**IPEDS** **2022-23 Data Collection System**

**IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org**
OMB NO. 1850-0582 v.30 : Approval Expires 8/31/2025
User ID: P1927851

## 12-month Enrollment 2022-23

Institution: Maria College of Albany (192785)                                                                                                   User ID: P1927851

## Overview

**12-month Enrollment Overview**
The 12-month Enrollment component collects unduplicated student enrollment counts and instructional activity data for an entire 12-month period. Using the instructional activity data reported, a full-time equivalent (FTE) student enrollment at the undergraduate and graduate level is estimated (4-year institutions only). Institutions with Doctor's - professional practice students will also report the FTE enrollment of those students (4-year institutions only). NCES uses the FTE enrollment to produce indicators such as expenses by function per FTE as reported in the IPEDS Data Feedback Report.

**Data Reporting Reminder:**
- All institutions must use the July 1 - June 30 reporting period.
- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting.

**Changes to reporting:**
The following changes were implemented for the 2022-23 data collection period:
- The "Nonresident alien" terminology has been changed to "U.S. Nonresident" but should include the same category of students.
- A question about gender has been added at the end of the Part A to collect information about students for whom gender does not fit the binary gender (Men/Women) categories provided. **Institutions should still allocate those students to the Men/Women categories throughout the survey component at this time.** There are also new FAQs to help with questions about the new reporting.
- A part-time column was added for graduate student unduplicated enrollment counts.
- References to summer term were changed to summer session.
- FAQ #4 has been removed as it refers to an old change.
- FAQ #7 on consistent reporting of EF, E12, and OM has been updated for clarification.
- FAQ on reporting undocumented and DACA students has been updated along with instructions.

**Resources:**
- To download the survey materials for this component: Survey Materials
- To access your prior year data submission for this component: Reported Data

If you have questions about completing this survey, please contact the IPEDS Help Desk at 1-877-225-2568.

## Undergraduate Instructional Activity Type

**Which instructional activity units will you use to report <u>undergraduate</u> instructional activity?**

- Undergraduate instructional activity data in Part B may be reported in units of clock hours or credit hours.
- Please note that any graduate level instructional activity must be reported in credit hours. (4-year institutions only)

○ Clock hours

◉ Credit hours

○ Both clock and credit hours (some undergraduate programs measured in clock hours and some measured in credit hours)

🌐You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

## Part A - Unduplicated Count for Full-time Undergraduate Students

**12-month Unduplicated Count by Race/Ethnicity and Gender - Full-time Undergraduate Students**
July 1, 2021 – June 30, 2022

Reporting Reminders:
- The 12-month unduplicated count must be equal or greater than the corresponding prior year fall enrollment.
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

**Men**

| Students enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Full-time undergraduate students |
|---|---|---|---|---|---|---|
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
| | | Transfer-in | Continuing/ Returning | | | |
| U.S. Nonresident | 0 | 5 | 5 | 10 | 0 | 10 |
| Hispanic/Latino | 0 | 0 | 1 | 1 | 0 | 1 |
| American Indian or Alaska Native | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian | 0 | 2 | 2 | 4 | 0 | 4 |
| Black or African American | 0 | 0 | 2 | 2 | 0 | 2 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 0 | 3 | 2 | 5 | 0 | 5 |
| Two or more races | 0 | 0 | 1 | 1 | 0 | 1 |
| Race and ethnicity unknown | 0 | 3 | 3 | 6 | 0 | 6 |
| **Total men** | ☑ 0 | **13** | **16** | **29** | **0** | **29** |
| Total men prior year | 3 | 14 | 11 | 28 | | 28 |

**Women**

| Students enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Full-time undergraduate students |
|---|---|---|---|---|---|---|
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
| | | Transfer-in | Continuing/ Returning | | | |
| U.S. Nonresident | 1 | 3 | 4 | 8 | 0 | 8 |
| Hispanic/Latino | 0 | 0 | 5 | 5 | 0 | 5 |
| American Indian or Alaska Native | 1 | 0 | 0 | 1 | 0 | 1 |
| Asian | 0 | 3 | 2 | 5 | 0 | 5 |
| Black or African American | 2 | 3 | 8 | 13 | 0 | 13 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 5 | 18 | 36 | 59 | 0 | 59 |
| Two or more races | 1 | 0 | 3 | 4 | 0 | 4 |
| Race and ethnicity unknown | 6 | 11 | 31 | 48 | 0 | 48 |
| **Total women** | **16** | **38** | **89** | **143** | **0** | **143** |
| Total women prior year | 26 | 51 | 114 | 191 | | 191 |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Grand total (2021-22)** | **16** | **51** | **105** | **172** | **0** | **172** |
| Prior year data: | | | | | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| Grand total (men+women) prior year | 29 | 65 | 125 | 219 | | 219 |
| Total Full-time undergraduate enrollment Fall 2021<br>*NOTE: Grand total (2021-22) calculated above is expected to be greater than total Full-time undergraduate enrollment Fall 2021.* | 14 | 37 | 91 | 142 | | 142 |

## Part A - Unduplicated Count for Part-time Undergraduate Students

**12-month Unduplicated Count by Race/Ethnicity and Gender - Part-time Undergraduate Students**
July 1, 2021 – June 30, 2022

Reporting Reminders:

- The 12-month unduplicated count must be equal or greater than the corresponding prior year fall enrollment.
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

**Men**

| Students enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Part-time undergraduate students |
|---|---|---|---|---|---|---|
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
| | | Transfer-in | Continuing/ Returning | | | |
| U.S. Nonresident | 0 | 1 | 1 | 2 | 0 | 2 |
| Hispanic/Latino | 0 | 0 | 8 | 8 | 0 | 8 |
| American Indian or Alaska Native | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian | 0 | 1 | 3 | 4 | 0 | 4 |
| Black or African American | 0 | 4 | 3 | 7 | 0 | 7 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 0 | 0 | 0 | 0 |
| White | 1 | 7 | 10 | 18 | 0 | 18 |
| Two or more races | 0 | 0 | 1 | 1 | 0 | 1 |
| Race and ethnicity unknown | 1 | 13 | 17 | 31 | 19 | 50 |
| **Total men** | **2** | **26** | **43** | **71** | **19** | **90** |
| Total men prior year | 1 | 17 | 57 | 75 | 11 | 86 |

**Women**

| Students enrolled for credit | Degree/certificate-seeking | | | | Non-degree/ non-certificate-seeking | Total, Part-time undergraduate students |
|---|---|---|---|---|---|---|
| | First-time | Non-first-time | | Total degree/certificate-seeking | | |
| | | Transfer-in | Continuing/ Returning | | | |
| U.S. Nonresident | 3 | 4 | 8 | 15 | 0 | 15 |
| Hispanic/Latino | 0 | 5 | 32 | 37 | 0 | 37 |
| American Indian or Alaska Native | 0 | 1 | 0 | 1 | 0 | 1 |
| Asian | 1 | 4 | 12 | 17 | 0 | 17 |
| Black or African American | 4 | 10 | 51 | 65 | 0 | 65 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 1 | 1 | 0 | 1 |
| White | 3 | 63 | 169 | 235 | 1 | 236 |
| Two or more races | 1 | 6 | 4 | 11 | 0 | 11 |
| Race and ethnicity unknown | 4 | 96 | 152 | 252 | 41 | 293 |
| **Total women** | **16** | **189** | **429** | **634** | **42** | **676** |
| Total women prior year | 21 | 211 | 473 | 705 | 0 | 705 |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Grand total (2021-22)** | **18** | **215** | **472** | **705** | **61** | **766** |
| Prior year data: | | | | | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| Grand total (men+women) prior year | 22 | 228 | 530 | 780 | 11 | 791 |
| Total Part-time undergraduate enrollment Fall 2021<br>*NOTE: Grand total (2021-22) calculated above is expected to be greater than total Part-time undergraduate enrollment Fall 2021.* | 17 | 114 | 442 | 573 | 37 | 610 |

Part A - Unduplicated Count for Undergraduate Students

**12-month Unduplicated Count by Race/Ethnicity and Gender - <u>Undergraduate</u> Student Total**

July 1, 2021 – June 30, 2022

**Men**

| Students enrolled for credit | Total full-time undergraduate students | Total part-time undergraduate students | Grand total, all undergraduate students |
|---|---|---|---|
| U.S. Nonresident | 10 | 2 | **12** |
| Hispanic/Latino | 1 | 8 | **9** |
| American Indian or Alaska Native | 0 | 0 | **0** |
| Asian | 4 | 4 | **8** |
| Black or African American | 2 | 7 | **9** |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | **0** |
| White | 5 | 18 | **23** |
| Two or more races | 1 | 1 | **2** |
| Race and ethnicity unknown | 6 | 50 | **56** |
| **Total men** | **29** | **90** | **119** |

**Women**

| Students enrolled for credit | Total full-time students | Total part-time students | Grand total, all students |
|---|---|---|---|
| U.S. Nonresident | 8 | 15 | **23** |
| Hispanic/Latino | 5 | 37 | **42** |
| American Indian or Alaska Native | 1 | 1 | **2** |
| Asian | 5 | 17 | **22** |
| Black or African American | 13 | 65 | **78** |
| Native Hawaiian or Other Pacific Islander | 0 | 1 | **1** |
| White | 59 | 236 | **295** |
| Two or more races | 4 | 11 | **15** |
| Race and ethnicity unknown | 48 | 293 | **341** |
| **Total women** | **143** | **676** | **819** |

| **Grand Total (men+women)** | **172** | **766** | ☑ **938** |

## Part A - Unduplicated Count for Graduate Students

**12-month Unduplicated Count by Race/Ethnicity and Gender - Full-time and Part-time Graduate Students**

July 1, 2021 – June 30, 2022

Reporting Reminders:

- The 12-month unduplicated count must be equal or greater than the corresponding prior year fall enrollment.
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Report **all** postbaccalaureate degree and certificate students as graduate students, **including any doctor's - professional practice students (formerly first-professional)**

**Men**

| Students enrolled for credit | Total full-time | Total part-time | Total graduate students |
|---|---|---|---|
| U.S. Nonresident | 0 | 0 | 0 |
| Hispanic/Latino | 0 | 0 | 0 |
| American Indian or Alaska Native | 0 | 0 | 0 |
| Asian | 0 | 0 | 0 |
| Black or African American | 0 | 0 | 0 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 0 |
| White | 3 | 0 | 3 |
| Two or more races | 0 | 0 | 0 |
| Race and ethnicity unknown | 0 | 0 | 0 |
| **Total men** | **3** | **0** | **3** |
| Total men prior year | | | 2 |

**Women**

| Students enrolled for credit | Total full-time | Total part-time | Total Graduate students |
|---|---|---|---|
| U.S. Nonresident | 0 | 0 | 0 |
| Hispanic/Latino | 0 | 0 | 0 |
| American Indian or Alaska Native | 0 | 0 | 0 |
| Asian | 1 | 0 | 1 |
| Black or African American | 3 | 0 | 3 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 0 |
| White | 29 | 0 | 29 |
| Two or more races | 1 | 0 | 1 |
| Race and ethnicity unknown | 3 | 0 | 3 |
| **Total women** | **37** | **0** | **37** |
| Total women prior year | | | 18 |

| | Total full-time | Total part-time | Total graduate students |
|---|---|---|---|
| **Grand total (2021-22)** | **40** | **0** | ☒ **40** |
| Prior year data: | | | |
| Unduplicated headcount (2020-21) | | | 20 |
| 🛈 Total enrollment Fall 2021<br>*NOTE: Grand total (2021-22) calculated above is expected to be greater than Total enrollment Fall 2021.* | 22 | 18 | 40 |

## Part A - Gender Unknown or another gender than Men/Women categories

**12-month Unduplicated Count by Gender Unknown or another gender than provided men/women categories**

- The 'gender unknown' category is to report students for whom the institution does not know a gender.
- Institutions should not ask students that do not select a binary gender to allocate themselves to a binary gender category; it is up to the institution to allocate unknown students and students that indicate another gender into the binary categories throughout the forms where required. One method commonly used by institutions is to allocate these students to the binary categories required in other parts of the form using the proportion of men to women reported.

Is your institution able to report **another gender** for the 2022-23 data collection? If you indicate 'No', your institution should leave the cells in the rows for '**Another gender**' blank (i.e., do not report 0). If you indicate 'Yes', but no students identified as **another gender**, please enter '0'.

Undergraduate students:
- ○ Yes
- ⦿ No

Graduate students:
- ○ Yes
- ⦿ No

Of the total students reported, how many students did you allocate to a binary gender category (Men/Women) because their gender was unknown or another gender than the provided categories?

|  | Number of students | |
| --- | --- | --- |
|  | Undergraduate students | Graduate students |
| **Grand total** | **938** | **40** |
| Gender unknown (i.e., gender information is not known or not collected). | 123 | 0 |
| **Another gender** (i.e., gender information is known but does not fall into either of the mutually exclusive binary categories provided [Men/Women]). | | |
| **Total of Gender unknown + Another gender** | **123** | **0** |
| **Total of Students for whom gender is known and falls into one of the mutually exclusive binary categories provided [Men/Women]** | **815** | **40** |

## Part A – 12-month Enrollment by Distance Education Status

**12-month Unduplicated Count - Distance Education Status**
July 1, 2021 – June 30, 2022

| | Undergraduate Students | | Graduate Students |
| --- | --- | --- | --- |
| | Degree/certificate-seeking | Non-degree/non-certificate-seeking | |
| Students **enrolled exclusively** in distance education courses | 79 | 36 | 0 |
| Students **enrolled in at least one but not all** distance education courses | 609 | 13 | 3 |
| Students **not enrolled in any** distance education courses | 189 | 12 | 37 |
| | | | |
| **Total (from prior part A screens)** | **877** | **61** | **40** |

You may use the box below to provide additional context for the data you have reported above. Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Part B - Instructional Activity

**12-month Instructional Activity**

July 1, 2021 - June 30, 2022

Instructional Activity Reporting Reminder:

- Instructional activity is used to calculate an IPEDS FTE based on the institution's reported calendar system.
- Graduate credit hour activity should not include any doctor's – professional practice activity, the total of those students' FTE is entered separately instead.

FTE Reporting Reminder:

- Institutions need not report their own calculations of undergraduate or graduate FTE unless IPEDS FTE calculations would be misleading for comparison purposes among all IPEDS reporting institutions.

**Instructional Activity**

|  | 2021-22 total activity | Prior year data |
|---|---|---|
| Undergraduate level: | | |
| Credit hour activity | 14,424 | 16,820 |
| Graduate level: | | |
| Credit hour activity | ☒ 1,204 | 482 |

**Full-Time Equivalent (FTE) of Students**

| Calendar system (as reported on the prior year IC Header survey component): | Semester |
|---|---|
| | |

If the IPEDS calculated FTE estimates below are not reasonable, **AND** you have reported the correct instructional activity hours above, enter your best FTE estimate in the "Institution reported FTE" column below and save the page. This option should be used **ONLY** if the calculated estimate is not reasonable for your institution and IPEDS comparisons.

Please provide your best estimate of undergraduate and graduate FTE for the 12-month reporting period **only if the calculated FTE estimate below is not reasonable for IPEDS comparison purposes**. Please provide an explanation in the context box if the option is used due to Coronavirus Pandemic.

|  | Calculated FTE 2021-22 | Institution reported FTE 2021-22 | Prior year FTE 2020-21 |
|---|---|---|---|
| Undergraduate student FTE | 481 | 481 | 561 |
| Graduate student FTE | 50 | ☑ 50 | 20 |
| **Total FTE students** | **531** | **531** | 581 |

⊕ Context notes will be posted on the College Navigator website. Therefore, you should write all context notes using proper grammar (e.g., complete sentences with punctuation) and common language that can be easily understood by students and parents (e.g., spell out acronyms).

Prepared by

**Prepared by**

Reporting Reminders:
- 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: | | | | | |
|---|---|---|---|---|---|
| ○ | Keyholder | ○ | SFA Contact | ○ | HR Contact |
| ○ | Finance Contact | ○ | Academic Library Contact | ◉ | Other |
| Name: | Amelia McCarthy | | | | |
| Email: | amccarthy@mariacollege.edu | | | | |

| How many staff from your institution only were involved in the data collection and reporting process of this survey component? |
|---|
| 1.00 Number of Staff (including yourself) |

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 | 1.00 hours | 1.00 hours | 0.50 hours | hours |
| Other offices | 0.00 hours | 0.00 hours | 0.00 hours | hours |

Summary screen

**12-Month Enrollment 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 Data Center and sent to your institution's CEO in November 2022.

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.

| 12-Month Unduplicated Headcount and Full-Time Equivalent Students | |
|---|---|
| Total 12-month unduplicated headcount | 978 |
|     Undergraduate student unduplicated headcount | 938 |
|     Graduate student unduplicated headcount | 40 |
| | |
| Total 12-month full-time equivalent (FTE) student enrollment | 531 |
|     Undergraduate student FTE | 481 |
|     Graduate student FTE | 50 |

Edit Report

## 12-month Enrollment

| Source | Description | Severity | Resolved | Options |
|--------|-------------|----------|----------|---------|
| **Global Edits** | | | | |
| Perform Edits | The distribution by race/ethnicity for men is different than expected when compared with the data reported by your institution in the prior year. Please correct your data or explain. (Error #9101) | Explanation | Yes | |
| Reason | We have a better sense of our U.S. Nonresident students. | | | |
| **Screen: Full-time Undergraduate Students** | | | | |
| Screen Entry | The number entered is outside the expected range when compared with the prior year value. Please correct your data or explain. (Error #9020) | Explanation | Yes | |
| Reason | We have very few FTFT Male students. | | | |
| **Screen: Undergraduate Students Total** | | | | |
| Perform Edits | The percentage of students whose race and ethnicity are unknown is greater than expected. Please correct your data or explain. (Error #9120) | Explanation | Yes | |
| Reason | We have a high percentage of students whose race and ethnicity are unknown. | | | |
| **Screen: Graduate Students** | | | | |
| Screen Entry | The 12-month unduplicated count of graduate students (40) is expected to be greater than the total graduate fall enrollment (40) reported by your institution in the prior year Fall Enrollment survey, because the official fall enrollment reporting date falls within the 12-month timeframe for E12. Please correct your data or contact the IPEDS Help Desk for assistance. (Error #9302) | Fatal | Yes | |
| Reason | Overridden by administrator. Inst enrolls once/year, in the fall. KG | | | |
| Screen Entry | The 12-month unduplicated count of graduate students (40) is outside the expected range of between 10 and 30 when compared to the prior year value reported for this student level. Please correct your data or explain the change in enrollment. (Error #9308) | Explanation | Yes | |
| Reason | This is a new program, so enrollment is increasing quickly. | | | |
| **Screen: Instructional Activity** | | | | |
| Perform Edits | The number of graduate credit hours reported on the Part B - Instructional Activity screen is higher than expected. Typically, each graduate student reported in Part A enrolls in 27 or fewer credit hours over the 12-month period. Please correct your data or contact the IPEDS Help Desk for assistance. (Error #9212) | Fatal | Yes | |
| Reason | Overridden by administrator. Students average 30 credit hours/year. KG | | | |
| Related Screens | Unduplicated count, Instructional Activity | | | |
| Perform Edits | The institution-reported FTE entered on the Part B – Instructional Activity screen is significantly different from the value reported in the prior year. Please correct your data or explain the reason for this variance, detailing the method used to calculate the entered FTE. (Error #9859) | Explanation | Yes | |
| Reason | Our graduate enrollment increased significantly. | | | |
| Related Screens | Instructional Activity | | | |