

**Institution: West Virginia University Institute of Technology
(237950)**

User ID: 88G4403

Completions Overview

Welcome to the IPEDS Completions survey component. The Completions component is one of several IPEDS components that is conducted during the Fall data collection period. It collects the number of degrees and certificates awarded by field of study, level of award, race/ethnicity, and gender. The reporting period for the Completions component is during the 12-month time period beginning July 1 of the previous calendar year and ending June 30 of the current calendar year; therefore, for this year's Completions component, the reporting period is between July 1, 2018 and June 30, 2019. The Completions component is also collecting the number of students (e.g., completers) who earned awards between July 1, 2018 and June 30, 2019.

Changes to reporting for 2019-20

- The term 'contact hour' has been replaced with the term 'clock hour'
- The term 'formal award' has been replaced with the term 'recognized postsecondary credential'
- There is a new instruction to exclude students participating in Experimental Pell (See <https://experimentalsites.ed.gov/exp/approved.html>)

For 2020-21 changes, please review the preview screens available on the [Survey Materials](#) page. For more information on updates to CIP codes, see below.

CIP codes will need to be updated for the 2020-21 data collection.

The [CIP 2020 Website](#) includes a list of new CIP codes, a list of deleted CIP codes, a list of moved CIP Codes, and an online crosswalk of the 2010 CIP and 2020 CIP.

Some common Completions component errors include the following:

- Including award levels on your current year Completions that were not reported on your previous year's (PY) Institutional Characteristics (IC). [Award levels in the PY IC component cannot be changed; therefore, contact the IPEDS Help Desk at 1-877-225-2568 if you need assistance.]
- Forgetting to select CIP codes for new programs of study that are offered by the institution, but do not have completions for the reporting period.
- Forgetting to enter in zero in at least one of the cells for CIP codes that do not have completions.
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered sub-bacalaureate undergraduate programs, and students in these programs are undergraduate students.

Keep in mind that some information provided by institutions on the Completions component appear in the [College Navigator](#), which is a major tool used by consumers searching for information about postsecondary education. It is therefore vitally important that you include accurate information about your institution.

Survey materials can be downloaded using the following link: [Survey Materials](#).

To access your prior year data submission for this component: [Reported Data](#)

Completions: total by first major

99.0000 Summary Grand Totals	Award Level	Nonresident alien	Hispanic Latino	American Indian or Alaska Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Two or more Races	Race/ethnicity unknown	Total	PY Total
Bachelor's degree	5											
Men		11	3	1	2	8	0	71	3	1	100	104
Women		8	0	0	1	4	0	45	3	1	62	49
Total		19	3	1	3	12	0	116	6	2	162	153

Grand Total Men		11	3	1	2	8	0	71	3	1	100	104
Grand Total Women		8	0	0	1	4	0	45	3	1	62	49
Grand Total		19	3	1	3	12	0	116	6	2	162	153

PY Grand Total Men		16	3	0	1	3	0	77	2	2		104
PY Grand Total Women		4	1	0	0	6	0	35	2	1		49
PY Grand Total		20	4	0	1	9	0	112	4	3		153


All Completers

Institutions must report the following information. (Some data will be pre-populated from the completions by CIP code data.)

All Completers

Number of students by gender and race and ethnicity earning an award between July 1, 2018 and June 30, 2019. Count each student only once, regardless of how many awards he/she earned. The intent of this screen is to collect an unduplicated count of total numbers of *completers*.

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

	Men		Women		Total Students
	Number of Students	Total Awards	Number of Students	Total Awards	
<u>Nonresident alien</u>	<input type="text" value="11"/>	11	<input type="text" value="7"/>	8	18
<u>Hispanic/Latino</u>	<input type="text" value="5"/> 	3	<input type="text" value="0"/>	0	5
<u>American Indian or Alaska Native</u>	<input type="text" value="1"/>	1	<input type="text" value="0"/>	0	1
<u>Asian</u>	<input type="text" value="2"/>	2	<input type="text" value="1"/>	1	3
<u>Black or African American</u>	<input type="text" value="8"/>	8	<input type="text" value="4"/>	4	12
<u>Native Hawaiian or Other Pacific Islander</u>	<input type="text" value="0"/>	0	<input type="text" value="0"/>	0	0
<u>White</u>	<input type="text" value="68"/>	71	<input type="text" value="45"/>	45	113
<u>Two or more races</u>	<input type="text" value="3"/>	3	<input type="text" value="3"/>	3	6
<u>Race and ethnicity unknown</u>	<input type="text" value="1"/>	1	<input type="text" value="1"/>	1	2
TOTAL	99	100	61	62	160
PY TOTAL	102		48		150

Completers by Level

Institutions must report the number of students who earned an award by level. This screen will be shown for each of the following consolidated award levels for which there is a reported completion:

- Postsecondary awards, certificates, or diplomas of less than 1 academic year
 - Less than 900 clock hours, or
 - Less than 30 SEMESTER or TRIMESTER credit hours, or
 - Less than 45 QUARTER credit hours
- Postsecondary awards, certificates, or diplomas of at least 1 but less than 4 academic years
 - 900 or more clock hours, or
 - 30 or more SEMESTER or TRIMESTER credit hours, or
 - 45 or more QUARTER credit hours
- Associate's degrees
- Bachelor's degrees
- Master's degrees
- Doctor's degrees
- Postbaccalaureate and post-master's certificates

Bachelor's degrees

Number of students by gender, by race and ethnicity, and by age earning this award between July 1, 2018 and June 30, 2019. Each student should be counted once per award level. For example, if a student earned a master's degree and a doctor's degree, he/she should be counted once in master's and once in doctor's. A student earning two master's degrees should be counted only once.

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

	Number of Students	Total Awards
By Gender		
Men	<input type="text" value="97"/>	100
Women	<input type="text" value="61"/>	62
TOTAL	158	162
PY TOTAL	150	

By Race/Ethnicity

<u>Nonresident alien</u>	<input type="text" value="18"/>	19
<u>Hispanic/Latino</u>	<input type="text" value="3"/>	3
<u>American Indian or Alaska Native</u>	<input type="text" value="1"/>	1

<u>Asian</u>	<input type="text" value="3"/>	3
<u>Black or African American</u>	<input type="text" value="12"/>	12
<u>Native Hawaiian or Other Pacific Islander</u>	<input type="text" value="0"/>	0
<u>White</u>	<input type="text" value="113"/>	116
Two or more races	<input type="text" value="6"/>	6
<u>Race and ethnicity unknown</u>	<input type="text" value="2"/>	2
TOTAL	158	162

By Age		
Under 18	<input type="text" value="2"/>	
18-24	<input type="text" value="104"/>	
25-39	<input type="text" value="29"/>	
40 and Above	<input type="text" value="23"/>	
Age Unknown	<input type="text" value="0"/>	
TOTAL	158	162

Prepared by

The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data. The Keyholder will be copied on all email correspondence to other preparers.

The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS. Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.

Thank you for your assistance.

This survey component was prepared by:

<input type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input type="radio"/>	Academic Library Contact	<input type="radio"/>	Other
Name:	<input type="text"/>				
Email:	<input type="text"/>				

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

<input type="text"/>	Number of Staff (including yourself)
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How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?

Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed		Revising Data to Match IPEDS Requirements		Entering Data		Revising and Locking Data	
Your office	<input type="text"/>	hours	<input type="text"/>	hours	<input type="text"/>	hours	<input type="text"/>	hours
Other offices	<input type="text"/>	hours	<input type="text"/>	hours	<input type="text"/>	hours	<input type="text"/>	hours

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 [Data Center](#) and sent to your institution's CEO in November 2019.

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 or ipedshelp@rti.org.

Summary of Completions Data

Award Level	Number of Completions	
	1 st major	2 nd major
Bachelors degree or equivalent	162	0
Total number of degrees and certificates	162	

Summary of Completers Data

	Number of Students		
	Men	Women	Total
All Completers	99	61	160

Completions

West Virginia University Institute of Technology (237950)

Source	Description	Severity	Resolved	Options
Global Edits				
Perform Edits	<p>You did not complete the 'Completions' survey screens for the following; If you do offer them, but just do not have any completions at this award level for this year, please enter a zero somewhere on the screen. If you do not offer these programs at the award levels shown, please delete them.</p> <p>CIPCODE: 13.1314 Award Level: 5 Major: First CIPCODE: 14.0201 Award Level: 5 Major: First CIPCODE: 15.0399 Award Level: 5 Major: First CIPCODE: 15.0612 Award Level: 5 Major: First CIPCODE: 24.0199 Award Level: 5 Major: First CIPCODE: 30.9999 Award Level: 5 Major: First CIPCODE: 31.0101 Award Level: 5 Major: First CIPCODE: 51.3801 Award Level: 5 Major: First CIPCODE: 52.2001 Award Level: 5 Major: First</p> <p>Please correct your data or contact the IPEDS Help Desk for assistance. (Error #10518)</p>	Fatal	No	
Perform Edits	<p>You did not answer the distance education program question on the 'Completions' survey screens for the following:</p> <p>CIPCODE: 11.0101 Award Level: 5 Major: First CIPCODE: 11.0501 Award Level: 5 Major: First CIPCODE: 13.1314 Award Level: 5 Major: First CIPCODE: 13.1319 Award Level: 5 Major: First CIPCODE: 14.0201 Award Level: 5 Major: First CIPCODE: 14.0701 Award Level: 5 Major: First CIPCODE: 14.0801 Award Level: 5 Major: First CIPCODE: 14.0901 Award Level: 5 Major: First CIPCODE: 14.1001 Award Level: 5 Major: First CIPCODE: 14.1901 Award Level: 5 Major: First CIPCODE: 15.0000 Award Level: 5 Major: First CIPCODE: 15.0399 Award Level: 5 Major: First CIPCODE: 15.0612 Award Level: 5 Major: First CIPCODE: 24.0102 Award Level: 5 Major: First CIPCODE: 24.0199 Award Level: 5 Major: First CIPCODE: 26.0101 Award Level: 5 Major: First CIPCODE: 27.0101 Award Level: 5 Major: First CIPCODE: 30.9999 Award Level: 5 Major: First CIPCODE: 31.0101 Award Level: 5 Major: First CIPCODE: 40.0501 Award Level: 5 Major: First CIPCODE: 42.0101 Award Level: 5 Major: First CIPCODE: 43.0103 Award Level: 5 Major: First CIPCODE: 43.0106 Award Level: 5 Major: First CIPCODE: 44.0201 Award Level: 5 Major: First CIPCODE: 45.1001 Award Level: 5 Major: First CIPCODE: 51.0701 Award Level: 5 Major: First CIPCODE: 51.3801 Award Level: 5 Major: First CIPCODE: 52.0101 Award Level: 5 Major: First CIPCODE: 52.0301 Award Level: 5 Major: First CIPCODE: 52.2001 Award Level: 5 Major: First</p> <p>Please correct your data or contact the IPEDS Help Desk for assistance. (Error #10566)</p>	Fatal	No	

Screen: Completers- All Completers

Screen Entry	The number of Men completers reported in the Hispanic/Latino race and ethnicity category (5) cannot be greater than the number of awards earned by these students (3). You must fix this error. (Error #10591)	Fatal	No	
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