

California Community Colleges  
Management Information System  
Data Element Dictionary

**General Data Elements**

DED#	DATA ELEMENT NAME	FORMAT
<b>GI03</b>	<b>TERM-IDENTIFIER</b>	<b>X(03)</b>
<p>This data element identifies a term within an academic year as well as the academic year itself. It occurs in all input records submitted by the colleges.</p>		

Coding	Meaning	
Format is YYT, where		
YY	last two digits of the calendar year in which the term occurs.	
T	single-digit term-type identifier listed below.	
Code	Term Type	Examples using the 2010-11 academic year:
5	Summer Term	105
7	Fall Semester	107
1	Winter Intersession	111
3	Spring Semester	113
6	Summer Quarter	106
8	Fall Quarter	108
2	Winter Quarter	112
4	Spring Quarter	114
0	Annual (enter year the reporting period ENDS)	110
9	Fall First Census	109
0	College Calendar (report for <b>upcoming</b> year)	120

**GI03 TERM-IDENTIFIER**

Processing Edits	
FIELD CHECK	<p>Valid Term ID Format is 'YYT', where:  YY = last two digits of the calendar year in which the term began  T = one-digit Term Code 0-9</p>

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<b>Change History</b>
Revision: 01/27/03 Changed note 0 = Annual (enter the year in which the reporting data period ENDS), and College Calendar. Took out Employee Actual out of examples.
Revision: 10/10/00 Expanded note for 0 = Annual: (enter the year in which the reporting data period ENDS), Employee Actual, and College Calendar, 9 = Other (Use for Employee fall first census reporting period). Note: College Calendar data is reported for the upcoming year. All other Annual submissions are reported for the preceding year. Updating Examples.
Revision: 01/01/96 Code 0 Added Employee Actual, Note: For annual submissions, enter the year in which the reporting data period ENDS. Note Calendar data is reported for the upcoming year all other Annual submissions are reported for the preceding year. Added Examples.
Revision: 05/01/94 Added (Use for Employee fall first census reporting period) for Code 9
Implement: 06/01/89