

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

## Outcome Measures (OM)

**OMB No. 1850-0582 v. 33**

***Submitted by:***

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

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# Outcome Measures Package 2024-25 through 2026-27 Data Collections

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General	
<ul style="list-style-type: none"> <li>Clarified instructions about including students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at the IPEDS reporting institution. <i>Rationale: This was added to clarify that the term “entering” does not just apply to students who are new to the reporting institution (i.e., students who change their degree/certificate-seeking status are included despite having already attended the reporting institution).</i></li> <li>Changed the term “Attendance level” to “Cohort status” in the instructions to improve clarity. <i>Rationale: This was changed to maintain consistency with terminology used in IPEDS publications and data tools.</i></li> <li>Revised FAQ about “non-first-time” degree/certificate-seeking undergraduate students. <i>Rationale: This was added in response to recommendations from Technical Review Panel #69 to further clarify how non-first-time students should be reported in IPEDS.</i></li> <li>Added a new FAQ to better clarify the relationship between “transfer-in” enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) components and the “non-first-time” cohort on the Outcome Measures (OM) component. <i>Rationale: This was added in response to recommendations from Technical Review Panel #69 to clarify the difference between “transfer-in” and “non-first-time” students in IPEDS.</i></li> <li>Added a new example to FAQ about students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at the IPEDS reporting institution. <i>Rationale: This was added in response to recommendations from Technical Review Panel #69 to further clarify how non-first-time students should be reported in IPEDS.</i></li> <li>Added additional information to FAQ about resources for tracking subsequent enrollment. <i>Rationale: This was based on the IPEDS Help Desk recommendations for OM.</i></li> <li>Revised definition for “Non-first-time student (undergraduate)” Glossary term to improve clarity. <i>Rationale: This was added in response to recommendations from Technical Review Panel #69 to further clarify how non-first-time students should be reported in IPEDS.</i></li> </ul>	

### 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.

CF	Carried forward. Values are carried forward from other parts of the survey form.
CV	Calculated value. IPEDS calculates the information based on the data provided.
PY	Prior year value. IPEDS preloads the information for the institution (when available).
RV	Reported value. All reported values in IPEDS are numerical.

### Years that change across the 3 years of clearance

Dates change for some elements depending on the collection year. Please see the table below for information. Dates currently included throughout the materials are for the 2024-25 data collection and are highlighted in [green].

Collection year: 2024-25	Reporting period: July 1, 2016 - June 30, 2017
Collection year: 2025-26	Reporting period: July 1, 2017 - June 30, 2018
Collection year: 2026-27	Reporting period: July 1, 2018 - June 30, 2019

## Outcome Measures Screens 2024-25 through 2026-27 Data Collections

### Overview

#### Outcome Measures Overview

Welcome to the IPEDS Outcome Measures (OM) survey component. The OM component collects award and enrollment data from degree-granting institutions on four undergraduate cohorts and eight undergraduate subcohorts at three status points: four-years, six-years, and eight-years after entry.

The four cohorts of degree/certificate-seeking undergraduates are:

- First-time, full-time entering (FTFT)
- First-time, part-time entering (FTPT)
- Non-first-time, full-time entering (NFTFT)
- Non-first-time, part-time entering (NFTPT)

For each cohort, two subcohort groups have been added to the OM component - Pell Grant recipients and Non-Pell Grant recipients - resulting in eight undergraduate subcohorts.

#### Data Reporting Reminders:

- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting.
- All institutions must report on a FULL-YEAR cohort. The OM cohort year is 2016-17. The full-year cohort coverage period is July 1, 2016 - June 30, 2017.
- Institutions will establish their OM cohorts based on their subcohorts of entering Pell Grant recipients and Non-Pell Grant recipients. Institutions should first identify their entering degree/certificate-seeking undergraduates during the cohort coverage period of July 1, 2016 - June 30, 2017, and place each student in the appropriate subcohort. Each student should be reported only once.
- All institutions are required to report transfer-out student data.
- For each status point, institutions will report the highest type of award conferred to a student for each subcohort. The three award categories are certificates, Associate's degree, and Bachelor's degree.
- Institutions should report exclusions for the entire eight year period only on the "Establishing Cohorts" screen. Additional exclusions cannot be reported on the status point screens (i.e., four-years, six-years, or eight-years after entry).
- IPEDS will ask for an estimated time it took to complete the OM component. Include in that estimate the time to review instructions, research data sources (i.e., coordinate with IT and Student Aid offices), complete and review the component, and submit the data.

#### Changes in reporting:

The following changes were implemented for the 2024-25 data collection period:

- Revised FAQ about "non-first-time" degree/certificate-seeking undergraduate students.
- Added a new FAQ to better clarify the relationship between "transfer-in" enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) components and the "non-first-time" cohort on the Outcome Measures (OM) component.
- Added a new example to FAQ about students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at the IPEDS reporting institution.
- Added additional information to FAQ about resources for tracking subsequent enrollment.
- Revised definition for "Non-first-time student (undergraduate)" Glossary term to improve clarity.

**Important Dates to Remember:** All reporting institutions will report on degree/certificate-seeking undergraduates who entered the 2016-17 cohort year: (July 1, 2016 - June 30, 2017).

- Four-year status point was as of August 31, 2020
- Six-year status point was as of August 31, 2022
- Eight-year status point was as of August 31, 2024

**Reporting Tips**

Carefully read each [QM FAQ](#) before reporting your institution's data.

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

**Establishing Cohorts**

**2016-17 Entering Undergraduate Cohort**

July 1, 2016 – June 30, 2017 Full Year

- Begin by identifying your entering degree/certificate-seeking undergraduates for the full year of July 1, 2016 - June 30, 2017.
- Then report each student under one of the eight subcohorts (Pell or Non-Pell Grant recipients FTFT, FTPT, NFTFT, NFTPT).
- Each entering student should be reported only once.
- The four cohorts and total entering students will be calculated based on your subcohort reporting.

NOTE: Once a student is in the cohort, the student remains in the cohort, even if the student's attendance status changes (i.e., full-time to part-time, or vice versa) or if the student drops out, transfers out, or transfers back into the institution during the eight-year period. However, institutions can make adjustments to the cohort for allowable exclusions, which include the death of a student, total and permanent disability, military deployment, or service on an official church mission or with a foreign aid service of the Federal government. Exclusions are for the ENTIRE eight years for the entering 2016-17 cohort.

<u>Degree/Certificate-Seeking Undergraduate Students</u>	<u>2016-17 cohort</u>	<u>Exclusions to 2016-17 cohort</u>	<u>Adjusted 2016-17 cohort</u>	<u>Prior year Adjusted cohort</u>
<u>First-time entering</u>				
<u>Full-time</u>				
Pell Grant recipients	RV	RV	CV	PY
Non-Pell Grant recipients	RV	RV	CV	PY
<u>Part-time</u>				
Pell Grant recipients	RV	RV	CV	PY
Non-Pell Grant recipients	RV	RV	CV	PY
<u>Non-First-time entering</u>				
<u>Full-time</u>				
Pell Grant recipients	RV	RV	CV	PY
Non-Pell Grant recipients	RV	RV	CV	PY
<u>Part-time</u>				
Pell Grant recipients	RV	RV	CV	PY
Non-Pell Grant recipients	RV	RV	CV	PY
<u>Total Entering</u>				
Pell Grant recipients	CV	CV	CV	CV
Non-Pell Grant recipients	CV	CV	CV	CV

Award Status at Four Years

**Award Status at Four Years After Entry 2016-17 Entering Undergraduate Cohort**  
 (July 1, 2016 - June 30, 2017: Full Year)

Directions: From the adjusted 2016-17 cohort, report the number of students who earned an award at four years after entry for each subcohort. Report the highest award earned for each degree/certificate-seeking student for the four-year status point (August 31, 2020) even if a student earns multiple awards.

<u>Undergraduate Students</u>	<u>Adjusted 2016-17 cohort</u>	Number of students conferred an award by your institution (Highest Award by August 31, 2020)			Total number of adjusted cohort that received an award from your institution	Percent of adjusted cohort that received an award from your institution
		<u>Certificates</u>	<u>Associate's</u>	<u>Bachelor's</u>		
<u>First-time entering</u>						
<u>Full-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Part-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Non-First-time entering</u>						
<u>Full-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Part-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<b>Total Entering</b>						
<b>Pell Grant recipients</b>	CF	CV	CV	CV	CV	CV
<b>Non-Pell Grant recipients</b>	CF	CV	CV	CV	CV	CV

Award Status at Six Years

**Award Status at Six Years After Entry 2016-17 Entering Undergraduate Cohort**  
 (July 1, 2016 - June 30, 2017: Full Year)

Directions: From the adjusted 2016-17 cohort, report the number of students who earned an award at six years after entry for each subcohort. Report the highest award earned for each degree/certificate-seeking student for the six-year status point (August 31, 2022) even if a student earns multiple awards.

<u>Undergraduate Students</u>	<u>Adjusted 2016-17 cohort</u>	Number of students conferred an award by your institution (Highest Award by August 31, 2022)			Total number of adjusted cohort that received an award from your institution	Percent of adjusted cohort that received an award from your institution
		<u>Certificates</u>	<u>Associate's</u>	<u>Bachelor's</u>		
<u>First-time entering</u>						
<u>Full-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Part-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Non-First-time entering</u>						
<u>Full-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Part-time</u>						
Pell Grant recipients	CF	RV	RV	RV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV
<u>Total Entering</u>						
Pell Grant recipients	CF	CV	CV	CV	CV	CV
Non-Pell Grant recipients	CF	CV	CV	CV	CV	CV

Award and Enrollment Status at Eight Years

**Award and Enrollment Status at Eight Years After Entry: 2016-17 Entering Undergraduate Cohort**

(July 1, 2016 - June 30, 2017: Full Year)

- From the adjusted 2016-17 cohort, report the number of students who earned an award at eight years after entry for each subcohort.
- Report the highest award earned for each degree/certificate-seeking student for the eight-year status point (August 31, 2024) even if a student earns multiple awards.
- For students who did not receive an award from your institution, first report the number of students who are still enrolled at your institution, and then report the number of students who had enrolled at another institution over the eight-year period.

**Note:** Subsequent enrollment should be tracked for the entire period of eight years after entry.

Undergraduate Students	Adjusted 2016-17 cohort	Award Status at Eight Years After Entry						Enrollment Status at Eight Years After Entry					
		Number of students conferred an award by your institution (From Entry through August 31, 2024)			Total number of adjusted cohort that received an award from your institution	Percent of adjusted cohort that received an award from your institution	Prior Year Total number of adjusted cohort that received an award from your institution	Number of students who did not receive an award from your institution (From entry through August 31, 2024)				Percent of adjusted cohort that did not receive an award, but are still enrolled at your institution or enrolled at another institution after leaving your institution	
		Certificates	Associate's	Bachelor's				Number still enrolled at your institution	Number who enrolled at another institution after leaving your institution	Number of students whose subsequent enrollment status is unknown	Total number who did not receive an award from your institution		
<b>First-time entering</b>													
Full-time													
Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
Part-time													
Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
<b>Non-First-time entering</b>													
Full-time													
Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
Part-time													
Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
Non-Pell Grant recipients	CF	RV	RV	RV	CV	CV	PY	RV	RV	CV	CV	CV	CV
<b>Total Entering</b>													
Pell Grant recipients	CF	CV	CV	CV	CV	CV	PY	CV	CV	CV	CV	CV	CV
Non-Pell Grant recipients	CF	CV	CV	CV	CV	CV	PY	CV	CV	CV	CV	CV	CV

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 COMMENT BOX**



## Outcome Measures Instructions 2024-25 through 2026-27 Data Collections

### Purpose of Survey

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- C. Award Status at Six Years
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### Purpose of Component

The purpose of the IPEDS Outcome Measures (OM) survey component is to provide the award and enrollment statuses of four degree/certificate-seeking undergraduate student cohorts and eight subcohorts at degree-granting institutions. Student completion awarded by the reporting institution are collected at the four-year, six-year, and eight-year status points after entry to the reporting institution. The enrollment status of students who did not earn an award is also collected at the eight-year status point.

### Changes in reporting

The following changes were implemented for the 2024-25 data collection period:

- Revised FAQ about “non-first-time” degree/certificate-seeking undergraduate students.
- Added a new FAQ to better clarify the relationship between “transfer-in” enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) components and the “non-first-time” cohort on the Outcome Measures (OM) component.
- Added a new example to FAQ about students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at the IPEDS reporting institution.
- Added additional information to FAQ about resources for tracking subsequent enrollment.
- Revised definition for “Non-first-time student (undergraduate)” Glossary term to improve clarity.

As a reminder, when reporting the Outcome Measures component, all degree-granting institutions will report on:

1. full-year cohorts (e.g., [July 1, 2016 - June 30, 2017](#)),
2. the Pell Grant and Non-Pell Grant recipients subcohorts for each of the four OM cohorts. First-time, full-time (FTFT); First-time, part-time (FTPT); Non-First-Time, Full-time (NFTFT), and Non-First-Time, Part-time (NFTPT),
3. three status points (four-years, six-years, and eight-years),
4. the highest undergraduate award (i.e., certificate award, Associate’s degree or Bachelor’s degree) for each status point, and
5. all students who transferred out.

### General Instructions

#### Reporting Period Covered

This OM component requests data on four cohorts of entering degree/certificate-seeking undergraduates enrolled in your institution during the cohort coverage period between [July 1, 2016 - June 30, 2017](#). To report data on the four cohorts, institutions will report on eight subcohorts of undergraduates who either received a Pell Grant or did not during the OM coverage cohort period. Institutions are to report the award status of these students as of [August 31, 2020](#) (Four-Year Status) and [August 31, 2022](#) (Six-Year Status), and the award and enrollment status of these students as of [August 31, 2024](#) (Eight-Year Status).

#### Context Boxes

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

#### Coverage

The Outcome Measures component collects data from degree-granting institutions on the following degree/certificate-seeking undergraduate student cohorts and subcohorts:

- First-time, full-time entering students (FTFT)
  - o Pell Grant recipients
  - o Non-Pell Grant recipients
- First-time, part-time entering students (FTPT)
  - o Pell Grant recipients
  - o Non-Pell Grant recipients
- Non-first-time, full-time entering students (NFTFT)
  - o Pell Grant recipients
  - o Non-Pell Grant recipients
- Non-first-time, part-time entering students (NFTPT)
  - o Pell Grant recipients
  - o Non-Pell Grant recipients

Each of the four cohorts will be calculated from the reported Pell Grant and Non-Pell Grant recipient subcohorts.

### Who to Include in the Cohorts

All degree/certificate-seeking undergraduates should be reported in one of the subcohorts in the 12-month reporting period they become degree/certificate-seeking. This typically aligns to when students enter the IPEDS reporting institution. However, students who begin at the IPEDS reporting institution as non-degree/non-certificate-seeking and change to degree/certificate-seeking during the 12-month reporting period should also be included in the relevant OM cohort. All institutions will report using a full-year cohort, which counts all students who entered the institution between **July 1, 2016 - June 30, 2017** (i.e., the coverage cohort year). For academic reporting institutions, report students who were enrolled through the term's Census Date for enrollment purposes. For program/hybrid reporting institutions, report students who were enrolled for at least 15 days in a program of up to, and including, one year in length, or 30 days in a program of greater than one year in length.

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

Be sure to include students taking developmental courses if the student is considered degree-seeking for the purpose of student financial aid determination.

A student who is designated as a member of a cohort remains in that cohort, even if the student:

- Started as either a full-time or part-time student and later changes attendance status.
- Transfers to another institution.
- Drops out of the institution.
- Stops out of the institution.
- Has not fulfilled the institution's requirements to receive a degree or certificate.
- Went on a study abroad program the first year upon entering the institution.

### Who to Exclude from the Cohort

DO NOT include students in the cohort who are:

- Enrolled exclusively in courses not creditable toward a recognized postsecondary credential or the completion of a vocational program.
- Exclusively taking Continuing Education Units (CEUs).
- Exclusively auditing classes.
- Foreign students who are only taking coursework at a host institution (e.g., an American institution overseas), if these students are not enrolled at a U.S. institution.

### Where to Get Help with Reporting

IPEDS Help Desk

Phone: (877) 225-2568

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

### Web Tutorials

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

### IPEDS Resource Page

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

### Where the Reported Data Will Appear

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

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

- College Navigator website
- IPEDS Use the Data portal
- IPEDS Data Feedback Reports
- College Affordability and Transparency Center website

At the aggregate-level, data will appear in:

- IPEDS Data Explorer
- IPEDS Data Feedback Reports
- The Digest of Education Statistics
- The Condition of Education

### Reporting Instructions

#### A. Establishing Cohorts

OM has four cohorts: FTFT, FTPT, NFTFT, and NFTPT. OM also has eight subcohorts based on a student's Pell Grant recipient status. Students are reported only once in one of the subcohorts.

##### 1. Report on a Full Year Cohort

1. Regardless of reporting type (i.e., academic, program, or hybrid), all institutions will report to OM using a full-year cohort of students. Do not use a fall cohort. Entering students are identified as those students who entered the institution between **July 1, 2016 - June 30, 2017** - the coverage cohort year.

2. Determine if a student enters the OM cohort year based on official enrollment procedures. For academic reporters, include undergraduate students who were enrolled in your institution's official census date for their entering term (i.e., semester or quarter). For program/hybrid reporters, report students who were enrolled for at least 15 days in a program of up to, and including, one year in length, or 30 days in a program of greater than one year in length.

## 2. Determining Cohort Status

1. A student's cohort status is determined in the first full term (i.e., semester or quarter) that a student becomes degree/certificate-seeking (typically as an entering student). For example, if a degree/certificate-seeking transfer-in student entered an institution in the Spring term of the coverage cohort year as part-time, this student should be in OM's part-time, non-first-time cohort.
2. Degree/certificate-seeking undergraduate students who take a summer session preceding the start of OM coverage cohort year (July 1, 2016 - June 30, 2017) should be reported in the full year 2016-17 cohort. The cohort status of a summer session student is determined by that student's immediate full-term enrollment. For example, a first-time student takes a summer session that starts May 31, 2017 and enrolls the following fall term as a full-time student. This student should be in OM's full-time, first-time cohort.

## 3. Pell Grant and Non-Pell Grant Recipient Subcohorts

1. Each OM cohort (FTFT, FTPT, NFTFT, and NFTPT) has two subcohorts of Pell Grant and Non-Pell Grant recipients. For each subcohort, report the number of students that received a Pell Grant and those that did not receive a Pell Grant (i.e., Non-Pell Grant recipients).
2. Students with disbursed Pell Grants during the OM coverage cohort year of July 1, 2016 - June 30, 2017 are reported in a Pell Grant subcohort.
3. Students who did not receive a disbursed Pell Grant during the cohort coverage period, but received a Pell Grant after the coverage cohort year (i.e., July 1, 2015 to August 31, 2016) are excluded from a Pell Grant subcohort. Report these students in a Non-Pell Grant subcohort.
4. Students, who were awarded but not disbursed a Pell Grant during the coverage cohort year, should be excluded from a Pell Grant subcohort, and reported in a Non-Pell Grant subcohort.
5. Students, who receive any other forms of student aid, but no Pell Grant during the coverage cohort year, should be reported in the Non-Pell Grant subcohort.

## 4. Exclusions to the 2016-17 Cohort (from entry through August 31, 2024)

Institutions may choose to exclude students who left your institution after the point of entry through August 31, 2024 for one of the following allowable reasons:

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

**NOTE:** Students who leave the institution for one of the reasons noted in 2, 3, or 4 above, but return before the status date of August 31, 2024, may be subtracted from the cohort. Review the FAQs for more information on OM exclusions.

## 5. Adjusted 2016-17 Cohort

For each cohort and subcohort, the adjusted cohort is calculated by subtracting the "Exclusions to 2016-17 cohort" from the "2016-17 cohort".

## B. Award Status at Four Years

For each subcohort of degree/certificate-seeking undergraduate students, report the number of students that received an award by four years after entering your institution.

All students entering in the 2016-17 full-year cohort should be reported in one of the eight subcohorts. **Report each student only once.**

The **adjusted 2016-17 Cohort** has been brought forward to this screen from the "Establishing Cohorts" screen. The adjusted cohort is calculated by subtracting the eight-year exclusions from the 2016-17 cohort.

**Number of students conferred an award by your institution (highest award through August 31, 2022):** From the adjusted 2016-17 cohort, report the number of degree/certificate-seeking undergraduate students who earned an award (i.e., certificates, associate's or bachelor's) by four years after entry for each subcohort. If a student earned multiple awards, count the student once and report the highest award conferred to the student by the status point (August 31, 2022).

Include non-degree awards in the "certificates" column. Report the highest award conferred by your institution at the four-year status point even if the students are still enrolled at your institution or have transferred to another institution. DO NOT include graduate awards conferred to undergraduate students.

**Total number of adjusted cohort that received an award from your institution:** This column will calculate total number of highest awards conferred by your institution by the four-year status point (August 31, 2022).

**Percent of adjusted cohort that received an award from your institution by August 31, 2022:** This column will calculate the proportion of entering students who received an award from your institution for each adjusted subcohort. This four-year award rate is derived from the *Total number of adjusted cohort that received an award from your institution* divided by *Adjusted 2016-17 Cohort*.

## C. Award Status at Six Years

For each subcohort of degree/certificate-seeking undergraduate students, report the number of students that received an award by six years after entering your institution.

All students entering in the 2016-17 full-year cohort should be reported in one of the eight subcohorts. **Report each student only once.**

The **adjusted 2016-17 Cohort** has been brought forward to this screen from the "Establishing Cohorts" screen. The adjusted cohort is calculated by subtracting the eight-year exclusions from the 2016-17 cohort.

**Number of students conferred an award by your institution (highest award through August 31, 2024):** From the adjusted 2016-17 cohort, report the number of degree/certificate-seeking undergraduate students who earned an award (i.e., certificates, associate's or bachelor's) by four years after entry for each subcohort. If a student earned multiple awards, count the student once and report the highest award conferred to the student by the status point (August 31, 2024).

Include non-degree awards in the "certificates" column. Report the highest award conferred by your institution at the four-year status point even if the students are still enrolled at your institution or have transferred to another institution. DO NOT include graduate awards conferred to undergraduate students.

**Total number of adjusted cohort that received an award from your institution:** This column will calculate total number of highest awards conferred by your institution by the four-year status point (August 31, 2024).

**Percent of adjusted cohort that received an award from your institution by August 31, 2024:** This column will calculate the proportion of entering students who received an award from your institution for each adjusted subcohort. This four-year award rate is derived from the *Total number of adjusted cohort that received an award from your institution* divided by *Adjusted 2016-17 Cohort*.

#### D. Award and Enrollment Status at Eight Years

##### 1. Award Status at Eight Years After Entry

For each subcohort of degree/certificate-seeking undergraduate students, report the number of students that received an award by eight years after entering your institution.

All students entering in the 2016-17 full-year cohort should be reported in one of the eight subcohorts. **Report each student only once.**

The **adjusted 2016-17 Cohort** has been brought forward to this screen from the "Establishing Cohorts" screen. The adjusted cohort is calculated by subtracting the eight-year exclusions from the 2016-17 cohort.

**Number of students conferred an award by your institution (highest award through August 31, 2024):** From the adjusted 2016-17 cohort, report the number of degree/certificate-seeking undergraduate students who earned an award (i.e., certificates, associate's or bachelor's) by four years after entry for each subcohort. If a student earned multiple awards, count the student once and report the highest award conferred to the student by the status point (August 31, 2024).

Include non-degree awards in the "certificates" column. Report the highest award conferred by your institution at the four-year status point even if the students are still enrolled at your institution or have transferred to another institution. DO NOT include graduate awards conferred to undergraduate students.

**Total number of adjusted cohort that received an award from your institution:** This column will calculate total number of highest awards conferred by your institution by the four-year status point (August 31, 2024).

**Percent of adjusted cohort that received an award from your institution by August 31, 2024:** This column will calculate the proportion of entering students who received an award from your institution for each adjusted subcohort. This four-year award rate is derived from the *Total number of adjusted cohort that received an award from your institution* divided by *Adjusted 2016-17 Cohort*.

##### 2. Enrollment Status at Eight Years After Entry

For the remaining students in your adjusted subcohorts who have not earned an award from your institution by August 31, 2024, report each of these students in the one of the enrollment status columns.

**Note:** Subsequent enrollment should be tracked for the entire period of eight years after entry.

##### **Number of students who did not receive an award from your institution (from entry through August 31, 2024):**

**Number still enrolled at your institution:** Report the number of students still enrolled at your institution as of August 31, 2024. Do not include any students who have received an award by August 31, 2024. You may include students who you know are enrolling at your institution in the fall term immediately following August 31, 2024.

**Number who enrolled at another institution after leaving your institution:** Report the total number of students who transferred out of your institution without an award (i.e., a degree, diploma, certificate, or other recognized postsecondary credential) and enrolled in another institution at any time from point of entry through August 31, 2024. You may include students who you know are enrolling at the other institution in the fall term immediately following August 31, 2024. Only include students for whom you have confirmed subsequent enrollment.

**Number of students whose subsequent enrollment status is unknown:** This column will be calculated by subtracting the sum of the Number still enrolled at your institution, the Number who enrolled at another institution after leaving your institution, and the Total number of adjusted cohort that received an award from your institution (through August 31, 2024) from the Adjusted 2016-17 cohort.

**Total number of students who did not receive an award from your institution:** The total number of students who did not receive an award by August 31, 2024 will be calculated by summing three columns: Number still enrolled at your institution, Number who enrolled at another institution after leaving your institution, and Number of students whose subsequent enrollment status is unknown.

**Percent of the adjusted cohort that did not receive an award, but are still enrolled at your institution or enrolled at another institution after leaving your institution:** This column will calculate the proportion of students who are still enrolled at your institution as of [August 31, 2024](#), or left your institution and subsequently enrolled at another institution. The sum of the values from the *Number still enrolled at your institution* and *Number who enrolled at another institution after leaving your institution* are divided by *Adjusted 2016-17 Cohort*.

## Outcome Measures FAQs 2024-25 through 2026-27 Data Collections

### General

- 1) Who is the best institutional representative to complete the Outcome Measures (OM) survey?

The individual who completes the Graduation Rates (GR), Graduation Rates 200 (GR200), Completions (C), and Student Financial Aid (SFA) survey components may be the best person to complete the Outcome Measures survey. This individual will most likely have to work closely with the registrar officers, enrollment managers, and student financial aid administrators.

- 2) Will race/ethnicity and gender be required in future years?

There are currently no plans to collect race/ethnicity and gender for Outcome Measures.

- 3) Is the Outcome Measures survey component similar to the Student Achievement Measure (SAM) project?

OM is similar to SAM in that both have the same goal of measuring postsecondary success and progression of undergraduate students. However, the methodologies used to measure the outcomes are different. First, OM is part of the mandatory IPEDS collection compared to SAM's voluntary participation. Second, OM has 4 cohorts with 8 subcohorts and SAM has up to 7 cohorts. Lastly, the time points for SAM varies depending on the cohorts compared to OM's use of a standard 4-year, 6-year and 8-year time points for all cohorts. For more information on SAM, see <http://www.studentachievementmeasure.org/resources>.

### OM Terminology Clarified

- 4) What is a "still enrolled" degree/certificate-seeking undergraduate student?

For academic year reporters, a degree/certificate-seeking undergraduate student who is actively enrolled for credit at the institution during the most recent term (spring or summer) is considered still enrolled. For program and hybrid reporters, a still enrolled degree/certificate-seeking undergraduate is an undergraduate student who was enrolled for credit during the previous year.

- 5) What is a "non-first-time" degree/certificate-seeking undergraduate student?

A non-first-time degree/certificate undergraduate student has previously enrolled at a postsecondary institution (not as a high school student) before enrolling at the IPEDS reporting institution as a degree/certificate-seeking student. This student cohort includes entering transfer-in students **and** students who entered the institution as non-degree/non-certificate-seeking (not as a high school student) but became degree/certificate-seeking during the OM cohort reporting period.

- 6) What is the relationship between "transfer-in" enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) components and the non-first-time cohort on the Outcome Measures (OM) component?

- The count of transfer-in enrollment collected on the EF and E12 components includes the subset of undergraduate students who are 1) degree/certificate-seeking, 2) new to the IPEDS reporting institution (i.e., entering) during the relevant reporting period (e.g., fall term, 12-month reporting period) **and** 3) were previously enrolled at a different postsecondary institution (not as a high school student). Note that for IPEDS reporting purposes, current high school students enrolled in college courses for credit are reported as non-degree/non-certificate-seeking and therefore are not eligible to be classified as transfer-in students.
- The non-first-time cohort on the OM component includes transfer-in students. **However, non-first-time students also include students who are not new to the IPEDS reporting institution because they first entered the institution as non-degree/non-certificate-seeking (not as a high school student), but then changed their status to degree/certificate-seeking.**

- 7) Are the Outcome Measures 4-years, 6-years and 8-years status points the same as Graduation Rates' 150% and 200% of normal time?

No, these are not the same. Graduation rates of 100%, 150%, and 200% of normal time are accumulated progress of time-to-degree. The 4-years, 6-years, and 8-years up-to-the-specified date snapshots used in OM provide the status of awards and enrollment at 4-, 6-, and 8-years after a cohort enters the institution. More specifically, OM counts the highest award conferred regardless of the length of time it took the student to complete the program relative to the "normal" time to complete. OM requires institutions to report the award/enrollment status for the student cohorts, and there are no specific reporting requirements as to how quickly an award must be earned. Do not equate or use Graduation Rates' "normal time to degree" as the same period of time for Outcome Measures' 4-, 6-, and 8-years status points.

### Cohorts

- 8) Does OM have two different cohort years for 4-year and 2-year institutions in the same fashion as Graduation Rates cohort years?

No. OM has only one cohort year for both 2-year and 4-year institutions. Furthermore, the OM survey forms for 2-year and 4-year institutions are the same. For the 2024-25 collection year, all degree-granting institutions, regardless of institution level, will report on undergraduate students who entered their institutions during the full year of **July 1, 2016 - June 30, 2017**. All institutions will report on a full-year cohort.

- 9) Should students who enter in the spring term (semester system) or winter and spring terms (quarter system) be included in the full-year cohort?

Yes, these students must be included in a full-year cohort reporting if they entered anytime between the **July 1, 2016 - June 30, 2017** cohort year.

- 10) If we are reporting on a full-year cohort that enters between July 1 and June 30 (OM coverage cohort year), what happens if a student switches their attendance levels (e.g., full-time or part-time) during the OM coverage cohort year?

The attendance level is determined by the first full term at entry. The student remains in the cohort even if there is a change in attendance levels in subsequent terms or years.

- 11) I have a group of degree-seeking undergraduate students who took a summer session in 2017. However, the start date of the session was prior to Outcome Measures coverage cohort year start date of July 1. In which cohort year should these students be reported?

For the 2016-17 cohort(s), institutions should include students who entered between July 1, 2016 - June 30, 2017.

For students who start in the summer, the summer session is typically not considered a full term. Please use the following guidance:

1. If a student starts in the summer of 2017 (prior to July 1), and they do NOT enroll in any additional terms in 2017-18, they are not to be included in the July 1, 2016 - June 30, 2017 cohort because they would have been included in the prior OM cohort year.
2. If a student starts in the summer of 2017 (after July 1), and they do NOT enroll in any additional terms in 2017-18, they are still included in the 2016-17 cohort, at the enrollment level (full-time or part-time) in which they were enrolled during the summer.
3. If a student starts in the summer of 2017 (prior to July 1 OR after July 1), and the student continues enrollment beyond summer, either into the fall term or re-enrolls in the spring term, the institution should use the full term (e.g., fall or spring) to determine if the student is full-time or part-time, and the student should be included in the 2016-17 cohort.

Please note: OM cohorts should be accurate based on a student's attendance level (e.g., full-time or part-time) based on the first full term and not based on a summer session, which is not a full term.

- 12) I have a student that attended class for a day or a short portion of the term, should this student be included in the OM cohorts?

At entry of the first full term (i.e., Fall semester or quarter), report these students if they have met your institution's official Census Date for being counted in enrollment, otherwise they should be excluded.

- 13) A student qualified as an exclusion during the 8-year time period, but received an award prior to the student's qualification, do I exclude this student from the cohort?

Per the OM instructions on exclusions, institutions may choose to exclude students if they meet one of the allowable reasons: student is deceased or totally and permanently disabled, student left to serve in the armed forces or was called to active duty, student left to serve in a foreign aid service, or student left to serve on an official church mission. NCES recommends that institutions do NOT exclude students who had already earned an award because such information could better inform the public of an institution's completion rate. However, an institution may choose to exclude such a student.

- 14) Should incarcerated students be included in OM cohorts?

Yes. Include all incarcerated students who meet the cohort inclusion criteria listed in the survey instructions.

#### Degree-granting Status

- 15) If an institution was not a degree-granting institution in 2017-18, but later became a degree-granting institution, will that institution be required to complete the Outcome Measures survey component?

Yes. All degree-granting institutions are required to complete the OM survey component, including those that were non-degree-granting in 2016-17.

#### Degree-seeking and Non-degree-seeking Students

- 16) Should students be included in Outcome Measures cohorts if degree/certificate-seeking intent is not explicitly stated?

The institution should try to determine, to the greatest extent possible, whether the student is degree/certificate-seeking. For example, students must be degree/certificate-seeking to receive federal student aid. Students who are eligible for federal student aid but decide not to receive aid are still considered degree/certificate-seeking and should be included in the appropriate Outcome Measures cohort. Students who are not eligible for federal student aid and who have not clearly stated their degree/certificate-seeking intent should be excluded from OM.

- 17) How can I ensure consistent reporting of degree/certificate-seeking undergraduates across EF, E12, and OM survey components?

- The Fall Enrollment (EF) survey component is a "snapshot" of the institution's enrollment in the fall. The 12-month Enrollment (E12) survey component captures the institution's total unduplicated headcount enrollment for an entire 12-month period (July 1 to June 30).
  - EF enrollment counts are a subset of the E12 enrollment counts, as the E12 survey component captures students enrolled in the fall plus any other unduplicated students not captured in the EF survey component (e.g., students who first enroll in the spring term or enroll only in the summer months). If students enroll in the summer immediately preceding the fall term, students' enrollment status (i.e., part-time or full-time, first-time or transfer-in, degree/certificate-seeking or non-degree/non-certificate-seeking, undergraduate or graduate) should be determined by their fall enrollment (not their summer enrollment). Note that recent high school graduates and other students without prior postsecondary experience will still be considered "first-time students" for EF reporting purposes even if they enrolled in the summer prior to fall enrollment.
  - Because the EF survey component is a subset of the E12 survey component, all student enrollment counts (total and by disaggregate) reported in the current year's E12 survey component should be greater than or equal to the prior year's EF survey component. Note that the prior year's EF survey component matches the "data year" of the current year's E12 survey because there is a greater "time lag" in reporting E12 data.
- Because the fall term is considered a full term for IPEDS reporting purposes, students enrolled in the fall term and captured in the EF survey component should retain their same enrollment statuses (e.g., part-time or full-time, first-time or transfer-in, degree/certificate-seeking or non-degree/non-certificate seeking, undergraduate or graduate) in the E12 survey component.

- For example, a full-time, first-time student reported on the EF survey would also be reported as a full-time, first-time student in the E12 survey. Similarly, a part-time, non-degree/non-certificate-seeking student reported in the EF survey component would retain those statuses in the E12 survey component.
- For both program reporters and academic reporters, student enrollment statuses as reported on the current-year EF survey should be retained for E12 reporting in the following data collection year when the data coverage periods align (i.e., you should not change students' statuses between EF and E12 reporting).
- For students not reported on the EF survey component (i.e., not enrolled in the fall and therefore not captured), default to the student's first full term at entry to determine enrollment statuses (typically spring in this scenario). If the student enrolls only in the summer months and at no other time during the 12-month reporting period, then the summer session may be used to determine student statuses.
- While the E12 survey component captures unduplicated enrollment counts during the 12-month period of July 1 to June 30, the Outcome Measures (OM) survey component captures the 4-, 6-, and 8-year academic outcomes for the cohort of degree/certificate-seeking students during the same 12-month period. Like the E12 survey component, students' statuses (i.e., first-time/non-first-time, Pell/Non-Pell, full-time/part-time) are determined by students' first full term (i.e., fall or spring).
- Unlike the E12 survey component, the OM survey component captures only degree/certificate-seeking students. For this reason, students' statuses for OM reporting purposes are determined in their first full term as a degree/certificate-seeking student. For example, students enter as non-degree/non-certificate-seeking students in the fall and in the following spring term enroll as degree/certificate-seeking students, these students would be reported as:
  - In EF as non-degree/non-certificate-seeking students with the statuses (e.g., full-time/part-time) determined at their first full term (i.e., fall term).
  - In E12 as non-degree/non-certificate-seeking students with the statuses (e.g., full-time/part-time) determined at their first full term (i.e., fall term). Note that students reported on both the EF and E12 survey components should be reported with the same enrollment statuses (i.e., they do not change).
  - In OM as degree/certificate-seeking students with the statuses (i.e., first-time/non-first-time, Pell/non-Pell, full-time/part-time) determined at their first full term as degree/certificate-seeking students (i.e., spring term). Because the OM survey component is designed to capture academic outcomes for degree/certificate-seeking students, students who are non-degree/non-certificate-seeking in the fall (and reported as such for both EF and E12 survey components) but then become degree/certificate-seeking after the fall term should be reported for OM reporting purposes. Only in this scenario and only for OM reporting purposes should fall-enrolled students' enrollment statuses then be determined from a non-fall term to align with when they became degree/certificate-seeking.
- Therefore, OM counts should be same or slightly greater than degree/certificate-seeking student counts reported in E12 because there is the potential for some students to enroll as non-degree/non-certificate-seeking in the fall term (and reported as such for EF and E12 survey components) but then change their enrollment to degree/certificate-seeking in the spring term (and thus need to be captured in the OM survey component).

1) How do I report students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at my institution?

Students' statuses for OM reporting purposes are determined in their first full term as a degree/certificate-seeking student. For example:

- A student who began as non-degree/non-certificate-seeking in fall 2016 (not as a high school student) and became degree/certificate-seeking in spring 2017 would be included in the 2016-17 OM cohort as a non-first-time entering student.
- A student who began as non-degree/non-certificate-seeking in fall 2012 (not as a high school student), stops out for four years, and ultimately re-enrolls in fall 2016 as degree/certificate-seeking would be included in the 2016-17 OM cohort as a non-first-time entering student.
- A student who began as non-degree/non-certificate-seeking between July 1, 2015 and June 30, 2016 (not as a high school student), and became degree/certificate-seeking after July 1, 2016 would not be included in the 2016-17 OM cohort. This student should be reported in the OM cohort year in which they became degree/certificate-seeking as a non-first-time entering student.

Note: High school students enrolled in college courses for credit should be reported as first-time entering students upon receipt of their high school diploma and becoming degree/certificate-seeking students.

2) How do I report students who were non-degree-seeking at another institution and subsequently enrolled at my institution as degree/certificate-seeking students?

Because these students entered your institution as degree/certificate-seeking, these students should be included in your institution's OM reporting in one of the non-first-time cohorts.

#### Award Related Questions

3) What does "award" mean?

An award is a degree (e.g., Associate's or Bachelor's), diploma, certificate or other recognized postsecondary credential conferred by the reporting institution. For OM reporting purposes, an award does not mean financial aid award.

4) Should awards in OM be consistent with those reported in the IPEDS Completions survey?

Yes. Awards must be recognized postsecondary credentials conferred as the result of completion of an academic or occupational/vocational program of study and should be consistent with awards reported in the IPEDS Completions survey. Refer to the Completions instructions for relevant inclusion and exclusion criteria.

5) How would a student who transfers from a 4-year institution to a 2-year institution and then completes a lower-level degree/certificate be counted?



The 4-year institution would report this student from the appropriate OM subcohort as having left their institution without an award and subsequently enrolled at another institution. The 2-year institution would place this student in one of the non-first-time entering subcohorts and report the student's highest award conferred by the institution over the three status points.

- 6) If a student earns multiple awards at my institution, do I count the higher award?

Yes, count the highest award received for each status point (i.e., four years, six years, and eight years). Regardless of whether the student earns multiple awards at your institution, only one award is reported per student, per status point. For example, if a student earned a certificate and Associate's degree by the end of four years, the institution would report only the Associate's degree. If the same student continues enrollment at the institution and earns a Bachelor's degree by year seven, the institution would report the Associate's degree at the six-year status point, but the Bachelor's degree at the eight-year status point. The certificate award is never reported to OM in this example because it was not the highest award earned at any status point.

- 7) If a student transfers-in with an award from another institution, and then earns an award at my institution, which award do I count?

Do not count awards conferred from another institution. Institutions should only report the awards conferred by their own institution.

- 8) How do I count students seeking a second baccalaureate degree?

The answer depends on whether the student is seeking the second baccalaureate at the same institution or a different institution.

If the student is seeking a second baccalaureate at the same institution (Fall Enrollment counts these students as "continuing students"), do not reset the time period for this student or place him/her in a new cohort. OM wants to know when these students received their highest award (degree/certificate) at the same institution over a span of 8 years; therefore, the first baccalaureate would be reported, but not the second baccalaureate. Read another FAQ in "Award Related Questions" section regarding students earning multiple awards at the same institution.

If the student is seeking a second baccalaureate at a different institution from where the student received his/her first baccalaureate (Fall Enrollment counts these students as "transfer-in students"), then report these students as degree/certificate-seeking, non-first-time entering students (either full-time or part-time by Pell Grant status). These students have prior postsecondary experience, but are seeking a degree/certificate at the different institution.

- 9) How should I report a student who left my institution and is known to have received an award at a subsequent institution?

At the 8-year status point, report such students in the "did not receive an award from your institution, but enrolled at another institution after leaving your institution" column. If your institution did not confer the award, your institution cannot report the award.

- 10) Does transfer-prep count as an award?

Yes. As is also the case with the Graduation Rates component, the OM component has a provision that allows institutions to count students who have successfully completed a transfer-preparatory program as having received an award.

**SPECIAL NOTE:** In order to resolve a potential conflict between transfers-out and the mission of particular programs to prepare students for transfer to other institutions, institutions may count as completers those students who have successfully completed a transfer-preparatory program.

A transfer-preparatory program is defined in 34 CFR Student Assistance General Provisions, Section 668.8(b)(1)(ii), as "the successful completion of at least a 2-year program that is acceptable for full credit toward a bachelor's degree and qualifies a student for admission into the third year of a bachelor's degree program." The Secretary considers transfer-prep the equivalent of an associate's degree, thus completers of transfer-preparatory programs (although these students do not receive a "recognized postsecondary credential") should be counted as having received an associate's degree for purposes of OM.

- 11) Can stackable credentials count as an award?

Yes, stackable credentials can be counted, as long as the credentials meet the definition of an award. According to the Department of Labor, stackable credentials are "a sequence of credentials that can be accumulated over time to build up an individual's qualifications and help them to move along a career pathway or up a career ladder to different and potentially higher-payer jobs" (Source: TEGL 15-10, [www.doleta.gov](http://www.doleta.gov)). Educause (Jan 27, 2017) explains these credentials as an institution-designed "pathway for students to acquire credentials along a trajectory that can lead to a baccalaureate and beyond but that has exit and entry points designed in a way to allow students to pick up wherever they left off en route to the next level of achievement."

- 12) Can institutions report graduate levels awards in OM?

No. Institutions shall not report graduate level awards, including post-baccalaureate certificates, in OM. However, institutions that enroll undergraduates in a graduate program that requires 2 or 3 years of undergraduate work at their institution before being accepted into the graduate program (e.g., a Pharm.D. program) can count the 2 or 3 years of undergraduate work as the equivalent to an undergraduate certificate award.

- 13) Which award is higher between a certificate that is more than 2 years, but less than 4 years or an Associate's degree?

In this example, Associate's degree is the higher award. The hierarchy of awards (from lowest to highest) is certificates, associate's degree, and bachelor's degree. For purposes of OM reporting, all certificates levels (i.e., less than 1 year; at least 1 year but less than 2 years; and at least 2 years, but less than 4 years) are aggregated together into the certificates reporting column.

## Counting Transfer-in and Transfer-out Students

14) How should I count transfer-in students?

At your institution, transfer-in students should be counted as non-first-time entering students in either a full-time or part-time cohort. The progress of transfer-in students should be tracked at the 4-, 6-, and 8-years after entering your institution.

15) Won't there be double counting of a student if two institutions are counting the same student who earned an award?

Not necessarily. Institutions should report only awards conferred by their institution. Students who transfer into your institution and receive an award from your institution within the reporting period should be reported only by your institution. While there could be double counting, the institution sending the student to your institution would report the student only as a "student who enrolled at another institution after leaving your institution." Thus, the same student should not appear in the same cohort and outcome category for both institutions.

16) Are first-time or non-first-time students who transfer-out to another institution included in the non-first-time entering cohort of the transfer-in institution?

Yes. If first-time or non-first-time students transfer into your institution and have never been previously enrolled in your institution, you should report them in the appropriate non-first-time entering subcohort.

For systems of coordinated institutions (multi-campus systems), each reporting entity with an IPEDS UnitID is recognized as an individual reporting institution for Outcome Measures purposes. Only the institution that confers the degree or award can report the students as a completer. Thus, if a student transfers out of the initial institution (institution A) and transfers-in to another institution (institution B) within a coordinated system, that student is reported as a transfer-out by the initial institution (institution A), regardless of whether or not that student received a degree or award at another institution (institution B) within the coordinated system.

17) How do I report a degree-seeking student who starts out at my institution, transfers to another institution, but then returns to my institution within the 8-year timeframe?

Students should be counted in their original cohort only. If the student subsequently enrolls in another institution and returns to your institution within the reporting 8-year timeframe, the student should remain in their original cohort and should be reported in one of the two categories: 1) did not receive an award and still enrolled at your institution or 2) received an award from your institution.

18) Are institutions required to report transfer-out undergraduate students?

Yes. Institutions are required to report transfer-out undergraduate students to the OM survey component, regardless if the institution has transfer-preparation as part of its mission. Unlike the Graduation Rates (GR) survey component, which is governed by the Student-Right-to-Know-Act, OM does not differentiate between institutions that do, or do not, have a transfer-preparation in their mission.

### Students Without a High School Diploma or Equivalent

19) How do I count students in a dual enrollment program? What about students who received early admissions to my institution?

Students who do not have a high school diploma or equivalent, but are enrolled in a high school diploma or equivalent program while taking college-credit coursework, are considered "non-degree-seeking" students. After the students have earned their high school diploma or equivalent, and subsequently enroll at a postsecondary institution, they are then considered "first-time" students. This guidance is the same for early-admission students. Until the high school student has received a high school diploma or equivalent, the student is not considered degree-seeking and is not included in any of the OM cohorts. In other words, these students do not enter an Outcome Measures cohort until after earning their high school diploma or equivalent.

20) How do I count adult learners who do not have a high school diploma or equivalent, but are certificate-seeking students taking credit-bearing undergraduate courses?

Students, who are enrolled in college-credit coursework, but have not earned a high school diploma or its equivalent and do not plan on earning a high school diploma or its equivalent, should be included in OM if they are degree/certificate-seeking students.

### Tracking Subsequent Enrollment

21) Are institutions required to subscribe to the National Student Clearinghouse (NSC) in order to obtain data needed to report the number of students that subsequently enrolled at another institution?

IPEDS neither requires nor endorses institutions to subscribe to the NSC or any other third-party organization to help with reporting. However, IPEDS realizes that fee-based services can facilitate an institution's reporting of the Outcome Measures survey component.

**Note:** Subsequent enrollment should be tracked for the entire period of eight years after entry.

22) Can social media be used to confirm the enrollment at subsequent institutions?

Yes, however IPEDS neither requires nor endorses the use of social media (e.g., LinkedIn), which may help with OM reporting of enrollment at subsequent institutions. IPEDS strongly encourages institutions to use additional methods, such as alumni surveys, to verify and confirm subsequent enrollment.

**Note:** Subsequent enrollment should be tracked for the entire period of eight years after entry.

23) What other resources are available to help me report on subsequent enrollment?

For institutions that report student unit-record data to a coordinated-system office (e.g., coordinating board, system office, state department of higher education, board of regents/trustees, etc.), those offices may be a resource to help identify subsequent enrollment at another institution within that coordinated system. Administrative data records, such as the National Student Loan Data System (NSLDS), may also be used to verify subsequent enrollment.

**Note:** Subsequent enrollment should be tracked for the entire period of eight years after entry.

**Subcohorts: Pell-Grant and Non-Pell Grant Recipients**

24) How are Pell Grant recipients reported in OM subcohorts?

Noting that the OM cohort coverage period is July 1, 2016 - June 30, 2017, if at any time during the OM 2016-17 cohort year a student received a disbursed Pell Grant, this student should be counted in a Pell Grant subcohort. Do not include students in the Pell Grant subcohort if the student did not receive a Pell Grant during the OM cohort year, but received a Pell Grant subsequent to the OM 2016-17 cohort year. If a Pell Grant recipient does not continue to receive disbursed Pell Grants after the OM cohort year, the student remains in the OM Pell Grant subcohort because the student had a Pell Grant disbursed during the OM cohort year.

If a student received a Pell Grant as well as additional forms of student aid (i.e., Stafford/Direct loans, state or institutional loans/grant aid, scholarships, third party loans etc.) during the OM cohort year, this student should still be included in OM's Pell Grant recipient subcohort.

25) What is a Non-Pell Grant recipient? What if I have students that did not get a Pell Grant, but received other forms of student aid?

For purposes of OM reporting, Non-Pell Grant recipients are students that did not receive a disbursed Pell Grant during the OM 2016-17 cohort year. Also, students that did not receive a Pell Grant during the OM cohort year, but received other types of student aid (i.e., Stafford loans, state loans or grants, institutional grants, scholarships, or third-party loans) would be reported in one of the Non-Pell Grant recipient subcohorts.

26) 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.

27) For transfer-in students, do I need to track their Pell Grant awards prior to entering my institution (i.e., the Pell Grant was awarded by another institution)?

No. Tracking of the Pell Grant awards prior to entry at your institution is not necessary for OM reporting purposes.