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# Understanding Program/Plan Stack

## Summary:

With Program/Plan, a history of a student's majors, minors, specializations and other information can be compiled and tracked.

## Student Program/Plan

### Navigation

*Records and Enrollment > Career and Program Information > Student Program/Plan*

### Background

Student Program/Plan is a component that allows the tracking of a student's high level relationship within the University.

With Program/Plan, a history of a student's majors, minors, specializations and other information can be compiled and tracked.

Once the student is matriculated they will come over to student records and be visible in the program stack.

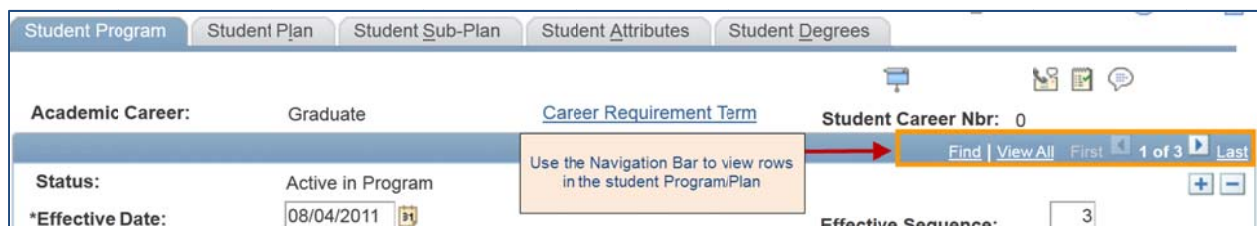
Fields on the Program/Plan will populate from the Admissions or Quick Admit pages. This process creates an academic record for the student in the form of a career, program, plan, and sometimes a sub-plan.

A student record will have multiple program actions to view (*admit, matriculation, program change, plan change*) through completion of program.

### Navigating the Program/Plan stack

Use the scroll bar buttons on the blue bar to navigate through the Program Actions (*rows*). The most recent will be the first or top-most program action.

Various pieces of information contained in each row can be investigated by clicking on various tabs at the top of the page.



### Program Stack

As the student modifies their program/plan during their career at UNC-CH, PeopleSoft will keep a dated record of those changes. Those changes will be found in one single record that has multiple "rows" of data. Each row of data in the stack is a change in either the Academic program or plan. The combined rows are called the program stack.

## Understanding Program/Plan Stack

### The Dresser Analogy

One interesting way to look at the program/plan stack is to think of the entire program/plan stack as a dresser.

The program/plan stack (*dresser*) can have as many drawers as needed, with the idea being that every time the student initiates a program or plan change, another drawer is added to the dresser.

The program tab of program/plan, is kind of like the drawers. If you “view all” you can kind of see the drawers stacked on top of each other to make the dresser, and basically there is the label on each drawer for what’s inside (**Example:** *matriculation, program change, A plan change*)

To see what’s in the drawers, you have to move over to the Plan (& *Sub-plan tab if concentrations apply*).

**Best Practice:** You will want to select “View 1” before moving over to the Plan tab, as Plan is harder to read as an expanded stack. When you’re on the plan tab, it’s as if you’ve opened the drawer and can see what’s in there – their major(s), minors & honors (*if they are in the honors program*).

Row	Status	Effective Date	Program Action	Action Reason	Academic Institution	Academic Program	Admit Term	Requirement Term	Expected Grad Term	Campus	Acad Load	Effective Sequence	Action Date	Joint Prog Appr	Admissions
Row 1	Active in Program	08/04/2011	MATR	EN	UNC - Chapel Hill	ASNDG AS Non Degree Graduate	2119 2011 Fall	2119 2011 Fall		MAIN	UNCCH	Part-Time	08/04/2011		From Application Application Nbr: 01148283 Application Program Nbr: 0
Row 2	Prematriculant	08/04/2011	DEIN	EN	UNC - Chapel Hill	ASNDG AS Non Degree Graduate	2119 2011 Fall	2119 2011 Fall		MAIN	UNCCH	Part-Time	08/04/2011		From Application Application Nbr: 01148283 Application Program Nbr: 0

Each change to the stack has an **action date** (*the date in which the change was recorded in PeopleSoft*) and an **effective date** (*the date in which the student wants the change to take place*). The **action date** cannot be modified but the **effective date** can be post-dated, future-dated or give the same date as the action date.

## Understanding Program/Plan Stack

### Second Majors

Students may declare double majors, per University Policy, with one major being their primary major, and then second being their second major. In [ConnectCarolina](#), as was the case in SIS, the first major is attached to the degree. University Policy remains that same, in that a BS (or a BFA or a BMus for example) degree basically trumps a BA degree. This means that a student may have the following combinations of double majors:

1. A BS first major with a BS second major
2. A BA first major with a BA second major
3. A BS first major with a BA second major

**\*\*\*A student may not have BA first major with a BS second major.**

In [ConnectCarolina](#), second majors are designated with a “2<sup>nd</sup>” classification. So, a student that has declared Psychology (BA) for their second major, would have PSYA2nd major code on their plan stack.

### Comparing/Viewing Academic Structure in [ConnectCarolina](#) and SIS

[ConnectCarolina](#) and [SIS](#) display a student’s program stack in a different format. Each system displays similar content such as College, Degree, Major/Minor as well as type of enrollment or action.

In [SIS](#) a student’s program plan/stack is displayed in Terms (*semesters*) on [screen 191](#) and [screen 111](#). Terms (*semesters*) are grouped from oldest to most recent. Each term’s program/plan can be viewed in detail by clicking on a term and viewing the information displayed on [Screen 111](#).

In [ConnectCarolina](#) the program stack information is displayed using rows. Each row represents an action in the student’s plan. [Effective Dates](#) determine the beginning and end of rows.

### ConnectCarolina vs. SIS Program Plan terminology

PeopleSoft	SIS
<b>Career</b>	Career or AU
<b>Academic Program</b>	College/Catalog combined with Degree
<b>Academic Plan</b>	Major, Minor and Honors
<b>Student Sub-plan</b>	Concentration

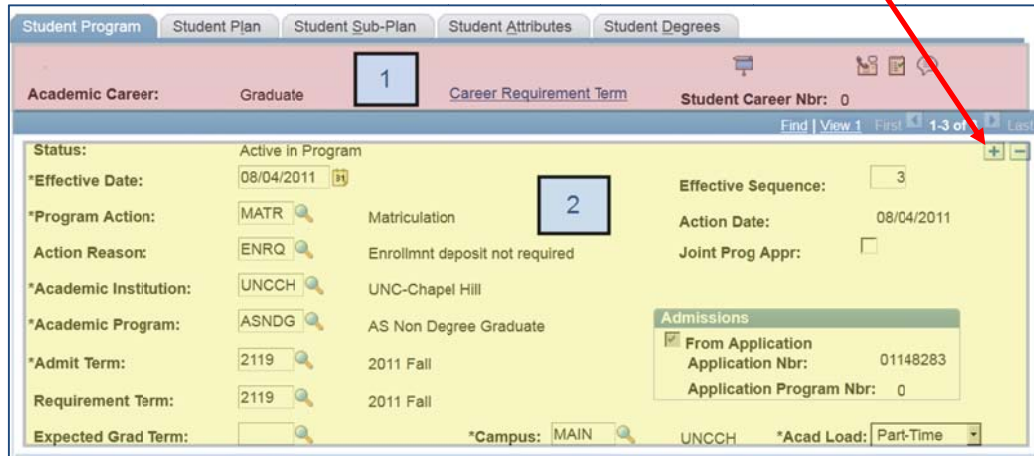
# Understanding Program/Plan Stack

## Student Program Tab

This tab can be used to view and modify a student's Academic Program (college).

If a student is changing majors including a change of college (e.g. BA in PSYC to a BS in CHEM), change both the student program tab and student plan tab.

To add a new program or plan start by clicking the '+' icon to add a new row to the student's stack.

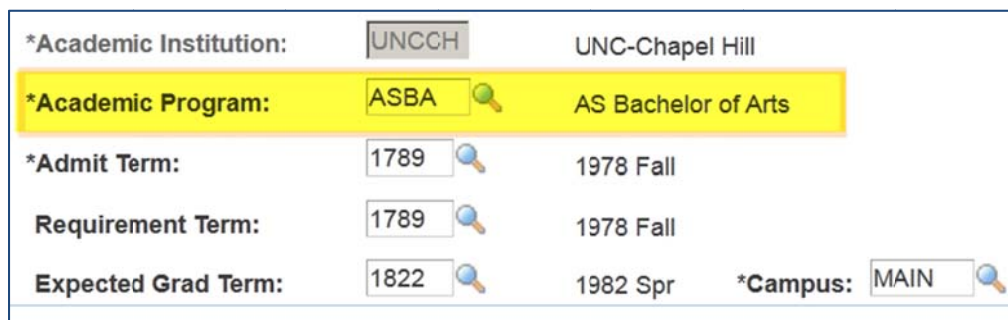


### 1. Top Section – Student Information

- Name and ID
- Academic Career

### 2. Lower Section – Academic Program Information

- **Status:** Indicates a student's status standing within the program such as Active, Discontinued or other status as of the Effective Date of the row.
- **Effective Date:** Identifies the date upon which the most recent change in program status took effect. The effective date can be pre-/post dated.
- **Program Action:** A change to a person's program data.
- **Academic Institution:** UNCCH is the default value
- **Academic Program:** This is the degree the student has selected to pursue and should only be changed when an action of Program Change (PRGC) is being executed.
  - ASBA is written as college/cat (AS) and Degree (BA) from SIS



## Understanding Program/Plan Stack

- **Admit Term:** The first term of the student's career
- **Requirement Term:** Also known as **Catalog Term** in SIS. The student will be responsible for the program requirements active during this term.

### Related Information in SIS

In SIS student program and plan information can be found using:

- **Screen 191:** Verification of Enrollment  
Used to display critical data concerning a student's enrollment history and degree completion at UNC-CH
- **Screen 111:** Student Term Attributes  
Used to enter and update a student's term related data.

### Page Comparison: Student Program tab vs. SIS screen 191

This comparison identifies common information in PeopleSoft and SIS.

PeopleSoft – Student Program Tab	SIS – Screen 191 and 111																																																																																																																																																																																				
<p>Status: Active in Program</p> <p>*Effective Date: 09/25/1994</p> <p>*Program Action: PLAN Change</p> <p>Action Reason:</p> <p>*Academic Institution: UNCOH UNC-Chapel Hill</p> <p>*Academic Program: ASBCH AS Bachelor</p> <p>*Admit Term: 1943 1994 Fall</p> <p>Requirement Term: 1943 1994 Fall</p> <p>Expected Grad Term:</p> <p>*Campus: UNCOH *Acad Leve:</p> <hr/> <p>Status: Active in Program</p> <p>*Effective Date: 09/25/1994 <b>A</b></p> <p>*Program Action: MATR <b>B</b> Matriculation</p> <p>Action Reason:</p> <p>*Academic Institution: UNCOH UNC-Chapel Hill</p> <p>*Academic Program: ASBCH <b>C</b> AS Bachelor</p> <p>*Admit Term: 1943 <b>D</b> 1994 Fall</p> <p>Requirement Term: 1943 1994 Fall</p> <p>Expected Grad Term:</p> <p>*Campus: UNCOH *Acad Leve:</p>	<p>BIRTH DATE: 03/25/1986</p> <p>SCREEN: INST: NC AU: SID: CRS: TERM:</p> <p>PERM: PD Box 1125 CREDIT TYPE: C</p> <p>ADDR: Tryon NC 28782 1125 CURRENT STOPS: NO</p> <p>LOCATN OF REC: S: P: A: MICROFILM INDC:</p> <table border="1"> <thead> <tr> <th>TERM</th> <th>AU</th> <th>FC</th> <th>RES</th> <th>DNR</th> <th>F/P</th> <th>FIN</th> <th>ATT</th> <th>ACTY</th> <th>WITHDRAW</th> <th>SE</th> <th>TYP</th> <th>AQ</th> <th>CRS</th> <th>CLS</th> <th>COL</th> <th>DEGR</th> <th>MAJ1</th> </tr> </thead> <tbody> <tr> <td>046</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>NEW</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>052</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>12.0</td> <td>12.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>053</td> <td>GU</td> <td>RM</td> <td>E</td> <td>P</td> <td></td> <td></td> <td>9.0</td> <td>9.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>062</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>063</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>6.0</td> <td>6.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>068</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>GENR</td> <td></td> </tr> <tr> <td>072</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>DNOR</td> <td></td> </tr> <tr> <td>079</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>12.0</td> <td>12.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>DNOR</td> <td></td> </tr> <tr> <td>082</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>12.0</td> <td>12.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>50</td> <td>GC</td> <td>BACH</td> <td>DNOR</td> <td></td> </tr> </tbody> </table> <p>CAREER HOURS: UG 123.3 UNV DEG: 05/14/1998 UG GU AS AB DNOR</p>	TERM	AU	FC	RES	DNR	F/P	FIN	ATT	ACTY	WITHDRAW	SE	TYP	AQ	CRS	CLS	COL	DEGR	MAJ1	046	GU	RM	E	F			15.0	15.0			NEW	UG	50	GC	BACH	BUSU		052	GU	RM	E	F			12.0	12.0			CON	UG	50	GC	BACH	BUSU		053	GU	RM	E	P			9.0	9.0			CON	UG	50	GC	BACH	BUSU		062	GU	RM	E	F			15.0	15.0			CON	UG	50	GC	BACH	BUSU		063	GU	RM	E	F			6.0	6.0			CON	UG	50	GC	BACH	BUSU		068	GU	RM	E	F			15.0	15.0			CON	UG	50	GC	BACH	GENR		072	GU	RM	E	F			15.0	15.0			CON	UG	50	GC	BACH	DNOR		079	GU	RM	E	F			12.0	12.0			CON	UG	50	GC	BACH	DNOR		082	GU	RM	E	F			12.0	12.0			CON	UG	50	GC	BACH	DNOR	
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- Effective Date:** The date on which the program action and the other field values on the row became effective
- Program Action:** Indicates a change to a student's academic program data.
- Academic Program:** The Academic Program field in ConnectCarolina represents a combination of the COLLEGE/CATALOG and Degree fields in SIS.
- Admit Term:** This term will indicate the MATR (*Matriculation*) term.

# Understanding Program/Plan Stack

## Student Plan Tab

View and modify a student's academic plan (*major and minor*)

If a student is changing major within the same college (e.g. *History major changing to Sociology*), you will need to change only the plan.

It is important to remember that you will need to add a row (click '+') from the Student Program tab.

The screenshot shows a web interface with three main sections, each with a numbered callout box:

- Section 1 (Pink):** Student Information. Fields include Academic Career: Undergraduate, Student Career Nbr: 0, and Car Req Term: [empty].
- Section 2 (Green):** Academic Program Information. Fields include Status: Completed Program, Admit Term: 1978 Fall, Effective Date: 05/13/1982, Effective Sequence: 1, Program Action: Completion of Program, Action Date: 10/27/2009, Action Reason: [empty], Requirement Term: 1978 Fall, and Academic Program: ASBA.
- Section 3 (Orange):** Academic Plan Information. Fields include \*Academic Plan: BACHEM Chemistry Major, \*Plan Sequence: 10, Degree: BA, \*Declare Date: 05/13/1982, Degree Checkout Stat: Awarded, \*Requirement Term: 1789 1978 Fall, Student Degree Nbr: 01, \*Advisement Status: Include, and Completion Term: [empty].

### 1. Student Information

- Name and ID
- Academic Career

### 2. Academic Program Information

A condensed version of what is on the Student Program tab

### 3. Academic Plan Information

The student's major and minor.

- Majors are written as degree/subject.
- Example: **BAANTH = Bachelor of Arts in Anthropology**

This is a close-up of the Academic Plan Information section from the previous screenshot. It shows the following fields and values:

- \*Academic Plan: BACHEM Chemistry Major
- \*Plan Sequence: 10
- Degree: BA
- \*Declare Date: 05/13/1982
- Degree Checkout Stat: Awarded
- \*Requirement Term: 1789 1978 Fall
- Student Degree Nbr: 01
- \*Advisement Status: Include
- Completion Term: [empty]

### 1. Academic Plan

2. **Plan Sequence:** A student's major will carry a lower number than other plans which will carry a higher number (+10)

## Understanding Program/Plan Stack

### 3. **Declare Date:** The date the student declared this major.

Note the declare date is the same as the effective date above, but they do not have to be the same date.

### 4. **Requirement Term:** This lines up with Catalog Year.

IF THEIR REQUIREMENT TERM IS FALL 2010, THIS MEANS THAT THEY ARE RESPONSIBLE FOR THE REQUIREMENTS IN THAT YEAR'S BULLETIN.

**NOTE:** This is very important for the new degree audit system. It will be important that the requirement term be set to the appropriate catalog year for the student whenever a program or plan change is made.

### 5. **Advisement Status:** The default value for this field should be 'include', meaning that the information on this screen will be included into the Advisement Module (*Degree Audit Module*) scheduled for rollout in Fall 2010.

### Page Comparison: Student Plan Tab vs. Screen 191

The screenshot shows two side-by-side views. The left view is the 'Student Plan Tab' in PeopleSoft, displaying details for a student's academic plan. The right view is 'Screen 191: VERIFICATION OF ENROLLMENT', showing a table of enrollment records.

**Student Plan Tab (Left):**

- Status: Active in Program
- Effective Date: 09/20/1996 (labeled 'A')
- Program Action: Plan Change
- Action Reason:
- Academic Program: ASBCH
- \*Academic Plan: [BCHGENR] Arts And Sciences Gen Major (labeled 'B')
- \*Plan Sequence: 10
- \*Declare Date: 09/20/1996
- \*Requirement Term: 1949 1994 Fall
- \*Advisement Status: include
- Status: Active in Program
- Effective Date: 09/26/1994
- Program Action: Matriculation
- Action Reason:
- Academic Program: ASBCH
- \*Academic Plan: [BCHBUSU] Business Administration Major
- \*Plan Sequence: 10
- \*Declare Date: 09/26/1994
- \*Requirement Term: 1949 1994 Fall
- \*Advisement Status: include

**Screen 191: VERIFICATION OF ENROLLMENT (Right):**

SCREEN: DIST: NC AU: SID: CRS: TERM: BIRTH DATE: 03/25/1966  
 CREDIT TYPE: C  
 PERM: PO Box 1125 CURRENT STOPS: NO  
 ADDR: Tryon NC 28782 1125 LOCATH OF REC: S: P: A:  
 MICROFLM INDX:

TERM	AU	FC	RES	ENR	F/P	FIN	ATT	ACTV	WITHDRAW	SI	TYP	AQ	CR	CLS	COL	DEGR	MAJ1
049	GU						15.0	15.0			NEW	UG	FR	GC	BACH	BUSU	
052	GU						12.0	12.0			CON	UG	FR	GC	BACH	BUSU	
059	GU						9.0	9.0			CON	UG	SO	GC	BACH	BUSU	
062	GU						16.0	16.0			CON	UG	SO	GC	BACH	BUSU	
063	GU						6.0	6.0			CON	UG	SO	GC	BACH	BUSU	
069	GU						15.0	15.0			CON	UG	JR	AS	BACH	GENR	
072	GU						15.0	15.0			CON	UG	JR	AS	BACH	INOR	
079	GU						12.0	12.0			CON	UG	SR	AS	BACH	INOR	
082	GU						12.0	12.0			CON	UG	SR	AS	BACH	INOR	

CAREER HOURS: UG 123.3 UNIV DEG: 05/14/1989 UG GU AS AB INOR  
 TOTAL PAGES: 2 THIS PAGE: 1 NEXT PAGE:

- Effective Date:** The date on which the program action and the other field values on the row became effective. The effective date can be referenced in SIS by converting it into a SIS TERM.
- Academic Plan:** The Academic Plan field in PeopleSoft represents a combination of the DEGREE and MAJ1 fields on SIS Screen 191.



## Student Sub-Plan tab

### View and modify concentration

Academic Career: Undergraduate		Student Career Nbr: 0		1
Find   View All   First 1 of 2 Last				
Status:	Completed Program	Admit Term:	1978 Fall	2
Effective Date:	05/13/1982	Effective Sequence:	1	
Program Action:	Completion of Program	Action Date:	10/27/2009	
Action Reason:				
Academic Program:	AS Bachelor of Arts	UNC-Chapel Hill		
Find   View All   First 1 of 1 Last				
Academic Plan:	Chemistry	Major		
Requirement Term:	1978 Fall			
Find   View All   First 1 of 1 Last				
*Academic Sub-Plan:	<input type="text"/>			+
Academic Sub-Plan Type:				-
*Declare Date:	05/13/1982			3
*Requirement Term:	<input type="text"/>			

#### 1. Student Information

- Name and ID
- Academic Career

#### 2. Academic Program/Academic Plan Information

a condensed version of what is on the Student Program and Student Plan tabs

#### 3. Student Sub-Plan Information