

Datatel Screens Used by Advisors

PERC – Person Restrictions. Identifies students who have a restriction placed on their account. Most restrictions are “negative” – it prevents a student (or advisor) from being able to register. If attempting to register a student with a negative restriction, an error message will pop up advising of the reason for the restriction. Note - some restrictions are “positive” – they do not prevent registration (e.g., CIT, TMS).

STAC – Student Academic Credits. Shows all courses students are exempt from via placement testing (NC), all courses ever registered for (X=deleted, C=cancelled, N=currently registered for, A=Added), drops and withdrawals (D, W), transfer credit (TR), exemption credit (E). Grades earned in courses are also shown.

STAT – Student Academic Transcript. Shows courses that appear on a student’s transcript by course type (e.g., transfer, institutional) and by term, as well as credits attempted and completed and GPA.

TRAN – Transcript Print. View and/or print an unofficial transcript showing all transfer credit, courses attempted/completed, GPA and all graduation credentials including Honors.

SACP – Student Academic Program. Identifies all academic programs (majors) in which a student was ever enrolled. AC = Active, PN = Pending (they were in program in the past but no longer), CC = Closed.

SASM – Student Academic Summary. A summary of applications, programs of study, prior colleges and high schools attended, terms enrolled in and enrollment status (PT/FT) by term.

Datatel Screens Used by Advisors (cont'd)

PSPR – Proposed Student Program. Allows you to run a program evaluation for a program other than the program the student is currently enrolled in. Enter desired program, select catalog year, detail in on Evaluation.

STSC – Student Schedule. Allows you to look up/print a student schedule by term (Must use this format for entering the term - 2015SP, 2015FA, 2015SU, 2015SP1, 2015FA2).

TSUM – Test Summary. Shows placement tests taken and scores. Detail in to see courses a student is exempt from taking as a result of test scores.

EVAL – Evaluate Student Program. Provides a listing of all requirements for a program of study, which requirements have already been satisfied by course completion, transfer credit, or exemption credit (e.g., military credit). Identifies any developmental courses the student must complete. Also identifies the number of “in-residence” credits that must be completed for that program.

RGN – Registration. Advisors register students for courses in this screen. At the bottom of this screen you can detail in to “Sched” to view the student’s current semester schedule, or “Other Info” to jump to the PERC screen.

STRK – Student Remarks. View or enter pertinent remarks. Check here for notes regarding the evaluation of student’s prior college transcripts.

ST-IASU – Institutions Attended Summary. You can use this screen to view what TCL programs a student has completed (graduated). It will include the program completed, date of completion and if the student graduated with Honors.