

# **BANNER At West Georgia**

## ***HOW TO FIND A STUDENT'S MAJOR***

The form is RSISTDN.

L At any menu, type RSISTDN and press ENTER.

The key is ID number.

L Type in the student's ID number. The student's name should appear beside the ID number and the cursor should automatically jump to term. If not, conduct a search by name. See the handout HOW TO FIND A PERSON.

L Click in the Campus field or press PAGE-DOWN (NEXT-BLOCK).

Student information records accumulate over time. Pay close attention to Beginning Effective Term and Ending Effective Term fields at the top of the information block. The record that first appears is the latest one, even if it is for a future term. A student will have several information records, but not necessarily one record per term. A new information record is only created when one of the fields changes.

As an example, suppose it's Winter 1997 and a student changes his or her major for Spring 1997. He or she has a record that's effective only from Fall 1996 to Winter 1997. He or she will also have one that's effective from Spring 1997 to the end of time. And the one that begins Spring is the one that's first displayed, even though it's currently Winter. Another common situation is with tuition waivers that expire. When a student is admitted with a waiver that expires, the Registrar's Office creates a future term record for the term when the student must begin paying full tuition. So these students may have an information record that's effective beginning a year from now.

My point is that you must look at the record where the term you want is either the beginning term or between the two terms displayed. Does that make sense? Use the up or down arrow keys or scroll bar to look at information for other terms.

L Click the Exit icon or Rollback (to choose another student) icon on the icon menu bar.

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SCT Banner - UWGP

File Options Edit Block Field Record Query Help Window

Basic Student Information Inquiry Form RSISTDN 5.1 (UWGP)

ID:

Campus:	E	Newnan Reside	Beginning Effective Term:	200105	Exp. Grad Date
Level:	US	Undergraduate:	Ending Effective Term:	999999	30-MAY-2005
Status:	AS	Active	History Standing:	00	Good Standing
Type:	C	Continuing	Override Standing:		Term: 200105

Primary Curriculum      Secondary Curriculum

Degree:	BSED	Bachelor of Sci. in Education		
College:	01	College of Education		
Major 1:	P073	Pre-Special Education		
Major 2:				
Minor 1:				
Minor 2:				
Concentration 1:				
Concentration 2:				

Primary Degree Code  
Record: 1/?

<QSC> <DBG>

**The most recent record has all 9's in the Ending Term.**