

# Curriculum Update Form (SZACURU) Basics

Curriculum Changes in Banner 9



THE  
UNIVERSITY OF  
ILLINOIS  
AT  
CHICAGO



# A friendly reminder

- Please turn off your cell phone or pager.
- Be sure to ask questions!!!!

# In this tutorial you will learn how to make basic curriculum changes in the Curriculum Update Form (SZACURU) in Banner

- Attempt to Make Changes when Registration Exists
- Create a New Effective Term
- Change a Program
- Add a Minor
- Add an Attached Concentration
- Add a Second Degree (Program)

# Section 1 – Attempt to Make Changes when Registration Exists

- Attempt to change program for student who has registered.
- Program cannot be changed in SZACURU—Changes must be submitted to the Registration Office. **Email [almoy@uic.edu](mailto:almoy@uic.edu) for “Change of College/Major/Curriculum” forms.**
- NOTE: Minors and Concentrations can be added for terms where registration exists.

# Attempt to Make Changes when Registration Exists

1. Select the Curriculum Update Form (SZACURU) from the Landing Page

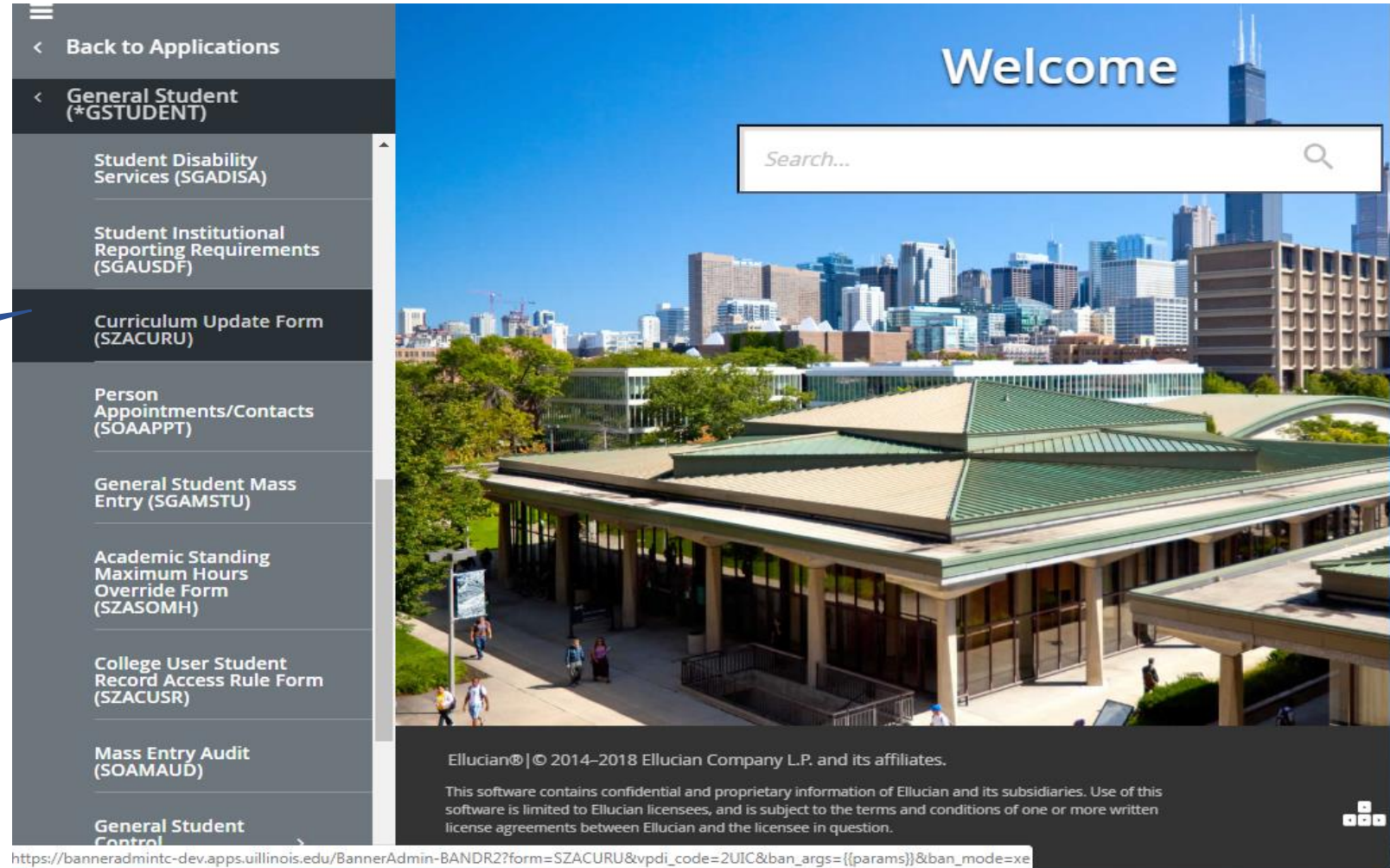
The image displays two screenshots of a web application interface. The top screenshot shows a search for 'Curriculum U' with results for 'Curriculum User Default (SORLCDF)' and 'Curriculum Update Form (SZACURU)'. A callout bubble points to the search bar with the text 'Enter as much of the page title or description'. The bottom screenshot shows a search for 'SZAcu' with results for 'Curriculum Update Form (SZACURU)' and 'College User Student Record Access Rule Form (SZACUSR)'. A callout bubble points to the search bar with the text 'as possible, select the desired page from the list, and press Enter.' Both screenshots feature a 'Welcome' header and a sidebar with navigation icons.



# Attempt to Make Changes when Registration Exists

## 2. Or select Curriculum Update Form from the Menu

Select Applications → Banner → Student → General Student → Curriculum Update Form (SZACURU)



The screenshot displays the Banner system interface. On the left is a navigation menu with the following items: Back to Applications, General Student (\*GSTUDENT), Student Disability Services (SGADISA), Student Institutional Reporting Requirements (SGAUSDF), Curriculum Update Form (SZACURU), Person Appointments/Contacts (SOAAPPT), General Student Mass Entry (SGAMSTU), Academic Standing Maximum Hours Override Form (SZASOMH), College User Student Record Access Rule Form (SZACUSR), Mass Entry Audit (SOAMAUD), and General Student Control. The main content area features a 'Welcome' message, a search bar with the placeholder text 'Search...', and a background image of a university building. At the bottom of the main content area, there is a copyright notice: 'Ellucian® | © 2014–2018 Ellucian Company L.P. and its affiliates. This software contains confidential and proprietary information of Ellucian and its subsidiaries. Use of this software is limited to Ellucian licensees, and is subject to the terms and conditions of one or more written license agreements between Ellucian and the licensee in question.' A URL is visible at the bottom of the page: [https://banneradmintc-dev.apps.uillinois.edu/BannerAdmin-BANDR2?form=SZACURU&vpdi\\_code=2UIC&ban\\_args={{params}}&ban\\_mode=x](https://banneradmintc-dev.apps.uillinois.edu/BannerAdmin-BANDR2?form=SZACURU&vpdi_code=2UIC&ban_args={{params}}&ban_mode=x)



# Attempt to Make Changes when Registration Exists

## 3. Enter Key Block Information

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)

ADD RETRIEVE RELATED TOOLS

ID:  Student Summary

Tester/our, Bailey L.

Term:  View Current/Active:

Curricula

Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER.

ED... d: 1/1 KEY\_BLOCK.ID [1] ...ian

Enter UIN in the ID Field

And click Go



# Attempt to Make Changes when Registration Exists

## 4. Curriculum Update Form opens on Learner tab

The screenshot shows the 'Curriculum Update Form' for a learner. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. The main content area is divided into several sections:

- GENERAL LEARNER:** Contains fields for 'From Term' (220188), 'To Term' (999999), 'New Term' (220188), 'Fall 2018 - Chicago', 'Residence' (R), 'Resident, In State Tuition', 'Student Status' (AS), 'Active', 'Student Type' (T), 'Transfer (Undergraduate)', 'Fee Assessment Rate' (2188), 'UIC 2018-19 UGTP Rate', 'Class' (1), and 'Freshman'. A callout 'Verify Term' points to the 'New Term' field.
- Additional Information:** Contains fields for 'Site' and 'Session'.
- CURRICULA SUMMARY - PRIMARY:** A table with columns: Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type, Admission. The table contains one record: Priority 1, Term 220188, Program BA:Philosophy -UIC, Catalog 220188, Level Undergrad - Chicago, Campus Chicago, College Liberal Arts & Scienc..., Degree Bachelor of Arts, Outcome Key Transfer Junior, Admission 220188. A callout 'and Program information' points to the 'Program' field.
- FIELD OF STUDY SUMMARY:** A table with columns: Priority, Term, Type, Field of Study, Department, Attached to Major. The table contains one record: Priority 1, Term 220188, Type Major, Field of Study Philosophy, Department Philosophy, Attached to Major.

The bottom of the form shows the 'Activity Date' (09/19/2018 01:49:23 PM), 'Activity User' (BROCHE), and a 'SAVE' button. The footer includes the 'ellucian' logo.





# Attempt to Make Changes when Registration Exists

5.

The screenshot displays a web application interface for curriculum management. The top navigation bar includes a home icon, a search icon, a notification icon, a help icon, and a lock icon. The main content area is titled "Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)". The "Curricula" tab is selected, and a blue callout box points to it with the text "Select Curricula tab". The interface shows student information, additional information, and a table of curricula.

**GENERAL LEARNER**

From Term: 220188

New Term: 220188 ... Fall 2018 - Chicago

Residence: R ... Resident, In State Tuition

Student Status: AS ... Active

Student Type: T ... Transfer (Undergraduate)

Fee Assessment Rate: 2188 ... UIC 2018-19 UGTP Rate

Class: 1 ... Freshman

Student Centric Cycle: Full or Part Time (Full Time, None)

**Additional Information**

Site: ...

Block: ...

Session: ...

Citizenship: ...

Record 1 of 1

**CURRICULA SUMMARY - PRIMARY**

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admis
1	220188	BA:Philosophy -UIC	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Trans

Record 1 of 1



# Attempt to Make Changes when Registration Exists

## 6. Try to Replace a program

The screenshot shows a web application interface for updating a curriculum. At the top, a blue header bar contains the title 'Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)' and navigation buttons: 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS'. Below the header, a blue bar displays user information: 'ID: 657258156 Testerfour, Bailey L.', 'Term: 220188', and a 'View Current/Active Curricula' checkbox. A red notification banner at the top right states: 'Registration exists, must make changes in the Registration Form.' The main content area is titled 'Curriculum / Field of Study' and features a 'CURRICULUM' section with a table. The table has columns for 'Curriculum', 'Catalog Term', 'Catalog Term Description', 'Priority', and 'Graduation'. A row is highlighted with a yellow background, and a tooltip over the 'Replace' button reads: 'Copies curriculum and makes it inactive; inserts blank curriculum to add.' Below the table, there are sections for 'Status Details' and 'Progress'. The 'Status Details' section includes fields for 'Program', 'Level', 'Campus', 'College', 'Degree', and 'Start Date'. The 'Progress' section includes 'Term', 'Type', 'Type Description', 'Priority', and 'Status'. A second table below shows 'Philosophy' as the department and 'Philosophy' as the major. At the bottom, there is a footer with 'Activity Date 09/19/2018 01:49:23 PM' and 'Activity User BROCHE'. Two blue callout boxes provide additional context: one on the left explains that hovering over a button shows a description, and one on the right explains that a notification appears when the 'Replace' button is clicked.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)

ADD RETRIEVE RELATED TOOLS 1

ID: 657258156 Testerfour, Bailey L. Term: 220188 View Current/Active Curricula:

Registration exists, must make changes in the Registration Form.

Learner Curricula Study Path Expected Graduation Data and Educational Goal

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Curriculum	Catalog Term	Catalog Term Description	Priority	Graduation
ACTIVE 99 220188	Fall 2018 - Chicago	Fall 2018 - Chicago		1

1 of 1 Per Page

Program 20FT0332BA BA:Philosophy -UIC College FT Liberal Arts & Sciences  
Level 2U Undergrad - Chicago Degree BA Bachelor of Arts  
Campus 200 Chicago Start Date End Date

Status	Term	Type	Type Description	Priority	Ca
PROGRESS	220188	MAJOR	Major	1	22

Philosophy Start Date  
Philosophy End Date

Attached to Major  Rolled  
Full or Part Time

1 of 1 Per Page

Activity Date 09/19/2018 01:49:23 PM Activity User BROCHE

Hovering on or near a button causes a description of the button action to display

When you click Replace, a notification that registration exists displays



# Attempt to Make Changes when Registration Exists

## 7. Try to insert a curriculum

The screenshot shows a web application interface for updating a curriculum. At the top, a blue header bar contains the title 'Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)' and navigation icons for ADD, RETRIEVE, RELATED, and TOOLS. Below the header, a blue bar displays the user ID '657258156', name 'Testerfour, Bailey L.', and term '220188'. A red error message box on the right states: 'Registration exists, must make changes in the Registration Form.' The main content area has tabs for 'Learner', 'Curricula', 'Study Path', and 'Expected Graduation Data and Educational Goal'. The 'Curricula' tab is active, showing a table of curriculum records. The table has columns for 'Current', 'Activity', 'Key Sequence', 'Term', 'Term Description', 'Catalog Term', 'Catalog Term Description', and 'Priority'. One record is shown with 'Current' checked and 'Activity' set to 'ACTIVE'. Above the table, there are buttons for 'Replace', 'Duplicate/Reg exists', and 'Roll to Outcome'. To the right of the table, there are buttons for '+ Insert', 'Delete', 'Copy', and 'Filter'. A blue callout bubble points to the '+ Insert' button, stating 'Insert button changes color when you click it'. Below the table, there is a 'Curriculum' section with a 'Status Details' tab. This section contains a table with fields for Program, Level, Campus, College, Degree, Start Date, and End Date. A blue callout bubble points to the 'Curriculum' section, stating 'Program change for term in which registration exists must be made by the Registrar's office'. Another blue callout bubble points to the error message, stating 'You are unable to insert a record when registration exists'. The UIC logo is at the bottom center.

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago	1

Program	Level	Campus	College	Degree	Start Date	End Date
20FT0332BA	2U	200	FT	BA		
BA:Philosophy -UIC	Undergrad - Chicago	Chicago	Liberal Arts & Sciences	Bachelor of Arts		

Program change for term in which registration exists must be made by the Registrar's office

You are unable to insert a record when registration exists



# Attempt to Make Changes when Registration Exists

8. Return to Learner tab

Click here

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)

D: 657258156 Testerfour, Bailey L. Term: 220188 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	Gradua
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago	1	

1 of 1 Per Page Record 1 of 1

Curriculum Status Details

Program	20FT0332BA	BA:Philosophy -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date	End Date	

FIELD OF STUDY



# Attempt to Make Changes when Registration Exists

9

The screenshot shows a web application interface for updating a curriculum. At the top, there's a header with the title 'Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)' and buttons for 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS'. Below this is a blue bar with the ID '657258156', the name 'Testerfour, Bailey L.', the term '220188', and a 'View Current/Active Curricula' checkbox. A 'Start Over' button is on the right.

The main content area is divided into sections: 'GENERAL LEARNER', 'CURRICULA SUMMARY - PRIMARY', and 'FIELD OF STUDY SUMMARY'. The 'GENERAL LEARNER' section has a form with fields for 'From Term' (220188), 'To Term' (999999), 'New Term' (220188), 'Fall 2018 - Chicago', 'Residence' (R), 'Resident, In State Tuition', 'Student Centric', 'Student Status' (AS), 'Active', 'Student Type' (T), 'Transfer (Undergraduate)', 'Fee Assessment Rate', and 'Class'. A callout box with the text 'Create a new Effective Term' is overlaid on the 'New Term' field.

The 'CURRICULA SUMMARY - PRIMARY' section contains a table with columns: Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type, and Admission. The table has one row with values: 1, 220188, BA:Philosophy -UIC, 220188, Undergrad - Chicago, Chicago, Liberal Arts & Scienc..., Bachelor of Arts, Transfer Junior, 220188.

The 'FIELD OF STUDY SUMMARY' section contains a table with columns: Priority, Term, Type, Field of Study, Department, and Attached to Major. The table has one row with values: 1, 220188, Major, Philosophy, Philosophy, Attached to Major.

At the bottom, there's a footer with 'Activity Date 09/19/2018 01:49:23 PM', 'Activity User BROCHE', and a 'SAVE' button. The 'ellucian' logo is in the bottom right corner.





# Section 2 – Create a Future Effective Term

- Create a Future Effective Term before Changing the Program
- Save the Record, Start Over, clear the Term field in the Key Block if displayed
- Next Block back into Record and continue changes to New Term

# Create a Future Effective Term

1

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (ZUIC)'. The form is for learner 'Testerfour, Bailey L.' in term '220188'. A 'Start Over' button is in the top right. The 'GENERAL LEARNER' section includes fields for 'From Term' (220188), 'To Term' (999999), 'New Term' (220188), and 'Fall 2018 - Chicago'. Other fields include 'Residence' (R - Resident, In State Tuition), 'Student Status' (AS - Active), 'Student Type' (T - Transfer (Undergraduate)), 'Fee Assessment Rate' (2188 - UIC 2018-19 UGTP Rate), 'Class' (1 - Freshman), and 'Student Centric Cycle' (None). The 'Additional Information' section has 'Site' and 'Session' dropdowns. Below are three summary tables: 'CURRICULA SUMMARY - PRIMARY', 'FIELD OF STUDY SUMMARY', and 'FIELD OF STUDY SUMMARY'. The primary summary table has columns: Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type, Admission. The field of study summary table has columns: Priority, Term, Type, Field of Study, Department, Attached to Major. The bottom status bar shows 'Activity Date 09/19/2018 01:49:23 PM', 'Activity User BROCHE', and a 'SAVE' button. The 'ellucian' logo is in the bottom right corner.

**Verify Term**

**and Program Information**

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type	Admission
1	220188	BA:Philosophy -UIC	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior	220188

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220188	Major	Philosophy	Philosophy	



# Create a Future Effective Term

2

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)

ID: 657258156 Testerfour, Bailey L. Term: View Current/Active Curricula:  Start Over

**Learner** Curricula Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER

From Term 220188

New Term 220188 ... Fall 2018 - Chicago

Student Status AS ... Search

Student Type T ... Transfer (Undergraduate)

Residence R ... Resident, In State Tuition

Student Centric Cycle

Fee Assessment Rate 2188 ... UIC 2018-19 UGTP Rate

Full or Part Time  Full Time  Part Time

Class 1 Freshman

Additional Information

Site ... Block ...

Session ... Citizenship ...

1 of 1 Per Page Record 1 of 1

CURRICULA SUMMARY - PRIMARY

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220188	BA:Philosophy -UIC	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

1 of 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY

Select New Term search button



# Create a Future Effective Term

3

Select Create New Effective Term

The screenshot shows a web application interface for updating a curriculum. The main window is titled "Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)". It includes a search bar with "ID: 657258156 Testerfour, Bailey L." and a "Term:" dropdown set to "View Current/Active Curricula:". A "Start Over" button is in the top right. Below the search bar are tabs for "Learner", "Curricula", "Study Path", and "Expected Graduation Data and Educational Goal". The "Curricula" tab is active, showing a table with columns for "From Term", "To Term", "New Term", and "Term". The "New Term" is set to "220188" and "Fall 2018 - Chicago". An "Option List" dialog box is open over the "New Term" field, containing two options: "List of Terms" and "Create New Effective Term". The "Create New Effective Term" option is highlighted. A "Cancel" button is at the bottom of the dialog. Below the table, there are fields for "Site" and "Session". At the bottom, there are two summary sections: "CURRICULA SUMMARY - PRIMARY" and "FIELD OF STUDY SUMMARY". The "CURRICULA SUMMARY - PRIMARY" section contains a table with the following data:

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220188	BA:Philosophy -UIC	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior



# Create a Future Effective Term

4

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (ZUIC)'. The form is for student 'Testerfour, Bailey L.' and includes fields for 'From Term', 'New Term' (set to 22019), 'Student Status' (AS), 'Student Type' (T), 'Fee Assessment' (2188), 'Class' (1), and 'Freshman' level. A blue callout box points to the 'New Term' dropdown menu with the text: 'Enter new term or click search button, select List of Terms, and select term from Term Code Validation (STVTERM) popup.' Below the form are sections for 'Additional Information' and 'CURRICULA SUMMARY - PRIMARY'.

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type





# Create a Future Effective Term

5

The screenshot shows a web application interface for updating a curriculum. At the top, a green notification bar states "Saved successfully (1 rows saved)". A blue callout bubble with the text "Save is successful" points to this message. The main form area is divided into several sections: "GENERAL LEARNER" with fields for From Term (220191), To Term (999999), and a highlighted "New Term" (220191) set to "Spring 2019 - Chicago"; "Additional Information" with fields for Site, Session, Block, and Citizenship; "CURRICULA SUMMARY - PRIMARY" with a table of curriculum records; and "FIELD OF STUDY SUMMARY" with a table of field of study records. The bottom of the page shows the activity date (09/27/2018 01:30:02 PM), activity user (BROCHE), and a "SAVE" button.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR2) (2UIC)

ADD RETRIEVE RELATED TOOLS 1

ID: 657258156 Testerfour, Bailey L. Term: View Current/Active Curricula:

Saved successfully (1 rows saved)

**Learner** Curricula Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER Insert Delete Copy Filter

From Term 220191 To Term 999999

New Term 220191 ... Spring 2019 - Chicago

Residence R ... Resident, In State Tuition

Student Status AS ... Active

Student Type T ... Transfer (Undergraduate)

Fee Assessment Rate 2188 ... UIC 2018-19 UGTP Rate

Class 1 Freshman

Student Centric Cycle

Full or Part Time  Full Time  Part Time  None

Additional Information

Site ... Block ...

Session ... Citizenship ...

2 of 2 | 1 Per Page Record 2 of 2

CURRICULA SUMMARY - PRIMARY Insert Delete Copy Filter

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220188	BA:Philosophy -UIC	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

1 of 1 | 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY Insert Delete Copy Filter

Attached to Major Details

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220188	Major	Philosophy	Philosophy	

1 of 1 | 3 Per Page Record 1 of 1

Activity Date 09/27/2018 01:30:02 PM Activity User BROCHE

SAVE

javascript: TERM\_CODE\_EFF [2] ellucian



# Section 3 – Change the Program for a Future Effective Term

- Verify the Term/Program Information
- Change the Program
- NOTE: NEVER change the Admission Term
- Verify New Program Information

# Change the Program for a Future Effective Term

1

The screenshot shows the 'Curriculum Update Form' for a student named Testerfive, Bailey L. The form is for a 'GENERAL LEARNER' and includes fields for 'From Term' (220191), 'To Term' (999999), and 'New Term' (220191). The 'New Term' field is highlighted in yellow. Below this, there are fields for 'Student Status' (AS - Active), 'Student Type' (T - Transfer (Undergraduate)), 'Residence' (R - Resident, In State Tuition), 'Fee Assessment Rate' (2188 - UIC 2018-19 UGTP Rate), 'Class' (1 - Freshman), and 'Student Centric Cycle' (Full Time). The 'Additional Information' section includes 'Site' and 'Session' dropdowns. The 'CURRICULA SUMMARY - PRIMARY' table shows a single record for the term 220188, program BA:Psychology, catalog 220188, level Undergrad - Chicago, campus Chicago, college Liberal Arts & Scienc..., degree Bachelor of Arts, and admission type Transfer Junior. The 'FIELD OF STUDY SUMMARY' table shows two records for the term 220188: a Major in Psychology and a Minor in Art. The interface includes a sidebar with navigation icons, a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons, and a bottom status bar with 'Activity Date', 'Activity User', and 'SAVE' buttons. Two blue callout boxes are present: one pointing to the 'New Term' field with the text 'Verify new future effective term', and another pointing to the 'CURRICULA SUMMARY' table with the text 'and program copied from prior effective term'.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: View Current

Start Over

Verify new future effective term

and program copied from prior effective term

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220188	BA:Psychology -...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220188	Major	Psychology	Psychology	
1	220188	Minor	Art		

Activity Date 10/11/2018 02:20:08 PM Activity User BROCHE

SAVE

ellucian



# Change the Program for a Future Effective Term

2

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The 'Curricula' tab is selected, and a blue callout box with the text 'Select Curricula tab' points to it. The interface includes a 'GENERAL LEARNER' section with fields for 'From Term' (220191), 'To Term' (999999), 'New Term' (220191), 'Residence' (R), 'Student Status' (AS), 'Student Type' (T), 'Assessment' (2188), and 'Student Centric Cycle'. Below this is an 'Additional Information' section with 'Site' and 'Session' fields. The 'CURRICULA SUMMARY - PRIMARY' table shows one record with columns for Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, and Admission Type. The 'FIELD OF STUDY SUMMARY' section shows two records for Major and Minor fields of study.

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220188	BA:Psychology -...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220188	Major	Psychology	Psychology	
1	220188	Minor	Art		



# Change the Program for a Future Effective Term

3

**Select the Replace Button**

Copies curriculum and makes it inactive; inserts blank curriculum to add.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE		99 220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago	1

1 of 1 Per Page Record 1 of 1

Curriculum Status Details

Program	20FT0338BA	BA:Psychology -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date		End Date

FIELD OF STUDY

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MAJOR	Major		1 220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MINOR	Minor		1 220188

Field of Study

Field of Study	0338	Psychology	Start Date	
Department	2885	Psychology	End Date	
Attached to Major			<input type="checkbox"/> Rolled	
Full or Part Time				

1 of 1 Per Page Record 1 of 2

Activity Date 10/09/2018 01:09:55 PM Activity User BROCHE SAVE

EDIT Record: 1/1 SORLCUR\_SORLCUR\_CACT\_CODE [1] ellucian





# Change the Program for a Future Effective Term

4

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

CURRICULUM Insert Delete Copy Filter

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE	...	220191	Spring 2019 - Chicago	220188		1

2 of 2 | 1 Per Page | Record 2 of 2

**Curriculum** Status Details

Program  College

Level

Campus

**FIELD OF STUDY** Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input type="checkbox"/>							

**Field of Study**

Field of Study  Start Date

Department  End Date

Attached to Major   Rolled

Full or Part Time

1 of 1 | 3 Per Page | Record 1 of 1

EDIT Record: 2/2 SORLCUR.SORLCUR\_CACT\_CODE [2] SAVE ellucian

A record (row) for the new term is inserted



# Change the Program for a Future Effective Term

5

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The main form is titled 'Curriculum / Field of Study' and contains a table with columns: Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, and Priority. The current record shows 'ACTIVE' status for term '220191' (Spring 2019). Below the table are fields for 'Program', 'Level', and 'Campus'. An 'Option List' dialog box is open, displaying a list of options: 'All Program Codes', 'Base Curriculum Rules by Program', 'Change Curriculum', and 'Curriculum Rules'. A hand cursor is pointing to 'Change Curriculum'. A 'Cancel' button is at the bottom of the dialog. The interface includes a sidebar with navigation icons, a top toolbar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS', and a bottom status bar with 'EDIT', 'Record: 1/1', 'G\$\_OPT\_BLOCK.SELECT\_C\_DESC [1]', and 'ellucian'.

Click the Program search button to open the Option List

Select Change Curriculum



# Change the Program for a Future Effective Term

6

The screenshot shows a web application interface for updating a curriculum. At the top, a blue header bar contains the text "Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)". Below this, a yellow warning message reads "Base Curriculum Items will be Replaced." with "OK" and "Cancel" buttons. The main form area is divided into sections: "Curriculum / Field of Study", "CURRICULUM", and "FIELD OF STUDY". The "CURRICULUM" section contains a table with columns: Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, and Priority. The table has one row with values: [checked], ACTIVE, [blank], 220191, Spring 2019 - Chicago, 220188, [blank], and 1. Below the table are fields for Program, Level, Campus, College, Degree, Start Date, and End Date. The "FIELD OF STUDY" section contains fields for Field of Study, Department, Attached to Major, Full or Part Time, Start Date, End Date, and a "Rolled" checkbox. A blue callout bubble points to the "OK" button in the warning message.

Warning messages are now displayed in the upper right corner. Click OK



# Change the Program for a Future Effective Term

7

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current Activity Key Sequence

ACTIVE

Curriculum Status Details

Program

Level

Campus

FIELD OF STUDY

Attached Concentrations Inactivat

Current Activity Stat

Field of Study

Department

Attached to Major

Full or Part Time

**Change Curriculum**

Criteria

Program	Campus	Level	College	Degree	Rule	Sel
20FT1174BS	200	2U	FT	BS	232	Y
20FT1279BA	200	2U	FT	BA	2678	Y
20FT1291BA	200	2U	FT	BA	234	Y
20FT1292BA	200	2U	FT	BA	233	Y
20FT1336BA	200	2U	FT	BA	227	Y
20FT1405BA	200	2U	FT	BA	235	Y
20FT1413NONE	200	2U	FT	NONE	205	Y
20FT1438BS	200	2U	FT	BS	1404	Y
20FT1593BA	200	2U	FT	BA	214	Y
20FT1626BA	200	2U	FT	BA	226	Y

2 of 3

20 Per Page Record 40 of 56

Cancel OK

Per Page

Enter a partial code or the entire program code to narrow the list

Scroll the entire page

Navigate to additional pages

Change the number of items to scroll in one page



# Change the Program for a Future Effective Term

8

The screenshot shows a web application interface for updating a curriculum. The main window is titled 'Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The user is logged in as 'Testerfive, Bailey L.' for the term '220191'. The 'Curricula' tab is active, and the 'CURRICULUM' section is expanded. A 'Change Curriculum' dialog box is open, displaying a table of program codes. A blue callout points to the search criteria '20FT' in the dialog box. The dialog box has 'Cancel' and 'OK' buttons at the bottom.

Program	Level	College	Degree	Rule	Sel	
20FT1174BS	2U	FT	BS	232	Y	
20FT1279BA	2U	FT	BA	2678	Y	
20FT1291BA	200	2U	FT	BA	234	Y
20FT1292BA	200	2U	FT	BA	233	Y
20FT1336BA	200	2U	FT	BA	227	Y
20FT1405BA	200	2U	FT	BA	235	Y
20FT1413NONE	200	2U	FT	NONE	205	Y
20FT1438BS	200	2U	FT	BS	1404	Y
20FT1593BA	200	2U	FT	BA	214	Y
20FT1626BA	200	2U	FT	BA	226	Y



and Click OK



# Change the Program for a Future Effective Term

9

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Requirements

**Curriculum / Field of Study**

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE		220191	Spring 2019 - Chic	220188	Fall 2018 - Chicago	1

2 of 2 1 Per Page Record 2 of 2

**Curriculum** Status Details

Program	20FT1626BA	...	BA:Psychology: Applied -UIC	College	FT	...	Liberal Arts & Sciences
Level	2U	...	Undergrad - Chicago	Degree	BA	...	Bachelor of Arts
Campus	200	...	Chicago	Start Date		End Date	

**FIELD OF STUDY**

Attached Concentrations Inactivate


Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188

**Field of Study**

Field of Study	0338	...	Psychology	Start Date	
Department	2885	...	Psychology	End Date	
Attached to Major		...		<input type="checkbox"/>	Rolled
Full or Part Time		...			

1 of 1 3 Per Page Record 1 of 1

New Program displays



# Change the Program for a Future Effective Term

10

The screenshot shows the 'Curriculum Update Form' for student 'Testerfive, Bailey L.' in term '220191'. The 'Curricula' tab is active, showing a table with columns: Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, and Priority. The first row is highlighted with 'ACTIVE' in the Activity column. Below the table, the 'Status Details' tab is selected, displaying fields for Admission Type (T3 - Transfer Junior), Admission Term (220188 - Fall 2018 - Chicago), Application, Matriculated Term, Roll Learner (Default), Student Type, Site, Rate, and Leave of Absence. Below this, the 'Field of Study' tab is active, showing a table with columns: Current, Activity, Status, Type Description, Priority, and Catalog. The first row is highlighted with 'ACTIVE' in the Activity column and 'INPROGRESS' in the Status column. Below the table, the 'Field of Study' tab is selected, displaying fields for Field of Study (0338 - Psychology), Department (2885 - Psychology), Attached to Major, Full or Part Time, Start Date, End Date, and a 'Rolled' checkbox.

**Status Details tab (new).**

**Additional information about the student's program is available in the Status Details tab. This information generally doesn't change.**

**Never change the Admissions Term**

# Change the Program for a Future Effective Term

11

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS

ID: 674717574 Testerfiv, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

**CURRICULUM** Insert Delete Copy Filter

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE	...	220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1

2 of 2 Per Page Record 2 of 2

**Curriculum Status Details**

Admission Type T3 Transfer Junior

Admission Term 220188 Fall 2018 - Chicago

Application

Matriculated Term

Roll Learner Default

Rolled to Outcome

Student Type

Site

Leave From Date

Leave To Date

Expected Graduation Date

Graduation Term

Graduation Year

**FIELD OF STUDY** Insert Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188

**Field of Study**

Field of Study 0338 Psychology

Department 2885 Psychology

Attached to Major

Full or Part Time

Start Date

End Date

Rolled

1 of 1 Per Page Record 1 of 1

**SAVE**

Save the record



# Change the Program for a Future Effective Term

12

The screenshot shows a web application interface for updating a curriculum. At the top, a green notification bar states "Saved successfully (2 rows saved)". Below this, the "CURRICULUM" section is active, displaying a table with one record. The record is for term 220191 (Spring 2019 - Chicago) with a priority of 1. A "Status Details" panel is open, showing various fields like Admission Type (T3), Admission Term (220188), and Rate. A blue callout box with the text "Record is saved" points to the notification bar. The "FIELD OF STUDY" section below shows a table with one record for term 220191, type MAJOR, and catalog 220188. The interface includes a sidebar with navigation icons, a top navigation bar with "ADD", "RETRIEVE", "RELATED", and "TOOLS" buttons, and a footer with "Activity Date 10/11/2018 03:17:31 PM" and "Activity User BROCHE".

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE		220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188



# Change the Program for a Future Effective Term

1  
3

Curriculum Update Form SZACURU 9.3.9 UI\_SICHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS

ID: 674717574 Testerfive, Bailey L. Term: View Current/Active Curricula:  Start Over

LEARNER Curricula Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER

From Term 220191 To Term 999999

New Term 220191 Spring 2019 - Chicago

Residence R Resident, In State Tuition

Student Status AS Active

Fee Assessment 2188 UIC 2018-19 UGTP Rate

Student Type T Transfer (Undergraduate)

Class 1 Freshman

Student Centric Cycle

Full or Part Time Full Time Part Time None

Additional Information

Site Block

Session Citizenship

1 of 2 Per Page Record 1 of 2

CURRICULA SUMMARY - PRIMARY

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type	Admission	Matriculation	Stu
1	220191	BA:Psychology: ...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior	220188		

1 of 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY

Attached to Major Details

Activity Date 10/11/2018 03:17:31 PM Activity User BROCHE

SAVE

EDIT Record: 1/2 SCBSTDN.SCBSTDN\_TERM\_CODE\_EFF (1) ellucian

New Program information displays for new future effective term



# Section 4 – Add a Minor

- Minors can be Added to a Current Term record where Registration Exists and also to Future Term records
- NOTE: If you are only adding a Minor to a Future Term where a Learner Term record Does Not Exist you will first have to Create a Future Effective Term record and then Duplicate the Program record on the Curriculum tab for the New Term

# Add a Minor

1

The screenshot shows a web application interface for updating a curriculum. The main header displays the form title 'Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)' and a 'Start Over' button. Below this, the user information 'ID: 674717574 Testerfive, Bailey L.' and 'Term: 220188' is shown. The interface is divided into several sections: 'GENERAL LEARNER' with fields for 'From Term' (220188), 'New Term' (220188), 'Student Status' (AS), and 'Student Type' (T); 'Additional Information' with 'Site' and 'Session' dropdowns; 'CURRICULA SUMMARY - PRIMARY' with a table of curriculum entries; and 'FIELD OF STUDY SUMMARY' with a table of field of study entries. Two blue callout boxes are present: one pointing to the 'New Term' field with the text 'Verify Term', and another pointing to the 'CURRICULA SUMMARY - PRIMARY' table with the text 'and Current Program'. The bottom of the screen shows a footer with 'Activity Date 10/09/2018 01:09:55 PM', 'Activity User BROCHE', and a 'SAVE' button.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:  Start Over

Learnner Curricula Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER

From Term 220188

New Term 220188 ... Fall 2018 - Chicago

Student Status AS ... Active

Student Type T ... Transfer (Undergraduate)

Additional Information

Site ...

Session ...

1 of 1 Per Page Record 1 of 1

CURRICULA SUMMARY - PRIMARY

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type	Admission
1	220188	BA:Psychology - ...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior	220188

1 of 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY

Attached to Major Details

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220188	Major	Psychology	Psychology	

1 of 1 Per Page Record 1 of 1

Activity Date 10/09/2018 01:09:55 PM Activity User BROCHE

SAVE

EDIT Record: 1/1 SGBSTDN.SGBSTDN\_TERM\_CODE\_EFF [1] ellucian



# Add a Minor

2

The screenshot shows the 'Curriculum Update Form' for a student named Bailey L. Testerfive. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. Below this is a header with the student's ID (674717574), name, term (220188), and a 'View Current/Active Curricula' checkbox. A 'Start Over' button is also present. The main content area has several tabs: 'Learner', 'Curricula', 'Study Path', and 'Expected Graduation Data and Educational Goal'. The 'Curricula' tab is selected and highlighted with a blue callout box containing the text 'Select Curricula tab'. Below the tabs, there are sections for 'GENERAL LEARNER' (with fields for From Term, To Term, New Term, Student Status, Student Type, Residence, Fee Assessment, Rate, Class, Freshman, etc.), 'Additional Information' (with fields for Site, Session, Block, Citizenship), 'CURRICULA SUMMARY - PRIMARY' (a table with columns for Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type, and Admissio), and 'FIELD OF STUDY SUMMARY' (a table with columns for Priority, Term, Type, Field of Study, Department, and Attached to Major). The bottom of the screen shows the 'Activity Date' (10/09/2018 01:09:55 PM), 'Activity User' (BROCHE), and a 'SAVE' button. The 'ellucian' logo is in the bottom right corner.





# Add a Minor

3

The screenshot shows the 'Curriculum Update Form' for user 'Testerfive, Bailey L.' in term '220191'. The 'Curriculum' section is active, showing a table with one row: 'ACTIVE' activity, key sequence '99', term '220191', and description 'Spring 2019 - Chicago'. Below this is a 'Status Details' section with fields for Program (20FT1626BA), Level (2U), Campus (200), College (FT), Degree (BA), and Start Date. The 'Field of Study' section is also active, showing a table with two rows: one for 'MAJOR' and one for 'MINOR', both with status 'INPROGRESS'. A blue callout box with an arrow points to the 'Insert', 'Delete', and 'Filter' buttons in the 'Field of Study' section. The bottom of the screen shows a status bar with 'Activity Date 10/10/2018 12:16:40 PM', 'Activity User BROCHE', and a 'SAVE' button.

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	Grad
<input checked="" type="checkbox"/>	ACTIVE	99	220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1	

Current	Activity	Status	Term	Type	Type Description	Prior	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MINOR	Minor	1	220188

Field of Study

Field of Study	0338	Psychology
Department	2885	Psychology
Attached to Major		
Full or Part Time		

Click the Next Section button to navigate to the FIELD OF STUDY section and activate the action buttons (Insert, Delete, ...)



# Add a Minor

4

**Click Insert in the FIELD OF STUDY section to create a new Field of Study row. Tab to the Type search field and click the search button.**

**Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)**  
ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:

**Curriculum / Field of Study**

**CURRICULUM**

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	Graduation Sequence
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	20188	Fall 2018 - Chicago	1	

1 of 1 Per Page Record 1 of 1

**Curriculum** Status Details

Program	20FT0338BA	BA:Psychology -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date		End Date

**FIELD OF STUDY** + Insert Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188		...	Concentration	1 220188

**Field of Study**

Field of Study	<input type="text"/>	...	Start Date	<input type="text"/>	<input type="text"/>
Department	<input type="text"/>	...	End Date	<input type="text"/>	<input type="text"/>
Attached to Major	<input type="text"/>	...	<input type="checkbox"/>	Rolled	
Full or Part Time	<input type="text"/>	...			



# Add a Minor

5

The screenshot shows the 'Curriculum Update Form' for user 'Testerfive, Bailey L.' in term '220188'. The 'Curricula' tab is active, showing details for a curriculum with ID '674717574'. The 'FIELD OF STUDY' section is expanded, and the 'Learner Field of Study Type (GTVLFST)' validation box is open. The box contains a table with the following data:

Code	Description	Activity Date	User ID
CONCE...	Concentration	03/04/2006	BANINST1
FTRAN...	FOS for Future Transfer App	10/16/2008	RHOEWING
MAJOR	Major	03/04/2006	BANINST1
MINOR	Minor	03/04/2006	BANINST1

A blue callout box with the text 'Select MINOR from the Learner Field of Study Type (GTVLFST) validation box. Click OK' points to the 'MINOR' row and the 'OK' button at the bottom right of the validation box. The 'OK' button is highlighted with a mouse cursor.



# Add a Minor

6

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS

ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago

1 of 1 Per Page Record 1 of 1

Curriculum Status Details

Program	20FT0338BA	BA:Psychology -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date	End Date	

FIELD OF STUDY

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MINOR	Minor	1	220188

Field of Study

Field of Study	<input type="text"/>	...
Department	<input type="text"/>	...
Attached to Major	<input type="text"/>	...
Full or Part Time	<input type="text"/>	...

Select the Field of Study search button



# Add a Minor

7

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The form is for learner 'Testerfive, Bailey L.' in term '220188'. The 'Curricula' tab is active, showing a table with one entry: 'ACTIVE' activity, key sequence '99', term '220188', and description 'Fall 2018 - Chicago'. Below this is the 'Status Details' section with fields for Program (20FT0338BA), Level (2U), Campus (200), College (FT), Degree (BA), and Start/End Dates. The 'FIELD OF STUDY' section is partially visible, showing 'Attached Concentrations' and 'Inactivate' buttons. An 'Option List' dialog box is open, displaying a table with two rows of 'ACTIVE' entries, each with 'INPROC' status. The 'All Minor Codes' link is highlighted in blue, and a blue callout bubble points to it with the text 'Click All Minor Codes'. The dialog also includes 'Cancel', 'Start Date', 'End Date', and 'Rolled' options.

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago

Program	Level	Campus	College	Degree	Start Date	End Date
20FT0338BA	2U	200	FT	BA		

Current	Activity	Status	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROC	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROC	1	220188



# Add a Minor

8

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS

ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:  Start Over

Learner Curricula Study Path Expected Graduation Data and Educational Goal

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg ex

Current Activity Key Se

ACTIVE

1 of 1

Curriculum Status Details

Program 20FT033

Level 2U

Campus 200

FIELD OF STUDY

Attached Concentrations

Current Activity

ACTIVE

ACTIVE

Field of Study

Department

Attached to Major ...

Full or Part Time ...

All Minor Codes (STVMAJR)

Criteria

Code	Description	CIPC	...	Aid Elig	ACTIVITY DATE
1754	Teacher Educ in Physics				08/22/2007
5354	Instructional Design/Training				07/23/2013
5411	Adult Development				04/15/2013
5421	SEE Fellows Program				04/15/2013
5429	Professional Writing				04/15/2013
5430	Global Asian Studies				04/15/2013
5445	International Development Econ				07/23/2012
5448	Art	500702		Y	12/05/2012
5453	Liberty Studies				04/15/2013

1 of 1 20 Per Page Record 9 of 16

Cancel OK

Rollled

Select the Minor and click OK



# Add a Minor

9

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC) ADD RETRIEVE RELATED TOOLS

ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

**CURRICULUM** Insert Delete Copy Filter

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago	1

1 of 1 Per Page Record 1 of 1

**Curriculum** Status Details

Program	20FT0338BA	BA:Psychology -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date	End Date	

**FIELD OF STUDY** Insert Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MINOR	Minor	1	220188

**Field of Study**

Field of Study	5448	...	Art	Start Date	
Department		...		End Date	
Attached to Major		...			<input type="checkbox"/>
Full or Part Time		...			

1 of 1 Per Page Record 2 of 2

SAVE

javascript: DEPT\_CODE [2] ellucian

Save the record



# Add a Minor

10

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC) ADD RETRIEVE RELATED TOOLS 1

ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:

✓ Saved successfully (1 rows saved)

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

▼ CURRICULUM Insert Delete Copy Filter

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE	99	220188	Fall 2018 - Chicago	220188	Fall 2018 - Chicago	1

1 of 1 Per Page Record 1 of 1

**Curriculum** Status Details

Program	20FT0338BA	BA:Psychology -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date	End Date	

▼ FIELD OF STUDY Insert Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220188	MINOR	Minor	1	220188

**Field of Study**

Field of Study	0338	Psychology	Start Date	
Department	2885	Psychology	End Date	
Attached to Major	<input type="checkbox"/> Rolled			
Full or Part Time				

1 of 1 Per Page Record 1 of 2

Activity Date 10/09/2018 01:09:55 PM Activity User BROCHE SAVE

EDIT Record: 1/2 SORLFOS.SORLFOS\_CACT\_CODE [1] ellucian

Record is saved





# Add a Minor

11

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220188 View Current/Active Curricula:  Start Over

**Learner** | Curricula | Study Path | Expected Graduation Data and Educational Goal

**GENERAL LEARNER**

From Term: 220188 To Term: 999999

Fall 2018 - Chicago Residence: R Resident, In State Tuition Student Centric Cycle

Active Fee Assessment Rate: 2188 UIC 2018-19 UGTP Rate Full or Part Time:  Full Time  Part Time  None

Transfer (Undergraduate) Class: 1 Freshman

**Additional Information**

Site: Session: Block: Citizenship:

1 of 1 Per Page Record 1 of 1

**CURRICULA SUMMARY - PRIMARY**

Priority	Term	Program	Catalog	Level	Campus	Outcome Key	Admission Type
1	220188	BA:Psychology -...	220188	Undergrad - Chicago	Chicago		Transfer Junior

1 of 1 Per Page Record 1 of 1

**FIELD OF STUDY SUMMARY**

Attached to Major Details

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220188	Major	Psychology	Psychology	
1	220188	Minor	Art		

SAVE

READ Record: 2/2 SOVLFOS.SOVLFOS\_PRIORITY\_NO [2] ellucian

Minor displays in FIELD OF STUDY SUMMARY on Learner tab



# Section 5 – Add an Attached Concentration

- Concentrations can be Added to a Current Term record where Registration Exists and also to Future Term records
- Program/Majors with Attached Concentrations are the Only Concentrations that can be Added to those Specific Programs/Majors

# Section 5 - Add an Attached Concentration – cont.

- Attached Concentrations should be Added at the Time of the Program Change to avoid having to add them during Graduation Application/Degree Processing
- **NOTE:** If you are only adding a Concentration to a Future Term where a Learner Term record Does Not Exist you will first have to Create a Future Effective Term record and then Duplicate the Program record on the Curriculum tab for the New Term

# Add an Attached Concentration

1

The screenshot displays the 'Curriculum Update Form' for student Bailey L. Testerfiv. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. A blue header bar shows the student ID (674717574) and a 'Start Over' button. The main content area is divided into several sections:

- GENERAL LEARNER:** Contains fields for 'From Term' (220191), 'To Term' (999999), 'New Term' (220191), and 'Spring 2019 - Chicago'. It also includes fields for 'Residence' (R), 'Student Status' (AS), 'Student Type' (T), 'Fee Assessment Rate' (2188), and 'Class' (1).
- Additional Information:** Includes fields for 'Site', 'Session', 'Lock', and 'Ship'.
- CURRICULA SUMMARY - PRIMARY:** A table with columns: Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type. It shows one record for 'BA:Psychology: ...' at 'Undergrad - Chicago'.
- FIELD OF STUDY SUMMARY:** A table with columns: Priority, Term, Type, Field of Study, Department, Attached to Major. It shows two records: 'Major' in 'Psychology' and 'Minor' in 'Art'.

Two blue callout boxes highlight specific areas: 'Verify Term' points to the 'New Term' field, and 'and Program' points to the 'Program' column in the 'CURRICULA SUMMARY - PRIMARY' table.

Activity Date: 10/10/2018 12:29:48 PM  
Activity User: BROCHE

SAVE



# Add an Attached Concentration

2

The screenshot shows the 'Curriculum Update Form' for student Bailey L. Testerfiv. The 'Curricula' tab is selected, as indicated by a blue callout box with the text 'Select Curricula tab'. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. Below the header, there are tabs for 'Learner', 'Curricula', 'Study Path', and 'Expected Graduation Data and Educational Goal'. The 'Curricula' section contains a table with columns for Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, and Admission Type. The table shows one entry for a Psychology major. Below this is the 'FIELD OF STUDY SUMMARY' section, which includes a table with columns for Priority, Term, Type, Field of Study, Department, and Attached to Major. The table lists a Psychology major and an Art minor. The bottom of the screen shows the 'Activity Date' as 10/10/2018 12:29:48 PM and the 'Activity User' as BROCHE. A 'SAVE' button is located in the bottom right corner.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfiv, Bailey L. Term: View Current/Active Curricula:  Start Over

**Curricula** Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER

From Term 220191

New Term 220191 Spring 2019 - Chicago

Residence

Student Status AS Active

Fee Assessment Rate 2188 UIC 2018-19 UGTP Rate

Student Type T Transfer (Undergraduate)

Class 1 Freshman

Student Centric Cycle

Full or Part Time Full Time Part Time

Additional Information

Site Block

Session Citizenship

1 of 2 Per Page Record 1 of 2

CURRICULA SUMMARY - PRIMARY

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220191	BA:Psychology: ...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

1 of 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY

Attached to Major Details

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220191	Major	Psychology	Psychology	
1	220191	Minor	Art		

Activity Date 10/10/2018 12:29:48 PM Activity User BROCHE SAVE



# Add an Attached Concentration

3

The screenshot shows a web application interface for updating a curriculum. The top navigation bar includes 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. The main header displays the learner's ID (674717574), name (Testerfive, Bailey L.), and term (220191). A 'Start Over' button is located in the top right.

The interface is divided into several sections:

- Curriculum / Field of Study:** Contains a 'CURRICULUM' table with columns for Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, Priority, and Grad. The first row is active and shows 'ACTIVE' activity for term 220191.
- Curriculum Details:** A table showing program (20FT1626BA), level (2U), campus (200), college (FT), degree (BA), and start/end dates.
- Field of Study:** Contains an 'Attached Concentrations' table with columns for Current, Activity, Status, Term, Type, Type Description, Priority, and Catalog. Two rows are shown, both active and in progress.
- Field of Study Details:** A table showing field of study (0338), department (2885), and other details.

Annotations include:

- A blue circle around the 'Insert', 'Delete', 'Copy', and 'Filter' buttons in the 'FIELD OF STUDY' section.
- A blue arrow pointing from the 'FIELD OF STUDY' section to a callout box.
- A blue callout box with the text: "Click the Next Section button to navigate to the FIELD OF STUDY section and activate the action buttons (Insert, Delete, ...)".

The bottom status bar shows 'Activity Date 10/10/2018 12:16:40 PM', 'Activity User BROCHE', and a 'SAVE' button.



# Add an Attached Concentration

4

**Click Insert in the FIELD OF STUDY section to create a new Field of Study row. Tab to the Type search field and click the search button.**

**Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)**  
ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

**CURRICULUM**

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	G
<input checked="" type="checkbox"/>	ACTIVE	99	220191	Spring 2019 - Chicago	220188	F 2018 - Chicago	1	

1 of 3 Per Page Record 1 of 3

**Curriculum** Status Details

Program	20FT1626BA	BA:Psychology: Applied -UIC	College	FT	Liberal Arts Sciences
Level	2U	Undergrad - Chicago	Degree	B	Bachelor of
Campus	200	Chicago	Start Date		End Date

**FIELD OF STUDY**

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191		...		220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MINOR	Minor	1	220188

**Field of Study**

Field of Study	...	Start Date	
Department	...	End Date	
Attached to Major	...	<input type="checkbox"/> Rolled	
Full or Part Time	...		

1 of 1 Per Page Record 2 of 3

EDIT Record: 2/3 SORLFOS.SORLFOS\_LFST\_CODE [2] ellucian



# Add an Attached Concentration

5

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

**Learner Field of Study Type (GTVLFST)**

Criteria

Code	Description	Activity Date	User I
CONCENTRATION	Concentration	03/04/2006	BANI
FTRANSFER-FOS	FOS for Future Transfer App	10/16/2008	RHO
MAJOR	Major	03/04/2006	BANI
MINOR	Minor	03/04/2006	BANI

Then select CONCENTRATION from the Learner Field of Study Type (GTVLFST) validation box. Click OK

Cancel OK

End Date   Rolled

SAVE

ellucian





# Add an Attached Concentration

6

The screenshot displays the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The user is 'Testerfive, Bailey L.' and the term is '220191'. The interface is divided into several sections:

- Curriculum / Field of Study:** Includes a table for 'CURRICULUM' with columns for Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, Priority, and G. The first row shows 'ACTIVE' activity for 'Spring 2019 - Chicago' (Term 220191) and 'Fall 2018 - Chicago' (Catalog Term 220188).
- Curriculum Details:** A table showing program information: Program (20FT1626BA), Level (2U), Campus (200), College (FT), Degree (BA), and Start/End Dates.
- Field of Study:** Includes a table for 'Attached Concentrations' with columns for Current, Activity, Status, Term, Type, Type Description, Priority, and Catalog. It lists three entries: MAJOR, CONCENTRATION, and MINOR, all with 'INPROGRESS' status for term 220191.
- Field of Study Search:** A form with fields for 'Field of Study', 'Department', 'Attached to Major', and 'Full or Part Time'. A callout bubble points to the search button next to the 'Field of Study' field.

**Callout:** Select the Field of Study search button



# Add an Attached Concentration

7

The screenshot displays the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The form is for 'Learner: Testerfive, Bailey L.' and 'Term: 220191'. The 'Curriculum / Field of Study' section is active, showing a table with columns: Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, Priority, and G. The table contains one row with 'ACTIVE' activity, '99' key sequence, '220191' term, 'Spring 2019 - Chicago' term description, '220188' catalog term, 'Fall 2018 - Chicago' catalog term description, and priority '1'. Below this, the 'FIELD OF STUDY' section is visible, showing a table with columns: Current, Activity, Status, Term, Major Description, Priority, and Catalog. The table contains three rows: 'MAJOR', 'CONCENTRATION', and 'MINOR', all with 'ACTIVE' activity and 'INPROGRESS' status. An 'Option List' dialog box is open, showing two options: 'All Concentration Codes' and 'Attached Concentrations'. A blue callout bubble points to the 'Attached Concentrations' option with the text: 'Select Attached Concentrations (these are the only valid concentrations for this program)'. The 'Attached Concentrations' option is highlighted with a mouse cursor. The 'Cancel' button is also visible in the dialog box. The bottom of the screen shows the 'ellucian' logo and the text 'G\$\_OPT\_BLOCK.SELECT\_A\_DESC [1]'.

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	G
<input checked="" type="checkbox"/>	ACTIVE	99	220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1	

Current	Activity	Status	Term	Major Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	CONCENTRATION	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MINOR	1	220188



# Add an Attached Concentration

8

The screenshot displays the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The form is for learner 'Testerfive, Bailey L.' in term '220191'. The 'Attached Concentrations' dialog box is open, showing a table with the following data:

Conc	Description	Eff Term Code	Attached to	Conc Rule	Major
1626	Psychology: Applied	000000	Major	32	0338

The dialog box also includes a search criteria field, a 'Cancel' button, and an 'OK' button. A blue callout box with the text 'Select the Concentration and click OK' points to the 'OK' button. The background interface shows various tabs like 'Learner', 'Curricula', and 'Study Path', along with a 'Curriculum / Field of Study' section containing details like 'Program 20FT1626BA', 'Level 2U', and 'Campus 200'.



# Add an Attached Concentration

9

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC) ADD RETRIEVE RELATED TOOLS

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

▼ CURRICULUM Insert Delete Copy Filter

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	G
<input checked="" type="checkbox"/>	ACTIVE	99	220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1	

1 of 3 1 Per Page Record 1 of 3

**Curriculum** Status Details

Program	20FT1626BA	BA:Psychology: Applied -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date		End Date

▼ FIELD OF STUDY Insert Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	CONCENTRATION	Concentration	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MINOR	Minor	1	220188

**Field of Study**

Field of Study	1626	...	Psychology: Applied	Start Date	
Department		...		End Date	
Attached to Major	0338	...	Psychology	<input type="checkbox"/> Roll	
Full or Part Time		...			

1 of 1 2 Per Page Record 2 of 3

SAVE

javascript; DEPT\_CODE [2] ellucian

Save the record



# Add an Attached Concentration

10

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS 1

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

Saved successfully (1 rows saved)

Record is saved

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	G
<input checked="" type="checkbox"/>	ACTIVE	99	220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1	

1 of 3 Per Page Record 1 of 3

Curriculum Status Details

Program	20FT1626BA	BA:Psychology: Applied -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date		End Date

FIELD OF STUDY

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MINOR	Minor	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	CONCENTRATION	Concentration	1	220188

Field of Study

Field of Study	0338	Psychology	Start Date	
Department	2885	Psychology	End Date	
Attached to Major		...	<input type="checkbox"/> Rolled	
Full or Part Time				

Activity Date 10/10/2018 12:16:40 PM Activity User BROCHE

SAVE

EDIT Record: 1/3 SORLFOS.SORLFOS\_CACT\_CODE [1] ellucian



# Add an Attached Concentration

11

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS 1

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

✓ Saved successfully (1 rows saved)

Learner **Curricula** Study Path Expected Graduation Data and Educational Cost

**Curriculum / Field of Study**

**CURRICULUM** Insert Delete Copy Filter

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	G
<input checked="" type="checkbox"/>	ACTIVE	99	220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1	

1 of 3 Per Page Record 1 of 3

**Curriculum** Status Details

Program	20FT1626BA	BA:Psychology: Applied -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago	Degree	BA	Bachelor of Arts
Campus	200	Chicago	Start Date		End Date

**FIELD OF STUDY** Insert Delete Copy Filter

Attached Concentrations Inactivate

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	MINOR	Minor	1	220188
<input checked="" type="checkbox"/>	ACTIVE	INPROGRESS	220191	CONCENTRATION	Concentration	1	220188

**Field of Study**

Field of Study	0338	Psychology	Start Date	
Department	2885	Psychology	End Date	
Attached to Major	<input type="text"/>	...	<input type="checkbox"/>	Rolled
Full or Part Time				

Activity Date 10/10/2018 12:16:40 PM Activity User BROCHE

EDIT Record: 1/3 SORLFOS.SORLFOS\_CACT\_CODE [1] ellucian

Return to the Learner tab



# Add an Attached Concentration

12

The screenshot displays the 'Curriculum Update Form' for a learner named Bailey L. Testerfive. The form is titled 'Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The learner's ID is 674717574, and the term is 220191. The 'Learner' tab is active, showing a 'GENERAL LEARNER' summary with fields for From Term (220191), To Term (999999), New Term (220191 - Spring 2019 - Chicago), Residence (Resident, In State Tuition), Student Status (Active), Fee Assessment Rate (UIC 2018-19 UGTP Rate), Student Type (Transfer (Undergraduate)), and Class (Freshman). Below this is an 'Additional Information' section with fields for Site, Block, Session, and Citizenship. The 'CURRICULA SUMMARY - PRIMARY' table shows one record for a BA in Psychology. The 'FIELD OF STUDY SUMMARY' table shows three records: a Major in Psychology, a Minor in Art, and a Concentration in Psychology: Applied. A blue callout box points to the 'Psychology: Applied' row in the 'FIELD OF STUDY SUMMARY' table, stating: 'Concentration displays in FIELD OF STUDY SUMMARY on Learner tab'. The bottom of the screen shows the activity date (10/10/2018 02:07:43 PM), activity user (BROCHE), and the ellucian logo.

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220191	BA:Psychology: ...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

Priority	Term	Type	Field of Study	Department
1	220191	Major	Psychology	
1	220191	Minor	Art	
1	220191	Concentration	Psychology: Applied	Psychology



# Add an Attached Concentration

13

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (ZUIC)'. The form is for learner 'Testerfive, Bailey L.' in term '220191'. The 'GENERAL LEARNER' section is expanded, showing fields for 'From Term' (220191), 'To Term' (999999), 'New Term' (220191), 'Residence' (R), 'Student Status' (AS), 'Student Type' (T), 'Fee Assessment Rate' (2188), and 'Full or Part Time' (Full Time). A blue callout box points to the 'New Term' field with the text: 'Use this bar in the GENERAL LEARNER section to navigate to additional terms'. Below this are sections for 'CURRICULA SUMMARY - PRIMARY' and 'FIELD OF STUDY SUMMARY'. The 'FIELD OF STUDY SUMMARY' table shows three entries: Major (Psychology), Minor (Art), and Concentration (Psychology: Applied). The interface includes a sidebar with navigation icons, a top toolbar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS', and a bottom status bar with 'Activity Date', 'Activity User', and 'SAVE'.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (ZUIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

Learned Curricula Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER

From Term 220191 To Term 999999

New Term 220191 Spring 2019 - Chicago

Residence R Resident, In State Tuition

Student Status AS Active

Student Type T Transfer (Undergraduate)

Fee Assessment Rate 2188 UIC 2018-19 UGTP Rate

Student Centric Cycle

Full or Part Time Full Time Part Time

Additional Information

Site

Session

1 of 2 Per Page Record 1 of 2

CURRICULA SUMMARY - PRIMARY

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type
1	220191	BA:Psychology: ...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior

1 of 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY

Attached to Major Details

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220191	Major	Psychology	Psychology	
1	220191	Minor	Art		
1	220191	Concentration	Psychology: Applied		Psychology

Activity Date 10/10/2018 02:07:43 PM Activity User BROCHE

EDIT Record: 1/2 SGBSTDN.SGBSTDN\_TERM\_CODE\_EFF [1] ellucian





# Add an Attached Concentration

14

Curriculum Update Form SZACURU 9.3.9 UI\_SGUE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

**Learner** Curricula Study Path Expected Graduation Data and Educational Goal

GENERAL LEARNER

From Term 220188 To Term 220191

New Term 220188 ... Fall 2018 - Chicago

Residence R ... Resident, In State Tuition

Student Status AS ... Active

Student Type T ... Transfer (Undergraduate)

Fee Assessment Rate 2188 ... UIC 2018-19 UGTP Rate

Student Centric Cycle

Full or Part Time  Full Time  Part Time  None

Additional Information

Site ...

Session ...

2 of 2 Per Page Record 2 of 2

CURRICULA SUMMARY - PRIMARY

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type	Admission	Matriculation	Stu
1	220188	BA:Psychology -...	220188	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Arts		Transfer Junior	220188		Tra

1 of 1 Per Page Record 1 of 1

FIELD OF STUDY SUMMARY

Attached to Major Details

Activity Date 10/10/2018 11:48:50 AM Activity User BROCHE

EDIT Record: 2/2 SGBSTDN.SGBSTDN\_TERM\_CODE EFF [2] SAVE ellucian

Previous term displays



# Section 6 – Add a Second Degree (Program) for a Future Effective Term

- Create a future effective term (see Section 2)
- Verify the Term/Program Information
- Change the Program
- NOTE: NEVER change the Admission Term
- Verify New Program Information

# Add a Second Degree (Program) for a Future Term

1

The screenshot shows the 'Curriculum Update Form' for student 'Testerfive, Bailey L.' in term '220191'. A green notification bar at the top indicates 'Saved successfully (1 rows saved)'. The interface is divided into several sections:

- GENERAL LEARNER:** Contains fields for 'From Term' (220191), 'New Term' (220191), 'Spring 2019 - Chicago', 'Residence' (R), 'Student Status' (AS), 'Student Type' (T), 'Fee Assessment Rate' (2188), and 'Class' (1).
- Additional Information:** Includes 'Site' and 'Session' dropdowns.
- CURRICULA SUMMARY - PRIMARY:** A table with columns: Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type. It shows one record for 'BA:Psychology' in term '220188'.
- FIELD OF STUDY SUMMARY:** A table with columns: Priority, Term, Type, Field of Study, Department, Attached to Major. It shows 'Attached to Major Details'.

Two blue callout boxes provide instructions:

- One points to the 'New Term' field with the text: "Verify new future effective term".
- Another points to the 'Program' field in the 'CURRICULA SUMMARY - PRIMARY' table with the text: "and priority 1 program (primary curriculum) copied from prior effective term".



# Add a Second Degree (Program) for a Future Term

2

The screenshot shows the 'Curriculum Update Form' for a learner named Bailey L. Testerfive. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. Below this, there are tabs for 'Learner', 'Curricula', 'Study Path', and 'Expected Graduation Data and Educational Goal'. The 'Curricula' tab is active, showing a table with columns for 'Current', 'Activity', 'Key Sequence', 'Term', and 'Term Description'. A single row is visible with 'ACTIVE' activity and 'Fall 2018 - Chicago' term. Below the table are buttons for 'Replace', 'Duplicate/Reg exists', and 'Roll to Outcome'. A blue callout box points to the 'Duplicate/Reg exists' button with the text: 'Click the Duplicate/Reg exists button'. Another blue callout box points to the 'Curricula' tab with the text: 'Navigate to the Curricula tab. Verify the existing priority one program (and an existing minor) was duplicated. Before you can add a second degree program you need to duplicate the primary program with the new effective term.' Below the table is a 'Curriculum' section with fields for 'Program' (20FT0338), 'Level' (2U), and 'Campus' (200). Below that is a 'FIELD OF STUDY' section with a table showing 'Attached Concentrations' with columns for 'Current', 'Activity', 'Term', 'Type', 'Type Description', 'Priority', and 'Catalog'. Two rows are visible: one for 'MAJOR' and one for 'MINOR'. At the bottom, there are fields for 'Field of Study', 'Department', 'Attached to Major', and 'Full or Part Time'. The interface also includes a sidebar with navigation icons and a footer with the UIC logo.

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description
<input checked="" type="checkbox"/>	ACTIVE		99 220188	Fall 2018 - Chicago

1 of 1 Per Page

**Curriculum** Status Details

Program	20FT0338	BA:Psychology -UIC
Level	2U	Undergrad - Chicago
Campus	200	Chicago

Degree BA Bachelor of Arts

Start Date End Date

**FIELD OF STUDY** Insert Delete Copy Filter

Attached Concentrations Ina

Current	Activity	Term	Type	Type Description	Priority	Catalog
<input checked="" type="checkbox"/>	ACTIVE	220188	MAJOR	Major	1	220188
<input checked="" type="checkbox"/>	ACTIVE	220188	MINOR	Minor	1	220188

**Field of Study**

Field of Study	03	Start Date
Department	28	End Date
Attached to Major	<input type="checkbox"/>	<input type="checkbox"/> Rolled
Full or Part Time		

1 of 1 Per Page Record 1 of 2

UIC

# Add a Second Degree (Program) for a Future Term

3

The screenshot shows the 'Curriculum Update Form' for a student named Bailey L. Testerfive in term 220191. The interface includes a navigation sidebar on the left with icons for home, search, and user profile. The main content area is titled 'Curriculum / Field of Study' and contains a table of curriculum records. The first record is highlighted in yellow and has callouts pointing to its 'Term' (220191) and 'Priority' (1) fields. Below the table, there are sections for 'Curriculum' and 'FIELD OF STUDY' with various dropdown menus and input fields. A 'SAVE' button is located at the bottom right of the form.

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	Graduation
<input checked="" type="checkbox"/>	ACTIVE	...	99 220191	Spring 2019 - Chicago	220188	Fall 2018 - Chicago	1	

**Curriculum**

Program	20FT0338BA	...	BA:Psychology	...	College	FT	...	Liberal Arts & Sciences
Level	2U	...	Undergrad - Chicago	...	Degree	BA	...	Bachelor of Arts
Campus	200	...	Chicago	...	Start Date		End Date	

**FIELD OF STUDY**

Current	Status	Term	Type	Type Description	Priority	Log
<input checked="" type="checkbox"/>	INPROGRESS	220191	MAJOR	Major		188

**Callouts:**

- This copies the program from the previous term,
- sets a new (future) effective term,
- and sets a priority of 1.
- Save the record.

**SAVE**



# Add a Second Degree (Program) for a Future Term

4

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The user is 'Testerfive, Bailey L.' and the term is '220191'. A green notification bar at the top indicates 'Saved successfully (3 rows saved)'. The interface is divided into several sections: 'Curriculum / Field of Study', 'CURRICULUM', 'Curriculum', 'FIELD OF STUDY', and 'Field of Study'. The 'CURRICULUM' section contains a table with columns: Current, Activity, Key Sequence, Term, Term Description, Catalog Term, Catalog Term Description, Priority, and Graduation. The first row is checked and shows 'ACTIVE' activity for term '220191' (Spring 2019 - Chicago) with catalog term '220188' (Fall 2018 - Chicago). The 'Curriculum' section shows details for Program '20FT0338BA' (BA:Psychology -UIC), Level '2U' (Undergrad - Chicago), and Campus '200' (Chicago). The 'FIELD OF STUDY' section contains a table with columns: Current, Activity, Term, Type, Type Description, Priority, and Catalog. It lists two active entries for term '220191': a MAJOR and a MINOR, both with priority '1' and catalog '220188'. The 'Field of Study' section shows details for Field of Study '0338' and Department '2885'. A blue callout bubble points to the 'Term' field in the 'Curriculum' table, stating 'Verify new future effective term'. Another blue callout bubble points to the '+ Insert' button in the top right of the 'CURRICULUM' table, stating 'Click the Insert action button to open a page to create the secondary record.' The bottom of the interface shows 'Activity Date 10/16/2018 02:28:42 PM', 'Activity User BROCHE', and a 'SAVE' button. The footer includes 'javascript;', 'ACT\_CODE [1]', and the 'ellucian' logo.

Verify new future effective term

Click the Insert action button to open a page to create the secondary record.



# Add a Second Degree (Program) for a Future Term

5

The screenshot shows the 'Curriculum Update Form' for a learner named 'Testerfive, Bailey L.' in term '220191'. The main table lists the current curriculum with 'ACTIVE' status and 'Spring 2019 - Chicago' term. A callout points to the 'Term' column, stating: 'Now enter the second (priority 2) degree program'. Another callout points to the 'Catalog Term' column, stating: 'The catalog term defaults to the new term'. Below the table, the 'Program' field has a search button (three dots). A callout points to this button: 'Click the Program search button to open the option list'. An 'Option List' dialog box is open, showing options: 'All Program Codes', 'Base Curriculum Rules by Program', 'Change Curriculum' (highlighted with a mouse cursor), and 'Curriculum Rules'. A callout points to the 'Change Curriculum' option: 'Choose Change Curriculum in the Options List'. Another callout points to the 'Priority' column in the table, stating: 'and the priority is 2'. The interface includes a sidebar with navigation icons, a 'SAVE' button at the bottom right, and the 'ellucian' logo.

Now enter the second (priority 2) degree program

The catalog term defaults to the new term

Click the Program search button to open the option list

Choose Change Curriculum in the Options List

and the priority is 2

# Add a Second Degree (Program) for a Future Term

6

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS 1

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

Base Curriculum Items will be Replaced.

Learner **Curricula** Study Path Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

CURRICULUM

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority
<input checked="" type="checkbox"/>	ACTIVE		220191	Spring 2019 - Chicago	220191	Spring 2019 - Chicago	

2 of 2  Per Page

**Curriculum** Status Details

Program	<input type="text"/>	College	<input type="text"/>
Level	<input type="text"/>	Degree	<input type="text"/>
Campus	<input type="text"/>	Start Date	<input type="text"/>
		End Date	<input type="text"/>

**FIELD OF STUDY**

Current	Activity	Status	Term	Type	Type Description	Priority	Catalog
<input type="checkbox"/>							

**Field of Study**

Field of Study	<input type="text"/>	Start Date	<input type="text"/>
Department	<input type="text"/>	End Date	<input type="text"/>
Attached to Major	<input type="text"/>	<input type="checkbox"/> Rolled	
Full or Part Time	<input type="text"/>		

of 1  Per Page Record 1 of 1

Click OK





# Add a Second Degree (Program) for a Future Term

7

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

Start Over

Learner Curricula Study Path Expected Graduation Data and Educational Goal

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term
<input checked="" type="checkbox"/>	ACTIVE		220191

2 of 3 Per Page

Curriculum Status Details

Program

Level

Campus

FIELD OF STUDY

Attached Concentrations Inactivate

Current	Activity	Status
<input type="checkbox"/>		

Field of Study

Department

Attached to Major

Full or Part Time

1 of 1 Per Page Record 1 of 1

### Change Curriculum

Criteria

Program	Campus	Level	College	Degree	Rule	Sel
20FT1008BA	200	2U	FT	BA	237	Y
20FT1072BS	200	2U	FT	BS	207	Y
20FT1103BA	200	2U	FT	BA	209	Y
20FT1113BA	200	2U	FT	BA	225	Y
20FT1174BS	200	2U	FT	BS	232	Y
20FT1279BA	200	2U	FT	BA	2678	Y
20FT1291BA	200	2U	FT	BA	234	Y
20FT1292BA	200	2U	FT	BA	233	Y
20FT1336BA	200	2U	FT	BA	227	Y

1 of 1 Per Page Record 2 of 18

Cancel OK

Select desired Program code and Click OK



# Add a Second Degree (Program) for a Future Term

8

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:  Start Over

**Curricula** | Study Path | Expected Graduation Data and Educational Goal

**Curriculum / Field of Study**

**CURRICULUM** Insert Delete Copy Filter

*Replace* *Duplicate/Reg exists* *Roll to Outcome*

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	Graduation Sequence
<input checked="" type="checkbox"/>	ACTIVE		220191	Spring 2019 - Chicago	220191	Spring 2019 - Chicago	2	

2 of 3 | 1 Per Page | Record 2 of 3

**Curriculum** | Status Details

Program	20FT1072BS	BS:Biological Sciences -UIC	College	FT	Liberal Arts & Sciences
Level	2U	Undergrad - Chicago		BS	Bachelor of Science
Campus	200	Chicago	Start Date	End Date	

**FIELD OF STUDY** Insert Delete Copy Filter

*Attached Concentrations* *Inactivate*

Current	Activity	Status	Term	Type	Type Description
<input type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major

**Field of Study**

Field of Study	1072	Biological Sciences	Start Date	
Department	2453	Biological Sciences	End Date	
Attached to Major			<input type="checkbox"/>	Rolled
Full or Part Time				

1 of 1 | 3 Per Page | Record 1 of 1

SAVE

The Curriculum and Field of Study sections populate.



# Add a Second Degree (Program) for a Future Term

9

The screenshot shows the 'Curriculum Update Form' for 'SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)'. The learner is 'Testerfive, Bailey L.' and the term is '220191'. The 'Curricula' tab is active, showing a table with one entry: 'ACTIVE' for 'Spring 2019 - Chicago'. Below the table is the 'Status Details' form, where the 'Admission Term' is set to '220188'. A callout box points to this field with the text: 'Navigate to the Status Details tab and enter the original Admissions Term (will default to new term on Save if not changed)'. Below the 'Status Details' form is the 'Field of Study' section, which includes a table with one entry: 'ACTIVE' for 'INPROGRESS' in '220191' as a 'MAJOR'. Below this table is another form with fields for 'Field of Study' (1072), 'Department' (2453), 'Attached to Major', and 'Full or Part Time'. A second callout box points to the bottom right of the interface with the text: 'Save the record. (Note: You must make changes on the Status Details tab BEFORE you Save.)'. At the bottom right, there is a 'SAVE' button. The interface also includes a sidebar with navigation icons and a top bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons.

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description
<input checked="" type="checkbox"/>	ACTIVE		220191	Spring 2019 - Chicago	220191	Spring 2019 - Chicago

Current	Activity	Status	Term	Type	Type Description
<input type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major

Field of Study

Field of Study	1072	Biological Sciences	Start Date	
Department	2453	Biological Sciences	End Date	
Attached to Major			<input type="checkbox"/>	Rolled
Full or Part Time				



# Add a Second Degree (Program) for a Future Term

10

Curriculum Update Form SZACURU 9.3.9 UI\_SGHE096 (BANDR3) (2UIC)

ADD RETRIEVE RELATED TOOLS 1

ID: 674717574 Testerfive, Bailey L. Term: 220191 View Current/Active Curricula:

Saved successfully (2 rows saved)

Learner Curricula Study Path Expected Graduation Data and Educational Goal

Curriculum / Field of Study

CURRICULUM

Replace Duplicate/Reg exists Roll to Outcome

Current	Activity	Key Sequence	Term	Term Description	Catalog Term	Catalog Term Description	Priority	Graduation Sequence
<input checked="" type="checkbox"/>	ACTIVE		220191	Spring 2019 - Chicago	220191	Spring 2019 - Chicago	2	

1 of 3 Per Page

Curriculum Status Details

Admission Type	...	Rolled to Outcome	
Admission Term	220188	Student Type	...
Application		Site	...
Matriculated Term	...	Rate	...
Roll Learner	No	Leave of Absence	...

FIELD OF STUDY

Current	Activity	Status	Term	Type	Type Description
<input type="checkbox"/>	ACTIVE	INPROGRESS	220191	MAJOR	Major

Field of Study

Field of Study	1072	Biological Sciences	Start Date	
Department	2453	Biological Sciences	End Date	
Attached to Major			<input type="checkbox"/> Rolled	
Full or Part Time				

Activity Date 10/16/2018 10:52:54 PM Activity User BROCHE

SAVE

EDIT Record: 2/3 SORLCUR.SORLCUR\_TERM\_CODE\_ADMIT [2] ellucian

The record is saved (CURRICULUM and FIELD OF STUDY)

Click the message number to close the message and reveal the Start Over button.



# Add a Second Degree (Program) for a Future Term

11

The screenshot shows the 'Curriculum Update Form' for student Bailey L. Testerfive in term 220191. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. A 'Start Over' button is visible in the top right. The main content area is divided into several sections: 'GENERAL LEARNER' with fields for 'From Term' (220191), 'New Term' (220191 - Spring 2019 - Chicago), 'Student Status' (AS - Active), and 'Student Type' (T - Transfer (Undergraduate)); 'Additional Information' with fields for 'Site', 'Block', 'Session', and 'Citizenship'; 'CURRICULA SUMMARY - PRIMARY' which is a table with columns for Priority, Term, Program, Catalog, Level, Campus, College, Degree, Outcome Key, Admission Type, Admission, and Matriculation; and 'FIELD OF STUDY SUMMARY' with columns for Priority, Term, Type, Field of Study, and Department. A 'SAVE' button is located at the bottom right. Three callout boxes provide instructions: the top one points to the 'Start Over' button and the 'New Term' field; the middle one points to the 'CURRICULA SUMMARY - PRIMARY' table; and the bottom one points to the navigation arrows in the 'CURRICULA SUMMARY' section.

Navigate to the Learner tab after clicking Start Over. Verify the primary (priority 1) and secondary (priority 2) programs. Both programs should have the same new effective Term. The Catalog Term should be the same as the admission term.

Verify the priority 1 program in the CURRICULA SUMMARY section

Use the next Section button on the lower to activate the navigation arrows in the CURRICULA SUMMARY. Click the next arrow to navigate to the secondary (priority 2) program



# Add a Second Degree (Program) for a Future Term

12

The screenshot shows the 'Curriculum Update Form' for student Bailey L. Testerfive in term 220191. The interface includes a top navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. A 'Start Over' button is in the top right. The main content area is divided into several sections: 'GENERAL LEARNER' with fields for 'From Term' (220191) and 'New Term' (220191, Spring 2019 - Chicago); 'Student Status' (AS, Active); 'Student Type' (T, Transfer (Undergraduate)); 'Fee Assessment Rate' (2188, UIC 2018-19 UGTP Rate); and 'Full or Part Time' (None selected). Below this is the 'Additional Information' section with fields for 'Site', 'Session', 'Block', and 'Citizenship'. The 'CURRICULA SUMMARY - SECONDARY' section contains a table with the following data:

Priority	Term	Program	Catalog	Level	Campus	College	Degree	Outcome Key	Admission Type	Admission	Matriculation
2	220191	BS:Biological Sci...	220191	Undergrad - Chicago	Chicago	Liberal Arts & Scienc...	Bachelor of Scie...			220188	

The 'FIELD OF STUDY SUMMARY' section shows a table with the following data:

Priority	Term	Type	Field of Study	Department	Attached to Major
1	220191	Major	Biological Sciences	Biological Sciences	

At the bottom, there are 'EDIT' and 'SAVE' buttons, and a footer with 'Record: 2/2', 'SOVLCUR.SOVLCUR\_PRIORITY\_NO [2]', and the 'ellucian' logo.

**Callout 1:** Verify the priority 2 program in the CURRICULA SUMMARY – SECONDARY section. Note the title bar reflects that this is secondary.

**Callout 2:** Verify the priority 2 program and attributes in the CURRICULA SUMMARY section



# Need help????

- If you have questions regarding processing curriculum changes – contact the Office of Student Systems Services ([ossallemployees@uillinois.edu](mailto:ossallemployees@uillinois.edu))
- Registrar's Office – 312-996-8600

Academic and Enrollment Services | Office of Student Systems Services

