

Student UID Key Concepts

Last Updated 7/27/2009

1. Force Near Match When SSNs are the Same Rule

- Review of 'Force Near Match when SSNs are the same' Rule: If the UID Matching Engine finds two students with the same Social Security Number and the records are not an exact match, it will make sure that pair is returned as a Near Match.
- To identify if a Near Match occurs as a result of the 'Force Near Match When SSNs Are The Same' Rule, review the highlighted fields on the Compare Student Information Screen:
 - ✓ If the SSN field is not highlighted, the SSNs are the same and the Near Match may be a result of this rule. This is especially true if other key fields such as name and date of birth are different.
 - ✓ If the SSN field is highlighted, the SSNs are different and the Near Match is not a result of this rule.

2. Near Matches with Multiple Potential Near Matches

- It is possible for a near match result to return multiple potential near matches.
- When multiple potential near matches exist, do not select the No Match button if one of the records is not a match.
- If No Match is selected for a specific record, a new NCWISE ID will be assigned to the submission record and duplicate may be created.
- To resolve a near match in this scenario:
 - ✓ Compare the detailed student information on each student by selecting the Last Name or First Name hyperlinks and select Match if appropriate.
 - ✓ Only select no match if none of the potential near matches found matches the record being submitted.
 - ✓ If one of the specific records is a match, select the radio button to the left of the record and select the Match button.

3. Resolving Duplicate NCWISE Records

- If a near match appears to be a duplicate from NCWISE or two records have the same NCWISE ID, do not resolve the near match record in Student UID. Instead, take the following action:
 1. Take note of the Batch ID from Student UID and the names of the individuals that appear to be duplicates.
 2. Contact the NCWISE service desk at 919-807-4357 or dpi.incidents@its.nc.gov and provide them with this information.

Note that appropriate action will need to be taken in NCWISE to resolve these duplicate students before the Near Match process is completed in Student UID.

3. Wait to hear from the NCWISE service desk with updated instructions on how to proceed in Student UID.

4. Updating Student Data in NCWISE

- If a Student data element from a non-NCWISE source is more accurate than NCWISE, the data in NCWISE should be updated prior to resolving the near match.
- If the near match is resolved, the accurate information from the non-NCWISE source system will be replaced with the inaccurate NCWISE information.
- Individuals from each of the programs will have the ability to update NCWISE with the corrected information.
- A contact list for people who will have the ability to update NCWISE will be posted on the UID Website.