

Understanding Program/Plan Stack

Summary:

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.

Background

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

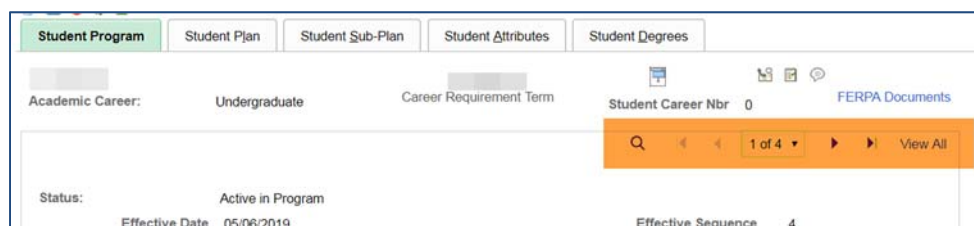
Once the student is matriculated, they will come over to student records and be visible in the program stack.

Fields on the Program/Plan page 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.

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.

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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*).

The screenshot displays the 'Academic Career' screen in PeopleSoft. At the top, it shows 'Academic Career: Graduate' and 'Career Requirement Term'. Below this, there are two rows of data, each representing a different program or plan. The first row is labeled 'Row 1' and the second row is labeled 'Row 2'. Both rows show details such as Status, Effective Date, Program Action, Action Reason, Academic Institution, Academic Program, Admit Term, Requirement Term, Expected Grad Term, and Campus. The 'Admissions' section on the right of each row shows 'From Application' with an 'Application Nbr.' and 'Application Program Nbr.'. The 'Effective Sequence' is shown as 3 for Row 1 and 2 for Row 2. The 'Action Date' is 08/04/2011 for both rows. The 'Joint Prog Appr.' checkbox is unchecked for both rows. The 'Acad Load' is set to 'Part-Time' for both rows.

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.

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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](#) 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 “2nd” classification. So, a student that has declared Psychology (BA) for their second major, would have PSYA2nd major code on their 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.

Academic Career:	Graduate	1	Career Requirement Term	Student Career Nbr: 0
Status:	Active in Program			
*Effective Date:	08/04/2011			Effective Sequence: 3
*Program Action:	MATR	2	Matriculation	Action Date: 08/04/2011
Action Reason:	ENRQ		Enrollmnt deposit not required	Joint Prog Appr: <input type="checkbox"/>
*Academic Institution:	UNCCH		UNC-Chapel Hill	
*Academic Program:	ASNDG		AS Non Degree Graduate	Admissions
*Admit Term:	2119		2011 Fall	<input checked="" type="checkbox"/> From Application
Requirement Term:	2119		2011 Fall	Application Nbr: 01148283
Expected Grad Term:				Application Program Nbr: 0
			*Campus: MAIN	UNCCH
				*Acad Load: Part-Time

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.

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- **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)

*Academic Institution:	UNCCH	UNC-Chapel Hill
*Academic Program:	ASBA	AS Bachelor of Arts
*Admit Term:	1789	1978 Fall
Requirement Term:	1789	1978 Fall
Expected Grad Term:	1822	1982 Spr
		*Campus: MAIN

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

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.

Academic Career:	Undergraduate	Student Career Nbr:	0	Car Req Term:	
Status:	Completed Program	Admit Term:	1978 Fall	Effective Sequence:	1
Effective Date:	05/13/1982	Action Date:	10/27/2009	Requirement Term:	1978 Fall
Program Action:	Completion of Program				
Action Reason:					
Academic Program:	ASBA				
*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:			

1. Student Information

- Name and ID

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- 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**

Find View All First 1 of 1 Last	
*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:

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)
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.

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Student Sub-Plan tab

View and modify concentration

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