

COMPASS I- Navigating Compass

Compass Refresher Training

Updated July 2016

Office of Graduate And Professional Studies

Graduate Advisor Access

- To perform the functions we will cover in this training, you will need the following access groups on your Compass account:
 - G_CLGR_GRAD_STU_INFO_VIEW
 - G_REGI_CAPP_DEG_AUDIT_VIEW
 - G_REGI_GEN_STUDENT_INFO_VIEW
 - G_REGI_STU_ACAD_HISTORY_VIEW
 - A Departmental Graduate Report Group (G_CLGR_XXXX_XXXX_RPRT)

If you find that you do not have an access group attached to your Compass account, you will need to contact your Primary Authorizing Agent and request access.

Relevant Compass Screens

- Office of Graduate and Professional Studies Notes – **SGASTDN**
- Curriculum History – **SGASTDQ**
- Graduate Classification – **SGASTDN**
- Registration Holds – **WOAHOLD**
- Test scores – **SOATEST**
- Previous Institutions – **SOAPCOQ**
- Previous TAMU Degrees – **SHADGMQ**
- Course History – **SHACRSE**
- Graduate Cumulative and Degree Plan GPA – **SOAGPAT**
- Graduate Advisory Committees – **SHICMID**
- Committee Members and Roles - **SHACOMI**
- Faculty Committee Assignments – **SHICMBQ**
- Non-Course Requirements – **SHANCRS**
- Theses and Dissertations – **SHAQPNO**
- Application for Graduation – **SHAGAPP**
- Accumulated Doctoral Hours and Terms – **SZASSTD**
- Degree Evaluation – **Howdy Portal**
- Office of Graduate and Professional Studies Reports – **Howdy Portal/E-Print**

Office of Graduate and Professional Studies Notes - SGASTDN

All documents received by the Office of Graduate and Professional Studies are entered on the “Comments” tab of SGASTDN.

To view :

1. Go to the SGASTDN form
2. Enter the student id
3. Term code is not required
4. Next block
5. Click on the “Comments” tab

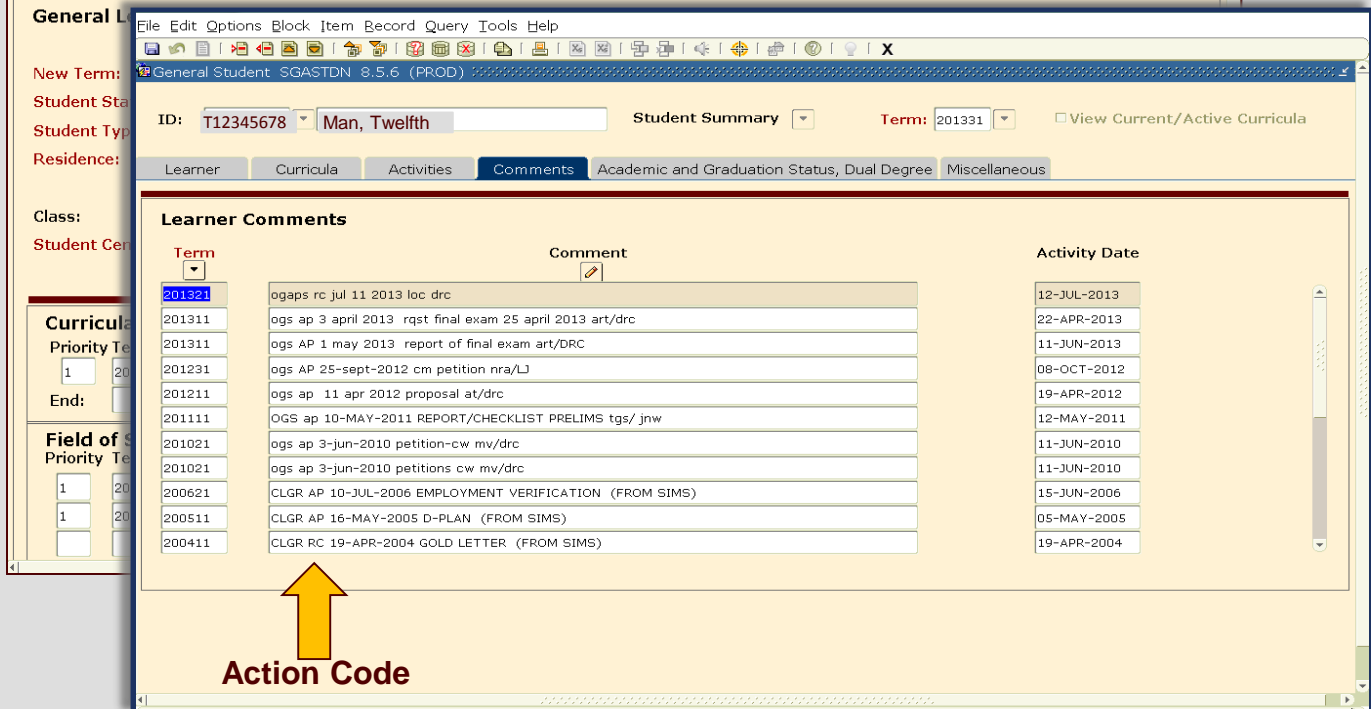
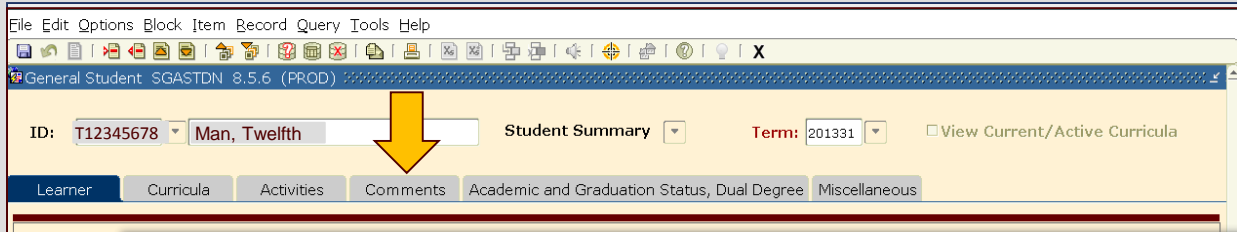
Action Codes:

- RC - Received
- AP – Approved
- RT – Returned
- VD – Voided
- NT – Notation
- PC – Pending Compliance

Please note:

The entries have an unusual sort order. Comments are grouped by term and then sorted from earliest entry to latest.

**CLGR = OGS = OGAPS



Tip: If you hover the cursor over an entry, then the whole entry will display in a small yellow box.

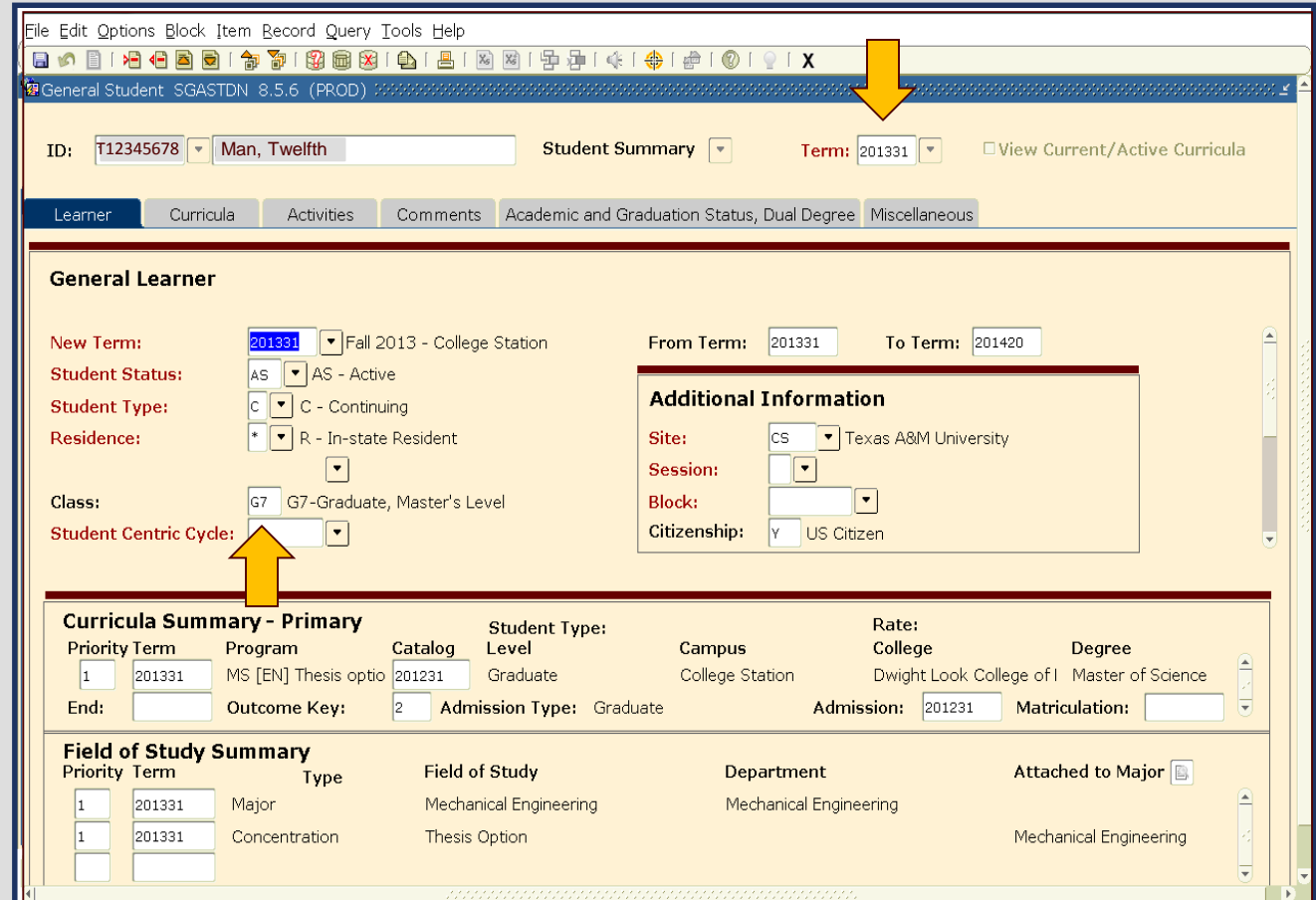
Graduate Classification SGASTDN

Classification is displayed on SGASTDN and is dependent on the term entered in the keyblock.

To view :

1. Go to the SGASTDN form
2. Enter the student id
3. To view classification, for a specific term, the term **MUST** be entered. Enter the term for which you need to know the student's classification.
4. Next block

Note: If the term is not entered in the keyblock, then the curriculum displayed may be incorrect. The term **MUST** always be entered when using SGASTDN to find the classification.



General Student SGASTDN 8.5.6 (PROD)

ID: Student Summary View Current/Active Curricula

Learner | Curricula | Activities | Comments | Academic and Graduation Status, Dual Degree | Miscellaneous

General Learner

New Term: Fall 2013 - College Station From Term: To Term:

Student Status: AS - Active

Student Type: C - Continuing

Residence: R - In-state Resident

Class: G7-Graduate, Master's Level

Student Centric Cycle:

Additional Information

Site: Texas A&M University

Session:

Block:

Citizenship: US Citizen

Curricula Summary - Primary

Priority	Term	Program	Catalog	Student Type: Level	Campus	Rate: College	Degree
1	201331	MS [EN] Thesis optio	201231	Graduate	College Station	Dwight Look College of I	Master of Science
End:		Outcome Key:	2	Admission Type: Graduate	Admission:	201231	Matriculation:

Field of Study Summary

Priority	Term	Type	Field of Study	Department	Attached to Major
1	201331	Major	Mechanical Engineering	Mechanical Engineering	
1	201331	Concentration	Thesis Option		Mechanical Engineering

Curriculum History SGASTDQ

The SGASTDQ form allows a quick view of a student's curriculum changes throughout their graduate career.

To view:

1. Go to SGASTDQ
2. Enter the student's id
3. Remove any term which may appear in the term field
4. Next block

The upper block of this form displays the terms in which the student's SGASTDN record changed.

The lower block shows the student's curriculum information for the term highlighted in the upper block

5. Use the down arrow on the keyboard to scroll through the terms and watch the lower block to track the changes.

The screenshot shows the SGASTDQ web application interface. At the top, there is a menu bar with options: File, Edit, Options, Block, Item, Record, Query, Tools, Help. Below the menu bar is a toolbar with various icons. The main header area contains search and filter fields: ID: T12345678, Man, Twelfth, Level: [dropdown], Campus: [dropdown], College: [dropdown], Degree: [dropdown], Term: 201331, Program: [dropdown], Field of Study Type: [dropdown], Field of Study Code: [dropdown].

The main content area is divided into two sections. The upper section is titled "Student Summary" and contains a table with columns: From Term, To Term, Student Status, Student Type, Residence, Code, Term, Override Code, Override Term, Code, Code, Override Term, Code, Code, Override Term. The table lists several terms, with the first row (201330 to 999999) highlighted in blue. The lower section is titled "Curricula Summary - Primary" and contains fields for Priority Term, Program, Catalog, Student Type, Level, Campus, Rate, College, Degree, End, Outcome Key, Admission Type, Admission, and Matriculation. Below this is the "Field of Study Summary" section with fields for Priority Term, Type, Field of Study, Department, and Attached to Major.

Registration Holds WOAHOLD

All registration holds are entered on WOAHOOLD.

To view:

1. Enter student id
2. Next block

The holds entered by the Office of Graduate and Professional Studies have the originator code of CLGR.

Active holds have a "To" date of '31-DEC-2099'.

When a hold is expired, the date of expiration will be entered in the "To" field, and it will no longer prevent the student from registering.

File Edit Options Block Item Record Query Tools Help

Hold Information Form WOAHOOLD 7.0 GT (PROD)

Hold Filter: All Holds Active Transcript Holds
 All Active Holds Active Registration Holds
 Active Graduation Holds

ID: T12345678 Man, Twelfth

Hold Details

Hold Type:	GD Missing Graduate Degree Plan	Reason:	Per email from dr. Criscione	JANACORLEY
Amount:		From:	04-NOV-2013	To:
				17-JAN-2014
				Origination Code:
				CLGR Office of Grad & Prof Studies
Hold Type:	AI Incomplete ADM file	Reason:	Grad s... w/ missing items	MARYABROWN
Amount:		From:	01-FEB-2013	To:
				18-APR-20...
				Origination Code:
				ADMI Admissions
Hold Type:	T9 Need Direct Deposit for Refund	Reason:	Provide bank acct for refunds	BANWORX
Amount:		From:	09-OCT-2012	To:
				01-FEB-2013
				Origination Code:
				TSBS CS Stdnt Bus Svcs 847-3337
Hold Type:	IM Immunization Deficiency	Reason:		SLUCHT
Amount:		From:	28-SEP-2012	To:
				08-JAN-2013
				Origination Code:
				STHX Health Services & Health Ctr.
Hold Type:	AM Bacterial Meningitis Immun	Reason:		SLUCHT
Amount:		From:	26-SEP-2012	To:
				08-JAN-2013
				Origination Code:
				ADMI Admissions
Hold Type:	IC Check-In at ISS Required	Reason:		MELISSALEE
Amount:		From:	04-FEB-2010	To:
				07-JAN-2013
				Origination Code:
				ISSX International Student Services

Hold Type Code; press LIST for valid codes.
Record: 1/6 | ... | List of Valu... | <OSC>

Test Scores SOATEST

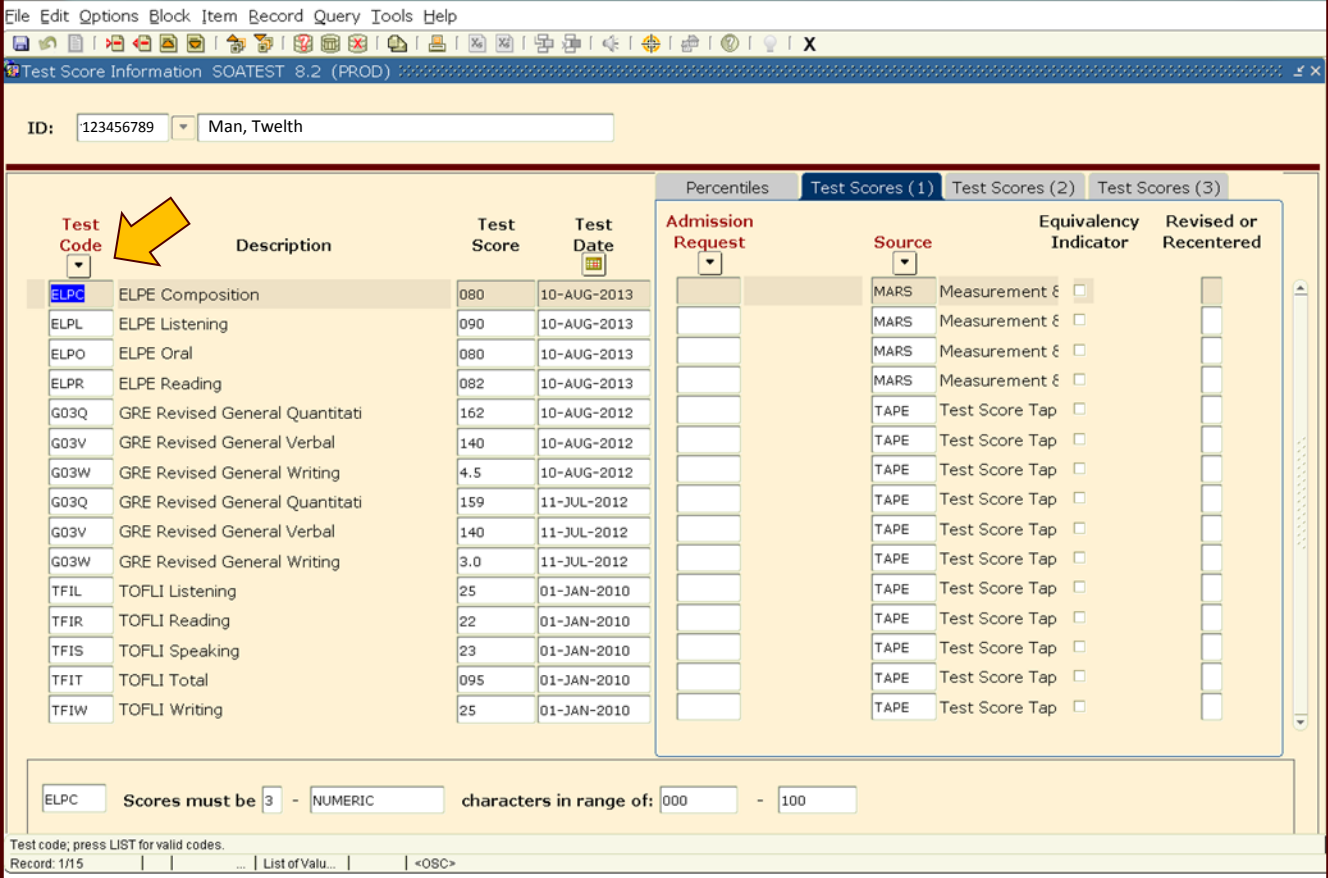
SOATEST stores all test scores received by Texas A&M University.

To view :

1. Enter student id
2. Next block

To view a specific test:

3. After step 2, press F7 to enter query mode
4. Enter the code of the test you wish to view in the "Test Code" field.
5. Press F8 to execute the query



File Edit Options Block Item Record Query Tools Help

Test Score Information SOATEST 8.2 (PROD)

ID: 123456789 Man, Tweith

Test Code	Description	Test Score	Test Date	Admission Request	Source	Equivalency Indicator	Revised or Recentered
ELPC	ELPE Composition	080	10-AUG-2013		MARS	Measurement E	
ELPL	ELPE Listening	090	10-AUG-2013		MARS	Measurement E	
ELPO	ELPE Oral	080	10-AUG-2013		MARS	Measurement E	
ELPR	ELPE Reading	082	10-AUG-2013		MARS	Measurement E	
G03Q	GRE Revised General Quantitati	162	10-AUG-2012		TAPE	Test Score Tap	
G03V	GRE Revised General Verbal	140	10-AUG-2012		TAPE	Test Score Tap	
G03W	GRE Revised General Writing	4.5	10-AUG-2012		TAPE	Test Score Tap	
G03Q	GRE Revised General Quantitati	159	11-JUL-2012		TAPE	Test Score Tap	
G03V	GRE Revised General Verbal	140	11-JUL-2012		TAPE	Test Score Tap	
G03W	GRE Revised General Writing	3.0	11-JUL-2012		TAPE	Test Score Tap	
TFIL	TOFLI Listening	25	01-JAN-2010		TAPE	Test Score Tap	
TFIR	TOFLI Reading	22	01-JAN-2010		TAPE	Test Score Tap	
TFIS	TOFLI Speaking	23	01-JAN-2010		TAPE	Test Score Tap	
TFIT	TOFLI Total	095	01-JAN-2010		TAPE	Test Score Tap	
TFIW	TOFLI Writing	25	01-JAN-2010		TAPE	Test Score Tap	

ELPC Scores must be 3 - NUMERIC characters in range of: 000 - 100

Test code; press LIST for valid codes.
Record: 1/15 | ... | List of Valu... | <OSC>

Tip:

To search for all ELP tests enter 'ELP%' in the "Test Code" field after pressing F7.

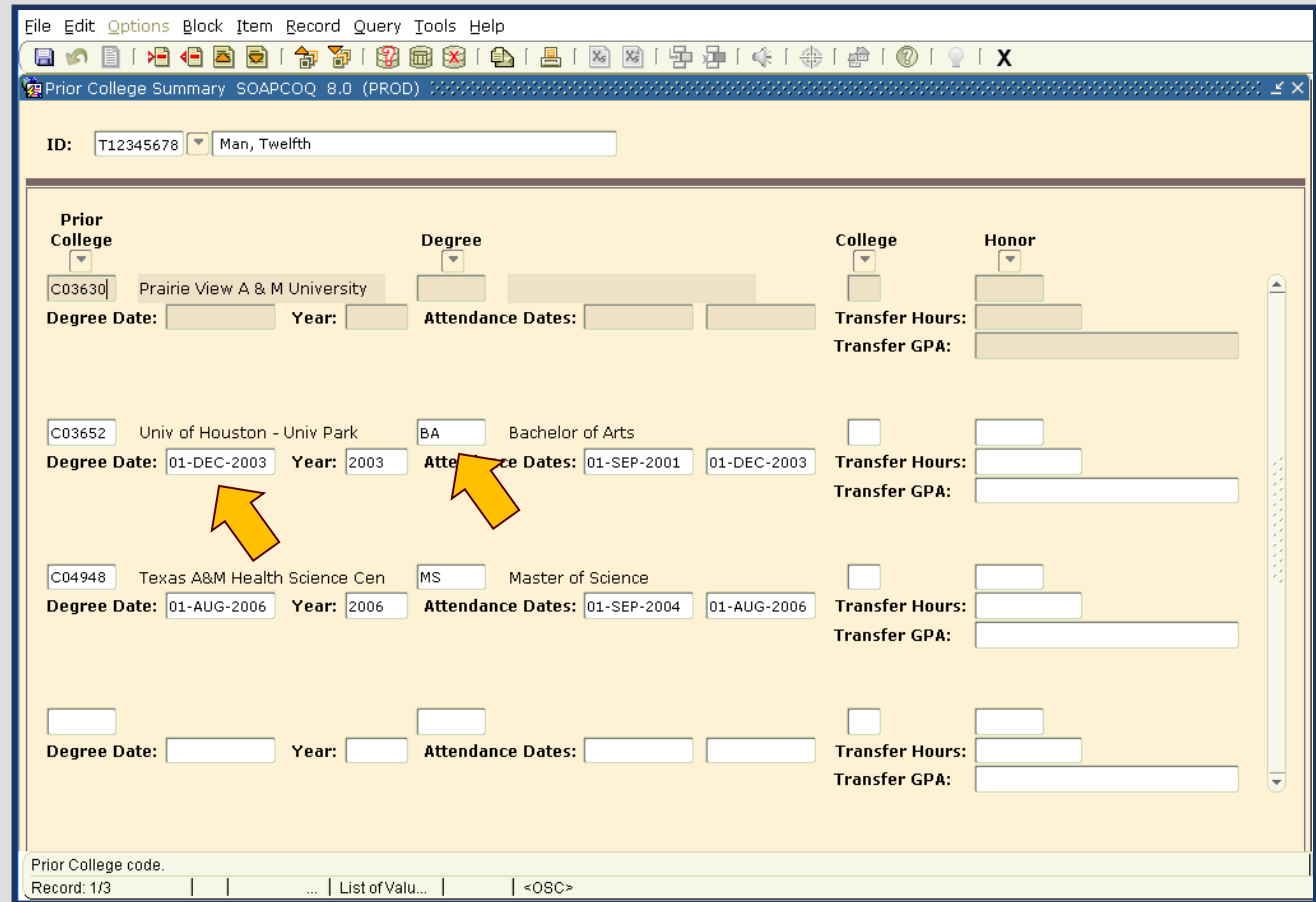
Previous Institutions SOAPCOQ

Use the SOAPCOQ form to view a student's prior college information.

To view:

1. Enter student id
2. Next block

If the student received a degree from another institution, the type of degree and the degree date will also be recorded. You are specifically looking for the degree date which tells you that Admissions has received a final transcript conferring the degree. A&M degrees may or may not be listed here. Check SHADGMQ to verify.



File Edit Options Block Item Record Query Tools Help

Prior College Summary SOAPCOQ 8.0 (PROD)

ID: T12345678 Man, Twelfth

Prior College	Degree	College	Honor
C03630 Prairie View A & M University			
C03652 Univ of Houston - Univ Park	BA Bachelor of Arts		
C04948 Texas A&M Health Science Cen	MS Master of Science		

Prior College code.
Record: 1/3 ... List of Valu... <08C>

Previous TAMU Degrees SHADGMQ

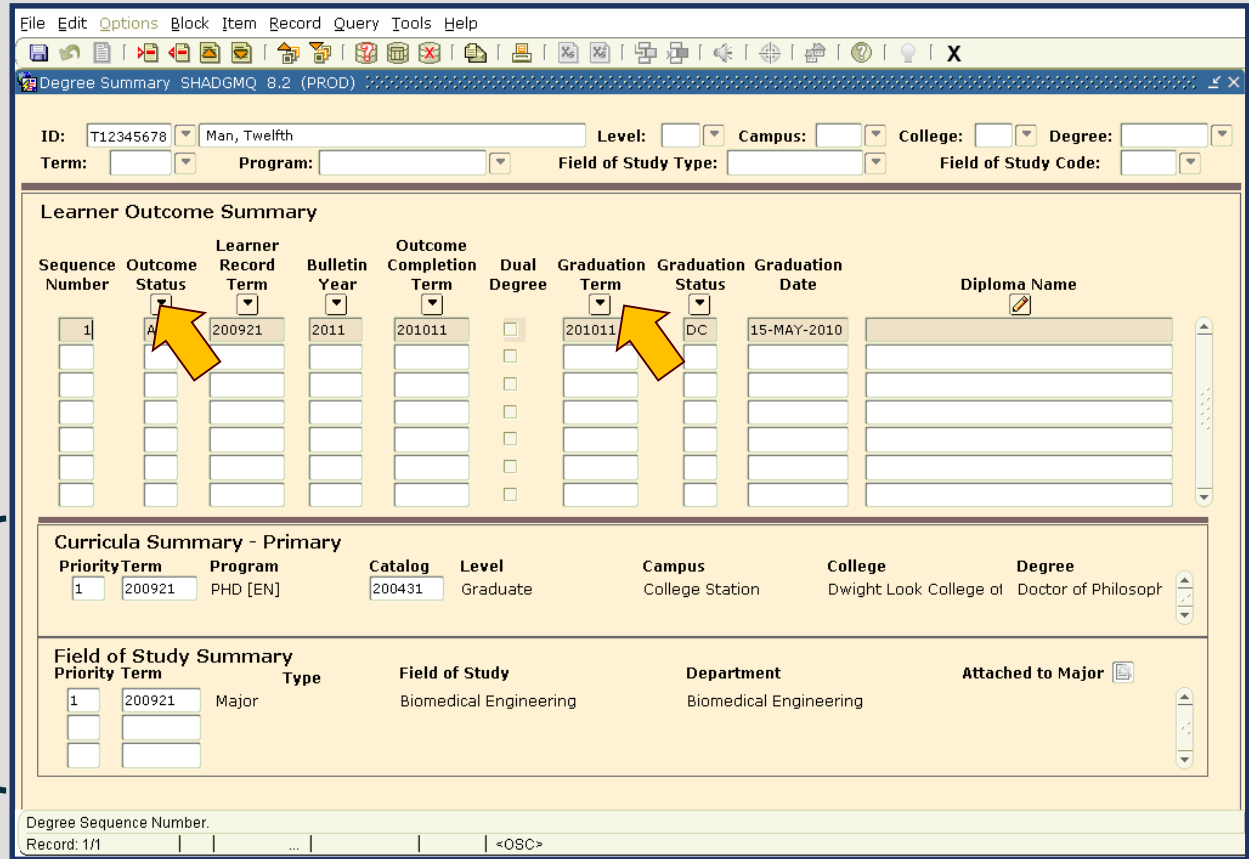
Degrees conferred by Texas A&M University are displayed on SHADGMQ.

To view:

1. Enter student id
2. Remove any term which may appear in the term field
3. Next block

Awarded degrees are marked with the Outcome Status code of 'AW' and a Graduation Term in the upper block. The degree which was conferred is displayed in the lower block on the form.

Only an outcome status code of 'AW' indicates a degree conferred by TAMU. Any other outcome status indicates a degree which is not yet awarded. Please refer to the later slide on Graduation Applications for more information on these status codes.



Sequence Number	Outcome Status	Learner Record Term	Bulletin Year	Outcome Completion Term	Dual Degree	Graduation Term	Graduation Status	Graduation Date	Diploma Name
1	AW	200921	2011	201011	<input type="checkbox"/>	201011	DC	15-MAY-2010	
					<input type="checkbox"/>				
					<input type="checkbox"/>				
					<input type="checkbox"/>				
					<input type="checkbox"/>				
					<input type="checkbox"/>				
					<input type="checkbox"/>				

Priority	Term	Program	Catalog	Level	Campus	College	Degree
1	200921	PHD [EN]	200431	Graduate	College Station	Dwight Look College of	Doctor of Philosoph

Priority	Term	Type	Field of Study	Department	Attached to Major
1	200921	Major	Biomedical Engineering	Biomedical Engineering	<input type="checkbox"/>

Tip: If more than one record is listed, you may scroll through the records using the down arrow on the keyboard. The lower block of the form will display the degree associated with each row.

Graduation Application SHADGMQ

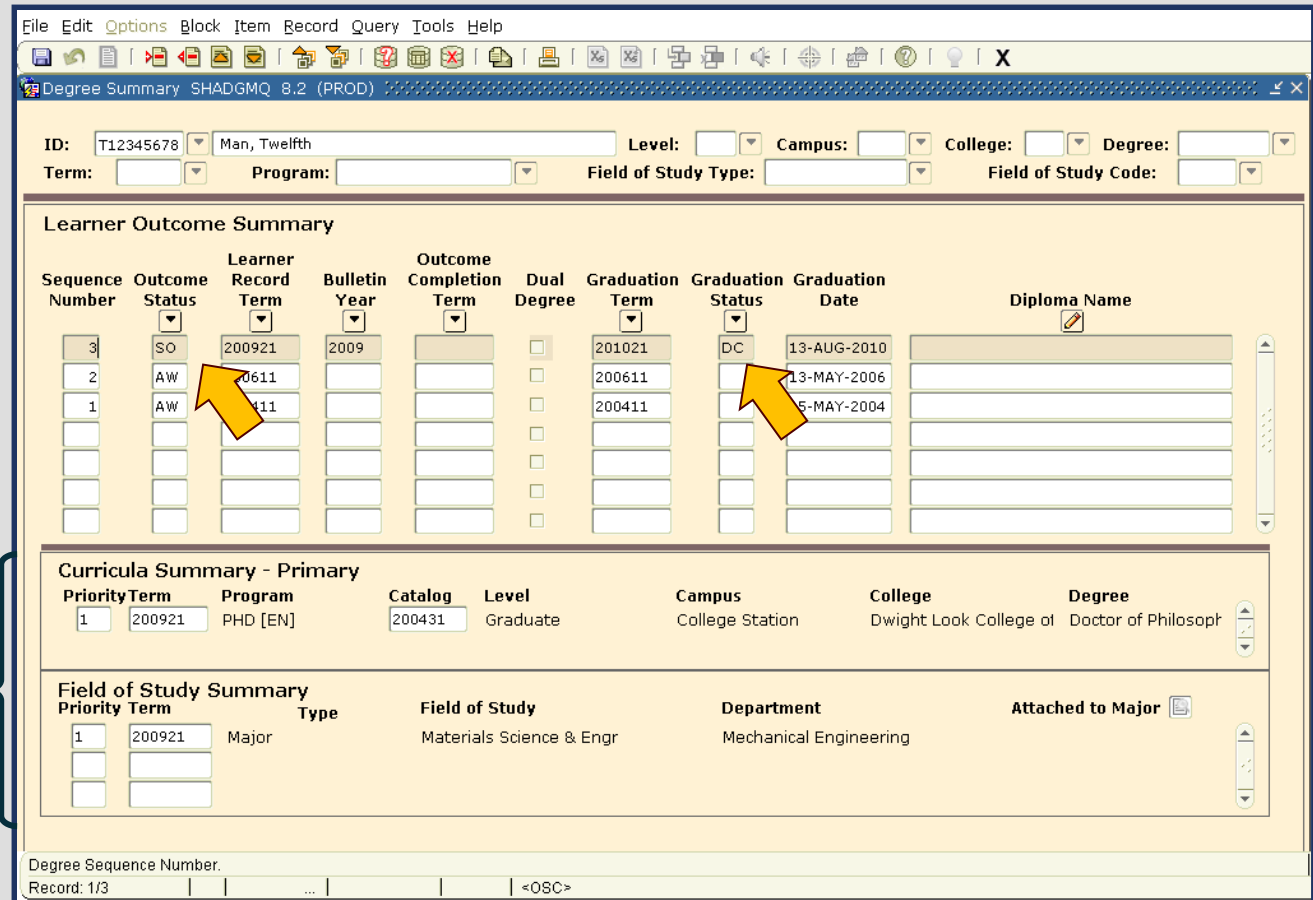
When a student has applied for graduation, their graduation application information is displayed on SHADGMQ.

To view:

1. Enter student id
2. Remove any term which may appear in the term field
3. Next block

A record with an outcome status of 'SO' and graduation status of 'DC' indicates the student has applied for the degree displayed in the lower block.

The night before graduation, degree evaluations are conducted on all degree candidates. If a student does not clear, then the graduation status will be 'PN'.



The screenshot shows the SHADGMQ interface with the following sections:

- Header:** File Edit Options Block Item Record Query Tools Help. Degree Summary SHADGMQ 8.2 (PROD)
- Form Fields:** ID: T12345678, Man, Twelfth, Level: [], Campus: [], College: [], Degree: [], Term: [], Program: [], Field of Study Type: [], Field of Study Code: []
- Learner Outcome Summary Table:**

Sequence Number	Outcome Status	Learner Record Term	Bulletin Year	Outcome Completion Term	Dual Degree	Graduation Term	Graduation Status	Graduation Date	Diploma Name
3	SO	200921	2009		<input type="checkbox"/>	201021	DC	13-AUG-2010	
2	AW	0611			<input type="checkbox"/>	200611		13-MAY-2006	
1	AW	0411			<input type="checkbox"/>	200411		05-MAY-2004	
- Curricula Summary - Primary:**

Priority	Term	Program	Catalog	Level	Campus	College	Degree
1	200921	PHD [EN]	200431	Graduate	College Station	Dwight Look College of	Doctor of Philosoph
- Field of Study Summary:**

Priority	Term	Type	Field of Study	Department	Attached to Major
1	200921	Major	Materials Science & Engr	Mechanical Engineering	
- Footer:** Degree Sequence Number. Record: 1/3

Tip:

If more than one record is listed, you may scroll through the records using the down arrow on the keyboard. The lower block of the form will display the degree associated with each row.

Course History SHACRSE

Institutional (TAMU) credits are listed on SHACRSE.

To view all courses:

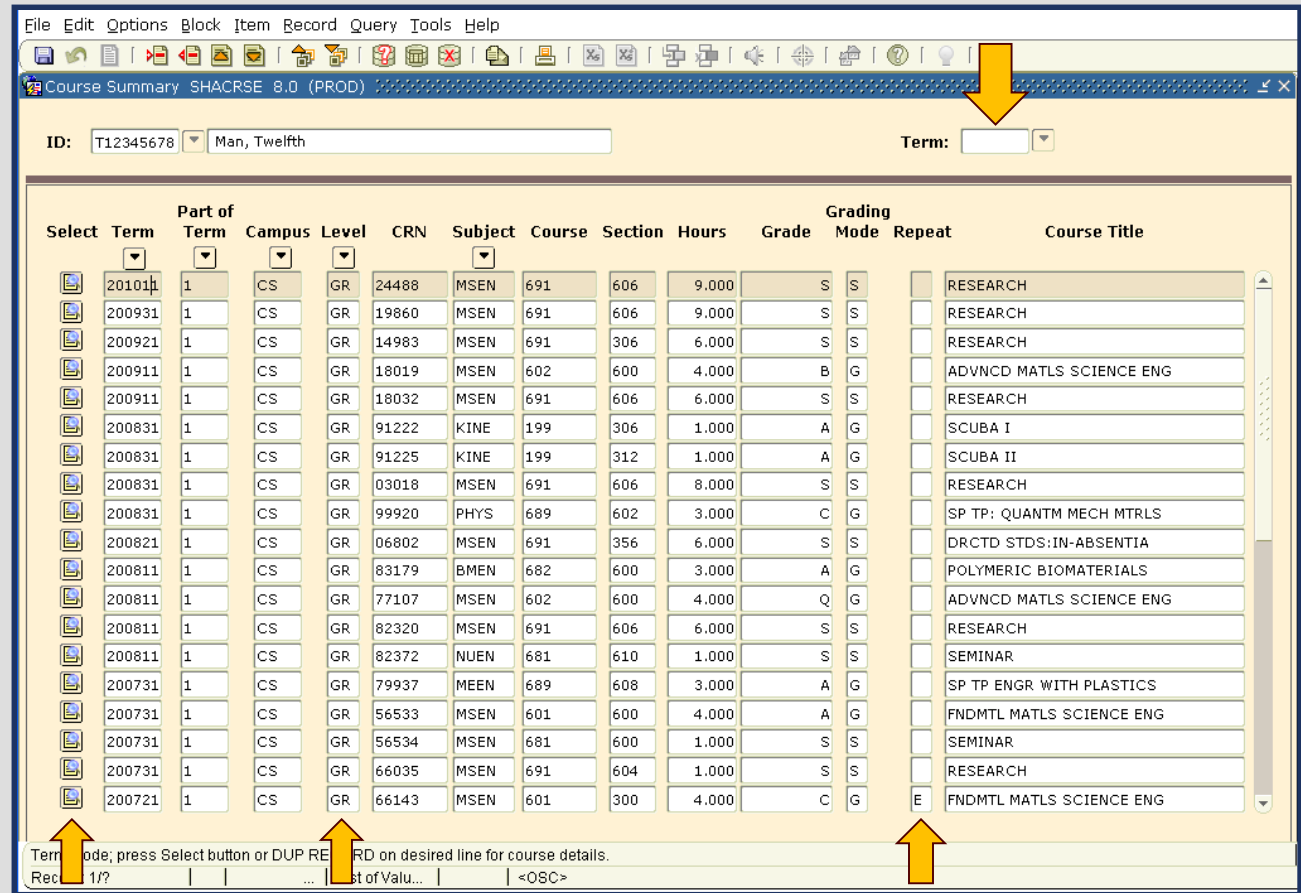
1. Enter student id
2. Leave the term code blank
3. Next block

To view a summary of courses for one term:

1. Enter student id
2. Enter the term code for which you wish to view the summary of courses
3. Next block

Note:

SHACRSE only displays completed courses. Use SFAREGQ to view a student's in-progress courses.



Select	Term	Part of Term	Campus	Level	CRN	Subject	Course	Section	Hours	Grade	Mode	Repeat	Course Title
	201011	1	CS	GR	24488	MSEN	691	606	9.000	S	S		RESEARCH
	200931	1	CS	GR	19860	MSEN	691	606	9.000	S	S		RESEARCH
	200921	1	CS	GR	14983	MSEN	691	306	6.000	S	S		RESEARCH
	200911	1	CS	GR	18019	MSEN	602	600	4.000	B	G		ADVNC D MATLS SCIENCE ENG
	200911	1	CS	GR	18032	MSEN	691	606	6.000	S	S		RESEARCH
	200831	1	CS	GR	91222	KINE	199	306	1.000	A	G		SCUBA I
	200831	1	CS	GR	91225	KINE	199	312	1.000	A	G		SCUBA II
	200831	1	CS	GR	03018	MSEN	691	606	8.000	S	S		RESEARCH
	200831	1	CS	GR	99920	PHYS	689	602	3.000	C	G		SP TP: QUANTM MECH MTRLS
	200821	1	CS	GR	06802	MSEN	691	356	6.000	S	S		DRCTD STDS:IN-ABSENTIA
	200811	1	CS	GR	83179	BMEN	682	600	3.000	A	G		POLYMERIC BIOMATERIALS
	200811	1	CS	GR	77107	MSEN	602	600	4.000	Q	G		ADVNC D MATLS SCIENCE ENG
	200811	1	CS	GR	82320	MSEN	691	606	6.000	S	S		RESEARCH
	200811	1	CS	GR	82372	NUEN	681	610	1.000	S	S		SEMINAR
	200731	1	CS	GR	79937	MEEN	689	608	3.000	A	G		SP TP ENGR WITH PLASTICS
	200731	1	CS	GR	56533	MSEN	601	600	4.000	A	G		FNDMTL MATLS SCIENCE ENG
	200731	1	CS	GR	56534	MSEN	681	600	1.000	S	S		SEMINAR
	200731	1	CS	GR	66035	MSEN	691	604	1.000	S	S		RESEARCH
	200721	1	CS	GR	66143	MSEN	601	300	4.000	C	G	E	FNDMTL MATLS SCIENCE ENG

Takes you to SHATCKN to view additional information about the course

Must be GR level to be used on a graduate degree plan

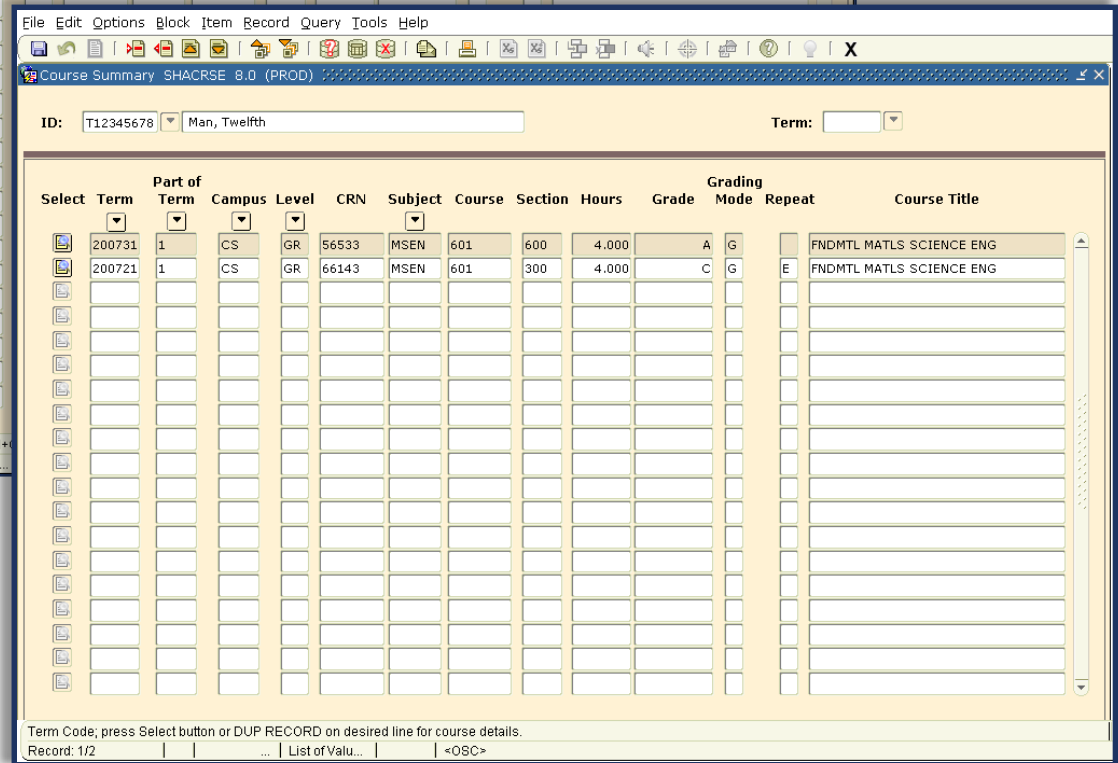
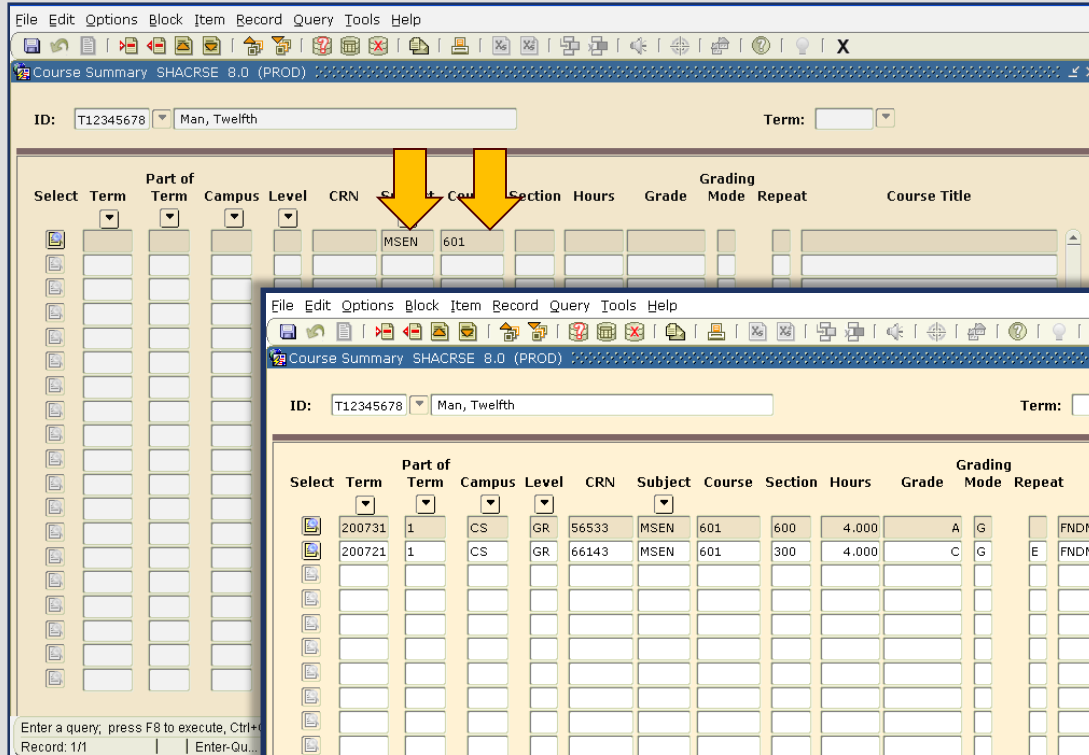
An E means that this course has been excluded from the GPR calculations

Course History SHACRSE

You may also filter a student's courses by subject code or course number.

To search for specific courses:

1. Enter student id
2. Leave the term code blank
3. Next block
4. Press F7 to enter the query mode
5. Enter a subject code and/or course number
6. Execute the query by pressing F8



Graduate Cumulative and Degree Plan GPA - SOAGPAT

In Compass, graduate student GPAs and GPA statistics are stored on SOAGPAT. There are records for each term.

To view:

1. Enter student id
2. Next block

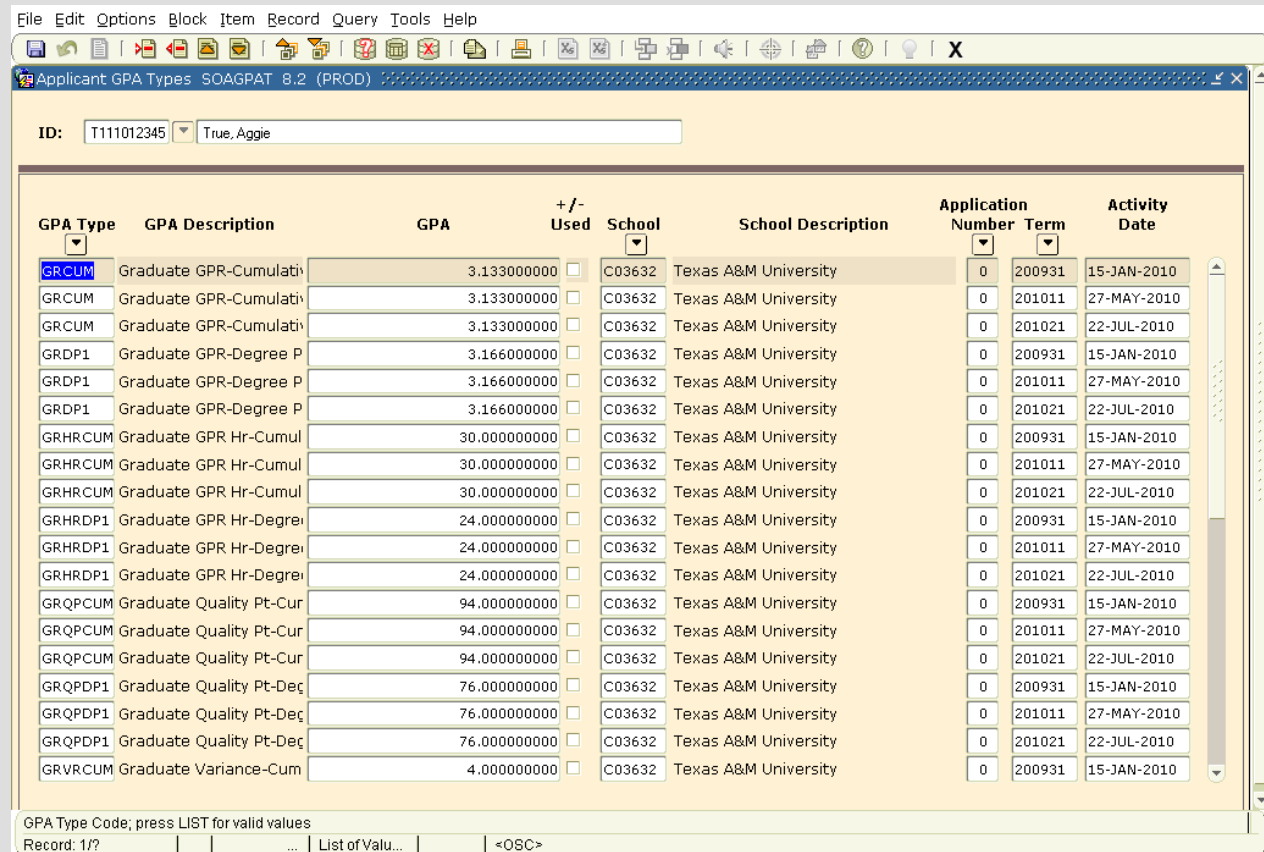
Since so much information is stored on SOAGPAT, it is best to restrict the information displayed by entering a query.

To view GPR statistics for one semester:

3. Press F7 to enter query mode
4. Click in the "Term" field
5. Enter the term for which you need the GPA statistics.

Note:

Although the GPA on this form is displayed to nine decimal places, it is calculated to only three decimal places.



File Edit Options Block Item Record Query Tools Help

Applicant GPA Types SOAGPAT 8.2 (PROD)

ID: T111012345 True, Aggie

GPA Type	GPA Description	GPA	+/- Used	School	School Description	Application Number	Term	Activity Date
GRCUM	Graduate GPR-Cumulati	3.133000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010
GRCUM	Graduate GPR-Cumulati	3.133000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201011	27-MAY-2010
GRCUM	Graduate GPR-Cumulati	3.133000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201021	22-JUL-2010
GRDP1	Graduate GPR-Degree P	3.166000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010
GRDP1	Graduate GPR-Degree P	3.166000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201011	27-MAY-2010
GRDP1	Graduate GPR-Degree P	3.166000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201021	22-JUL-2010
GRHRCUM	Graduate GPR Hr-Cumul	30.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010
GRHRCUM	Graduate GPR Hr-Cumul	30.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201011	27-MAY-2010
GRHRCUM	Graduate GPR Hr-Cumul	30.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201021	22-JUL-2010
GRHRDP1	Graduate GPR Hr-Degre	24.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010
GRHRDP1	Graduate GPR Hr-Degre	24.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201011	27-MAY-2010
GRHRDP1	Graduate GPR Hr-Degre	24.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201021	22-JUL-2010
GRQPCUM	Graduate Quality Pt-Cur	94.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010
GRQPCUM	Graduate Quality Pt-Cur	94.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201011	27-MAY-2010
GRQPCUM	Graduate Quality Pt-Cur	94.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201021	22-JUL-2010
GRQPDP1	Graduate Quality Pt-Dec	76.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010
GRQPDP1	Graduate Quality Pt-Dec	76.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201011	27-MAY-2010
GRQPDP1	Graduate Quality Pt-Dec	76.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	201021	22-JUL-2010
GRVRCUM	Graduate Variance-Cum	4.000000000	<input type="checkbox"/>	C03632	Texas A&M University	0	200931	15-JAN-2010

GPA Type Code; press LIST for valid values

Record: 1/? | ... | List of Valu... | <OSC>

Key:

GRCUM – Cumulative Graduate GPA
 GRHRCUM – Cumulative GPA Hours
 GRQPCUM – Cumulative GPA Quality Points
 GRVRCUM – Cumulative GPA Variance
 HATTCUM – Cumulative Attempted Hours
 HPASSCUM – Cumulative Passed Hours

GRDP1 – Degree Plan Graduate GPA
 GRHRDP1 – Degree Plan GPA Hours
 GRQPDP1 – Degree Plan GPA Quality Points
 GRVRDP1 – Degree Plan GPA Variance
 HATTD1 – Degree Plan Attempted Hours
 HPASSDP1 – Degree Plan Passed Hours

Graduate Advisory Committees

SHICMID

- View of graduate student advisory committees
- All committees for a graduate student display in the "Committee ID" block
- Special Appointments will not be listed
- The members of the selected committee display in the "Committee Member" block
- Key to committee codes
 - MCOMM 1st master's
 - NCOMM 2nd master's
 - OCOMM 3rd master's
 - PCOMM 1st doctoral
 - QCOMM 2nd doctoral

File Edit Options Block Item Record Query Tools Help

Committee/Service by Person Inquiry SHICMID 8.0 (PROD)

Associated ID: T12345678 Man, Twelfth

Committee/Service Identification Data

Committee Service Type	ID	Member
> PCOMM	T00011173	Hammons, Laura Renay

District/Division: [Dropdown]
College: [Dropdown]

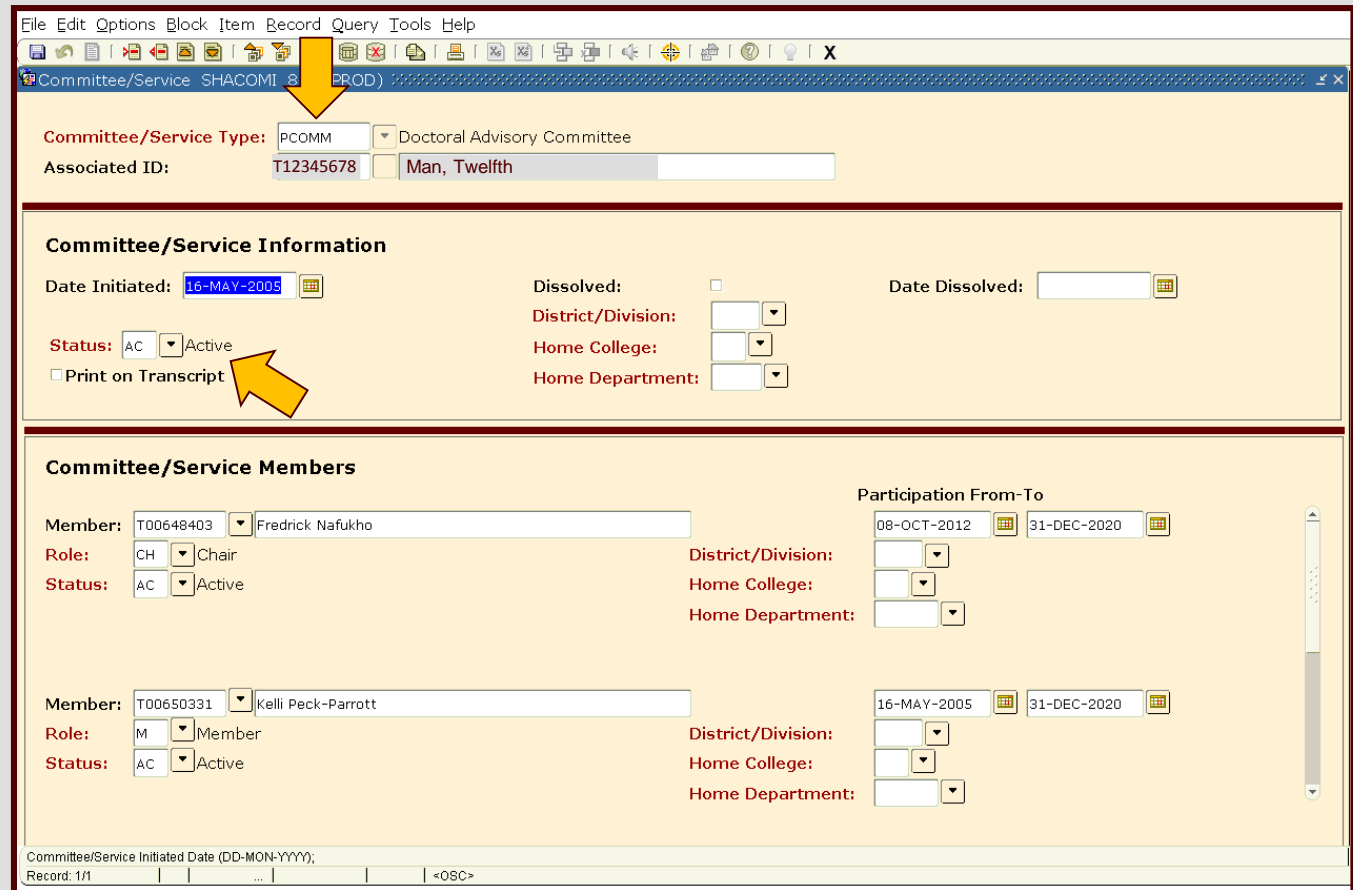
Committee/Service Member Data

ID	Member	From	To	Status	Role	District/Division
T00648403	Nafukho, Fredrick	08-OCT-2012	31-DEC-2020	AC Active	CH Chair	[Dropdown]
T00650331	Peck-Parrott, Kelli	16-MAY-2005	31-DEC-2020	AC Active	M Member	[Dropdown]
T00649266	Tolson, Homer	16-MAY-2005	31-DEC-2020	AC Active	CO Co-Chair	[Dropdown]
T00054427	Welch, Ben David	16-MAY-2005	31-DEC-2020	AC Active	M Member	[Dropdown]

Committee/Service Code: Record: 1/1 <OSC>

Committee Members and Roles SHACOMI

- You will choose the correct committee (PCOMM, MCOMM, QCOMM, NCOMM).
- Enter the students UIN or T number and next block.
- Under Committee/ Service Information it will show you the date on which the committee was created and whether it is an active committee or not.
- Next block
- Under Committee/ Service Members, each committee member will be listed out along with their role, status, and participation dates.



The screenshot shows the SHACOMI web application interface. At the top, there is a menu bar with options: File, Edit, Options, Block, Item, Record, Query, Tools, Help. Below the menu bar is a toolbar with various icons. The main content area is divided into three sections:

Committee/Service Information

Committee/Service Type: PCOMM (dropdown) Doctoral Advisory Committee
 Associated ID: T12345678 (text input) Man, Twelfth (dropdown)

Date Initiated: 16-MAY-2005 (calendar icon) Dissolved: Date Dissolved: (calendar icon)

Status: AC (dropdown) Active (checkbox) District/Division: (dropdown)
 Print on Transcript (checkbox) Home College: (dropdown)
 Home Department: (dropdown)

Committee/Service Members

Member: T00648403 (dropdown) Fredrick Nafukho (text input) Participation From-To: 08-OCT-2012 (calendar icon) 31-DEC-2020 (calendar icon)

Role: CH (dropdown) Chair District/Division: (dropdown)
 Status: AC (dropdown) Active Home College: (dropdown)
 Home Department: (dropdown)

Member: T00650331 (dropdown) Kelli Peck-Parrott (text input) Participation From-To: 16-MAY-2005 (calendar icon) 31-DEC-2020 (calendar icon)

Role: M (dropdown) Member District/Division: (dropdown)
 Status: AC (dropdown) Active Home College: (dropdown)
 Home Department: (dropdown)

At the bottom, there is a footer with the text: Committee/Service Initiated Date (DD-MON-YYYY); Record: 1/1 | ... | <OSC>

Non-Course Requirements SHANCRS

File Edit Options Block Item Record Query Tools Help

Academic Non-Course SHANCRS 8.0 (CONV)

Confidential

ID: T111012345 True, Aggie

Academic Non-Courses

	Paper	Committee	Event	Level	Complete By	CAPP Non-Course Requirement	Status	Status Date	Satisfied	Advisor
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	M1DP	AP	15-APR-2008	Y	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	M2PR	AP	23-FEB-2009	Y	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	M2RS	C	23-FEB-2009	Y	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	M4FE	SC	11-MAR-2009	N	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>					<input type="text"/>

Degrees Applied

Number	Code
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Record: 1/4 | ... | <OSC>

- Graduate student documents processed by the Office of Graduate and Professional Studies are entered on this form.
- This information is used by the CAPP degree evaluation
- A key to the “CAPP Non-Course Requirement” codes and the associated status codes follows

Non-Course Requirements

SHANCRS

Master's Non-Course Codes (M, N, O)

- _1DP Degree Plan RC, RT, AP
- _2RS Residence Requirement C, EM, W
- _2PR Research Proposal RC, RT, AP, PC
- _4FE Defense/Final Examination RC, RT, SC, F, P, E, X, XE, XF,
XP, EE, EP
- _5TH Thesis RC, CL
- _7FL Foreign Language Test (MIA program only) C
- _7RQ Pre-Requisite Courses (CLBA programs only) C



Possible Status Codes

Status Code Key		
AP	Approved	EM Full-Time TAMU Employee
C	Complete	EP Pass - Time Limit Extended
CL	Cleared	F Failed
E	Approved Exemption	P Passed
EE	Exemption-Time Limit Extended	PC Pending Compliance
		RC Received
		RT Returned-Not Approved
		SC Scheduled
		W Waived
		X Expired
		XE Expired Exemption
		XF Expired Examination (F)
		XP Expired Examination (P)

Non-Course Requirements

SHANCRS

Doctoral Non-Course Codes (P, Q)

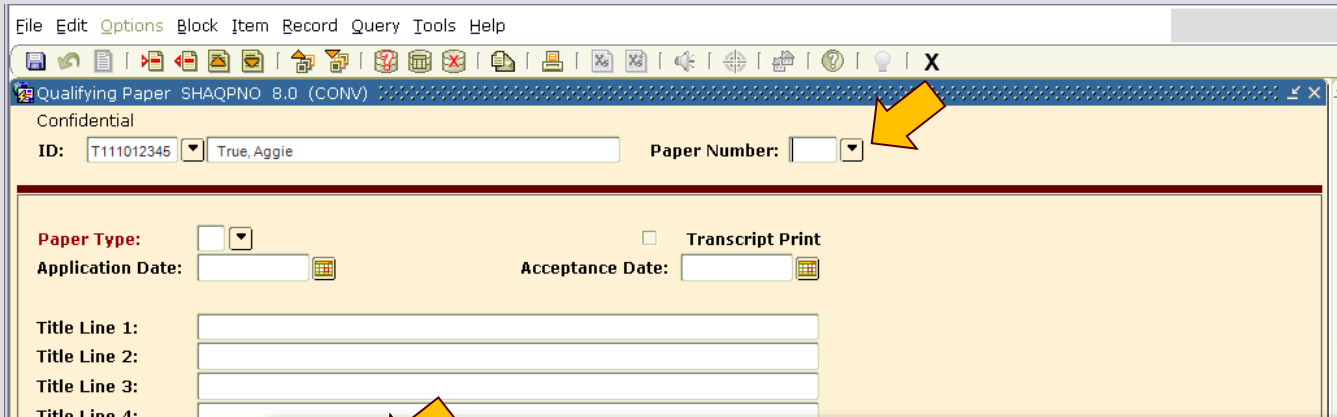
_1DP	Degree Plan	RC, RT, AP
_2FO	Final Internship Objectives (DEN only)	RC, RT, AP
_2IP	Internship Proposal (DEN only)	RC, RT, AP
_2PL	Preliminary Examination	RC, RT, F, P, X, XF, XP, EP
_2PR	Research Proposal	RC, RT, AP, PC
_2RS	Residence Requirement	C, EM, W
_3AC	Admission to Candidacy	AP
_4FE	Defense	RC, RT, SC, F, P, X, XF, XP, EP
_5 TH	Thesis	RC, CL

Possible Status Codes

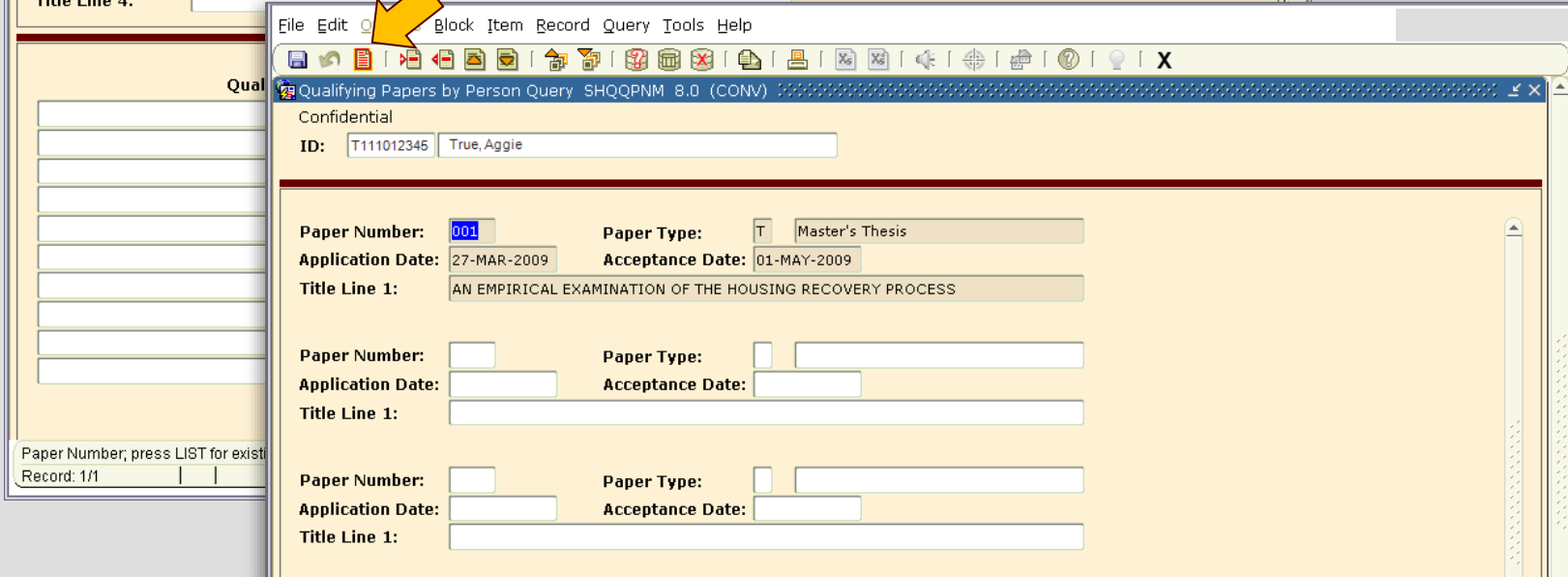
Status Code Key

AP	Approved	EM	Full-Time TAMU Employee	SC	Scheduled
C	Complete	EP	Pass - Time Limit Extended	W	Waived
CL	Cleared	F	Failed	X	Expired
E	Approved Exemption	P	Passed	XE	Expired Exemption
EE	Exemption-Time Limit Extended	PC	Pending Compliance	XF	Expired Examination (F)
		RC	Received	XP	Expired Examination (P)
		RT	Returned-Not Approved		

Thesis and Dissertations SHAQPNO

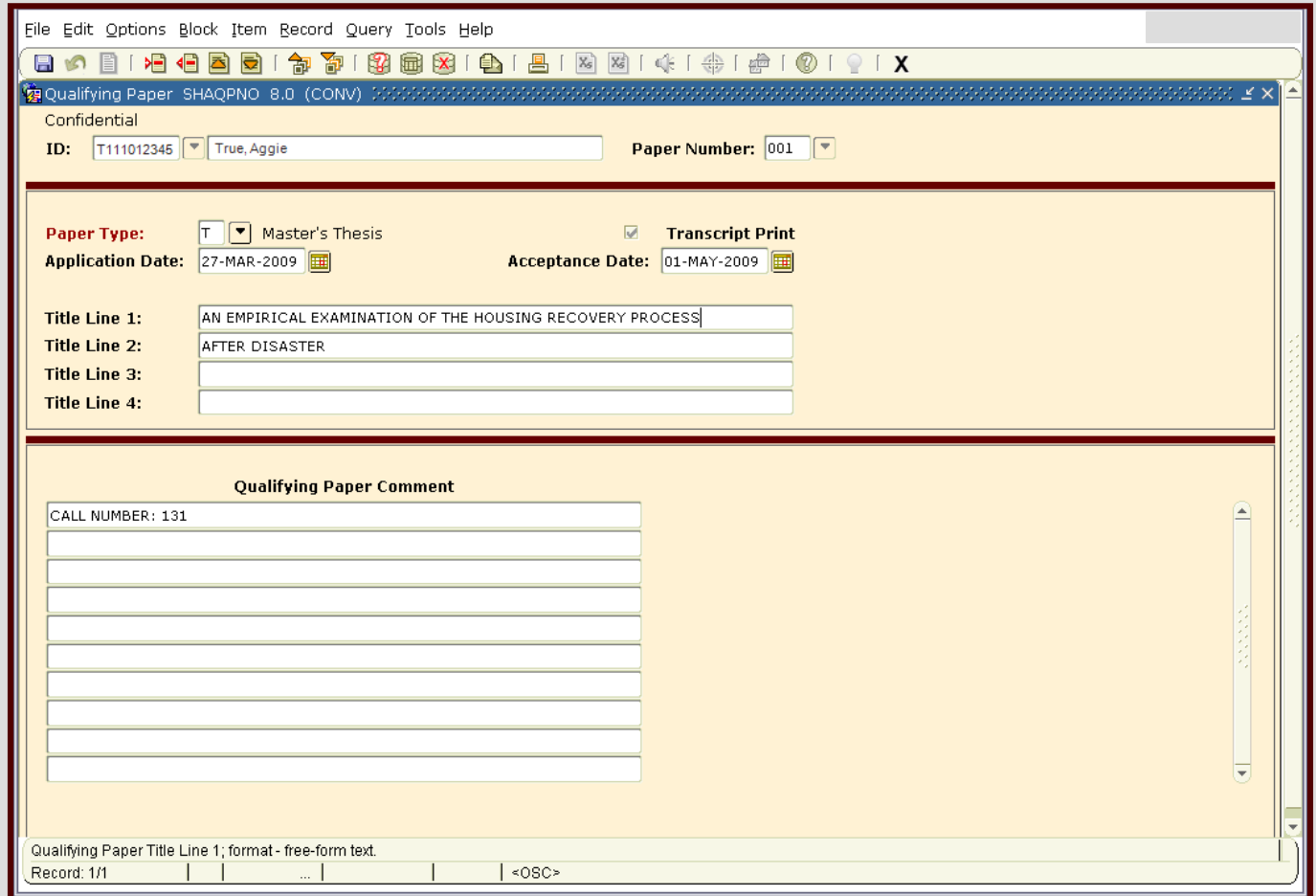


- Each student's document is assigned a paper number.
- To view a summary list of the student's papers, select the search button.
- With the desired record highlighted, click the "Select Record" icon.



Thesis and Dissertations SHAQPNO

- Paper type appears in the top block
 - Thesis
 - Dissertation
 - Record of Study
- Application date is the submission date
- Acceptance date is the date which the Thesis Office cleared the paper



File Edit Options Block Item Record Query Tools Help
 Qualifying Paper SHAQPNO 8.0 (CONV)

Confidential
 ID: T111012345 True, Aggie Paper Number: 001

Paper Type: T Master's Thesis **Transcript Print**
Application Date: 27-MAR-2009 **Acceptance Date:** 01-MAY-2009

Title Line 1: AN EMPIRICAL EXAMINATION OF THE HOUSING RECOVERY PROCESS
Title Line 2: AFTER DISASTER
Title Line 3:
Title Line 4:

Qualifying Paper Comment
 CALL NUMBER: 131

Qualifying Paper Title Line 1; format - free-form text.
 Record: 1/1 <OSC>

Application for Graduation SHAGAPP

- Enter students UIN or T number.
- This page will show if a student has applied for their degree.
- If a student has applied to graduate, the application date will show under the Graduation Application Information section.
- In the Graduation Information box it will show more information from their application.
- Under Curricula Summary make sure that the students correct degree program is listed.

Graduation Application SHAGAPP 8.5.1 (PROD)

ID: 111223333 Man Twelfth

Application | Diploma Information

Application to Graduate

Graduation Application Sequence: 1 Active:

Graduation Application Information

Application Date: 06-FEB-2014

Application Status: AC Active Application

Application Status Date: 06-FEB-2014

Create/Update Degree Record:

Graduation Information

Graduation Term: 201411 Graduation Year: 2013

Graduation Date: 10-MAY-2014

Graduation Status: DC Degree Candidate

Attend Ceremony: Yes No Undecided No Response

Fee Detail:

Fee Amount: Fee Date:

Fee Term:

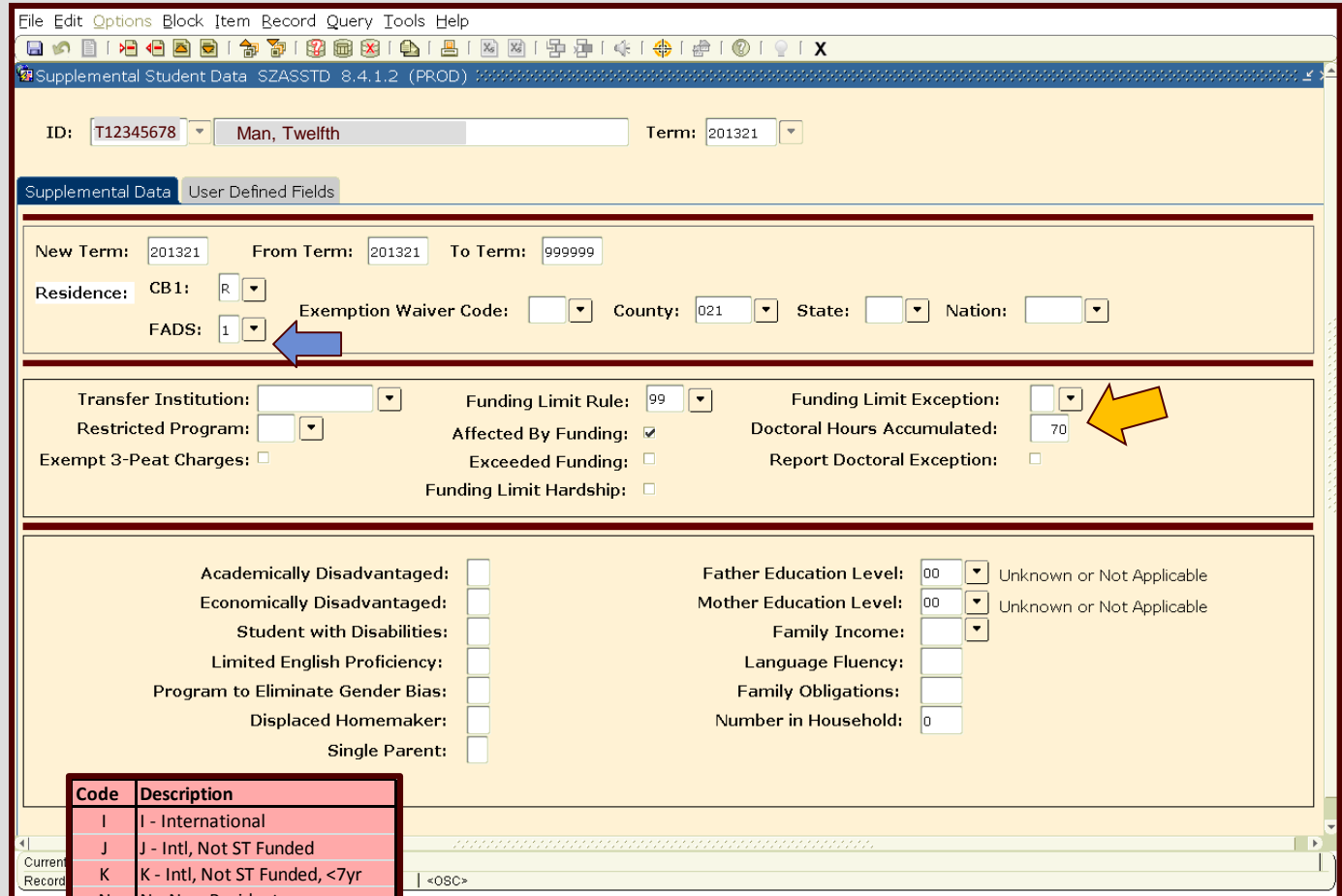
Transaction: Receipt Number:

Curricula Summary Student Outcome				Student Type:	Rate:	Degree	
Priority	Term	Program	Catalog	Level	Campus	College	
1	201331	PHD [AG]	201031	Graduate	College Station	Agriculture & Life Scienc	Doctor of Philosophy
End:		Outcome Key:	1	Admission Type:		Admission:	Matriculation:

Field of Study Summary				Department	Attached to Major
Priority	Term	Type	Field of Study		
1	201331	Major	Recreation, Park & Tourism Sc	Recreation, Park & Tourism Sc	

Accumulated Doctoral Hours and Terms - SZASSTD

- Use the current term in the keyblock
- Accumulated doctoral hours appear in the middle block
- Approved exceptions are entered in the Funding Limit Exception Field
 - I Individual
 - P Programmatic
- When a student is in a program which has a programmatic exception, the Funding Limit Rule will be 130
- Once a doctoral student passes the funding limit rule, Texas A&M no longer receives state funding for the student
- A new record with updated doctoral hours and doctoral terms is created after the 20th class day of each term
- Choose the User Defined Fields tab to view the state-funded terms



File Edit Options Block Item Record Query Tools Help

Supplemental Student Data SZASSTD 8.4.1.2 (PROD)

ID: T12345678 Man, Twelfth Term: 201321

Supplemental Data User Defined Fields

New Term: 201321 From Term: 201321 To Term: 999999

Residence: CB1: R Exemption Waiver Code: County: 021 State: Nation:

FADS: 1

Transfer Institution: Funding Limit Rule: 99 Funding Limit Exception: Doctoral Hours Accumulated: 70

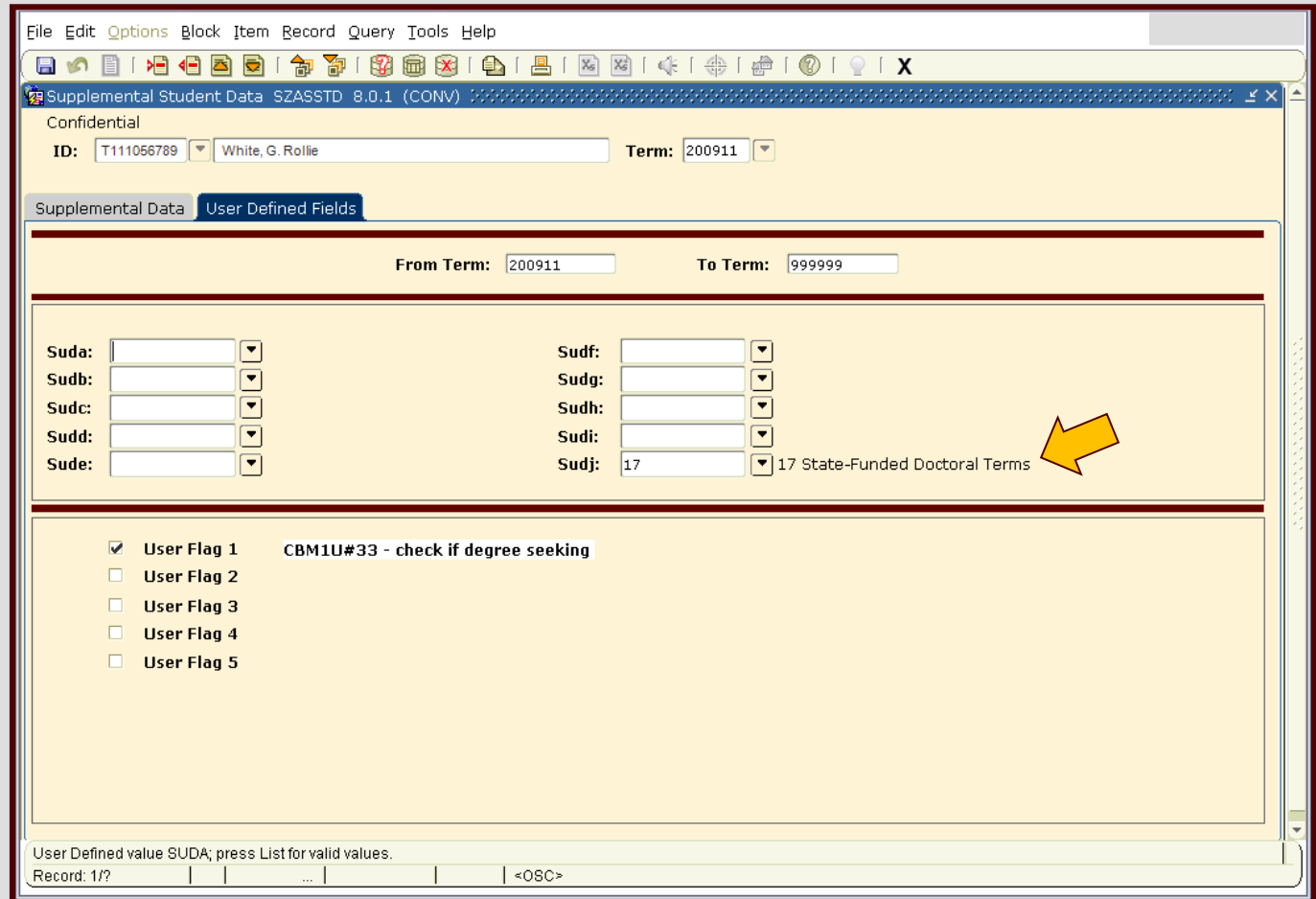
Restricted Program: Affected By Funding: Exempt 3-Peat Charges: Exceeded Funding: Funding Limit Hardship: Report Doctoral Exception:

Academically Disadvantaged: Economically Disadvantaged: Student with Disabilities: Limited English Proficiency: Program to Eliminate Gender Bias: Displaced Homemaker: Single Parent: Father Education Level: 00 Mother Education Level: 00 Family Income: Language Fluency: Family Obligations: Number in Household: 0

Code	Description
I	I - International
J	J - Intl, Not ST Funded
K	K - Intl, Not ST Funded, <7yr
N	N - Non-Resident
O	O - Non-Res, Not ST Funded
P	P - Non-Res, Not ST Fund, <7yr
R	R - In-state Resident
T	T - Resident, Not ST Funded
U	U -Res, Not State Funded, <7yr

Accumulated Doctoral Hours and Terms - SZASSTD

- Accumulated doctoral terms are in the “Subj” field in the middle block.
- Doctoral students are allowed 21 State-Funded Doctoral Terms.
- After 21 terms, doctoral student’s residency for tuition is changed, and they are charged out-of-state tuition.
- Questions about the 99 hour cap rule can be directed to Russell Ramirez at rramirez@tamu.edu.



File Edit Options Block Item Record Query Tools Help
 Supplemental Student Data SZASSTD 8.0.1 (CONV)

Confidential
 ID: T111056789 White, G. Rollie Term: 200911

Supplemental Data User Defined Fields

From Term: 200911 To Term: 999999

Suda: [] Sulf: []
 Sudb: [] Sulg: []
 Sudc: [] Sulh: []
 Sudd: [] Suli: []
 Sude: [] Sulf: 17 17 State-Funded Doctoral Terms

User Flag 1 CBM1U#33 - check if degree seeking
 User Flag 2
 User Flag 3
 User Flag 4
 User Flag 5

User Defined value SUDA; press List for valid values.
 Record: 1/? <OSC>

- **Degree Plan Holds** (SRC_CS_NO_DEGPLAN_XX)
Students blocked for missing degree plan
- **Faculty Committee Assignments** (SRC_AL_GRAD_COMM_XX)
Faculty who serve on graduate advisory committees. Intended to be used for Faculty load.
- **Graduate Enrollment** (SRC_CS_GRAD_STU_ENROLL_XX)
Graduate students enrolled for the semester or term
- **Accumulated Doctoral Hours** (SRC_CS_ACCUM_DOC_HRS_XX)
Accumulated doctoral hours and terms of G8 doctoral students
- **Graduate GPR** (SRC_CS_GRAD_GPR_XX)
Cumulative graduate GPR and degree plan GPR of enrolled students
- **Degree Candidate Report** (SRC_AL_DEG_CAND_GR_AC_CSV)
Graduate students that have applied to graduate

Questions?

Please contact the
Office of Graduate and
Professional Studies

112 Jack K. Williams Administration Bldg.

web site: ogaps.tamu.edu

E-mail: ogapsprocessing@tamu.edu

979-845-3631