



## Office of Institutional Data and Reporting

### Data Dictionary

	Term	Definition	NTU	IPEDS	NSC	TCPCTIP	NMHD	BIA/BIE	AIHEC/AIMS
1	100% Completion	Percent of students who entered First Time in College (FTIC) in a particular fall semester and who complete their certificate or degree within the designated graduation timeframe for their program divided by the total number of students who entered as FTIC in that fall semester.	X	X			X		
2	150% Completion	Percent of students who entered as FTIC in a particular fall semester and who complete their certificate or degree within 150% of the designated graduation timeframe for their program divided by the total number of students who entered as FTIC in that fall semester.	X	X	X	X		X	X
3	Academic Advisor	An instructor or staff member responsible for providing academic guidance including advising and registration of students within a particular program.	X						
4	Academic Term NTU	Refers to a semester (fall, spring or summer).	X	X	X	X	X	X	X
5	Academic Year (AY)	Comprised of three semesters, beginning with the fall semester, through spring and ending at the conclusion of the summer semester. For example, the 2020-2021 academic year begins in the fall semester of 2020 and concludes at the end of the summer semester in 2021.	X		X	X	X		X
6	American Indian Student	A student who is either an enrolled member of a federally recognized Indian tribe, or the biological child of an enrolled member of a federally recognized Indian tribe, living or deceased.		X					X
7	Associate Degree	A program of study that can be completed in two but less than four years (approximately 60 credits)	X	X	X	X	X		X
8	Bachelor's Degree	A program of study that can be completed in 4 years; also referred to as Baccalaureate degree	X	X	X	X	X		X
10	Census Data	The last day to add or drop a class or to withdraw without a record, usually the Third Friday after the semester begins.	X	X	X	X	X		X
11	Census Day Enrollment	This day usually occurs on the 3 <sup>rd</sup> Friday after the semester begins. On this day, enrollment is captured that is used for that semester's official enrollment count.	X	X	X	X	X		X
12	Certificate	A program of study that can be completed in two or fewer semesters	X	X	X	X	X		X
13	CIP Code	Classification of Instructional Program 2010 codes assigned based on course content and disciplinary grouping	X		X	X	X		X
14	Cohort (or Fall Cohort)	The group of students entering in the fall term established for tracking purposes. For the Graduation Rates, Retention Rates and Persistence Rates component, this includes all students who enter an institution as full-time, first-time in college, degree or certificate-seeking undergraduate students during the fall term of a given year.	X	X	X	X	X	X	X
15	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	X	X	X	X	X		X
16	Completer/ Graduate	A student who is officially awarded a degree, certificate, diploma, or other recognized credential.	X	X	X	X	X		X
17	Completers Within 150% of normal time Completion Rate	Students who completed their program within 150% of the normal (or expected) time for completion. A percentage of students who graduated from a given program during an academic year out of the total number of full-time equivalent (FTE) students, who enrolled in the program during the same academic year.	X	X	X	X	X		X
18	Completion Rate	A percentage of students who graduated from a given program during an academic year out of the total number of Full- Time Equivalent (FTE). Students, who enrolled in the program during the same academic year.	X	X	X	X	X		X
19	Concurrently Enrolled	Student receiving postsecondary credit for course work to transfer to another institution	X	X	X	X	X		X
20	Continuing	A student who was enrolled in this institution's main or branch campuses the most previous session (e.g., Spring or Summer for Fall students). Exclude students newly admitted to graduate or professional school.	X	X	X	X	X		X
21	Continuing Education Unit (CEU)	Credits earned through completion of community-based or other non-degree/non-credential training or education. Completion of CEUs may lead to earning or maintaining a professional license or certification. 10* hours of a learning activity will provide 1 CEU. (*Varies)						X	X
22	Continuing Student	A student who maintains their enrollment from the prior term to the current term at NTU (Students who are enrolled in a spring semester and do not attend during the next consecutive summer semester but continue in following fall semester are considered continuing students)	X	X	X	X	X		X
23	Credit Hour	In accordance with federal regulations, a credit hour is a unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire term.	X	X	X	X	X		X
24	Degree level	The qualification awarded to students upon successful completion of a course of study. Degrees awarded at NTU include Associate and bachelor's degree levels.	X	X	X	X	X		X
25	Degree Program	Integrated course of study leading to an academic degree (i.e. Associate of Applied Science, Associate of Science, or Bachelor of Science)	X	X	X	X	X		X
26	Degree Seeking Student	A student who has declared a major and is enrolled and taking courses in a certificate, diploma, or degree program.	X	X	X	X	X		X
27	Demographics	Information about a person, such as ethnicity, gender, address, nationality, etc.	X	X	X	X	X		X

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28	Distance Education (Online Programs)	A form of instruction where the majority, if not all, instruction is delivered remotely without in-person, face-to-face contact between teacher and students.	X	X	X	X	X		X
29	Drop	Refers to a student who withdraws from all courses prior to census date	X						
30	Dual Credit Student	A student who is enrolled in high school but also taking college level courses.	X	X	X	X	X		X
31	Enrolled Student	A student who is enrolled in courses past census date in a particular semester.	X	X	X	X	X	X	X
32	Entrance Year	The year a student first enters the college.	X	X	X	X	X		X
33	Entrance Term	The term (Fall, Spring, Summer) a student first enters the college.	X	X	X	X	X		X
34	Ethnicity (Race)	Categories include Hispanic or Latino, American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, White, Nonresident Alien*, and Resident Alien*. *Feds planning to drop "Alien" from these categories in 2023	X	X	X	X	X	X	X
35	Exit Date	This depends on the context and can be define two different ways: <b>1. Degree Status-</b> Indicates that a student has exited the program, either by completing the degree or fully withdrawing from the institution. <b>2. Program Status-</b> Indicates a program-level change, such as a leave of absence or a change of major.	X						
36	Faculty to Student ratio	The number of academic credit-seeking students divided by the number of instructional faculty. For example, 523 students divided by 40 faculty results in faculty to student ration of 1:13.	X	X	X	X	X		X
37	First Generation Student	NMHD has decided to use the Free Application for Federal Student Aid (FAFSA) definition: a first-generation college student is defined as one whose parents did not complete a four-year bachelor's degree program.	X				X		
38	First time in college (FTIC)	A student who has not previously attended any postsecondary institution (may or may not have completed college credits as a dually enrolled high school student).	X	X	X				
39	First time student	A student who has never attended NTU but may or may not have attended other institutions of higher education.	X		X				X
40	First year student	A student who has completed less than the equivalent of 1 full year of undergraduate work; that is, less than 30 semester hours (in a 120-hour degree program) or less than 900 contact hours.	X	X	X	X	X		X
41	Freshman	A student who has earned 0 to 30 credits.	X	X	X	X	X		X
42	Full time equivalency (FTE)	Calculated as: Undergraduate FTE = Total Undergraduate Student Credit Hours / 15 Graduate FTE = Total Graduate Student Credit Hours / 12	X	X	X	X	X		X
43	Full time equivalent (FTE)	Total number of credit hours attempted divided by 15 for undergraduates and 12 for graduates.	X	X	X	X	X		X
44	Full time student	Student who enrolls in 12 credits or more in fall or spring semester; 6 credits or more in summer semester for undergraduates and 9 credits or more in fall or spring semester for graduate level students.	X	X	X	X	X		X
45	Full time undergraduate	An undergraduate student who is enrolled for 12 credits or more by census date. During the summer, it is 6 credits or more.	X	X	X	X	X		X
46	Full time graduate	A graduate student who is enrolled for 9 credits or more by census date.	X	X	X	X	X		X
47	Grade point average (GPA)	A number representing the average value of the accumulated final grades earned in courses over time; can represent courses in a term or the cumulative academic program.	X						
48	Graduate/ Completer	A student who is officially awarded a degree, certificate, diploma, or other recognized credential.	X	X	X	X	X		X
49	Graduate student	A student seeking a Master degree who has already received a Bachelor degree.	X	X	X	X	X		X
50	Graduation rate (GR)	This annual component of IPEDS was added in 1997 to help institutions satisfy the requirements of the Student Right-to-Know legislation. Data are collected on the number of students entering the institution as full-time, first-time, degree/certificate-seeking undergraduate students in a particular year (cohort), by race/ethnicity and gender; the number completing their program within 150 percent of normal time to completion; the number that transfer to other institutions if transfer is part of the institution's mission. Prior to 2007, institutions who offered athletically-related student aid were asked to report, by sport, the number of students receiving aid and whether they completed within 150 percent of normal time to completion. Now, these institutions only need to report a URL where the athletic data is located on their website, when available. GR automatically generates worksheets that calculate rates, including average rates over 4 years.	X	X					
51	Graduation rate (150% time )	The percent of program completers who entered a degree or certificate program and completed that program within a specified period. For example, 150% of normal time for a two-year program would be three years.	X	X		X	X		
52	Graduation rate (200% time )	The percent of program completers who entered a degree or certificate program and completed that program within a specified period. For example, 200% of normal time for a two-year program would be four years.	X	X					
53	Headcount	Unduplicated count of students.	X	X	X	X	X		X
54	Indian student council (ISC)	All credits earned by Native American students in an academic year divided by 12.	X			X			X
55	Job placement	Job placement is a measurement of shared graduates of continued education or employment in which they were trained for here at NTU.	X	X	X	X	X		X
56	Junior	A student who has earned 61 to 90 credits.	X	X	X	X	X		X
57	Major	The academic discipline to which an enrolled student commits associated with a certificate or degree program.	X	X	X	X	X		X
58	Non-degree seeking student	A student taking credit-bearing classes while not enrolled in a certificate, diploma, or degree program.	X	X	X	X	X		X
59	Non-traditional student	A student who is over the age of 24.	X				X		

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60	Normal time to completion	The amount of time necessary for a student to complete all requirements for a degree or certificate according to the institution's catalog. This is typically 4 years (8 semesters or trimesters, or 12 quarters, excluding summer terms) for a bachelor's degree in a standard term-based institution; 2 years (4 semesters or trimesters, or 6 quarters, excluding summer terms) for an associate's degree in a standard term-based institution; and the various scheduled times for certificate programs.	X	X	X	X	X		X
61	Part time graduate	A graduate student who is enrolled for 6 credits or less by census date.	X	X	X	X	X		X
62	Part time student	Student who enrolls in less than 12 credits in Fall or Spring semester; 6 credits or less in summer semester.	X	X	X	X	X		X
63	Passing grade	A grade of "A", "B", "C", or "P" is considered a passing grade for purposes of calculating institutional student progress.	X			X			X
64	Persistence rate	A measure of how many students return from the fall semester to the spring semester. This includes the fall cohort of FTIC students.	X						
65	Registered student	A student who has registered for courses in a particular semester prior to or at the beginning of a semester.	X	X	X	X			X
66	Retention rate	A measure of how many FTIC students continue their studies into their sophomore year.	X	X	X	X	X		X
67	Re-admit* (Returning) student	A student who was previously enrolled in this institution's main or branch campuses, who stopped out and was not enrolled the most previous session (not counting Summer for Fall students). Excludes students newly admitted to graduate or professional school.	X						
68	Senior	A student who has earned more than 91 credits.	X						
69	Sophomore	A student who has earned 31 to 60 credits	X	X	X				
70	STARS ID	The State of New Mexico's Public-School Unique Identification number for NM Dual Credit Students.	X	X	X	X	X		X
71	Stop out student	Students who do not attend the next consecutive semester or more but return at a later date. (Summer is not considered a formal semester, so students who do not attend during the summer are not considered stop outs.)	X	X	X	X			X
72	Student	Anyone enrolled during a semester for at least 1 academic credit hour; anyone enrolled during a semester, excluding non-degree and non-certificate students.	X			X			X
73	Student level	Level of student based on class standing/year student has achieved. This is determined by credit hours earned rather than number of years enrolled	X			X			X
74	Traditional student	A student who is between the ages of 18 to 25.	X	X	X	X	X		X
75	Transfer student	A student who has previously attended another postsecondary institution before attending NTU.	X	X	X	X			X
76	Unduplicated headcount	Total number of unique students who attended during an academic year regardless of how many semesters they attended during that year.	X	X	X	X			X
77	Withdraw	A student who withdraws from a course or the institution after the census date.	X						
78	Withdrawal date	Last recorded date of attendance for a student.	X						

\*The term has been updated from Returning to Re-Admit to align with Admissions department terminology. (11/2026)/ sb

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