

**DESCRIPTION  
OF  
STATISTICS CANADA'S  
ENHANCED  
STUDENT INFORMATION SYSTEM  
(ESIS)**

**(Formerly referred to as the Student Record Database - SRD)**

Centre for Education Statistics  
Statistics Canada  
June, 1997



# **Description of Statistics Canada's Enhanced Student Information System (ESIS)**

June, 1997

## **Objectives**

Statistics Canada's Enhanced Student Information System (ESIS) has been designed to meet the following objectives:

- To replace current postsecondary enrolment and graduate surveys with a single survey that captures all enrolments at all Canadian postsecondary institutions for a full twelve month period, rather than capturing fall enrolments only.
- To collect tuition and living fee information that is comparable across all types of postsecondary institutions.
- To ensure that wherever possible data collected for ESIS is comparable with the historical data of the surveys the ESIS will be replacing (Trade/vocational, Career/technical and University enrolments and graduates surveys, Tuition and Living Fees)
- To enable Statistics Canada to track students within and between institutions and provinces, over time, and thereby build a comprehensive picture of student flows within Canadian institutions.
- To enable Statistics Canada to develop a sample frame for student sample surveys such as the National Graduates Survey (NGS).
- To increase the utility of the data to clients by increasing the number of criteria used to classify program of study.
- To relate program/course information to other data sets (e.g. skills and occupations)
- To minimize the response burden placed on the institutions by, as much as possible, collecting information as it is stored by the institution in their own administrative systems.
- To ensure ESIS can meet the new enrolment information needs of primary stakeholders.
- To collect non-credit/continuing education student enrolment information from all postsecondary institutions and, if possible, to link those students across time and institutions in the same manner as credit programs/courses.

## **Background**

The Postsecondary Section of the Centre for Education Statistics at Statistics Canada currently has three administrative survey systems to gather information about student enrolment and graduates at Canadian postsecondary institutions. They are: the University Student Information System (USIS) survey, the Community College Student Information System (CCSIS) survey and the Trade/vocational (TVOC) survey. The current USIS and CCSIS surveys were developed in the 1970's; the TVOC survey was implemented in the early 1980's.

While these surveys were adequate to meet the information needs of the previous decade, both the structure of the postsecondary education system, and the information needs related to it, have changed substantially since then. Recognition of these changes and the subsequent deficiencies of the existing postsecondary surveys led to the development of the Enhanced Student Information System (ESIS) project.

Replacing all existing administrative enrolment and graduates surveys with a single survey requires that ESIS is flexible enough to accurately reflect the wide range of conditions and practices existing within Canadian postsecondary institutions. It also requires that ESIS can be easily adjusted as conditions change. This need for flexibility in turn requires Statistics Canada



to request detailed information about the student and the programs/courses in which they are enrolled.

Many of the deficiencies of the current Student Information Systems relate to the point-in-time snapshot of fall enrolments and the basis on which Full-time Equivalence (FTE) is calculated. There is some question that a fall snapshot is truly representative of the full-year enrolment at today's institutions. With respect to FTE, especially as it is used for funding purposes, there is clearly a need to have a system that can distinguish between students taking 3 courses per term and those taking 5 or more.

To meet the requirement that all enrolments at postsecondary institutions are captured, it is necessary to capture all enrolments over a full twelve month period. Because ESIS data must also be linked to historical enrolment data, there is further need for detailed information about the institution and the programs/courses it offers. For example, trade/vocational information is currently reported for a full year. However, both career/technical and university enrolments are currently reported as of a point in time in the Fall session. Therefore, to accurately compare ESIS and historical data, ESIS must contain information such as the student's program/course start-date and end-date so Statistics Canada can generate enrolment statistics pertaining to different points in time.

Another problem with current enrolment databases is that of being unable to follow a student's academic career. In an age that promotes the concept of "life-long learning" it is essential to be able to follow individuals across time and institutions if student level data is to be used to its fullest potential. As noted above, the student tracking function is one of the main objectives of the ESIS. We therefore ask for a number of different elements that can be used to positively identify individuals and link them to all of their current and previous educational activities.

Note: Some variables appear redundant but have been included to enable Statistics Canada to obtain essential information in the event that the institution is not able to provide the preferred data. (e.g. with Social Insurance Number (SIN), one to one identification of students across institutions over time should be easy. However, if all institutions cannot provide SIN then secondary characteristics would be required to obtain a one to one match -- student name, birth-date and gender)

The detailed full-year program and course information requested will greatly enhance existing information systems by enabling Statistics Canada (STC) to:

- classify programs in consistent categories, as required by analysts
- link program content to skill development and the needs of the labour market
- derive a number of elements (e.g. actual years of study) that would otherwise have to be calculated by the institution.
- compile a complete academic history for each student and thereby develop a better sense of how and when students are pursuing educational goals and how these trends change over time.
- derive a standardized FTE for all students and institutions in Canada that is based on the precise course-load of the individual student.
- link student work-loads to performance and other student characteristics.
- meet the vast majority of our national and international reporting obligations with information contained in ESIS, rather than having to make ad-hoc requests to the institutions.



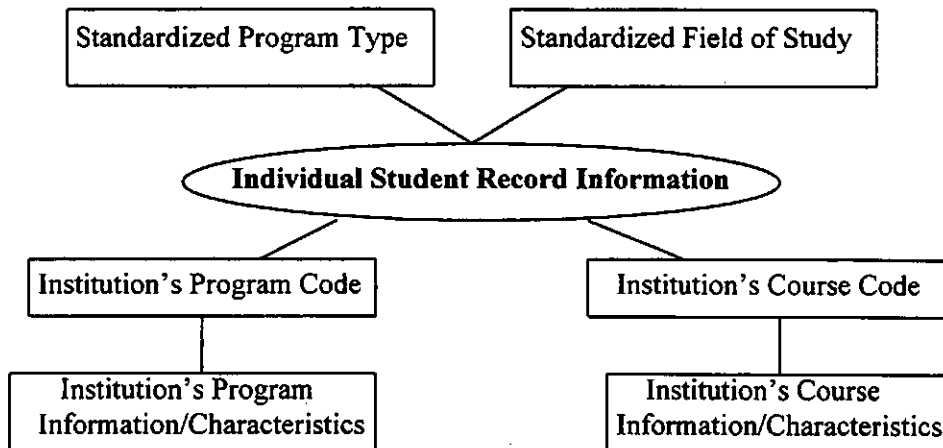
Finally, given the need for detailed individual student record information, it is essential that all institutions submit their data in electronically. Only with electronic individual student record information can the potential of the ESIS be realized.

**How it works:**

Statistics Canada, with the cooperation of the institutions, hopes to meet most of the ESIS data requirements by using information the institutions already keep for their own administrative needs. Statistics Canada recognizes that institutions may not currently collect all of the information it is requesting. It is our hope that all institutions will, over time, move toward collecting and reporting a common set of elements by supplementing their data holdings to meet the new reporting needs.

The information requested in ESIS falls into two distinct categories: student information and institutional information/characteristics. Student information is in turn broken down into descriptive/demographic information about the student, information about the student's program(s) and, for university institutions, information about the student's course(s), as it is known to the institution. Institutional information is similarly sub-divided into descriptive information/characteristics about the institution, information about the programs offered by the institution, and information about courses offered by the institution. Institutional information is referred to as "metadata" or "meta-information."

Student enrolment/graduate information relates to the academic history of individual students. Institutional program and course information/characteristics serve to describe and distinguish between the programs and courses offered at the institution. Statistics Canada will use the institution's program and course information/characteristics to match student enrolment/graduate information to standardized classifications. The standardized classifications will allow accurate comparisons of enrolment/graduate information within and between institutions, and across all provinces. . .







Descriptive program and course information/characteristics will be extracted from academic calendar type information, course master files and timetables and supplemented with other related information available from the institution. At the beginning of each academic year, Statistics Canada will be asking institutions for an electronic version of their academic calendar and other related information. This will provide Statistics Canada time to classify the programs and courses offered at the institution prior to receiving the enrolment information. As much as possible, Statistics Canada hopes to obtain this information in electronic form, as it is stored within the institution's administrative system.

At the end of the twelve month reporting period used by the institution, Statistics Canada will request individual student record information for each student enrolled at the institution over that period. Ideally institutions will report all students and all the programs/courses taken by that student over an academic year starting in May and finishing in April. Student record information will include:

- student identification information (as it is kept by the institution) to enable tracking a single student across time and institutions (e.g. student's name, institution's student ID number, Social Insurance Number &/or other identification).
- student contact information (address and telephone number) to build a sample frame for student sample surveys such as the National Graduates Survey.
- student demographic characteristics (re: educational research and to meet national and international reporting obligations).
- enrolment information for all programs/courses taken by a student over the reporting period
- information about the student's previous education and, if possible, the student's previous labour force activity.

Previous education information is needed to track students within and between institutions, and to enable Statistics Canada to meet its reporting obligations (e.g. provide internationally comparable statistics for the OECD). Eventually, as ESIS is expanded nation wide, and the number of years held in the database increase, previous education can be derived from the database. Until our data holdings are developed, Statistics Canada has no administrative source for this information except that captured by the institutions. At the start of the ESIS project, Statistics Canada had hoped to obtain previous education information from the administrative systems of the institutions. Unfortunately, in many cases institutions do not currently capture previous education information and have indicated that it would be a substantial burden to do so. It is hoped that the advent of on-line application and registration systems will, in the future, provide a means of obtaining this information in a manner that minimizes the burden to the institutions.

Statistics Canada recognizes that implementing ESIS cannot proceed without the active cooperation of stakeholders (including the institutions). Further, to ensure a smooth transition from existing Student Information Systems to ESIS, it is imperative that the implementation of the new system proceeds at a manageable pace.

Toward this, Statistics Canada, is currently conducting two pilot tests of the ESIS system. One test with Maritime university institutions and another with Ontario colleges. Concurrent testing of the system at both college and university level institutions, combined with further consultation with stakeholders, will clearly identify the strengths and weaknesses of the system before implementing it nationally. Once ESIS has been tested with the pilot institutions, Statistics Canada will be approaching other postsecondary institutions and provinces re: adopting ESIS.



### ESIS Pilot Tests:

In the Fall of 1995, the Ontario Ministry of Education and Training informed Statistics Canada that they would no longer be providing Statistics Canada with student enrolment and graduate information for Ontario colleges. At this point Statistics Canada was left with a data gap representing about one-third of all Canadian college enrolments. However, rather than go to the Ontario Colleges with the existing surveys, it was decided to take the opportunity to try to develop and test means of enhancing current information systems.

After reviewing a number of papers identifying data needs, and after consultation with agencies associated with the Ontario Colleges, a group of five colleges were selected to pilot test the new system. While Statistics Canada was looking to initiate an Ontario college pilot of ESIS, the Maritime Provinces Higher Education Commission (MPHEC) contacted Statistics Canada regarding a new system that they were developing that was conceptually very similar to the approach to be taken with ESIS. Statistics Canada accepted the MPHEC's invitation to join with them in developing and pilot-testing ESIS at seven Maritime universities and one Maritime college.

The first phase of the pilots involved consultation with the pilot institutions regarding what types of information they held in their systems and what format that information was stored in. In essence, Statistics Canada sought to identify what types of information were feasible to collect, and to ascertain whether or not the data model and elements of ESIS were based on valid assumptions about the institutions' administrative information systems.

With each meeting of the pilot institutions the list of data elements and their associated codes were further refined to reflect information received. Throughout the consultation process, Statistics Canada made efforts to keep ESIS robust enough to allow one system to accommodate both college and university level institutions. The intent is to have one database of all postsecondary enrolments and graduates, and one reporting system to collect the information. Based on information obtained from both college and university institutions, collecting course level information remains feasible for both types of institutions.

In the Maritimes, Statistics Canada is in the process of matching ESIS data elements to those of pilot institutions' information systems. To date, the information systems of three universities have been successfully mapped to ESIS. The remaining five Maritime pilot institutions will be matched to ESIS in late May and early June of 1997. The systems development team associated with the ESIS project is currently finalizing the prototype of the university institution record layout. It is planned to obtain the first set of student and meta-information files from the Maritime pilot institutions by the Fall of 1997. These data will then be processed to produce a data file like that of USIS system. Outputs of the ESIS generated file will then be compared to USIS outputs for the same period toward validating ESIS.

Finalization of the prototype college institution record layout will follow further meetings with the Ontario pilot institutions, the Ontario College Application Centre and the Ontario Ministry of Education and Training. The next meeting with the Ontario pilot will occur in June, 1997. It is hoped that the next meeting with the Ontario group will also result in agreement on a set of aggregate record data elements to collect enrolment and graduate information about short programs/courses not currently included in the institutions' individual record systems. Once final agreement on the data elements of the pilot is reached, pilot institutions will be asked to provide their data in the ESIS format.



**FREQUENTLY ASKED QUESTIONS**

**ABOUT**

**STATISTICS CANADA'S**

**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**PROJECT**



**1. Does Statistics Canada have the right to collect students' Social Insurance Number (SIN)?**

**ANS:** Yes. The Statistics Act (1985) with its subsequent amendments (1988, 1990 & 1992) provide Statistics Canada with the legal authority to collect SIN and other student identification information, if the information is collected by the institution. Institutions can legally ask students to provide their SIN.

**2. Can Statistics Canada guarantee the confidentiality of the information they seek to collect through ESIS?**

**ANS:** Yes. Statistics Canada is mandated to maintain confidentiality of all non-public information it collects and will continue to ensure no information will ever be published that would allow the identification of individual students. It is also planned to encrypt files prior to transmission to Statistics Canada.

**3. What do you mean by "Institution's program code?"**

**ANS:** Whatever the institution uses to distinguish one "program" from another within their own administrative system. This could be an alpha-numeric code, or at many universities, is a combination of degree(credential) and major.

e.g. If Bachelor of Science degree is designated "BSC" in an institution's system and a major in Biology is designated "BIOL", the program code for the "Bachelor of Arts majoring in Biology" program would be: BSCBIOL

**4. How will ESIS accommodate a student who takes more than one program in a year, or has a double major?**

**ANS:** If a student enrolls in multiple programs, then the "Student Program File" should contain one record for each program the student was enrolled in. If the student is taking a double major, but receiving one degree/diploma, then there should only be one program record but the second major should be reported in the "Second/joint qualification/credential" variables. If a student enrolled in a single program but completes the requirements for and receives two separate degrees, then there should be two separate program records for the student.





**5. How does Statistics Canada intend to compare program/course information between institutions if it is collecting the institutions' unstandardized codes?**

**ANS:** Statistics Canada will map Institution program codes to the Classification of Instructional Program codes (CIP) currently used in the United States. All of an institution's program codes (as collected through the institution program file) will be assigned a corresponding CIP code. The table containing the institution program/CIP concordance will then be forwarded to the institutions for verification.

Similarly, through the Institution Course File, Statistics Canada will collect a complete list of the courses offered by an institution. Course codes containing "discipline" will be mapped to CIP codes in the same fashion as program codes, though at a much broader level.

e.g. in an institution where computer science course is designated by "CS" in the institution's course code, a course code of CS100 would be classified as:  
CIP code: 11.00.00 "COMPUTER AND INFORMATION SCIENCES"

Statistics Canada does not intend to compare the level or content of the course within or between institutions. The faculty/discipline code associated with the course will be used to get a crude indicator of the concentration of a student's courses within their program. This information will not enable Statistics Canada to answer questions such as: "How many students took some kind of computer training?" However we will at least be able to provide answers to questions such as: "How many students took a computer science course?"

The Classification of Instructional Programs (CIP) is available on-line as a zip file from The National Center for Education Statistics in the United States at following URL:

<http://nces01.ed.gov/pubsearch/infopage.idc?cid=91396XXXXXX>

If you decide to take a look at the above site re: technical and other documents they have on-line, and want to get the CIP for yourself, look for the number 91396 in the index and then download the 1990 zip file.



**6. Does Statistics Canada truly understand the magnitude of the task associated with coding program and course codes to the CIP?**

**ANS:** Yes, we believe we do. The work associated with the ESIS Pilot will give us a good grasp of the true magnitude of the task. We believe that, although it will be a lot of work to initially code all programs/courses, once done, only new programs/courses will have to be coded each year. We have chosen to try this approach in an attempt to reduce the response burden of the institutions and to ensure all programs offered at Canadian postsecondary institutions are classified in a consistent manner. In addition, by coding the CIP to the institution's program code, it will be possible to accurately relate the program to a number of other codes via the CIP. (e.g. Census, NOC, ISCED/OECD, USIS, CCSIS, TVOC and others) Using the CIP will also allow direct comparison with U.S. postsecondary data.

**7. How does Statistics Canada intend to collect and classify non-credit continuing education courses/programs?**

**ANS:** Statistics Canada currently collects university non-credit continuing education (CE) enrolment information. However, the current survey only collects aggregate data. Through consultation with institutions we have been informed that at least some institutions are capturing detailed non-credit/continuing education student enrolment information in the same fashion as students taking credit courses. Given the increasing importance of the role of non-credit offerings within institutions and the potential usefulness of non-credit student profiles to institutional planners and educational researchers, ESIS has been designed to accommodate individual student record information for non-credit/continuing education students. Development of a non-credit/continuing education classification system will follow examination of course offerings and what has been learned from the existing University Continuing Education Survey. At the very least, we will be better able to report on the volume of non-credit activity at postsecondary institutions and the characteristics of non-credit students.

We recognize that many institutions do not currently capture individual student record information for non-credit offerings. However, ESIS has been designed to accommodate both current and anticipated future practices re: the extent of information collected by institutions for non-credit/continuing education students and courses. As part of our consultation process we will be further discussing how best to collect and report this type of activity.



**8. What do institutions get back for providing the ESIS data?**

**ANS:** Statistics Canada wants to provide institutions with value added information. However, to do so, Statistics Canada needs to know what types of information institutions are interested in and what format they want to see it in. During the consultation process, institutions will be encouraged to identify what they want to see back from ESIS.

For example, standard tables relating institutional information to the provinces and Canada could be provided back to the institution in their own units of measure. Similarly, pending further consultation with the Council of Ministers of Education (CMEC), institutions and other stakeholders, and collective agreement on what information could/should be shared, it is possible that institutions could access a national postsecondary database where they could make their own queries on nationally standardized data.

**9. How can Statistics Canada reliably track students across time and institutions without a national student identification number?**

**ANS:** By using a combination of Student's name, former name, birth-date, gender, SIN (if available), transfer credit information and other information.

**10. Why does Statistics Canada want to calculate Full-Time Equivalency (FTE) instead of taking it as generated by the institutions?**

**ANS:** Just as Statistics Canada wants to ensure programs are classified in a consistent fashion, we want to ensure that the measure of FTE reported has been calculated in a consistent fashion across institutions. For example, assuming that 5 courses or 15 hours per week is the standard Full-time workload for an undergraduate university program, summing the real workload (actual number of courses/course hours of instruction) a student has at or over a period of time, and dividing them by 5 courses or 15 hours per week, it will be possible to report an FTE that distinguished between students who are taking 4 courses per term (.8 FTE) from those taking 6 courses per term (1.2 FTE).

Using ESIS data, it would be possible to calculate FTE based on the total workload of a student over any period of time within a year, as well as at any point in time within that year.



**11. Why doesn't Statistics Canada adopt the EDI/SPEEDE/ExPRESS standards for their ESIS codes?**

**ANS:** Not all Canadian postsecondary institutions are prepared to report using a standard EDI transaction set. However, if there are enough institutions wanting to report using SPEEDE/ExPRESS, then Statistics Canada would be prepared to develop a standard conversion from SPEEDE/ExPRESS to ESIS format.

**12. Are institutions expected to bear the cost of collecting and storing information that is not currently collected by them? If so, what is the compensation/return for doing so?**

**ANS:** Statistics Canada fully recognizes that some of the information requested in ESIS is not currently collected by all postsecondary institutions. Some data elements have been included because we are anticipating their use at some time in the future (e.g. student's e-mail address), and others because the information gathered through them has been requested by educational stakeholders (e.g. mode of course delivery). Some other elements have been included because Statistics Canada will be collecting the information from institutions of a particular province/region on behalf of that province/region. (e.g. MPHEC funding codes)

All of the data elements in ESIS are either our attempt to capture information identified as important by educational stakeholders, or are required for data processing. In general terms, ESIS has been developed to maintain comparability with our historical data series, to accurately capture the current reality of postsecondary education in Canada, to be in-line with where things seem to be moving, and to be robust enough to change as the nature of postsecondary education changes.

It is our hope that institutions will voluntarily begin to capture some of the new elements because they believe that comparative data would be useful to them. For example, not all institutions currently collect and store detailed transfer credit information. However, this type of information is already collected and shared at both institutional and provincial levels. By requesting and having the capability to capture detailed transfer credit information, Statistics Canada would be able to feed this information to a national transfer credit database maintained by another national organization on behalf of the institutions that would use it.





**13. What does Statistics Canada mean when it says it wants to “collect course and program information as it is stored in the institutions’ administrative systems?”**

**ANS:** ESIS has to a large extent been developed to capture information common to most postsecondary institution registration systems. Our objective of simplifying the extraction of information and being able to meaningfully compare information between institutions is frequently achieved by pairing elements. Institutions are asked to provide us with the number of units as it is stored in their system and then indicate what “type of units” they are using. For example, “Course credits/units of academic achievement is paired with “Type of registration units/units of academic achievement associated with completion of the course.” Similarly, “Program duration” is paired with “Program duration units.”

While not all information can be collected exactly as it is stored in administrative systems, Statistics Canada has made efforts to do so wherever possible. We have done so in an attempt to:

- simplify extraction of the data from the institutions’ systems
- ensure an institution’s data is recognizable to them because we would be able to give it back using the same values as are maintained in their own system
- enhance the quality/comparability of the data by converting the raw data

Element	Description	Codes
Course credits/units of academic achievement	Report the total number of course credits/units of academic achievement granted by the institution for successful completion of the course (as indicated in the institution's academic calendar or administrative files).	Report number of credits.
Type of registration units/units of academic achievement associated with completion of the course.	Report the type of units used by the institution to measure academic achievement/progress. This element should reflect the type of units reported in elements: NUMBER OF REGISTRATION UNITS/UNITS OF ACADEMIC ACHIEVEMENT NEEDED TO GRADUATE, and COURSE CREDITS/UNITS OF ACADEMIC ACHIEVEMENT.	01 - Credits 02 - Credit hours 03 - Semester hours 04 - Course hours 05 - Credit Points 06 - Courses 07 - Student contact hours 96 - Other units not listed above 97 - Unknown 98 - Not Applicable/non-credit course



Element	Description	Codes
Program duration units	Identifies the units used to measure the normal length of the program. If possible, we ask that you try to report in weeks to allow easier standardization of program length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. hours, days, weeks, months, semesters, years)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration
Program duration	Identifies the normal length of the program. Provide the number of "program duration units" normally required to complete the program. (e.g. if a program normally takes 24 weeks to complete, then the Duration of the program = 24 and units used to measure duration = "weeks" )	Numeric field

**14. If Statistics Canada truly wants to provide useful information back to educational stakeholders, then they will have to have a faster turn-around time than now. How will ESIS improve the timeliness of publication/reporting data back to stakeholders?**

**ANS:** By facilitating the extraction and receipt of cleaner data, we also hope to be able to process the data in a more timely fashion. In addition, the edit and processing systems will be more automated than current systems thereby greatly increasing the speed with which the data can be processed and reported.



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**INDEX**  
**OF**  
**ENHANCED STUDENT INFORMATION SYSTEM**  
**(ESIS)**  
**DATA ELEMENTS**  
**for**  
**ESIS PILOT PROJECT**

**(To be used with ESIS Input Files and/or Data Element  
Descriptions)**

**July 24, 1997**



This document is intended to be used as a reference tool/guide for the ESIS project, and more specifically to accompany both the *ENHANCED STUDENT INFORMATION SYSTEM (ESIS) INPUT FILES* and *DATA ELEMENT DESCRIPTIONS*. Both are “working documents” created to help Statistics Canada disseminate information about ESIS and to facilitate mapping institutional/provincial information system data elements to those of the ESIS Pilot Project. Formal documents containing a list of data elements, formal record lay-outs and reporting instructions will be created at the end of the ESIS Pilot Project. The final documents will reflect any necessary changes/refinements to the ESIS system that are identified through further consultation with stakeholders and what is learned through the pilot project.

The Enhanced Student Information System Pilot Project data elements are listed under the following headings in the accompanying table:

File Type Prefix	Element Number	Element	Field Type	Field Width
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This table is intended to help identify the different file types and which elements belong to each. For more detailed information about the various files and/or elements please consult either the *INPUT FILES* or the *DATA ELEMENT DESCRIPTIONS*.

A brief description of the **type of information** found under each heading in the accompanying table is provided below:

**1. File Type Prefix:**

The data processing system currently being designed for the ESIS pilot project will have seven input files. The “File Type Prefix” indicates the input file associated with each data element. These input files are divided into “Meta-Information” which pertains to the institutions and Student-related information. In addition, there exists a derived variables file which contains a number of elements that will be derived or imputed.

**Elements designated INDS:**

These elements are part of the meta-information (metadata) describing the institution. They are associated with the Institution Description file.

**Elements designated INPR:**

These elements are academic calendar-like meta-information (metadata) describing the institution’s program offerings. They are associated with the Institution Program file.

**Elements designated INCR:**

These elements are academic calendar-like meta-information (metadata) describing the institution’s course offerings. They are associated with the Institution Course file.





**Elements designated STDS:**

These elements are student identification and student demographic variables. They are associated with the Student Description file.

**Elements designated STPR:**

These elements describe the student's academic history. They are associated with the Student Program file.

**Elements designated STCR:**

These elements describe the courses taken by the student at the current institution. They are associated with the Student Course file.

**Elements designated STTC:**

These elements indicate which courses taken by the student at another institution were accepted for transfer credits at the current institution. They are associated with the Student Transfer Course file. Block transfers can be reported via a "dummy" course code (e.g. course # = BLOCKT -- with associated credit value).

**Elements designated STC:**

These elements are variables derived or imputed by Statistics Canada based on information provided in the files listed above and/or other sources of information. Although derived variables are designated with a "File Type Prefix," (to distinguish them from other elements) they are not part of the input files. Derived/imputed elements may reside on one of the above files or separate from the input database.

**2. Element Number:**

The element numbers are ordered as follows:

- Any elements in the range beginning with:
  - 1000 are Institution Description Elements
  - 2000 are Institution Program Elements
  - 3000 are Institution Course Elements
  - 4000 are Student Description Elements
  - 5000 are Student Program Elements
  - 6000 are Student Course Elements
  - 7000 are Student Transfer Course information
  - 8000 are Statistics Canada derived/imputed variables

**3. Element:**

This is the name of the element.

**4. Field Type:**

This column indicates whether the element is a character, number or date field.



### **5. Field Width:**

This column indicates the total width of the field. The field width is used to determine the "Position" of the element in the record layout (*INPUT FILE*).

#### **\* Please Note:**

In the outputs certain elements will appear for more than one file even though, according to their "File Type Prefix" and/or "Element Number" they do not logically belong (i.e. 'Element 1000- Reporting Year' is included with all files except for the Derived Variables). These particular elements have been identified as "Key Fields" and deemed to be important information that is required and must be collected for all seven input files.



File Type Prefix	Element Number	Element	Field Type	Field Width
<b>INSTITUTION DESCRIPTION</b>				
INDS	1000	Reporting Year	Date	8
INDS	1010	Report Type	Numeric	2
INDS	1020	Institution Code (province)	Numeric	2
INDS	1030	Institution Code (institution)	Numeric	3
INDS	1040	Institution Code (campus)	Numeric	3
INDS	1050	Institution Type	Numeric	2
INDS	1060	Start of Reporting period	Date	8
INDS	1070	End of Reporting period	Date	8
INDS	1080	Standard Meal Fees charged re: living in residence (as of fall session of current reporting year)	Numeric	8
INDS	1090	Meal Fee Units	Numeric	2
INDS	1100	Meal Fee period	Numeric	2
INDS	1110	Standard Fee for Type 02 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1120	Residence Fee period for Type 02 Residence	Numeric	2
INDS	1130	Standard Fee for Type 03 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1140	Residence Fee period for Type 03 Residence	Numeric	2
INDS	1150	Standard Fee for Type 04 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1160	Residence Fee period for Type 04 Residence	Numeric	2
INDS	1170	Standard Fee for Type 05 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1180	Residence Fee period for Type 05 Residence	Numeric	2
INDS	1190	Standard Fee for Type 06 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1200	Residence Fee period for Type 06 Residence	Numeric	2
INDS	1210	Standard Fee for Type 07 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1220	Residence Fee period for Type 07 Residence	Numeric	2
INDS	1230	Standard Fee for Type 08 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1240	Residence Fee period for Type 08 Residence	Numeric	2
INDS	1250	Standard Fee for Type 09 Residence (as of fall session of current reporting year)	Numeric	8
INDS	1260	Residence Fee period for Type 09 Residence	Numeric	2
INDS	1270	Institution has Fall Session	Numeric	2
INDS	1280	Start date of Fall Session	Date	8
INDS	1290	End date of Fall Session	Date	8
INDS	1300	Institution has Winter Session	Numeric	2
INDS	1310	Start date of Winter Session	Date	8
INDS	1320	End date of Winter Session	Date	8
INDS	1330	Institution has Fall/Winter Session	Numeric	2
INDS	1340	Start date of Fall/Winter Session	Date	8
INDS	1350	End date of Fall/Winter Session	Date	8
INDS	1360	Institution has Spring Session	Numeric	2
INDS	1370	Start date of Spring Session	Date	8
INDS	1380	End date of Spring Session	Date	8
INDS	1390	Institution has Summer Session	Numeric	2
INDS	1400	Start date of Summer Session	Date	8
INDS	1410	End date of Summer Session	Date	8
INDS	1420	Institution has Spring/Summer Session	Numeric	2
INDS	1430	Start date of Spring/Summer Session	Date	8
INDS	1440	End date of Spring/Summer Session	Date	8
INDS	1450	Institution has an Intersession	Numeric	2
INDS	1460	Start date of Intersession	Date	8
INDS	1470	End date of Intersession	Date	8
INDS	1480	Institution goes by Calendar Year	Numeric	2
INDS	1490	Start date of Calendar Year	Date	8
INDS	1500	End date of Calendar Year	Date	8
<b>INSTITUTION PROGRAM</b>				
INPR	2000	Program number/code used by institution	Character	20
INPR	2010	Program Credential Type	Numeric	2
INPR	2020	Program Name	Character	100
INPR	2030	Provincial Program Category	Character	8
INPR	2040	Program Funding Code	Character	6



File Type Prefix	Element Number	Element	Field Type	Field Width
INPR	2050	Provincial specialization/major field of study code	Character	8
INPR	2060	Program Duration Units	Numeric	2
INPR	2070	Program Duration	Numeric	8
INPR	2080	Type of session	Numeric	2
INPR	2090	Program designed for part-time attendance	Numeric	2
INPR	2100	Program Level/Type (category)	Numeric	2
INPR	2110	Second/Joint Program Credential Type	Numeric	2
INPR	2120	Second/Joint Program Level/Type	Numeric	2
INPR	2130	Number of registration units/units of academic achievement needed to graduate	Numeric	8
INPR	2140	Type of registration units/units of academic achievement associated with the program	Numeric	2
INPR	2150	Program educational entrance requirements	Numeric	2
INPR	2160	Body awarding certificate or diploma associated with the program	Numeric	2
INPR	2170	Body awarding joint certificate or diploma associated with the program	Numeric	2
INPR	2180	Authority responsible for setting program objectives	Numeric	2
INPR	2190	Authority responsible for designing the program.	Numeric	2
INPR	2200	Authority responsible for providing program funding	Numeric	2
INPR	2210	Program Capacity	Numeric	5
INPR	2220	Program Capacity varies with demand for Program enrollment	Numeric	2
INPR	2230	Standard Domestic Program Tuition Fee (as of fall session of current reporting year)	Numeric	8
INPR	2240	Standard Foreign Program Tuition Fee (as of fall session of current reporting year)	Numeric	8
INPR	2250	Standard Domestic Program Tuition Fee period	Numeric	2
INPR	2260	Standard Foreign Program Tuition Fee period	Numeric	2
INPR	2270	Total of all other compulsory/billable standard fees excluding tuition	Numeric	8
INPR	2280	Optional Unpaid Program on-the-job training/field placement duration units	Numeric	2
INPR	2290	Optional Unpaid Program on-the job training/field placement duration	Numeric	8
INPR	2300	Required Unpaid Program on-the-job training/field placement duration units	Numeric	2
INPR	2310	Required Unpaid Program on-the job training/field placement duration	Numeric	8
INPR	2320	Required Paid Program on-the-job training/field placement duration units	Numeric	2
INPR	2330	Required Paid Program on-the job training/field placement duration	Numeric	8
INPR	2340	Optional Paid Program on-the-job training/field placement duration units	Numeric	2
INPR	2350	Optional Paid Program on-the job training/field placement duration	Numeric	8
<b>INSTITUTION COURSE</b>				
INCR	3000	Course number/code used by the institution	Character	20
INCR	3010	Course is Active in Current Year	Numeric	2
INCR	3020	Course Name	Character	100
INCR	3030	Standard Domestic Tuition Fee for the course (as of fall session of current reporting year)	Numeric	8
INCR	3040	Standard Foreign Tuition Fee for the course (as of fall session of current reporting year)	Numeric	8
INCR	3050	Standard Domestic Tuition Fee Rate per Course Duration Unit	Numeric	8
INCR	3060	Standard Foreign Tuition Fee Rate per Course Duration Unit	Numeric	8
INCR	3070	Course Duration Units	Numeric	2
INCR	3080	Course Duration	Numeric	8
INCR	3090	Course credits/units of academic achievement	Numeric	8
INCR	3100	Type of registration units/units of academic achievement associated with completion of the course.	Numeric	2
INCR	3110	LAB Duration Units	Numeric	2
INCR	3120	LAB Duration	Numeric	8
INCR	3130	Course normally includes on-the-job training/field placement	Numeric	2
INCR	3140	Course on-the-job training/field placement duration units	Numeric	2
INCR	3150	Course on-the job training/field placement duration	Numeric	8
INCR	3160	Course Funding Code	Character	6





File Type Prefix	Element Number	Element	Field Type	Field Width
<b>STUDENT DESCRIPTION</b>				
STDS	4000	Institution's Student ID	Character	20
STDS	4010	Type of Student ID	Numeric	2
STDS	4020	Social Insurance Number	Numeric	9
STDS	4030	Unique Student Identifier (USI) number	Character	28
STDS	4040	Student's First Name	Character	35
STDS	4050	Student's Middle Name/Initials	Character	35
STDS	4060	Student's Surname (last name)	Character	35
STDS	4070	Student's Previous Surname (last name)	Character	35
STDS	4080	Student's current local postal/zip code	Character	10
STDS	4090	Student's current local telephone number	Numeric	10
STDS	4100	Student's current telephone number (TEXT)	Character	14
STDS	4110	Student's current e-mail address	Character	100
STDS	4120	Address Line 1 of Student's Permanent Address	Character	35
STDS	4130	Address Line 2 of Student's Permanent Address	Character	35
STDS	4140	Address Line 3 of Student's Permanent Address	Character	35
STDS	4150	City/Town of Student's Permanent Address	Character	35
STDS	4160	Postal/Zip Code of Student's Permanent Address	Character	10
STDS	4170	Province/State of Student's Permanent Address	Numeric	2
STDS	4180	Country of Student's Permanent Address	Numeric	5
STDS	4180	Country of Student's Permanent Address (text)	Character	35
STDS	4200	Student's telephone number associated with permanent address	Numeric	10
STDS	4210	Student's telephone number associated with permanent address (TEXT)	Character	16
STDS	4220	Type of residence student is living in	Numeric	2
STDS	4230	Student birth date	Date	8
STDS	4240	Student's gender	Numeric	2
STDS	4250	Mother Tongue (first language spoken and still understood)	Numeric	3
STDS	4260	Student funding classification by citizenship	Numeric	2
STDS	4270	Student funding classification	Numeric	2
STDS	4280	Country of citizenship	Numeric	5
STDS	4290	Immigration status of student	Numeric	2
STDS	4300	Country of residence	Numeric	5
STDS	4310	Elementary/Secondary Education completed	Numeric	2
STDS	4320	Date Student last attended Elementary/Secondary School	Date	6
STDS	4330	Province/State of Elementary/Secondary School	Numeric	2
STDS	4340	Student's previous Postsecondary program level/type	Numeric	2
STDS	4350	Student's previous Postsecondary program credential type	Numeric	2
STDS	4360	Student's previous labour force activity	Numeric	2
STDS	4370	Total credits granted to student	Numeric	8
<b>STUDENT PROGRAM</b>				
STPR	5000	Student's program number/code used by the institution	Character	20
STPR	5010	Student's Program start date	Date	8
STPR	5020	Student and Program/ Courses approved for funding by funding agency	Numeric	2
STPR	5030	Program Credential approved by funding agency	Numeric	2
STPR	5040	Special initiative code	Numeric	6
STPR	5050	Basis of student's admission to program	Numeric	2
STPR	5060	Student's expected year/date of graduation	Date	8
STPR	5070	Student's Program end date	Date	8
STPR	5080	Student status at end of reporting period	Numeric	2
STPR	5090	Convocation/graduation date	Date	8
STPR	5100	Qualification/Credential/Document of Recognition received by the student	Character	60
STPR	5110	Second/Joint Qualification/Credential Approved by funding agency	Numeric	2
STPR	5120	Second/joint qualification/credential received by student	Character	60
STPR	5130	CO-OP program indicator	Numeric	2
STPR	5140	Honours student indicator	Numeric	2
STPR	5150	Student completed required Paid Program on-the job training/field placement	Numeric	2
STPR	5160	Student completed optional Paid Program on-the job training/field placement	Numeric	2
STPR	5170	Student completed required Unpaid Program on-the job training/field placement	Numeric	2
STPR	5180	Student completed optional Unpaid Program on-the job training/field placement	Numeric	2



File Type Prefix	Element Number	Element	Field Type	Field Width
STPR	5190	Tuition Fees Billed to Student for Program (as of fall session of current reporting year)	Numeric	8
STPR	5200	Student Program Tuition Fee period	Numeric	2
STPR	5210	Scholarship/Bursary awarded to student	Numeric	8
STPR	5220	Total transfer credits/units of academic achievement granted re: current program	Numeric	8
STPR	5230	Total credits granted re: current program	Numeric	8
<b>STUDENT COURSE</b>				
STCR	6000	Student's course number/code used by the institution	Character	20
STCR	6010	Session in which course was delivered to student	Numeric	2
STCR	6020	Date student started their course	Date	8
STCR	6030	Date student ended their course	Date	8
STCR	6040	Student's course section number/code used by the institution	Character	12
STCR	6050	Student's status at the end of the course	Numeric	2
STCR	6060	Number of Credits/units of academic achievement the student received for the course	Numeric	6
STCR	6070	Course is classified as a "Distance Education course" by the institution	Numeric	2
STCR	6080	Course delivered to the student by Correspondence	Numeric	2
STCR	6090	Course delivered to the student by Classroom instruction	Numeric	2
STCR	6100	Course delivered to the student by "Virtual" classroom	Numeric	2
STCR	6110	Course delivered to the student by Multimedia	Numeric	2
STCR	6120	Course delivered to the student by Radio	Numeric	2
STCR	6130	Course delivered to the student by Internet	Numeric	2
STCR	6140	Course delivered to the student by Video Conferencing	Numeric	2
STCR	6150	Course delivered to the student by Television	Numeric	2
STCR	6160	Course delivered to the student by Competency Based Education	Numeric	2
STCR	6170	Course delivered to the student by some other method of instruction not elsewhere listed in the ESIS student course file	Numeric	2
STCR	6180	Institution Code (province) of the institution where the student received their course instruction.	Numeric	2
STCR	6190	Institution Code (institution) of the institution where the student received course instruction.	Numeric	3
STCR	6200	Institution Code (campus) of the institution where the student received course instruction.	Numeric	3
STCR	6210	Student received course instruction on-campus	Numeric	2
STCR	6220	Student received course instruction at their private residence	Numeric	2
STCR	6230	Student received course instruction at a residence owned or managed by the institution	Numeric	2
STCR	6240	Student received course instruction at a public place not managed by the institution (e.g. secondary school, public library)	Numeric	2
STCR	6250	Student received course instruction at a place under private-sector management that is not the student's workplace (e.g. hotel conference room)	Numeric	2
STCR	6260	Student received course instruction at their workplace	Numeric	2
STCR	6270	Student received course instruction at a location not listed in ESIS Student Course file	Numeric	2
<b>STUDENT TRANSFER CREDIT/COURSE</b>				
STTC	7000	Course/program code credit was granted toward at the current institution (receiving institution).	Character	20
STTC	7010	Type of code reported for institution credit was transferred to (receiving institution).	Numeric	2
STTC	7020	Date student received transfer credit at current (receiving) institution	Date	8
STTC	7030	Sequence number of transfer records	Numeric	2
STTC	7040	Course credit granted via Prior Learning Assessment (PLA) or Skill Assessment at the current (receiving) institution	Numeric	2
STTC	7050	Transfer credits granted	Numeric	5
STTC	7060	Type of Transfer credit	Numeric	2
STTC	7070	Institution code of institution credit was transferred from (sending institution)	Numeric	8
STTC	7080	Name of institution credit transferred from	Character	60
STTC	7090	Course/program code used at institution credit was transferred from (sending institution).	Character	20
STTC	7100	Type of code reported for institution credit was transferred from (sending institution).	Numeric	2



File Type Prefix	Element Number	Element	Field Type	Field Width
STC	7110	Date student completed course/program/block at sending institution.	Date	8
		<b>DERIVED VARIABLES</b>		
STC	8000	ISCED (OECD) Field of Study	Numeric	2
STC	8010	ISCED (OECD) level of program	Numeric	2
STC	8020	National Occupation Classification (NOC) code	Numeric	5
STC	8030	CCSIS/TVOC field of study	Numeric	5
STC	8040	USIS field of study	Numeric	5
STC	8050	1996 Census field of study	Numeric	6
STC	8060	Statistics Canada new field of study (CIP)	Numeric	6
STC	8070	Program delivery included Classroom instruction	Numeric	2
STC	8080	Program delivery included Correspondence	Numeric	2
STC	8090	Program delivery included Television	Numeric	2
STC	8100	Program delivery included Multimedia	Numeric	2
STC	8110	Program delivery included the Internet	Numeric	2
STC	8120	Program delivery included Video conferencing	Numeric	2
STC	8130	Program delivery included "Virtual" classroom	Numeric	2
STC	8140	Program delivery included Other distance education	Numeric	2
STC	8150	Program delivery included Competency based education	Numeric	2
STC	8160	Institution where Student received course instruction	Numeric	2
STC	8170	Student received course instruction at the main campus of the institution	Numeric	2
STC	8180	Student received course instruction at a branch campus of the institution in the same urban area as the main campus	Numeric	2
STC	8190	Student received course instruction at a branch campus of the institution in a different urban area as the main campus	Numeric	2
STC	8200	Student received course instruction at another institution in the same urban area as the main campus	Numeric	2
STC	8210	Student received course instruction at another institution in a different urban area as the main campus	Numeric	2
STC	8220	Highest level of education attained prior to enrolling in the current program	Numeric	2
STC	8230	Number of registration units/units of academic achievement completed as of the current reporting period.	Numeric	8
STC	8240	Student's Registration status at the beginning of the reporting period	Numeric	2
STC	8250	Year of study in program	Numeric	2
STC	8260	Official Language used for institution	Numeric	2
STC	8270	Student's program language of instruction	Numeric	2
STC	8280	Fee per meal (as of fall session of current reporting year)	Numeric	5
STC	8290	Number of Courses/Credits Auditing	Numeric	2
STC	8300	Number of courses/credits/units student completed within your institution.	Numeric	8
STC	8310	Number of credited courses/credits/units that the student was enrolled in during the Fall session.	Numeric	6
STC	8320	Student's Fall FTE: Full-time/Part-time Status of Student at Institution for Fall term	Numeric	4
STC	8330	Number of credited courses/credits/units that the student was enrolled in during the Winter session.	Numeric	6
STC	8340	Student's Winter FTE: Full-time/Part-time Status of Student at Institution for Winter term	Numeric	4
STC	8350	Number of credited courses/credits/units that the student was enrolled in during the Spring session.	Numeric	6
STC	8360	Student's Spring FTE: Full-time/Part-time Status of Student at Institution for Spring term	Numeric	4
STC	8370	Number of credited courses/credits/units that the student was enrolled in during the Summer session.	Numeric	6
STC	8380	Student's Summer FTE: Full-time/Part-time Status of Student at Institution for Summer term	Numeric	4
STC	8390	Number of credited courses/credits/units that the student was enrolled in during the Spring/Summer session.	Numeric	6
STC	8400	Student's Spring/Summer FTE: Full-time/Part-time Status of Student at Institution for the combined Spring/Summer term	Numeric	4
STC	8410	Stage of study at beginning of reporting period	Numeric	2



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Institution Description Input File**

**Statistics Canada**  
**Version Date: July 22, 1997**





## Institution Description File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

This Institution Description file contains the identification information for specific institutions such as: institution type, report type and report period. These elements are part of the meta- information (metadata) describing the institution.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1000	RPTYEAR	1 - 8	Reporting Year	Date	8	yes	key	right	CCYYCCYY	n/a
1010	RPTTYPE	9 - 10	Report Type	Numeric	2	yes	key	right	see code set	n/a
1020	PROVCODE	11 - 12	Institution Code (province)	Numeric	2	yes	key	right	numeric	n/a
1030	INSTCODE	13 - 15	Institution Code (institution)	Numeric	3	yes	key	right	numeric	n/a
1040	CAMPCODE	16 - 18	Institution Code (campus)	Numeric	3	yes	key	right	numeric	n/a
1050	INSTYPE	19 - 20	Institution Type	Numeric	2	yes	fixed	right	see code set	n/a
1060	STRTRPRD	21 - 28	Start of Reporting period	Date	8	yes	academic year	right	CCYYMMDD	n/a
1070	ENDRPRD	29 - 36	End of Reporting period	Date	8	yes	academic year	right	CCYYMMDD	n/a
1080	STMEALFE	37 - 44	Standard Meal Fees charged re: living in residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1090	MEALFEUN	45 - 46	Meal Fee Units	Numeric	2	yes	academic year	right	see code set	n/a
1100	MEALFEPD	47 - 48	Meal Fee period	Numeric	2	yes	academic year	right	see code set	n/a
1110	TYPTORES	49 - 56	Standard Fee for Type 02 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1120	TWORESFE	57 - 58	Residence Fee period for Type 02 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1130	TYPTHRES	59 - 66	Standard Fee for Type 03 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1140	THRRESFE	67 - 68	Residence Fee period for Type 03 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1150	TYPFRRES	69 - 76	Standard Fee for Type 04 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1160	FURRESFE	77 - 78	Residence Fee period for Type 04 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1170	TYPFVRES	79 - 86	Standard Fee for Type 05 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1180	FIVRESFE	87 - 88	Residence Fee period for Type 05 Residence	Numeric	2	yes	academic year	right	see code set	n/a



Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1190	TYPSXRES	89 - 96	Standard Fee for Type 06 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1200	SIXRESFE	97 - 98	Residence Fee period for Type 06 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1210	TYPSVRES	99 - 106	Standard Fee for Type 07 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1220	SEVRESFE	107 - 108	Residence Fee period for Type 07 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1230	TYPETRES	109 - 116	Standard Fee for Type 08 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1240	EITRESFE	117 - 118	Residence Fee period for Type 08 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1250	TYPNIREs	119 - 126	Standard Fee for Type 09 Residence (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
1260	NINRESFE	127 - 128	Residence Fee period for Type 09 Residence	Numeric	2	yes	academic year	right	see code set	n/a
1270	FALLSESS	129 - 130	Institution has Fall Session	Numeric	2	yes	current	right	see code set	n/a
1280	FALLSTAR	131 - 138	Start date of Fall Session	Date	8	yes	current	right	CCYYMMDD	n/a
1290	FALLEND	139 - 146	End date of Fall Session	Date	8	yes	current	right	CCYYMMDD	n/a
1300	WINTSESS	147 - 148	Institution has Winter Session	Numeric	2	yes	current	right	see code set	n/a
1310	WINTSTAR	149 - 156	Start date of Winter Session	Date	8	yes	current	right	CCYYMMDD	n/a
1320	WINTEND	157 - 164	End date of Winter Session	Date	8	yes	current	right	CCYYMMDD	n/a
1330	FAWISESS	165 - 166	Institution has Fall/Winter Session	Numeric	2	yes	current	right	see code set	n/a
1340	FAWISTAR	167 - 174	Start date of Fall/Winter Session	Date	8	yes	current	right	CCYYMMDD	n/a
1350	FAWIEND	175 - 182	End date of Fall/Winter Session	Date	8	yes	current	right	CCYYMMDD	n/a
1360	SPRSESS	183 - 184	Institution has Spring Session	Numeric	2	yes	current	right	see code set	n/a
1370	SPRSTAR	185 - 192	Start date of Spring Session	Date	8	yes	current	right	CCYYMMDD	n/a
1380	SPREND	193 - 200	End date of Spring Session	Date	8	yes	current	right	CCYYMMDD	n/a
1390	SUMMSESS	201 - 202	Institution has Summer Session	Numeric	2	yes	current	right	see code set	n/a
1400	SUMMSTAR	203 - 210	Start date of Summer Session	Date	8	yes	current	right	CCYYMMDD	n/a
1410	SUMMEND	211 - 218	End date of Summer Session	Date	8	yes	current	right	CCYYMMDD	n/a
1420	SPSUSESS	219 - 220	Institution has Spring/Summer Session	Numeric	2	yes	current	right	see code set	n/a
1430	SPSUSTAR	221 - 228	Start date of Spring/Summer Session	Date	8	yes	current	right	CCYYMMDD	n/a
1440	SPSUEND	229 - 236	End date of Spring/Summer Session	Date	8	yes	current	right	CCYYMMDD	n/a
1450	INTRSESS	237 - 238	Institution has an Intersession	Numeric	2	yes	current	right	see code set	n/a
1460	INTRSTAR	239 - 246	Start date of Intersession	Date	8	yes	current	right	CCYYMMDD	n/a
1470	INTREND	247 - 254	End date of Intersession	Date	8	yes	current	right	CCYYMMDD	n/a
1480	CALYEAR	255 - 256	Institution goes by Calendar Year	Numeric	2	yes	current	right	see code set	n/a
1490	CALSTAR	257 - 264	Start date of Calendar Year	Date	8	yes	current	right	CCYYMMDD	n/a
1500	CALEND	265 - 272	End date of Calendar Year	Date	8	yes	current	right	CCYYMMDD	n/a

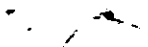


**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Derived Variable Input File**

**Statistics Canada**  
**Version Date: July 22, 1997**



## Derived Variables File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

This file identifies the variables which are derived or imputed by Statistics Canada. These elements are based on information provided in the files which comprise both the Student Input Record Layouts and the Metadata Input Record Layouts as well as other sources of information. Included in this record are such items as: OECD indicators, method of program delivery and student's status.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
8000	ISCEDFOS	1 - 2	ISCED (OECD) Field of Study	Numeric	2	derived	current	right	see code set	n/a
8010	ISCEDPRG	3 - 4	ISCED (OECD) level of program	Numeric	2	derived	current	right	see code set	n/a
8020	NOCCODE	5 - 9	National Occupation Classification (NOC) code	Numeric	5	derived	current	right	see code set	n/a
8030	CSISTVOC	10 - 14	CCSIS/TVOC field of study	Numeric	5	derived	current	right	see code set	n/a
8040	USISFOS	15 - 19	USIS field of study	Numeric	5	derived	current	right	see code set	n/a
8050	CENSFOS	20 - 25	1996 Census field of study	Numeric	6	derived	current	right	see code set	n/a
8060	CIPFOS	26 - 31	Statistics Canada new field of study (CIP)	Numeric	6	derived	current	right	see code set	n/a
8070	CLASINST	32 - 33	Program delivery included Classroom instruction	Numeric	2	derived	academic year	right	see code set	n/a
8080	CORRESP	34 - 35	Program delivery included Correspondence	Numeric	2	derived	academic year	right	see code set	n/a
8090	TELEVIS	36 - 37	Program delivery included Television	Numeric	2	derived	academic year	right	see code set	n/a
8100	MULTIMED	38 - 39	Program delivery included Multimedia	Numeric	2	derived	academic year	right	see code set	n/a
8110	INTERNET	40 - 41	Program delivery included the Internet	Numeric	2	derived	academic year	right	see code set	n/a
8120	VODEPCPM	42 - 43	Program delivery included Video conferencing	Numeric	2	derived	academic year	right	see code set	n/a
8130	VIRTCLAS	44 - 45	Program delivery included "Virtual" classroom	Numeric	2	derived	academic year	right	see code set	n/a
8140	DISTEDUC	46 - 47	Program delivery included Other distance education	Numeric	2	derived	academic year	right	see code set	n/a
8150	COMPEDUC	48 - 49	Program delivery included Competency based education	Numeric	2	derived	academic year	right	see code set	n/a
8160	CRSINST	50 - 51	Institution where Student received course instruction	Numeric	2	yes	current	right	see code set	n/a
8170	CRSMAIN	52 - 53	Student received course instruction at the main campus of the institution	Numeric	2	yes	current	right	see code set	n/a





Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
8180	CRSBRSAM	54 - 55	Student received course instruction at a branch campus of the institution in the same urban area as the main campus	Numeric	2	yes	current	right	see code set	n/a
8190	CRSBROTH	56 - 57	Student received course instruction at a branch campus of the institution in a different urban area as the main campus	Numeric	2	yes	current	right	see code set	n/a
8200	CRSINSAM	58 - 59	Student received course instruction at another institution in the same urban area as the main campus	Numeric	2	yes	current	right	see code set	n/a
8210	CRSINOTH	60 - 61	Student received course instruction at another institution in a different urban area as the main campus	Numeric	2	yes	current	right	see code set	n/a
8220	PRIORED	62 - 63	Highest level of education attained prior to enrolling in the current program	Numeric	2	derived	current	right	see code set	n/a
8230	COMPCR	64 - 71	Number of registration units/units of academic achievement completed as of the current reporting period.	Numeric	8	derived	academic year	right	numeric	2
8240	REGSTAT	72 - 73	Student's Registration status at the beginning of the reporting period	Numeric	2	derived	academic year	right	see code set	n/a
8250	YRSTUD	74 - 75	Year of study in program	Numeric	2	derived	academic year	right	see code set	n/a
8260	INSTLANG	76 - 77	Official Language used for institution	Numeric	2	derived	academic year	right	see code set	n/a
8270	PROGLANG	78 - 79	Student's program language of instruction	Numeric	2	derived	academic year	right	see code set	n/a
8280	MEALFEE	80 - 84	Fee per meal (as of fall session of current reporting year)	Numeric	5	derived	academic year	right	- with decimal - leading blanks	2
8290	AUDITCRS	85 - 86	Number of Courses/Credits Auditing	Numeric	2	derived	academic year	right	numeric	n/a
8300	COMPLCRD	87 - 94	Number of courses/credits/units student completed within your institution.	Numeric	8	derived	academic year	right	- with decimal - leading blanks	2
8310	FCCRREG	95 - 100	Number of credited courses/credits/units that the student was enrolled in during the Fall session.	Numeric	6	derived	academic year	right	- with decimal - leading blanks	2
8320	FALLFTE	101 - 104	Student's Fall FTE: Full-time/Part-time Status of Student at Institution for Fall term	Numeric	4	derived	academic year	right	- with decimal - leading blanks	2
8330	WCCRREG	105 - 110	Number of credited courses/credits/units that the student was enrolled in during the Winter session.	Numeric	6	derived	academic year	right	- with decimal - leading blanks	2
8340	WINTRFTE	111 - 114	Student's Winter FTE: Full-time/Part-time Status of Student at Institution for Winter term	Numeric	4	derived	academic year	right	- with decimal - leading blanks	2
8350	SPCRREG	115 - 120	Number of credited courses/credits/units that the student was enrolled in during the Spring session.	Numeric	6	derived	academic year	right	- with decimal - leading blanks	2
8360	SPRINFTE	121 - 124	Student's Spring FTE: Full-time/Part-time Status of Student at Institution for Spring term	Numeric	4	derived	academic year	right	- with decimal - leading blanks	2
8370	SUCRREG	125 - 130	Number of credited courses/credits/units that the student was enrolled in during the Summer session.	Numeric	6	derived	academic year	right	- with decimal - leading blanks	2



Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
8380	SUMMRFTE	131 - 134	Student's Summer FTE: Full-time/Part-time Status of Student at Institution for Summer term	Numeric	4	derived	academic year	right	- with decimal - leading blanks	2
8390	SCCRREG	135 - 140	Number of credited courses/credits/units that the student was enrolled in during the Spring/Summer session.	Numeric	6	derived	academic year	right	- with decimal - leading blanks	2
8400	SP_SRFTE	141 - 144	Student's Spring/Summer FTE: Full-time/Part-time Status of Student at Institution for the combined Spring/Summer term	Numeric	4	derived	academic year	right	- with decimal - leading blanks	2
8410	YRSTUDB	145 - 146	Stage of study at beginning of reporting period	Numeric	2	derived	academic year	right	numeric	n/a



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**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Program Description Input File**

**Statistics Canada**  
**Version Date: July 22, 1997**



## Student Program Description File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

This type of record identifies a specific program that the student is taking as well as their academic history. All relevant information pertaining to the specific program of a particular student can be found in this file type. Included in this file are such items as: the program number, the student enrollment date and the student's grades. Note that if a student is enrolled in more than one program concurrently, more than one record will appear on this file for the student as there is only one record per program.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1000	RPTYEAR	1 - 8	Reporting Year	Date	8	yes	key	right	CCYYCCYY	n/a
1010	RPTTYPE	9 - 10	Report Type	Numeric	2	yes	key	right	see code set	n/a
1020	PROVCODE	11 - 12	Institution Code (province)	Numeric	2	yes	key	right	numeric	n/a
1030	INSTCODE	13 - 15	Institution Code (institution)	Numeric	3	yes	key	right	numeric	n/a
1040	CAMP CODE	16 - 18	Institution Code (campus)	Numeric	3	yes	key	right	numeric	n/a
4000	STUDID	19 - 38	Institution's Student ID	Character	20	yes	key	left	alphanumeric	n/a
5000	SP_CODE	39 - 58	Student's program number/code used by the institution	Character	20	yes	key	left	alphanumeric	n/a
2010	CREDPROG	59 - 60	Program Credential Type	Numeric	2	yes	key	right	see code set	n/a
5010	STRTPROG	61 - 68	Student's Program start date	Date	8	yes	key	right	CCYYMMDD	n/a
5020	FUNDCOUR	69 - 70	Student and Program/ Courses approved for funding by funding agency	Numeric	2	yes	academic year	right	see code set	n/a
5030	MINCRED	71 - 72	Program Credential approved by funding agency	Numeric	2	yes	academic year	right	see code set	n/a
5040	SINITCOD	73 - 78	Special initiative code	Numeric	6	yes	history	right	numeric	n/a
5050	ADMISSN	79 - 80	Basis of student's admission to program	Numeric	2	yes	current	right	see code set	n/a
5060	EXYRGRAD	81 - 88	Student's expected year/date of graduation	Date	8	yes	current	right	CCYYMMDD	n/a
5070	ENDPROG	89 - 96	Student's Program end date	Date	8	yes	current	right	CCYYMMDD	n/a
5080	ENDSTAT	97 - 98	Student status at end of reporting period	Numeric	2	yes	academic year	right	see code set	n/a
5090	CONDATE	99 - 108	Convocation/graduation date	Date	8	yes	current	right	CCYYMMDD	n/a
5100	CREDRECD	107 - 166	Qualification/Credential/Document of Recognition received by the student	Character	60	yes	current	left	alphanumeric	n/a





Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
5110	APJOINT	167 - 168	Second/Joint Qualification/Credential Approved by funding agency	Numeric	2	yes	academic year	right	see code set	n/a
5120	SPJOINT	169 - 228	Second/joint qualification/credential received by student	Character	60	yes	current	left	alphanumeric	n/a
5130	COOPIND	229 - 230	CO-OP program indicator	Numeric	2	yes	history	right	see code set	n/a
5140	HONSIND	231 - 232	Honours student indicator	Numeric	2	yes	history	right	see code set	n/a
5150	STDRPDT	233 - 234	Student completed required Paid Program on-the job training/field placement	Numeric	2	yes	academic year	right	see code set	n/a
5160	STDOPDT	235 - 236	Student completed optional Paid Program on-the job training/field placement	Numeric	2	yes	academic year	right	see code set	n/a
5170	STDRUPDT	237 - 238	Student completed required Unpaid Program on-the job training/field placement	Numeric	2	yes	academic year	right	see code set	n/a
5180	STDOUPDT	239 - 240	Student completed optional Unpaid Program on-the job training/field placement	Numeric	2	yes	academic year	right	see code set	n/a
5190	TFEPOST	241 - 248	Tuition Fees Billed to Student for Program (as of fall session of current reporting year)	Numeric	8	yes	academic year	right	- with decimal - leading blanks	n/a
5200	STPRTFPD	249 - 250	Student Program Tuition Fee period	Numeric	2	yes	academic year	right	see code set	n/a
5210	SCHLRSHP	251 - 258	Scholarship/Bursary awarded to student	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
5220	TRANCRED	259 - 266	Total transfer credits/units of academic achievement granted re: current program	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
5230	CURRCRED	267 - 274	Total credits granted re: current program	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Course Description Input File**

**Statistics Canada**

**Version Date: July 22, 1997**



## Student Course Description File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

In the Student Course Description File the specific course(s) being taken by the student at the current institution are identified. All relevant information pertaining to the specific course(s) of a particular student can be found in this file type. Included in the file are items such as: the course number, the student enrollment date and the student's grades. Note that an individual course record will appear on this file for each course that a student is enrolled in.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1000	RPTYEAR	1 - 8	Reporting Year	Date	8	yes	key	right	CCYYCCYY	n/a
1010	RPTTYPE	9 - 10	Report Type	Numeric	2	yes	key	right	see code set	n/a
1020	PROVCODE	11 - 12	Institution Code (province)	Numeric	2	yes	key	right	numeric	n/a
1030	INSTCODE	13 - 15	Institution Code (institution)	Numeric	3	yes	key	right	numeric	n/a
1040	CAMP CODE	16 - 18	Institution Code (campus)	Numeric	3	yes	key	right	numeric	n/a
4000	STUDID	19 - 38	Institution's Student ID	Character	20	yes	key	left	alphanumeric	n/a
6000	COURCODE	39 - 58	Student's course number/code used by the institution	Character	20	yes	key	left	alphanumeric	n/a
6010	COURSESS	59 - 60	Session in which course was delivered to student	Numeric	2	yes	key	right	see code set	n/a
6020	STRTCOUR	61 - 68	Date student started their course	Date	8	yes	key	right	CCYYMMDD	n/a
6030	ENDCOUR	69 - 76	Date student ended their course	Date	8	yes	key	right	CCYYMMDD	n/a
6040	CSECTION	77 - 88	Student's course section number/code used by the institution	Character	12	yes	current	left	alphanumeric	n/a
6050	STATENDC	89 - 90	Student's status at the end of the course	Numeric	2	yes	current	right	see code set	n/a
6060	CREDNUM	91 - 96	Number of Credits/units of academic achievement the student received for the course	Numeric	6	yes	current	right	- with decimal - leading blanks	2
6070	CLASSDEC	97 - 98	Course is classified as a "Distance Education course" by the institution	Numeric	2	yes	current	right	see code set	n/a
6080	CRSDELCD	99 - 100	Course delivered to the student by Correspondence	Numeric	2	yes	current	right	see code set	n/a
6090	CRSDEL CI	101 - 102	Course delivered to the student by Classroom instruction	Numeric	2	yes	current	right	see code set	n/a
6100	CRSDELVL	103 - 104	Course delivered to the student by "Virtual" classroom	Numeric	2	yes	current	right	see code set	n/a
6110	CRSDELM D	105 - 106	Course delivered to the student by Multimedia	Numeric	2	yes	current	right	see code set	n/a
6120	CRSDELR D	107 - 108	Course delivered to the student by Radio	Numeric	2	yes	current	right	see code set	n/a



Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
6130	CRSDELIN	109 - 110	Course delivered to the student by Internet	Numeric	2	yes	current	right	see code set	n/a
6140	CRSDELVC	111 - 112	Course delivered to the student by Video Conferencing	Numeric	2	yes	current	right	see code set	n/a
6150	CRSDELTV	113 - 114	Course delivered to the student by Television	Numeric	2	yes	current	right	see code set	n/a
6160	CRSDELVCY	115 - 116	Course delivered to the student by Competency Based Education	Numeric	2	yes	current	right	see code set	n/a
6170	CRSDELDE	117 - 118	Course delivered to the student by some other method of instruction not elsewhere listed in the ESIS student course file	Numeric	2	yes	current	right	see code set	n/a
6180	PROVCOUR	119 - 120	Institution Code (province) of the institution where the student received their course instruction.	Numeric	2	yes	current	right	numeric	n/a
6190	INSTCOUR	121 - 123	Institution Code (institution) of the institution where the student received course instruction.	Numeric	3	yes	current	right	numeric	n/a
6200	CAMPCOUR	124 - 126	Institution Code (campus) of the institution where the student received course instruction.	Numeric	3	yes	current	right	numeric	n/a
6210	ONCAMPUS	127 - 128	Student received course instruction on-campus	Numeric	2	yes	current	right	see code set	n/a
6220	RESCOUR	129 - 130	Student received course instruction at their private residence	Numeric	2	yes	current	right	see code set	n/a
6230	INSTCOUR	131 - 132	Student received course instruction at a residence owned or managed by the institution	Numeric	2	yes	current	right	see code set	n/a
6240	PUBCOUR	133 - 134	Student received course instruction at a public place not managed by the institution (e.g. secondary school, public library)	Numeric	2	yes	current	right	see code set	n/a
6250	PRIVCOUR	135 - 136	Student received course instruction at a place under private-sector management that is not the student's workplace (e.g. hotel conference room)	Numeric	2	yes	current	right	see code set	n/a
6260	WORKCOUR	137 - 138	Student received course instruction at their workplace	Numeric	2	yes	current	right	see code set	n/a
6270	DIFFCOUR	139 - 140	Student received course instruction at a location not listed in ESIS Student Course file	Numeric	2	yes	current	right	see code set	n/a



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**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Transfer Credit Input File**

**Statistics Canada**

**Version Date: July 22, 1997**



## Student Transfer Course File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

This Student Transfer Course file indicates which courses taken by the student at another institution were accepted for transfer credits at the current institution. Note that an individual record will appear for each transfer course/block depending on which is applicable.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1000	RPTYEAR	1 - 8	Reporting Year	Date	8	yes	key	right	CCYYCCYY	n/a
1010	RPTTYPE	9 - 10	Report Type	Numeric	2	yes	key	right	see code set	n/a
1020	PROVCODE	11 - 12	Institution Code (province)	Numeric	2	yes	key	right	numeric	n/a
1030	INSTCODE	13 - 15	Institution Code (institution)	Numeric	3	yes	key	right	numeric	n/a
1040	CAMPCODE	16 - 18	Institution Code (campus)	Numeric	3	yes	key	right	numeric	n/a
4000	STUDID	19 - 38	Institution's Student ID	Character	20	yes	key	left	alphanumeric	n/a
7000	TARGCODE	39 - 58	Course/program code credit was granted toward at the current institution (receiving institution).	Character	20	yes	key	left	alphanumeric	n/a
7010	CODETYPT	59 - 60	Type of code reported for institution credit was transferred to (receiving institution).	Numeric	2	yes	key	right	see code set	n/a
7020	DATCOMPT	61 - 68	Date student received transfer credit at current (receiving) institution	Date	8	yes	key	right	CCYYMMDD	n/a
7030	SEQUENCE	69 - 70	Sequence number of transfer records	Numeric	2	yes	key	right	numeric	n/a
7040	PLACOURS	71 - 72	Course credit granted via Prior Learning Assessment (PLA) or Skill Assessment at the current (receiving) institution	Numeric	2	yes	current	right	see code set	n/a
7050	CREDTRAN	73 - 77	Transfer credits granted	Numeric	5	yes	academic year	right	numeric	2
7060	CREDASSN	78 - 79	Type of Transfer credit	Numeric	2	yes	current	right	see code set	n/a
7070	TRANINST	80 - 87	Institution code of institution credit was transferred from (sending institution)	Numeric	8	yes	academic year	right	see code set	n/a
7080	TRANNAME	88 - 147	Name of institution credit transferred from	Character	60	yes	academic year	left	alphanumeric	n/a
7090	TRANCODE	148 - 167	Course/program code used at institution credit was transferred from (sending institution).	Character	20	yes	academic year	left	alphanumeric	n/a
7100	CODETYP5	168 - 169	Type of code reported for institution credit was transferred from (sending institution).	Numeric	2	yes	academic year	right	see code set	n/a
7110	DATCOMPS	170 - 177	Date student completed course/program/block at sending institution.	Date	8	yes	academic year	right	CCYYMMDD	n/a



Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
4200	PERMPHON	544 - 553	Student's telephone number associated with permanent address	Numeric	10	yes	current	right	numeric	n/a
4210	STUDPHT	554 - 569	Student's telephone number associated with permanent address (TEXT)	Character	16	yes	current	left	alphanumeric	n/a
4220	STUDRES	570 - 571	Type of residence student is living in	Numeric	2	yes	academic year	right	see code set	n/a
4230	BIRTHDAT	572 - 579	Student birth date	Date	8	yes	fixed	right	CCYYMMDD	n/a
4240	GENDER	580 - 581	Student's gender	Numeric	2	yes	fixed	right	see code set	n/a
4250	MOTHTONG	582 - 584	Mother Tongue (first language spoken and still understood)	Numeric	3	yes	fixed	right	see code set	n/a
4260	FUNDCOON	585 - 586	Student funding classification by citizenship	Numeric	2	yes	academic year	right	see code set	n/a
4270	FUNDCOTO	587 - 588	Student funding classification	Numeric	2	yes	academic year	right	see code set	n/a
4280	COUNCIT	589 - 593	Country of citizenship	Numeric	5	yes	history	right	see code set	n/a
4290	IMMSTAT	594 - 595	Immigration status of student	Numeric	2	yes	history	right	see code set	n/a
4300	COUNRES	596 - 600	Country of residence	Numeric	5	yes	history	right	see code set	n/a
4310	HIGHSCCL	601 - 602	Elementary/Secondary Education completed	Numeric	2	yes	history	right	see code set	n/a
4320	ELSECDAT	603 - 608	Date Student last attended Elementary/Secondary School	Date	6	yes	current	right	CCYYMM	n/a
4330	ELSECPRV	609 - 610	Province/State of Elementary/Secondary School	Numeric	2	yes	current	right	see code set	n/a
4340	PREVEACT	611 - 612	Student's previous Postsecondary program level/type	Numeric	2	yes	history	right	see code set	n/a
4350	PREVCRED	613 - 614	Student's previous Postsecondary program credential type	Numeric	2	yes	history	right	see code set	n/a
4360	PREVLACT	615 - 616	Student's previous labour force activity	Numeric	2	yes	academic year	right	see code set	n/a
4370	STUDCRED	617 - 624	Total credits granted to student	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which this reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1050	Institution Type	Numeric	2	Indicates the type of reporting institution, according to the look-up table	01 - University degree granting institution 02 - Community College 03 - Technical Institute 04 - CEGEP 05 - Hospital School 06 - Nursing School 07 - Trade/vocational training Centre 08 - University College 09 - School board 10 - Religious College (degree granting) 11 - Religious College (non-degree granting) 98 - Other 97 - Unknown 99 - Not reported	To facilitate analysis by institution type.
1060	Start of Reporting period	Date	8	This element provides the specific date that marks the start of the reporting period for the current survey year. Ideally, the start of the reporting period should be the first day of the Spring/Summer session of the academic year. (e.g. 1996-05-01) However, if this is not possible, other start dates are acceptable. The reporting period should cover a full academic year that, ideally, starts in May/June and ends in April/May.	CCYYMMDD (Century/Year/Month/Day)	Used with "End of reporting period" to define the period of time to which the data relates. A reporting period of a full academic year (starting in May/June and ending in April/May) is requested to allow for easy comparison of enrollment information between institutions.
1070	End of Reporting period	Date	8	This element provides the specific date that marks the end of the reporting period for the current survey year. Ideally, the end of the reporting period should be the last day of the of the Winter session of the academic year. (e.g. 1996-04-30) However, if this is not possible, other end dates are acceptable. The reporting period should cover a full academic year that, ideally, starts in May/June and ends in April/May.	CCYYMMDD (Century/Year/Month/Day)	Used with "Start of reporting period" to define the period of time to which the data relates. A reporting period of a full academic year (starting in May/June and ending in April/May) is requested to allow for easy comparison of enrollment information between institutions.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1080	Standard Meal Fees charged re: living in residence (as of fall session of current reporting year)	Numeric	8	Excluding tuition and other fees (including any other fees associated with living in residence), report the standard meals fee (in dollars and cents) charged for living in residences owned or managed by the institution (as of the fall session of the current reporting year). If multiple meal plans exist at the institution, report the meal plan with the lowest cost per meal. This element must relate to the 'Meal fee units' specified in element number 1090.	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1090	Meal Fee Units	Numeric	2	This element identifies the units on which the 'Standard Meal Fees' (Element number 1080) are based. If possible, we ask that you try to report in a per day basis to allow for easier standardization and comparison of meal fees across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. semesters)	01 - per meal 02 - 2 meals/day 03 - 3 meals/day 04 - 7 meals/week 05 - 10 meals/week 06 - 14 meals/week 07 - 19 meals/week 08 - 21 meals/week 10 - month 11 - semester 96 - Other 97 - Unknown 98 - Not applicable (institution does not have meal fees) 99 - Not reported	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1100	Meal Fee period	Numeric	2	Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard Meal Fee" elements to derive a standardized Meal fee that is comparable across institutions.  For example, if the standard fee for a type "02" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "11 - Academic year".	01 - Calendar year (about 12 months) 03 - Calendar month (28-31 days) 11 - Academic year (Fall-Winter Session, generally about 8 months duration) 22 - Semester (generally about 4 months duration) 96 - Other 97 - Unknown 98 - Not applicable (institution does not have meal fees) 99 - Not reported	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1110	Standard Fee for Type 02 Residence (as of fall session of current reporting year)	Numeric	8	Report the standard fee (in dollars and cents) for students living in a Type "02" residence (as of the fall session of the current reporting year). Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1120	Residence Fee period for Type 02 Residence	Numeric	2	<p>Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.</p> <p>For example, if the standard fee for a type "02" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".</p>	<p>07 - Days                      09 - Month (28-31 days)                      10 - Quarter (generally 8 weeks/2 months)                      15 - Semester (generally about 4 months duration)                      25 - Academic year (Fall-Winter Session, generally about 8 months duration)                      30 - Calendar year (about 12 months)                      96 - Other                      97 - Unknown                      98 - Not applicable (institution does not have any residences owned or managed by the institution)                      99 - Not reported</p>	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1130	Standard Fee for Type 03 Residence (as of fall session of current reporting year)	Numeric	8	<p>Report the standard fee (in dollars and cents) for students living in a Type "03" residence (as of the fall session of the current reporting year).                      Residence types are:                      01 - Living in accommodations that are NOT owned or managed by the institution                      02 - Dormitory residence, shared room, shared facilities                      03 - Dormitory residence, private room, shared facilities                      04 - Apartment/townhouse residence, shared room                      05 - Apartment/townhouse residence, private room                      06 - Apartment/townhouse residence, private                      07 - Single family/married students quarters with shared facilities                      08 - Single family/married students quarters with private facilities                      09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution</p>	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1140	Residence Fee period for Type 03 Residence	Numeric	2	<p>Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.</p> <p>For example, if the standard fee for a type "03" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".</p>	<p>07 - Days                      09 - Month (28-31 days)                      10 - Quarter (generally 8 weeks/2 months)                      15 - Semester (generally about 4 months duration)                      25 - Academic year (Fall-Winter Session, generally about 8 months duration)                      30 - Calendar year (about 12 months)                      96 - Other                      97 - Unknown                      98 - Not applicable (institution does not have any residences owned or managed by the institution)                      99 - Not reported</p>	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1150	Standard Fee for Type 04 Residence (as of fall session of current reporting year)	Numeric	8	Report the standard fee (in dollars and cents) for students living in a Type "04" residence (as of the fall session of the current reporting year). Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1160	Residence Fee period for Type 04 Residence	Numeric	2	Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.  For example, if the standard fee for a type "04" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".	07 - Days 09 - Month (28-31 days) 10 - Quarter (generally 8 weeks/2 months) 15 - Semester (generally about 4 months duration) 25 - Academic year (Fall-Winter Session, generally about 8 months duration) 30 - Calendar year (about 12 months) 96 - Other 97 - Unknown 98 - Not applicable (institution does not have any residences owned or managed by the institution) 99 - Not reported	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1170	Standard Fee for Type 05 Residence (as of fall session of current reporting year)	Numeric	8	Report the standard fee (in dollars and cents) for students living in a Type "05" residence (as of the fall session of the current reporting year). Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1180	Residence Fee period for Type 05 Residence	Numeric	2	<p>Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.</p> <p>For example, if the standard fee for a type "05" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".</p>	<p>07 - Days            09 - Month (28-31 days)            10 - Quarter (generally 8 weeks/2 months)            15 - Semester (generally about 4 months duration)            25 - Academic year (Fall-Winter Session, generally about 8 months duration)            30 - Calendar year (about 12 months)            96 - Other            97 - Unknown            98 - Not applicable (institution does not have any residences owned or managed by the institution)            99 - Not reported</p>	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1190	Standard Fee for Type 06 Residence (as of fall session of current reporting year)	Numeric	8	<p>Report the standard fee (in dollars and cents) for students living in a Type "06" residence (as of the fall session of the current reporting year).            Residence types are:            01 - Living in accommodations that are NOT owned or managed by the institution            02 - Dormitory residence, shared room, shared facilities            03 - Dormitory residence, private room, shared facilities            04 - Apartment/townhouse residence, shared room            05 - Apartment/townhouse residence, private room            06 - Apartment/townhouse residence, private            07 - Single family/married students quarters with shared facilities            08 - Single family/married students quarters with private facilities            09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution</p>	<p>i.e. 935 dollars should be reported as 935.00</p>	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1200	Residence Fee period for Type 06 Residence	Numeric	2	<p>Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.</p> <p>For example, if the standard fee for a type "06" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".</p>	<p>07 - Days            09 - Month (28-31 days)            10 - Quarter (generally 8 weeks/2 months)            15 - Semester (generally about 4 months duration)            25 - Academic year (Fall-Winter Session, generally about 8 months duration)            30 - Calendar year (about 12 months)            96 - Other            97 - Unknown            98 - Not applicable (institution does not have any residences owned or managed by the institution)            99 - Not reported</p>	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1210	Standard Fee for Type 07 Residence (as of fall session of current reporting year)	Numeric	8	Report the standard fee (in dollars and cents) for students living in a Type "07" residence (as of the fall session of the current reporting year). Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1220	Residence Fee period for Type 07 Residence	Numeric	2	Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.  For example, if the standard fee for a type "07" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".	07 - Days 09 - Month (28-31 days) 10 - Quarter (generally 8 weeks/2 months) 15 - Semester (generally about 4 months duration) 25 - Academic year (Fall-Winter Session, generally about 8 months duration) 30 - Calendar year (about 12 months) 96 - Other 97 - Unknown 98 - Not applicable (institution does not have any residences owned or managed by the institution) 99 - Not reported	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1230	Standard Fee for Type 08 Residence (as of fall session of current reporting year)	Numeric	8	Report the standard fee (in dollars and cents) for students living in a Type "08" residence (as of the fall session of the current reporting year). Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1240	Residence Fee period for Type 08 Residence	Numeric	2	Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.  For example, if the standard fee for a type "08" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".	07 - Days 09 - Month (28-31 days) 10 - Quarter (generally 8 weeks/2 months) 15 - Semester (generally about 4 months duration) 25 - Academic year (Fall-Winter Session, generally about 8 months duration) 30 - Calendar year (about 12 months) 96 - Other 97 - Unknown 98 - Not applicable (institution does not have any residences owned or managed by the institution) 99 - Not reported	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1250	Standard Fee for Type 09 Residence (as of fall session of current reporting year)	Numeric	8	Report the standard fee (in dollars and cents) for students living in a Type "09" residence (as of the fall session of the current reporting year). Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution	i.e. 935 dollars should be reported as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1260	Residence Fee period for Type 09 Residence	Numeric	2	Indicate the normal time period associated with the fees charged for living in residence. This element is used with "Standard (Residence) Fee" elements to derive a standardized Residence fee that is comparable across institutions.  For example, if the standard fee for a type "09" residence was \$2,800.00 for the combined Fall-Winter sessions, the period associated with the fees charged for living in residence should be "25 - Academic year".	07 - Days 09 - Month (28-31 days) 10 - Quarter (generally 8 weeks/2 months) 15 - Semester (generally about 4 months duration) 25 - Academic year (Fall-Winter Session, generally about 8 months duration) 30 - Calendar year (about 12 months) 96 - Other 97 - Unknown 98 - Not applicable (institution does not have any residences owned or managed by the institution) 99 - Not reported	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to postsecondary education.
1270	Institution has Fall Session	Numeric	2	Indicate whether or not the institution has a Fall session.	01 - True 02 - False	This element is used to facilitate data processing.
1280	Start date of Fall Session	Date	8	Report the start date of the Fall session	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1290	End date of Fall Session	Date	8	Report the end date of the Fall session	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1300	Institution has Winter Session	Numeric	2	Indicate whether or not the institution has a Winter session.	01 - True 02 - False	This element is used to facilitate data processing.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1310	Start date of Winter Session	Date	8	Report the start date of the Winter session	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1320	End date of Winter Session	Date	8	Report the end date of the Winter session	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1330	Institution has Fall/Winter Session	Numeric	2	Indicate whether or not the institution has a Fall/Winter session.	01 - True 02 - False	This element is used to facilitate data processing.
1340	Start date of Fall/Winter Session	Date	8	Report the start date of the Fall/Winter session	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1350	End date of Fall/Winter Session	Date	8	Report the end date of the Fall/Winter session	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1360	Institution has Spring Session	Numeric	2	Indicate whether or not the institution has a Spring session.	01 - True 02 - False	This element is used to facilitate data processing.
1370	Start date of Spring Session	Date	8	Report the start date of the Spring session	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1380	End date of Spring Session	Date	8	Report the end date of the Spring session	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1390	Institution has Summer Session	Numeric	2	Indicate whether or not the institution has a Summer session.	01 - True 02 - False	This element is used to facilitate data processing.
1400	Start date of Summer Session	Date	8	Report the start date of the Summer session	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1410	End date of Summer Session	Date	8	Report the end date of the Summer session	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1420	Institution has Spring/Summer Session	Numeric	2	Indicate whether or not the institution has a Spring/Summer session.	01 - True 02 - False	This element is used to facilitate data processing.
1430	Start date of Spring/Summer Session	Date	8	Report the start date of the Spring/Summer session	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1440	End date of Spring/Summer Session	Date	8	Report the end date of the Spring/Summer session	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1450	Institution has an Intersession	Numeric	2	Indicate whether or not the institution has an Intersession	01 - True 02 - False	This element is used to facilitate data processing.
1460	Start date of Intersession	Date	8	Report the start date of the Intersession	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1470	End date of Intersession	Date	8	Report the end date of the Intersession	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1480	Institution goes by Calendar Year	Numeric	2	Indicate whether or not the institution goes by Calendar year	01 - True 02 - False	This element is used to facilitate data processing.
1490	Start date of Calendar Year	Date	8	Report the start date of the Calendar year	Start Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.
1500	End date of Calendar Year	Date	8	Report the end date of the Calendar year	End Date: CCYYMMDD (Century/Year/Month/Day)	This element is used to facilitate data processing.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Course Description File**

**Statistics Canada**  
**Version Date: July 22, 1997**





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which the reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
4000	Institution's Student ID	Character	20	To be determined by the reporting institution (may be alphabetic and/or numeric). This field must be included, and must be a permanent identifier for the student while in this institution.	20-digit alpha/numeric field	To be used to verify student information with the reporting institution and for student record linkage within the institution.
6000	Student's course number/code used by the institution	Character	20	For each student, and for each course they were enrolled in over the reporting period, report the institution's academic calendar or administrative files number/code associated with the course.	Character field - enter number/code used by the institution	This element is used in data processing to link other information within the student record database, to validate student enrollment information, and to facilitate communication between the institution and Statistics Canada.
6010	Session in which course was delivered to student	Numeric	2	Report the session (e.g. Fall, Winter, etc) in which the course was delivered to the student.	01 - Fall 02 - Winter 03 - Fall/Winter 04 - Spring 05 - Summer 06 - Spring/summer 07 - Intersession 08 - Calendar year 96 - Other period not specified above 97 - Unknown 98 - Not applicable 99 - Not reported	Used to help verify/process the data.
6020	Date student started their course	Date	8	For each student, and for each of the courses they were enrolled in during the current reporting period, report the date the student started the course. If the actual date the student started the course is not recorded in the institution's administrative files, then use the start date of the course as it appears in the institution's timetable/calendar information.	Start date: CCYYMMDD (Century/Year/Month/Day)	Used with other enrollment information in data processing and toward measuring student flows/workloads. This element is needed to allow Statistics Canada to relate SRD data to historical point-in-time data re: FTE of students.
6030	Date student ended their course	Date	8	For each student in a course, report the date the student ended the course (whatever the student's status at that time). If the actual date the student ended the course is not recorded in the institution's administrative files, then use the end date of the course as it appears in the institution's timetable/calendar	End date: CCYYMMDD (Century/Year/Month/Day)	Used with other enrollment information in data processing and toward measuring student flows/workloads.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
6040	Student's course section number/code used by the institution	Character	12	For each student, and for each course they were enrolled in over the reporting period, report the institution's academic calendar or administrative files number/code associated with the course section.	Character field - enter number/code used by the institution	This element is used in data processing to link other information within the student record database, to validate student enrollment information, and to facilitate communication between the institution and Statistics Canada.
6050	Student's status at the end of the course	Numeric	2	For each student enrolled in a course after the final day for course additions (as defined by the institution -- usually two weeks after classes begin), report the student's status at the end of the course. (e.g. incomplete, successfully completed, unsuccessfully completed, withdrew). A student who completes a course and has met the minimum academic requirements to receive credit for the course should be reported as "successfully completed". If an institution or province bases its report on their fiscal year, they may find that some of their courses begin in one reporting period and continue into the next. If a student is in a course that extends over one or more reporting years, report the student's status for the end of each reporting year. Students enrolled in courses that extend beyond the current reporting period should be reported as "still enrolled".	01 - Successfully completed 02 - Still enrolled (includes 'incomplete' status) 03 - Withdrew 04 - Did not successfully complete course (e.g. failed course) 05 - Not applicable, student audited course 08 - Not applicable, non-credit/continuing education course 96 - Other 97 - Unknown 99 - Not Reported	Used with other course information for research related to student flows and student success.
6060	Number of Credits/units of academic achievement the student received for the course	Numeric	8	For each course, report the number of credits/units of academic achievement the student received for the course. Note: This element has been included to enable the ESIS system to accurately capture the credits a student has earned in a courses where the credit value of the course will vary with the student's program.	Report number of credits.	This element is used with other information to measure student progress and compare course offerings within and between institutions.
6070	Course is classified as a "Distance Education course" by the institution	Numeric	2	A logical Field indicating whether or not the course was considered to be/classified as a "Distance education course" by the institution. Report "01" (True) if the course was considered to be/classified as a "Distance education course" by the institution. Report "02" (False) if the course was not considered to be/not classified as a "Distance education course" by the institution.	01 - Course considered to be/classified as a "Distance education course" by the institution 02 - Course not considered to be/not classified as a "Distance education course" by the institution 97 - Unknown 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6080	Course delivered to the student by Correspondence	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved correspondence. Report "01" (True) if the course was delivered in whole or in part to the student via correspondence. Report "02" (False) if the course delivered to the student did not involve correspondence. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Correspondence 02 - Course delivery did not include Correspondence 97 - Unknown if course delivery included Correspondence 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
6090	Course delivered to the student by Classroom instruction	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved classroom instruction. Report "01" (True) if the course was delivered in whole or in part to the student via classroom instruction. Report "02" (False) if the course delivered to the student did not involve classroom instruction. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known. Note: Classroom instruction refers to delivery of course instruction by an instructor physically located in the same room/lecture hall as the student at the time the instruction was received by the student.	01 - Course delivery included Classroom instruction 02 - Course delivery did not include classroom instruction 97 - Unknown if course delivery included Classroom instruction 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6100	Course delivered to the student by "Virtual" classroom	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved "Virtual" classroom. Report "01" (True) if the course was delivered in whole or in part to the student via "Virtual" classroom. Report "02" (False) if the course delivered to the student did not involve "Virtual" classroom. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included "Virtual" classroom 02 - Course delivery did not include "Virtual" classroom 97 - Unknown if course delivery included "Virtual" classroom 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6110	Course delivered to the student by Multimedia	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved multimedia. Report "01" (True) if the course was delivered in whole or in part to the student via Multimedia. Report "02" (False) if the course delivered to the student did not involve multimedia. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Multimedia 02 - Course delivery did not include Multimedia 97 - Unknown if course delivery included Multimedia 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6120	Course delivered to the student by Radio	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved Radio. Report "01" (True) if the course was delivered in whole or in part to the student via radio. Report "02" (False) if the course delivered to the student did not involve Radio. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Radio 02 - Course delivery did not include Radio 97 - Unknown if course delivery included Radio 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6130	Course delivered to the student by Internet	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved internet. Report "01" (True) if the course was delivered in whole or in part to the student via Internet. Report "02" (False) if the course delivered to the student did not involve internet. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Internet 02 - Course delivery did not include Internet 97 - Unknown if course delivery included Internet 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
6140	Course delivered to the student by Video Conferencing	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved Video conferencing. Report "01" (True) if the course was delivered in whole or in part to the student via Video conferencing. Report "02" (False) if the course delivered to the student did not involve Video conferencing. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Video conferencing 02 - Course delivery did not include Video conferencing 97 - Unknown if course delivery included Video conferencing 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6150	Course delivered to the student by Television	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved television. Report "01" (True) if the course was delivered in whole or in part to the student via television. Report "02" (False) if the course delivered to the student did not involve television. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Television 02 - Course delivery did not include Television 97 - Unknown if course delivery included Television 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6160	Course delivered to the student by Competency Based Education	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved competency based education. Report "01" (True) if the course was delivered in whole or in part to the student via competency based education. Report "02" (False) if the course delivered to the student did not involve competency based education. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included Competency Based Education 02 - Course delivery did not include Competency Based Education 97 - Unknown if course delivery included Competency Based Education 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6170	Course delivered to the student by some other method of instruction not elsewhere listed in the ESIS student course file	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of course delivery to the student involved some other method of instruction not elsewhere listed in the ESIS student course file. Report "01" (True) if the course was delivered in whole or in part to the student via some other method of instruction not elsewhere listed in the ESIS student course file. Report "02" (False) if the course delivered to the student did not involve some other method of instruction not elsewhere listed in the ESIS student course file. Report "97" (Unknown) if the course delivery method is both not available from your institution's current information systems and not otherwise known.	01 - Course delivery included some other method of instruction not elsewhere listed in the ESIS student course file 02 - Course delivery did not include some other method of instruction not elsewhere listed in the ESIS student course file 97 - Unknown if course delivery included some other method of instruction not elsewhere listed in the ESIS student course file 99 - Not Reported	This information is collected to monitor changing trends in course delivery methods and as an indicator of educational diversity.
6180	Institution Code (province) of the institution where the student received their course instruction.	Numeric	2	Identifies the province where the student received their course instruction. It is important to distinguish between the institution reporting the student's enrolment in a course and the location at which the student actually received their course instruction. Report the province code of the institution where the student received their course instruction.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
6190	Institution Code (institution) of the institution where the student received course instruction.	Numeric	3	Identifies the institution complex where the student received their course instruction. It is important to distinguish between the institution reporting the student's enrolment in a course and the location at which the student actually received their course instruction. Report the institution code of the institution where the student received their course instruction.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
6200	Institution Code (campus) of the institution where the student received course instruction.	Numeric	3	Identifies the registration centre/campus within the complex where the student received their course instruction. It is important to distinguish between the institution reporting the student's enrolment in a course and the location at which the student actually received their course instruction. Report the registration centre/campus code of the institution where the student received their course instruction.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
6210	Student received course instruction on-campus	Numeric	2	This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.  In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)	01 - Student received course instruction on-campus at the institution 02 - Student did not receive course instruction on-campus at the institution 97 - Unknown if student received course instruction on-campus at the institution 99 - Not Reported	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
6220	Student received course instruction at their private residence	Numeric	2	This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.  In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)	01 - Student received course instruction at their private residence 02 - Student did not receive course instruction at their private residence 97 - Unknown if student received course instruction at their private residence 99 - Not Reported	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
6230	Student received course instruction at a residence owned or managed by the institution	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at a residence owned or managed by the institution</p> <p>02 - Student did not receive course instruction at a residence owned or managed by the institution</p> <p>97 - Unknown if student received course instruction at a residence owned or managed by the institution</p> <p>99 - Not Reported</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
6240	Student received course instruction at a public place not managed by the institution (e.g. secondary school, public library)	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at a public place not managed by the institution (e.g. secondary school, public library)</p> <p>02 - Student did not receive course instruction at a public place not managed by the institution (e.g. secondary school, public library)</p> <p>97 - Unknown if student received course instruction at a public place not managed by the institution (e.g. secondary school, public library)</p> <p>99 - Not Reported</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
6250	Student received course instruction at a place under private-sector management that is not the student's workplace (e.g. hotel conference room)	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at a place under private-sector management that is not the student's workplace (e.g. hotel conference room)</p> <p>02 - Student did not receive course instruction at a place under private-sector management that is not the student's workplace (e.g. hotel conference room)</p> <p>97 - Unknown if student received course instruction at a place under private-sector management that is not the student's workplace (e.g. hotel conference room)</p> <p>99 - Not Reported</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
6260	Student received course instruction at their workplace	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at their workplace                      02 - Student did not receive course instruction at their workplace                      97 - Unknown if student received course instruction at their workplace                      99 - Not Reported</p>	<p>This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.</p>
6270	Student received course instruction at a location not listed in ESIS Student Course file	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at a location not listed in ESIS Student Course file                      02 - Student did not receive course instruction at a location not listed in ESIS Student Course file                      97 - Unknown if student received course instruction at a location not listed in ESIS Student Course file                      99 - Not Reported</p>	<p>This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.</p>



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Program Description File**

Statistics Canada  
Version Date: July 22, 1997





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which the reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
4000	Institution's Student ID	Character	20	To be determined by the reporting institution (may be alphabetic and/or numeric). This field must be included, and must be a permanent identifier for the student while in this institution.	20-digit alpha/numeric field	To be used to verify student information with the reporting institution and for student record linkage within the institution.
5000	Student's program number/code used by the institution	Character	20	Report for each student, and for each program they were enrolled in over the reporting period the program code used by the institution in their academic calendar &/or administrative files	Specifics of the coding structure vary with each institution. 20 character alpha/numeric field.  This is the same number/code used in Metadata element: "Program number/code used by institution"	This element is used in data processing to link other information within the student record database, to validate student enrollment information, and to facilitate communication between the institution and Statistics Canada.
2010	Program Credential Type	Numeric	2	For each program listed in the institution's academic calendar, report the credential associated with successful completion of program. (e.g. certificate, diploma, degree)	01 - General Equivalency Diploma 02 - Certificate 03 - Diploma 04 - Degree 05 - Declaration of academic achievement 06 - Other college postsecondary credential 07 - Other college non-postsecondary credential 08 - Other undergraduate level credential 09 - Other graduate level credential 96 - Other type of credential 97 - Unknown 98 - No credential/no certification (not applicable) 99 - Not Reported	Used with other program information as a means of comparing different program offerings within and between institutions.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
5010	Student's Program start date	Date	8	Report the date the student started (first enrolled/registered in the program).  Report the start date for each student, and for each of the programs they were enrolled in during the current reporting period. The program start-date applies only to the date the student first enrolled/registered in the program.  This information should remain unchanged for the subsequent enrollments by the same student in a particular program.  (e.g. If a student first enrolled in a program on September 3, 1996, then that student's start date for that program should remain 1996/09/03 for all following enrollment reports as long as the student continues to be enrolled in the program.)	Start date:  CCYYMMDD (Century/Year/Month/Day)	Used with other enrollment information in data processing and toward measuring student flows. If course level data is not available or if the student starts their education as a part-time or unclassified student, Program start date will enable Statistics Canada to determine when the student officially started their program. Program start and end dates will allow researchers to study trends in completion times and other research related to following student progress.
5020	Student and Program/ Courses approved for funding by funding agency	Numeric	2	<b>THIS ELEMENT MAY BE REPLACED BY THE "PROGRAM FUNDING CODE" ELEMENT, PENDING FURTHER DISCUSSION.</b> Indicate whether the program in which the student is enrolled has been approved by MPHEC and/or whether the program/ courses the student is taking is (are) eligible to be included in weighted enrollment figures used for grant purposes.	Student is enrolled in program/courses approved for funding by funding agency and is: 01 - eligible to be included in weighted enrollment figures and cannot be coded as 2 or 3; 02 - not included in 1 because financial support other than government grant is received by the institution as a result of agreements with another institution, government, corporation, etc.; 03 - not eligible to be included in weighted enrollment figures used for grant purposes because he/she is a graduate student who has exceeded the maximum length of study allowed for funding purposes for the program of studies in which the student is enrolled.  Student is enrolled in program/course not approved for funding by MPHEC and is: 04 - not eligible to be included in weighted enrollment figures  98 - Not Applicable	Requested by Statistics Canada on behalf of the funding agency to meet their data needs re: institutional funding.
5030	Program Credential approved by funding agency	Numeric	2	Indicate whether the program credential for the program in which the student is enrolled has been approved by MPHEC or other funding agency. Note: these codes are currently collected for the MPHEC. Codes may be adjusted to reflect national reporting needs upon further consultation with stakeholders. Institutions not currently reporting this information to their funding agency should report "98 - Not Applicable".	01 - Yes 02 - No 03 - Credential Pending Approval 98 - Not Applicable 99 - Not Reported	Requested by Statistics Canada on behalf of the funding agency to meet their data needs re: institutional funding.
5040	Special initiative code	Numeric	6	Enter the Special initiative code associated with the student's program, as specified by the Provincial ministry, institution or other agency.	e.g. 101000 - First year at home	To identify students officially participating in a "special initiative" program as defined by the sponsoring agency/institution. For example, identifying students participating in the "First Year at Home" initiative will allow measurement of the volume and proportion of full-time enrolments in off-campus delivery of full year(s) of a program.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
5050	Basis of student's admission to program	Numeric	2	Indicates the basis on which the student has been admitted to the program. (e.g. met normal entrance requirements, as a mature student, with special exemption, conditional on completion of language upgrading course, etc.)	01 - Student met normal entrance requirements 02 - Student did not meet all normal entrance requirements (e.g. admitted as a mature student or based on prior learning assessment) 97 - Unknown 98 - Not applicable -- No formal entrance requirements 99 - Not Reported	This element can be used as an indicator of accessibility to education and of the skill levels students have when entering the program/institution.
5060	Student's expected year/date of graduation	Date	8	Report the year the student is expected to graduate. The year of graduation should be estimated based on the amount of course work successfully completed to date and the "normal" time a student of the same registration status (full-time/part-time) would take to complete the program.	8 position - numeric For example: CCYYMMDD (Century/Year-Month-Day) 19970431	Used with other program information for research related to student flows. This element also allows comparison of current and historical enrollment data.
5070	Student's Program end date	Date	8	Report the date the student ended the program.  End date should be reported for each student, and for each of the programs they ended their registration in during the current reporting period.  Leave blank if the student has not completed or otherwise officially ended their enrolment in the program.  (e.g. End Date would be left BLANK for a student who registered for the Fall session but both did not register for the Winter, Spring or Summer sessions if the student did not officially withdraw from the program and was not required by the institution to terminate their registration in the program.)	End date:  CCYYMMDD (Century/Year/Month/Day)	Used with other enrollment information in data processing and toward measuring student flows.
5080	Student status at end of reporting period	Numeric	2	Report for each student, in each program the student's status in the program at the end of the reporting period. (e.g. still enrolled, successfully completed, withdrew )  A student who completes a program and has met the minimum academic requirements to receive credit for the program should be reported as "successfully completed"  If an institution or province bases its report on their fiscal year, they may find that some of their programs begin in one reporting period and continue into the next.  If a student is in a program that extends over one or more reporting years, report the student's status at the end of each reporting year.  If a student is in a registered apprenticeship program, which could be several years in length, report the status for the end of each year or level of the program -- not for the entire program. A student who completes each year or level of a registered apprenticeship program should be reported as: "02- Successfully completed course-work requirements for program."	01 - Eligible to enroll and/or in good academic standing 02 - Successfully completed course-work requirements for program 03 - Still enrolled in courses 04 - Graduated from program (officially convocated/received qualification) 05 - Not eligible to enroll in same program 06 - Withdrew from program and/or institution (discontinued studies in program) 96 - Other 97 - Status unknown 98 - Not Applicable 99 - Not Reported	Used with other program information in order to facilitate research related to student flows and student success.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
5090	Convocation/graduation date	Date	8	For each program successfully completed by the student during the current reporting period, report the date the student received/was eligible to receive the degree, diploma or certificate related to the program.	CCYYMMDD (Century/Year/Month/Day)	Used both to monitor student flows and to allow comparison of current and historical enrolment information. As well, this information allows for a direct comparison of Statistics Canada data with that maintained by the institutions.
5100	Qualification/Credential/Document of Recognition received by the student	Character	60	Report the qualification/credential/document of recognition the student received, as it is maintained in the institution's administrative records. In most cases this would likely be as the qualification would appear on the student's academic transcript.	A 60 Character field	This element will be used with "Second/joint qualification/credential received by student" for research related to student flows and outcomes by field of study, as well as labour market research. It will also allow comparison of current and historical enrollment information.
5110	Second/Joint Qualification/Credential Approved by funding agency	Numeric	2	Indicate whether the second/joint qualification /credential the student received has been approved by MPHEC or other funding agency.	01 - Yes 02 - No 03 - Credential Pending Approval 98 - Not Applicable 99 - Not Reported	This element will be used with "Qualification/Credential/Document of Recognition received by student" for research related to student flows and outcomes by field of study, as well as labour market research. It will also allow comparison of current and historical enrollment information.
5120	Second/joint qualification/credential received by student	Character	60	Report the second/joint qualification/credential the student received, as it is maintained in the institution's administrative records. In most cases this would be a qualification/certification from an outside body/agency that the academic institution has been given the authority to award to the student based on successful completion of the program and/or other criteria specified by that body/agency.	A 60 Character field	This element will be used with "Qualification/Credential/Document of Recognition received by student" for research related to student flows and outcomes by field of study, as well as labour market research. It will also allow comparison of current and historical enrollment information.
5130	CO-OP program indicator	Numeric	2	Indicates the student is enrolled in a Co-op program. Report each student that is officially registered in a Co-op program at the institution.	01 - Student is enrolled in a Co-op program 02 - Student is not enrolled in a Co-op program 98 - Not applicable (no Co-op program available)	This element provides information relating to the diversity of program offerings and can be used for educational research re: school and work.
5140	Honours student indicator	Numeric	2	Report for every student in each of their programs whether or not the student is officially considered as having "Honours" standing within the institution, based on whatever criteria the institution uses to define "honours" standing for its students.	01 - Student has honours status 02 - Student does not have honours status 98 - Not applicable (Honours status not used by institution)	This element is collected to allow comparison of current and historical enrollment data.
5150	Student completed required Paid Program on-the job training/field placement	Numeric	2	This is an indicator of whether or not the student completed the required Paid on-the-job training/field placement associated with the program (as indicated in the program metadata).	01 - Student completed required Paid on-the-job training/field placement associated with the program 02 - Student did not complete required Paid on-the-job training/field placement associated with the program 03 - Student is still enrolled in required Paid on-the-job training associated with the program 97 - Unknown 98 - No required Paid on-the-job training/field placement associated with the program 99 - Not Reported	Used with "Required Paid Program on-the-job training/field placement units/duration" as a means of comparing different program offerings, and for education research.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
5160	Student completed optional Paid Program on-the job training/field placement	Numeric	2	This is an indicator of whether or not the student completed the optional Paid on-the-job training/field placement associated with the program (as indicated in the program metadata).	01 - Student completed optional Paid on-the-job training/field placement associated with the program 02 - Student did not complete optional Paid on-the-job training/field placement associated with the program 03 - Student is still enrolled in optional Paid on-the-job training associated with the program 97 - Unknown 98 - No optional Paid on-the-job training/field placement associated with the program 99 - Not Reported	Used with "Optional Paid Program on-the-job training/field placement units/duration" as a means of comparing different program offerings, and for education research.
5170	Student completed required Unpaid Program on-the job training/field placement	Numeric	2	This is an indicator of whether or not the student completed the required Unpaid on-the-job training/field placement associated with the program (as indicated in the program metadata).	01 - Student completed required Unpaid on-the-job training/field placement associated with the program 02 - Student did not complete required Unpaid on-the-job training/field placement associated with the program 03 - Student is still enrolled in required Unpaid on-the-job training associated with the program 97 - Unknown 98 - No required Unpaid on-the-job training/field placement associated with the program 99 - Not Reported	Used with "Required Unpaid Program on-the-job training/field placement units/duration" as a means of comparing different program offerings, and for education research.
5180	Student completed optional Unpaid Program on-the job training/field placement	Numeric	2	This is an indicator of whether or not the student completed the optional Unpaid on-the-job training/field placement associated with the program (as indicated in the program metadata).	01 - Student completed optional Unpaid on-the-job training/field placement associated with the program 02 - Student did not complete optional Unpaid on-the-job training/field placement associated with the program 03 - Student is still enrolled in optional Unpaid on-the-job training associated with the program 97 - Unknown 98 - No optional Unpaid on-the-job training/field placement associated with the program 99 - Not Reported	Used with "Optional Unpaid Program on-the-job training/field placement units/duration" as a means of comparing different program offerings, and for education research.
5190	Tuition Fees Billed to Student for Program (as of fall session of current reporting year)	Numeric	8	Report the total tuition fees paid by the student for each program they were enrolled in as of the fall session of the current reporting year. Note: Depending on how institutions store this information, it may be necessary to collect this information by academic session.	Numeric field. Example: If the tuition fee for a program was \$3,500.00, report: 3500.00	To provide information regarding changes to student's education costs. This information can also be compared to standard tuition fee information re: whether the student paid the standard fee -- as requested by the funding agency.
5200	Student Program Tuition Fee period	Numeric	2	Indicate the time period associated with the tuition fees paid by the student.  For example, if the student paid \$3,500.00 in tuition fees for the combined Fall-Winter sessions, the period associated with the tuition fees paid should be "11 - Academic year (Fall-Winter Session)"	01 - Calendar year (about 12 months) 03 - Calendar month (28-31 days) 11 - Academic year (Fall-Winter Session, generally about 8 months duration) 22 - Semester (generally about 4 months duration) 23 - Spring Session (generally about 2 months) 24 - Summer Session (generally about 2 months) 25 - Spring/Summer Session (generally about 4 months) 26 - Intersession 70 - Full duration of the program as indicated in Institution Program description file. 96 - Other 99 - Not Reported	This element can be used with "Tuition Fees Billed to Student for Program" to help provide information and illustrate trends regarding changes to student's education costs.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
5210	Scholarship/Bursary awarded to student	Numeric	8	Indicate the amount, in dollars, of the scholarship/bursary awarded to the student for the current reporting period. Report all awards known by the various departments where the award decision is made.	Numeric field Example: If a student received a bursary of \$3,500, report: 3500.00	This element helps to determine the actual costs for education incurred by the student. As well, this element allows for the comparison of historical financial assistance information.
5220	Total transfer credits/units of academic achievement granted re: current program	Numeric	8	For each student registered during the current reporting period, report the total number of credits/units of academic achievement granted at this institution for education taken at another institution.	Numeric field - report total transfer credits/units of academic achievement granted -- with decimal.	This element serves as an indicator of student mobility and the ability to transfer previous education between institutions and provinces. It is asked for directly (rather than being derived from other elements) because some institutions may not be able to provide transfer credit information at the individual course level.
5230	Total credits granted re: current program	Numeric	8	For each student registered during the current reporting period, report the total number of credits granted at the current institution toward the student's current program.	Numeric field - report total credits/units of academic achievement granted	This element serves as an indicator of student mobility and the ability to transfer previous education between institutions and provinces. It is asked for directly (rather than being derived from other elements) because some institutions may not be able to provide transfer credit information at the individual course level.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Description File**

**Statistics Canada**

**Version Date: July 22, 1997**



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which the reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
4000	Institution's Student ID	Character	20	To be determined by the reporting institution (may be alphabetic and/or numeric). This field must be included, and must be a permanent identifier for the student while in this institution.	20-digit alpha/numeric field	To be used to verify student information with the reporting institution and for student record linkage within the institution.
4010	Type of Student I.D.	Numeric	2	Indicates the type of I.D. number that has been reported in Element Number 4000 ("Institution's Student I.D.").	01 - The institution's own unique Student Identification Number 02 - Provincial Student Identification Number 03 - National Student Identification Number 96 - Other	This element is collected to help follow students across time and institutions.
4020	Social Insurance Number	Numeric	9	Report the student's social insurance number.	Student social insurance number. 9-digit numeric field	This information is collected with the student's name and address fields to follow students over time and across institutions. The social insurance number, which is unique to each individual, is unchanging and Canada-wide therefore making it the best available means of identifying students and linking them to their previous educational activities.
4030	Unique Student Identifier (USI) number	Character	28	Report the student's USI number. This number should remain with the student throughout their academic career. It will consist of the combination of the institution I.D. number of the first postsecondary institution the student attended plus the student I.D. number assigned to the student at that institution. This USI number is to be entered on the transcript of the student and will be captured and forwarded by each institution subsequently attended by the student. The first eight (8) digits of the USI number must be the Statistics Canada institution code.	The first eight (8) digits of the USI number must be the Statistics Canada institution I.D. number of the first postsecondary institution the student attended, followed by the student I.D. number assigned to the student at that institution. Example:3538000096594372 - This would be student 96594372 who started his/her academic career at the 35380000 institution.	This element is collected with student name and other identifiers to follow students over time and across institutions, throughout their academic history within a province. It will be used to better understand student flows within and between levels of postsecondary education, to examine student interprovincial mobility and for other educational policy related issues and research interests.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4040	Student's First Name	Character	35	Report the first (given) name of the student as reported on the student's application for admission	A 35-character field	This information is collected with other student demographic information and address fields to follow students over time and across institutions, throughout their academic history. It will be used to better understand student flows within and between levels of postsecondary education, to examine student interprovincial mobility and for other educational policy related issues and research interests. This information is also collected to provide a sampling frame for special surveys (e.g. The National Graduate Survey).
4050	Student's Middle Name/Initials	Character	35	Report the middle names and/or initials of the student as reported on the student's application for admission	A 35 character field	This information is collected with other student demographic information and address fields to follow students over time and across institutions, throughout their academic history. It will be used to better understand student flows within and between levels of postsecondary education, to examine student interprovincial mobility and for other educational policy related issues and research interests. This information is also collected to provide a sampling frame for special surveys (e.g. The National Graduate Survey).
4060	Student's Surname (last name)	Character	35	Report the student's surname, (last name) as reported on the student's application for admission	A 35 character field	This information is collected with other student demographic information and address fields to follow students over time and across institutions, throughout their academic history. It will be used to better understand student flows within and between levels of postsecondary education, to examine student interprovincial mobility and for other educational policy related issues and research interests. This information is also collected to provide a sampling frame for special surveys (e.g. The National Graduate Survey).
4070	Student's Previous Surname (last name)	Character	35	Report the student's previous surname. (e.g. name held prior to marriage) if applicable. Statistics Canada recognizes that the institution may not currently collect this type of information. However, if possible, Statistics Canada would like to assist the institution to develop a means of capturing this information with minimal effort.	A 35 character field	Student's former surname would be used to follow students over time and across institutions when other linking information is not available. A combination of the student's name, gender and birth date should allow a one to one match of students unless the student's last name has changed (e.g. marriage). However, given that women frequently change their surname upon marriage, the student's former name is required in the absence of linking information.
4080	Student's current local postal/zip code	Character	10	Report the student's current postal code as it is reported in the institution's administrative records. This information should reflect the most current information held by the institution at the time of generating Statistics Canada's report.	A 10-digit alpha/numeric field	This information is collected to link students to their geographic location within a socio-economic area and for research relating to the geographic mobility of students. (e.g. for research related to the economic impact of student populations within an area)
4090	Student's current local telephone number	Numeric	10	Report the student's current telephone number as it is reported in the institution's administrative records.	10 position numeric field Digits 1-3: area code Digits 4-10: telephone number	This information is collected with the student's name and other address fields to provide a sampling frame for special surveys (e.g. National Graduates Survey)
4100	Student's current telephone number (TEXT)	Character	14	Report the student's current telephone number as it is reported in the institution's administrative records.	Free-form text field to be used if institution's telephone fields do not conform to ESIS standards.	To assist in contacting students re: sample surveys such as the National Graduate Survey.
4110	Student's current e-mail address	Character	100	For each student, report the student's current INTERNET e-mail address as it is stored in your institution's administrative system.	A 100 Character field	To facilitate electronic student surveys and/or follow-up re: existing sample surveys such as the National Graduate Survey.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4120	Address Line 1 of Student's Permanent Address	Character	35	Report the first line of the student's permanent mailing address (e.g. house/apt. number, building name, street number, street name) as it is stored in your institution's administrative records. Please ensure that city/town, province, postal/zip code and country are reported in their own respective fields.	35-digit alpha/numeric field	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.
4130	Address Line 2 of Student's Permanent Address	Character	35	If applicable: report the second line of the student's permanent mailing address (e.g. house/apt. number, building name, street number, street name) as it is stored in your institution's administrative records. Please ensure that city/town, province, postal/zip code, and country are reported in their own respective fields.	35-digit alpha/numeric field	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.
4140	Address Line 3 of Student's Permanent Address	Character	35	Report the third line of the student's permanent mailing address (e.g. house/apt. number, building name, street number, street name) as it is stored in your institution's administrative records. Please ensure that city/town, province, postal/zip code and country are reported in their own respective fields.	35-digit alpha/numeric field	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.
4150	City/Town of Student's Permanent Address	Character	35	Report the city/town of the student's permanent address as it is stored in your institution's files.	35-digit alpha/numeric field	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.
4160	Postal/Zip Code of Student's Permanent Address	Character	10	Report the postal/zip code of the student's permanent address as it is stored in your institution's files.	A 10-digit alpha/numeric field	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.
4170	Province/State of Student's Permanent Address	Numeric	2	Report the two digit numeric code of the province or state of the student's permanent address as it is stored in your institution's files.	10 - Newfoundland 11 - Prince Edward Island 12 - Nova Scotia 13 - New Brunswick 24 - Quebec 35 - Ontario 48 - Manitoba 47 - Saskatchewan 48 - Alberta 59 - British Columbia 60 - Yukon 61 - Northwest Territories 72 - Nunavut 80 - State of the USA (look-up table of US States will be developed soon) 90 - State/Province/Territory or other region not part of the United States or Canada 99 - Not Reported	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.
4180	Country of Student's Permanent Address	Numeric	5	Report the country of the student's permanent address, as it is stored in your institution's files, using the country codes provided by Statistics Canada	See country code look-up table.	This information is collected with the student's name and other address information to provide a sampling frame for special surveys (e.g. National Graduates Survey). It may also be used to help identify the student for tracking purposes as well as for research requiring geographic information.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4190	Country of Student's Permanent Address (text)	Character	35	Report the country of the student's permanent address in text as it stored in the institution's files.	35 Characters	This information is collected to accommodate institutions that do not store coded country information in their administrative systems.
4200	Student's telephone number associated with permanent address	Numeric	10	Student's telephone number at their permanent address as it is reported in the institution's administrative records.	10 position numeric field Digits 1-3: area code Digits 4-10: telephone number	To assist in contacting students re: sample surveys such as the National Graduate Survey.
4210	Student's telephone number associated with permanent address (TEXT)	Character	16	Student's telephone number at their permanent address as it is reported in the institution's administrative records.	Free-form text field to be used if institution's telephone fields do not conform to ESIS standards.	To assist in contacting students re: sample surveys such as the National Graduate Survey.
4220	Type of residence student is living in	Numeric	2	This element indicates whether or not the student is living in a residence owned or managed by the institution, and, if so, the type of residence.	Residence types are: 01 - Living in accommodations that are NOT owned or managed by the institution 02 - Dormitory residence, shared room, shared facilities 03 - Dormitory residence, private room, shared facilities 04 - Apartment/townhouse residence, shared room 05 - Apartment/townhouse residence, private room 06 - Apartment/townhouse residence, private Bachelors/studio style quarters 07 - Single family/married students quarters with shared facilities 08 - Single family/married students quarters with private facilities 09 - Unclassified/unknown type of residence that is at least in part owned or managed by the institution 96 - Other 97 - Unknown 98 - Not applicable 99 - Not reported	This element is used to identify the number and characteristics of students living in institutionally run residences, to compare the costs of education between regions and, along with other information as a potential indicator re: accessibility to college education.
4230	Student birth date	Date	8	Student's date of birth.  Year/Month/Day (e.g. 1965/08/31)	CCYYMMDD (Century/Year/Month/Day)	Date of birth is used with other demographic information to profile current enrolments and to identify changing enrolment trends. Used with student name, it is also a key variable in linking students across time and institutions re: student tracking.
4240	Student's gender	Numeric	2	Report the student's gender/sex	01 - Male 02 - Female 97 - Gender/sex unknown	Student gender is used with other demographic information to profile current enrolments and to identify changing enrolment trends.
4250	Mother Tongue (first language spoken and still understood)	Numeric	3	Mother tongue is defined as "the language first spoken and still understood by the student." It should be reported as provided by the student on their application for admission, using the language codes provided by Statistics Canada.	001 - English 002 - French 123 - Other Language 124 - English and French 999 - Not reported	This element is collected toward determining the linguistic diversity of Canadian students. It is also used for Official languages research and potentially as an indicator of accessibility of education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4260	Student funding classification by citizenship	Numeric	2	This element categorizes/classifies students for grant purposes in accordance with the funding agency's policy. No 'not reported' category is allowed. Note: these codes are currently collected for the MPHEC. Codes may be adjusted to reflect national reporting needs upon further consultation with stakeholders. Institutions not currently reporting this information to their funding agency should report "98 - Not Applicable".	01 - Canadian citizen 02 - Permanent resident (formerly landed immigrant) 03 - International/Foreign Student, not exempted from reduction in grant 04 - International/Foreign Student, exempted because student is sponsored by CIDA or via other intergovernmental agreements or because financial support other than government grant is received by the institution as a result of agreements with another institution, government, corporation, etc.... 05 - International/Foreign student is not eligible to be included in weighted enrollment figures because he/she is a graduate student who has exceeded the maximum length of study allowed 06 - International/Foreign student is not eligible to be included in weighted enrollment figures because he/she is enrolled in a program/course not approved for funding by the funding agency 07 - Special funding category as defined by funding agency 98 - Not Applicable	Requested by Statistics Canada on behalf of the provincial funding agency to meet their data needs.
4270	Student funding classification	Numeric	2	This element categorizes/classifies students for grant purposes in accordance with the funding agency's policy. No 'not reported' category is allowed. Note: "05 - Student Pays Staff Fees" includes not only staff but their immediate relatives (e.g. son or daughter) as well.	01 - Student pays standard domestic fees 02 - Student pays standard international student fees 03 - Student pays full cost recovery fees 04 - Student pays Senior Citizen fees 05 - Student pays Staff fees 96 - Other	Requested by Statistics Canada on behalf of the provincial funding agency to meet their data needs.
4280	Country of citizenship	Numeric	5	Code country of current citizenship, as it is reported in your administrative files, using the country codes provided by Statistics Canada. Country Codes are constructed in the following way: First 3 digits are a unique identifier for each country; Fourth and fifth digits identify continent and region within continent in which country is located. For permanent resident (formerly landed immigrant) code the country of which the student is currently a citizen, not Canada. Persons with dual citizenship, one of which is Canadian, should be coded as Canadian citizens, irrespective of any other citizenship they hold. In those cases when a student is from a colony or a dependency, code the colony or dependency and not the parent country. For example, code St. Pierre and Miquelon as the country of citizenship for students from that dependency even though France is the country from which they hold citizenship.	Code country of current citizenship. For permanent resident (formerly called landed immigrant) code the country of which the student is currently a citizen, not Canada.  CODES: Use the standard Statistics Canada, 5-digit country codes	This element is collected with other demographic information to monitor foreign student enrollments at Canadian institutions.
4290	Immigration status of student	Numeric	2	This determines the immigration status of non-Canadian students. Please provide up-to-date status as of the beginning of the current reporting period.	01 - Canadian citizen (including Inuit, North American Indian and Metis) 02 - Permanent resident (Landed Immigrant) International/Foreign Students: 03 - Student authorization (Student Visa): a permit obtained by a student to enter Canada for the sole purpose of attending an educational institution 04 - other visa (including students who are in Canada on diplomatic, trade or other missions) 05 - International/Foreign student immigration status undetermined (including refugees) 06 - Student studying outside of Country 99 - Not Reported	This element is collected with other demographic information to monitor foreign student enrollments at Canadian institutions.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4300	Country of residence	Numeric	5	If the student has moved from another country for purposes of studying in Canada, give the country from which he/she came. If a student resides in another country but travels daily to a Canadian institution (ex. Detroit resident attending the University of Windsor), indicate the country of residence.	If the student has moved from another country for purposes of studying in Canada, give the country from which he/she came. If a student resides in another country but travels daily to a Canadian university (ex. Detroit resident attending the University of Windsor) indicate the country of residence.  CODES: Use the standard Statistics Canada, 5- digit country codes	This element is collected with other demographic information to monitor foreign student enrollments at Canadian institutions.
4310	Elementary/Secondary Education completed	Numeric	2	Report the highest level of elementary/secondary school education completed by the student. Report "19 - Completed at least some Elementary school" or "18 - Completed at least some Secondary" only if the exact grade completed is unknown..	15 - Completed Grade 13 (Ontario graduates only) 14 - Completed Grade 12 matriculation 13 - Completed Grade 12 diploma 12 - General Equivalency Diploma (student granted Grade 12 equivalency) 11 - Completed Grade 11 10 - Completed Grade 10 09 - Completed Grade 9 08 - Completed Grade 8 07 - Completed Grade 7 06 - Completed Grade 6 05 - Completed Grade 5 04 - Completed Grade 4 03 - Completed Grade 3 02 - Completed Grade 2 01 - Completed Grade K to 1 18 - Completed at least some secondary school 19 - Completed at least some elementary school 96 - Other 97 - Elementary/secondary education unknown 98 - Not applicable 99 - Not reported	This element is used to provide information on the academic background of students and to enable Statistics Canada to meet its national and international reporting obligations.
4320	Date Student last attended Elementary/Secondary School	Date	6	Report the date the student last attended/received elementary/secondary school education. (e.g. the date they graduated from High School)	CCYYMM (Century/Year/Month) (e.g. if student last attended secondary school in June, 1991, then code as: 199106)	This element is used to provide information on the academic background of students and to enable Statistics Canada to meet its national and international reporting obligations.
4330	Province/State of Elementary/Secondary School	Numeric	2	Report the province/state in which the student last attended elementary/secondary school.	10 - Newfoundland 11 - Prince Edward Island 12 - Nova Scotia 13 - New Brunswick 24 - Quebec 35 - Ontario 46 - Manitoba 47 - Saskatchewan 48 - Alberta 59 - British Columbia 60 - Yukon 61 - Northwest Territories 72 - Nunavut 80 - State of the USA (look-up table of US States will be developed soon) 90 - State/Province/Territory or other region not part of the United States or Canada 99 - Not Reported	This element is used to provide information on the academic background of students and to enable Statistics Canada to meet its national and international reporting obligations.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4340	Student's previous postsecondary program level/type	Numeric	2	This element provides information about the student's postsecondary educational activity(s) prior to their enrollment at this institution for the current reporting period. At present this element will have to be imputed from transfer credit information and the date the student finished secondary school. As on-line registration systems are adopted, it is possible that this information can be input by the student at time of registration.	01 - Basic Literacy 02 - Academic upgrading 03 - High School diploma/General Equivalency Diploma 04 - College Program Admission upgrading 05 - Language training (e.g. ESL, FSL) 06 - Apprenticeship Program 07 - Job readiness training 08 - Skills upgrading (workplace related) 09 - Special/contract training 10 - College Preliminary Year 11 - College Non-postsecondary/vocational program 12 - College Postsecondary program 13 - College Post-Diploma program 14 - None: taking college level courses 15 - Collaborative College Non-postsecondary program 16 - Collaborative Degree program (Combined College and University postsecondary program) 17 - Other Collaborative Postsecondary program 18 - Non-credit continuing education/personal interest courses (computers, fitness instructor, sign language, other continuing education) 40 - University Preliminary year/pre-Bachelor 41 - Bachelor degree 42 - Continuing/ upgrading - Post-Bachelor courses, but not for 2nd Bachelor degree or graduate school 43 - First Professional degree 44 - License undergraduate 45 - Licentiate 46 - Testamur 47 - Other University undergraduate level 48 - Taking undergraduate level courses 49 - License graduate 50 - Master's - qualifying year (see the definition in the element description) 51 - Master's degree 52 - Ph.D. qualifying year or probationary (see the definition in the element description) 53 - Ph.D. 54 - Equivalent earned Doctorate 55 - Graduate level certificate/diploma 56 - Taking graduate level courses 57 - Post-doctoral 58 - Double Bachelor degrees 59 - Combination Master's and Ph.D. 99 - Not Reported	Previous education information is needed to enable Statistics Canada to meet its reporting obligations (e.g. provide internationally comparable statistics for the OECD) and to help track the educational activities of students within and between institutions.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
4350	Student's previous postsecondary program credential type	Numeric	2	For each of the student's previous postsecondary educational activity, report the second/joint type of credential associated with successful completion of program. (e.g. certificate, diploma, degree)	01 - General Equivalency Diploma 02 - Certificate 03 - Diploma 04 - Degree 05 - Declaration of academic achievement 06 - Other college postsecondary credential 07 - Other college non-postsecondary credential 08 - Other undergraduate level credential 09 - Other graduate level credential 96 - Other type of credential 97 - Unknown 98 - No credential/no certification (not applicable) 99 - Not Reported	Previous education information is needed to enable Statistics Canada to meet its reporting obligations (e.g. provide internationally comparable statistics for the OECD) and to help track the educational activities of students within and between institutions.
4360	Student's previous labour force activity	Numeric	2	Report the labour force activity of the student over the 12 months preceding their application for admission/registration for the current reporting period, as provided by the student on their application for admission &/or using your institutional records. At present this information is not available from most institutions. However, as on-line registration systems are adopted, it is possible that this information can be input by the student at time of registration.	Codes/Reporting method to be determined after further discussion with stakeholders.  Codes: 96 - Other 97 - Unknown 98 - Not Applicable 99 - Not Reported	Used to develop a better understanding of student flows, the relationship between labour force activity and education, and for other educational research.
4370	Total credits granted to student	Numeric	8	For each student registered during the current reporting period, report the total number of credits granted to the student.	Numeric field - report total credits/units of academic achievement granted	This element serves as an indicator of student mobility and the ability to transfer previous education between institutions and provinces. It is asked for directly (rather than being derived from other elements) because some institutions may not be able to provide transfer credit information at the individual course level.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Institution Program Description File**

**Statistics Canada**

**Version Date: July 22, 1997**





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which the reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
2000	Program number/code used by institution	Character	20	For each program offered by the institution, report the number/code associated with the program in the institution's academic calendar or administrative files.	Specifics of the coding structure vary with each institution.  20 character alpha/numeric field.  This is the same number/code used in Metadata element: "Student's program number/code used by the institution".	This element is used in data processing to link other metadata within the student record database, to validate student enrollment information, and to facilitate communication between the institution and Statistics Canada.
2010	Program Credential Type	Numeric	2	For each program listed in the institution's academic calendar, report the credential associated with successful completion of program. (e.g. certificate, diploma, degree)	01 - General Equivalency Diploma 02 - Certificate 03 - Diploma 04 - Degree 05 - Declaration of academic achievement 06 - Other college postsecondary credential 07 - Other college non-postsecondary credential 08 - Other undergraduate level credential 09 - Other graduate level credential 96 - Other type of credential 97 - Unknown 98 - No credential/no certification (not applicable) 99 - Not Reported	Used with other program information as a means of comparing different program offerings within and between institutions.
2020	Program Name	Character	100	For each program offered by the institution, report the program name as appears in institution's own academic calendar or data files.	A 100 character field	This information facilitates data coding and communication between the institution and Statistics Canada.
2030	Provincial Program Category	Character	8	This field identifies the program category used by the MPHEC/Provincial Ministry of Education. It is to be reported directly by institutions as assigned by the provincial ministry. It was created primarily for funding purposes; each program category may also have an assigned program weight. Note: the code set used will vary by province.	See MPHEC/Provincial Ministry program category codes	Requested by Statistics Canada on behalf of the Provincial Ministries of Education to meet their data needs re: institutional funding.



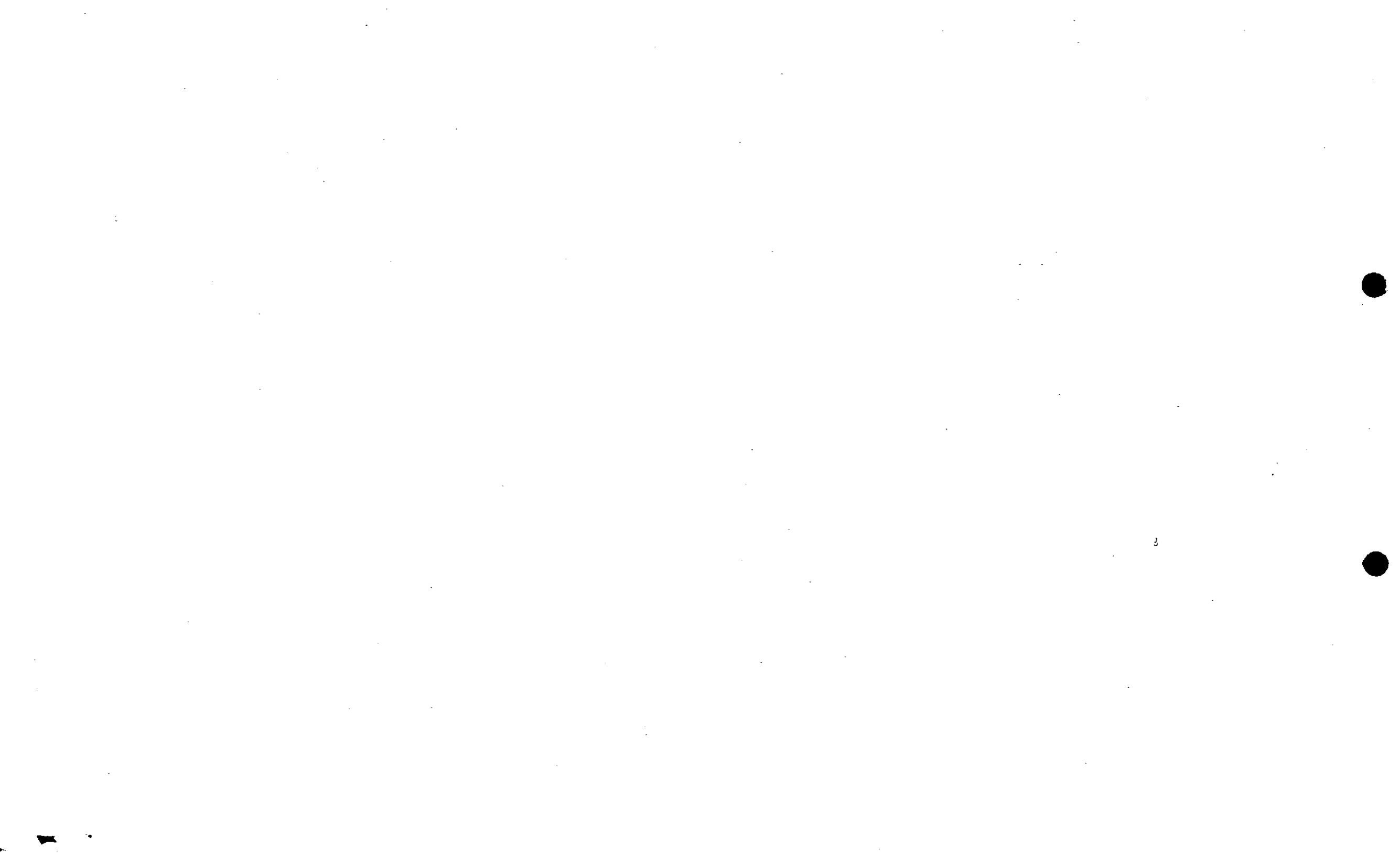
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Version Date: July 22, 1997



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which the reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
3000	Course number/code used by the institution	Character	20	For each course offered by the institution, report the number/code associated with the course in the institution's academic calendar or administrative files.	Character field	This element is used in data processing to link other metadata within the student record database, to validate student enrollment information, and to facilitate communication between the institution and Statistics Canada.
3010	Course is Active in Current Year	Numeric	2	Indicate whether or not the course is offered in the current academic year/reporting period.	01 - Yes 02 - No 97 - Unknown 99 - Not Reported	To facilitate data processing and as an indicator of the diversity of educational offerings.
3020	Course Name	Character	100	For each course offered by the institution during the current reporting period, report the course name as appears in institution's own academic calendar or data files.	Character field	This information facilitates data coding and communication between the institution and Statistics Canada.
3030	Standard Domestic Tuition Fee for the course (as of fall session of current reporting year)	Numeric	8	For each course, report the standard domestic course tuition fee (dollars) charged by the institution during the reporting period (as of the fall session of the current reporting year).	i.e. if amount is 935 dollars, report as 935.00	This element is used to compare the costs of education between regions and, along with other information, and as potential indicator re: accessibility to college education.
3040	Standard Foreign Tuition Fee for the course (as of fall session of current reporting year)	Numeric	8	For each course, report the standard foreign course tuition fee (dollars) charged by the institution during the reporting period (as of the fall session of the current reporting year).	i.e. if amount is 935 dollars, report as 935.00	This element is used to compare the costs of education between regions and, along with other information, and as potential indicator re: accessibility to college education.
3050	Standard Domestic Tuition Fee Rate per Course Duration Unit	Numeric	8	For each course, report the standard tuition fee rate per course duration charged by the institution during the reporting period (as of the fall session of the current reporting year).	i.e. if fee rate is 100 dollars per course, report as 100.00	This element is used to compare the costs of education between regions and, along with other information, and as potential indicator re: accessibility to college education.
3060	Standard Foreign Tuition Fee Rate per Course Duration Unit	Numeric	8	For each course, report the standard tuition fee rate per course duration charged by the institution during the reporting period (as of the fall session of the current reporting year).	i.e. if fee rate is 100 dollars per course, report as 100.00	This element is used to compare the costs of education between regions and, along with other information, and as potential indicator re: accessibility to college education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
3070	Course Duration Units	Numeric	2	Identifies the units used to measure the normal length of the course. If possible, we ask that you try to report in hours to allow easier standardization of course length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters, years)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	This element is used with other information to measure student work-loads and to compare course offerings within and between institutions.
3080	Course Duration	Numeric	8	Provide the number of course units (see Element 3070 - "Course duration units") normally required to complete the course. (e.g. if a course is offered 3 hours per week and normally takes 12 weeks to complete, then the units used to measure duration are calculated as: "hours" by Course duration = 36)	Numeric field	This element is used with other information to measure student work-loads and to compare course offerings within and between institutions.
3090	Course credits/units of academic achievement	Numeric	8	Report the total number of course credits/units of academic achievement granted by the institution for successful completion of the course (as indicated in the institution's academic calendar or administrative files).	Report number of credits.	This element is used with other information to measure student progress and compare course offerings within and between institutions.
3100	Type of registration units/units of academic achievement associated with completion of the course.	Numeric	2	Report the type of units used by the institution to measure academic achievement/progress. This element should reflect the type of units reported in elements: NUMBER OF REGISTRATION UNITS/UNITS OF ACADEMIC ACHIEVEMENT NEEDED TO GRADUATE, and COURSE CREDITS/UNITS OF ACADEMIC ACHIEVEMENT.	01 - Credits 02 - Credit hours 03 - Semester hours 04 - Course hours 05 - Credit Points 06 - Courses 07 - Student contact hours 96 - Other units not listed above 97 - Unknown 98 - Not Applicable/non-credit course 99 - Not reported	This element will be used with elements: reporting units completed/registered/credited to the student to measure student progress and estimate measures such as FTE.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
3110	LAB Duration Units	Numeric	2	Identifies the units used to measure the normal length of the LAB associated with the course. If possible, we ask that you try to report in hours to allow easier standardization of course LAB length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 98 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	This element is used with other information to measure student work-loads and to compare course offerings within and between institutions.
3120	LAB Duration	Numeric	8	Report the total number of hours of laboratory/shop training included in each course. (e.g. If an electrical engineering technology course normally includes 3 hours of laboratory time per week and runs for 12 weeks, then "Course hours of "LAB" = 36.)	Numeric field	This element is used to identify the amount of practical/hands-on training received as a Laboratory component of a course. It will also be used to compare course offerings within and between institutions.
3130	Course normally includes on-the-job training/field placement	Numeric	2	Indicates whether or not the course normally includes the-job training/field placement.	01 - Course includes on-the-job training/field placement 02 - Course does not include on-the-job training/field placement 97 - Unknown 99 - Not Reported	Used with "Course on-the-job training/field placement duration" as a means of comparing different course offerings, and for education research.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
3140	Course on-the-job training/field placement duration units	Numeric	2	Identifies the units used to measure the length of on-the-job training/field placement normally associated with the course. If possible, we ask that you try to report in hours to allow easier standardization of "on-the-job training/field placement" length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters, years)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	Used with "Course on-the-job training/field placement duration" as a means of comparing different course offerings, and for education research.
3150	Course on-the job training/field placement duration	Numeric	8	Supply the number of "On-the-job training units" normally provided in the course. (e.g. if a course normally includes 20 hours of on-the-job training, then the units used to measure duration = "hours" and "Duration of on-the-job training" = 20)	Numeric field	Used with "Course on-the-job training/field placement units" as a means of comparing different course offerings, and for education research.
3160	Course Funding Code	Character	6	SPECIFICS OF THIS ELEMENT TO BE DISCUSSED WITH STAKEHOLDERS  This element provides the funding code associated with the course as per the Provincial Ministry of Education codebook.	To be discussed with institutions	Used to help classify courses.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Student Transfer Course File**

**Statistics Canada**  
**Version Date: July 22, 1997**



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
1000	Reporting Year	Date	8	Report the year to which the information relates.	The first 4 digits are the year marking the start of the 12 month reporting period the information relates to, the last four digits refer to the year of the end of the 12 month reporting period  e.g. the 1996-97 Academic year would be reported: 19961997	Used to identify the reporting year for all files provided by the institution to Statistics Canada
1010	Report Type	Numeric	2	Indicates whether the record is associated with the preliminary (Fall) or the Actual (annual) report	01 - Preliminary (Fall) report 02 - Actual (full-year, annual) report	To clearly distinguish the reporting period associated with the record and to flag the appropriate edit routine.
1020	Institution Code (province)	Numeric	2	Identifies the province in which the reporting institution is located. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1030	Institution Code (institution)	Numeric	3	Identifies the reporting institution's complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
1040	Institution Code (campus)	Numeric	3	Identifies the registration centres of the reporting institution within the complex. This element also serves to link student information and other institutional information with the institution.	see code set	Uniquely identifies the institution for data processing operations and links student information to other institutional data.
4000	Institution's Student ID	Character	20	To be determined by the reporting institution (may be alphabetic and/or numeric). This field must be included, and must be a permanent identifier for the student while in this institution.	20-digit alpha/numeric field	To be used to verify student information with the reporting institution and for student record linkage within the institution.
7000	Course/program code credit was granted toward at the current institution (receiving institution).	Character	20	For each transfer credit or transfer credit block granted to a student over the reporting period, report the institution's academic calendar or administrative files code associated with the course/program.	Character field - enter number/code used by the institution	This element is used in data processing to link other information within the student record database, to validate student enrolment information, and to facilitate communication between the institution and Statistics Canada.
7010	Type of code reported for institution credit was transferred to (receiving institution).	Numeric	2	For each transfer record reported, indicate the type of program/course code reported as credited for transfer.	01 - Source institution's course code. (code used to designate the course at the institution the credits are being transferred from.) 02 - Source institution's program code. (code used to designate the program at the institution the credits are being transferred from.) 03 - Current institution's course code. (code used to designate the course at the current institution -- the institution the credits are being transferred to.) 04 - Current institution's program code. (code used to designate the program at the current institution -- the institution the credits are being transferred to.) 05 - Block transfer code 06 - Unspecified course(s) credit transfer. (Source institution's course code(s) is/are not known/recorded.) 07 - Unspecified program(s) credit transfer. (Source institution's program code(s) is/are not known/recorded.) 08 - Unspecified Block transfer between institutions 96 - Other type of code. 99 - Not reported.	This element is used in combination with the "Course/program code credit was granted toward at the current institution (target)" field to enable Statistics Canada to further understand the nature and extent of credit transfers between institutions. Pending further study, and with cooperation of participating institutions, transfer credit relationship information may also be made available to stakeholders in the form of a national transfer credit database.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
7020	Date student received transfer credit at current (receiving) institution	Date	8	This element provides the specific date that the student received credit for the course/program/block at the current institution.	CCYYMMDD (Century/Year/Month/Day)	Used with other transfer credit information to enable Statistics Canada to further understand the nature and extent of credit transfers between institutions. Pending further study, and with cooperation of participating institutions, transfer credit relationship information may also be made available to stakeholders in the form of a national transfer credit database.
7030	Sequence number of transfer records	Numeric	2	This element simply indicates the number of transfer credit records created/granted to the student	1,2,3...99	Used to facilitate data processing of transfer credit information
7040	Course credit granted via Prior Learning Assessment (PLA) or Skill Assessment at the current (receiving) institution	Numeric	2	This element indicates whether or not the transfer credit was granted based in whole or in part on either Prior learning assessment or skill assessment of the student at the current institution.	01 - Course credit was at least partially based on PLA or Skill Assessment 02 - Course credit was not based on PLA or Skill Assessment 97 - Unknown if course credit was at least partially based on PLA or Skill Assessment 99 - Not reported	Used to help assess the ability to transfer credits between institutions and the extent to which Prior learning experience is being accepted in lieu of formally taking a credited course. This information relates to issues such as access to education.
7050	Transfer credits granted	Numeric	5	For each transfer record the student received during the current reporting period, report the total number of credits granted at this institution for education taken at another institution.	Numeric field - report total transfer credits/units of academic achievement granted	This element serves as an indicator of student mobility and the ability to transfer previous education between institutions and provinces. It is asked for directly (rather than being derived from other elements) because some institutions may not be able to provide transfer credit information at the individual course level.
7060	Type of Transfer credit	Numeric	2	This element indicates the type of transfer credit granted to the student.	01 - Credit from course(s) taken at another institution and not with permission, or as part of an exchange program 02 - Credit from course(s) taken with permission at another institution 03 - Credit from course(s) taken in a domestic (in Canada) exchange program 04 - Credit from course(s) taken in a foreign exchange program 05 - Credit granted by Prior Learning Assessment (PLA) 06 - Course credit granted by combination of transfer course credits and PLA 07 - Skill rating assessment at current institution 96 - Other 97 - Type of transfer credit Unknown/not recorded 99 - Not reported	Used to help assess the ability to transfer credits between institutions and the extent to which Prior learning experience is being accepted in lieu of formally taking a credited course. This information relates to issues such as access to education.
7070	Institution code of institution credit was transferred from (sending institution)	Numeric	8	For each course taken at another institution but credited by the current institution, enter the institution code of the institution the course was originally taken at. Statistics Canada will provide a list of institutions and their associated codes.	Use the Statistics Canada 8-digit institution code.	This element is used with other enrollment information to identify courses taken at other institutions. Detailed transfer credit information allows research into the ability to transfer previous education between institutions and provinces.
7080	Name of institution credit transferred from	Character	60	For each course taken at a different institution, for which transfer credit has been granted by the current institution, report the name of the institution the credit was transferred from. Statistics Canada recognizes that the institution may not currently store this type of information electronically. However, if possible, Statistics Canada would like to assist the institution to develop a means of capturing this information with minimal effort.	Character field - Report name of institution as currently stored in the current institution's data files.  Leave blank if unknown.	Used for educational research re: student tracking, student transfer flow and student mobility.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
7090	Course/program code used at institution credit was transferred from (sending institution).	Character	20	For each course/program taken at another institution but credited at the current institution, enter the course/program code used by the institution the course/program was originally taken at. Statistics Canada recognizes that the institution may not currently store this type of information. However, if possible, Statistics Canada would like to assist the institution to develop a means of capturing this information with minimal effort. Program codes should be used in cases of formally arranged block transfers between institutions.	Character field - report course/program code used at institution credit transferred from. If code is unknown/not recorded, leave the field blank.	This element is used with other enrollment information to identify courses taken at other institutions and then link them to the course metadata associated with that institution. Detailed transfer credit information allows research into the ability to transfer previous education between institutions and provinces.
7100	Type of code reported for institution credit was transferred from (sending institution).	Numeric	2	For each transfer record reported, indicate the type of program/course code reported as being the source of the transfer credit.	01 - Source institution's course code. (code used to designate the course at the institution the credits are being transferred from.) 02 - Source institution's program code. (code used to designate the program at the institution the credits are being transferred from.) 03 - Current institution's course code. (code used to designate the course at the current institution -- the institution the credits are being transferred to.) 04 - Current institution's program code. (code used to designate the program at the current institution -- the institution the credits are being transferred to.) 05 - Block transfer code 06 - Unspecified course(s) credit transfer. (Source institution's course code(s) is/are not known/recorded.) 07 - Unspecified program(s) credit transfer. (Source institution's program code(s) is/are not known/recorded.) 08 - Unspecified Block transfer between institutions 96 - Other type of code. 99 - Not reported.	This element is used in combination with the "Course/program code used at institution credit was transferred from" field to enable Statistics Canada to further understand the nature and extent of credit transfers between institutions. Pending further study, and with cooperation of participating institutions, transfer credit relationship information may also be made available to stakeholders in the form of a national transfer credit database.
7110	Date student completed course/program/block at sending institution.	Date	8	This element provides the specific date that the student completed the course/program/block at the source institution.	CCYYMMDD (Century/Year/Month/Day)	Used with other transfer credit information to enable Statistics Canada to further understand the nature and extent of credit transfers between institutions. Pending further study, and with cooperation of participating institutions, transfer credit relationship information may also be made available to stakeholders in the form of a national transfer credit database.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Institution Description File**

**Statistics Canada**  
**Version Date: July 22, 1997**



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2040	Program Funding Code	Character	6	<p>SPECIFICS OF THIS ELEMENT TO BE DISCUSSED WITH STAKEHOLDERS</p> <p>This element provides the funding code associated with the PROGRAM as per the Provincial Ministry of Education codebook.</p>	To be discussed with institutions	Used to help classify programs for reporting from Statistics Canada back to the funding agency.
2050	Provincial specialization/major field of study code	Character	8	<p>Identifies the field of study code used by the Provincial Ministry of Education or other administrative body to identify the program. This element is collected by Statistics Canada on behalf of the provincial ministry(s) and is to be reported directly by the provincial institutions.</p>	<p>Specific Code sets vary by province and administrative organization.</p> <p>e.g. See MPHEC Program Profile, Ontario College Information System (OCIS) codes</p>	Requested by Statistics Canada on behalf of the MPHEC/Provincial Ministry to meet their data needs.
2060	Program Duration Units	Numeric	2	<p>Identifies the units used to measure the normal length of the program. If possible, we ask that you try to report in weeks to allow easier standardization of program length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. hours, days, months, semesters, years)</p>	<p>01 - Credits            02 - Credit hours            03 - Courses            04 - Course hours            05 - Student contact hours            06 - Hours            07 - Days            08 - Weeks            09 - Months            10 - Quarter (8 weeks/2 months)            15 - Semesters            20 - Trimester            25 - Academic year            30 - Calendar year            35 - Semester hours            40 - Hours for one Academic Year            45 - Hours for two Academic Years            50 - Hours for three Academic Years            55 - Hours for four Academic Years            60 - Hours for five Academic Years            96 - Other units not listed above            97 - Unknown            98 - Not applicable/no set duration            99 - Not reported</p>	This element is used with other information to compare program offerings within and between institutions.
2070	Program Duration	Numeric	8	<p>Identifies the normal length of the program. Provide the number of "program duration units" normally required to complete the program. (e.g. if a program normally takes 24 weeks to complete, then the Duration of the program is 24 and the units used to measure duration are "weeks")</p>	Numeric field	This element is used with other information to compare program offerings within and between institutions.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2080	Type of session	Numeric	2	For each program, report the type of sessions into which the year is organized. (e.g. academic year, semester, trimester, etc.)	01 - Calendar year 03 - Calendar months 07 - Intersession 11 - Academic year 22 - Semester 32 - Trimester 44 - Summer session 96 - Other 97 - Unknown 98 - Not applicable (program is not organized as sessions) 99 - Not reported	This information is used to compare program information between institutions and toward maintaining historical comparability with Statistics Canada's educational program data.
2090	Program designed for part-time attendance	Numeric	2	This element indicates whether or not the program has been specifically designed for part-time attendance. Report "01" (True) only if the program is specifically designed for part-time attendance. Report "02" (False) for all programs not designed specifically for part-time attendance, even if there are typically some part-time students in attendance. Report "03" if the program was specifically designed for both full-time and part-time attendance.	01 - Program is specifically designed for part-time attendance 02 - Program is not designed specifically for part-time attendance 03 - Program is specifically designed for both full-time and part-time attendance 97 - Unknown 98 - Not Applicable 99 - Not Reported	This element is used with other information to compare program offerings within and between institutions, and to allow Statistics Canada to meet its international reporting obligations re: OECD Program taxonomy.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2100	Program Level/Type (category)	Numeric	2	Report the type for each program listed in the institution's academic calendar.	01 - Basic Literacy 02 - Academic upgrading 03 - High School diploma/General Equivalency Diploma 04 - College Program Admission upgrading 05 - Language training (e.g. ESL, FSL) 06 - Apprenticeship Program 07 - Job readiness training 08 - Skills upgrading (workplace related) 09 - Special/contract training 10 - College Preliminary Year 11 - College Non-postsecondary/vocational program 12 - College Postsecondary program 13 - College Post-Diploma program 14 - None: taking college level courses 15 - Collaborative College Non-postsecondary program 16 - Collaborative Degree program (Combined College and University postsecondary program) 17 - Other Collaborative Postsecondary program 18 - Non-credit continuing education/personal interest courses (computers, fitness instructor, sign language, other continuing education) 40 - University Preliminary year/pre-Bachelor 41 - Bachelor degree 42 - Continuing/ upgrading - Post-Bachelor courses, but not for 2nd Bachelor degree or graduate school 43 - First Professional degree 44 - License undergraduate 45 - Licentiate 46 - Testamur 47 - Other University undergraduate level 48 - Taking undergraduate level courses 49 - License graduate 50 - Master's - qualifying year (see the definition in the element description) 51 - Master's degree 52 - Ph.D. qualifying year or probationary (see the definition in the element description) 53 - Ph.D. 54 - Equivalent earned Doctorate 55 - Graduate level certificate/diploma 56 - Taking graduate level courses 57 - Post-doctoral 58 - Double Bachelor degrees 59 - Combination Master's and Ph.D. 99 - Not Reported	Used with other program information as a means of comparing different program offerings within and between institutions.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2110	Second/Joint Program Credential Type	Numeric	2	For each program listed in the institution's academic calendar, report the second/joint type of credential associated with successful completion of program. (e.g. certificate, diploma, degree)	01 - General Equivalency Diploma 02 - Certificate 03 - Diploma 04 - Degree 05 - Declaration of academic achievement 06 - Other college postsecondary credential 07 - Other college non-postsecondary credential 08 - Other undergraduate level credential 09 - Other graduate level credential 96 - Other type of credential 97 - Unknown 98 - No credential/no certification (not applicable) 99 - Not Reported	Used with other program information as a means of comparing different program offerings within and between institutions.

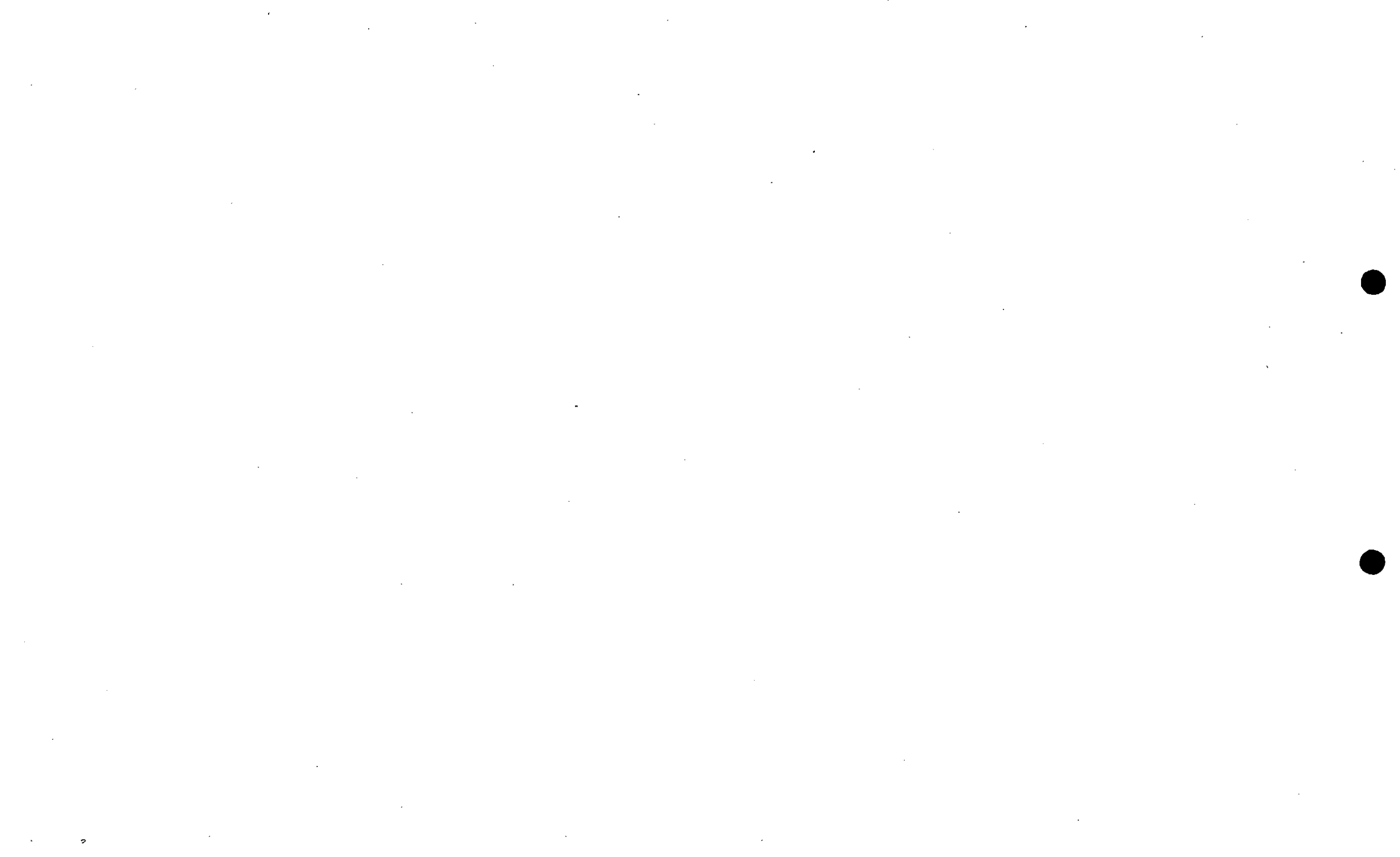


Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2120	Second/Joint Program Level/Type	Numeric	2	For each program listed in the institution's academic calendar, report the second/joint type of level associated with successful completion of program.	01 - Basic Literacy 02 - Academic upgrading 03 - High School diploma/General Equivalency Diploma 04 - College Program Admission upgrading 05 - Language training (e.g. ESL, FSL) 06 - Apprenticeship Program 07 - Job readiness training 08 - Skills upgrading (workplace related) 09 - Special/contract training 10 - College Preliminary Year 11 - College Non-postsecondary/vocational program 12 - College Postsecondary program 13 - College Post-Diploma program 14 - None: taking college level courses 15 - Collaborative College Non-postsecondary program 16 - Collaborative Degree program (Combined College and University postsecondary program) 17 - Other Collaborative Postsecondary program 18 - Non-credit continuing education/personal interest courses (computers, fitness instructor, sign language, other continuing education) 40 - University Preliminary year/pre-Bachelor 41 - Bachelor degree 42 - Continuing/ upgrading - Post-Bachelor courses, but not for 2nd Bachelor degree or graduate school 43 - First Professional degree 44 - License undergraduate 45 - Licentiate 46 - Testamur 47 - Other University undergraduate level 48 - Taking undergraduate level courses 49 - License graduate 50 - Master's - qualifying year (see the definition in the element description) 51 - Master's degree 52 - Ph.D. qualifying year or probationary (see the definition in the element description) 53 - Ph.D. 54 - Equivalent earned Doctorate 55 - Graduate level certificate/diploma 56 - Taking graduate level courses 57 - Post-doctoral 58 - Double Bachelor degrees 59 - Combination Master's and Ph.D. 99 - Not Reported	Used with other program information as a means of comparing different program offerings within and between institutions.
2130	Number of registration units/units of academic achievement needed to graduate	Numeric	8	Report the total number of registration units/units of academic achievement required to graduate from/complete the program (as indicated in the institution's academic calendar or data files).	8 digit Numeric field  1.00 = 1 unit or course or credit required 1016.50 = 1,016.5 units or courses or credits required 10000.00 = 10,000 units or courses or credits required	This element is used with other information to measure student progress.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2140	Type of registration units/units of academic achievement associated with the program	Numeric	2	Report the type of units used by the institution to measure academic achievement/progress associated with the program. This element should indicate the type of units reported in elements: NUMBER OF REGISTRATION UNITS/UNITS OF ACADEMIC ACHIEVEMENT. (e.g. credits, credit hours, courses)	01 - Credits 02 - Credit hours 03 - Semester hours 04 - Course hours 05 - Credit Points 06 - Courses 07 - Student contact hours 96 - Other units not listed above 97 - Unknown 98 - Not Applicable/non-credit program 99 - Not reported	This element will be used with elements reporting units completed/registered/credited to the student in order to measure student progress and estimate measures such as FTE.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2150	Program educational entrance requirements	Numeric	2	Report the pre-requisites (entrance requirements) of each program listed in the institution's academic calendar/administrative files. Codes have been ordered according to the level of education required.	<p><b>ELEMENTARY/SECONDARY LEVEL</b>            19 - Primary/elementary education            18 - Some secondary            14 - High School matriculation            13 - High School diploma</p> <p><b>COLLEGE LEVEL: TRADE SCHOOL, COMMUNITY COLLEGE, CEGEP, TECHNICAL INSTITUTE, HOSPITAL/NURSING SCHOOL OR OTHER COLLEGE LEVEL INSTITUTION</b>            21 - Registered Apprenticeship            22 - Trade/vocational certificate or diploma            23 - College postsecondary certificate            24 - College postsecondary diploma            28 - Other college level credential            29 - Non-professional health certificate (CPR, First Aid, etc.)</p> <p><b>UNDERGRADUATE LEVEL</b>            41 - Bachelor degree            43 - First Professional degree            47 - Undergraduate level certificate            48 - Undergraduate level diploma            50 - Other undergraduate level credential            51 - Some undergraduate level</p> <p><b>GRADUATE LEVEL</b>            72 - Master's degree            74 - Ph.D.            75 - Equivalent earned Doctorate            76 - Graduate level certificate            77 - Graduate level diploma            79 - Other graduate level credential            80 - Some graduate level</p> <p><b>OTHER</b>            90 - Specific legal requirements            91 - Specific medical/physiological requirements            92 - Successful completion of aptitude and/or proficiency testing/interview            93 - Previous related experience            96 - Other (unspecified above)            97 - Unknown            98 - No entrance requirement/not applicable            99 - Not reported</p>	Used to classify program information according to the coding scheme used by Statistics Canada to ensure both historical comparability of the data and accuracy of coding. It is also required to meet 1996 OECD reporting specifications.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2160	Body awarding certificate or diploma associated with the program	Numeric	2	This element is part of the new 1996 OECD reporting requirements. It indicates the authority(s) responsible for awarding the program certification. (e.g. public agency, school or college/university, enterprise or non-profit private body, professional board)	01 - Public agency (Government department, public examinations board, public board, chamber, etc.) 02 - School or college/university 03 - Enterprise or non-profit private body 04 - Professional board 96 - Other 97 - Unknown 98 - Not Applicable 99 - Not Reported	To meet Statistics Canada's obligations re: reporting international educational statistics and to allow easy comparison of Canadian educational data with that of other countries.
2170	Body awarding joint certificate or diploma associated with the program	Numeric	2	This element is part of the new (1996) OECD reporting requirements. It indicates the authority(s) responsible for awarding the joint program certification. (e.g. public agency, school or college/university, enterprise or non-profit private body, professional board)	01 - Public agency (Government department, public examinations board, public board, chamber, etc.) 02 - School or college/university 03 - Enterprise or non-profit private body 04 - Professional board 96 - Other 97 - Unknown 98 - Not Applicable 99 - Not Reported	To meet Statistics Canada's obligations re: reporting international educational statistics and to allow easy comparison of Canadian educational data with that of other countries.
2180	Authority responsible for setting program objectives	Numeric	2	This element is part of the 1996 OECD reporting requirements. For each program listed in the institution's academic calendar, report the authority who has final responsibility for setting program objectives. (e.g. provincial ministry, regional/local government, institution, trade union, professional board, enterprise, participant, other)	01 - Ministry of Education or institution(s) at the National level who is delegated authority by the Ministry of Education 02 - Other Ministry(s) at the national level 03 - Regional government authority(s) 04 - Local government authority(s) 05 - Institutional provider of education or training 06 - Trade union(s) 07 - Professional body(s) 08 - Employer association(s) 09 - Enterprise (e.g. dual system or apprenticeship employer) 10 - Church(es) / Religious organization(s) 11 - Student/parent 96 - Other 97 - Unknown 98 - Not applicable 99 - Not reported	To meet Statistics Canada's obligations re: reporting international educational statistics (OECD) and to allow easy comparison of Canadian educational data with that of other countries.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2190	Authority responsible for designing the program.	Numeric	2	This element is part of the 1996 OECD reporting requirements. For each program listed in the institution's academic calendar, report the authority who has final responsibility for designing the program. (e.g. provincial ministry, regional/local government, institution, trade union, professional board, enterprise, participant, other)	01 - Ministry of Education or institution(s) at the National level who is delegated authority by the Ministry of Education 02 - Other Ministry(s) at the national level 03 - Regional government authority(s) 04 - Local government authority(s) 05 - Institutional provider of education or training 06 - Trade union(s) 07 - Professional body(s) 08 - Employer association(s) 09 - Enterprise (e.g. dual system or apprenticeship employer) 10 - Church(es) / Religious organization(s) 11 - Student/parent 96 - Other 97 - Unknown 98 - Not applicable 99 - Not reported	To meet Statistics Canada's obligations re: reporting international educational statistics (OECD) and to allow easy comparison of Canadian educational data with that of other countries.
2200	Authority responsible for providing program funding	Numeric	2	This element is part of the 1996 OECD reporting requirements. For each program listed in the institution's academic calendar, report the authority who has final responsibility for providing program funding. (e.g. provincial ministry, regional/local government, institution, trade union, professional board, enterprise, participant, other)	01 - Ministry of Education or institution(s) at the National level who is delegated authority by the Ministry of Education 02 - Other Ministry(s) at the national level 03 - Regional government authority(s) 04 - Local government authority(s) 05 - Institutional provider of education or training 06 - Trade union(s) 07 - Professional body(s) 08 - Employer association(s) 09 - Enterprise (e.g. dual system or apprenticeship employer) 10 - Church(es) / Religious organization(s) 11 - Student/parent 96 - Other 97 - Unknown 98 - Not applicable 99 - Not reported	To meet Statistics Canada's obligations re: reporting international educational statistics (OECD) and to allow easy comparison of Canadian educational data with that of other countries.
2210	Program Capacity	Numeric	5	For each program with limited enrolment, report the total number of students that would have been registered in the program during the current reporting year if all available seats/space had been/were taken.	Numeric field -- report total number of seats/spaces available in the program.	This element is used to help determine institutional capacity and research issues such as accessibility.
2220	Program Capacity varies with demand for Program enrolment	Numeric	2	For each program where enrolment capacity varies with demand, report "01" (true). Programs with limited enrolment, should be reported as "02" (false).	01 - True (program capacity varies with demand) 02 - False (program capacity is fixed -- does not vary with demand) 99 - Not Reported	This element is used to help determine institutional capacity and research issues such as accessibility.
2230	Standard Domestic Program Tuition Fee (as of fall session of current reporting year)	Numeric	6	For each program, report the standard domestic tuition fee (dollars) charged by the institution for enrollment in the program during the current reporting period (as of the fall session of the current reporting year). Report both dollars and cents.	i.e. if amount is 935 dollars, report as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to college education.
2240	Standard Foreign Program Tuition Fee (as of fall session of current reporting year)	Numeric	8	For each program, report the standard foreign tuition fee (dollars) charged by the institution for enrollment in the program during the current reporting period (as of the fall session of the current reporting year). Report both dollars and cents.	i.e. if amount is 935 dollars, report as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to college education.

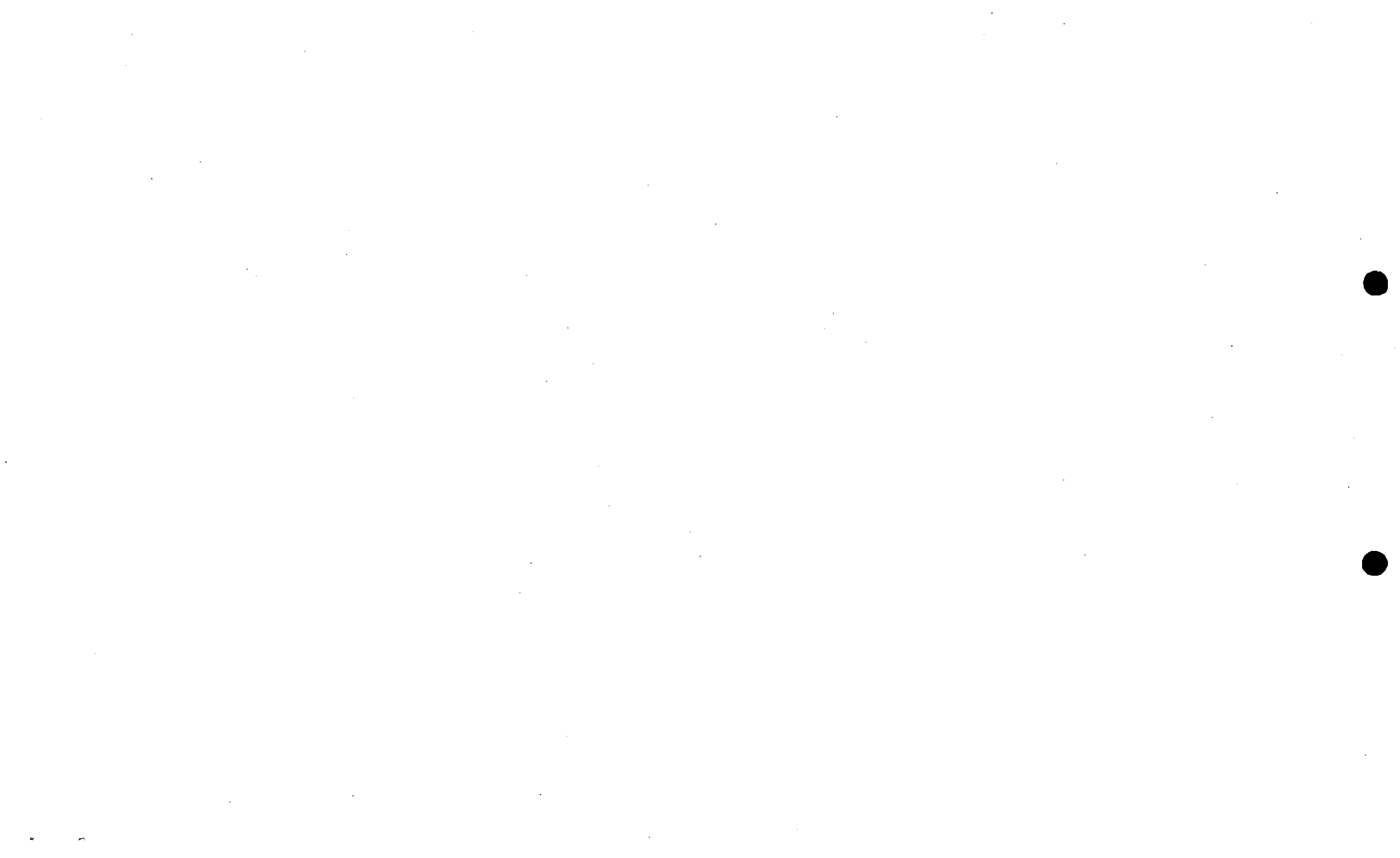




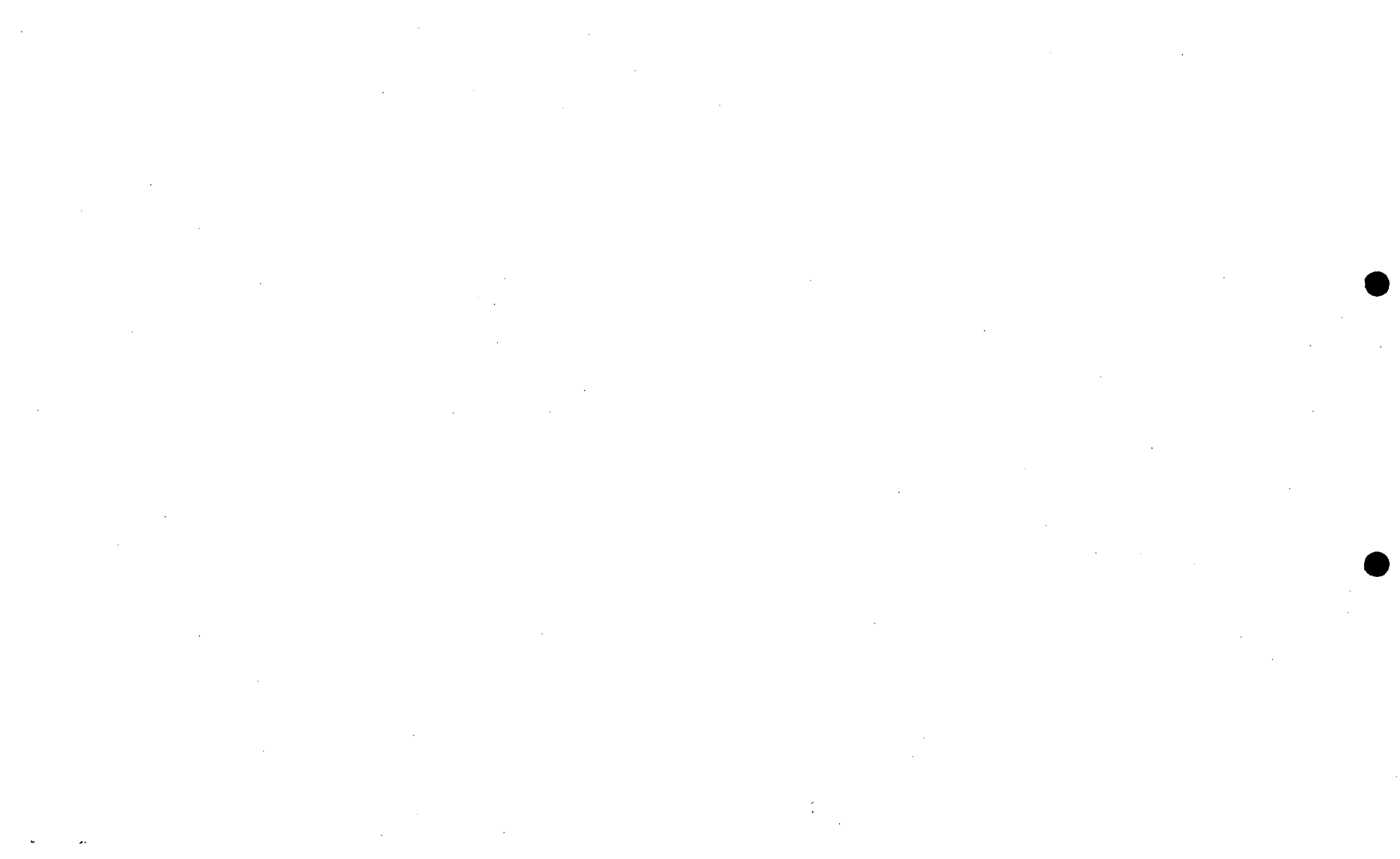
Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2250	Standard Domestic Program Tuition Fee period	Numeric	2	<p>Indicate the time period normally associated with the standard domestic tuition fees charged by the institution for enrollment in the program during the current reporting period.</p> <p>For example, if the standard domestic tuition fee for the program was \$3,549.55 for the combined Fall-Winter sessions, the period associated with the tuition fees paid should be "11 - Academic year (Fall-Winter Session)"</p>	<p>09 - Calendar month (28-31 days)                      15 - Semester (generally about 4 months duration)                      25 - Academic year (Fall-Winter Session, generally about 8 months duration)                      30 - Calendar year (about 12 months)                      70 - Full duration of the program as indicated in Institution Program description file.                      96 - Other                      97 - Unknown                      98 - Not applicable                      99 - Not reported</p>	This element is used to compare the costs of education between regions.
2260	Standard Foreign Program Tuition Fee period	Numeric	2	<p>Indicate the time period normally associated with the standard foreign tuition fees charged by the institution for enrollment in the program during the current reporting period.</p> <p>For example, if the standard foreign tuition fee for the program was \$3,549.55 for the combined Fall-Winter sessions, the period associated with the tuition fees paid should be "11 - Academic year (Fall-Winter Session)"</p>	<p>09 - Calendar month (28-31 days)                      15 - Semester (generally about 4 months duration)                      25 - Academic year (Fall-Winter Session, generally about 8 months duration)                      30 - Calendar year (about 12 months)                      70 - Full duration of the program as indicated in Institution Program description file.                      96 - Other                      97 - Unknown                      98 - Not applicable                      99 - Not reported</p>	This element is used to compare the costs of education between regions.
2270	Total of all other compulsory/billable standard fees excluding tuition	Numeric	8	Total of all standard compulsory fees, excluding tuition and living fees, that students are charged by the institution for enrolment in the program during the current reporting period. (e.g. library, recreation, student union fees)	i.e. if amount is 935 dollars, report as 935.00	This element is used to compare the costs of education between regions and, along with other information, as an indicator of accessibility to college education.



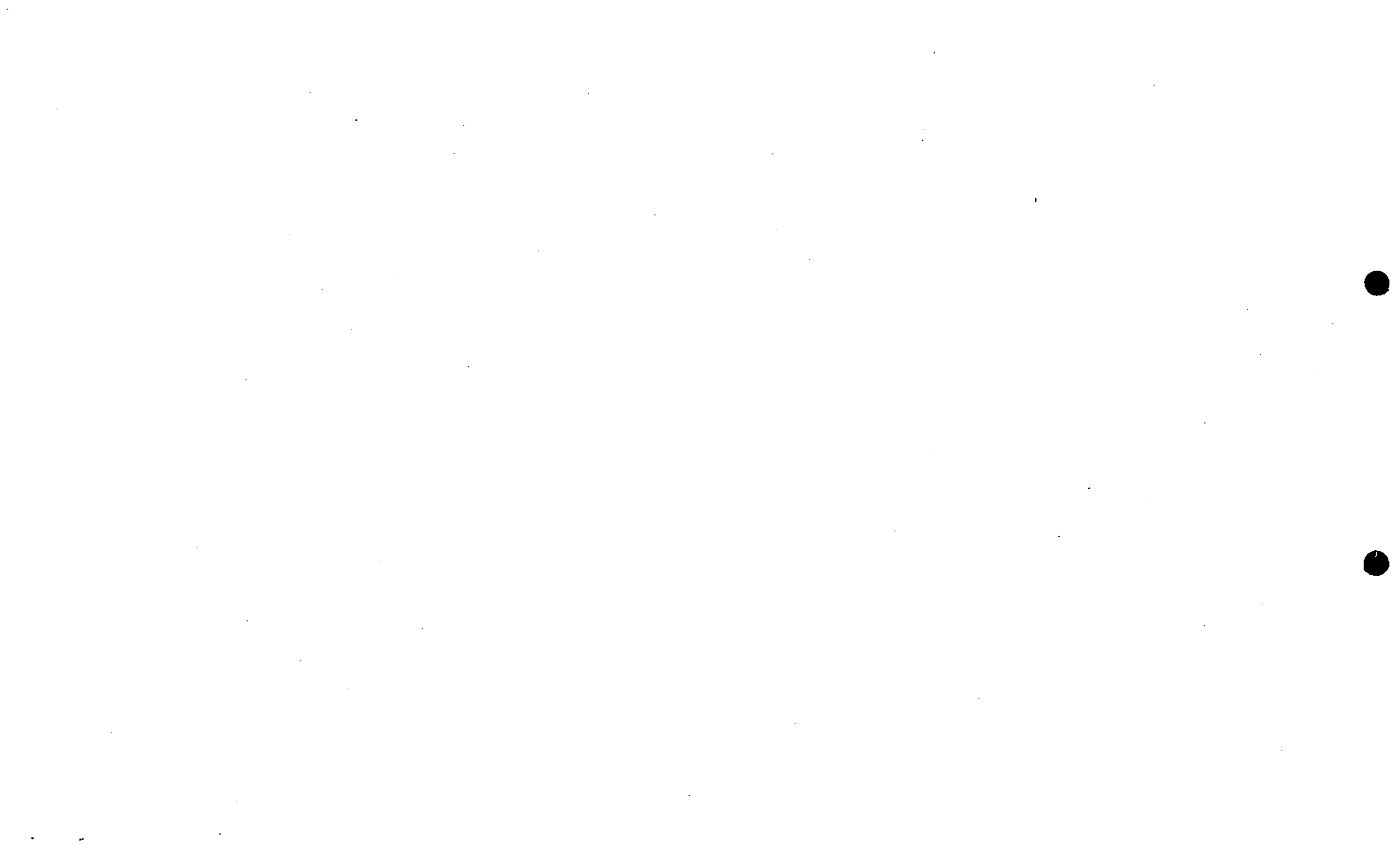
Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2280	Optional Unpaid Program on-the-job training/field placement duration units	Numeric	2	This element identifies the units used to measure the length of Optional Unpaid on-the-job training/field placement normally associated with the program. If possible, we ask that you try to report in hours to allow easier standardization of "on-the-job training/field placement" length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	Used with "Optional Unpaid Program on-the-job training/field placement duration" as a means of comparing different program offerings, and for education research.
2290	Optional Unpaid Program on-the job training/field placement duration	Numeric	8	Indicate the number of "Optional Unpaid on-the-job training units" normally provided in the program. (e.g. if a program normally includes 40 hours of on-the-job training, then the units used to measure duration = "hours" and "Duration of on-the-job training"=40)	Number of units  8-digit numeric	Used with "Optional Unpaid Program on-the-job training/field placement units" as a means of comparing different program offerings, and for education research.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2300	Required Unpaid Program on-the-job training/field placement duration units	Numeric	2	This element identifies the units used to measure the length of Required Unpaid on-the-job training/field placement normally associated with the program. If possible, we ask that you try to report in hours to allow easier standardization of "on-the-job training/field placement" length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	Used with "Required Unpaid Program on-the-job training/field placement duration" as a means of comparing different program offerings, and for education research.
2310	Required Unpaid Program on-the job training/field placement duration	Numeric	8	Indicate the number of "Required Unpaid on-the-job training units" normally provided in the program. (e.g. if a program normally includes 40 hours of on-the-job training, then the units used to measure duration = "hours" and "Duration of on-the-job training"=40)	Number of units  8-digit numeric	Used with "Required Unpaid Program on-the-job training/field placement units" as a means of comparing different program offerings, and for education research.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2320	Required Paid Program on-the-job training/field placement duration units	Numeric	2	This element identifies the units used to measure the length of Required Paid on-the-job training/field placement normally associated with the program. If possible, we ask that you try to report in hours to allow easier standardization of "on-the-job training/field placement" length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	Used with "Required Paid Program on-the-job training/field placement duration" as a means of comparing different program offerings, and for education research.
2330	Required Paid Program on-the-job training/field placement duration	Numeric	8	Indicate the number of "Required Paid on-the-job training units" normally provided in the program. (e.g. if a program normally includes 40 hours of on-the-job training, then the units used to measure duration = "hours" and "Duration of on-the-job training" = 40)	Number of units  8-digit numeric	Used with "Required Paid Program on-the-job training/field placement units" as a means of comparing different program offerings, and for education research.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
2340	Optional Paid Program on-the-job training/field placement duration units	Numeric	2	This element identifies the units used to measure the length of Optional Paid on-the-job training/field placement normally associated with the program. If possible, we ask that you try to report in hours to allow easier standardization of "on-the-job training/field placement" length across institutions. However, other units of measure are also acceptable if they are more appropriate. (e.g. days, weeks, months, semesters)	01 - Credits 02 - Credit hours 03 - Courses 04 - Course hours 05 - Student contact hours 06 - Hours 07 - Days 08 - Weeks 09 - Months 10 - Quarter (8 weeks/2 months) 15 - Semesters 20 - Trimester 25 - Academic year 30 - Calendar year 35 - Semester hours 40 - Hours for one Academic Year 45 - Hours for two Academic Years 50 - Hours for three Academic Years 55 - Hours for four Academic Years 60 - Hours for five Academic Years 96 - Other units not listed above 97 - Unknown 98 - Not applicable/no set duration 99 - Not reported	Used with "Optional Paid Program on-the-job training/field placement duration" as a means of comparing different program offerings, and for education research.
2350	Optional Paid Program on-the job training/field placement duration	Numeric	8	Indicate the number of "Optional Paid on-the-job training units" normally provided in the program. (e.g. if a program normally includes 40 hours of on-the-job training, then the units used to measure duration = "hours" and "Duration of on-the-job training"=40)	Number of units  8-digit numeric	Used with "Optional Paid Program on-the-job training/field placement units" as a means of comparing different program offerings, and for education research.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Derived Variables File**

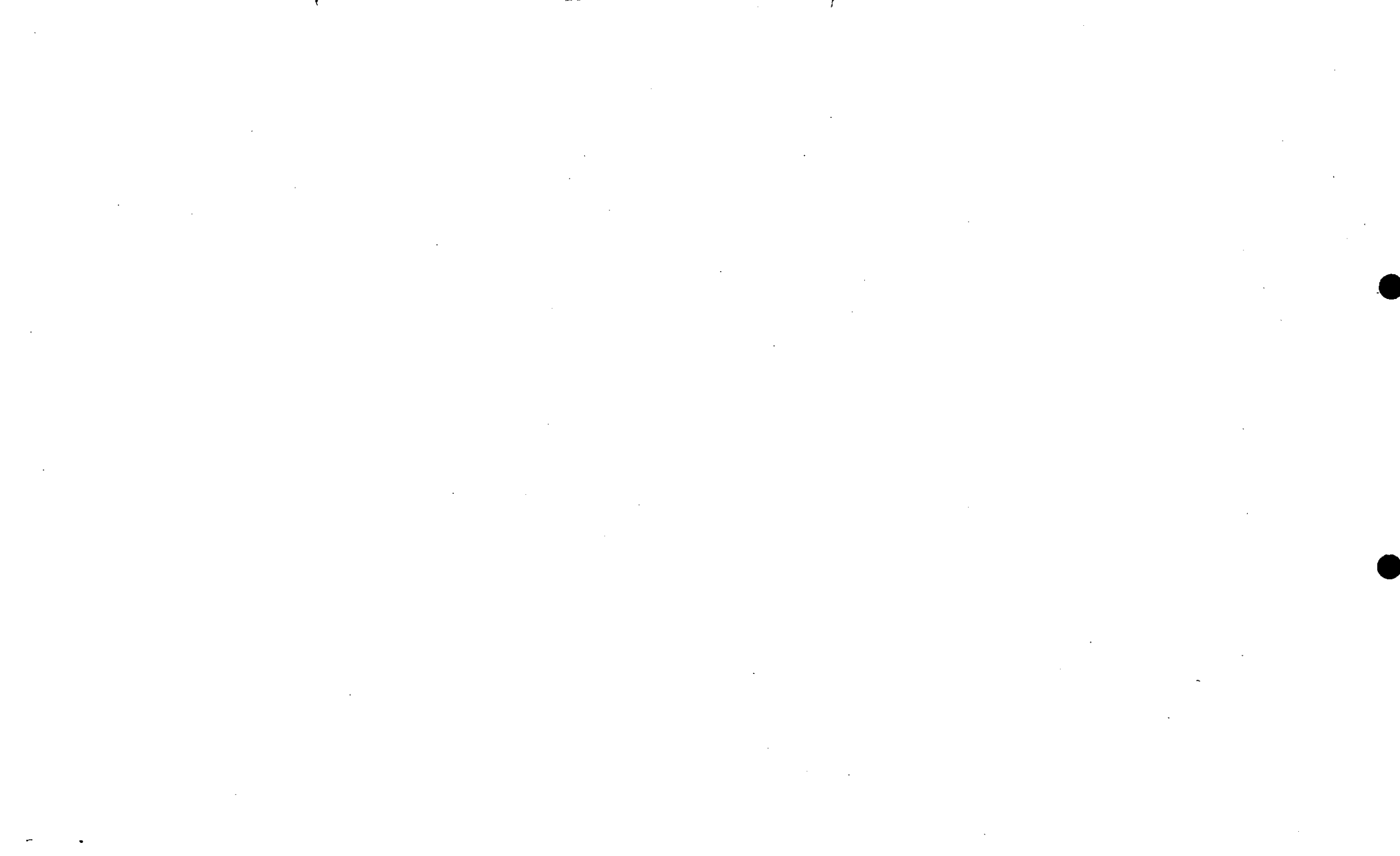
**Statistics Canada**  
**Version Date: July 22, 1997**



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8000	ISCED (OECD) Field of Study	Numeric	2	International Standard Classification of Education (ISCED) Field of study codes	See ISCED look-up table	To meet Statistics Canada's obligations re: reporting international educational statistics and to allow easy comparison of Canadian educational data with that of other countries.
8010	ISCED (OECD) level of program	Numeric	2	Provide the ISCED level of the program as per specifications provided by the OECD.	Use OECD codes	To meet Statistics Canada's obligations re: reporting international educational statistics and to allow easy comparison of Canadian educational data with that of other countries.
8020	National Occupation Classification (NOC) code	Numeric	5	National Occupation Classification (NOC) code used by Statistics Canada associated with the student's program.	See NOC look-up table	This element will be used with "Student's Previous Labour Force Activity" to develop a better understanding of student flows and the relationship between labour force activity and education.
8030	CCSIS/TVOC field of study	Numeric	5	Community College Student Information System (CCSIS) and Trade/vocational Information System field of study classification codes used by Statistics Canada	See CCSIS look-up table	This element will be used to help develop links that enable the comparison of information and maintain historical accuracy.
8040	USIS field of study	Numeric	5	University Student Information System (USIS) field of study classification codes used by Statistics Canada	See USIS look-up table	This element will be used to help develop links that enable the comparison of information and maintain historical accuracy.
8050	1996 Census field of study	Numeric	6	1996 Census field of study classification codes used by Statistics Canada	See Census look-up table	This element will be used to help develop links that enable the comparison of information and maintain historical accuracy.
8080	Statistics Canada new field of study (CIP)	Numeric	6	Classification of Instructional Programs field of study codes	See CIP look-up table	This element will be used to help develop links that enable the comparison of information and maintain historical accuracy.
8070	Program delivery included Classroom instruction	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved Classroom instruction. Report "01" (True) for each program delivered in whole or in part to the student via Classroom instruction. Report "02" (False) for each program delivered to the student that did not involve Classroom instruction. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Classroom instruction 02 - Program delivery did not include Classroom instruction	Used as an indicator of the diversity of program offerings and for research related to accessibility of education.
8080	Program delivery included Correspondence	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved Correspondence. Report "01" (True) for each program delivered in whole or in part to the student via Correspondence. Report "02" (False) for each program delivered to the student that did not involve Correspondence. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Correspondence 02 - Program delivery did not include Correspondence	Used as an indicator of the diversity of program offerings and for research related to accessibility of education.
8090	Program delivery included Television	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved Television. Report "01" (True) for each program delivered in whole or in part to the student via Television. Report "02" (False) for each program delivered to the student that did not involve Television. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Television 02 - Program delivery did not include Television	Used as an indicator of the diversity of program offerings and for research related to accessibility of education.

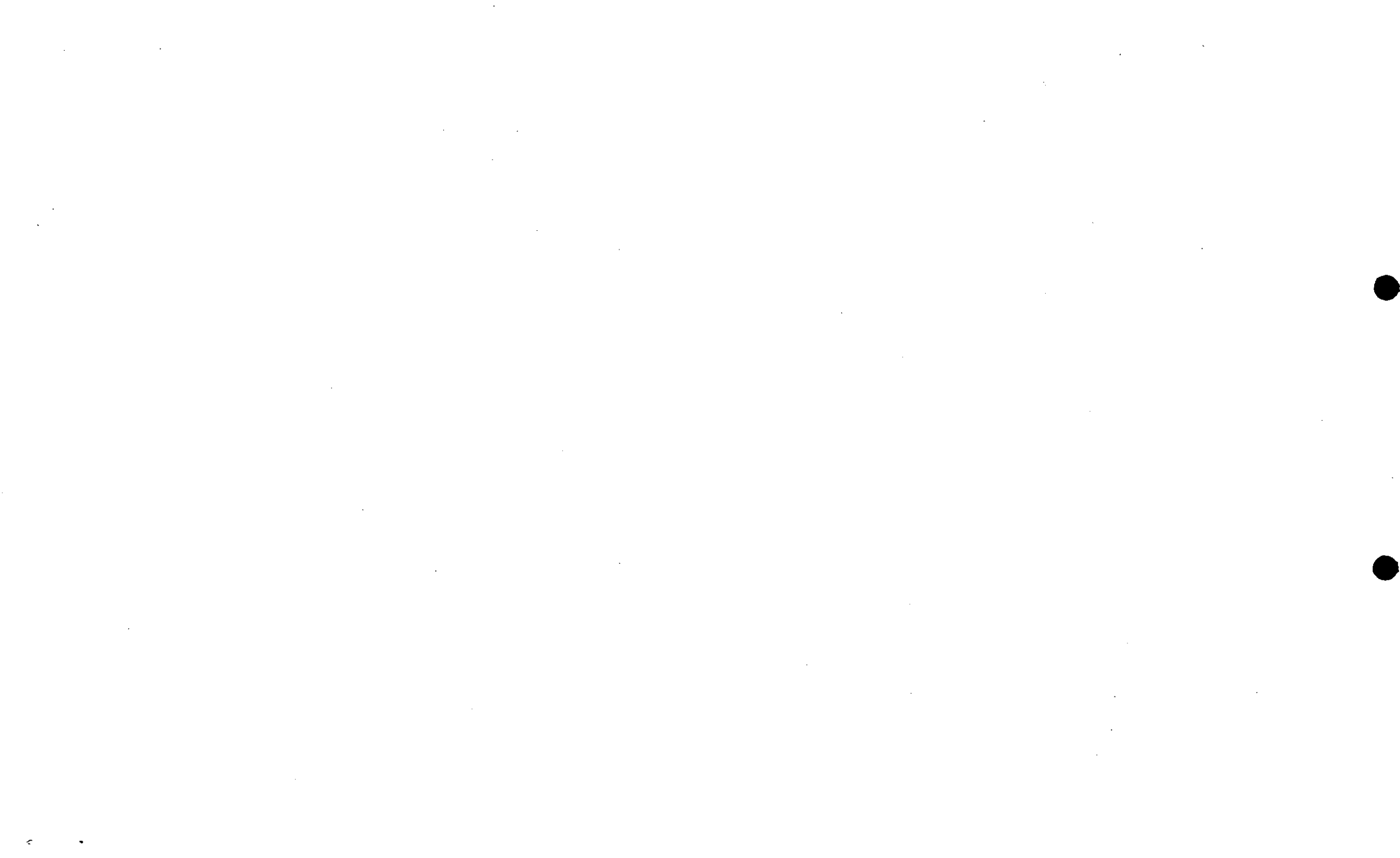


Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8100	Program delivery included Multimedia	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved the Multimedia. Report "01" (True) for each program delivered in whole or in part to the student via Multimedia. Report "02" (False) for each program delivered to the student that did not involve Multimedia. Note: This element can be derived from the "mode of course delivery" variables	01 - Program delivery included Multimedia 02 - Program delivery did not include Multimedia	Used as a indicator of the diversity of program offerings and for research related to accessibility of education.
8110	Program delivery included the Internet	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved the Internet. Report "01" (True) for each program delivered in whole or in part to the student via the Internet. Report "02" (False) for each program delivered to the student that did not involve the Internet. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Internet 02 - Program delivery did not include Internet	Used as a indicator of the diversity of program offerings and for research related to accessibility of education.
8120	Program delivery included Video conferencing	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved Video conferencing. Report "01" (True) for each program delivered in whole or in part to the student via Video conferencing. Report "02" (False) for each program delivered to the student that did not involve Video conferencing. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Video conferencing 02 - Program delivery did not include Video conferencing	Used as a indicator of the diversity of program offerings and for research related to accessibility of education.
8130	Program delivery included "Virtual" classroom	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved "Virtual" classroom. Report "01" (True) for each program delivered in whole or in part to the student via "Virtual" classroom. Report "02" (False) for each program delivered to the student that did not involve "Virtual" classroom. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included "Virtual" classroom 02 - Program delivery did not include "Virtual" classroom	Used as a indicator of the diversity of program offerings and for research related to accessibility of education.
8140	Program delivery included Other distance education	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved Other distance education. Report "01" (True) for each program delivered in whole or in part to the student via Other distance education. Report "02" (False) for each program delivered to the student that did not involve Other distance education. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Other distance education 02 - Program delivery did not include Other distance education	Used as a indicator of the diversity of program offerings and for research related to accessibility of education.





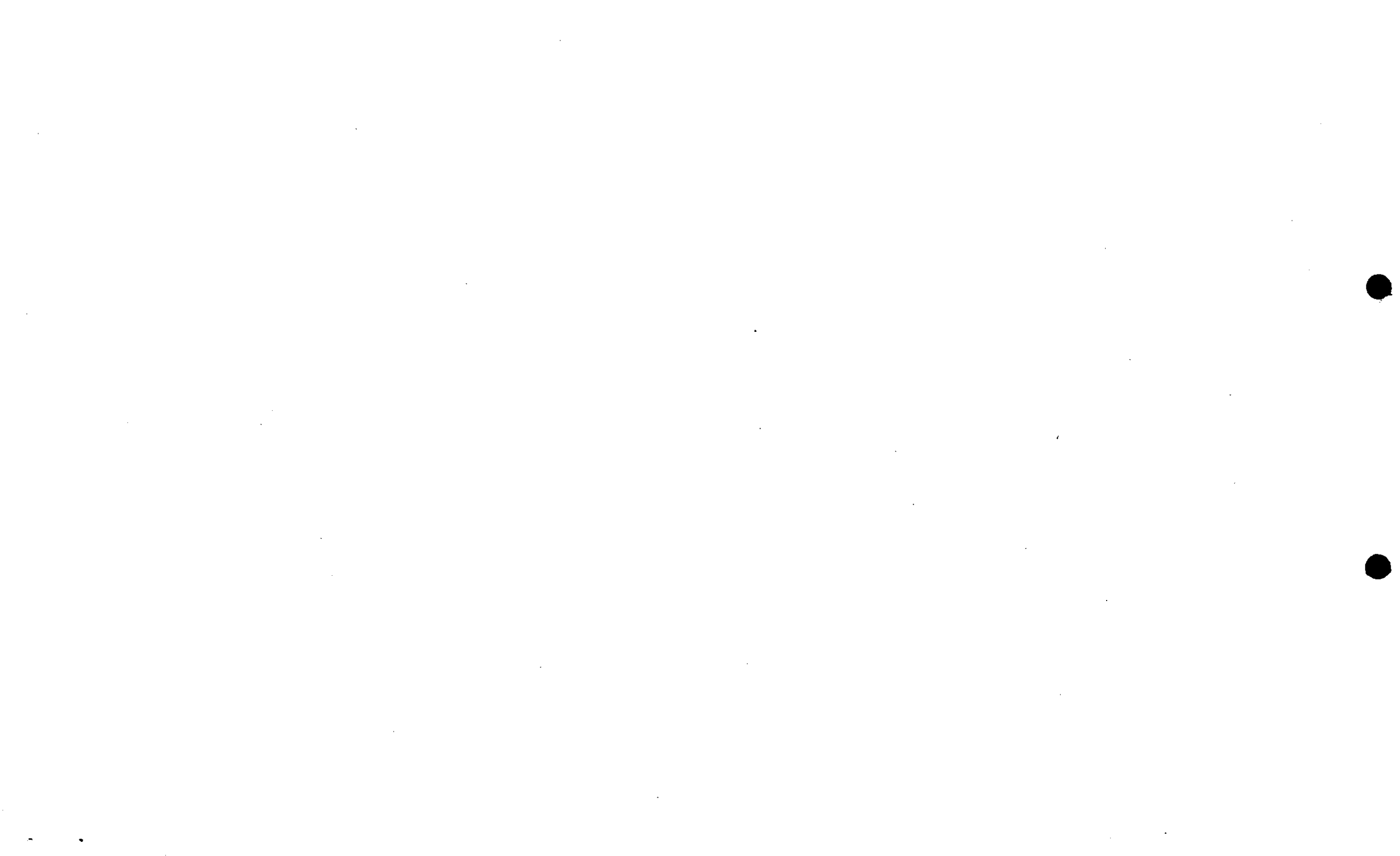
Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8150	Program delivery included Competency based education	Numeric	2	A logical Field indicating whether or not the method of instruction/mode of program delivery to the student involved Competency based education. Report "01" (True) for each program delivered in whole or in part to the student via Competency based education. Report "02" (False) for each program delivered to the student that did not involve Competency based education. Note: This element can be derived from the "mode of course delivery" variables.	01 - Program delivery included Competency based education 02 - Program delivery did not include Competency based education	Used as a indicator of the diversity of program offerings and for research related to accessibility of education.
8160	Institution where Student received course instruction	Numeric	2	This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.  In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)	see code set	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
8170	Student received course instruction at the main campus of the institution	Numeric	2	This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.  In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)	01 - Student received course instruction at the main campus of the institution 02 - Student did not receive course instruction at the main campus of the institution 97 - Unknown if student received course instruction at the main campus of the institution	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8180	Student received course instruction at a branch campus of the institution in the same urban area as the main campus	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at a branch campus of the institution in the same urban area as the main campus                      02 - Student did not receive course instruction at a branch campus of the institution in the same urban area as the main campus                      97 - Unknown if student received course instruction at a branch campus of the institution in the same urban area as the main campus</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
8190	Student received course instruction at a branch campus of the institution in a different urban area as the main campus	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at a branch campus of the institution in a different urban area as the main campus                      02 - Student did not receive course instruction at a branch campus of the institution in a different urban area as the main campus                      97 - Unknown if student received course instruction at a branch campus of the institution in a different urban area as the main campus</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
8200	Student received course instruction at another institution in the same urban area as the main campus	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at another institution in the same urban area as the main campus                      02 - Student did not receive course instruction at another institution in the same urban area as the main campus                      97 - Unknown if student received course instruction at another institution in the same urban area as the main campus</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8210	Student received course instruction at another institution in a different urban area as the main campus	Numeric	2	<p>This is one of seven data elements indicating the location at which the student received instruction for their course. It is possible for a student to have received course instruction for a single course, in multiple locations.</p> <p>In each of these seven fields: Report "01" (True) for all locations where the student would have received the course instruction if the student received their course at the place it was intended to be delivered to them. (i.e. received their instruction at the location the student's course was scheduled at.) Report "02" (False) for all locations where the student would not have received the course instruction if the student attended/took their course at the place it was intended to be delivered to them. (i.e. the student's course was not offered/planned to be delivered at that location.)</p>	<p>01 - Student received course instruction at another institution in a different urban area as the main campus                      02 - Student did not receive course instruction at another institution in a different urban area as the main campus                      97 - Unknown if student received course instruction at another institution in a different urban area as the main campus</p>	This information is collected with other information to: monitor changing trends in course delivery methods, as an indicator of educational diversity, and as an indicator of accessibility of education.
8220	Highest level of education attained prior to enrolling in the current program	Numeric	2	<p>Describes the highest level of educational experience attained prior to enrollment in present program. It refers to enrollment in, or completion of credit courses only, not general interest/continuing education courses.</p> <p>Note: this information can be derived from the "Student's previous educational activity" if the information is collected on the student's application for admission.</p>	<p>01 - Did not complete elementary school                      02 - Completed elementary school                      03 - Completed some high school education                      04 - Completed high school education                      05 - Previously enrolled in a trades program but did not complete.                      06 - Completed trades program.                      07 - Previously enrolled in a postsecondary program of a community college or related institution, but did not complete.                      08 - Completed a postsecondary program of a community college or related institution.                      09 - previously enrolled in university certificate program but did not complete                      10 - previously enrolled in university undergraduate degree but did not complete                      11 - previously enrolled in university masters degree but did not complete                      12 - previously enrolled in university doctoral degree but did not complete                      13 - completed university certificate                      14 - completed undergraduate degree                      15 - completed masters degree                      16 - completed doctoral degree                      17 - Completed a trades program and a postsecondary program of a community college or related institution                      18 - Completed a trades program and a university degree, diploma or certificate.                      19 - Completed a postsecondary program of a community college or related institution and a university degree, diploma or certificate                      20 - Completed a trades program and a postsecondary program of a community college or related institution and a university degree, diploma or certificate                      99 - Not reported</p>	Used to monitor student flows and trends as well as allowing for the comparison of current and historical enrollment information.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8230	Number of registration units/units of academic achievement completed as of the current reporting period.	Numeric	8	For each student, report the actual number of courses/credits/units which the student has completed towards the qualification being sought. Exclude any courses/credits/units that the student is currently registered in. Note: This element can probably be derived from other enrollment information.	Provides the actual number of courses/credits/units successfully completed and accumulated towards the given qualification as of the current reporting period. (includes transferred credits/courses).  EXAMPLE OF CODES: 00000.00 = 0 none (no units or credits or courses completed prior to this registration period) 00125.25 = 125.25 completed prior to this registration period, etc	Used to monitor student flows/workload and to allow comparison of current and historical enrolment information.
8240	Student's Registration status at the beginning of the reporting period	Numeric	2	For each student, report the registration status (full-time or part-time) for each program they were enrolled in at the beginning of the reporting period. Note: This element is derived from course enrollment information.	01 - Full-time 02 - Part-time	This information is collected toward monitoring student flow information and for other educational research. It also used for comparison of current and historical enrollment information.
8250	Year of study in program	Numeric	2	Refers to the year of study in a program that the student was enrolled in at the beginning of the reporting period, not to the student. For example, if a student was enrolled for a third year to finish subjects of a two year program, code "second year of study." For part-time students, code the year of study the student would be in according to the proportion of their program completed to date. For example, if a two year program of study requires the completion of 10 subjects and the part-time student has completed 2 subjects and is enrolled in 2 more, code "first year of study." Note: This element could be derived from other enrollment information provided by the institution.	01 - First year 02 - Second year 03 - Third year 04 - Fourth year 05 - Fifth year 06 - Sixth year 07 - Seventh year 96 - Other 97 - Unknown 98 - Not Applicable (program is less than one year in length or non-credit) 99 - Not Reported	Used to monitor student flows and to allow comparison of current and historical enrollment information.
8260	Official Language used for institution	Numeric	2	Indicates the official language (English, French) to be used by Statistics Canada when communicating with the institution. The information will be assigned and maintained in the STC database.	01 - English 02 - French 03 - Bilingual (English or French) 96 - Other 97 - Unknown	Used administratively at Statistics Canada re: correspondence with the institution. Also used as an indicator of accessibility to, and diversity of educational opportunities in both official languages.
8270	Student's program language of instruction	Numeric	2	For every student in each program impute the language based on the language of the institution if the data is not readily available from the institution.	01 - English 02 - French 03 - Bilingual (English or French) 96 - Other 97 - Unknown	Used for research on issues such as educational diversity and accessibility.
8280	Fee per meal (as of fall session of current reporting year)	Numeric	5	Derived from standard meal fees and meal fee units (as of the fall session of the current reporting year).	i.e. if the amount is 95 dollars, report as 95.00	To provide a common unit of comparison of meal fees across institutions re: living costs and accessibility issues.
8290	Number of Courses/Credits Auditing	Numeric	2	For Part-time Students Only indicate the actual number of courses/credits currently registered as auditing.	CODES: Two digit code. e.g.: 0 courses/credits would be coded as 00 1 course/credit would be coded as 01 2 courses/credits would be coded as 02 5 courses/credits would be coded as 05 12 courses/credits would be coded as 12.	Requested by Statistics Canada on behalf of the MPHEC to meet their data needs.





Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8300	Number of courses/credits/units student completed within your institution.	Numeric	8	Report the number of registration units the student has already completed within your institution. This information can be derived by summing the credit value of all courses successfully completed and subtracting transfer credits granted.	Provide the actual number of courses/credits/units the student successfully completed at your institution and that were credited towards the current program.  DO NOT INCLUDE TRANSFER CREDITS/COURSES.  Example Codes: 00000 = 0 none (no units or credits or courses completed prior to this registration period) 00125 = 125 completed prior to this registration period, etc.	This element will be used with "type of registration units" to measure student progress.
8310	Number of credited courses/credits/units that the student was enrolled in during the Fall session.	Numeric	6	For each student, report the actual number of courses/credits/units that the student registered in towards the qualification being sought during the Fall session at your institution. Exclude any non-credit courses/credits/units. Sum all credits granted for courses completed in the Fall term of the current reporting period.	Provide the actual number of credited courses/credits/units currently registered for in the Fall session at your institution.  EXAMPLE CODES: 4 digit codes  0000 = None 0015 = 15 units or credits or courses	Used to monitor student flows/workload and to allow comparison of current and historical enrollment information.
8320	Student's Fall FTE: Full-time/Part-time Status of Student at Institution for Fall term	Numeric	4	Report the Fall session Full-time equivalency (FTE) of the student as assigned/determined by your institution.	Numeric field	This element is collected both to enable comparison of college data with that of universities, and to enable Statistics Canada to relate a standardized national FTE to the FTE measure used by the institution.
8330	Number of credited courses/credits/units that the student was enrolled in during the Winter session.	Numeric	6	For each student, report the actual number of courses/credits/units that the student registered in towards the qualification being sought during the Winter session at your institution. Exclude any non-credit courses/credits/units. Sum all credits granted for courses completed in the Winter term of the current reporting period.	Provide the actual number of credited courses/credits/units currently registered for in the Winter session at your institution.  EXAMPLE OF CODES: 4 digit codes 0000 = None 0015 = 15 units or credits or courses	Used to monitor student flows/workload and to allow comparison of current and historical enrollment information.
8340	Student's Winter FTE: Full-time/Part-time Status of Student at Institution for Winter term	Numeric	4	Report the Winter session Full-time equivalency (FTE) of the student as assigned/determined by your institution.	Numeric field	This element is collected both to enable comparison of college data with that of universities, and to enable Statistics Canada to relate a standardized national FTE to the FTE measure used by the institution.
8350	Number of credited courses/credits/units that the student was enrolled in during the Spring session.	Numeric	6	For each student, report the actual number of courses/credits/units that the student registered in towards the qualification being sought during the Spring session at your institution. Exclude any non-credit courses/credits/units. Sum all credits granted for courses completed in the Spring term of the current reporting period.	Provide the actual number of credited courses/credits/units currently registered for in the Spring session at your institution.  EXAMPLE OF CODES: 4 digit codes 0000 = None 0015 = 15 units or credits or courses	Used to monitor student flows/workload and to allow comparison of current and historical enrollment information.
8360	Student's Spring FTE: Full-time/Part-time Status of Student at Institution for Spring term	Numeric	4	Report the Spring session Full-time equivalency (FTE) of the student as assigned/determined by your institution. The student's Spring/Summer FTE should also be reported separately if possible (See element: 'Student's Spring/Summer FTE').	Numeric field	This element is collected both to enable comparison of college data with that of universities, and to enable Statistics Canada to relate a standardized national FTE to the FTE measure used by the institution.



Element Number	Element	Field Type	Field Width	Description	Codes	Purpose
8370	Number of credited courses/credits/units that the student was enrolled in during the Summer session.	Numeric	6	For each student, report the actual number of courses/credits/units that the student registered in towards the qualification being sought during the Summer session at your institution. Exclude any non-credit courses/credits/units. Sum all credits granted for courses completed in the Summer term of the current reporting period.	Provide the actual number of credited courses/credits/units currently registered for in the Summer session at your institution.  EXAMPLE OF CODES: 4 digit codes 0000 = None 0015 = 15 units or credits or courses	Used to monitor student flows/workload and to allow comparison of current and historical enrollment information.
8380	Student's Summer FTE: Full-time/Part-time Status of Student at Institution for Summer term	Numeric	4	Report the Summer session Full-time equivalency (FTE) of the student as assigned/determined by your institution. The student's Spring/Summer FTE should also be reported separately if possible (See element: 'Student's Spring/Summer FTE').	Numeric field	This element is collected both to enable comparison of college data with that of universities, and to enable Statistics Canada to relate a standardized national FTE to the FTE measure used by the institution.
8390	Number of credited courses/credits/units that the student was enrolled in during the Spring/Summer session.	Numeric	6	For each student, report the actual number of courses/credits/units that the student registered in towards the qualification being sought during the Spring/Summer session at your institution. Exclude any non-credit courses/credits/units. Sum all credits granted for courses completed in the Spring/Summer term of the current reporting period.	Provide the actual number of credited courses/credits/units currently registered for in the Spring/Summer session at your institution.  EXAMPLE OF CODES: 4 digit codes 0000 = None 0015 = 15 units or credits or courses	Used to monitor student flows/workload and to allow comparison of current and historical enrollment information.
8400	Student's Spring/Summer FTE: Full-time/Part-time Status of Student at Institution for the combined Spring/Summer term	Numeric	4	Report the combined Spring/Summer Full-time equivalency (FTE) of the student as assigned/determined by your institution. The student's Spring FTE and the Summer FTE should also be reported separately if possible (See elements: 'Student's Spring FTE' and 'Student's Summer FTE').	Numeric field	This element is collected both to enable comparison of college data with that of universities, and to enable Statistics Canada to relate a standardized national FTE to the FTE measure used by the institution.
8410	Stage of study at beginning of reporting period	Numeric	2	The stage of study the student is in at the beginning of the reporting period refers to how much of the total course-work related to their program had been completed at the beginning of the reporting period.  Note: This element can probably be derived. The proportion of course-work completed is used with "program duration" and "program duration units" to generate the "stage of study". (e.g. if a student had completed less than half the courses of a two year program, their stage of study would be 1st year, even though they were actually enrolled for the second academic year in the same program)	Numeric field	This element will enable researchers to monitor student flows and to compare current and historical enrollment information.



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Institution Course Description Input File**

**Statistics Canada**  
**Version Date: July 22, 1997**



## Institution Course Description File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

These elements, which comprise the Institution Course File, are academic calendar-like meta-information (metadata) describing the course offerings of a particular institution. This information includes such items as: the course name, the course number and the duration of the course. Note that an individual record will appear for each course being provided by an institution.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1000	RPTYEAR	1 - 8	Reporting Year	Date	8	yes	key	right	CCYYCCYY	n/a
1010	RPTTYPE	9 - 10	Report Type	Numeric	2	yes	key	right	see code set	n/a
1020	PROVCODE	11 - 12	Institution Code (province)	Numeric	2	yes	key	right	numeric	n/a
1030	INSTCODE	13 - 15	Institution Code (institution)	Numeric	3	yes	key	right	numeric	n/a
1040	CAMPCODE	16 - 18	Institution Code (campus)	Numeric	3	yes	key	right	numeric	n/a
3000	COURNUM	19 - 38	Course number/code used by the institution	Character	20	yes	key	left	alphanumeric	n/a
3010	ACTCOUR	39 - 40	Course is Active in Current Year	Numeric	2	yes	history	right	see code set	n/a
3020	COURNAME	41 - 140	Course Name	Character	100	yes	history	left	alphanumeric	n/a
3030	DOMSFEE	141 - 148	Standard Domestic Tuition Fee for the course (as of fall session of current reporting year)	Numeric	8	yes	history	right	- with decimal - leading blanks	2
3040	FORENFEE	149 - 156	Standard Foreign Tuition Fee for the course (as of fall session of current reporting year)	Numeric	8	yes	history	right	- with decimal - leading blanks	2
3050	FEERATE	157 - 164	Standard Domestic Tuition Fee Rate per Course Duration Unit	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
3060	FORNRATE	165 - 172	Standard Foreign Tuition Fee Rate per Course Duration Unit	Numeric	8	yes	academic year	right	- with decimal - leading blanks	2
3070	COURUNIT	173 - 174	Course Duration Units	Numeric	2	yes	history	right	see code set	n/a
3080	COURSDUR	175 - 182	Course Duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
3090	COURCRED	183 - 190	Course credits/units of academic achievement	Numeric	8	yes	history	right	- with decimal - leading blanks	2
3100	CRSACUN	191 - 192	Type of registration units/units of academic achievement associated with completion of the course.	Numeric	2	yes	history	right	see code set	n/a





Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
3110	LABUNITS	193 - 194	LAB Duration Units	Numeric	2	yes	history	right	see code set	n/a
3120	LABHOURS	195 - 202	LAB Duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
3130	OTJTRAIN	203 - 204	Course normally includes on-the-job training/field placement	Numeric	2	yes	history	right	see code set	n/a
3140	CRSOJTUN	205 - 208	Course on-the-job training/field placement duration units	Numeric	2	yes	history	right	see code set	n/a
3150	CRSOJTDR	207 - 214	Course on-the job training/field placement duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
3160	COURFUND	215 - 220	Course Funding Code	Character	6	yes	history	right	numeric	n/a



**ENHANCED STUDENT INFORMATION SYSTEM**

**(ESIS)**

**Institution Program Description Input File**

**Statistics Canada**  
**Version Date: July 22, 1997**

*ETW*



## Institution Program Description File

The purpose of the Enhanced Student Information System (ESIS) is to replace the existing administrative enrollment and graduate surveys with a single survey that captures the data for a full twelve month period. The information being requested can be divided into two distinct categories: student information and institutional information/characteristics which together comprise the following seven files - student description, student program, student course, student transfer course, institution description, institution program and institution course.

These elements, which comprise the Institution Program File, are academic calendar-like meta-information (metadata) describing the program offerings of a particular institution. This information includes such items as: the program name, the program number, the length of the program and the type of program. Note that an individual record will appear on this file for each program provided by an institution.

Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
1000	RPTYEAR	1 - 8	Reporting Year	Date	8	yes	key	right	CCYYCCYY	n/a
1010	RPTTYPE	9 - 10	Report Type	Numeric	2	yes	key	right	see code set	n/a
1020	PROVCODE	11 - 12	Institution Code (province)	Numeric	2	yes	key	right	numeric	n/a
1030	INSTCODE	13 - 15	Institution Code (institution)	Numeric	3	yes	key	right	numeric	n/a
1040	CAMP CODE	16 - 18	Institution Code (campus)	Numeric	3	yes	key	right	numeric	n/a
2000	PROFNUM	19 - 38	Program number/code used by institution	Character	20	yes	key	left	alphanumeric	n/a
2010	CREDPROG	39 - 40	Program Credential Type	Numeric	2	yes	key	right	see code set	n/a
2020	PROGNAME	41 - 140	Program Name	Character	100	yes	history	left	alphanumeric	n/a
2030	PROGCAT	141 - 148	Provincial Program Category	Character	8	yes	history	left	see code set	n/a
2040	PROGFUND	149 - 154	Program Funding Code	Character	6	yes	history	left	alphanumeric	n/a
2050	MFOCODE	155 - 162	Provincial specialization/major field of study code	Character	8	yes	academic year	left	see code set	n/a
2060	DURUNITS	163 - 164	Program Duration Units	Numeric	2	yes	history	right	see code set	n/a
2070	DURATION	165 - 172	Program Duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2080	SESSTYPE	173 - 174	Type of session	Numeric	2	yes	history	right	see code set	n/a
2090	PT_PROG	175 - 176	Program designed for part-time attendance	Numeric	2	yes	history	right	see code set	n/a
2100	PROGTYPE	177 - 178	Program Level/Type (category)	Numeric	2	yes	current	right	see code set	n/a
2110	JOPRGCRE	179 - 180	Second/Joint Program Credential Type	Numeric	2	yes	history	right	see code set	n/a
2120	JOPRGLEV	181 - 182	Second/Joint Program Level/Type	Numeric	2	yes	history	right	see code set	n/a
2130	GRADCRED	183 - 190	Number of registration units/units of academic achievement needed to graduate	Numeric	8	yes	history	right	- leading blanks - with decimal	2
2140	AACHIEVU	191 - 192	Type of registration units/units of academic achievement associated with the program	Numeric	2	yes	history	right	see code set	n/a
2150	PRERQST	193 - 194	Program educational entrance requirements	Numeric	2	yes	history	right	see code set	n/a



Element Number	Mnemonic	Position	Element	Field Type	Field Width	Required Element	Periodic Value	Justification	Format	Decimal Scale
2160	AWABOD	195 - 196	Body awarding certificate or diploma associated with the program	Numeric	2	yes	history	right	see code set	n/a
2170	JAWABOD	197 - 198	Body awarding joint certificate or diploma associated with the program	Numeric	2	yes	history	right	see code set	n/a
2180	AUTHSET	199 - 200	Authority responsible for setting program objectives	Numeric	2	yes	history	right	see code set	n/a
2190	AUTHDES	201 - 202	Authority responsible for designing the program.	Numeric	2	yes	history	right	see code set	n/a
2200	AUTHFUND	203 - 204	Authority responsible for providing program funding	Numeric	2	yes	history	right	see code set	n/a
2210	PROGCAP	205 - 209	Program Capacity	Numeric	5	yes	history	right	numeric	n/a
2220	PRCAPVAR	210 - 211	Program Capacity varies with demand for Program enrolment	Numeric	2	yes	history	right	see code set	n/a
2230	DTUIFEE	212 - 219	Standard Domestic Program Tuition Fee (as of fall session of current reporting year)	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2240	FTUIFEE	220 - 227	Standard Foreign Program Tuition Fee (as of fall session of current reporting year)	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2250	DTIUTPER	228 - 229	Standard Domestic Program Tuition Fee period	Numeric	2	yes	history	right	see code set	n/a
2260	FTUITPER	230 - 231	Standard Foreign Program Tuition Fee period	Numeric	2	yes	history	right	see code set	n/a
2270	OTHERFEE	232 - 239	Total of all other compulsory/billable standard fees excluding tuition	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2280	OPUPDTUN	240 - 241	Optional Unpaid Program on-the-job training/field placement duration units	Numeric	2	yes	history	right	see code set	n/a
2290	DUROUPDT	242 - 249	Optional Unpaid Program on-the job training/field placement duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2300	RQUPDTUN	250 - 251	Required Unpaid Program on-the-job training/field placement duration units	Numeric	2	yes	history	right	see code set	n/a
2310	DURRUPDT	252 - 259	Required Unpaid Program on-the job training/field placement duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2320	RQPDTUN	260 - 261	Required Paid Program on-the-job training/field placement duration units	Numeric	2	yes	history	right	see code set	n/a
2330	DURRPDT	262 - 269	Required Paid Program on-the job training/field placement duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2
2340	OPPDTUN	270 - 271	Optional Paid Program on-the-job training/field placement duration units	Numeric	2	yes	history	right	see code set	n/a
2350	DUROPDT	272 - 279	Optional Paid Program on-the job training/field placement duration	Numeric	8	yes	history	right	- with decimal - leading blanks	2

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