

OFFICE OF INSTITUTIONAL RESEARCH (IR)

Data	Definitions
AAUP	American Association of University Professors
ACT Composite Score	The ACT Composite Score is the average of the four ACT subtests rounded to an integer.
Audit Student/Course	A student is allowed to take a class without the benefit of a grade or credit.
CIP	Classification of Instructional Programs. The CIP is a taxonomic coding scheme of instructional programs intended to facilitate the organization, collection, and reporting of program completions data. CIP codes are not intended to correspond exclusively to any specific degree or program level. The CIP taxonomy is organized on three levels: (1) a 2-digit Series, (2) a 4-digit Series, and (3) a 6-digit program level. The 2-digit Series represents the most general groupings of related program; the 4-digit Series codes represent intermediate groups of programs with comparable content and objectives; and the 6-digit Series represents specific instructional programs. In Tennessee, four additional numbers are used with two placed in front of the federal CIP and two placed at the end of the federal 6-digit CIP. These are used internally for sorting and degree designations. The federal CIP codes are defined by the NCES and the state CIP codes are defined by
CDS	Common Data Set
Census	Enrollments as of 14 calendar days from first class day of a semester. Selected date for summer school, generally second term.
Credit for Calculation of Enrollment	Credit which the institution designates as regular credit (type 0), occupational or certificate credit (type 1), extension credit (type 2), co-op credit (type 5), contract credit (type B), developmental credit (type D), or remedial credit (type R).
Credit Hours	The number determined from multiplying the course credit hour value times the number of students enrolled.
Contract Courses	Courses with 50% or more of the instructional cost to offer the course borne by a source other than formula funding from the State of Tennessee
Co-op Credit	Credit received by students in cooperative programs during those terms when they are off campus working. Co-op credit counts toward a student's degree.
CUPA	College and University Professional Association for Human Resources
Cumulative Attempted Hours	The total number of credit hours attempted by the student including hours at both the home institution and any transfer institution.
Delivery Method	Method of delivery for courses and credit types. Examples: conventional, clinical, dissertation, independent
Development Course Credit	Courses designed to assist students in developing proficiency in the basic academic competencies defined by the college board, e.g. reading, writing, math, reasoning, study skills, etc.
End-of-Term	Point-in-time after grades have been posted.

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Extension Credit	Work creditable toward a degree or certificate which is established by an institution in cooperative efforts with outside agencies. Courses taken at an established off-campus site or center should not be coded as extension credit.
First-Time-at-Institution Student	A student who has never before attended the institution.
First-Time College Student	A student who has not been previously enrolled for work creditable toward a bachelors or associate degree or certificate in any college, university, or technical institute since they graduated from high school but who is now enrolled for work creditable toward such a degree.
First-Time Graduate or Professional	A student who has not been previously enrolled for work creditable toward an advanced degree at any university, and who is enrolled for work creditable toward such a degree.
Full-Time Student	A student who is enrolled for credit for 12 or more hours of degree credit.
Full-Time Equated (FTE) Undergraduate Enrollments	The total number of degree credits taken by undergraduate students divided by 15.
Full-Time Equated (FTE) Graduate/Professional Enrollment	The total number of degree credits taken by graduate/professional students divided by 12. Not all professional academic programs use the divisor of 12 to calculate FTE.
Graduate Special	A student who is (1) non-degree seeking, holding a bachelor's or higher degree, taking courses for graduate credit only; or (2) non-degree seeking, holding a bachelor's or higher degree, taking courses for both graduate and undergraduate credit; or (3) holding a bachelor's degree, and seeking a Graduate Certificate of Credit.
IPEDS	Integrated Post-Secondary Education Data System
NCES	National Center for Education Statistics
ODS	Operational Data Storage. An electronic repository where data are stored.
Pre-College Student	A high school student taking college courses in advance of high school graduation.
Regular Credit	Residence work (main campus or established off-campus site) creditable toward an associate, bachelors, graduate, or professional degree.
Regular Enrollment Report	A collection of students enrolled as of census date.
Remedial Course Credit	Courses designed to assist students in developing proficiency in the basic academic competencies defined by the State Department of Education proficiency test objectives, e.g. reading, writing, math, reasoning, study

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Supplemental Enrollment Report	A collection of students enrolled in courses after the census date of a term or in courses marked as supplemental courses for a term.
TBR	The Tennessee Board of Regents
THEC	The Tennessee Higher Education Commission
Transfer Student	A student who last attended another institution from which credit is acceptable toward the degree or certificate in progress by the student. This term is applied to graduate (resident) medical students in ETSU College of Medicine.
Transient Student	A student who is regularly enrolled and in good standing at another institution while taking courses to transfer to their regular institution.
Undergraduate Special Student	A student who is (1) non-degree seeking and holds no degree or certificate; or (2) non-degree seeking, holding any level degree, but taking courses for undergraduate credit; or (3) non-degree seeking, holding no bachelor's degree, and taking courses for both graduate and undergraduate credit; or (4) one seeking a Technical Certificate of Credit.