



Academic Advising Quick Reference Card

SAP Screens	SIS Screen #
Overview	011, 010, 103, 111, 136, 148, 206
Student's Advisor(s)	119
Bio-Demographic Data	103
Academic History	
Academic Work	143, 136, 141
Examination	
Qualification	
Equivalency Determination	140, 141, 143
External Transcript	136, 141, 143
Test Score	221
Status	
Program Type Progression	
Hold	148
Status	111, 119, 206
Program Data	
Registration	1E1, 206
Specialization	110
Admission	111
Graduation	110
Additional Admission	103, 2E5
Admission Audit	
Audit	
Activity Record	
Advising Note	148
Activity Document	139

Important terms:

- **Course Registration** = Registering for a Class
- **ID Number** = Social Security Number
- **Organization Unit (OU)** = College, Department, etc.
- **Program of study** = Degree programs (BS, BA, MA etc.)
- **Program registration** = Matriculation history of a student on an academic year/academic session basis
- **Registration** = Admission to a program & session registration
- **Specialization** = Student area of study (major, minor, etc.)
- **Student Number** = System assigned identified (**NOT SSN**)



Academic Advising Quick Reference Card

SAP Screens	SIS Screen #
Overview	011, 010, 103, 111, 136, 148, 206
Student's Advisor(s)	119
Bio-Demographic Data	103
Academic History	
Academic Work	143, 136, 141
Examination	
Qualification	
Equivalency Determination	140, 141, 143
External Transcript	136, 141, 143
Test Score	221
Status	
Program Type Progression	
Hold	148
Status	111, 119, 206
Program Data	
Registration	1E1, 206
Specialization	110
Admission	111
Graduation	110
Additional Admission	103, 2E5
Admission Audit	
Audit	
Activity Record	
Advising Note	148
Activity Document	139

Important terms:

- **Course Registration** = Registering for a Class
- **ID Number** = Social Security Number
- **Organization Unit (OU)** = College, Department, etc.
- **Program of study** = Degree programs (BS, BA, MA etc.)
- **Program registration** = Matriculation history of a student on an academic year/academic session basis
- **Registration** = Admission to a program & session registration
- **Specialization** = Student area of study (major, minor, etc.)
- **Student Number** = System assigned identified (**NOT SSN**)

Overview

This tab provides account balance, hold indicators, communication information, program, current academic work information, and contact data.

Bio-Demographic Data

This tab contains all contact information as well as birth date, birthplace, and prior names.

Academic History

Academic Work	Hours attempted/earned, GPA, current courses
Examination*	Assessment information
Qualification*	Prior degree information
Equivalency Determination	Determine transfer equivalencies
External Transcript	Transfer institution information
Test Score	ACT, SAT scores, etc

Status

Program-type progression*	Information about classification, honors, warnings, classification for financial aid as well as undergraduate, graduate, or law
Hold	Lists all types of holds
Status	Institutional and system defined statuses

Program Data

Registration	Registration status by semester
Specialization	Major and minor
Admission	Program approval
Graduation*	Graduation information
Additional Admission	Housing, Origin, and Orientation
Admission Audit	Requirements and Status

Audit

This tab contains degree audit information.*

Activity Record

Advising Note	Lists all notes entered by advisors
Activity Document	Lists all activity information

*currently no data will show in these tabs.

Overview

This tab provides account balance, hold indicators, communication information, program, current academic work information, and contact data.

Bio-Demographic Data

This tab contains all contact information as well as birth date, birthplace, and prior names.

Academic History

Academic Work	Hours attempted/earned, GPA, current courses
Examination*	Assessment information
Qualification*	Prior degree information
Equivalency Determination	Determine transfer equivalencies
External Transcript	Transfer institution information
Test Score	ACT, SAT scores, etc

Status

Program-type progression*	Information about classification, honors, warnings, classification for financial aid as well as undergraduate, graduate, or law
Hold	Lists all types of holds
Status	Institutional and system defined statuses

Program Data

Registration	Registration status by semester
Specialization	Major and minor
Admission	Program approval
Graduation*	Graduation information
Additional Admission	Housing, Origin, and Orientation
Admission Audit	Requirements and Status

Audit

This tab contains degree audit information.*

Activity Record

Advising Note	Lists all notes entered by advisors
Activity Document	Lists all activity information

*currently no data will show in these tabs.