

IPEDS 2021-22 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
OMB NO. 1850-0582 v.27 : Approval Expires 8/31/2022
User ID: P1878971

12-month Enrollment 2021-22

Institution: New Mexico Highlands University (187897)

User ID: P1878971

Overview

12-month Enrollment Overview

The 12-month Enrollment component collects unduplicated student enrollment counts and instructional activity data for an entire 12-month period. Using the instructional activity data reported, a full-time equivalent (FTE) student enrollment at the undergraduate and graduate level is estimated (4-year institutions only). Institutions with Doctor's - professional practice students will also report the FTE enrollment of those students (4-year institutions only). NCES uses the FTE enrollment to produce indicators such as expenses by function per FTE as reported in the IPEDS Data Feedback Report.

Data Reporting Reminder:

- All institutions must use the July 1 - June 30 reporting period.
- 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. For example, if a summer term began later than usual due to Coronavirus Pandemic postponements, continue to report using the timeframes as defined in the IPEDS instructions. NCES expects that some data reported during the 2021-22 data collection year will vary from established prior trends due to the impacts of Coronavirus Pandemic. If an error edit is triggered even when submitting accurate data, please indicate in the corresponding context box or verbally to the Help Desk that the seemingly inconsistent data are accurate and reflect the effects of Coronavirus Pandemic.

Changes to reporting for 2021-22:

- New FAQ has been added to clarify reporting of degree/certificate-seeking undergraduates across EF, E12, and OM survey components.
- Edited FAQs to clarify student enrollment statuses (e.g., full-time/part-time) are typically not determined by summer term enrollment, but rather determined at their first full term of enrollment (i.e., fall or spring).

Resources:

- To download the survey materials for this component: [Survey Materials](#)

If you have questions about completing this survey, please contact the IPEDS Help Desk at 1-877-225-2568.

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Undergraduate Instructional Activity Type

Which instructional activity units will you use to report undergraduate instructional activity?

- Undergraduate instructional activity data in Part B may be reported in units of clock hours or credit hours.
- Please note that any graduate level instructional activity must be reported in credit hours. (4-year institutions only)

- Clock hours
- Credit hours
- Both clock and credit hours (some undergraduate programs measured in clock hours and some measured in credit hours)

 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).

Part A - Unduplicated Count for Full-time Undergraduate Students

12-month Unduplicated Count by Race/Ethnicity and Gender - **Full-time Undergraduate Students**

July 1, 2020 – June 30, 2021

Reporting Reminders:

- The 12-month unduplicated count must be equal or greater than the corresponding prior year fall enrollment.
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

Men

Students enrolled for <u>credit</u>	Degree/certificate-seeking			Total degree/certificate-seeking	Non-degree/non-certificate-seeking	Total, Full-time undergraduate students
	First-time	Non-first-time				
		Transfer-in	Continuing/Returning			
<u>Nonresident alien</u>	1	5	16	22	0	22
<u>Hispanic/Latino</u>	59	31	166	256	0	256
<u>American Indian or Alaska Native</u>	4	2	20	26	0	26
<u>Asian</u>	0	0	1	1	0	1
<u>Black or African American</u>	9	34	45	88	0	88
<u>Native Hawaiian or Other Pacific Islander</u>	0	6	1	7	0	7
<u>White</u>	8	17	60	85	0	85
Two or more races	6	1	13	20	0	20
<u>Race and ethnicity unknown</u>	1	2	6	9	0	9
Total men	88	98	328	514	0	514
Total men prior year	141	80	309	530	2	532

Women

Students enrolled for <u>credit</u>	Degree/certificate-seeking			Total degree/certificate-seeking	Non-degree/non-certificate-seeking	Total, Full-time undergraduate students
	First-time	Non-first-time				
		Transfer-in	Continuing/Returning			
<u>Nonresident alien</u>	4	11	18	33	0	33
<u>Hispanic/Latino</u>	74	84	335	493	2	495
<u>American Indian or Alaska Native</u>	14	18	60	92	0	92
<u>Asian</u>	1	3	0	4	0	4
<u>Black or African American</u>	1	4	7	12	0	12
<u>Native Hawaiian or Other Pacific Islander</u>	0	1	0	1	0	1
<u>White</u>	5	41	88	134	0	134
Two or more races	2	6	12	20	0	20
<u>Race and ethnicity unknown</u>	2	0	6	8	0	8
Total women	103	168	526	797	2	799
Total women prior year	146	157	420	723	3	726

Grand total (2020-21)	191	266	854	1,311	2	1,313
Prior year data:						

Grand total (men+women) prior year	287	237	729	1,253	5	1,258
Total Full-time undergraduate enrollment Fall 2020 <i>NOTE: Grand total (2020-21) calculated above is expected to be greater than total Full-time undergraduate enrollment Fall 2020.</i>	187	209	735	1,131	3	1,134

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Part A - Unduplicated Count for Part-time Undergraduate Students

12-month Unduplicated Count by Race/Ethnicity and Gender - Part-time Undergraduate Students

July 1, 2020 – June 30, 2021

Reporting Reminders:

- The 12-month unduplicated count must be equal or greater than the corresponding prior year fall enrollment.
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

Men

Students enrolled for <u>credit</u>	Degree/certificate-seeking			Total degree/certificate-seeking	Non-degree/non-certificate-seeking	Total, Part-time undergraduate students
	First-time	Non-first-time				
		Transfer-in	Continuing/Returning			
<u>Nonresident alien</u>	0	3	3	6	0	6
<u>Hispanic/Latino</u>	1	7	90	98	16	114
<u>American Indian or Alaska Native</u>	0	1	11	12	1	13
<u>Asian</u>	0	1	0	1	1	2
<u>Black or African American</u>	0	1	11	12	1	13
<u>Native Hawaiian or Other Pacific Islander</u>	0	1	1	2	0	2
<u>White</u>	2	11	44	57	6	63
Two or more races	0	1	3	4	0	4
<u>Race and ethnicity unknown</u>	0	0	2	2	2	4
Total men	3	26	165	194	27	221
Total men prior year	2	28	126	156	44	200

Women

Students enrolled for <u>credit</u>	Degree/certificate-seeking			Total degree/certificate-seeking	Non-degree/non-certificate-seeking	Total, Part-time undergraduate students
	First-time	Non-first-time				
		Transfer-in	Continuing/Returning			
<u>Nonresident alien</u>	1	3	12	16	2	18
<u>Hispanic/Latino</u>	3	61	257	321	31	352
<u>American Indian or Alaska Native</u>	3	24	54	81	2	83
<u>Asian</u>	0	3	1	4	0	4
<u>Black or African American</u>	0	1	5	6	1	7
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0	0	0	0
<u>White</u>	0	29	88	117	5	122
Two or more races	0	4	1	5	1	6
<u>Race and ethnicity unknown</u>	2	0	5	7	7	14
Total women	9	125	423	557	49	606
Total women prior year	2	133	376	511	73	584

Grand total (2020-21)	12	151	588	751	76	827
Prior year data:						

Grand total (men+women) prior year	4	161	502	667	117	784
Total Part-time undergraduate enrollment Fall 2020 <i>NOTE: Grand total (2020-21) calculated above is expected to be greater than total Part-time undergraduate enrollment Fall 2020.</i>	6	102	407	515	50	565

Part A - Unduplicated Count for Graduate Students

12-month Unduplicated Count by Race/Ethnicity and Gender - Graduate Students

July 1, 2020 – June 30, 2021

Reporting Reminders:

- The 12-month unduplicated count must be equal or greater than the corresponding prior year fall enrollment.
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Report **all** postbaccalaureate degree and certificate students as graduate students, **including any doctor's - professional practice students (formerly first-professional)**

Men

Students <u>enrolled for credit</u>	<u>Graduate students</u>
<u>Nonresident alien</u>	21
<u>Hispanic/Latino</u>	157
<u>American Indian or Alaska Native</u>	26
<u>Asian</u>	3
<u>Black or African American</u>	17
<u>Native Hawaiian or Other Pacific Islander</u>	1
<u>White</u>	103
Two or more races	7
<u>Race and ethnicity unknown</u>	<input checked="" type="checkbox"/> 12
Total men	347
Total men prior year	

Women

Students <u>enrolled for credit</u>	<u>Graduate students</u>
<u>Nonresident alien</u>	37
<u>Hispanic/Latino</u>	445
<u>American Indian or Alaska Native</u>	91
<u>Asian</u>	10
<u>Black or African American</u>	16
<u>Native Hawaiian or Other Pacific Islander</u>	0
<u>White</u>	274
Two or more races	28
<u>Race and ethnicity unknown</u>	<input checked="" type="checkbox"/> 21
Total women	922
Total women prior year	

Grand total (2020-21)	1,269
Prior year data:	
Unduplicated headcount (2019-20)	
Total enrollment Fall 2020 <i>NOTE: Grand total (2020-21) calculated above is expected to be greater than Total enrollment Fall 2020.</i>	1,078

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Part A – 12-month Enrollment by Distance Education Status

12-month Unduplicated Count - Distance Education Status

July 1, 2020 – June 30, 2021

	Undergraduate Students		Graduate Students
	Degree/certificate-seeking	Non-degree/non-certificate-seeking	
Students <i>enrolled exclusively</i> in distance education courses	1,440	68	841
Students <i>enrolled in at least one but not all</i> distance education courses	384	3	342
Students <i>not enrolled in any</i> distance education courses	238	7	86
Total (from prior part A screens)	2,062	78	1,269

 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).

Part B - Instructional Activity

12-month Instructional Activity

July 1, 2020 - June 30, 2021

Instructional Activity Reporting Reminder:

- Instructional activity is used to calculate an IPEDS FTE based on the institution's reported calendar system.
- Graduate credit hour activity should not include any doctor's – professional practice activity, the total of those students' FTE is entered separately instead.

FTE Reporting Reminder:

- Institutions need not report their own calculations of undergraduate or graduate FTE unless IPEDS FTE calculations would be misleading for comparison purposes among all IPEDS reporting institutions.

Instructional Activity

	2020-21 total activity	Prior year data
Undergraduate level:		
<u>Credit hour activity</u>	41,487	42,022
Graduate level:		
<u>Credit hour activity</u>	21,413	20,367


Full-Time Equivalent (FTE) of Students

Calendar system (as reported on the prior year IC Header survey component):	Semester
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If the IPEDS calculated FTE estimates below are not reasonable, **AND** you have reported the correct instructional activity hours above, enter your best FTE estimate in the "Institution reported FTE" column below and save the page. This option should be used **ONLY** if the calculated estimate is not reasonable for your institution and IPEDS comparisons.

Please provide your best estimate of undergraduate and graduate FTE for the 12-month reporting period **only if the calculated FTE estimate below is not reasonable for IPEDS comparison purposes**. Please provide an explanation in the context box if the option is used due to Coronavirus Pandemic.

	Calculated FTE 2020-21	Institution reported FTE 2020-21	Prior year FTE 2019-20
Undergraduate student FTE	1,383	1,383	1,401
Graduate student FTE	892	892	849
Total FTE students	2,275	2,275	2,250

 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).

Prepared by

Prepared by

Reporting Reminders:

- The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data.
- The Keyholder will be copied on all email correspondence to other preparers.
- The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS.
- Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.
- Thank you for your assistance.

This survey component was prepared by:

<input checked="" type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input type="radio"/>	Academic Library Contact	<input type="radio"/>	Other

Name:

Email:

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?
Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Other offices	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

Summary screen

12-Month Enrollment Component Summary

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution’s Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the [Data Center](#) and sent to your institution’s CEO in November 2021.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

12-Month Unduplicated Headcount and Full-Time Equivalent Students	
Total 12-month unduplicated headcount	3,409
Undergraduate student unduplicated headcount	2,140
Graduate student unduplicated headcount	1,269
Total 12-month full-time equivalent (FTE) student enrollment	2,275
Undergraduate student FTE	1,383
Graduate student FTE	892

Edit Report

12-month Enrollment

Source	Description	Severity	Resolved	Options
Screen: Graduate Students				
Screen Entry	The 12-month unduplicated count of graduate students for Race and ethnicity unknown Men (12) is different than expected when compared with the same category (13) in the prior year Fall Enrollment survey, because the official fall enrollment reporting date falls within the 12-month timeframe for E12. Please correct your data or explain. (Error #9372)	Explanation	Yes	
Reason	This figure has been verified and is correct.			
Screen Entry	The 12-month unduplicated count of graduate students for Race and ethnicity unknown Women (21) is different than expected when compared with the same category (22) in the prior year Fall Enrollment survey, because the official fall enrollment reporting date falls within the 12-month timeframe for E12. Please correct your data or explain. (Error #9381)	Explanation	Yes	
Reason	This figure has been verified and is correct.			