Program/Plan Stack: An Introduction

The Program/Plan stack is a component that allows the tracking of a student’s high level relationship within the university. A history of student’s majors, minors, concentrations, specializations and other information will be compiled and tracked.

The admissions matriculation process creates an academic record for each student in the form of a career, program, plan and sometimes a sub-plan. Admit and requirement terms are also added to the student record at that time.

Each time a student modifies their program/plan during their career at RIT, PeopleSoft will keep a record of those changes. All changes will be found in a single record that has multiple “rows” of data. Each row of data in the stack is a change in the Academic program, plan or sub-plan. Together these rows make up a student’s program/plan stack.

<table>
<thead>
<tr>
<th>Term</th>
<th>Value(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institution</td>
<td>RIT01 - this is the same for all RIT students. (RITzero1)</td>
</tr>
<tr>
<td>Career</td>
<td>UGRD – Undergraduate, GRAD – Graduate, or CNED – Continuing Education (currently being used for NTID Summer Vestibule Program ONLY)</td>
</tr>
<tr>
<td>Academic Program</td>
<td>The academic program equals career plus the college. (USCB = Undergraduate Saunders College of Business, GSCB = Graduate Saunders College of Business)</td>
</tr>
<tr>
<td>Academic Plan</td>
<td>The academic plan is equivalent to a student’s major, minor, concentration, or certificate plus the degree type. Students will likely have multiple plans (Ex. PACK-BS, ACCT-2M, ECON-MN, GFL-CONC).</td>
</tr>
<tr>
<td>Academic Sub-plan</td>
<td>An area of further specialization or concentration within an academic plan. The academic sub-plan is always directly linked to a specific academic plan. RIT will normally use these for published program options and BS/MS programs.</td>
</tr>
</tbody>
</table>

Matriculation vs. Degree-seeking

Moving forward, matriculation is a process whereby admission passes students into student records and an academic record is created. Students will no longer be categorized in academic programs/plans as matriculated or non-matriculated. Students will either be:

Degree-seeking – This status refers to students who have been formally accepted as degree candidates through the Office of Admissions.

Non-degree-seeking - This status refers to students who are not candidates for a certificate, diploma or degree of the university and are taking courses for their own benefit on a space-available basis. Courses taken by students in a non-degree-seeking status may, or may not, be applied to a program, once admission as a degree-seeking student has been attained.

Effective Dating

Effective dating enables us to maintain and view a complete chronological record of historical, current and future data.

When entering data on pages that include an Effective Date field, data will not be overwritten. Instead, a data row will be added and a date will be specified as to when the data should go into effect: an Effective Date. By default, when you add a new data row, today’s date enters as the Effective Date. Information can be future dated in order to enter it before it actually goes into effect. For example, if you know a student’s mailing address will change from the current mailing address to a new address in October 2012, rather than overwrite the existing data, you add a new data row, apply a future Effective Date and the new mailing address will become active and available on that date.
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There are three categories of effective-dated records:

**Future**  
All rows that have an effective date greater than today.

**Current**  
The row with the effective date closest to, but not greater than, today. It is the row the system recognizes as the "current active" row.

**History**  
All rows with an effective date less than the effective date on the current row.

When the date of a future row arrives, it becomes the current row. What was the current row then becomes history. We will not have the ability to “correct history”. If you find that an error has occurred on a historical row, please contact the registrar’s office for assistance in correcting a student record.

The Dresser Analogy

One 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: program change, plan change, leave of absence)

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