



IPEDS Update 2024-25 Data Collection Tutorial Script

On behalf of the Association for Institutional Research (AIR) and the National Center for Education Statistics (NCES), welcome to this tutorial on updates to the IPEDS data collection. This annual update will discuss the reporting calendar and data collection changes for the 2024-25 data collection year.

It is important to begin with a discussion about the fee associated with noncompliance. Non-compliance includes not reporting sections of or full surveys, as well as inaccurate reporting. NCES is required to provide a list of noncompliant institutions to the Office of Federal Student Aid. Noncompliance can result in warnings and costly fines, or even loss of Title IV funding. More information about fines can be found on the Statutory Requirements page (<https://surveys.nces.ed.gov/ipeds/ViewIPEDSStatutoryRequirement.aspx>).

Let's look at the upcoming data collection schedule.

The data collection calendar is very similar to previous years. Registration opens in early August and must be completed before any Fall survey components can be locked. If a keyholder has not registered by August 28th, a letter will be sent to the CEO requesting appointment of a new keyholder. Note that Institutional Characteristics Header (or IC-Header) is no longer a separate survey. Now you will see Institutional Characteristics (which includes some questions from the IC-Header) is part of the Registration Collection.

The new Cost (CST) survey component is divided into screening questions and three sections. The screening questions and Section 1 or Cost I, as well as Completions, and 12-month Enrollment are all part of the Fall collection window, which is open from September 4th to October 16th for keyholders.

The winter collection is open from December 4th to February 5th for keyholders and includes Section 2 and Section 3 or Cost II, Student Financial Aid, Graduation Rates, 200% Graduation Rates, Admissions, and Outcome Measures.

The spring collection window includes Fall Enrollment, Finance, Human Resources, and Academic Libraries and is open from December 4th to April 2nd for keyholders.

Survey components will be open for revision during their regular data collection period. For example, revisions to the Completions component can be made during the Fall data collection period. Revisions to cost of attendance data must be made through the current year Cost (CST) survey component—not in PYR.

Additional important dates include the windows for updating registration contact information (August 7th, 2024 thru July 15th, 2025), updating institution identification information (August 7th, 2024 thru May 31st, 2025), and uploading custom comparison group for Data Feedback Reports (March 1st, 2025 thru July 15th, 2025).

Descriptions of changes and screenshots of survey component items are available for review in the Data Collection System. Whenever possible, changes to IPEDS submissions are available for preview one year before they are implemented. For example, the Outcome Measures component, which was first collected in 2015-16, was available for preview during the 2014-15 data collection.

There are several changes that will be implemented in the 2024-25 data collection. There will also be some minor changes intended for clarification that will be communicated at the start of the data collection.

Changes to IPEDS come from a variety of sources, including Technical Review Panels (or TRPs) and public comment to NCES. RTI International, the contractor for IPEDS, conducts TRPs that bring approximately 30 experts together to foster collaboration and discussion around topics related to IPEDS data submission and use. You can learn more about TRPs by going to ipedstrp.rti.org. RTI always welcomes comments and suggestions from interested parties on IPEDS-related products and plans.

At the completion of each TRP meeting, TRP suggestions are posted on their website and comments are solicited. Recent TRPs have included IPEDS Data Tools, Beyond First-time Students: Capturing Non-first-time Student Enrollment and Transfer Outcomes in IPEDS, Organizing a Working Group for the IPEDS Finance Survey Component, and Nondegree Credentials.

Let's look at the proposed changes for the 2024-25 collection year.

To give you an idea of how changes get made, here is a timeline. In March, NCES posted proposed changes to the collection through the Federal Register to open the 60-day public comment period. The 60-day comment period ended in May. NCES then posts responses to 60-day comments to regulations.gov, along with any changes based on the comments. This opens the 30-day comment period which ends in June. The 2024-25 data collection opens on August 7th 2024.

We will begin by discussing changes to the Glossary.

The IPEDS Glossary is reviewed regularly and periodically. Additions, deletions and edits are made to ensure clarity for institutions. Additions include attendance status, Cost (CST), student aid assets, and student level. There were no deletions this year. Edits to the Glossary include continuing/returning student (undergraduate), entering students (undergraduate), non-first-time student (undergraduate), transfer-in, transfer-out, and undergraduate student. It is a good idea to visit the Glossary to acquaint yourself with these terms.

In 2024-25 NCES will be collecting data from institutions via a new component called the Cost (or CST) survey component. Many institutions want to revise cost of attendance data when they are submitting data for net price of attendance but historically have not been able to do so. Additionally, this new survey will make creating the College Affordability and Transparency Lists easier with all data in one data file. Most of the data in the Cost survey component have been moved from IC and SFA and do not

represent a change in what has previously been collected – the difference is really in where institutions report the data.

Note that NCES is looking into changing the financial aid period for the SFA survey component, however, the academic year reported for the Cost survey component will remain the same.

Here you see the two new questions that have been added to the Cost survey component. New information collected include questions on whether postsecondary institutions ask for other financial information not on the FAFSA form and whether they collect asset data even when students qualify for having their assets exempted from the federal need analysis as this information required by the FAFSA Simplification Act.

This new Cost survey component means that cost of attendance data must be submitted by the end of fall collection, while net price data must be submitted by the end of winter collection. Additionally, NCES has moved the cost of attendance and net price calculation elements from the SFA survey to the new Cost survey component. Last, the new Cost survey component encompassing the elements needed to calculate net price (which were moved from IC and SFA) as well as other tuition and fee questions from IC and SFA will be open in fall for cost of attendance reporting, and in Winter for net price reporting.

The Cost (CST) component is divided into screening questions and three sections. The screening questions and Section 1 (cost of attendance for current academic year) must be completed during the Fall data collection period. Section 2 (selected financial aid data for average net price calculation) and Section 3 (average net price calculations) open in the Winter data collection period. Section 3 is a calculated values only section and includes the average net price calculations based on data reported in Sections 1 and 2. Note that data for all years are reported and edited within the Cost survey component, not in the Prior Year Revision System.

As a result of the new Cost survey, Institutional Characteristics (or IC) survey component will no longer ask institutions about cost of attendance and tuition (since that has moved to the Cost survey). IC will now include All prior IC data elements, except for tuition and cost, and all prior IC Header data elements. The dual enrollment screening question has been moved to the 12-month Enrollment survey component.

The Student Financial Aid (or SFA) survey component will no longer ask institutions about cost of attendance and net price calculation data (since that has moved to the Cost survey). There will be an additional question about the institution's participation in U.S. Department of Veterans Affairs Post-9/11 GI Bill or U.S. Department of Defense Military Tuition Assistance benefit programs which will serve as a screening question to determine whether institutions complete Section 2 of the SFA survey. Additionally, language has been added to clarify institutions should include private education loans in loans to students reported in Section 1, Part C, Line 7, and that Fall Enrollment (EF) student counts are carried forward and used to calculate average aid amounts and percentages for academic reporters whereas 12-Month Enrollment (E12) student counts are carried forward and used to calculate average aid amount and percentages for program reporters throughout the SFA survey component.

The 12-month Enrollment survey component includes screening question for whether the institution enrolled high school students for credit. This screening question used to be in the IC survey but since it was separate from the 12-month Enrollment survey, it led to confusion among data reporters. An FAQ

has been added that clarifies the relationship between ‘transfer-in’ enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) survey components and the ‘non-first-time’ cohort on the Outcome Measures (OM) survey component. Similarly, NCES removed mention of “non-first-time” on survey screens and instructions when discussing “transfer-in” student enrollment status to clarify the distinction between these two terms.

Here you see the screening question as it appears in the 12-month Enrollment survey that asks institution whether they enrolled high school students in college courses for credit during the 12-month Enrollment reporting period. A further clarification of the reporting period July 1-June 30 was added to reduce confusion. If institutions did enroll these students they can indicate whether they were enrolled within a dual enrollment program and/or outside a dual enrollment program. The screen will provide additional clarification of what these terms (within vs. outside) mean.

There are no major changes to the Outcome Measures (or OM) survey component. Data providers will benefit from additional clarification in instructions, new and revised FAQs, and minor terminology changes. NCES has clarified instructions about including students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at the IPEDS reporting institution. This change clarifies 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). There is a new FAQ clarifying the relationship between ‘transfer-in’ enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) survey components and the ‘non-first-time’ cohort on the Outcome Measures (OM) survey component. NCES has also revised an FAQ to include a new example about students who change from non-degree/non-certificate-seeking to degree/certificate-seeking at the IPEDS reporting institution to further clarify how non-first-time students should be reported in IPEDS. NCES revised the FAQs to provide additional information about resources for tracking subsequent enrollment based on the IPEDS Help Desk recommendations for OM. Lastly, minor changes to terminology include changing “attendance level” to “cohort status” that clarifies and ensures consistency with terminology used in IPEDS publications and data tools.

In Graduation Rates (or GR) survey component, the “Gender Unknown” or “Another Gender than Provided Categories” question is removed due to concerns with privacy and ability of institutions to change data submitted numerous years prior.

In the Human Resources (or HR) survey component, NCES removed references to “New Hires” for institutions with less than 15 full-time staff and non-degree-granting institutions since that data is not collected from those institutions. Additional clarification was added to Part G4 to make sure institutions report full year salaries even if the employee did not work a full year, regardless of when they were hired. This new guidance should clarify any confusion regarding the amount they should report.

In the Finance survey component, NCES has clarified for GASB reporting institutions (Part C-1, Line 10) that private awards to students where the selection of the student recipient is not made by institution are not included, as opposed to any awards/grants. The survey has also replaced all references to the State Student Incentive Grants (SSIG) with Leveraging Educational Assistance Partnerships or LEAP (formerly State Student Incentive Grant or SSIG) to reflect renaming of the program.

The last survey component to see any changes is the Fall Enrollment (or EF) survey component. NCES has added a note to the instructions for Part D to indicate that high school students enrolled in college

courses for credit should not be included in any calculations to determine an institution's entering class. NCES has further clarified in Part E - First-time Bachelor's Cohort Retention Rates (Line E4) that students from Fall 2023 cohort who completed their bachelor's degree as of Fall 2024 are to be reported as retained. The survey no longer mentions "non-first-time" on survey screens and instructions when discussing "transfer-in" student enrollment status to clarify the distinction between these two terms. Lastly, an FAQ was added to clarify the relationship between 'transfer-in' enrollment status on the Fall Enrollment (EF) and 12-month Enrollment (E12) survey components and the 'non-first-time' cohort on the Outcome Measures (OM) survey component.

In 2024-25 a cross-cutting change across surveys is how data regarding "Gender Unknown" or "Another Gender than Provided Categories" are collected. The changes to the questions regarding this will clarify the reporting period for each survey element to reduce confusion, describe the purpose for collecting this information by section, and provide an additional response item. This will impact the Fall Enrollment, 12-month Enrollment, Admissions, and Completions survey components.

This screen illustrates the changes to the "Gender Unknown" or "Another Gender than Provided Categories" question in the Fall Enrollment survey component. Note the reporting reminders, clarification of reporting period, and change to the reporting options.

The IPEDS Help Desk is a valuable resource for data providers and data users. The Help Desk is available Monday thru Friday from 8:30 am until 5 pm Eastern Standard Time. They do offer additional weeknight and weekend hours offered during the final 10 days of each data collection period.

This tutorial discussed the reporting calendar and data collection changes for the 2024-25 data collection year. For more information, visit the IPEDS website or contact the IPEDS Help Desk.