



GRADUATE ADMISSIONS DATA COLLECTION

Quick Reference Guide

WHO SHOULD USE THIS DATA COLLECTION?

Anyone who needs to use the data from the graduate admissions systems that are being collected in the Data Warehouse, for operational support or institutional analysis. This includes things such as:

- Applicant biographic/demographic information from the admissions application
- Standardized test scores
- Prior institutions attended
- Admissions decisions

WHAT TYPES OF BUSINESS QUESTIONS CAN I ANSWER USING THE GRADUATE ADMISSIONS COLLECTION?

There are a great many business questions that can be addressed using the **Graduate Admissions Data Collection**, from the simple to the complex. For example:

- How many people applied to my program? How many were offered admission, and of those admitted, how many accepted the offer?
- What is the breakdown by ethnicity of the applicants in a specific entering year (cohort)?
- Have admissions acceptance trends changed over the past 5 years, and if so, in what graduate groups (majors)?

COLLECTION DESCRIPTION

- Data refreshed weeknights, Monday through Friday, from the **Apply Yourself (AY) System**.
- Data refreshed annually via batch uploads from the schools and graduate/professional programs that do not use **Apply Yourself**.
- Although some historical data were loaded for some schools, the more reliable data is from Fiscal Year 2011 forward.
- Security is based on school/grad group.
- Table and column descriptions: <https://www.isc.upenn.edu/graduate-admissions-data-collection#Tables-and-Data-Elements>
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DATA INCLUDED IN THE GRADUATE ADMISSIONS DATA COLLECTION

- **Grad Admissions Reporting Universe** – Includes tables that have the collected information from all participating programs, transformed into standard codes so that central offices can do University-wide reporting. Most graduate admissions queries should use this part of the collection.
- **GradAdmissions Universe** – Separate tables for each school that uses **Apply Yourself**; these are the **AY** “school staging tables” containing the raw data as it was captured in **AY**.

GRADUATE ADMISSIONS DATA QUALITY ADVISORIES

All data corrections must be done in the source system, so that the corrected information can flow to the warehouse in the next load. If you find something that you feel is incorrect, please report it to Data Administration for investigation. If it is truly a data problem, it will need to be passed to the responsible graduate program for correction in their source system, and re-extracted/uploaded to the warehouse.



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Not all records in the Graduate Admissions collection will have a PennID; not all will have an SSN. This collection uses an internally-assigned number: the Applicant_ID (in some places this is referred to as the Application_ID). There is one record per application submitted per program per application term. Thus, an individual person can potentially have multiple Applicant_IDs. Therefore the unique identifier of an application is a combination of Applicant_ID, Record_Source, Program_Key and Application_Term.

In **AY**, schools and programs control the data collection, and even though the schools have worked with the Provost Office and the Office of Institutional Research to come up with some Core Data Standards, occasionally changes in programs or admit decisions are introduced that do not conform or have not yet been mapped to standard codes. The result can sometimes cause incorrect counts of applicants, admits or accepts; if you suspect the data you are looking at might be affected by such anomalies, please report it to Data Administration.

ADDITIONAL DATA COLLECTION INFORMATION

- Access form at <http://provider.www.upenn.edu/computing/da/eforms/> Indicate on the form the school and graduate groups you need.
- A description of the Core Data Standards concepts and definitions can be found at: http://provider.www.upenn.edu/computing/da/dw/GraduateAdmissions/standard_definitions.html

FOR ADDITIONAL HELP WITH THIS DATA COLLECTION

- Send email to gradadmissions-wh@lists.upenn.edu This is a monitored list; subscription is automatic for people who obtain access to the **Graduate Admissions Data Collection**.

OR

- Send email to da-staff@isc.upenn.edu (Enterprise Information & Analytics staff)