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## IC Header 2011-12

Institution: Hope College (170301)

User ID: P1703011

**Overview****Institutional Characteristics Header Overview**

Welcome to the Institutional Characteristics Header survey component (IC Header). This survey was introduced to collect data that are key to reporting throughout the IPEDS data collection, and must be completed and locked before any other survey can be started.

Some IC Header questions may require nothing more than a confirmation, if nothing has changed. Please make changes as necessary, and complete items that do need a response (enrollment questions).

Remember, it is the responsibility of the keyholder to provide NCES with accurate data about the institution. Please never hesitate to call the IPEDS Help Desk at 1-877-225-2568 and ask for help to make sure that you are reporting correctly!

**Changes to Institutional Characteristics:**

- There is a new question for doctor's degree granting institutions. This question will determine whether an institution reports Graduate tuition, Doctor's - Professional Practice tuition, or both.
- The systems question has been moved to the IC Header and has been revised for clarity.

Because of the importance of the IC Header data in determining the screens you will receive in other surveys, be sure to report correctly, and to contact the IPEDS Help Desk if you have **ANY** questions about what you need to report.

The IC Header data affect other survey components in the following ways:

- The Educational Offerings question verifies your institution's inclusion in IPEDS.
- The Control and Levels page is key to all survey components, especially to Finance (F) and Graduation Rates (GRS). Additionally, this is important information for students, impacts many federal reports, and is used in placing institutions in appropriate net price groupings.
- Calendar system selection impacts student charges data reported in Institutional Characteristics (IC), GRS data, and Student Financial Aid (SFA) data related to the net price calculation.
- Enrollment levels impact student charges in IC and enrollment categories in the Fall Enrollment (EF) survey component.
- The operations question for new institutions determines reporting of 12-month enrollment (E12).

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

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**Part A - Educational Offerings****1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]***If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.*

- ☐ Occupational, may lead to a certificate, degree, or other formal award
- ☒ Academic, leading to a certificate, degree, or diploma
- ☐ Continuing professional (postbaccalaureate only)
- ☐ Recreational or avocational (leisure) programs
- ☐ Adult basic or remedial instruction or high school equivalency
- ☐ Secondary (high school)

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**Part A - System Office****2. System, Governing Board or Corporate Structure**

**Is the institution part of a multi-institution or multi-campus organization that owns, governs, or controls the institution? Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.**

*If you need assistance or need to make changes, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.*

- ☒ No, this institution **IS NOT** a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.
- ☐ Yes, this institution **IS** a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.

If yes, specify the name of the multi-institution or multi-campus organization that owns, governs, or controls the institution. **Please make sure to spell the name out in the same way as other institutions in your organization.**



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**Part B - Organization - Control and Level****1. What is your institutional control or affiliation?**

*Be sure to select the correct control for your institution. Errors on this question have an impact throughout the IPEDS surveys, in federal reporting, in net price groupings, and on your institutions appearance to students. If you reported incorrectly in a previous year, please contact the Help Desk at 877.225.2568 to correct the error.*

- ☐ Public - Select primary and or secondary controls below

Primary control

Select One

Secondary control (if applicable)

Select One

- ☐ Private for-profit
- ☐ Private not-for-profit independent (no religious affiliation)
- ☒ Private not-for-profit religious affiliation - Select affiliation below

Reformed Church in America

**2. What award levels are offered by your institution? [Check all that apply]**

When reporting award levels for sub baccalaureate certificates (levels 1, 2, and 4), determine program length by the number of credit or contact hours, NOT the academic year length in parentheses. The academic year length is meant only to provide context.

The 'Other' award level should not be used unless your program truly does not fit any of the other award levels. We expect very few institutions to fit the 'Other' category.

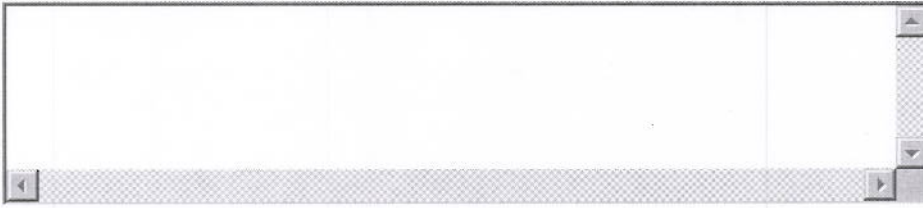
**Award Level****BELOW THE BACCALAUREATE:**

- 1 ☐ Postsecondary award, certificate, or diploma of (less than one academic year)  
 - less than 900 contact or clock hours, or  
 - less than 30 semester or trimester credit hours, or  
 - less than 45 quarter credit hours
- 2 ☐ Postsecondary award, certificate, or diploma of (at least one but less than two academic years)  
 - at least 900 but less than 1800 contact or clock hours, or  
 - at least 30 but less than 60 semester or trimester credit hours, or  
 - at least 45 but less than 90 quarter credit hours
- 3 ☐ Associate's degree
- 4 ☐ Postsecondary award, certificate, or diploma of (at least two but less than four academic years)  
 - 1800 or more contact or clock hours, or  
 - 60 or more semester or trimester credit hours, or  
 - 90 or more quarter credit hours

**BACCALAUREATE AND ABOVE:**

- 5 ☒ Bachelor's degree or equivalent
- 6 ☐ Postbaccalaureate certificate
- 7 ☐ Master's degree
- 8 ☐ Post-master's certificate
- 17 ☐ Doctor's degree - research/scholarship
- 18 ☐ Doctor's degree - professional practice
- 19 ☐ Doctor's degree - Other
- 12 ☐ Other (specify in box below)

You may use the space below to provide context for the data you've reported above.



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**Part B - Organization - Calendar System**

*Your response to the next question determines how your institution reports Institutional Characteristics student charges data in the fall, Student Financial Aid data in the spring, and Graduation Rates data in the spring. It also impacts the net price calculation in the Student Financial Aid survey.*

*If the calendar system differs from prior year or requires a change, please contact the Help Desk at 877.225.2568.*

**3. What is the predominant calendar system at the institution? [Choose one]****Standard academic terms**

*Checking **Semester, Quarter, Trimester, or 4-1-4** determines that your institution will provide Student Financial Aid and Graduation Rates data based on a FALL COHORT and student charges data for a full ACADEMIC YEAR.*

*Checking **Other academic calendar** determines that your institution will provide Student Financial Aid and Graduation Rates data based on a FULL YEAR COHORT and student charges data for a full ACADEMIC YEAR.*

- ☒ Semester
- ☐ Quarter
- ☐ Trimester
- ☐ 4-1-4 or similar plan
- ☐ Other academic calendar

**Other calendar system**

*Checking one of the following determines that your institution will provide Student Financial Aid and Graduation Rates data based on a FULL YEAR COHORT and student charges data by the full length of each reported PROGRAM.*

- ☐ Differs by program
- ☐ Continuous basis (every 2 weeks, monthly, or other period)

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**Part B - Organization - Student Enrollment****4. Does your institution enroll any of the following types of students?***Include all levels offered by your institution, even if there are no students currently enrolled at that level.**Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the spring collection. Additionally, checking **Yes** for full-time, first-time, degree/certificate-seeking undergraduate students determines that your institution must report cost (price) of attendance data (on the IC survey) and Student Financial Aid data (in the spring collection) for these students.*

	<u>Full-time</u>				<u>Part-time</u>			
<u>Undergraduate (academic or occupational programs)</u>	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/>		<input type="radio"/> No	<input checked="" type="radio"/> Yes		
<u>First-time, degree/certificate-seeking undergraduate</u>	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/>		<input type="radio"/> No	<input checked="" type="radio"/> Yes		
<u>Graduate</u>	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/>		<input type="radio"/> No	<input type="radio"/> Yes		

**6. For Fall 2005, did your institution have any full-time first-time degree/certificate-seeking students enrolled in programs at the baccalaureate level or below?***If you answer **Yes** to this question, you will be required to provide Graduation Rates data for the 2005-06 cohort in the spring collection. If you answer **No** to this question, indicate the reason you are not required to report Graduation Rates for the cohort year requested.**If you reported any full-time, first-time degree/certificate-seeking undergraduates on the 2005-06 Enrollment survey, the data will be preloaded below.*

- ☐ No
- ☐ This institution did not enroll full-time, first-time (undergraduate) students.
  - ☐ This institution did not offer programs at or below the baccalaureate level.
  - ☐ This institution was not in operation in 2005-06.
- ☒ Yes

Full-time, first-time degree/certificate-seeking students from 2005-06 Enrollment survey (GRS Cohort)

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**Summary****Institutional Characteristics Header 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 ExPT and sent to your institution's CEO in November 2012.

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.

GENERAL INFORMATION	
Educational Offerings	Academic
Control	<u>Private not-for-profit</u>
	Religious Affiliation: Reformed Church in America
Award Levels Offered	Bachelor's degree
Calendar system	Semester
Levels of Enrollment offered	Full-time Undergraduate Part-time Undergraduate Full-time First-time, degree/certificate-seeking undergraduate Part-time First-time, degree/certificate-seeking undergraduate
System	No System







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**Explanation Report**

Number	Source	Location	Description	Severity	Accepted
<b>Screen: Part B - Organization - Student Enrollment</b>					
1	Row: 5 Col: 7	Screen Entry	You reported that you offer this level, but did not report any enrollment for this level last year. Please explain.	Explanation	Yes
Reason: Although students may enter as part time first time freshmen, the vast majority are full time. This fall, 2011, we will have one out of 800+ first time students who will be part time. Many years we have noone who is part time in the entering class.					

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