

Report Tips – Enrollment by Curricula Detail

Description: Displays a duplicated count of students based on academic plan. Students are counted in every plan in which they are currently active.

Snapshot Types:

Snapshot Type	Snapshot Type Description
CENSUS	Data as of the last day of the second week of classes. Official Fall and Spring counts are based on this snapshot. Use CENSUS for Fall and Spring official reporting.
FINAL	Data as of the closing date for a term, which is usually prior to the CENSUS date for the next term. Official Summer counts are based on this snapshot. Use FINAL for Summer official reporting.
DAILY	Data as of 9 PM on the previous business day.

Accessing the Report: Log into **My UNiverse**, select the **Reporting** tab. Click the **Data Warehouse Reports** link. On the **DDDH Home** tab, click the **Enrollment by Curricula Detail** link in the Reports pagelet.

Example:

Enrollment by Curricula

This report is a duplicated count of students based on academic plan. Students are counted in every plan in which they are currently active.

View By: Academic Level Gender

CENSUS

Department	Academic Plan	Plan Code	Plan Type	Academic Program Roll-Up	Undergraduate										Graduate		Grand Total			
					00 Not classified		10 Freshman		20 Sophomore		30 Junior		40 Senior		50 Post-Bacc Undergraduate			Total	GR Graduate	Total
					M	F	M	F	M	F	M	F	M	F	M	F		M	F	
Accounting	Accounting	152BA	Major	Liberal Arts			8	2	63	70	78	91					312			312
		152BAD	Major	Liberal Arts										6	8		14			14
		152PRE	Major	Liberal Arts		55	54	64	33	22	16		4				248			248
		158GPRE	Major	Graduate														1	1	2
		158MACC	Major	Graduate														12	7	19
	Accounting Total					55	54	72	35	85	86	78	95	6	8	574	13	8	21	595
	Accounting-Integrated Program	15EBA	Major	Liberal Arts							1						1			1
	Accounting-Integrated Program Total										1						1			1
	CPA Advanced Studies	15VPREP	Major	Liberal Arts										8	3	11				11
	CPA Advanced Studies Total													8	3	11				11
	Accounting Total					55	54	72	35	85	86	79	95	14	11	586	13	8	21	607

NOTE: If viewing Ethnicity, use the following *View By* parameters:

View By: Ethnic (IPEDS) Minority Roll-Up Ethnic Desc (IPEDS)

Residency = Refers to student’s residency

- Resident = Iowa resident
- Non-Resident (All) = non-Iowa resident. Includes International students.

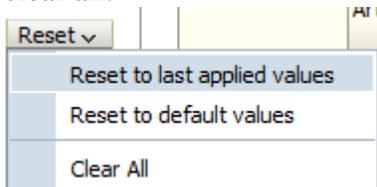
Tips:

- The default view shows a census snapshot of the current term with plan types: *Major*, *Advanced Studies Certificate*, and *Pre-Professional*
- Use the drop-down boxes at the top to select specific criteria (once you select a value from the drop-down box, click the white space outside the field to set the value, and then click the **Apply** button.
- Use the row navigation buttons  at the bottom of the report to view more rows
- Use the Print link at the bottom of the report to print a PDF or html version of the report
- Use the Export link at the bottom of the report to download the report to Excel
- A message may result when you select a non-existent combination or there are no results for that combination.

Example:

**OOPS, LOOKS LIKE NO STUDENTS WERE FOUND.
PLEASE REVISE YOUR FILTERS AND CHART AGAIN.**

- Use the **Reset** button options to reset to default values, reset to the last applied values, or to clear all.

**Troubleshooting**

- If you experience internet browser issues, try reloading the page (**F5** or **Refresh/Reload** button on the browser toolbar). You may also clear your internet cache (SHIFT+CONTROL+DELETE or Tools, Options).
- If you receive a message stating *Access is Restricted*, contact Institutional Research.
- My UNiverse times out after 20 minutes, it may be necessary to click back on the **Reporting** tab to avoid the time out.