Registration Summary

**Purpose:** provide a quick glance at a school’s registration activity for Term Activated students.

- By default, the page will load a report and various charts for the current term, for registered students, for the entire university.
- You can change any, or all, of the prompts to run this page for your school.
- Remember to click the ‘More Search options’ for additional filters!
- **Please Note:** There are no required filters; however, it is *HIGHLY* recommended that you choose, at a minimum, a term or term code.
- If you change the prompts, the reports will change to display that information.

**Drilling:**

All sections of the page allow users to drill down into the student list to see the corresponding student population.

**“Registrations by Degree Level by School” Report:**

- This report is displaying a **distinct count** of students that are registered by school, by degree level. (A student may be counted multiple times if he/she is registered in multiple degree levels.)
- If you change the view selector, the report will display a distinct count of students that are registered by school, by program.

**Notes:**

- The pivot is looking at a distinct count by degree level by school. Adding a grand total will display the overall distinct number of students. This distinct total may not match the overall line item totals. This is because one student may enroll in multiple degrees.
- You can ‘exclude’ columns in the pivot by hovering over the column header, right clicking and choosing ‘exclude’.
- You can also rearrange the columns by dragging and dropping to best suit your needs.

**Student Registrations by Degree Level Chart:**

- This chart shows the actual number of registrations within each degree level. A student may be counted multiple times if he/she is registered in multiple degree levels.

**Total Distinct Student Registrations Chart:**

- This chart is showing the total distinct count of students registered. A student will be counted only once, even if s/he is registered in more than one degree program.
- This chart allows an easy way to drill down into your entire student population.

**Undergraduates by Registration Status Chart and Graduates by Registration Status Chart:**

- These charts work independent of the ‘Registration Status’ prompt at the top of the page.
- They allow you to view all registration statuses, except leave of absence, for the entire population of your **term activated** undergraduates or graduates, respectively.
- Note: To view your term activated students that are on a leave of absence, use the student list page. Filter by Registration Status and Plan Code.

**Undergraduates by Academic Level/New Continuing Type and Graduates by Academic Level/New Continuing Type Charts:**

- These charts have view selectors.
- By switching the values in the ‘view selector’, you can see the student population by Academic Level or by New Continuing Type

**Data definitions:**

*Student Reporting School* is a part of the NYU Reporting Department organizational hierarchy, developed as part of a Master Data
Management initiative across NYU's administrative systems.

The Student Reporting School is above the Student Reporting Department in the Reporting Department hierarchy. The Student Reporting School is generally a student's school of registration, though with notable exceptions, e.g. the Faculty of Arts and Science (FAS) is a Student Reporting School, though students actually register through the Graduate School of Arts and Science, the College of Arts and Science, or Liberal Studies. Also, Centers and Institutes are included as Student Reporting Schools (Courant Institute, Institute of Fine Arts) even though students actually register through one of the Arts and Sciences colleges or schools.

**Student Reporting Schools with a value of NA:** Student Reporting School is created based on the Student Reporting Dept. The reporting dept is created based on the Academic Organization. The Plans make up the Organizations. If a plan does not have an academic org associated with it, the chain is broken and the record will not have a corresponding Student Reporting School. These records need to be presented to the registrar.

**Student Reporting Dept** is a part of the NYU Reporting Department organizational hierarchy, developed as part of a Master Data Management initiative across NYU's administrative systems. The Student Reporting Department is below the Student Reporting School in the Reporting Department hierarchy. The Student Reporting Department can be thought of as a student's major or field of study department, and is derived from the academic organization in the student's primary academic plan.

**Academic Year and Calendar Year:** Student data are displayed referencing: 1) the academic year and 2) the fall semester.

An academic year consists of a Fall, Winter, Spring and Summer term, which include two calendar years. The academic year on this dashboard is shown with both calendar years hyphenated. For example Academic year 13-14 includes Fall 2013 through Summer 2014.

The fall semester will refer to the calendar year in which the fall semester occurs. For example, Fall 2012 refers to the fall semester that occurred in calendar year 2012.