

Term	Functional Definition
Freeze Date	Freeze data is a semester “snapshot” of detailed university information collected and stored on faculty, staff, and students. The Freeze data are arranged in files that are “frozen” at the same week each semester. In general, freeze data are captured by the 15th day of class each semester.
Undergraduate Full-time Student	Headcount of each full-time undergraduate student as full-time where full-time is defined as attempting 12 or more hours per fall or spring semester.
Graduate Full-time Student	Headcount of each full-time graduate student as full-time where full-time is defined as attempting 9 or more hours per fall or spring semester.
Undergraduate Part-time Student	Headcount of each part-time undergraduate student as part-time where part-time is defined as attempting less than 12 hours per fall or spring semester.
Graduate Part-time Student	Headcount of each part-time graduate student as part-time where part-time is defined as attempting less than 9 hours per fall or spring semester.
Full-Time Equivalent (FTE) Student	Student Semester FTE is a unit of measure derived from the student credit hour. Generally, one undergraduate semester FTE is equivalent to 15 student credit hours and/or one graduate semester FTE is equivalent to 12 student credit hours per fall or spring semester.
Undergraduate FTES	Total undergraduate student credit hours divided by 15 per fall or spring semester.
Graduate FTES	Total graduate student credit hours divided by 12 per fall or spring semester.
Annualized FTE	The undergraduate Annualized FTE is calculated as the sum of annual student credit hours for the academic year divided by 30. The graduate Annualized FTE is calculated as the sum of annual student credit hours divided by 24.
Headcount Enrollment	Headcount Enrollment is the number of students enrolled for at least .01 of credit hours for a given semester or term. According to university policy, anyone registered and paid for credit courses, regardless of full-time or part-time status is included.
First-Time Freshmen	Students who enroll in college for the first time in the fall term of a given year (called the cohort year) constitute the first-time freshmen cohort. First-time freshmen include the following: A student who has earned no previous college credit hours; A student who has earned college credits while in high school through joint enrollment in college courses; A student who graduates from high school in the cohort year then enrolls in a college for the first time that summer and also enrolls in the fall term of the cohort year.

Degree-Seeking (Students)	Degree-seeking students are those who declare the objective of earning a certificate or degree when they enroll for their first term in college. That includes students seeking less-than-one-year and one-year certificates, associate's degrees, and bachelor's degrees.
Retention Rate	A measure of the rate at which students persist in their educational program at an institution, expressed as a percentage. For four-year institutions, this is the percentage of first-time bachelors (or equivalent) degree-seeking undergraduates from the previous fall who are again enrolled in the current fall. For all other institutions this is the percentage of first-time degree/certificate-seeking students from the previous fall who either re-enrolled or successfully completed their program by the current fall.
Persistence Rate	The number of cohort students still enrolled at the institution divided by the total number in the cohort group.
Four-year Graduation Rate	bachelor's degree graduation rates are defined as the percentage of the bachelor's graduation rate base cohort that has obtained a degree within four years of matriculation. Graduates are counted through the summer of the fourth year.
Five-year Graduation Rate	bachelor's degree graduation rates are defined as the percentage of the bachelor's graduation rate base cohort that has obtained a degree within five years of matriculation. Graduates are counted through the summer of the fifth year.
Six-year Graduation Rate	<p>Bachelor's degree graduation rates are defined as the percentage of the bachelor's graduation rate base cohort that has obtained a degree within six years of matriculation. Graduates are counted through the summer of the sixth year. There are two types of rates for all degree levels.</p> <ul style="list-style-type: none"> • System-Wide Rates: Students who graduated from a State System institution other than the one they attended during their original matriculation. • Institution-Specific Rates: Students who graduated from the same State System institution as they attended during their original matriculation. <p>The rate required for disclosure and/or reporting purposes under the Student Right-to-Know Act. This rate is calculated as the total number of completers within 150% of normal time divided by the revised adjusted cohort.</p>
Bachelor's Degree Graduation Rate Base Cohort	The base cohort for calculating bachelor's degree graduation rates includes all undergraduate, bachelor's degree-seeking, first-time, full-time freshmen.

Adjusted Cohort	Cohort enrollments, adjusted to remove valid exclusions so as not to negatively impact the university's retention, graduation or persistence rates. Valid exclusions include: 1) left school for armed forces; 2) left school on official church mission; 3) deceased; 4) left school for foreign aid; 5) permanently disabled. Once a student is submitted as an exclusion, they cannot be counted in the cohort rates, even if they return to the university.
Transfer Student	A student entering the reporting institution for the first time but known to have previously attended a postsecondary institution at the same level (e.g., undergraduate, graduate). The student may transfer with or without credit(s).
First-Generation Student	A student who comes from a family where neither of their biological parents completed a four-year college degree.
Class Level	A student's class level, based on the number of earned credits: Freshman (<30), Sophomore (>=30 and <60), Junior (>=60 and <90), Senior (>=90)
Completions	The number of degrees and other formal awards (certificates) conferred. If a student earns multiple awards in the same reporting term, all awards are counted.
Completer	A student who receives a degree, diploma, certificate, or other formal award. In order to be considered a completer, the degree/award must actually be conferred.
New Non-Transfer (Enrolled Student)	A student (degree/certificate-seeking or non-degree/certificate-seeking) who is not a transfer and was not enrolled in a prior term at the same program academic sub-level in which they are currently enrolled. This includes: 1) Undergraduate students who earned college credit while a dual enrolled high school student (either at your university or a different college/university) and their first term of enrollment after high school graduation is with your university (applicable to undergraduate students only). 2) Students who took courses at another postsecondary institution in the summer preceding their fall enrollment or in the winter preceding their spring enrollment (per IPEDS). 3) Students who enrolled previously but withdrew prior to the term's census date.

New Transfer (Enrolled Student)	<p>A degree/certificate-seeking student who previously attended another postsecondary institution at the same program academic sub-level and was not previously enrolled as degree/certificate-seeking at the reporting university at the same program academic sub-level. A postsecondary institution includes a vocational technical school if the student attended after their high school graduation. The student may transfer with or without credit. Students can be considered transfer in the fall or spring terms if they transferred into the university in the prior summer or winter term, respectively. There are two three exceptions in which a student would not be considered a transfer:</p> <ol style="list-style-type: none"> 1) They earned college credit while a dual enrolled high school student at a different college/university and their first term of enrollment after high school graduation is with your university (applicable to undergraduate students only). These students would be new non-transfer. 2) They took courses at another postsecondary institution in the summer preceding their fall enrollment or in the winter preceding their spring enrollment (per IPEDS). These students would be new non-transfer. 3) They received any type of "alternative" credit outside the reporting university. This includes Advanced Placement (AP), College-Level Examination Program (CLEP), Examination (test out), International Baccalaureate (IB), Military Experience, and Prior Learning Assessment (PLA) credits.
Continuing (Enrolled Student)	A student who was enrolled in a prior term at the same level in which they are currently enrolled and does not meet the exceptions listed under new non-transfer and new transfer.

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