

Standard: Abbreviations

University of Minnesota Office of Information Technology

Document ID: ITS0005 Effective: 03/26/1998
Version: 1.0 Last Revised: 03/26/1998
Last Reviewed: 03/19/1998 Next Review: 09/26/1998

Summary

The attached list of abbreviations, essentially a dictionary of words and acceptable abbreviations, will be used to create tables and develop report headings.

Definitions

(N/A)

Requirements

The following is the standard list of abbreviations for use as described in "Summary" above.

Phrase	Long Abbreviation	Short Abbreviation
a.m.	am	
abbreviation	abbr	
ability	abil	
above	abv	
absent	abs	
abstract	abst	
academic	acad	
academic leave	acad lv	
academic objective	acad obj	
academic title	acad tl	
academy	acad	
accept/acceptance	acpt	
access	acc	
accessory	accy	
accommodation	accom	
account, accounts,(ing)	acct	
accounting records & services	ars	
accounts payable	acct pay	ap
accounts receivable	acct rec	ar
accredited	accred	
accrual	acrl	
accrued	acrd	
accumulate, accumulated	accum	
achievement	achv	
acknowledge	ackl	
acquaint	acqnt	
acquire, acquisition	acq	

across	acrs	
ACT Aptitude Rating	AAR	
action	actn	
activate	actvt	
active student file lookalike	asf	
active, activity, activities	actv	
actual cash value	acv	
actual, actuals	actl	
additional	addl	
address	addr	
addressing and mailing	addr/mailg	
adjust(ed)(ment)	adj	
Adjusted Available Income	AAI	
administrati(ion)(ive)	admin	
administrator	adminstr	
admissions, admit	adm	
admissions/prospective students data base	admdb	
advance(d)	advc	
Advanced Placement	AP	
advis(er)(ing)	adv	
aerospace	aerosp	
affairs	aff	
affiliation	affil	
affirmative	afrm	
african	afr	
after	aft	
against	agst	
agency	agcy	
agent(s)	agt	
aggregate, aggregation	aggr	
agreement	agree	
agriculture	agri	
Aid to Families with Dependent Children	AFDC	
algorithm	algo	
allocate, allocation	alloc	
allowance, allowed	allow	
alternate, alternative, alternating, alternation	alt	
alumna, alumnae, alumni, alumnus	alum	
amendment	amend	
american	amer	
American College Testing Program	ACT	
American Indian	AI	
American Institute of CPAs	AICPA	
among	amg	
amount	amt	
analysis, analytic, analytical, analyze	anal	
anatomy	anat	
and	/	
anesthesiology	anest	
angle	ang	
animal	ani	
annex	anx	
annotated (ion)	annot	
annual percentage rate	apr	
annual, annually	annl	
anonymous	anon	

answer	ans	
anthropology	anth	
anticipated	antic	
apparatus	appar	
applicant file-current	appl file	
applicant file-historical	appl hist file	
applicant(s), (ation) applicable, applied	appl	
application	app	
appoint, (ed) (ment)	appt	
appraise, (ed)	appr	
appropriation	approp	
approve, approval, approved	appr	
approximation	approx	
aptitude	apt	
arbitration	arb	
archeology	archeol	
architecture	arch	
archive(s)	archv	
arithmetic	arith	
arranged (ment)	ar	
arrive(d)	arrv	
asian american	as am	
assembly	asmbly	
assessed	assd	
assessment	assmt	
assign, assign(ed), (ment)	assgn	
assignable square feet	asf	
assimilate	assim	
assistant, assistance, assisted	asst	
associate	assoc	
association	assn	
athlete(s), athletic(s)	athl	
attach(ed), attachment(s)	attach	
attempt, attempted	attmpt	
attend, attendance, attending	attend	
attention	attn	
attorney	atty	
attribute	attrib	
audiovisual	av	
audit	aud	
augment	augm	
austrian	austrn	
authoriz(ation)(ed)	auth	
authorized course data base	acdb	
authorized course master	acm	
automatic	auto	
autoregistration	autoreg	
auxiliary	aux	
available	avail	
average	avg	
award	awd	
baccalaureate	bac	
background	bkgr	
backup	bkup	
balance sheet	bs	
balance(d)	bal	

bank	bnk	
bargain, bargaining	barg	
bargaining unit	brgu	
basis	bas	
batch	batch	
battery	batt	
begin(s) (ning) began (effective date)	bgn	
benchmark	bmrk	
beneficiary	bnfc	
benefit(s)	ben	
bequest	bqst	
biennial	bien	
billing	bill	
biochemistry	mdbc	
biography	biog	
biological science(s)	bio sci	
biology	biol	
biometric	biomtrc	
biostatistics	biostats	
birthdate	brth	
birthplace	brthpl	
black	bl	
blood	bld	
board	brd	
body	bdy	
book	bk	
bookstore	bkstr	
brothers	bros	
budget(ed)	budg	
building	bldg	
bulletin	bltn	
Bureau of Indian Affairs	BIA	
business & economics	bus/econ	
business unit	bu	
business, business administration	bus	
cafeteria	cafe	
calculation	calc	
calendar	cal	
campus	cmp	
cancellation	cancel	canc
capacity	cap	
carcinogens	carcinog	
carry forward	carry fwd	
cash	csh	
category	catg	
center	ctr	
central	cntrl	
Central Processing System	CPS	
certificate, certification, certified	cert	
chairperson	chp	
change	chng	
characteristics(s)	char	
charge(s)	chg	
charged	chgd	
chart	chrt	
Chart of Accounts	COA	

check(s)(ing)	chk	
chemistry	chem	
chicano studies, chicano	chic	
children	chld	ch
citizen(ship)	cit	
civil	civ	
civilization	civltn	
class	cl	
classical	clsscl	
classification	clsn	
classroom	clrm	
clear	clr	
clinic	clnc	
clinical	clncl	
cobra	cbr	
code(s)	cd	
coefficient of completion	CC	
collection, collections	coll	
college	col	
College-Level Examination Program	CLEP	
College Aptitude Rating	CAR	
College Entrance Examination Board	CEEB	
College of Liberal Arts	CLA	
College Scholarship Service	CSS	
College Work-Study	CWS	
collegiate	cllgt	
combined	comb	
commencement	comm	
comment	cmnt	
commit, committed	cmt	
committee	cmte	
communication(s)	comm	
company	co	
compar(e)(ison)	comp	
comparative	compa	
compensation	cmpns	
complement	complm	
complet(e)(ion)	compl	
compliance	compli	
composite	compt	
comput(e)(r)(ation)	compt	
computer check data base	ccdb	
concatenate(d)	concat	
conceptual data model	cdm	
conceptual process model	cpm	
concurrent	conc	
condition	cond	
conference	conf	
conferred	conf	
configuration	config	
confirmation	confirm	
conservation	cnsrv	
consolidated	consol	
consortium	cnsrtm	
constant	cnst	
consulting	cnsltg	

contact	cntct	
continue (al) (ing) (ed)	cont	
Continuing Education & Extension	CEE	
contribution	contrib	
control	contr	
conversation	convr	
conversion, convert	cnv	
cooperation	coop	
cooperative	cooprtv	
coordinate campus	coord cmp	
coordination	coord	
copy	cpy	
correspondence	corrsp	
Cost of Attendance	COA	
counseling	coun	
counselor	couns	
count	cnt	
country	cntry	
county	cty	
course	crse	
course audit data base	cadb	
course offering data base-current	codb	
course offering data base-future	fcodb	
course turnaround document	ctad	
courses in progress	crse in prog	
coverage	covrg	
creation	creat	
credential	cred	
credit	cr	
credited	cred	
credits	crs	
criterion(a)	crit	
cultural	cultrl	
cumulative	cum	
currency	curr	
current	cur	
curriculum	curric	
Curtis I. Carlson School of Management	CSOM	
customer	cust	
cycle	cyc	
daily	dly	
daily accum data base	dadb	
data	data	
data base	db	
data bases	db	
data dictionary data base	UCC10	
Data Release Number	DRN	
date	dte	
date of birth	dob	
date of death	dod	
day	dd	
Dear Colleague Letter	DCL	
debit	dr	
deceased	dec	
decision	dec	
deduction	ded	

default	dflt	
deficient	defic	
definition	defn	
degree	deg	
delete	del	
delimited	delim	
demographic	demo	
dental	dent	
Dental Hygiene	DH	
dentistry	dent	
Department of Education	EDUS	
Department of Health and Human Services	HHSUS	
department, departmental	dept	
dependent	dep	
depreciation	depr	
dermatology	derm	
description	descrip	descr
designator	desn	
destination	dest	
detail	detl	
develop, development	dev	
diagnostic	dgnstc	
dictionary	dict	
digit	dig	
diploma	dipl	
director	dir	
directory	dir	
disability	disab	
disbursement	disb	
discount	disc	
distribution	distrib	dist
division	div	
doctoral	doct	
document	doc	
domestic partner	dp	
drop	drp	
duplicate	dup	
Earle Brown CE Center	EBCEC	
earning, earnings	earn	
East Bank	EB	
Easy Access to Student Information	EASI	
economic	econ	
education	educ	
Education Assistance Corporation	EAC	
Educational Testing Service	ETS	
effective	eff	
effective date	effdt	
effective date sequence	effseq	
effort	eff	
eighth	8th	
electrical	elec	
electron, electronic	elctrn	
Electronic Access Code	EAC	
Electronic Data Exchange	EDE	
electronic form, electronic forms	eform	
Electronic Funds Transfer	EFT	

electronic mail, e-mail, email	email	
Electronic Student Aid Report	ESAR	
element, elementary	elem	
eligible, eligibility	elig	eli
eliminate, elimination, eliminations	elim	
emergency	emer	
employ, employee, employment	empl	
employee id	emplid	
employer	emplr	
enclosure	encl	
encumbrance	encumb	enc
ending	end	
endowment	endow	
english	engl	
enrol(lment)	enr	
enter, entered, entry	enter	
entomology	ent	
environment, environmental	envrn	
equal employment opportunity	eeo	
equal, equation	eqa	
equipment	equip	
equivalency	equiv	
error	err	
estimate, estimated	est	
et cetera	etc	
ethnic	eth	
even	evn	
event	evnt	
evolution	evol	
except(ion)	exc	
exchange	exch	
exclu(de)(sion)	excl	
execute, executable	ex	
executive	exec	
exempt	exmpt	
Expanded Lending Option	ELO	
expect, expected	expct	
Expected Family Contribution	EFC	
expend, expenditure, expense	exp	
experience	exprnc	
experiment	exprmt	
expir(e)(ation)	expir	
exploratory	expl	
extension	ext	
external	extrnl	
extract	extrt	
extracurricular	xtracurr	
facilities	facfts	
faculty	fac	
faculty income disability	fid	
faculty retirement program	frp	
false	flse	
family	fam	
Family Total Income	FTI	
father	fath	
federal	fed	

Federal Direct Student Loan Program	FDSLPL	
Federal Employer ID Number	FEIN	
Federal Family Education Loan Program	FFELP	
Federal Methodology	FM	
federal pass through	fedpt	
Federal Supplemental Educational Opportunity Grant	FSEOG	
Federal Work-Study	FWS	
fellow	fell	
field	fld	
file	fl	
file number	file no	
files area entry	fae	
final	fnl	
financial aid	fin aid	fa
Financial Aid Administrator	FAA	
Financial Aid Form	FAF	
financial aid master file	famf	
Financial Aid Notification	FAN	
Financial Aid Office	FAO	
Financial Aid Transcript	FAT	
financial certification form	fin cert	
financial document	fdoc	
financial information system	fis	
financial processing	finprcs	
financial system	finsys	
financial, financial	fin	
first	1st	
first middle last (as in name)	fml	
fiscal	fisc	
fiscal operations	fiscop	
fisheries	fish	
flag (s)	flg	
folder	fldr	
foreign	for	
forestry	fors	
form, format	form	
former	frmr	
forward	fwd	
foundation	fdn	
fourth	4th	
Free Application for Federal Student Aid	FAFSA	
freight	frt	
frequency	freq	
freshman	fr	
freshwater	frshwtr	
fringe benefits	fb	
full time equivalent	fte	
full time, fulltime	ft	
function	func	
fund, funds, funding	fnd	
future	fut	
gallery, galleries	gllry	
garnishment	garn	
gender	gend	
general	gen	

General College	GC	
General Education Development Certificate	GED	
general ledger	gl	
genetics	gene	
geography, geographic	geog	
geology, geological	geol	
geophysics	geophys	
global	glbl	
government	gov	
grade point	gpt	
grade point average	GPA	
grade points	gpts	
grade, grading	gr	
grading system	gr sys	
Graduate School	Grad	GS
graduat(e), (ion)	grad	
graduation pact	gradpact	
grant(s)	grnt	
greater than	gt	
greater than or equal to	ge	
gross	gr	
group	grp	
guarantee	guar	
Guaranteed Student Loan	GSL	
guideline, guidelines	gdln	
hall	hl	
handicap	hndcp	
handling	handlg	
header	hdr	
health	hlth	
Health Education Assistance Loan	HEAL	
Health Profession Student Loan	HPSL	
health science(s)	hlth sci	
help	hlp	
hierarchy	hier	
high school	hs	
high school graduates	hsgrad	
high school rank	hsr	
high, higher, highest	hgh	
Higher Education Assistance Foundation	HEAF	
Higher Education General Information Survey	HEGIS	
hispanic	his	
history, historic, historical	hist	
hold, holds	hld	
holding	hldg	
honors	hns	
horticulture	hort	
hospital, hospitalization	hosp	
hour, hours	hrs	
hourly	hrly	
household	hshld	
human resource information system	hris	
human resources	hr	
human resources management system	hrms	
humanities	hum	

identify (ication) (ier)	id	
ignore	ignr	
image copy	im cpy	
Immigration and Naturalization Service	INS	
immunization	immun	
import	imprt	
improve(ment)	impr	
inactive	inactv	
inception	incep	
include(ing)	incl	
income	inc	
incompletes	incompls	
increase	incr	
incumbent	incmbnt	
independent	ind	
index	index	
indian	indn	
indicate (ed) (or)	ind	
indirect	indir	
Individual Retirement Account	IRA	
individual, (ized), (ly)	indiv	
industrial	indus	
industrial and technical studies	ind	
information	info	
infrastructure	infstruc	
initiate (ed)(ize)(or) and initial (context)	init	
injury	inj	
input	inpt	
insert(ed)(ion)	insrt	
institute (tion), (tional)	inst	
institute of technology	IT	
institute of technology aptitude rating	ITAR	
Institutional Methodology	IM	
Institutional Review Board	IRB	
Institutional Student Information Report	ISIR	
instructor (tion)	instr	
insurance	ins	
intend(ed)	intend	
inter-unit	iu	
intercollegiate	intcllg	
interdepartmental	intrdept	
interdisciplinary	intrdiscp	
interest(s)	int	
interface	intfc	
interim	intrm	
intern, internships	intern	
internal	intrnl	
Internal Revenue Service	IRS	
international	intl	
international standard book number	isbn	
international standard serial number	issn	
interval	intrv	
intra-university	intra-u	
inventory (ok in context)	inv	
invest(ment)	invest	
investigator	invtgr	

invitation	invit	
invoice (ok in context)	inv	
item(ized)	itm	
journal	jrnl	
journal voucher	jv	
junior	jr	
kinesiology and leisure studies	kls	
label(s)	lbl	
labor	lbr	
laboratory	lab	
landscape	lndscp	
language(s)	lang	
last registration	lr	
law school	law	
learn(ing)	lrn	
leave	lv	
leave of absence	loa	
lecture/laboratory	lec/lab	
lecture®	lec	
ledger	led	
legacy	lgcy	
legal	lgl	
lender	lndr	
length	len	
less than	lt	
less than or equal to	le	
letter	ltr	
letters & sciences	ltr & sci	
level	lev	
liability, liabilities	lbtly	
liberal	librl	
liberal arts	lib arts	
library	lib	
life	lf	
limit(ed) - conflicts limnology. o.k.in context	lim	
line	ln	
list	lst	
literature	lit	
load	ld	
loan - conflicts with line. o.k. in context.	ln	
Loan Origination Center	LOC	
local, location	loc	
lodging	ldg	
logic(al)	log	
logical data model	ldm	
logical process model	lpm	
logistics	lgstcs	
long term disability	ltd	
lookalikes	lal	
lower division	lwr div	
machine	mach	
mailing	mailg	
mailing services	mailg serv	
maintenance	maint	
major	maj	
male,men	m	

management	mgmt	
manager	mgr	
managerial	mgrl	
mandatory	mand	
manufactured	mfg	
manufacturer	mfr	
marital	mar	
market	mkt	
marketing	mktg	
Master of Arts	MA	
Master of Science	MS	
master(s)	mast	
materials	mat	
mathematics	math	
matriculate(d) (tion)	matric	
maximum	max	
measure	meas	
mechanical, mechanics, mechanized,mechanism	mech	
medical	med	
medical technology	med tech	
medicinal	medcl	
medicine, medical	med	
medium	med	
meeting	mtg	
memorandum	memo	
memorial	mem	
merchandise	mdse	
merged	mrg	
message	msg	
method	mthd	
microbiology	microbio	
microcomputer	micro	
microfiche	fiche	
middle	mid	
midterm	mdtrm	
midwest	midw	
mileage	mlg	
military	mil	
military science	ms	
mineral	mnrl	
minimum	min	
Minneapolis	Mpls	
Minnesota	MN	
Minnesota Higher Education Coordinating Board	MHECB	
Minnesota Higher Education Services Office	MHESO	
Minnesota Mathematics Test	MMT	
Minnesota Scholastic Aptitude Test	MSAT	
minor	min	
minority	mnrty	
Minority & Special Stu Affairs,Office of	OMSSA	
minute	min	
miscellaneous	misc	
missing	miss	
missing information	miss info	

mobility impaired	mob imp	
model	mdl	
modern	mod	
modify, modified, modification	modif	
month(s)	mo(s)	
month-to-date	mtd	
month (computer usage mmdyy)	mm	
monthly	mthly	
mortgage	mtge	
mortuary science	mort sci	
mother	moth	
multiple	mult	
Multiple Data Entry	MDE	
multiple virtual systems	mvs	
multiple year	my	
museum	musm	
name	na	
national	natl	
National Health Corps Scholarship	NHSC	
National Merit Scholarship Qualifying Test	NMSQT	
National Student Loan Data System	NSLDS	
natural	nat	
natural science(s)	nat sci	
network	ntwrk	
neurology	neur	
neuroscience	neurosci	
neurosurgery	neurosurg	
new advanced standing	nas	
new advanced standing/intra-u	nasit	
new high school	nhs	
newsletter	newsltr	
next	nxt	
no	n	
non-capital, non-capital asset	nonca	
non-standard	nonstd	
noncitizen	nc	
nonrefundable	nonrfnd	
nonresident	nr	
normal	nrml	
notice	notc	
notify, notification	notif	
nuclear	nucl	
number	nbr	
number(i.e., freq)	n	
numeric	num	
numeric point average	npa	
nursery	nrsry	
nursing	nurs	
Nursing Student Loan	NSL	
nutrition, nutrient	nutr	
object revenue	obj rev	
object(ive)	obj	
observatory	obs	
occupation(al)(s)	occ	
occupational therapy	ot	
offer (ed) (ing)	ofr	

office	ofc	
office of the registrar	OTR	
official	offic	
ohio 21	Ohio 21	
operating, operations, operational,operator	oper	
opportunity (ies)	oppor	
opthamology	opthl	
option, options, optional	opt	
optional retirement plan	orp	
orchestra	orch	
order	ord	
organization (al)	org	
orientation	orient	
orientation/registration	orient/reg	
origine (al) (tion)	orig	
orphan	orph	
orthodontics	ortho	
orthoepadic	orthpdc	
other	oth	
otolaryngology	otolngy	
output	op	
over	ovr	
overall	ovrll	
override	ovrd	
overtime	ot	
p.m.	pm	
package(ing)	pkg	
page	p	
pages	pp	
paid	pd	
paid-to-date	ptd	
panel	pnl	
paragraph	para	
parameter	parm	
parent	parnt	
Parent Contribution	PC	
Parent Loan for Undergraduate Students	PLUS	
parking	park	
part time	pt	
participating (tion)	part	
pathology	path	
pay period	pp	
payable	pybl	
payment	pymt	
payroll	pyrl	
pediatrics, pediatric	ped	
pend(ing)	pend	
Pennsylvania Higher Education Assistance Agency	PHEAA	
per diem	diem	
percent(ile), percentage	pct	
perform(ed) (ance)	perf	
period(s)	prd	
period-to-date	ptd	
permanent	perm	
permanent university fund	puf	

Personal Information Number	PIN	
personnel action form	paf	
personnel, person, personal	pers	
pharmaceutics	pharmctcs	
pharmacology	pharmaclgy	
pharmacy	pharm	
philosophy	phil	
phone	phn	
phonetic	phon	
physical	phys	
physical data model	pdm	
physical facilities	phys fac	
physical therapy	phys ther	pt
physician	physn	
physiology	physiol	
placement	plcmt	
plan, planned, planning	plan	
plans & background survey	pbs	
plant	pl	
point	pt	
policy	plcy	
political science	pol sci	
position	posn	
Post High School Planning Program	PSPP	
Post Secondary Education Options Program	PSEOP	
postal	pstl	
posting, posted	post	
practice	prac	
pre-encumbrance	pre encumb	pre enc
prefer (red) (ence)	pref	
prefix	pre	
preliminary	prelim	
Preliminary Scholastic Assesment Test	PSAT	
prepaid	prepd	
preparation	prep	
prerequisite	prereq	
preservation	presv	
president	pres	
preventive	prvnt	
previous	prev	
previous college	prev col	
price	prc	
Primary Care Loan	PCL	
primary, prime	pri	
principal	prin	
principal investigator	pi	
print, printed	prnt	
printing	prntg	
priority	prior	
private	prvt	
probation	prob	
process (ed) (ing), procedure	proc	
produc(e) (t) (tion)	prod	
professional	profl	pro
Professional Judgement	pj	
professor	prof	

proficiency	prfcy	
profile	prof	
program	prgm	
program, computer	pgm	
progress	prog	
project	proj	
project director	proj dir	
project leader	proj ldr	
promotion	prom	
property, properties	prop	
proposal	prop	
prorate, prorated, proration	prort	
prospective	prosp	
prospective student master file	psmf	
prospective student services	pss	
protection	prot	
prototype	prtyp	
provider	prvd	
province	prov	
PSAT Aptitude Rating	PAR	
psat/scat	p/s	
psb in progress	psb in prog	
psychiatry	psych	
psychology	psychol	
public	publ	
public relations	pr	
publicity	pblcty	
publish(ed), publication(s)	pub	
publisher	pubr	
purchase (ed) (ing)	purch	
purchase order	po	
purge	prg	
purpose	purp	
quadrant	qdrnt	
quality	qual	
quantity	qty	
quarter	qtr	
quarter-to-date	qtd	
quarterly	qtrly	
radiation	rad	
radioactive	radact	
radiology	radiol	
raincheck	rnchk	
range	rnge	
rank	rnk	
rate	rt	
reactive chemicals	reachem	
reallocation	realloc	
reappointment	reappt	
reason(s)	reas	
recall	recl	
recapitulation	recap	
receipt	rcpt	
receive (able)	rcv	
received	recd	
recent	rcnt	

recipient	recip	
recipient data exchange	rde	
reclassification	rcls	
recognized	recog	
recombinant dna	recom dna	
recommended	recm	
reconciliation	recon	
record(ing)	rec	
records	recs	
recreation	recr	
recreational sports	rec sports	
recurring	recur	
reduction	red	
reference	ref	
referral	refrl	
referred	refrd	
referring	refrg	
refund	rfnd	
regional	rgnl	
registered, registration	reg	
registration status notice	rsn	
registration, student records, & scheduli	rsrs	
regular	reg	
rehabilitation	rehab	
rehire	rehr	
reimbursements	reimb	
relate(d) (ive) (s) (ship) (tion) (tional)	rel	
related	rltd	
relational database	rdb	
release	rlse	
religion	relig	
reload	reld	
remit	rmt	
remodeling	rmdlg	
renewals	renwl	
rental	rntl	
reorganize (ation)	reorg	
repair	rpr	
replace (ments)	rpl	
replication	rplct	
report(s) (ed) (ing)	rpt	
representative	rep	
request(ed)(s)	rqst	
requestor	rqstr	
require, required	req	
requirement	rqmt	
requisition	req	
research	rsrch	
Research Assistantship	RA	
research performance	rsrch perf	
resend	resnd	
reservation, reserve	rsv	
Reserve Officer Training Corps	ROTC	
residen(ce)(t)(y)	res	
resource responsibility center	rrc	
resource, resources	rsrc	

respondent	rspnd	
response(s)	resps	
responsibility center	rc	
responsibility, responsible	resp	
restart	rstrt	
restorative	restv	
restore	rest	
restrict(ed)	rstrct	
result	reslt	
retention	retn	
retire, retirement	ret	
return(ed)	rtn	
reevaluation	rvi	
revenue	rev	
revenue source	rev src	
reversal	rvrsl	
reversion	rvrsn	
review	rvw	
reviewer	rvwr	
revision	rev	
revolving	rev	
rollover	rlovr	
room	rm	
roster	rost	
round	rnd	
routing	rtng	
sabbatical	sbtcl	
salary (ies)	sal	
sales	sls	
salvage	slvg	
sample	smpl	
satisfactory (tion)	satis	
Satisfactory Academic Progress	SAP	
saver	sav	
scanned	scan	
schedule	sched	
scholarship	schol	
Scholastic Assessment Test	SAT	
school	sch	
science(s)	sci	
score(s)	sc	
script	scr	
search	srch	
second	2nd	
secondary	secy	
seconds	ss	
section	sec	
security	sec	
security data base	secdb	
segment	seg	
select(ion)	sel	
selling	sell	
semester	sem	
send	snd	
send/receive data base	srdb	
senior	sr	

sent	snt	
separation	seprtn	
sequence	seq	
sequential	seql	
server	svr	
service(s)	svc	
session	sess	
settlements	sttlm	
share(d), sharing	shr	
shift	shft	
shipment	shpmt	
short	sh	
short term disability	std	
signature	sig	
simulation	simul	
sister	sis	
size	sz	
small	sm	
social	soc	
social development	soc dev	
social security number	soc sec no	ssn
social studies	soc stdy	
solution	soln	
sophomore	so	
sort	srt	
sought	sgt	
source	src	
source of funds	sof	
southwest	sw	
special(ist) (ties)	spec	
split	splt	
sponsor	spons	
spouse	spse	
spring	spr	
stamp	stmp	
standard	std	
standing	stdg	
start, starting	strt	
state	st	
State Student Incentive Grants	SSIG	
statement	stmt	
station	stn	
statistics, statistic(al)(s), status	stat	
steward, stewardship	stwd	
storage	strg	
storehouse	strhs	
street	st	
structural	struct	
structured query language	sql	
student (s)	stu	
student accum data base	sadb	
student aid report	sar	
Student Aid Report	SAR	
Student Contribution	SC	
student credit hour(s)	sch	
student daily audit data base	sdadb	

student daily audit file	sdaf	
student data base-active	asdb	
student data base-demographic	dsdb	
student data base-inactive	isdb	
student data base secondary index	sdb sec ind	
Student Educational Loan Fund	SELF	
student financial aid, office of	osfa	
Student Loan Marketing Association	SLMA	
student master file-5 qtr	5-qtr smf	
student master file lookalike	smf	
student organization development center	sodc	
student orientation	stu orient	
student support services	sss	
student weekly audit file	swaf	
study(ies)	stdy	
sub accounting	sub acct	
sub object	subobj	
subcode	subcd	
subcontract(or)	subcontr	
subject	subj	
submit	sbmt	
suborganization	suborg	
subprogram	subprgm	
subprogram code	subprgm cd	
subrevenue	subrev	
subscore	subsc	
subsequent	subseq	
sufficient	suff	
suffix	sfx	
summary	sum	
summer session	ss	
summer session i	ssi	
summer session ii	ssii	
supervisor(y)	supv	
supplemental	supl	
Supplemental Educational Opportunity Grant	SEOG	
Supplemental Loan for Students	SLS	
supply, supplies, supplier	supp	
support	supt	
suppress	sup	
surgery, surgical	surg	
suspend	susp	
system	sys	
system 2000	s2000	
table	tbl	
tables data base	tdb	
tagging, tagger	tag	
tape	tp	
tax deferred annuity	tda	
tax saver benefit	tsb	
taxpayer	txpyr	
teacher	tchr	
teaching	tchg	
Teaching Assistantship	TA	
technology, institute of	IT	
technology, technical	tech	

telecommunications	telecom	
telephone	phn	
teleprocessing	tp	
template	tmpl	
temporary	temp	
tenure	ten	
term/year	t/yr	
terminate, termination	termn	
test of english as a foreign language	toefl	
Test Of English As A Foreign Language	TOEFL	
test, testing	tst	
tetanus	tet	
text	txt	
theater	thtr	
theoretical	thrci	
therapy	thrpy	
third	3rd	
threshold	thrshld	
ticket	tkt	
time	ti	
timestamp	ts	
title	ttl	
total	tot	
tracker	trkr	
tracking	trk	
tracking flag/hold code	trk/hld	
training	trng	
transaction	tran	
transaction processing	tp	
transaction register	tran reg	
transcript	transcr	
transcript file	transcr file	
transfer(red)	trans	
transmit	trnsmt	
transplant	trnsplt	
transportation	transp	
travel	trav	
travel authorization	ta	
treatment	trtmt	
tuition	tuit	
turnover	trnovr	
twin cities	TC	
type	typ	
uncommit(ted)	uncom	
undergraduate	ugrad	ug
underground	undgrnd	
unit of measure	uom	
United States of America	USA	
United Student Aid Funds	USAF	
universal	unvl	
universal identifier	uid	
university	univ	
University College	Univ Col	UC
University of Minnesota	UM	
University of Minnesota, Crookston	UMC	
University of Minnesota, Duluth	UMD	

University of Minnesota, Morris	UMM	
University of Minnesota, Twin Cities	UMTC	TC
University of Minnesota, Waseca	UMW	
unload	unld	
unobligated	unobl	
unpublish, unpublished	unpblish	
unrecognized	unrec	
unsatisfactory	unsatis	
unweight(ed)	unwt	
update	upd	
upload	upld	
upper division	upr div	UD
upperclassman	upcl	
US Department of Education	USED	
use(r), usage	use	
utilities	util	
vacation	vac	
validate, valid, value	val	
vegetables	veg	
vehicle	veh	
vendor	vend	
verbal	verb	
verify, verification	verif	
versus	vs	
veteran(s)	vets	
Veterans Administration	VA	
veterinary medicine	vet med	
veterinary, veterinarian	vet	
view	vw	
visible	vsbl	
vocational	voc	
volume	vol	
voucher	vchr	
wait list	wait	
waiver	wavr	
warehouse	whse	
warranty	wrnty	
weathering	wthrg	
week	wk	
week-to-date	wtd	
weekly	wkly	
weight	wt	
west bank	wb	
white	wh	
wholesale	whsle	
wildlife	wldlf	
winter	wtr	
withdrawal	wthdl	
women	w	
women's	wms	
work	wrk	
workgroup	wrkgrp	
workstudy	wrkstdy	ws
writeoff	wrtoff	wo
year-to-date	ytd	
year (computer usage e.g. ccyymmdd)	yy	

year(s)	yr	
year/term	yr/t	
yearly	yrly	
yes	y	
young	yg	
youth	yth	
zip code	zip	

Related Information

Related Standards: (N/A)

Related Policies: (N/A)

Related Regulations: (N/A)

Other Documentation: (N/A)

Contacts

	Name / Department	Phone	E-mail
Maintainer:	Contact your team lead or supervisor for questions regarding the use of this standard.		

Procedures

(N/A)