

**SHEEO Information Request
Regarding Certificate Program Enrollment
August 2, 2016**

SHEEO Query:

Dear SHEEO Data Contacts:

Your colleagues at Education Strategy Group have asked:

Does your agency collect certificate program enrollment in your postsecondary institutions and distinguish by length of program, such as greater than 1 year?

State Agency Responses:

Hawaii, University of Hawaii	Yes we do.
Kansas Board of Regents	<p>Yes, these student enrollment records are reported to Kansas at the state level from public postsecondary institutions. As various reporting definitions may differ as to what constitutes a formal award or whether a program leads to an industry-recognized credential, it is uncertain whether all are reported. State reporting definitions follow:</p> <p><i>Who to Include: Any student enrolled in a postsecondary level course on the 20th day, those students who are enrolled in a course that begins and ends before the 20th day, and those students who are enrolled in a course that starts after the 20th day provided they are still enrolled as of the course's census day. This includes students who withdrew after the 20th day. Include students who are enrolled in courses that fulfill a requirement of a formal award or a standalone program.</i></p> <ul style="list-style-type: none"> ☐ <i>A formal award is earned for KBOR-approved programs of 16 or more credit hours that result in a Technical Certificate or above.</i> ☐ <i>A University Certificate of any length.</i> ☐ <i>A stand-alone program is:</i> <ul style="list-style-type: none"> ☐ <i>less than 16 credit hours in length;</i> ☐ <i>leads to an industry recognized credential, license, or certification;</i> ☐ <i>has been specified as a stand-alone program by KBOR's Workforce Development staff; and</i> ☐ <i>included in the Program Inventory data system.</i> <p><i>Do not include students or associated hours if the enrollment took place after the 20th day and the student dropped the course before the course actually started.</i></p> <p><i>Here are the definitions associated with length of program for Kansas.</i></p> <p><u><i>Stand-Alone Program:</i></u> <i>Less than 16 credit hours, (2) leads to an industry recognized credential, license, or certification, and (3) has been specified as a stand-alone program by KBOR's Workforce Development staff and included in the Program Inventory data system.</i></p> <p><u><i>Postsecondary Technical Certificate A:</i></u> <i>Requires completion of an organized program of study in a technical area of at least 16 but less than 30 credit hours in length, at the postsecondary level (below the baccalaureate degree).</i></p>

	<p><u>Postsecondary Technical Certificate B</u>: Requires completion of an organized program of study in a technical area of at least 30 but less than 45 credit hours in length, at the postsecondary level (below the baccalaureate degree).</p> <p><u>Postsecondary Technical Certificate C</u>: Requires completion of an organized program of study in a technical area of at least 45 but less than 60 credit hours in length, at the postsecondary.</p> <p><u>Postsecondary award, certificate, or diploma (CERT0)</u>: (less than 1 academic year) An award that requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in less than 1 academic year (2 semesters), or designed for completion in less than 30 semester credit hours.</p> <p><u>Postsecondary award, certificate, or diploma (CERT1)</u>: (at least 1, but less than 2, academic years) An award that requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least 1, but less than 2, full-time equivalent academic years, or designed for completion in at least 30 but less than 60 semester credit hours.</p> <p><u>Post baccalaureate certificate</u>: An award that requires completion of an organized program of study beyond the bachelor's. It is designed for individuals who have completed a baccalaureate degree, but do not meet the requirements of a master's degree.</p> <p><u>Post-master's certificate</u>: An award that requires completion of an organized program of study beyond the master's degree, but does not meet the requirements of academic degrees at the doctor's level.</p>
Kentucky Council on Postsecondary Education	The Kentucky Council on Postsecondary Education collects undergraduate, post-baccalaureate, and graduate certificate program enrollment. The undergraduate certificate programs are distinguished as less than 1 year, 1-2 years, and 2-4 years.
Minnesota State Colleges and Universities	The Minnesota State Colleges and Universities system maintains unit record data on students with majors in certificate programs. Program length is measured by the number of credits required for the certificate program. The system is comprised of 30 associate degree colleges and seven master's universities.
Missouri Department of Higher Education	Missouri can do this, at least in theory. Most of the time, we're just concerned about binary degree-seeking status or not, so we don't have a great sense of what's actually being reported, but the coding options are at least available in our SUR data to the institutions.
North Carolina, University of North Carolina	The UNC system does collect and report a certificate program of at least 1 but less than 2 years for the University of North Carolina at Chapel Hill. These may or may not fit the Education Strategy Group's definition of "certificate program," but one of our system institutions offers the associate degree and another offers the diploma of at least two but less than four academic years.
Rhode Island Office of the Postsecondary Commissioner	Yes, enrollment in certificate programs is collected, distinguished by length of program.

South Carolina Commission on Higher Education	The SC Commission on Higher Education does collect enrollment data as reported by the institutions for certificates/diplomas.																																				
Tennessee Higher Education Commission	YES – the State of Tennessee collects data re: certificates, broken down by length of program... and the program length distinctions play through our outcomes-based funding formula for such programs.																																				
Utah System of Higher Education	<p>We collect the students completion data and degree intent in our data files</p> <p>ELEMENT NAME: Degree Intent</p> <p>FIELD NAME: S_DEG_INTENT</p> <p>FIELD FORMAT: Varchar2, 1 Character, Columns 264-264</p> <p>DEFINITION: The length/nature of the degree that the student is working toward.</p> <table border="1" data-bbox="597 772 1474 1885"> <thead> <tr> <th data-bbox="597 772 734 877">Field Value</th> <th data-bbox="734 772 1289 877">Field Attribute and Examples</th> <th data-bbox="1289 772 1474 877">Effective Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="597 877 734 970">0</td> <td data-bbox="734 877 1289 970">Non-Degree seeking</td> <td data-bbox="1289 877 1474 970">June 15, 1998</td> </tr> <tr> <td data-bbox="597 970 734 1062">1</td> <td data-bbox="734 970 1289 1062">Seeking one year degree/certificate/diploma</td> <td data-bbox="1289 970 1474 1062">June 15, 1998</td> </tr> <tr> <td data-bbox="597 1062 734 1155">2</td> <td data-bbox="734 1062 1289 1155">Seeking two year degree/certificate/diploma</td> <td data-bbox="1289 1062 1474 1155">June 15, 1998</td> </tr> <tr> <td data-bbox="597 1155 734 1247">3</td> <td data-bbox="734 1155 1289 1247">Seeking three year degree/certificate/diploma</td> <td data-bbox="1289 1155 1474 1247">June 15, 1998</td> </tr> <tr> <td data-bbox="597 1247 734 1339">4</td> <td data-bbox="734 1247 1289 1339">Seeking four year degree/certificate/diploma</td> <td data-bbox="1289 1247 1474 1339">June 15, 1998</td> </tr> <tr> <td data-bbox="597 1339 734 1432">5</td> <td data-bbox="734 1339 1289 1432">Seeking five year degree/certificate/diploma</td> <td data-bbox="1289 1339 1474 1432">June 15, 1998</td> </tr> <tr> <td data-bbox="597 1432 734 1524">A</td> <td data-bbox="734 1432 1289 1524">Seeking advanced degree</td> <td data-bbox="1289 1432 1474 1524">June 15, 1998</td> </tr> <tr> <td data-bbox="597 1524 734 1667">B</td> <td data-bbox="734 1524 1289 1667">Completed two-year degree – working on additional courses toward bachelor degree – will be transferring to 4-yr inst</td> <td data-bbox="1289 1524 1474 1667">July 1, 2006</td> </tr> <tr> <td data-bbox="597 1667 734 1726">C</td> <td data-bbox="734 1667 1289 1726">Seeking Post-Baccalaureate Certificate</td> <td data-bbox="1289 1667 1474 1726">July 1, 2013</td> </tr> <tr> <td data-bbox="597 1726 734 1785">D</td> <td data-bbox="734 1726 1289 1785">Seeking Post-Masters Certificate</td> <td data-bbox="1289 1726 1474 1785">July 1, 2013</td> </tr> <tr> <td data-bbox="597 1785 734 1885">M</td> <td data-bbox="734 1785 1289 1885">Completed four-year degree – working on additional courses toward master degree.</td> <td data-bbox="1289 1785 1474 1885">July 1, 2006</td> </tr> </tbody> </table>	Field Value	Field Attribute and Examples	Effective Date	0	Non-Degree seeking	June 15, 1998	1	Seeking one year degree/certificate/diploma	June 15, 1998	2	Seeking two year degree/certificate/diploma	June 15, 1998	3	Seeking three year degree/certificate/diploma	June 15, 1998	4	Seeking four year degree/certificate/diploma	June 15, 1998	5	Seeking five year degree/certificate/diploma	June 15, 1998	A	Seeking advanced degree	June 15, 1998	B	Completed two-year degree – working on additional courses toward bachelor degree – will be transferring to 4-yr inst	July 1, 2006	C	Seeking Post-Baccalaureate Certificate	July 1, 2013	D	Seeking Post-Masters Certificate	July 1, 2013	M	Completed four-year degree – working on additional courses toward master degree.	July 1, 2006
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Wisconsin, University of Wisconsin System	For the UW System, it varies widely across institutions and within institutions.
West Virginia Higher Education Policy Commission	Our agency collects undergraduate certificates which specify that they are formal awards certifying the satisfactory completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in at least one but less than two academic years. Our guidance for this definition came from an old NCES Classification of Instructional Programs (CIP book).