Internal

These values are only visible to those with authorization for the internal CAAP application.

<b>Inactivation Date (CAAP018)</b>	
Field Name	INACTIVATE_DATE
Definition	Program inactive date established by the Board of Regents.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	
Valid Values	

<b>Deactivation Date (CAAP019)</b>	
Field Name	DEACTIVATE_DATE
Definition	Program deactivation date established by the Board of Regents.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	The Deactivation Date should follow the following format beginning Fall 2024 Term: Fall Term: 08/01/YYYY Spring Term: 01/02/YYYY Summer Term: 05/01/YYYY
Valid Values	

<b>COOP FICE (CAAP020)</b>	
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Field Name	COOP_FICE
Definition	The FICE code for any institution working cooperatively to deliver the program of study. If more than two institutions are involved in a cooperative agreement, this number is a ‘dummy’ number that relates to the multiple institutions.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (18)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	
Valid Values	

#### **Distance Education End Date (CAAP021)**

Field Name	DIST_ED_END_DATE
Definition	Program end date established by the Board of Regents.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	
Valid Values	

#### **Program Webpage (CAAP022)**

Field Name	PROGRAM_WEB_LINK
Definition	A static link to the institutional informational webpage for the academic program.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (1000)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	
Valid Values	

#### **Campus Location (CAAP023)**

Field Name	LOCATION_CODE
Definition	The code associated with the approved branch campus or instruction site at which a student can complete this full program.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (25)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA

Business Practice	The Location Code is selected on the Degrees without Majors or Degrees with Majors webform based on values maintained in Locations validation maintenance (VLC003).  Multiple locations can be associated with a single program.
Valid Values	

Program Characteristic Code (CAAP024)														
Field Name	PROG_CHAR_CODE													
Definition														
Data Source	DMA_MAJOR_PROG_CHAR, DMA_DEGREE_PROG_CHAR													
Data Type and Size	Character (2)													
Null Allowed	Y													
Required for BOR														
ADC Data Element	NA													
Business Practice	<p>The Program Characteristic Code is selected on the Degrees without Majors or Degrees with Majors webform based on values maintained in Program Characteristics validation maintenance (VPC001).</p> <p>A single program can have multiple characteristics.</p> <ul style="list-style-type: none"><li>• Fallback Program: Exclude from GDP, Include in Internal CAAP</li><li>• Future Deactivated Program: Exclude from GDP, Include in Internal CAAP</li><li>• Future Terminated Program: Exclude from GDP, Include in Internal CAAP</li></ul>													
Valid Values	<p>Valid values from DMA_PROG_CHAR_LKP</p> <table><tr><th>Code</th><th>Description</th></tr><tr><td>EP</td><td>Embedded Program</td></tr><tr><td>FB</td><td>Fallback Program</td></tr><tr><td>FD</td><td>Future Deactivated Program</td></tr><tr><td>FT</td><td>Future Terminated Program</td></tr><tr><td>MC</td><td>Career-Focused Microcredential</td></tr></table>		Code	Description	EP	Embedded Program	FB	Fallback Program	FD	Future Deactivated Program	FT	Future Terminated Program	MC	Career-Focused Microcredential
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EP	Embedded Program													
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Change History	<table><tr><th>Academic Term</th><th>Change Notes</th></tr><tr><td>20252</td><td>Created new data element</td></tr></table>	Academic Term	Change Notes	20252	Created new data element									
Academic Term	Change Notes													
20252	Created new data element													

Independent Degree (CAAP025)	
Field Name	INDEP_DEGREE
Definition	This indicator shows if the degree is a stand-alone degree (value is 'Y') or a degree with majors (value is 'N').
Data source	DMA_DEGREE_TRANSACTIONS
Data Type and Size	Character (3)
Null Allowed	N
Required for BOR	Y
ADC Data Element	NA

Business Practice	Auto populates as YES on Degrees Without Majors webform. Auto populates as NO on Degrees With Majors webform.
Valid Values	Y, N

<b>Degree Description – Long (CAAP026)</b>	
Element Name	LONG_DESCRIPTION_DT
Definition	Narrative description of the degree program.
Data Source	DMA_DEGREE_TRANSACTIONS
Data Type and Size	CHARACTER (1500)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	
Valid Values	

<b>Major Description – Long (CAAP027)</b>	
Element Name	LONG_DESCRIPTION_MT
Definition	Narrative description of the major.
Data Source	DMA_MAJOR_TRANSACTIONS
Data Type and Size	CHARACTER (1500)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	
Valid Values	

### System Generated Values

<b>Degree ID (SYS001)</b>	
Field Name	DEGREE_ID
Definition	System assigned unique number used to identify the program.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Number (8)
Null Allowed	N
Required for BOR	
ADC Data Element	NA
Business Practice	The degree ID will be system-generated as a unique identifier.

<b>Parent Degree ID (SYS002)</b>	
Field Name	PARENT_DEGREE_ID
Definition	If any of the key fields have changed for the degree, this ID will point to the previous degree ID for historical tracking purposes.
Data source	DMA_DEGREE_TRANSACTIONS
Data Type and Size	Number (8)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA

Business Practice	Auto populated by system.
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<b>Major ID (SYS003)</b>	
Field Name	MAJOR ID
Definition	System assigned unique number used to identify the program.
Data source	DMA_MAJOR_TRANSACTIONS,
Data Type and Size	Number (8)
Null Allowed	N
Required for BOR	
ADC Data Element	NA
Business Practice	The major ID will be system-generated as a unique identifier.

<b>Parent Major ID (SYS004)</b>	
Field Name	PARENT MAJOR ID
Definition	If any of the key fields have changed for the major (degree acronym or cip code), this ID will point to the previous major ID for historical tracking purposes.
Data source	DMA_MAJOR_TRANSACTIONS
Data Type and Size	Number (8)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Auto populated by system.

<b>Last Activity Date (SYS005)</b>	
Field Name	LAST_ACTIVITY_DATE
Definition	The date a change was last made to any element of the program record.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Last activity date is system-generated based on user activity.

### Discontinued Elements

The elements listed below may still appear within CAAP but should no longer be updated.

<b>Distance Education Prime Technology (DIS001)</b>	
Field Name	DIST_ED_PRIME_TECHNOLOGY
Definition	The primary technology used to deliver the course.
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (2)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA

Business Practice	Discontinued during DMA Enhancement Project.
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Distance Education Program Percentage (DIS002)	
Element Name	DIST ED PERCENT OF PROGRAM
Definition	
Data Source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (8)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.
Valid Values	<50%, 50-94%, 95-100%, Unknown

Last Comprehensive Program Review Date (DIS003)	
Element Name	LAST REVIEW DATE
Definition	mm/dd/yyyy the last comprehensive program review was held on campus.
Data Source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

Next Comprehensive Program Review Date (DIS004)	
Element Name	NEXT REVIEW DATE
Definition	mm/dd/yyyy the next comprehensive program review is scheduled
Data Source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Date
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

Distance Education Collaborative (DIS005)	
Field Name	DIST ED COLLABORATIVE
Definition	Is this program in collaboration with other institutions?
Data source	DMA_DEGREE_TRANSACTIONS, DMA_MAJOR_TRANSACTIONS
Data Type and Size	Character (60)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

Major Count (DIS006)	
Element Name	MAJOR CNT
Definition	The number of majors associated with a program of study.



Data Source	DMA_DEGREE_TRANSACTIONS
Data Type and Size	NUMBER(3)
Null Allowed	Y
Required for BOR	
ADC Data Element	NA
Business Practice	This value is maintained on the Degrees with Majors webform.

<b>Distance Education Collaborative Code (DIS007)</b>	
Element Name	DEC_CODE
Definition	Unique identifier for Distance Education Collaborative
Data Source	DMA_DIST_ED_COLLABORATIVE_LKP
Data Type and Size	Character (8)
Null Allowed	N
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

<b>Distance Education Collaborative – Description (DIS008)</b>	
Element Name	DIST_ED_COLLABORATIVE_DESC
Definition	
Data Source	DMA_DIST_ED_COLLABORATIVE_LKP
Data Type and Size	Character (60)
Null Allowed	Y
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

<b>Distance Education Collaborative – From Term (DIS009)</b>	
Element Name	FROM_TERM
Definition	
Data Source	DMA_DIST_ED_COLLABORATIVE_LKP
Data Type and Size	Character (60)
Null Allowed	N
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

<b>Distance Education Collaborative – To Term (DIS010)</b>	
Element Name	TO_TERM
Definition	
Data Source	DMA_DIST_ED_COLLABORATIVE_LKP
Data Type and Size	Character (60)
Null Allowed	N
ADC Data Element	NA
Business Practice	Discontinued during DMA Enhancement Project.

## Maintained Validation Codes

### FICE Codes

A six-digit code assigned by the Federal Interagency Committee on Education (FICE) to each higher education institution; this code never changes regardless of changes in an institution's level.

<b>FICE Code (VFC001)</b>	
Element Name	FICE_CODE
Definition	A six-digit code assigned by the Federal Interagency Committee on Education (FICE) to each higher education institution; this code never changes regardless of changes in an institution's level.
Data Source	DMA FICE CODES
Data Type and Size	Character (18)
Null Allowed	N
ADC Data Element	Institution Code (GEN001)
Business Practice	When a FICE Code is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.
Change History	<b>Change Notes</b>
	FICE Code 001543 with Description of Darton State College discontinued at time of consolidation.
	FICE Code 001546 with Description of Armstrong State University discontinued at time of consolidation.
	FICE Code 011074 with Description of Bainbridge State College discontinued at time of consolidation.
	FICE Code 001567 with Description of Gainesville State College discontinued at time of consolidation.
	FICE Code 001562 with Description of Georgia Perimeter College discontinued at time of consolidation.
	FICE Code 007728 with Description of Macon State College discontinued at time of consolidation.
	FICE Code 020550 with Description of Waycross College discontinued at time of consolidation.
	FICE Code 001552 with Description of Augusta State University discontinued.

<b>FICE Code Description (VFC002)</b>	
Element Name	DESCRIPTION FC
Definition	The full name of the institution associated with the FICE Code.
Data Source	DMA FICE CODES
Data Type and Size	Character (495)
Null Allowed	N
ADC Data Element	NA
Business Practice	

## Degree Acronym

An alphanumeric field for recording the actual degree or certificate acronym for the award (e.g., MBA, BSED).

<b>Degree Acronym (VDA001)</b>	
Element Name	DEGREE_ACRONYM
Definition	An alphanumeric field for recording the actual degree or certificate acronym for the program (e.g., MBA, BSED).
Data Source	DMA_DEGREE_ACRONYMS
Data Type and Size	Character (18)
Null Allowed	N
ADC Data Element	Degree Acronym (SPA001) Degree Acronym – Enrolled (SPE001)
Business Practice	<p>The degree acronym should be a description of the degree but not the major. For example, a "Bachelor of Science with a Major in..." would typically have the acronym of BS while a "Bachelor of Science in Education" would typically have the acronym of BSED.</p> <p>If AS, BS, MS, BM, EDS, EDD, etc. then degree must be dependent with a major.</p> <p>When a Degree Acronym is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.</p>

<b>Degree Acronym – FICE Code (VDA002)</b>	
Element Name	FICE_CODE
Definition	A six-digit code assigned by the Federal Interagency Committee on Education (FICE) to each higher education institution; this code never changes regardless of changes in an institution's level.
Data Source	DMA_DEGREE_ACRONYMS
Data Type and Size	Character (18)
Null Allowed	N
ADC Data Element	Institution Code (GEN001)
Business Practice	When a FICE Code is entered on Degree Acronym validation maintenance, it should match a value maintained in FICE Code validation maintenance.

<b>Degree Acronym – Degree Level (VDA003)</b>	
Element Name	DEGREE_LEVEL
Definition	Designates the degree or certificate level.
Data Source	DMA_DEGREE_ACRONYMS
Data Type and Size	Character (3)
Null Allowed	N
ADC Data Element	Degree Level Code (SPA002) Degree Level Code – Enrolled (SPE002)

Business Practice	When a Degree Level is entered on Degree Acronym validation maintenance, it should match a value maintained in Degree Level validation maintenance.
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<b>Degree Acronym – Description (VDA004)</b>	
Element Name	DESCRIPTION_DA
Definition	The description associated with the Degree Acronym used for recording the actual degree or certificate acronym for the program (e.g., MBA, BSSED).
Data Source	DMA_DEGREE_ACRONYMS
Data Type and Size	Character (360)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

## Degree Levels

A code designating degree or certificate level toward which the student is working (e.g., Bachelors, Masters).

<b>Degree Level Code (VDL001)</b>	
Element Name	DEGREE_LEVEL
Definition	Designates the degree or certificate level.
Data Source	DMA_DEGREE_LEVELS
Data Type and Size	Character (3)
Null Allowed	N
ADC Data Element	Degree Level Code (SPA002) Degree Level Code – Enrolled (SPE002)
Business Practice	Less than Bachelor Degree Level Codes: Z, C, E, V, G and A Bachelor Degree Level Code: B Graduate Degree Level Codes: H, L, M, R, S, D and P Non-Degree Level Codes: N and X When a Degree Level Code is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.

<b>Degree Level Description (VDL002)</b>	
Element Name	DESCRIPTION_DL
Definition	Description of Degree Level Code
Data Source	DMA_DEGREE_LEVELS
Data Type and Size	Character (150)
Null Allowed	N
ADC Data Element	NA
Business Practice	

<b>IPEDS Level Code (VDL003)</b>	
Element Name	IPEDS_AWARD_LEVEL

Definition	The award level used by the Integrated Postsecondary Education Data System (IPEDS) to report the types of awards earned by students.		
Data Source	DMA DEGREE LEVELS		
Data Type and Size	Character (6)		
Null Allowed	Y		
ADC Data Element	NA		
Business Practice	Code	Description	
	01	Postsecondary awards, certificates or diplomas of 9-29 semester hours	
	02	Postsecondary awards, certificates or diplomas of 30-60 semester hours	
	03	Associate Degree	
	04	Postsecondary awards, certificates or diplomas of 60 plus semester hours	
	05	Bachelor's Degree	
	06	Postbaccalaureate Certificate	
	07	Master's Degree	
	08	Post-Master's Certificate	
	09	Doctorate	
	10	First Professional	

## CIP Codes

This field is two concatenated fields – the CIP code (6 digits based on federal codes) and the CIP code extension (two Characters).

CIP Code (VCC001)	
Element Name	CIP_CODE
Definition	This field is two concatenated fields – the CIP code (6 digits based on federal codes) and the CIP code extension (two Character s).
Data Source	DMA CIP CODES
Data Type and Size	Character (24)
Null Allowed	N
ADC Data Element	Major Code (SPA003) Major Code Enrolled (SPE003)
Business Practice	<p>When a CIP Code is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field, concatenated with CIP Code Description (VCC002).</p> <p>The 6-digit CIP Code and description can be found at <a href="https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56">https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56</a>. Please ensure the year at the top of the page is 2020 to find the 2020 CIP Codes with descriptions. The 2-digit extension code is used to uniquely identify this program on your campus. The same 2-digit extension cannot be used for programs at the same level and degree acronym with the same 6-digit CIP. For Example: You cannot have two BS programs with 13030100, one of them must be 13030101.</p>

<b>CIP Code Description (VCC002)</b>	
Element Name	DESCRIPTION_CC
Definition	The federal description for the CIP code (if it is a six-digit code with two zeroes on the end) or a local description if the last two digits are greater than zero.
Data Source	DMA_CIP_CODES
Data Type and Size	Character (210)
Null Allowed	N
ADC Data Element	NA
Business Practice	When a CIP Code is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field, concatenated with CIP Code (VCC001).

<b>Occupationally Specific Program CIP Code (VCC003)</b>	
Element Name	OCC_PGM
Definition	A yes or no indicator to identify occupationally specific programs. Default is 'Y'.
Data Source	DMA_CIP_CODES
Data Type and Size	Character (3)
Null Allowed	N
ADC Data Element	NA
Business Practice	
Valid Values	Y, N

## **Accrediting Agency**

A code for a professional association that has accredited a program of study.

<b>Accrediting Agency Acronym (VAA001)</b>	
Element Name	ACRONYM
Definition	A user assigned code representing the accrediting agency.
Data Source	DMA_ACCREDITING_AGENCIES
Data Type and Size	Character (24)
Null Allowed	N
ADC Data Element	NA
Business Practice	When an Accrediting Agency Code is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field, concatenated with the Accrediting Agency Description.

<b>Accrediting Agency Description (VAA002)</b>	
Element Name	DESCRIPTION_AA
Definition	The name of the accrediting agency.
Data Source	DMA_ACCREDITING_AGENCIES
Data Type and Size	Character (87)
Null Allowed	N
ADC Data Element	NA

Business Practice	When an Accrediting Agency Code is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field, concatenated with the Accrediting Agency Acronym.
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<b>Accrediting Agency URL (AA003)</b>	
Element Name	URL
Definition	Website of the accrediting agency.
Data Source	DMA_ACCREDITING_AGENCIES
Data Type and Size	Character (200)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

## Reason for Change

Description of the change reason. Helps identify changes that are made because of policy change or for other reasons.

<b>Reason for Change (VCH001)</b>	
Element Name	REASON_FOR_CHANGE
Definition	Description of the change reason.
Data Source	DMA_REASON_FOR_CHANGE
Data Type and Size	Character (70)
Null Allowed	N
ADC Data Element	NA
Business Practice	When a Reason for Change is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.

<b>Reason for Change ID (VCH002)</b>	
Element Name	REASON_ID
Definition	Unique identifier for reason for change
Data Source	DMA_REASON_FOR_CHANGE
Data Type and Size	Number (9)
Null Allowed	Y
ADC Data Element	NA
Business Practice	The reason ID will be system-generated as a unique identifier.

## Program Delivery Type

Description of the type of Degrees or Majors delivered. For example, "On Campus", "On Campus or Online", "Online", "Partially Online".

<b>Program Delivery Type Code (VPD001)</b>	
Element Name	PDT_CODE
Definition	Unique code associated with each program delivery type description

Data Source	DMA_PROGRAM_DELIVERY_TYPE_LKP
Data Type and Size	Character (8)
Null Allowed	N
ADC Data Element	NA
Business Practice	The Program Delivery Type Code will be system-generated as a unique identifier.

<b>Program Delivery Type – Description (VPD002)</b>		
Element Name	PROG_DELIVERY_TYPE_DESCR	
Definition	Program Delivery Type Descriptive Name	
Data Source	DMA_PROGRAM_DELIVERY_TYPE_LKP	
Data Type and Size	Character (60)	
Null Allowed	Y	
ADC Data Element	NA	
Business Practice	When a DE Program Type is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.	
Change History	<b>Academic Term</b>	<b>Change Notes</b>
	20252	The following Codes & Descriptions are no longer valid as of Fall 2024: 2 – PARTIALLY ONLINE 3 – ON CAMPUS AND ONLINE 10 – EXTERNAL 11 – On Campus, 100% Online, and External Site Locations 12 – ON CAMPUS & EXTERNAL

<b>Program Delivery Type – Start Term (VPD003)</b>	
Element Name	FROM_TERM
Definition	The academic term institutions became authorized to use associated program delivery type code and description.
Data Source	DMA_PROGRAM_DELIVERY_TYPE_LKP
Data Type and Size	Character (5)
Null Allowed	N
ADC Data Element	NA
Business Practice	

<b>Program Delivery Type – End Term (VPD004)</b>	
Element Name	TO_TERM
Definition	The last academic term institutions were authorized to use associated program delivery type code and description.
Data Source	DMA_PROGRAM_DELIVERY_TYPE_LKP
Data Type and Size	Character (5)
Null Allowed	N
ADC Data Element	NA
Business Practice	



# Locations

Institution-specific locations where degrees are offered.

<b>Location – Active Indicator (VLC001)</b>	
Element Name	ACTIVE_IND
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (1)
Null Allowed	N
ADC Data Element	NA
Business Practice	
Valid Values	Active, Inactive

<b>Location – FICE Code (VLC002)</b>	
Element Name	FICE_CODE
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (18)
Null Allowed	N
ADC Data Element	NA
Business Practice	The FICE code is selected on the Maintain Locations webform based on values maintained in FICE Codes validation maintenance.

<b>Location Code (VLC003)</b>	
Element Name	LOCATION_CODE
Definition	The code associated with the approved branch campus or instruction site at which a student can complete this full program.
Data Source	DMA_LOCATIONS
Data Type and Size	Character (25)
Null Allowed	N
ADC Data Element	NA
Business Practice	When a Location is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.

<b>Location – Description (VLC004)</b>	
Element Name	LOCATION_DESC
Definition	The approved branch campus or instruction site at which a student can complete this full program.
Data Source	DMA_LOCATIONS
Data Type and Size	Character (100)
Null Allowed	N
ADC Data Element	NA
Business Practice	

<b>Location – ZIP Code (VLC005)</b>	
Element Name	ZIP_CODE
Definition	The ZIP Code associated with the approved branch campus or instruction site at which a student can complete this full program.
Data Source	DMA_LOCATIONS
Data Type and Size	Character (12)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

<b>Location – Longitude (VLC006)</b>	
Element Name	LONGITUDE
Definition	The longitude associated with the approved branch campus or instruction site at which a student can complete this full program.
Data Source	DMA_LOCATIONS
Data Type and Size	Character (20)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

<b>Location – Latitude (VLC007)</b>	
Element Name	LATITUDE
Definition	The latitude associated with the approved branch campus or instruction site at which a student can complete this full program.
Data Source	DMA_LOCATIONS
Data Type and Size	Character (20)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

<b>Location - Home Campus Indicator (VLC008)</b>	
Element Name	HOME_CAMPUS_IND
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (1)
Null Allowed	Y
ADC Data Element	NA
Business Practice	
Valid Values	N - No Y - Yes

<b>Location – Street Address (VLC009)</b>	
Element Name	STREET_ADDRESS
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (100)

Null Allowed	Y
ADC Data Element	NA
Business Practice	

<b>Location – City (VLC010)</b>	
Element Name	CITY
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (75)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

<b>Location – State Code (VLC011)</b>	
Element Name	STATE_CODE
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (2)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

<b>Location – Country Code (VLC012)</b>	
Element Name	COUNTRY_CODE
Definition	
Data Source	DMA_LOCATIONS
Data Type and Size	Character (2)
Null Allowed	Y
ADC Data Element	NA
Business Practice	

## Program Characteristics

Characteristics of a program that need to be taken into consideration when producing reports or processing data.

<b>Program Characteristic Code (VPC001)</b>		
Element Name	PROG_CHAR_CODE	
Definition		
Data Source	DMA_PROG_CHAR_LKP	
Data Type and Size	Character (2)	
Null Allowed	N	
ADC Data Element	NA	
Business Practice	When a Program Characteristic is selected on the Degrees without Majors or Degrees with Majors webform, the valid values are based on values maintained in this field.	
Change History	<b>Academic Term</b>	<b>Change Notes</b>

	20252	Created new data element
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Program Characteristic – Description (VPC002)	
Element Name	PROG_CHAR_DESC
Definition	
Data Source	DMA_PROG_CHAR_LKP
Data Type and Size	Character (60)
Null Allowed	N
ADC Data Element	NA
Business Practice	

Program Characteristic – From Term (VPC003)	
Element Name	FROM_TERM
Definition	The first academic term the associated program Characteristic became available in the Catalog of Authorized Academic Programs database.
Data Source	DMA_PROG_CHAR_LKP
Data Type and Size	Character (5)
Null Allowed	N
ADC Data Element	NA
Business Practice	Start term should be '20252' or later.

Program Characteristic – To Term (VPC004)	
Element Name	TO_TERM
Definition	The last academic term the associated program Characteristic is available in the Catalog of Authorized Academic Programs database.
Data Source	DMA_PROG_CHAR_LKP
Data Type and Size	Character (5)
Null Allowed	N
ADC Data Element	NA
Business Practice	End term should be '99999' for all new program Characteristics.

## Institution URLs

Institutions' main URLs that should be displayed on DMA-related web pages

Institution URL – FICE Code (VIU001)	
Element Name	FICE_CODE
Definition	
Data Source	DMA_INST_URLS
Data Type and Size	Character (18)
Null Allowed	N
ADC Data Element	NA
Business Practice	The FICE code is selected on the Maintain Institution URLs webform based on values maintained in FICE Codes validation maintenance.

<b>Institution URL (VIU002)</b>	
Element Name	INST_URL
Definition	A static link to the institutional informational webpage for the academic program.
Data Source	DMA INST_URLS
Data Type and Size	Character (200)
Null Allowed	Y
ADC Data Element	NA
Business Practice	No data is currently stored in this table.