



UNITED TRIBES
TECHNICAL COLLEGE

United Tribes Technical College Data Dictionary

Abbreviations Used:

AIHEC AIMS – American Indian Higher Education Consortium American Indian Measures of Success

AIR – Association of Institutional Research

BIE – Bureau of Indian Education

TCPCTIP – Tribally Controlled Postsecondary Career and Technical Institutions Program (Section 117 Perkins V Statute)

CTE – Career and Technical Education

IPEDS – Integrated Postsecondary Education Data System

NSC – National Student Clearinghouse

UTTC – United Tribes Technical College

Terminology Definition and Usage Source

Term	Definition	UTTC	IPEDS	NSC	TCPCTIP	AIHEC AIMS
¼ Time Student	Student who enrolls in 3 to 5 credits in Fall or Spring semester; 1 to 2 credits in the Summer semester		X	X		
½ Time Student	Student who enrolls in 6 to 8 credits in Fall or Spring semester; 3 credits in the Summer semester	X	X	X		
¾ Time Student	Student who enrolls in 9 to 11 credits in Fall or Spring semester; 4 to 5 credits in Summer semester		X	X		
Academic Advisor	An instructor responsible for providing academic guidance including advising and registration of students within a particular program	X				

Term	Definition	UTTC	IPEDS	NSC	TCPCTIP	AIHEC AIMS
Academic Term	Refers to a semester (Fall, Spring, or Summer)	X	X	X	X	X
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
Accepted Student	A student who has completed the application process and who has been accepted to the institution, but has not yet registered.	X				
Applicant Student	An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving the application fee, if any) and who has been notified of one of the following actions: admission, non-admission, placement on waiting list, or application withdrawn by applicant or institution		X			
Applicant Student	A prospective student who has submitted their college application and required application documentation to the institution	X				
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
Bachelor Degree	A program of study that can be completed in four years; also referred to as Baccalaureate degree	X	X	X	X	X
Census Date	The last day to add or drop a class or to withdraw without a record, usually within 10 days from the first day of class of the semester	X	X	X	X	X
Certificate	A program of study that can be completed in two or fewer semesters	X	X	X	X	X
Completer/Graduate	A student who is officially awarded a degree, certificate, diploma, or other recognized credential.	X	X	X	X	X
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.	X				X
Continuing Student	A student who maintains their enrollment from the prior term to the current term at UTTC (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
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
CTE Concentrator	Student who completes at least 12 credits in single program of 12 or more credits that upon completion provides an industry-recognized credential, certificate, or degree; a student who completes a short-term CTE program of less than 12 credits that upon completion provides an industry-recognized credential, certificate, or degree.				X	

Term	Definition	UTTC	IPEDS	NSC	TCPCTIP	AIHEC AIMS
Degree Level	The qualification awarded to students upon successful completion of a course of study. Degrees awarded at UTTC include Associate and Bachelor's degree levels.	X	X	X	X	X
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
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
Diploma	A program of study that can be completed in three semesters.	X	X	X	X	X
Distance Education	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
Drop	Refers to a student who withdraws from all courses prior to census date	X				
Dual Enrollment Student	A student who is still in high school taking a class, typically online, at UTTC.	X				
Enrolled Student	A student who is enrolled in courses past census date in a particular semester.	X	X	X	X	X
Entrance Term	The term (Fall, Spring, Summer) a student first enters a program.	X	X	X	X	X
Entrance Year	The year a student first enters a program.	X	X	X	X	X
Faculty to Student Ratio	The number of academic credit-seeking students compared to the number of instructional faculty	X	X	X	X	X
Fall Cohort	The group of students entering in the <u>fall term</u> established for tracking purposes. For the <u>Graduation Rates</u> component, this includes all students who enter an institution as full-time, first-time <u>degree</u> or <u>certificate-seeking undergraduate</u> students during the fall term of a given year.	X	X			
First Generation Student	A student who neither their mother nor father earned a bachelor degree.	X	X	X	X	X
First Time Freshman Student	A student who has no prior postsecondary experience (except as noted below) attending any institution for the first time at the <u>undergraduate level</u> . This includes students enrolled in <u>academic</u> or <u>occupational programs</u> . It also includes students enrolled in the <u>fall term</u> who attended college for the first time in the prior summer term, and students who entered with advanced standing (college <u>credits</u> or recognized postsecondary credential earned before graduation from high school).		X	X		X
First-time Ever in College	A student who has not attended any postsecondary institution.	X	X	X		

Term	Definition	UTTC	IPEDS	NSC	TCPCTIP	AIHEC AIMS
First-time Student	A student who has never attended UTTC, but may or may not have attended other institutions of higher education.	X				X
Fiscal Year	Used to record a one-year cycle for financial reporting. The fiscal year begins July 1 and ends on June 30.	X				
Freshman	A student who has earned 0 to 30 credits.	X	X	X		
Full Time Equivalent (FTE)	Total number of credit hours attempted divided by 12.	X	X	X	X	
Full Time Student	Student who enrolls in 12 credits or more in Fall or Spring semester; 6 credits or more in Summer semester.	X	X	X	X	X
Graduate/Completer	A student who is officially awarded a degree, certificate, diploma, or other recognized credential.	X	X	X	X	X
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	
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		X	
Headcount	Unduplicated count of students.	X	X	X	X	X
Indian Student Count (ISC)	All credits earned By Native American students in an academic year divided by 12.	X			X	X
Junior	A student who has earned 61 to 90 credits.					
Less Than ½ Time Student	Student who enrolls in less than 6 credits in Fall or Spring semester, and less than 3 credits in the Summer semester.	X	X	X		
Lower-level Courses	Courses numbered between 100 and 299.					
Major	The academic discipline associated with a certificate or degree program to which an enrolled student commits.	X	X	X	X	X
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
Non-traditional Student	A student who is over the age of 24.	X				
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

Term	Definition	UTTC	IPEDS	NSC	TCPCTIP	AIHEC AIMS
Passing Grade	A grade of "A", "B", or "C" is considered a passing grade for purposes of calculating institutional student progress	X			X	X
Persistence	Tendency of students to continue enrollment from one semester to the next in progression toward degree completion; excludes Summer.	X				
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
Retention	Tendency of students to continue enrollment from the fall of one academic year to the fall of the next academic year.	X			X	X
Returning Student	A student who was enrolled at UTTC previously, stopped out, and has returned to the college	X				
Seat Count	Sum of the number of students in all classes.	X				
Senior	A student who has earned more than 91 credits.	X	X	X		
Sophomore	A student who has earned 31 to 60 credits	X	X	X		
Stop Out Student	Students who do not attend the next consecutive semester or more and return at a later date. (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 not stop outs).	X	X	X	X	X
Student	Anyone enrolled during a semester for at least 1 academic credit hour.	X			X	X
Student	Anyone enrolled during a semester, excluding non-degree and non-certificate students.		X			
Traditional Student	A student who is between the ages of 18 to 25.					
Transfer Student	A student who has previously attended a postsecondary institution before attending UTTC.	X	X	X	X	X
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
Upper-level Courses	Courses numbered between 300 and 499.	X				
Wellness Counselor	An individual responsible for providing personal guidance including counseling and other wellness services to students.	X				
Withdraw	A student who withdraws from a course or the institution after the census date.	X				

Calculations Used for Reporting

Term	Calculation	UTTC	AIR	IPEDS	NSC	TCPCTIP	BIE	AIHEC AIMS
Duplicated Student Count	Total of unduplicated headcount per semester (Fall headcount + Spring headcount + Summer headcount)	X						
Full Time Equivalent (FTE)	Total Student Credit Hours / Number of Credit Hours (12) Needed to be Full Time	X	X	X	X	X	X	X
Indian Student Count (ISC)	Total Native American Student Credit Hours / Number of Hours Needed to be Full Time (12 credits).	X				X		X
Seat Count	Sum of the number of students in all classes.	X	X					
Persistence	Percent of students enrolled in the Fall semester who continued enrollment in the following Spring semester, transferred to another institution, or completed the program of study; <i>or</i> Percent of students enrolled in the Spring semester who continued enrollment in the following Fall semester, transferred to another institution, or completed the program of study	X						
Retention	Percent of students enrolled in a fall semester who were enrolled in the previous fall semester, transferred to another institution, or completed the program of study	X	X	X	X	X	X	X