ASSIST
ARIZONA STATE SYSTEM FOR INFORMATION ON TRANSFER STUDENTS
File Layout for Universities -- Version 2015

Each file contains all undergraduate and graduate students offically enrolled in each semester as of the 21st day. (Summer sessions do not have an official enrollment date.)

FILE1 is submitted as soon as possible after the 21st day. The remaining files are submitted at the end of each semester after grades have been posted. All summer session files are submitted at the end of the summer.

FILE 1   Includes the personally identifiable variables needed for the ASSISTID matching process , any demographic variables, and any variables related to enrollment as of the 21st day.

FILE 2   Includes hours and GPA variables reflecting end-of-semester values for students included in the 21-day file only. Students added after the 21st day are excluded.

FILE 3   Includes any degree awarded during the current semester, even if the degree recipient was not in the 21-day file. If a degree was earned in a prior semester but was posted during the current semester, it also should be included. However, the SEMESTER should reflect the actual semester of award. Name and birthdate are included in the file so that an ASSISTID can be found for students not included in the 21-day file.

FILE 4   Includes transfer data for any undergraduate student included in the 21-day file. There should be one record per student for EACH transfer institution attended, with transfer hours reflecting hours accepted from that institution only. Transfer hours should reflect all hours earned prior to or during the current semester.

FILE 5   Includes course data for any course that a student was enrolled in as of 21st day. Grades reflect end-of-semester postings for those courses only. There should be one record per student per course.

FILE 6   Includes any AGEC completions or Associate Degree awards posted during the current semester. Year should reflect when the degree was completed at the transfer institution. There should be one record per student per institution per award type per award year.

FILE 7   Includes only those students reported in the official first-time full-time cohorts used for reporting persistence and graduation rates. Files are submitted for Fall semesters only.