

Part A - Fall Enrollment Summary by Racial/Ethnic Category

Enrollment as of the Institution's [Official Fall Reporting Date](#) or as of October 15, 2001

Note: Prior year data are displayed in red.

CIP Code: 99.0000

Full-time Undergraduate Students

Students Enrolled for <u>Credit</u>	<u>Degree/certificate-seeking</u>		Total, all full-time undergraduate students
	<u>First-time, first-year</u>	Total	
MEN			
Nonresident alien	_____	_____	_____
Black, non-Hispanic	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Asian or Pacific Islander	_____	_____	_____
Hispanic	_____	_____	_____
White, non-Hispanic	_____	_____	_____
Race/ethnicity unknown	_____	_____	_____
TOTAL MEN	Gen	Gen	Gen
Total Men Prior Year	(PY)		(PY)
WOMEN			
Nonresident alien	_____	_____	_____
Black, non-Hispanic	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Asian or Pacific Islander	_____	_____	_____
Hispanic	_____	_____	_____
White, non-Hispanic	_____	_____	_____
Race/ethnicity unknown	_____	_____	_____
TOTAL WOMEN	Gen	Gen	Gen
Total Women Prior Year	(PY)		(PY)

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Part-time Undergraduate Students

Students Enrolled for <u>Credit</u>	<u>Degree/certificate-seeking</u>		Total, all part-time undergraduate students
	<u>First-time, first-year</u>	Total	
MEN			
Nonresident alien	_____	_____	_____
Black, non-Hispanic	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Asian or Pacific Islander	_____	_____	_____
Hispanic	_____	_____	_____
White, non-Hispanic	_____	_____	_____
Race/ethnicity unknown	_____	_____	_____
TOTAL MEN	Gen	Gen	Gen
Total Men Prior Year	(PY)		(PY)
WOMEN			
Nonresident alien	_____	_____	_____
Black, non-Hispanic	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Asian or Pacific Islander	_____	_____	_____
Hispanic	_____	_____	_____
White, non-Hispanic	_____	_____	_____
Race/ethnicity unknown	_____	_____	_____
TOTAL WOMEN	Gen	Gen	Gen
Total Women Prior Year	(PY)		(PY)

Part A - Fall Enrollment Summary by Racial/Ethnic Category

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CIP Code : 99.0000

Graduate Students

Students Enrolled for [Credit](#)

Total [full-time](#)

Total [part-time](#)

MEN

[Nonresident alien](#)

[Black, non-Hispanic](#)

[American Indian or Alaskan Native](#)

[Asian or Pacific Islander](#)

[Hispanic](#)

[White, non-Hispanic](#)

[Race/ethnicity unknown](#)

TOTAL MEN

Total Men Prior Year

**Gen
(PY)**

**Gen
(PY)**

WOMEN

Nonresident alien

Black, non-Hispanic

American Indian or Alaskan Native

Asian or Pacific Islander

Hispanic

White, non-Hispanic

Race/ethnicity unknown

TOTAL WOMEN

Total Women Prior Year

**Gen
(PY)**

**Gen
(PY)**

Part A - Fall Enrollment Summary by Racial/Ethnic Category

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CIP Code : 99.0000

[First-Professional Students](#)

Students Enrolled for [Credit](#)

Total [full-time](#)

Total [part-time](#)

MEN

[Nonresident alien](#)

[Black, non-Hispanic](#)

[American Indian or Alaskan Native](#)

[Asian or Pacific Islander](#)

[Hispanic](#)

[White, non-Hispanic](#)

[Race/ethnicity unknown](#)

TOTAL MEN

Total Men Prior Year

**Gen
(PY)**

**Gen
(PY)**

WOMEN

Nonresident alien

Black, non-Hispanic

American Indian or Alaskan Native

Asian or Pacific Islander

Hispanic

White, non-Hispanic

Race/ethnicity unknown

TOTAL WOMEN

Total Women Prior Year

**Gen
(PY)**

**Gen
(PY)**

Part A - Fall Enrollment Summary by Racial/Ethnic Category

Note: Prior year data are displayed in red.

CIP Code : 99.0000

FALL ENROLLMENT TOTALS

Students Enrolled for Credit	Total Full-time Students	Total Part-time Students	Grand Total All Students	Prior Year
MEN				
Nonresident alien	Gen	Gen	Gen	(PY)
Black, non-Hispanic	Gen	Gen	Gen	(PY)
American Indian or Alaskan Native	Gen	Gen	Gen	(PY)
Asian or Pacific Islander	Gen	Gen	Gen	(PY)
Hispanic	Gen	Gen	Gen	(PY)
White, non-Hispanic	Gen	Gen	Gen	(PY)
Race/ethnicity unknown	Gen	Gen	Gen	(PY)
TOTAL MEN	Gen	Gen	Gen	(PY)
WOMEN				
Nonresident alien	Gen	Gen	Gen	(PY)
Black non-Hispanic	Gen	Gen	Gen	(PY)
American Indian or Alaskan Native	Gen	Gen	Gen	(PY)
Asian or Pacific Islander	Gen	Gen	Gen	(PY)
Hispanic	Gen	Gen	Gen	(PY)
White, non-Hispanic	Gen	Gen	Gen	(PY)
Race/ethnicity unknown	Gen	Gen	Gen	(PY)
TOTAL WOMEN	Gen	Gen	Gen	(PY)
GRAND TOTAL	Gen	Gen	Gen	

Caveats:

Part B - Enrollment Summary of Students by Age

Note: These data are required this year.

Enrollment as of the Institution's [Official Fall Reporting Date](#) or as of October 15, 2001

Full-Time Undergraduate Students

Age	Men	Women
Under 18	_____	_____
18 - 19	_____	_____
20 - 21	_____	_____
22 - 24	_____	_____
25 - 29	_____	_____
30 - 34	_____	_____
35 - 39	_____	_____
40 - 49	_____	_____
50 - 64	_____	_____
65 and over	_____	_____
Age unknown	Gen	Gen
Total Full-Time Undergraduate Students (from Part A)	From Part A	From Part A

Part B - Enrollment Summary of Students by Age

Note: These data are required this year.

Enrollment as of the Institution's Official Fall Reporting Date or as of October 15, 2001

Part-Time Undergraduate Students

Age	Men	Women
Under 18	_____	_____
18 - 19	_____	_____
20 - 21	_____	_____
22 - 24	_____	_____
25 - 29	_____	_____
30 - 34	_____	_____
35 - 39	_____	_____
40 - 49	_____	_____
50 - 64	_____	_____
65 and over	_____	_____
Age unknown	Gen	Gen
Total Part-Time Undergraduate Students (from Part A)	From Part A	From Part A

Part B - Enrollment Summary of Students by Age

Note: These data are optional this year.

Enrollment as of the Institution's [Official Fall Reporting Date](#) or as of October 15, 2001

Full-Time Graduate Students

Age	Men	Women
Under 18	_____	_____
18 - 19	_____	_____
20 - 21	_____	_____
22 - 24	_____	_____
25 - 29	_____	_____
30 - 34	_____	_____
35 - 39	_____	_____
40 - 49	_____	_____
50 - 64	_____	_____
65 and over	_____	_____
Age unknown	Gen	Gen
Total Full-Time Graduate Students (from Part A)	From Part A	From Part A

Part B - Enrollment Summary of Students by Age

Note: These data are optional this year.

Enrollment as of the Institution's Official Fall Reporting Date or as of October 15, 2001

Part-Time Graduate Students

Age	Men	Women
Under 18	_____	_____
18 - 19	_____	_____
20 - 21	_____	_____
22 - 24	_____	_____
25 - 29	_____	_____
30 - 34	_____	_____
35 - 39	_____	_____
40 - 49	_____	_____
50 - 64	_____	_____
65 and over	_____	_____
Age unknown	Gen	Gen
Total Part-Time Graduate Students (from Part A)	From Part A	From Part A

Part B - Enrollment Summary of Students by Age

Note: These data are optional this year.

Enrollment as of the Institution's [Official Fall Reporting Date](#) or as of October 15, 2001

Full-Time First-professional Students

Age	Men	Women
Under 18	_____	_____
18 - 19	_____	_____
20 - 21	_____	_____
22 - 24	_____	_____
25 - 29	_____	_____
30 - 34	_____	_____
35 - 39	_____	_____
40 - 49	_____	_____
50 - 64	_____	_____
65 and over	_____	_____
Age unknown	Gen	Gen
Total Full-Time First-professional Students (from Part A)	From Part A	From Part A

Part B - Enrollment Summary of Students by Age

Note: These data are optional this year.

Enrollment as of the Institution's Official Fall Reporting Date or as of October 15, 2001

Part-Time First-professional Students

Age	Men	Women
Under 18	_____	_____
18 - 19	_____	_____
20 - 21	_____	_____
22 - 24	_____	_____
25 - 29	_____	_____
30 - 34	_____	_____
35 - 39	_____	_____
40 - 49	_____	_____
50 - 64	_____	_____
65 and over	_____	_____
Age unknown	Gen	Gen
Total Part-Time First-professional Students (from Part A)	From Part A	From Part A

Part C - Residence of First-time Freshmen

Note: These data are NOT required this year.

<u>State of residence</u> when student was first admitted	FIPS Code	Total <u>first-time first-year</u> <u>(degree-seeking only)</u>	Those who graduated from high school in the past 12 months
Alabama	01	_____	_____
Alaska	02	_____	_____
Arizona	04	_____	_____
Arkansas	05	_____	_____
California	06	_____	_____
Colorado	08	_____	_____
Connecticut	09	_____	_____
Delaware	10	_____	_____
District of Columbia	11	_____	_____
Florida	12	_____	_____
Georgia	13	_____	_____
Hawaii	15	_____	_____
Idaho	16	_____	_____
Illinois	17	_____	_____
Indiana	18	_____	_____
Iowa	19	_____	_____
Kansas	20	_____	_____
Kentucky	21	_____	_____
Louisiana	22	_____	_____
Maine	23	_____	_____

Part C - Residence of First-time Freshmen

Note: These data are NOT required this year.

<u>State of residence</u> when student was first admitted	FIPS Code	Total <u>first-time first-year</u> <u>(degree-seeking only)</u>	Those who graduated from high school in the past 12 months
Maryland	24	_____	_____
Massachusetts	25	_____	_____
Michigan	26	_____	_____
Minnesota	27	_____	_____
Mississippi	28	_____	_____
Missouri	29	_____	_____
Montana	30	_____	_____
Nebraska	31	_____	_____
Nevada	32	_____	_____
New Hampshire	33	_____	_____
New Jersey	34	_____	_____
New Mexico	35	_____	_____
New York	36	_____	_____
North Carolina	37	_____	_____
North Dakota	38	_____	_____
Ohio	39	_____	_____
Oklahoma	40	_____	_____
Oregon	41	_____	_____
Pennsylvania	42	_____	_____
Rhode Island	44	_____	_____

Part C - Residence of First-time Freshmen

Note: These data are NOT required this year.

<u>State of residence</u> when student was first admitted	FIPS Code	Total <u>first-time first-year</u> <u>(degree-seeking only)</u>	Those who graduated from high school in the past 12 months
South Carolina	45	_____	_____
South Dakota	46	_____	_____
Tennessee	47	_____	_____
Texas	48	_____	_____
Utah	49	_____	_____
Vermont	50	_____	_____
Virginia	51	_____	_____
Washington	53	_____	_____
West Virginia	54	_____	_____
Wisconsin	55	_____	_____
Wyoming	56	_____	_____
State Unknown	57	_____	_____
American Samoa	60	_____	_____
Federated States of Micronesia	64	_____	_____
Guam	66	_____	_____
Marshall Islands	68	_____	_____
Northern Marianas	69	_____	_____
Palau	70	_____	_____
Puerto Rico	72	_____	_____
Virgin Islands	78	_____	_____
Foreign Countries	90	_____	_____
Unknown	98	Gen	_____
Total First-time, first-year students (from Part A)		From Part A	Gen

Part D - 12-Month Enrollment and Instructional Activity

1. This section requests information on an [UNDUPLICATED student count](#) during a full [12-month period](#). Please indicate which 12-month period you will use:
 - July 1, 2000 through June 30, 2001
 - September 1, 2000 through August 31, 2001

2. Are you able to report the number of students enrolled (UNDUPLICATED COUNT) during the 12-month period checked above by race/ethnicity and gender?
 - Yes
 - No

Part D - 12-Month Enrollment and Instructional Activity

3. How many students were enrolled (UNDUPLICATED count) during the 12-month period checked above? The unduplicated count should include all students enrolled for credit as well as those enrolled in occupational and vocational programs.

	<u>Undergraduate Students</u>	<u>Graduate Students</u>	<u>First-professional Students</u>
MEN			
<u>Nonresident alien</u>	_____	_____	_____
<u>Black, non-Hispanic</u>	_____	_____	_____
<u>American Indian or Alaskan Native</u>	_____	_____	_____
<u>Asian or Pacific Islander</u>	_____	_____	_____
<u>Hispanic</u>	_____	_____	_____
<u>White, non-Hispanic</u>	_____	_____	_____
<u>Race/ethnicity unknown</u>	_____	_____	_____
TOTAL MEN	Gen	Gen	Gen
WOMEN			
Nonresident alien	_____	_____	_____
Black, non-Hispanic	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Asian or Pacific Islander	_____	_____	_____
Hispanic	_____	_____	_____
White, non-Hispanic	_____	_____	_____
Race/ethnicity unknown	_____	_____	_____
TOTAL WOMEN	Gen	Gen	Gen
GRAND TOTAL	Gen	Gen	Gen

Part D - 12-Month Enrollment and Instructional Activity

3. How many students were enrolled (UNDUPLICATED count) during the 12-month period checked above. The unduplicated count should include all students enrolled for credit as well as those enrolled in [occupational](#) and vocational programs.

	Total Unduplicated Count	Prior Year
Undergraduate level students	_____	(PY)
Graduate level students	_____	(PY)
First-professional students	_____	(PY)

Part D - 12-Month Enrollment and Instructional Activity

- 4. **Instructional activity** should be reported **ONLY** for courses taken for **credit** as well as courses that are part of an occupational or vocational program. **DO NOT** convert credit hour activity into contact hour activity. Report contact hours only if you have programs that are measured in contact hours; report credit hour activity only for those programs measured in credit hours.

Level of Course	Total 12-Month Activity
<u>Contact Hour Activity</u> for occupational (undergraduate) programs	_____
<u>Credit Hour Activity for academic programs:</u>	
Undergraduate Programs	_____
Graduate Programs	_____

Part E - Additional Information

1. Total Entering Class - Fall 2001

Please provide the total number of [undergraduate](#) students who entered your institution for the [first time](#) in the fall term. Be sure to include those students who started in the prior summer term and returned again in the fall. Include all [first-time first-year](#) students as well as students transferring into your institution at the undergraduate level. Include full time and part time; include degree/certificate seeking students and all others.

**Number of full-time, first-time degree/certificate-seeking undergraduates
(this is your fall cohort from Part A)**

From Part A

Total [entering students](#) at the undergraduate level - Fall 2001

Percent of entering class represented by your GRS cohort

Gen %



INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM

User : SUPER1

Login Survey : FALL2001

Institution ID:

Current Survey : FALL2001

Instructions for Enrollment

Part A – Enrollment Summary by Racial/Ethnic Category

All institutions must report 99.0000 – Summary data (total enrollment).

Major Fields of Study Data from Four-year Institutions (for reporting enrollment in even numbered years only) - Students are to be reported by their major field of study for the selected categories identified in the grid. The specified fields and their codes were taken from the 1990 version of the NCES publication “A Classification of Instructional Programs.” Field names and corresponding CIP code numbers are pre-selected for the programs known to exist at your institution. Please update this list by either adding or deleting programs. *For the fields of dentistry, medicine and law, include only students enrolled at the first-professional level.* Click on the CIP code to report data for a particular field. When reporting enrollment, be sure to report students with double majors only once.

If students at your institution do not declare a major field of study until the second or third year of undergraduate study, be sure to report all students with undeclared majors on the Summary (99.0000) page only.

Period of Report

Enrollment should be reported as of the institution’s official fall reporting date or October 15.

Who to Include in this Report

Students included in report - Report all students enrolled in courses creditable toward a diploma, certificate, degree, or other formal award. Include students enrolled in courses that are part of a vocational or occupational program, **including** those enrolled in off-campus centers. Include high school students taking regular college courses for credit. Report these students in the classification in which they are recorded by the institution. Be sure to include full-time students taking remedial courses if the student is considered degree-seeking for the purpose of student financial aid determination.

Students excluded from this report - Do **NOT** include in this report:

- Students enrolled exclusively in courses not creditable toward a formal award or the completion of a vocational program. Do **NOT** include students taking CEU’s unless they are also enrolled in courses creditable toward a degree or other formal award.
- Students exclusively auditing classes.
- Students studying abroad (e.g., at a foreign university) if their enrollment at this institution is only an administrative record and the fee is only nominal.
- Students in any branch campus located in a foreign country.

Reporting Students by Racial/Ethnic Category and Gender

This information is being gathered in compliance with Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972 and Section 421(a)(1) of the Carl D. Perkins Vocational Education Act.

Method of collection - The manner of collecting racial/ethnic information is left to the discretion of the institution provided that the system which is established results in reasonably accurate data, which may be replicated by others when the same documented system is utilized. One acceptable method is a properly controlled system of post-enrollment self-identification by students. If a self-identification method is utilized, a verification procedure to ascertain the completeness and accuracy of student submissions should be employed.

Assignment to categories - For the purpose of this report, a student may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person may be counted in more than one racial/ethnic group. Racial/ethnic designations are requested only for United States citizens, resident aliens, and other eligible non-citizens. (See definitions below.)

Racial/ethnic descriptions - Racial/ethnic designations as used in this survey do not denote scientific definitions of anthropological origins. The categories are:

- Black, non-Hispanic — A person having origins in any of the black racial groups of Africa (except those of Hispanic origin).
- American Indian or Alaskan Native — A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.
- Asian or Pacific Islander — A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam.
- Hispanic — A person of Mexican, Puerto Rican, Cuban, Central, or South American, or other Spanish culture or origin, regardless of race.
- White, non-Hispanic — A person having origins in any of the original peoples of Europe, North Africa, or the Middle East (except those of Hispanic origin).

Other descriptive categories

- Nonresident alien — A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

NOTE — Nonresident aliens are to be reported separately in the places provided, rather than in any of the five racial/ethnic categories described above. **Resident aliens** and other eligible (for financial aid purposes) non-citizens who are not citizens or nationals of the United States and who have been admitted as legal immigrants for the purpose of obtaining permanent resident alien status (and who hold either an alien registration card (Form I-551 or I-151), a Temporary Resident Card (Form I-688), or an Arrival-Departure Record (Form I-94) with a notation that conveys legal immigrant status such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian) are to be reported in the appropriate racial/ethnic categories along with United States citizens.

- Race/ethnicity unknown — This category is used ONLY if the student did not select a racial/ethnic designation, AND the postsecondary institution finds it impossible to place the student in one of the aforementioned racial/ethnic categories during established enrollment procedures or in any post-enrollment identification or verification process.

Part A – Enrollment Summary by Racial/Ethnic Category

Undergraduate Students

Include all students enrolled in 4 or 5-year bachelor's degree programs, associate's degree programs, or any vocational/technical programs that grant degrees or certificates below the baccalaureate level. Students who have already earned a bachelor's degree but are taking undergraduate courses FOR CREDIT should be included as undergraduates.

First-time first-year degree/certificate-seeking students are those students who never attended any college (or other postsecondary institution). Include students enrolled in the fall term who attended college for the first time in the prior summer term. Also include students who entered with advanced standing (college credits earned before graduation from high school). In order to be considered degree-seeking, students must be enrolled in courses for credit and be recognized by the institution as seeking a degree or other formal award. Be sure to include students in occupational and vocational programs. Note: all students eligible to receive federal student financial aid are considered degree/certificate seeking.

Full-time first-time degree/certificate-seeking undergraduate students (column 1)- This group defines an institution's initial cohort for reporting graduation rates for Student Right-to-Know purposes if the institution operates on standard academic terms.

Total full-time degree/certificate-seeking undergraduate students - In column 2, report the total number of full-time degree/certificate-seeking students. This number should **include** the number reported in column 1, plus all other full-time degree-seeking students enrolled at any level (second year, third year, etc.). DO NOT include students who are not considered degree-seeking by the institution even though they may be enrolled for credit.

Total full-time undergraduate students - In column 3, report the **total** number of full-time undergraduate level students enrolled for credit – include all degree-seeking and nondegree-seeking students.

Part A – Enrollment Summary by Racial/Ethnic Category

Part-time Undergraduate Students - Using the definitions and instructions provided on page 1, report part-time students in the same manner.

Part A – Enrollment Summary by Racial/Ethnic Category

Graduate students Report all students enrolled in graduate programs at your institution as either full-time (column 1) or part-time (column 2). Be sure to include students involved in thesis preparation.

Part A – Enrollment Summary by Racial/Ethnic Category

First-professional students First-professional students are those students enrolled in programs leading toward a first-professional degree in the fields of chiropractic, dentistry, law, medicine, optometry, osteopathy, pharmacy, podiatry, theology and veterinary medicine. Report these students as full-time (column 1) or part-time (column 2).

First-professional degrees are defined as follows:

- Chiropractic (D.C., D.C.M.)
- Dentistry (D.D.S., D.M.D.)
- Medicine (M.D.)
- Optometry (O.D.)
- Osteopathic Medicine (D.O.)
- Pharmacy (Pharm.D.) *
- Podiatry (D.P.M., D.P., Pod.D.)
- Veterinary Medicine (D.V.M.)
- Law (L.L.B., J.D.)
- Theology (M.Div., M.H.L., B.D., or Ordination)

* Report students enrolled for the Bachelor of Pharmacy degree at the undergraduate level.

Part B – Enrollment of Students by Age

(Required for reports of enrollment in odd-numbered years only)

Relation to enrollment reported in Part A - This distribution of students should include all full-time UNDERGRADUATE students reported in Part A. All directions regarding the date of the report, students to include, and categorization of students by attendance status (full or part time) apply to this part.

Age of students - Use institutional records to calculate age as of the institution's official fall report (on or about October 15).

Part C – Residence of First-time Freshmen

(Required for reports of enrollment in even-numbered years only)

Relation to enrollment reported in Part A - This distribution of students should include all the first-time, first-year, degree-seeking students reported in Part A.

Total first-time freshmen - Report all first-time, first-year, degree-seeking students, both full-time and part-time by state of residence. Include all those entering the institution with a GED or without a high school diploma, and any year of high school graduation.

First-time freshmen from column (1) who graduated from high school within the previous 12 months are to be reported again by their state of residence in column (2).

State of residence - Use the state identified by the student as his/her permanent address at the time of application to the institution. This may be the legal residence of a parent or guardian, or the state in which a student has a driver's license or is registered to vote. It is not necessarily the state in which the student's high school is located.

Part D – 12-Month Enrollment and Instructional Activity

Unduplicated student count during a 12-month period

Coverage - Institutions should report an unduplicated count of the total number of students by level (undergraduate, graduate, or first-professional) enrolled during the full 12-month reporting period in any courses leading to a degree or other formal award and any students enrolled in courses that are part of a terminal vocational or occupational program. Do **not** report students whose only credit was at a branch campus in a foreign country.

DO NOT include interns or residents as those students have already received their first-professional degrees and are **NOT** included in this enrollment survey.

Please indicate which of the two 12-month periods your institution will use in this report.

If you can provide unduplicated student counts by race/ethnicity and gender for the current reporting period, indicate 'yes'. Reporting by race/ethnicity and gender is optional this year; it will become mandatory on the next enrollment survey.

Part D – 12-Month Enrollment and Instructional Activity

Unduplicated headcount during a 12-month period

Coverage - Institutions should report an unduplicated count of the total number of students by gender, race/ethnicity, and level (undergraduate, graduate, first-professional) enrolled during the 12-month reporting period in any courses leading to a degree or other formal award **and** any students enrolled in courses that are part of a terminal vocational or occupational program. **Do not** report students whose only credit was at a branch campus in a foreign country.

DO NOT include interns or residents as those students have already received their first-professional degrees and are **NOT** included in this enrollment survey.

How to report an unduplicated headcount -

- Report students according to gender, race/ethnicity and the level of their standing with the institution. Students who already hold a baccalaureate degree but are enrolled as an undergraduate for additional undergraduate courses should be counted as undergraduates. Students admitted with graduate standing should be counted as graduate students even if they are taking some undergraduate courses.
- In order to determine an unduplicated number of students enrolled, count each student only once during the 12-month period.

Example 1: If a student enrolls in the fall term, drops out in winter, but enrolls again in spring, count that student once.

Example 2: If a student is an undergraduate in the fall and a graduate in the spring, count the student at his/her highest level attained.

Part D – 12-Month Enrollment and Instructional Activity

Instructional Activity

Contact hour activity- Include instructional activity in all courses offered for credit that are measured in terms of contact or clock hours, regardless of whether the student completes the course. (See the IPEDS Glossary for the definition of "credit course.") Also include courses that are part of a terminal occupational or vocational program that are measured in contact or clock hours, regardless of whether these courses lead to a formal award by the institution. Include courses taken by high school students. Do NOT include courses that are audited by students, or credit courses of students studying abroad. If

your institution does not offer courses measured in terms of contact or clock hours, mark NA.

Credit hour activity - Include instructional activity in all courses offered for credit that are measured in terms of credit hours, regardless of whether the student completes the course. (See the IPEDS Glossary for the definition of “credit course.”) Also include courses comprising part of a terminal vocational or occupational program that are measured in terms of credit hours, regardless of whether these courses lead to a formal award by the institution. Include credit courses taken by high school students. Do NOT include credit courses that are audited by students, or credit courses of students studying abroad. If your institution does not offer credit hour courses, mark NA.

Total 12-Month Activity - Report the total contact hour and/or credit hour activity for all students for the entire 12-month period. Include all short courses as well as regular academic terms. Read the instructions below entitled "How to compute instructional activity" before providing the 12-month instructional activity data.

Level of course - The level of each course (undergraduate, graduate, or first-professional) should be the level of the course as designated by the institution. DO NOT INCLUDE FIRST-PROFESSIONAL COURSES WHEN REPORTING ACTIVITY AT THE GRADUATE LEVEL.

If there are courses that cannot be assigned to a single level (e.g., if some courses serve both undergraduates and graduates), partition the enrollment in the course based on the level of the student. For example, credit enrollment in a course may be partitioned between the undergraduate and graduate levels and the instructional activity partitioned at the same proportion.

How to compute instructional activity -

Contact hour activity - In computing contact hour activity, include ONLY those courses offered for credit that are measured in terms of contact or clock hours, as well as courses that are part of an occupational or vocational program that are measured in terms of contact or clock hours. DO NOT CONVERT CREDIT HOUR ACTIVITY INTO CONTACT HOUR ACTIVITY. To determine the contact hour activity for a course, multiply the CONTACT HOUR value of the course by the number of students enrolled in the course for credit. (NOTE — The contact hour value of a course is the number of hours per week that the course meets times the number of weeks the course is given. For example, a 3-week real estate licensure course that meets 15 hours per week has a value of 45 contact hours. The number of students enrolled in the course is the number enrolled at the close of the official add period for each program. If there is no official add period, report as of the 15th day of each regular program, and the 5th day of each short program.)

Example: The contact hour activity for a 900-contact hour course with an enrollment of 20 is 18,000 contact hours. Using this method, compute the contact hour activity for each course and then sum the activity for all contact hour courses for the 12-month period. If a course does not end within the 12-month period (e.g., if only 40 weeks of a 64-week course fall within the specified period 12-month period), see the special instructions below to determine the computation of instructional activity for these courses.

Special Instructions - If a course does not end within the specified 12-month period, the instructional activity for the course should be reported only for the number of weeks which do fall within the 12-month period. For example, if only 40 weeks of a 64 week course (which meets 15 hours per week and has an enrollment of 30 students) falls within the 12-month period, the contact hour activity for this course would be computed as follows: 40 weeks x 15 hours per week x 30 students = 18,000 contact

hours.

Credit hour activity - In computing credit hour activity, include **ONLY** those courses offered for credit that are measured in terms of credit hours, as well as courses that are part of an occupational or vocational program that are measured in terms of credit hours. **DO NOT CONVERT CONTACT HOUR ACTIVITY INTO CREDIT HOUR ACTIVITY.** To determine the credit hour activity for a course, multiply the CREDIT HOUR value of the course by the number of students enrolled in the course for credit. (**NOTE** - The number of students enrolled in the course is the number enrolled at the close of the official add period for each term. If there is no official add period, report as of the 15th day of each regular term and the 5th day of each summer or short term.)

Example: The credit hour activity for a 3-credit course with an enrollment of 30 students is 90 credit hours. Using this method, compute the credit hour activity for each course and then sum the activity for all credit hour courses for the entire 12-month period.

Part E - Additional Information

Total Entering Class - Fall 2001

This question has been added to address concerns some institutions have raised about the cohort that is defined by IPEDS Graduation Rate survey. The GRS includes only full-time first-time degree/certificate-seeking undergraduate students in the cohort which, for institutions with substantial part-time and/or transfer-in enrollment, may result in graduation rates that are not representative of their typical entering class.

In the box provided, enter the **total** number of undergraduate students that entered your institution for the first time in the fall term. This should include both full-time and part-time undergraduate students; whether degree/certificate seeking or not. Be sure to include students who initially attended the prior summer term and returned again in the fall, as well as students transferring into your institution at **any** undergraduate level for the first time.

Note that the GRS cohort (full-time, first-time degree/certificate seeking undergraduate students) is automatically carried over from your Part A submission.

By clicking the Save button, you can view the percent of the entering class that is represented by your GRS cohort.

Close