

12-month Enrollment (E12) and Fall Enrollment (EF) Fall vs 12-month Enrollment Tutorial Script 2024-25 Data Collection

This tutorial explains the difference between Fall Enrollment (or EF) and 12-month Enrollment (or E12) survey components in IPEDS reporting. While EF data provide a “snapshot” of an institution’s count of students enrolled for credit at a certain point during the fall term, E12 data provide a cumulative, unduplicated count of students enrolled for credit at an institution at any time during the 12-month period between July 1st and June 30th. Therefore, reported fall enrollment counts should be viewed as a subset of total 12-month enrollment counts.

The institution’s calendar system determines the reporting period for Fall Enrollment data. For institutions using a traditional academic year calendar, Fall Enrollment should be reported as of the institution’s official fall reporting date, often referred to as the census date, or October 15th if there is no official date. For institutions operating on a calendar that differs by program or that enrolls students on a continuous basis, Fall Enrollment is reported for all students who were enrolled for credit at any time during the period from August 1st through October 31st.

When counting 12-month Enrollment, each student is counted only once, regardless of how many times he or she enrolled during the July 1st through June 30th reporting period. For example, if a student enrolls for credit in the fall term, does not enroll in the winter, but then enrolls again in the spring term, that student is counted only once for the purposes of 12-month Enrollment reporting.

When looking at the timeline, note that the July 1st to June 30th reporting period for 12-month Enrollment includes the official fall reporting date or reporting period for the Fall Enrollment count. Therefore, the 12-month Enrollment count must be greater than or equal to the Fall Enrollment count that it encompasses. This means that the 12-month Enrollment count reported in this year’s data collection must be greater than or equal to the Fall Enrollment count reported by your institution in last year’s data collection. If this is not the case, the data must be corrected, or you must call the Help Desk for assistance in resolving this error. In the rare case when no additional students enrolled for credit after the official Fall Enrollment reporting date or period, the 12-month Enrollment count will be equal to the corresponding Fall Enrollment count.

Consider the enrollment at IPEDS University over a 12-month reporting period. Ten students were enrolled for credit on October 15th. In January, an additional student enrolled, and one student dropped out. Then in late May, one new student enrolled for a summer session, and the student that dropped out in January re-enrolled. IPEDS University would report 10 students for this particular Fall Enrollment count, the 10 students enrolled on the census or official fall reporting date, and they would report 12 students for the 12-month Enrollment count for this time period.

As this scenario demonstrates, the E12 survey component captures students enrolled in the fall term plus any additional unduplicated students not already captured in the fall reporting period, such as students who first enroll in the spring term or enroll only in the summer term.

Because the fall term is considered a full term for IPEDS reporting purposes, students enrolled in the fall term, and therefore have already been reported in the prior collection year's EF survey component, should retain their same enrollment statuses (e.g., part-time or full-time, first-time or non-first-time, degree/certificate-seeking or non-degree/non-certificate seeking, undergraduate or graduate) in the current collection year's E12 survey component.

For example, a full-time, first-time student reported in the prior collection year's EF survey component would also be reported as a full-time, first-time student in the current collection year's E12 survey. Similarly, a part-time, non-degree/non-certificate-seeking student reported in the prior year's EF survey component would retain those same statuses in the current year's E12 survey component. You should not change students' enrollment statuses between EF and E12 reporting. Remember, the E12 survey component should mirror all students as reported in the prior-year EF survey component plus capture any additional unduplicated enrollments not already captured in the prior-year EF survey component because students may have enrolled at some point between July 1st through June 30th, but not during the fall reporting period and therefore not captured during the EF "snapshot" collection window.

For students not reported on the prior-year EF survey component because they were not enrolled in the fall term, you should default to their first full term at entry to determine enrollment statuses, which is typically the spring term. If a student enrolls only in the summer and at no other time during the 12-month reporting period, you may use the summer session to determine enrollment statuses.

For more information on the material presented in this tutorial, please contact the IPEDS Help Desk.