

Student Inquiry

Click the arrow to scroll to the desired institution and term. For this example, row 7 is now being viewed. See below for a breakdown of what the information means.

Institution/Career/Term										View All	First	7 of 27	Last	
Institution	Danville Community College				Academic Career			Credit						
Term	2017 Fall				FACA Last Upd									
Enrollment										First	1-2 of 2	Last		
			Start	Drop Ret/Del	Drop Pnlty	End Date	FA	AddDt	DropDt					
Dropped	PHI	226	W1	REG MAIN	Social Ethics		3.00 3.00	Lecture	08/16/17	09/02/17				
			08/21/17	09/06/17	10/30/17	12/15/17								
Enrolled	MTH	157	50	REG MAIN	Ele. Statistics		3.00 3.00	Lecture	08/16/17				C C	
			08/21/17	09/06/17	10/30/17	12/15/17								

Standing			View All	First	1 of 1	Last
12/19/2017	10	Good Standing				

Statistics				
	Taken	Passed	Grd Points	GPA
Current	3.000	3.000	6.000	2.000
Cumm	42.000	36.000	97.000	2.366

Honors/Awards			View All	First	1 of 1	Last

Student Inquiry

Take some time to get familiar with the information on this screen.

The screenshot shows a 'Student Inquiry' interface for Danville Community College, 2017 Fall term. It displays enrollment data for two classes: 'Social Ethics' and 'Ele. Statistics'. Red boxes highlight specific data points, and callouts explain their meaning.

Institution/Career/Term													View All		First 7 of 27 Last		
Institution		Danville Community College				Academic Career		Credit									
Term		2017 Fall				FACA Last Upd											
Enrollment													First 1-2 of 2 Last				
Dropped	PHI	226	W1	REG	MAIN	Social Ethics	3.00	3.00	Lecture	08/16/17	09/02/17						
Enrolled	MTH	157	50	REG	MAIN	Ele. Statistics	3.00	3.00	Lecture	08/16/17							C C

Callouts and Annotations:

- Enrollment Status for classes:** Points to the 'Dropped' and 'Enrolled' status columns.
- Subject:** Points to the subject code (PHI, MTH).
- Catalog:** Points to the section number (226, 157).
- Section:** Points to the section identifier (W1, 50).
- Session:** Points to the session type (REG).
- Campus:** Points to the campus code (MAIN).
- Class Desc.:** Points to the class description (Social Ethics, Ele. Statistics).
- Class Units:** Points to the credit units (3.00).
- FACA Units:** Points to the FACA units (3.00).
- Component:** Points to the class type (Lecture).
- Add Date:** Points to the add date (08/16/17).
- Drop Date:** Points to the drop date (09/02/17).
- Grades column:** Points to the final grade (C C).

Student Inquiry

The screenshot shows a web-based Student Inquiry system. At the top, there are navigation links for 'View All', 'First', '7 of 27', and 'Last'. Below this, there are several sections:

- Institution/Career/Term:** Shows 'Institution: Danville', 'Term: 2017 Fall', and 'Last Upd'. Callouts point to 'Date' fields and a 'Withdrawal with "W" Date' field.
- Enrollment:** A table with columns: Start, Drop Ret/Del, Drop Pnlty, End Date, FA, AddDt, DropDt. Callouts point to the 'Start' and 'End Date' columns. A note says: 'This will expand all of the rows and you can scroll up and down the page to view the enrollments.'
- Standing:** Shows '12/19/2017 10 Good Standing'. Callouts point to 'View All', 'First', '1 of 1', and 'Last'.
- Statistics:** A table with columns: Taken, Passed, Grd Points, GPA. Callouts point to 'GPA Informaiton' and 'Awards'.
- Honors/Awards:** Shows 'View All', 'First', '1 of 1', and 'Last'. A callout points to 'Awards'.

Adv/StdGrp Tab

View VPT Groups

The Adv/StdGrp Tab will show which student groups the student is in. The VPT automatically loads the groups on to their record based on their VPT placement. In order to determine which developmental math and/or English classes are required or exempted, use the following as a guide:

Developmental Math: The student is placed into XDG groups. These groups range from XDG0 to XDG9. Each group corresponds to an MTE unit of math. For example, XDG0 corresponds to Basic Math Skill, XDG1 corresponds to MTE 1, XDG2 corresponds to MTE 2, XDG3 corresponds to MTE 3, and so on. If the student has the XDG groups listed, it means they have EXEMPTED from those units and will not need to take them.

Developmental English: The student is placed into ENF or ENG groups. XEN1, XEN2, and XEN3 all correspond to ENF 1, ENF 2, and ENF 3 classes, respectively. The group XE11 corresponds to ENG 111. If a student is displaying these groups, then they have placed INTO that course and will need to take it.

In this example, the student has satisfied Basic Math Skills and MTE 1 and will not need to take MTE 1, but has placed into ENF 2 and will need to take it.

Student Inquiry

Student Groups				First	1-5 of 5	Last
DEV3	Developmental	05/17/2012	Active	<input type="text"/>		
JD	JoLane Dunlap-Counselor	04/17/2012	Active	<input type="text"/>		
XDG0	Satisfies Basic Skills	08/24/2015	Active	College Success		
		01/06/2012	Active	College Success		
XDG1	Satisfies MTE 1 / PRS 1	01/06/2012	Active	College Success		
XEN2	Placed ENF 2	11/01/2012	Active	<input type="text"/>		

Viewing VPT Groups Placed by Another College

Occasionally a student will come to our college from another VCCS college and has taken the VPT with the other college. At first glance, it will appear that the student does not have any VPT groups on their record. However, there should be another row to be viewed. Notice that in this example, Danville Community College is showing as the Academic Institution but there is a second row. Click the right arrow to view the second row.

Institution				View All	First	1 of 2	Last
Academic Institution	Danville Community College						
Advisors				First	1 of 1	Last	
Eff Date	Advisor Role	Academic Advisor	Academic Plan				
12/09/2015	Advisor						
Student Groups				First	1 of 1	Last	
Student Group							
GREX	Great Expectations	08/11/2010	Active	Great Expectations			

Notice that this student has the XDG0 and XDG3 VPT Groups on his record. Since the VPT was designed to be standard with all of the VCCS colleges, it is acceptable to take another colleges VPT group placements into consideration when advising students. Please contact Admissions and Records if the groups need to be updated for your institution. You will want these groups updated since some courses may use the groups as a pre-requisite and SIS doesn't take into consideration other colleges groups.

Student Inquiry

Institution View All First 2 of 2 Last

Academic Institution Southside Va Community College

Advisors First 1 of 1 Last

Eff Date	Advisor Role	Academic Advisor	Academic Plan
12/09/2015	Advisor		

Student Groups First 1-5 of 5 Last

Student Group	Plan Name	Requirement Term
CCNL	College Central Network Load	05/09/2014 Active
	Mass Load	
QE03	Satisfies ENG 03	11/07/2011 Active
	AUTOMATED ASSIGNMENT FROM COMPASS LOAD	
QER	English Reading Placement	11/07/2011 Active
	AUTOMATED ASSIGNMENT FROM COMPASS LOAD	
XDG0	Satisfies Basic Skills	01/06/2012 Active
	College Success	
XDG3	Satisfies MTE 3 / PRS 3	01/06/2012 Active
	College Success	

Prg/Pln/Dg Tab

The Prg/Pln/Dg (Program/Plan/Degree) Tab shows the plan in which the student is currently (and previously) placed, as well as their requirement term.

Plan number Plan Name Requirement Term

Institution/Career/Career Number View All First 1 of 2 Last

Academic Institution Danville Community College

Academic Career Credit **Student Career Nbr** 1

Program/Plan History First 1 of 1 Last

Eff Date	Seq	Action Date	Prog Act	Reason	Status	Campus	Acad Prog	Admit Term
07/14/2015	1	07/14/2015	Matriculat		Active	MAIN	Curricular	2015 Fall
	1	251-02	Mkt-Electronic Commerce Spec					2015 Fall

Degrees First 1 of 1 Last

Degr Nbr	Degree	Academic Plan	Degr Stat	Completion Term

For students who are placed into multiple plans, you will see two rows of information contained on a parent row. In this next example, this student has three rows of program data. On the first row we can see that the student applied for Nursing. Our online application automatically changes their plan to 1st Year Studies. This is why there is a second row with the same effective and action date. The third row, which is the top row and most recent row, is the row that shows which plans the student is currently in. On 10/29/2015 (according to the action date), this student was program placed into Science alongside 1st Year Studies.

Student Inquiry

Institution/Career/Career Number								
Academic Institution		Danville Community College						
Academic Career		Credit	Student Career Nbr		0			
Program/Plan History								
Eff Date	Seq	Action Date	Prog Actn	Reason	Status	Campus	Acad Prog	Admit Term
10/29/2015	1	10/29/2015	Plan Chg		Active	MAIN	Curricular	2016 Sprng
	1	881	Science (A.A. & S.)					2016 Spring
	11	191	1St Year Studies Certif					2016 Spring
09/28/2015	2	09/28/2015	Plan Chg		Active	MAIN	Curricular	2016 Sprng
	1	191	1St Year Studies Certif					2016 Spring
09/28/2015	1	09/28/2015	Matriculat		Active	MAIN	Curricular	2016 Sprng
	1	156	Nursing					2016 Spring

3rd Row

2nd Row

1st Row

If the student has and degrees which were awarded through a VCCS college, they will also show up on this page. If you notice, in the example below, this student has been awarded several degrees.

10	221-352-02	Web Site Design						2008 Summer
20	881	Science (A.A. & S.)						2004 Summer
30	695	General Education						2011 Fall
05/19/2008	1	08/19/2008	Plan Chg		Active	MAIN	Curricular	2008 Sumr
10	221-352-02	Web Site Design						2008 Summer
20	881	Science (A.A. & S.)						2004 Summer
05/01/1988	0	03/01/2003	Activate		Active	MAIN	Curricular	2002 Sumr
10	299-01	IST-Comp. Programming						2002 Summer
20	881	Science (A.A. & S.)						2004 Summer

Degrees					
Degr Nbr	Degree	Academic Plan		Degr Stat	Completion Term
01	Associate of Applied Science	299-01	IST-Comp. Programming	Awarded	2004 Spring
02	Career Studies Certificate	221-352-02	Web Site Design	Awarded	2008 Summer
03	Certificate	695	General Education	Awarded	2011 Fall

Return to Search

Crse Xfer Tab

The Crse Xfer Tab allows advisors to view course which have been transferred in from another college. A course transfer needs to be done if that course is going to be use to satisfy a plan's requirements. This is true even for courses taken with another VCCS college. Notice that this student has courses transferred from Surry Community College. The line

Student Inquiry

circled in green shows the college that the course came from, the subject, and the catalog number of that course. The line circled in red shows which course that it transferred in as.

Institution/Career									
Academic Institution		Danville Community College			Credit				
Manual Transfer									
Model	Artic Term	Grp#	Seq#	Source Institution	Subj	Nbr	Descr		
1	2016 Sprng	1	1	Surry Community College	ACA	111			
Transfer As				SDV	100	1.000	College Success Skills	Posted	
1	2016 Sprng	2	1	Surry Community College	ENG	111			
Transfer As				ENG	111	3.000	College Composition I	Posted	

Viewing Service Indicators

From any tab in Student Inquiry, you can view existing service indicators on a student's record. If a student has an existing service indicator, you will see a symbol towards the top middle of the page.

[nt](#)
[Test Rsults](#)
[Adv/StdGrp](#)
[Prg/Pln/Dg](#)
[Crse Xfer](#)
[Test Xref](#)
[Other Xfer](#)
[Misc](#)
[Confidential Bio](#)



[Print Enrollment](#)

-  ← Indicates that the student has one or more negative service indicators.
-  ← Indicates that the student has one or more positive indicators.

Example of Positive Service Indicators

Positive service indicators typically do not block enrollments. Notice that this student has two positive service indicators. To view more information about a particular service indicator, click the indicator code.

Display: Effect Institution [Refresh](#)

[+ Add Service Indicator](#)

Service Indicator Summary									
Code	Code Description	Reason Description	Institution	Start Term	Start Term Description	End Term	End Term Description	Start Date	End Date
DND	Do Not Drop From Classes	Financial Aid Pending	DC279	2162	2016 Sprng	2162	2016 Sprng	12/02/2015	
REI	FERPA - Release Education Info	FERPA - Release Education Info	DC279	0000	Begin Term			11/12/2015	

[+ Add Service Indicator](#)

In this example, the student has a FERPA service indicator. This means that the student has signed the FERPA Waiver. If you notice in the Comments section, there is information pertaining to access to the student's records. The Comment section contains the people who are authorized to obtain information, the type of access the person has, and a password. The password must be recited by the caller in order to obtain information about the student's record. If the authorized person is requesting information in person, a state issued picture id of the person authorized is sufficient.

Student Inquiry

Release

*Institution: Danville Community College

*Service Indicator Code: FERPA - Release Education Info

*Service Ind Reason Code: FERPA - Release Education Info

Description:

Effect: Positive

Effective Period

Start Term: Begin Term End Term:

Start Date: End Date:

Assignment Details

*Department: Admissions & Records

Reference:

Amount: Currency:

Contact Information

Contact ID: Contact Person:

Placed Person ID: Placed By:

Placed Method: Manual

Placed Process: Release Process:

Comments

censored nderson-Mom
All Access
Password: censored

Example of Negative Service Indicators

Negative service indicators typically block enrollments. Notice that this student has a Suspension indicator as well as a Placement Test Required indicator.

Display: Effect Institution [Refresh](#)

[+ Add Service Indicator](#)

Service Indicator Summary					Personalize	Find	View All	First	1-2 of 2	Last
Code	Code Description	Reason Description	Institution	Start Term	Start Term Description	End Term	End Term Description	Start Date	End Date	
SUP	Suspension	blocks all services	DC279	0000	Begin Term					
WA5	Placement Test Required	Placement test required	DC279	0000	Begin Term			03/25/2014		

[+ Add Service Indicator](#)