

<b>Acronym</b>	<b>Definition</b>	<b>Business Area</b>	<b>Contact for Queries</b>	<b>Functional Network</b>	<b>Stage of Lifecycle</b>
<b>AC</b>	Admissions Collection	Admissions Team	<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>ADMS/D2 Form</b>	Admissions Form	Admissions Team	<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>AER</b>	Additional Examination Requirements	Examinations, Assessment & Graduation Team	<a href="mailto:exams@Southampton.ac.uk">exams@Southampton.ac.uk</a> 02380 592 823	Assessment & Graduation	Assessment/Progression/Award
<b>AQSC</b>	Academic Standards Quality Committee	All	-	Taught Student Administration Assessment & Graduation	Assessment/Progression/Award
<b>BACS</b>	Bankers Automated Clearing Services	Finance Department	<a href="http://www.soton.ac.uk.finance">www.soton.ac.uk.finance</a>	All	Enrolment Registration
<b>BDMS</b>	Banner Document Management System	Admissions Team	<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>CAA</b>	Computer Aided Assessment	Examinations, Assessment & Graduation Team	<a href="mailto:exams@southampton.ac.uk">exams@southampton.ac.uk</a> 02380 592 823	Assessment & Graduation	Assessment/Progression/Award
<b>CAS</b>	Confirmation of Acceptance of Studies	Admissions Team	<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions

<b>CATS</b>	Credit Accumulation & Transfer Scheme	All	-	All	All
<b>CIP</b>	Curriculum Innovation Programme	Student Records Team  Curriculum & Timetabling Team	<a href="mailto:cip@southampton.ac.uk">cip@southampton.ac.uk</a>	Curriculum & Timetabling	Assessment/Progression/Award
<b>CPD</b>	Continuing Professional Development	All	-	All	All
<b>CRN</b>	Course Reference Number	Curriculum & Timetabling	<a href="mailto:curriculum@southampton.ac.uk">curriculum@southampton.ac.uk</a>	Assessment & Graduation	Enrolment Registration Assessment/Progression/Award
<b>CTT</b>	Curriculum & Timetabling Team	Curriculum & Timetabling Team	<a href="mailto:curriculum@southampton.ac.uk">curriculum@southampton.ac.uk</a>	Curriculum & Timetabling	Enrolment
<b>DfES</b>	Department for Education & Skills	All	<a href="http://www.education.gov.uk">www.education.gov.uk</a> 03700 000 2288	All	All
<b>Disco</b>	Discoverer	All	-	All	All
<b>DLHE</b>	Destinations of Leavers from Higher Education	Examinations, Assessment & Graduation Team	<a href="mailto:exams@southampton.ac.uk">exams@southampton.ac.uk</a> 02380 592 8223	Assessment & Graduation	Alumni
<b>DSA</b>	Disabled Student Allowances	Finance Department	<a href="http://www.soton.ac.uk/finance">www.soton.ac.uk/finance</a>	All	All
<b>ECTS</b>	European Credit Transfer	Curriculum & Timetabling	<a href="mailto:eac-info@ec.europa.eu">eac-info@ec.europa.eu</a> <a href="mailto:curriculum@southampton.ac.uk">curriculum@southampton.ac.uk</a>	Assessment & Graduation	Assessment/Progression/Award

	System			Taught /Research Student Administration	
<b>ERE</b>	Education, Research and Enterprise (in relation to staff)	All	-	All	All
<b>FTE</b>	Full Time Equivalent	All	-	All	All
<b>GTTR</b>	Graduate Teacher Training Registry	Admissions Team	<a href="mailto:enquiries@gtr.ac.uk">enquiries@gtr.ac.uk</a>  <a href="http://www.gtr.ac.uk">www.gtr.ac.uk</a> 0871 468 0469  <a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>HEFCE</b>	Higher Education Funding Council for England	All	<a href="http://www.hefce.ac.uk">www.hefce.ac.uk</a> 0117 931 7317	All	All
<b>HEG</b>	Harmonised Exam Grid	Examinations, Assessment & Graduation Team	<a href="mailto:exams@southampton.ac.uk">exams@southampton.ac.uk</a> 02380 592 823	Assessment & Graduation	All
<b>HEIs</b>	Higher Education Institutes	All	-	All	All
<b>HESA</b>	Higher	All	<a href="http://www.hesa.ac.uk">www.hesa.ac.uk</a>	All	All

	Education Statistics Agency				
<b>HESES</b>	Higher Education Early Statistics Survey	All	<a href="mailto:Hese@hefce.ac.uk">Hese@hefce.ac.uk</a>	All	All
<b>IELTS</b>	International English Language Teaching System	Admissions Team	<a href="http://www.ielts.org">www.ielts.org</a> <a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>INB</b>	Internet Native Banner	All	-	All	All
<b>ISS</b>	iSolutions	All	<a href="http://www.soton.ac.uk/isolutions/serviceline@soton.ac.uk">www.soton.ac.uk/isolutions/serviceline@soton.ac.uk</a>	All	All
<b>LDAP</b>	Lightweight Directory Access Protocol	All	<a href="http://www.soton.ac.uk/isolutions/serviceline@soton.ac.uk">www.soton.ac.uk/isolutions/serviceline@soton.ac.uk</a>	All	All
<b>LEAN</b>	-	All	<a href="http://www.lean.org/whatslean">www.lean.org/whatslean</a>	All	All
<b>MIS</b>	Management Information Systems	All	-	All	All
<b>MSA</b>	Management, Specialist and Administrative (in relation to staff)	All	-	All	All
<b>NMAS</b>	Nursing & Midwifery Admissions	Admissions Team	<a href="http://www.ucas.com">www.ucas.com</a> 0871 468 0468	Recruitment, Outreach & Admissions	Recruitment/Admissions

	Service		<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732		
<b>NY</b>	New Year	Curriculum & Timetabling Team	<a href="mailto:curriculum@southampton.ac.uk">curriculum@southampton.ac.uk</a>	Curriculum & Timetabling	Assessment/Progression/Award
<b>ODBC</b>	Open Database Connectivity	All	<a href="http://www.soton.ac.uk/isolutions/serviceline@soton.ac.uk">www.soton.ac.uk/isolutions/serviceline@soton.ac.uk</a>	All	All
<b>ODS</b>	Operational Data Score	All	<a href="http://www.soton.ac.uk/isolutions/serviceline@soton.ac.uk">www.soton.ac.uk/isolutions/serviceline@soton.ac.uk</a>	All	All
<b>PEGs</b>	Potentially Eligible Graduands	Examinations, Assessment & Graduation Team	<a href="mailto:exams@soton.ac.uk">exams@soton.ac.uk</a> 02380 592 823	Assessment & Graduation	Graduation
<b>PGT</b>	Post Graduate Taught	Curriculum & Timetabling	<a href="mailto:curriculum@southampton.ac.uk">curriculum@southampton.ac.uk</a>	Taught Student Administration	All stages until Alumni
<b>PMDM</b>	Programme and Module Data Management (Project)	Admissions Team	<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Assessment & Graduation	Registration Assessment/Progression/Award
<b>PQAS</b>	Post-Qualifying Admissions System	Admissions Team	<a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>POG</b>	Process Ownership Group	System Systems & Operations Team	<a href="mailto:saachange@soton.ac.uk">saachange@soton.ac.uk</a>	All	All
<b>Pre-HD</b>	Pre-Higher Education	Outreach Team Recruitment	<a href="mailto:outreach@soton.ac.uk">outreach@soton.ac.uk</a> admissions @soton.ac.uk 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions

		Team Admissions Team			
<b>QAA</b>	Quality Assurance Agency	All	<a href="mailto:comms@qaa.ac.uk">comms@qaa.ac.uk</a> <a href="http://www.qaa.ac.uk">www.qaa.ac.uk</a> 01452 594 000	All	All
<b>RAS</b>	Research Activity Survey	Examinations, Assessment & Graduation Team	<a href="mailto:exams@southampton.ac.uk">exams@southampton.ac.uk</a> 02380 594 823	Research Student Administration	Recruitment/Admissions
<b>RDQR</b>	Research Degree Qualification Rates	Admissions Team	<a href="mailto:admissions@southampton.ac.uk">admissions@southampton.ac.uk</a> 023280 594 732	Recruitment, Outreach & Admissions	Recruitment/Admissions
<b>SAAB</b>	Student & Administration Board	All	<a href="mailto:saachange@soton.ac.uk">saachange@soton.ac.uk</a>	All	All
<b>SAAD</b>	Student & Administration Department	All	<a href="mailto:saachange@soton.ac.uk">saachange@soton.ac.uk</a>	All	All
<b>SAA MI</b>	Student and Academic Administration Management Information	Management Information Team	<a href="mailto:saamiteam@soton.ac.uk">saamiteam@soton.ac.uk</a>	All	All
<b>SAS</b>	Student Administration System (Banner)	All	<a href="http://www.soton.ac.uk/isolutions/serviceline@soton.ac.uk">www.soton.ac.uk/isolutions/serviceline@soton.ac.uk</a>	All	All
<b>SITS</b>	SITS: Vision (Student and Course	All	-	All	All

	Management Solutions)				
<b>SLC</b>	Student Loans Company	Finance Department	<a href="http://www.slc.co.uk">www.slc.co.uk</a> 0845 300 5090	All	Enrolment Registration
<b>SLE</b>	Southampton Learning Environment	All	-	All	All
<b>SRAM</b>	Standard Resource Allocation Model	Management Information Team	<a href="mailto:Saamiteam@soton.ac.uk">Saamiteam@soton.ac.uk</a>	All	All
<b>TDA</b>	Training and Development Agency	All	-	All	All
<b>UCAS</b>	Universities and Colleges Admissions Service	All	<a href="http://www.ucas.com">www.ucas.com</a> 0871 468 0468	All	All
<b>UDC</b>	(Banner) Unified Digital Campus	All	<a href="http://www.soton.ac.uk/isolutions/serviceline@soton.ac.uk">www.soton.ac.uk/isolutions/serviceline@soton.ac.uk</a>	All	All
<b>UG</b>	Undergraduate	All	-	All	All
<b>UKVI</b>	United Kingdom Visas & Immigration	Admissions Team	<a href="http://www.ukba.homeoffice.gov.uk">www.ukba.homeoffice.gov.uk</a> <a href="mailto:admissions@soton.ac.uk">admissions@soton.ac.uk</a> 02380 594 732	Recruitment, Outreach & Admissions	Recruitment/ Admissions
<b>VOCAP</b>	Vocational Placements	Curriculum & Timetabling Team  Student Records Team	<a href="mailto:curriculum@soton.ac.uk">curriculum@soton.ac.uk</a> <a href="mailto:studentrecords@soton.ac.uk">studentrecords@soton.ac.uk</a>	All	Assessment/Progression/Award

