Overview

Statewide Technology is a Purdue program.

**A SWT student is a Purdue student.** All grades collected for a SWT student go back to Purdue and are loaded to the Purdue record. No courses, PU or IU support courses, appear on an IU transcript. IU “support courses” are regular IU courses as opposed to courses with a course attribute of NNIU { Non-IU Institutions} with a value = PU.

If a former SWT student decides to become an IU student, all of the Purdue coursework comes back to IU as TRN transfer work (from Purdue, org ID 0000028228), while the IU support coursework should be loaded as PTI transfer work (Purdue Transfer Internal/Statewide Tech). The following external org codes should be used for this PTI transfer work:

- 0001664917 IU East-Purdue SWT
- 0001664915 IU Kokomo-Purdue SWT
- 0001664919 IU South Bend-Purdue SWT
- 0001664922 IU Southeast-Purdue SWT
- 0001664923 IUPUI Columbus-Purdue SWT
- 0001664925 IUPUI-Purdue SWT

Steps

**Admission Steps**

1. Complete a Search/match.
2. Load app (either new app if not found in search/match) or load another app for new program and plan. **NOTE:** DO NOT USE QUICK ADMIT FOR SWT
3. Program = SWT0, designated plans should be created for each campus and the student is admitted to the appropriate plan.
4. Admit action should be ADMT/ARWO or ADMT/AFQL depending on office business practices.
5. App Type is VSU.
6. Academic Level is not set.
7. App fee calculation = not applicable.
8. Last school attended will be ext org code for that campus SWT.
9. On education panel, load high school and graduation date and also load the external org SWT site. Check needed and received and complete second panel as appropriate (ie. hsov or ugrd.)
10. Load appropriate term and residency status onn residency panel.
11. Follow normal business practices for term activation.
12. Use following external orgs for last school attended and education panels.
   - 0001664917 IU East-Purdue SWT
   - 0001664915 IU Kokomo-Purdue SWT
   - 0001664919 IU South Bend-Purdue SWT
Student Records
Purdue Statewide Technology Program - IU
Record Keeping

- 0001664922 IU Southeast-Purdue SWT
- 0001664923 IUPUI Columbus-Purdue SWT
- 0001664925 IUPUI-Purdue SWT

SWT Enrollment and Grade Assignment

Before First Week of Classes: Course dropped as usual with no record of enrollment. The ZZ grade basis is assigned once there are values in the IU Final Grade Dates table for the specified term and the current date minus two days is less than the begin date in the control table.

During First Week: Keep record of the drop but in dropped status so no grade reflected.

As of Second Week of Class: Grading basis set up will assign ZZ to course drops. This prevents class from posting to grade roster or transcript (when the time comes).

There is a batch process that runs nightly during a semester to take all SWT student enrollment rows for that semester and assign the ZZ grading basis to the enrollments.

Two days prior to the first date on the final grade date table for each campus (to prepare for grade roster generation for the term), the batch process begins to run to assign ZZ grades along with the ZZ grading basis to all SWT and CLN enrollments. The students then show up on grade rosters with a pre-filled ZZ grade so the instructor has to take no action. This process does run for the Term.

The job that runs nightly throughout the semester does not assign ZZ grades, just the grading basis. Two days prior to the first final grade date, the job starts adding the grades to go along with the grading basis. This is to minimize the steps required if someone does happen to need to drop a class mid-semester.

Special Note about Summer: Because of the need for assignation of ZZ grades before grade rosters are generated (SS1 rosters, in particular), the process outlined above starts assigning grades for a summer term much earlier than it normally would in a fall/spring term. This does prevent students from using Self Service to do their own drops for a SS2 SWT course, but Office of the Registrar staff are still able to process drops via the Enrollment Request or Quick Enroll pages. For the couple of days when SS2 self service is still available but during which time a student is unable to drop a SWT class, a business process should be worked out so that the student can contact the Registrar to have the class dropped. After self service is turned off, these students will need signed drop/add forms and process the drops as usual.

Advisors which occur after the ZZ process have run DO get the ZZ grading basis because the batch job continues to run nightly to pick up these students.

How to Drop a SWT course where ZZ grade has already been assigned:

The grades could be removed, and then the students could be dropped (backdated to first of session even, if you like).

1. In Enrollment Request, process a Remove Grade action for the class in question to remove the ZZ grade.
2. In the same Enrollment Request, drop the class.
**A bit of History:** W grades were originally assigned to SWT students who dropped with the initial SIS implementation in Fall 2004. The point of changing the job so that it started assigning the ZZ grading basis (but not the grade) as soon as the term started was so that students who dropped a SWT class are assigned the ZZ grade (instead of a W).

**Reporting to Purdue:**
The job created to report SWT enrollment activity to Purdue uses a specific date range based on the academic calendar for that term and reports any SWT activity.

**SWT and IU Stats:**
July 2005, an update was made to the grade table so that ZZ grade is excluded from progress units for all IU Stats.