

# Integrated Postsecondary Education Data System

## Student Financial Aid

### Degree/Certificate and Non-Degree/Certificate Undergraduate Data Disaggregations

### 2023-24 Data Collection Cycle

*Description: This tutorial demonstrates how to disaggregate all undergraduate student counts and award amounts by degree/certificate-seeking (DCS) undergraduates and non-degree/certificate-seeking (NDCS) undergraduates. It also describes how these data items are used for NCES calculated values.*

On behalf of the Institute of Education Sciences' (IES) National Center for Education Statistics (NCES) and the Association for Institutional Research (AIR), welcome to the Student Financial Aid, or SFA, Survey tutorial on undergraduate student data disaggregations.

The purpose of this tutorial is to demonstrate how to disaggregate all undergraduates into different subsets of undergraduate student counts and award amounts for IPEDS SFA Survey reporting purposes. After completing this tutorial, participants will be able to:

1. Disaggregate all undergraduate student counts and award amounts reported on the IPEDS SFA Survey by degree/certificate-seeking and non-degree/certificate-seeking undergraduates;
2. Explain how these data items are used for NCES calculated values; and
3. Distinguish values carried forward to the SFA Survey Comparison Chart and other NCES resources for academic reporters and program reporters.

Previous collections asked institutions to report “all undergraduate students” in Part A of the SFA Survey, and NCES used this student count as the denominator to calculate multiple percentages for: (a) the SFA Survey and published counts, award amounts, and percentages in NCES charts and tables; (b) IPEDS Data Tools; and (c) College Navigator. Since many institutions enroll non-degree/certificate-seeking students who may not be eligible for Title IV federal student aid, past percentages may have understated the number of degree/certificate-seeking undergraduates awarded aid for some institutions.

Beginning with 2021-22 data reported during the 2022- 23 SFA data collection cycle, institutions must disaggregate student counts for all undergraduates in Part A of the SFA Survey by degree/certificate- and non-degree/certificate-seeking students. Likewise, in Part B, institutions must disaggregate select student counts and award amounts by degree/certificate-seeking and non-degree/ certificate-seeking students.

The all-undergraduates total for academic reporters for Fall 2022 is carried forward from the Fall Enrollment, or EF Survey. Institutions report student counts for all undergraduates in Section 1: Part A, on Line 02, degree/certificate-seeking undergraduates on Line 03, and non-degree/certificate-seeking undergraduates on Line 04. The values from Section 1: Part A are carried forward to Section 1: Part B.

Similarly, the all-undergraduates total for program reporters for July 1, 2022, to June 30, 2023, is carried forward from the 12-Month Enrollment, or E12, Survey to the SFA Survey. These institutions report student counts for all undergraduates in Section 1: Part A, Line 02, degree/certificate-seeking undergraduates on Line 03, and non-degree/certificate-seeking undergraduates on Line 04 based on E12 enrollments. Like academic reporters, the values from Section 1: Part A are carried forward to Section 1: Part B.

Institutions report student counts and aid award amounts for all undergraduates and all degree/certificate-seeking undergraduates in Section 1: Part B, Line 02 of the SFA Survey. Specifically, student counts for *grant or scholarship aid from the federal government, state/local government, the institution, and other sources known to the institution (excluding federal student loans)* are reported for all undergraduates in Column 1 and the Total Amount of Aid Awarded is reported in Column 3. Likewise, student counts and award amounts are reported in Column 5 for all degree/certificate-seeking undergraduates and the Total Amount of Aid Awarded is reported in Column 7. The values reported in these columns are used by NCES to calculate the percentage of students awarded aid and average aid amounts for all undergraduates and all degree/certificate seeking undergraduates, and all values for non-degree/certificate-seeking undergraduates required in Section 1: Part B.

Both academic and program reporters submit student counts and award amounts in Section 1: Part B. The only difference is academic reporters submit amounts for EF while program reporters submit amounts for E12. Examples of how to use this information to determine the correct denominator to calculate the percentage of students awarded Federal Pell Grant for academic and program reporters are available on the IPEDS website <https://nces.ed.gov/ipeds/use-the-data/how-percentage-financial-aid-calculated-enrollment-sfa>.

Lastly, student counts, percentages, total aid, and average aid amounts for all undergraduates are carried forward to the SFA Survey Section 1: Comparison Chart. The Comparison Chart summarizes the data reported on the SFA Survey and displays NCES calculated values and data disaggregations for full-time, first-time undergraduates, all other degree/certificate-seeking undergraduates, and all non-degree/certificate-seeking undergraduates. Data reporters are encouraged to use the Comparison Chart to verify data reported on the IPEDS SFA Survey matches the institution's records.

This concludes our tutorial on disaggregating all undergraduate student counts and award amounts for IPEDS SFA Survey reporting purposes. You should be able to:

- Describe how to separate data items reported for degree/certificate-seeking undergraduates from all undergraduates; and
- Discuss how NCES uses these data items to calculate values in the SFA Survey Comparison Chart and other resources such as College Navigator for academic and program reporters.

If you have questions about reporting data to IPEDS or the IPEDS Data Collection System, contact the IPEDS Data Collection Help Desk at (877) 225-2568 or send an email to Help Desk staff at [ipeds-help@rti.org](mailto:ipeds-help@rti.org). For assistance using IPEDS data tools, contact the IPEDS Data Use Help Desk at (866) 558-0658 or [ipeds-tools@rti.org](mailto:ipeds-tools@rti.org).