Integrated Postsecondary Education Data System (IPEDS) 2024-25 through 2026-27

Institutional Characteristics (IC)

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Submitted by:

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

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Institutional Characteristics Package 2024-25 through 2026-27 Data Collection

Contents

Changes for 2024-25

Throughout the materials, additions are indicated in purple, deletions are indicated in ~~purple strikethrough~~.

General
• The IC survey includes elements of the IC Header and the IC survey components. IC no longer includes Cost data; those data are collected in the new Cost survey component.

Changes for 2025-26

Throughout the materials, additions are indicated in purple, deletions are indicated in ~~purple strikethrough~~.

General
• Removed the Open Admissions question. The question now appears in the Admissions survey component. • Removed the Academic Libraries expenses question as the Academic Libraries survey component was discontinued.

Data reporting type abbreviations

Throughout these forms, the type of data reported or provided in each field is indicated with an abbreviation. The table below provides information about these abbreviations.

CB	Checkbox option. More than one option can be selected.
PL	Preloaded value. IPEDS preloads the information for the institution (when available).
RB	Radio button option. Only one of the options can be selected.
RV	Reported value. All reported values in IPEDS are numerical.

Institution Identification Screens 2024-25 through 2026-27 Data Collection

Directions
- Please review all information of the General Info and Web Addresses tabs and complete or make changes as needed.
- Required fields are indicated with asterisks (*).
- IMPORTANT: Make sure to view the page instructions found in the upper right hand corner of this page for important information about your institution's web page.

General Info

Institution Name	PL		
Official Name Change	RV		
Physical Location	RV		
City*	RV		
State*	Dropdown menu		
Zip Code*	RV		
Mailing Address (if different than physical)	RV		
City	RV		
State	RV		
Zip Code	RV		
General Information Telephone*	RV		
Employer ID Number (EIN)	Unless you are an unincorporated sole proprietor who does not pay wages to employees, you must provide your institution's 9-digit Employer Identification Number (EIN) If your institution has an EIN, please enter it in the field provided. Please double check preloaded numbers to make sure they are correct.		
	RB	Yes	RV (if yes is selected)
	RB	No	
Unique Entity Identifiers	If your institution has an assigned Unique Entity Identifiers (UEI).		
	RB	Yes. Please enter your institution's UEI number(s).	RVs (if yes is selected)
	RB	No. Please explain.	RV (if no is selected)
Chief Administrator Name*	RV		
Chief Administrator Title*	RV		
Chief Administrator E-Mail Address*	RV		
Data Feedback Report E-Mail Address	Two weeks after the keyholders are emailed an electronic copy of the Data Feedback Back Report, Institutional CEOs will be emailed the same copy. If there is an additional email address to which an electronic copy of the DFR should be sent, please enter it here. (Note: Please do not enter the Keyholder's email address.)		
	RV (if applicable)		
Web Addresses			
Admissions Office Web Address	Dropdown menu (http:// or https://)	RV	
Financial Aid Office Web Address	Dropdown menu (http:// or https://)	RV	
Online Application Web Address	Dropdown menu (http:// or https://)	RV	

Net Price Calculator Web Address*	Dropdown menu (http:// or https://)	RV		
Does your institution post tuition policies specifically related to Veterans and Military Servicemembers on a website?*	RB	Yes. Please provide the URL	Dropdown menu (http:// or https://)	RV (if yes is selected)
	RB	No. Please provide an explanation.	RV (if no is selected)	
Does your institution post the Student Right-to-Know student athlete graduation rates on a website?*	RB	Yes. Please provide the URL	Dropdown menu (http:// or https://)	RV (if yes is selected)
	RB	No		
Disability Services Web Address*	Dropdown menu (http:// or https://)	RV		

Institutional Identification
Required fields. A single asterisk (*) beside a field on a screen indicates a required entry.

General Information

Institution name and location. Provide the full name of the institution required to report to IPEDS. In addition, provide the physical location of the institution, including either the 5- or 9-digit ZIP Code, as it would appear in an institutional listing. DO NOT provide a Post Office box number in this field. If your institution's name has officially changed, enter the new name in the box provided.

Mailing address. If the mailing address differs from the physical location of the institution, provide the address to which correspondence should be mailed. This may be a P.O. Box or the address of a central, system, or corporate office, or a branch campus located elsewhere.

Telephone number. Enter the telephone number for general information inquiries.

Employer ID Number. Enter the Employer Identification Number (EIN), the 9-digit number assigned to the institution by the Internal Revenue Service (IRS) for tax purposes.

Unique Entity Identifier number(s). Enter any Unique Entity Identifier numbers for your institution. These numbers are 9 digits in length. If your institution has more than one number, please enter as a comma separated list of numbers as indicated on the screen. If your institution does not have any UEI numbers, please provide an explanation. For more information about UEI numbers and the transition from DUNS numbers, please visit: https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/iae-systems-information-kit/unique-entity-identifier-update.

Name and title of institution's chief administrator. Provide the name, title, and email address of the chief administrator of the entity covered by this report (e.g., President, Chancellor, Provost, etc.).

Data Feedback Report e-mail address. If you would like the DFR to be sent to someone other than the Keyholder and CEO, please enter the e-mail address in the box.

Web Addresses

Web address(es). If your institution maintains a webpage, please enter or update the address. In addition, please enter or update webpage addresses for admissions, financial aid, and online applications when applicable. Please begin the URL with http:// or https://, and be sure to indicate where the address is case sensitive. Web addresses will be made available on College Navigator.

Required web addresses. Web addresses for the institution's **net price calculator, disability services,** and **tuition policies specifically related to Veterans and Military Servicemembers** must be entered. If the institution does not have a webpage for tuition policies specifically related to Veterans and Military Servicemembers, an explanation must be entered.

IMPORTANT INFORMATION REGARDING INSTITUTIONAL WEBPAGES. The webpage reported to IPEDS must contain either the following information or links to the information from the reported page:
- Student activities offered by the institution
- Services offered by the institution for individuals with disabilities
- Career and placement services offered by the institution to students during and after enrollment
- Policies of the institution related to transfer of credit from other institutions

Overview
IC Overview
Welcome to the Institutional Characteristics Header(IC) survey component. This survey component collects directory information, including data that are key to reporting throughout the IPEDS data collection and must be completed and locked before any other survey can be started. Any errors in the IC survey component can lead to further errors in the data reporting process, so please be very careful in reporting these data correctly and contact the IPEDS Help Desk (877.225.2568) if you have any questions.

This survey component also collects basic institutional information including student services and athletic association.

The IC should be completed based on the **current year**. Some IC questions may require nothing more than a confirmation if nothing has changed. Please make changes as necessary, and complete items that do need a response (e.g., enrollment questions).

Remember, it is the responsibility of the keyholder to provide NCES with accurate data about the institution. Please never hesitate to call the IPEDS Help Desk at 1-877-225-2568 and ask for help to make sure that you are reporting correctly!

Because of the importance of the IC data in Section 1 (Header Information) in determining the screens you will receive in other survey components, be sure to report correctly, and to contact the IPEDS Help Desk if you have **ANY** questions about what you need to report.

The IC data in Section 1 (Header Information) affect other survey components in the following ways:
- The Educational Offerings question verifies your institution's inclusion in IPEDS.
- The Control and Levels page is key to all survey components, especially to Finance (F) and Graduation Rates (GR). Additionally, this is important information for students, impacts many federal reports, and is used in placing institutions in appropriate net price groupings.
- Calendar system selection impacts student charges data reported in Cost (CST), Fall Enrollment (EF), GR, and Student Financial Aid (SFA) data.
- Enrollment levels impact student charges in CST and enrollment categories in the EF survey component.
- The Open Admission question determines whether the Admissions component will be required in the Winter collection.
- The Academic Libraries expenses question determines whether the Academic Libraries component will be required in the Spring collection. This question is asked of degree-granting institutions only.
- The operations question for new institutions determines reporting of 12-month Enrollment (E12).

Data Reporting Reminder:
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.

Changes in reporting
The following changes were made for the 2024-25 collection:

- The IC survey includes elements of the IC Header and the IC survey components. IC no longer includes Cost data; those data are collected in the new Cost survey component.

Resources:
- To download survey materials package for this component: Survey Materials

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

Section 1 – Header Information

Part A – Educational Offerings

1. Which of the following types of for-credit instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer for-credit occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey component.

CB	<u>Occupational</u>, may lead to a certificate, degree, or other recognized postsecondary credential
CB	<u>Academic</u>, may lead to a certificate, degree, or diploma
CB	<u>Continuing professional</u> (postbaccalaureate only)
CB	Recreational or <u>avocational (leisure) programs</u>
CB	<u>Adult basic</u> or <u>developmental</u> instruction or high school equivalency
CB	Secondary (high school)
CB	<u>Developmental</u>

Part B – Organization – Mission Statement

1. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 2,000 characters or less. The mission statement will be available to the public on College Navigator.

RB	Mission Statement URL:	Dropdown menu (http:// or https://)	RV
RB	Mission Statement:		RV

Part B – Organization – Control and Levels

2. What is your institutional <u>control</u> or <u>affiliation</u>?

Be sure to select the correct control for your institution. Errors on this question have an impact throughout the IPEDS surveys, in federal reporting, in net price groupings, and on your institutions' appearance to students. If you reported incorrectly in a previous year, please contact the IPEDS Help Desk at 877.225.2568 to correct the error.

		Primary control Dropdown menu	Secondary control (if applicable) Dropdown menu
RB	<u>Public</u> – Select primary and/or secondary controls below		
RB	<u>Private for-profit</u>		
RB	<u>Private not-for-profit</u> independent (no religious affiliation)		
RB	<u>Private not-for-profit</u> religious affiliation – select affiliation below	Dropdown menu	

3. What award levels are offered by your institution? [Check all that apply]

Award Levels reported should be completed based on the current year. When reporting award levels for subbaccalaureate certificates (levels 1a, 1b, 2, and 4), determine program length by the number of credit or clock hours.

The "Other" award level should not be used unless your program truly does not fit any of the other award levels. We expect very few institutions to fit the "Other" category.

Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs. Check the applicable award level 1a, 1b, 2, or 4, depending on the length of the Teacher Preparation program.

Award Level		
BELOW THE BACCALAUREATE:		

1a	CB	Postsecondary award, certificate, or diploma of
		  - less than 300 clock hours, or
		  - less than 9 semester or trimester credit hours, or
		  - less than 13 quarter credit hours

1b	CB	Postsecondary award, certificate, or diploma of
		  - 300-899 clock hours, or
		  - 9-29 semester or trimester credit hours, or
		  - 13-44 quarter credit hours

2	CB	Postsecondary award, certificate, or diploma of
		  - at least 900 but less than 1,800 clock hours, or
		  - at least 30 but less than 60 semester or trimester credit hours, or
		  - at least 45 but less than 90 quarter credit hours

3	CB	Associate's degree

4	CB	Postsecondary award, certificate, or diploma of
		  - 1,800 or more clock hours, or
		  - 60 or more semester or trimester credit hours, or
		  - 90 or more quarter credit hours

BACCALAUREATE AND ABOVE:		
5	CB	Bachelor's degree or equivalent
6	CB	Postbaccalaureate certificate
7	CB	Master's degree
8	CB	Post-master's certificate
17	CB	Doctor's degree - research/scholarship
18	CB	Doctor's degree - professional practice
19	CB	Doctor's degree - other
12	CB	Other (please specify in context box below)
CB		Yes, I confirm that I reviewed the award levels offered by my institution above.

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).

OPEN ENTRY CONTEXT BOX

Part B - Organization - Calendar System

Your response to the next question determines how your institution reports CST student charges data in the fall/winter, Student Financial Aid data in the winter, and Graduation Rates data in the winter.

If the calendar system differs from prior year or requires a change, please contact the IPEDS Help Desk at 877.225.2568.

4. What is the predominant calendar system at the institution? [Choose one]
Academic Year Reporting Method (Standard academic terms)
Selecting one of the following calendar types determines that your institution will provide Student Financial Aid and Graduation Rates data based on a FALL COHORT, and student charges data for a full ACADEMIC YEAR.

RB	Semester
RB	Quarter
RB	Trimester
RB	4-1-4 or similar plan

Program Reporting Method (Other calendar system)
Selecting one of the following calendar types determines that your institution will provide Student Financial Aid and Graduation Rates data based on a FULL-YEAR COHORT, and student charges data by PROGRAM.

RB	Differs by program
RB	Continuous basis (every 2 weeks, monthly, or other period)

Hybrid/Mixed Reporting Method (Standard academic terms, other academic calendar)
Selecting the hybrid calendar type determines that your institution will provide Graduation Rates data based on a FULL-YEAR COHORT, student charges data for a full ACADEMIC YEAR, and Student Financial Aid data for students enrolling between August 1 and October 31.

RB	Hybrid (Other academic calendar)

Part B - Organization - Student Enrollment

5. Does your institution enroll any of the following types of students?
Include all levels offered by your institution, even if there are no students currently enrolled at that level.
*Responses to these questions determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Spring collection. Additionally, checking **Yes** for full-time, first-time, degree/certificate-seeking undergraduate students determines that your institution must report cost of attendance data (on the IC component) and Student Financial Aid data for these students.*

	Full-time				Part-time			
Undergraduate (academic or occupational programs)	RB	No	RB	Yes	RB	No	RB	Yes
First-time, degree/certificate-seeking undergraduate	RB	No	RB	Yes	RB	No	RB	Yes
Graduate (not including doctor's-professional practice)	RB	No	RB	Yes	RB	No	RB	Yes

6. Does your institution enroll students in doctor's degree - professional practice programs? [Applicable to 4-year institutions only]
*Checking **Yes** for this question will allow your institution to report graduate level students in Fall Enrollment. If you select **Yes** to enrolling students in one of the listed programs, you will also report tuition for the appropriate program(s).*

RB	No
RB	Yes

Do you enroll students in one of the following?
Chiropractic (D.C. or D.C.M.), Dentistry (D.D.S. or D.M.D.), Medicine (M.D.), Optometry (O.D.), Osteopathic Medicine (D.O.), Pharmacy (Pharm.D.), Podiatry (Pod.D., D.P., or D.P.M.), Veterinary Medicine (D.V.M.), Law (J.D.)

RB No
RB Yes

7. For [year loaded based on institution level]**, did your institution have any full-time, first-time degree/certificate-seeking students enrolled in programs at the baccalaureate level or below?**
*If you answer **Yes** to this question, you will be required to provide Graduation Rates data for the [year loaded based on institution level] cohort in the winter collection. If you answer **No** to this question, indicate the reason you are not required to report Graduation Rates for the cohort year requested.*
If you reported any full-time, first-time degree/certificate-seeking undergraduates on the [year loaded based on institution level] Enrollment survey, the data will be preloaded below.

RB	No			
		CB	This institution did not enroll full-time, first-time (undergraduate) students.	
		CB	This institution did not offer programs at or below the baccalaureate level.	
		CB	This institution was not in operation in [year loaded based on institution level].	
RB	Yes			

Full-time, first-time degree/certificate-seeking students from the [year loaded based on institution level] Enrollment survey (GR Cohort)

Part B – Organization – Multi-institution or Multi-campus Organization

8. Multi-institution or multi-campus organization

Is the institution part of a multi-institution or multi-campus organization that owns, governs, or controls the institution? Do NOT indicate a religious affiliation here; that information is collected separately.

If you need assistance, contact the IPEDS Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

RB	No, this institution **IS NOT** a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.
RB	Yes, this institution IS a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.
	If yes, select the name of the multi-institution or multi-campus organization that owns, governs, or controls the institution after clicking on 'Select System' below.
Select System	Dropdown menu

Section 2 – Institutional Characteristics

Part A - Services and Programs for Servicemembers and Veterans

1. Which of the following are available to veterans, military servicemembers, or their families?

CB	Yellow Ribbon Program (officially known as Post-9/11 GI Bill, Yellow Ribbon Program)
CB	Credit for military training
CB	Dedicated point of contact for support services for veterans, military servicemembers, and their families
CB	Recognized student veteran organization
CB	Member of Department of Defense Voluntary Educational Partnership Memorandum of Understanding
CB	None of the above

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).

OPEN ENTRY CONTEXT BOX

Part B - Student Services - Special Learning Opportunities

1. Does your institution accept any of the following? [Check all that apply]	
CB	Credit for life experiences
CB	Advanced placement (AP) credits
CB	None of the above

2. Special Learning Opportunities
What types of special learning opportunities are offered by your institution? [Check all that apply]

CB	ROTC						
	CB	Army		CB	Navy	CB	Air Force
					CB	Marine option	
CB	Study abroad						
CB	Weekend/evening courses or programs						
CB	Undergraduate research (co-curricula)						
CB	Teacher certification (for the elementary, middle school/junior high, or secondary level) Do not include certifications to teach at the postsecondary level.						
		CB	Students can complete their preparation in certain areas of specialization				
		CB	Students must complete their preparation at another institution for certain areas of specialization				
		CB	This institution is approved by the state for the initial certification or licensure of teachers				
CB	Comprehensive transition and postsecondary program for students with intellectual disabilities						
CB	None of the above						

3. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance? [Applicable to 4-year institutions only]	
Number of years	Dropdown menu

Part B – Student Services – Other Student Services

4. Which of the following selected student services are offered by your institution? [Check all that apply]

CB	Academic/career counseling services
CB	Employment services for current students

CB	Placement services for program completers
CB	On-campus dependent care
CB	None of the above

5. Which of the following academic library resources or services does your institution provide? [Check all that apply]

CB	Physical facilities
CB	An organized collection of printed materials
CB	Access to digital/electronic resources
CB	A staff trained to provide and interpret library materials
CB	Established library hours
CB	Access to library collections shared with other institutions
CB	None of the above

Part B – Student Services – Distance Education

7. Please indicate at what level(s) your institution does or does not offer distance education courses and/or distance education programs. Check all that apply.

	Distance education courses	Distance education programs	Does not offer Distance Education
Undergraduate level	CB	CB	CB
Graduate level [Applicable to 4-year institutions]	CB	CB	CB

8. Are all the programs at your institution offered exclusively via distance education programs?

RB	No
RB	Yes

Part B – Student Services – Disability Services

9. Please indicate the percentage of all undergraduate students enrolled during Fall 2023 who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office).

RB	3 percent or less	
RB	More than 3 percent	Reported value (if more than 3% is selected)

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).

OPEN ENTRY CONTEXT BOX

Part B – Noncredit Education Offered

1. Which of the following categories of noncredit education are offered by your institution? [Check all that apply]
Note: Categories below may not be mutually exclusive.

CB	Workforce Education
CB	Contract Training/Customized Training
CB	Developmental Education
CB	Recreational/Avocational/Leisure/Personal Enrichment
CB	Adult Basic Education
CB	Adult High School Diploma or Equivalent
CB	English as a Second Language
CB	Continuing Professional Education
CB	None of the above

Part C - Athletic Association [Applicable to degree-granting institutions only]

1. Is this institution a member of a national athletic association?

R No
B
R Yes [Check all that apply]
B

- CB National Collegiate Athletic Association (NCAA)
- CB National Association of Intercollegiate Athletics (NAIA)
- CB National Junior College Athletic Association (NJCAA)
- CB United States Collegiate Athletic Association (USCAA)
- CB National Christian College Athletic Association (NCCAA)
- CB Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the pull-down menu.

Sport	NCAA or NAIA member				Conference
Football	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)
Basketball	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)
Baseball	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)
Cross country and/or track	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)

Section 3 – Other Survey Component Screening Questions

Part A - Open Admission

1. Does your institution have an <u>open admission policy</u> for all or most entering <u>first-time</u> degree/certificate-seeking <u>undergraduate</u>-level students?

If the only requirement for admission is a high school diploma or GED/other equivalent, your institution is still considered open admission. Institutions that require only an Ability to Benefit or similar test beyond the diploma/equivalent, and only reject a very small number of students based on the test, are also considered open admission.

If your institution does not have an open admission policy, you will be required to report Admissions component on your admissions procedures and admissions yield.

RB   No

RB   Yes

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).

OPEN ENTRY CONTEXT BOX

Part B - Library Access and Expenses [Applicable to degree-granting institutions only]

1. Does your institution have access to a library collection?

RB	No
RB	Yes (receives Academic Libraries component)

2. Were your annual total library expenses for Fiscal Year 2023 greater than zero?

RB	No
RB	Yes (receives Academic Libraries component)

Part C - Levels of Enrollment Offered

1. Was your institution in operation during the academic year 2023-24?

RB	No				
RB	Yes. Please specify the levels of enrollment offered during 2023-24.				
	CB	Undergraduate			
		CB	Full-time	CB	Part-time
	CB	Graduate (not including doctor's-professional practice)			
	CB	Doctor's-professional practice			

IC Instructions 2024-25 Data Collection

Purpose of Survey

Welcome to the Institutional Characteristics (IC) survey component. This survey component collects directory information, including data that are key to reporting throughout the IPEDS data collection and must be completed and locked before any other survey can be started. Any errors in the IC survey can lead to further errors in the data reporting process, so please be very careful in reporting these data correctly and contact the IPEDS Help Desk (877.225.2568) if you have any questions. This survey component also collects basic institutional information including student services and athletic association.

Changes in reporting
The following changes were made for the 2024-25 collection:

The IC survey includes elements of the IC Header and the IC survey components. IC no longer includes Cost data; those data are collected in the new Cost survey component.

General instructions

Reporting period covered
Institutional Characteristics (IC) covers data for the current year with two exceptions.

- Cohort data in Section 1, B7 refer to a past cohort and are used to set the Graduation Rates component (GR).
- For new institutions, the question about prior year operation refers to the prior academic year and is used to determine the applicability of the 12-Month Enrollment (E12) survey component.

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, however, institutions should check grammar and spelling of their entries. Inappropriate or repetitive contexts will be deleted.

Coverage

Carefully read each question in the Institutional Characteristics (IC) survey to ensure that you are reporting data for the appropriate students. The student groups for which data are collected vary throughout the IC survey (e.g., undergraduate and graduate). In general, for each group, ensure that the guidelines below are met.

A. **Who to Include (for all questions except for Section 3, Part D – Noncredit education)**
   - Students enrolled in courses **creditable** toward a diploma, certificate, degree, or other recognized postsecondary credential, including those enrolled in off-campus centers
   - High school students taking college courses for credit
   - Full-time students taking developmental courses **IF** the student is considered degree-seeking for the purpose of student financial aid determination
   - Students from overseas enrolled in U.S. courses for credit (e.g., online students, for all other than noncredit education question)
   - Students who are incarcerated (e.g., postsecondary prison education program)
   - Graduate students enrolled for thesis credits, even when zero credits are awarded, as these students are still enrolled and seeking their degree

B. **Who NOT to Include (for all questions except for Part B, Question 5 – Noncredit education)**
   - Students enrolled exclusively in courses **not creditable** toward a recognized postsecondary credential (for all other than noncredit education question)
   - Students enrolled only in ESL programs (programs comprised exclusively of ESL courses)
   - Students enrolled exclusively in Continuing Education Units (CEUs; for all other than noncredit education question))
   - Students exclusively auditing classes
   - Residents or interns in Doctor's – professional practice (previously first-professional), since they have already received their Doctor's degree
   - Students studying abroad (e.g., at a foreign university) if their enrollment at the "home" institution is only an administrative record and the fee is nominal
   - Students enrolled in any branch campus located in a foreign country

Where to Get Help with Reporting

IPEDS Help Desk
Phone: (877) 225-2568
E-mail: 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 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 data center
- IPEDS Data Feedback Reports
- College Affordability and Transparency Center website

At the aggregate-level, data will appear in:
- IPEDS First Looks
- IPEDS Table Library
- IPEDS Data Feedback Reports
- The Digest of Education Statistics
- The Condition of Education

Reporting Directions

Section 1 – Header

Part A – Educational Offerings

Responses on this screen verify inclusion of the institution on the NCES/IPEDS list of institutions and agencies that provide all types of postsecondary education. Postsecondary education is defined as the provision of a formal instructional program whose curriculum is designed primarily for students beyond the compulsory age for high school. This includes programs whose purpose is occupational, academic, or continuing professional education but excludes avocational and adult basic education programs.

If you select only avocational and/or adult basic education programs or 'None of the above', you will be contacted by IPEDS to confirm your exemption from IPEDS reporting.

Part B – Organization

Mission Statement
Provide your institution's mission statement or a web address (please select http:// or https://) where the statement can be found. Typed statements are limited to 2,000 characters. The mission statement will be available to the public on College Navigator.

Institutional Control or Affiliation
Indicate the appropriate control or affiliation under which the institution operates. If the institution has a religious affiliation, select the denomination from the list provided in the drop-down box. Public institutions must designate a primary control; identification of a secondary control is optional. If control of the institution differs from the prior year or requires a change, please contact the IPEDS Help Desk at 877.225.2568.

Correct reporting of control or affiliation is KEY to IPEDS reporting. Errors in reporting control or affiliation cause you to receive incorrect survey forms, misrepresent your institution to the public on College Navigator and other search tools that use IPEDS data, and place your institution in incorrect groups in IPEDS publications and on the College Affordability and Transparency Lists. If you do not know the control or affiliation of your institution, please call the Help Desk.

Award Levels

Check applicable award levels for all credit programs offered at the institution. Award levels are identified based on duration and/or awards.
- Report using the number of CLOCK or CREDIT hours, as is appropriate to your calendar system (e.g., semester or quarter).
- Award levels 1a and b, 2, and 4 differ by length of programs and refer to completions below the baccalaureate degree. Use the IPEDS designations, not institutionally defined designations, to describe these levels.
- Award levels 3, 5, 7, 17, 18, and 19 indicate degree levels for which the institution is authorized to make recognized postsecondary credentials. Award levels 6 and 8 indicate certificate levels.
- If you cannot classify an award within the award levels indicated on the screen, check award level 12 ("Other") and specify or describe the award in the context box. Because there are few programs that fall under "Other" please contact the Help Desk if you are considering selecting Level 12.

NOTE: Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs. Check the applicable award level 1a or b, 2, or 4, depending on the length of the Teacher Preparation program.

Calendar System
Indicate the **predominant** calendar system under which the institution operates. If programs are offered on more than one calendar, select the system under which most programs are offered. If there is no predominant calendar system at your institution, select the option that best characterizes your institution.

If your calendar system differs from the prior year or requires a change, please contact the IPEDS Help Desk at 877.225.2568.

Note: Calendar system selection determines reporting in many other IPEDS survey components. Be sure that the calendar system you select accurately represents your institution. Contact the IPEDS Help Desk if you are not sure which calendar system to select.

- **Standard academic terms** (semesters, quarters, trimesters, 4-1-4)
  o Use a **Fall cohort** for Graduation Rates.
  o Report tuition and fees and cost information based on a **full academic year**.
  o Report Fall Enrollment using **students enrolled as of October 15, or the official Fall reporting date used by the institution**.
  o For Student Financial Aid (aid awarded), report students enrolled in the **prior 12-month period of July 1 – June 30**, and the aid for an **award year**.

- **Program-by-program or continuous enrollment basis**
  o Use a **full-year cohort** for Graduation Rates.
  o Report tuition and fees and books and supplies information by program for the **entire length of the program**. For living expenses, report costs for **1 month**. Note: Living expenses are only applicable to institutions with full-time, first-time students and are reported with the largest program.
  o Report Fall Enrollment using **students enrolled in the institution at any time between August 1 and October 31**.
  o For Student Financial Aid (aid awarded), report students enrolled in the **prior 12-month period of July 1 – June 30**, and the aid for an **award year**.
  o

- **Hybrid academic calendar** (If you are considering selecting the "Other academic calendar" option, please contact the Help Desk at 877.225.2568 so they can confirm the appropriateness of this calendar system for your institution.)
  o Use a **full-year cohort** for Graduation Rates.
  o Report Fall Enrollment using students enrolled in the institution at any time between **August 1 and October 31**.
  o Report tuition and fees and cost information based on a **full academic year**.
  o For Student Financial Aid (aid awarded), report students enrolled in the **prior 12-month period of July 1 – June 30**, and the aid for an **award year**.

Student Enrollment

Enrollment of full- and part-time students
Indicate whether your institution enrolls any full-time or part-time students at the levels listed. Include all levels offered, even if there are not any students currently enrolled at that level.

Responses to those categories will determine the screens generated for reporting academic year tuition charges in the Cost (CST) survey component during the Fall collection and enrollment data in the Fall Enrollment survey during the Spring collection.

- Make sure to check "Yes" for full-time, first-time degree/certificate-seeking students if applicable, as this determines that your institution will report cost information on CST screens during the Fall/Winter collections.

  Doctor's - professional practice [Applicable to 4-year institutions only]

Indicate whether your institution offers any of the listed Doctor's - professional practice programs. If your institution offers Doctor's -professional practice programs but does not offer any of the listed programs, indicate no.

GR cohort question
- 4-year institutions. Indicate if your institution had any full-time, first-time undergraduate students enrolled in programs at the baccalaureate level or below in the academic year indicated on the screen. If you indicate Yes, you must report Graduation Rates data in the Winter collection.
- Less-than-4-year institutions. Indicate if your institution had any full-time, first-time degree/certificate-seeking students enrolled in the academic year indicated on the screen. If you check Yes, you must report Graduation Rates data in the Winter collection.

Multi-institution or Multi-campus Organization
If applicable, select from the provided list the multi-institution or multi-campus organization that owns, governs, or controls the institution. If you do not see your multi-institution or multi-organization listed, please contact the IPEDS Help Desk.

A multi-institution or multi-campus organization includes organizations with two or more institutions or campuses.

Non-postsecondary education agencies that govern or control institutions include, but are not limited to, public school districts, art organizations, hospitals and other medical/health organizations.
Do not include:
- coordinating systems single institution owner
- single institution corporate name
- single institution governing board consortia
- associations
- religious affiliation (requested in control question)

Section 2 – Institutional Characteristics
Part A - Services and Programs for Servicemembers and Veterans

Indicate which of the following are offered to veterans, military servicemembers, or their families.
For the Post-9/11 Bill Yellow Ribbon Program, please choose this <u>only</u> if the Yellow Ribbon Program is available at your institution.

Part B - Student Services

Special learning opportunities
   Special credit
   Indicate if your institution accepts credit earned prior to admission through any of the sources listed.

   Special learning opportunities
   Indicate if the listed special learning opportunities are offered by your institution. Teacher certification refers to pre-K through 12; if the institution only provides certification for some levels (e.g., elementary only and not secondary), be sure to indicate that only certain levels are offered.

   Years of study required for entry (Not applicable to less-than-4-year institutions)
   If the institution limits entrance to students who have completed certain academic requirements, select the years of study required for entry. For example, upper division only schools may require 2 years (60 credits) of study prior to admittance, and schools that offer only graduate programs may require bachelor's degrees or 4 years of study for entrance.

Student services
   Other Student services
   Indicate which of the listed services are offered by your institution.

   Library
   Indicate whether your institution offers any of the listed resources or services. If none of the listed resources/services apply, select "None of the above".

Distance education

Indicate the levels at which your institution offers distance education courses and/or distance education programs. Check all options that apply.

Distance education uses one or more technologies to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor synchronously or asynchronously.

Requirements for coming to campus for orientation, testing, or academic support services do not exclude a course from being classified as distance education. Technologies used for instruction may include the following: Internet; one-way and two-way transmissions through open broadcasts, closed circuit, cable, microwave, broadband lines, fiber optics, satellite or wireless communication devices; audio conferencing; and video cassette, DVDs, and CD-ROMs, if the cassette, DVDs, and CD-ROMs are used in a course in conjunction with the technologies listed above.

Distance education course
A course in which the instructional content is delivered exclusively via distance education.

Distance education program
A program for which all the required coursework for program completion is able to be completed via distance education courses.

Distance education levels
Indicate whether you offer distance education courses and/or programs at the undergraduate level and/or graduate level. Please check all that apply. If you do not offer distance education courses and/or programs, please select "Does not offer distance education" at the undergraduate and/or graduate level.

Exclusively distance education programs
Indicate whether or not ALL programs offered by your institution are delivered exclusively via distance education, meaning all the required coursework for program completion is able to be completed via distance education courses.

Disabilities

Please indicate the percentage of all undergraduate students enrolled during the time period indicated who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office). This may include students with physical or learning disabilities, as well as other types of disabilities. If greater than 3% of students are registered as having a disability, you will need to indicate a percentage (up to 2 decimal places).

Please use the context box on the page to provide information, such as the webpage for your disability services website.

Noncredit education

Indicate whether your institution offers any of the below types of noncredit education. Noncredit education is defined as "Courses or activities carrying no academic credit applicable toward a degree, diploma, certificate, or other recognized postsecondary credential at the institution or within the postsecondary educational system." Check all that apply; categories may not be mutually exclusive. If your institution does not offer noncredit education, please select 'None of the above'.

Part C - Athletic Association

Indicate if the institution is a member of a national athletic association.

For institutions belonging to NCAA or NAIA, select the conference (by sport) from the pull-down menu provided.

Section 3 – Other Survey Screening Questions

Part A – Open admission policy

Check **Yes** if your institution has an open admission policy.

If your institution requires only a high school diploma/equivalent and/or Ability to Benefit (or similar) test, and few students are not admitted based on the test, your institution is still considered open admission. For example, if you have students take the ATB test and allow 98% of those students to enroll, you are likely open admission. The 2% that were not admitted had unusual circumstances that kept them from being admitted.

Note: IPEDS does not have a set percentage to determine open admission. Please review your institution's admission policy or talk to someone in the admissions office if you are not sure whether your institution is open admission or contact the IPEDS Help Desk at 877.225.2568.

Part B – Library Access and Expenses [Applicable to degree-granting institutions only]

Indicate whether the institution has access to a library collection and/or the annual total library expenses at your institution were greater than zero for Fiscal Year 2023. Fiscal Year 2023 is defined as the most recent 12-month period that corresponds to your institution's fiscal year that ends before October 1, 2023.

A library collection is defined as "comprising documents held locally and remote resources for which permanent or temporary access rights have been acquired. Access rights may be acquired by the library itself, by a consortium and/or through external funding. Acquisition is to be understood as securing access rights and including it in the library catalog, other library databases or discovery systems."

Expenses include funds expended by the library (regardless of when received) from its regular budget and from all other known sources; e.g., research grants, special projects, gifts and endowments, and fees for services. Those libraries in consortia or those that share all their resources with another institution, please report whether the total annual library expenses at YOUR institution were greater than zero in Fiscal Year 2023.

If the institution does not have access to a library collection and the institution's library expenses are equal to 0, you will not be asked to complete the Academic Libraries (AL) component in the Spring.

Part C – Levels of Enrollment [Applicable to new institutions only]

New institutions should indicate whether their institution was in operation during the prior academic year. If the response is "Yes", they should also indicate the levels that were offered.

Section 4 - Branch campus

For branch campuses, refer to the instructions on the appropriate screen.

IC FAQs 2024-25 Data Collection

1	If my institution offers an award level but currently does not have any students enrolled at that level how should I report? You should indicate all levels of awards that your institution is authorized to grant.
2	Can I change my Institutional Characteristics data during the winter or spring collections if I made a mistake in the fall? No, you cannot change your IC data in the winter or spring, except in rare circumstances. Due to processing and the size of the database, it is difficult to make changes once a survey is closed. It is the responsibility of the institution's keyholder to report these data correctly in the fall, as they do impact other survey components.
3	In what award level category should Teachers Preparation certificates be reported? Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.
4	My institution has a system office. Does the system office need to complete an Institutional Characteristics survey? Any system or central office that employs 15 or more full-time staff OR has its own budget (and therefore must report IPEDS Finance data) must also complete the Institutional Characteristics survey. The administrative office must indicate all types and levels of instruction and programs offered at all of the institutions in its system. This will ensure that each institution in the system is represented.
5	Should my institution, which is participating as a U.S. Department of Education experimental site, include experimental site participants in IPEDS reporting? No, exclude experimental site participants from reporting.
6	Should incarcerated students be included in reporting? Include all students enrolled for credit even if enrolled at off-campus locations (e.g., federal or state penal institution). This includes, but is not limited to, students enrolled for credit in a recognized prison education program (PEP).
7	What is the purpose of the Institutional Characteristics survey? This survey component collects directory information, including data that are key to reporting throughout the IPEDS data collection and must be completed and locked before any other survey can be started. Any errors in the IC survey can lead to further errors in the data reporting process, so please be very careful in reporting these data correctly and contact the IPEDS Help Desk (877.225.2568) if you have any questions. This survey component also collects basic institutional information including student services and athletic association.
8	What institutions are included in IPEDS? IPEDS gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs. The Higher Education Act of 1965, as amended, requires that institutions that participate in federal student aid programs report data on enrollments, program completions, graduation rates, faculty and staff, finances, institutional prices, and student financial aid.
9	Where can I find my accrediting agency information? The Office of Postsecondary Education (OPE) website: OPE Accreditation database at https://ope.ed.gov/accreditation/.
10	Are U.S. jurisdictions or territories (like Guam, the U.S. Virgin Islands, etc.) considered in the U.S. for distance education location reporting? Yes, students located in a U.S. jurisdiction while they are enrolled in distance education courses should be reported as located in the U.S.
11	We offer courses that combine distance education and traditional teaching methods ("hybrid" courses). How should students enrolled in these courses be counted in the distance education portion of Fall Enrollment? Hybrid courses are not considered by IPEDS as distance education. Students enrolled in "hybrid" courses should be reported as "not enrolled in any distance education courses."

IC Screens 2025-26 through 2026-27 Data Collection

Overview

IC Overview

Welcome to the Institutional Characteristics (IC) survey component. This survey component collects directory information, including data that are key to reporting throughout the IPEDS data collection and must be completed and locked before any other survey can be started. Any errors in the IC survey component can lead to further errors in the data reporting process, so please be very careful in reporting these data correctly and contact the IPEDS Help Desk (877.225.2568) if you have any questions.

This survey component also collects basic institutional information including student services and athletic association.

The IC should be completed based on the **current year**. Some IC questions may require nothing more than a confirmation if nothing has changed. Please make changes as necessary, and complete items that do need a response (e.g., enrollment questions).

Remember, it is the responsibility of the keyholder to provide NCES with accurate data about the institution. Please never hesitate to call the IPEDS Help Desk at 1-877-225-2568 and ask for help to make sure that you are reporting correctly!

Because of the importance of the IC data in Section 1 (Header Information) in determining the screens you will receive in other survey components, be sure to report correctly, and to contact the IPEDS Help Desk if you have **ANY** questions about what you need to report.

The IC data in Section 1 (Header Information) affect other survey components in the following ways:
- The Educational Offerings question verifies your institution's inclusion in IPEDS.
- The Control and Levels page is key to all survey components, especially to Finance (F) and Graduation Rates (GR). Additionally, this is important information for students, impacts many federal reports, and is used in placing institutions in appropriate net price groupings.
- Calendar system selection impacts student charges data reported in Cost (CST)), Fall Enrollment (EF), GR , and Student Financial Aid (SFA) data.
- Enrollment levels impact student charges in CST and enrollment categories in the EF survey component.
- The operations question for new institutions determines reporting of 12-month Enrollment (E12).

Data Reporting Reminder:

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.

Changes in reporting

The following changes were made for the 2025-26 collection:

- The Open Admissions question was moved to the Admissions survey component.
- The Academic Libraries expenses question was removed as the Academic Libraries survey component was discontinued.

Resources:
- To download survey materials package for this component: Survey Materials

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

Section 1 – Header Information

Part A – Educational Offerings

1. Which of the following types of for-credit instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer for-credit occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey component.

CB	<u>Occupational</u>, may lead to a certificate, degree, or other recognized postsecondary credential
CB	<u>Academic</u>, may lead to a certificate, degree, or diploma
CB	<u>Continuing professional</u> (postbaccalaureate only)
CB	Recreational or <u>avocational (leisure) programs</u>
CB	<u>Adult basic</u> or <u>developmental</u> instruction or high school equivalency
CB	Secondary (high school)
CB	<u>Developmental</u>

Part B – Organization – Mission Statement

1. Provide the institution's mission statement or a web address (URL) where the mission statement can be found. Typed statements are limited to 2,000 characters or less. The mission statement will be available to the public on College Navigator.

RB	Mission Statement URL:	Dropdown menu (http:// or https://)	RV
RB	Mission Statement:		RV

Part B – Organization – Control and Levels

2. What is your institutional <u>control</u> or <u>affiliation</u>?

Be sure to select the correct control for your institution. Errors on this question have an impact throughout the IPEDS surveys, in federal reporting, in net price groupings, and on your institutions' appearance to students. If you reported incorrectly in a previous year, please contact the IPEDS Help Desk at 877.225.2568 to correct the error.

RB	<u>Public</u> – Select primary and/or secondary controls below	Primary control Dropdown menu	Secondary control (if applicable) Dropdown menu
RB	<u>Private for-profit</u>		
RB	<u>Private not-for-profit</u> independent (no religious affiliation)		
RB	<u>Private not-for-profit</u> religious affiliation – select affiliation below	Dropdown menu	

3. What award levels are offered by your institution? [Check all that apply]

Award Levels reported should be completed based on the current year. When reporting award levels for subbaccalaureate certificates (levels 1a, 1b, 2, and 4), determine program length by the number of credit or clock hours.

The "Other" award level should not be used unless your program truly does not fit any of the other award levels. We expect very few institutions to fit the "Other" category.

Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs. Check the applicable award level 1a, 1b, 2, or 4, depending on the length of the Teacher Preparation program.

Award Level		
BELOW THE BACCALAUREATE:		
1a	CB	Postsecondary award, certificate, or diploma of - less than 300 clock hours, or - less than 9 semester or trimester credit hours, or - less than 13 quarter credit hours
1b	CB	Postsecondary award, certificate, or diploma of - 300-899 clock hours, or - 9-29 semester or trimester credit hours, or - 13-44 quarter credit hours
2	CB	Postsecondary award, certificate, or diploma of - at least 900 but less than 1,800 clock hours, or - at least 30 but less than 60 semester or trimester credit hours, or - at least 45 but less than 90 quarter credit hours
3	CB	Associate's degree
4	CB	Postsecondary award, certificate, or diploma of - 1,800 or more clock hours, or - 60 or more semester or trimester credit hours, or - 90 or more quarter credit hours
BACCALAUREATE AND ABOVE:		
5	CB	Bachelor's degree or equivalent
6	CB	Postbaccalaureate certificate
7	CB	Master's degree
8	CB	Post-master's certificate
17	CB	Doctor's degree - research/scholarship
18	CB	Doctor's degree - professional practice
19	CB	Doctor's degree - other
12	CB	Other (please specify in context box below)
CB		Yes, I confirm that I reviewed the award levels offered by my institution above.

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).

OPEN ENTRY CONTEXT BOX

Part B - Organization - Calendar System

Your response to the next question determines how your institution reports CST student charges data in the fall/winter, Student Financial Aid data in the winter, and Graduation Rates data in the winter.

If the calendar system differs from prior year or requires a change, please contact the IPEDS Help Desk at 877.225.2568.

4. What is the predominant calendar system at the institution? [Choose one]

Academic Year Reporting Method (Standard academic terms)

Selecting one of the following calendar types determines that your institution will provide Student Financial Aid and Graduation Rates data based on a <u>FALL COHORT</u>, and student charges data for a full <u>ACADEMIC YEAR</u>.

RB	<u>Semester</u>
RB	<u>Quarter</u>
RB	<u>Trimester</u>
RB	<u>4-1-4 or similar plan</u>

Program Reporting Method (Other calendar system)

Selecting one of the following calendar types determines that your institution will provide Student Financial Aid and Graduation Rates data based on a <u>FULL-YEAR COHORT</u>, and student charges data by <u>PROGRAM</u>.

RB	<u>Differs by program</u>
RB	<u>Continuous basis</u> (every 2 weeks, monthly, or other period)

Hybrid/Mixed Reporting Method (Standard academic terms, other academic calendar)

Selecting the hybrid calendar type determines that your institution will provide Graduation Rates data based on a <u>FULL-YEAR COHORT</u>, student charges data for a full <u>ACADEMIC YEAR</u>, and Student Financial Aid data for students enrolling between August 1 and October 31.

RB	Hybrid (<u>Other academic calendar</u>)

Part B - Organization - Student Enrollment

5. Does your institution enroll any of the following types of students?

Include all levels offered by your institution, even if there are no students currently enrolled at that level.

*Responses to these questions determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the Spring collection. Additionally, checking **Yes** for full-time, first-time, degree/certificate-seeking undergraduate students determines that your institution must report cost of attendance data (on the IC component) and Student Financial Aid data for these students.*

	Full-time				Part-time			
<u>Undergraduate (academic or occupational programs)</u>	RB	No	RB	Yes	RB	No	RB	Yes
<u>First-time, degree/certificate-seeking undergraduate</u>	RB	No	RB	Yes	RB	No	RB	Yes
<u>Graduate (not including doctor's-professional practice)</u>	RB	No	RB	Yes	RB	No	RB	Yes

6. Does your institution enroll students in doctor's degree - professional practice programs? [Applicable to 4-year institutions only]

*Checking **Yes** for this question will allow your institution to report graduate level students in Fall Enrollment. If you select **Yes** to enrolling students in one of the listed programs, you will also report tuition for the appropriate program(s).*

RB	No
RB	Yes

Do you enroll students in one of the following?

Chiropractic (D.C. or D.C.M.), Dentistry (D.D.S. or D.M.D.), Medicine (M.D.), Optometry (O.D.), Osteopathic Medicine (D.O.), Pharmacy (Pharm.D.), Podiatry (Pod.D., D.P., or D.P.M.), Veterinary Medicine (D.V.M.), Law (J.D.)

RB	No
RB	Yes

7. For [year loaded based on institution level]**, did your institution have any full-time, first-time degree/certificate-seeking students enrolled in programs at the baccalaureate level or below?**

*If you answer **Yes** to this question, you will be required to provide Graduation Rates data for the [year loaded based on institution level] cohort in the winter collection. If you answer **No** to this question, indicate the reason you are not required to report Graduation Rates for the cohort year requested.*

If you reported any full-time, first-time degree/certificate-seeking undergraduates on the [year loaded based on institution level] Enrollment survey, the data will be preloaded below.

RB	No		
		CB	This institution did not enroll full-time, first-time (undergraduate) students.
		CB	This institution did not offer programs at or below the baccalaureate level.
		CB	This institution was not in operation in [year loaded based on institution level].
RB	Yes		

Full-time, first-time degree/certificate-seeking students from the [year loaded based on institution level] Enrollment survey (GR Cohort)

Part B – Organization – Multi-institution or Multi-campus Organization

8. Multi-institution or multi-campus organization

Is the institution part of a multi-institution or multi-campus organization that owns, governs, or controls the institution? Do NOT indicate a religious affiliation here; that information is collected separately.

If you need assistance, contact the IPEDS Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

RB	No, this institution **IS NOT** a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.
RB	Yes, this institution IS a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.
	If yes, select the name of the multi-institution or multi-campus organization that owns, governs, or controls the institution after clicking on 'Select System' below.
Select System	Dropdown menu

Section 2 – Institutional Characteristics

Part A - Services and Programs for Servicemembers and Veterans

1. Which of the following are available to veterans, military servicemembers, or their families?

CB	Yellow Ribbon Program (officially known as Post-9/11 GI Bill, Yellow Ribbon Program)
CB	Credit for military training
CB	Dedicated point of contact for support services for veterans, military servicemembers, and their families
CB	Recognized student veteran organization
CB	Member of Department of Defense Voluntary Educational Partnership Memorandum of Understanding
CB	None of the above

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).

OPEN ENTRY CONTEXT BOX

Part B - Student Services - Special Learning Opportunities

1. Does your institution accept any of the following? [Check all that apply]	
CB	Credit for life experiences
CB	Advanced placement (AP) credits
CB	None of the above

2. Special Learning Opportunities
What types of special learning opportunities are offered by your institution? [Check all that apply]

CB	ROTC							
	CB	Army		CB	Navy		CB	Air Force
					CB	Marine option		
CB	Study abroad							
CB	Weekend/evening courses or programs							
CB	Undergraduate research (co-curricula)							
CB	Teacher certification (for the elementary, middle school/junior high, or secondary level) Do not include certifications to teach at the postsecondary level.							
		CB	Students can complete their preparation in certain areas of specialization					
		CB	Students must complete their preparation at another institution for certain areas of specialization					
		CB	This institution is approved by the state for the initial certification or licensure of teachers					
CB	Comprehensive transition and postsecondary program for students with intellectual disabilities							
CB	None of the above							

3. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance? [Applicable to 4-year institutions only]	
Number of years	Dropdown menu

Part B – Student Services – Other Student Services

4. Which of the following selected student services are offered by your institution? [Check all that apply]

CB	Academic/career counseling services
CB	Employment services for current students

CB	Placement services for program completers
CB	On-campus dependent care
CB	None of the above

5. Which of the following academic library resources or services does your institution provide? [Check all that apply]

CB	Physical facilities
CB	An organized collection of printed materials
CB	Access to digital/electronic resources
CB	A staff trained to provide and interpret library materials
CB	Established library hours
CB	Access to library collections shared with other institutions
CB	None of the above

Part B – Student Services – Distance Education

7. Please indicate at what level(s) your institution does or does not offer distance education courses and/or distance education programs. Check all that apply.

	Distance education courses	Distance education programs	Does not offer Distance Education
Undergraduate level	CB	CB	CB
Graduate level [Applicable to 4-year institutions]	CB	CB	CB

8. Are all the programs at your institution offered exclusively via distance education programs?

RB	No
RB	Yes

Part B – Student Services – Disability Services

9. Please indicate the percentage of all undergraduate students enrolled during Fall 2023 who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office).

RB	3 percent or less	
RB	More than 3 percent	Reported value (if more than 3% is selected)

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).

OPEN ENTRY CONTEXT BOX

Part B – Noncredit Education Offered

1. Which of the following categories of noncredit education are offered by your institution? [Check all that apply]
Note: Categories below may not be mutually exclusive.

CB	Workforce Education
CB	Contract Training/Customized Training
CB	Developmental Education
CB	Recreational/Avocational/Leisure/Personal Enrichment
CB	Adult Basic Education
CB	Adult High School Diploma or Equivalent
CB	English as a Second Language
CB	Continuing Professional Education
CB	None of the above

Part C - Athletic Association [Applicable to degree-granting institutions only]

1. Is this institution a member of a national athletic association?

R   No
B

R   Yes [Check all that apply]
B

      CB   National Collegiate Athletic Association (NCAA)
      CB   National Association of Intercollegiate Athletics (NAIA)
      CB   National Junior College Athletic Association (NJCAA)
      CB   United States Collegiate Athletic Association (USCAA)
      CB   National Christian College Athletic Association (NCCAA)
      CB   Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the pull-down menu.

Sport	NCAA or NAIA member				Conference
Football	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)
Basketball	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)
Baseball	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)
Cross country and/or track	RB	No	RB	Yes-Specify	Dropdown menu (if yes is selected)

Section 3 – Other Survey Component Screening Questions

Part A. Levels of Enrollment Offered

1. Was your institution in operation during the academic year 2024-25?

RB	No				
RB	Yes. Please specify the levels of enrollment offered during 2024-25.				
	CB	Undergraduate			
		CB	Full-time	CB	Part-time
	CB	Graduate (not including doctor's-professional practice)			
	CB	Doctor's-professional practice			

Purpose of Institutional Characteristics Survey
Changes in Reporting
General instructions
        Reporting Period for Institutional Characteristics
        Context boxes
Coverage
Where to Get Help
Where the Data Will Appear
Reporting Directions
        Section 1 - Header
                Part A – Educational Offerings
                Part B – Organization
                        Mission Statement
                        Control and Award Levels
                        Calendar System
                        Enrollment Levels and GR cohort question
                        Multi-institution or Multi-campus Organization

        Section 2 – Institutional Characteristics
                Part A – Services and Programs for Servicemembers and Veterans
                Part B – Student Services
                Part C – Athletic Association

        Section 3 - Other Survey Screening Questions
                Part A – Open Admission
                Part B – Library Expenses (degree-granting institutions only)
                Part C – Level of Enrollment
                Part D – Dual Enrollment

        Section 4 – Branch campus [Applicable for institutions that report IC data for branch campuses]

Purpose of Survey

Welcome to the Institutional Characteristics (IC) survey component. This survey component collects directory information, including data that are key to reporting throughout the IPEDS data collection and must be completed and locked before any other survey can be started. Any errors in the IC survey can lead to further errors in the data reporting process, so please be very careful in reporting these data correctly and contact the IPEDS Help Desk (877.225.2568) if you have any questions. This survey component also collects basic institutional information including student services and athletic association.

Changes in reporting
The following changes were made for the 2025-26 collection:

The IC survey includes elements of the IC Header and the IC survey components. IC no longer includes Cost data; those data are collected in the new Cost survey component.

General instructions

Reporting period covered
Institutional Characteristics (IC) covers data for the current year with two exceptions.

- Cohort data in Section 1, B7 refer to a past cohort and are used to set the Graduation Rates component (GR).
- For new institutions, the question about prior year operation refers to the prior academic year and is used to determine the applicability of the 12-Month Enrollment (E12) survey component.

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, however, institutions should check grammar and spelling of their entries. Inappropriate or repetitive contexts will be deleted.

Coverage

Carefully read each question in the Institutional Characteristics (IC) survey to ensure that you are reporting data for the appropriate students. The student groups for which data are collected vary throughout the IC survey (e.g., undergraduate and graduate). In general, for each group, ensure that the guidelines below are met.

C. **Who to Include (for all questions except for Section 3, Part D – Noncredit education)**
   - Students enrolled in courses **creditable** toward a diploma, certificate, degree, or other recognized postsecondary credential, including those enrolled in off-campus centers
   - High school students taking college courses for credit
   - Full-time students taking developmental courses **IF** the student is considered degree-seeking for the purpose of student financial aid determination
   - Students from overseas enrolled in U.S. courses for credit (e.g., online students, for all other than noncredit education question)
   - Students who are incarcerated (e.g., postsecondary prison education program)
   - Graduate students enrolled for thesis credits, even when zero credits are awarded, as these students are still enrolled and seeking their degree

D. **Who NOT to Include (for all questions except for Part B, Question 5 – Noncredit education)**
   - Students enrolled exclusively in courses **not creditable** toward a recognized postsecondary credential (for all other than noncredit education question)
   - Students enrolled only in ESL programs (programs comprised exclusively of ESL courses)
   - Students enrolled exclusively in Continuing Education Units (CEUs; for all other than noncredit education question))
   - Students exclusively auditing classes
   - Residents or interns in Doctor's – professional practice (previously first-professional), since they have already received their Doctor's degree
   - Students studying abroad (e.g., at a foreign university) if their enrollment at the "home" institution is only an administrative record and the fee is nominal
   - Students enrolled in any branch campus located in a foreign country

Where to Get Help with Reporting

IPEDS Help Desk
Phone: (877) 225-2568
E-mail: 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 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 data center
   - IPEDS Data Feedback Reports
   - College Affordability and Transparency Center website

At the aggregate-level, data will appear in:
   - IPEDS First Looks
   - IPEDS Table Library
   - IPEDS Data Feedback Reports
   - The Digest of Education Statistics
   - The Condition of Education

Reporting Directions

Section 1 – Header
Part A – Educational Offerings

Responses on this screen verify inclusion of the institution on the NCES/IPEDS list of institutions and agencies that provide all types of postsecondary education. Postsecondary education is defined as the provision of a formal instructional program whose curriculum is designed primarily for students beyond the compulsory age for high school. This includes programs whose purpose is occupational, academic, or continuing professional education but excludes avocational and adult basic education programs.

If you select only avocational and/or adult basic education programs or 'None of the above', you will be contacted by IPEDS to confirm your exemption from IPEDS reporting.

Part B – Organization

Mission Statement
Provide your institution's mission statement or a web address (please select http:// or https://) where the statement can be found. Typed statements are limited to 2,000 characters. The mission statement will be available to the public on College Navigator.

Institutional Control or Affiliation
Indicate the appropriate control or affiliation under which the institution operates. If the institution has a religious affiliation, select the denomination from the list provided in the drop-down box. Public institutions must designate a primary control; identification of a secondary control is optional. If control of the institution differs from the prior year or requires a change, please contact the IPEDS Help Desk at 877.225.2568.

Correct reporting of control or affiliation is KEY to IPEDS reporting. Errors in reporting control or affiliation cause you to receive incorrect survey forms, misrepresent your institution to the public on College Navigator and other search tools that use IPEDS data, and place your institution in incorrect groups in IPEDS publications and on the College Affordability and Transparency Lists. If you do not know the control or affiliation of your institution, please call the Help Desk.

Award Levels

Check applicable award levels for all credit programs offered at the institution. Award levels are identified based on duration and/or awards.
*   Report using the number of CLOCK or CREDIT hours, as is appropriate to your calendar system (e.g., semester or quarter).
*   Award levels 1a and b, 2, and 4 differ by length of programs and refer to completions below the baccalaureate degree. Use the IPEDS designations, not institutionally defined designations, to describe these levels.
*   Award levels 3, 5, 7, 17, 18, and 19 indicate degree levels for which the institution is authorized to make recognized postsecondary credentials. Award levels 6 and 8 indicate certificate levels.
*   If you cannot classify an award within the award levels indicated on the screen, check award level 12 ("Other") and specify or describe the award in the context box. Because there are few programs that fall under "Other" please contact the Help Desk if you are considering selecting Level 12.

NOTE: Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs. Check the applicable award level 1a or b, 2, or 4, depending on the length of the Teacher Preparation program.

Calendar System
Indicate the **predominant** calendar system under which the institution operates. If programs are offered on more than one calendar, select the system under which most programs are offered. If there is no predominant calendar system at your institution, select the option that best characterizes your institution.

If your calendar system differs from the prior year or requires a change, please contact the IPEDS Help Desk at 877.225.2568.

Note: Calendar system selection determines reporting in many other IPEDS survey components. Be sure that the calendar system you select accurately represents your institution. Contact the IPEDS Help Desk if you are not sure which calendar system to select.

*   **Standard academic terms** (semesters, quarters, trimesters, 4-1-4)
    o   Use a **Fall cohort** for Graduation Rates.
    o   Report tuition and fees and cost information based on a **full academic year**.
    o   Report Fall Enrollment using **students enrolled as of October 15, or the official Fall reporting date used by the institution**.
    o   For Student Financial Aid (aid awarded), report students enrolled in the **prior 12-month period of July 1 – June 30**, and the aid for an **award year**.

*   **Program-by-program or continuous enrollment basis**
    o   Use a **full-year cohort** for Graduation Rates.
    o   Report tuition and fees and books and supplies information by program for the **entire length of the program**. For living expenses, report costs for **1 month**. Note: Living expenses are only applicable to institutions with full-time, first-time students and are reported with the largest program.
    o   Report Fall Enrollment using **students enrolled in the institution at any time between August 1 and October 31**.
    o   For Student Financial Aid (aid awarded), report students enrolled in the **prior 12-month period of July 1 – June 30**, and the aid for an **award year**.
    o

*   **Hybrid academic calendar** (If you are considering selecting the "Other academic calendar" option, please contact the Help Desk at 877.225.2568 so they can confirm the appropriateness of this calendar system for your institution.)
    o   Use a **full-year cohort** for Graduation Rates.
    o   Report Fall Enrollment using students enrolled in the institution at any time between **August 1 and October 31**.
    o   Report tuition and fees and cost information based on a **full academic year**.
    o   For Student Financial Aid (aid awarded), report students enrolled in the **prior 12-month period of July 1 – June 30**, and the aid for an **award year**.

Student Enrollment

Enrollment of full- and part-time students
Indicate whether your institution enrolls any full-time or part-time students at the levels listed. Include all levels offered, even if there are not any students currently enrolled at that level.

Responses to those categories will determine the screens generated for reporting academic year tuition charges in the Cost (CST) survey component during the Fall collection and enrollment data in the Fall Enrollment survey during the Spring collection.

*   Make sure to check "Yes" for full-time, first-time degree/certificate-seeking students if applicable, as this determines that your institution will report cost information on CST screens during the Fall/Winter collections.

     Doctor's - professional practice [Applicable to 4-year institutions only]

Indicate whether your institution offers any of the listed Doctor's - professional practice programs. If your institution offers Doctor's -professional practice programs but does not offer any of the listed programs, indicate no.

GR cohort question
- 4-year institutions. Indicate if your institution had any full-time, first-time undergraduate students enrolled in programs at the baccalaureate level or below in the academic year indicated on the screen. If you indicate Yes, you must report Graduation Rates data in the Winter collection.
- Less-than-4-year institutions. Indicate if your institution had any full-time, first-time degree/certificate-seeking students enrolled in the academic year indicated on the screen. If you check Yes, you must report Graduation Rates data in the Winter collection.

Multi-institution or Multi-campus Organization
If applicable, select from the provided list the multi-institution or multi-campus organization that owns, governs, or controls the institution. If you do not see your multi-institution or multi-organization listed, please contact the IPEDS Help Desk.

A multi-institution or multi-campus organization includes organizations with two or more institutions or campuses.

Non-postsecondary education agencies that govern or control institutions include, but are not limited to, public school districts, art organizations, hospitals and other medical/health organizations.
Do not include:
- coordinating systems single institution owner
- single institution corporate name
- single institution governing board consortia
- associations
- religious affiliation (requested in control question)

Section 2 – Institutional Characteristics

Part A - Services and Programs for Servicemembers and Veterans

Indicate which of the following are offered to veterans, military servicemembers, or their families.
For the Post-9/11 Bill Yellow Ribbon Program, please choose this <u>only</u> if the Yellow Ribbon Program is available at your institution.

Part B - Student Services

Special learning opportunities
Special credit
Indicate if your institution accepts credit earned prior to admission through any of the sources listed.

Special learning opportunities
Indicate if the listed special learning opportunities are offered by your institution. Teacher certification refers to pre-K through 12; if the institution only provides certification for some levels (e.g., elementary only and not secondary), be sure to indicate that only certain levels are offered.

Years of study required for entry (Not applicable to less-than-4-year institutions)
If the institution limits entrance to students who have completed certain academic requirements, select the years of study required for entry. For example, upper division only schools may require 2 years (60 credits) of study prior to admittance, and schools that offer only graduate programs may require bachelor's degrees or 4 years of study for entrance.

Student services
Other Student services
Indicate which of the listed services are offered by your institution.

Library
Indicate whether your institution offers any of the listed resources or services. If none of the listed resources/services apply, select "None of the above".

Distance education

Indicate the levels at which your institution offers distance education courses and/or distance education programs. Check all options that apply.

Distance education uses one or more technologies to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor synchronously or asynchronously.

Requirements for coming to campus for orientation, testing, or academic support services do not exclude a course from being classified as distance education. Technologies used for instruction may include the following: Internet; one-way and two-way transmissions through open broadcasts, closed circuit, cable, microwave, broadband lines, fiber optics, satellite or wireless communication devices; audio conferencing; and video cassette, DVDs, and CD-ROMs, if the cassette, DVDs, and CD-ROMs are used in a course in conjunction with the technologies listed above.

Distance education course
A course in which the instructional content is delivered exclusively via distance education.

Distance education program
A program for which all the required coursework for program completion is able to be completed via distance education courses.

Distance education levels
Indicate whether you offer distance education courses and/or programs at the undergraduate level and/or graduate level. Please check all that apply. If you do not offer distance education courses and/or programs, please select "Does not offer distance education" at the undergraduate and/or graduate level.

Exclusively distance education programs
Indicate whether or not ALL programs offered by your institution are delivered exclusively via distance education, meaning all the required coursework for program completion is able to be completed via distance education courses.

Disabilities

Please indicate the percentage of all undergraduate students enrolled during the time period indicated who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office). This may include students with physical or learning disabilities, as well as other types of disabilities. If greater than 3% of students are registered as having a disability, you will need to indicate a percentage (up to 2 decimal places).

Please use the context box on the page to provide information, such as the webpage for your disability services website.

Noncredit education

Indicate whether your institution offers any of the below types of noncredit education. Noncredit education is defined as "Courses or activities carrying no academic credit applicable toward a degree, diploma, certificate, or other recognized postsecondary credential at the institution or within the postsecondary educational system." Check all that apply; categories may not be mutually exclusive. If your institution does not offer noncredit education, please select 'None of the above'.

Part C - Athletic Association

Indicate if the institution is a member of a national athletic association.

For institutions belonging to NCAA or NAIA, select the conference (by sport) from the pull-down menu provided.

Section 3 – Other Survey Screening Questions

Part A – Levels of Enrollment [Applicable to new institutions only]
New institutions should indicate whether their institution was in operation during the prior academic year. If the response is "Yes", they should also indicate the levels that were offered.

Section 4 - Branch campus

For branch campuses, refer to the instructions on the appropriate screen.

IC FAQs 2025-26 Data Collection

1	If my institution offers an award level but currently does not have any students enrolled at that level how should I report? You should indicate all levels of awards that your institution is authorized to grant.
2	Can I change my Institutional Characteristics data during the winter or spring collections if I made a mistake in the fall? No, you cannot change your IC data in the winter or spring, except in rare circumstances. Due to processing and the size of the database, it is difficult to make changes once a survey is closed. It is the responsibility of the institution's keyholder to report these data correctly in the fall, as they do impact other survey components.
3	In what award level category should Teachers Preparation certificates be reported? Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.
4	My institution has a system office. Does the system office need to complete an Institutional Characteristics survey? Any system or central office that employs 15 or more full-time staff OR has its own budget (and therefore must report IPEDS Finance data) must also complete the Institutional Characteristics survey. The administrative office must indicate all types and levels of instruction and programs offered at all of the institutions in its system. This will ensure that each institution in the system is represented.
5	Should my institution, which is participating as a U.S. Department of Education experimental site, include experimental site participants in IPEDS reporting? No, exclude experimental site participants from reporting.
6	Should incarcerated students be included in reporting? Include all students enrolled for credit even if enrolled at off-campus locations (e.g., federal or state penal institution). This includes, but is not limited to, students enrolled for credit in a recognized prison education program (PEP).
7	What is the purpose of the Institutional Characteristics survey? This survey component collects directory information, including data that are key to reporting throughout the IPEDS data collection and must be completed and locked before any other survey can be started. Any errors in the IC survey can lead to further errors in the data reporting process, so please be very careful in reporting these data correctly and contact the IPEDS Help Desk (877.225.2568) if you have any questions. This survey component also collects basic institutional information including student services and athletic association.
8	What institutions are included in IPEDS? IPEDS gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs. The Higher Education Act of 1965, as amended, requires that institutions that participate in federal student aid programs report data on enrollments, program completions, graduation rates, faculty and staff, finances, institutional prices, and student financial aid.
9	Where can I find my accrediting agency information? The Office of Postsecondary Education (OPE) website: OPE Accreditation database at https://ope.ed.gov/accreditation/.
10	Are U.S. jurisdictions or territories (like Guam, the U.S. Virgin Islands, etc.) considered in the U.S. for distance education location reporting? Yes, students located in a U.S. jurisdiction while they are enrolled in distance education courses should be reported as located in the U.S.
11	We offer courses that combine distance education and traditional teaching methods ("hybrid" courses). How should students enrolled in these courses be counted in the distance education portion of Fall Enrollment? Hybrid courses are not considered by IPEDS as distance education. Students enrolled in "hybrid" courses should be reported as "not enrolled in any distance education courses."