

Student Transcript and Academic Record Repository (STARR) Data Quality Technical Document



The purpose of this document is to provide the end user with specific business rules used in the creation of potential data quality reports that will be run by CEPI's data quality team during the current STARR collection. Please note that this document is not an exhaustive listing of all data quality checks. The listing below highlights the checks CEPI will be focusing on for the current STARR collection. Please refer to the CEPI [\(IHE\) Web page](#) for information and support documents regarding the STARR Collection.

NOTE: CEPI may periodically update this document.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
ST1401	Entry Dates greater than File Submission Date	{StudentDemographic}.[EntryDate] >{FileUpload}.[CreateDate]	Records where the {StudentDemographic}.[EntryDate] is after {FileUpload}.[CreateDate].	A File Submission Date cannot be a date prior to a student's Entry Date. Future data should not be reported.
ST1402	Entry Dates greater than Session Start Date	{StudentDemographic}.[EntryDate] >{AcademicSession}.[SessionStartDate]	Records where the {StudentDemographic}.[EntryDate] is after {AcademicSession}.[SessionStartDate].	An Entry Date cannot be a date greater than a Session Start Date at which a course is being reported. Future data should not be reported.
ST1403	Student Level Code other than Non-degree Seeking Program submitted without a CIP Code.	{AcademicSession}.[StudentLevelCode] NE 20, 21, or 22 AND {AcademicProgram}.[ProgramCIPCode] IS MISSING	Records where a student was reported with {AcademicSession}.[StudentLevelCode] other than 20, 21, or 22 and {AcademicProgram}.[ProgramCIPCode] is missing.	Degree seeking students should be reported with Program CIP codes.
ST1420	Student's Entry Date	Prior{StudentDemographic}.[EntryDate]	Records where the	Once a student has officially

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	changed from a previous STARR Collection	ate] NOT = Current {StudentDemographic }.[EntryDate]	{StudentDemographic}. [EntryDate] differs from the previous year within your Institution.	entered the IHE, the first entry date should never change. The entry date should remain constant for the student at that IHE.
ST1422	No Students Reported as Dual Enrolled, Other School Student, Concurrent Enrollment or Early Middle College	{AcademicSession}.[HighSchoolStudentId] is missing or not reported	Records where no students were reported as Dual Enrolled, Other Enrollment, or Early Middle College using the {AcademicSession}.[HighSchoolStudentId] field.	It is important to report this field for MI School Data reporting purposes as well as assisting colleges in submitting portions of the Section 209 and 245 Budget Transparency reporting when the IHE has students who participate in these programs.
ST1424	Academic Session Data not aligned with Academic Session Elements	({AcademicSession}.[SessionName]= 'Fall' AND MONTH({AcademicSession}.[SessionStartDate]) NE 8,9,10,11, or 12) OR ({AcademicSession}.[SessionName]= 'Winter' AND MONTH({AcademicSession}.[SessionStartDate]) NE 1,2,3, or 4) OR ({AcademicSession}.[SessionName]= 'Spring' AND MONTH({AcademicSession}.[SessionStartDate]) NE 1,2,3, or 4) OR ({AcademicSession}.[SessionName]= 'Summer' AND MONTH({AcademicSession}.[SessionStartDate]) NE 5,6,7 or 8)	Records with {AcademicSession}.[SessionName] that do not fall within the range of the {AcademicSession}.[SessionStartDate] as recommended in the STARR manual	The month in the Session Start Date does not fall within the range of the recommended guidelines in the STARR Manual.
ST1425	High or low number of	(COUNT DISTINCT UICs	Records where the ratio of UICs	Having almost the entire student

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	degree seeking students	{AcademicSession}.[StudentLevelCode] = 20, 21, or 22)/ Total UICs LE 20% or GE 80%	with {AcademicSession}.[StudentLevelCode] = 20,21,22 over total UICs is greater than 0.8 or less than 0.2	population with a student level code of degree seeking status may suggest an incomplete submission or an anomaly. On the other hand, a low ratio of students with a degree seeking status may also suggest an incomplete submission or an anomaly.
ST1503	Same Academic Sessions Reported Multiple Times, No Primary	Count of {AcademicSession}.[SessionStartDate] NOT = Count distinct of {AcademicSession}.[SessionStartDate] AND duplicated {AcademicSession}.[SessionStartDate] does NOT contain {AcademicSession}.[PrimaryAcademicLevelId]	{AcademicSession}.[SessionStartDate] is reported multiple times for the same student and it is not indicated which {AcademicSession} is primary in {AcademicSession}.[PrimaryAcademicLevelId].	When the same Academic Session is reported multiple times for the same student, you must also indicate which Academic Session was primary for MI School Data reporting purposes.
ST1519	Academic Award Date in Future	{AcademicAward}.[AcademicAwardDate] > '30JUN' of Current STARR Submission	The {AcademicAward}.[AcademicAwardDate] is after June of the current STARR submission. This check is performed at the UIC level.	Award records should only reflect the prior years' or the current STARR submission.
ST1604	High or low number of student records reported compared to last year's STARR collection	Percentage Change between current count distinct {Student}.[UIC] and prior count distinct {Student}.[UIC] LE 20% or GE 80%	The percentage change between the current {Student}.[UIC] count and prior {Student}.[UIC] is less than 20% or greater than 80%	Incorrect reporting of the students may under represent or over represent an IHE's student count. This data is used in for reporting purposes.
ST1605	Duplicate awards reported	Count distinct {Student}.[UIC] {AcademicAward}.[AcademicAwardLevel] {DegreeCIDCode}.[DegreeCIPCode]	The distinct count of the concatenation of {Student}.[UIC], {AcademicAward}.[AcademicAwardLevel],	A unique award is identified by reporting UIC, Academic Award Level, Degree CIP Code, Academic Award Title and

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		e] {AcademicAward}.[AcademicAward Title] {AcademicAward}.[AcademicAward Date] NE Count {Student}.[UIC] {AcademicAward}.[AcademicAward Level] {DegreeCIDCode}.[DegreeCIPCode] {AcademicAward}.[AcademicAward Title] {AcademicAward}.[AcademicAward Date]	{DegreeCIDCode}.[DegreeCIPCode], {AcademicAward}.[AcademicAward Title], {AcademicAward}.[AcademicAward Date] NE to the count of the concatenation {Student}.[UIC], {AcademicAward}.[AcademicAward Level], {DegreeCIDCode}.[DegreeCIPCode], {AcademicAward}.[AcademicAward Title], {AcademicAward}.[AcademicAward Date]	Academic Award Date. Distinct Awards should only be reported once per student.
ST1705	Awards conferred by degree level	Count Distinct of {Student}.[UIC] {AcademicAward}.[AcademicAward Level] {DegreeCIDCode}.[DegreeCIPCode] {AcademicAward}.[AcademicAward Title] {AcademicAward}.[AcademicAward Date]	The count distinct of concatenation of {Student}.[UIC], {AcademicAward}.[AcademicAward Level], {DegreeCIDCode}.[DegreeCIPCode], {AcademicAward}.[AcademicAward Title], {AcademicAward}.[AcademicAward Date]	Summary of awards that were distributed by your entity. This data is utilized for reporting purposes.
ST1708	Early Middle College (EMC) students were reported with No for Degree or Certificate Seeking Student, and/or were reported with a Student Level Code that indicates they are not seeking a	{AcademicSession}.[HighSchoolStudent] = EarlyMiddleCollege AND {AcademicSession}.[DegreeSeekingStudent] = Yes AND {AcademicSession}.[StudentLevelCode] NE 20,21,22	When {AcademicSession}.[HighSchoolStudent] = EarlyMiddleCollege and the {AcademicSession}.[DegreeSeekingStudent] is marked as yes, {AcademicSession}.[StudentLevelCode] should not include non-degree seeking codes.	Early Middle College students should be reported as Yes in the Degree or Certificate Seeking field and submitted with degree seeking Student Level Codes (values 1 to 3).

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	degree or certificate.			
ST1709	Dual Enrolled, Concurrently Enrolled or Other High School Students reported with Yes for Degree or Certificate Seeking Student and/or were reported with a Student Level Code that indicates they are seeking a degree or certificate	{AcademicSession}.[HighSchoolStudent] NOT MISSING AND {AcademicSession}.[StudentLevelCode] = 20,21, or 22	{AcademicSession}.[HighSchoolStudent] is populated and {AcademicSession}.[StudentLevelCode] is equal to a degree seeking status	Students with High School Level codes of Dual Enrolled, Concurrently Enrolled, or Other High School Student should be reported as No in the Degree or Certificate Seeking field and submitted with nondegree-seeking Student Level Codes of 20, 21 or 22.
ST1710	Multiple sessions reported as Transfer In	Count Distinct {AcademicSession}.[PostSecondaryEnrollmentType] > 1 AND {AcademicSession}.[PostSecondaryEnrollmentType] = TransferIn	The distinct count of {AcademicSession}.[PostSecondaryEnrollmentType] as TransferIn has been reported more than once	Transfer In status for a student should only be reported the first time the student transfers into the entity.
ST1711	Multiple sessions reported as Transfer In with at least one Session Start Date that occurs before Entry Date	Count Distinct {AcademicSession}.[PostSecondaryEnrollmentType] > 1 AND {AcademicSession}.[PostSecondaryEnrollmentType] = TransferIn AND {StudentDemographic}.[EntryDate] > {AcademicSession}.[SessionStartDate]	The distinct count of {AcademicSession}.[PostSecondaryEnrollmentType] as TransferIn has been reported more than once and {AcademicSession}.[SessionStartDate] is before the {StudentDemographic}.[EntryDate]	Transfer In status for a student should only be reported the first time the student transfers into the entity. An Entry Date cannot be a date greater than a Session Start Date at which a course is being reported. Future data should not be reported.
ST1712	Session reported as Transfer Work Only, but courses reported for that session are not equal to Transfer No Grade	{AcademicSession}.[PostSecondaryEnrollmentType] = TransferWorkOnly AND {Course}.[GradeStatusCode] NE TransferNoGrade	{AcademicSession}.[PostSecondaryEnrollmentType] is reported as Transfer Work Only but {Course}.[GradeStatusCode] did not equal Transfer No Grade	For session(s) reported as transfer work only, we would expect to see a transfer no grade status for any course(s) reported within that session.

Notes:

There are three windows in which STARR data quality will be run: pre-collection, mid-collection and post-collection.

- Pre-collection data quality analyzes prior year's data.
 - For example: The pre-collection for STARR 2017 will analyze data from STARR 2016.
 - If data are being compared to a previous year during the pre-collection window, the comparison will be the prior STARR collection to the STARR collection that occurred before it.
- Mid-collection data quality analyzes the current data that are being submitted up to the snapshot date.
 - The snapshot[^] date will be provided in the applicable data quality email(s).
 - If data are being compared to a previous year during the mid-collection window, the comparison will be the current STARR collection to the prior STARR collection.
- Post-collection data quality analyzes the current data after the STARR collection has closed.
 - The comparisons utilize the current STARR Collection and/or prior STARR collection, similar to the mid-collection timeframe.

** [College Navigator's IPEDs code](https://nces.ed.gov/collegenavigator/) (https://nces.ed.gov/collegenavigator/)

[^] [NCES CIP Codes](http://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55) (http://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55)

[^] Snapshot is the capture of data at a point in time