

# Integrated Postsecondary Education Data System (IPEDS) 2022-23 through 2024-25

## **200% Graduation Rates (GR200)**

**OMB No. 1850-0582 v.30**

***Submitted by:***

National Center for Education Statistics (NCES)  
Institute of Education Sciences  
U.S. Department of Education

**February 2022**

# 200% Graduation Rates Package 2022-23 through 2024-25 Data Collections

## Contents

200% Graduation Rates Package 2022-23 through 2024-25 Data Collections.....	1
Changes for 2022-23.....	2
Questions with varied applicability.....	2
Years that change across the 3 years of clearance.....	2
200% Graduation Rates Screens 2022-23 through 2024-25 Data Collections.....	3
200% Graduation Rates Instructions 2022-23 through 2024-25 Data Collections.....	6

## Questions with varied applicability

Some questions are not applicable to all institutions. Please see the table below for information. In the materials below, variability is indicated with [purple].

Academic Year Reporters	
Cohort year reported	Academic year reporters use a Fall cohort.
Program Reporters	
Cohort year reported	Program reporters use a full-year cohort.

## Years that change across the 3 years of clearance

Dates change for some elements depending on the collection year. Please see the table below for information. Dates currently included throughout the materials are for the 2022-23 data collection and are highlighted in green.

Academic Year Reporters	
Cohort year reported	<p><b>4-year institutions</b></p> <p>2022-23 collection: Fall 2014</p> <p>2023-24 collection: Fall 2015</p> <p>2024-25 collection: Fall 2016</p> <p><b>2 and less-than 2-year institutions</b></p> <p>2022-23 collection: Fall 2020</p> <p>2023-24 collection: Fall 2021</p> <p>2024-25 collection: Fall 2022</p>
Program Reporters	
Cohort year reported	<p><b>4-year institutions</b></p> <p>2022-23 collection: September 1, 2014 - August 31, 2015</p> <p>2023-24 collection: September 1, 2015 - August 31, 2016</p> <p>2024-25 collection: September 1, 2016 - August 31, 2017</p> <p><b>2 and less-than 2-year institutions</b></p> <p>2022-23 collection: September 1, 2017 - August 31, 2018</p> <p>2023-24 collection: September 1, 2018 - August 31, 2019</p> <p>2024-25 collection: September 1, 2019 - August 31, 2020</p>

# 200% Graduation Rates Screens 2022-23 through 2024-25 Data Collections

## Overview

### Graduation Rates 200 Overview

Welcome to the IPEDS Graduation Rates 200 (GR200) survey component. The GR200 component is a further extension of the traditional Graduation Rates (GR) component which carries forward 100% and 150% graduation rates data previously reported in the GR component and requests information on any additional completers and exclusions from the cohort between 151% and 200% of normal time for students to complete all requirements of their program of study. This information is collected to assist institutions with complying with the requirements of the Higher Education Act, as amended.

### Data Reporting Reminders

- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting.
- The reporting of data for the 200% completion period is not cumulative. Respondents are ONLY asked to report data for the time period between 151% and 200% of normal time to completion.
- When reporting award levels for sub-baccalaureate certificates, determine program length by the number of credit or clock hours, NOT the academic year length in parentheses. The academic year length is meant only to provide context.

### Changes in reporting:

- No changes.

If you have questions about completing this survey, please contact the IPEDS Help Desk at 1-877-225-2568.

### Screening Question

Your institution reported to the GR survey component as having the following number of students who did not complete, but were still enrolled at your institution:

**Do you have students to report who, 1) received an award between 151% and 200% of the normal time to complete OR are still enrolled as of 200% of normal time?**

No

Yes

Completers within 200%

**[4-year institutions]** For 4-year institutions, report on the **2014 cohort of full-time, first-time bachelor's or equivalent degree-seeking students**. Information for this cohort was originally reported by your institution in the **2020-21** IPEDS Graduation Rates survey component. The data on lines 1-5 are preloaded based on the information provided.

**[Less than 4-year institutions]** For less than 4-year institutions, report on the **2017 cohort of full-time, first-time degree/certificate-seeking undergraduate students**.

Information for this cohort was originally reported by your institution in the **2021-22** IPEDS Graduation Rates survey component. The data on lines 1-5 are preloaded based on the information provided.

			Graduation rates
1	<u>Revised cohort</u>		
2	<u>Exclusions</u> within 150%		
3	<u>Adjusted cohort</u> 150%		
4	Number of students in the cohort who completed a <u>bachelor's degree</u> within 100% of <u>normal time to completion</u>		
5	Number of students in the cohort who completed a <u>bachelor's degree</u> within 150% of <u>normal time to completion</u>		
6	Additional <u>exclusions</u> (between 151% and 200% of normal time)	<input type="text"/>	
7	<u>Adjusted cohort</u> 200% (line 3 - line 6)		
8	Number of students in the cohort who completed a <u>bachelor's degree</u> between 151% and 200% of <u>normal time to completion</u>	<input type="text"/>	
9	Still enrolled as of 200% of <u>normal time to completion</u>	<input type="text"/>	
10	<b>Total completers within 200% of normal time (line 5 + line 8)</b>		

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Prepared by

**Prepared by**

Reporting Reminders:

- The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data.
- The Keyholder will be copied on all email correspondence to other preparers.
- The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS.
- Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.
- Thank you for your assistance.

This survey component was prepared by:		
0 Keyholder	0 SFA Contact	0 HR Contact
0 Finance Contact	0 Academic Library Contact	0 Other
Name:	<input type="text"/>	
Email:	<input type="text"/>	

How many staff from your institutions were involved in the data collection and reporting process of this survey component?
<input type="text"/> Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component? <i>Exclude the hours spent collecting data for state and other reporting purposes.</i>				
Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Other offices	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

# 200% Graduation Rates Instructions 2022-23 through 2024-25 Data Collections

## Purpose of Survey

## Changes in Reporting

## General Instructions

Reporting period covered

Context boxes

## Coverage

## Where to get help

## Where data appears

## Uploading Files to the IPEDS Data Collection System

## Data Reporting Instructions

## Purpose of the Survey

The primary purpose of the IPEDS GR200 survey component is to collect more extensive data on graduation rates as required by the Higher Education Act, as amended. The necessary data are collected to calculate graduation rates at 200% of normal time to complete all requirements of their program of study for the cohort of full-time, first-time bachelor's or equivalent degree-seeking students at 4-year institutions; and for all full-time, first-time degree/certificate-seeking undergraduate students at less-than-4-year institutions.

## Changes in reporting

The following changes were implemented for the 2022-23 data collection period:

- There are no changes to the GR200 survey component.

## General Instructions

### Reporting period covered [Applicable to 4-year institutions]

This survey component collects data on the cohort of full-time, first-time bachelor's or equivalent degree-seeking undergraduate students enrolled at your institution either (1) as of October 15, 2014 (or the institution's official fall reporting date) for institutions that offer a predominant number of programs based on standard academic terms (e.g., semesters, trimesters, quarters, or 4-1-4 plan); or (2) during the period between September 1, 2014 and August 31, 2015 for institutions that do not offer a predominant number of programs based on standard academic terms. Institutions are to report the status of these students as of August 31, 2022.

The status of this cohort of students (the 2014 Graduation Rates cohort) within 150% of normal time to completion was previously reported on the 2020-21 IPEDS Graduation Rates survey component. The GR200 component further tracks the status of these students at 200% of normal time to completion.

### Reporting period covered [Applicable to Less than 4-year institutions]

This survey component collects data on the cohort of full-time, first-time degree/certificate-seeking undergraduate students enrolled at your institution either (1) as of October 15, 2018 (or the institution's official fall reporting date) for institutions that offer a predominant number of programs based on standard academic terms (e.g., semesters, trimesters, quarters, or 4-1-4 plan); or (2) during the period between September 1, 2018 and August 31, 2019 for institutions that do not offer a predominant number of programs based on standard academic terms. Institutions are to report the status of these students as of August 31, 2022.

The status of this cohort of students (the 2018 Graduation Rates cohort) within 150% of normal time to completion was previously reported on the 2021-22 IPEDS Graduation Rates survey component. The GR200 component further tracks the status of these students at 200% of normal time to completion.

## Context Boxes

Context boxes are provided to allow institutions to provide more information regarding survey component items. Note that some context boxes are posted on the College Navigator Website, which is the college search tool offered by NCES. NCES will review entries in these context boxes for applicability and appropriateness before posting them on the College Navigator Website; institutions should check grammar and spelling of their entries.

## Coverage

[Applicable to 4-year institutions] Data on the cohort of full-time, first-time bachelor's or equivalent degree-seeking undergraduate students in your institution's 2014 Graduation Rates cohort, previously reported on the 2020-21 IPEDS Graduation Rates survey component, are preloaded into the GR200 survey. The parameters for coverage of the original cohort are outlined below.

[Applicable to Less than 4-year institutions] Data on the cohort of full-time, first-time degree/certificate-seeking undergraduate students in your institution's 2018 Graduation Rates cohort, previously reported on the 2021-22 IPEDS Graduation Rates survey component, are preloaded into the GR200 survey. The parameters for coverage of the original cohort are outlined below.

### Who to include in the cohort

Include all full-time, first-time students seeking a bachelor's or equivalent degree upon entering the institution either during the fall term or during the 12-month period as described above. For institutions that do not determine degree intent upon entry, this should include any students whose intent was not known. Include students enrolled in the fall term who attended college for the first time in the prior summer session and students who entered with advanced standing (college credits earned before graduating from high school).

Students must be enrolled in courses creditable toward a degree, diploma, certificate, or other recognized postsecondary credential. Include students enrolled in courses that are part of a vocational or occupational program, INCLUDING those enrolled in off-campus centers and those enrolled in distance learning/home study programs.

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. This includes students who:

- Received any type of federal financial aid, regardless of what courses they took at any time
- Received any state or locally based financial aid with an eligibility requirement that the student be enrolled in a degree, certificate, or transfer-seeking program
- Obtained a student visa to study at a U.S. postsecondary institution

[Applicable to 4-year institutions] A student who is designated as a member of the 2014 cohort remains in the 2014 cohort, even if the student:

[Applicable to Less than 4-year institutions] A student who is designated as a member of the 2018 cohort remains in the 2018 cohort, even if the student:

- Becomes a part-time student
- Transfers to another institution
- Drops out of the institution
- Stops out of the institution
- Has not fulfilled the institution's requirements to receive a degree or certificate

### Who to exclude from the cohort

Do NOT include students in the cohort who are:

- Enrolled exclusively in courses not creditable toward a recognized postsecondary credential or the completion of a vocational program (i.e., non-degree/certificate-seeking students)
- Exclusively taking CEUs
- Exclusively auditing classes
- Enrolled part-time
- Transfers into the institution
- Foreign students who are only taking coursework at a host institution (e.g., an American institution overseas), if these students are not enrolled at a U.S. institution
- Students in Experimental Pell Programs

### Where to Get Help with Reporting

#### IPEDS Help Desk

Phone: (877) 225-2568

E-mail: [ipedshelp@rti.org](mailto:ipedshelp@rti.org)

#### Web Tutorials

You can consult the IPEDS Website's Trainings & Outreach page which contains several tutorials on IPEDS data collection, a self-paced overview of IPEDS tools, and other valuable resources.

#### IPEDS Resource Page

The IPEDS Website's Reporting Tools page contains frequently asked questions, a link to data tip sheets, tutorials, taxonomies, information centers (e.g., academic libraries, average net price, human resources, race/ethnicity, etc.), and other valuable information.

### Where the Reported Data Will Appear

Data collected through IPEDS will be accessible at the institution and aggregate levels.

At the institution-level, data will appear in the:

- [College Navigator Website](#)
- [IPEDS Use the Data portal](#)
- [IPEDS Data Feedback Reports](#)
- [College Affordability and Transparency Center Website](#)



At the aggregate-level, data will appear in:

- [IPEDS Data Explorer](#)
- [IPEDS Data Feedback Reports](#)
- [The Digest of Education Statistics](#)
- [The Condition of Education](#)

### Uploading Files to the IPEDS Data Collection System

The *File Import/Upload* option is found under the Tools menu. In order to perform the upload, you'll need to have a file formatted to specifications. Upload specifications are included with the survey materials found under the Help menu. There are two upload formats available for the GR200 survey component:

- Fixed width file
- Key value file

### Data Reporting Instructions [Applicable to 4-year institutions]

The GR200 survey component collects additional data on the cohort of full-time, first-time bachelor's degree-seeking undergraduate students in your institution's 2014 Graduation Rates cohort, as first reported on the 2020-21 IPEDS Graduation Rates survey component. Institutions must report the status of these students as of August 31, 2022 so that a 200% graduation rate may be calculated. One hundred percent and 150% graduation rates were previously calculated in the 2020-21 Graduation Rates survey.

Graduation rates data reported in the GR200 component are NOT reported by race and ethnicity.

A number of data elements are preloaded in this survey. Lines 1-5 are preloaded based on your institution's 2020-21 Graduation Rates reporting. These fields may not be updated. The 100% and 150% graduation rates calculated for the cohort based on the data reported in 2020-21 are also preloaded and may not be adjusted.

On line 6, please enter any additional allowable exclusions to the cohort. This should include any additional students who left your institution between 151% and 200% of the normal time to complete their program (and have neither graduated nor transferred to another institution) due to one of the following documented reasons:

- a. The student is deceased or is totally and permanently disabled and thus unable to return to school.
- b. The student left school to serve in the armed forces or was called up to active duty. (DO NOT include students already in the military who transfer to another duty station.)
- c. The student left school to serve with a foreign aid service of the Federal Government, such as the Peace Corps.
- d. The student left school to serve on an official church mission.

NOTE: Students who leave the institution for one of the reasons noted above, but return prior to the status date of August 31, 2022, may still be reported as exclusions.

Line 7, the **200% adjusted cohort**, is a calculated value representing the difference between the 150% adjusted cohort (line 3) and the additional exclusions reported on line 6.

On line 8, report the number of students who completed a bachelor's degree or equivalent within the period from September 1, 2020 through August 31, 2022. Once you save the page, the total completers within 200% and the 200% graduation rate will be calculated in the appropriate boxes on line 10.

On line 9, report the number of students who are still enrolled at your institution as of 200% of normal time to completion.

### Data Reporting Instructions [Applicable to Less than 4-year institutions]

The GR200 survey component collects additional data on the cohort of full-time, first-time degree/certificate-seeking undergraduate students in your institution's 2018 Graduation Rates cohort, as first reported on the 2021-22 Graduation Rates survey component. Institutions must report the status of these students as of August 31, 2022 so that a 200% graduation rate may be calculated. One hundred percent and 150% graduation rates were previously calculated in the 2021-22 Graduation Rates survey.

Graduation Rates data reported in the GR200 component are NOT reported by race and ethnicity.

A number of data elements are preloaded in this survey. Data elements 1-5 are preloaded based on your institution's 2021-22 Graduation Rates reporting. These fields may not be updated. The 100% and 150% graduation rates calculated for the cohort based on the data reported in 2021-22 are also preloaded, and may not be adjusted.

On line 6, please enter any additional allowable exclusions to the cohort. This should include any additional students who left your institution between 151% and 200% of the normal time to complete their program (and have neither graduated nor transferred to another institution) due to one of the following documented reasons:

- a. The student is deceased or is totally and permanently disabled and thus unable to return to school.
- b. The student left school to serve in the armed forces or was called up to active duty. (DO NOT include students already in the military who transfer to another duty station.)

- c. The student left school to serve with a foreign aid service of the Federal Government, such as the Peace Corps.
- d. The student left school to serve on an official church mission.

NOTE: Students who leave the institution for one of the reasons noted above, but return prior to the status date of August 31, 2022, may still be reported as exclusions.

Line 7, **200% adjusted cohort**, is a calculated value representing the difference between the 150% adjusted cohort (line 3) and the additional exclusions reported on line 6.

On line 8, report the number of students who completed a program (including eligible transfer-preparatory programs; as outlined in the instructions for the Graduation Rates survey component) within the period of 151% to 200% of normal time. Once you save the page, the total completers within 200% and the 200% graduation rate will be calculated in the appropriate boxes on line 10.

On line 9, report the number of students who are still enrolled at your institution as of 200% of normal time to completion.