REFERENCE FILE SPECIFICATIONS

Reference ipeds completion

Version 1.5.0

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General Information

This document describes the data elements collected by the Nebraska Statewide Workforce & Educational Reporting System (NSWERS). Valid values and data validation rules that can be performed prior to data submission are listed where appropriate.

High-Level Data Collection Workflow

Scope

All students enrolled in courses (for credit AND/OR noncredit) at the institution for given academic year.

File Names

File Specification	*File Name*
Reference ipeds completion	#####_reference_ipedscompletion_YYYY_##.csv

Where	Represents
#####	IPEDS Institution ID
YYYY	Academic Year Ending
##	Optional sequence Number

Data Element Names

The following syntax is used throughout this document when referencing data elements.

Format: *NSWERS Field Name [File Specification: Field Name (Field Number)] where:

- An asterisk (*) indicates the data element is a mandatory field. A non-blank or non-null value must be supplied in all mandatory fields for each record, or the data loading process will reject the record.
- NSWERS Field Name represents the name of the data element commonly used by the Nebraska Statewide Workforce & Educational Reporting System (NSWERS).
- File Specification indicates the formal name of the file specification.
- Field Name indicates the formal name of the field within the file specification.
- Field Number indicates the position of the field within the file specification.

Academic Year Ending

The academic year is understood as July 1 – June 30. Postsecondary data will be organized by academic year using Academic Year Ending. For example, the

Academic Year Ending field for 2020 – 2021 will simply read: “2021”.

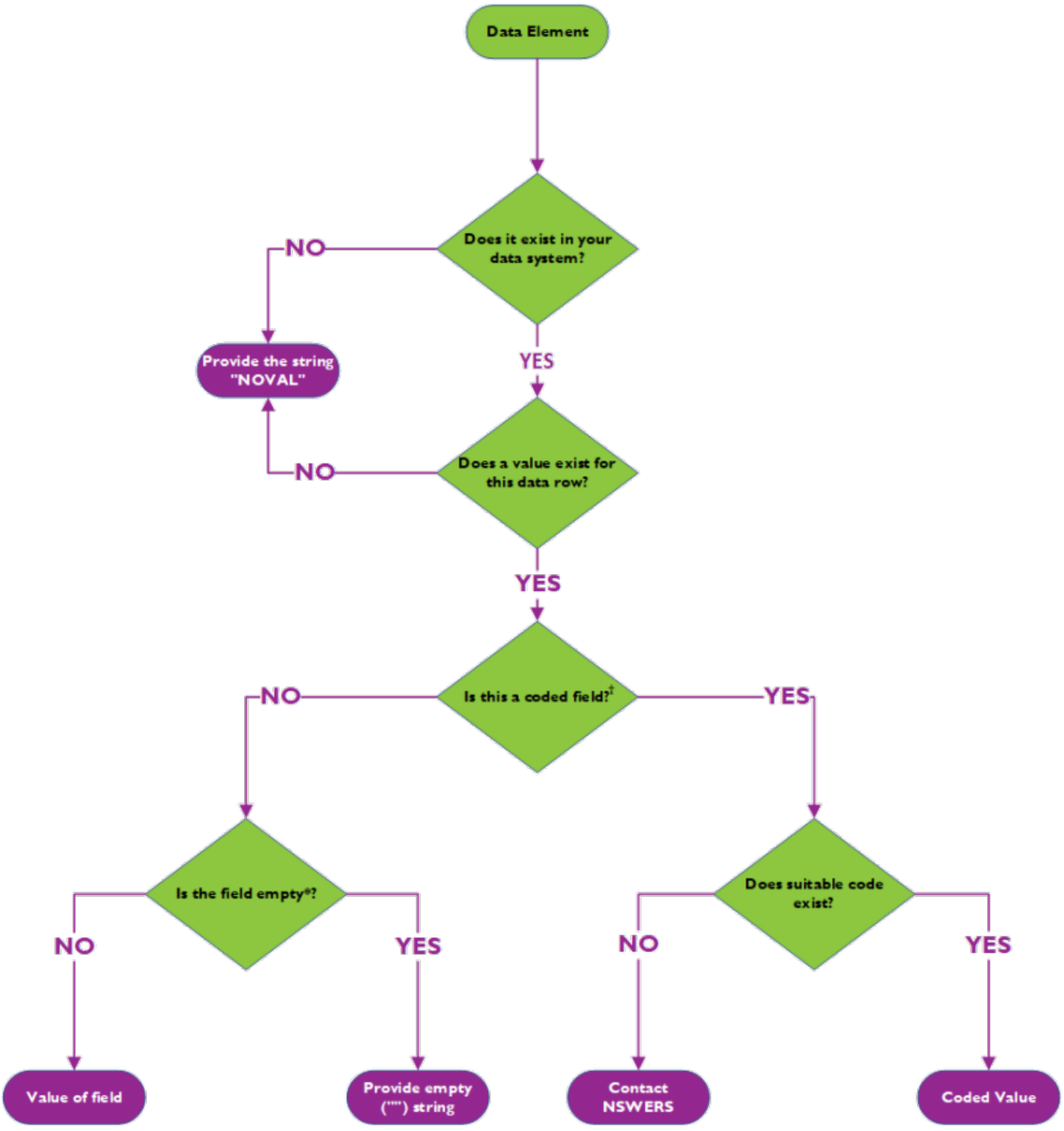
Notes of Importance

- Any values that contain a comma must be enclosed with quotes.
- Data fields should be ordered in the same sequence as identified in this document.

All files should be submitted in .csv format.

To maintain data privacy and security, and to preserve the informational chain of custody, NSWERS staff cannot edit original source data files. It is the responsibility of each data contributing partner to resolve errors discovered during data submission, validation, and certification processes. Corrected data files should be re-uploaded by partners into the NSWERS data system.

Decision Tree: Reporting for Nonmandatory Data Elements



†The field is represented by a code in the data specifications (e.g. gender, GED Status, etc)

*The field is blank or represented by a blank placeholder in your data system

Reference ipeds completion

Number of degrees and certificates awarded, by institution, year, program (CIP code) and award level, from the IPEDS Completions survey. CIP codes are given in both the 2010 and 2020 editions so programs can be compared across years.

Additional details can be found on our website at https://nswers.orgs/insights/data-dictionary-and-elements/

Institution Id [Reference ipeds completion:institution_id (1)]

IPEDS institution identifier for which the completion count is reported.

Provide the institution identifier (IPEDS Institution ID) in the format "######".

Format
######

Year [Reference ipeds completion:year (2)]

Four-digit reporting year for the IPEDS completion record.

Format
yyyy

Award Level [Reference ipeds completion:award_level (3)]

IPEDS award-level category code applied to the completion count; the supplied sample does not define the full external code list.

Count [Reference ipeds completion:count (4)]

Number of completions for the institution, year, award_level, and CIP combination.

Cipcode2010 [Reference ipeds completion:cipcode2010 (5)]

2010 CIP code used for the reported completion record.

The Classification of Instructional Programs (CIP) codes (2020 version) are provided by IPEDS.

Format
##.####

Verification Details

CIP codes must be six-digits long in format ##.#### – leading and terminal zeros must be included, where applicable.

Cipcode2020 [Reference ipeds completion:cipcode2020 (6)]

2020 CIP code crosswalked to or reported for the same completion record.

The Classification of Instructional Programs (CIP) codes (2020 version) are provided by IPEDS.

Format

##.####

Verification Details

CIP codes must be six-digits long in format ##.#### – leading and terminal zeros must be included, where applicable.

Reference ipeds completion

Key	*Position*	*Name*	*Type*	*Length*	*Format*
	1	Institution Id	String	6	######
	2	Year	Date	4	yyyy
	3	Award Level	Integer		
	4	Count	Integer		
	5	Cipcode2010	String	7	##.####
	6	Cipcode2020	String	7	##.####