

Rising Student Scholarship Initiative

Scholarship Datamart Report

User's Guide, Revised December 2021

The University of Kansas offers automatic four-year renewable scholarships to prospective freshmen. The core of KU's scholarship program is this transparent scholarship matrix found at financialaid.ku.edu.

Financial Aid & Scholarships (FAS) funds the first two years of KU's four-year renewable scholarships, and generally the student's School/College/Academic Department will fund the final two years of the four-year renewable scholarship. For more details, please refer to the Scholarship Guiding Principles & Timeline for the Rising Student Scholarship Initiative, also available for download in the Scholarship Datamart.

What is this Scholarship Datamart RSS report used for?

This report will provide scholarship coordinators, department chairs, deans and directors with a list of students that the unit is responsible for funding in a given academic year. The data is dynamic and will change nightly as applicable (e.g. a student officially changes majors.)

What are the steps to retrieving the information?

Log into Oracle Analytics Cloud (OAC) by visiting: oac.ku.edu/analytics or by going to oirp.ku.edu/ and clicking Oracle Analytics Cloud (OAC) under 'Tools' from the Quick Links on the left. Under the 'Financial Aid & Scholarship Datamart' tab, select the Rising Student Scholarship Initiative report in the Rising Student Reports box:

The screenshot shows the Oracle Analytics Cloud (OAC) interface. At the top is a blue header bar with 'OAC Home' and navigation links: Catalog, Favorites, Dashboards, Create, and Open. Below the header is a red banner with the text 'FINANCIAL AID & SCHOLARSHIP DATAMART'. The main content area displays several report tiles. The 'Rising Student Reports' tile is highlighted with a red box around the 'Rising Student Scholarship Initiative' link. Other tiles include 'FA Award Reports', 'FA Student Detail Reports', 'FA ISIR Reports', 'FA Service Indicator Reports', 'FA 3C Reports', and 'Scholarship Datamart'.

How can I see how much my department is responsible for funding each academic year?

1. Click on the 'Rising Student Summary' tab
2. Select the Business Unit you wish to view (e.g. Liberal Arts & Sciences)
3. Select the Department you wish to view (e.g. Economics)
4. Select the Academic Year(s) you view
5. Click 'Apply'

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University of Kansas - Lawrence/Edwards Campuses

Typically, Financial Aid and Scholarships (FAS) will pay for the first two years of the Rising Student Scholarship (RSS) commitment, with the business unit then paying for years three and four. The RSS_BUSINESS_UNIT is the unit that is providing the money for that rising student for that aid year.

Responsibility by Business Unit and Department.

* Business Unit

* Department

Academic Year

See tab two to get a student listing for that department and aid year.

You are now presented with a report for each academic year you have selected.

1. The report will provide data on total number of scholarship recipients and total amount that will need to be funded by the department. The report will include Academic Year, Business Unit, Department, RSS Business Unit, RSS Department, Count [total number of students funded], and Total Responsibility [total to be funded by selected department].

Academic Year	Business Unit	Department	RSS Business Unit	RSS Department	Count	Total Responsibility
2019-20	Business	Business	Business	Business	12	\$22,000
2020-21	Business	Business	Business	Business	185	\$398,000
2021-22	Business	Business	Business	Business	345	\$736,000
2022-23	Business	Business	Business	Business	315	\$689,000

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How can I see details pertaining to the students my department is responsible for funding each academic year?

1. Click on the 'Student Detail' tab
2. Select the Business Unit you wish to view (e.g. Liberal Arts & Sciences)
3. Select the Department you wish to view (e.g. Economics)
4. Select the Academic Year(s) you view
5. Click 'Apply'

Add further filters if desired:

RSS Business Unit

RSS Department

Academic Year

You are now presented with a report for each academic year you have selected that has available student data for students funded by your selected department under the RSS initiative.

- The report will provide student level data on scholarship recipients that need to be funded by the department. The report will include the scholarship name and amount, whether the student is in his or her third or fourth year of scholarship support, GPA, hours enrolled, email address, major(s) and expected graduation term, if the student has applied for graduation. The FA Cohort column indicates what year the student began at KU, e.g. FA19 means the student started in Fall 2019. The
- At the bottom of the screen, click the 'Export' link and you will be given the option to export to an Excel spreadsheet.

Number of rows
(This number does include duplicate Entries)

Number of students
(This number does not include duplicate Entries)

EMPLID	Primary Last Name	Primary First Name	Preferred First Name	KULC Email	Scholarship	Total Committed	FA Cohort	Tuition Cohort	Commitment Year	Business Unit	Program	Department	Plan	Plan Description	Sub Plan	Sub Plan Description	RSS Business Unit	RSS Department	County	Top Three Program Plans	Expected Graduation Term	Active Majors Count	Program Multi Majors	Residency	Last Update	Permanent City	Ethnic Group	Academic Year
	Whitney	Whitney			Crimson & Blue	2000	FA17	3		Business	BUSU	Business	SCMB-SSB	Supply Chain ManagementSSB			Business	Business	Johnson	BUSU/SCMB-SSB/CLASU/EALCA-BAUCRT/IGLBVA/UC	4219	3	IS	1/3/2022 5:35:07 AM	Leawood	WHITE	2019-20	
	Whitney	Whitney			Crimson & Blue	2000	FA17	4		Business	BUSU	Business	SCMB-SSB	Supply Chain ManagementSSB			Business	Business	Johnson	BUSU/SCMB-SSB/CLASU/EALCA-BAUCRT/IGLBVA/UC	4219	3	IS	1/3/2022 5:35:07 AM	Leawood	WHITE	2020-21	

What do I do with this information once I have downloaded it?

Please follow the timeline and action steps listed in the Scholarship Guiding Principles & Timeline document. Units will work directly with Gail Sherron, FAS Associate Director, to report which specific scholarship fund item types they will use to fund the third and fourth year students on their list.

How does the Scholarship Datamart know which list a student should show up on?

At the highest level, the Datamart knows that students are to be included in these lists because of a scholarship student group put on the student's account. For example, a student receiving a Chancellor's scholarship for \$5,000 per year has a code of CHAN that indicates the student is part of the RSS initiative.

The Datamart then looks to see what year a student began at KU so that it can correctly place the student as a first, second, third or fourth year. This year designation is what will place the student either on the FAS list or the academic unit's list of funding responsibility.

Finally, the Datamart finds the student's currently declared major and uses that to place the student with the proper academic unit.

What about students who are double majoring?

Some students have multiple majors and those majors reside in different schools or the College. For example, a student might have declared majors in both CLAS and Journalism. The Datamart uses the following hierarchy to decide which unit a student gets assigned to.

- School of Engineering
- School of Business
- School of Journalism & Mass Communications
- School of Architecture, Design & Planning
- School of Pharmacy
- School of Music
- School of Education
- School of Social Welfare
- School of the Arts
- College of Liberal Arts and Sciences

If a student has multiple majors within a particular school or the College, then the most recently declared major will be used. For example, if a student is double majoring in Economics and Political Science and Economics was the most recently declared major, the student will show up on the Economics list.

What about “pre” or undecided majors?

If students are still listed as undecided in years 3 and 4, they will be found on the list with CLAS as the Business Unit and CLAS as the Department. If students in the third or fourth year have only one major and it is a “pre” major, they will be found on the list with CLAS as the Business Unit and CLAS as the Department.

Students who have both a “pre” major and another major (e.g. pre-medicine and biology) will always be on the list for the academic department (biology.)

What about students who change their majors?

When a student has officially declared a new major, the report will then put him or her on the list for that new academic unit. The list is dynamic and will change based on major changes. You can and should review your list regularly as you are making funding decisions.

When should I be reviewing my list?

Please begin reviewing your list early in the calendar year so that you can fund your rising student scholars as well as other recruitment initiatives, research scholarships and study abroad awards. It would be a best practice to plan to fund everyone on the list as of April 1.

When is the list “final?”

FAS will review renewal criteria on all scholarship recipients in late May and early June after spring grades are posted. If a student does not meet renewal criteria, he or she will no longer show up on your list. Student majors can also shift. The list is dynamic and fluid for these reasons.

Please plan to review your list one last time in early June. At that time, work with Gail Sherron in early June to ensure you are funding all the students still on your list after spring grades are posted.

What if I don't think my list is correct?

If you believe a student is on your list in error or a student is missing, please contact Gail Sherron to troubleshoot.