

Direct Admissions Extract (Minnesota)

Last Modified on 01/29/2025 8:36 am CST

This functionality is only available for Minnesota users.

The Direct Admissions Extract allows participating schools / districts to provide student information as required by the Post Secondary Direct Admissions project.

Enrollments included in the extract are limited to the following:

- Student Enrollment
 - Enrolled Grade 12
 - Enrollment Type: Primary
 - Exclude from DPS is not checked
 - DPSA Calculated Tier OR DPSA Reported Tier is not NULL
- Calendar
 - Calendar Year is Active
 - Calendar is not a Summer School Calendar
- School Classification is not NULL

[Prerequisites](#) | [Tool Rights](#) | [Data Extract Utility](#) | [Generate the Extract](#) | [Example Extract](#) | [Report Layout](#)

Prerequisites

- **DPSA Calculated Tier** and **DPSA Reported Tier** must be calculated and populated on the student's enrollment record. See the [Course Plan Administration](#) article for more information on calculating these values.

Enrollments ★

SpEd

Save

Delete

New

Print Enrollment History

Notice of Change in Enrollment

New Enrollment History

Enrollment Editor

Grade	Type	Calendar (Schedule Name)	Start Date	End Date
12	P	2022-23 Robbinsdale Cooper Hig	09/09/2022	
12	P	2022-23 Robbinsdale Armstrong	08/04/2022	08/25/2022
11	S	2021-22 Robbinsdale Armstrong	12/20/2021	02/01/2022
11	P	2021-22 Robbinsdale Cooper (Main)	09/08/2021	02/01/2022

General Enrollment Information

Calendar
2022-23 Robbinsdale Cooper Hig

***Start Date**
09/09/2022

***Local Start Status**
00: Last year, public school, same district

State Start Status
00: Last year, public school, same district

Start Comments

Schedule (read only)
Main

End Date

DPSA Calculated Tier
Tier 5

DPSA Reported Tier
T5: Tier 5

CRDC School of Accountability
Select a Value

***Grade**
12

End Action

Local End Status
Select a Value

State End Status

End Comments

Class Rank Exclude

***Service Type**
P: Primary

External LMS Exclude

Exclude from DPSA Calculation

- Students must complete the **Direct Admissions Survey**. See the [Direct Admissions Survey](#) article for information on creating and sending the survey to students.

Copyright © 2010-2025 Infinite Campus. All rights reserved.
Page 2

Direct Admission Survey 1

Congratulations!

Based on a review of your high school transcript, you are on track to graduate and are eligible to participate in the Minnesota Direct Admissions* program! As you begin planning for your future, we want to make sure you know that **you are college material** and have met the admissions criteria for the many colleges and universities in Minnesota. The next step is to decide which college and universities from the list below you want to admit you via Direct Admissions.

The Direct Admissions program has taken the worry out of knowing where you stand. You can choose to apply to one or more of the schools listed on this portal and know that you'll be granted admissions. You can also look into the other great higher education options in Minnesota if the college or university you are most interested in doesn't appear on this list (check out myhighered.mn.gov to learn more).

You have a couple of next steps:

- **Review your personalized list of colleges and universities below.** The next step is to confirm your interest in one or more of the colleges and universities to which you have been directly admitted to. If you select "yes", you are interested in being directly admitted for the Fall after high school graduation. After you confirm your interest, the colleges or universities will follow up with you with more information. Remember to hit the "submit" button at the end of the form!
- **Review your institution's application deadlines and submit the FREE admissions application, if required.** If you are ready to apply, check out the websites for your potential institutions to make sure you have all your application materials prepared (some colleges may require an essay, test scores, or other materials). **Please note: Although your application fees will be waived, you must still meet the application deadlines, even if you are applying through Direct Admissions.**
- **Get help paying for college!** You can apply for financial aid by completing your [Free Application for Federal Student Aid \(FAFSA\)](#). Remember to fill out the FAFSA when it opens on January 1st, 2024 or check out our FAQ for more information!

*Please see [website](#) and [Direct Admissions Frequently Asked Questions for Families](#) for more information. Some restrictions may apply or additional information may be required for admission into specific majors or programs.

Your future is bright and on behalf of the Minnesota Office of Higher Education, we congratulate you for being on the right track for college in the fall of 2024!

Sincerely,
Dennis W. Olson
Commissioner, Office of Higher Education

1. Select any number of colleges from this group that would like to attend.

- Alexandria Technical & Community College
- Anoka Technical College

Direct Admissions Survey

Tool Rights

Tool Rights determine the level of access users have to tools throughout Campus. A user must have at least the **R**(ead) tool right for the Data Extract Utility tool to run the Direct Admissions Extract. The **R** right indicates the information on the corresponding tool may be viewed by the user. When applicable, the user is also allowed to print information. The user will **NOT** have access to Save, Add, or Delete options with **R** level access.

Data Extract Utility

Tool Search: Data Extract Utility

The Direct Admissions Extract is pulled using the Data Extract Utility tool.

Extract Instance Name	Delivery Mode	Server	Frequency Scheduled	Extract Mode	Stopped	Last Run
MN_DirectAdmissions		0.0.0.0		sql	true	

Detail Information

*Extract Instance Name
MN_DirectAdmissions

Delivery Mode
 SMB
 SFTP
 FTPS
 PULL

Column Delimiter: CSV
 Character Set: US-ASCII

Append Date to Filename: No Date yyyyymmdd yyyyymmddhhmmssSS
 Include header row? Include double quotes?

SQL Prism AdHoc

Error Notification Use Data Warehouse Connection

User Group to Notify: [Dropdown]

*SQL/Prism
EXEC get_MN_directAdmissions

Test Extract Test Connection Run Extract

Data Extract Utility

Generate the Extract

1. Navigate to the Data Extract Utilities tool.
2. Select **MN_Direct Admissions** in the Data Extract Options editor to display the Detail Information screen.
3. Select the Delivery Mode **PULL**. The other fields necessary for running the report prepopulate.
4. Click the **Test Extract** button to generate the document.
5. Save the extract. In order for the file to be recorded at the Minnesota Office of Higher Education, the file name must begin with the District name.

Example Extract

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	SchoolName	MDENumber	ACTID	firstname	lastname	MARSS	DOB	gender	GradDate	AcademicTier	email	selectedSchool	selectedSchoolNur	cumGPA
2	Campus High School	0822-12-066	154866	Alice	Andrews	1754937429	3/31/2004	F	6/30/2023	1	student1@email.com	Lake Superior Cc	575700	3.4
3	Campus High School	0822-12-066	154866	Alice	Andrews	1754937429	3/31/2004	F	6/30/2023	1	student1@email.com	Minneapolis Cor	716200	3.4
4	Campus High School	0822-12-066	154866	Alice	Andrews	1754937429	3/31/2004	F	6/30/2023	1	student1@email.com	Normandale Cor	795400	3.4
5	Campus High School	0822-12-066	154866	Alice	Andrews	1754937429	3/31/2004	F	6/30/2023	1	student1@email.com	North Hennepin	237000	3.4
6	Campus High School	0452-52-789	365448	Mark	Banner	4612103859	1/15/2004	M	6/30/2023	5	student2@email.com	Concordia Colle	234600	3.9
7	Campus High School	0452-52-789	365448	Mark	Banner	4612103859	1/15/2004	M	6/30/2023	5	student2@email.com	Hamline College	235400	3.9
8	Campus High School	0452-52-789	365448	Mark	Banner	4612103859	1/15/2004	M	6/30/2023	5	student2@email.com	Winona State U	239400	3.9

Direct Admissions Extract

Report Layout

Field Name	Description	Location
------------	-------------	----------

School Name	The name of the student's school.	System Administration > Resources > School > Name sch.name
MDE Number	The district number, district type, and school number.	System Administration > Resources > District Information > State District Number AND District Type System Administration > Resources > School > State School Number dist.number + dist.type + sch.number
ACT ID	The school's SAT number.	System Administration > Resources > School > CEEB Number sch.satNumber
First Name	The student's first name.	Student Information > General > First Name student.firstName
Last Name	The student's last name.	Student Information > General > Last Name student.lastName
MARSS	The student's State ID number.	Student Information > General > Student State ID student.stateID
DOB	The student's date of birth.	Student Information > General > Birth Date student.birthdate
Gender	The student's gender.	Student Information > General > Gender student.gender
Grad Date	The diploma date recorded on the student's graduation record.	Student Information > General > Graduation > Diploma Date graduation.diplomaDate
Academic Tier	The student's DPSA Reported Tier.	Program Admin > Programs > Graduation Program > DPSA Tier spProgramGrad.dpsaTier
Email	The student's email address.	Student Information > General > Contacts > Email contacts.email
Selected School	Name of the school(s) selected by the student on the Direct Admissions Survey.	

Selected School Number	Number of the school(s) selected by the student on the Direct Admissions Survey.	
Cumulative GPA	The student's cumulative GPA.	Student Information > General > Credit Summary > Cumulative GPA student.Learnerportfolio.GPA.cumGpaBasic
