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Campus Community	What do they do?	Data Provided?	Where are they located?	What special role do I need?	Other Info to be Noted
NAME	This report identifies all the students/prospects from your institution that have had a name change. This report will list anyone whose name (any name type) has been changed anywhere within the Student Administration system. The first time a person runs this report, the report includes the previous four months of name change data. After that, the report will only contain the data from changes made since the last time that person ran the report, but it will not exceed four months of data. If there were changes to multiple name types for an individual, all changed name types are included on the list. The date range for this report is included at the top of the report.	This report provides the following information for each student listed: Current name; EMPLID; Past name; Current date (date the change was made); Name type changed; Student status (prospect, applicant, admitted, cancelled, freshman, sophomore, junior, senior etc.); student's last term at campus.	Build Community – Bio Demo Data – Report – NDU Name Change Report.	NDUS BC Name change (add/update)	PLEASE NOTE: Invalidated duplicate records will appear on this report. If the current name is "Invalid xx 1234567 Johnson, Joe", this record was invalidated and the 1234567 EMPLID is the correct record for this individual. Campus personnel should monitor this report for invalidated duplicate records.
ADDRESS	This report provides the requested address type for each student enrolled in the term indicated on the prompt screen. If a student does not have an active address for the requested address type, they will not be included on the report. Information from this report may be used to determine which dormitory addresses should be inactivated at the end of the term.	This report includes the following information: Student Name; EMPLID; Address1 (street address); City; State; Postal Code; Address Type.	Build Community – Bio Demo Data – Report – NDU Address Type Listing.	NDUS BC Addr List (add/update)	If needed, the user may request a CSV file on the prompt screen. This will enable the user to produce address labels from the report. If labels are not needed, the prompt box should be left blank.
BIO DEMO DUMP	This process provides an extract of Bio Demo Data information and creates a report or reports to allow the data to be downloaded into a CSV file. These files are keyed off Student_Car_term for a given term. The staff person enters their institution and term. They currently receive 8 files which include: Names, Addresses, Phone and Email, Bio Demo Data, Ferpa, Ethnicity Detail, Immunizations, and Immunization Criteria. Other files will be added as they are created. The following files will be added in the future: Memberships, Emergency Contact, Language, Service Indicators, Honors/Awards, Extracurricular Activities, and Relationships. These reports can be helpful for data reporting and to support University planning and management	Too many fields to list for this doc.	Build Community > Bio/D emographic Data > Report > ND U_Biodemo Dump	NDUS BC Biodemo DataDump	
FERPA	This report will identify students who have placed directory information restrictions, and on what particular pieces of data those restrictions have been placed. This report produces a list of enrolled students who have placed at least one directory restriction, along with their emplids, first & last names, career, program, academic level, and all fields to which the restriction has been applied.	This report includes the following information:	Build Community- Bio Demo Data- Report-	NDUS BC Ferpa Restriction	
SERVICE INDICATOR	This report identifies all of the students from your institution with a specific service indicator. The request is available to list one specific term or the term field may be left blank to list everyone with the indicator. A person will only be able to produce a list for only the service indicators for which they have security.	This report provides the following information for each student listed: Name; EMPLID; Type of Hold (Hold Code); Reason; Indicator placement date; Term Active (term hold is effective); Name of person placing the hold (if applicable); and Comments (free form information that may	Home – Build Community – Service Indicators – Report – NDU SRVC Ind Report.	NDUS BC Srv Ind Report	NDU_0101_CC - Service Indicator

COLLABORATIVE REPORT	This report identifies the students that are participating in the collaborative student registration process through an institution. This report includes students that list the school as their home as well as those that are considering the institution as a course provider. In order for the students to appear on the report, the collaborative student registration process MUST be followed	This report includes the following information for each student listed: Student name; EMPLID; Home institution; Units registered at Home institution; Remote credits listed at the Home institution; Account balance at home institution; Financial Aid processing status at the Home institution; Enrollment status at the Home institution; Withdrawal status at the home institution (if applicable); provider institution; units registered at the provider	Build Community – Bio Demo Data – Report – NDU Collaborative Student Rept.	NDUS_BC_Coll_Std (add/update)	This query identifies all of the service indicators that are available for use at a specified institution. The query is located at Home – PeopleTools – Query Manager – Use – Query Manager.
DUPLICATE REPORT	This report will provide schools with duplicate student data so they can clean up duplicates records and move transactional data to the appropriate ID. This report will be run by each institution as deemed appropriate.	This report includes the following information: EMPLID; Name; SSN; DOB; and various transactional data for each module.	Home - Build Community - Bio/Demographic Data - Report - Process Duplicates	NDUS BC Inst Process Duplicates	

THOSE COMING

Address Cleansing	This will be an edit report that checks for certain kinds of data inconsistency situations in address data. The edit table that UND developed (using DEX phone directory information for ND City/County data, and USPS data for ND City/Zip data) is being used. There will be 6 edits: 1) blank address active (street address has been blanked out, but has not been inactivated) 2) state and country do not agree (especially, USA + Canadian province) 3) if state is ND and city does not agree with county 4) if state is ND and 1st 3 digits of zip do not agree with city 5) if 1st 2 digits of zip are '58' and state is not ND 6) if city is Grand Forks and state is not ND (would be Fargo for NDSU, Devil's Lake for LRSC, etc.)	In development The information provided in this report will be the following: Last Name, First Name, Middle Name, Date of Birth, Country (citizenship) Address 1, Address 2, City, State, ZIP Code, Program/Plan, and Phone	TBD	TBD	This query prompts off the institution code. Information provided includes: Service Indicator Code; Description of the Service Indicator; Service Indicator Reason Code; Service Reason; Service Reason Description; the Impact Code; and the description of the Service Indicator Impact.
Solomon Amendment	This report will provide the required information to the military branches who request it each semester as determined by the Federal Government.	In development The information provided in this report will be the following: Last Name, First Name, Middle Name, Date of Birth, Country (citizenship) Address 1, Address 2, City, State, ZIP Code, Program/Plan, and Phone	TBD	TBD	Please Note: The Service Indicators included on this list are those created for this specific institution. Because the institution secures service indicators, they are not global. Therefore, one institution may create a service indicator and have it available for use while another institution does not. If an additional Service Indicator is needed, please file a PTR with this request.

Last Updated