DEFINITIONS

CIP Codes
The Classification of Instructional Programs (CIP) was developed by U.S. Department of Education’s National Center for Education Statistics (NCES), which classifies education program descriptions and titles at the secondary and postsecondary. The 6-digit CIP is intended to establish standard terminology and program descriptions. For a more detailed definition and information, please refer to the CIP Code Guide published by the National Center for Education Statistics.

College Abbreviations – College of Arts & Sciences (A&S), College of Business and Public Administration (BPA), College of Education and Human Development (EHD), School of Graduate Studies (GRAD), Honors Program (PRVST, HON –new), Odegard School of Aerospace Sciences (JDO), School of Law (LAW), College of Nursing and Professional Disciplines (NUR), College of Engineering and Mines (SEM), and School of Medicine and Health Sciences (SMHS), Undeclared/NonDegree (UND).

Course Success - Course “success” is defined as grades of A, B, C, and S (satisfactory). Low grades are defined as D, F, W, U (unsatisfactory). Records with grades of Audit or Incomplete are excluded from this analysis.

Credit Hour – The unit by which an institution measures its course work for application towards a degree. Historically, each credit hour involves 15 or 16 fifty-minute periods of instruction per semester, or the equivalent.

Degree Credit – All instructional activities that can be applied toward college degree or credit based remedial courses taken by a degree seeking student as reported to IPEDS.

Enrolled Student (Official Headcount) – SBHE Policy 440 defines enrolled students as students who are registered for classes as of the 20th day of the term (4th week). SBHE Policy 830.1 requires all registered students to have paid tuition and fees or made arrangements to pay no later than the 12th day of the term.

Graduation Rates - This is the rate, expressed in a percentage, of which first-time, full-time freshmen graduate (Bachelor’s degree) at the institution. New freshmen (cohorts) are tracked by incoming year, until they graduate, or up to ten years. The most commonly reported rate is 150% of completion toward a Bachelor’s degree, or six years after enrolling, commonly referred to as the six-year graduation rate.

Graduation Rates Compared to Peers - In 2006, “peer” institutions were identified by the NCHEMS group for all the NDUS institutions. These selections were based on mission, enrollments, program type, and program area. UND peers: SUNY at Buffalo, University of Alabama at Birmingham, University of Hawaii at Manoa, University of Illinois at Chicago,

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University of Kentucky, University of Louisville, University of Missouri-Kansas City, University of Nevada-Reno, University of North Carolina at Chapel Hill, University of Pittsburgh-Main Campus, University of Tennessee, University of Utah, University of Vermont, University of Virginia-Main Campus, Wright State University - Main Campus.

Based on Carnegie Classification, UND also makes comparisons to Research High (RH) institutions.

**Headcount Enrollment** – Number of students enrolled at the institution. Each student equals one headcount, regardless of credit hours taken.

  - **Full-time Enrollments** – For reporting purposes the number of headcount students enrolled at the institution following the twentieth day of classes of the term who are taking twelve or more credit hours (fall and spring).
  - **Full-time Equivalent Enrollment based on Student Credit hours** – The total accumulative student credit hours by campus divided by the following (fall and spring):
    - Undergraduate 15 credit hours
    - Graduate 12 credit hours
    - Professional same as headcount — Law and Medicine
  - **Full-time equivalent enrollment of part-time** – The student credit hours of part-time students accumulated at the undergraduate level divided by 15 plus the student credit hours accumulated at the graduate level divided by 12. Every professional student is counted as one FTE student (fall and spring).
  - **Part-time students** – The headcount enrollment of students enrolled for fewer than 12 credit hours (fall and spring).

**Instructional Modes/Delivery Methods**

  - **Combo** – A combination of any of the delivery methods with no one method providing 50% or more of instruction.
  - **Distance** – Types of distance delivery methods are Asynchronous Internet, Correspondence, Face-to-Face Off Campus, Prerecorded Video/Audio, Synchronous Internet, Two-Way Video.
  - **Traditional Student** – The delivery method in which all courses are taken via traditional classroom.

**Retention Rate** - The rate, expressed in percentage, of which first-time, full-time freshmen persist at the institution. The freshmen are tracked by incoming year (cohorts), until they graduate, or up to ten years. A commonly reported rate are those freshmen who begin in the fall and continue to the next year’s fall semester.

**Student** – All students taking degree credit courses, irrespective of the time of day or workload of the student.
Beginning Freshman Student (FYR) – A full-time or part-time student attending any institution for the first time as a freshman. Because part-time students are included, this number is not the same as the IPEDS first-time full-time count.

Collaborative Student – A student who enrolls in a course at an NDUS institution other than their home institution.

Dual Credit Student – A high school student who enrolls in college classes and also earns high school credit.

First-Time Freshman (Cohort) Student – A student attending any institution full-time for the first time at the undergraduate level. Includes students enrolled in academic or occupational programs. Also includes students enrolled in the fall term who attended college for the first time in the prior summer term, and students who entered with advanced standing (college credits earned before graduation from high school). This is a specific group (or cohort) established for tracking purposes and reported to IPEDS.

Graduate Student (GRAD)– A student who holds a bachelor’s or first professional degree, or equivalent, and is enrolled in a graduate degree program.

Non-resident Student – A nonresident student, for the purposes of this report, is a student with a legal domicile outside of North Dakota.

Professional Student (PROF) – A student who has completed a baccalaureate degree and is enrolled in a post-baccalaureate program leading to a professional degree in law, medicine or pharmacy. (Note: IPEDS and the SBHE Policy recognize pharmacy as a first professional program. ConnectND is being adjusted to report pharmacy students as professional students.)

Resident Student – A resident student, for the purposes of this report, is a student having legal domicile in North Dakota.

Special/Unclassified Student – A student taking undergraduate or postbaccalaureate level credit courses without declaring an intention to earn a degree, diploma, or certificate although taking courses in regular classes with other students. This category also includes students who cannot be classified by academic level. High school students enrolled in college classes are considered a special/unclassified student.

Transfer Student (TRN)– A undergraduate student entering the reporting institution for the first time but known to have previously attended a postsecondary institution at the same level. May include full-time and/or part-time students. The student may transfer with or without credit.

Undergraduate Student (UGRD) – A student who is enrolled in an undergraduate program. The year-level designation of an undergraduate student is determined by institutional policy.

Student Credit Hours (SCH)

SCH is the sum of the credits that students generate, regardless of their full or part-time status.
**Student/Faculty Ratio (S/F)**

One way of measuring instructional workload is comparing the number of faculty members with the number of students. The Student /Faculty Ratio is calculated by dividing the Student Term Full-Time Equivalent (Student Term FTE) by Instructional Full-Time equivalent (IFTE) for the term:  

\[ S/F = \frac{\text{Student Term FTE}}{\text{IFTE for the Term}} \]

**Students’ Reported Address** – The official address as reported by the student (perm). If no perm address is reported, then the default is home> mail>dorm>campus.

**Tuition Residency Status** – Official institutionally determined residence for tuition purposes.