

Student enrollment lists will be collected electronically. To ensure the secure transmission of sensitive information on the student enrollment lists, we will provide the following options to institutions: (1) upload encrypted student enrollment list files to the project's secure website using a login ID and "strong" password provided by RTI, or (2) provide an appropriately encrypted list file via e-mail (RTI will provide guidelines on encryption and creating "strong" passwords). Requested items are listed below.

Student Data Element

1. First name
2. Middle name
3. Last name
4. Name Suffix (e.g., Jr., Sr., III, etc.)
5. Student ID
6. Social Security Number
7. Date of birth
8. Education level
9. Class level of Undergraduates
10. High School Graduation Date (month, year)
11. Is the student a first-time beginner? (i.e., entering postsecondary education for the first time) (yes/no)
12. Students major for degree program
13. Student's classification of Instructional Program (CIP) for degree program.
14. Veteran status
15. Have you received an ISIR for the student from CPS? (yes/no)
16. Local Address 1
17. Local Address 2
18. Local City
19. Local State
20. Local ZIP Code
21. Local Telephone Number
22. Campus e-mail
23. Permanent Address 1
24. Permanent Address 2
25. Permanent City
26. Permanent State
27. Permanent country (if not U.S.)
28. Permanent ZIP Code
29. Permanent Telephone Number
30. Permanent e-mail