



## Glossary of Terms and Acronyms

This glossary provides definitions of terms and acronyms frequently used in PeopleSoft Student Administration applications and PeopleSoft Contributor Relations. This is not an exhaustive list, but it should help you in defining terms you find in the documentation.

### Terms

Common terms used in PeopleSoft Student Administration and PeopleSoft Contributor Relations are listed below. Terms beginning with numbers are listed first, and then terms are listed alphabetically.

### Numbers

#### **3C Groups**

A method of assigning or restricting access privileges. A 3C group enables you to group specific communication categories, checklist codes, and comment categories. You can then assign inquiry or update access as appropriate, to that group. For example, the undergraduate admissions office may not want everyone to be able to see that a certain decision letter was sent to a student. After creating a communication category for decision letters, that category would be linked only to those 3C Groups that have inquiry access to that information.

#### **3C's**

Communications, Checklists, and Comments.

### A

#### **Academic Advisement**

The application within PeopleSoft Student Administration that is used to track the requirements and policies that a student must satisfy in order to graduate.

#### **Academic Career**

A concept used to designate all course work undertaken by a student at your academic institution, which you group together in a single student record. For example, a university that has an undergraduate school, a graduate school, and several professional schools can define an undergraduate career, graduate career, and a separate career for each professional school (law, medical, dental, and so on).

#### **Academic Course List**

A listing of courses that is used to satisfy an academic requirement. Course lists must be established before academic requirements are developed.

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| <b>Academic Entity Group</b>      | An entity consisting of similar items grouped together for more efficient use as a single condition. For example, an entity group might include all programs within a career or multiple plans within a program. This concept is used in the Academic Advisement application.   |
| <b>Academic Group</b>             | The highest level breakdown of your academic institution for academic structural purposes. Often each school or college within an academic institution is defined as an academic group. Sometimes units such as extended education are defined as an academic group if classes are offered separately from the standard colleges or schools.  |
| <b>Academic Institution</b>       | An entity, such as a university or college, which runs independently from other like entities and has its own set of rules and business processes.  |
| <b>Academic Level</b>             | The unit or term-based incremental status of a student as she completes coursework (for example, freshman, sophomore, junior, senior, and so on).   |
| <b>Academic Load</b>              | A user-defined value (such as full-time or part-time) that represents the amount of coursework in which a student is enrolled.  |
| <b>Academic Organization</b>      | An entity that defines how an academic institution is organized from an administrative perspective. At the lowest level, an academic organization can be compared to an academic department. At the highest level, an academic organization can represent a division.   |
| <b>Academic Plan</b>              | An area of study—such as a major, minor, or specialization—that is within an academic program <i>or</i> within an academic career.  |
| <b>Academic Program</b>           | The entity that a student applies to, is admitted to, and graduates from.   |
| <b>Academic Requirement Group</b> | An academic requirement group consists of multiple academic requirements that are satisfied by course lists. Requirement groups can be established before requirements or course lists are developed. A requirement group points to courses and conditions.   |
| <b>Academic Requirement</b>       | A requirement to be satisfied by the student in order to graduate. An academic requirement consists of course lists that must be established before the requirement is developed.   |
| <b>Academic Statistics Period</b> | To consolidate statistics your Academic Institution needs to create a statistical period of time, called an Academic Statistics Period, that tells the Consolidated Academic Statistics process how it should function. You can define an Academic Statistics Period for various types of statistical reports and have it use your institution's single term or contiguous term academic load rules during the Consolidate Academic Statistics process. |
| <b>Academic Sub-Plan</b>          | An area of further specialization within an academic plan and tied to it. You can define an academic subplan as a minor, concentration, or specialization.  |

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| <b>Academic Year</b>           | Each term is associated with an academic year for purposes of reporting and financial aid accumulation. However, a student may have any summer term work changed to point at either the preceding or subsequent academic year. Accounting is done at a term level and then summarized into a fiscal year that usually parallels an academic year.  |
| <b>Account Holder</b>          | For EFT type transactions, it is the name of the bank account holder for whom the transaction is being processed.  |
| <b>Account Number</b>          | An identifying code assigned by the system to charges. An example of an Account Number is TUITION001.  |
| <b>Account Status</b>          | Status of an account, such as active, current or closed.   |
| <b>Account Type</b>            | Classification of the account, for example, a tuition account or a phone account. Account types are arbitrary, and the connection to student records is through the account type that is listed for tuition accounts.  |
| <b>Accrue</b>                  | To accumulate.   |
| <b>Accrual Date</b>            | The date interest charges on a loan begin to accrue.   |
| <b>Acknowledgement</b>         | A document sent to a donor to recognize a gift. You can define parameters in PeopleSoft Contributor Relations so that a particular letter is sent when a donor gives a certain amount, has a certain service indicator attached to his or her record, and so on. Acknowledgements can also be assigned to a role at your institution so that a staff member is assigned the task of manually processing the acknowledgement or creating a personalized letter. |
| <b>Action</b>                  | A planned step in the cultivation of a prospect or in the implementation of an initiative. Prospect actions are items such as a phone call, meeting, or a request for donation. Initiative actions are items such as hire contractor or design session.  |
| <b>Address Sent</b>            | Address to which a refund or bill was sent.  |
| <b>Address Type</b>            | A description of the address. Examples include permanent, mailing, billing, home, preferred, work, dormitory, etc.   |
| <b>Address Usage</b>           | An address usage is a grouping of address types defining the order in which the address types should be used. For example, an Address Usage Code may be defined to process addresses in the order of Billing, Dormitory, Home, Work.   |
| <b>Adjustment Calendar</b>     | The adjustment calendar controls how a particular charge is adjusted on a customer's account when they drop classes or withdraw from a term. The charge adjustment is based on how much time has elapsed from a predetermined date and applies by percent of the original charge amount.   |
| <b>Administrative Function</b> | Functional area that processes checklists, communication, and comments. The administrative function identifies what variable data should be added to a person's checklist or communication record when a specific checklist code, communication category or comment is assigned to the student. This key data enables you to trace that checklist, communication or comment back to a  |

specific processing event in a functional area. For example, when assigning a checklist related to a person's application for admission, it is important to know which specific application the checklist is related to—for processing, reporting, and analysis purposes. The admissions administrative function gives you the ability to link a checklist to a specific academic career, student career number, and application number.

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| <b>Admit Term</b>                     | The first term in which an applicant is expected to enroll in an academic program.  |
| <b>Admit Type</b>                     | Admit type helps distinguish first-year from transfer applications.   |
| <b>Admit-Deny</b>                     | A practice a school uses to admit marginal students but not award them any financial aid.   |
| <b>Aggregate Aid</b>                  | A history of all the student's previous aid.  |
| <b>Aggregate Area</b>                 | Aggregate Areas enable you to track and limit aggregate aid for one or more Financial Aid Item Types, so that total aggregate aid can be restricted even if different Financial Aid Item Types are used.  |
| <b>Aggregate Level</b>                | This links your NSLDS (National Student Loan Data System) Loan Year to specified values.  |
| <b>Aging Category</b>                 | An aging category is defined by a range of days. These days represent how far past due a charge is. For example, an aging category could represent 30-60 days. Any charge that is 30-60 days past due would fall into that aging category.  |
| <b>Aging Set</b>                      | A group of consecutive aging categories. You can use an aging set to make the system assign stricter penalties and higher priorities as a charge advances through aging categories.   |
| <b>Alumni</b>                         | People who are graduates or former students of your institution.  |
| <b>Amount</b>                         | Amount of the particular item or transaction.   |
| <b>Analysis Database</b>              | Analysis database tables store large amounts of student information that may not appear in standard printed report formats. The data tables contain keys for each object in the report that an application program can use to reference other objects in the student's record that are not contained in the printed report. The analysis database contains data on courses that were considered for satisfying a requirement, but rejected. It also contains information on courses captured by global limits. This concept is used in the Academic Advisement application. |
| <b>Anticipated Aid</b>                | Financial aid that has been awarded but not yet disbursed to the student's account.   |
| <b>Appeal — Financial Aid</b>         | A formal request to have a financial aid administrator review your aid eligibility and possibly use Professional Judgment to adjust the figures.  |
| <b>Appeal — Contributor Relations</b> | A specific cultivation activity that motivates a donor to make a donation. Examples of appeals are an annual phonation, call, or a letter.  |
| <b>Application Center</b>             | A place where admission applications are processed. Typically,  |

the application center codes mirror the academic career codes. An application center provides the capability for academic careers with decentralized application processing to track what office is handling a specific application.

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| <b>Application Fee</b>  | A charge incurred by potential students when they apply for admission to your institution.   |
| <b>Applied Date</b>     | Date that the transaction was applied and cross-referenced to another item.  |
| <b>Ask Amount</b>       | The monetary amount your institution asks a prospect to donate.  |
| <b>Asset Protection</b> | A portion of parents' assets not included in the calculation of the parent contribution. The asset protection allowance increases with the age of the parents.   |
| <b>Asset</b>            | An item of value such as a family's home, business, real estate, stocks, bonds, mutual funds, cash, certificates of deposit, other property, and investments.  |
| <b>Attendance Type</b>  | The Attendance Type indicates the type of attendance roster such as Class Meeting, Conference, Field Trip, Instructor Consultation, or Study Group. You use the Class Attendance Type to define the types of attendance rosters you will generate for individual classes through the Class Attendance page and for multiple classes through the Class Attendance Generator process page. |
| <b>Audience</b>         | A segment of the database that is involved with an initiative or a membership organization that is based on constituent attributes rather than a paying dues structure. For example, the Class of 65 or the Arts/Sciences UG could be audiences.   |
| <b>Auto Packaging</b>   | Packaging method where the Packaging routine awards a single student based on the Packaging Plan you select.   |
| <b>Auto Refund Days</b> | Number of days between refunds to a customer.  |
| <b>Award Letter</b>     | An official document issued by the Financial Aid Office listing all of the financial aid awarded to the student. This letter provides details on the amount, source, type of aid, and terms and conditions for the financial aid.  |
| <b>Award Year</b>       | The academic year for which financial aid is requested or received.  |
| <b>Awarding</b>         | The activity of choosing one financial aid award at a time for a student.  |

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| <b>Background Processing</b> | A process that runs in the background and works on several items at once.                                   |
| <b>Bank Account No</b>       | For EFT and ACH purposes, the bank account number of a customer presenting a payment.                       |
| <b>Bank Account Type</b>     | For EFT and ACH purposes, the bank account type. There are only two per ACH standards, checking or savings. |

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| <b>Bank Routing No</b>           | Unique federal reserve identification number of the bank.   |
| <b>Base Year</b>                 | The tax year prior to the academic year for which financial aid is requested.   |
| <b>Bequest</b>                   | A philanthropic commitment made to your institution through a person's final testament or will.   |
| <b>Bill Date</b>                 | Date that a particular item appeared on a bill.   |
| <b>Bill Scan Line</b>            | A string of up to 60 characters used by the bank to identify individual transactions.   |
| <b>Billing and Due Calendar</b>  | The Billing and Due Calendar controls when customers will be billed for a particular charge and when payment will be due. Each date is calculated separately and is based on a predetermined point in time called a Pivot Date.   |
| <b>Billing Career</b>            | If a student is active simultaneously in multiple careers, some of these careers may be grouped for billing purposes under the name of one of the careers. This one career is called the billing career.  |
| <b>Billing Cycle</b>             | Unique grouping of customers who are billed together and share a common bill and due date. Customers should not be in multiple billing cycles unless accounts are billed separately. A billing cycle is associated with a formula to calculate the customer groups, but can be overridden at the customer level.  |
| <b>Billing Message</b>           | Informational text that appears on a bill. Billing messages can be linked to item types, aging sets, business units, students, and corporations.  |
| <b>Billing Request</b>           | The billing request combines the selection criteria of a billing standard request with the printing parameters of an invoice layout to determine who to bill and how the bill will appear.  |
| <b>Billing Standard Requests</b> | A set of parameters used to readily identify and bill a group of customers who share the same characteristics.  |
| <b>Billing Type</b>              | A code attached to Billing Standard Requests that ties invoices together and enables balances to be carried forward.  |
| <b>Bio Bit or Bio Brief</b>      | A report that summarizes information stored in the system about a particular constituent. You can generate standard or customized reports.  |
| <b>Blind Grading</b>             | A way for instructors to record grades for students without knowing the students' identity.   |
| <b>Bursar's Office</b>           | The Bursar's Office or Student Accounts Office is responsible for the billing and collection of university charges.   |
| <b>Business Unit</b>             | Independent processing unit such as a university or a subset of a university that is independent with regard to one or more accounting functions. In Student Financials, it is a bursar or student account office that accumulates charges, bills customers, applies payments, and collects overdue balances. A business unit may be associated with several academic business units plus several financial aid business units. PeopleSoft Student Financials business units comprise |

individual entities for reporting purposes. Student Financial business units map into a single GL business unit. A GL business unit may have multiple Student Financial business units.

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| <b>CAE Report</b>                      | A report that summarizes gift income by following standards created by the Council for the Advancement and Support of Education (CASE) and the Council for Aid to Education (CAE).  |
| <b>Campaign</b>                        | An organized institutional effort targeting a specific constituency that occurs over a specified period of time with specific purposes and goals.   |
| <b>Campus</b>                          | An entity, usually associated with a separate physical administrative unit, that belongs to a single academic institution, uses the same course catalog, and produces a common transcript for students within the same academic career.   |
| <b>Campus Based Aid</b>                | Financial aid programs administered by the university. The federal government provides the university with a fixed annual allocation to be awarded to deserving students. Such programs include the Federal Perkins Loan, Federal Supplemental Education Opportunity Grant (FSEOG), and Federal Work-study (FWS). |
| <b>Capitalization</b>                  | The practice of adding unpaid interest charges to the principal balance of a loan. Sometimes called compounding.  |
| <b>Ceiling</b>                         | Maximum amount of currency allowed for a transaction.   |
| <b>Central Processing System (CPS)</b> | The agency responsible for processing the FAFSA (Free Application for Federal Student Aid) as well as other DOE (Department of Education) functions.  |
| <b>Charge Priority</b>                 | Charge priority is associated with a payment and indicates the order of charges to be satisfied. The priority also includes the allowable charges that can be satisfied by a payment.   |
| <b>Charge Reversal</b>                 | A Charge Reversal completely removes a charge from a customer account as if the charge were never posted to the account in the first place.   |
| <b>Checklist Code</b>                  | A grouping of related checklist items. Once all items in a checklist are complete, the checklist itself becomes complete. Checklist codes are owned by administrative functions. These codes are also linked to 3C access groups to enable you to assign data entry or viewing only privileges across functions.  |
| <b>Checklist Item</b>                  | A unit of work that needs to be completed by a person. A unit of work can be an action, a required document, or a phone call. In the admissions process, a checklist item could be supporting documentation for a student's application that needs to be submitted.   |
| <b>Checklist Type</b>                  | A type of checklist. Checklists are used for a variety of processes. For example, you can create requirement lists, communication lists, admission condition lists, and staff   |

assessment lists.

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| <b>Class</b>                               | A specific offering of a course component within an academic term.  |
| <b>Class by Class Cancellation Process</b> | A process used to drop the classes of students who are delinquent in their payments. The Class by Class Cancellation Process follows parameters your institution defines, to determine which classes are dropped, and what the threshold for dropping classes is. After classes are dropped Tuition is recalculated and a determination is made as to the sufficiency of funds. |
| <b>Clearance</b>                           | The window of time during which a constituent is approved for involvement in an initiative or an action. Clearances are used to prevent development officers from making multiple asks to a constituent during the same time period.  |
| <b>Closing Date</b>                        | Date the account was closed.  |
| <b>Cohort</b>                              | A PeopleSoft Recruiting and Admissions enrollment management term for the highest of the three level classification structure that you define. You can define a cohort level, link it to other levels, and set enrollment target numbers for it. See also Population and Division.  |
| <b>Collection Criteria</b>                 | Parameters which determine when a customer is moved to collections and which collector it will be assigned to.  |
| <b>College Board</b>                       | A nonprofit educational association of colleges, universities, educational systems, and other educational institutions.   |
| <b>Comment Category</b>                    | A grouping of comments that help differentiate between types of comments. These codes are also linked to 3C access groups to enable you to assign data entry or viewing only privileges across functions.   |
| <b>Commitment</b>                          | The monetary amount that a donor has committed to give to your institution. In the case of a pledge, commitment is the total dollar amount of the pledge, regardless of the amount that's been received and the amount that's still open.   |
| <b>Communication Category</b>              | A broad grouping of communication contexts that generally indicates why a communication was sent or received. Communication categories are owned by administrative functions. These codes are also linked to 3C access groups to enable you to assign data entry or viewing only privileges across functions.   |
| <b>Communication Context</b>               | A specific instance of communication indicating what communication was sent or received. A communication context belongs to a broader communication category.   |
| <b>Communication Direction</b>             | An indicator of whether a communication context is incoming, outgoing, or in person.  |
| <b>Communication Key</b>                   | A single code for entering communication category, communication context, communication method, communication direction, and standard letter code. Communication keys can be created for background processes as well as for specific users.  |
| <b>Communication Method</b>                | The mode by which a specific communication is sent or   |

received, that is by email, phone, fax, or letter.

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| <b>Complimentary Membership</b> | Membership to an organization that's granted to a constituent although he or she does not meet the audience criteria for membership is not required to pay membership dues. For example, a constituent may be a very active volunteer and you want to give him or her a complimentary Alumni Association membership.       |
| <b>Condition Specification</b>  | A customized condition that includes connector types, lines, process types, parameters, and controls. Once created, it is used as a pre-condition. This concept is used in the Academic Advisement application.  |
| <b>Conditional Pledge</b>       | A pledge commitment that a donor will only fulfill once specified terms or conditions are met. For example, a donor may agree to a \$100,000 commitment to a campaign once \$1,000,000 in commitment has been generated.   |
| <b>Connector Type</b>           | The main (default) Boolean operator used in the equation that contains the detail lines within a requirement group or requirement. This concept is used in the Academic Advisement application.  |
| <b>Constituents</b>             | Friends, alumni, organizations, foundations, or other entities affiliated with your institution, and about which your institution tracks information. The constituent types delivered with PeopleSoft Contributor Relations are based on those defined by The Council for the Advancement and Support of Education (CASE). |
| <b>Contact</b>                  | A person at an organization that your institution communicates with for a particular reason. For example, the Matching Gift Coordinator at an organization may be a contact for your institution. These are maintained in the Organization Contacts component.   |
| <b>Contact Report</b>           | A report containing information about a completed action. Contact reports are entered in a free-text field in PeopleSoft Contributor Relations, and include any information pertinent to the completion of an action or the further cultivation of a prospect.   |
| <b>Contact Type</b>             | A category for external organization contacts. By organizing contacts into contact types, you can sort and filter contacts by a common property.   |
| <b>Contract No</b>              | Contract number that is linked to a specific account for third-party processing. If the contract number is present, the charges flow from the customer's account into the sponsor's account, and payments flow from the sponsor's account into the customer's account.   |
| <b>Cosigner</b>                 | The person who assumes responsibility for the loan if the borrower should fail to repay it.  |
| <b>Cost of Attendance (COA)</b> | A standard budget developed by the school that includes both direct costs—those paid by the student such as tuition and fees—and indirect costs the student will pay over the course of enrollment. Indirect costs are rent, transportation, room and  |

board, personal expenses, books, and supplies. Direct costs are paid at the time of registration unless other arrangements have been made.

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| <b>Course</b>                      | A course offered by a school, usually described in the course catalog. A course has a standard syllabus and credit level, although these may be modified at the class level. Courses can contain multiple components such as lecture, discussion, and lab. |
| <b>Course Directive</b>            | A directive that mandates (or directs) where specific courses will be used to satisfy requirements. This concept is used in the Academic Advisement application.   |
| <b>Course List</b>                 | A group of courses that can be used to satisfy an academic requirement. Each course is contained in at least one course list.  |
| <b>Course Override</b>             | A feature of Academic Advisement that provides the ability to override any part of a student's degree requirements. Standard requirements can be overridden or an entire program can be adapted for a specific student.                                    |
| <b>Course Share Set</b>            | A tag that defines a set of requirement groups that can share courses. This concept is used in the Academic Advisement application.  |
| <b>Course Substitution</b>         | The ability to select a course to use in place of the required course. Course substitution is the most common type of student specific exemption. This concept is used in the Academic Advisement application.   |
| <b>Credit Card Expiration Date</b> | Expiration date of the credit card. This date is usually at the end of the month.  |
| <b>Credit Card No</b>              | The credit card number used for payment recording and tracing purposes.  |
| <b>Credit Card Type</b>            | Type of credit card a customer presented for payment purposes.   |
| <b>Criteria</b>                    | A string of variables that give a "yes" or "no" answer. These variables are "banded" together to create Tuition Groups.  |

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| <b>Date of Business</b>         | The date on which a series of transactions is being conducted. This date is not necessarily today's date. For example, a register can be closed and then reopened using tomorrow's date. |
| <b>Days Between Charges</b>     | Number of days between late fee assessment.  |
| <b>Days in Calculation Year</b> | Number of days—usually 360—in the calendar year for late charge assessment.  |
| <b>Default Rate</b>             | A yearly calculated percentage based on the number of former students at your institution who have defaulted on a FFEL (Federal Family Education Loan) or Direct Loan Program Loan.      |
| <b>Default — on a loan</b>      | The failure to repay a loan in accordance with the terms of the promissory note.   |

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| <b>Deferment</b>                     | Deferment occurs when a borrower is allowed to postpone repaying the loan.  |
| <b>Deferral Contract</b>             | A type of payment plan where charges, which are incurred for a term, are not due immediately or as part of a specific billing cycle. Instead the student can contract to pay those charges at a specific later date. Usually a fee is charged for the contract.   |
| <b>Degree</b>                        | A certificate or certification earned by a student as a result of completing all requirements of an academic program or plan that offers the degree. Degrees are usually earned upon program completion, but students can earn intermediate certifications prior to program completion.   |
| <b>Department of Education (DOE)</b> | See U.S. Department of Education.   |
| <b>Departmental Receipts</b>         | A receipt designed for internal transactions between departments.   |
| <b>Dependency Status</b>             | <p>Dependency status, as defined by the U.S. federal government for financial aid purposes, is based on the following questions:</p> <ol style="list-style-type: none"> <li>1) Is the aid applicant less than 24 years of age?</li> <li>2) A veteran of the U. S. Armed Forces?</li> <li>3) A graduate/professional student?</li> <li>4) Married?</li> <li>5) Orphan or ward of the court?</li> <li>6) Has dependents other than a spouse?</li> </ol> <p>The student's dependency status is considered dependent if any one of the questions has a response of 'Yes.'</p> |
| <b>Dependent</b>                     | A child or other person who lives with the student and is provided with more than half of their support. Student and spouse cannot both claim the same child as a dependent.  |
| <b>Deposit Fee</b>                   | A pre-payment or down payment assessed on students when they are admitted to your institution.  |
| <b>Description</b>                   | Longer name of a particular code, item, or event.   |
| <b>Designation</b>                   | The funds at your institution that receive fund distributions from gift transactions. Designations are set up as allocation accounts that are linked to specific item types in your institution's financial structure.  |
| <b>Direct Loan</b>                   | The William D. Ford Federal Direct Loan Program is a federal program where the school becomes the lending agency and manages the funds directly. The federal government provides the loan funds.  |
| <b>Disbursement (Loan)</b>           | The release of loan funds to the school for delivery to the borrower. The payment will be made co-payable to the student and the school. Loan funds are first credited to the student's account for payment of tuition, fees, room and board, and other school charges. Unless the loan amount is under \$500, the disbursement will be made in at least two equal installments.  |
| <b>Disbursement</b>                  | Release of funds from the financial aid system to the Student Financials application.   |

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| <b>Disbursement Plan/Split Code Pattern</b> | The disbursement plan and split code assigned to an award, which is used for two purposes: 1) to target disbursements to an award period or portion of an award period if either the Packaging Plan or disbursement plan spans one or more award periods, and 2) to dictate whether an existing award is processed as an active or passive award when you process existing awards using a subsequent Packaging Plan.  |
| <b>Disbursement Protection</b>              | A feature that enables you to designate at the Financial Aid Item Type level whether you want to prevent reductions to the disbursed amounts of awards during subsequent repackaging. When the disbursement protection attribute is activated for a Financial Aid Item Type, the Packaging routine does not repackage an award of that Financial Aid Item Type below what has already been disbursed, although increases to the disbursed amount are allowed. To reduce an award below the disbursed amount when disbursement protection is activated, you have to use the Professional Judgement page. |
| <b>Dispute Amount</b>                       | Transaction amount in dispute because the student refuses to pay the amount.  |
| <b>Dispute Date</b>                         | The date a dispute was placed on a particular charge.   |
| <b>Division</b>                             | A PeopleSoft Recruiting and Admissions enrollment management term for the lowest of the three level classification structure that you define. You can define a division level, link it to other levels, and set enrollment target numbers for it. See also Population and Cohort.   |
| <b>Donor Appreciation Items</b>             | The various tokens of appreciation given to constituents throughout the cultivation and membership process. Appreciation Items are often things such as football tickets, t-shirts, pens, and so on.  |
| <b>Due Amount</b>                           | Amount that is due from a particular item line.   |
| <b>Due Date</b>                             | In Student Financials, the date a transaction is due. This date is important in that aging occurs from a due date. Transactions can trigger specific due dates or can be assigned due dates through billing. Billing needs to indicate if due dates vary on a particular transaction. In Recruiting and Admissions, the due date is the final date a checklist and checklist item become due.   |
| <b>Due Days</b>                             | The number of days after assignment that a checklist and checklist item become due.   |
| <b>Dunning Letters</b>                      | A series of letters used by Collectors to request payment from customers who are delinquent in their accounts.  |
| <b>Dynamic Class Data Rule</b>              | A Dynamic Class Data Rule designates how you want the system to calculate your academic dates when you use Dynamic Class Dates to define your Academic Calendars. For each rule, you designate Dynamic Date Rule Schemes, Dynamic Date Rounding Schemes, and Factors for various academic dates. These academic dates include the last day for drops, the census date, the lapse start date, the sixty- percent point in time, the last day to wait list, and the last day to cancel or withdrawal.   |
| <b>Dynamic Class Dates</b>                  | A feature that lets you flexibly define your Academic Calendars   |

and use these calendars to dynamically calculate class dates for individual classes. By defining your Academic Calendars using our Dynamic Class Dates feature, you can enroll students into classes that begin and end at various times and have the significant class dates dynamically calculated; define and calculate significant class dates and time periods dynamically for each class within an academic session, using flexible date rules rather than Academic Calendars based solely on term and session; and use specific class elements—such as class begin date, class end date, length of class, and class meeting pattern—to drive your Academic Calendars rather than merely using terms and sessions.

## E

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| <b>Edconnect</b>                       | The software used to communicate with the DOE Title IV WAN.  |
| <b>EDE (Electronic Data Exchange)</b>  | Program used by participating schools to electronically receive ISIRs (Institutional Student Information Report) from the federal processor.   |
| <b>EDExpress</b>                       | Program used by participating schools to electronically receive SARs (Student Aid Reports) from the federal processor.   |
| <b>Effective Date</b>                  | Effective dates in tables allow for audit trails and also allow processing to occur in the past and future.  |
| <b>Electronic Funds Transfer (EFT)</b> | The method used to wire funds for Stafford and PLUS loans directly to participating schools without requiring an intermediate check for the student to endorse. The money is transferred electronically and is available to the student sooner.                                |
| <b>Eligible Non-Citizen</b>            | Someone who is not a U. S. citizen but is eligible for Federal student aid. Eligible non-citizens include U. S. permanent residents who are holders of valid green cards, holders of form I-94 who have been granted refugee or asylum status, and certain other non-citizens. |
| <b>Encumbrance %</b>                   | Percentage of payment that is encumbered.  |
| <b>Encumbrance Days</b>                | Number of days a particular payment is held before a refund is allowed.  |
| <b>Enrollment Status</b>               | An indication of whether the student is attending on a full-time or part-time basis. Generally the student must be enrolled at least halftime—and in some cases full-time—to qualify for financial aid.  |
| <b>Entitlement Programs</b>            | Award funds to ALL qualified participants. The Pell grant is an example of such a program.   |
| <b>Entrance Interview</b>              | See Loan Interviews.   |
| <b>EPS</b>                             | EPS™ (Enrollment Planning Service) is a geo/demographic data service offered annually by the College Board to Colleges and Universities. EPS provides information to subscribing institutions about competitors, feeder schools, and demographic strengths and weaknesses.     |

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| <b>EPS Market Code</b>                     | Proprietary market codes owned by the College Board and are used to categorize external organizations and people into geographical areas, mostly in the United States.  |
| <b>Equity Item Limit</b>                   | The amounts of funds set by the institution to be awarded with discretionary or gift funds. The limit could be reduced by amounts equal to things such as EFC or Parent Contribution. Students will be packaged by Equity Item Type Groups and Related Equity Item Types. This limit can be used to assure that similar student populations are packaged equally. |
| <b>Equity Item Type Group</b>              | Selected Equity Item Types in a specified order to package up to the Equity Limit.  |
| <b>Equity Related Item Type Group</b>      | Contains similarly related funds such as scholarships that are used in a specified order to package up to the Related Group limit.  |
| <b>Estimated Federal Methodology (EFM)</b> | The need analysis methodology used to estimate expected family contribution (EFC).  |
| <b>Exit Interview</b>                      | See Loan Interviews.  |
| <b>Expanded Conditions</b>                 | These conditions consist of entity groups and dynamic (or customized) conditions. Entity groups and dynamic conditions can be used as pre-conditions wherever pre-conditions occur in the Academic Advisement application.  |
| <b>Expanded Lending Option (ELO)</b>       | A method by which some schools can offer higher annual and cumulative loan limits to students receiving the Perkins Loan. The ELO is restricted to schools with a Perkins Loan default rate of 15% or less. Schools must sign a new Participation Agreement.  |
| <b>Expected Family Contribution (EFC)</b>  | The amount of money a family is expected to contribute to the student's education as determined by the Federal Methodology need analysis formula approved by Congress.  |

## F

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| <b>FA Item Types</b>                                 | See Financial Aid Item Type.  |
| <b>FA Term</b>                                       | See Financial Aid Term.   |
| <b>Federal Direct Student Loan Program (FDSLPL)</b>  | Similar to the Federal Family Education Loan Program (FFELP). The U. S. government provides the funds for these loans directly to students and their parents through their schools. The Federal Direct Student Loan Program includes the Federal Direct Stafford Loan (subsidized and unsubsidized) and the Federal Direct Parent Loan for Undergraduate Students (PLUS). |
| <b>Federal Family Education Loan Program (FFELP)</b> | Includes the Federal Stafford Loan (subsidized and unsubsidized) and the Parent Loan for Undergraduate Students. Private lenders, banks, credit unions, and savings and loan associations provide the funds for these loans. These loans are guaranteed against default by the federal government.  |
| <b>Federal Methodology (FM)</b>                      | The need analysis methodology used to determine expected family contribution (EFC).   |

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| <b>Federal Processor</b>                 | The organization that processes the information submitted on the Free Application for Federal Student Aid (FAFSA) and uses it to compute federal student aid and EFC.  |
| <b>Federal Work-study (FWS)</b>          | A work program to provide undergraduate and graduate students with part-time employment during the school year. Eligibility for FWS is based on need.  |
| <b>Fee Amount</b>                        | Fee associated with a flat amount, instead of a rate table or formula.   |
| <b>Fee Code</b>                          | Individual fee that maps to an item on a customer's account.   |
| <b>Fee Location</b>                      | A fee location provides the general area in which fees are charged. Identified areas include the term level, course level, program level, and external sources. Charges map back to the appropriate entities.  |
| <b>Fee Trigger</b>                       | A fee trigger is an IF statement that allows a fee or waiver to be date specific. It is similar to a criterion for a selector group. Schools write fees that are generic to certain groups and can be triggered by certain activities.                     |
| <b>Fee Waiver</b>                        | A fee waiver is almost identical to a fee in that it contains a rate table, an amount, a formula and a trigger. It is the trigger that determines whether the waiver applies.  |
| <b>Fellowship</b>                        | A form of financial aid given to graduate students to help support their education. Fellowships are a form of gift aid and do not have to be repaid.   |
| <b>FERPA Indicator</b>                   | A button that displays on a page when a student has filed a request under FERPA to restrict certain directory information from release about them. Users can click the button to determine what directory information is releasable about that individual. |
| <b>Finance Charge</b>                    | The finance charge is the foreign key into how accounts will be charged as those accounts age. Accounts may be assessed late charges based on total balance due or may be assessed on a percentage of overdue balance.                                     |
| <b>Financial Aid Administrator (FAA)</b> | A college or university employee who is involved in the administration of financial aid. Some schools call FAAs Financial Advisors or Financial Aid Counselors.  |
| <b>Financial Aid Career</b>              | If a student is active simultaneously in multiple careers that are eligible for Federal and State financial aid, these careers must be grouped under one career for financial aid purposes. This one career is referred to as the financial aid career.    |
| <b>Financial Aid Item Type</b>           | Selected Item Types that your institution has assigned to the funds awarded as financial aid. The Item Type is used to map the financial aid transaction to the appropriate general ledger account during the general ledger process.                      |
| <b>Financial Aid Notification (FAN)</b>  | See Award Letter.  |
| <b>Financial Aid Office (FAO)</b>        | The college or university office responsible for determining financial need and awarding financial aid.  |

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| <b>Financial Aid Package</b>   | The complete collection of grants, scholarships, loans, and work-study employment from all sources —federal, state, institutional, and private—offered to a student to enable them to attend the college or university. Note that unsubsidized Stafford loans and PLUS loans are not considered part of the financial aid package, since these financing options are available to the family to help them meet the EFC. |
| <b>Financial Aid Term</b>  | A combination of a period of time your school determines as an instructional accounting period and an academic career. It is created and defined during the setup process. Only terms eligible for financial aid are set up for each financial aid career.  |
| <b>Financial Aid Transcript (FAT)</b>                                  | A record of certain U.S. federal financial aid funds received by the student at each school attended. A Financial Aid Transcript is required from a school if the student transfers from one school to another in mid-year.   |
| <b>Financial Aid Year</b>  | An awarding cycle with defined disbursement periods.  |
| <b>Financial Aid</b>   | Money provided to the student and the family to help them pay for the student's education. Major types of financial aid are grants, scholarships, loans, and work-study.  |
| <b>Financial Organization</b>  | A cost, revenue or profit center within the client's financial structure.   |
| <b>Fiscal Operations Report and Application to Participate (FISAP)</b> | Expenditure report for campus based financial aid programs.   |
| <b>Fiscal Year</b>   | Accounting period for which financial statements are prepared and compared to prior periods. May not coincide with the calendar year of January 1 to December 31.   |
| <b>Fixed Interest</b>  | An interest rate that stays the same for the life of the loan.  |
| <b>Floor</b>   | Minimum amount of currency for which a transaction can be transacted.   |
| <b>Form 1098</b>   | A form higher education institutions in the United States use to report statistics regarding their student bodies to the IRS. This statistical information is captured as of a specific point in time and requires that students be reported under one career and program, regardless of the number of careers and programs they might actually be enrolled in.   |
| <b>Formula No</b>  | The formula number points to a series of calculations that determine an amount. A formula is used for situations that rate tables cannot handle.  |
| <b>Free Application for Federal Student Aid (FAFSA)</b>                | The application form used to apply for Federal Title IV funds.  |
| <b>From Day</b>  | Starting day used to count the days for a particular date. Usually used in conjunction with To Day.   |
| <b>Fulfillment Date</b>  | The date on which the entire commitment amount for a pledge is expected to be or was fulfilled.   |

## G

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| <b>GL Business Unit</b>                | A unit in your institution that is an independent entity for accounting purposes. It maintains its own set of accounting books. A GL Business Unit can have multiple SF Business Units mapped to it, or a SF Business Unit can have multiple GL Business Units mapped to it. See also Business Unit.                 |
| <b>GL Interface</b>                    | The process of sending transactions from Student Financials to the General Ledger. Item Types are mapped to specific General Ledger Accounts, enabling transactions to move to the General Ledger when the GL Interface process is run.  |
| <b>Gap — in Financial Aid Awarding</b> | An artificial figure that sets aside an amount of Unmet Need that will not be funded with Title IV funds. Can be used to prevent fully funding any student to conserve funds or to allow room to award institutional funds.  |
| <b>Gapping</b>                         | The practice of failing to meet a student's full demonstrated need. See also Unmet Need.   |
| <b>Gift</b>                            | A constituent's tangible donation to your institution such as cash, securities, or property.   |
| <b>Gift-In-Kind</b>                    | A donation of goods or services that is made to your institution in lieu of cash.  |
| <b>Gift Aid</b>                        | Financial aid such as grants or scholarships which do not need to be repaid.   |
| <b>Gift Table</b>                      | A table or "donor pyramid" outlining the number and size of gifts you anticipate will be needed to successfully complete the campaign. The gift table enables you to estimate the number of donors and prospects you'll need at each gift level in order to reach your campaign goal.                                |
| <b>GL Account</b>                      | Series of chart fields that receive summarized or totaled transactions. It is the host's GL system account number.   |
| <b>GL Date</b>                         | Date that a particular transaction was sent to the GL.   |
| <b>GL Entry Template</b>               | Template for how a particular item is sent to the GL. An item type maps to the GL. The GL template can be multiple GL accounts. The entry to the GL is further controlled by high level flags that control the summarization and type of accounting used, accrual or cash.   |
| <b>Grace Days</b>                      | Number of days beyond the due date that a finance charge is not assessed.  |
| <b>Grade Point Average (GPA)</b>       | An average of a student's grades where the grades have been converted using a grade scale.   |
| <b>Grading Scheme</b>                  | The rules that your academic institution uses for assigning and converting grades.   |
| <b>Graduate Assistantship</b>          | There are two types of graduate assistantships: teaching assistantships (TA) and research assistantships (RA). TAs and RAs receive a full or partial tuition waiver and a small living stipend. TAs are required to perform teaching duties. RAs are required to perform research duties, not necessarily related to |

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|                                      | the student's thesis research.  |
| <b>Grant</b>                         | A type of financial aid based on need and does not have to be repaid.   |
| <b>Guarantee Agency or Guarantor</b> | The agency responsible for approving student loans and insuring them against default. Guarantee agencies also oversee the student loan process and enforce federal and state rules regarding student loans. |
| <b>Guarantee Fee</b>                 | A small percentage of the loan paid to the guarantee agency to insure the loan against default.   |
| <b>Guaranteed Student Loan (GLS)</b> | The previous name for the subsidized Stafford Loan.   |

## H

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| <b>HR Department</b> | A node on the human resources department tree structure. |
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## I

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| <b>I-20 Form</b>                                       | Certificate of Eligibility issued by an institution to international students admitted to a program of study and who require an F-1 visa. Institutions must be approved by the U.S. Department of Justice to issue these forms.   |
| <b>IAP-66 Form</b>                                     | Certificate of Eligibility issued by an institution to international students, professors, researchers, guest lecturers, and others who require a J-1 visa. Institutions must be approved by the United States Information Agency (USIA) to issue these forms.  |
| <b>Independent Student</b>                             | A student who is self supporting. See also Dependency Status.   |
| <b>Initiative</b>                                      | The basis from which all advancement plans are executed. An initiative is an organization institutional effort, targeting a specific constituency, that may occur over a specified period of time with specific purposes and goals. An initiative can be a campaign, an event, and organized volunteer effort, a membership drive, or any other type defined by your institution. Initiatives can be multi-part, with other initiatives related to them, enabling you to track individual parts or the initiative as a whole. |
| <b>Inquiry Access</b>                                  | Security access that permits the user to view data only. The counterpart of Update Access.  |
| <b>Inquiry Group</b>                                   | See 3C Groups.  |
| <b>Institution</b>                                     | An entity, such as a university or college, which runs independently from other like entities and has its own set of rules and business processes.  |
| <b>Institutional Methodology</b>                       | The formula a college or university uses to determine financial need for allocation of the school's financial aid funds.  |
| <b>Institutional Student Information Report (ISIR)</b> | The name for the electronic version of SAR (Student Aid Report) delivered to schools by EDEXpress.  |
| <b>Interest</b>  | An amount charged to the borrower for the privilege of using the  |

lender's money.

**Interim Deposits**

A deposit made during the business day from your cashier's office to the bank. However, you do not have to close and balance the office to make an interim deposit.

**Internal Revenue Service (IRS)**

The federal agency responsible for enforcing U. S. tax laws and collecting taxes.

**Internship**

A part-time job during the academic year or the summer months in which a student receives supervised practical training in their field.

**Involvement**

A constituent's interests, activities, affiliations, and awards and honors received. Involvement can encompass various categories such as charitable, political, religious, and academic.

**Item Effective Date**

Effective date (or accounting date) of an item posted to a customer's account.

**Item Line**

Lowest level identifier on an account. Each item line represents an individual transaction on an account.

**Item Minimum**

Items below this minimum amount are excluded from finance charges.

**Item Number Cross Reference (Xref)**

Each payment—as well as financial aid—is cross-referenced to a charge transaction so customers and administrators can track the payment source for each charge. Payments and financial aid can be directed by the customer toward particular charges.

**Item Number**

A high level key in account processing. An item on an account is a transaction grouping that contains the same term and same item type. Tuition and fees are calculated at the item level and payments are applied at the item level.

**Item Shuffle**

A process that enables you to change a payment allocation without having to reverse the payment.

**Item Type**

Identifier that classifies an item on a customer's account. Item types enable schools to uniquely categorize a customer's bill. The determining factor for creating an item type or using an existing item type is the mapping to the GL and how a breakdown occurs on a customer bill.

**J**

**Joint Communications**

One letter addressed jointly to two people, for example Dear Mr. David Jones and Ms. Samantha Mortelli. A relationship must be established between the two individuals in your database, and at least one of the individuals must have an ID in your database.

**K**

**Keyword**

A term that you link to particular elements within Student Financials, Financial Aid, and Contributor Relations. You can use keywords as search criteria to help you locate specific records in a search dialog box.

## L

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| <b>Last Group</b>       | Last tuition group for which a customer's tuition and fees were calculated. If the system detects a different group, it backs out all tuition and fees that were generated automatically and recalculates the complete set of fees.  |
| <b>Late Fee Amount</b>  | If a school decides to assess charges based on a flat amount, this is the charge assessed on the number of days past due basis.  |
| <b>Leadership Group</b> | The highest level of leadership for a volunteer initiative or member organization. You can define standard structures for leadership groups such as Board of Directors or Reunion Committee, then use that default structure when creating a new Leadership Group.   |
| <b>Loan Interviews</b>  | Counseling sessions called entrance and exit interviews where students are made aware of their rights and responsibilities as borrowers. This is a federal requirement and the student must attend a session before they receive their first loan disbursement and again before they graduate or otherwise leave school. |
| <b>Loan</b>             | A type of financial aid which must be repaid with interest.  |
| <b>Location</b>         | Location is a physical place or address, usually associated with a building cluster. Some clients have only one location, but most have satellite locations where classes are offered. In Student Financials, location is the physical register number at a window.  |

## M

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| <b>Manual Packaging</b> | Packaging method where you assign awards to a student by hand on the Award Entry pages, without using a Packaging Plan.   |
| <b>Mass Change</b>      | Mass change is a SQL generator that can be used to create custom functionality. Using mass change, you can set up a series of Insert, Update, or Delete SQL statements to perform business functions specific to your institution.                  |
| <b>Mass Packaging</b>   | Packaging method where you award financial aid to a group of students at one time using Packaging Plans.  |
| <b>Match Ratio</b>      | The formula by which an organization calculates the amount it will match for each gift to your institution that meets the matching rules of the matching gift organization.   |
| <b>Matching Gifts</b>   | Many of the donations donors make can be matched by their employers or by other organizations with which they are affiliated.   |
| <b>Maximum Amount</b>   | In charge priority situations, the maximum amount indicates the maximum amount of a particular payment that can be used in satisfying the charge. In refund situations, it is the maximum amount that can be provided for a particular refund type. |
| <b>Media Key</b>        | Type of payment received.   |

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| <b>Member Dues</b>             | A dollar amount paid by members to belong to a member organization.  |
| <b>Member Organization</b>     | An organization or association that has a common goal and objective which it fulfills through the involvement of its members.  |
| <b>Merit-Based Aid</b>         | Financial aid dependent on academic, artistic, athletic, or some other criteria and does not depend on the existence of financial need. Merit-based awards use grades, test scores, interests, and special talents to determine eligibility for scholarships.          |
| <b>Multi-Year Payment Plan</b> | A payment plan that enables customers to deposit funds in a student's account to cover tuition and fees for two or more years. Funds in a multi-year payment plan accrue interest and are transferred out on a regularly scheduled basis to pay the student's charges. |

## N

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| <b>Name Type</b>         | A name type is a label assigned to an individual's name. Degree name type, indicating the name that a graduate wants printed on the diploma, and maiden name type are two examples.  |
| <b>Need Access</b>       | A type of application used by graduate/professional students to apply for aid.   |
| <b>Need Analysis</b>     | The process of determining a student's financial need by analyzing the financial information provided by the student, his or her parents, and a spouse, if any, on a financial aid form.   |
| <b>Need</b>              | The difference between the Cost of Attendance (COA) and the Expected Family Contribution (EFC). The gap between the cost of attending the school and the student's resources. The financial aid package is based on the amount of financial need. The process of determining a student's need is known as need analysis. |
| <b>Need-Based</b>        | Financial aid dependent upon the student's financial situation. Most government sources of financial aid are need-based.   |
| <b>Next Item Number</b>  | Field at the business unit level that is used to generate unique next item numbers.  |
| <b>Notification Plan</b> | A special admission decision plan offered to applicants. Many schools have early action or early decision plans that provide earlier admission decision notification to applicants.  |
| <b>NSF Counter</b>       | Counts the number of NSF (Not Sufficient Funds) checks a person has written to the university.   |

## O

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| <b>OLAP</b> | OLAP is an acronym for OnLine Analytical Processing, which is the multidimensional analysis of application data, performed interactively. With PeopleSoft you can build multidimensional OLAP databases, or cubes, through the Cube Manager PeopleTool. Although they're called cubes, OLAP databases |
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can have more than three dimensions. The Cube Manager provides a convenient link between your PeopleSoft application data and your OLAP platform. The data in these cubes can then be viewed, analyzed, and modified using one of two third-party OLAP tools—Arbor Essbase or Cognos PowerPlay.

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| <b>OPE ID</b>             | Office of Post-Secondary Education identification number for a school.   |
| <b>Opening Date</b>       | Date that the account was opened for the customer.   |
| <b>Operation</b>          | Comparison operation that compares a particular record field to the determining criteria for individual criteria.  |
| <b>Optional Fee</b>       | A charge incurred by students who select services that are not required for example a parking sticker.   |
| <b>Origin Table</b>       | A table defining the source of frequently posted receivables.  |
| <b>Origination Fee</b>    | The fee that is paid to the bank to compensate them for the cost of administering the loan. The origination fees are charged as the loan is disbursed. A portion of this fee is paid to the federal government to offset the administrative costs of the loan. |
| <b>Outside Resource</b>   | A resource available because a student is in school and is counted after need is determined. Outside scholarships, prepaid tuition plans and VA educational benefits are examples of outside resources.  |
| <b>Overawards</b>         | A student who receives federal support and has received awards in excess of his or her financial need.   |
| <b>Override Group</b>     | Group that a bursar has deemed to be the correct group for the customer. The system does not attempt to calculate a group for the customer; it uses this group.  |
| <b>Override Residency</b> | This option overrides any residency status that has been calculated for a customer for billing purposes.   |

## P

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| <b>Packaging</b>                | The process of assembling a financial aid package where many awards are given to a student to make a financial aid award package.   |
| <b>Packaging Equation</b>       | An equation used to select a specific population of students for packaging as well as to calculate values.  |
| <b>Packaging Plan</b>           | A set of instructions to the system on how to package a student with various financial aid awards. The Packaging Plan can incorporate nearly all decisions a financial aid counselor would make when creating a financial aid package with specific financial aid awards. |
| <b>Parent Contribution (PC)</b> | An estimate of the portion of a student's educational expenses to be paid by the parents.   |
| <b>Partition</b>                | Each detail line in an equation or each set of detail lines grouped by parentheses. This concept is used in the Academic Advisement application.  |

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| <b>Passive/Active Mode (Financial Aid)</b> | <p>A new feature that determines how the Packaging routine processes existing awards during subsequent repackaging via Packaging Plans. Awards that are processed as passive awards are preserved; the Packaging routine does not reevaluate the award amount. However, the Packaging routine still uses the award amounts of passive awards to determine remaining annual Aggregate Limits or other eligibility requirements and to update Need Summary balances. On the other hand, active awards are subject to reevaluation, and the award amount can be reduced if the student has a change in her Need situation or eligibility criteria.</p> <p>Whether awards are passive or active is determined by the Packaging routine based on the current Packaging Plan's designated Award Period and the disbursement plan/split code pattern of the existing awards.</p> |
| <b>Pay Across Terms</b>                    | This option indicates if financial aid is eligible to satisfy charges from prior or future terms.   |
| <b>Payment Key</b>                         | Type of payment being processed.  |
| <b>Payment Plan</b>                        | Payment Plans allow customers to pay charges over a period of time.   |
| <b>Payment Priority</b>                    | The Payment Priority is the order payments will be allocated to various accounts.   |
| <b>Payment Schedule</b>                    | A schedule outlining the dates and amount of each payment a donor makes toward a pledge.  |
| <b>Payment Shuffle</b>                     | A process that allows payments which have been previously posted to a customer's account to be automatically reapplied when a higher priority payment is posted, or the payment allocation definition is changed.   |
| <b>Payment Terms</b>                       | Rules governing how and when a charge must be paid. An example of common payment terms for a tuition charge might be 50% at time of registration with the remaining 50% due on or before the first day of class.  |
| <b>Pell Grant</b>                          | A U.S. federal grant to provide funds based on the student's financial need and does not have to be repaid.   |
| <b>Percent</b>                             | A number indicating a percentage that is used in many of the item line tables for supporting GL entry or refund terms.  |
| <b>Perkins Loan</b>                        | Formerly the National Direct Student Loan Program. The Perkins Loan has low interest rates and is awarded by the financial aid administrator to students with exceptional financial need.   |
| <b>Philanthropic Interests</b>             | Philanthropic interests include a constituent's charitable involvement and institutional giving. Involvement records with a category of <b>Charitable</b> and all the gifts made by the prospect are summarized on the Philanthropic Interests page.  |
| <b>Pledge</b>                              | A donor's commitment to donate a specific amount of money to your institution. Pledges usually span a period of time, and a donor makes pledge payments, or payments toward the pledge  |

amount, until it is fulfilled.

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| <b>PLUS Loans</b>             | These are federal loans available to parents of dependent undergraduate students to help finance the child's education. The PLUS Loan is also known as Federal Parent Loan for Undergraduate Students (FPLUS).   |
| <b>Population</b>             | A PeopleSoft Recruiting and Admissions enrollment management term for the middle of the three level classification structure that you define. You can define a population level, link it to other levels, and set enrollment target numbers for it. See also Division and Cohort.  |
| <b>Post Date</b>              | Date the transaction was posted to the customer's account.   |
| <b>Posting Commit Level</b>   | The increment at which posting activity is recorded to the database.   |
| <b>Pre-condition</b>          | A filter that is used to restrict the use of a requirement to a particular type of student. This concept is used in the Academic Advisement application.   |
| <b>Pre-Payment Plan</b>       | A form of Payment Plan designed to allow a designated amount of funds to be accumulated in an account prior to any charges being levied. When charges are levied, the plan balance is applied as payment.  |
| <b>Primacy Number</b>         | The system uses the number to prioritize financial aid applications when students are enrolled in multiple Academic Careers and Academic Program at the same time. The Consolidate Academic Statistics process uses the primacy number indicated on both the career and program at the institutional level to determine a student's primary career and program. The system also uses the number to determine the primary Student Attribute Value it will use when you extract data to report on cohorts. The lowest number takes precedence. |
| <b>Primary Name Type</b>      | This name type is used to link the name stored at the highest level within the system to the set of names—at a lower level—that the individual has provided.   |
| <b>Principal</b>              | The amount of money borrowed or remaining unpaid on a loan. Interest is charged as a percentage of the principal.  |
| <b>Priority Type</b>          | Priority type can either be a charge priority or a payment priority used in deciding how to cross-reference charges, payments, and financial aid.  |
| <b>Privacy Indicator</b>      | See FERPA Indicator.   |
| <b>Private Loans</b>          | Education loan programs established by private lenders to supplement the student and parent education loan programs available from federal and state government. Some private loan programs offer terms that are highly competitive with those of the PLUS and unsubsidized Stafford loans. Most, however, are somewhat more expensive.  |
| <b>Professional Judgement</b> | For need-based U.S. federal financial aid programs, the financial aid administrator can adjust the Expected Family Contribution, adjust the Cost Of Attendance, or change the dependency status when extenuating circumstances exist.  |

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| <b>Promissory Note</b> | The binding legal document that must be signed by the borrower before loan funds are disbursed by the lender. The promissory note states the terms and conditions of the loan, including repayment schedule, interest rate, deferment policy, and cancellations. |
| <b>Prospect</b>        | Constituents who are most likely to make substantial financial or other commitments to your institution.   |

## Q

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| <b>Quick Admit</b> | Whenever a student is activated and enrolled through the Student Records Quick Enrollment process, the system tags an indicator to the student's record which indicates that the student has been enrolled by this method. The tagged records are then placed into a suspense table awaiting your action. The Admissions Quick Admit process scans the suspense table looking for individuals who match your selection criteria and, utilizing Student Records information, then populates Recruiting and Admissions tables. The Student Records Quick Enrollment and Admissions Quick Admit processes are a simplification of the fuller versions of admitting students and enrolling them in classes. Use this feature to quickly enroll students into classes without going through the formal admissions process. Quick Admit will still capture the admissions information and create prospect and/or application records. |
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## R

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| <b>Rate Percentage</b>   | Percentage of the past due balance that is charged on overdue accounts for finance charge assessment.   |
| <b>Rate Table ID</b>     | A fee can point to a specific rate table that is intended to contain 90% of the logic for fee assessment.   |
| <b>Rate Type</b>         | Rate type indicates the finance charging scheme that is utilized to assess late charges. Options are a fixed amount on a past due balance or a percentage of the account. |
| <b>Rating Components</b> | Variables to be used with the Equation Editor to retrieve specified populations.  |
| <b>Ratings</b>           | Measurements used to gauge a prospect's ability to donate, readiness, household income, and so on.  |
| <b>Reason Code</b>       | A code defining why a student has moved to collection.  |
| <b>Receipt Line No.</b>  | A set of payment and media key pairs within a receipt.  |
| <b>Receipt No.</b>       | A unique number that identifies a series of payment and media keys. The receipt number is printed and returned to a customer, when appropriate.                           |
| <b>Recname</b>           | Name of a record used to determine the associated field to match a value or set of values.  |
| <b>Recognition</b>       | Recognition type indicates whether the donor is the primary   |

donor of a commitment or is being given a share in the credit for making the donation. The primary donor(s) receive Hard Credit that must total 100%. Those donors being given a share in the credit are given Soft Credit. Institutions may also define share recognition type values such as Memo credit or Vehicle credit.

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| <b>Recruiting Center</b>           | A place where recruiting is administered. Normally, the recruiting center codes mirror the application center codes. A recruiting center provides the capability for academic careers with decentralized or regional recruiting to track which office is handling a specific prospective student.  |
| <b>Reference Number</b>            | Number that identifies a particular transaction to the outside world.  |
| <b>Refund Interface</b>            | The system that actually creates the check or cash needed for the refund.  |
| <b>Refund Type</b>                 | Classification of a refund. For example, schools may be able to designate a refund as a Pell refund or an A/R refund.  |
| <b>Register Number</b>             | A unique identifier for a register. A register can be any physical register although tracking and auditing becomes more difficult.   |
| <b>Registration</b>                | This term is not used in the PeopleSoft system because it means different things to different schools. More process-specific terms such as class enrollment, payment of fees, and term activation are used.  |
| <b>Relative Weighting</b>          | A process used by the Packaging routine when there is a shortage of need in one award period to proportionally redistribute the remainder of an award into the other award period. The Packaging routine determines the relative weighting of each term in the award period with need by dividing the original disbursement percentage of the term by the sum of all disbursement percentages for terms within the award period. |
| <b>Renewable Scholarships</b>      | A scholarship awarded for more than one year. Usually the student must maintain certain academic standards to be eligible for subsequent years of the award. Some renewable scholarships will require the student to reapply for the scholarship each year; others just require a report on the student's progress toward a degree.  |
| <b>Requirement Designation</b>     | A special requirement needed for graduation. Typically, this designation is attached to a course and affects one section of that course. A requirement designation may reflect optional work that a student needs to complete in addition to the regular course work.  |
| <b>Requirement Term</b>            | The starting term of the student. The academic advisement uses this value to determine which academic requirement groups apply to a student's career, program, and plan.   |
| <b>Research Assistantship (RA)</b> | A form of financial aid awarded to graduate students to help support their education. Research assistantships usually provide the graduate student with a waiver of all or part of tuition, plus a small stipend for living expenses. A RA is required to perform research duties.   |

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| <b>Resource Assignments</b> | The process of assigning resources such as staff members, units, or volunteers, to prospects for cultivation. The resources assigned to a prospect are responsible for managing the cultivation of the prospect.  |
| <b>Restricted Aid</b>       | Non-federal funding that is not subject to federal rules and regulations. It is awarded per institutional criteria.   |
| <b>Reversal Indicator</b>   | An indicator that shows if a particular payment has been reversed, usually due to NSF purposes.   |
| <b>Role</b>                 | The specific reason a resource is assigned to a constituent or an initiative. Resources are assigned roles that are defined by your institution such as Prospect Manager, Solicitor, Campaign Manager, and so on. |

## S

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| <b>Satisfactory Academic Progress (SAP)</b> | The published academic standard a student must meet to continue to receive U.S. federal financial aid.   |
| <b>Scholarship</b>                          | A form of financial aid given to undergraduate students to help pay for their education. Most scholarships are restricted to paying all or part of tuition expenses, though some scholarships also cover room and board. Scholarships are a form of gift aid and do not have to be repaid. Many scholarships are restricted to students in specific courses of study or with academic, athletic, or artistic talent. |
| <b>Search/Match</b>                         | A feature that enables you to search for and identify duplicate records in your database. With Search/Match you can specify search criteria and define a number of searches that are successively less and less restrictive for finding data in your database that matches the criteria you specified.   |
| <b>Seasonal Address</b>                     | In Student Administration, an address that recurs for the same length of time at the same time of year each year until adjusted or deleted. Once set, the system will point to that address during the time period specified, for the address type specified. When the time period has passed, the system will reset the begin and end dates for the follow calendar year.   |
| <b>Security Group</b>                       | A Security Group is a means by which security authorization can be assigned to several users without having to define each user's security assignment individually.  |
| <b>Selector Group Code</b>                  | Code that differentiates selection groups. Selection groups are used to partition the customer population into identifiable selections.  |
| <b>Selector Subgroup No</b>                 | A selection group is partitioned into several AND conditions to constitute a single subgroup. An OR statement is used with the subgroups to evaluate the entire selection group.   |
| <b>Self Help Aid</b>                        | Financial aid in the form of loans and student employment.   |
| <b>Sequential Award Period Processing</b>   | Sequential Award Period processing is a business process that involves packaging the student for an initial award period and then packaging the student for a second, subsequent award   |

period. For example, you package the student for the Academic Award Period (AAP), and then later in the year the student decides to attend the trailing summer term, so you package the student for the Non Standard Award Period (NSAP).

**Service Impact**

A Service Impact is an action triggered by a Service Indicator. For example, a Service Indicator that reflects non-payment of account balances by a student may result in a Service Impact that prohibits registration for classes.

**Service Indicators**

Buttons that display on pages to indicate services that should be withheld or provided to an individual. Negative Service Indicators indicate holds that prevent the individual from receiving certain services such as no check cashing privileges or denied registration for classes. Positive Service Indicators designate special services that should be provided to the individual such as front of line service or special services for disabled students.

**Servicer**

An organization that collects payments on a loan and performs other administrative tasks associated with maintaining a loan portfolio. Loan servicers disburse loan funds, monitor loans while the borrowers are in school, collect payments, process deferments and forbearance, respond to borrower inquiries, and ensure the loans are administered in compliance with federal regulations and guarantee agency requirements.

**Session (for Contributor Relations)**

The means of validating gift, pledge, membership, or adjustment data entry and controlling access to data entered by a specific User ID. Sessions are balanced, queued, then posted to your institution's financial system. Sessions must be posted to enter a matching gift, a pledge payment, make an adjustment or to process giving clubs or acknowledgements.

**Sessions (for Student Records)**

Time elements that subdivide a term into multiple time periods in which to offer classes.

**SetID**

See TableSet ID.

**SF (Student Financials) Business Unit**

A unit in your institution which services a group of students, and runs its own Bursar's office. SF Business Units are usually independent units that need to differentiate financial data for reporting purposes. There is no maximum limit to the number of SF Business Units an institution can maintain, but an institution must have at least one. See also Business Unit.

**SF Account Type**

An account that aggregates specified charges and payments, such as Tuition, to a student's account.

**SF Cube**

An analysis tool that enables a financial manager to get a clear picture of their receivables. The reporting tool for this information is OLAP.

**Simultaneous Award Period Processing**

Simultaneous Award Period processing is a business practice that involves packaging the student for both award periods at the same time. For example, if you know that a student is attending the leading summer term in addition to the regular school year, you package the student for both the NSAP and the AAP at the same time.

**Source Key**

Process that ties a particular transaction back to the source of

the charge or financial aid. On selected pages, drill-down techniques into particular charges can be used.

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| <b>Special GPA</b>                           | Special Grade Point Averages are averages that you define for your institution that differ from the cumulative Grade Point Average. You can create special GPA's for a student's program, plan, or sub-plan, then use these special grade point averages to calculate student GPA's and meet your institution's analysis and reporting needs.   |
| <b>Split Code</b>                            | Determines how funds are awarded throughout the award year.   |
| <b>Spouse Button</b>                         | A button found on many Contributor Relations pages when a person has a relationship of "spouse" established in the system. You can click the spouse button to retrieve information about the constituent's spouse into the current page. This button works as a toggle, so you can click the button again to return to the original constituent's record.   |
| <b>Stafford Loans</b>                        | These federal loans come in two forms, subsidized and unsubsidized. Subsidized loans are based on need; unsubsidized loans are not. The federal government pays the interest on the subsidized Stafford Loan while the student is in school and during the grace period.  |
| <b>Standard Letter Code</b>                  | A code used to define the MS/Word letter templates used for mail merge functions. Every letter sent should have a standard letter code as identification.   |
| <b>State Student Incentive Grants (SSIG)</b> | A state-run financial aid program for state residents. The state receives matching funds from the Federal government to help them fund the program.   |
| <b>Strategy</b>                              | A general or high-level plan for a prospect's cultivation. Strategies can be linked or associated with a prospect's spouse, and also with specific actions.   |
| <b>Student Aid Report (SAR)</b>              | Summarizes the information included in the Free Application for Federal Student Aid (FAFSA) and is sent to the student for their records.   |
| <b>Student Attributes</b>                    | A feature that lets you assign all sorts of attributes to a student within an academic career or program and group together the students with similar student attributes. You can then track and report on the student attribute data. For instance, you can track every student that begins their education at the same time as a single cohort by creating a student attribute for undergraduate incoming freshmen and attaching the attribute to the records of these students. You can then use the data for federal reporting and also for institutional research purposes to gain information about the type of students that you have in a particular cohort, such as a student's typical course load or how long it takes a student to complete their program and graduate. |
| <b>Student Contribution (SC)</b>             | The amount of money the federal government expects the student to contribute toward his or her education. The SC depends on the student's income and assets reported on their FAFSA or Profile Application.   |
| <b>Sub-Group</b>                             | A group of volunteers that report to the Leadership Group for a   |

volunteer initiative or member organization.

**Subsidized Loan**

The government pays the interest on the loan while the student is in school, during the grace period, and during any deferment periods.

**Supplemental Education Opportunity Grant (SEOG)**

A federal grant program for undergraduate students with exceptional need. SEOG grants are awarded by the school's financial aid office. To qualify, a student must also be a recipient of a Pell Grant.

**T**

**T2202A Tax Form**

Canadian students can claim tax credits based on the amount of tuition paid for a period of attendance at a school and the number of months in attendance during that period of time. To claim this tax credit, a student must file a T2202A tax form. The student obtains this form from his or her university.

**TableSet ID**

The TableSet ID is what allows TableSet sharing. The TableSet ID indicates which of the rows in the control table a particular business unit can access. Each row in the control table has a TableSet ID associated with it and business units are associated with TableSet IDs through Record Groups.

**Target Key**

Used in cashiering to indicate which account receives credit for a given transaction.

**Tax Authority**

This user-defined element combines a description and percentage of a tax with an account type, an item type, and a service impact.

**Teaching Assistantship (TA)**

A form of financial aid awarded to graduate students to help support their education. Teaching assistantships usually provide the graduate student with a waiver of all or part of tuition, plus a small stipend for living expenses. TAs are required to perform teaching related duties.

**Tender Code**

A code representing the type of tender used for a given transaction.

**Tender Key**

Used in cashiering to indicate what type of tender a cashiering office accepts and in what amounts.

**Tender Message**

A message linked to a specific tender that prints on the receipt of transactions that use that tender.

**Term**

An administrative grouping for classes and tuition generation. It is a period of time a school has determined as an instructional accounting period.

**TG5 Number**

The Title IV WAN identifier of a school.

**Third-party Payment Plan**

A contract between your institution and a corporation or a government agency sponsoring one or more students. The Organization or agency agrees in the contract to pay all or part of a sponsored student's tuition, fees and expenses.

**Title IV Loans**

Loan programs collectively referred to as the Federal Family Education Loan Program. These loans are the Federal Stafford

|                              |  |
|------------------------------|--|
|                              | Loans, Federal PLUS Loans, and Federal Consolidation Loans.  |
| <b>Title IV OE Codes</b>     | Lender Codes.  |
| <b>Title IV School Codes</b> | The code for each school to which the student is applying. This number is used by the Department of Education to identify a school for ISIR routing purposes.  |
| <b>Title IV WAN</b>          | Wide area network operating system used by the Central Processing System for Title IV application processing.  |
| <b>To Day</b>                | Ending day used to count the number of days from a particular period. Usually used with From Day.  |
| <b>To Do List</b>            | A list of planned or completed action assignments for a staff member, volunteer, or unit. To Do Lists enable you to see all the action assignments on one page.  |
| <b>Tree Name</b>             | Name of the tree that contains the appropriate structure for priority assessment.  |
| <b>Tree Node</b>             | Particular node of a tree that determines the group of leaf values.  |
| <b>Tuition Groups</b>        | A group of students who share the same set of criteria and may be charged the same set of fees under the same general set of rules.  |
| <b>Tuition Lock</b>          | A feature in Tuition Calculation that enables you to specify a point in a term after which students are charged a minimum or "locked" fee amount. Students are charged the locked fee amount even if the number of classes dropped later in the term would bring them below the normal load level for that tuition charge. |
| <b>Tuition Residency</b>     | Enables you to set Term Fees based on the amount of fees students have paid during their career. Tuition Residency enables you to set different Term Fee amounts for different levels of Tuition Residency. Tuition Residency levels are expressed as a percentage.  |

## U

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| <b>Unapplied Amount</b>                                   | Amount that has not yet been matched to a payment or charge.  |
| <b>Unmet Need</b>   | The gap between aid awarded and need.   |
| <b>Unsubsidized Loan</b>                                  | A loan for which the government does not pay the interest.  |
| <b>Update Access</b>                                      | Security access that permits the user to edit and update data. This is the counterpart of Inquiry Access.   |
| <b>U.S. Department of Education (ED or USED)</b>          | Administers several federal student financial aid programs, including the Federal Pell Grant, the Federal Work-Study Program, the Federal Perkins Loans, the Federal SEOG, and Federal Direct Student Loan Program. |
| <b>U.S. Department of Health and Human Services (HHS)</b> | Administers several health education loan programs, including the HPSL, FADHPS, and NSL loan programs.  |
| <b>User</b>   | A user is an individual that is linked to specific functions within   |

**User ID** the system. For example, each individual using a register in the Cashier Office must have a unique user ID. A user ID allows a single individual to be assigned different security permission for different functions.

## V

**VAT** VAT is an acronym for Value Added Tax, which is a form of sales tax.

**Vector** A mathematical concept used in the Academic Advisement application. A vector is defined as a list of lists and is used only at the requirement level. A vector is used in specific computations resulting from certain conditions that are used to select courses from a student's transcript during the degree audit process.

**Verification** The process of verifying aid application information against actual documents such as tax returns. If the differences between reported and actual values do not meet the tolerance levels set up by the institution, a new EFC must be calculated.

**Veteran** For Federal financial aid purposes such as determining dependency status, a veteran is a former member of the U. S. Armed Forces—Army, Navy, Air Force, Marines, and Coast Guard—who served on active duty and was discharged other than dishonorably. In order for a veteran to be eligible for VA educational benefits, they must have served for more than 180 consecutive days on active duty before discharge.

## W

**Waiver Location** The level at which a waiver was applied. It mirrors the fee locations.

**Waiver Trigger** Criteria for determining if a waiver should apply.

**What-if Capability** The ability to run a simulated Academic Advisement report that compares a student's transcript against a proposed academic career, program, plan, and/or sub-plan. What-if scenarios can be created and stored for future use. This concept is used in the Academic Advisement application.

**Worklist** An assignment of responsibility. For example, the Student Financials Collections processing generates worklists for collectors.

**Workset** A group of people and/or organizations linked together in a set. You can use worksets to retrieve a group of people and/or organizations onto a page to work with them at one time.

**Write-off Account** An account for charges that prove uncollectible. The charge is moved from the customer's account to the write-off account and is considered a loss.

**Write-off Reversal** A transaction performed for items that have been paid after they have been moved to the write-off account.

## Acronyms

|              |  |
|--------------|--|
| <b>AAP</b>   | Academic Award Period                                |
| <b>ACT</b>   | American College Testing Program                     |
| <b>AFDC</b>  | Aid to Families with Dependent Children              |
| <b>AGI</b>   | Adjusted Gross Income                                |
| <b>AP</b>    | Advanced Placement                                   |
| <b>APA</b>   | Asset Protection Allowance                           |
| <b>CAE</b>   | The Council for Aid to Education                     |
| <b>CASE</b>  | Council for the Advancement and Support of Education |
| <b>CLEP</b>  | College Level Examination Program                    |
| <b>COA</b>   | Cost of Attendance                                   |
| <b>COE</b>   | Cost of Education                                    |
| <b>CP</b>    | Central Processor                                    |
| <b>CPS</b>   | Central Processing System                            |
| <b>CSS</b>   | College Scholarship Service                          |
| <b>DLS</b>   | Direct Loan Servicer                                 |
| <b>DNW</b>   | Discretionary Net Worth                              |
| <b>DOE</b>   | Department of Education                              |
| <b>EAPP</b>  | Electronic Application (Duplicate SAR Request)       |
| <b>EDE</b>   | Electronic Data Exchange                             |
| <b>EDI</b>   | Electronic Data Interchange                          |
| <b>EFC</b>   | Expected Family Contribution                         |
| <b>EFM</b>   | Estimated Federal Methodology                        |
| <b>EFN</b>   | Exceptional Financial Need Scholarships              |
| <b>EFT</b>   | Electronic Fund Transfer                             |
| <b>EIC</b>   | Earned Income Credit                                 |
| <b>ELO</b>   | Expanded Lending Option                              |
| <b>EPPD</b>  | Electronic Pell Payment Data                         |
| <b>EPPPD</b> | Electronic Pell Payment Processed Data               |
| <b>ESOA</b>  | Electronic Statement of Accounts                     |
| <b>FAA</b>   | Financial Aid Administrator                          |
| <b>FAF</b>   | Financial Aid Form                                   |
| <b>FAFSA</b> | Free Application for Federal Student Aid             |
| <b>FAN</b>   | Financial Aid Notification letter                    |

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| <b>FAO</b>    | Financial Aid Office   |
| <b>FASB</b>   | Financial Accounting Standards Board                         |
| <b>FAT</b>    | Financial Aid Transcript                                     |
| <b>FDSLPL</b> | Federal Direct Student Loan Program                          |
| <b>FERPA</b>  | Family Education Rights and Privacy Act                      |
| <b>FFEL</b>   | Federal Family Education Loan                                |
| <b>FFELP</b>  | Federal Family Education Loan Program                        |
| <b>FISAP</b>  | Fiscal Operations Report and Application to Participate      |
| <b>FM</b>     | Federal Methodology  |
| <b>FNAR</b>   | Financial Need Analysis Report                               |
| <b>FPLUS</b>  | Federal Parent Loans for Undergraduate Students (also PLUS)  |
| <b>FSEOG</b>  | Federal Supplemental Educational Opportunity Grant           |
| <b>FWS</b>    | Federal Work-study   |
| <b>FY</b>     | Fiscal Year  |
| <b>GAPS</b>   | Grants Administration and Payment System                     |
| <b>GPA</b>    | Grade Point Average  |
| <b>GSL</b>    | Guaranteed Student Loan                                      |
| <b>HPSL</b>   | Health Profession Student Loan                               |
| <b>IM</b>     | Institutional Methodology                                    |
| <b>INAS</b>   | Institutional Needs Analysis System                          |
| <b>IPA</b>    | Income Protection Allowance                                  |
| <b>IRA</b>    | Individual Retirement Account                                |
| <b>ISIR</b>   | Institutional Student Information Record                     |
| <b>LMS</b>    | Learning Management Systems                                  |
| <b>NASFAA</b> | National Association of Student Financial Aid Administrators |
| <b>NRA</b>    | Non-Resident Alien   |
| <b>NSAP</b>   | Non-Standard Award Period                                    |
| <b>NSLC</b>   | National Student Clearinghouse                               |
| <b>NSLDS</b>  | National Student Loan Data System                            |
| <b>OSFA</b>   | Office of Student Financial Assistance                       |
| <b>PC</b>     | Parent Contribution  |
| <b>PLUS</b>   | Federal Parent Loans for Undergraduate Students (also FPLUS) |
| <b>RA</b>     | Research Assistantship                                       |
| <b>RAD</b>    | Renewal Application Data                                     |
| <b>SAP</b>    | Satisfactory Academic Progress                               |

|             |                                    |
|-------------|------------------------------------|
| <b>SAR</b>  | Student Aid Report                 |
| <b>SC</b>   | Student Contribution               |
| <b>SNT</b>  | Simplified Needs Test              |
| <b>SSCR</b> | Student Status Confirmation Report |
| <b>SSS</b>  | Selective Service System           |
| <b>TA</b>   | Teaching Assistantship             |
| <b>TFC</b>  | Total Family Contribution          |
| <b>UTI</b>  | Untaxed Income                     |
| <b>VA</b>   | Veterans Affairs                   |
| <b>WAN</b>  | Wide Area Network                  |