

SURE SYSTEM DOCUMENTATION

DATA DICTIONARY

FOR

COMPLETIONS (DEGREES/CERTIFICATES CONFERRED) DATA FILES

(Effective as of FY09)

MAY 2009

OFFICE OF FINANCE and RESEARCH

NEW JERSEY COMMISSION ON HIGHER EDUCATION

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(Effective as of FY09)

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The Logical Record Length of this file is 100 characters.

DATA ELEMENT (D01) DATE OF AWARD

DEFINITION: THE DATE (MONTH & YEAR) THAT A DEGREE OR CERTIFICATE WAS CONFERRED TO A STUDENT.

LOCATION: 01 - 06

CODING: 6 DIGITS: THE FIRST TWO DIGITS ARE THE MONTH; THE THIRD THROUGH SIXTH DIGITS ARE THE FULL CALENDAR YEAR

FIRST TWO DIGITS

01 = JANUARY
02 = FEBRUARY
ETC.
12 = DECEMBER

THIRD THROUGH SIXTH DIGITS

2008 = 2008
2009 = 2009
2010 = 2010
2011 = 2011
ETC.

EXAMPLES

052008 = MAY 2008
122010 = DECEMBER 2010
082011 = AUGUST 2011

DATA ELEMENT (D02) INSTITUTION (CEEB CODE)

DEFINITION: A NUMBER ASSIGNED TO AN EDUCATION INSTITUTION BY THE COLLEGE ENTRANCE EXAMINATION BOARD (CEEB).
 THE 5TH DIGIT INDICATES PRIMARY DEGREE LEVEL:
 2 = ASSOCIATE DEGREE, 4 = BACHELORS.
 THE 6TH DIGIT INDICATES CONTROL OR AFFILIATION:
 1 = PRIVATE, 2 = PUBLIC.

LOCATION: 07 - 12

CODING: 6 DIGITS

NJ	202422	=	ATLANTIC COMMUNITY COLLEGE
COMMUNITY	203222	=	BERGEN COMMUNITY COLLEGE
COLLEGES	218122	=	BROOKDALE COMMUNITY COLLEGE
-----	218022	=	BURLINGTON COUNTY COLLEGE
	212122	=	CAMDEN COUNTY COLLEGE
	211822	=	CUMBERLAND COUNTY COLLEGE
	223722	=	ESSEX COUNTY COLLEGE
	228122	=	GLOUCESTER COUNTY COLLEGE
	229122	=	HUDSON COUNTY COMMUNITY COLLEGE
	244422	=	MERCER COUNTY COMMUNITY COLLEGE
	244122	=	MIDDLESEX COUNTY COLLEGE
	212422	=	MORRIS, COUNTY COLLEGE OF
	263022	=	OCEAN COUNTY COLLEGE
	269422	=	PASSAIC COUNTY COMMUNITY COLLEGE
	286722	=	RARITAN VALLEY COMMUNITY COLLEGE
	286822	=	SALEM COMMUNITY COLLEGE
	271122	=	SUSSEX COUNTY COMMUNITY COLLEGE
	292122	=	UNION COUNTY COLLEGE
	272222	=	WARREN COUNTY COMMUNITY COLLEGE
NJ	251342	=	NEW JERSEY INSTITUTE OF TECHNOLOGY
PUBLIC	274842	=	THOMAS A. EDISON STATE COLLEGE
SENIOR	251642	=	NEW JERSEY CITY UNIVERSITY
COLLEGES	251742	=	KEAN UNIVERSITY
-----	252042	=	MONTCLAIR STATE UNIVERSITY
	288442	=	RAMAPO COLLEGE OF NEW JERSEY
	288942	=	RICHARD STOCKTON COLLEGE OF NEW JERSEY
	251542	=	ROWAN UNIVERSITY
	251942	=	THE COLLEGE OF NEW JERSEY
	251842	=	WILLIAM PATERSON UNIVERSITY OF NEW JERSEY
	887742	=	UNIVERSITY OF MEDICINE & DENTISTRY OF NEW JERSEY
	209242	=	RUTGERS-CAMDEN, CAMDEN COLLEGE OF ARTS & SCIENCES
	069802	=	RUTGERS-CAMDEN, SCHOOL OF BUSINESS (UNDERGRD) [FORMERLY 926342]
	274242	=	RUTGERS-CAMDEN, UNIVERSITY COLLEGE, CAMDEN
	251242	=	RUTGERS-NEWARK, NEWARK COLLEGE OF ARTS & SCIENCES
	278942	=	RUTGERS-NEWARK, COLLEGE OF NURSING
	275342	=	RUTGERS-NEWARK, UNIVERSITY COLLEGE, NEWARK
	217042	=	RUTGERS-NEW BRUNSWICK, COOK COLLEGE
	283842	=	RUTGERS-NEW BRUNSWICK, COLLEGE OF ENGINEERING
	283942	=	RUTGERS-NEW BRUNSWICK, COLLEGE OF PHARMACY (UNDERGRAD)
	219242	=	RUTGERS-NEW BRUNSWICK, DOUGLASS COLLEGE
	238442	=	RUTGERS-NEW BRUNSWICK, LIVINGSTON COLLEGE
	276542	=	RUTGERS-NEW BRUNSWICK, RUTGERS COLLEGE
	273642	=	RUTGERS-NEW BRUNSWICK, MASON GROSS SCH (UNDERGRAD)
	277742	=	RUTGERS-NEW BRUNSWICK, UNIVERSITY COLLEGE
	069202	=	RUTGERS-NEW BRUNSWICK, SCHOOL OF BUSINESS
	*927142	=	RUTGERS-NEW BRUNSWICK, SCHOOL OF ARTS & SCIENCES
	*927242	=	RUTGERS-NEW BRUNSWICK, SCHOOL OF ENVIRONMENT & BIOLOGICAL SCI

DATA ELEMENT (D02) INSTITUTION (CEEB CODE) (CONTINUED)

NJ	*926142	=	RUTGERS-CAMDEN, THE LAW SCHOOL
PUBLIC	*926242	=	RUTGERS-CAMDEN, THE GRADUATE SCHOOL
SENIOR	*926442	=	RUTGERS-CAMDEN, THE SCHOOL OF BUSINESS (GRADUATE)
COLLEGES	*925342	=	RUTGERS-NEWARK, THE LAW SCHOOL
-----	*925142	=	RUTGERS-NEWARK, THE GRADUATE SCHOOL
(continued)	*925442	=	RUTGERS-NEWARK, SCHOOL OF CRIMINAL JUSTICE
	*925242	=	RUTGERS-NEWARK, GRADUATE SCHOOL OF MANAGEMENT
	*925542	=	RUTGERS-NEW BRUNS, THE GRADUATE SCHOOL
	*925742	=	RUTGERS-NEW BRUNS, GRADUATE SCHOOL OF EDUCATION
	*926042	=	RUTGERS-NEW BRUNS, SCHOOL OF LIBRARY STUDIES
	*925642	=	RUTGERS-NEW BRUNS, GRADUATE SCHOOL OF PSYCHOLOGY
	*925842	=	RUTGERS-NEW BRUNS, SCHOOL OF SOCIAL WORK
	*925942	=	RUTGERS-NEW BRUNS, MASON GROSS SCHOOL (GRADUATE)
	*926542	=	RUTGERS-NEW BRUNS, COLLEGE OF PHARMACY (GRADUATE)
	*926642	=	RUTGERS-NEW BRUNS, SCHOOL OF MANAGEMENT & LABOR RELATIONS
	*926742	=	RUTGERS-NEW BRUNS, BLOUSTEIN SCHOOL
	*926842	=	RUTGERS-NEWARK, SCHOOL OF PUBLIC AFFAIRS & ADMINISTRATION
	*928142	=	RUTGERS-CAMDEN, SUMMER SCHOOL
	*928242	=	RUTGERS-NEWARK, SUMMER SCHOOL
	*928342	=	RUTGERS-NEW BRUNSWICK, SUMMER SCHOOL
	*928642	=	RUTGERS-NEWARK, RUTGERS BUSINESS SCHOOL
	*928542	=	RUTGERS-NEW BRUNSWICK, RUTGERS BUSINESS SCHOOL
	*926942	=	RUTGERS-NEW BRUNSWICK, GRADUATE CONTINUOUS EDUCATION
	*928442	=	RUTGERS-NEW BRUNSWICK, UNDERGRADUATE CONTINUOUS EDUCATION
NJ	204441	=	BLOOMFIELD COLLEGE
INDEPENDENT	207241	=	CALDWELL COLLEGE
COLLEGES	219341	=	DREW UNIVERSITY
-----	226241	=	FAIRLEIGH DICKINSON UNIVERSITY, Florham Campus
	226341	=	FAIRLEIGH DICKINSON UNIVERSITY, Metro Campus
	227441	=	GEORGIAN COURT UNIVERSITY
	275841	=	RIDER UNIVERSITY
	209041	=	SAINT ELIZABETH, COLLEGE OF
	280641	=	SAINT PETER'S COLLEGE
	281941	=	STEVENS INSTITUTE OF TECHNOLOGY

* ASTERISKED CODES ARE ASSIGNED BY THE N.J. COMMISSION ON HIGHER EDUCATION BECAUSE NONE WERE LISTED IN THE CEEB MANUAL.

DATA ELEMENT (D03) SOCIAL SECURITY NUMBER

DEFINITION: THE SOCIAL SECURITY NUMBER ASSIGNED TO A STUDENT.

LOCATION: 13 - 21

CODING: 9 DIGITS

TEMPORARY NUMBERS WHICH ARE REPLACED WITH STANDARD NUMBERS SHOULD BE REPORTED IN THE SOCIAL SECURITY NUMBER UPDATE DATA SUBMISSION.

DATA ELEMENT (D04) SEX

DEFINITION: THE GENDER (MALE OR FEMALE) OF A STUDENT.

LOCATION: 22

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = MALE

2 = FEMALE

DATA ELEMENT (D05) CITIZENSHIP

DEFINITION: AN INDICATION OF WHETHER A STUDENT IS A CITIZEN OF THE UNITED STATES, RESIDENT ALIEN, OR A NON-RESIDENT ALIEN.

A NON-RESIDENT ALIEN IS A PERSON WHO IS NOT A CITIZEN OR NATIONAL OF THE UNITED STATES AND WHO IS IN THIS COUNTRY ON A TEMPORARY BASIS AND DOES NOT HAVE THE RIGHT TO REMAIN HERE INDEFINITELY. A RESIDENT ALIEN IS A PERSON WHO IS NOT A CITIZEN AND HAS BEEN LAWFULLY ADMITTED FOR PERMANENT RESIDENCE AND WHO HOLDS AN ALIEN REGISTRATION RECEIPT CARD - FORM 1-551/155.

LOCATION: 23

CODING: 1 DIGIT

0 = INFORMATION NOT AVAILABLE

1 = U.S. CITIZEN

2 = NON-RESIDENT ALIEN

3 = RESIDENT ALIEN

NOTE: If your institution does not currently have citizens separated from resident aliens, report these students as 1 (U.S. Citizen) until such time as the distinction between citizens and resident aliens is available.

DATA ELEMENT (D06) RACIAL/ETHNIC CODE

DEFINITION: CATEGORIZATION OF STUDENTS ACCORDING TO THE RACIAL/ETHNIC CATEGORY TO WHICH THEY BELONG, ARE REGARDED BY THE COMMUNITY AS BELONGING, OR CATEGORIZE THEMSELVES AS BELONGING.

LOCATION: 24

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = AFRICAN-AMERICAN, NON-HISPANIC

A PERSON HAVING ORIGINS IN ANY OF THE BLACK RACIAL GROUPS OF AFRICA.

2 = AMERICAN INDIAN OR ALASKAN NATIVE

A PERSON HAVING ORIGINS IN ANY OF THE ORIGINAL PEOPLES OF NORTH AMERICA AND MAINTAINING CULTURAL IDENTIFICATION THROUGH TRIBAL AFFILIATION OR COMMUNITY RECOGNITION.

3 = ASIAN OR PACIFIC ISLANDER

A PERSON HAVING ORIGINS IN ANY OF THE ORIGINAL PEOPLES OF THE FAR EAST, SOUTHEAST ASIA, THE INDIAN SUBCONTINENT OR THE PACIFIC ISLANDS. THIS AREA INCLUDES, FOR EXAMPLE, CHINA, JAPAN, KOREA, THE PHILIPPINE ISLANDS, SAMOA, INDIA and VIETNAM.

4 = HISPANIC, Not Elsewhere Classified

A PERSON OF MEXICAN, PUERTO RICAN, CUBAN, CENTRAL OR SOUTH AMERICAN, OR OTHER SPANISH CULTURE OR ORIGIN, REGARDLESS OF RACE. USE SPECIFIC CATEGORIES 6 THROUGH 9 IF POSSIBLE.

5 = WHITE, NON-HISPANIC

A PERSON HAVING ORIGINS IN ANY OF THE ORIGINAL PEOPLES OF EUROPE, NORTH AFRICA, OR THE MIDDLE EAST.

6 = MEXICAN

7 = PUERTO RICAN

8 = CUBAN

9 = CENTRAL OR SOUTH AMERICAN

DATA ELEMENT (D07) BIRTHYEAR

DEFINITION: THE YEAR OF BIRTH AS DESIGNATED ON THE STUDENT'S
LEGAL BIRTH REGISTRATION OR CERTIFICATE.

LEAVE FIELD BLANK IF INFORMATION IS NOT AVAILABLE.
(DO NOT ENTER ZERO)

LOCATION: 25-28

CODING: 4 DIGITS

ALL FOUR DIGITS OF YEAR

YEAR: 1980 = 1980
----- 1981 = 1981
1982 = 1982
1983 = 1983
ETC

DATA ELEMENT (D08) ADMISSIONS STATUS

DEFINITION: THE INDICATOR DENOTING WHAT CRITERIA APPLIED WHEN A STUDENT WAS FIRST ADMITTED TO THE INSTITUTION FOR THE DEGREE AWARDED.

LOCATION: 29

CODING: 1 DIGIT

1 = REGULAR

A STUDENT ADMITTED ACCORDING TO REGULAR ADMISSIONS CRITERIA.

2 = SPECIAL

A STUDENT ADMITTED ON THE BASIS OF ALTERNATIVE ADMISSIONS CRITERIA (E.G., POTENTIAL APTITUDE).

3 = E.O.F. NON-TRANSFER

A STUDENT WHO HAS BEEN ADMITTED THROUGH THE EDUCATIONAL OPPORTUNITY FUND (EOF) AND WHO IS NOT CLASSIFIED AS A TRANSFER STUDENT.

NOTE: REPORT E.O.F. TRANSFER STUDENTS AS CODE 6.

4 = TRANSFER

A STUDENT WHO HAS NOT BEEN PREVIOUSLY ENROLLED AT THE INSTITUTION, AND BRINGS OR SEEKS TO BRING COLLEGE CREDITS FROM ANOTHER INSTITUTION.

THIS DEFINITION DOES NOT INCLUDE "INTERNAL TRANSFERS" (I.E., STUDENTS WHO TRANSFERRED WITHIN THE INSTITUTION FROM ONE STATUS OR PROGRAM TO ANOTHER).

5 = OTHER

A STUDENT WHO DID NOT GO THROUGH THE APPLICATIONS AND ADMISSIONS PROCESS.

6 = E.O.F. TRANSFER

A STUDENT WHO HAS BEEN ADMITTED THROUGH THE EDUCATIONAL OPPORTUNITY FUND (EOF) AND WHO IS ALSO CLASSIFIED AS A TRANSFER STUDENT.

NOTE: REPORT E.O.F. NON-TRANSFERS AS CODE 3.

DATA ELEMENT (D09) DATE OF MATRICULATION

DEFINITION: THE POINT IN TIME (YEAR AND SEMESTER) AT WHICH A STUDENT WAS
FIRST MATRICULATED AT THE INSTITUTION FOR THE DEGREE BEING AWARDED.

LOCATION: 30 - 34

CODING: 5 DIGITS: THE FIRST FOUR DIGITS ARE THE CALENDAR YEAR
AND THE FIFTH DIGIT IS THE SEMESTER.

FIRST FOUR DIGITS - FULL CALENDAR YEAR

2008 = 2008
2009 = 2009
2010 = 2010
2011 = 2011
ETC.

FIFTH DIGIT - SEMESTER CODE

2 = SPRING (JANUARY TO MAY)
3 = SUMMER (JUNE TO AUGUST)
4 = FALL (SEPTEMBER TO DECEMBER)

EXAMPLES OF DATE OF MATRICULATION

20082 = 2008 SPRING SEMESTER
20103 = 2010 SUMMER SESSION
20124 = 2012 FALL SEMESTER

DATA ELEMENT (D10) NUMBER OF DEGREES/CERTIFICATES CONFERRED

DEFINITION: THE TOTAL NUMBER OF DEGREES AND CERTIFICATES CONFERRED TO THE STUDENT DURING THE FISCAL YEAR REPORTING PERIOD.

LOCATION: 36

CODING: 1 DIGIT

- 1 = 1 DEGREE/CERTIFICATE
- 2 = 2 DEGREES/CERTIFICATES
- 3 = 3 DEGREES/CERTIFICATES
- 4 = 4 DEGREES/CERTIFICATES

DATA ELEMENT (D11) DEGREE #1

DEFINITION: AN INDICATION OF THE FIRST DEGREE/CERTIFICATE CONFERRED DURING THE FISCAL YEAR REPORTING PERIOD.

LOCATION: 37 - 39

CODING: 3 DIGITS

101 LESS THAN ONE-YEAR CERTIFICATE/DIPLOMA
102 AT LEAST ONE-YEAR BUT LESS THAN TWO-YEAR CERTIFICATE/DIPLOMA
103 AT LEAST TWO-YEAR BUT LESS THAN FOUR-YEAR CERTIFICATE/DIPL

201 ASSOCIATE IN ARTS (A.A.)
202 ASSOCIATE IN SCIENCE (A.S.)
203 ASSOCIATE IN APPLIED SCIENCE (A.A.S.)
204 ASSOCIATE IN RELIGIOUS ARTS (A.R.A.)
205 ASSOCIATE IN SCIENCE IN MANAGEMENT (A.S.M.)
299 OTHER ASSOCIATE DEGREES

301 BACHELOR OF ARTS (B.A.)
302 BACHELOR OF SCIENCE (B.S.)
303 BACHELOR OF ARCHITECTURE (B.ARCH.)
304 BACHELOR OF ARTS IN BIBLICAL LITERATURE (B.A.B.L.)
305 BACHELOR OF ENGINEERING (B.E.)
306 BACHELOR OF FINE ARTS (B.F.A.)
307 BACHELOR OF MUSIC (B.M.)
308 BACHELOR OF MUSIC (B.MUS.)
309 BACHELOR OF RELIGIOUS STUDIES (B.R.S.)
310 BACHELOR OF SACRED MUSIC (B.S.M.)
311 BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (B.S.B.A.)
312 BACHELOR OF SCIENCE IN COMMERCE (B.S.C.)
313 BACHELOR OF SCIENCE IN EDUCATION (B.S.ED.)
314 BACHELOR OF SCIENCE IN ENGINEERING (B.S.E.)
315 BACHELOR OF SCIENCE IN NURSING (B.S.N.)
316 BACHELOR OF SOCIAL WORK (B.S.W.)
317 BACHELOR OF THEOLOGY (TH.B.)
399 OTHER BACHELOR'S DEGREES

401 POST-BACCALAUREATE CERTIFICATE (BELOW MASTER'S)

501 MASTER OF ARTS (M.A.)
502 MASTER OF SCIENCE (M.S.)
503 MASTER OF ARCHITECTURE (M.ARCH.)
504 MASTER OF ARTS IN LIBERAL STUDIES (M.A.L.S.)
505 MASTER OF ARTS IN TEACHING (M.A.T.)
506 MASTER OF BUSINESS ADMINISTRATION (M.B.A.)
507 MASTER OF CITY AND REGIONAL PLANNING (M.C.R.P.)

508 MASTER OF ENGINEERING (M.E.)
 509 MASTER OF EDUCATION (M.ED.)
 510 MASTER OF FINE ARTS (M.F.A.)
 511 MASTER OF LETTERS (M.LITT.)
 512 MASTER OF LIBRARY SCIENCE (M.L.S.)
 513 MASTER OF MUSIC (M.M.)
 514 MASTER OF MANAGEMENT SCIENCE (M.M.S.)
 515 MASTER OF PHILOSOPHY (M.PHIL.)
 516 MASTER OF PUBLIC ADMINISTRATION (M.P.A.)
 517 MASTER OF PUBLIC POLICY (M.P.P.)
 518 MASTER OF SCIENCE IN DENTISTRY (M.S.D.)
 519 MASTER OF SCIENCE IN ENGINEERING (M.S.E.)
 520 MASTER OF SCIENCE IN EDUCATION (M.S.ED.)
 521 MASTER OF SCIENCE IN TEACHING (M.S.T.)
 522 MASTER OF SOCIAL WORK (M.S.W.)
 523 MASTER OF THEATRE ARTS (M.T.A.)
 524 MASTER OF THEOLOGY (M.TH.)
 525 MASTER OF URBAN PLANNING (M.U.P.)
 526 EDUCATION SPECIALIST (ED.S.)
 530 MASTER OF SACRED THEOLOGY (S.T.M.)
 531 MASTER OF THEOLOGICAL STUDIES (M.T.S.)
 599 OTHER MASTER'S DEGREES AND AWARDS

601 POST- MASTER'S CERTIFICATE (BELOW DOCTORATE)
 602 SIXTH-YEAR CERTIFICATE
 603 CERTIFICATE BEYOND FIRST-PROFESSIONAL
 699 OTHER POST-MASTER'S CERTIFICATES

701 DEGREE OF ENGINEER (D.E.)
 702 DOCTOR OF EDUCATION (ED.D.)
 703 DOCTOR OF ENGINEERING SCIENCE (D.E.S.)
 704 DOCTOR OF PHILOSOPHY (PH.D.)
 705 DOCTOR OF PSYCHOLOGY (PSY.D.)
 706 DOCTOR OF MINISTRY (D.MIN.)
 799 OTHER DOCTORAL-LEVEL DEGREES AND AWARDS

801 DOCTOR OF DENTAL MEDICINE (D.M.D.)
 802 DOCTOR OF DENTAL SURGERY (D.D.S.)
 803 DOCTOR OF MEDICINE (M.D.)
 804 DOCTOR OF OSTEOPATHY (D.O.)
 805 DOCTOR OF JURISPRUDENCE (J.D.)
 808 MASTER OF DIVINITY (M.DIV)
 814 RABBI (RABBI)
 899 OTHER FIRST-PROFESSIONAL DEGREES AND AWARDS

DATA ELEMENT (D12) DEGREE #1 MAJOR

DEFINITION: A STUDENT'S PRIMARY FIELD OF STUDY. DEGREE MAJORS ARE APPROVED DEGREE/FORMAL AWARD PROGRAMS, AND ARE CATEGORIZED AND CODED ACCORDING TO THE "CLASSIFICATION OF INSTRUCTIONAL PROGRAMS" (CIP) MANUAL, AS UPDATED IN 2000.

LOCATION: 40 - 45

CODING: 6 DIGITS

EACH INSTITUTION SHOULD USE ONLY THE CODES THAT HAVE BEEN PROVIDED TO IT.
CONTACT GARY NIGH AT (609)984-6335 OR GO TO
http://www.state.nj.us/highereducation/Program_Inventory/index.html
IF YOU REQUIRE AN UPDATED LISTING.

DATA ELEMENT (D13) DEGREE #2

DEFINITION: AN INDICATION OF THE SECOND DEGREE/CERTIFICATE CONFERRED DURING
THE FISCAL YEAR REPORTING PERIOD.

LOCATION: 46 - 48

CODING: 3 DIGITS

SAME LIST AS SHOWN FOR DATA ELEMENT (D11): DEGREE #1

DATA ELEMENT (D14) DEGREE #2 MAJOR

DEFINITION: A STUDENT'S PRIMARY FIELD OF STUDY FOR DEGREE #2. DEGREE MAJORS ARE APPROVED DEGREE/FORMAL AWARD PROGRAMS, AND ARE CATEGORIZED AND CODED ACCORDING TO THE "CLASSIFICATION OF INSTRUCTIONAL PROGRAMS" (CIP) MANUAL, AS UPDATED IN 2000.

LOCATION: 49 - 54

CODING: 6 DIGITS

SEE INSTRUCTIONS FOR DATA ELEMENT (D12): DEGREE #1 MAJOR.

DATA ELEMENT (D15) DEGREE #3

DEFINITION: AN INDICATION OF THE THIRD DEGREE/CERTIFICATE CONFERRED DURING
THE FISCAL YEAR REPORTING PERIOD.

LOCATION: 55 - 57

CODING: 3 DIGITS

SAME LIST AS SHOWN FOR DATA ELEMENT (D11): DEGREE #1

DATA ELEMENT (D16) DEGREE #3 MAJOR

DEFINITION: A STUDENT'S PRIMARY FIELD OF STUDY FOR DEGREE #3. DEGREE MAJORS ARE APPROVED DEGREE/FORMAL AWARD PROGRAMS, AND ARE CATEGORIZED AND CODED ACCORDING TO THE "CLASSIFICATION OF INSTRUCTIONAL PROGRAMS" (CIP) MANUAL, AS UPDATED IN 2000.

LOCATION: 58 - 63

CODING: 6 DIGITS

SEE INSTRUCTIONS FOR DATA ELEMENT (D12): DEGREE #1 MAJOR.

DATA ELEMENT (D17) DEGREE #4

DEFINITION: AN INDICATION OF THE FOURTH DEGREE/CERTIFICATE CONFERRED DURING
THE FISCAL YEAR REPORTING PERIOD.

LOCATION: 64 - 66

CODING: 3 DIGITS

SAME LIST AS SHOWN FOR DATA ELEMENT (D11): DEGREE #1

DATA ELEMENT (D18) DEGREE #4 MAJOR

DEFINITION: A STUDENT'S PRIMARY FIELD OF STUDY FOR DEGREE #4. DEGREE MAJORS ARE APPROVED DEGREE/FORMAL AWARD PROGRAMS, AND ARE CATEGORIZED AND CODED ACCORDING TO THE "CLASSIFICATION OF INSTRUCTIONAL PROGRAMS" (CIP) MANUAL, AS UPDATED IN 2000.

LOCATION: 67 - 72

CODING: 6 DIGITS

SEE INSTRUCTIONS FOR DATA ELEMENT (D12): DEGREE #1 MAJOR.

DATA ELEMENT (D19) ACCUMULATED DEGREE CREDITS

DEFINITION: THE NUMBER OF ACADEMIC DEGREE CREDITS (A UNIT OF MEASURE THAT REPRESENTS AN ACTIVITY FOR WHICH ONE HOUR OF CREDIT IS GRANTED TOWARDS A DEGREE) ACCUMULATED BY A STUDENT AT THE TIME OF RECEIPT OF THEIR DEGREE.

LOCATION: 73 - 77

CODING: 5 DIGITS (3 WHOLE NUMBERS WITH 2 ASSUMED DECIMAL PLACES)

00100 = 1 CREDIT
00125 = 1 AND ONE-QUARTER CREDITS
00133 = 1 AND ONE-THIRD CREDITS
00150 = 1 AND ONE-HALF CREDITS

ETC

09900 = 99 CREDITS
09925 = 99 AND ONE-QUARTER CREDITS
09933 = 99 AND ONE-THIRD CREDITS
09950 = 99 AND ONE-HALF CREDITS

10000 = 100 CREDITS
10025 = 100 AND ONE-QUARTER CREDITS
10033 = 100 AND ONE-THIRD CREDITS
10050 = 100 AND ONE-HALF CREDITS

ETC

DATA ELEMENT (D20) ACCUMULATED GRADE POINT AVERAGE

DEFINITION: THE CALCULATION OF THE AVERAGE OF GRADES RECEIVED FOR ALL DEGREE-CREDIT COURSES COMPLETED BY A STUDENT AS OF THE TIME THEY RECEIVED THEIR DEGREE.

$$\frac{\text{VALUES X CREDITS}}{\text{CREDITS}} = \text{GRADE POINT AVERAGE}$$

LOCATION: 78 - 80

CODING: 3 DIGITS (1 WHOLE NUMBER WITH 2 ASSUMED DECIMAL PLACES)

EXAMPLES: 400 = 4.00
399 = 3.99
398 = 3.98
397 = 3.97
396 = 3.96
395 = 3.95
394 = 3.94
393 = 3.93

ETC

DATA ELEMENT (D21) HISPANIC/LATINO CODE

DEFINITION: AN INDICATION THAT A STUDENT SELF-IDENTIFES AS BEING HISPANIC OR LATINO.

LOCATION: 81

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = YES, a student identifies as being Hispanic or Latino.

DATA ELEMENT (D22) AMERICAN INDIAN/ALASKAN NATIVE CODE

DEFINITION: AN INDICATION THAT A STUDENT SELF-IDENTIFES AS BEING AN AMERICAN INDIAN OR ALASKAN NATIVE.

LOCATION: 82

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = YES, a student identifies as being an American Indian or Alaskan Native.

DATA ELEMENT (D23) ASIAN CODE

DEFINITION: AN INDICATION THAT A STUDENT SELF-IDENTIFES AS BEING ASIAN.

LOCATION: 83

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = YES, a student identifies as being Asian.

DATA ELEMENT (D24) BLACK/AFRICAN AMERICAN CODE

DEFINITION: AN INDICATION THAT A STUDENT SELF-IDENTIFES AS BEING BLACK
OR AFRICAN AMERICAN.

LOCATION: 84

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = YES, a student identifies as being Black or African American.

DATA ELEMENT (D25) NATIVE HAWAIIAN/PACIFIC ISLANDER CODE

DEFINITION: AN INDICATION THAT A STUDENT SELF-IDENTIFES AS BEING NATIVE HAWAIIAN
OR OTHER PACIFIC ISLANDER.

LOCATION: 85

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = YES, a student identifies as being Native Hawaiian or Pacific Islander.

DATA ELEMENT (D26) WHITE CODE

DEFINITION: AN INDICATION THAT A STUDENT SELF-IDENTIFES AS BEING WHITE.

LOCATION: 86

CODING: 1 DIGIT

0 = NOT REPORTED BY STUDENT

1 = YES, a student identifies as being White.